



Islamorada, Village of Islands **REGULAR VILLAGE COUNCIL MEETING**

December 12, 2023 - 5:30 PM
Founders Park Community Center
87000 Overseas Highway
Islamorada, FL 33036

The Village Council has resumed the in-person regular meeting format. Virtual participation is still available to the public. Please see the last page of the agenda for participation details

AGENDA

I. CALL TO ORDER / ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. AGENDA: Requests for Deletion / Emergency Additions

IV. REPORTS, PRESENTATIONS AND ANNOUNCEMENTS

- A.** Election of Mayor and Vice Mayor **TAB 1**
- B.** Wastewater Audit Presentation from Marcum **TAB 2**
- C.** Report on Coral Shores High School Baseball Field Upgrades at Founders Park **TAB 3**

V. PUBLIC COMMENT

(This is general public comment. It provides an opportunity for the public to speak about matters not scheduled elsewhere on the agenda. The mayor opens public comment on agenda items throughout the meeting.)

VI. CITIZENS' ADVISORY COMMITTEE REPORTS & APPOINTMENTS

- A.** Parks and Recreation Advisory Committee Report - Carolyn Wightman **TAB 4**
- B.** Local Planning Agency Report - Deb Gillis **TAB 5**

VII. MAYOR / COUNCIL COMMUNICATIONS

- A.** Discussion Regarding the Fills (Councilmember Rosenthal) **TAB 6**
- B.** Discussion Regarding Request from Near Shore Water Citizen's Advisory Committee Regarding Tavernier Creek Idle Speed Zone (Council Consensus) **TAB 7**
- C.** Discussion Regarding Kayaks Launching at Vacant Village-owned Property (Vice Mayor Mahoney) **TAB 8**
- D.** Discussion Regarding Timeline for Presentation of Ridesharing Service Advisory Selection Panel's Recommendation to Council (Vice Mayor Mahoney) **TAB 9**

- E. Discussion Regarding New Form 6 Requirements and Related Professional Fees (Councilman Gregg)

VIII. VILLAGE ATTORNEY / VILLAGE MANAGER COMMUNICATIONS

- A. Village Attorney Announcement of Shade Session
- B. Request for Direction Regarding Reports for Inclusion in the Agenda: After-Action Report, Village Manager Update, Weiss Serota Billing, Financial Reports, and Planned Travel by Council and Staff **TAB 10**
- C. Discussion regarding Establishment of a Marine-Based Emergency Response Program by the Fire Rescue Department
- D. Discussion Regarding Manager Contract and Negotiations **TAB 11**
- E. Discussion and Direction Regarding Florida Commerce Hurricane Evacuation Baseline Modeling and Prospective Modeling for (Potential) Future BPAS Allocations **TAB 12**

IX. CONSENT AGENDA

(All items on the Consent Agenda are considered routine by the Village Council and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event, the item will be moved to the Main Agenda.)

- A. Approval of Meeting Minutes: **TAB 13**

November 7, 2023 Regular Village Council Meeting
November 9, 2023 Land Use Village Council Meeting (Marne McGrath, Village Clerk)

- B. Resolution Approving an Interlocal Agreement with the Monroe County Comprehensive Plan Land Authority Regarding the Administration of Land Acquisition Programs **TAB 14** (Peter Frezza, Environmental Resources Manager)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT WITH THE MONROE COUNTY COMPREHENSIVE PLAN LAND AUTHORITY, REGARDING THE ADMINISTRATION OF LAND ACQUISITION PROGRAMS; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE

- C. Resolution Renewing an Agreement with RES Florida Consulting, LLC, for Continued Water Quality and Benthic Vegetation Monitoring in Village Canals **TAB 15** (Peter Frezza, Environmental Resources Manager)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING A RENEWAL OF THE AGREEMENT BETWEEN ISLAMORADA, VILLAGE OF ISLANDS AND RES FLORIDA CONSULTING, LLC FOR WATER QUALITY AND BENTHIC VEGETATION MONITORING IN VILLAGE CANALS; AUTHORIZING VILLAGE OFFICIALS TO

IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE RENEWAL; AND PROVIDING FOR AN EFFECTIVE DATE.

- D. Resolution Approving Update to Council Procedures **TAB 16** (John Quick, Interim Village Attorney)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, UPDATING PROCEDURES FOR THE VILLAGE COUNCIL; AND PROVIDING FOR AN EFFECTIVE DATE.

- E. Resolution Approving Purchases from SHI International Corp. for FY 2023-2024 **TAB 17** (Vince Tarves, Systems Engineer)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING PURCHASES FROM SHI INTERNATIONAL CORP. (SHI) FOR THE VILLAGE IT & COMMUNICATIONS DEPARTMENT; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE NECESSARY DOCUMENTS; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE

- F. Resolution Approving an Agreement with United Data Technologies for IT Network Monitoring Services **TAB 18** (Ramon Navarro, Network Engineer)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA APPROVING AN AGREEMENT WITH UNITED DATA TECHNOLOGIES FOR INFORMATION TECHNOLOGY (IT) NETWORK MONITORING SERVICES; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE NON-EXCLUSIVE AGREEMENT; AUTHORIZING WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE

- G. Resolution Approving FY 2022-2023 Year-End Budget Amendment **TAB 19** (Maria Bassett, Finance Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING THE VILLAGE'S ADOPTED BUDGET FOR FISCAL YEAR 2022-2023; AND PROVIDING AN EFFECTIVE DATE

X. RESOLUTIONS

- A. Resolution Approving Agreement with Attention Media, LLC **TAB 20** (John Quick, Interim Village Attorney)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING A ONE YEAR AGREEMENT WITH ATTENTION MEDIA, LLC TO PROVIDE A SOCIAL MEDIA AND OUTREACH PROGRAM; AUTHORIZING

VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; PROVIDING FOR A WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE

- B.** Resolution Approving an Interlocal Agreement with the Florida Keys Mosquito Control District (FKMCD) **TAB 21** (Terry Abel, Fire Chief)
A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT BETWEEN ISLAMORADA, VILLAGE OF ISLANDS, AND THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT PURSUANT TO CHAPTER 163, FLORIDA STATUTES; AND PROVIDING FOR AN EFFECTIVE DATE
- C.** Resolution Approving Final Ranking and Recommendation of the Auditor Selection Committee **TAB 22** (Maria Bassett, Finance Director)
A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA; APPROVING THE FINAL RANKING AND RECOMMENDATION OF THE AUDIT COMMITTEE FOR THE SELECTION OF THE VILLAGE'S AUDITOR; AUTHORIZING THE VILLAGE MANAGER AS THE COUNCIL'S DESIGNEE TO NEGOTIATE A PROFESSIONAL AUDITING SERVICES CONTRACT FOR FUTURE CONSIDERATION OF THE VILLAGE COUNCIL; AND PROVIDING AN EFFECTIVE DATE
- D.** Resolution Approving Settlement Agreement in the Matter of Glynn Heirs v. Islamorada, Village of Islands **TAB 23** (John Quick, Interim Village Attorney)
A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE MEDIATED SETTLEMENT AGREEMENT RELATING TO THE GLYNN PROPERTY DESCRIBED HEREIN; AUTHORIZING VILLAGE OFFICIALS TO EXECUTE, DELIVER AND IMPLEMENT THE TERMS AND CONDITIONS OF THE SETTLEMENT AGREEMENT; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE

XI. ORDINANCES

- A.** Ordinance Amending the Village Code to Modify the Vessel Exclusion Zone/Swim Area Generally Located off of Port Antigua and White Marlin Beach on Lower Matecumbe Key - **First Reading TAB 24** (Peter Frezza, Environmental Resources Manager)
AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING CHAPTER 66 "WATERWAYS", ARTICLE I "IN GENERAL", SECTION 66-2 "OPERATION OF VESSELS IN RESTRICTED AREAS" OF THE VILLAGE CODE TO MODIFY THE VESSEL EXCLUSION ZONE/SWIM AREA GENERALLY LOCATED OFF OF PORT ANTIGUA AND WHITE MARLIN BEACH ON

LOWER MATECUMBE KEY, AS FURTHER DESCRIBED ON EXHIBIT “A”; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE

- B. Ordinance Relating to Trespass on Public Property - Second Reading TAB 25** (John Quick, Interim Village Attorney)
AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING CHAPTER 50 “STREETS, SIDEWALKS AND OTHER PUBLIC PLACES”, ARTICLE I “GENERAL”, CREATING SECTION 50-2 TO BE ENTITLED “TRESPASS WARNINGS; AUTHORIZATION TO ISSUE TRESPASS WARNING FOR PUBLIC PROPERTY; AND APPEAL PROCESS” OF THE VILLAGE CODE RELATING TO TRESPASS ON PUBLIC PROPERTY WITHIN THE VILLAGE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE
- C. Ordinance Calling for a Referendum to Revise Term Limits - on Motion for Reconsideration of vote on first reading TAB 26** (John Quick, Interim Village Attorney)
- D. Ordinance Calling for a Referendum to Increase Council Compensation - First Reading TAB 27** (John Quick, Interim Village Attorney)
AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, PROVIDING FOR AN INCREASE IN COMPENSATION FOR VILLAGE COUNCIL MEMBERS; PROVIDING FOR REFERENDUM TO BE HELD WITH THE REGULAR VILLAGE ELECTION ON NOVEMBER 5, 2024; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER PERTAINING TO INCREASED COMPENSATION FOR COUNCIL MEMBERS; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; PROVIDING FOR THE REPEAL OF CONFLICTING PROVISIONS; AND PROVIDING AN EFFECTIVE DATE
- E. Ordinance Amending Administrative Procedures Platting - First Reading TAB 28** (John Quick, Interim Village Attorney)
AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING CHAPTER 30 “LAND DEVELOPMENT REGULATIONS”, ARTICLE IV “ADMINISTRATIVE PROCEDURES”, DIVISION 10 “PLATTING”, SECTION 30-431 OF THE VILLAGE CODE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.
- F. Ordinance Amending Administrative Procedures Zoning in Progress - First Reading TAB 29** (John Quick, Interim Village Attorney)

**AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS,
FLORIDA, AMENDING CHAPTER 30 “LAND DEVELOPMENT
REGULATIONS”, ARTICLE IV “ADMINISTRATIVE
PROCEDURES”, DIVISION 2 “DEVELOPMENT REVIEW
PROCESS”, SECTION 30-212 OF THE VILLAGE CODE TO
CREATE A ZONING IN PROGRESS PROVISION; PROVIDING FOR
SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE;
AND PROVIDING FOR AN EFFECTIVE DATE.**

XII. MOTIONS

- A.** Approval of 2024 Regular Council Meeting Schedule **TAB 30** (Marne McGrath, Village Clerk)

**MOTION TO ADOPT THE PROPOSED 2024 MEETING
CALENDAR AND RESCIND THE 2024 LAND USE COUNCIL
MEETING CALENDAR APPROVED ON OCTOBER 10, 2023**

XIII. ADJOURNMENT

Options for Viewing the Village Council Meeting:

The public is encouraged to watch the meeting on Monroe County’s MCTV Comcast Channel 77. Alternatively, the public may view the meeting streamed live on the Village website from their personal computer, tablet or phone via the following link:

https://www.islamorada.fl.us/departments/communications/live_village_broadcast_meeting.php

Option 1: Email your comments.

1. Public comment should be submitted via email to: public.comment@islamorada.fl.us
2. The email should contain “Public Comment” in the subject line.
3. The name and address of the submitter shall be included in the email.
4. Public comment should be submitted by 9 a.m. the day before the meeting. Public comment will be sent to the Village Councilmembers for consideration prior to the meeting. Public comments will not be read during the meeting.

Option 2: Call in During the Meeting.

1. If phoning in, dial 305-224-1968 and enter the webinar **ID: 911 0656 4166** followed by #. When the Mayor opens public comment pertaining to the agenda item you are interested in dial ***9** to be recognized by the Zoom meeting monitor. The Monitor will call you by the last four digits of your phone number. **Please be sure to unmute your phone when you are called upon.**
2. If watching online via Zoom: Open the Zoom webinar link <https://zoom.us/j/91106564166> and follow the prompts to join the webinar. When the Mayor opens public comment use the “raise your hand” feature to be recognized by the meeting monitor. Public comments will be heard in the order in which they are received.

ADA Assistance:

These meetings are open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the ADA Coordinator at (305) 664-6448 or by email at ADA@islamorada.fl.us at least 48 hours before the scheduled meeting



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: December 12, 2023
SUBJECT: Election of Mayor and Vice Mayor TAB 1

Background:

Section 5 of the Village Charter provides, in pertinent part, as follows:

3. The mayor; powers and duties.

(a)The village council, at its first regular meeting after the fourth Tuesday of each November, shall elect from its membership a mayor and vice-mayor who shall serve at the pleasure of the village council and who shall have the same legislative powers and duties as any other councilmember, except as provided in paragraph (b). Notwithstanding the foregoing provisions, the election of the Mayor and Vice Mayor in a year in which there is a Village Council election, shall occur at the first regular Council meeting after the election certification has been conducted and approved by the Village's Canvassing Board.

(b)In addition to carrying out the regular duties under paragraph (a), the mayor shall preside at the meetings of the council and shall be recognized as the head of village government for service of process, ceremonial matters, and the signature or execution of ordinances, contracts, deeds, bonds, and other instruments and documents. The mayor shall have no administrative duties other than those necessary to accomplish these actions, or such other actions as may be authorized by the village council, consistent with general or special law.

4. The vice-mayor. The vice-mayor shall serve as acting mayor during the absence or disability of the mayor. In the absence of the mayor and the vice-mayor, the remaining councilmember[s] shall select a councilmember to serve as acting mayor.

Analysis:

As December 12, 2023 will be the first regular Council meeting after the fourth Tuesday of November, the Council will need to elect a Mayor and Vice Mayor from its membership.

Budget Impact:

N/A

Staff Impact:

N/A

Recommendation:

Attachments: None



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: December 12, 2023
SUBJECT: **Wastewater Audit Presentation from Marcum TAB 2**

Background:

Moises Ariza and Robert Burton from Marcum, LLC will present their findings in the wastewater audit.

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: 1. ISSUED_ Islamorada Report 111923



Islamorada, Village of Islands

**Review and Analysis of RFP 18-02
Continuing Services Agreement
Page Excavating, Inc.**

As of November 19, 2023

November 19, 2023

Islamorada, Village of Islands
Attn: John Quick, Village Attorney
Village Manager
86800 Overseas Highway
Islamorada, FL 33036

Dear Mr. Quick:

We have prepared and enclose herewith our Consulting Report (the “Report”) for Islamorada, Village of Islands (“Village”) regarding the Continuing Services Agreement (“Agreement”) between the Village and Page Excavating, Inc. (“Page”). Our analysis was conducted for the Village Council. This Report should not be used for any other purpose or by any other party.

Based on our analysis and procedures, Marcum has made the following significant findings:

- For the period of review, Page invoiced for 2,340 vacuum pit ring repairs at a cost of \$2,786,850 and 446 valve repairs at a cost of \$524,274.
- Marcum selected a representative sample of vacuum pit ring repairs and valve repairs and was able to confirm completion of the scope of work for the selected repairs.
- During testing of Federal Grant Applications, Marcum observed instances of services being performed by Page prior to the Village entering into a formal agreement with Page.

A description of the analysis, procedures and assumptions relied upon to reach this conclusion is presented in the accompanying Report. This letter should not be separated from, or considered independent of, the attached Report. This Report is subject to the assumptions and limiting conditions detailed in **Appendix B** to this Report.

Marcum LLP

Marcum LLP

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Appendices

Appendix A	Exhibits
Appendix B	Assumptions and Limiting Conditions
Appendix C	Principal Sources of Information

Exhibits

Exhibit 1	Valve and Ring Testing Results
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1 INTRODUCTION

Marcum was engaged on June 1st, 2023, to perform forensic analysis relating to construction services provided by Page Excavating to the Village. Based on our analysis and procedures, Marcum has made the following significant findings:

- For the period of review, Page invoiced for 2,340 vacuum pit ring repairs at a cost of \$2,786,850 and 446 valve repairs at a cost of \$524,274.
- Marcum selected a representative sample of vacuum pit ring repairs and valve repairs and was able to confirm completion of the scope of work for the selected repairs.
- During testing of Federal Grant Applications, Marcum observed instances of services being performed by Page prior to the Village entering into a formal agreement with Page.

1.1 Scope of Services

Marcum's scope of services included following tasks:

- Review RFP and bid documents and vendor approval processes for Page, and continuing services agreement ("CSA") terms and conditions.
- Review Village Resolutions and Work Authorizations for terms and conditions and scope of authorized work.
- Identify all services performed by Page and associated costs incurred for work performed during the period May 24, 2018 (date of CSA agreement) through May 30, 2023.
- Quantify Village disbursements to Page and associated services rendered for the period May 24, 2018 (date of CSA agreement) through May 30, 2023.
- Obtain documentation for vacuum pit ring repairs. Select representative sample and perform visual verification of completion of construction work.
- Identify additional Page construction work (including poly check valve replacement) and consult with Village regarding potential additional engineering testing for confirmation of existence and quality of such work.
- Review grant applications, federal award letter, and expenditures relating to work billed by Page which was funded with federal grant funds. Assess compliance with grant terms and potential remediation, if necessary, of identified non-compliance.

1.2 Background

Prior to engaging Page, the Village contracted with Reynolds Water Islamorada (RWI) for design, building and operation of its wastewater collection and transmission system through an agreement dated August 21, 2012. The Village terminated their contract with RWI effective March 12, 2018 and opted to bring wastewater operations and maintenance in-house. Subsequently, on January 8, 2018, the Village issued RFQ-18-02 soliciting the following services:

- Repair/replace Conveyance Force Main (CFM) system (Manholes)
- Installation of additional services lines that connect to the CFM
- Repair/replace vacuum pits and subsequent extensions
- Repair/replace valves
- Provide pump-out services to several locations

Bidders were given the option to bid on all or some portion of this work. After issuing the request for qualification, the Village received four vendor responses, summarized as follows:

- Key Honey Contracting: Bid on Items 1 through 5 and emergency laborers. The vendor provided a price range for tasks, rather than pricing items per square foot as was requested.

- MCF Construction: Only bid on Item 12, pump station installation (\$5,000).
- Overseas Plumbing: Bid only for labor on emergency repairs. No service or equipment quotes were provided.
- Page Excavation: Bid on items 2-5 and 10-18, providing complete price quotes.

Despite three of the responding applicants having not fully completed the bid form, at its meeting on May 3, 2018, the Village Council approved all applicants to provide future services via adoption of Resolution No. 18-05-34. Continuing Service Agreements were then sent to each of the vendors. A final version of Resolution No. 18-05-34 provided to Marcum by the Village included copies of the executed CSAs with MCF Construction, Inc., Overseas Plumbing, Inc., and Page Excavating, Inc. Marcum noted that Key Honey Contracting, LLC chose not to execute a professional service agreement with the Village for wastewater system contractor services.

On May 24, 2018, an agreement was executed between the Village and Page, with the following key provisions:

- 5-year term of services from commencement date. The agreement was subsequently modified to provide for a September 30, 2023 termination date, in alignment with the Village's fiscal year end.
- The Village Manager is authorized to negotiate any fees below \$25,000. Any services for fees above that amount are subject to Council approval.
- The agreement was also amended to include inflation adjustments based upon changes in the Consumer Price Index (CPI).

Under the CSA with Page, the Village issued multiple work authorizations.

- Work Authorization 1 provided for replacement of 46 inadequate vacuum pits in North Plantation Key for \$299,000. This authorization was signed by Joseph B. Pinder on January 14, 2021.
- Work Authorization 2 provided for replacement of 100 valves for \$135,000. This authorization was signed by Joseph B. Pinder on July 1, 2021.
- Work Authorization 3 provided for replacement of up to 500 valves for \$450,000, concrete repair work for \$30,000 and odor control services for \$33,500. Total approved services of \$513,500. This authorization was signed by Joseph B. Pinder on November 18, 2021.
- Work Authorization 4 was issued retroactively and included work previously performed by Page, as well as amounts allocated for other work still in process. The Village approved \$2,150,531 for work completed and planned subsequent to October 2022. Funds were allocated for previously completed work as well as for additional work in process. This authorization was signed by Ted Yates on April 27, 2023.

Prior to executing the CSA with Page, in 2008, the Village entered into the Florida Keys Water Quality Improvement Program (FKWQIP) Agreement with the Department of the Army. Pursuant to the Agreement, the Village sought grant reimbursements for amounts expended to Page for improvements to the Village's wastewater system.

2 PROCEDURES

Marcum performed the following procedures with respect to Page's services performed, billings, and reimbursements.

2.1 Analysis of Vendor Invoice and Payment History

Marcum reviewed the following documentation:

- RFP 18-02 and all responses received
- Page Excavating Continuing Services Agreement (CSA)
- Vendor Ledger Account listing Page invoices and payments from 2018 to present
- Work authorizations and purchase orders issued
- Page Invoices
- Check copies for payments to Page by the Village
- Copy of Reimbursement Request(s) submitted by the Village for work performed by Page

Marcum reviewed the Page contracts, note key terms. Marcum reviewed the vendor history report, noting the scope of services provided. Marcum quantified quantities and types of services provided during the period of review.

Marcum identified the population of vacuum pit ring replacements and valve replacements performed by Page. Marcum judgmentally selected ring and valve invoices and vouched Village check payments for the selected invoices. Marcum then physically inspected the locations of selected valve and ring repairs, noting completion of repair work billed by Page. For the period January 2018 through April 2023, Page issued individual invoices for each service address. However, at the Village's request, Page began submitting invoices which included charges for services provided at multiple addresses. Marcum obtained supplementary schedules to identify service locations included in Page's batch invoices. Marcum then selected locations for testing of existence and occurrence of ring and valve repairs.

Additionally, Marcum agreed invoice pricing to pricing terms contained in the Page CSA.

2.2 Review of Grant Applications

Marcum review grant applications, federal award letters, and expenditures relating to work billed by Page and funded by federal grant funds. Marcum assessed compliance with grant terms and potential remediation of identified non-compliance.

2.3 Site Inspection

Marcum analyzed the Page invoice data for the period of review, segregating invoices for valve and ring repairs. From the identified population of valve and ring repairs, Marcum judgmentally selected twenty-five (25) ring repairs and twenty-five (25) valve repairs for visual inspection. For the selected ring maintenance locations, Marcum visually inspected the vacuum pit rings, noting quality and condition consistent with dates of maintenance service. With the assistance of Village representatives, Marcum confirmed the replacement of plastic valves with steel valves, using metal detection equipment at the valve locations. Marcum photographed each selected maintenance site.

3 FINDINGS AND OBSERVATIONS

3.1 Pre-Qualification Process and Continuing Service Agreements

At its meeting on May 3, 2018, the Village Council approved all applicants to provide future services via adoption of Resolution No. 18-05-34. Continuing Service Agreements were then sent to each of the vendors. A final version of Resolution No. 18-05-34 provided to Marcum by the Village included copies of the executed CSAs with MCF Construction, Inc., Overseas Plumbing, Inc., and Page Excavating, Inc. Marcum noted that Key Honey Contracting, LLC chose not to execute a professional service agreement with the Village for wastewater system contractor services.

On May 24, 2018, a 5-year agreement was executed between the Village and Page. The agreement was subsequently modified to include a September 30, 2023, termination date, aligning with the Village's fiscal year end.

Per the terms of the agreement, the Village Manager is authorized to negotiate any fees below \$25,000. Services for fees above \$25,000 are subject to Council approval.

3.2 Vendor Invoice and Payment History

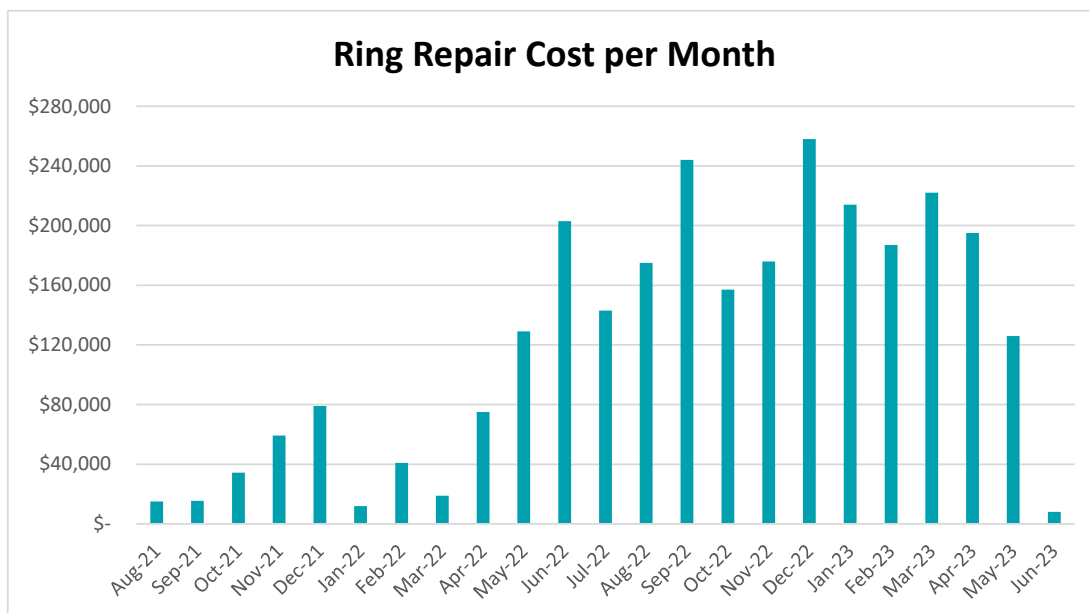
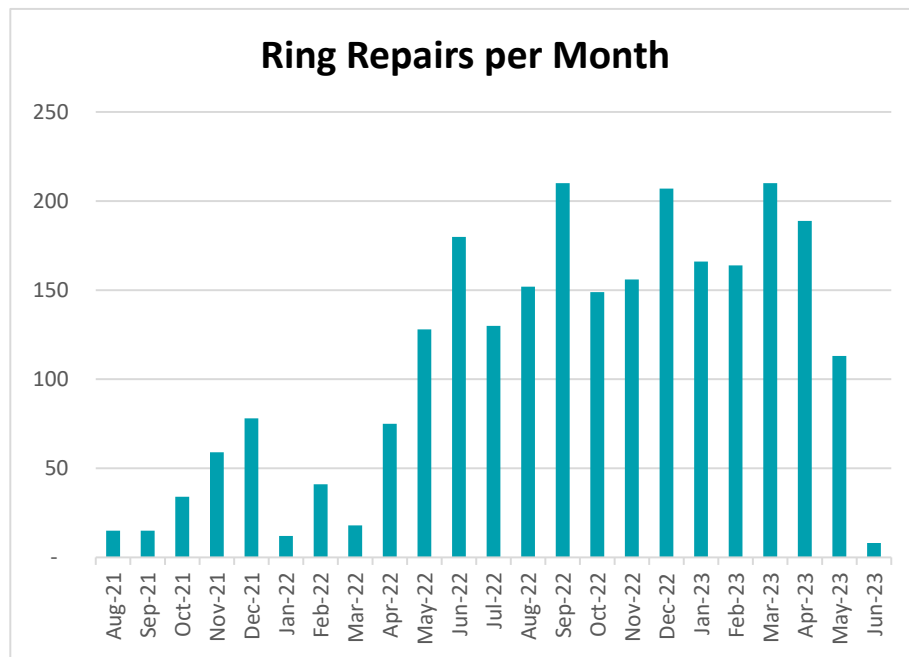
Marcum identified eight types of services performed by Page Consulting under the CSA. For the period October 1, 2018, through June 30, 2023, Marcum observed \$5,056,084 of total charges. Per the Vendor History Report, services provided by Page and associated charges were as follows:

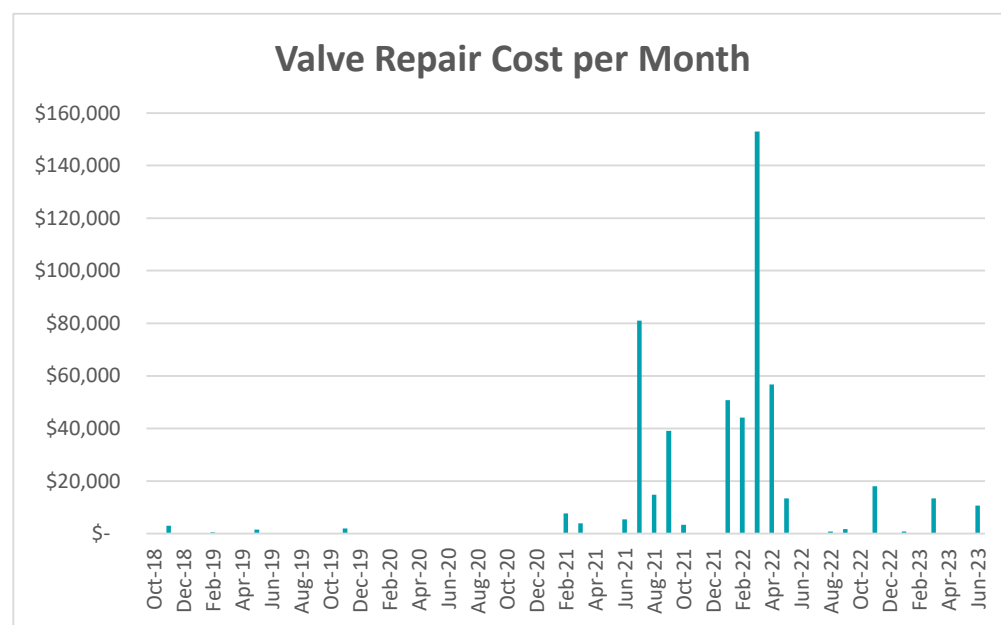
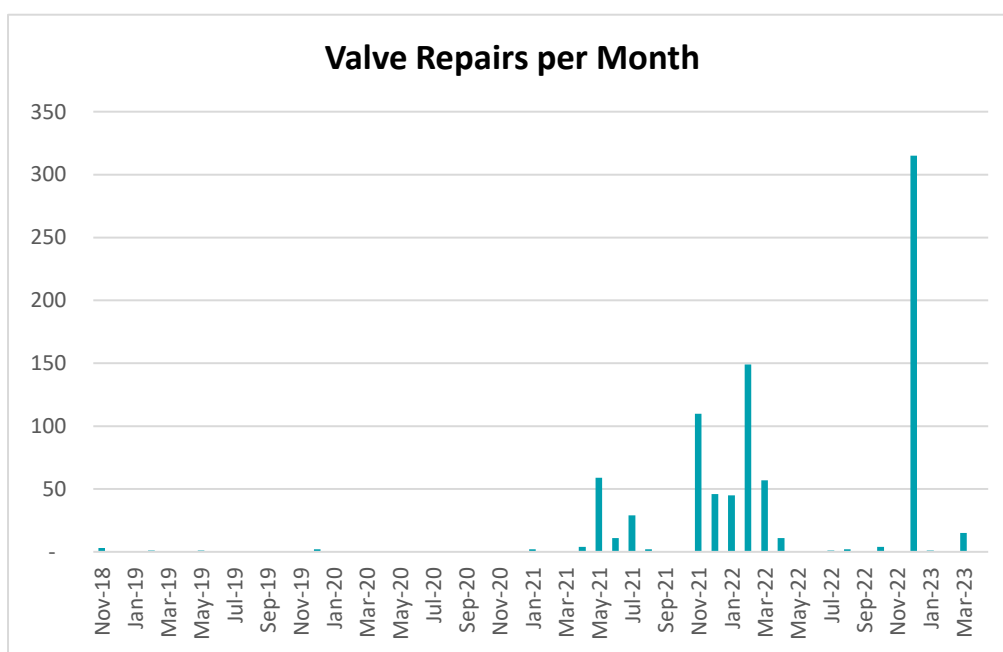
Invoice Summary - October 2018 through June 2023			
Type of Service	Number of Invoices	Total Amount Invoiced	Average Invoice
Connections	20	\$ 132,449	\$ 6,622
Emergency Repairs	57	206,848	3,629
Other	133	451,951	3,398
Ring Maintenance	2,340	2,786,850	1,191
Sewers	52	76,272	1,467
Vacuum Pit	118	818,250	6,934
Valves	446	524,274	1,176
Vents	26	59,190	2,277
Total	3,192	\$ 5,056,084	\$ 1,584

Marcum noted an increased volume of service by Page during fiscal year (FY) 2023. Invoices issued (by service type) and amounts billed during the FY 2018 through June 30, 2023, were as follows:

Invoice Quantity	FY-18	FY-19	FY-20	FY-21	FY-22	YTD-23	Total
Connections	1	6	1	8	3	1	20
Emergency Repairs	2	6	7	15	21	6	57
Other	27	43	16	13	28	6	133
Ring Maintenance				201	1,458	681	2,340
Sewers		4	9	8	29	2	52
Vacuum Pit	10	12	38	56	2		118
Valves	3	2		110	315	16	446
Vents	6	5	6	2	4	3	26
Total	49	78	77	413	1,860	715	3,192
Invoice Amount	FY-18	FY-19	FY-20	FY-21	FY-22	YTD-23	Total
Connections	\$ 30,100	\$ 51,751	\$ 17,000	\$ 17,840	\$ 8,839	\$ 6,920	\$ 132,449
Emergency Repairs	4,500	25,400	14,300	32,900	72,248	68,500	217,848
Other	61,150	117,155	113,990	53,885	88,050	25,421	459,651
Ring Maintenance				202,950	1,631,900	936,000	2,770,850
Sewers		5,320	12,020	9,340	46,652	2,940	76,272
Vacuum Pit	76,600	66,750	277,800	372,500	24,600		818,250
Valves	3,000	2,000		155,374	338,800	14,400	513,574
Vents	7,500	6,250	7,100	2,180	6,460	37,700	67,190
Total	\$ 182,850	\$ 274,626	\$ 442,210	\$ 846,969	\$ 2,217,549	\$ 1,091,881	\$ 5,056,084

Marcum reviewed Page's historical invoices, identified charges related to vacuum pit ring maintenance and valve repairs. The following charts summarize volume and associated cost of vacuum pit ring maintenance and valve replacement services performed by Page.





3.3 Review of Grant Applications

The Florida Keys Water Quality Improvement Program (FKWQIP) Agreement was entered into between the Department of the Army and the Village on August 17, 2008. The agreement was later amended on February 5, 2010. Using the funds provided under the Agreement, the Village was obligated to design and construct the Wastewater System Project in accordance with Federal laws, regulations, and policies. To receive federal awards, non-federal entities must agree to comply with laws, regulations, and the provisions of grant agreements and contracts, and to maintain internal control to provide reasonable assurance of compliance within these requirements. As noted in the agreement, in accordance with 32 C.F.R. Section 33.26, the Village was responsible for complying with the Single Audit Act Amendments of 1996 (31 U.S.C. 7501- 7507), as implemented by Office of Management and Budget (OMB) Circular No. A-133 and Department of Defense Directive 7600.10.

From review of the FKWQIP Agreement and supporting invoice documentation, Marcum noted one (1) exception requiring review and consideration by Village Management.

Exception #1 – Contracting

Criteria, Condition and Cause

As noted in Title 2 CFR Part 200 Subpart D 200.317, “all non-federal entities, must follow the procurement standards in sections 200.318 through 200.327” which identifies specific requirements detailing the contracting of services when using federal funding. As part of our procedures performed, it was identified that services were performed and payments were made to Page Excavating, Inc. before a formal agreement was finalized with Page Excavating, Inc. This was due to lack of internal controls over the procurement process.

Effect

Issues like this could result in the Village being out of compliance with the federal grant requirements as stipulated in Federal Guidelines as well as the Village's Procurement Policies. The ability of the Village to obtain subsequent funding could be impaired if procurement standards are not adhered to.

Recommendation

As part of a sound system of internal control, it is important that policies and procedures be developed to ensure that all procurement standard requirements by the grant documents and agency requirements be determined and monitored to ensure the requirements are met. Marcum recommends that management develop internal control policies and procedures to ensure supervisors review and approve procurement and contracting decisions for compliance with federal and organizational policies, verify that procurements provide full and open competition, and ensure procurement contracts are in writing and approved before services and/or goods are received.

3.4 Vacuum Pit Ring and Valve Replacement Testing

For the period of review, Page invoiced for 2,340 vacuum pit ring repairs at a cost of \$2,786,850 and 446 valve repairs at a cost of \$524,274. Sorting this data by address, Marcum observed Page invoices for recurring ring repairs at multiple locations. Upon inquiry, AJ Engelmeyer of Public Works advised that the recurring repairs were due to fracture of the concrete rings after installation. Some rings were located in high-traffic areas, and were being damaged by vehicles prior to having sufficient time for the concrete to cure. Village representatives advised that at some point during the ongoing ring repairs, design specifications were revised to require additional steel support for the concrete rings. Per AJ Engelmeyer, the addition of steel has resulted in higher durability and a lower failure for the more recently installed vacuum pit rings.

Marcum conducted a site inspection to test the 25 selected ring and valve repairs. Marcum visually inspected the vacuum pit rings, noting quality and condition consistent with dates of Page's maintenance service. With the assistance of Village representatives, Marcum confirmed the replacement of plastic valves with steel valves, using metal detection equipment at the valve locations. Marcum photographed each selected maintenance site.

For the site inspection Marcum met with:

- John Quick – Village Attorney
- Joseph Pinder III – Village Mayor
- AJ Engelmeyer – Public Works
- Joaquin Miranda – Wastewater Operations Manager

Exhibit 1 includes a summary of test results for the site inspection. Marcum was able to visually confirm the ring maintenance and replacement at each of the twenty-five selected locations. Verification of valve replacement was complicated by obstructed valve locations. For many of the selected locations, valves were concealed by landscaping or other subsequent construction. Valves were each located several feet underground. For confirmation of valve repairs,

Village representatives located the newly installed metal valves using a metal detector near the outlet ports at each selected location, demonstrating that old plastic valves had been replaced by metal valves.

Marcum was able to confirm replacement metal valve installation at each of the selected locations. For two (2) valve selections, Village representatives were initially unable to locate service locations, which were subsequently confirmed. For two (2) additional valve selections, Page invoices listed service addresses, rather than the street addresses that were closest to the repair locations.

Village representatives to improve accuracy of system monitoring and maintenance, the Village is now in the process of implementing a new tracking system that will include geo-locational tagging of village assets with the use of cell-phones. This improved system is anticipated to be implemented by year end.

Appendix A

Exhibits

Selection #	Invoice Description	Valve/Ring	Invoice Date	Amount	Verified Completed
1	Remove & Replace Ring @ 132 Iroquois Dr	Ring Maintenance	9/15/2022	\$1,000	Yes
2	Remove & Replace Ring @ 73920 OS Hwy	Ring Maintenance	12/1/2022	\$1,000	Yes
3	Remove & Replace Ring @ 122 Sapodilla Dr (2)	Ring Maintenance	5/4/2023	\$2,000	Yes
4	Check Valve Replacement @ 75071 O/S Hwy	Valves	7/15/2021	\$1,350	Yes
5	Check Valve Replacement @ 75261 Overseas Hwy	Valves	2/24/2022	\$900	Yes
6	Check Valve Replacement @ 75500 Overseas Hwy	Valves	4/21/2022	\$900	Yes
7	Remove & Replace Ring @ 75631 OS Hwy	Ring Maintenance	12/29/2022	\$1,000	Yes
8	Check Valve Replacement @ 76000 O/S Hwy	Valves	7/8/2021	\$1,350	Yes
9	Check Valve Replacement @ 137 Ocean Ln	Valves	7/15/2021	\$1,350	Yes
10	Check Valve Replacement @ 76241 Overseas Hwy	Valves	3/15/2022	\$900	Yes
11	Check Valve Replacement @ 109 Leserra Ln	Valves	7/22/2021	\$1,350	Yes
12	Check Valve Replacement @ 122 Columbus Dr	Valves	3/24/2022	\$900	Yes
13	Replace Backflow Valve @ 127 Columbus Dr	Valves	1/19/2023	\$900	Yes
14	Check Valve Replacement @ 162 Columbus Dr	Valves	4/7/2022	\$900	Yes
15	Check Valve Replacement @ 76800 Overseas Hwy	Valves	4/14/2022	\$900	Yes
16	Remove & Replace Ring @ 77255 OS Hwy	Ring Maintenance	8/18/2022	\$1,000	Yes
17	Remove & Replace Check Valve @ 77200 OS Hwy	Valves	3/9/2023	\$900	Yes
18	Check Valve Replacement @ 75734 Overseas Hwy	Valves	3/10/2022	\$900	Yes
19	Remove & Replace Ring @ 2 Tiki Ln	Ring Maintenance	4/28/2022	\$1,000	Yes
20	Remove & Replace Ring @ 1 Sukoshi Ln	Ring Maintenance	2/16/2023	\$1,000	Yes
21	Check Valve Replacement @ 8 Sukoshi Ln	Valves	3/17/2022	\$900	Yes
22	Check Valve Replacement @ 10 Sukoshi Ln	Valves	3/17/2022	\$900	Yes
23	Check Valve Replacement @ 80529 Old Hwy	Valves	3/31/2022	\$900	Yes
24	Remove & Replace Ring @ 80828 OS Hwy	Ring Maintenance	5/4/2023	\$1,000	Yes
25	Check Valve Replacement @ 80999 Old Highway	Valves	1/13/2022	\$900	Yes
26	Remove & Replace Ring @ 115 Parker Dr	Ring Maintenance	5/4/2023	\$1,000	Yes
27	Remove and Replace Ring @ 112 Parker Dr	Ring Maintenance	12/16/2021	\$1,000	Yes
28	Remove & Replace Ring @ 81541 Old Hwy	Ring Maintenance	1/12/2023	\$1,000	Yes
29	Check Valve Replacement @ 81500 Overseas Hwy	Valves	4/7/2022	\$900	Yes
30	Remove and Replace Ring @ 81290 Old Hwy	Ring Maintenance	9/1/2022	\$1,000	Yes
31	Remove & Replace Ring @ 82150 OS Hwy	Ring Maintenance	10/20/2022	\$1,000	Yes
32	Remove & Replace Ring @ 82929 OS Hwy	Ring Maintenance	5/4/2023	\$1,000	Yes
33	Check Valve Replacement @ 83247 Old Hwy	Valves	3/31/2022	\$900	Yes
34	Remove & Replace Ring @ 84725 OS Hwy	Ring Maintenance	12/8/2022	\$1,000	Yes
35	Check Valve Replacement @ 84725 Old Hwy	Valves	1/20/2022	\$900	Yes
36	Remove & replace ring @ 309 North Dr	Ring Maintenance	4/21/2022	\$1,000	Yes
37	Remove & replace ring @ 87420 Old Hwy	Ring Maintenance	1/27/2022	\$1,000	Yes
38	Check Valve Replacement @ 87745 Overseas Hwy	Valves	4/7/2022	\$900	Yes
39	Check Valve Replacement @ 5 Aregood Ln	Valves	3/24/2022	\$900	Yes
40	Check Valve Replacement @ 88550 Old Hwy	Valves	3/24/2022	\$900	Yes
41	Remove & Replace Ring @ 88680 OS Hwy	Ring Maintenance	11/3/2022	\$1,000	Yes
42	Remove & Replace Ring @ 157 Ocala Dr	Ring Maintenance	4/13/2023	\$1,000	Yes
43	Remove & Replace Ring @ 142 S. Rolling Hill Rd	Ring Maintenance	9/15/2022	\$1,000	Yes
44	Check Valve Replacement @ 88952 Overseas Hwy	Valves	4/7/2022	\$900	Yes
45	Remove & Replace Ring @ 103 Ojibway	Ring Maintenance	7/28/2022	\$1,000	Yes
46	Check Valve Replacement @ 89635 Old Hwy	Valves	3/24/2022	\$900	Yes
47	Remove & Replace Ring @ 174 Fontaine Dr	Ring Maintenance	2/16/2023	\$1,000	Yes
48	Remove & Replace Ring @ 109 Pearl Ave (2)	Ring Maintenance	6/30/2022	\$2,000	Yes
49	Remove & Replace Ring @ 216 Tide Ave	Ring Maintenance	2/16/2023	\$1,000	Yes
50	Remove & Replace Ring @ 89648 OS Hwy	Ring Maintenance	10/27/2022	\$1,000	Yes

Appendix B

Assumptions and Limiting Conditions

Assumptions and Limiting Conditions

This Report is subject to the following assumptions and limiting conditions:

We performed inquiries, observations and analysis based on the information made available to us. In performing our services, we relied on the sufficiency, accuracy, and reliability of information provided by the Village.

Our procedures were performed pursuant to the Statements on Standards for Consulting Services issued by the American Institute of Public Accountants as described in the Organization's Internal Audit Charter. We were not engaged to and did not; perform an audit or an examination under attestation standards established by the American Institute of Certified Public Accountants.

We financial activity for the period May 24, 2018 (date of CSA agreement) through May 30, 2023, relating services provided by Page under the CSA.

Our engagement cannot be relied upon to disclose errors, irregularities or illegal acts, including fraud or defalcations that may exist. Consequently, we make no representations regarding the sufficiency of the procedures either for the purpose of this engagement or for any other purpose.

Our analysis was performed and this Consulting Report was prepared for the Village Council and Village Manager. This Report should not be used for any other purpose.

Appendix C

Principal Sources of Information

Principal Sources of Information

1. RFQ 18-02
2. Responses to RFQ 18-02
3. Addendums to RFQ 18-02
4. CSA with Page Excavation
5. Amendments to CSA with Page Excavation
6. Work Authorizations 1-4 with Page Excavation
7. Village of Islamorada's Vendor History Report with Page Excavation
8. Invoices and Checks paid to Page Excavation
9. Federal Grant Awards
10. Reimbursement Requests
11. Purchase Orders to Page Excavation
12. Communication with the following:
 - a. John Quick – Village Attorney
 - b. Joseph Pinder III – Mayor
 - c. AJ Engelmeyer – Public Works
 - d. Joaquin Miranda – Wastewater Operations Manager



Council Communication

To: Mayor and Village Council
From: Maria Bassett, Finance Director
Date: December 12, 2023
SUBJECT: **Report on Coral Shores High School Baseball Field Upgrades at Founders Park TAB 3**

Background:

Patrick Lefere, Executive Director, Operations and Planning, Monroe County School District, first reached out to former Village Manager Greg Oravec in an email dated December 17, 2021, to request a meeting in January 2022 to discuss the feasibility of a project to upgrade the baseball field utilized by the Coral Shores High School and to determine an approach. Greg Oravec did not respond to the email, so Mr. Lefere reached out to then Interim Village Manager Maria Bassett on March 1, 2022, to inquire about meeting with the Village. Maria Bagiotti, Founders Park Director, and Maria Bassett, Finance Director and Interim Village Manager, met with Mr. Lefere, Richard Russell, and other Monroe County School District staff on March 16, 2022.

Before former Village Manager Ted Yates started at the Village on August 1, 2022, and before the current Council started serving in November, 2022, Richard Russell made an informational presentation to the Village's Parks and Recreation Citizens Advisory Committee and to the former Village Council regarding a general concept for the project. When former Village Manager Ted Yates started working for the Village, he requested that Public Works and Wastewater Director Andrew (A. J.) Engelmeyer serve as the Village's staff contact on the project and that he participate in any project coordination meetings. Director Engelmeyer served on the School Board's Evaluation Committee for the Design Build RFQ for the project. The first bid openings were completed on May 23, 2023. Only two proposals were received, which did not meet the School Board's minimum three bid requirement. Therefore, the project was re-advertized, and a total of four bids were received on July 7, 2023. The Evaluation Committee agreed to interview the two highest ranking proposers, and these interviews were completed on July 18, 2023.

The following are the design scope of services that were included in the RFQ:

- A. Monroe County School District requires renovation and upgrade of the existing baseball facility to include but not be limited to:
1. Competition Athletic Field:
 - a. Baseball – Install artificial turf field to include batting cages and dugouts.
 2. Bleachers:
 - a. Baseball – Install new elevated bleachers on concrete pad with storage underneath.
 3. Fences

- a. Dismantle existing backstop fence and reinstall in new location closer to home plate.
 - b. Dismantle existing side fences and align to reinstalled back stop fences.
 - c. Dismantle and reinstall protective netting to align with reinstalled backstop fence and side fences.
4. Dugouts
 - a. Demolish existing dugouts and replace with newly constructed dugouts for home and visitors closer to the field of play and home plate.
5. Batting Cage
 - a. Construct new batting cage with turf
6. Install Multi-Use Building to Consist of the Following:
 - a. Concession stand, locker rooms, press box, bathrooms, weight/training room, room with AV equipment, athletic equipment storage, IT IDF room, electrical and mechanical rooms and coach's office.
7. Ensure Adequate Elevation and Drainage Throughout the Facility (survey needed)
8. Coordination of Environmental Remediation Services (if needed following completion of Phase I Environmental Study to be Completed May 2023).
9. Include Public Address System, Conduit and Fiber Cabling for Connection to MCSD Network, WiFi Antenna's, Drinking Fountains, Picnic Table Seating, and Horizontal Netting over Baseball Bleachers.

The Design Build contractor will be required to get approval from the Village at each step of the design. This would include the 30%, 60%, 90%, and 100% phases of the design plans. During each of these phases and design plan submittals, Director Engelmeyer will be available to meet with each Village Council Member to discuss any concerns or other comments they may have about the project. The project will require a building permit from the Village and also a site plan review. The Village will be the inspectors on the job and will ensure that everything is constructed as required and in the best interests of the Village.

Analysis:

Mr. Lefere will provide an update to the Village Council regarding the Coral Shores High School Baseball Field Upgrade Project. At this time, there are no design plans for the improvements. Design of the improvements are the services that the Monroe County School Board recently engaged the services of a contractor to provide.

Any related agreements (i.e., interlocal between the Village and the School Board or lease agreement for use of the fields) will be revised and updated as needed for Village Council consideration and approval. Separately, the Village has a long-standing lease agreement with the Monroe County School Board for the properties at or near 81850 Overseas Highway in Islamorada upon which Library Beach, Fire Station #20 and the back lot, and the Hurricane Monument are located. The Fire Rescue Department needs to construct a storage building to house three portable generators that are being partially funded with FEMA Hazard Mitigation Grant funds resulting from Hurricane Irma. The storage building is being partially funded with a legislative appropriation from the State of Florida in the amount of \$150,000.00. Per the Village's lease agreement with the School Board, the Monroe County School Board must approve the construction of the storage building that is planned to be located on the lot behind Fire Station #20. To date, the Village's relationship with the Monroe County School District has been positive and mutually beneficial.

Budget Impact:

No budget impact.

Staff Impact:

No staffing level impact.

Recommendation:

N/A

Attachments: None



Islamorada, Village of Islands

Parks and Recreation Citizen's Advisory Committee Meeting **Wednesday, November 15**

Report to Village Council – Tuesday, December 12

This was the first meeting of the new Committee. Here is the list of the 11 Members:

Ted Benbow, Shannon Cary, Alina Davis, Natasha Early, David Epstein, Christy Hughes, Joseph Jannach, Richard Russell, Eduardo Suarez, John Weare, Carolyn Wightman

The Committee elected Carolyn Wightman as Chairperson and Rich Russell as Vice Chair.

Park Staff gave an overview of the Parks and Recreation Committee duties, goals and responsibilities.

The Parks Director, Maria Bagiotti and staff gave an excellent and complete overview presentation of all of the responsibilities and activities in the Park.

In addition, Staff addressed outline of Strategic Plans for the Park.

- Strategic Guidelines for Park use – size and timing of events, etc, has been in place for a number of years

2023-2024 Budget: Capital Outlay Projects

- **ADA Inclusive Beach Playground – Replacement project**
- **Solar Street Lighting – Replacement project**
- **Splash Pad Surface Renovation – Replacement project**
- **Great Lawn Electric Upgrade – install electrical power access to existing solar light pole**
- **Professional Services / Consulting and Project Management Services for Pool Resurfacing & Renovations to Locker Rooms and new Lifeguard First Aid / Break Room Project**
- **Professional Services / Consulting Services for evaluation and conceptual site plan to include additional courts at the existing court location (includes proposed parking and modification of interior roadway)**
- **Separate “Resident” entrance to Founders Park located near Village Administrative Center**

Other Project Suggestions:



Islamorada, Village of Islands

- Coral Shores High School Baseball Field (at Founders Park) Improvements – to be funded by Monroe County School District
- Village Council Chambers and Public Works Building
- Founders Park marquee signage upgrade – potential digital option
- Storage building for Parks and Recreation Department
- Installation of a golf putting green located near the existing golf driving cage.
- Artificial Turf Multi Use Field
- Equipment Barn / Shade for Park Maintenance Equipment
- Purchase property for parks
- Park at Island Silver and Spice location

Committee members will be reaching out to the community for input and suggestions on park amenities.

In public comment and committee discussion there was more dialogue regarding improvements to the baseball field.

Specifically, questions about:

- Artificial turf – vs grass. Issues of drainage, use of pesticides, maintenance and upkeep and expenses
- Preservation of trees – based on original proposed outlines presented.
- Design of facilities – bleachers, rest room facilities, sound system, dugout, etc.
- Multi-purpose use – baseball vs softball – soccer?
- Fencing & accessibility
- Financial responsibilities – School Board vs Village.

Staff outlined the coming events at the Park:

- Holiday Fest, showing off the beautiful Holiday decorations and lighting
- Dec 30 – Laser Light Show
- Coming music events – Beats on the Bay, Bayjam

Next meeting scheduled as needed, but currently on the calendar for **Wednesday, January 17 at 4:00pm**

LPA Report on November 13, 2023 meeting

There were 6 of 7 members present. We elected a Chair, Deb Gillis and a Vice Chair, Lorie LaLonde

Art in Public Places ordinance

The committee reviewed the ordinance presented and asked that it be tabled to be reworked by staff. We recommended that it not include private residential or commercial properties. We suggested it be only Village owned governmental properties and the money needed for the art be taken from the project budget and not from a fee charge to private sector.

Motion to table passed 6-0

Administrative Procedures for Platting

This is a housekeeping item to make sure all platting has local government approval. This clarifies that you must have Village approval prior to filing with the County property Appraiser Office to modify property lines. A notice can be sent to the County once approved by Council.

Passed 6-0

Zoning in Progress

This item is a stop gap for the time between an item being approved on first read at Council and when it is completed on second read and with state approval if needed. This forms a clear line as to what projects can get an approval. This item is not tied directly to the moratorium but to all Chapter 30 amendments.

When an amendment to Chapter 30, land development regulations, or a rezoning of a parcel of land has been approved on first reading by the Village Council, no development application pending before the Village with respect to the area or text which is subject of the proposed amendment shall be approved unless the application would be in conformity with both the existing legislation and the proposed legislation. This may be in effect for 6 month and may be extended as needed.

Passes 6-0

Our next meeting is December 11. We will be using it as a training meeting.



Council Communication

To: Mayor and Village Council
From: Henry Rosenthal, Council Member
Date: December 12, 2023
SUBJECT: Discussion Regarding the Fills (Councilmember Rosenthal) TAB 6

Background:

In May 2022, CPH, Inc., provided the Village with concept plans for Indian Key Fill, Lignumvitae Key Fills, and Tea Table Key Fill pursuant to an approved Agreement dated July 6, 2021. The Fills Master Plan development process started under the previous Village Council, and the current Village Council subsequently directed the removal of all parking included in the concept plans in response to feedback from the public. Because concept plans are still needed for presentation to FDEP and FDOT in accordance with the lease agreements for any improvements the Village plans to make, revised concept plans would need to be created. CPH provided a cost quote in the amount of \$32,375.00. This cost includes the Master Plan update, coordination and revisions, and a survey. Surveys are essential to projects. They provide accurate information about the location of features, as well as the elevation. This survey can be used in the future for any improvements or changes needed in this location. It will include depiction of Right-of-Way geometry, as well as a topographic survey.

At its meeting on August 17, 2023, the current Village Council adopted Resolution No. 23-08-77 approving a First Amendment to the Agreement with CPH for the services to draft revised concept plans. CPH has been working on the project and anticipates completion of the survey by December 11, 2023. With the survey, CPH will be able to complete the revised concept plans.

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: None



Council Communication

To: Mayor and Village Council
From: Peter Frezza, Environmental Resources Manager
Date: December 12, 2023
SUBJECT: **Discussion Regarding Request from Near Shore Water Citizen's Advisory Committee Regarding Tavernier Creek Idle Speed Zone (Council Consensus) TAB 7**

Background:

The Village's Nearshore Water Citizen's Advisory Committee (the "Committee") has been discussing the idea of an extension of the Tavernier Creek idle speed zone on the bayside. The Committee has significant concerns regarding boater safety in the portion of Tavernier Creek on the bayside that is not currently included within the idle speed zone. This is due to the curves associated with this part of the Creek and the high rate of speed that it is travelled.

Analysis:

At the November 7, 2023 Village Council Meeting, the Committee chair respectfully requested that the Village Council direct staff to coordinate with the appropriate agency staff at the County, state and federal levels to provide recommendations for the establishment of an extension of the idle speed zone at Tavernier Creek on the bayside, as indicated on Exhibit "A".

Budget Impact:

There is no budget impact associated with this Resolution.

Staff Impact:

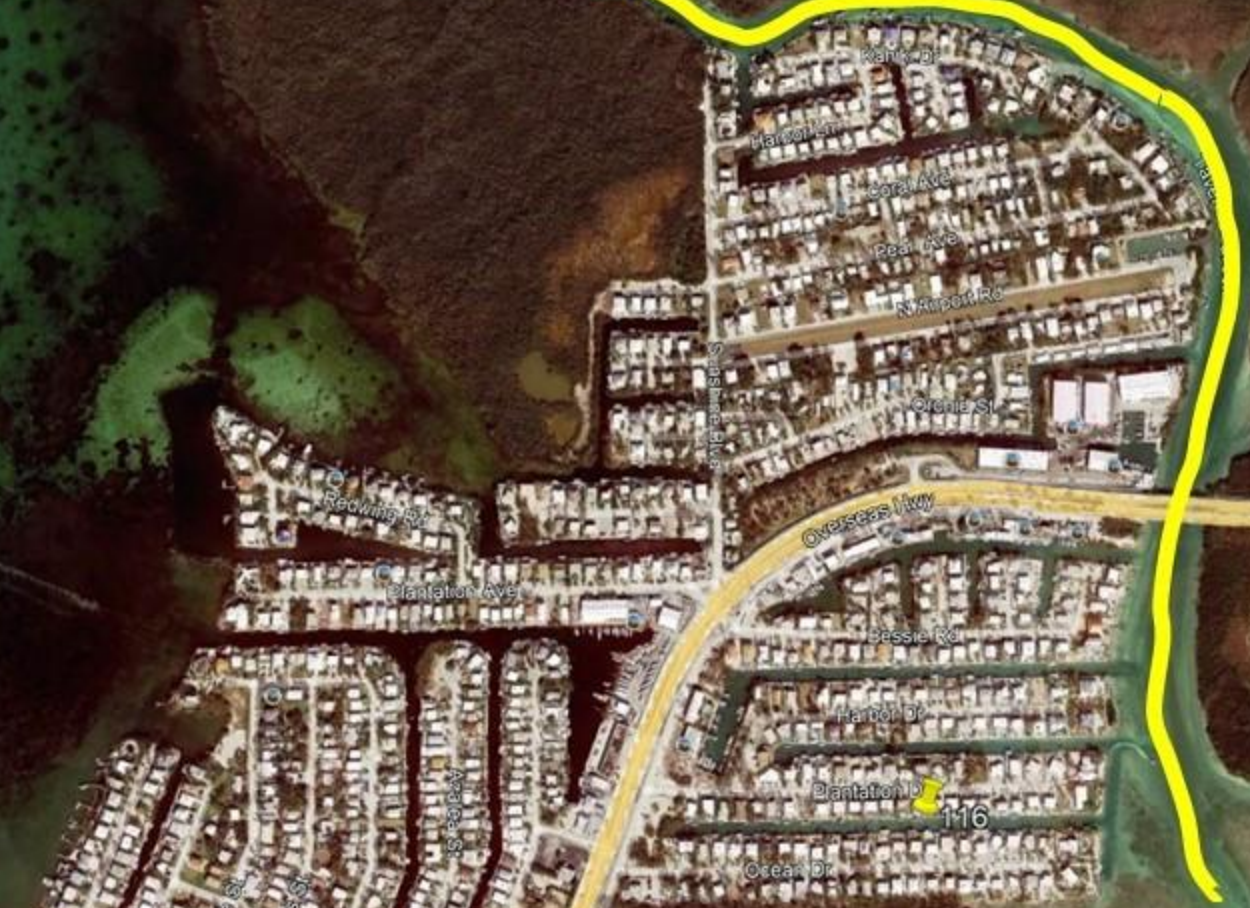
The Village's Environmental Resources Manager would lead discussions with pertinent agency representatives on this potential regulatory change.

Recommendation:

Attachments: 1. Exhibit A_Tavernier Creek idle Speed zone map

 **Current Idle Speed Zone**

 **Proposed Extension to Idle Speed Zone**





Council Communication

To: Mayor and Village Council
From: Sharon Mahoney, Vice Mayor
Date: December 12, 2023
SUBJECT: Discussion Regarding Kayaks Launching at Vacant Village-owned Property (Vice Mayor Mahoney) TAB 8

Background:

At its meeting on April 29, 2021, the Village Council adopted Resolution No. 21-04-37 approving the purchase of a parcel of vacant land located at Mile Marker 88.6 on the Overseas Highway (Parcel ID #00418050-000000) within Islamorada. Through the Resolution, the Village Council approved the purchase of the property for affordable/workforce housing development. No development of the parcel has yet been completed.

On September 11, 2023, the Village entered into a Revocable License and Hold Harmless Agreement with the National Audubon Society, Inc., to allow the Audubon Society to utilize the parcel for docking of up to three (3) research boats on the seawall and for parking three (3) vehicles on the premises. The Agreement is for a one (1) year term with successive one (1) year renewals unless terminated by either party with ten (10) days' advance notice.

Analysis:

Attachment A is a 2023 aerial of the subject parcel taken from the Monroe County Property Appraiser's website to facilitate discussion. The area has experienced an increase in kayaks being launched from this location in addition to the use by the National Audubon Society. This is a request to consider installation of fencing to prevent kayak launching at this locations the use may be disruptive to the residential properties along the adjacent canal and may present a liability for the Village.

Budget Impact:

The property was purchased through the use of Affordable Housing In-Lieu-Of Fees supplemented by Discretionary Sales Surtax for \$850,000.00. These funds were reimbursed through American Rescue Plan Act funds received in 2022.

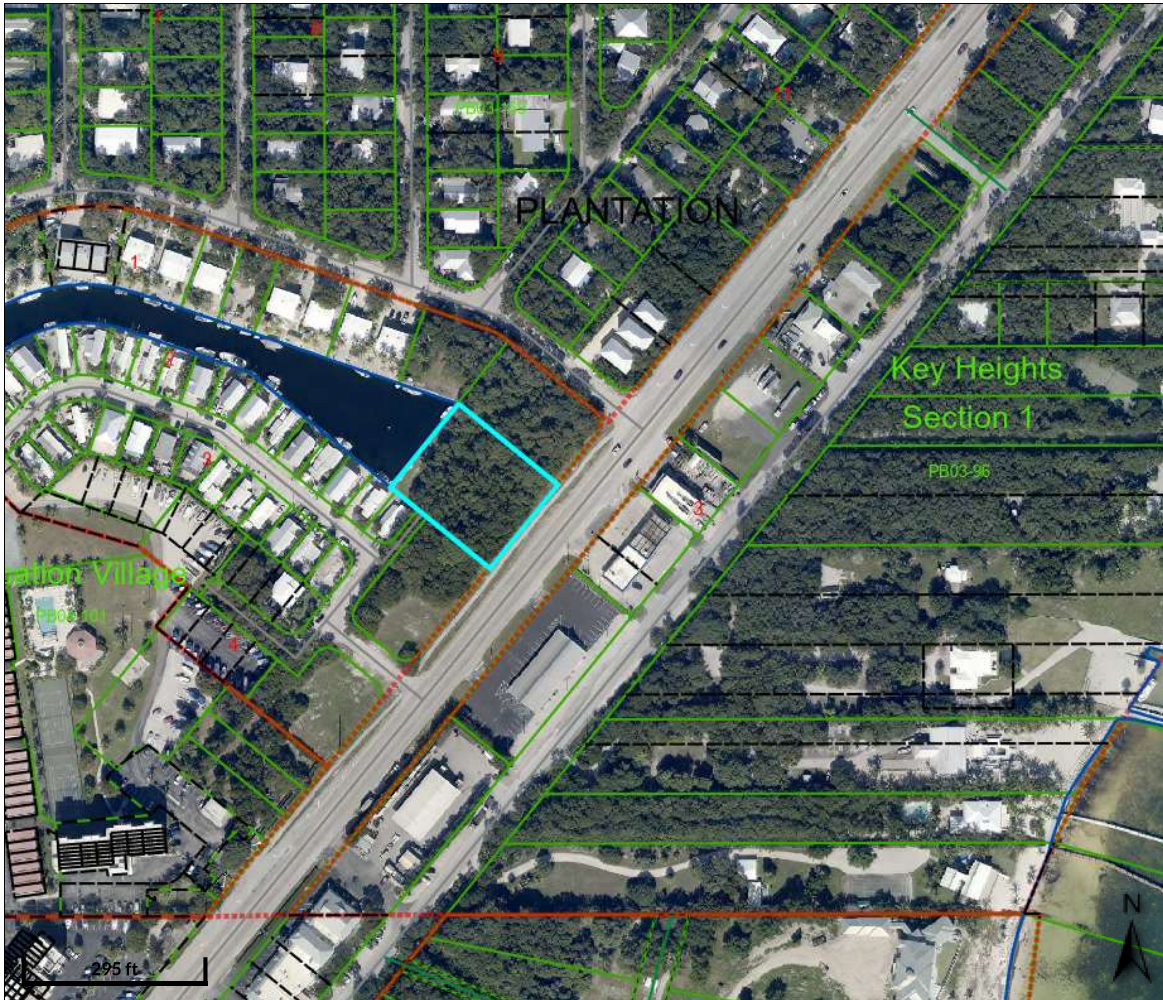
Staff Impact:

No staffing level or other staff impact.

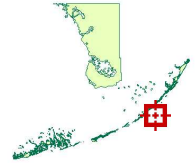
Recommendation:

N/A

Attachments: 1. Monroe County Prop App_2023 Aerial



Overview



Legend

- Centerline
- Easements
- Hooks
- Lot Lines
- Road Center
- Rights of Way
- Shoreline
- [] Condo Building
- Key Names
- [] Subdivisions
- [] Parcels

Parcel ID	00418050-000000	Alternate ID	1514217	Owner Address	ISLAMORADA VILLAGE OF ISLANDS
Sec/Twp/Rng	07/63/38	Class	COMMERCIAL		86800 Overseas Hwy
Property Address	VACANT OVERSEAS Hwy			Islamorada, FL 33036	
	PLANTATION KEY				
District	50VI				
Brief Tax	VACATION VILLAGE-AMENDED AND EXTENDED PLAT PB5-69 PLANTATION KEY TRACT F OR943-2028 OR1630-2076 OR2440-				
Description	265/66 OR2983-1439 OR3101-2432				
	(Note: Not to be used on legal documents)				

Date created: 12/5/2023

Last Data Uploaded: 12/5/2023 4:05:37 AM

Developed by  Schneider
GEOSPATIAL



Council Communication

To: Mayor and Village Council
From: Sharon Mahoney, Vice Mayor
Date: December 12, 2023
SUBJECT: Discussion Regarding Timeline for Presentation of Ridesharing Service Advisory Selection Panel's Recommendation to Council (Vice Mayor Mahoney) TAB 9

Background:

RFP 23-18 for On-Demand Electric Vehicle Ridesharing Services was published on December 1, 2023. The deadline for responses to be submitted to Islamorada, Village of Islands, is January 2, 2024. Per the Village Council Meeting Procedures, "A complete package of all agenda materials, including all back up materials, shall be provided to the Village Council no later than the Thursday evening prior to the date of the meeting." For the January 9, 2024, regular Village Council meeting, the Village Clerk's Office plans to deliver agenda books to the Village Council on Wednesday, January 3, 2024.

Analysis:

The Ridesharing Service Advisory Selection Panel would like to have its recommendation for selection of a vendor on the Village Council meeting agenda for January 9, 2024. The Panel is scheduled to meet on January 4, 2024, at 11:00 a.m. Staff may not be able to finalize the agenda item for distribution to the Village Council until Monday, January 8, 2024.

The Village Council is asked to consider an exception to the Village Council Meeting Procedures regarding the deadline to provide a complete agenda package to the Village Council and potentially allow distribution of the materials for the Rideshare RFP 23-18 item as late as Monday, January 8, 2023.

In the event, the Panel meets on January 4, 2024, and determines that they need more time to review the proposals, then the agenda item would be deferred to the February, 2024, regular Village Council meeting.

Budget Impact:

No budget impact.

Staff Impact:

No staff impact.

Recommendation:

The Village Council should discuss and determine whether they feel one day to review the Ridesharing Services agenda item described above would be sufficient.

Attachments: None



Council Communication

To: Mayor and Village Council
From:
Date: December 12, 2023
SUBJECT: Discussion Regarding New Form 6 Requirements and Related Professional Fees (Councilman Gregg)

Background:

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: None



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: December 12, 2023
SUBJECT: Village Attorney Announcement of Shade Session

Background:

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: None



Council Communication

To: Mayor and Village Council
From: Maria Bassett, Finance Director
Date: December 12, 2023
SUBJECT: **Request for Direction Regarding Reports for Inclusion in the Agenda: After-Action Report, Village Manager Update, Weiss Serota Billing, Financial Reports, and Planned Travel by Council and Staff TAB 10**

Background:

The purpose of this item is to try to establish standard reporting that the Village Manager and Village staff might produce for ongoing Village Council and public information. The suggested reports were selected are based upon separate and individual feedback and comments from Village Council members to the Finance Director / Acting Village Manager.

Analysis:

To memorialize identified reports as a requirement for inclusion in the agenda packages, a section to the agenda entitled "Supplementary Reports" could be added. At the Village Council meeting, the Village Council would have the opportunity to ask questions or for additional clarification on the information contained in the reports as needed.

After-Action Report

At its meeting on November 7, 2024, the Village Council agreed that it would be helpful for the After-Action Report provided to Village Councils a number of years ago to be recreated and provided on an ongoing basis. This report would summarize direction to the Village Manager and staff on matters that ultimately need to be brought back to the Village Council for consideration. The report would be updated before each Village Council meeting for inclusion in the agenda package. The Village Council is asked to review the information and formatting of the draft report and provide feedback to staff.

Village Manager Update

Through the years, some Village Managers have provided regular updates to the Village Council through a regular report on daily activities and accomplishments of staff as a way to keep the Village Council and the public informed of activities they might not otherwise be aware. A suggestion has been made that a form of regular reporting be required of the Village Manager and that its requirement be memorialized as a part of the Council procedures through agenda inclusion. Provided for Village Council consideration is a quarterly report that prior Village Manager Seth Lawless used to provide on a quarterly basis and a separate report that the Village Manager for Ormond Beach provides weekly. Council is asked to consider these reports and provide guidance on what they would like to see on a periodic basis.

Weiss, Serota Billing

To keep the Council informed of payments to the Weiss, Serota law firm who provide John J. Quick to serve as the Village Attorney, a suggestion has been made to include Weiss, Serota's billing in the agenda package. Because the legal billing sometimes includes sensitive information not subject to public records laws, in order for the actual billing to be included, the Village Attorney would need to review all billing and redact sensitive information. Instead, provided for Council consideration is a summary of costs incurred by subject matter from FY 22-23. Council is asked to provide direction on whether this information should be included in each agenda package.

Financial Reports

The Finance Department posts a budget vs. actual report updated each month to the Village's website, and this year the Department has started posting a report listing all disbursements for the fiscal year updated monthly. In response to a request that financial reporting be made available to the Village Council through the agenda package, these reports are being provided herein. Council is asked to review the reports and provide guidance and direction to staff on the financial information it would like to review on a regular basis.

Council and Employee Travel

In response to a request that information summarizing Council and employee travel be provided to the Village Council regularly, staff created the attached report for Council consideration.

Budget Impact:

Staff Impact:

Recommendation:

Attachments: 1. Village Council Reports_Proposed_121223 RVCM

AFTER ACTION REPORT & COUNCIL DECISION TREE

Council Directed Actions and Policies Status Report
Update for December 12, 2023, Council Meeting

Items are added to this report following direction of a majority of Village Council Members during meetings of the Village Council.

VILLAGE MANAGER

#VM23-1 Human Resources Assistant – FY 23-24 Position

Date of direction: September 19, 2023

Responsible Department/Party: Reports to Human Resources Director

Direction: By inclusion in the FY 23-24 adopted budget, the Village Council authorized hiring for this position.

Actions accomplished:

- Position has been advertised and some interviews have been conducted.

Next Step(s): The position advertisement is still open, and the Village continues to accept applications.

#VM23-2 Planning & Development Services Director – FY 23-24 Position

Date of direction: September 19, 2023

Responsible Department/Party: Reports to Village Manager

Direction: By inclusion in the FY 23-24 adopted budget, the Village Council authorized hiring for this position.

Actions accomplished:

- TBD – pending Village Manager hire.

Next Step(s): Subject to evaluation of departmental and Village needs by the Village Manager as Chief Administrative Officer of the Village.

#VM23-3 Resiliency & Sustainability Planner – FY 23-24 Position

Date of direction: September 19, 2023

Responsible Department/Party: Reports to Planning Director

Direction: By inclusion in the FY 23-24 adopted budget, the Village Council authorized hiring for this position.

Actions accomplished:

- Position has been advertised and applications are being accepted.

Next Step(s): Conduct of interviews.

#VM23-4 Facility & Grounds Maintenance Worker – FY 23-24 Position

Date of direction: September 19, 2023

Responsible Department/Party: Reports to Founders Park Director

Direction: By inclusion in the FY 23-24 adopted budget, the Village Council authorized hiring for this position.

Actions accomplished:

- Position has been filled.

Council Directed Actions and Policies Status Report

Update for December 12, 2023, Council Meeting

#VM23-5 Arts & Culture Coordinator

Date of direction: September 19, 2023

Responsible Department/Party: Village Manager

Direction: During budget hearings, Council directed that a non-staff Arts & Culture function be evaluated by the Village Manager. A suggestion was made that this may already be a function of the Parks & Recreation Committee.

Actions accomplished:

- Internal discussions have occurred.

Next Step(s): Review of Parks & Recreation Committee scope and review of Parks and Recreation staff position descriptions is needed to conceptualize next steps.

#VM23-6 Strategic Plan

Date of direction: November 7, 2023

Responsible Department/Party: Village Manager

Direction: On November 7, 2023, Council consensus to begin Strategic Planning process at the first Village Council Meeting in January 2024.

Actions accomplished:

- TBD

Next Step(s): Kimberly Matthews from Monroe County will begin serving as Interim Village Manager on January 7, 2024. Ms. Matthews has experience in strategic planning for the County and will work with staff and the Council to conceptualize process for a Village Strategic Plan.

#VM23-7 Extension of Tavernier Creek Idle Speed Zone

Date of direction: November 7, 2023

Responsible Department/Party: Environmental Resources Manager

Direction: On 11/07/2023, Council consensus to move forward with looking into an extension of the Tavernier Creek Idle Speed Zone bayside and provide update to Council on 12/07/2023.

Actions accomplished:

- TBD

Next Step(s): Support from Monroe County would be required prior to requests for approvals from FWC, Coast Guard and possibly other agencies.

Council Directed Actions and Policies Status Report

Update for December 12, 2023, Council Meeting

PLANNING

#PL23-01 Transfer of Development Rights (TDRs) in the Village Code

Date of direction: March 2, 2023

Responsible Department/Party: Planning and Development Services

Direction: On 3/02/2023, Council consensus to address inconsistencies in TDR section of the Code related to habitat classifications.

Actions accomplished:

- TBD

Next Step(s): TBD

#PL23-02 Preexisting Non-conforming Structures, specifically setbacks for tiki huts.

Date of direction: September 21, 2023

Responsible Department/Party: Planning and Development Services

Direction: On September 21, 2023, Council gave direction to create a comprehensive solution for preexisting non-conforming structures, specifically related to setbacks for tiki huts.

Actions accomplished:

- TBD

Next Step(s): TBD

#PL23-03 Vacant parcel analysis

Date of direction:

Responsible Department/Party: Planning and Development Services Department

Direction: On 9/11/2023, Council gave direction to review all vacant parcels in the Village with regard to potential developability.

Actions accomplished:

- TBD

Next Step(s): Planning Director to determine a realistic timeframe for project by Spring 2024.

#PL23-04 Noise Ordinance

Date of direction: September 28, 2023

Responsible Department/Party:

Direction: On 9/28/2023, Council consensus to schedule a noise ordinance workshop.

Actions accomplished:

- TBD

Next Step(s): Workshop to be scheduled for the week of January 29, 2024.

Council Directed Actions and Policies Status Report

Update for December 12, 2023, Council Meeting

#PL23-05 Rezoning of properties at Village incorporation

Date of direction: September 28, 2023

Responsible Department/Party: Planning and Development Services

Direction: On 9/28/2023, Council consensus to investigate how properties were rezoned at incorporation and ways to address perceived oversights in rezoning.

Actions accomplished:

- In September 2023, Planning Director and Village Attorney began discussions about potential actions.

Next Step(s): Continue conversation and come up with a plan of action with incoming Village Manager.

#PL23-06 Possible update to Environmental Standards in the Village Code

Date of direction: November 7, 2023

Responsible Department/Party: Planning and Development Services

Direction: On 11/07/2023, Council consensus to compare Environmental Standards in the Village Code with Monroe County and consider updates for more consistency with County.

Actions accomplished:

- TBD

Next Step(s): TBD

#PL23-07 Human Remains at Tea Table Key

Date of direction: November 7, 2023

Responsible Department/Party: Planning and Development Services and Village Attorney

Direction: On 11/07/2023, Council gave direction to inform current owner of historical report of the discovery of human remains on property and determine if Village has responsibility for any additional reporting.

Actions accomplished:

- TBD

Next Step(s): TBD

#PL23-08 Draft List of Village-Owned Properties Appropriate for Affordable Housing

Date of direction: November 9, 2023

Responsible Department/Party: Planning and Development Services

Direction: For inventory list presented to the Village Council (Tab 1 of 11/9/23 agenda), the Council directed that the Village's biologist should review the properties on the list and identify those that contain high hammock and may be considered environmentally sensitive. The Council requested a short narrative on each property to include whether the property is on the bayside or oceanside with aerial photos of each lot with a street view, if possible. The Village Council also requested that the Planning Department review the restrictions that may have been associated with lots donated to the Village for BPAS points.

Council Directed Actions and Policies Status Report

Update for December 12, 2023, Council Meeting

Actions accomplished:

- TBD

Next Step(s): Review of lots by biologist to begin as soon as possible.

#PL23-09 Affordable Housing Unit Reservation

Date of direction: November 9, 2023

Responsible Department/Party: Planning and Development Services

Direction: In response to a request that 8 affordable housing units (from the 300 units expected from the State) be reserved for Coral Bay Marina, the Village Council directed that the Village should adopt a related policy before considering the reservation for Coral Bay Marina. Council also directed that 8 units should be re-reserved for the Woods Avenue lots owned by the Village.

Actions accomplished:

- TBD

Next Step(s): Staff to obtain copy of Monroe County's policy to use as a template and draft a policy for Council consideration.

#PL23-10 Moratorium on Affordable Housing & Admin Relief

Date of direction: November 9, 2023

Responsible Department/Party: Planning and Development Services

Direction: After considering and approving an ordinance to establish a moratorium on acceptance of BPAS applications for market rate SFRs, the Village Council directed that an ordinance be drafted to add a moratorium on affordable housing applications and administrative relief. Following the moratorium, a suggested revision to the administrative relief process should be presented to the Council for consideration.

Actions accomplished:

- TBD

Next Step(s): Draft ordinance for future meeting.

PUBLIC WORKS

#PW23-01 The Fills

Date of direction: ongoing since 2014

Responsible Department/Party: Public Works

Direction: On August 17, 2023, Council adopted Resolution No. 23-08-77 approving consultant to update the Master Plan for the Fills to remove all parking, turn lanes, underpass and passive park amenities and to design demolition of existing parking.

Actions accomplished:

- As of 11/08/2023, requisite survey of entire Fills underway.

Next Step(s): TBD

Council Directed Actions and Policies Status Report

Update for December 12, 2023, Council Meeting

#PW23-02 Founders Park Baseball Field – Monroe County School Board Project

Date of direction: August 17, 2023

Responsible Department/Party: Public Works Director

Direction: Following presentation of preliminary proposal for the update to the baseball field at Founders Park on August 17, 2023, Council gave direction to be kept up-to-date and to be afforded the opportunity provide input at each stage of the project.

Actions accomplished:

- At the 11/9/2023 RVCM, the Village Attorney reported that he is reviewing a proposed ILA provided by the School Board and has made changes in the interests of the Village.

Next Step(s): The Village Attorney confirmed that a final version of the ILA and other related documents will be presented to the Village Council for approval at a future meeting and that no construction will commence until the Village Council has approved the project.

VILLAGE ATTORNEY

#VA23-1 Referendum to increase Council Compensation to \$1,500.00 monthly

Date of direction: November 7, 2023

Responsible Department/Party: Village Attorney

Direction: On 11/07/2023, Council consensus to have Village Attorney draft an ordinance for Council consideration to increase Council compensation to \$1,500.00 monthly through referendum.

Actions accomplished:

- Village Attorney drafting ordinance for presentation to Council on 12/12/2023.

Next Step(s): TBD

#VA23-2 Village Manager Contract

Date of direction: November 7, 2023

Responsible Department/Party: Village Attorney

Direction: On November 7 2023, Council consensus to have Village Attorney revise and update the Village Manager contract with respect to reasonable pay range and other elements for Council review and input.

Actions accomplished:

- TBD

Next Step(s): TBD

Council Directed Actions and Policies Status Report

Update for December 12, 2023, Council Meeting

FINANCE

#FN23-01 Purchasing Policy and Procedures

Date of direction: August 2, 2023

Responsible Department/Party: Finance Director

Direction: On August 2, 2023, Council gave direction to update the Purchasing Policy and Procedures specific to the dollar amount for Village Manager Authorization.

Actions accomplished:

- In August, 2023, Finance Director gathered the policies of Monroe County and local municipalities for comparison and reached out the Government Finance Officers Association (GFOA) for standard practices, guidance, and future review.

Next Step(s): Following completion of year-end close and audit preparation, update of purchasing policy to begin 2nd quarter of FY 23-24.

PARKS & RECREATION

#PR23-01 Founders Park Plan (Pickleball Conceptual Site Plan)

Date of direction: September 19, 2023

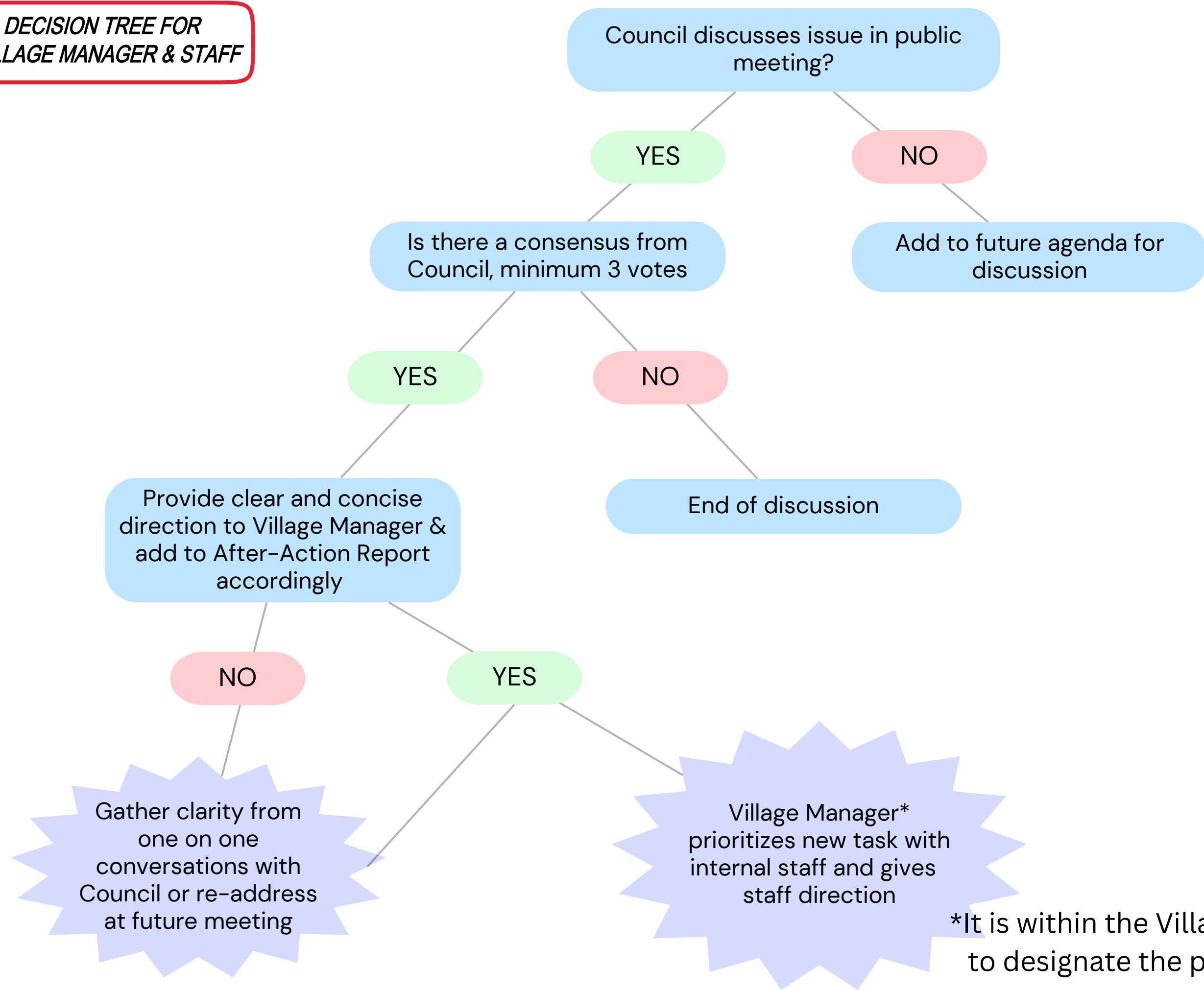
Responsible Department/Party: Founders Park Director

Direction: By inclusion in the FY 23-24 budget, the Village Council authorized this project. Related discussion was held during the budget process.

Actions accomplished: After the start of the new fiscal year, the Founders Park Director reached out to K2M Design, Inc., which is one of the design engineers in the Village's engineering library of contractors selected as a result of a competitive bid process. K2M provided a cost proposal of \$21,280.00 to develop the requested site plan, and the Village Manager entered into Work Authorization #2 under the existing CSA effective October 30, 2023. K2M is working on the plan. The scope includes a presentation to the Village Council where revisions to draft plans may be requested by the public.

Next Step(s): Presentation of draft plan to the Village Council and the public at a future meeting.

*VILLAGE COUNCIL DECISION TREE FOR
DIRECTION TO THE VILLAGE MANAGER & STAFF*



*It is within the Village Manager's authority to designate the priorities of tasks/staff.

**WEISS SEROTA HELFMAN
COLE & BIERMAN, PL**

Monthly Billing Summary

ISLAMORADA, VILLAGE OF ISLANDS
Payments to Weiss Serota Helfman Cole Bierman, P. L.
FY 2022-2023

Sep23 Legal Services

File #	File Description	October	November	December	January	February	March	April	May	June	July	August	September	TOTAL
001	General	28,925.00	20,226.00	26,800.00	29,700.00	21,600.00	25,225.00	26,888.17	23,025.64	34,217.19	39,516.67	33,371.01	38,345.91	347,840.59
002	Labor	175.00	-	350.00	225.00	650.00	7,425.00	4,600.00	1,425.00	6,950.00	9,872.53	6,925.00	4,105.84	42,703.37
004	Village Clerk	2,375.00	975.00	1,525.00	2,325.00	225.00	550.00	-	300.00	975.00	450.00	1,525.00	2,775.00	14,000.00
005	Ethics	125.00	325.00	-	150.00	-	-	-	175.00	-	175.00	-	75.00	1,025.00
006	Litigation	400.00	400.00	100.00	275.00	-	275.00	526.00	600.00	700.00	529.00	550.00	-	4,355.00
006-1	Glynn 163 Challenge	900.00	100.00	850.00	800.00	-	6,275.00	25,600.26	5,762.35	2,625.00	1,000.00	2,275.00	7,486.98	53,674.59
006-2	Wells Fargo v Buzzell	-	200.00	125.00	-	-	-	50.00	-	125.00	-	-	-	500.00
006-3	Barley, Mary L.	-	-	-	1,050.00	9,175.00	22,459.00	2,637.65	1,025.00	18,200.00	5,508.90	4,892.28	9,602.82	74,550.65
006-4	Schwartz, Peter&Ewa	-	-	-	-	225.00	-	200.00	-	125.00	-	75.00	-	625.00
006-5	Dahlberg	-	-	-	-	-	675.00	575.00	-	-	-	-	-	1,250.00
007	Personnel Matters	-	-	-	-	-	-	-	-	-	-	-	-	-
008	Planning & Zoning	6,975.00	2,251.89	3,000.00	1,850.00	12,525.00	5,825.00	1,896.95	6,081.44	2,300.00	6,225.00	3,275.00	6,025.00	58,230.28
009	Public Works	75.00	375.00	3,700.00	1,689.02	275.00	1,300.00	-	-	425.00	150.00	3,425.00	525.00	11,939.02
010	Purchasing	225.00	-	-	-	3,628.00	625.00	933.40	1,375.00	6,475.00	1,100.00	1,900.00	-	16,261.40
011	Real Estate Matters	2,510.46	150.00	1,895.00	2,545.00	1,620.00	2,600.00	1,225.00	250.00	-	525.00	1,375.00	1,000.00	15,695.46
012	Code Enforcement	2,375.00	4,650.00	2,575.00	4,875.00	4,350.00	2,225.00	2,275.00	2,525.00	500.00	2,825.00	675.00	3,875.00	33,725.00
013	Land Use	1,875.00	1,625.00	1,375.00	1,250.00	2,920.00	2,405.00	3,400.00	3,300.00	2,675.00	300.00	800.00	1,775.00	23,700.00
014	Legislative Matters	-	-	-	-	2,700.00	-	450.00	775.00	-	75.00	150.00	3,300.00	7,450.00
016	Budget	-	150.00	125.00	225.00	-	-	-	-	50.00	625.00	3,350.00	-	4,525.00
017	BPAS	-	100.00	-	375.00	300.00	-	-	-	-	-	-	-	775.00
018	Mattino - DOAH	11,375.00	764.65	660.50	3,000.00	-	31.01	1,500.00	-	-	-	-	-	17,331.16
018-1	Bosworth - DOAH	-	-	-	-	-	-	1,775.00	975.00	2,250.00	50.00	-	-	5,050.00
019	Wastewater Audit	-	-	-	-	-	-	-	400.00	1,075.00	1,025.00	275.00	1,825.00	4,600.00
TOTAL to GL Acct #001-0200-514-31		58,310.46	32,292.54	43,080.50	50,334.02	60,193.00	77,895.01	74,532.43	47,994.43	79,667.19	69,952.10	64,838.29	80,716.55	739,806.52
003	Building Dept	-	-	100.00	125.00	50.00	-	-	125.00	-	100.00	-	-	500.00
Total to GL Acct #107-1000-524-31		-	-	100.00	125.00	50.00	-	-	125.00	-	100.00	-	-	500.00

Village Manager _____
Date

Finance Director _____
Date

VILLAGE MANAGER UPDATE

**BUILDING DEPARTMENT**

- Issued 333 permits.
- Conducted 1,493 plan reviews.
- Conducted 2,479 inspections.
- Closed 151 expired permits.

Code Enforcement

- Opened 93 cases, 39 of which were closed following final compliance (includes 9 old Code Cases); 102 (66 are sewer connections) cases remain open pending resolution.
- 12 citations issued.
- 5 “stop work orders” issued.
- 12 cases heard by Hearing Officer (5 Building cases, 1 Environmental Protection, 2 Property Maintenance, 2 Sewer, 1 Waste/Rubbish and 1 Tree); there was no Code Hearing for the month of December; of the cases heard this quarter 1 has Continuance, 4 were Affidavits of Non-Compliance, 2 were Affidavits of Compliance; Village findings affirmed for the 11 cases.
- Third Code Compliance Officer (additional position created for FY 2019-2020) started work on December 2, 2019.

PLANNING DEPARTMENT

- Performed 464 reviews of building permit applications.
- Completed 234 Planning and Biological inspections.
- Processing 46 Planning Applications (not including Vacation Rental & A-Frame sign registrations).
- 217 new Planning applications submitted including 185 Vacation Rental applications and 9 A-Frame sign applications.
- Prepared and presented to the Village Council: 3 ordinances, 6 Quasi-Judicial resolutions, 6 Quasi-Judicial ordinances and 3 additional resolutions.

FIRE RESCUE DEPARTMENT

- 520 hours of training conducted outside of the department.
- 1402 hours of total training by Fire Department staff members.
- 317 calls to service, with 3:52 as average response time - 10 minutes is national average.
- Fire Prevention: 30 life safety plan reviews, 42 inspections, 1 consultation, 10 fire watches, 106 vacation rental inspections conducted.
- Four staff members obtained a new state certification in field of study.
- 18 records requests were fulfilled.
- Supported and participated in multiple community events; Tour de Reef Bicycle Race, Key Largo Bridge Run, Fantasy Fest, Mote Marine Ocean Fest, Moose Lodge Bacon Fest, Holiday Fest at Founders Park, Islamorada Half Run at Robbie's, Fire Department Santa Parade, Toys for Tots collection and distribution.
- Hosted 2 CPR/AED/ First Aid classes; all classes had maximum capacity of students.
- Hosted 1 Stop the Bleed class.
- Hosted Firefighter Survival/Resuscitation training, Fire Alarm Systems training, Live Fire Training at Joe London Training Facility, Mutual Aid training with Tavernier Fire Rescue and Key Largo Fire Rescue.
- 3 volunteers attending the State Certified Firefighter Minimum Standards Class held at Monroe County Fire Rescue.
- 1 career personnel and 1 volunteer have completed the Paramedic course.
- Renew Monroe County COPCN and Florida State EMS license.
- Completed Islamorada's first in-house orientation academy ending with the hiring of 4 fulltime career fire rescue personnel and 1 on-call fire rescue personnel which was approved in the FY 2019-2020 budget.
- Fulltime Logistics Officer hired.

**FINANCE & ADMINISTRATION**

- Worked with staff from other Village departments to issue the following RFPs/RFQs/Invitations to Bids and administered the related bid processes:
RFP 19-14 for vendor to provide emergency communications equipment and services
RFP 19-15 for vendor to install new pickleball courts at Founders Park
- Processed and issued 63 purchase orders.
- Processed 990 invoices for payment by check or electronically.
- Recorded 6,831 cash receipts through the cashiering module.

IT & Communications

- Installed and configured Surveillance Cameras at Fire Stations 19 & 20.
- Installed and configured Access Control at Fire Stations 19 & 20.
- Installed new computer workstation and large wall-mounted monitor to view building plans submitted digitally.
- MPLS router completion at Public Works Office improving internet, data transferring and voice connections.
- Began the workstations deployment project: 14 of 25 deployed and installed. Server Update Services (WSUS) downloaded and configured to provide continuous Windows updates for all workstations and servers.
- Continued work to complete Satellite and Transponder Project for EOC hurricane preparation.

Plantation Yacht Harbor Marina

- Continued efforts/process to replace the dockmaster office building including completion of professional land survey.
- Maintained goal annual occupancy of 50%.
- Maintained 72% to 100% total occupancy rate.
- Updated brochure and website information for January 1, 2020 annual rate increase of 3%.
- Continued ongoing repairs to docks and marina grounds.

VILLAGE CLERK'S OFFICE**Quarterly totals:**

- Public Records Requests: 152; avg response time: 2.0 days.
- Lien Searches: 59; avg response time: 3.1 days.
- Prepared 8 meeting minutes; produced 4 agendas; processed 27 resolutions, 3 ordinances and 9 contracts/agreements; prepared/processed 33 Public Notices.
- Website Updates/postings: 65 (committees, agendas, resolutions, ordinances, minutes, public notices & elections).
- Codified 3 ordinances.

Projects:

- Training: Clerk & Deputy Clerk participated completed a total of 65 hours of training.
- ADA Accessibility: Converted 181 documents into ADA accessible PDFs.

Elections:

Processed 1 Candidate and 10 campaign reports.

**PUBLIC WORKS**

- Performed routine maintenance along US 1 and at each facility; prepared new equipment received; continued biannual ROW tree trimming; replaced damaged traffic signs; continued replacement of facility lights to LED.
- Continued work on Venetian Shores Stormwater Phase 1 project.
- Continued work on north parking lot portion Anne's Beach project - FDEP mandated additional work.
- Performed 26 reviews of ROW permit apps.
- Coordinating efforts and reviewing plans for FDOT projects: the Pedestrian Bridge, Shoreline Stabilization of Sea Oats Beach and the Fills.
- Routine maintenance on stormwater inlets.
- Installed new doggie waste stations as requested.
- Aided in multiple volunteer cleanups.
- Removed (& placed in storage) monument rock from Sea Oats Beach in advance of FDOT project.

WASTEWATER UTILITY

- Assisted property owners and package plant properties with connecting to the central sewer system; 99% of properties within the Village are connected. 91% of package plants are connected; remaining 5 are in various stages of connection.
- Reviewed plans for properties with on-site collection systems for compliance with Village Utility Policy and Minimum Design Standards.
- Conducted preliminary review of connection plans for 10 properties requiring FDEP permits.
- Assisted Building and Planning with site plan and sewer design review for new developments and sewer connections.
- 314 utility locates for Sunshine 811 requests.
- Replaced 1 Phase II Vacuum Pits.
- Performed routine maintenance at each pump station, vacuum pits, grinder pumps, etc.
- Received notice of approval from FDEM for \$875,000 HMGP funding for pump stations hardening 3 200 to 300-kilowatt trailer-mounted generators; quick connects for generators; and floodproofing with dam boards. Awaiting contract before proceeding.
- Continue to evaluate existing EDU assessments for discrepancies.
- Installed 6 new connection points for new construction.

PARKS & RECREATION**Maintenance and Capital Projects:**

- Completed painting of the Pacific Lighthouse and refurbishing of the attached plaques.
- Added new mulch and sand to playground, beach volleyball court and VitaCourse.
- Completed bidding process for TDC funded Pickleball Complex and Relocation of Fitness Park and Tennis Complex Pro Office.

Hosted:

- Men's Softball League and Tournament.
- Coral Shores High School Swim & Dive Meets.
- Tiki Tennis Youth Tournament & Halloween Mixer.
- Synchro Sirens "In the Zone Boot Camp".
- Ocean Studies Charter School swim lessons.
- U.S. Coast Guard trainings at the pool.
- Treasure Village Montessori P.E. Classes: field activities, tennis, swimming, basketball and evening basketball team practices & sports camp.
- Pops in the Park - Community Concert Band.
- Islamorada Chamber of Commerce Holiday Fest.
- Toys for Tots Run for Fun (poker run).
- On Your Toes Dance Studio Recital.
- MARC Program field trips to the pool and park – free recreational swim every Wednesday.
- AYSO and FYSA soccer practices and games and the Hurricane Soccer Cup Tournament.
- Florida Keys Youth Basketball Association practices and games.
- Monroe County Healthy Start Coalition monthly "Tot Time" program.
- 16 visiting swim & dive teams winter training.

Organized and implemented:

- Fall Adult Co-Ed Kickball League.
- Trunk or Treat Halloween event; collaborated with Monroe County Sheriff's Office & Islamorada Chamber of Commerce.
- New Adults 55+. events: Nature Walks, Bird ID classes and Monday FUNday lunch and games.
- Participated in Chamber of Commerce Holiday Fest; activities booth and parade float (Winner!).
- Worked with fitness contractors for new adult programs: Flex 101 and Chair Dance Fitness.
- Let's Glow! Family Friendly New Year's Celebration and Movie Under the Stars.
- Promoted park events during radio broadcasts.

**VILLAGE MANAGER'S OFFICE****Public Information Officer/Asst. to the VM**

- Created 34 Village News items: distributed 15 via email, 17 via Facebook, 24 via website. Regular updates to Web page News and Facebook posts. Tried Facebook jobs to advertise two positions.
- Completed approximately 96 website updates; including a creating Planning Fee Schedule and Organizational Chart as web pages for ADA accessibility.
- Compiled all documentation and completed necessary steps and submitted Application to DEP for sublease of Indian Key Fill boat ramp parcel.
- Completed a 3-course (Level I) program to learn to create accessible documents and PDFs.
- Coordinated, set up and hosted Federal Delegation Subcommittee Roundtable in the Community Center to discuss Everglades and Water Quality.

Community Development Services

- Automation in place for Contractor Registration Fee Payments to be done through Public Portal. Sent out announcements informing internal and external users of this new ability. Created FAQs to assist users with this process.
- Configured additional automation for Contractor Registration/Renewal for Desktop.
- Completed all facets of CityView set up of four new employees and performed initial overview training for two Code Compliance Officers.
- Continue to manage and improve our modules, address and deliver staff configuration requests, communicate and educate both internal and external users in a timely manner.

Human Resources

- Screened 185 Applicants for 9 Positions.
- Processed 6 Fire Rescue Volunteers.
- In processed 12 new Employees – 3 PT, 9 FTE.
- Hosted Flu Shot event for employees and volunteers.

Environmental Resources

- Completed canal restoration project at Cortez/Columbus Dr. canal; installation of an air curtain/weed barrier.
- Reinitiated a water quality monitoring program at Anne's Beach.
- Completed permitting for the Key Tree Cactus Preserve development project and submitted commencement documentation to the FDEP to meet grant requirements.
- Facilitated a second round of dredging of Village canals under the County's Department of Agriculture NRCS grant.
- Assisted USACOE with design plans for Sea Oats Beach Restoration.
- Initiated the design phase of Founders Park Breakwater repair.
- Facilitated installation of an air curtain across the Ocean Harbor Condominiums boat basin.
- Submitted an application to the FDEP for permitting review for canal restoration project at Plantation Lake Estates.
- Assisted in the development of a new 'Nature Walks' program at Village parks in coordination with Parks and Recreation Department.
- Initiated a wave study of Founders Park Breakwater in conjunction with the Naval Academy.
- Treated and removed invasive exotic vegetation at Plantation Tropical Preserve and Green Turtle Hammock Preserve.
- Began fundraising efforts in partnership with St. James the Fisherman church for a 500-tree planting project at Anne's Beach.
- Acquired proposals for the design of future developments at Green Turtle Hammock Preserve.
- Began discussions regarding development of an operating agreement between the Village and the local not-for-profit organization 'Florida Bay Forever' for their utilization of the Green Turtle Hammock Preserve property.
- Applied for a FEMA Pre-disaster mitigation grant for construction of Founders Park Breakwater repairs.
- Presented on Village resiliency efforts at the 2019 Southeast Florida Regional Climate Leadership Summit.

**City of Ormond Beach
Memorandum**

To: Honorable Mayor and City Commissioners

From: Joyce Shanahan, City Manager

Subject: Weekly Report

Date: June 16, 2023

This is a weekly staff report that is used as a management tool that I thought you might find helpful. The departments are listed in alphabetical order.

City Manager

Reviewed and prepared with staff as follows:

- General discussion meetings with senior staff

Spoke to, attended and/or met with:

- PACE Believing in Girls Breakfast

Community Development

Planning

- Attended Ormond MainStreet Design Committee meeting.
- Planning and Building staff attended the Volusia County Property Appraiser's Annual Hurricane Damage Assessment Training.

On June 28, 2023, the city in partnership with the East Central Florida Regional Planning Council (ECFRPC) will be hosting a Vulnerability Analysis Community Workshop from 5:30PM to 7:30PM in the Ormond Beach City Commission Conference Room 103 at 22 South Beach Street (City Hall). Individuals can also participate virtually via Zoom at:

<https://ormondbeach.zoom.us/j/81378997077?pwd=aVNNTHV4RzBZWVWaNXFEQmRXSXZdz09>. This workshop will include an overview of the Resilient Florida Grant Program, provide a summary of model results, review resiliency best practices and policy considerations, and obtain input from residents to indicate their preferences in regard to resiliency policy considerations.

- The Tomoka Reserve project has re-submitted to the Site Plan Review Committee (SPRC) with the intention of being scheduled for the **Thursday, July 13, 2023 Planning Board**. Final Planning Board agenda determination of the project by the SPRC would occur on or before June 22, 2023. The project submittal is available at: <https://www.ormondbeach.org/1013/Tomoka-Reserve>.
- City staff received an annexation submittal from Bradford Park, located in the area of Plantation Oaks Boulevard, by the unopened right-of-way of Pennsylvania Avenue. The property is within the Interlocal Service Boundary Agreement area. Bradford Park is proposed for a townhome development.

Building Inspections, Permitting & Licensing

- 4 Business Tax Receipts issued.
- 339 inspections performed, 59 by private provider.
- 163 permits issued within the City, with a valuation of \$5,318,442.
- 11 garage sale permits.

Development Services

- Site Plan Review Committee (SPRC) did not meet this week.
- Projects under SPRC review:
 1. Tymber Creek Apartments: 9th review. Construction of 270 multi-family units and associated site improvements.

2. Complete Cardiology, revision. 1st review. Revision to add parking spaces.
 3. Ormond Beach Self-Storage Building, 490 North US 1. 2nd review. Proposed 166,423 of storage square footage on 24.28 acres and associated site improvements.
 4. IHOP: 4th review. IHOP restaurant consisting of 3,550 square feet on 1.52 acres.
 5. Archer's Mill, Phase 4 Preliminary Plat (Plantation Oaks). 1st review. 111 lots on 51.56 acres.
 6. Archer's Mill, Phase 5 Preliminary Plat (Plantation Oaks). 1st review. 114 lots on 92.71 acres.
 7. Archer's Mill, Phase 6 Preliminary Plat (Plantation Oaks). 1st review. 78 lots on 46.54 acres.
 8. Tides at Ormond Beach, Final Plat. 1st review. 15 lot final plat submittal.
 9. The Enclave, Preliminary Plat. 1st review. 12 lots on 26.17 acres.
 10. Tomoka Reserve, PRD. 4th review. 276 single-family units on 148+ acres.
- Construction status of projects under construction:

Project	% Complete
783 North U.S. Highway 1	55%
Complete Cardiology	20%
Halifax Paving	0%
Interchange Depot	100%
Love Whole Foods	55%
McNamara Warehouse	90%
MetroNet	75%
North Interchange	Pending
Ocean Club	50%
Ormond Central	40%
Revella	60%
Riverbend expansion	98%
Shoppes at Granada Point	0%
Splash Car Wash	20%
Stor-It, North Ormond	0%
Valiant Diner	95%
Winkler Cabinetry	0%
Utilities only	
101 Town & Country Lane	40%
Celadine	80%
Forcemain -Huntington Green	95%
Forcemain extension – Airport Road	95%
Iris Forcemain	85%
Ocean Village Townhomes	95%
Trader's Inn	95%
Verona Oceanside	95%
Residential	

Archer's Mill, Phase 1	20%
Cupola at Oceanside	90%
Plantation Oaks, Phase 1A	97%
Plantation Oaks, Unit 2B	80%
Plantation Oaks, Unit 2C	20%
Plantation Oaks, Unit 2D	20%

Economic Development/Airport

Economic Development

- Ormond Beach Chamber, Main Street, Team Volusia, and Volusia County
 - Staff attended the Ormond Mainstreet Economic Vitality Committee meeting.
 - The Economic Development Department, in partnership with SCORE Flagler/Volusia, now offers access to Business Mentors at City Hall every Thursday from 10am to 3pm or by appointment. The initiative is created to provide easy access to business support to Ormond Beach businesses.
- Prospective Business Attraction/Retention/Expansion
 - Staff continues visits to existing businesses to provide technical assistance and support for business operations and expansions in the new year.
 - Staff is working on seven active projects generated via direct contact with target industry companies looking at specific sites in Ormond Beach.

Airport Operation and Development

- Staff has issued a purchase order to commence the final stage of the environmental upgrades project at the air traffic control tower. These environmental upgrades are 100% funded by a grant from the Federal Aviation Administration.
- Staff completed work to repair Gate 9. A new circuit board has been installed under warranty.
- Staff attended a quarterly meeting of the East Central Metro Area CFASPP Steering Committee this week. Staff is in the process of requesting Independent Fee Estimates (IFE) for the design phase of the project to rehabilitate the Bravo Ramp and Taxilane area in the southeast quadrant of the airport. An IFE is a prerequisite for requesting grant funding for the project.

Finance/Budget/Utility Billing Services/Grants/Risk Management

Finance

- On-going Projects
 - Finance and associated staff meet weekly with FEMA to discuss hurricane Ian/Nicole reimbursement.
 - Finance is preparing for the 2023-24 Capital and Operating budget.
- Completed Projects - Weekly
 - Processed 137 Journal Entry Batches.
 - Utility Billing Meter Readers completed 426 work orders.
 - Approved 17 Purchase Requisitions totaling \$167,727.33.
 - Issued 24 Purchase Orders totaling \$573,789.49.
 - Issued 577 past due notices on utility accounts.
 - Auto-called 342 utility customers regarding receipt of a past due notice.
 - Processed 535 payments through Interactive Voice Response System totaling \$49,145.55.
 - Processed 1,577 payments through City online payment portal totaling \$179,788.14.

Grants

- Grants
 - Grant files maintenance and set up, monthly/quarterly/annual reporting, revisions, reimbursements, amendments, and closeouts.

- Continue working with Engineering and Fire on Hazard Mitigation Grant Program Applications relative to the Hurricane Ian disaster declaration.
- Grant reimbursement request for FY 22-23: \$2,563,958.99
- Other
 - Attended Hazard Mitigation Grant Program application process for the Hurricane Nicole disaster declaration.

Risk Management Projects

- WC webinar: hand fractures
- Assemble subrogation claims for directional drilling May

Fire Department

- Weekly Statistics
 - Fires: 2
 - Fire Alarms: 10
 - Hazardous: 1
 - EMS: 91
 - Motor Vehicle Accidents: 7
 - Public Assists: 58
 - TOTAL CALLS: 169
- Aid provided to other agencies: 11 Calls – Daytona Beach (3), Volusia County (8)
- # of personnel sent with VCEMS to assist with patient care during hospital transport: 4
- Total EMS patients treated: 69
- Keetch-Byram Drought Index (KBDI) East Coast Volusia: 293
- Training Hours
 - NFPA 1001: Firefighting 57
 - NFPA 1002: Driver 10
 - NFPA 1021: Officer 1
 - NFPA 1500: Safety/Equipment 37
 - NFPA 1620: Preplanning 9
 - TOTAL TRAINING HOURS: 114
- Significant Incidents
 - 6/5/23, Osceola Ave. – Motor Vehicle Accident – Responded to a two-car collision – one patient transported as a trauma alert – a firefighter paramedic assisted with patient care during transport to hospital.

Human Resources

- Staffing Update
 - Approved/Active Recruitment
 - Administrative Assistant (Leisure Services)
 - Athletics Supervisor
 - Building Inspector
 - Community Service Officer (CSO)
 - Engineer
 - Equipment Operator I (Streets)
 - Evidence/Crime Scene Technician
 - Firefighter/EMT
 - Help Desk Specialist
 - Meter Reader
 - Office Manager
 - Part Time Events Leader

- Part Time Events Tech (Casements)
- Part Time Maintenance Worker II (Athletic Fields)
- Part Time Recreation Leader (Performing Arts Center)
- Part Time Recreation Leader (SONC)
- Part Time Recreation Leader (The Casements)
- Part Time Water Treatment Plant Operator C/B/A
- Police Officer
- Public Information Officer (Public Safety)
- Seasonal Part Time Maintenance Worker II (ARBP)
- Sign Technician
- Utilities Engineer
- Utilities Tech I (Wastewater Collection/Reuse)
- Utilities Tech II (Wastewater Collection/Reuse)
- Utilities Tech III (Wastewater Collection/Reuse)
- Wastewater Treatment Plant Operator C/B/A
- Water Treatment Plant Operator C/B/A
- Background/Reference Checks/Job Offers
 - Athletics Supervisor
 - Community Service Officer
 - Firefighter/EMT
 - Police Officer
- Separations
 - 6/22: Neighborhood Improvement Officer
 - 6/23: Equipment Operator III

Information Technology (IT)

- Information Systems (IS)
 - Work Plan Projects in process
 - VOIP phone system
 - Verkada Cameras and Door Access for Public Works
 - Network Switch Upgrade and Phone System
 - Replace RDP with VPN access and Two Factor Auth
 - Work Orders
 - New: 45
 - Completed: 47
 - In progress: 25
 - Barracuda Email Security cloud service statistics
 - Total Inbound E-Mails: 38,676
 - Inbound E-Mails Blocked: 11,510
 - Delivered Inbound E-Mails: 25,420
 - Quarantined Messages: 740
 - Percentage Good Email: 65.73%
 - Virus E-Mails Blocked: 0
 - Notable Events: 0
- Geographical Information Systems (GIS)
 - Addressing
 - Additions: 5
 - Changes: 0
 - Corrections: 1
 - Map/Information Requests: 14

- Information Requests from External Organizations: 4
- CIP Related Projects (pavement management, project tracking map): 0
- PEP Tank Location this week: 0 : Total in system = 87
- Reclaim Connections Located this week: 0 : Total in system = 3,273
- Meters GPS Located this week: 0 : Total in system = 24,481; 23,590 potable, 880 Irrigation, 11 Effluent
- Notable Events: 0

Leisure Services

Administration

- Staff meeting
- Engineering meeting
- Leisure Services Advisory Board meeting
- INFOCOMM Conference
- Website/City calendar updates
- YMCA Dog Park report
- Monthly attendance for facilities
- Posting on Facebook
- Posting to Instagram
- Updating parks page on website (new photos/details)
- Replying to LS info box
- Replying to social media inboxes
- Updating website when needed
- Updating all social media pages as needed
- Cross-posting announcements from City to OB page

Contract Manager – Grounds and Athletic Maintenance

- Operations meeting with Grounds Maintenance account manager
- Operations meeting with Athletic Maintenance account manager
- Site inspections of Grounds Maintenance service areas
- Site inspections of Athletic Maintenance service areas
- Site visits with account managers
- Conduct over-site of enhancement, trimming, install and application projects
- Follow-up to concerns, issues and questions within scope of work weekly administrative assignments and activities

Contract Manager – Facilities Maintenance

- Weekly meeting with janitorial services operations manager.
- Weekly site visits to evaluate janitorial services.
- Completed new carpet installation at the Skate Park building.
- Completed interior/exterior painting at the Skate Park building.
- Met with Historical Society regarding MacDonald House upgrades.

Environmental Discovery Center

- Enviro Camp, Mon-Thurs, 9am to 2pm
- Open for guided and self-guided tours, Friday and Saturday, 10am to 4pm
- Community Garden inspections
- Creating and posting social media content
- Updating flyers in kiosks
- Planning/booking field trip tours

Athletics

- Shuffleboard Club continues to hold practices on Monday, Wednesday and Friday at 1 pm at Sports Complex.
- Ormond Beach Golden Spikes held 12U Tryouts this week on Tuesday at 6pm at Nova Field #5.

- SHS has Summer Baseball Training on Tuesday and Thursday at 5pm at Wendelstedt Field #2.

Athletics Field Maintenance

- Cleaned park, tennis and basketball courts at South Ormond
- Tended to the infields, tennis and handball courts at Osceola Elementary School
- Cleaned Skateboard Park
- Cleaned handball, tennis, and basketball courts at Nova Park
- Cleaned Magic Forest Park and the common area of Nova Park
- Made fuel runs to fill gas cans
- Cleaned all sports parks daily of debris/trash from the events during the week
- Edging fields
- Dragging fields
- De-weeding infields
- Continued dragging infields (18) daily at Sports Complex/Nova Fields
- Continued edging infields (18) weekly at Sports Complex/Nova Fields
- Dragged and edged South Ormond and Osceola (2) Softball Fields
- Pick up/take in Carts to Fleet for service/repair
- Paint Soccer Fields #3/#4/#5/#6
- Paint Championship Football Field #7 for SHS soccer.
- Pick up/take in Carts/Vehicles to Fleet for service/repair
- Prep Nova Field #5 on Tuesday daily for Spikes Tryouts

Performing Arts Center

- Attended Infocomm audiovisual tradeshow at Orange County Convention Center.
- Booked Senior Center rentals.
- Started development of new PAC Facebook page.
- Entered work orders for Performing Arts Center and Senior Center facility and equipment repairs.

South Ormond Neighborhood Center

- Open Park (daily sunrise until 11pm)
- Splash Pad is open daily (10am until dusk)
- Open tennis courts, outdoor basketball court and playground (park hours)
- YMCA soccer Monday, Thursday and Friday (5:30pm until 8pm)
- Jazzercise Monday evening at 5:30pm
- Open Gym daily (as per availability and event scheduling)
- Open weight room (daily center hours)
- Summer camp (weekdays 7:30am until 5:30pm)

Community Events

- Weekly administrative tasks, office work, meetings, and activities.
- Planning for the following events:
 - Reel in the Fun Fishing Tournament, 6/17
 - Independence Day Celebration, 7/4
 - Summer Sounds Concert Series, 7/14, 21, 28

Nova Community Center and Special Populations

- Pickleball from 9 am to 3 pm Monday through Saturday.
- Jazzercise from 9 am to 10 am Monday through Saturday and 5:45-6:45pm Wednesday and Thursday in Activity Room.
- Open Play Basketball will be offered Tuesday and Thursday from 3pm-9pm
- Camp T-Rec counselors training takes place this week from 9am to 4pm

The Casements

- Casements will be open for guided tours at 9:30am and 10:30am
- Florida Women's Art Association exhibit through June

- Summer Tour Hours, 1pm, 2pm & 3pm Monday – Friday
- Staff make final preparations for the Father-Daughter Dance
- Christmas Gala meeting with the Guild, Monday 10am
- Christmas in July Meeting, Tuesday 11am
- Miss Erin's Music & Movement Class in the Dance Room Thursday 10:30am to 11am.
- Ora Yoga classes met this week on Tuesday and Thursday mornings from 9am to 10am and Wednesday evening at Bailey Riverbridge from 5:30pm to 8pm.
- Pilates classes met this week on Monday, Wednesday, and Friday morning here at the Casements from 8:30am to 9:30am.
- Casements will be closed for tours Saturday Morning
- A Night to Remember, Father Daughter Dance, Saturday 5pm to 7pm (50)
- Seas the Day Yoga, Rockefeller Gardens, Saturday 9am to 10am (15)
- Life Community Church, Bailey Riverbridge, Sunday 11am to 1pm (30)
- House of Healing, Bailey Riverbridge, Sunday 4:30pm to 6:30pm (30)
- "Did You Know?" posted on our Facebook page.

Parks Maintenance

- City wide park inspections and cleaning
- Pavilion inspections and posted reservations
- Check all parks for unemptied trash cans
- Bathroom checks 1x per day
- Skate park concrete inspected
- Trails blown off
- Cassen Park inspection
- Graffiti removal at Central Park I
- Replace missing pickets at Central Park I
- Fix/replace pickets at Magic Forest Playground
- Repair bench at Magic Forest Playground
- Fix parking curb at Sanchez Park
- Install employee parking bollards
- Help volunteers clean South Ormond Neighborhood Center
- Setup archery posts and braces at EDC
- Assist with ceiling tiles from ceiling collapse at Nova Community Center
- Bolt down bleacher outside of South Ormond Neighborhood Center
- Take down old sign and install new signs at South Ormond Neighborhood Center

Building Maintenance

- Repair sink at FS94
- Toilet repair at FS94
- Lift to FS94
- Ceiling tile change at the Police Department
- Hang pictures at City Hall
- Repair sink at WTP
- Light pole down at Misners Trail
- Assembles 4 sets of bleachers at South Ormond Neighborhood Center
- Light/safety check at City Hall
- Changes lights at City Hall
- Repair sink at Andy Romano Beachfront Park
- Troubleshoot door at Skate Park
- Install backboard in new gym at South Ormond Neighborhood Center
- Replace light on 3rd floor at the Casements
- Provide power to new office at City Hall
- Replace lights at shuffleboard at Sports Complex
- Troubleshoot gate at WWTP
- Repair outlet at pavilion in the Memorial Gardens

- Investigate adding lights to walkway at South Ormond Neighborhood Center

Police Department

Administrative Services

- Staff hosted the Weekly Staff Meeting.
- Staff attended the City Manager's Staff meeting at City Hall.
- Staff attended a Capital Improvements Program workshop at City Hall.
- Staff attended the City Commission Meeting at City Hall.

Community Outreach

- Youth Leadership Council (YLC) - Four (4) members of the YLC met Wednesday to complete the Tag your It video for the Florida PAL license plate campaign. Funds raised by the Florida PAL plate support programs sponsored by Florida PAL for member chapters. Nine (9) YLC members attended a virtual meeting to review schedules for the Florida PAL Annual Youth Leadership Conference June 15 – 18, 2023, at Disney's Coronado Springs Resort.
- OBPAL Basketball - Practice was not held last week.
- PAL Summer Programs:
 - OBPAL summer programs will be offered in partnership with the SONC during the Summer Connections Program beginning June 19. The six-week program provides classes in science, reading, and art. Four field trips will be offered this summer. The trips are to Daytona Lagoon (2), the Orlando Science Center and the Brevard Zoo.
- Special Events
 - The Ormond Beach Police Athletic League Annual Golfing for Youth Tournament will be held Sunday, November 5th, at Halifax Plantation. More information on registration and sponsorship opportunities will be available July 1, 2023.

Community Services & Animal Control

- Animal Calls responded to: 42
- Animal Reports: 3
- Return to Field: 0 RTF Program on hold due HHS staffing issues until Further notice.
- Animal Bites: 0
- Animals to Halifax: 3
- Injured Wildlife Calls: 2
- Found Property Reports: 3

Criminal Investigations

- Cases Assigned: 8
- Cases Cleared by Arrest/Complaint Affidavit: 1
- Cases Exceptionally Cleared: 3
- Inactive: 2
- Fraud: 4
- Burglary Business: 0
- Burglary Residential: 0
- Larceny Car break: 0
- Grand Theft: 1
- Auto Theft: 1
- Death Undetermined: 0
- Missing Persons: 0
- Recovered Missing Persons: 0
- Sex Offense/Rape: 0
- Robbery: 0
- Assaults: 0
- Police Information: 1
- Suspicious Incident: 1

Records

- Walk - Ins / Window: 98
- Phone Calls: 154
- Arrest / NTA's: 20
- Reports Generated: 108
- Reports Entered: 95
- Citations Issued: 34
- Trespass Warnings: 17
- CORF Entered: 25
- Mail / Faxes / Request: 57

Patrol

- Total Calls: 1,397
- Total Traffic Stops: 120

Operations

- Crime Opportunity Report Forms: 55

06/07/23

- Theft, 80 Marvin Road. A male stole a bicycle from this location. He was caught on video surveillance and was identified. He was already in jail for another offense. Charges were filed.
- Theft, 707 South Atlantic Avenue #414 (Makai Motel). A known suspect stole the victim's wallet, cell phone, and \$5000 in money orders. Charges were filed.
- Theft, 154 South Nova Road. An unidentified subject stole a pair of shoes, leaving through the back door.

06/08/23

- Stolen Vehicle, 1509 San Marco Drive (San Marco Apartments). A known subject stole the victim's vehicle. The vehicle was located and the victim declined to pursue charges.

06/09/23

- Weapons Complaint Arrest, 769 West Granada Boulevard #3103 (Olive Grove Apartments). A male was found to be intoxicated and was provoking family members with aggressive behavior while handling a firearm. Family reported that at no time was the weapon used to threaten them nor was it pointed at them.
- Traffic Arrest, 100-Block of Bermuda Estates Avenue (Bermuda Estates Apartments). A traffic stop was conducted and the driver was found to have a habitually suspended driver's license.

06/10/23

- No reportable incidents occurred.

06/11/23

- Domestic Violence Battery Arrest, 1608 North United States Highway 1 #217 (Days Inn). A male was in a verbal argument with his wife when he struck her multiple times in the face. He fled prior to law enforcement's arrival. He was located behind another motel in the area. The male had an open felony warrant out of Indiana for Felony Domestic Violence Battery. He was arrested on both charges.
- Domestic Violence Battery Arrest, 294 Cypress Trail Drive. A juvenile struck her mother while law enforcement was on scene.

06/12/23

- Residential Burglary, 215 Williamson Boulevard (Vacant Business). An unidentified subject forced entry through a shattered glass window. It does not appear anything was taken.
- Shoplifting, 385 South Yonge Street. An unidentified female stole a misdemeanor amount of merchandise. She fled the area on foot prior to law enforcement arrival.

- Child Abuse/Domestic Violence Battery, 1614 North United State Highway1 (Econo Lodge). A male was involved in a verbal altercation with three adults. The male began slapping everyone in the room to include a two-year-old child. The male left the area before law enforcement arrived. Charges were filed.
- Shoplifting, 795 West Granada Boulevard (CVS). An unidentified subject stole a misdemeanor amount of merchandise from this location. The incident was observed by a store employee. The male left prior to law enforcement arrival.

06/13/23

- Carbreak, 440 North Nova Road (Nova Rec). An unidentified subject entered the victim's unlocked vehicle and stole an Apple laptop valued at \$400.00 dollars, as well as several work ID's and badges.
- Business Burglary, 396 South Atlantic Avenue (Purple Haze). An unidentified subject forced entry by smashing the front window and left prior to law enforcement arrival. Unknown at this time as to what was stolen.

Traffic Unit

- Traffic Enforcement Stats:
 - Number of Traffic Stops: 24
 - Number of Citations issued: 23
 - Number of Written Warnings Issued: 34
 - Number of Parking Tickets Issued: 0
- Traffic Crash Reports:
 - Number of Crashes without Injuries: 2
 - Number of Crashes with Injuries: 5
 - Number of Crashes with Serious Bodily Injury: 0
 - Number of Fatal Crashes: 0

Neighborhood Improvement

- Weekly inspection statistics by Commissioner Zones
 - Zone 1: 5 Cases initiated
 - Zone 2: 5 Cases initiated
 - Zone 3: 3 Cases initiated
 - Zone 4: 2 Cases initiated
- 17 signs have either been removed or sign cases created.
- 14 trees removal permit requests.
- Administrative staff assisted with three (3) walk-ins and sixty-two (62) telephonic inquiries.

Public Works

Engineering

- Projects Summaries
 - Construction Projects:
 - WRF Clarifier Improvements – Construction is ongoing.
 - Downtown Sidewalk Renovations-Banding – Contractor has poured a test panel.
 - 2023 Storm & Sewer Lining – Construction is nearing completion.
 - Performing Arts Center Renovations – Construction is ongoing.
 - Lift Stations 11M and OBSC3 Rehab – Contractor is preparing shop drawings.
 - SONC Pavilion Replacement – A pre-construction meeting was held on June 13.
 - 2023 Shell Parking Restoration – A pre-construction meeting is scheduled for June 22.
 - Outdoor Fitness Stations-Nova Community Park – Equipment has been ordered and has a 4 month manufacturing lead time.
 - CDBG North Ridgewood Sidewalk - East Side – Contracts are being executed.

- Bidding:
 - Downtown – East Granada Utility Undergrounding – Project was advertised May 21, a pre-bid meeting was held May 31, and bids are due June 21.
 - Doug Thomas Way Extension Design – Project was advertised on June 11, a pre-bid meeting was held on June 14, bids are due July 17.
 - Arbor Drive Drainage Improvements - Project was advertised on June 11, a pre-bid meeting is scheduled for June 28, bids are due July 11.
 - WRF Upgrades – Project approval to advertise is scheduled for the July 18 City Commission meeting.
 - 2023 Sidewalk Repairs – Spring Meadows – Bid award is scheduled for the August 1 City Commission meeting.
 - Business Park Drive Phase II – Project was advertised on May 7, a pre-bid meeting was held on May 17, bid opening rescheduled for June 26.
 - 2023 Roadway Resurfacing – Bid award is scheduled for the July 18 City Commission meeting.
 - Hurricane Ian-Bailey Riverbridge Roof Replacement – Approval to bid scheduled for July 18 City Commission meeting.
- Design Projects:
 - Downtown: Cassen Park Improvements – Preliminary design is under review.
 - Lift Station 4P Rehab – Design is in process.
 - Septic to Sewer – Oak, Magnolia & Bonita – Design – Design is in process.
 - Hudson Wellfield Expansion – Design is in process.
 - Shadow Crossings Reuse Pump Facility – Consultant is preparing bid documents.
 - ARBP Ramp & Seawall Repairs Hurricane Ian & Nicole – An RFQ for design of the seawall and ramp repair was advertised on May 21, a pre-proposal meeting was held on June 13, proposals are due on June 20.
 - City Hall Landscape Improvements-CRA – Design is nearing completion.
 - WRF Ultraviolet Disinfection Conversion – Design is in process.
 - Airport Road Reclaimed Water Main – Survey is in process.
 - Hurricane Ian-Ames House Roof Replacement – Bid documents are being finalized.
 - PD Roof Replacement – Awaiting proposal from Construction Management Continuing Contractor.
- Departmental Activities
 - Reviewed 26 Engineering Permit applications through the ProjectDOX system, and 0 Franchise Utility Work-in-the-Right-of-Way permits were created and approved.

Environmental Management

Street Maintenance - Asphalt/Concrete

- Form on S Beach St, grade
- Form, grade on Cliffside Dr; concrete pour; pulled forms, backfilled
- Asphalt patch on Country Club Dr, Fairview
- Concrete pour on 200 block of N Ridgewood
- Form on Orchard St

Forestry

- Trimmed and cleaned up at City yards and City Hall (incl. Corbin Ave parking lot at school)
- Trimmed at various bus stop benches
- Maintenance and tree inspection citywide
- Hauled debris to Nova/Transfer Station
- Ground stumps citywide
- Removed dead Oak on ROW on Arrowhead Dr
- Cleaned up fallen tree on Boxwood Ct; Riverbluff Dr

Maintenance

- Rotated Special Event Bridge signs
- Debris cleanup on Granada Bridge and Memorial Gardens
- Graded roads & boat ramps at all City parks, Airport Sports Complex and Old Tomoka Rd.
- Picked up litter at various bus stops in the City, on DOT roads, at Orchard and Wilmette and on the Tomoka River Bridge
- Weed control on streetscape and FDOT areas
- Cleaned benches citywide
- DOT weed control on all state roads
- Trimming in various areas citywide
- Assist concrete crew on S Beach St

Sign Shop

- Citywide locations, checked for signs that might need attention
- Fabricated various signs & decals for upcoming jobs
- Washed & cleaned signs in various locations
- Various projects

Stormwater Maintenance

- Ditch maintenance on Granada Blvd
- Inlet cleaning citywide
- Gates & pumps Citywide
- Reachout ditch mowing on US1
- Inlet repair on Bramblewood; 100 block of Riverbeach Dr
- Bush hog at FDOT ponds; Gowers St
- Inlet cleaning/gates & pumps on Driftwood
- Pipe repair on S Washington/Live Oak

Vactor

- Pipe repair on N Center St
- N Halifax/JAD for Water Dept
- Catch basin cleaning on Parque Dr; line cleaning

Fleet

- Mileage traveled by all departments for the week: 22,401
- PM Services completed for the week
 - Emergency Vehicles and Equipment: 2
 - Non-Emergency Vehicles and Equipment: 1
- Road Calls for the week: 0
- Quick Fleet Facts:
 - Fuel on hand: 10,926 gallons unleaded, 5,888 gallons diesel
 - Fuel used in one week: 2,324 gallons of unleaded and 914 gallons of diesel.
 - Fleet completed 43 work orders this week.

Utilities

- Projects Summary
 - Utilities CIP projects are listed under the Engineering section as this division manages those projects and to avoid duplication of information.

Water Treatment

- Delivered 38.19 million gallons for the week of June 10, 2023 (5.46 MGD average).
- Backwashed 7 filters for a total of 381,790 gallons backwash water.

- Raw water average daily withdrawal rate from all wells through June 10, 2023 @ 5.98 MGD, SJRWMD 2023 allocation @ 8.041 MGD.
- Produced & hauled 80 wet tons of dewatered sludge (65 - 70% solids).
- Flushed distribution system 116,000 gallons.

Water Reclamation Facility

- Domestic and Industrial Wastewater flow was 35.84 Million Gallons.
- Influent flow rate Average Daily Flow (ADF) for weekly period @ 5.12 MGD
- Produced 26.30 Million Gallons of Reclaimed water.
- Produced 9.54 Million Gallons of Surface Water Discharge.
- Most recent annual period ADF Rates (June 1, 2022 – May 31, 2023) (MGD):
 - Influent 5.27 (Permit 8 MGD);
 - Surface Water Discharge 1.10 (Permit 6 MGD);
 - Reuse 3.55 (Permit 10 MGD)
- Hauled 21 loads for the month of May 2023 for a total of 507.67 wet tons through 05-30-2023.
 - Sludge numbers are the most recent reported values.

Water Distribution

- Responded to 3 reports of customer concerns regarding low pressure, colored water or assistance with other plumbing concerns.
- Responded to 9 calls from customers concerning leaking water.
- Replaced 1 residential water meter due to operational concerns.
- Tested 8 city owned backflow preventer and made repairs when needed.
- Replaced 2 residential water services due to pressure concerns or leaks.
- Replaced 5 broken water meter boxes / lids.
- Performed valve maintenance on 6 main line valves.
- Installed 1 new meter/service for new construction.
- Performed fire hydrant maintenance on 2 fire hydrants.
- Repaired 6 Inch AC water main located at 428 N Yonge St.
- Began Flushing hydrants to pull chlorine during the Chlorine burn.
- Repaired 6 Inch AC water main at 19 Seacrest Dr.
- Repaired all landscaping to excavated areas.
- Utility locate service for water/wastewater/reuse/city power and fiber optic cables: received notice of 196 utility locates for the previous week.

Wastewater Collection – Reuse

- Crews responded to 13 trouble calls in the Breakaway/Hunters Ridge PEP System service area and 3 in the conventional system service area.
- Flushed Nova Rec.
- Flushed sanitary lateral at 103 Hickory Hills Cir. and 300 Center St.
- Removed 2,800 gallons of effluent off of Hunters Ridge force main.
- TV'ed 0 sanitary laterals on the PM list
- Changed pumps at 34 Meadow Ridge View, 27 Black Pine Way, 94 Shadow Creek Way, 10 Fox Brow Look, 72 Westland Run, 119 Deep Woods Way, 159 Deep Woods Way, 26 Coquina Lake way, and 5 Break Away Trails
- Performed 0 Utility Verifications
- Installed C/O at 1252 Vanderbilt
- Cleaned and TV'ed China Moon gravity main
- 30 Black Creek Way: Repaired broken back lid
- 28 Domicilio Ave: MetroNet bore repair
- Responded to 4 reuse trouble calls.
- Located Reuse and Pep tank at 2 addresses
- Installed pressure gauge in Hunters Ridge and Break Away Trails

Wastewater Plant – Lift Stations

- Scum Well #1 – pull Pump to confirm condition of Volute & Impeller, test Floats to confirm operations.
- Poly Blend #2 – replace Flow Meter with New Inventory.
- Fermentation Submersible Mixer #11 – install repaired Mixer returned from Vendor, back online and turned over to Operations.
- Clarifier #4 – install Sweep Arm Brackets.
- W.A.S. #1 - Installed new V.F.D.
- Scum Well #1 – Crane Hoist not operational, replaced with new stock.
- PEP Tank – Change control box at 51 Canterbury
- PEP Tank – Breakaway Trails Guard Shack, install new control box.
- SCADA monitor/response: Responded to multiple equipment malfunctions at the Waste Water Plant and lift stations.
- Conducted Plant and Lift Station PMs for pumps, motors.

Water Plant – Well Fields – Booster Stations – Reuse System

- Lime Sludge Thickener – Replaced the aux. set of contacts on the motor starter for not running signal to SCADA.
- High Service Pump Building – install a GFCI receptacle at the Generators for the Battery Chargers.
- Chlorine pump 1 – leaking, replaced with rebuilt unit.
- Well 28H – assist contractor with installation of new pipe and check valve.
- Well 10D – Cut back Vegetation for upcoming well repair.
- Responded to equipment malfunctions at the Water Plant and offsite locations.
- Perform Operational Checks at various locations.

Support Services (City Clerk)

- The department manages the City Commission meeting agenda process and the preparation of agenda packets, serves as recording secretary to the City Commission and the Quality of Life Advisory Board, manages the preservation and management of official City documents, processes public records requests, assists with website updates, drafts and coordinates the presentation of City proclamations, coordinates City municipal elections including the qualifying process, provides administrative oversight to the City's variety of advisory boards, conducts research, and assists callers and guests to the second floor of City Hall.

FINANCIAL REPORTS

- **FY 23-24 Budget v Actual**
- **FY 23-24 Vendor Purchasing Report**
- **FY 23-24 Check Report**



Islamorada, Village of Islands

Budget Report Account Summary

For Fiscal: FY 2023-2024 Period Ending: 11/30/2023

Percent Used Benchmark = 16.67%
16.67%

Fund: 001 - General Fund

Revenue

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
001-311-000 Ad Valorem Taxes	15,701,300.00	15,701,300.00	2,983,143.08	2,984,779.77	0.00	-12,716,520.23	19.01 %
001-315-000 Communication Services Tax	450,000.00	450,000.00	0.00	33,283.78	0.00	-416,716.22	7.40 %
001-316-000 Local Business Tax (Contractor Registration Fee)	0.00	0.00	0.00	-31.00	0.00	-31.00	0.00 %
001-323-700 Franchise Fee - Solid Waste	800,000.00	800,000.00	166,618.67	166,618.67	0.00	-633,381.33	20.83 %
001-329-000 Other Permits, Fees & Special Assmts	2,500.00	2,500.00	100.00	450.00	0.00	-2,050.00	18.00 %
001-329-001 Vacation Rental Permit Fee	375,000.00	375,000.00	78,175.00	147,075.00	0.00	-227,925.00	39.22 %
001-329-003 Fire Inspection Fee	10,000.00	10,000.00	1,900.00	4,950.00	0.00	-5,050.00	49.50 %
001-329-004 Developmental Permit Application Fee	75,000.00	75,000.00	6,150.00	13,770.00	0.00	-61,230.00	18.36 %
001-329-005 BPAS Application Fee	10,000.00	10,000.00	300.00	300.00	0.00	-9,700.00	3.00 %
001-329-007 In Lieu of Landscape Mitigation Fee	100,000.00	100,000.00	1,771.88	3,353.89	0.00	-96,646.11	3.35 %
001-329-008 Cost Recovery Revenue	25,000.00	25,000.00	0.00	0.00	0.00	-25,000.00	0.00 %
001-329-009 Foreclosure Registration Fee	2,500.00	2,500.00	0.00	0.00	0.00	-2,500.00	0.00 %
001-331-002 FEMA SAFER Grant (Fire Rescue)	528,000.00	528,000.00	0.00	0.00	0.00	-528,000.00	0.00 %
001-331-101 EPA Grant for Oxygen Monitoring	12,000.00	12,000.00	0.00	0.00	0.00	-12,000.00	0.00 %
001-334-003 FDEP Resilient Florida Grant (#22PLN68)	178,100.00	178,100.00	0.00	0.00	0.00	-178,100.00	0.00 %
001-335-122 Monroe County Business Tax Distribution	32,000.00	32,000.00	2,250.95	12,644.94	0.00	-19,355.06	39.52 %
001-335-140 Mobile Home License Tax	1,500.00	1,500.00	0.00	58.87	0.00	-1,441.13	3.92 %
001-335-150 Alcoholic Beverage License Tax	32,000.00	32,000.00	0.00	0.00	0.00	-32,000.00	0.00 %
001-335-180 Local Government Half-Cent Sales Tax Program	1,735,000.00	1,735,000.00	0.00	123,724.55	0.00	-1,611,275.45	7.13 %
001-335-210 Firefighter Supplemental Compensation	10,000.00	10,000.00	0.00	0.00	0.00	-10,000.00	0.00 %
001-335-701 FDEP Surcharge Tax - Windley Key	8,500.00	8,500.00	0.00	287.14	0.00	-8,212.86	3.38 %
001-336-000 State Payments In Lieu Of Taxes	2,700.00	2,700.00	0.00	0.00	0.00	-2,700.00	0.00 %
001-337-701 TDC Beach Maintenance Agreement	90,000.00	90,000.00	0.00	0.00	0.00	-90,000.00	0.00 %
001-342-200 Special Event Fire Protection Fee	10,000.00	10,000.00	450.00	1,042.00	0.00	-8,958.00	10.42 %
001-342-401 Emergency Management Service Fee	250,000.00	250,000.00	0.00	8,588.82	0.00	-241,411.18	3.44 %
001-347-201 Park Entrance Fee	350,000.00	350,000.00	15,224.54	31,437.92	0.00	-318,562.08	8.98 %
001-347-501 Pool Entrance Fee	45,000.00	45,000.00	1,490.82	3,015.09	0.00	-41,984.91	6.70 %
001-347-502 Pool/Park Membership - Resident	20,000.00	20,000.00	944.18	2,962.76	0.00	-17,037.24	14.81 %
001-347-503 Pool/Park Membership - Non-Resident	20,000.00	20,000.00	952.53	1,759.70	0.00	-18,240.30	8.80 %
001-347-901 Recreation Camp Fee	60,000.00	60,000.00	0.00	0.00	0.00	-60,000.00	0.00 %
001-354-000 Code Compliance Lien Payments	150,000.00	150,000.00	1,600.00	4,000.00	0.00	-146,000.00	2.67 %
001-359-001 MCSO Citation Payments	50,000.00	50,000.00	2,532.46	4,660.35	0.00	-45,339.65	9.32 %
001-359-002 MCSO Citations - Training Surcharge	5,000.00	5,000.00	218.14	472.76	0.00	-4,527.24	9.46 %
001-361-000 Interest Revenue	150,000.00	150,000.00	0.00	83,257.88	0.00	-66,742.12	55.51 %

Budget Report

For Fiscal: FY 2023-2024 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
001-362-001	Park Facilities Rental Fee	30,000.00	30,000.00	1,269.50	5,502.24	0.00	-24,497.76	18.34 %
001-362-002	Pool Team Rental Fee	30,000.00	30,000.00	3,125.47	3,720.80	0.00	-26,279.20	12.40 %
001-362-003	Swim Instruction	70,000.00	70,000.00	2,455.00	6,895.00	0.00	-63,105.00	9.85 %
001-362-004	Dive Instruction	12,000.00	12,000.00	280.00	520.00	0.00	-11,480.00	4.33 %
001-362-005	Tennis Instruction	225,000.00	225,000.00	10,385.00	22,350.00	0.00	-202,650.00	9.93 %
001-362-006	Water Aerobics Instruction	24,000.00	24,000.00	1,652.00	3,122.00	0.00	-20,878.00	13.01 %
001-362-007	Synchronized Swim Instruction	14,000.00	14,000.00	575.00	1,145.00	0.00	-12,855.00	8.18 %
001-362-008	Freediving Instruction	14,000.00	14,000.00	0.00	0.00	0.00	-14,000.00	0.00 %
001-362-009	Fitness Instruction	28,000.00	28,000.00	1,700.00	1,700.00	0.00	-26,300.00	6.07 %
001-369-000	Miscellaneous Revenue	48,000.00	48,000.00	472.45	6,303.10	0.00	-41,696.90	13.13 %
001-369-001	Retail Sales	1,800.00	1,800.00	9.30	41.85	0.00	-1,758.15	2.33 %
001-369-002	General Asphalt Maint Agreement	8,100.00	8,100.00	2,666.67	5,333.34	0.00	-2,766.66	65.84 %
001-369-003	Impact Admin Fees	5,000.00	5,000.00	1,601.95	2,326.44	0.00	-2,673.56	46.53 %
001-369-901	WEX Fuel Credit	3,500.00	3,500.00	0.00	0.00	0.00	-3,500.00	0.00 %
001-381-000	Transfers In	84,000.00	84,000.00	0.00	0.00	0.00	-84,000.00	0.00 %
Revenue Total:		21,888,500.00	21,888,500.00	3,290,014.59	3,691,422.66	0.00	-18,197,077.34	16.86%
Expense								
Department: 0100 - Village Council								
001-0100-511-11	Village Council Salaries	60,000.00	60,000.00	5,000.00	10,000.00	0.00	50,000.00	16.67 %
001-0100-511-21	Payroll Taxes	4,600.00	4,600.00	382.50	765.00	0.00	3,835.00	16.63 %
001-0100-511-31	Professional Services	180,000.00	180,000.00	14,500.00	29,000.00	117,500.00	33,500.00	81.39 %
001-0100-511-40	Travel & Per Diem	12,000.00	12,000.00	163.01	163.01	0.00	11,836.99	1.36 %
001-0100-511-41	Communications	5,500.00	5,500.00	261.59	261.59	0.00	5,238.41	4.76 %
001-0100-511-48	PR / Advertising	356,500.00	356,500.00	59,145.00	66,910.96	6,000.00	283,589.04	20.45 %
001-0100-511-51	Office Supplies & Expenses	3,500.00	3,500.00	313.06	313.06	0.00	3,186.94	8.94 %
001-0100-511-54	Dues & Subscriptions	2,500.00	2,500.00	350.00	350.00	0.00	2,150.00	14.00 %
001-0100-511-55	Training	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00 %
Department: 0100 - Village Council Total:		629,600.00	629,600.00	80,115.16	107,763.62	123,500.00	398,336.38	36.73%
Department: 0200 - Village Attorney								
001-0200-514-31	Professional Services	625,000.00	625,000.00	90,309.26	90,309.26	0.00	534,690.74	14.45 %
001-0200-514-41	Communications	2,500.00	2,500.00	174.17	348.34	0.00	2,151.66	13.93 %
001-0200-514-51	Office Supplies & Expenses	2,500.00	2,500.00	0.25	0.25	0.00	2,499.75	0.01 %
001-0200-514-54	Dues & Subscriptions	500.00	500.00	0.00	0.00	0.00	500.00	0.00 %
Department: 0200 - Village Attorney Total:		630,500.00	630,500.00	90,483.68	90,657.85	0.00	539,842.15	14.38%
Department: 0300 - Village Manager								
001-0300-512-12	Regular Salaries & Wages	565,700.00	565,700.00	15,255.29	30,572.61	0.00	535,127.39	5.40 %
001-0300-512-14	Overtime	2,500.00	2,500.00	0.00	126.79	0.00	2,373.21	5.07 %
001-0300-512-21	Payroll Taxes	38,100.00	38,100.00	1,183.90	2,368.28	0.00	35,731.72	6.22 %
001-0300-512-22	Retirement Contributions	79,200.00	79,200.00	2,748.65	2,095.76	0.00	77,104.24	2.65 %
001-0300-512-23	Employee Insurance Premiums	80,300.00	80,300.00	906.29	2,982.67	0.00	77,317.33	3.71 %
001-0300-512-31	Professional Services	300,000.00	300,000.00	34,545.03	35,231.69	214,283.31	50,485.00	83.17 %

Budget Report

For Fiscal: FY 2023-2024 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
001-0300-512-40	Travel & Per Diem	10,000.00	10,000.00	397.98	397.98	0.00	9,602.02	3.98 %
001-0300-512-41	Communications	6,500.00	6,500.00	355.45	529.62	0.00	5,970.38	8.15 %
001-0300-512-42	Freight & Postage	0.00	0.00	0.00	0.63	0.00	-0.63	0.00 %
001-0300-512-48	PR / Advertising	10,000.00	10,000.00	0.00	60.00	0.00	9,940.00	0.60 %
001-0300-512-49	Other Expenses	15,000.00	15,000.00	-12.43	-368.37	0.00	15,368.37	-2.46 %
001-0300-512-51	Office Supplies & Expenses	6,500.00	6,500.00	458.11	458.11	0.00	6,041.89	7.05 %
001-0300-512-52	Operating Supplies	0.00	0.00	1,442.65	1,442.65	0.00	-1,442.65	0.00 %
001-0300-512-54	Dues & Subscriptions	13,600.00	13,600.00	0.00	0.00	0.00	13,600.00	0.00 %
001-0300-512-55	Training	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00 %
Department: 0300 - Village Manager Total:		1,132,400.00	1,132,400.00	57,280.92	75,898.42	214,283.31	842,218.27	25.63%
Department: 0400 - Village Clerk								
001-0400-512-12	Regular Salaries & Wages	166,500.00	166,500.00	13,069.60	22,672.39	0.00	143,827.61	13.62 %
001-0400-512-14	Overtime	5,000.00	5,000.00	847.53	1,844.62	0.00	3,155.38	36.89 %
001-0400-512-21	Payroll Taxes	13,200.00	13,200.00	1,047.03	1,840.30	0.00	11,359.70	13.94 %
001-0400-512-22	Retirement Contributions	23,900.00	23,900.00	1,844.35	1,438.40	0.00	22,461.60	6.02 %
001-0400-512-23	Employee Insurance Premiums	20,900.00	20,900.00	62.48	974.52	0.00	19,925.48	4.66 %
001-0400-512-31	Professional Services	10,500.00	10,500.00	24.99	349.94	0.00	10,150.06	3.33 %
001-0400-512-40	Travel & Per Diem	3,500.00	3,500.00	661.84	661.84	0.00	2,838.16	18.91 %
001-0400-512-41	Communications	3,500.00	3,500.00	219.49	393.66	0.00	3,106.34	11.25 %
001-0400-512-42	Freight & Postage	500.00	500.00	0.00	0.00	0.00	500.00	0.00 %
001-0400-512-51	Office Supplies & Expenses	5,500.00	5,500.00	261.43	261.43	0.00	5,238.57	4.75 %
001-0400-512-54	Dues & Subscriptions	18,000.00	18,000.00	0.00	5,000.00	0.00	13,000.00	27.78 %
001-0400-512-55	Training	3,000.00	3,000.00	166.44	616.44	0.00	2,383.56	20.55 %
Department: 0400 - Village Clerk Total:		274,000.00	274,000.00	18,205.18	36,053.54	0.00	237,946.46	13.16%
Department: 0500 - Finance & Administration								
001-0500-513-12	Regular Salaries & Wages	473,400.00	473,400.00	35,962.96	62,760.26	0.00	410,639.74	13.26 %
001-0500-513-14	Overtime	10,000.00	10,000.00	1,266.11	2,845.49	0.00	7,154.51	28.45 %
001-0500-513-21	Payroll Taxes	36,400.00	36,400.00	2,797.92	4,918.63	0.00	31,481.37	13.51 %
001-0500-513-22	Retirement Contributions	67,400.00	67,400.00	5,028.55	3,850.72	0.00	63,549.28	5.71 %
001-0500-513-23	Employee Insurance Premiums	72,600.00	72,600.00	150.72	1,886.25	0.00	70,713.75	2.60 %
001-0500-513-24	Workers' Compensation	110,000.00	110,000.00	0.00	27,166.06	0.00	82,833.94	24.70 %
001-0500-513-31	Professional Services	46,000.00	46,000.00	3,000.00	9,000.00	27,000.00	10,000.00	78.26 %
001-0500-513-32	Accounting & Auditing Services	65,000.00	65,000.00	0.00	0.00	0.00	65,000.00	0.00 %
001-0500-513-40	Travel & Per Diem	6,000.00	6,000.00	659.45	659.45	0.00	5,340.55	10.99 %
001-0500-513-41	Communications	3,500.00	3,500.00	219.49	393.66	0.00	3,106.34	11.25 %
001-0500-513-42	Freight & Postage	1,500.00	1,500.00	0.00	152.35	0.00	1,347.65	10.16 %
001-0500-513-43	Utilities	55,000.00	55,000.00	3,690.67	6,525.29	0.00	48,474.71	11.86 %
001-0500-513-44	Rentals & Leases	6,000.00	6,000.00	275.00	825.00	0.00	5,175.00	13.75 %
001-0500-513-45	Insurance	565,500.00	565,500.00	0.00	118,162.51	0.00	447,337.49	20.90 %
001-0500-513-48	PR / Advertising	1,000.00	1,000.00	447.00	447.00	0.00	553.00	44.70 %
001-0500-513-49	Other Expenses	7,500.00	7,500.00	8,839.11	8,958.46	0.00	-1,458.46	119.45 %

Budget Report

For Fiscal: FY 2023-2024 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
001-0500-513-51	Office Supplies & Expenses	7,500.00	7,500.00	1,431.56	1,431.56	0.00	6,068.44	19.09 %
001-0500-513-52	Operating Supplies	0.00	0.00	84.18	84.18	0.00	-84.18	0.00 %
001-0500-513-54	Dues & Subscriptions	33,400.00	33,400.00	680.00	680.00	0.00	32,720.00	2.04 %
001-0500-513-55	Training	4,000.00	4,000.00	105.00	105.00	0.00	3,895.00	2.63 %
Department: 0500 - Finance & Administration Total:		1,571,700.00	1,571,700.00	64,637.72	250,851.87	27,000.00	1,293,848.13	17.68%
Department: 0600 - Planning & Development Services								
001-0600-515-12	Regular Salaries & Wages	868,700.00	868,700.00	40,959.23	68,449.36	0.00	800,250.64	7.88 %
001-0600-515-14	Overtime	10,000.00	10,000.00	0.00	190.97	0.00	9,809.03	1.91 %
001-0600-515-21	Payroll Taxes	67,300.00	67,300.00	3,080.23	5,144.68	0.00	62,155.32	7.64 %
001-0600-515-22	Retirement Contributions	122,400.00	122,400.00	4,924.56	3,756.32	0.00	118,643.68	3.07 %
001-0600-515-23	Employee Insurance Premiums	135,300.00	135,300.00	173.12	2,576.82	0.00	132,723.18	1.90 %
001-0600-515-31	Professional Services	50,000.00	50,000.00	1,471.21	1,633.21	0.00	48,366.79	3.27 %
001-0600-515-40	Travel & Per Diem	5,000.00	5,000.00	120.02	120.02	0.00	4,879.98	2.40 %
001-0600-515-41	Communications	5,000.00	5,000.00	345.68	519.85	0.00	4,480.15	10.40 %
001-0600-515-42	Freight & Postage	5,000.00	5,000.00	0.00	324.14	0.00	4,675.86	6.48 %
001-0600-515-46	Repair & Maintenance	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00 %
001-0600-515-48	PR / Advertising	8,000.00	8,000.00	1,234.00	1,234.00	0.00	6,766.00	15.43 %
001-0600-515-49	Other Expenses	0.00	0.00	25.00	25.00	0.00	-25.00	0.00 %
001-0600-515-51	Office Supplies & Expenses	8,000.00	8,000.00	185.65	185.65	0.00	7,814.35	2.32 %
001-0600-515-52	Operating Supplies	4,000.00	4,000.00	75.56	75.56	0.00	3,924.44	1.89 %
001-0600-515-54	Dues & Subscriptions	37,000.00	37,000.00	400.00	400.00	0.00	36,600.00	1.08 %
001-0600-515-55	Training	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00 %
Department: 0600 - Planning & Development Services Total:		1,336,700.00	1,336,700.00	52,994.26	84,635.58	0.00	1,252,064.42	6.33%
Department: 0700 - IT & Communications								
001-0700-519-12	Regular Salaries & Wages	330,700.00	330,700.00	25,234.52	44,190.50	0.00	286,509.50	13.36 %
001-0700-519-14	Overtime	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00 %
001-0700-519-21	Payroll Taxes	25,500.00	25,500.00	1,900.02	3,320.07	0.00	22,179.93	13.02 %
001-0700-519-22	Retirement Contributions	46,500.00	46,500.00	3,375.36	2,630.30	0.00	43,869.70	5.66 %
001-0700-519-23	Employee Insurance Premiums	80,300.00	80,300.00	113.39	1,832.78	0.00	78,467.22	2.28 %
001-0700-519-31	Professional Services	90,000.00	90,000.00	25,835.65	28,471.65	0.00	61,528.35	31.64 %
001-0700-519-40	Travel & Per Diem	8,000.00	8,000.00	0.00	77.81	0.00	7,922.19	0.97 %
001-0700-519-41	Communications	51,800.00	51,800.00	3,937.34	7,303.84	0.00	44,496.16	14.10 %
001-0700-519-44	Rentals & Leases	13,500.00	13,500.00	365.00	730.00	0.00	12,770.00	5.41 %
001-0700-519-46	Repair & Maintenance	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00 %
001-0700-519-51	Office Supplies & Expenses	2,500.00	2,500.00	307.77	307.77	0.00	2,192.23	12.31 %
001-0700-519-52	Operating Supplies	25,000.00	25,000.00	1,075.49	1,075.49	0.00	23,924.51	4.30 %
001-0700-519-54	Dues & Subscriptions	77,800.00	77,800.00	1,039.81	5,336.41	528.00	71,935.59	7.54 %
001-0700-519-55	Training	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00 %
Department: 0700 - IT & Communications Total:		767,100.00	767,100.00	63,184.35	95,276.62	528.00	671,295.38	12.49%
Department: 0800 - Local Law Enforcement								
001-0800-521-12	Regular Salaries & Wages	57,900.00	57,900.00	3,850.06	7,084.11	0.00	50,815.89	12.24 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
001-0800-521-14	Overtime	500.00	500.00	0.00	0.00	0.00	500.00	0.00 %
001-0800-521-21	Payroll Taxes	4,500.00	4,500.00	268.79	490.45	0.00	4,009.55	10.90 %
001-0800-521-22	Retirement Contributions	8,200.00	8,200.00	583.40	438.86	0.00	7,761.14	5.35 %
001-0800-521-23	Employee Insurance Premiums	34,100.00	34,100.00	27.98	756.23	0.00	33,343.77	2.22 %
001-0800-521-31	Professional Services	2,773,000.00	2,773,000.00	0.00	462,155.00	0.00	2,310,845.00	16.67 %
001-0800-521-40	Travel & Per Diem	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00 %
001-0800-521-41	Communications	7,500.00	7,500.00	812.84	987.01	0.00	6,512.99	13.16 %
001-0800-521-42	Freight & Postage	500.00	500.00	0.00	0.00	0.00	500.00	0.00 %
001-0800-521-46	Repair & Maintenance	5,000.00	5,000.00	2,950.88	2,950.88	0.00	2,049.12	59.02 %
001-0800-521-51	Office Supplies & Expenses	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00 %
001-0800-521-52	Operating Supplies	85,000.00	85,000.00	6,903.96	7,480.54	0.00	77,519.46	8.80 %
001-0800-521-54	Dues & Subscriptions	1,500.00	1,500.00	3,000.00	3,000.00	0.00	-1,500.00	200.00 %
001-0800-521-55	Training	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00 %
Department: 0800 - Local Law Enforcement Total:		2,990,200.00	2,990,200.00	18,397.91	485,343.08	0.00	2,504,856.92	16.23%
Department: 0900 - Fire Rescue								
001-0900-522-12	Regular Salaries & Wages	3,260,800.00	3,260,800.00	261,029.00	446,104.63	0.00	2,814,695.37	13.68 %
001-0900-522-13	Other Salaries & Wages	100,000.00	100,000.00	3,957.88	6,036.79	0.00	93,963.21	6.04 %
001-0900-522-14	Overtime	591,400.00	591,400.00	36,621.21	69,341.20	0.00	522,058.80	11.72 %
001-0900-522-21	Payroll Taxes	302,400.00	302,400.00	23,018.37	39,792.71	0.00	262,607.29	13.16 %
001-0900-522-22	Retirement Contributions	1,249,400.00	1,249,400.00	87,113.44	67,373.10	0.00	1,182,026.90	5.39 %
001-0900-522-23	Employee Insurance Premiums	513,400.00	513,400.00	7,078.82	29,949.19	0.00	483,450.81	5.83 %
001-0900-522-31	Professional Services	93,500.00	93,500.00	5,313.52	15,847.92	47,404.80	30,247.28	67.65 %
001-0900-522-40	Travel & Per Diem	30,000.00	30,000.00	74.99	875.34	0.00	29,124.66	2.92 %
001-0900-522-41	Communications	51,500.00	51,500.00	4,238.40	7,425.40	0.00	44,074.60	14.42 %
001-0900-522-42	Freight & Postage	1,500.00	1,500.00	1,585.96	1,585.96	0.00	-85.96	105.73 %
001-0900-522-43	Utilities	38,000.00	38,000.00	3,348.79	5,491.80	0.00	32,508.20	14.45 %
001-0900-522-44	Rentals & Leases	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00	0.00 %
001-0900-522-45	Insurance	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00 %
001-0900-522-46	Repair & Maintenance	220,000.00	220,000.00	5,714.69	23,409.39	102,645.44	93,945.17	57.30 %
001-0900-522-51	Office Supplies & Expenses	10,000.00	10,000.00	191.88	191.88	0.00	9,808.12	1.92 %
001-0900-522-52	Operating Supplies	307,000.00	307,000.00	28,741.07	38,041.08	39,965.20	228,993.72	25.41 %
001-0900-522-54	Dues & Subscriptions	50,000.00	50,000.00	13,610.46	20,297.96	0.00	29,702.04	40.60 %
001-0900-522-55	Training	45,000.00	45,000.00	0.00	350.00	0.00	44,650.00	0.78 %
Department: 0900 - Fire Rescue Total:		7,083,900.00	7,083,900.00	481,638.48	772,114.35	190,015.44	6,121,770.21	13.58%
Department: 1100 - Code Enforcement								
001-1100-524-12	Regular Salaries & Wages	131,400.00	131,400.00	10,091.48	17,796.41	0.00	113,603.59	13.54 %
001-1100-524-14	Overtime	7,500.00	7,500.00	117.03	310.84	0.00	7,189.16	4.14 %
001-1100-524-21	Payroll Taxes	10,700.00	10,700.00	750.97	1,325.25	0.00	9,374.75	12.39 %
001-1100-524-22	Retirement Contributions	19,400.00	19,400.00	1,412.16	1,071.86	0.00	18,328.14	5.53 %
001-1100-524-23	Employee Insurance Premiums	25,300.00	25,300.00	58.59	1,223.29	0.00	24,076.71	4.84 %
001-1100-524-31	Professional Services	20,000.00	20,000.00	1,450.00	1,591.00	0.00	18,409.00	7.96 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
001-1100-524-40	Travel & Per Diem	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00 %
001-1100-524-41	Communications	5,000.00	5,000.00	356.61	530.78	0.00	4,469.22	10.62 %
001-1100-524-42	Freight & Postage	2,500.00	2,500.00	0.00	244.64	0.00	2,255.36	9.79 %
001-1100-524-46	Repair & Maintenance	10,000.00	10,000.00	239.96	239.96	0.00	9,760.04	2.40 %
001-1100-524-51	Office Supplies & Expenses	2,500.00	2,500.00	44.98	44.98	0.00	2,455.02	1.80 %
001-1100-524-52	Operating Supplies	5,000.00	5,000.00	464.37	464.37	0.00	4,535.63	9.29 %
001-1100-524-54	Dues & Subscriptions	29,300.00	29,300.00	0.00	0.00	0.00	29,300.00	0.00 %
001-1100-524-55	Training	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00 %
Department: 1100 - Code Enforcement Total:		276,600.00	276,600.00	14,986.15	24,843.38	0.00	251,756.62	8.98%
Department: 1200 - Public Works								
001-1200-541-12	Regular Salaries & Wages	793,900.00	793,900.00	55,598.46	96,643.26	0.00	697,256.74	12.17 %
001-1200-541-14	Overtime	20,000.00	20,000.00	3,555.54	6,937.71	0.00	13,062.29	34.69 %
001-1200-541-21	Payroll Taxes	62,300.00	62,300.00	4,458.11	7,801.71	0.00	54,498.29	12.52 %
001-1200-541-22	Retirement Contributions	109,200.00	109,200.00	8,462.91	6,748.21	0.00	102,451.79	6.18 %
001-1200-541-23	Employee Insurance Premiums	138,000.00	138,000.00	633.42	6,616.91	0.00	131,383.09	4.79 %
001-1200-541-40	Travel & Per Diem	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00 %
001-1200-541-41	Communications	18,000.00	18,000.00	1,341.79	2,190.10	0.00	15,809.90	12.17 %
001-1200-541-42	Freight & Postage	0.00	0.00	0.00	13.64	0.00	-13.64	0.00 %
001-1200-541-43	Utilities	100,000.00	100,000.00	9,753.93	14,329.40	0.00	85,670.60	14.33 %
001-1200-541-44	Rentals & Leases	10,000.00	10,000.00	662.50	1,677.08	0.00	8,322.92	16.77 %
001-1200-541-46	Repair & Maintenance	370,000.00	370,000.00	19,562.94	23,931.13	25,824.00	320,244.87	13.45 %
001-1200-541-51	Office Supplies & Expenses	3,000.00	3,000.00	79.91	79.91	0.00	2,920.09	2.66 %
001-1200-541-52	Operating Supplies	170,000.00	170,000.00	11,912.67	12,987.48	0.00	157,012.52	7.64 %
001-1200-541-54	Dues & Subscriptions	1,700.00	1,700.00	0.00	0.00	0.00	1,700.00	0.00 %
001-1200-541-55	Training	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00 %
001-1200-541-99	Allocation to Transportation Fund	-1,173,000.00	-1,173,000.00	0.00	0.00	0.00	-1,173,000.00	0.00 %
Department: 1200 - Public Works Total:		631,600.00	631,600.00	116,022.18	179,956.54	25,824.00	425,819.46	32.58%
Department: 1201 - Pub Works-Fills								
001-1201-541-12	Regular Salaries & Wages	41,100.00	41,100.00	3,003.07	5,366.14	0.00	35,733.86	13.06 %
001-1201-541-14	Overtime	120,000.00	120,000.00	8,375.15	15,930.58	0.00	104,069.42	13.28 %
001-1201-541-21	Payroll Taxes	3,200.00	3,200.00	861.09	1,611.18	0.00	1,588.82	50.35 %
001-1201-541-22	Retirement Contributions	5,700.00	5,700.00	444.48	208.36	0.00	5,491.64	3.66 %
001-1201-541-23	Employee Insurance Premiums	5,000.00	5,000.00	17.12	345.58	0.00	4,654.42	6.91 %
001-1201-541-44	Rentals & Leases	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00 %
001-1201-541-52	Operating Supplies	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00 %
Department: 1201 - Pub Works-Fills Total:		182,500.00	182,500.00	12,700.91	23,461.84	0.00	159,038.16	12.86%
Department: 1300 - Parks & Recreation								
001-1300-572-12	Regular Salaries & Wages	1,011,500.00	1,011,500.00	64,356.53	110,264.53	0.00	901,235.47	10.90 %
001-1300-572-13	Other Salaries & Wages	209,400.00	209,400.00	10,056.25	17,715.94	0.00	191,684.06	8.46 %
001-1300-572-14	Overtime	40,000.00	40,000.00	2,839.55	5,876.11	0.00	34,123.89	14.69 %
001-1300-572-21	Payroll Taxes	96,500.00	96,500.00	5,815.79	10,054.45	0.00	86,445.55	10.42 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
001-1300-572-22	Retirement Contributions	151,200.00	151,200.00	7,336.36	5,384.72	0.00	145,815.28	3.56 %
001-1300-572-23	Employee Insurance Premiums	252,400.00	252,400.00	336.25	5,567.44	0.00	246,832.56	2.21 %
001-1300-572-31	Professional Services	480,800.00	480,800.00	17,770.50	30,573.90	21,280.00	428,946.10	10.78 %
001-1300-572-40	Travel & Per Diem	3,000.00	3,000.00	68.57	68.57	0.00	2,931.43	2.29 %
001-1300-572-41	Communications	35,800.00	35,800.00	1,870.32	951.55	0.00	34,848.45	2.66 %
001-1300-572-42	Freight & Postage	500.00	500.00	0.00	3.15	0.00	496.85	0.63 %
001-1300-572-43	Utilities	364,000.00	364,000.00	36,738.37	48,748.12	0.00	315,251.88	13.39 %
001-1300-572-44	Rentals & Leases	2,500.00	2,500.00	0.00	38.95	0.00	2,461.05	1.56 %
001-1300-572-46	Repair & Maintenance	111,000.00	111,000.00	8,287.44	15,312.17	1,800.00	93,887.83	15.42 %
001-1300-572-48	PR / Advertising	7,500.00	7,500.00	0.00	566.30	0.00	6,933.70	7.55 %
001-1300-572-51	Office Supplies & Expenses	7,500.00	7,500.00	555.70	555.70	0.00	6,944.30	7.41 %
001-1300-572-52	Operating Supplies	200,000.00	200,000.00	29,503.99	31,633.57	57,946.14	110,420.29	44.79 %
001-1300-572-54	Dues & Subscriptions	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00 %
001-1300-572-55	Training	3,000.00	3,000.00	719.04	719.04	0.00	2,280.96	23.97 %
001-1300-574-49	Special Events	40,000.00	40,000.00	5,831.61	12,680.41	5,600.00	21,719.59	45.70 %
Department: 1300 - Parks & Recreation Total:		3,020,600.00	3,020,600.00	192,086.27	296,714.62	86,626.14	2,637,259.24	12.69%
Department: 9000 - Inter-Fund Transfers Out								
001-9000-581-01	Transfer to Transportation Fund (103)	831,200.00	831,200.00	0.00	0.00	0.00	831,200.00	0.00 %
001-9000-581-02	Transfer to Solid Waste Fund (102)	127,000.00	127,000.00	0.00	0.00	0.00	127,000.00	0.00 %
001-9000-581-06	Transfer to Debt Service Fund (200)	305,000.00	305,000.00	0.00	0.00	0.00	305,000.00	0.00 %
001-9000-581-08	Transfer to Cap Projects Fund (300)	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00	0.00 %
Department: 9000 - Inter-Fund Transfers Out Total:		1,563,200.00	1,563,200.00	0.00	0.00	0.00	1,563,200.00	0.00%
Expense Total:		22,090,600.00	22,090,600.00	1,262,733.17	2,523,571.31	667,776.89	18,899,251.80	14.45%
Fund: 001 - General Fund Surplus (Deficit):		-202,100.00	-202,100.00	2,027,281.42	1,167,851.35	-667,776.89	702,174.46	-247.44%

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Fund: 101 - Impact Fee Fund								
Revenue								
101-324-110	Impact Fees - Fire Rescue - Residential	30,000.00	30,000.00	7,461.76	10,240.32	0.00	-19,759.68	34.13 %
101-324-120	Impact Fees - Fire Rescue - Commercial	0.00	0.00	0.00	464.35	0.00	464.35	0.00 %
101-324-310	Impact Fees - Transportation - Residential	40,000.00	40,000.00	9,793.56	13,440.42	0.00	-26,559.58	33.60 %
101-324-610	Impact Fees - Parks & Recreation - Residential	150,000.00	150,000.00	36,142.90	49,601.55	0.00	-100,398.45	33.07 %
101-324-620	Impact Fees - Parks & Recreation - Commercial	0.00	0.00	0.00	1,830.55	0.00	1,830.55	0.00 %
101-361-000	Interest Revenue	20,000.00	20,000.00	0.00	0.00	0.00	-20,000.00	0.00 %
	Revenue Total:	240,000.00	240,000.00	53,398.22	75,577.19	0.00	-164,422.81	31.49%
Expense								
Department: 9000 - Inter-Fund Transfers Out								
101-9000-581-91	Transfers Out	899,000.00	899,000.00	0.00	0.00	0.00	899,000.00	0.00 %
	Department: 9000 - Inter-Fund Transfers Out Total:	899,000.00	899,000.00	0.00	0.00	0.00	899,000.00	0.00%
	Expense Total:	899,000.00	899,000.00	0.00	0.00	0.00	899,000.00	0.00%
	Fund: 101 - Impact Fee Fund Surplus (Deficit):	-659,000.00	-659,000.00	53,398.22	75,577.19	0.00	734,577.19	-11.47%

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 102 - Solid Waste Fund								
Revenue								
102-325-101	Solid Waste Assessment Revenue	2,082,400.00	2,082,400.00	354,253.47	356,899.69	0.00	-1,725,500.31	17.14 %
102-361-000	Interest Revenue	5,000.00	5,000.00	0.00	0.00	0.00	-5,000.00	0.00 %
102-381-001	Transfer from General Fund	127,000.00	127,000.00	0.00	0.00	0.00	-127,000.00	0.00 %
Revenue Total:		2,214,400.00	2,214,400.00	354,253.47	356,899.69	0.00	-1,857,500.31	16.12%
Expense								
Department: 1200 - Public Works								
102-1200-534-12	Regular Salaries & Wages	14,400.00	14,400.00	1,104.84	1,933.47	0.00	12,466.53	13.43 %
102-1200-534-21	Payroll Taxes	1,100.00	1,100.00	90.54	159.96	0.00	940.04	14.54 %
102-1200-534-22	Retirement Contributions	2,100.00	2,100.00	147.48	112.45	0.00	1,987.55	5.35 %
102-1200-534-23	Employee Insurance Premiums	1,300.00	1,300.00	81.06	162.12	0.00	1,137.88	12.47 %
102-1200-534-24	Workers Comp Insurance	500.00	500.00	0.00	46.15	0.00	453.85	9.23 %
102-1200-534-31	Professional Services	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.00 %
102-1200-534-43	Solid Waste (Utility) Services	2,186,000.00	2,186,000.00	173,367.22	173,367.22	0.00	2,012,632.78	7.93 %
102-1200-534-45	Insurance	500.00	500.00	0.00	50.70	0.00	449.30	10.14 %
102-1200-534-48	Legal Advertisements	500.00	500.00	0.00	0.00	0.00	500.00	0.00 %
Department: 1200 - Public Works Total:		2,214,400.00	2,214,400.00	174,791.14	175,832.07	0.00	2,038,567.93	7.94%
Expense Total:		2,214,400.00	2,214,400.00	174,791.14	175,832.07	0.00	2,038,567.93	7.94%
Fund: 102 - Solid Waste Fund Surplus (Deficit):		0.00	0.00	179,462.33	181,067.62	0.00	181,067.62	0.00%

Budget Report

For Fiscal: FY 2023-2024 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 103 - Transportation Fund								
Revenue								
103-312-410	1st Local Option Fuel Tax	294,500.00	294,500.00	0.00	25,728.92	0.00	-268,771.08	8.74 %
103-312-420	2nd Local Option Fuel Tax	234,700.00	234,700.00	0.00	19,912.24	0.00	-214,787.76	8.48 %
103-334-002	FDOT Transit Development Grant	276,700.00	276,700.00	0.00	0.00	0.00	-276,700.00	0.00 %
103-334-420	FDOT Maintenance Contract	65,000.00	65,000.00	0.00	0.00	0.00	-65,000.00	0.00 %
103-335-120	State Revenue Sharing - Municipal Fuel	475,400.00	475,400.00	0.00	41,710.85	0.00	-433,689.15	8.77 %
103-338-000	MoCo ILA-Supplemental Gas Tax	22,200.00	22,200.00	0.00	5,559.00	0.00	-16,641.00	25.04 %
103-381-001	Transfer from General Fund (Half Cent Sales Tax)	1,703,300.00	1,703,300.00	0.00	0.00	0.00	-1,703,300.00	0.00 %
Revenue Total:		3,071,800.00	3,071,800.00	0.00	92,911.01	0.00	-2,978,888.99	3.02%
Expense								
Department: 1200 - Public Works								
103-1200-541-01	Freebee Ridesharing Services	553,400.00	553,400.00	28,542.00	57,084.00	28,542.00	467,774.00	15.47 %
103-1200-541-02	Road Micro-sealing	250,000.00	250,000.00	0.00	0.00	0.00	250,000.00	0.00 %
103-1200-541-03	Pavement Conditions Assessment	420,000.00	420,000.00	0.00	0.00	0.00	420,000.00	0.00 %
103-1200-541-99	Public Works Roadways Allocation	1,375,100.00	1,375,100.00	0.00	0.00	0.00	1,375,100.00	0.00 %
103-1200-581-01	Transfer to Govtl DS Fund	528,000.00	528,000.00	0.00	0.00	0.00	528,000.00	0.00 %
Department: 1200 - Public Works Total:		3,126,500.00	3,126,500.00	28,542.00	57,084.00	28,542.00	3,040,874.00	2.74%
Expense Total:		3,126,500.00	3,126,500.00	28,542.00	57,084.00	28,542.00	3,040,874.00	2.74%
Fund: 103 - Transportation Fund Surplus (Deficit):		-54,700.00	-54,700.00	-28,542.00	35,827.01	-28,542.00	61,985.01	-13.32%

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 104 - Affordable Housing Fund								
Revenue								
104-324-410	Impact Fees - Affordable Housing - Residential	100,000.00	100,000.00	24,701.73	34,060.40	0.00	-65,939.60	34.06 %
104-324-420	Impact Fees - Affordable Housing - Commercial	5,000.00	5,000.00	0.00	0.00	0.00	-5,000.00	0.00 %
104-361-100	Interest Revenue	15,000.00	15,000.00	0.00	0.00	0.00	-15,000.00	0.00 %
104-383-001	Aff Hsng Lease Proceeds	5,300.00	5,300.00	0.00	0.00	0.00	-5,300.00	0.00 %
Revenue Total:		125,300.00	125,300.00	24,701.73	34,060.40	0.00	-91,239.60	27.18%
Expense								
Department: 0000 - Unassigned								
104-0000-554-31	Professional Services	20,000.00	20,000.00	900.00	900.00	0.00	19,100.00	4.50 %
104-0000-554-83	Grants & Aids to Private Citizens	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00 %
Department: 0000 - Unassigned Total:		50,000.00	50,000.00	900.00	900.00	0.00	49,100.00	1.80%
Expense Total:		50,000.00	50,000.00	900.00	900.00	0.00	49,100.00	1.80%
Fund: 104 - Affordable Housing Fund Surplus (Deficit):		75,300.00	75,300.00	23,801.73	33,160.40	0.00	-42,139.60	44.04%

Budget Report

For Fiscal: FY 2023-2024 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 107 - Building Fund								
Revenue								
107-316-000	Contractor Registration Fees	25,000.00	25,000.00	1,437.00	2,950.00	0.00	-22,050.00	11.80 %
107-322-000	Building Permit Fees	1,800,000.00	1,800,000.00	133,891.51	280,795.66	0.00	-1,519,204.34	15.60 %
107-361-001	Interest Revenue	10,000.00	10,000.00	0.00	0.00	0.00	-10,000.00	0.00 %
Revenue Total:		1,835,000.00	1,835,000.00	135,328.51	283,745.66	0.00	-1,551,254.34	15.46%
Expense								
Department: 1000 - Building Services								
107-1000-524-12	Regular Salaries & Wages	754,700.00	754,700.00	44,041.57	76,716.37	0.00	677,983.63	10.17 %
107-1000-524-14	Overtime	25,000.00	25,000.00	1,270.68	1,767.69	0.00	23,232.31	7.07 %
107-1000-524-21	Payroll Taxes	59,700.00	59,700.00	3,429.74	5,930.46	0.00	53,769.54	9.93 %
107-1000-524-22	Retirement Plan Contributions	109,000.00	109,000.00	5,866.34	4,382.89	0.00	104,617.11	4.02 %
107-1000-524-23	Employee Insurance Benefits	76,100.00	76,100.00	487.34	4,449.66	0.00	71,650.34	5.85 %
107-1000-524-24	Workers' Compensation	12,000.00	12,000.00	0.00	2,504.90	0.00	9,495.10	20.87 %
107-1000-524-31	Professional Services	833,000.00	833,000.00	12,560.00	12,560.00	789,560.00	30,880.00	96.29 %
107-1000-524-40	Travel & Per Diem	10,000.00	10,000.00	943.29	943.29	0.00	9,056.71	9.43 %
107-1000-524-41	Communications	6,000.00	6,000.00	423.29	597.46	0.00	5,402.54	9.96 %
107-1000-524-42	Freight & Postage	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00 %
107-1000-524-45	Insurance	15,000.00	15,000.00	0.00	3,016.90	0.00	11,983.10	20.11 %
107-1000-524-46	Repair & Maintenance	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00 %
107-1000-524-48	PR/Advertising	500.00	500.00	0.00	0.00	0.00	500.00	0.00 %
107-1000-524-51	Office Supplies & Expenses	10,000.00	10,000.00	263.33	263.33	0.00	9,736.67	2.63 %
107-1000-524-52	Operating Supplies	10,000.00	10,000.00	204.69	204.69	0.00	9,795.31	2.05 %
107-1000-524-54	Dues & Subscriptions	44,000.00	44,000.00	180.00	375.00	0.00	43,625.00	0.85 %
107-1000-524-55	Training	7,500.00	7,500.00	219.00	219.00	0.00	7,281.00	2.92 %
107-1000-524-64	Capital Outlay - Vehicles	60,000.00	60,000.00	0.00	0.00	0.00	60,000.00	0.00 %
Department: 1000 - Building Services Total:		2,040,000.00	2,040,000.00	69,889.27	113,931.64	789,560.00	1,136,508.36	44.29%
Department: 9000 - Inter-Fund Transfers Out								
107-9000-581-01	Transfer to General Fund	84,000.00	84,000.00	0.00	0.00	0.00	84,000.00	0.00 %
Department: 9000 - Inter-Fund Transfers Out Total:		84,000.00	84,000.00	0.00	0.00	0.00	84,000.00	0.00%
Expense Total:		2,124,000.00	2,124,000.00	69,889.27	113,931.64	789,560.00	1,220,508.36	42.54%
Fund: 107 - Building Fund Surplus (Deficit):		-289,000.00	-289,000.00	65,439.24	169,814.02	-789,560.00	-330,745.98	214.44%

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 200 - Debt Service Fund								
Revenue								
200-381-002	Transfer from Transportation Fund	528,000.00	528,000.00	0.00	0.00	0.00	-528,000.00	0.00 %
200-381-003	Transfer from General Fund	305,000.00	305,000.00	0.00	0.00	0.00	-305,000.00	0.00 %
	Revenue Total:	833,000.00	833,000.00	0.00	0.00	0.00	-833,000.00	0.00%
Expense								
Department: 0500 - Finance & Administration								
200-0500-517-71	Debt Service Principal	718,000.00	718,000.00	0.00	215,000.00	0.00	503,000.00	29.94 %
200-0500-517-72	Debt Service Interest	115,000.00	115,000.00	0.00	48,692.99	0.00	66,307.01	42.34 %
	Department: 0500 - Finance & Administration Total:	833,000.00	833,000.00	0.00	263,692.99	0.00	569,307.01	31.66%
	Expense Total:	833,000.00	833,000.00	0.00	263,692.99	0.00	569,307.01	31.66%
	Fund: 200 - Debt Service Fund Surplus (Deficit):	0.00	0.00	0.00	-263,692.99	0.00	-263,692.99	0.00%

Budget Report

For Fiscal: FY 2023-2024 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 300 - Capital Projects Fund								
Revenue								
300-312-600	Discretionary Sales Surtax - Infrastructure	3,500,000.00	3,500,000.00	0.00	224,143.26	0.00	-3,275,856.74	6.40 %
300-334-701	FDEP - Recreational Trails Pgm Grant - KTCP	200,000.00	200,000.00	0.00	0.00	0.00	-200,000.00	0.00 %
300-334-704	Stewardship Act Grant Proceeds	1,584,100.00	1,584,100.00	0.00	141,782.59	0.00	-1,442,317.41	8.95 %
300-334-706	Legislative Funding	340,000.00	340,000.00	0.00	0.00	0.00	-340,000.00	0.00 %
300-337-701	Monroe County TDC B&M Grant	999,500.00	999,500.00	0.00	0.00	0.00	-999,500.00	0.00 %
300-361-100	Interest Revenue	50,000.00	50,000.00	0.00	0.00	0.00	-50,000.00	0.00 %
300-381-000	Transfer from General (001) Fund	300,000.00	300,000.00	0.00	0.00	0.00	-300,000.00	0.00 %
300-381-101	Transfer From Impact Fee Fund	899,000.00	899,000.00	0.00	0.00	0.00	-899,000.00	0.00 %
300-388-100	Sale of General Capital Assets	0.00	0.00	14,841.00	14,841.00	0.00	14,841.00	0.00 %
Revenue Total:		7,872,600.00	7,872,600.00	14,841.00	380,766.85	0.00	-7,491,833.15	4.84%
Expense								
Department: 0300 - Village Manager								
300-0300-512-62	Canal Restoration Project - #132	0.00	0.00	7,722.60	7,722.60	16,448.50	-24,171.10	0.00 %
300-0300-512-66	Canal Project - #116 (back filling)	1,469,100.00	1,469,100.00	0.00	4,500.00	1,418,012.50	46,587.50	96.83 %
300-0300-512-68	Canal Project - #147 (back filling)	50,000.00	50,000.00	11,321.40	11,321.40	24,248.60	14,430.00	71.14 %
300-0300-512-69	Canal Project - #132 (injection well)	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00	0.00 %
Department: 0300 - Village Manager Total:		1,564,100.00	1,564,100.00	19,044.00	23,544.00	1,458,709.60	81,846.40	94.77%
Department: 0700 - IT & Communications								
300-0700-519-64	Capital Outlay - IT & Communications	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00 %
Department: 0700 - IT & Communications Total:		50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00%
Department: 0800 - Local Law Enforcement								
300-0800-521-31	MCSO Prof Svcs Contract	145,000.00	145,000.00	0.00	24,028.16	0.00	120,971.84	16.57 %
Department: 0800 - Local Law Enforcement Total:		145,000.00	145,000.00	0.00	24,028.16	0.00	120,971.84	16.57%
Department: 0900 - Fire Rescue								
300-0900-522-61	Saferoom & Floodproofing (HMGP Grant)	500,000.00	500,000.00	13,466.56	13,466.56	177,962.49	308,570.95	38.29 %
300-0900-522-62	Storage Building for Generators	300,000.00	300,000.00	0.00	0.00	2,730.00	297,270.00	0.91 %
300-0900-522-63	Critical Power (HMGP Grant)	693,000.00	693,000.00	0.00	0.00	692,291.50	708.50	99.90 %
300-0900-522-64	Capital Outlay - Fire Rescue	609,500.00	609,500.00	25,166.00	42,745.00	440,110.00	126,645.00	79.22 %
Department: 0900 - Fire Rescue Total:		2,102,500.00	2,102,500.00	38,632.56	56,211.56	1,313,093.99	733,194.45	65.13%
Department: 1200 - Public Works								
300-1200-538-63	Capital Outlay - Hurricane Monument	0.00	0.00	0.00	0.00	6,587.24	-6,587.24	0.00 %
300-1200-541-62	KTCP Improvements	12,000.00	12,000.00	0.00	0.00	15,189.00	-3,189.00	126.58 %
300-1200-541-64	Capital Outlay - Public Works	321,500.00	321,500.00	2,240.45	2,240.45	48,673.55	270,586.00	15.84 %
300-1200-541-66	Landscaping Projects	150,000.00	150,000.00	12,062.00	18,137.00	0.00	131,863.00	12.09 %
300-1200-541-67	GTH Improvements	1,500,000.00	1,500,000.00	0.00	0.00	45,816.07	1,454,183.93	3.05 %
300-1200-541-68	Fills Master Plan Engineering & Construction	0.00	0.00	0.00	0.00	32,375.00	-32,375.00	0.00 %
Department: 1200 - Public Works Total:		1,983,500.00	1,983,500.00	14,302.45	20,377.45	148,640.86	1,814,481.69	8.52%

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Department: 1300 - Parks & Recreation								
300-1300-572-61	Founder Park WiFi Project	0.00	0.00	10,460.00	22,995.00	-22,995.00	0.00	0.00 %
300-1300-572-64	Capital Outlay - Parks & Rec	121,500.00	121,500.00	9,242.68	27,485.94	27,804.00	66,210.06	45.51 %
300-1300-572-65	Founders Park ADA Inclusive Playground	550,000.00	550,000.00	0.00	0.00	0.00	550,000.00	0.00 %
300-1300-572-67	Solar Lighting Replacement Project	350,000.00	350,000.00	0.00	0.00	5,962.46	344,037.54	1.70 %
300-1300-572-68	146 Sunshine (PTP Entrance)	110,000.00	110,000.00	15,875.56	15,875.56	0.00	94,124.44	14.43 %
300-1300-572-69	Library Beach Playground Project	481,300.00	481,300.00	142,592.00	142,592.00	338,713.24	-5.24	100.00 %
300-1300-572-70	Library Beach Bathroom Renovation	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00 %
300-1300-572-71	Splash Pad Renovation	75,000.00	75,000.00	0.00	0.00	0.00	75,000.00	0.00 %
300-1300-572-72	Great Lawn Event Electric & Lighting	10,000.00	10,000.00	0.00	0.00	6,168.00	3,832.00	61.68 %
Department: 1300 - Parks & Recreation Total:		1,747,800.00	1,747,800.00	178,170.24	208,948.50	355,652.70	1,183,198.80	32.30%
Department: 9000 - Inter-Fund Transfers Out								
300-9000-581-93	Transfer to Wastewater (402) Fund	1,000,000.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00	0.00 %
Department: 9000 - Inter-Fund Transfers Out Total:		1,000,000.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00	0.00%
Expense Total:		8,592,900.00	8,592,900.00	250,149.25	333,109.67	3,276,097.15	4,983,693.18	42.00%
Fund: 300 - Capital Projects Fund Surplus (Deficit):		-720,300.00	-720,300.00	-235,308.25	47,657.18	-3,276,097.15	-2,508,139.97	448.21%

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 401 - PYH Enterprise Fund								
Revenue								
401-334-701	Resilient Florida Grant	1,000,000.00	1,000,000.00	0.00	0.00	0.00	-1,000,000.00	0.00 %
401-337-702	Monroe County Boating Improvement Funds	14,000.00	14,000.00	0.00	0.00	0.00	-14,000.00	0.00 %
401-347-501	Dock Usage Fee	1,000,000.00	1,000,000.00	0.00	75,864.01	0.00	-924,135.99	7.59 %
401-347-502	Diesel Fuel Sales	140,000.00	140,000.00	0.00	9,943.90	0.00	-130,056.10	7.10 %
401-347-503	Dock Utilities Charge	80,000.00	80,000.00	0.00	6,781.49	0.00	-73,218.51	8.48 %
401-347-504	Ramp Usage Fee	50,000.00	50,000.00	0.00	2,232.30	0.00	-47,767.70	4.46 %
401-347-505	Unleaded Fuel Sales	400,000.00	400,000.00	0.00	21,158.59	0.00	-378,841.41	5.29 %
401-347-506	Miscellaneous Revenue	10,000.00	10,000.00	30.00	256.64	0.00	-9,743.36	2.57 %
401-361-100	Interest Revenue	12,000.00	12,000.00	0.00	364.01	0.00	-11,635.99	3.03 %
Revenue Total:		2,706,000.00	2,706,000.00	30.00	116,600.94	0.00	-2,589,399.06	4.31%
Expense								
Department: 1400 - PYH Marina								
401-1400-517-71	Debt Service Principal	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.00 %
401-1400-517-72	Debt Service Interest	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00 %
401-1400-575-12	Regular Salaries & Wages	253,100.00	253,100.00	20,015.27	35,236.78	0.00	217,863.22	13.92 %
401-1400-575-14	Overtime	10,000.00	10,000.00	1,317.47	1,825.54	0.00	8,174.46	18.26 %
401-1400-575-21	Payroll Taxes	20,200.00	20,200.00	1,603.10	2,777.47	0.00	17,422.53	13.75 %
401-1400-575-22	Retirement Contributions	34,500.00	34,500.00	2,503.94	1,896.41	0.00	32,603.59	5.50 %
401-1400-575-23	Employee Insurance Premiums	32,500.00	32,500.00	100.26	2,075.14	0.00	30,424.86	6.39 %
401-1400-575-24	Workers' Compensation	4,200.00	4,200.00	0.00	845.19	0.00	3,354.81	20.12 %
401-1400-575-31	Professional Services	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00 %
401-1400-575-41	Communications	16,000.00	16,000.00	1,159.41	2,238.52	0.00	13,761.48	13.99 %
401-1400-575-42	Freight & Postage	500.00	500.00	0.00	0.00	0.00	500.00	0.00 %
401-1400-575-43	Utilities	141,000.00	141,000.00	12,248.93	22,339.02	0.00	118,660.98	15.84 %
401-1400-575-44	Rentals & Leases	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00 %
401-1400-575-45	Insurance	95,000.00	95,000.00	0.00	24,677.47	0.00	70,322.53	25.98 %
401-1400-575-46	Repair & Maintenance	63,200.00	63,200.00	9,137.50	12,203.50	900.00	50,096.50	20.73 %
401-1400-575-48	PR / Advertising	25,000.00	25,000.00	1,950.00	3,835.00	0.00	21,165.00	15.34 %
401-1400-575-49	Other Expenses	50,000.00	50,000.00	1,422.63	7,685.53	0.00	42,314.47	15.37 %
401-1400-575-51	Office Supplies	3,500.00	3,500.00	495.76	495.76	0.00	3,004.24	14.16 %
401-1400-575-52	Operating Supplies	400,000.00	400,000.00	22,536.26	39,192.42	0.00	360,807.58	9.80 %
401-1400-575-54	Dues & Subscriptions	3,200.00	3,200.00	0.00	0.00	0.00	3,200.00	0.00 %
401-1400-575-63	Capital Outlay - Breakwater Restoration	1,000,000.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00	0.00 %
401-1400-575-64	Capital Outlay - Machinery & Equipment	0.00	0.00	22,200.00	22,200.00	5,000.00	-27,200.00	0.00 %
401-1400-575-66	Founders Park Boat Ramp II	64,000.00	64,000.00	0.00	0.00	0.00	64,000.00	0.00 %
Department: 1400 - PYH Marina Total:		2,235,900.00	2,235,900.00	96,690.53	179,523.75	5,900.00	2,050,476.25	8.29%
Expense Total:		2,235,900.00	2,235,900.00	96,690.53	179,523.75	5,900.00	2,050,476.25	8.29%
Fund: 401 - PYH Enterprise Fund Surplus (Deficit):		470,100.00	470,100.00	-96,660.53	-62,922.81	-5,900.00	-538,922.81	-14.64%

Budget Report

For Fiscal: FY 2023-2024 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 402 - WW Utility Enterprise Fund								
Revenue								
402-325-101	NPK Assessment Principal/Payoff	200,000.00	200,000.00	3,363.55	6,949.12	0.00	-193,050.88	3.47 %
402-325-104	RSA-1 Assessment Principal/Payoff	1,300,000.00	1,300,000.00	0.00	5,795.67	0.00	-1,294,204.33	0.45 %
402-325-105	RSA-2 Assessment Principal/Payoff	0.00	0.00	0.00	4,413.94	0.00	4,413.94	0.00 %
402-325-106	Wastewater System Dev Charges	100,000.00	100,000.00	35,671.43	50,040.05	0.00	-49,959.95	50.04 %
402-331-200	FEMA HMGP Grant Proceeds	495,000.00	495,000.00	0.00	0.00	0.00	-495,000.00	0.00 %
402-331-350	ACOE FKWQIP Grant	2,000,000.00	2,000,000.00	0.00	0.00	0.00	-2,000,000.00	0.00 %
402-334-706	Legislative Funding	150,000.00	150,000.00	0.00	0.00	0.00	-150,000.00	0.00 %
402-343-501	Wastewater Service Charge	6,900,000.00	6,900,000.00	462,000.68	996,363.03	0.00	-5,903,636.97	14.44 %
402-361-100	Interest Revenue	60,000.00	60,000.00	0.00	43.61	0.00	-59,956.39	0.07 %
402-369-000	Miscellaneous Revenue	0.00	0.00	1,500.00	3,000.00	0.00	3,000.00	0.00 %
402-381-001	Transfer from Capital Project Fund	1,000,000.00	1,000,000.00	0.00	0.00	0.00	-1,000,000.00	0.00 %
Revenue Total:		12,205,000.00	12,205,000.00	502,535.66	1,066,605.42	0.00	-11,138,394.58	8.74%
Expense								
Department: 1500 - Wastewater Utility								
402-1500-517-71	Debt Service Principal	4,002,500.00	4,002,500.00	0.00	0.00	0.00	4,002,500.00	0.00 %
402-1500-517-72	Debt Service Interest	1,335,500.00	1,335,500.00	0.00	0.00	0.00	1,335,500.00	0.00 %
402-1500-535-12	Regular Salaries & Wages	538,800.00	538,800.00	43,050.30	74,416.42	0.00	464,383.58	13.81 %
402-1500-535-14	Overtime	35,000.00	35,000.00	6,419.53	9,294.73	0.00	25,705.27	26.56 %
402-1500-535-21	Payroll Taxes	43,900.00	43,900.00	3,716.50	6,255.99	0.00	37,644.01	14.25 %
402-1500-535-22	Retirement Contributions	80,000.00	80,000.00	6,160.00	4,688.48	0.00	75,311.52	5.86 %
402-1500-535-23	Employee Insurance Premiums	110,000.00	110,000.00	531.08	4,829.79	0.00	105,170.21	4.39 %
402-1500-535-24	Workers' Compensation	10,000.00	10,000.00	0.00	1,843.30	0.00	8,156.70	18.43 %
402-1500-535-31	Professional Services	1,847,000.00	1,847,000.00	147,825.92	166,575.92	281,034.50	1,399,389.58	24.23 %
402-1500-535-40	Travel & Per Diem	5,000.00	5,000.00	16.75	918.12	0.00	4,081.88	18.36 %
402-1500-535-41	Communications	11,000.00	11,000.00	717.72	972.45	0.00	10,027.55	8.84 %
402-1500-535-43	Utilities	180,000.00	180,000.00	14,160.31	26,717.25	0.00	153,282.75	14.84 %
402-1500-535-44	Rentals & Leases	65,000.00	65,000.00	4,984.95	9,969.90	89,111.14	-34,081.04	152.43 %
402-1500-535-45	Insurance	285,000.00	285,000.00	0.00	67,824.97	0.00	217,175.03	23.80 %
402-1500-535-46	Repair & Maintenance	510,000.00	510,000.00	13,894.11	23,123.76	188,000.00	298,876.24	41.40 %
402-1500-535-48	PR / Advertising	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00 %
402-1500-535-51	Office Supplies	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00 %
402-1500-535-52	Operating Supplies	270,000.00	270,000.00	47,817.91	77,049.30	149,958.40	42,992.30	84.08 %
402-1500-535-54	Dues & Subscriptions	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00 %
402-1500-535-55	Training	10,000.00	10,000.00	20.00	20.00	0.00	9,980.00	0.20 %
402-1500-535-62	SCADA	250,000.00	250,000.00	0.00	0.00	238,817.00	11,183.00	95.53 %
402-1500-535-63	Capital Outlay - Infrastructure	350,000.00	350,000.00	86,800.00	146,120.00	145,721.00	58,159.00	83.38 %
402-1500-535-64	Capital Outlay - Machinery & Equipment	82,000.00	82,000.00	0.00	0.00	0.00	82,000.00	0.00 %
402-1500-535-65	NPK Pump Station Projects	2,000,000.00	2,000,000.00	2,115.79	2,115.79	390,274.85	1,607,609.36	19.62 %
402-1500-535-66	Capital Outlay - Generator Storage Bldg	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00	0.00 %

Budget Report

For Fiscal: FY 2023-2024 Period Ending: 11/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
402-1500-535-67 Portable Gens & Floodproofing (HMGP)	1,000,000.00	1,000,000.00	0.00	0.00	1,305,459.66	-305,459.66	130.55 %
Department: 1500 - Wastewater Utility Total:	13,329,700.00	13,329,700.00	378,230.87	622,736.17	2,788,376.55	9,918,587.28	25.59%
Expense Total:	13,329,700.00	13,329,700.00	378,230.87	622,736.17	2,788,376.55	9,918,587.28	25.59%
Fund: 402 - WW Utility Enterprise Fund Surplus (Deficit):	-1,124,700.00	-1,124,700.00	124,304.79	443,869.25	-2,788,376.55	-1,219,807.30	208.46%

Budget Report

For Fiscal: FY 2023-2024 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Fund: 403 - Stormwater Utility Enterprise Fund								
Revenue								
403-325-200	Stormwater Assessment	201,700.00	201,700.00	37,457.88	37,636.94	0.00	-164,063.06	18.66 %
403-361-100	Interest Revenue	3,000.00	3,000.00	0.00	0.00	0.00	-3,000.00	0.00 %
Revenue Total:		204,700.00	204,700.00	37,457.88	37,636.94	0.00	-167,063.06	18.39%
Expense								
Department: 1600 - Stormwater Utility								
403-1600-538-12	Regular Salaries & Wages	14,400.00	14,400.00	1,104.84	1,933.47	0.00	12,466.53	13.43 %
403-1600-538-21	Payroll Taxes	1,100.00	1,100.00	90.52	159.88	0.00	940.12	14.53 %
403-1600-538-22	Retirement Contributions	2,100.00	2,100.00	147.48	112.45	0.00	1,987.55	5.35 %
403-1600-538-23	Employee Insurance Premiums	1,100.00	1,100.00	81.06	162.11	0.00	937.89	14.74 %
403-1600-538-24	Workers' Compensation	500.00	500.00	0.00	46.15	0.00	453.85	9.23 %
403-1600-538-31	Professional Services	267,000.00	267,000.00	0.00	0.00	0.00	267,000.00	0.00 %
403-1600-538-43	Utilities	1,000.00	1,000.00	47.20	97.61	0.00	902.39	9.76 %
403-1600-538-45	Insurance	500.00	500.00	0.00	50.70	0.00	449.30	10.14 %
403-1600-538-46	Repair & Maintenance	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00 %
403-1600-538-48	PR / Advertising	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00 %
403-1600-538-52	Operating Supplies	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00 %
Department: 1600 - Stormwater Utility Total:		318,700.00	318,700.00	1,471.10	2,562.37	0.00	316,137.63	0.80%
Expense Total:		318,700.00	318,700.00	1,471.10	2,562.37	0.00	316,137.63	0.80%
Fund: 403 - Stormwater Utility Enterprise Fund Surplus (Deficit):		-114,000.00	-114,000.00	35,986.78	35,074.57	0.00	149,074.57	-30.77%
Report Surplus (Deficit):		-2,618,400.00	-2,618,400.00	2,149,163.73	1,863,282.79	-7,556,252.59	-3,074,569.80	217.42%



Islamorada, Village of Islands

Vendor Purchasing Report

For Date Range 10/01/2023 - 11/30/2023

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0006	A-ABLE LOCKSMITHS	480.00
0009	ACTION FLAG CO.	483.80
0024	AIRGAS USA, LLC	606.59
0026	ALL AMERICAN TOWING & TIRE, INC.	280.00
0028	ALL KEYS PORT-A-LET	1,452.50
0030	AMERICAN FIDELITY ASSOCIATION	29,626.54
0044	ASSOCIATION OF STATE FLOODPLAIN MANAGERS INC	180.00
0057	AT&T MOBILITY	4,097.83
0063	MONIFI TECHNOLOGY GROUP, LLC	12,535.00
0067	MONROE COUNTY CLERK OF COURTS	1,000.00
0071	MONROE COUNTY SCHOOL DISTRICT	2,272.56
0077	BILLING, COCHRAN, LYLES, MAURO & RAMSEY, PA	1,450.00
0080	MUNICIPAL EMERGENCY SERVICES INC	25,213.27
0083	NAPA AUTO PARTS	1,663.53
0085	NATIONWIDE RETIREMENT SOLUTIONS	1,991.93
0086	NATIONWIDE RETIREMENT SOLUTIONS	16,615.67
0087	NATIONWIDE RETIREMENT SOLUTIONS	4,287.53
0097	OFFICE DEPOT	1,449.24
0098	ORKIN	707.97
0101	MONROE COUNTY BOARD OF COUNTY COMMISSIONERS	522,281.98
0102	BONNIER LLC	2,400.00
0103	BOUND TREE MEDICAL LLC	4,206.49
0104	BOW WOW WASTE	979.96
0107	BUILDING OFFICIALS ASSOCIATION OF FLORIDA	100.00
0111	CANON FINANCIAL SERVICES, INC.	365.00
0114	CHART-ALL COMPANY INC.	59.30
0118	COLLEEN C. HAMMON	1,404.00
0119	COMCAST	1,885.71
0120	COMMERCIAL ENERGY SPECIALISTS, INC	5,229.60
0123	CONCH TREE & LANDSCAPE INC	9,525.00
0125	COOL ENVIRONMENT CORP	14,950.44
0132	DIXIE ALUMINUM PRODUCTS, INC	2,187.66
0134	RES FLORIDA CONSULTING LLC dba E SCIENCES	20,047.49
0146	ENVIRONMENTAL MARINE SERVICES, INC	365.52
0148	PRINTING PLUS	550.00
0151	PROFESSIONAL EMERGENCY SERVICES	15,801.60
0153	FEDERAL EXPRESS	62.64
0160	FLORIDA KEYS PAPER & CHEMICAL SUPPLIES	6,683.76
0166	FLORIDA DEPARTMENT OF REVENUE	8,730.61
0173	FLORIDA KEYS AQUEDUCT AUTHORITY	186,800.06
0176	SANDS OF THE KEYS, INC.	623.36
0178	FLORIDA KEYS ELECTRIC CO-OP	84,306.17
0180	STANDARD INSURANCE COMPANY	3,699.22
0184	STATE OF FLORIDA DISBURSEMENT UNIT	360.48
0188	FLORIDA RETIREMENT SYSTEM	157,428.93
0189	FLORIDA SPORT FISHING INC	625.00
0193	FOREST TEK LUMBER	6,269.91
0196	TAV MOWER LLC	2,154.06
0198	TAVERNIER MINI STORAGE	825.00
0201	GEMPLER'S	513.93
0202	THE LIFEGUARD STORE INC	2,390.91
0221	UNITED DATA TECHNOLOGIES	10,513.43

Vendor Purchasing Report

For Date Range 10/01/2023 - 11/30/2023

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0222	VIC'S AUTO TECH, INC	9,009.89
0225	VISION SERVICE PLAN	2,560.50
0227	HOME DEPOT CREDIT SERVICES	6,276.17
0228	VOYA	1,240.00
0231	WADE TRIM	12,732.50
0237	WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.	90,309.26
0239	CIGNA HEALTHCARE	54,848.96
0243	ISLA TURNER INC	1,413.00
0244	ISLAMORADA CARPET CLEANERS	640.00
0247	WIRE NUTS ELECTRIC	14,438.00
0248	WRIGHT EXPRESS FLEET SERVICES	14,245.58
0249	ISLAMORADA CHAMBER OF COMMERCE	120.00
0258	JON OLSEN	2,295.00
0259	JUVIER TRUCKING CORP	1,300.00
0260	KCS TECHNICAL SOLUTIONS	500.00
0261	KEY BREEZE ENGRAVING	38.00
0262	KEY LARGO WASTEWATER TREATMENT DIST	115,593.42
0263	KEY WEST CHEMICAL & PAPER SUPPLY	683.51
0265	KEYS SUPPLY, INC.	2,723.14
0266	KISS DISTRIBUTING	4,197.00
0268	KLI SHELL LUMBER & HARDWARE LLC	900.92
0270	KENNETH SCHRYVER	2,601.90
0273	TIKI TENNIS, INC.	19,287.00
0279	CRYSTAL SPRINGS WATER CO.	105.91
0280	INTERNAL REVENUE SERVICE	374,998.32
0309	PLAYMORE RECREATIONAL PRODUCTS & SERVICES	142,592.00
0327	ISLAND AIR CONTROL, LLC	4,477.50
0338	STEPHEN POLLOCK	717.35
0343	MARINALIFE, INC	750.00
0351	STAPLES ADVANTAGE	757.26
0360	GUENTHER CONSTRUCTION INC	940.00
0428	JORGENSEN INDUSTRIAL COMPANIES	2,464.97
0431	ALEX ESTRADA	175.44
0434	MARIA BASSETT	651.19
0438	ALL POINTS DIRECT	324.95
0471	PAGE EXCAVATING, INC.	180,970.00
0497	AMAZON BUSINESS	68.97
0512	WITMER PUBLIC SAFETY GROUP, INC.	348.41
0525	GRAY ROBINSON	18,000.00
0534	STATION AUTOMATION	3,875.00
0544	TEXAS LIFE INSURANCE COMPANY	1,258.88
0565	LINCOLN AQUATICS	515.00
0567	GENERAL DISTRIBUTORS INC	913.50
0575	MAYKE HERNANDEZ	161.20
0600	BREATHING AIR CONCEPTS	349.00
0610	HASTY AWARDS	75.86
0612	KEYS AUDIO PARTY RENTALS	75.00
0656	POSEIDON MARINE TOWING CORP.	1,462.50
0728	SUNBELT RENTALS	10,888.86
0755	GRAINGER	1,795.54
0756	UGLY FISH APPAREL & PRINTING	252.00
0829	CBT CONSTRUCTION & DEVELOPMENT	7,184.31
0839	TERRY ABEL	83.00
0841	WHALE HARBOR RESTAURANT	1,607.96
0854	DANIEL SELF	350.00
0859	SHI INTERNATIONAL CORP.	4,296.60
0896	SUSAN MCLAUGHLIN	221.01
0932	KEYS CUSTOM TEES	1,488.00

Vendor Purchasing Report

For Date Range 10/01/2023 - 11/30/2023

Vendor Set: Vendor Set 01

Vendor	Name	Volume
0942	POSTALIA - TDC POSTAGE	2,000.00
0971	FERGUSON WATERWORKS	25,892.00
0972	PLAN MEMBER SERVICES	14,229.46
0998	ESO SOLUTIONS, INC	12,596.46
1035	AT&T	728.24
1045	AT&T	842.96
1067	F.J. NUGENT & ASSOCIATES, INC.	23,760.85
1073	FP MAILING SOLUTIONS	330.00
1093	THE CORRADINO GROUP	900.00
1121	THE WEEKLY NEWSPAPERS INC	1,668.60
1123	HECTOR TURF	1,453.07
1127	THORN RUN PARTNERS, LLC	11,000.00
1149	PUBLIX SUPERMARKET	738.73
1175	WSP USA ENVIRONMENT & INFRASTRUCTURE, INC.	19,044.00
1217	PETER FREZZA	176.97
1220	APG -EAST LLC	1,681.00
1232	BEN FEW & COMPANY, INC.	6,000.00
1233	CORAL KEYS PARTY RENTALS	1,476.25
1242	KELLY KATER	486.00
1278	BEEFREE, LLC	57,084.00
1339	INTEGRATED FIRE AND SECURITY SOLUTIONS, INC.	603.50
1342	ISLAND CAR DOCTORS INC	350.00
1353	BROWARD COUNTY SHERIFF'S OFFICE	719.84
1368	EVELYN FRALEY	943.29
1372	MEGA PARTY EVENTS, INC	2,050.00
1382	SOUTH FLORIDA ASSETS & OPERATIONS	3,186.18
1421	MVC BROTHERS PAINTING INC	3,330.00
1425	CSA CENTRAL, INC.	15,875.56
1431	LEIGH SERVICE & REPAIR INC	6,831.00
1433	CONCH REPUBLIC APPAREL	465.00
1465	FLORIDA FIRE MARSHALS AND INSPECTORS ASSOCIATI	380.00
1472	PUBLIC RISK MGMT OF FL	224,487.00
1493	TRIPLE CROWN PRODUCTS	817.09
1517	FROGGY'S FITNESS	566.74
1565	CAPITAL ONE	27,084.10
1601	INSIGHT PUBLIC SECTOR INC	3,000.00
1602	RINGCENTRAL INC	7,545.66
1603	MCFARLAND JOHNSON	13,466.56
1625	TIM MATTHEWS TREE & LANDSCAPING, INC	20,662.00
1634	INVASIVE SPECIES CONTROL SPECIALISTS	1,800.00
1637	DONERITE PUMPS, INC.	2,650.00
1662	ELECTRONIC MAINTENANCE & COMMUNICATIONS, INI	715.00
1670	DELAWARE ELEVATOR OF FLORIDA, INC.	420.00
1690	SAM C. STEELE, CFC	10,261.74
1691	ATTENTION MEDIA LLC	12,000.00
1718	BERRY'S PAINT	215.91
1802	WASTE MANAGEMENT	147,938.66
1814	HOLIDAY LIGHTSCAPES INC	52,567.00
1818	BE THE SHOW EVENTS & ENTERTAINMENT INC	1,200.00
1827	TK ELEVATOR CORPORATION	433.78
1842	SUNSHINE GASOLINE DISTRIBUTORS, INC.	40,943.73
1872	JENNIFER DUTTON	3,087.00
1877	ALL ASPECTS INSPECTION SERVICES, LLC	12,560.00
1902	AIRVAC INC	6,862.03
1903	CIVICPLUS, LLC	5,000.00
1908	DAVIS TIRE CENTER OF THE KEYS	477.00
1910	ISLAND RESTROOM SUITES	498.00
1911	MOMENTUM TELECOM INC	13,385.06

Vendor Purchasing Report

For Date Range 10/01/2023 - 11/30/2023

Vendor Set: Vendor Set 01

Vendor	Name	Volume
1915	MARNE MCGRATH	661.84
1924	ISLAND PRIDE CLEANING & LAWN SERVICE	2,575.00
1931	JOHN CORTEZ	318.79
1933	IRWIN'S AIR INC	3,697.73
1949	HARRELL'S LLC	1,331.10
1962	JENNIFER DEBOISBRIAND	120.02
1963	ELIZABETH JOLIN	163.01
1975	CREATIVE THREADS SOUTH FLORIDA	128.00
1980	FUN EXPRESS	354.43
1997	QUALITY ACQUISITION COMPANY, LLC	357.50
2039	STANTEC CONSULTING SERVICES INC	5,250.00
2049	CHA CONSULTING, INC.	2,115.79
2056	JEREMY BURGOS	161.81
2058	FLORIDA KEYS EVR, LLC	17,354.56
2075	MARCUM LLP	19,500.00
2082	FRANK MEULENBERG	77.81
2097	GEARGRID LLC	6,836.00
2098	EVERNORTH CARE SOLUTIONS, INC	1,583.32
2103	UPPER KEYS ROTARY CLUB, INC.	800.00
2106	ACCURATE DIVING BOARD SOLUTIONS LLC	9,273.00
2107	KRISTEN ANN KEHL	2,079.65
2109	BLUE HORIZON WINDOWS & DOORS	1,000.00
2113	GUARDIAN FENCE CO.	2,040.00
2114	WORLD WIDE TECHNOLOGY, LLC	585.00
2115	CLIFTON BOGGESS	222.96
2116	GILBERT ROSENBRIER	217.81
2118	SKYLER LUTES	600.00
2119	TREASURE VILLAGE MONTESSORI	3,544.77
2120	TY HARRIS, PA	2,399.00
2121	JAYDEN WARE	68.57
2125	NICOLE DEDDY	2,302.00
2126	SPOONER MON, LLC	1,200.00
Vendor Set Vendor Set 01 Total:		3,220,256.91



Islamorada, Village of Islands

Check Report

By Vendor Name

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Main Operating-Centennial Bank						
	Void	10/26/2023	Regular	0.00	0.00	85176
	Void	10/26/2023	Regular	0.00	0.00	85177
	Void	11/02/2023	Regular	0.00	0.00	85214
	Void	11/22/2023	Regular	0.00	0.00	85349
	Void	11/22/2023	Regular	0.00	0.00	85350
	Void	11/30/2023	Regular	0.00	0.00	85388
2011	A1 POWERWORX LLC	10/19/2023	Regular	0.00	1,500.00	85112
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
092123-1	Invoice	09/30/2023	WW stations generator inspection	0.00	1,500.00	
	001-1200-541-46	Repair & Maintenance	WW stations generator inspecti		1,500.00	
1199	AAA AMERICAN RESTORATION	11/09/2023	Regular	0.00	2,271.60	85244
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
7/7/2023	Invoice	09/30/2023	Mitigation Restoration 97 Orange Ln #1 -	0.00	2,271.60	
	402-1500-535-46	Repair & Maintenance	Mitigation Restoration 97 Orang		2,271.60	
0006	A-ABLE LOCKSMITHS	10/19/2023	Regular	0.00	155.00	85113
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
40457	Invoice	10/19/2023	Storage Room Re-key and Keys	0.00	155.00	
	001-1300-572-46	Repair & Maintenance	Storage Room Re-key and Keys		155.00	
0006	A-ABLE LOCKSMITHS	11/09/2023	Regular	0.00	175.00	85245
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
41715	Invoice	11/09/2023	Repair Lock	0.00	175.00	
	402-1500-535-46	Repair & Maintenance	Repair Lock		175.00	
0006	A-ABLE LOCKSMITHS	11/30/2023	Regular	0.00	150.00	85376
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
41764	Invoice	11/30/2023	Lock Repair	0.00	150.00	
	402-1500-535-46	Repair & Maintenance	Lock Repair		150.00	
2106	ACCURATE DIVING BOARD SOLUTIONS LLC	10/26/2023	Regular	0.00	9,273.00	85156
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
N23071	Invoice	10/26/2023	New Diving Boards for Pool 50% deposit	0.00	9,273.00	
	300-1300-572-64	Capital Outlay - Parks & R	New Diving Boards for Pool - 50		9,273.00	
0009	ACTION FLAG CO.	11/16/2023	Regular	0.00	483.80	85294
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
35537	Invoice	11/16/2023	Flags	0.00	483.80	
	001-0900-522-52	Operating Supplies	Flags		483.80	
0024	AIRGAS USA, LLC	10/19/2023	Regular	0.00	591.05	85114
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5502604043	Invoice	09/30/2023	EMS Supplies	0.00	591.05	
	001-0900-522-52	Operating Supplies	EMS Supplies		591.05	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0024	AIRGAS USA, LLC	11/16/2023	Regular	0.00	606.59	85295
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5503317659	Invoice	11/16/2023	EMS Supplies	0.00	606.59	
	001-0900-522-52		Operating Supplies		606.59	
1902	AIRVAC INC	10/05/2023	Regular	0.00	320.58	85007
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
90292616	Invoice	09/30/2023	Rubber Valve Seat FY22-23	0.00	320.58	
	402-1500-535-46		Repair & Maintenance		320.58	
1902	AIRVAC INC	11/30/2023	Regular	0.00	6,862.03	85377
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
90296554	Invoice	11/30/2023	Parts for Pits	0.00	6,862.03	
	402-1500-535-52		Operating Supplies		38.00	
	402-1500-535-52		Operating Supplies		581.28	
	402-1500-535-52		Operating Supplies		4,800.00	
	402-1500-535-52		Operating Supplies		1,255.50	
	402-1500-535-52		Operating Supplies		163.25	
	402-1500-535-52		Operating Supplies		24.00	
0431	ALEX ESTRADA	11/22/2023	Regular	0.00	175.44	85335
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Reimb Uniform	Invoice	11/22/2023	Reimburse for Work Pants	0.00	175.44	
	001-1200-541-52		Operating Supplies		175.44	
0026	ALL AMERICAN TOWING & TIRE, INC.	10/12/2023	Regular	0.00	280.00	85048
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
23-3391	Invoice	10/12/2023	Repairs Engine 21	0.00	280.00	
	001-0900-522-46		Repair & Maintenance		280.00	
1877	ALL ASPECTS INSPECTION SERVICES, LLC	11/02/2023	Regular	0.00	13,280.00	85205
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
9585	Invoice	09/30/2023	Sep 23 Building Inspection Svcs	0.00	13,280.00	
	107-1000-524-31		Professional Services		13,280.00	
1877	ALL ASPECTS INSPECTION SERVICES, LLC	11/22/2023	Regular	0.00	12,560.00	85336
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
9745	Invoice	11/22/2023	Oct 23 Bldg Support Svcs	0.00	12,560.00	
	107-1000-524-31		Professional Services		12,560.00	
0028	ALL KEYS PORT-A-LET	10/19/2023	Regular	0.00	650.00	85115
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
109443	Invoice	10/19/2023	GTH Beach	0.00	650.00	
	001-1200-541-44		Rentals & Leases		650.00	
0028	ALL KEYS PORT-A-LET	10/26/2023	Regular	0.00	140.00	85157
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
109469	Invoice	10/26/2023	Oct 23 GTH Handicap Toilet	0.00	140.00	
	001-1200-541-44		Rentals & Leases		140.00	
0028	ALL KEYS PORT-A-LET	11/22/2023	Regular	0.00	662.50	85337

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
M1188	Invoice	11/22/2023	Nov 23 GTH Beach	0.00	522.50	
	001-1200-541-44		Rentals & Leases		522.50	
M1220	Invoice	11/22/2023	Nov 23 GTH Handicap Toilet	0.00	140.00	
	001-1200-541-44		Rentals & Leases		140.00	
0438	ALL POINTS DIRECT	10/26/2023	Regular	0.00	324.95	85158
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
29643101223	Invoice	10/26/2023	Document Shredding	0.00	324.95	
	001-0400-512-31		Professional Services		324.95	
0497	AMAZON BUSINESS	10/02/2023	Bank Draft	0.00	1,609.09	DFT0002943
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
231002-143352-f	Invoice	09/30/2023	Sep 23 Pay By Invoice Various Accounts	0.00	1,609.09	
	001-1300-572-52		Operating Supplies		52.50	
	001-1300-572-52		Operating Supplies		99.99	
	402-1500-535-52		Operating Supplies		719.94	
	402-1500-535-52		Operating Supplies		129.95	
	402-1500-535-52		Operating Supplies		606.71	
0497	AMAZON BUSINESS	10/30/2023	Bank Draft	0.00	68.97	DFT0002991
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
14T1-YK6X-PKKR	Invoice	11/02/2023	Fire Ant Repellant	0.00	68.97	
	001-1300-572-52		Operating Supplies		68.97	
0030	AMERICAN FIDELITY ASSOCIATION	10/31/2023	Bank Draft	0.00	1,668.38	DFT0002988
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2335241B	Invoice	11/02/2023	October 2023 Flex Bill	0.00	1,668.38	
	001-229-001		Supplemental Insurance P		1,668.38	
0030	AMERICAN FIDELITY ASSOCIATION	10/31/2023	Bank Draft	0.00	13,269.78	DFT0002989
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
D649243	Invoice	11/02/2023	October 2023 Product Bill	0.00	13,269.78	
	001-0900-522-23		Employee Insurance Pre		796.34	
	001-229-001		Supplemental Insurance P		12,473.44	
0030	AMERICAN FIDELITY ASSOCIATION	11/30/2023	Bank Draft	0.00	13,058.46	DFT0003016
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
D660564	Invoice	11/22/2023	November 2023 Product Bill	0.00	13,058.46	
	001-0900-522-23		Employee Insurance Pre		805.76	
	001-229-001		Supplemental Insurance P		12,252.70	
0030	AMERICAN FIDELITY ASSOCIATION	11/30/2023	Bank Draft	0.00	1,629.92	DFT0003017
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2335243A	Invoice	11/22/2023	November 2023 Flex Bill	0.00	1,629.92	
	001-229-001		Supplemental Insurance P		1,629.92	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1936	ANTHONY LOBOGUERRERO	10/12/2023	Regular	0.00	400.00	85049
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Reimb.Fire Off. I	Invoice	09/30/2023	Reimburse Registration Fee for Fire Office	0.00	400.00	
001-0900-522-55	Training		Reimburse Registration Fee for F		400.00	
1220	APG -EAST LLC	10/12/2023	Regular	0.00	3,009.80	85050
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
3902298	Invoice	09/30/2023	KWC Moratorium 09.21.23 Mtg	0.00	298.00	
001-0600-515-48	PR / Advertising		KWC Moratorium 09.21.23 Mtg		298.00	
3902299	Invoice	09/30/2023	KWC Sunset Map 09/21/23 Mtg PLMA202	0.00	298.00	
001-0600-515-48	PR / Advertising		KWC Sunset Map 09/21/23 Mtg		298.00	
3902300	Invoice	09/30/2023	KWC Terra Key Ad 09/21/23 Mtg PLMA20	0.00	298.00	
001-0600-515-48	PR / Advertising		KWC Terra Key Ad 09/21/23 Mtg		298.00	
3902301	Invoice	09/30/2023	KWC Windley Cove Ad 09/21/23 Mtg PLM	0.00	298.00	
001-0600-515-48	PR / Advertising		KWC Windley Cove Ad 09/21/23		298.00	
3902369	Invoice	09/30/2023	KWC Pub. Not. Ad 09/21/23 Mtg Various	0.00	357.60	
001-0600-515-48	PR / Advertising		KWC Pub. Not. Ad 09/21/23 Mt		73.52	
001-0600-515-48	PR / Advertising		KWC Pub. Not. Ad 09/21/23 Mt		73.52	
001-0600-515-48	PR / Advertising		KWC Pub. Not. Ad 09/21/23 Mt		210.56	
3902370	Invoice	09/30/2023	KWC Windley Isles Ad 09/21/23 -PLMA20	0.00	357.60	
001-0600-515-48	PR / Advertising		KWC Windley Isles Ad 09/21/23		357.60	
3903690	Invoice	09/30/2023	FY23-24 Proposed TRIM Increase	0.00	447.00	
001-0500-513-48	PR / Advertising		FY23-24 Proposed TRIM Increas		447.00	
3903691	Invoice	09/30/2023	FY23-24 Budget Ads	0.00	357.60	
001-0500-513-48	PR / Advertising		FY23-24 Budget Ads		357.60	
3904470	Invoice	09/30/2023	KWC LPA 09/23-09/24/23	0.00	298.00	
001-0600-515-48	PR / Advertising		KWC LPA 09/23-09/24/23		298.00	
1220	APG -EAST LLC	10/26/2023	Regular	0.00	4,514.75	85159
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
3901440-1	Invoice	09/30/2023	KWC VM Ad 09/09/23	0.00	783.00	
001-0100-511-48	PR / Advertising		KWC VM Ad 09/09/23		783.00	
3901440-2	Invoice	09/30/2023	KWC VM Ad 09/16/23	0.00	978.75	
001-0100-511-48	PR / Advertising		KWC VM Ad 09/16/23		978.75	
3901447-1	Invoice	09/30/2023	Fr Press VM Ad 09/07/23	0.00	526.50	
001-0100-511-48	PR / Advertising		Fr Press VM Ad 09/07/23		526.50	
3901447-2	Invoice	09/30/2023	Fr Press VM Ad 09/14/23	0.00	526.50	
001-0100-511-48	PR / Advertising		Fr Press VM Ad 09/14/23		526.50	
3902330	Invoice	09/30/2023	Fr Press Sunset Map Ad 09/21/23 Mtg PL	0.00	340.00	
001-0600-515-48	PR / Advertising		Fr Press Sunset Map Ad 09/21/2		340.00	
3902333	Invoice	09/30/2023	Fr Press Windley Isle Ad 09/21/23 Mtg PL	0.00	340.00	
001-0600-515-48	PR / Advertising		Fr Press Windley Isle Ad 09/21/		340.00	
3902335	Invoice	09/30/2023	Fr Press Moratorium Ad 09/21/23 Mtg	0.00	340.00	
001-0600-515-48	PR / Advertising		Fr Press Moratorium Ad 09/21/		340.00	
3902336	Invoice	09/30/2023	Fr Press Terra Key Ad 09/11/23 Mtg PLMA	0.00	340.00	
001-0600-515-48	PR / Advertising		Fr Press Terra Key Ad 09/11/23		340.00	
3902338	Invoice	09/30/2023	Fr Press Windley Cove Ad 09/11/23 Mtg P	0.00	340.00	
001-0600-515-48	PR / Advertising		Fr Press Windley Cove Ad 09/11		340.00	
1220	APG -EAST LLC	11/09/2023	Regular	0.00	1,681.00	85246

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
3906417	Invoice	11/09/2023	KWC Auction 10/09/23-10/23/23	0.00	447.00	
001-0500-513-48	PR / Advertising	KWC Auction 10/09/23-10/23/2	447.00			
3907381	Invoice	11/09/2023	KWC BPAS Moratorium 11/09/23 Mtg	0.00	298.00	
001-0600-515-48	PR / Advertising	KWC BPAS Moratorium 11/09/2	298.00			
3907386	Invoice	11/09/2023	KWC Hearing AR, Live Local, MF Zoning, H	0.00	298.00	
001-0600-515-48	PR / Advertising	KWC Hearing AR, Live Local, MF	223.50			
001-0600-515-48	PR / Advertising	PLAR20230121 Cost Recovery	74.50			
3907968	Invoice	11/09/2023	Free Press Moratorium 11/09/23 Mtg	0.00	340.00	
001-0600-515-48	PR / Advertising	Free Press Moratorium 11/09/2	340.00			
3908696	Invoice	11/09/2023	KWC LPA Art in Pub Places Platt/Zon in Pr	0.00	298.00	
001-0600-515-48	PR / Advertising	KWC LPA Art in Pub Places Platt/	298.00			

0044	ASSOCIATION OF STATE FLOODPLAIN MANAGE	11/02/2023	Regular	0.00	180.00	85206
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
28764	Invoice	11/02/2023	Assoc State Floodplain Mang 2024 Ann M	0.00	180.00	
107-1000-524-54	Dues & Subscriptions	Assoc State Floodplain Mang 20	180.00			

Bank Code Main Operating Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	45	24	0.00	60,247.09
Manual Checks	0	0	0.00	0.00
Voided Checks	0	6	0.00	0.00
Bank Drafts	6	6	0.00	31,304.60
EFT's	0	0	0.00	0.00
	51	36	0.00	91,551.69

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0057	AT&T MOBILITY	10/04/2023	Bank Draft	0.00	920.58	DFT0002944
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
X10052023	Account Number		Account Name		Distribution Amount	
	Invoice	09/30/2023	AT&T Mobility Premier IPADS 8/28/23-9/2	0.00	920.58	
	001-0600-515-41		Communications		23.24	
	001-0600-515-41		Communications		23.24	
	001-0600-515-41		Communications		23.24	
	001-0700-519-41		Communications		23.24	
	001-0700-519-41		Communications		117.00	
	001-0700-519-41		Communications		91.84	
	001-0700-519-41		Communications		23.24	
	001-0700-519-41		Communications		13.24	
	001-0700-519-41		Communications		117.00	
	001-0900-522-41		Communications		43.23	
	001-0900-522-41		Communications		43.23	
	001-0900-522-41		Communications		43.23	
	001-0900-522-41		Communications		43.23	
	001-0900-522-41		Communications		43.23	
	001-0900-522-41		Communications		23.24	
	001-0900-522-41		Communications		23.24	
	001-1100-524-41		Communications		23.24	
	001-1100-524-41		Communications		23.24	
	107-1000-524-41		Communications		23.24	
	107-1000-524-41		Communications		20.00	
	107-1000-524-41		Communications		23.24	
	107-1000-524-41		Communications		23.24	
	402-1500-535-41		Communications		43.23	
	402-1500-535-41		Communications		23.24	
0057	AT&T MOBILITY	10/02/2023	Bank Draft	0.00	3,307.23	DFT0002946
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
X10032023	Account Number		Account Name		Distribution Amount	
	Invoice	09/30/2023	AT&T Mobility FIRSTNET 8/26/23-9/25/2	0.00	3,307.23	
	001-0100-511-41		Communications		261.34	
	001-0300-512-41		Communications		181.08	
	001-0400-512-41		Communications		45.27	
	001-0500-513-41		Communications		45.27	
	001-0600-515-41		Communications		101.51	
	001-0700-519-41		Communications		135.81	
	001-0800-521-41		Communications		135.81	
	001-0900-522-41		Communications		707.91	
	001-1100-524-41		Communications		135.81	
	001-1200-541-41		Communications		492.94	
	001-1300-572-41		Communications		181.08	
	107-1000-524-41		Communications		171.34	
	401-1400-575-41		Communications		80.26	
	402-1500-535-41		Communications		631.80	
0057	AT&T MOBILITY	11/01/2023	Bank Draft	0.00	3,127.93	DFT0002993

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
X11032023	Invoice	11/02/2023	AT&T Mobility FIRSTNET 9/26/23-10/25/2	0.00	3,127.93	
	001-0100-511-41	Communications	AT&T Mobility FIRSTNET 9/26/2		261.59	
	001-0300-512-41	Communications	AT&T Mobility FIRSTNET 9/26/2		181.28	
	001-0400-512-41	Communications	AT&T Mobility FIRSTNET 9/26/2		45.32	
	001-0500-513-41	Communications	AT&T Mobility FIRSTNET 9/26/2		45.32	
	001-0600-515-41	Communications	AT&T Mobility FIRSTNET 9/26/2		101.79	
	001-0700-519-41	Communications	AT&T Mobility FIRSTNET 9/26/2		135.96	
	001-0800-521-41	Communications	AT&T Mobility FIRSTNET 9/26/2		135.96	
	001-0900-522-41	Communications	AT&T Mobility FIRSTNET 9/26/2		773.76	
	001-1100-524-41	Communications	AT&T Mobility FIRSTNET 9/26/2		135.96	
	001-1200-541-41	Communications	AT&T Mobility FIRSTNET 9/26/2		493.48	
	001-1300-572-41	Communications	AT&T Mobility FIRSTNET 9/26/2		181.28	
	107-1000-524-41	Communications	AT&T Mobility FIRSTNET 9/26/2		159.40	
	401-1400-575-41	Communications	AT&T Mobility FIRSTNET 9/26/2		80.31	
	402-1500-535-41	Communications	AT&T Mobility FIRSTNET 9/26/2		396.52	
0057	AT&T MOBILITY	11/06/2023	Bank Draft	0.00	969.90	DFT0002994
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
X11052023	Invoice	11/09/2023	AT&T Mobility Premier IPADS 9/28/23-10/	0.00	969.90	
	001-0600-515-41	Communications	786-647-8813		23.24	
	001-0600-515-41	Communications	786-647-8819		23.24	
	001-0600-515-41	Communications	305-853-6212		23.24	
	001-0700-519-41	Communications	GROUP 3 MONTHLY		117.00	
	001-0700-519-41	Communications	GROUP 1 MONTHLY		117.00	
	001-0700-519-41	Communications	305-304-7276		13.24	
	001-0700-519-41	Communications	305-680-9911		23.24	
	001-0700-519-41	Communications	305-304-2531		141.16	
	001-0700-519-41	Communications	305-394-0827		23.24	
	001-0900-522-41	Communications	305-363-9787 Station 21		43.23	
	001-0900-522-41	Communications	305-363-8695 Rescue 20		43.23	
	001-0900-522-41	Communications	305-363-8693 Rescue 19		43.23	
	001-0900-522-41	Communications	305-363-8698 Rescue 21		43.23	
	001-0900-522-41	Communications	305-394-4580 Rescue 120		43.23	
	001-0900-522-41	Communications	786-647-8816		23.24	
	001-0900-522-41	Communications	786-647-8815		23.24	
	001-1100-524-41	Communications	786-647-8803		23.24	
	001-1100-524-41	Communications	786-647-8804		23.24	
	107-1000-524-41	Communications	786-847-5152		20.00	
	107-1000-524-41	Communications	786-847-5153		23.24	
	107-1000-524-41	Communications	786-647-8811		23.24	
	107-1000-524-41	Communications	305.304.1815 Shiela		23.24	
	402-1500-535-41	Communications	786-933-2488 WW		43.23	
	402-1500-535-41	Communications	305-587-7451		23.24	

Bank Code PYH Marina Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	4	4	0.00	8,325.64
EFT's	0	0	0.00	0.00
	4	4	0.00	8,325.64

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Main Operating-Centennial Bank						
1035	AT&T	10/26/2023	Regular	0.00	254.73	85160
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Nov 23 29629731	Invoice	10/26/2023	286 Gardenia St Internet & Ph 10/12/23-1	0.00	254.73	
	402-1500-535-41		Communications		254.73	
1035	AT&T	11/22/2023	Regular	0.00	254.73	85338
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Dec 23 29629731	Invoice	11/22/2023	286 Gardenia St Internet & Phone 11/12/	0.00	254.73	
	402-1500-535-41		Communications		254.73	
1035	AT&T	11/30/2023	Regular	0.00	218.78	85378
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Dec 23 33062196	Invoice	11/30/2023	Founders Park Public WiFi 11/13/23-12/1	0.00	218.78	
	001-1300-572-41		Communications		218.78	
1045	AT&T	10/19/2023	Regular	0.00	413.98	85116
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Oct 23 30566486	Invoice	10/19/2023	FS 20 Elevator 09/15/23-10/14/23	0.00	144.16	
	001-0900-522-41		Communications		144.16	
Oct 23 30566499	Invoice	10/19/2023	FS 20 Phones 09/15/23-10/14/23	0.00	269.82	
	001-0900-522-41		Communications		269.82	
1045	AT&T	11/16/2023	Regular	0.00	149.33	85296
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Nov 23 30566486	Invoice	11/16/2023	FS 20 Elevators 10/03/23-11/03/23	0.00	149.33	
	001-0900-522-41		Communications		149.33	
1045	AT&T	11/16/2023	Regular	0.00	279.65	85297
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Nov 23 30566499	Invoice	11/16/2023	FS 20 Phones 10/03/23-11/03/23	0.00	279.65	
	001-0900-522-41		Communications		279.65	
1691	ATTENTION MEDIA LLC	10/12/2023	Regular	0.00	6,000.00	85051
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1231002189	Invoice	10/12/2023	Sep 23 Social Media Outreach Program	0.00	6,000.00	
	001-0100-511-48		PR / Advertising		6,000.00	
1691	ATTENTION MEDIA LLC	11/09/2023	Regular	0.00	6,000.00	85247
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1231106195	Invoice	11/09/2023	Nov 23 Social Media Outreach Program	0.00	6,000.00	
	001-0100-511-48		PR / Advertising		6,000.00	
1926	AVINEON, INC	10/26/2023	Regular	0.00	8,587.50	85161
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
13043	Invoice	09/30/2023	CAD Sewer Conversion	0.00	8,587.50	
	402-1500-535-31		Professional Services		8,587.50	

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1818	BE THE SHOW EVENTS & ENTERTAINMENT INC	10/12/2023	Regular	0.00	1,200.00	85052
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
20207833	Invoice	10/12/2023	Trunk or Treat Event Entertainment	0.00	1,200.00	
	001-1300-574-49		Special Events		1,200.00	
1278	BEEFREE, LLC	10/12/2023	Regular	0.00	28,542.00	85053
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
54260	Invoice	10/12/2023	Oct 23 Ridesharing Services 60-day extens	0.00	28,542.00	
	103-1200-541-01		Freebee Ridesharing Serv		28,542.00	
1278	BEEFREE, LLC	11/09/2023	Regular	0.00	28,542.00	85248
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
54293	Invoice	11/09/2023	Nov 23 Ridesharing Services - extension	0.00	28,542.00	
	103-1200-541-01		Freebee Ridesharing Serv		28,542.00	
1232	BEN FEW & COMPANY, INC.	10/12/2023	Regular	0.00	3,000.00	85054
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
1311	Invoice	10/12/2023	Oct 23 Risk Management Services	0.00	3,000.00	
	001-0500-513-31		Professional Services		3,000.00	
1232	BEN FEW & COMPANY, INC.	10/26/2023	Regular	0.00	3,000.00	85162
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
1341	Invoice	10/26/2023	Nov 23 Risk Management Services	0.00	3,000.00	
	001-0500-513-31		Professional Services		3,000.00	
1232	BEN FEW & COMPANY, INC.	11/30/2023	Regular	0.00	3,000.00	85379
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
1370	Invoice	11/30/2023	Dec 23 Risk Management Services	0.00	3,000.00	
	001-0500-513-31		Professional Services		3,000.00	
1718	BERRY'S PAINT	11/02/2023	Regular	0.00	215.91	85207
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
B68286	Invoice	11/02/2023	Supplies	0.00	215.91	
	001-1200-541-52		Operating Supplies		215.91	
0077	BILLING, COCHRAN, LYLES, MAURO & RAMSEY,	10/12/2023	Regular	0.00	2,769.00	85055
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
182268	Invoice	09/30/2023	Jul 23 Code Magistrate Svcs	0.00	1,345.50	
	001-1100-524-31		Professional Services		1,345.50	
183274	Invoice	09/30/2023	Aug & Sep 23 Code Magistrate Svcs	0.00	1,423.50	
	001-1100-524-31		Professional Services		1,423.50	
0077	BILLING, COCHRAN, LYLES, MAURO & RAMSEY,	11/09/2023	Regular	0.00	1,450.00	85249
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
183838	Invoice	11/09/2023	Oct 23 Code Magistrate Svcs	0.00	1,450.00	
	001-1100-524-31		Professional Services		1,450.00	

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
2109	BLUE HORIZON WINDOWS & DOORS	10/19/2023	Regular	0.00	1,000.00	85117
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2032	Invoice	10/19/2023	Door for Conex ST 20	0.00	1,000.00	
	001-0900-522-52		Operating Supplies		1,000.00	
0102	BONNIER LLC	10/12/2023	Regular	0.00	1,200.00	85056
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
37343	Invoice	10/12/2023	Yachting Ad Nov 2023	0.00	1,200.00	
	401-1400-575-48		PR / Advertising		1,200.00	
0102	BONNIER LLC	11/09/2023	Regular	0.00	1,200.00	85250
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
37796	Invoice	11/09/2023	Yachting Ad Dec 2023	0.00	1,200.00	
	401-1400-575-48		PR / Advertising		1,200.00	
0103	BOUND TREE MEDICAL LLC	10/05/2023	Regular	0.00	6,612.01	85008
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
85106552	Invoice	10/05/2023	EMS Supplies FY23-24	0.00	5,014.82	
	001-0900-522-52		Operating Supplies		5,014.82	
85106553	Invoice	09/30/2023	EMS Supplies	0.00	813.49	
	001-0900-522-52		Operating Supplies		813.49	
85108128	Invoice	10/05/2023	EMS Supplies	0.00	772.00	
	001-0900-522-52		Operating Supplies		772.00	
85109548	Invoice	10/05/2023	EMS Supplies	0.00	11.70	
	001-0900-522-52		Operating Supplies		11.70	
0103	BOUND TREE MEDICAL LLC	10/12/2023	Regular	0.00	739.87	85057
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
85112694	Invoice	10/12/2023	FY 23-24 Medical Supplies	0.00	652.45	
	001-0900-522-52		Operating Supplies		652.45	
85114096	Invoice	10/12/2023	FY 23-24 Medical Supplies	0.00	87.42	
	001-0900-522-52		Operating Supplies		87.42	
0103	BOUND TREE MEDICAL LLC	11/09/2023	Regular	0.00	1,441.04	85251
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
85146552	Invoice	11/09/2023	EMS Supplies	0.00	159.29	
	001-0900-522-52		Operating Supplies		159.29	
85148294	Invoice	11/07/2023	EMS Medical Supplies	0.00	1,281.75	
	001-0900-522-52		Operating Supplies		1,281.75	
0103	BOUND TREE MEDICAL LLC	11/16/2023	Regular	0.00	495.96	85298
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
85155753	Invoice	11/16/2023	EMS Supplies	0.00	495.96	
	001-0900-522-52		Operating Supplies		495.96	
0103	BOUND TREE MEDICAL LLC	11/30/2023	Regular	0.00	745.92	85380
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
85168136	Invoice	11/30/2023	EMS Supplies	0.00	745.92	
	001-0900-522-52		Operating Supplies		745.92	

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0104	BOW WOW WASTE	10/26/2023	Regular	0.00	979.96	85163
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
575710	Invoice	10/26/2023	Dog Waste Bags for Park	0.00	979.96	
001-1300-572-52	Operating Supplies	Dog Waste Bags for Park	979.96			
0600	BREATHING AIR CONCEPTS	11/09/2023	Regular	0.00	349.00	85252
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
102321	Invoice	11/09/2023	Compressor Repairs	0.00	349.00	
001-0900-522-46	Repair & Maintenance	Compressor Repairs	349.00			
1353	BROWARD COUNTY SHERIFF'S OFFICE	11/16/2023	Regular	0.00	719.84	85299
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
00041155	Invoice	11/16/2023	Pants & Belts	0.00	719.84	
001-0900-522-52	Operating Supplies	Pants & Belts	719.84			
1771	BUDDY PINDER	10/26/2023	Regular	0.00	527.08	85164
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
KLWTD-083123	Invoice	09/30/2023	Mileage Reimbursement	0.00	21.62	
001-0100-511-40	Travel & Per Diem	Mileage Reimbursement	21.62			
Marcum-092123	Invoice	09/30/2023	Mileage Reimbursement WW Site Inspec	0.00	26.20	
001-0100-511-40	Travel & Per Diem	Mileage Reimbursement WW Si	26.20			
Tolls-Aug23	Invoice	09/30/2023	Toll Expense Reimbursement	0.00	41.82	
001-0100-511-40	Travel & Per Diem	Toll Expense Reimbursement	41.82			
TvlReimb-Sep 23	Invoice	09/30/2023	Travel Reimbursement - Corridor Connect	0.00	437.44	
001-0100-511-40	Travel & Per Diem	Travel Reimbursement - Corrido	437.44			
0107	BUILDING OFFICIALS ASSOCIATION OF FLORIDA	10/12/2023	Regular	0.00	100.00	85058
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
300022305	Invoice	10/12/2023	2024 BOAF Ann Membership Dues - Sheil	0.00	100.00	
107-1000-524-54	Dues & Subscriptions	2024 BOAF Ann Membership Du	100.00			
0111	CANON FINANCIAL SERVICES, INC.	10/05/2023	Regular	0.00	365.00	85009
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
31280930	Invoice	10/05/2023	Oct 23 2nd & 3rd Floor Copier Lease	0.00	365.00	
001-0700-519-44	Rentals & Leases	Oct 23 2nd & 3rd Floor Copier L	365.00			
0111	CANON FINANCIAL SERVICES, INC.	11/02/2023	Regular	0.00	365.00	85208
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
31444813	Invoice	11/02/2023	Nov 23 2nd & 3rd Fl Copier	0.00	365.00	
001-0700-519-44	Rentals & Leases	Nov 23 2nd & 3rd Fl Copier Leas	365.00			

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0633	CAPITAL ONE TRADE CREDIT	10/19/2023	Regular	0.00	2,438.95	85118
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Sep 23 16514984	Invoice	09/30/2023	Sep 23 Stmt Various Accounts	0.00	2,438.95	
402-1500-535-52	Operating Supplies	Finance Charge Credit	-0.15			
402-1500-535-52	Operating Supplies	Supplies	2,419.10			
402-1500-535-52	Operating Supplies	Supplies - Guage	20.00			

Bank Code Main Operating Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	44	34	0.00	113,157.24
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	44	34	0.00	113,157.24

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PYH Marina-PYH Marina						

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1565	CAPITAL ONE	10/02/2023	Bank Draft	0.00	17,646.23	DFT0002966
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Sep 23 Credit Car	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	09/30/2023	Sep 23 Credit Card Purchases	0.00	17,646.23	
	001-0100-511-40	Travel & Per Diem	Refund - B. Pinder Hotel		-681.95	
	001-0100-511-40	Travel & Per Diem	Gale South Beach - M. Gregg ho		405.20	
	001-0100-511-40	Travel & Per Diem	Gale South Beach - E. Jolin hotel		373.38	
	001-0100-511-40	Travel & Per Diem	Gale South Beach - B. Pinder ho		373.38	
	001-0100-511-40	Travel & Per Diem	Hotel Book - Hotel Reservation -		985.80	
	001-0100-511-40	Travel & Per Diem	Hotel Book - Hotel Reservation -		15.99	
	001-0100-511-40	Travel & Per Diem	Hotel Reservation - B. Pinder FR		681.95	
	001-0100-511-40	Travel & Per Diem	Hotel Reservation - B. Pinder FR		15.99	
	001-0100-511-40	Travel & Per Diem	Gale South Beach - B. Pinder ho		365.21	
	001-0100-511-51	Office Supplies & Expense	Amazon - Dividers/binders		167.40	
	001-0100-511-55	Training	FLC - FRA 20230 Annual Conf B.		545.00	
	001-0100-511-55	Training	Florida Wild - Corridor Connect		385.00	
	001-0100-511-55	Training	2023 Compact Summit - B. Pind		300.00	
	001-0100-511-55	Training	2023 Compact Summit - E. Jolin		300.00	
	001-0100-511-55	Training	2023 Compact Summit - M. Gre		300.00	
	001-0100-511-55	Training	FLC - E. Jolin Newly Elected Offic		198.00	
	001-0300-512-40	Travel & Per Diem	Ragged Edge Resort - B. Cook ho		129.00	
	001-0300-512-40	Travel & Per Diem	La Jolla Resort - B. Cook hotel		281.48	
	001-0300-512-49	Other Expenses	ZipRecruiter - Job ad for VM		249.00	
	001-0300-512-49	Other Expenses	Recrutics - Job Ad for facility att		253.97	
	001-0300-512-49	Other Expenses	Checkr - Background screenings		219.47	
	001-0300-512-49	Other Expenses	Governmentjobs - Job Ad for V		350.00	
	001-0300-512-49	Other Expenses	Diversityjobs - Job Ad for VM		345.00	
	001-0300-512-54	Dues & Subscriptions	Constant Contact - Monthly		45.00	
	001-0300-512-54	Dues & Subscriptions	Constant Contact - Annual prmt		378.00	
	001-0300-512-54	Dues & Subscriptions	Yearli - Filing for 1095C for empl		99.00	
	001-0300-512-54	Dues & Subscriptions	Canva - Monthly subscription		14.99	
	001-0300-512-54	Dues & Subscriptions	Canva - Annual subscription		149.90	
	001-0300-512-55	Training	2023 Compact Summit - P. Frezz		300.00	
	001-0600-515-31	Professional Services	Liquid Web - Monthly billing		173.72	
	001-0700-519-31	Professional Services	AWS - Islamoradasocial.org		113.29	
	001-0700-519-31	Professional Services	Liquid Web - Monthly billing		173.73	
	001-0700-519-52	Operating Supplies	Amazon - Hard drive		540.00	
	001-0700-519-52	Operating Supplies	Amazon - Cables/tape		52.77	
	001-0700-519-52	Operating Supplies	Wasabi - Cloud storage		338.14	
	001-0700-519-54	Dues & Subscriptions	Zoom - Addt'l account		79.00	
	001-0900-522-40	Travel & Per Diem	City Hall Cafe - Fire Rescue inter		144.31	
	001-0900-522-40	Travel & Per Diem	Sunpass		21.98	
	001-0900-522-41	Communications	Starlink - ST 20 Connection		250.00	
	001-0900-522-46	Repair & Maintenance	Kipps - Starlink installation		624.00	
	001-0900-522-52	Operating Supplies	Zoro - Halligan bar F. Torodov all		377.31	
	001-0900-522-52	Operating Supplies	Amazon - Microphone stand		18.34	
	001-0900-522-52	Operating Supplies	Amazon - Work boots		90.00	
	001-0900-522-52	Operating Supplies	Amazon - Batteries		9.90	
	001-0900-522-52	Operating Supplies	Amazon - Flushometer handle &		63.48	
	001-0900-522-52	Operating Supplies	Carolina Fire Equipment - SCBA		30.64	
	001-0900-522-52	Operating Supplies	Amazon - Pull recoil starter		16.95	
	001-0900-522-52	Operating Supplies	Rogue - Rowing machine		1,123.38	
	001-0900-522-52	Operating Supplies	Amazon - Knife holder		8.85	
	001-0900-522-52	Operating Supplies	Amazon - Sponge holder		11.99	
	001-0900-522-52	Operating Supplies	Amazon - Microphone		21.70	
	001-0900-522-54	Dues & Subscriptions	Xroads Networks - Static IP from		195.00	
	001-1100-524-40	Travel & Per Diem	Sunpass		2.42	
	001-1200-541-40	Travel & Per Diem	Sunpass		40.00	
	001-1200-541-52	Operating Supplies	Amazon - Uniform shirt		16.28	
	001-1200-541-52	Operating Supplies	Amazon - Sprinkler system/unif		578.10	
	001-1200-541-52	Operating Supplies	Amazon - Uniform shirts		199.95	

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	001-1200-541-52	Operating Supplies	Amazon - Gloves/ Uniform shirt		483.32	
	001-1200-541-52	Operating Supplies	Amazon - Gloves		601.62	
	001-1200-541-52	Operating Supplies	Amazon - Uniform shirt		17.83	
	001-1200-541-52	Operating Supplies	Amazon - Light bulbs		236.64	
	001-1200-541-52	Operating Supplies	Amazon - Toilet		229.87	
	001-1200-541-52	Operating Supplies	Amazon - Mower Blade		49.90	
	001-1200-541-52	Operating Supplies	Amazon - Coffee		58.89	
	001-1200-541-52	Operating Supplies	Amazon - Uniform shirt		25.00	
	001-1200-541-52	Operating Supplies	Amazon - Shirt/engine maint kit		161.19	
	001-1200-541-52	Operating Supplies	Amazon - Uniform shirt		17.83	
	001-1200-541-52	Operating Supplies	Amazon - Uniform shirt		25.99	
	001-1200-541-52	Operating Supplies	Refund - Amazon - Uniform		-39.99	
	001-1200-541-52	Operating Supplies	Refund - Amazon - Uniforms		-151.99	
	001-1200-541-52	Operating Supplies	Amazon - Wheel kits for push m		53.72	
	001-1200-541-52	Operating Supplies	Amazon - Ariat workboot		69.95	
	001-1300-572-40	Travel & Per Diem	Sunpass		35.60	
	001-1300-572-44	Rentals & Leases	SurveyMonkey - Sep 23 subscrip		99.00	
	001-1300-572-52	Operating Supplies	Amazon - Sunscreen		103.68	
	001-1300-572-52	Operating Supplies	Amazon - Traffic cones		28.99	
	001-1300-572-52	Operating Supplies	Amazon - Kickball supplies		215.03	
	001-1300-572-52	Operating Supplies	Amazon - Zip bags		9.89	
	001-1300-572-52	Operating Supplies	Amazon - Ballast		95.96	
	001-1300-574-49	Special Events	Amazon - Trunk or Treat supplie		91.70	
	001-1300-574-49	Special Events	Spirit Halloween - Trunk or Treat		47.28	
	001-1300-574-49	Special Events	Amazon - Trunk or Treat supplie		726.99	
	001-229-001	Supplemental Insurance P	New Benefits Bill - Secure ID Be		143.00	
	107-1000-524-52	Operating Supplies	Amazon - Dell charger		32.90	
	402-1500-535-46	Repair & Maintenance	Wiautomation - 2 batteries for b		308.02	
	402-1500-535-52	Operating Supplies	Truewerk - Work pants (4)		216.56	
	402-1500-535-52	Operating Supplies	Amazon - Extractor tools		88.99	
	402-1500-535-52	Operating Supplies	Amazon - Otterbox		59.95	
	402-1500-535-52	Operating Supplies	Amazon - Klein tools		105.08	
	402-1500-535-52	Operating Supplies	Amazon - Lock/Tools		249.90	
	402-1500-535-52	Operating Supplies	Amazon - Pressure washer hose		124.06	
	402-1500-535-52	Operating Supplies	Amazon - Otterbox		39.95	
	402-1500-535-52	Operating Supplies	Amazon - Tool Holders		61.14	
	402-1500-535-54	Dues & Subscriptions	Simetry - SIM Cards svc chgs - S		62.40	
1565	CAPITAL ONE	11/09/2023	Bank Draft	0.00	6,514.34	DFT0002995

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
FY 22/23 Oct 23	Invoice	09/30/2023	FY 22/23 Oct 23 Credit Card Purchases	0.00	6,514.34	
	001-0100-511-40	Travel & Per Diem	Refund - Gale & Regant - Hilton		-373.38	
	001-0300-512-49	Other Expenses	Recruitics - Job ad for lifeguard		140.94	
	001-0300-512-49	Other Expenses	Key Consortium - DFWP Test &		45.00	
	001-0900-522-49	Other Expenses	Key Consortium - DFWP Test &		45.00	
	001-0900-522-52	Operating Supplies	Graphic Designs International -		895.00	
	001-0900-522-52	Operating Supplies	Graphic Designs International -		120.00	
	001-1200-541-52	Operating Supplies	Refund - Amazon - rain jacket		-77.99	
	001-1200-541-52	Operating Supplies	Refund - Sprinkler timer		-49.49	
	001-1200-541-52	Operating Supplies	Amazon - Uniform Shirts		61.30	
	001-155-000	Prepaid Expense	TeamViewer - SCADA 9/13/23-9		3,657.60	
	001-229-001	Supplemental Insurance P	New Benefits Bill - Secure ID Be		143.00	
	401-1400-575-52	Operating Supplies	Refund - Amazon Dell computer		-11.99	
	402-1500-535-52	Operating Supplies	Truewerk - Work pants		285.96	
	402-1500-535-52	Operating Supplies	Amazon - Grease		138.25	
	402-1500-535-52	Operating Supplies	Amazon - Rain jacket/Fittings		92.97	
	402-1500-535-52	Operating Supplies	Amazon - Vacuum grease		233.50	
	402-1500-535-52	Operating Supplies	Amazon - Air compressor/hose		851.56	
	402-1500-535-52	Operating Supplies	Carhart - Work Pants		128.98	
	402-1500-535-52	Operating Supplies	Wolverine - Work Boots		188.13	
1565	CAPITAL ONE	11/09/2023	Bank Draft	0.00	27,084.10	DFT0002996

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Oct 23 Credit Car	Invoice	11/09/2023	Oct 23 Credit Card Purchases	0.00	27,084.10	
	001-0100-511-54	Dues & Subscriptions	FL League of Mayors - FY 23-24		350.00	
	001-0300-512-49	Other Expenses	Islamorada Chamber - Luncheon		25.00	
	001-0300-512-49	Other Expenses	Governmentjobs - Job ad for HR		231.52	
	001-0300-512-49	Other Expenses	Checkr - Background screenings		86.99	
	001-0300-512-51	Office Supplies & Expense	Amazon - Toner		189.00	
	001-0300-512-52	Operating Supplies	Amazon - Desk		758.83	
	001-0300-512-52	Operating Supplies	Amazon - Desk		590.42	
	001-0400-512-31	Professional Services	The Spanish Group - Translation		24.99	
	001-0400-512-55	Training	Hilton -M. McGrath FACC Fall A		166.44	
	001-0500-513-40	Travel & Per Diem	Sunpass - tolls		8.26	
	001-0500-513-51	Office Supplies & Expense	Lenovo - Laptop for Finance Dep		1,130.99	
	001-0500-513-51	Office Supplies & Expense	Amazon - Name badge plastic h		16.79	
	001-0500-513-51	Office Supplies & Expense	Postalogic - Postage Labels		71.69	
	001-0500-513-54	Dues & Subscriptions	NAEA - CE On Demand Subscrip		350.00	
	001-0500-513-55	Training	FGFOA - Dinner meeting on inte		105.00	
	001-0600-515-31	Professional Services	Liquid Web - Recurring monthly		173.72	
	001-0600-515-49	Other Expenses	Islamorada Chamber - Luncheon		25.00	
	001-0600-515-54	Dues & Subscriptions	Bluebeam - Receipt 171-6604		400.00	
	001-0700-519-31	Professional Services	Liquid Web - Recurring monthly		173.73	
	001-0700-519-31	Professional Services	AWS -Islamoradasocial.org		109.93	
	001-0700-519-52	Operating Supplies	Amazon - Battery		122.00	
	001-0700-519-52	Operating Supplies	Amazon - Zoom camera		349.99	
	001-0700-519-54	Dues & Subscriptions	Wasabi - Cloud storage		354.74	
	001-0700-519-54	Dues & Subscriptions	Zoom - Additional subscriptions		21.07	
	001-0700-519-54	Dues & Subscriptions	Zoom - Upgrade subscription		79.00	
	001-0800-521-52	Operating Supplies	Amazon - Gun holster		128.25	
	001-0800-521-52	Operating Supplies	Amazon - Pepper spray holster		13.99	
	001-0800-521-52	Operating Supplies	Amazon - Flash drive		31.19	
	001-0900-522-40	Travel & Per Diem	Sunpass - Tolls		74.99	
	001-0900-522-52	Operating Supplies	Amazon - Surface pro cover		178.18	
	001-0900-522-52	Operating Supplies	Amazon - Hands free siren		399.99	
	001-0900-522-52	Operating Supplies	Amazon - Holster		38.71	
	001-0900-522-52	Operating Supplies	Amazon - Privacy film		7.99	
	001-0900-522-52	Operating Supplies	Amazon - Work Boot		159.95	
	001-0900-522-52	Operating Supplies	Amazon - Microphone system/st		700.51	
	001-0900-522-52	Operating Supplies	Amazon - Work boot		155.99	
	001-0900-522-52	Operating Supplies	Amazon - Projector series speak		393.90	
	001-0900-522-52	Operating Supplies	Amazon - CO Monitor		321.18	
	001-0900-522-52	Operating Supplies	Amazon - Life jacket		269.98	
	001-0900-522-52	Operating Supplies	Amazon - Rust protectant		54.44	
	001-0900-522-52	Operating Supplies	Amazon - Pump hose		351.00	
	001-0900-522-52	Operating Supplies	Amazon - Work boots		105.99	
	001-0900-522-52	Operating Supplies	Amazon - Earmuffs		13.38	
	001-0900-522-52	Operating Supplies	Amazon - Tool trays		231.24	
	001-0900-522-52	Operating Supplies	Amazon - Speaker		1,196.00	
	001-0900-522-52	Operating Supplies	Amazon - Nameplate		24.64	
	001-0900-522-52	Operating Supplies	Amazon - Air compressor		177.98	
	001-0900-522-52	Operating Supplies	Amazon - Carabiner		19.95	
	001-0900-522-52	Operating Supplies	Amazon - Paper shredder		97.76	
	001-0900-522-52	Operating Supplies	Amazon - Work boot		159.95	
	001-0900-522-52	Operating Supplies	Amazon - Spray paint		83.49	
	001-0900-522-52	Operating Supplies	Go Ruck - Bag for weights -allow		580.45	
	001-0900-522-52	Operating Supplies	Amazon - Ice maker filter		64.00	
	001-0900-522-52	Operating Supplies	Identifire - Helmet Nameplate -		26.87	
	001-0900-522-52	Operating Supplies	Public Safety Store - FF gloves		130.00	
	001-0900-522-52	Operating Supplies	Refund - Amazon - Work boots		-159.95	
	001-0900-522-52	Operating Supplies	Eveon Containers - 20 ft contain		2,177.00	
	001-0900-522-54	Dues & Subscriptions	Go Daddy - Microsodft 365 ema		71.88	

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
001-0900-522-54		Dues & Subscriptions	Xroads Networks - Static IP from		195.00	
001-0900-522-54		Dues & Subscriptions	Godaddy - Microsoft 365 email		71.88	
001-0900-522-54		Dues & Subscriptions	Godaddy - Microsoft 365 email		71.88	
001-0900-522-54		Dues & Subscriptions	Godaddy - Microsoft 365 email		131.88	
001-0900-522-54		Dues & Subscriptions	Starlink - Fire rescue internet		250.00	
001-0900-522-54		Dues & Subscriptions	Godaddy - M. Cemin Microsoft		5.84	
001-0900-522-54		Dues & Subscriptions	Godaddy - Microsoft 365 email		71.88	
001-0900-522-54		Dues & Subscriptions	Godaddy - Microsoft 365 email		71.88	
001-0900-522-54		Dues & Subscriptions	Godaddy - Microsoft 365 email		71.88	
001-1200-541-52		Operating Supplies	Amazon - Work shirts		81.40	
001-1200-541-52		Operating Supplies	Amazon - Work shirt		38.99	
001-1200-541-52		Operating Supplies	Amazon - Work boot		149.95	
001-1200-541-52		Operating Supplies	Amazon - First aid supplies		126.37	
001-1200-541-52		Operating Supplies	Amazon - Work boot		145.49	
001-1200-541-52		Operating Supplies	Amazon - Work boot		149.95	
001-1200-541-52		Operating Supplies	Refund - Amazon - Unifrom shirt		-16.28	
001-1200-541-52		Operating Supplies	Amazon - Work utility pants		144.90	
001-1200-541-52		Operating Supplies	Amazon - Coffee		49.37	
001-1200-541-52		Operating Supplies	Amazon - Lights		357.99	
001-1300-572-52		Operating Supplies	Amazon - Power station		699.00	
001-1300-572-52		Operating Supplies	Amazon - Zip tie tool		11.50	
001-1300-572-52		Operating Supplies	Amazon - Motorola two-way rad		916.00	
001-1300-572-52		Operating Supplies	Amazon - Pickleball court fencin		434.97	
001-1300-572-52		Operating Supplies	Berls - Water fountain		2,227.80	
001-1300-572-52		Operating Supplies	Poolweb - Basketball Rim		157.36	
001-1300-574-49		Special Events	Amazon - Popcorn - Beats on th		76.88	
001-1300-574-49		Special Events	Amazon - Trunk or Treat supplie		71.22	
001-1300-574-49		Special Events	Amazon - Halloween spotlight -		34.49	
001-1300-574-49		Special Events	Amazon - Trunk or Treat supplis		26.21	
107-1000-524-55		Training	BOAF - Permit tech class S. McCl		114.50	
107-1000-524-55		Training	BOAF - Permit Tech class 2 S. Mc		104.50	
401-1400-575-46		Repair & Maintenance	Total Restroom - Doors for show		2,129.00	
401-1400-575-52		Operating Supplies	Amazon - Trailer hitch		22.58	
401-1400-575-52		Operating Supplies	Amazon - Side table		39.09	
401-1400-575-52		Operating Supplies	Amazon - Mounting system		493.98	
401-1400-575-52		Operating Supplies	IKEA - Bookcase		388.93	
402-1500-535-40		Travel & Per Diem	Sunpass - tolls		16.75	
402-1500-535-52		Operating Supplies	Amazon - Soap		55.90	
402-1500-535-52		Operating Supplies	Amazon - Work utility pants		117.12	
402-1500-535-52		Operating Supplies	Amazon - Wet dry vacuum		143.00	
402-1500-535-52		Operating Supplies	Amazon - Tool kit		99.99	
402-1500-535-52		Operating Supplies	Amazon - Saw/battery/hammer		622.35	
402-1500-535-52		Operating Supplies	Amazon - Air blow gun		59.95	
402-1500-535-52		Operating Supplies	Amazon - Work Boots		249.75	
402-1500-535-52		Operating Supplies	Amazon - Light		549.90	
402-1500-535-52		Operating Supplies	Amazon - Igloo water cooler		52.72	
402-1500-535-52		Operating Supplies	Pollardwater - 6 Gate valve keys		653.10	
402-1500-535-52		Operating Supplies	Amazon - Headlamp		149.34	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code PYH Marina Summary						
	Payment Type	Payable Count	Payment Count	Discount	Payment	
	Regular Checks	0	0	0.00	0.00	
	Manual Checks	0	0	0.00	0.00	
	Voided Checks	0	0	0.00	0.00	
	Bank Drafts	3	3	0.00	51,244.67	
	EFT's	0	0	0.00	0.00	
		3	3	0.00	51,244.67	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Main Operating-Centennial Bank						
0829	CBT CONSTRUCTION & DEVELOPMENT	10/12/2023	Regular	0.00	7,184.31	85059
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
PRBLD202300937	Invoice	10/12/2023	Refund WW Assessment - 136 Tequesta S	0.00	7,184.31	
	402-325-106		Wastewater System Dev		7,184.31	
1227	CED ISLAMORADA	10/12/2023	Regular	0.00	666.06	85060
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
4428-1028217	Invoice	09/30/2023	Tools & Supplies	0.00	263.26	
	402-1500-535-52		Operating Supplies		263.26	
4428-1028290	Invoice	09/30/2023	Tools	0.00	168.50	
	402-1500-535-52		Operating Supplies		168.50	
4428-1028366	Invoice	09/30/2023	Tools	0.00	21.89	
	402-1500-535-52		Operating Supplies		21.89	
4428-1028424	Invoice	09/30/2023	Tools	0.00	184.71	
	402-1500-535-52		Operating Supplies		184.71	
4428-1028425	Invoice	09/30/2023	Supplies	0.00	27.70	
	402-1500-535-52		Operating Supplies		27.70	
2049	CHA CONSULTING, INC.	10/19/2023	Regular	0.00	5,440.61	85119
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
1173-02	Invoice	09/30/2023	NPK Pump Station Projects 4/15/23-09/2	0.00	5,440.61	
	402-1500-535-65		NPK Pump Station Project		5,440.61	
2049	CHA CONSULTING, INC.	11/30/2023	Regular	0.00	2,115.79	85381
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
1173-03	Invoice	11/30/2023	NPK Pump Station Projects Svcs 9/30-10/	0.00	2,115.79	
	402-1500-535-65		NPK Pump Station Project		2,115.79	
0114	CHART-ALL COMPANY INC.	10/12/2023	Regular	0.00	59.30	85061
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
1217	Invoice	10/12/2023	Reservation Tape	0.00	59.30	
	401-1400-575-52		Operating Supplies		59.30	
0239	CIGNA HEALTHCARE	10/20/2023	Bank Draft	0.00	152,864.43	DFT0002983
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
0923MedClaims	Invoice	09/30/2023	Sep23 Medical Claims	0.00	152,864.43	
	001-0300-512-23		Employee Insurance Pre		16,670.76	
	001-0400-512-23		Employee Insurance Pre		41,444.93	
	001-0500-513-23		Employee Insurance Pre		4,125.72	
	001-0600-515-23		Employee Insurance Pre		14,037.20	
	001-0700-519-23		Employee Insurance Pre		321.52	
	001-0800-521-23		Employee Insurance Pre		340.37	
	001-0900-522-23		Employee Insurance Pre		37,732.92	
	001-1100-524-23		Employee Insurance Pre		565.97	
	001-1200-541-23		Employee Insurance Pre		10,435.68	
	001-1300-572-23		Employee Insurance Pre		11,481.10	
	107-1000-524-23		Employee Insurance Bene		5,047.04	
	401-1400-575-23		Employee Insurance Pre		400.13	
	402-1500-535-23		Employee Insurance Pre		10,261.09	
0239	CIGNA HEALTHCARE	10/12/2023	Bank Draft	0.00	8,209.31	DFT0002984

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
3255405	Invoice	10/26/2023	Oct 23 Employee Dental Ins Prem	0.00	8,209.31	
001-0300-512-23	Employee Insurance Pre	Oct 23 Employee Dental Ins Pre	234.33			
001-0400-512-23	Employee Insurance Pre	Oct 23 Employee Dental Ins Pre	123.12			
001-0500-513-23	Employee Insurance Pre	Oct 23 Employee Dental Ins Pre	213.22			
001-0600-515-23	Employee Insurance Pre	Oct 23 Employee Dental Ins Pre	309.51			
001-0700-519-23	Employee Insurance Pre	Oct 23 Employee Dental Ins Pre	275.10			
001-0800-521-23	Employee Insurance Pre	Oct 23 Employee Dental Ins Pre	125.59			
001-0900-522-23	Employee Insurance Pre	Oct 23 Employee Dental Ins Pre	2,874.81			
001-1100-524-23	Employee Insurance Pre	Oct 23 Employee Dental Ins Pre	208.18			
001-1200-541-23	Employee Insurance Pre	Oct 23 Employee Dental Ins Pre	935.57			
001-1201-541-23	Employee Insurance Pre	Oct 23 Employee Dental Ins Pre	40.77			
001-1300-572-23	Employee Insurance Pre	Oct 23 Employee Dental Ins Pre	720.80			
001-229-023	Section 125 Payable	Oct 23 Employee Dental Ins Pre	648.95			
102-229-023	Section 125 Pbl	Oct 23 Employee Dental Ins Pre	4.08			
107-1000-524-23	Employee Insurance Bene	Oct 23 Employee Dental Ins Pre	521.36			
107-229-023	Section 125 Payable	Oct 23 Employee Dental Ins Pre	64.51			
401-1400-575-23	Employee Insurance Pre	Oct 23 Employee Dental Ins Pre	271.52			
401-229-023	Section 125 Pbl	Oct 23 Employee Dental Ins Pre	12.73			
402-1500-535-23	Employee Insurance Pre	Oct 23 Employee Dental Ins Pre	585.78			
402-229-023	Section 125 Pbl	Oct 23 Employee Dental Ins Pre	35.30			
403-229-023	Section 125 Pbl	Oct 23 Employee Dental Ins Pre	4.08			
0239	CIGNA HEALTHCARE	10/20/2023	Bank Draft	0.00	46,639.65	DFT0002986
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1023MedPrem	Invoice	10/26/2023	Oct23 Medical Ins Prem	0.00	46,639.65	
001-0300-512-23	Employee Insurance Pre	Oct23 Medical Ins Prem	924.16			
001-0400-512-23	Employee Insurance Pre	Oct23 Medical Ins Prem	723.43			
001-0500-513-23	Employee Insurance Pre	Oct23 Medical Ins Prem	1,360.77			
001-0600-515-23	Employee Insurance Pre	Oct23 Medical Ins Prem	1,926.36			
001-0700-519-23	Employee Insurance Pre	Oct23 Medical Ins Prem	1,320.54			
001-0800-521-23	Employee Insurance Pre	Oct23 Medical Ins Prem	573.93			
001-0900-522-23	Employee Insurance Pre	Oct23 Medical Ins Prem	14,463.73			
001-1100-524-23	Employee Insurance Pre	Oct23 Medical Ins Prem	895.67			
001-1200-541-23	Employee Insurance Pre	Oct23 Medical Ins Prem	4,246.98			
001-1201-541-23	Employee Insurance Pre	Oct23 Medical Ins Prem	270.06			
001-1300-572-23	Employee Insurance Pre	Oct23 Medical Ins Prem	4,213.16			
001-229-023	Section 125 Payable	Oct23 Medical Ins Prem	6,265.28			
107-1000-524-23	Employee Insurance Bene	Oct23 Medical Ins Prem	2,947.14			
107-229-023	Section 125 Payable	Oct23 Medical Ins Prem	418.51			
401-1400-575-23	Employee Insurance Pre	Oct23 Medical Ins Prem	1,599.31			
401-229-023	Section 125 Pbl	Oct23 Medical Ins Prem	392.41			
402-1500-535-23	Employee Insurance Pre	Oct23 Medical Ins Prem	3,328.44			
402-229-023	Section 125 Pbl	Oct23 Medical Ins Prem	769.77			
1903	CIVICPLUS, LLC	10/12/2023	Regular	0.00	5,000.00	85062
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
279094	Invoice	10/12/2023	Municode Conversion of Code	0.00	5,000.00	
001-0400-512-54	Dues & Subscriptions	Municode Conversion of Code	5,000.00			
2115	CLIFTON BOGGESE	10/26/2023	Regular	0.00	202.96	85165
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Reimb_Airvac	Invoice	10/26/2023	Reimb Meals Airvac Training 10/09/23-10	0.00	202.96	
402-1500-535-40	Travel & Per Diem	Reimb Meals Airvac Training 10/	202.96			
2115	CLIFTON BOGGESE	11/30/2023	Regular	0.00	20.00	85382

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
16953576	Invoice	11/30/2023	CDL Permit	0.00	20.00	
	402-1500-535-55	Training	CDL Permit		20.00	
0118	COLLEEN C. HAMMON	10/12/2023	Regular	0.00	918.00	85063
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9/25/23-10/8/23	Invoice	10/12/2023	Swim Instruction 9/25/23-10/8/23	0.00	918.00	
	001-1300-572-31	Professional Services	Swim Instruction 9/25/23-10/8/		1,020.00	
	001-1300-572-31	Professional Services	10% Contractor Fee		-102.00	
0118	COLLEEN C. HAMMON	10/26/2023	Regular	0.00	297.00	85166
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10/9/23-10/22/2	Invoice	10/26/2023	Swim Instruction 10/9/23-10/22/23	0.00	297.00	
	001-1300-572-31	Professional Services	Swim Instruction 10/9/23-10/22		330.00	
	001-1300-572-31	Professional Services	10% Contractor Fee		-33.00	
0118	COLLEEN C. HAMMON	11/09/2023	Regular	0.00	108.00	85253
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10/23/23-11/5/2	Invoice	11/09/2023	Swim Instruction 10/23/23-11/5/23	0.00	108.00	
	001-1300-572-31	Professional Services	Swim Instruction 10/23/23-11/5		120.00	
	001-1300-572-31	Professional Services	10% Contractor Fee		-12.00	
0118	COLLEEN C. HAMMON	11/22/2023	Regular	0.00	81.00	85339
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11/6/23-11/19/2	Invoice	11/22/2023	Swim Instruction 11/6/23-11/19/23	0.00	81.00	
	001-1300-572-31	Professional Services	Swim Instruction 11/6/23-11/19		90.00	
	001-1300-572-31	Professional Services	10% Contractor Fee		-9.00	
0119	COMCAST	10/12/2023	Regular	0.00	161.80	85064
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Nov 23 0135112	Invoice	10/12/2023	Digital Adapters ST 20	0.00	161.80	
	001-0900-522-52	Operating Supplies	Digital Adapters ST 20		161.80	
0119	COMCAST	10/19/2023	Regular	0.00	131.90	85120
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Nov 23 0254129	Invoice	10/19/2023	Marina WiFi #4129 10/23/23-11/22/23	0.00	131.90	
	401-1400-575-41	Communications	Marina WiFi #4129 10/23/23-11		131.90	
0119	COMCAST	10/19/2023	Regular	0.00	64.50	85121
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Nov 23 0243122	Invoice	10/19/2023	Digital Adapters ST 21 10/16/23-11/15/23	0.00	64.50	
	001-0900-522-52	Operating Supplies	Digital Adapters ST 21 10/16/23		64.50	
0119	COMCAST	10/19/2023	Regular	0.00	131.90	85122
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Nov 23 0254103	Invoice	10/19/2023	Marina WiFi #4103 10/22/23-11/21/23	0.00	131.90	
	401-1400-575-41	Communications	Marina WiFi #4103 10/22/23-11		131.90	
0119	COMCAST	10/26/2023	Regular	0.00	201.40	85167

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Nov 23 0325887	Invoice	10/26/2023	Internet for Public WiFi 10/18/23-11/17/2	0.00	201.40	
	001-0700-519-41	Communications	Internet for Public WiFi 10/18/2		201.40	
0119	COMCAST	11/09/2023	Regular	0.00	257.86	85254
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Dec 23 0137738	Invoice	11/09/2023	Internet Local Law 11/11/23-12/10/23	0.00	257.86	
	001-0800-521-41	Communications	Internet Local Law 11/11/23-12		257.86	
0119	COMCAST	11/09/2023	Regular	0.00	244.85	85255
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Nov 23 0137738	Invoice	11/09/2023	Internet Local Law 10/11/23-11/10/23	0.00	244.85	
	001-0800-521-41	Communications	Internet Local Law 10/11/23-11		244.85	
0119	COMCAST	11/16/2023	Regular	0.00	161.80	85300
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Dec 23 0135112	Invoice	11/16/2023	FS 20 Digital Adapters 11/04/23-12/03/23	0.00	161.80	
	001-0900-522-52	Operating Supplies	FS 20 Digital Adapters 11/04/23		161.80	
0119	COMCAST	11/16/2023	Regular	0.00	64.50	85301
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Dec 23 0243122	Invoice	11/16/2023	FS 21 Digital Adapters 11/16/23-12/15/23	0.00	64.50	
	001-0900-522-52	Operating Supplies	FS 21 Digital Adapters 11/16/23		64.50	
0119	COMCAST	11/22/2023	Regular	0.00	131.90	85340
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Dec 23 0254103	Invoice	11/22/2023	WiFi #4103 11/22/23-12/21/23	0.00	131.90	
	401-1400-575-41	Communications	WiFi #4103 11/22/23-12/21/23		131.90	
0119	COMCAST	11/22/2023	Regular	0.00	201.40	85341
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Dec 23 0325887	Invoice	11/22/2023	Internet for Public WiFi 11/18/23-12/17/2	0.00	201.40	
	001-0700-519-41	Communications	Internet for Public WiFi 11/18/2		201.40	
0119	COMCAST	11/22/2023	Regular	0.00	131.90	85342
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Dec 23 0254129	Invoice	11/22/2023	WiFi #4129 11/23/23-12/22/23	0.00	131.90	
	401-1400-575-41	Communications	WiFi #4129 11/23/23-12/22/23		131.90	
0120	COMMERCIAL ENERGY SPECIALISTS, INC	10/05/2023	Regular	0.00	715.27	85010
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
214068	Invoice	09/30/2023	Pulsar Sensor Repair	0.00	715.27	
	001-1300-572-46	Repair & Maintenance	Pulsar Sensor Repair		715.27	
0120	COMMERCIAL ENERGY SPECIALISTS, INC	11/02/2023	Regular	0.00	4,793.86	85209
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
217315	Invoice	11/02/2023	Pool Chemicals FY 23-24	0.00	4,093.86	
	001-1300-572-52	Operating Supplies	Pool Chemicals FY 23-24		4,093.86	
248747	Invoice	11/02/2023	Aquatic Facility Oper Course - G. Pena & J.	0.00	700.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	001-1300-572-55	Training	Aquatic Facility Oper Course - G.		700.00	
0120	COMMERCIAL ENERGY SPECIALISTS, INC	11/16/2023	Regular	0.00	416.70	85302
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
218547	Invoice	11/16/2023	Pool Supplies	0.00	416.70	
	001-1300-572-52		Operating Supplies		416.70	
0120	COMMERCIAL ENERGY SPECIALISTS, INC	11/30/2023	Regular	0.00	19.04	85383
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
217751-1	Invoice	11/30/2023	AFO Course S&H only	0.00	19.04	
	001-1300-572-55		Training		19.04	
1433	CONCH REPUBLIC APPAREL	11/22/2023	Regular	0.00	465.00	85343
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
1427	Invoice	11/22/2023	PYH Shirts for Resale	0.00	465.00	
	401-1400-575-52		Operating Supplies		465.00	
0123	CONCH TREE & LANDSCAPE INC	10/12/2023	Regular	0.00	2,000.00	85065
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
315129	Invoice	10/12/2023	Dead Tree Removal - Beach Area	0.00	2,000.00	
	001-1300-572-46		Repair & Maintenance		2,000.00	
0123	CONCH TREE & LANDSCAPE INC	10/19/2023	Regular	0.00	7,525.00	85123
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
315150	Invoice	10/19/2023	Tree Trim and Removal Founders Park Bea	0.00	1,450.00	
	001-1300-572-46		Repair & Maintenance		1,450.00	
315151	Invoice	10/19/2023	Founders Park Plantings II	0.00	5,375.00	
	300-1200-541-66		Landscaping Projects		5,375.00	
315152	Invoice	10/19/2023	Tree Replacement @ Founders Park	0.00	700.00	
	300-1200-541-66		Landscaping Projects		700.00	
0125	COOL ENVIRONMENT CORP	10/26/2023	Regular	0.00	8,970.26	85168
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
4396 Deposit	Invoice	10/26/2023	Replacement Pool Heaters - Deposit	0.00	8,970.26	
	300-1300-572-64		Capital Outlay - Parks & R		8,970.26	
0125	COOL ENVIRONMENT CORP	11/16/2023	Regular	0.00	5,980.18	85303
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
4429	Invoice	11/16/2023	40% remaining balance - Replacement Po	0.00	5,980.18	
	300-1300-572-64		Capital Outlay - Parks & R		5,980.18	
1233	CORAL KEYS PARTY RENTALS	10/26/2023	Regular	0.00	2,179.60	85169
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
3028	Invoice	09/30/2023	Feb 17 Eagles Beats on the Bay	0.00	759.80	
	001-1300-574-49		Special Events		759.80	
3078	Invoice	09/30/2023	Mar 4 Top Petty Beats on the Bay	0.00	759.80	
	001-1300-574-49		Special Events		759.80	
3452	Invoice	10/26/2023	Tent & Lighting Rental 10/21- Trunk or Tre	0.00	660.00	
	001-1300-574-49		Special Events		660.00	
1233	CORAL KEYS PARTY RENTALS	11/09/2023	Regular	0.00	816.25	85256

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3443	Invoice	11/09/2023	Beats on the Bay Music City Stones Lighti	0.00	816.25	
	001-1300-574-49		Special Events		816.25	
0892	CPH CONSULTING LLC	10/26/2023	Regular	0.00	13,011.29	85170
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
150913	Invoice	09/30/2023	GTH Improvements CEI thru 9/29/23	0.00	3,423.75	
	300-1200-541-67		GTH Improvements		3,423.75	
150914	Invoice	09/30/2023	WA #5 Solar Light Poles Certification	0.00	9,587.54	
	300-1300-572-67		Solar Lighting Replaceme		9,587.54	
1975	CREATIVE THREADS SOUTH FLORIDA	11/22/2023	Regular	0.00	128.00	85344
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
18968	Invoice	11/22/2023	Uniform Polos	0.00	128.00	
	001-0900-522-52		Operating Supplies		128.00	
0279	CRYSTAL SPRINGS WATER CO.	10/19/2023	Regular	0.00	58.45	85124
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
15570671 10082	Invoice	10/19/2023	Water	0.00	58.45	
	401-1400-575-52		Operating Supplies		58.45	
0279	CRYSTAL SPRINGS WATER CO.	11/09/2023	Regular	0.00	47.46	85257
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
15570671 11052	Invoice	11/09/2023	Water	0.00	47.46	
	401-1400-575-52		Operating Supplies		47.46	
1425	CSA CENTRAL, INC.	10/05/2023	Regular	0.00	2,974.44	85011
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2618826	Invoice	09/30/2023	PTP Developments Design through 9/27/2	0.00	2,974.44	
	300-1300-572-68		146 Sunshine (PTP Entran		2,974.44	
1425	CSA CENTRAL, INC.	11/02/2023	Regular	0.00	15,875.56	85210
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2618840	Invoice	11/02/2023	Plantation Tropical Preserve Development	0.00	15,875.56	
	300-1300-572-68		146 Sunshine (PTP Entran		15,875.56	
1513	DANA SAFETY SUPPLY, INC	10/12/2023	Regular	0.00	17,579.00	85066
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
500530-X	Invoice	10/12/2023	Ford F-250 truck equipment	0.00	13,479.00	
	300-0900-522-64		Capital Outlay - Fire Resc		13,479.00	
502565-X	Invoice	10/12/2023	Ford F-250 truck equipment	0.00	4,100.00	
	300-0900-522-64		Capital Outlay - Fire Resc		4,100.00	
0854	DANIEL SELF	10/26/2023	Regular	0.00	350.00	85171
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Reimb_2770/254	Invoice	10/26/2023	Reimb - Ethical & Legal Issues, Fire Preven	0.00	350.00	
	001-0900-522-55		Training		175.00	
	001-0900-522-55		Training		175.00	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1908	DAVIS TIRE CENTER OF THE KEYS	11/30/2023	Regular	0.00	477.00	85384
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
97394	Invoice	11/30/2023	Mount Tires - Engine 21	0.00	477.00	
	001-0900-522-46		Repair & Maintenance	Mount Tires - Engine 21	477.00	
1670	DELAWARE ELEVATOR OF FLORIDA, INC.	10/05/2023	Regular	0.00	210.00	85012
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
56984	Invoice	10/05/2023	ST 20 Elevator Maintenance	0.00	210.00	
	001-0900-522-46		Repair & Maintenance	ST 20 Elevator Maintenance	210.00	
1670	DELAWARE ELEVATOR OF FLORIDA, INC.	11/16/2023	Regular	0.00	210.00	85304
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
57817	Invoice	11/16/2023	ST 20 Elevator Maintenance	0.00	210.00	
	001-0900-522-46		Repair & Maintenance	ST 20 Elevator Maintenance	210.00	
1670	DELAWARE ELEVATOR OF FLORIDA, INC.	11/30/2023	Regular	0.00	210.00	85385
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
54854	Invoice	09/30/2023	ST 20 Elevator Maintenance - Aug 23	0.00	210.00	
	001-0900-522-46		Repair & Maintenance	ST 20 Elevator Maintenance - A	210.00	
0502	DEPARTMENT OF BUSINESS AND PROFESSIONA	10/11/2023	Bank Draft	0.00	7,702.99	DFT0002968
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
1st Qtr Jul-Sep 23	Invoice	09/30/2023	1st Quarter fees; Collected July1-Sept 30,	0.00	7,702.99	
	107-1000-524-31		Professional Services	1st Quarter fees; Collected July1	7,702.99	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0132	DIXIE ALUMINUM PRODUCTS, INC	10/12/2023	Regular	0.00	1,816.08	85067
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Sep 23 42345	Invoice	09/30/2023	Sep 23 Various Accounts	0.00	1,816.08	
	Account Number		Account Name		Item Description	Distribution Amount
	001-0900-522-52		Operating Supplies		Station Supplies	18.99
	001-0900-522-52		Operating Supplies		Propane	39.98
	001-1200-541-52		Operating Supplies		Supplies	64.95
	001-1200-541-52		Operating Supplies		Supplies	72.72
	001-1200-541-52		Operating Supplies		Supplies	2.99
	001-1200-541-52		Operating Supplies		Supplies	55.98
	001-1200-541-52		Operating Supplies		Supplies	12.98
	001-1200-541-52		Operating Supplies		Supplies	10.99
	001-1200-541-52		Operating Supplies		Supplies	14.99
	001-1200-541-52		Operating Supplies		Supplies	8.49
	001-1200-541-52		Operating Supplies		Supplies	29.94
	001-1200-541-52		Operating Supplies		Supplies	146.60
	001-1300-572-52		Operating Supplies		Park Supplies	47.14
	001-1300-572-52		Operating Supplies		Maintenance Supplies	28.48
	001-1300-572-52		Operating Supplies		Park Supplies	52.26
	401-1400-575-46		Repair & Maintenance		Replace Cleat on Ramp Pilings	13.97
	402-1500-535-52		Operating Supplies		Supplies	70.96
	402-1500-535-52		Operating Supplies		Supplies	49.62
	402-1500-535-52		Operating Supplies		Supplies	88.96
	402-1500-535-52		Operating Supplies		Supplies	22.74
	402-1500-535-52		Operating Supplies		Supplies	55.49
	402-1500-535-52		Operating Supplies		Supplies	43.26
	402-1500-535-52		Operating Supplies		Supplies	84.98
	402-1500-535-52		Operating Supplies		Supplies	177.22
	402-1500-535-52		Operating Supplies		Supplies	106.99
	402-1500-535-52		Operating Supplies		Supplies	81.96
	402-1500-535-52		Operating Supplies		Supplies	20.45
	402-1500-535-52		Operating Supplies		Supplies	37.56
	402-1500-535-52		Operating Supplies		Supplies	10.99
	402-1500-535-52		Operating Supplies		Supplies	18.07
	402-1500-535-52		Operating Supplies		Supplies	52.23
	402-1500-535-52		Operating Supplies		Supplies	28.47
	402-1500-535-52		Operating Supplies		Supplies	82.68
	402-1500-535-52		Operating Supplies		Supplies	3.99
	402-1500-535-52		Operating Supplies		Supplies	8.10
	402-1500-535-52		Operating Supplies		Supplies	40.98
	402-1500-535-52		Operating Supplies		Supplies	44.97
	402-1500-535-52		Operating Supplies		Supplies	63.96
0132	DIXIE ALUMINUM PRODUCTS, INC	11/09/2023	Regular	0.00	2,187.66	85258

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Oct 23 42345	Invoice	11/09/2023	Oct 23 Various Accounts	0.00	2,187.66	
	001-0300-512-52	Operating Supplies	Marking Paint & Weir Lock		44.97	
	001-0900-522-52	Operating Supplies	Station Supplies		151.53	
	001-0900-522-52	Operating Supplies	Station Supplies		4.99	
	001-0900-522-52	Operating Supplies	Propane		39.98	
	001-1200-541-52	Operating Supplies	Supplies		16.57	
	001-1200-541-52	Operating Supplies	Supplies		170.82	
	001-1200-541-52	Operating Supplies	Supplies		4.08	
	001-1200-541-52	Operating Supplies	Supplies		8.37	
	001-1200-541-52	Operating Supplies	Supplies		122.65	
	001-1200-541-52	Operating Supplies	Supplies		13.38	
	001-1200-541-52	Operating Supplies	Supplies		4.55	
	001-1200-541-52	Operating Supplies	Supplies		16.27	
	001-1200-541-52	Operating Supplies	Supplies		20.93	
	001-1200-541-52	Operating Supplies	Supplies Refund		-4.48	
	001-1200-541-52	Operating Supplies	Supplies		38.70	
	001-1300-572-52	Operating Supplies	Pool Cleaning Supplies		24.55	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		64.99	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		14.75	
	001-1300-574-49	Special Events	Spray Foam for Trunk or Treat Pr		17.97	
	401-1400-575-52	Operating Supplies	Supplies		5.99	
	401-1400-575-52	Operating Supplies	Cleaner		16.73	
	402-1500-535-52	Operating Supplies	Supplies		167.40	
	402-1500-535-52	Operating Supplies	Supplies		17.32	
	402-1500-535-52	Operating Supplies	Supplies		50.97	
	402-1500-535-52	Operating Supplies	Supplies		33.98	
	402-1500-535-52	Operating Supplies	Supplies		37.90	
	402-1500-535-52	Operating Supplies	Supplies		139.99	
	402-1500-535-52	Operating Supplies	Supplies		10.10	
	402-1500-535-52	Operating Supplies	Supplies		93.96	
	402-1500-535-52	Operating Supplies	Supplies		28.44	
	402-1500-535-52	Operating Supplies	Supplies		19.98	
	402-1500-535-52	Operating Supplies	Supplies		2.00	
	402-1500-535-52	Operating Supplies	Supplies		43.91	
	402-1500-535-52	Operating Supplies	Supplies		8.69	
	402-1500-535-52	Operating Supplies	Supplies		65.65	
	402-1500-535-52	Operating Supplies	Supplies		60.04	
	402-1500-535-52	Operating Supplies	Supplies - Refund		-3.20	
	402-1500-535-52	Operating Supplies	Supplies		56.52	
	402-1500-535-52	Operating Supplies	Supplies		4.12	
	402-1500-535-52	Operating Supplies	Supplies		6.58	
	402-1500-535-52	Operating Supplies	Supplies		108.95	
	402-1500-535-52	Operating Supplies	Supplies		4.58	
	402-1500-535-52	Operating Supplies	Supplies		339.40	
	402-1500-535-52	Operating Supplies	Supplies		92.09	

1916	DOCKMASTERS MARINE CONSTRUCTION INC.	10/19/2023	Regular	0.00	31,730.00	85125
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10043-1	Invoice	09/30/2023	Pmt of C/O#2 Apprvl by VC @ 10/10/23 R	0.00	31,730.00	
	401-1400-575-65	Capital Outlay - Dock Dec	Pmt of C/O#2 Apprvl by VC @ 1		31,730.00	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1637	DONERITE PUMPS, INC.	10/19/2023	Regular	0.00	2,650.00	85126
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
14590	Invoice	10/19/2023	Motor Maintenance	0.00	1,150.00	
	402-1500-535-46		Repair & Maintenance		1,150.00	
14591	Invoice	10/19/2023	Motor Maintenance	0.00	750.00	
	402-1500-535-46		Repair & Maintenance		750.00	
14592	Invoice	10/19/2023	Motor Maintenance	0.00	750.00	
	402-1500-535-46		Repair & Maintenance		750.00	
1662	ELECTRONIC MAINTENANCE & COMMUNICATI	11/16/2023	Regular	0.00	715.00	85305
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV-103987	Invoice	11/16/2023	Radio Repairs	0.00	715.00	
	001-0900-522-46		Repair & Maintenance		715.00	
1963	ELIZABETH JOLIN	11/30/2023	Regular	0.00	163.01	85386
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Reimb. Climate S	Invoice	11/30/2023	Climate Leadership Summit Reimb Meals,	0.00	163.01	
	001-0100-511-40		Travel & Per Diem		163.01	
0146	ENVIRONMENTAL MARINE SERVICES, INC	10/12/2023	Regular	0.00	366.59	85068
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0188370-IN	Invoice	09/30/2023	Pumpout Adapters for Resale	0.00	366.59	
	401-1400-575-52		Operating Supplies		366.59	
0146	ENVIRONMENTAL MARINE SERVICES, INC	11/22/2023	Regular	0.00	365.52	85345
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0189563-IN	Invoice	11/22/2023	Pumpout Adapters for Resale	0.00	365.52	
	401-1400-575-52		Operating Supplies		365.52	
0998	ESO SOLUTIONS, INC	11/09/2023	Regular	0.00	12,596.46	85259
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
ESO-123539	Invoice	11/09/2023	Hydrants, Inspections, Properties Module	0.00	4,047.34	
	001-0900-522-54		Dues & Subscriptions		4,047.34	
ESO-123545	Invoice	11/09/2023	Fire Incident Reporting Software, Annual	0.00	6,963.07	
	001-0900-522-54		Dues & Subscriptions		6,963.07	
ESO-123555	Invoice	11/09/2023	CAD Integration	0.00	1,586.05	
	001-0900-522-54		Dues & Subscriptions		1,586.05	
1368	EVELYN FRALEY	11/02/2023	Regular	0.00	943.29	85211
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Reimb. CV Conf 1	Invoice	11/02/2023	CityView Conf Phoenix, AZ (Airfare, meals	0.00	943.29	
	107-1000-524-40		Travel & Per Diem		943.29	
2098	EVERNORTH CARE SOLUTIONS, INC	10/26/2023	Regular	0.00	791.66	85172
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
84984	Invoice	10/26/2023	Nov 2023 EAP	0.00	791.66	
	001-0300-512-31		Professional Services		791.66	
2098	EVERNORTH CARE SOLUTIONS, INC	11/22/2023	Regular	0.00	791.66	85346

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
86325	Invoice	11/22/2023	Dec 2023 EAP	0.00	791.66	
	001-0300-512-31		Professional Services		791.66	
1067	F.J. NUGENT & ASSOCIATES, INC.	10/26/2023	Regular	0.00	23,760.85	85173
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
16567	Invoice	10/26/2023	E-One - grinder pump parts	0.00	23,760.85	
	402-1500-535-52		Operating Supplies		4,199.85	
	402-1500-535-52		Operating Supplies		1,960.20	
	402-1500-535-52		Operating Supplies		3,900.00	
	402-1500-535-52		Operating Supplies		1,415.55	
	402-1500-535-52		Operating Supplies		3,764.70	
	402-1500-535-52		Operating Supplies		2,595.00	
	402-1500-535-52		Operating Supplies		49.20	
	402-1500-535-52		Operating Supplies		39.00	
	402-1500-535-52		Operating Supplies		1,945.35	
	402-1500-535-52		Operating Supplies		350.00	
	402-1500-535-52		Operating Supplies		3,542.00	
0153	FEDERAL EXPRESS	10/05/2023	Regular	0.00	41.68	85013
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
8-273-51136	Invoice	10/05/2023	FY 23-24 Trim Pkg	0.00	41.68	
	001-0500-513-42		Freight & Postage		41.68	
0153	FEDERAL EXPRESS	11/02/2023	Regular	0.00	20.96	85212
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
8-302-49068	Invoice	11/02/2023	Shipment N. Collier Fire Rescue	0.00	20.96	
	001-0900-522-42		Freight & Postage		20.96	
0971	FERGUSON WATERWORKS	11/16/2023	Regular	0.00	20,584.00	85306
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1221739	Invoice	11/16/2023	6" flange sewer check valves	0.00	20,584.00	
	402-1500-535-52		Operating Supplies		20,584.00	
0971	FERGUSON WATERWORKS	11/22/2023	Regular	0.00	5,308.00	85347
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1247239	Invoice	11/22/2023	Parts for Pump	0.00	4,607.71	
	402-1500-535-52		Operating Supplies		25.31	
	402-1500-535-52		Operating Supplies		1,017.40	
	402-1500-535-52		Operating Supplies		2,016.00	
	402-1500-535-52		Operating Supplies		582.40	
	402-1500-535-52		Operating Supplies		444.80	
	402-1500-535-52		Operating Supplies		521.80	
1247239-1	Invoice	11/22/2023	Parts for Pump	0.00	700.29	
	402-1500-535-52		Operating Supplies		227.79	
	402-1500-535-52		Operating Supplies		155.30	
	402-1500-535-52		Operating Supplies		317.20	
0164	FLORIDA ASSOCIATION OF CITY CLERKS	10/05/2023	Regular	0.00	450.00	85014
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
YR2 FACC FALL AC	Invoice	10/05/2023	FACC 2nd Year Fall Academy CMC Training	0.00	450.00	
	001-0400-512-55		Training		450.00	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0166	FLORIDA DEPARTMENT OF REVENUE	10/12/2023	Bank Draft	0.00	2,284.95	DFT0002969
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Sep 2023 IFP	Invoice	09/30/2023	September 2023 IFP Sales Tax Pmt	0.00	2,284.95	
	001-217-003		Sales Tax Payable		2,314.95	
	001-369-000		Miscellaneous Revenue		-30.00	
0166	FLORIDA DEPARTMENT OF REVENUE	10/12/2023	Bank Draft	0.00	7,404.28	DFT0002971
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Sep 2023 PYH	Invoice	09/30/2023	September 2023 PYH Sales Tax Pamt	0.00	7,404.28	
	401-217-000		Sales Tax Payable		7,434.28	
	401-347-506		Miscellaneous Revenue		-30.00	
0166	FLORIDA DEPARTMENT OF REVENUE	11/16/2023	Bank Draft	0.00	1,584.70	DFT0003004
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Oct 2023 IFP	Invoice	11/16/2023	October 2023 IFP Sales Tax Pmt	0.00	1,584.70	
	001-217-003		Sales Tax Payable		1,614.70	
	001-369-000		Miscellaneous Revenue		-30.00	
0166	FLORIDA DEPARTMENT OF REVENUE	11/16/2023	Bank Draft	0.00	7,145.91	DFT0003005
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Oct 2023 PYH	Invoice	11/16/2023	October 2023 PYH Sales Tax Pmt	0.00	7,145.91	
	401-217-000		Sales Tax Payable		7,175.91	
	401-347-506		Miscellaneous Revenue		-30.00	
1465	FLORIDA FIRE MARSHALS AND INSPECTORS AS	10/05/2023	Regular	0.00	285.00	85015
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
14649	Invoice	10/05/2023	FFMIA Dues 23-24 - T. Abel	0.00	95.00	
	001-0900-522-54		Dues & Subscriptions		95.00	
14676	Invoice	10/05/2023	FFMIA Dues 23-24 - J. Lyman	0.00	95.00	
	001-0900-522-54		Dues & Subscriptions		95.00	
14955	Invoice	10/05/2023	FFMIA Dues 23-24 - M. DiRusso	0.00	95.00	
	001-0900-522-54		Dues & Subscriptions		95.00	
1465	FLORIDA FIRE MARSHALS AND INSPECTORS AS	10/12/2023	Regular	0.00	95.00	85069
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
14619	Invoice	10/12/2023	2024 FFMIA Ann Membership Dues - Shei	0.00	95.00	
	107-1000-524-54		Dues & Subscriptions		95.00	
0173	FLORIDA KEYS AQUEDUCT AUTHORITY	10/05/2023	Regular	0.00	7,300.00	85016
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
MISC0000045349	Invoice	09/30/2023	Hydrant Maintenance FY22-23	0.00	7,300.00	
	001-0900-522-43		Utilities		7,300.00	
0173	FLORIDA KEYS AQUEDUCT AUTHORITY	10/19/2023	Regular	0.00	230.15	85127
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Oct 23 048230	Invoice	10/19/2023	286 Gardenia St WW Pump Station 09/16	0.00	208.22	
	402-1500-535-43		Utilities		208.22	
Oct 23 049687	Invoice	10/19/2023	PTP 09/16/23-10/13/23	0.00	21.93	
	001-1200-541-43		Utilities		21.93	
0173	FLORIDA KEYS AQUEDUCT AUTHORITY	10/26/2023	Regular	0.00	13,394.98	85174

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
MISC0000045398	Invoice	09/30/2023	Aug 23 FKA Billing	0.00	13,394.98	
	402-1500-535-31	Professional Services	Aug 23 FKA Billing		13,394.98	
0173	FLORIDA KEYS AQUEDUCT AUTHORITY	11/02/2023	Regular	0.00	11,590.46	85213
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Oct 23 002425	Invoice	11/02/2023	IFP Complex 09/23/23-10/20/23	0.00	1,323.88	
	001-1200-541-43	Utilities	IFP Complex 09/23/23-10/20/2		132.39	
	001-1300-572-43	Utilities	IFP Complex 09/23/23-10/20/2		1,191.49	
Oct 23 006497	Invoice	11/02/2023	Hurricane Monument 09/23/23-10/20/2	0.00	719.51	
	001-1200-541-43	Utilities	Hurricane Monument 09/23/2		719.51	
Oct 23 006594	Invoice	11/02/2023	Southwinds Park 09/23/23-10/20/23	0.00	52.77	
	001-1200-541-43	Utilities	Southwinds Park 09/23/23-10/2		52.77	
Oct 23 008453	Invoice	11/02/2023	GTH Russell Cottage 09/23/23-10/20/23	0.00	38.16	
	001-1200-541-43	Utilities	GTH Russell Cottage 09/23/23-1		38.16	
Oct 23 008759	Invoice	11/02/2023	FS 20 09/23/23-10/20/23	0.00	270.09	
	001-0900-522-43	Utilities	FS 20 09/23/23-10/20/23		270.09	
Oct 23 010423	Invoice	11/02/2023	MPK WW Pump Station 09/23/23-10/20/	0.00	23.38	
	402-1500-535-43	Utilities	MPK WW Pump Station 09/23/2		23.38	
Oct 23 020100	Invoice	11/02/2023	GTH 81224 OS Hwy Rear 09/23/23-10/20	0.00	21.11	
	001-1200-541-43	Utilities	GTH 81224 OS Hwy Rear 09/23/		21.11	
Oct 23 028963	Invoice	11/02/2023	Library Beach 09/23/23-10/20/23	0.00	505.35	
	001-1200-541-43	Utilities	Library Beach 09/23/23-10/20/		505.35	
Oct 23 032623	Invoice	11/02/2023	Southwinds Park 1 09/23/23-10/20/23	0.00	536.87	
	001-1200-541-43	Utilities	Southwinds Park 1 09/23/23-10		536.87	
Oct 23 042792	Invoice	11/02/2023	Anne's Beach 09/23/23-10/20/23	0.00	164.15	
	001-1200-541-43	Utilities	Anne's Beach 09/23/23-10/20/2		164.15	
Oct 23 048950	Invoice	11/02/2023	IFP Pool & Irrigation 09/23/23-10/20/23	0.00	5,022.27	
	001-1300-572-43	Utilities	IFP Pool & Irrigation 09/23/23-1		5,022.27	
Oct 23 050440	Invoice	11/02/2023	FS 20 Det Line 09/23/23-10/20/23	0.00	48.45	
	001-0900-522-43	Utilities	FS 20 Det Line 09/23/23-10/20/		48.45	
Oct 23 200909	Invoice	11/02/2023	Marina Bathroom 09/23/23-10/20/23	0.00	223.68	
	001-1300-572-43	Utilities	Marina Bathroom 09/23/23-10/		22.37	
	401-1400-575-43	Utilities	Marina Bathroom 09/23/23-10/		201.31	
Oct 23 200910	Invoice	11/02/2023	Dock 1 09/23/23-10/20/23	0.00	258.93	
	401-1400-575-43	Utilities	Dock 1 09/23/23-10/20/23		258.93	
Oct 23 200911	Invoice	11/02/2023	Dock 2 09/23/23-10/20/23	0.00	273.22	
	401-1400-575-43	Utilities	Dock 2 09/23/23-10/20/23		273.22	
Oct 23 200928	Invoice	11/02/2023	Marina Fire Det Line 09/23/23-10/20/23	0.00	97.38	
	401-1400-575-43	Utilities	Marina Fire Det Line 09/23/23-1		97.38	
Oct 23 200956	Invoice	11/02/2023	Dock 3 09/23/23-10/20/23	0.00	425.36	
	401-1400-575-43	Utilities	Dock 3 09/23/23-10/20/23		425.36	
Oct 23 200993	Invoice	11/02/2023	Community Center 09/23/23-10/20/23	0.00	224.93	
	001-1300-572-43	Utilities	Community Center 09/23/23-10		224.93	
Oct 23 201046	Invoice	11/02/2023	VH 09/23/23-10/20/23	0.00	374.73	
	001-0500-513-43	Utilities	VH 09/23/23-10/20/23		374.73	
Oct 23 201047	Invoice	11/02/2023	FS 19 09/23/23-10/20/23	0.00	460.44	
	001-0900-522-43	Utilities	FS 19 09/23/23-10/20/23		460.44	
Oct 23 204764	Invoice	11/02/2023	UMK WW Pump Station 09/23/23-10/20/	0.00	458.88	
	402-1500-535-43	Utilities	UMK WW Pump Station 09/23/		458.88	
Oct 23 204765	Invoice	11/02/2023	SPK WW Pump Station 09/23/23-10/20/2	0.00	22.68	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	402-1500-535-43	Utilities	SPK WW Pump Station 09/23/2		22.68	
Oct 23 204937	Invoice	11/02/2023	LMK WW Pump Station 09/23/23-10/20/	0.00	23.03	
	402-1500-535-43	Utilities	LMK WW Pump Station 09/23/2		23.03	
Oct 23 205415	Invoice	11/02/2023	KTCP Irrigation 09/23/23-10/20/23	0.00	21.21	
	001-1200-541-43	Utilities	KTCP Irrigation 09/23/23-10/20/		21.21	
0173	FLORIDA KEYS AQUEDUCT AUTHORITY	11/30/2023	Regular	0.00	25,849.15	85387
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Nov 23 002425	Invoice	11/30/2023	IFP Complex 10/21/23-11/24/23	0.00	5,188.76	
	001-1200-541-43	Utilities	IFP Complex 10/21/23-11/24/2		518.88	
	001-1300-572-43	Utilities	IFP Complex 10/21/23-11/24/2		4,669.88	
Nov 23 006497	Invoice	11/30/2023	Hurricane Monument 10/21/23-11/24/23	0.00	747.72	
	001-1200-541-43	Utilities	Hurricane Monument 10/21/23		747.72	
Nov 23 006594	Invoice	11/30/2023	Southwinds Park 10/21/23-11/24/23	0.00	52.77	
	001-1200-541-43	Utilities	Southwinds Park 10/21/23-11/2		52.77	
Nov 23 008463	Invoice	11/30/2023	GTH Russell Cottage 10/21/23-11/24/23	0.00	40.78	
	001-1200-541-43	Utilities	GTH Russell Cottage 10/21/23-1		40.78	
Nov 23 008759	Invoice	11/30/2023	FS 20 10/21/23-11/24/23	0.00	294.18	
	001-0900-522-43	Utilities	FS 20 10/21/23-11/24/23		294.18	
Nov 23 010423	Invoice	11/30/2023	MPK WW Pump Station 10/21/23-11/24/	0.00	23.87	
	402-1500-535-43	Utilities	MPK WW Pump Station 10/21/2		23.87	
Nov 23 020100	Invoice	11/30/2023	GTH 81224 OS H Rear 10/21/23-11/24/23	0.00	21.30	
	001-1200-541-43	Utilities	GTH 81224 OS H Rear 10/21/23-		21.30	
Nov 23 028963	Invoice	11/30/2023	Library Beach 10/21/23-11/24/23	0.00	467.89	
	001-1200-541-43	Utilities	Library Beach 10/21/23-11/24/		467.89	
Nov 23 032623	Invoice	11/30/2023	Southwinds Park 1 10/21/23-11/24/23	0.00	875.57	
	001-1200-541-43	Utilities	Southwinds Park 1 10/21/23-11		875.57	
Nov 23 042792	Invoice	11/30/2023	Anne's Beach 10/21/23-11/24/23	0.00	190.97	
	001-1200-541-43	Utilities	Anne's Beach 10/21/23-11/24/2		190.97	
Nov 23 048230	Invoice	11/30/2023	286 Gardenia St WW Pump Station 10/21	0.00	193.03	
	402-1500-535-43	Utilities	286 Gardenia St WW Pump Stati		193.03	
Nov 23 048950	Invoice	11/30/2023	IFP Pool & Irrigation 10/21/23-11/24/23	0.00	14,604.15	
	001-1300-572-43	Utilities	IFP Pool & Irrigation 10/21/23-1		14,604.15	
Nov 23 049687	Invoice	11/30/2023	PTP 10/14/23-11/17/23	0.00	22.22	
	001-1200-541-43	Utilities	PTP 10/14/23-11/17/23		22.22	
Nov 23 050440	Invoice	11/30/2023	FS 20 Det Line 10/21/23-11/24/23	0.00	48.42	
	001-0900-522-43	Utilities	FS 20 Det Line 10/21/23-11/24/		48.42	
Nov 23 200909	Invoice	11/30/2023	Marina Bathroom 10/21/23-11/24/23	0.00	279.18	
	001-1300-572-43	Utilities	Marina Bathroom 10/21/23-11/		27.92	
	401-1400-575-43	Utilities	Marina Bathroom 10/21/23-11/		251.26	
Nov 23 200910	Invoice	11/30/2023	Dock 1 10/21/23-11/24/23	0.00	300.31	
	401-1400-575-43	Utilities	Dock 1 10/21/23-11/24/23		300.31	
Nov 23 200911	Invoice	11/30/2023	Dock 2 10/21/23-11/24/23	0.00	399.17	
	401-1400-575-43	Utilities	Dock 2 10/21/23-11/24/23		399.17	
Nov 23 200928	Invoice	11/30/2023	Marina Fire Det Line 10/21/23-11/24/23	0.00	96.99	
	401-1400-575-43	Utilities	Marina Fire Det Line 10/21/23-1		96.99	
Nov 23 200956	Invoice	11/30/2023	Dock 3 10/21/23-11/24/23	0.00	479.40	
	401-1400-575-43	Utilities	Dock 3 10/21/23-11/24/23		479.40	
Nov 23 200993	Invoice	11/30/2023	Community Center 10/21/23-11/24/23	0.00	213.89	
	001-1300-572-43	Utilities	Community Center 10/21/23-11		213.89	
Nov 23 201046	Invoice	11/30/2023	VH 10/21/23-11/24/23	0.00	402.65	
	001-0500-513-43	Utilities	VH 10/21/23-11/24/23		402.65	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Nov 23 201047	Invoice	11/30/2023	FS 19 10/21/23-11/24/23	0.00	476.27	
	001-0900-522-43	Utilities	FS 19 10/21/23-11/24/23		476.27	
Nov 23 204764	Invoice	11/30/2023	UMK WW Pump Station 10/21/23-11/24/	0.00	328.73	
	402-1500-535-43	Utilities	UMK WW Pump Station 10/21/		328.73	
Nov 23 204765	Invoice	11/30/2023	SPK WW Pump Station 10/21/23-11/24/2	0.00	24.41	
	402-1500-535-43	Utilities	SPK WW Pump Station 10/21/2		24.41	
Nov 23 204937	Invoice	11/30/2023	LMK WW Pump Station 10/21/23-11/24/	0.00	22.41	
	402-1500-535-43	Utilities	LMK WW Pump Station 10/21/2		22.41	
Nov 23 205415	Invoice	11/30/2023	KTCP Irrigation 10/21/23-11/24/23	0.00	54.11	
	001-1200-541-43	Utilities	KTCP Irrigation 10/21/23-11/24/		54.11	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0178	FLORIDA KEYS ELECTRIC CO-OP	10/26/2023	Regular	0.00	41,757.58	85175
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
Oct 23 60025550	Invoice	10/26/2023	GTH Education Center 09/08/23-10/10/2	0.00	55.39	
	001-1200-541-43		Utilities		55.39	
Oct 23 60026000	Invoice	10/26/2023	GTH Russell Cottage 09/08/23-10/10/23	0.00	154.24	
	001-1200-541-43		Utilities		154.24	
Oct 23 60027650	Invoice	10/26/2023	KTCP 09/08/23-10/10/23	0.00	51.40	
	001-1200-541-43		Utilities		51.40	
Oct 23 61132202	Invoice	10/26/2023	FS 19 09/08/23-10/10/23	0.00	651.46	
	001-0900-522-43		Utilities		651.46	
Oct 23 61132204	Invoice	10/26/2023	LMK VPS 09/08/23-10/10/23	0.00	2,523.08	
	402-1500-535-43		Utilities		2,523.08	
Oct 23 61164000	Invoice	10/26/2023	Toll Gate Shores SW Pump 09/08/23-10/1	0.00	50.41	
	403-1600-538-43		Utilities		50.41	
Oct 23 63030100	Invoice	10/26/2023	Anne's Beach 09/08/23-10/10/23	0.00	52.99	
	001-1200-541-43		Utilities		52.99	
Oct 23 64216010	Invoice	10/26/2023	Art Walk Light - Matecumbe 09/08/23-10	0.00	58.48	
	001-1200-541-43		Utilities		58.48	
Oct 23 64216550	Invoice	10/26/2023	Art Walk Light - Moose Lodge 09/08/23-1	0.00	45.95	
	001-1200-541-43		Utilities		45.95	
Oct 23 64224650	Invoice	10/26/2023	Art Walk Light - Brewery 09/08/23-10/10/	0.00	55.39	
	001-1200-541-43		Utilities		55.39	
Oct 23 64231250	Invoice	10/26/2023	Art Walk Light - Beach Rd 09/08/23-10/10	0.00	45.95	
	001-1200-541-43		Utilities		45.95	
Oct 23 65127000	Invoice	10/26/2023	FS 20 09/08/23-10/10/23	0.00	1,491.55	
	001-0900-522-43		Utilities		1,491.55	
Oct 23 65128550	Invoice	10/26/2023	Library Beach 09/08/23-10/10/23	0.00	66.04	
	001-1200-541-43		Utilities		66.04	
Oct 23 67000503	Invoice	10/26/2023	Highway Lights 09/08/23-10/10/23	0.00	3,686.69	
	001-1200-541-43		Utilities		3,686.69	
Oct 23 67017500	Invoice	10/26/2023	Hurricane Monument 09/08/23-10/10/23	0.00	63.38	
	001-1200-541-43		Utilities		63.38	
Oct 23 67041700	Invoice	10/26/2023	South Winds 09/18/23-10/10/23 (partial	0.00	81.59	
	001-1200-541-43		Utilities		81.59	
Oct 23 67057455	Invoice	10/26/2023	UMK VPS 09/08/23-10/10/23	0.00	2,671.44	
	402-1500-535-43		Utilities		2,671.44	
Oct 23 69003301	Invoice	10/26/2023	Remote VPS 09/12/23-10/12/23	0.00	889.64	
	402-1500-535-43		Utilities		889.64	
Oct 23 71556010	Invoice	10/26/2023	Master VPS 09/12/23-10/12/23	0.00	4,113.99	
	402-1500-535-43		Utilities		4,113.99	
Oct 23 73173050	Invoice	10/26/2023	MPK VPS 09/12/23-10/12/23	0.00	794.06	
	402-1500-535-43		Utilities		794.06	
Oct 23 77054239	Invoice	10/26/2023	VH 09/12/23-10/12/23	0.00	2,834.62	
	001-0500-513-43		Utilities		2,834.62	
Oct 23 77054501	Invoice	10/26/2023	Pool Bldg 09/12/23-10/12/23	0.00	6,966.14	
	001-1300-572-43		Utilities		6,966.14	
Oct 23 77055001	Invoice	10/26/2023	North Lift Station 09/12/23-10/12/23	0.00	139.33	
	001-1300-572-43		Utilities		139.33	
Oct 23 77055002	Invoice	10/26/2023	Basketball/Comm Center 09/12/23-10/12	0.00	867.60	
	001-1300-572-43		Utilities		867.60	
Oct 23 77055010	Invoice	10/26/2023	Baseball/Soccer Field Lights 09/12/23-10/	0.00	1,178.36	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	001-1300-572-43	Utilities	Baseball/Soccer Field Lights 09/		1,178.36	
Oct 23 77055105	Invoice	10/26/2023	IFP Tennis Courts 09/12/23-10/12/23	0.00	81.55	
	001-1300-572-43	Utilities	IFP Tennis Courts 09/12/23-10/		81.55	
Oct 23 77055111	Invoice	10/26/2023	Amphitheater #1 09/12/23-10/12/23	0.00	43.17	
	001-1300-572-43	Utilities	Amphitheater #1 09/12/23-10/		43.17	
Oct 23 77055112	Invoice	10/26/2023	Amphitheater #2 09/12/23-10/12/23	0.00	43.76	
	001-1300-572-43	Utilities	Amphitheater #2 09/12/23-10/		43.76	
Oct 23 77055119	Invoice	10/26/2023	Marina Bath 09/12/23-10/12/23	0.00	702.11	
	401-1400-575-43	Utilities	Marina Bath 09/12/23-10/12/2		702.11	
Oct 23 77055500	Invoice	10/26/2023	Maintenance Bldg 09/12/23-10/12/23	0.00	272.09	
	001-1200-541-43	Utilities	Maintenance Bldg 09/12/23-10/		136.05	
	001-1300-572-43	Utilities	Maintenance Bldg 09/12/23-10/		136.04	
Oct 23 77055503	Invoice	10/26/2023	IFP Security Light 09/12/23-10/12/23	0.00	187.89	
	001-1300-572-43	Utilities	IFP Security Light 09/12/23-10/		187.89	
Oct 23 77055590	Invoice	10/26/2023	Dock Office 09/12/23-10/12/23	0.00	213.65	
	401-1400-575-43	Utilities	Dock Office 09/12/23-10/12/23		213.65	
Oct 23 77055600	Invoice	10/26/2023	T - Dock 09/12/23-10/12/23	0.00	4,392.49	
	401-1400-575-43	Utilities	T - Dock 09/12/23-10/12/23		4,392.49	
Oct 23 77056650	Invoice	10/26/2023	SPK VPS 09/12/23-10/12/23	0.00	1,248.98	
	402-1500-535-43	Utilities	SPK VPS 09/12/23-10/12/23		1,248.98	
Oct 23 77056800	Invoice	10/26/2023	Great Lawn 09/12/23-10/12/23	0.00	44.44	
	001-1300-572-43	Utilities	Great Lawn 09/12/23-10/12/23		44.44	
Oct 23 77057590	Invoice	10/26/2023	Dock Bulkhead 09/12/23-10/12/23	0.00	4,781.84	
	401-1400-575-43	Utilities	Dock Bulkhead 09/12/23-10/12		4,781.84	
Oct 23 77058000	Invoice	10/26/2023	Bath @ Jetty 09/12/23-10/12/23	0.00	48.91	
	001-1300-572-43	Utilities	Bath @ Jetty 09/12/23-10/12/2		48.91	
Oct 23 79106050	Invoice	10/26/2023	BPS Coral Shores High 09/12/23-10/12/23	0.00	55.87	
	402-1500-535-43	Utilities	BPS Coral Shores High 09/12/23		55.87	
Oct 23 79197850	Invoice	10/26/2023	BPS Boatmans Colony 09/12/23-10/12/23	0.00	51.66	
	402-1500-535-43	Utilities	BPS Boatmans Colony 09/12/23		51.66	

0178	FLORIDA KEYS ELECTRIC CO-OP	11/22/2023	Regular	0.00	42,548.59	85348
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
Nov 23 60025550	Invoice	11/22/2023	GTH Education Center 10/10/23-11/09/2	0.00	49.30	
	001-1200-541-43	Utilities	GTH Education Center 10/10/23		49.30	
Nov 23 60026000	Invoice	11/22/2023	GTH Russel Cottage 10/10/23-11/09/23	0.00	144.63	
	001-1200-541-43	Utilities	GTH Russel Cottage 10/10/23-1		144.63	
Nov 23 60027650	Invoice	11/22/2023	KTCP 10/10/23-11/09/23	0.00	48.18	
	001-1200-541-43	Utilities	KTCP 10/10/23-11/09/23		48.18	
Nov 23 61132202	Invoice	11/22/2023	FS 19 10/10/23-11/09/23	0.00	510.97	
	001-0900-522-43	Utilities	FS 19 10/10/23-11/09/23		510.97	
Nov 23 61132204	Invoice	11/22/2023	LMK VPS 10/10/23-11/09/23	0.00	2,080.94	
	402-1500-535-43	Utilities	LMK VPS 10/10/23-11/09/23		2,080.94	
Nov 23 61164000	Invoice	11/22/2023	Toll Gate Shores SW Pump 10/10/23-11/0	0.00	47.20	
	403-1600-538-43	Utilities	Toll Gate Shores SW Pump 10/1		47.20	
Nov 23 63030100	Invoice	11/22/2023	Anne's Beach 10/10/23-11/09/23	0.00	51.99	
	001-1200-541-43	Utilities	Anne's Beach 10/10/23-11/09/2		51.99	
Nov 23 64216010	Invoice	11/22/2023	Art Walk Light - Matecumbe 10/10/23-11	0.00	56.19	
	001-1200-541-43	Utilities	Art Walk Light - Matecumbe 10/		56.19	
Nov 23 64216550	Invoice	11/22/2023	Art Walk Light - Moose Lodge 10/10/23-1	0.00	43.08	
	001-1200-541-43	Utilities	Art Walk Light - Moose Lodge 1		43.08	
Nov 23 64224650	Invoice	11/22/2023	Art Walk Light - Brewery 10/10/23-11/09/	0.00	53.05	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	001-1200-541-43	Utilities	Art Walk Light - Brewery 10/10/		53.05	
Nov 23 64231250	Invoice	11/22/2023	Art Walk Light - Beach Rd 10/10/23-11/09	0.00	43.08	
	001-1200-541-43	Utilities	Art Walk Light - Beach Rd 10/10		43.08	
Nov 23 65127000	Invoice	11/22/2023	FS 20 10/10/23-11/09/23	0.00	1,239.97	
	001-0900-522-43	Utilities	FS 20 10/10/23-11/09/23		1,239.97	
Nov 23 65128550	Invoice	11/22/2023	Library Beach 10/10/23-11/09/23	0.00	61.47	
	001-1200-541-43	Utilities	Library Beach 10/10/23-11/09/		61.47	
Nov 23 67000503	Invoice	11/22/2023	Highway Lights 10/10/23-11/09/23	0.00	3,783.89	
	001-1200-541-43	Utilities	Highway Lights 10/10/23-11/09		3,783.89	
Nov 23 67017500	Invoice	11/22/2023	Hurricane Monument 10/10/23-11/09/23	0.00	61.28	
	001-1200-541-43	Utilities	Hurricane Monument 10/10/23		61.28	
Nov 23 67041700	Invoice	11/22/2023	South Winds 10/10/23-11/09/23	0.00	43.18	
	001-1200-541-43	Utilities	South Winds 10/10/23-11/09/2		43.18	
Nov 23 67057455	Invoice	11/22/2023	UMK VPS 10/10/23-11/09/23	0.00	2,635.43	
	402-1500-535-43	Utilities	UMK VPS 10/10/23-11/09/23		2,635.43	
Nov 23 69003301	Invoice	11/22/2023	Remote VPS 10/12/23-11/13/23	0.00	1,019.53	
	402-1500-535-43	Utilities	Remote VPS 10/12/23-11/13/23		1,019.53	
Nov 23 71556010	Invoice	11/22/2023	Master VPS 10/12/23-11/13/23	0.00	4,625.95	
	402-1500-535-43	Utilities	Master VPS 10/12/23-11/13/23		4,625.95	
Nov 23 73173050	Invoice	11/22/2023	MPK VPS 10/12/23-11/13/23	0.00	1,013.18	
	402-1500-535-43	Utilities	MPK VPS 10/12/23-11/13/23		1,013.18	
Nov 23 77054239	Invoice	11/22/2023	VH 10/12/23-11/13/23	0.00	2,913.29	
	001-0500-513-43	Utilities	VH 10/12/23-11/13/23		2,913.29	
Nov 23 77054501	Invoice	11/22/2023	Pool Bldg 10/12/23-11/13/23	0.00	7,478.73	
	001-1300-572-43	Utilities	Pool Bldg 10/12/23-11/13/23		7,478.73	
Nov 23 77055001	Invoice	11/22/2023	North Lift Station 10/12/23-11/13/23	0.00	155.62	
	001-1300-572-43	Utilities	North Lift Station 10/12/23-11/		155.62	
Nov 23 77055002	Invoice	11/22/2023	Basketball/Comm Center 10/12/23-11/13	0.00	983.69	
	001-1300-572-43	Utilities	Basketball/Comm Center 10/12		983.69	
Nov 23 77055010	Invoice	11/22/2023	Baseball/Soccer Field Lights 10/12/23-11/	0.00	1,508.27	
	001-1300-572-43	Utilities	Baseball/Soccer Field Lights 10/		1,508.27	
Nov 23 77055105	Invoice	11/22/2023	IFP Tennis Courts 10/12/23-11/13/23	0.00	110.15	
	001-1300-572-43	Utilities	IFP Tennis Courts 10/12/23-11/		110.15	
Nov 23 77055111	Invoice	11/22/2023	Amphitheater #1 10/12/23-11/13/23	0.00	48.26	
	001-1300-572-43	Utilities	Amphitheater #1 10/12/23-11/		48.26	
Nov 23 77055112	Invoice	11/22/2023	Amphitheater #2 10/12/23-11/13/23	0.00	47.87	
	001-1300-572-43	Utilities	Amphitheater #2 10/12/23-11/		47.87	
Nov 23 77055119	Invoice	11/22/2023	Marina Bath 10/12/23-11/13/23	0.00	718.38	
	401-1400-575-43	Utilities	Marina Bath 10/12/23-11/13/2		718.38	
Nov 23 77055500	Invoice	11/22/2023	Maintenance Building 10/12/23-11/13/23	0.00	261.77	
	001-1200-541-43	Utilities	Maintenance Building 10/12/23		130.88	
	001-1300-572-43	Utilities	Maintenance Building 10/12/23		130.89	
Nov 23 77055503	Invoice	11/22/2023	IFP Secuirty Light 10/12/23-11/13/23	0.00	191.83	
	001-1300-572-43	Utilities	IFP Secuirty Light 10/12/23-11/		191.83	
Nov 23 77055590	Invoice	11/22/2023	Dock Office 10/12/23-11/13/23	0.00	172.69	
	401-1400-575-43	Utilities	Dock Office 10/12/23-11/13/23		172.69	
Nov 23 77055600	Invoice	11/22/2023	T-Dock 10/12/23-11/13/23	0.00	4,600.72	
	401-1400-575-43	Utilities	T-Dock 10/12/23-11/13/23		4,600.72	
Nov 23 77056650	Invoice	11/22/2023	SPK VPS 10/12/23-11/13/23	0.00	1,548.43	
	402-1500-535-43	Utilities	SPK VPS 10/12/23-11/13/23		1,548.43	
Nov 23 77056800	Invoice	11/22/2023	Great Lawn 10/12/23-11/13/23	0.00	51.69	
	001-1300-572-43	Utilities	Great Lawn 10/12/23-11/13/23		51.69	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Nov 23 77057590	Invoice	11/22/2023	Dock Bulkhead 10/12/23-11/13/23	0.00	3,973.81	
	401-1400-575-43	Utilities	Dock Bulkhead 10/12/23-11/13		3,973.81	
Nov 23 77058000	Invoice	11/22/2023	Bath @ Jetty 10/12/23-11/13/23	0.00	54.47	
	001-1300-572-43	Utilities	Bath @ Jetty 10/12/23-11/13/2		54.47	
Nov 23 79106050	Invoice	11/22/2023	BPS Coral Shores High 10/12/23-11/13/23	0.00	60.71	
	402-1500-535-43	Utilities	BPS Coral Shores High 10/12/23		60.71	
Nov 23 79197850	Invoice	11/22/2023	BPS Boatmans Colony 10/12/23-11/13/23	0.00	55.72	
	402-1500-535-43	Utilities	BPS Boatmans Colony 10/12/23		55.72	
2058	FLORIDA KEYS EVR, LLC	10/12/2023	Regular	0.00	1,680.00	85070
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV-230033	Invoice	10/12/2023	Engine 20 Maintenance & Repair	0.00	1,680.00	
	001-0900-522-46	Repair & Maintenance	Engine 20 Maintenance & Repai		1,680.00	
2058	FLORIDA KEYS EVR, LLC	10/26/2023	Regular	0.00	12,947.76	85178
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV-230032	Invoice	10/26/2023	Rescue 20 Repairs	0.00	5,022.76	
	001-0900-522-46	Repair & Maintenance	Rescue 20 Repairs		5,022.76	
INV-230034	Invoice	10/26/2023	Rescue 21 - repair front siren	0.00	525.00	
	001-0900-522-46	Repair & Maintenance	Rescue 21 - repair front siren		525.00	
INV-230035	Invoice	10/26/2023	Ladder 20 Maintenance	0.00	7,400.00	
	001-0900-522-46	Repair & Maintenance	Ladder 20 Maintenance		7,400.00	
2058	FLORIDA KEYS EVR, LLC	11/09/2023	Regular	0.00	2,726.80	85260
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV-230037	Invoice	11/09/2023	Rescue 21 repairs - after hours	0.00	580.00	
	001-0900-522-46	Repair & Maintenance	Rescue 21 repairs - after hours		580.00	
INV-230038	Invoice	11/09/2023	Rescue 20 repairs	0.00	2,146.80	
	001-0900-522-46	Repair & Maintenance	Rescue 20 repairs		2,146.80	
0160	FLORIDA KEYS PAPER & CHEMICAL SUPPLIES	11/02/2023	Regular	0.00	3,512.19	85215
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
Oct 23	Invoice	11/02/2023	Oct 23 Various Accounts	0.00	3,512.19	
	001-1200-541-52	Operating Supplies	Supplies		948.51	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		515.00	
	001-1300-572-52	Operating Supplies	Maintenance Suppliesq		407.72	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		493.23	
	402-1500-535-52	Operating Supplies	Supplies		1,147.73	
0160	FLORIDA KEYS PAPER & CHEMICAL SUPPLIES	11/30/2023	Regular	0.00	3,171.57	85389
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
Nov 23	Invoice	11/30/2023	Nov 23 Various Accounts	0.00	3,171.57	
	001-1200-541-52	Operating Supplies	Supplies		171.60	
	001-1200-541-52	Operating Supplies	Supplies		701.10	
	001-1200-541-52	Operating Supplies	Supplies		101.01	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		499.73	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		134.40	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		443.40	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		657.37	
	402-1500-535-52	Operating Supplies	Supplies		462.96	
0183	FLORIDA LEAGUE OF CITIES	10/12/2023	EFT	0.00	-1,153.00	90075
0183	FLORIDA LEAGUE OF CITIES	10/12/2023	EFT	0.00	1,153.00	90075

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
493FLC2324	Invoice	10/12/2023	FY23-24 Annual Dues	0.00	1,153.00	
	001-0100-511-54	Dues & Subscriptions	FY23-24 Annual Dues		1,153.00	
2100	FLORIDA POWER & LIGHT COMPANY	10/12/2023	Regular	0.00	4,500.00	85071
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0424440-001 MA	Invoice	10/12/2023	Canal 116 backfill mitigation fee	0.00	4,500.00	
	300-0300-512-66	Canal Project - #116 (bac	Canal 116 Backfill Mitigation Fe		4,500.00	
0188	FLORIDA RETIREMENT SYSTEM	10/02/2023	Bank Draft	0.00	159,127.49	DFT0002947
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Sep 23	Invoice	09/30/2023	FRS September 2023	0.00	159,127.49	
	001-0300-512-22	Retirement Contributions	FRS Sep 2023		2,611.56	
	001-0400-512-22	Retirement Contributions	FRS Sep 2023		1,687.03	
	001-0500-513-22	Retirement Contributions	FRS Sep 2023		4,396.09	
	001-0600-515-22	Retirement Contributions	FRS Sep 2023		4,705.28	
	001-0700-519-22	Retirement Contributions	FRS Sep 2023		2,960.73	
	001-0800-521-22	Retirement Contributions	FRS Sep 2023		504.13	
	001-0900-522-22	Retirement Contributions	FRS Sep 2023		91,218.43	
	001-1100-524-22	Retirement Contributions	FRS Sep 2023		1,310.76	
	001-1200-541-22	Retirement Contributions	FRS Sep 2023		8,426.06	
	001-1201-541-22	Retirement Contributions	FRS Sep 2023		435.48	
	001-1300-572-22	Retirement Contributions	FRS Sep 2023		7,232.72	
	001-229-022	Retirement Contributions	FRS Sep 2023		16,043.40	
	102-1200-534-22	Retirement Contributions	FRS Sep 2023		140.12	
	102-229-022	Pension Contributions Pa	FRS Sep 2023		30.98	
	107-1000-524-22	Retirement Plan Contribu	FRS Sep 2023		6,355.93	
	107-229-022	Retirement Contributions	FRS Sep 2023		1,372.24	
	401-1400-575-22	Retirement Contributions	FRS Sep 2023		2,463.82	
	401-229-022	Retirement Contributions	FRS Sep 2023		544.70	
	402-1500-535-22	Retirement Contributions	FRS Sep 2023		5,338.84	
	402-229-022	Retirement Contributions	FRS Sep 2023		1,178.09	
	403-1600-538-22	Retirement Contributions	FRS Sep 2023		140.12	
	403-229-022	Retirement Contributions	FRS Sep 2023		30.98	
0188	FLORIDA RETIREMENT SYSTEM	11/03/2023	Bank Draft	0.00	157,428.93	DFT0002990

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Oct 23	Invoice	11/02/2023	FRS October 2023	0.00	157,428.93	
	001-0300-512-22	Retirement Contributions	FRS Oct 2023		2,748.65	
	001-0400-512-22	Retirement Contributions	FRS Oct 2023		1,844.35	
	001-0500-513-22	Retirement Contributions	FRS Oct 2023		5,028.55	
	001-0600-515-22	Retirement Contributions	FRS Oct 2023		4,924.56	
	001-0700-519-22	Retirement Contributions	FRS Oct 2023		3,375.36	
	001-0800-521-22	Retirement Contributions	FRS Oct 2023		583.40	
	001-0900-522-22	Retirement Contributions	FRS Oct 2023		87,113.44	
	001-1100-524-22	Retirement Contributions	FRS Oct 2023		1,412.16	
	001-1200-541-22	Retirement Contributions	FRS Oct 2023		8,462.91	
	001-1201-541-22	Retirement Contributions	FRS Oct 2023		444.48	
	001-1300-572-22	Retirement Contributions	FRS Oct 2023		7,336.36	
	001-229-022	Retirement Contributions	FRS Oct 2023		16,051.96	
	102-1200-534-22	Retirement Contributions	FRS Oct 2023		147.48	
	102-229-022	Pension Contributions Pa	FRS Oct 2023		32.60	
	107-1000-524-22	Retirement Plan Contribu	FRS Oct 2023		5,866.34	
	107-229-022	Retirement Contributions	FRS Oct 2023		1,296.91	
	401-1400-575-22	Retirement Contributions	FRS Oct 2023		2,503.94	
	401-229-022	Retirement Contributions	FRS Oct 2023		553.56	
	402-1500-535-22	Retirement Contributions	FRS Oct 2023		6,160.00	
	402-229-022	Retirement Contributions	FRS Oct 2023		1,361.84	
	403-1600-538-22	Retirement Contributions	FRS Oct 2023		147.48	
	403-229-022	Retirement Contributions	FRS Oct 2023		32.60	
0189	FLORIDA SPORT FISHING INC	10/19/2023	Regular	0.00	625.00	85128
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
02-67296	Invoice	10/19/2023	Nov/Dec 2023 issue	0.00	625.00	
	401-1400-575-48	PR / Advertising	Nov/Dec 2023 issue		625.00	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0193	FOREST TEK LUMBER	10/05/2023	Regular	0.00	5,397.97	85017
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Sep 23 19094	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	09/30/2023	Sep 23 Various Accounts	0.00	5,397.97	
	001-0800-521-52		Operating Supplies		5.99	
	001-0900-522-46		Repair & Maintenance		15.87	
	001-0900-522-52		Operating Supplies		73.61	
	001-0900-522-52		Operating Supplies		111.74	
	001-0900-522-52		Operating Supplies		21.97	
	001-1200-541-52		Operating Supplies		223.90	
	001-1200-541-52		Operating Supplies		89.93	
	001-1200-541-52		Operating Supplies		16.99	
	001-1200-541-52		Operating Supplies		19.96	
	001-1200-541-52		Operating Supplies		169.99	
	001-1200-541-52		Operating Supplies		149.99	
	001-1200-541-52		Operating Supplies		13.98	
	001-1200-541-52		Operating Supplies		14.98	
	001-1200-541-52		Operating Supplies		27.99	
	001-1200-541-52		Operating Supplies		39.98	
	001-1200-541-52		Operating Supplies		36.87	
	001-1200-541-52		Operating Supplies		95.28	
	001-1200-541-52		Operating Supplies		67.28	
	001-1200-541-52		Operating Supplies		12.98	
	001-1200-541-52		Operating Supplies		36.97	
	001-1200-541-52		Operating Supplies		29.98	
	001-1200-541-52		Operating Supplies		28.97	
	001-1200-541-52		Operating Supplies		20.00	
	001-1200-541-52		Operating Supplies		52.98	
	001-1300-572-52		Operating Supplies		68.89	
	001-1300-572-52		Operating Supplies		35.97	
	001-1300-572-52		Operating Supplies		1,074.94	
	001-1300-572-52		Operating Supplies		81.89	
	001-1300-572-52		Operating Supplies		114.35	
	402-1500-535-52		Operating Supplies		64.36	
	402-1500-535-52		Operating Supplies		96.45	
	402-1500-535-52		Operating Supplies		240.74	
	402-1500-535-52		Operating Supplies		7.98	
	402-1500-535-52		Operating Supplies		95.74	
	402-1500-535-52		Operating Supplies		55.02	
	402-1500-535-52		Operating Supplies		119.36	
	402-1500-535-52		Operating Supplies		93.92	
	402-1500-535-52		Operating Supplies		42.95	
	402-1500-535-52		Operating Supplies		17.97	
	402-1500-535-52		Operating Supplies		27.99	
	402-1500-535-52		Operating Supplies		46.69	
	402-1500-535-52		Operating Supplies		20.98	
	402-1500-535-52		Operating Supplies		42.44	
	402-1500-535-52		Operating Supplies		1.99	
	402-1500-535-52		Operating Supplies		63.87	
	402-1500-535-52		Operating Supplies		84.13	
	402-1500-535-52		Operating Supplies		81.45	
	402-1500-535-52		Operating Supplies		-6.16	
	402-1500-535-52		Operating Supplies		83.96	
	402-1500-535-52		Operating Supplies		27.98	
	402-1500-535-52		Operating Supplies		75.77	
	402-1500-535-52		Operating Supplies		-1.79	
	402-1500-535-52		Operating Supplies		14.97	
	402-1500-535-52		Operating Supplies		54.04	
	402-1500-535-52		Operating Supplies		25.23	
	402-1500-535-52		Operating Supplies		52.91	
	402-1500-535-52		Operating Supplies		178.91	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	402-1500-535-52	Operating Supplies	Supplies		42.18	
	402-1500-535-52	Operating Supplies	Supplies (Refund)		-4.99	
	402-1500-535-52	Operating Supplies	Supplies		113.31	
	402-1500-535-52	Operating Supplies	Supplies		52.54	
	402-1500-535-52	Operating Supplies	Supplies		57.93	
	402-1500-535-52	Operating Supplies	Supplies		131.25	
	402-1500-535-52	Operating Supplies	Supplies		11.99	
	402-1500-535-52	Operating Supplies	Supplies		43.99	
	402-1500-535-52	Operating Supplies	Supplies		101.93	
	402-1500-535-52	Operating Supplies	Supplies		48.22	
	402-1500-535-52	Operating Supplies	Supplies		104.99	
	402-1500-535-52	Operating Supplies	Supplies		69.67	
	402-1500-535-52	Operating Supplies	Supplies		8.99	
	402-1500-535-52	Operating Supplies	Supplies		91.96	
	402-1500-535-52	Operating Supplies	Supplies		59.94	
0193	FOREST TEK LUMBER	11/02/2023	Regular	0.00	1,972.16	85216

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Oct 23 19094	Invoice	11/02/2023	Oct 23 Various Accounts	0.00	1,983.16	
	001-0900-522-46	Repair & Maintenance	Supplies		10.69	
	001-1200-541-52	Operating Supplies	Supplies		42.99	
	001-1200-541-52	Operating Supplies	Supplies		58.94	
	001-1200-541-52	Operating Supplies	Supplies		33.29	
	001-1200-541-52	Operating Supplies	Supplies		12.89	
	001-1200-541-52	Operating Supplies	Supplies		9.99	
	001-1200-541-52	Operating Supplies	Supplies		23.97	
	001-1200-541-52	Operating Supplies	Supplies		23.68	
	001-1200-541-52	Operating Supplies	Supplies		58.32	
	001-1200-541-52	Operating Supplies	Supplies		5.96	
	001-1200-541-52	Operating Supplies	Supplies		51.94	
	001-1200-541-52	Operating Supplies	Supplies		4.99	
	001-1200-541-52	Operating Supplies	Supplies		15.89	
	001-1200-541-52	Operating Supplies	Supplies		4.29	
	001-1200-541-52	Operating Supplies	Supplies		20.68	
	001-1200-541-52	Operating Supplies	Supplies		21.98	
	001-1200-541-52	Operating Supplies	Supplies		54.31	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		33.42	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		7.99	
	001-1300-572-52	Operating Supplies	Cleaning Supplies		29.55	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		29.40	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		62.25	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		45.60	
	001-1300-574-49	Special Events	Trunk or Treat Supplies		9.99	
	402-1500-535-52	Operating Supplies	Supplies		122.42	
	402-1500-535-52	Operating Supplies	Supplies		39.49	
	402-1500-535-52	Operating Supplies	Supplies		18.28	
	402-1500-535-52	Operating Supplies	Supplies		15.19	
	402-1500-535-52	Operating Supplies	Supplies		29.74	
	402-1500-535-52	Operating Supplies	Supplies		44.54	
	402-1500-535-52	Operating Supplies	Supplies		6.59	
	402-1500-535-52	Operating Supplies	Supplies		10.15	
	402-1500-535-52	Operating Supplies	Supplies		119.96	
	402-1500-535-52	Operating Supplies	Supplies		180.97	
	402-1500-535-52	Operating Supplies	Supplies		12.98	
	402-1500-535-52	Operating Supplies	Supplies		68.96	
	402-1500-535-52	Operating Supplies	Supplies		29.94	
	402-1500-535-52	Operating Supplies	Supplies		25.97	
	402-1500-535-52	Operating Supplies	Supplies		25.58	
	402-1500-535-52	Operating Supplies	Supplies		52.89	
	402-1500-535-52	Operating Supplies	Supplies		199.96	
	402-1500-535-52	Operating Supplies	Supplies		68.93	
	402-1500-535-52	Operating Supplies	Supplies		31.84	
	402-1500-535-52	Operating Supplies	Supplies		80.86	
	402-1500-535-52	Operating Supplies	Supplies		42.95	
	402-1500-535-52	Operating Supplies	Supplies		67.99	
	402-1500-535-52	Operating Supplies	Supplies		13.98	
Oct 23 19094 CM	Credit Memo	11/02/2023	CM 7577	0.00	-11.00	
	402-1500-535-52	Operating Supplies	CM 7577 Supplies		-11.00	
0193	FOREST TEK LUMBER	11/30/2023	Regular	0.00	4,297.75	85390

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Nov 23 19094	Invoice	11/30/2023	Nov 23 Various Accounts	0.00	4,297.75	
	001-0900-522-46	Repair & Maintenance	Station Supplies for Repairs		51.53	
	001-0900-522-52	Operating Supplies	Station Supplies		15.16	
	001-0900-522-52	Operating Supplies	Station Supplies		11.95	
	001-0900-522-52	Operating Supplies	ST19 Supplies		41.97	
	001-0900-522-52	Operating Supplies	Station Supplies		44.97	
	001-0900-522-52	Operating Supplies	Station Supplies		68.28	
	001-0900-522-52	Operating Supplies	Station Supplies		12.19	
	001-0900-522-52	Operating Supplies	Station Supplies		7.96	
	001-0900-522-52	Operating Supplies	Station Supplies		24.88	
	001-0900-522-52	Operating Supplies	Station Supplies		59.32	
	001-0900-522-52	Operating Supplies	Propane		22.99	
	001-0900-522-52	Operating Supplies	Supplies refund		-2.00	
	001-0900-522-52	Operating Supplies	Supplies		5.98	
	001-0900-522-52	Operating Supplies	Station Supplies		33.99	
	001-1200-541-46	Repair & Maintenance	Painting Supplies VH		41.63	
	001-1200-541-52	Operating Supplies	Supplies		14.97	
	001-1200-541-52	Operating Supplies	Supplies		97.92	
	001-1200-541-52	Operating Supplies	Supplies		28.97	
	001-1200-541-52	Operating Supplies	Supplies		75.62	
	001-1200-541-52	Operating Supplies	Supplies		10.98	
	001-1200-541-52	Operating Supplies	Supplies		16.98	
	001-1200-541-52	Operating Supplies	Supplies		3.98	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		27.00	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		47.95	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		61.44	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		85.95	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		68.04	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		106.43	
	001-1300-572-52	Operating Supplies	Maintenance Supplies		79.70	
	001-1300-574-49	Special Events	Holiday Float Supplies		201.67	
	001-1300-574-49	Special Events	Holiday Float Supplies		21.95	
	401-1400-575-46	Repair & Maintenance	Fenders for Pilings - Repair		360.00	
	401-1400-575-52	Operating Supplies	Marina Picnic Tables		1,024.95	
	402-1500-535-46	Repair & Maintenance	Painting Supplies - Repairs & Ma		40.74	
	402-1500-535-46	Repair & Maintenance	Painting Supplies - Repairs & Ma		20.47	
	402-1500-535-52	Operating Supplies	Supplies		28.98	
	402-1500-535-52	Operating Supplies	Supplies		45.97	
	402-1500-535-52	Operating Supplies	Supplies		15.98	
	402-1500-535-52	Operating Supplies	Supplies		8.82	
	402-1500-535-52	Operating Supplies	Supplies		35.67	
	402-1500-535-52	Operating Supplies	Supplies		123.45	
	402-1500-535-52	Operating Supplies	Supplies		99.00	
	402-1500-535-52	Operating Supplies	Supplies		14.99	
	402-1500-535-52	Operating Supplies	Supplies		84.41	
	402-1500-535-52	Operating Supplies	Supplies		56.26	
	402-1500-535-52	Operating Supplies	Supplies		74.41	
	402-1500-535-52	Operating Supplies	Supplies		10.99	
	402-1500-535-52	Operating Supplies	Supplies		79.70	
	402-1500-535-52	Operating Supplies	Supplies		58.96	
	402-1500-535-52	Operating Supplies	Supplies		50.76	
	402-1500-535-52	Operating Supplies	Supplies		5.96	
	402-1500-535-52	Operating Supplies	Supplies		32.45	
	402-1500-535-52	Operating Supplies	Supplies		84.82	
	402-1500-535-52	Operating Supplies	Supplies		52.53	
	402-1500-535-52	Operating Supplies	Supplies		16.99	
	402-1500-535-52	Operating Supplies	Supplies		105.98	
	402-1500-535-52	Operating Supplies	Supplies		70.99	
	402-1500-535-52	Operating Supplies	Supplies		45.62	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	402-1500-535-52	Operating Supplies	Supplies		32.81	
	402-1500-535-52	Operating Supplies	Supplies		34.00	
	402-1500-535-52	Operating Supplies	Supplies		41.50	
	402-1500-535-52	Operating Supplies	Supplies		65.94	
	402-1500-535-52	Operating Supplies	Supplies		14.98	
	402-1500-535-52	Operating Supplies	Supplies		19.96	
	402-1500-535-52	Operating Supplies	Supplies		48.36	
1073	FP MAILING SOLUTIONS	11/30/2023	Regular	0.00	330.00	85391
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
RI105985492	Invoice	11/30/2023	Postage Machine Lease 11/7/23-2/6/24	0.00	330.00	
	001-0500-513-54		Dues & Subscriptions		330.00	
2082	FRANK MEULENBERG	10/26/2023	Regular	0.00	77.81	85179
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
Travel Reimb 10/	Invoice	10/26/2023	Mileage to/from ST19/20 - IT 118.8 m @	0.00	77.81	
	001-0700-519-40		Travel & Per Diem		77.81	
1517	FROGGY'S FITNESS	10/05/2023	Regular	0.00	566.74	85018
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
OctMembership2	Invoice	10/05/2023	Froggy's Gym Membership Oct 2023 - Sal	0.00	566.74	
	001-0300-512-49		Other Expenses		566.74	
1980	FUN EXPRESS	11/22/2023	Regular	0.00	354.43	85351
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
72798075201	Invoice	11/22/2023	Holiday Float/New Years (Beats on the Ba	0.00	354.43	
	001-1300-574-49		Special Events		106.13	
	001-1300-574-49		Special Events		248.30	
2097	GEARGRID LLC	11/02/2023	Regular	0.00	6,836.00	85217
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
0023564-IN	Invoice	11/02/2023	Gear Racks	0.00	6,836.00	
	001-0900-522-42		Freight & Postage		1,565.00	
	001-0900-522-52		Operating Supplies		2,508.00	
	001-0900-522-52		Operating Supplies		2,763.00	
0201	GEMPLER'S	11/02/2023	Regular	0.00	272.74	85218
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0004565938	Invoice	11/02/2023	Maintenance Boots	0.00	272.74	
	001-1300-572-52		Operating Supplies		272.74	
0201	GEMPLER'S	11/30/2023	Regular	0.00	241.19	85392
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0004568236	Invoice	11/30/2023	Maintenance Uniforms - Arley Boots	0.00	101.24	
	001-1300-572-52		Operating Supplies		101.24	
INV0004568673	Invoice	11/30/2023	Maintenance Uniforms - Arley	0.00	139.95	
	001-1300-572-52		Operating Supplies		139.95	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0567	GENERAL DISTRIBUTORS INC	11/30/2023	Regular	0.00	913.50	85393
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
1083840	Invoice	11/30/2023	Pool Chemicals	0.00	738.00	
	001-1300-572-52		Operating Supplies		738.00	
1083846	Invoice	11/30/2023	Pool Chemicals	0.00	175.50	
	001-1300-572-52		Operating Supplies		175.50	
2116	GILBERT ROSENBRIER	10/26/2023	Regular	0.00	217.81	85180
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
Reimb_Airvac	Invoice	10/26/2023	Reimb for Meals Airvac Training 10/09/23	0.00	217.81	
	402-1500-535-40		Travel & Per Diem		217.81	
0208	GLOBAL RELAY COMMUNICATIONS	11/30/2023	Regular	0.00	17,674.56	85394
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
SIN635724	Invoice	11/30/2023	Email Archive 12/01/23-11/30/24	0.00	17,674.56	
	001-0700-519-31		Professional Services		17,674.56	
0755	GRAINGER	10/05/2023	Regular	0.00	2,569.15	85019
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
9828161555	Invoice	09/30/2023	Work Bench PO23-0154 closed @ 9/30/2	0.00	2,569.15	
	402-1500-535-52		Operating Supplies		2,569.15	
0755	GRAINGER	10/26/2023	Regular	0.00	5,470.54	85181
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
9852917328	Invoice	10/26/2023	Drum Spill Containers	0.00	3,675.00	
	402-1500-535-52		Operating Supplies		3,675.00	
9870534733	Invoice	10/26/2023	Motor Hose Reel	0.00	1,795.54	
	402-1500-535-52		Operating Supplies		1,795.54	
0525	GRAY ROBINSON	10/12/2023	Regular	0.00	9,000.00	85072
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
11173100	Invoice	10/12/2023	Oct 23 State Lobbying Services	0.00	9,000.00	
	001-0100-511-31		Professional Services		9,000.00	
0525	GRAY ROBINSON	11/16/2023	Regular	0.00	9,000.00	85307
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
11179241	Invoice	11/16/2023	Nov 23 State Lobbying Services	0.00	9,000.00	
	001-0100-511-31		Professional Services		9,000.00	
2113	GUARDIAN FENCE CO.	11/02/2023	Regular	0.00	2,040.00	85219
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2108	Invoice	11/02/2023	Pickleball Fencing for Basketball Court	0.00	2,040.00	
	001-1300-572-52		Operating Supplies		2,040.00	
0360	GUENTHER CONSTRUCTION INC	11/09/2023	Regular	0.00	940.00	85261
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
4568	Invoice	11/09/2023	Shade Structure Repair at Pool	0.00	940.00	
	001-1300-572-46		Repair & Maintenance		940.00	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1949	HARRELL'S LLC	11/30/2023	Regular	0.00	1,331.10	85395
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV01832626	Invoice	11/30/2023	Chemicals for Athletic Field	0.00	1,331.10	
	001-1300-572-52		Operating Supplies		1,331.10	
0610	HASTY AWARDS	11/16/2023	Regular	0.00	75.86	85308
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10232456	Invoice	11/16/2023	Awards for Adult Kickball League 2023	0.00	75.86	
	001-1300-572-52		Operating Supplies		75.86	
1123	HECTOR TURF	11/30/2023	Regular	0.00	1,453.07	85396
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
60029184	Invoice	11/30/2023	Mower Repair Part	0.00	1,182.81	
	001-1300-572-46		Repair & Maintenance		1,182.81	
60029281	Invoice	11/30/2023	Mower Repair Parts	0.00	270.26	
	001-1300-572-46		Repair & Maintenance		270.26	
2079	HERMTAC	11/09/2023	Regular	0.00	3,767.50	85262
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV-000040	Invoice	09/28/2023	Hermtac router car/case internet model	0.00	3,767.50	
	001-0900-522-52		Operating Supplies		3,767.50	
1814	HOLIDAY LIGHTSCAPES INC	11/20/2023	Regular	0.00	52,567.00	85334
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2023 Final	Invoice	11/20/2023	FY 23-24 Holiday Lighting and Decor - Fina	0.00	52,567.00	
	001-0100-511-48		PR / Advertising		52,567.00	
0227	HOME DEPOT CREDIT SERVICES	11/02/2023	Regular	0.00	4,711.24	85220
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Oct 23	Invoice	11/02/2023	Oct 23 Various Accounts	0.00	4,711.24	
	001-0900-522-52		Operating Supplies		1,387.94	
	001-0900-522-52		Operating Supplies		299.00	
	001-1200-541-52		Operating Supplies		672.63	
	001-1300-572-52		Operating Supplies		915.10	
	001-1300-572-52		Operating Supplies		334.00	
	001-1300-572-52		Operating Supplies		-76.28	
	001-1300-574-49		Special Events		29.90	
	001-1300-574-49		Special Events		59.13	
	001-1300-574-49		Special Events		54.98	
	001-1300-574-49		Special Events		99.90	
	001-1300-574-49		Special Events		39.98	
	001-1300-574-49		Special Events		-14.96	
	001-1300-574-49		Special Events		-408.92	
	402-1500-535-52		Operating Supplies		877.00	
	402-1500-535-52		Operating Supplies		84.96	
	402-1500-535-52		Operating Supplies		356.88	
0227	HOME DEPOT CREDIT SERVICES	11/30/2023	Regular	0.00	1,564.93	85397

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
Nov 23	Invoice	11/30/2023	Nov 23 Various Accounts	0.00	1,564.93	
	001-0900-522-52		Operating Supplies		79.98	
	001-1200-541-46		Repair & Maintenance		302.00	
	001-1200-541-52		Operating Supplies		768.30	
	001-1300-572-52		Operating Supplies		272.74	
	001-1300-572-52		Operating Supplies		161.90	
	001-1300-574-49		Special Events		-19.99	
1601	INSIGHT PUBLIC SECTOR INC	11/30/2023	Regular	0.00	3,000.00	85398
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INS15057	Invoice	11/30/2023	License Plate Monitoring IFP Agreement 8	0.00	3,000.00	
	001-0800-521-54		Dues & Subscriptions		3,000.00	
1339	INTEGRATED FIRE AND SECURITY SOLUTIONS, I	11/09/2023	Regular	0.00	603.50	85263
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
HIDL102623P	Invoice	11/09/2023	Badges	0.00	603.50	
	001-0700-519-52		Operating Supplies		603.50	
0280	INTERNAL REVENUE SERVICE	10/12/2023	Bank Draft	0.00	86,485.79	DFT0002963
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0004085	Invoice	10/12/2023	Social Security Tax Withholding	0.00	86,485.79	
	001-217-001		Payroll Taxes Payable		33,890.48	
	001-217-001		Payroll Taxes Payable		7,926.08	
	001-217-001		Payroll Taxes Payable		30,382.81	
	102-217-001		Payroll Taxes Payable		71.16	
	102-217-001		Payroll Taxes Payable		74.62	
	102-217-001		Payroll Taxes Payable		16.64	
	107-217-001		Payroll Tax Payable		2,722.80	
	107-217-001		Payroll Tax Payable		2,249.61	
	107-217-001		Payroll Tax Payable		636.72	
	401-217-001		Payroll Taxes Payable		1,265.04	
	401-217-001		Payroll Taxes Payable		295.86	
	401-217-001		Payroll Taxes Payable		893.17	
	402-217-001		Payroll Taxes Payable		631.24	
	402-217-001		Payroll Taxes Payable		2,568.14	
	402-217-001		Payroll Taxes Payable		2,699.12	
	403-217-001		Payroll Taxes Payable		71.06	
	403-217-001		Payroll Taxes Payable		74.60	
	403-217-001		Payroll Taxes Payable		16.64	
0280	INTERNAL REVENUE SERVICE	10/12/2023	Bank Draft	0.00	432.81	DFT0002965
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0004086	Invoice	10/12/2023	Social Security Tax Withholding	0.00	432.81	
	001-217-001		Payroll Taxes Payable		44.80	
	001-217-001		Payroll Taxes Payable		196.41	
	001-217-001		Payroll Taxes Payable		191.60	
0280	INTERNAL REVENUE SERVICE	10/26/2023	Bank Draft	0.00	95,114.28	DFT0002980

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004095	Invoice	10/26/2023	Social Security Tax Withholding	0.00	95,114.28	
	001-217-001	Payroll Taxes Payable	Medicare Tax Withholding		8,572.40	
	001-217-001	Payroll Taxes Payable	Federal Tax Withholding		35,500.80	
	001-217-001	Payroll Taxes Payable	Social Security Tax Withholding		36,653.98	
	102-217-001	Payroll Taxes Payable	Social Security Tax Withholding		73.38	
	102-217-001	Payroll Taxes Payable	Medicare Tax Withholding		17.16	
	102-217-001	Payroll Taxes Payable	Federal Tax Withholding		78.47	
	107-217-001	Payroll Tax Payable	Federal Tax Withholding		2,207.45	
	107-217-001	Payroll Tax Payable	Medicare Tax Withholding		628.22	
	107-217-001	Payroll Tax Payable	Social Security Tax Withholding		2,686.28	
	401-217-001	Payroll Taxes Payable	Federal Tax Withholding		863.76	
	401-217-001	Payroll Taxes Payable	Social Security Tax Withholding		1,242.08	
	401-217-001	Payroll Taxes Payable	Medicare Tax Withholding		290.48	
	402-217-001	Payroll Taxes Payable	Medicare Tax Withholding		645.90	
	402-217-001	Payroll Taxes Payable	Social Security Tax Withholding		2,761.84	
	402-217-001	Payroll Taxes Payable	Federal Tax Withholding		2,723.09	
	403-217-001	Payroll Taxes Payable	Social Security Tax Withholding		73.36	
	403-217-001	Payroll Taxes Payable	Federal Tax Withholding		78.47	
	403-217-001	Payroll Taxes Payable	Medicare Tax Withholding		17.16	
0280	INTERNAL REVENUE SERVICE	11/09/2023	Bank Draft	0.00	92,736.98	DFT0003003
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004104	Invoice	11/09/2023	Social Security Tax Withholding	0.00	92,736.98	
	001-217-001	Payroll Taxes Payable	Federal Tax Withholding		33,607.36	
	001-217-001	Payroll Taxes Payable	Social Security Tax Withholding		36,091.84	
	001-217-001	Payroll Taxes Payable	Medicare Tax Withholding		8,440.74	
	102-217-001	Payroll Taxes Payable	Social Security Tax Withholding		73.38	
	102-217-001	Payroll Taxes Payable	Medicare Tax Withholding		17.16	
	102-217-001	Payroll Taxes Payable	Federal Tax Withholding		76.27	
	107-217-001	Payroll Tax Payable	Medicare Tax Withholding		640.44	
	107-217-001	Payroll Tax Payable	Federal Tax Withholding		2,506.82	
	107-217-001	Payroll Tax Payable	Social Security Tax Withholding		2,738.60	
	401-217-001	Payroll Taxes Payable	Medicare Tax Withholding		287.74	
	401-217-001	Payroll Taxes Payable	Federal Tax Withholding		853.12	
	401-217-001	Payroll Taxes Payable	Social Security Tax Withholding		1,230.30	
	402-217-001	Payroll Taxes Payable	Social Security Tax Withholding		2,744.22	
	402-217-001	Payroll Taxes Payable	Medicare Tax Withholding		641.80	
	402-217-001	Payroll Taxes Payable	Federal Tax Withholding		2,620.40	
	403-217-001	Payroll Taxes Payable	Medicare Tax Withholding		17.16	
	403-217-001	Payroll Taxes Payable	Federal Tax Withholding		76.27	
	403-217-001	Payroll Taxes Payable	Social Security Tax Withholding		73.36	

0280	INTERNAL REVENUE SERVICE	11/22/2023	Bank Draft	0.00	100,228.46	DFT0003013
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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004113	Invoice	11/22/2023	Social Security Tax Withholding	0.00	100,228.46	
001-217-001	Payroll Taxes Payable		Social Security Tax Withholding		37,764.72	
001-217-001	Payroll Taxes Payable		Federal Tax Withholding		36,912.21	
001-217-001	Payroll Taxes Payable		Medicare Tax Withholding		8,832.14	
102-217-001	Payroll Taxes Payable		Federal Tax Withholding		76.27	
102-217-001	Payroll Taxes Payable		Social Security Tax Withholding		73.38	
102-217-001	Payroll Taxes Payable		Medicare Tax Withholding		17.16	
107-217-001	Payroll Tax Payable		Federal Tax Withholding		2,562.68	
107-217-001	Payroll Tax Payable		Medicare Tax Withholding		659.66	
107-217-001	Payroll Tax Payable		Social Security Tax Withholding		2,820.78	
401-217-001	Payroll Taxes Payable		Social Security Tax Withholding		1,368.18	
401-217-001	Payroll Taxes Payable		Federal Tax Withholding		1,037.32	
401-217-001	Payroll Taxes Payable		Medicare Tax Withholding		319.98	
402-217-001	Payroll Taxes Payable		Federal Tax Withholding		3,570.21	
402-217-001	Payroll Taxes Payable		Medicare Tax Withholding		767.08	
402-217-001	Payroll Taxes Payable		Social Security Tax Withholding		3,279.90	
403-217-001	Payroll Taxes Payable		Federal Tax Withholding		76.27	
403-217-001	Payroll Taxes Payable		Social Security Tax Withholding		73.36	
403-217-001	Payroll Taxes Payable		Medicare Tax Withholding		17.16	
1634	INVASIVE SPECIES CONTROL SPECIALISTS	10/12/2023	Regular	0.00	900.00	85073
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
036-IFP	Invoice	10/12/2023	Oct 23 Iguana Control Services - Founders	0.00	600.00	
001-1300-572-46	Repair & Maintenance		Oct 23 Iguana Control Services -		600.00	
036-PYH	Invoice	10/12/2023	Oct 23 Iguana Removal Services - PYH	0.00	300.00	
401-1400-575-46	Repair & Maintenance		Oct 23 Iguana Removal Services		300.00	
1634	INVASIVE SPECIES CONTROL SPECIALISTS	11/02/2023	Regular	0.00	600.00	85221
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
037	Invoice	11/02/2023	Nov 23 Iguana Control Services - IFP	0.00	600.00	
001-1300-572-46	Repair & Maintenance		Iguana Control Services - IFP		600.00	
1634	INVASIVE SPECIES CONTROL SPECIALISTS	11/09/2023	Regular	0.00	300.00	85264
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
037-PYH	Invoice	10/29/2023	Nov 23 Iguana Removal Services - PYH	0.00	300.00	
401-1400-575-46	Repair & Maintenance		Nov 23 Iguana Removal Services		300.00	
1933	IRWIN'S AIR INC	10/19/2023	Regular	0.00	299.73	85129
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
27287	Invoice	10/19/2023	Park Office A/C Repair	0.00	299.73	
001-1300-572-46	Repair & Maintenance		Park Office A/C Repair		299.73	
1933	IRWIN'S AIR INC	11/16/2023	Regular	0.00	3,398.00	85309
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
27363	Invoice	11/16/2023	Mini-Split AC Unit for Storage Room	0.00	3,398.00	
001-1300-572-52	Operating Supplies		Mini-Split AC Unit for Storage R		3,398.00	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0243	ISLA TURNER INC	10/12/2023	Regular	0.00	634.50	85074
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
9/25/23-10/8/23	Invoice	10/12/2023	Synchronized Swim	9/25/23-10/8/23	0.00	634.50
001-1300-572-31	Professional Services		Synchronized Swim	9/25/23-10/	705.00	
001-1300-572-31	Professional Services		10 % Contractor Fee		-70.50	
0243	ISLA TURNER INC	10/26/2023	Regular	0.00	261.00	85182
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10/9/23-10/22/2	Invoice	10/26/2023	Synchronized Swim	10/9/23-10/22/23	0.00	261.00
001-1300-572-31	Professional Services		Synchronized Swim	10/9/23-10/	290.00	
001-1300-572-31	Professional Services		10 % Contractor Fee		-29.00	
0243	ISLA TURNER INC	11/09/2023	Regular	0.00	306.00	85265
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10/23/23-11/5/2	Invoice	11/09/2023	Synchronized Swim	10/23/23-11/5/23	0.00	306.00
001-1300-572-31	Professional Services		10 % Contractor Fee		-34.00	
001-1300-572-31	Professional Services		Synchronized Swim	10/23/23-1	340.00	
0243	ISLA TURNER INC	11/22/2023	Regular	0.00	211.50	85352
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
11/6/23-11/19/2	Invoice	11/22/2023	Synchronized Swim	11/6/23-11/19/23	0.00	211.50
001-1300-572-31	Professional Services		Synchronized Swim	11/6/23-11/	235.00	
001-1300-572-31	Professional Services		10 % Contractor Fee		-23.50	
0244	ISLAMORADA CARPET CLEANERS	10/19/2023	Regular	0.00	640.00	85130
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
26182	Invoice	10/19/2023	Locker Room Cleaning - Pool Area	0.00	640.00	
001-1300-572-46	Repair & Maintenance		Locker Room Cleaning - Pool Ar		640.00	
0249	ISLAMORADA CHAMBER OF COMMERCE	10/12/2023	Regular	0.00	120.00	85075
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
33246	Invoice	10/12/2023	IVOI Weblink	10/01/23-09/30/24	0.00	60.00
001-0300-512-48	PR / Advertising		IVOI Weblink	10/01/23-09/30/2	60.00	
33269	Invoice	10/12/2023	PYH Web Link	10/01/23-09/30/24	0.00	60.00
401-1400-575-48	PR / Advertising		PYH Web Link	10/01/23-09/30/	60.00	
0327	ISLAND AIR CONTROL, LLC	10/05/2023	Regular	0.00	194.26	85020
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
i227627	Invoice	09/30/2023	Repairs AC ST 20	0.00	194.26	
001-0900-522-46	Repair & Maintenance		Repairs AC ST 20		194.26	
0327	ISLAND AIR CONTROL, LLC	10/26/2023	Regular	0.00	1,215.00	85183
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
i228647	Invoice	10/26/2023	ST 20 A/C Repair	0.00	1,215.00	
001-0900-522-46	Repair & Maintenance		ST 20 A/C Repair		1,215.00	
0327	ISLAND AIR CONTROL, LLC	11/02/2023	Regular	0.00	3,262.50	85222

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
i223646qb	Invoice	11/02/2023	New AC Unit for Pool Building-Deposit	0.00	3,262.50	
	300-1300-572-64		Capital Outlay - Parks & R		275.00	
	300-1300-572-64		Capital Outlay - Parks & R		2,987.50	
0327	ISLAND AIR CONTROL, LLC	11/09/2023	Regular	0.00	125.00	85266
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
i226582	Invoice	09/30/2023	Repairs Ice Machine ST 20	0.00	125.00	
	001-0900-522-46		Repair & Maintenance		125.00	
1342	ISLAND CAR DOCTORS INC	11/09/2023	Regular	0.00	350.00	85267
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
22560	Invoice	11/09/2023	Repair #72	0.00	42.50	
	001-1200-541-46		Repair & Maintenance		42.50	
22561	Invoice	11/09/2023	Repair #43	0.00	95.00	
	001-1200-541-46		Repair & Maintenance		95.00	
22562	Invoice	11/09/2023	Repair #66	0.00	212.50	
	001-1200-541-46		Repair & Maintenance		212.50	
1924	ISLAND PRIDE CLEANING & LAWN SERVICE	11/02/2023	Regular	0.00	1,287.50	85223
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
16	Invoice	11/02/2023	Oct 23 Admin Offices Janitorial Services	0.00	1,287.50	
	001-1200-541-46		Repair & Maintenance		1,287.50	
1924	ISLAND PRIDE CLEANING & LAWN SERVICE	11/30/2023	Regular	0.00	1,287.50	85399
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
17	Invoice	11/30/2023	Nov 23 Admin Offices Janitorial Services	0.00	1,287.50	
	001-1200-541-46		Repair & Maintenance		1,287.50	
1910	ISLAND RESTROOM SUITES	11/16/2023	Regular	0.00	249.00	85310
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV/2023/3845	Invoice	11/16/2023	Beats on the Bay Music City Stones Porta	0.00	249.00	
	001-1300-574-49		Special Events		249.00	
1910	ISLAND RESTROOM SUITES	11/30/2023	Regular	0.00	249.00	85400
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV/2023/3961	Invoice	11/30/2023	Portable Toilets for Thanksgiving Holiday	0.00	249.00	
	001-1300-574-49		Special Events		249.00	
0603	JASON BRYANT	10/12/2023	Regular	0.00	826.00	85076
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
IdaliaDeployment	Invoice	09/30/2023	PerDiem for Dplmnt \$59/day x 14 days Re	0.00	826.00	
	001-0900-522-40		Travel & Per Diem		826.00	
2121	JAYDEN WARE	11/30/2023	Regular	0.00	68.57	85401
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
AFO Course_11/1	Invoice	11/30/2023	Aquatic Facility Operator Course Trav Rei	0.00	68.57	
	001-1300-572-40		Travel & Per Diem		68.57	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1962	JENNIFER DEBOISBRIAND	11/30/2023	Regular	0.00	120.02	85402
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SFCLS_Trav Reim	Invoice	11/30/2023	SE FL Climate Leadership Summit Trav Rei	0.00	120.02	
	001-0600-515-40		Travel & Per Diem		120.02	
1872	JENNIFER DUTTON	10/12/2023	Regular	0.00	1,215.00	85077
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9/25/23-10/8/23	Invoice	10/12/2023	Swim Instruction 9/25/23-10/8/23	0.00	1,215.00	
	001-1300-572-31		Professional Services		1,350.00	
	001-1300-572-31		Professional Services		-135.00	
1872	JENNIFER DUTTON	10/26/2023	Regular	0.00	360.00	85184
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10/9/23-10/22/2	Invoice	10/26/2023	Swim Instruction 10/9/23-10/22/23	0.00	360.00	
	001-1300-572-31		Professional Services		400.00	
	001-1300-572-31		Professional Services		-40.00	
1872	JENNIFER DUTTON	11/09/2023	Regular	0.00	891.00	85268
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10/23/23-11/5/2	Invoice	11/09/2023	Swim Instruction 10/23/23-11/5/23	0.00	891.00	
	001-1300-572-31		Professional Services		990.00	
	001-1300-572-31		Professional Services		-99.00	
1872	JENNIFER DUTTON	11/22/2023	Regular	0.00	621.00	85353
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11/6/23-11/19/2	Invoice	11/22/2023	Swim Instruction 11/6/23-11/19/23	0.00	621.00	
	001-1300-572-31		Professional Services		690.00	
	001-1300-572-31		Professional Services		-69.00	
2056	JEREMY BURGOS	10/26/2023	Regular	0.00	161.81	85185
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Reimb_Airvac	Invoice	10/26/2023	Reimb Meals Airvac Training 10/09/23-10	0.00	161.81	
	402-1500-535-40		Travel & Per Diem		161.81	
1931	JOHN CORTEZ	10/26/2023	Regular	0.00	318.79	85186
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Reimb_Airvac	Invoice	10/26/2023	Reimb Meals Airvac Training 10/09/23-10	0.00	318.79	
	402-1500-535-40		Travel & Per Diem		318.79	
1413	JOHN F MYERS	10/05/2023	Regular	0.00	327.30	85021
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
PLAV20230029	Invoice	09/30/2023	Refund Cost Recovery Deposit	0.00	327.30	
	001-220-001		Deposits - Cost Recovery		327.30	
0258	JON OLSEN	10/12/2023	Regular	0.00	702.00	85078
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9/25/23-10/8/23	Invoice	10/12/2023	Swim Instruction 9/25/23-10/8/23	0.00	702.00	
	001-1300-572-31		Professional Services		780.00	
	001-1300-572-31		Professional Services		-78.00	
0258	JON OLSEN	10/26/2023	Regular	0.00	648.00	85187

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10/9/23-10/22/2	Invoice	10/26/2023	Swim Instruction 10/9/23-10/22/253	0.00	648.00	
001-1300-572-31	Professional Services	Swim Instruction 10/9/23-10/22			720.00	
001-1300-572-31	Professional Services	10% Contractor Fee			-72.00	
0258	JON OLSEN	11/09/2023	Regular	0.00	432.00	85269
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10/23/23-11/5/2	Invoice	11/09/2023	Swim Instruction 10/23/23-11/5/23	0.00	432.00	
001-1300-572-31	Professional Services	Swim Instruction 10/23/23-11/5			480.00	
001-1300-572-31	Professional Services	10% Contractor Fee			-48.00	
0258	JON OLSEN	11/22/2023	Regular	0.00	513.00	85354
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
11/6/23-11/19/2	Invoice	11/22/2023	Swim Instruction 11/6/23-11/19/23	0.00	513.00	
001-1300-572-31	Professional Services	Swim Instruction 11/6/23-11/19			570.00	
001-1300-572-31	Professional Services	10% Contractor Fee			-57.00	
0428	JORGENSON INDUSTRIAL COMPANIES	11/22/2023	Regular	0.00	2,464.97	85355
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
S184845	Invoice	11/22/2023	Toilet Partitions - Beach Bathrooms	0.00	2,464.97	
001-1300-572-52	Operating Supplies	Toilet Partitions - Beach Bathroo			2,464.97	
0259	JUVIER TRUCKING CORP	10/12/2023	Regular	0.00	650.00	85079
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
733	Invoice	10/12/2023	Gravel for Lot	0.00	650.00	
401-1400-575-52	Operating Supplies	Gravel for Lot			650.00	
0259	JUVIER TRUCKING CORP	10/19/2023	Regular	0.00	650.00	85131
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
752	Invoice	10/19/2023	2nd Gravel Load	0.00	650.00	
401-1400-575-52	Operating Supplies	2nd Gravel Load			650.00	
1039	KB VACUUM PUMP SOLUTIONS, LLC	10/05/2023	Regular	0.00	1,025.00	85022
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
847	Invoice	09/30/2023	Pump Filters FY22-23	0.00	1,025.00	
402-1500-535-52	Operating Supplies	Pump Filters FY22-23			1,025.00	
1039	KB VACUUM PUMP SOLUTIONS, LLC	10/19/2023	Regular	0.00	52,500.00	85132
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
846	Invoice	09/30/2023	Emergency Replacement 4 Pumps @ NPK	0.00	52,500.00	
402-1500-535-63	Capital Outlay - Infrastruc	Emergency Replacement 4 Pum			52,500.00	
0260	KCS TECHNICAL SOLUTIONS	10/19/2023	Regular	0.00	250.00	85133
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
20130	Invoice	10/19/2023	Oct 23 Monthly Service	0.00	250.00	
401-1400-575-46	Repair & Maintenance	Oct 23 Monthly Service			250.00	
0260	KCS TECHNICAL SOLUTIONS	11/09/2023	Regular	0.00	250.00	85270

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
20284	Invoice	11/09/2023	Monthly Service	0.00	250.00	
	401-1400-575-46		Repair & Maintenance		250.00	
1242	KELLY KATER	10/12/2023	Regular	0.00	18.00	85080
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9/25/23-10/8/23	Invoice	10/12/2023	Dive Instruction 9/25/23-10/8/23	0.00	18.00	
	001-1300-572-31		Professional Services		20.00	
	001-1300-572-31		Professional Services		-2.00	
1242	KELLY KATER	10/26/2023	Regular	0.00	180.00	85188
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10/9/23-10/22/2	Invoice	10/26/2023	Dive Instruction 10/9/23-10/22/23	0.00	180.00	
	001-1300-572-31		Professional Services		200.00	
	001-1300-572-31		Professional Services		-20.00	
1242	KELLY KATER	11/09/2023	Regular	0.00	162.00	85271
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10/23/23-11/5/2	Invoice	11/09/2023	Dive Instruction 10/23/23-11/5/23	0.00	162.00	
	001-1300-572-31		Professional Services		180.00	
	001-1300-572-31		Professional Services		-18.00	
1242	KELLY KATER	11/22/2023	Regular	0.00	126.00	85356
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11/6/23-11/19/2	Invoice	11/22/2023	Dive Instruction 11/6/23-11/19/23	0.00	126.00	
	001-1300-572-31		Professional Services		140.00	
	001-1300-572-31		Professional Services		-14.00	
0270	KENNETH SCHRYVER	10/12/2023	Regular	0.00	674.10	85081
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9/25/23-10/8/23	Invoice	10/12/2023	Water Aerobics 9/25/23-10/8/23	0.00	674.10	
	001-1300-572-31		Professional Services		749.00	
	001-1300-572-31		Professional Services		-74.90	
0270	KENNETH SCHRYVER	10/26/2023	Regular	0.00	636.30	85189
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10/9/23-10/22/2	Invoice	10/26/2023	Water Aerobics 10/9/23-10/22/23	0.00	636.30	
	001-1300-572-31		Professional Services		707.00	
	001-1300-572-31		Professional Services		-70.70	
0270	KENNETH SCHRYVER	11/09/2023	Regular	0.00	459.90	85272
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10/23/23-11/5/2	Invoice	11/09/2023	Water Aerobics 10/23/23-11/5/23	0.00	459.90	
	001-1300-572-31		Professional Services		511.00	
	001-1300-572-31		Professional Services		-51.10	
0270	KENNETH SCHRYVER	11/22/2023	Regular	0.00	831.60	85357
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11/6/23-11/19/2	Invoice	11/22/2023	Water Aerobics 11/6/23-11/19/23	0.00	831.60	
	001-1300-572-31		Professional Services		924.00	
	001-1300-572-31		Professional Services		-92.40	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0261	KEY BREEZE ENGRAVING	11/02/2023	Regular	0.00	38.00	85224
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2227	Invoice	11/02/2023	Name Plates LPA	0.00	38.00	
001-0600-515-51	Office Supplies & Expense	Name Plates LPA	38.00			
0262	KEY LARGO WASTEWATER TREATMENT DIST	10/19/2023	Regular	0.00	94,767.00	85134
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
23-0002727	Invoice	09/30/2023	Sep 23 WW Flow	0.00	94,767.00	
402-1500-535-31	Professional Services	Sep 23 WW Flow	94,767.00			
0262	KEY LARGO WASTEWATER TREATMENT DIST	11/22/2023	Regular	0.00	115,593.42	85358
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
23-0002739	Invoice	11/22/2023	Oct 23 WW Flow	0.00	115,593.42	
402-1500-535-31	Professional Services	Oct 23 WW Flow	115,593.42			
0263	KEY WEST CHEMICAL & PAPER SUPPLY	10/12/2023	Regular	0.00	618.22	85082
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
701459	Invoice	09/30/2023	Cleaning Supplies	0.00	204.83	
001-0900-522-52	Operating Supplies	Cleaning Supplies	204.83			
701931	Invoice	09/30/2023	Cleaning Supplies	0.00	234.51	
001-0900-522-52	Operating Supplies	Cleaning Supplies	234.51			
702679	Invoice	09/30/2023	Cleaning Supplies	0.00	178.88	
001-0900-522-52	Operating Supplies	Cleaning Supplies	178.88			
0263	KEY WEST CHEMICAL & PAPER SUPPLY	11/09/2023	Regular	0.00	683.51	85273
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
703537	Invoice	11/09/2023	Cleaning Supplies	0.00	261.76	
001-0900-522-52	Operating Supplies	Cleaning Supplies	261.76			
704411	Invoice	11/09/2023	Cleaning Supplies	0.00	421.75	
001-0900-522-52	Operating Supplies	Cleaning Supplies	421.75			
0612	KEYS AUDIO PARTY RENTALS	10/12/2023	Regular	0.00	75.00	85083
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
15087	Invoice	10/12/2023	Tent for Trunk or Treat Event	0.00	75.00	
001-1300-574-49	Special Events	Tent for Trunk or Treat Event	75.00			
0932	KEYS CUSTOM TEES	10/05/2023	Regular	0.00	1,194.00	85023
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
4054	Invoice	09/30/2023	T-Shirts	0.00	1,194.00	
001-0900-522-52	Operating Supplies	T-Shirts	1,194.00			
0932	KEYS CUSTOM TEES	11/16/2023	Regular	0.00	1,488.00	85311
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
4055	Invoice	11/16/2023	Caps	0.00	1,488.00	
001-0900-522-52	Operating Supplies	Caps	1,488.00			

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0265	KEYS SUPPLY, INC.	11/02/2023	Regular	0.00	2,723.14	85225
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Oct 23	Invoice	11/02/2023	Oct 23 Various Account	0.00	2,723.14	
001-1300-572-52	Operating Supplies	Maintenance Supplies	111.15			
402-1500-535-52	Operating Supplies	Supplies	25.50			
402-1500-535-52	Operating Supplies	Supplies	1,057.42			
402-1500-535-52	Operating Supplies	Supplies	921.38			
402-1500-535-52	Operating Supplies	Supplies	607.69			
0266	KISS DISTRIBUTING	10/12/2023	Regular	0.00	2,593.00	85084
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
18958	Invoice	10/12/2023	Beats on the Bay Retail Shirts	0.00	2,268.00	
001-1300-574-49	Special Events	Beats on the Bay Retail Shirts	2,268.00			
18961	Invoice	10/12/2023	Trunk or Treat Shirts	0.00	325.00	
001-1300-574-49	Special Events	Trunk or Treat Shirts	325.00			
0266	KISS DISTRIBUTING	10/19/2023	Regular	0.00	725.00	85135
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
18964	Invoice	10/19/2023	Beats on the Bay Coozies/Hats	0.00	725.00	
001-1300-574-49	Special Events	Beats on the Bay Coozies/Hats	725.00			
0266	KISS DISTRIBUTING	10/26/2023	Regular	0.00	504.00	85190
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
18963	Invoice	10/26/2023	Maintenance Uniform Shirts	0.00	360.00	
001-1300-572-52	Operating Supplies	Maintenance Uniform Shirts	360.00			
18970	Invoice	10/26/2023	Youth Council Shirts	0.00	144.00	
001-1300-572-52	Operating Supplies	Youth Council Shirts	144.00			
0266	KISS DISTRIBUTING	11/22/2023	Regular	0.00	375.00	85359
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
18924	Invoice	11/22/2023	Maintenance Uniforms	0.00	375.00	
001-1300-572-52	Operating Supplies	Maintenance Uniforms	375.00			
0268	KLI SHELL LUMBER & HARDWARE LLC	10/19/2023	Regular	0.00	73.17	85136
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Sep 23 10449	Invoice	09/30/2023	Sep 23 Various Accounts	0.00	73.17	
001-1200-541-46	Repair & Maintenance	Decking Repair - Anne's Beach	73.17			
0268	KLI SHELL LUMBER & HARDWARE LLC	11/02/2023	Regular	0.00	900.92	85226
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Oct 23 10449	Invoice	11/02/2023	Oct 23 Various Accounts	0.00	900.92	
001-1200-541-52	Operating Supplies	Supplies - Trunk or Treat Hayrid	194.83			
001-1200-541-52	Operating Supplies	Supplies - Trunk or Treat Hayrid	95.18			
001-1200-541-52	Operating Supplies	Supplies	71.97			
001-1200-541-52	Operating Supplies	Supplies - Trunk or Treat Hayrid	124.46			
001-1300-574-49	Special Events	Supplies - Trunk or Treat Hayrid	124.46			
001-1300-574-49	Special Events	Supplies - Trunk or Treat Hayrid	194.83			
001-1300-574-49	Special Events	Supplies - Trunk or Treat Hayrid	95.19			

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
2107	KRISTEN ANN KEHL	10/16/2023	Regular	0.00	2,079.65	85111
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
97ORANGE1-1	Invoice	10/16/2023	97 Orange Ln #1 - Wastewater Damages	0.00	2,079.65	
402-1500-535-46	Repair & Maintenance		97 Orange Ln #1 - Wastewater D		2,079.65	
2107	KRISTEN ANN KEHL	11/09/2023	Regular	0.00	2,079.65	85274
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
97ORANGE1-2	Invoice	10/16/2023	97 Orange Ln #1 - Wastewater Damages	0.00	2,079.65	
402-1500-535-46	Repair & Maintenance		97 Orange Ln #1 - Wastewater D		2,079.65	
2107	KRISTEN ANN KEHL	11/09/2023	Regular	0.00	-2,079.65	85274
1431	LEIGH SERVICE & REPAIR INC	10/12/2023	Regular	0.00	200.00	85085
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5765	Invoice	10/12/2023	Oct 23 Monthly Service	0.00	200.00	
401-1400-575-46	Repair & Maintenance		Oct 23 Monthly Service		200.00	
1431	LEIGH SERVICE & REPAIR INC	10/19/2023	Regular	0.00	2,016.00	85137
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5796	Invoice	10/19/2023	Repair Gas Pump	0.00	371.00	
401-1400-575-46	Repair & Maintenance		Repair Gas Pump		371.00	
5815	Invoice	10/19/2023	Gas Pump Repair	0.00	1,645.00	
401-1400-575-46	Repair & Maintenance		Gas Pump Repair		1,645.00	
1431	LEIGH SERVICE & REPAIR INC	11/02/2023	Regular	0.00	2,165.00	85227
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5842	Invoice	11/02/2023	Fuel Transition - Replacement Cover	0.00	2,165.00	
401-1400-575-46	Repair & Maintenance		Fuel Transition - Replacement C		2,165.00	
1431	LEIGH SERVICE & REPAIR INC	11/09/2023	Regular	0.00	2,450.00	85275
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5865	Invoice	11/09/2023	Monthly Inspection	0.00	200.00	
401-1400-575-46	Repair & Maintenance		Monthly Inspection		200.00	
5899	Invoice	11/09/2023	Repair/Replace Transition Pump Concrete	0.00	2,250.00	
401-1400-575-46	Repair & Maintenance		Repair/Replace Transition Pump		2,250.00	
0565	LINCOLN AQUATICS	11/30/2023	Regular	0.00	515.00	85403
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
BY191750	Invoice	11/30/2023	Cover for Handicap ADA Lift	0.00	515.00	
001-1300-572-52	Operating Supplies		Cover for Handicap ADA Lift		515.00	
2013	LORI LEHR INC	10/19/2023	Regular	0.00	49,750.00	85138
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1050-3	Invoice	09/30/2023	Watershed Management Plan	0.00	49,750.00	
107-1000-524-31	Professional Services		Watershed Management Plan		49,750.00	
2075	MARCUM LLP	10/12/2023	Regular	0.00	26,950.00	85086
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10IN50336965	Invoice	09/30/2023	Page Audit Sep 23 FY22-23	0.00	26,950.00	
402-1500-535-31	Professional Services		Page Audit Sep 23 FY22-23		26,950.00	
2075	MARCUM LLP	11/09/2023	Regular	0.00	19,500.00	85276

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10IN50357411	Invoice	11/09/2023	Audit of RFP 18-02 Continuing Services Ag	0.00	19,500.00	
	402-1500-535-31		Professional Services		19,500.00	
0434	MARIA BASSETT	11/16/2023	Regular	0.00	651.19	85312
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
PRM-BODMtg	Invoice	11/16/2023	M. Bassett Travel Reimbursement	0.00	528.25	
	001-0500-513-40		Travel & Per Diem		528.25	
SFGFOAMtg	Invoice	11/16/2023	M. Bassett Tavel Reimbursement	0.00	122.94	
	001-0500-513-40		Travel & Per Diem		122.94	
0343	MARINALIFE, INC	11/22/2023	Regular	0.00	750.00	85360
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
202311008	Invoice	11/22/2023	Marinalife Ad - Winter 2024	0.00	750.00	
	401-1400-575-48		PR / Advertising		750.00	
1915	MARNE MCGRATH	11/02/2023	Regular	0.00	661.84	85228
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Reimb. Travel FC	Invoice	11/02/2023	Reimb Lodging, Mileage FCA Fall Academy	0.00	661.84	
	001-0400-512-40		Travel & Per Diem		661.84	
0575	MAYKE HERNANDEZ	10/26/2023	Regular	0.00	161.20	85191
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Uniform Reimb. 1	Invoice	10/26/2023	Work Pants	0.00	161.20	
	001-1200-541-52		Operating Supplies		161.20	
1603	MCFARLAND JOHNSON	10/12/2023	Regular	0.00	9,107.00	85087
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
19063.00-05	Invoice	09/30/2023	Dry Floodproofing Design FS 20 thru 9/22	0.00	9,107.00	
	300-0900-522-61		Saferoom & Floodproofin		9,107.00	
1603	MCFARLAND JOHNSON	11/30/2023	Regular	0.00	16,318.07	85404
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
19029.00-04	Invoice	09/30/2023	Dry Flood Proofing FS19 & 21 thru 9/22/2	0.00	2,851.51	
	300-0900-522-61		Saferoom & Floodproofin		2,851.51	
19029.00-05	Invoice	11/30/2023	FS 19 & 21 Dry Floodproofing Design & En	0.00	13,466.56	
	300-0900-522-61		Saferoom & Floodproofin		13,466.56	
1372	MEGA PARTY EVENTS, INC	10/12/2023	Regular	0.00	847.50	85088
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
O14331	Invoice	10/12/2023	50% Dep. Stilt Walkers 12/30/23 Beats on	0.00	847.50	
	001-1300-574-49		Special Events		847.50	
1372	MEGA PARTY EVENTS, INC	11/02/2023	Regular	0.00	1,202.50	85229
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
O14409	Invoice	11/02/2023	Beats on The Bay Laser Show 12/30/23 50	0.00	1,202.50	
	001-1300-574-49		Special Events		1,202.50	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1911	MOMENTUM TELECOM INC	10/19/2023	Regular	0.00	6,692.53	85139
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
426898	Invoice	10/19/2023	Oct 23 Internet Services	0.00	6,692.53	
001-0200-514-41	Communications	Oct 23 Internet Services	174.17			
001-0300-512-41	Communications	Oct 23 Internet Services	174.17			
001-0400-512-41	Communications	Oct 23 Internet Services	174.17			
001-0500-513-41	Communications	Oct 23 Internet Services	174.17			
001-0600-515-41	Communications	Oct 23 Internet Services	174.17			
001-0700-519-41	Communications	Oct 23 Internet Services	174.17			
001-0800-521-41	Communications	Oct 23 Internet Services	174.17			
001-0900-522-41	Communications	Oct 23 Internet Services	2,278.06			
001-1100-524-41	Communications	Oct 23 Internet Services	174.17			
001-1200-541-41	Communications	Oct 23 Internet Services	770.83			
001-1300-572-41	Communications	Oct 23 Internet Services	1,305.28			
107-1000-524-41	Communications	Oct 23 Internet Services	174.17			
401-1400-575-41	Communications	Oct 23 Internet Services	770.83			
1911	MOMENTUM TELECOM INC	11/30/2023	Regular	0.00	6,692.53	85405
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
433645	Invoice	11/30/2023	Nov 23 Internet Svcs Various Accounts	0.00	6,692.53	
001-0200-514-41	Communications	Nov 23 Internet Services	174.17			
001-0300-512-41	Communications	Nov 23 Internet Services	174.17			
001-0400-512-41	Communications	Nov 23 Internet Services	174.17			
001-0500-513-41	Communications	Nov 23 Internet Services	174.17			
001-0600-515-41	Communications	Nov 23 Internet Services	174.17			
001-0700-519-41	Communications	Nov 23 Internet Services	174.17			
001-0800-521-41	Communications	Nov 23 Internet Services	174.17			
001-0900-522-41	Communications	Nov 23 Internet Services	2,278.06			
001-1100-524-41	Communications	Nov 23 Internet Services	174.17			
001-1200-541-41	Communications	Nov 23 Internet Services	770.83			
001-1300-572-41	Communications	Nov 23 Internet Services	1,305.28			
107-1000-524-41	Communications	Nov 23 Internet Services	174.17			
401-1400-575-41	Communications	Nov 23 Internet Services	770.83			
0063	MONIFI TECHNOLOGY GROUP, LLC	10/05/2023	Regular	0.00	12,535.00	85024
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
IVII000A	Invoice	10/05/2023	Founders Park WiFi Project	0.00	12,535.00	
300-1300-572-61	Founder Park WiFi Projec	Founders Park WiFi Project	12,535.00			
0101	MONROE COUNTY BOARD OF COUNTY COMMI	10/05/2023	Regular	0.00	503,521.62	85025
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
BCook-Inv 004	Invoice	09/30/2023	B Cook - Interim Mgr Svcs - 9/10/23-9/29/	0.00	17,338.46	
001-0300-512-31	Professional Services	B Cook - Interim Mgr Svcs - 9/10	17,338.46			
FY22-24_Pmt 1	Invoice	10/05/2023	FY23-24 Police Svcs Oct 23 per VC Res 23-	0.00	243,091.58	
001-0800-521-31	Professional Services	FY23-24 Police Svcs Oct 23 per V	231,077.50			
300-0800-521-31	MCSO Prof Svcs Contract	FY23-24 Police Svcs Oct 23 per V	12,014.08			
FY23-24_Pmt 2	Invoice	10/05/2023	FY23-24 Police Svcs Nov 23 Per VC Res 23-	0.00	243,091.58	
001-0800-521-31	Professional Services	FY23-24 Police Svcs Nov 23 Per	231,077.50			
300-0800-521-31	MCSO Prof Svcs Contract	FY23-24 Police Svcs Nov 23 Per	12,014.08			
0101	MONROE COUNTY BOARD OF COUNTY COMMI	11/02/2023	Regular	0.00	2,240.45	85230
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
ISLA-LiDAR-E04	Invoice	11/02/2023	LiDAR Data Project	0.00	2,240.45	
300-1200-541-64	Capital Outlay - Public Wo	LiDAR Data Project	2,240.45			

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0101	MONROE COUNTY BOARD OF COUNTY COMMI	11/02/2023	Regular	0.00	10,733.55	85231
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Ekoconis-Inv 004	Invoice	11/02/2023	E Koconis - Interim Mgr Svcs - 10/8/23-10	0.00	10,733.55	
001-0300-512-31	Professional Services	E Koconis - Interim Mgr Svcs - 1	10,733.55			
0101	MONROE COUNTY BOARD OF COUNTY COMMI	11/16/2023	Regular	0.00	11,562.44	85313
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Ekoconis-Inv 002	Invoice	11/16/2023	E Koconis - Interim Mgr Svcs - 10/22/23-1	0.00	11,562.44	
001-0300-512-31	Professional Services	E Koconis - Interim Mgr Svcs - 1	11,562.44			
0101	MONROE COUNTY BOARD OF COUNTY COMMI	11/30/2023	Regular	0.00	11,562.38	85406
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Ekoconis-Inv 003	Invoice	11/30/2023	E Koconis - Interim Mgr Svcs - 11/6/23-11	0.00	11,562.38	
001-0300-512-31	Professional Services	E Koconis - Interim Mgr Svcs - 1	11,562.38			
0067	MONROE COUNTY CLERK OF COURTS	10/26/2023	Regular	0.00	1,000.00	85192
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10/19/23 Escrow	Invoice	10/26/2023	Add to Escrow Acct for Recording Fees	0.00	1,000.00	
001-155-004	Prepaid Recording Fees	Add to Escrow Acct for Recordin	1,000.00			
0069	MONROE COUNTY FIRE EQUIPMENT	10/05/2023	Regular	0.00	1,950.00	85026
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
198618	Invoice	09/30/2023	Fire Extinguisher Maintenance - 86800 O	0.00	510.00	
402-1500-535-46	Repair & Maintenance	Fire Extinguisher Maintenance -	510.00			
198619	Invoice	09/30/2023	Fire Extinguisher x 2 @ 74060 OS Hwy	0.00	420.00	
402-1500-535-52	Operating Supplies	Fire Extinguisher x 2 @ 74060 O	420.00			
198620	Invoice	09/30/2023	Fire Extinguisher x 2 @ 81953 Old Hwy	0.00	420.00	
402-1500-535-52	Operating Supplies	Fire Extinguisher x 2 @ 81953 O	420.00			
198621	Invoice	09/30/2023	Fire Extinguisher Maintenance 103 Key H	0.00	220.00	
402-1500-535-46	Repair & Maintenance	Fire Extinguisher Maintenance 1	220.00			
198622	Invoice	09/30/2023	Fire Extinguisher Maintenance 142 Sunshi	0.00	105.00	
402-1500-535-46	Repair & Maintenance	Fire Extinguisher Maintenance 1	105.00			
198623	Invoice	09/30/2023	Fire Extinguisher Maintenance 286 Garde	0.00	275.00	
402-1500-535-46	Repair & Maintenance	Fire Extinguisher Maintenance 2	275.00			
0071	MONROE COUNTY SCHOOL DISTRICT	10/26/2023	Regular	0.00	2,272.56	85193
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Sep 23 Utilities	Invoice	10/26/2023	Founders Park Sep 23 Utilities	0.00	2,272.56	
001-1300-572-43	Utilities	Founders Park Sep 23 Utilities -	415.92			
001-1300-572-43	Utilities	Founders Park Sep 23 Utilities -	1,856.64			
1129	MT CAUSLEY, INC.	10/05/2023	Regular	0.00	41,219.78	85027
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
119139	Invoice	09/30/2023	Jul 23 Building Dept Support Services	0.00	41,219.78	
107-1000-524-31	Professional Services	Jul 23 Building Dept Support Ser	41,219.78			
1129	MT CAUSLEY, INC.	10/12/2023	Regular	0.00	51,073.04	85089
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
120203	Invoice	09/30/2023	Aug 23 Building Dept Support Services	0.00	51,073.04	
107-1000-524-31	Professional Services	Aug 23 Building Dept Support S	51,073.04			

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1129	MT CAUSLEY, INC.	10/19/2023	Regular	0.00	48,035.65	85140
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
120963	Invoice	09/30/2023	Sep 23 Building Dept Support Services	0.00	48,035.65	
	107-1000-524-31		Professional Services		48,035.65	
0080	MUNICIPAL EMERGENCY SERVICES INC	10/19/2023	Regular	0.00	47.27	85141
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
IN1947265	Invoice	10/19/2023	Bunker Gear Hanging Patch	0.00	47.27	
	001-0900-522-52		Operating Supplies		47.27	
0080	MUNICIPAL EMERGENCY SERVICES INC	11/09/2023	Regular	0.00	25,166.00	85277
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
IN1954176	Invoice	11/09/2023	3 Washer/Extractor Units through EMW-2	0.00	25,166.00	
	300-0900-522-64		Capital Outlay - Fire Resc		1,700.00	
	300-0900-522-64		Capital Outlay - Fire Resc		23,466.00	
1421	MVC BROTHERS PAINTING INC	10/12/2023	Regular	0.00	4,680.00	85090
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
079980	Invoice	09/30/2023	Paint Boater Marina Bath/Shower	0.00	2,340.00	
	401-1400-575-46		Repair & Maintenance		2,340.00	
079986	Invoice	09/30/2023	Baseball Field Bathroom Painting Mens/W	0.00	2,340.00	
	001-1300-572-46		Repair & Maintenance		2,340.00	
1421	MVC BROTHERS PAINTING INC	10/19/2023	Regular	0.00	1,880.00	85142
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
079987	Invoice	10/19/2023	Painting Office Doors	0.00	1,880.00	
	001-1300-572-46		Repair & Maintenance		1,880.00	
1421	MVC BROTHERS PAINTING INC	11/02/2023	Regular	0.00	1,450.00	85232
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
080011	Invoice	11/02/2023	Storage Room Painting	0.00	1,450.00	
	001-1300-572-46		Repair & Maintenance		1,450.00	
0083	NAPA AUTO PARTS	10/05/2023	Regular	0.00	2,764.55	85028
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Sep 23 2345	Invoice	09/30/2023	Sep 23 Stmt Various Accounts	0.00	2,764.55	
	001-0900-522-46		Repair & Maintenance		35.09	
	001-0900-522-46		Repair & Maintenance		774.90	
	001-0900-522-46		Repair & Maintenance		71.99	
	001-0900-522-46		Repair & Maintenance		64.79	
	001-0900-522-46		Repair & Maintenance		109.00	
	001-0900-522-52		Operating Supplies		68.22	
	001-0900-522-52		Operating Supplies		59.94	
	001-1200-541-46		Repair & Maintenance		63.62	
	001-1200-541-52		Operating Supplies		362.85	
	001-1300-572-52		Operating Supplies		57.98	
	402-1500-535-46		Repair & Maintenance		386.71	
	402-1500-535-46		Repair & Maintenance		116.06	
	402-1500-535-52		Operating Supplies		331.44	
	402-1500-535-52		Operating Supplies		261.96	
0083	NAPA AUTO PARTS	11/09/2023	Regular	0.00	1,663.53	85278

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Oct 23 2345	Invoice	11/09/2023	Oct 23 Stmt Various Accounts	0.00	1,663.53	
	001-0900-522-46		Repair & Maintenance		175.92	
	001-0900-522-46		Repair & Maintenance		231.11	
	001-0900-522-46		Repair & Maintenance		53.99	
	001-0900-522-46		Repair & Maintenance		53.99	
	001-0900-522-46		Repair & Maintenance		24.28	
	001-0900-522-52		Operating Supplies		95.92	
	001-0900-522-52		Operating Supplies		31.15	
	001-1200-541-46		Repair & Maintenance		63.99	
	001-1200-541-52		Operating Supplies		535.00	
	001-1200-541-52		Operating Supplies		75.39	
	001-1200-541-52		Operating Supplies		30.48	
	001-1200-541-52		Operating Supplies		11.54	
	402-1500-535-46		Repair & Maintenance		79.54	
	402-1500-535-46		Repair & Maintenance		46.63	
	402-1500-535-46		Repair & Maintenance		66.49	
	402-1500-535-46		Repair & Maintenance		88.11	
0086	NATIONWIDE RETIREMENT SOLUTIONS	10/12/2023	Bank Draft	0.00	3,770.29	DFT0002958
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004078	Invoice	10/12/2023	Nationwide 457-09245	0.00	3,770.29	
	001-229-022		Retirement Contributions		3,770.29	
0086	NATIONWIDE RETIREMENT SOLUTIONS	10/12/2023	Bank Draft	0.00	321.78	DFT0002959
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004079	Invoice	10/12/2023	Nationwide 457-09245	0.00	321.78	
	001-229-022		Retirement Contributions		321.78	
0086	NATIONWIDE RETIREMENT SOLUTIONS	10/26/2023	Bank Draft	0.00	3,770.29	DFT0002975
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004088	Invoice	10/26/2023	Nationwide 457-09245	0.00	3,770.29	
	001-229-022		Retirement Contributions		3,770.29	
0086	NATIONWIDE RETIREMENT SOLUTIONS	10/26/2023	Bank Draft	0.00	380.25	DFT0002976
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004089	Invoice	10/26/2023	Nationwide 457-09245	0.00	380.25	
	001-229-022		Retirement Contributions		380.25	
0086	NATIONWIDE RETIREMENT SOLUTIONS	11/09/2023	Bank Draft	0.00	3,770.29	DFT0002998
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004097	Invoice	11/09/2023	Nationwide 457-09245	0.00	3,770.29	
	001-229-022		Retirement Contributions		3,770.29	
0086	NATIONWIDE RETIREMENT SOLUTIONS	11/09/2023	Bank Draft	0.00	428.71	DFT0002999
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004098	Invoice	11/09/2023	Nationwide 457-09245	0.00	428.71	
	001-229-022		Retirement Contributions		428.71	
0086	NATIONWIDE RETIREMENT SOLUTIONS	11/22/2023	Bank Draft	0.00	3,770.29	DFT0003008

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004106	Invoice	11/22/2023	Nationwide 457-09245	0.00	3,770.29	
	001-229-022		Retirement Contributions		3,770.29	
0086	NATIONWIDE RETIREMENT SOLUTIONS	11/22/2023	Bank Draft	0.00	403.77	DFT0003009
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004107	Invoice	11/22/2023	Nationwide 457-09245	0.00	403.77	
	001-229-022		Retirement Contributions		403.77	
0085	NATIONWIDE RETIREMENT SOLUTIONS	10/12/2023	Bank Draft	0.00	472.05	DFT0002957
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004077	Invoice	10/12/2023	Nationwide 401a-91306567	0.00	472.05	
	001-229-022		Retirement Contributions		439.17	
	401-229-022		Retirement Contributions		32.88	
0085	NATIONWIDE RETIREMENT SOLUTIONS	10/26/2023	Bank Draft	0.00	501.52	DFT0002974
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004087	Invoice	10/26/2023	Nationwide 401a-91306567	0.00	501.52	
	001-229-022		Retirement Contributions		464.98	
	401-229-022		Retirement Contributions		36.54	
0085	NATIONWIDE RETIREMENT SOLUTIONS	11/09/2023	Bank Draft	0.00	495.49	DFT0002997
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004096	Invoice	11/09/2023	Nationwide 401a-91306567	0.00	495.49	
	001-229-022		Retirement Contributions		461.49	
	401-229-022		Retirement Contributions		34.00	
0085	NATIONWIDE RETIREMENT SOLUTIONS	11/22/2023	Bank Draft	0.00	522.87	DFT0003007
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004105	Invoice	11/22/2023	Nationwide 401a-91306567	0.00	522.87	
	001-229-022		Retirement Contributions		488.66	
	401-229-022		Retirement Contributions		34.21	
0087	NATIONWIDE RETIREMENT SOLUTIONS	10/12/2023	Bank Draft	0.00	1,083.67	DFT0002960
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004080	Invoice	10/12/2023	Loans Nationwide 401a-91306567	0.00	1,083.67	
	001-229-022		Retirement Contributions		1,083.67	
0087	NATIONWIDE RETIREMENT SOLUTIONS	10/26/2023	Bank Draft	0.00	1,036.52	DFT0002977
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004090	Invoice	10/26/2023	Loans Nationwide 401a-91306567	0.00	1,036.52	
	001-229-022		Retirement Contributions		1,036.52	
0087	NATIONWIDE RETIREMENT SOLUTIONS	11/09/2023	Bank Draft	0.00	1,083.67	DFT0003000
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004099	Invoice	11/09/2023	Loans Nationwide 401a-91306567	0.00	1,083.67	
	001-229-022		Retirement Contributions		1,083.67	
0087	NATIONWIDE RETIREMENT SOLUTIONS	11/22/2023	Bank Draft	0.00	1,083.67	DFT0003010

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004108	Invoice	11/22/2023	Loans Nationwide 401a-91306567	0.00	1,083.67	
	001-229-022		Retirement Contributions Loans Nationwide 401a-913065		1,083.67	
0091	NFPA	10/05/2023	Regular	0.00	1,552.50	85029
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
8563404X	Invoice	10/05/2023	National Fire Codes Subscription 23-24	0.00	1,552.50	
	001-0900-522-54		Dues & Subscriptions National Fire Codes Subscriptio		1,552.50	
0091	NFPA	10/05/2023	Regular	0.00	175.00	85030
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
8563403X	Invoice	10/05/2023	NFPA 23-24 Dues - Abel	0.00	175.00	
	001-0900-522-54		Dues & Subscriptions NFPA 23-24 Dues - Abel		175.00	
2125	NICOLE DEDDY	11/30/2023	Regular	0.00	2,302.00	85407
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
210 Hibiscus St	Invoice	11/30/2023	210 Hibiscus St - Wastewater damages	0.00	2,302.00	
	402-1500-535-46		Repair & Maintenance 210 Hibiscus St - Wastewater da		2,302.00	
0097	OFFICE DEPOT	10/05/2023	Regular	0.00	480.17	85031
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
28180124	Invoice	09/30/2023	Sep 23 Office Supplies	0.00	480.17	
	001-0900-522-51		Office Supplies & Expense Office Supplies		164.74	
	001-1300-572-51		Office Supplies & Expense Supplies		15.99	
	001-1300-572-51		Office Supplies & Expense Office Supplies		116.69	
	001-1300-572-51		Office Supplies & Expense Office Supplies		47.99	
	001-1300-572-52		Operating Supplies Suuplies - Cleaning Solution		63.78	
	401-1400-575-51		Office Supplies Office Supplies		70.98	
0097	OFFICE DEPOT	11/09/2023	Regular	0.00	1,449.24	85279
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
28541689	Invoice	11/09/2023	Oct 23 Office Supplies	0.00	1,449.24	
	001-0300-512-51		Office Supplies & Expense HR Office Supplies		268.13	
	001-0500-513-51		Office Supplies & Expense Office Supplies		127.99	
	001-0500-513-51		Office Supplies & Expense Office Supplies		2.49	
	001-0900-522-51		Office Supplies & Expense Office Supplies		6.90	
	001-0900-522-51		Office Supplies & Expense Office Supplies		11.99	
	001-0900-522-51		Office Supplies & Expense Office Supplies		39.81	
	001-1200-541-51		Office Supplies & Expense Office Supplies		79.91	
	001-1300-572-51		Office Supplies & Expense Office Supplies		50.36	
	001-1300-572-51		Office Supplies & Expense Office Supplies		86.16	
	001-1300-572-51		Office Supplies & Expense Office Supplies		26.99	
	001-1300-572-51		Office Supplies & Expense Office Maintenance Supplies		139.47	
	001-1300-572-51		Office Supplies & Expense Office Maintenance Supplies		59.89	
	001-1300-572-51		Office Supplies & Expense Office Supplies		53.39	
	401-1400-575-51		Office Supplies Office Supplies		435.87	
	401-1400-575-51		Office Supplies Office Supplies Toner		59.89	
0098	ORKIN	10/12/2023	Regular	0.00	100.00	85091
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
250181428	Invoice	10/12/2023	Oct 23 Pest Control ST 19	0.00	100.00	
	001-0900-522-46		Repair & Maintenance Oct 23 Pest Control ST 19		100.00	
0098	ORKIN	10/12/2023	Regular	0.00	135.99	85092

Date Range: 10/01/2023 - 11/30/2023

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 102 PI		1,000.00	
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve x 2 @ 85		2,000.00	
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Ring @ 73814		1,000.00	
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 73814		1,000.00	
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 83283		1,000.00	
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 82913		1,000.00	
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve x 2 @ 80		2,000.00	
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 82245		1,000.00	
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Ring @ 73819		1,000.00	
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 105 PI		1,000.00	

0471 PAGE EXCAVATING, INC. 10/26/2023 Regular 0.00 23,520.00 85194

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	Account Name	Item Description	Distribution Amount	
1231020385	Invoice	10/26/2023	Services Week of 10/16/23	0.00	23,520.00
	402-1500-535-46	Repair & Maintenance	Repair Pit - 204 Dogwood Ln		2,500.00
	402-1500-535-63	Capital Outlay - Infrastruc	Extend Sewer Lateral - New Ho		660.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 118 C		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset (2) Valves @ 1		2,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Ring @ 241 Toll		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset (2) Valves @ 8		2,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Vent @ 82205		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Vent @ 82210		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Vent @ 82204		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 8495		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 83134		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Ring @ 83134		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 75424		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 75420		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 75100		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Rem/Rplce S/S Ck Valve New Ho		900.00
	402-1500-535-63	Capital Outlay - Infrastruc	Install S/S Check Valve New Ho		900.00
	402-1500-535-63	Capital Outlay - Infrastruc	Relocate Vent (26) - 81901 OS H		1,560.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 108 C		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Reset Valve @ 81701		1,000.00

0471 PAGE EXCAVATING, INC. 11/02/2023 Regular 0.00 18,000.00 85234

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	Account Name	Item Description	Distribution Amount	
1231030388	Invoice	11/02/2023	Rem & Replc (8) Vents, (7) Valves, (2) Vac	0.00	18,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Vent @ 8183		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Rem & Repl Ring from Vacuum		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Vent @ 117		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Valve @ 63 C		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Valve @ 105		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Valve @ 110		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Valve @ 106		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Rem & Repl Ring from Vacuum		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Valve @ 134		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Vent @ 102		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Vent @ 137		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Vent @ 105		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Vent @ 122		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Vent @ 121		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Vent @ 104		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace Valve @ 142		1,000.00
	402-1500-535-63	Capital Outlay - Infrastruc	Remove & Replace (2) Valves @		2,000.00

0471 PAGE EXCAVATING, INC. 11/16/2023 Regular 0.00 17,945.00 85332

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
I231113397	Invoice	11/16/2023	Services Week of 11/6/23	0.00	17,945.00	
	402-1500-535-46		Repair & Maintenance		2,000.00	
	402-1500-535-63		Capital Outlay - Infrastruc		15,945.00	
0471	PAGE EXCAVATING, INC.	11/17/2023	Regular	0.00	21,150.00	85333
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
I231106394	Invoice	11/17/2023	Services Week of 10/30/23	0.00	21,150.00	
	402-1500-535-46		Repair & Maintenance		3,800.00	
	402-1500-535-63		Capital Outlay - Infrastruc		17,350.00	
0471	PAGE EXCAVATING, INC.	11/22/2023	Regular	0.00	22,055.00	85361
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
I231120402	Invoice	11/22/2023	Services Week of 11/13/23	0.00	22,055.00	
	402-1500-535-46		Repair & Maintenance		3,550.00	
	402-1500-535-63		Capital Outlay - Infrastruc		18,505.00	
0471	PAGE EXCAVATING, INC.	11/30/2023	Regular	0.00	38,000.00	85409
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
I231127404	Invoice	11/30/2023	Services Week of 11/20/23	0.00	17,000.00	
	402-1500-535-63		Capital Outlay - Infrastruc		17,000.00	
I231129405	Invoice	11/30/2023	Repairs to PYH Fire Supression System	0.00	21,000.00	
	401-1400-575-64		Capital Outlay - Machiner		21,000.00	
1217	PETER FREZZA	11/30/2023	Regular	0.00	176.97	85410
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SFCLS_Trav Reim	Invoice	11/30/2023	SE FL Climate Leadership Summit Trav Rei	0.00	176.97	
	001-0300-512-40		Travel & Per Diem		176.97	
0972	PLAN MEMBER SERVICES	10/12/2023	Regular	0.00	3,499.59	85093
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004081	Invoice	10/12/2023	PlanMember Services 457	0.00	179.59	
	001-229-022		Retirement Contributions		179.59	
INV0004082	Invoice	10/12/2023	PlanMember Services 457	0.00	3,320.00	
	001-229-022		Retirement Contributions		3,320.00	
0972	PLAN MEMBER SERVICES	10/26/2023	Regular	0.00	3,501.96	85195
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004091	Invoice	10/26/2023	PlanMember Services 457	0.00	181.96	
	001-229-022		Retirement Contributions		181.96	
INV0004092	Invoice	10/26/2023	PlanMember Services 457	0.00	3,320.00	
	001-229-022		Retirement Contributions		3,320.00	
0972	PLAN MEMBER SERVICES	11/09/2023	Regular	0.00	3,619.79	85280
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004100	Invoice	11/09/2023	PlanMember Services 457	0.00	199.79	
	001-229-022		Retirement Contributions		199.79	
INV0004101	Invoice	11/09/2023	PlanMember Services 457	0.00	3,420.00	
	001-229-022		Retirement Contributions		3,420.00	
0972	PLAN MEMBER SERVICES	11/22/2023	Regular	0.00	3,608.12	85362

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004109	Invoice	11/22/2023	PlanMember Services 457	0.00	188.12	
001-229-022	Retirement Contributions	PlanMember Services 457	188.12			
INV0004110	Invoice	11/22/2023	PlanMember Services 457	0.00	3,420.00	
001-229-022	Retirement Contributions	PlanMember Services 457	3,420.00			
0309	PLAYMORE RECREATIONAL PRODUCTS & SERVI	11/16/2023	Regular	0.00	142,592.00	85315
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
23280	Invoice	11/16/2023	Library Beach Inclusive Playground	0.00	142,592.00	
300-1300-572-69	Library Beach Playground	Library Beach Inclusive Playgoru	142,592.00			
2105	POLLY PRODUCTS	10/05/2023	Regular	0.00	2,131.58	85033
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV72649	Invoice	09/30/2023	Benches for Tennis Courts	0.00	2,131.58	
001-1300-572-52	Operating Supplies	Benches for Tennis Courts	2,131.58			
2105	POLLY PRODUCTS	10/05/2023	Regular	0.00	-2,131.58	85033
0656	POSEIDON MARINE TOWING CORP.	10/12/2023	Regular	0.00	1,402.50	85094
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
3235	Invoice	09/30/2023	Buoy Program	0.00	1,402.50	
401-1400-575-46	Repair & Maintenance	Buoy Program	1,402.50			
0656	POSEIDON MARINE TOWING CORP.	11/09/2023	Regular	0.00	1,462.50	85281
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
3236	Invoice	11/09/2023	Buoy Program	0.00	1,462.50	
401-1400-575-46	Repair & Maintenance	Buoy Program	1,462.50			
0942	POSTALIA - TDC POSTAGE	10/31/2023	Bank Draft	0.00	2,000.00	DFT0002992
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10/31/23 Postage	Invoice	11/02/2023	Postage Added to Postage Machine	0.00	2,000.00	
001-155-002	Prepaid Postage	Postage Added to Postage Mach	2,000.00			
1631	PRICE AUTOMOTIVE LLC	10/12/2023	Regular	0.00	93.93	85095
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
RO #8352	Invoice	09/30/2023	Repair #75 Ford Interceptor - Gerardo	0.00	93.93	
001-1100-524-46	Repair & Maintenance	Repair #75 Ford Interceptor - Ge	93.93			
0148	PRINTING PLUS	10/19/2023	Regular	0.00	382.00	85144
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
12628	Invoice	10/19/2023	Trunk or Treat Signs for Event	0.00	382.00	
001-1300-574-49	Special Events	Trunk or Treat Signs for Event	382.00			
0148	PRINTING PLUS	11/02/2023	Regular	0.00	168.00	85235
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
12657	Invoice	11/02/2023	Haunted Hayride Signs - Trunk or Treat Ev	0.00	168.00	
001-1300-574-49	Special Events	Haunted Hayride Signs - Trunk o	168.00			

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0151	PROFESSIONAL EMERGENCY SERVICES	10/12/2023	Regular	0.00	5,267.20	85096
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Oct 23	Invoice	10/12/2023	Oct 23 Medical Director Services	0.00	5,267.20	
001-0900-522-31	Professional Services	Oct 23 Medical Director Service	5,267.20			
0151	PROFESSIONAL EMERGENCY SERVICES	10/26/2023	Regular	0.00	5,267.20	85196
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Nov23	Invoice	10/26/2023	Nov 23 Medical Director Services	0.00	5,267.20	
001-0900-522-31	Professional Services	Nov 23 Medical Director Service	5,267.20			
0151	PROFESSIONAL EMERGENCY SERVICES	11/22/2023	Regular	0.00	5,267.20	85363
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Dec 23	Invoice	11/22/2023	Dec 23 Medical Director Services	0.00	5,267.20	
001-0900-522-31	Professional Services	Dec 23 Medical Director Service	5,267.20			
1472	PUBLIC RISK MGMT OF FL	10/10/2023	Bank Draft	0.00	224,487.00	DFT0002953
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
19951	Invoice	10/12/2023	FY23-24 Q1 Premium per Budget & Res 0	0.00	224,487.00	
001-0500-513-24	Workers' Compensation	FY23-24 Q1 Prem per Budg/Res	27,166.06			
001-0500-513-45	Insurance	FY23-24 Q1 Prem per Budg/Res	118,162.51			
102-1200-534-24	Workers Comp Insurance	FY23-24 Q1 Prem per Budg/Res	46.15			
102-1200-534-45	Insurance	FY23-24 Q1 Prem per Budg/Res	50.70			
107-1000-524-24	Workers' Compensation	FY23-24 Q1 Prem per Budg/Res	2,504.90			
107-1000-524-45	Insurance	FY23-24 Q1 Prem per Budg/Res	3,016.90			
401-1400-575-24	Workers' Compensation	FY23-24 Q1 Prem per Budg/Res	845.19			
401-1400-575-45	Insurance	FY23-24 Q1 Prem per Budg/Res	24,677.47			
402-1500-535-24	Workers' Compensation	FY23-24 Q1 Prem per Budg/Res	1,843.30			
402-1500-535-45	Insurance	FY23-24 Q1 Prem per Budg/Res	46,076.97			
403-1600-538-24	Workers' Compensation	FY23-24 Q1 Prem per Budg/Res	46.15			
403-1600-538-45	Insurance	FY23-24 Q1 Prem per Budg/Res	50.70			
1149	PUBLIX SUPERMARKET	10/05/2023	Regular	0.00	748.47	85034
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Sep 23	Invoice	09/30/2023	Sep 23 Groceries	0.00	748.47	
001-0100-511-51	Office Supplies & Expense	Council Mtg Food	133.42			
001-0100-511-51	Office Supplies & Expense	Council Mtg Food	114.96			
001-0100-511-51	Office Supplies & Expense	Council Mtg Food	145.92			
001-0100-511-51	Office Supplies & Expense	Council Mtg Food	148.27			
001-0100-511-51	Office Supplies & Expense	Council Mtg Food	144.12			
001-0100-511-51	Office Supplies & Expense	Council Mtg Food	28.47			
107-1000-524-51	Office Supplies & Expense	Sep 23 Birthdays	33.31			
1149	PUBLIX SUPERMARKET	11/09/2023	Regular	0.00	738.73	85282
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Oct 23	Invoice	11/09/2023	Oct 23 Groceries	0.00	738.73	
001-0100-511-51	Office Supplies & Expense	Council Mtg Food	101.63			
001-0100-511-51	Office Supplies & Expense	Council Mtg Food	182.03			
001-0100-511-51	Office Supplies & Expense	Council Mtg Food	29.40			
001-1300-574-49	Special Events	Trunk or Treat Supplies	2.79			
001-1300-574-49	Special Events	Trunk or Treat Gift Card Prizes, E	320.36			
001-1300-574-49	Special Events	Beats on the Bay Band Food 11/	102.52			

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1997	QUALITY ACQUISITION COMPANY, LLC	11/02/2023	Regular	0.00	357.50	85236
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
02182609	Invoice	11/02/2023	Liquid Death Water - Beats on the Bay 11/	0.00	357.50	
001-1300-574-49	Special Events		Liquid Death Water - Beats on t		357.50	
1767	REBECCA JETTON	10/05/2023	Regular	0.00	1,625.00	85035
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Sep 23 Services	Invoice	09/30/2023	Sep 23 Services	0.00	1,625.00	
001-0600-515-31	Professional Services		Sep 23 Services		1,625.00	
0134	RES FLORIDA CONSULTING LLC dba E SCIENCES	10/12/2023	Regular	0.00	18,750.00	85097
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
IN41056	Invoice	10/12/2023	Canal Water Quality Monitoring	0.00	18,750.00	
402-1500-535-31	Professional Services		Canal Water Quality Monitoring		18,750.00	
0134	RES FLORIDA CONSULTING LLC dba E SCIENCES	10/19/2023	Regular	0.00	3,305.49	85145
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
#IN40866	Invoice	09/30/2023	Stormwater Review PLCUP20220131	0.00	388.00	
001-0600-515-31	Professional Services		Stormwater Review PLCUP2022		388.00	
#IN40899	Invoice	09/30/2023	Final Stormwater Inspection - PLCUP2017	0.00	2,917.49	
001-0600-515-31	Professional Services		Final Stormwater Inspection - PL		2,917.49	
0134	RES FLORIDA CONSULTING LLC dba E SCIENCES	11/16/2023	Regular	0.00	1,297.49	85316
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
#IN42097	Invoice	11/16/2023	Oct 23 Cheeca Stormwater (PLCUP201704	0.00	1,297.49	
001-0600-515-31	Professional Services		Oct 23 Cheeca Stormwater (PLC		1,297.49	
1602	RINGCENTRAL INC	10/26/2023	Regular	0.00	3,772.83	85197
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
CD_000680117	Invoice	10/26/2023	RINGCENTRAL Phones LAN/VoIP 10/22/2	0.00	3,772.83	
001-0700-519-41	Communications		Village Hall 10/22/23-11/21/23		2,990.93	
001-0900-522-41	Communications		FS 20 Phones 10/22/23-11/21/2		362.99	
001-0900-522-41	Communications		FS 19 Phones 10/22/23-11/21/2		131.97	
001-1200-541-41	Communications		Public Works 10/22/23-11/21/2		77.48	
001-1300-572-41	Communications		Founders Park 10/22/23-11/21/		164.98	
401-1400-575-41	Communications		Marina 10/22/23-11/21/23		44.48	
1602	RINGCENTRAL INC	11/30/2023	Regular	0.00	3,772.83	85411
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
CD_000699334	Invoice	11/30/2023	RINGCENTRAL Phones LAN/VOiP Various	0.00	3,772.83	
001-0700-519-41	Communications		Village Hall 11/22/23-12/21/23		2,990.93	
001-0900-522-41	Communications		FS 20 Phones 11/22/23-12/21/2		362.99	
001-0900-522-41	Communications		FS 19 Phones 11/22/23-12/21/2		131.98	
001-1200-541-41	Communications		Public Works 11/22/23-12/21/2		77.48	
001-1300-572-41	Communications		Founders Park 11/22/23-12/21/		164.98	
401-1400-575-41	Communications		Marina 11/22/23-12/21/23		44.47	
2101	ROBERTO & ANGELA PANTALEO	10/05/2023	Regular	0.00	433.30	85036
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
PLAV20230073	Invoice	09/30/2023	Refund Cost Recovery Deposit	0.00	433.30	
001-220-001	Deposits - Cost Recovery		Refund Cost Recovery Deposit		433.30	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1690	SAM C. STEELE, CFC	11/16/2023	Regular	0.00	1,225.37	85317
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
AK 1526649	Invoice	11/16/2023	2023 Prop Tax 172 Bougainvillea St - don.	0.00	1,225.37	
001-0500-513-49	Other Expenses		2023 Prop Tax 172 Bougainvillea		1,225.37	
1690	SAM C. STEELE, CFC	11/16/2023	Regular	0.00	6,388.37	85318
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
8965573-2023	Invoice	11/16/2023	Olliewood - Isla Chamber of Commerce 2	0.00	6,388.37	
001-0500-513-49	Other Expenses		Olliewood - Isla Chamber of Co		6,388.37	
1690	SAM C. STEELE, CFC	11/16/2023	Regular	0.00	1,422.63	85319
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
8507089-2023	Invoice	11/16/2023	2023 PYH Tangible Property Tax	0.00	1,422.63	
401-1400-575-49	Other Expenses		2023 PYH Tangible Property Tax		1,422.63	
1690	SAM C. STEELE, CFC	11/16/2023	Regular	0.00	1,225.37	85320
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
AK 1526665	Invoice	11/16/2023	2023 Prop Tax 180 Bougainvillea St - Don.	0.00	1,225.37	
001-0500-513-49	Other Expenses		2023 Prop Tax 180 Bougainvillea		1,225.37	
0176	SANDS OF THE KEYS, INC.	10/19/2023	Regular	0.00	1,444.33	85146
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV31236	Invoice	09/30/2023	Sep 23 P&R Copies	0.00	109.12	
001-1300-572-51	Office Supplies & Expense		Sep 23 P&R Copies		109.12	
INV31237	Invoice	09/30/2023	Sep 23 3rd Floor Copies	0.00	1,098.30	
001-0200-514-51	Office Supplies & Expense		Sep 23 3rd Floor Copies - Legal		7.62	
001-0300-512-51	Office Supplies & Expense		Sep 23 3rd Floor Copies - VM		2.05	
001-0400-512-51	Office Supplies & Expense		Sep 23 3rd Floor Copies - Village		743.30	
001-0500-513-51	Office Supplies & Expense		Sep 23 3rd Floor Copies - Financ		266.53	
001-0600-515-51	Office Supplies & Expense		Sep 23 3rd Floor Copies - Planni		28.79	
001-0700-519-51	Office Supplies & Expense		Sep 23 3rd Floor Copies - IT		50.01	
INV31238	Invoice	09/30/2023	Sep 23 2nd Floor Copies	0.00	159.85	
001-0600-515-51	Office Supplies & Expense		Sep 23 2nd Floor Copies		53.28	
001-1100-524-51	Office Supplies & Expense		Sep 23 2nd Floor Copies		53.28	
107-1000-524-51	Office Supplies & Expense		Sep 23 2nd Floor Copies		53.29	
INV31239	Invoice	09/30/2023	Sep 23 FS 20 Copies	0.00	1.00	
001-0900-522-51	Office Supplies & Expense		Sep 23 FS 20 Copies		1.00	
INV31240	Invoice	09/30/2023	Sep 23 FS 21 Copies	0.00	67.28	
001-0900-522-51	Office Supplies & Expense		Sep 23 FS 21 Copies		67.28	
INV31241	Invoice	09/30/2023	Sep 23 FS 19 Copies	0.00	8.78	
001-0900-522-51	Office Supplies & Expense		Sep 23 FS 19 Copies		8.78	
0176	SANDS OF THE KEYS, INC.	11/16/2023	Regular	0.00	623.36	85321
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV31805	Invoice	11/16/2023	Oct 23 P&R Copies	0.00	139.44	
001-1300-572-51	Office Supplies & Expense		Oct 23 P&R Copies		139.44	
INV31806	Invoice	11/16/2023	Oct 23 3rd Floor Copies	0.00	358.28	
001-0200-514-51	Office Supplies & Expense		Oct 23 3rd Floor Copies - Legal		0.25	
001-0300-512-51	Office Supplies & Expense		Oct 23 3rd Floor Copies - VM		0.98	
001-0400-512-51	Office Supplies & Expense		Oct 23 3rd Floor Copies- Clerk		261.43	
001-0500-513-51	Office Supplies & Expense		Oct 23 3rd Floor Copies - Financ		81.61	
001-0600-515-51	Office Supplies & Expense		Oct 23 3rd Floor Copies - Planni		13.70	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	001-0700-519-51	Office Supplies & Expense	Oct 23 3rd Floor Copies - IT		0.31	
INV31807	Invoice	11/16/2023	Oct 23 2nd Floor Copies	0.00	71.14	
	001-0600-515-51	Office Supplies & Expense	Oct 23 2nd Floor Copies		23.71	
	001-1100-524-51	Office Supplies & Expense	Oct 23 2nd Floor Copies		23.71	
	107-1000-524-51	Office Supplies & Expense	Oct 23 2nd Floor Copies		23.72	
INV31808	Invoice	11/16/2023	Oct 23 FS 20 Copies	0.00	0.24	
	001-0900-522-51	Office Supplies & Expense	Oct 23 FS 20 Copies		0.24	
INV31809	Invoice	11/16/2023	Oct 23 FS 21 Copies	0.00	46.70	
	001-0900-522-51	Office Supplies & Expense	Oct 23 FS 21 Copies		46.70	
INV31810	Invoice	11/16/2023	Oct 23 FS 19 Copies	0.00	7.56	
	001-0900-522-51	Office Supplies & Expense	Oct 23 FS 19 Copies		7.56	
2104	SAWDY PROPERTIES INC	10/05/2023	Regular	0.00	442.50	85037
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
PLSPR20190202	Invoice	09/30/2023	Refund Cost Recovery Deposit	0.00	442.50	
	001-220-001		Deposits - Cost Recovery		442.50	
0859	SHI INTERNATIONAL CORP.	10/19/2023	Regular	0.00	4,296.60	85147
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
B17464520	Invoice	10/19/2023	Veeam Licenses 10/13/23-10/13/24	0.00	4,296.60	
	001-0700-519-54		Dues & Subscriptions		4,296.60	
2118	SKYLER LUTES	11/02/2023	Regular	0.00	600.00	85237
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV1020	Invoice	11/02/2023	Opening Band 11/03/23 Beats on the Bay	0.00	600.00	
	001-1300-574-49		Special Events		600.00	
1382	SOUTH FLORIDA ASSETS & OPERATIONS	11/09/2023	Regular	0.00	235.30	85283
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
986984	Invoice	11/09/2023	Supplies 25' Pathfinder	0.00	235.30	
	001-0800-521-52		Operating Supplies		235.30	
1382	SOUTH FLORIDA ASSETS & OPERATIONS	11/30/2023	Regular	0.00	2,950.88	85412
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
98677	Invoice	11/30/2023	Emergency Repair MCSO 26' Angler	0.00	2,950.88	
	001-0800-521-46		Repair & Maintenance		2,950.88	
2126	SPOONER MON, LLC	11/30/2023	Regular	0.00	1,200.00	85413
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
12754	Invoice	11/30/2023	Fire Suppression Sys - Remove/Replace D	0.00	1,200.00	
	401-1400-575-64		Capital Outlay - Machiner		1,200.00	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0180	STANDARD INSURANCE COMPANY	10/31/2023	Bank Draft	0.00	1,887.07	DFT0002970
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
Nov 2023	Invoice	10/19/2023	Nov 2023 Life Insurance Bill	0.00	1,887.07	
	001-0300-512-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	72.55	
	001-0400-512-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	45.35	
	001-0500-513-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	108.38	
	001-0600-515-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	114.19	
	001-0700-519-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	83.67	
	001-0800-521-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	15.37	
	001-0900-522-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	693.35	
	001-1100-524-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	35.72	
	001-1200-541-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	188.02	
	001-1201-541-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	10.85	
	001-1300-572-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	175.99	
	102-1200-534-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	2.52	
	107-1000-524-23		Employee Insurance Bene	Nov 2023 Life Insurance Bill	131.14	
	401-1400-575-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	63.77	
	402-1500-535-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	143.68	
	403-1600-538-23		Employee Insurance Pre	Nov 2023 Life Insurance Bill	2.52	
0180	STANDARD INSURANCE COMPANY	11/30/2023	Bank Draft	0.00	1,812.15	DFT0003018
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
Dec 2023	Invoice	11/22/2023	Dec 2023 Life Insurance Bill	0.00	1,812.15	
	001-0300-512-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	67.53	
	001-0400-512-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	42.34	
	001-0500-513-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	104.34	
	001-0600-515-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	106.12	
	001-0700-519-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	79.89	
	001-0800-521-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	14.62	
	001-0900-522-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	644.82	
	001-1100-524-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	33.46	
	001-1200-541-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	177.57	
	001-1201-541-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	10.34	
	001-1300-572-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	208.23	
	102-1200-534-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	2.52	
	107-1000-524-23		Employee Insurance Bene	Dec 2023 Life Insurance Bill	124.66	
	401-1400-575-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	59.98	
	402-1500-535-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	133.21	
	403-1600-538-23		Employee Insurance Pre	Dec 2023 Life Insurance Bill	2.52	
2039	STANTEC CONSULTING SERVICES INC	10/05/2023	Regular	0.00	5,250.00	85038
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
2121379	Invoice	09/30/2023	Invasive Plant Mgmt- PO23-0110 closed	0.00	5,250.00	
	001-1200-541-46		Repair & Maintenance	Invasive Plant Mgmt- PO23-011	5,250.00	
2039	STANTEC CONSULTING SERVICES INC	11/22/2023	Regular	0.00	5,250.00	85364
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
2159894	Invoice	11/22/2023	Invasive Plant Management	0.00	5,250.00	
	001-1200-541-46		Repair & Maintenance	Invasive Plant Management	5,250.00	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0351	STAPLES ADVANTAGE	10/12/2023	Regular	0.00	1,694.58	85098
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1651305425	Invoice	09/30/2023	Sep 23 Various Accounts	0.00	1,694.58	
001-0400-512-51	Office Supplies & Expense	Clerk Share Copy Paper	739.90			
001-0600-515-51	Office Supplies & Expense	Office Supplies	85.39			
001-0600-515-51	Office Supplies & Expense	Office Supplies	35.09			
001-0700-519-51	Office Supplies & Expense	Office Supplies	439.98			
001-0700-519-51	Office Supplies & Expense	Office Supplies	199.99			
001-1100-524-51	Office Supplies & Expense	Office Supplies	46.35			
001-1100-524-51	Office Supplies & Expense	Office Supplies	35.09			
107-1000-524-51	Office Supplies & Expense	Office Supplies	38.61			
107-1000-524-51	Office Supplies & Expense	Office Supplies	35.09			
107-1000-524-51	Office Supplies & Expense	Office Supplies	39.09			
0351	STAPLES ADVANTAGE	11/09/2023	Regular	0.00	757.26	85284
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1651884539	Invoice	11/09/2023	Oct 23 Office Supplies Various Accounts	0.00	757.26	
001-0600-515-51	Office Supplies & Expense	Office Supplies	18.80			
001-0600-515-51	Office Supplies & Expense	Office Supplies	2.46			
001-0600-515-51	Office Supplies & Expense	Office Supplies 2nd Floor Copier	88.98			
001-0700-519-51	Office Supplies & Expense	Badge Reels	27.48			
001-0700-519-51	Office Supplies & Expense	Office Supplies	279.98			
001-0900-522-51	Office Supplies & Expense	Printer Paper	78.68			
001-1100-524-51	Office Supplies & Expense	Office Supplies	18.81			
001-1100-524-51	Office Supplies & Expense	Office Supplies	2.46			
107-1000-524-51	Office Supplies & Expense	Office Supplies	18.81			
107-1000-524-51	Office Supplies & Expense	Office Supplies	2.46			
107-1000-524-51	Office Supplies & Expense	Office Supplies 2nd Floor Copier	88.98			
107-1000-524-51	Office Supplies & Expense	Office Supplies	129.36			
0184	STATE OF FLORIDA DISBURSEMENT UNIT	10/12/2023	Bank Draft	0.00	90.12	DFT0002962
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004084	Invoice	10/12/2023	140002203FC13	0.00	90.12	
001-216-002	Wage Garnishment Payab	140002203FC13	90.12			
0184	STATE OF FLORIDA DISBURSEMENT UNIT	10/26/2023	Bank Draft	0.00	90.12	DFT0002979
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004094	Invoice	10/26/2023	140002203FC13	0.00	90.12	
001-216-002	Wage Garnishment Payab	140002203FC13	90.12			
0184	STATE OF FLORIDA DISBURSEMENT UNIT	11/09/2023	Bank Draft	0.00	90.12	DFT0003002
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004103	Invoice	11/09/2023	140002203FC13	0.00	90.12	
001-216-002	Wage Garnishment Payab	140002203FC13	90.12			
0184	STATE OF FLORIDA DISBURSEMENT UNIT	11/22/2023	Bank Draft	0.00	90.12	DFT0003012
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004112	Invoice	11/22/2023	140002203FC13	0.00	90.12	
001-216-002	Wage Garnishment Payab	140002203FC13	90.12			

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0534	STATION AUTOMATION	10/12/2023	Regular	0.00	3,875.00	85099
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5166	Invoice	10/12/2023	PS Trax Subscription 10/15/23-10/14/24	0.00	3,875.00	
	001-0900-522-54		Dues & Subscriptions PS Trax Subscription 10/15/23-1		3,875.00	
0338	STEPHEN POLLOCK	10/26/2023	Regular	0.00	717.35	85198
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
Reimb_TravelExp	Invoice	10/26/2023	Reimburse for Safety & Health Conferenc	0.00	717.35	
	001-0900-522-40		Travel & Per Diem Reimburse for Safety & Health C		155.00	
	001-0900-522-40		Travel & Per Diem Reimburse for Safety & Health C		562.35	
0728	SUNBELT RENTALS	10/19/2023	Regular	0.00	224.58	85148
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
145577221-0001	Invoice	10/19/2023	Equipment Rental	0.00	224.58	
	001-1200-541-44		Rentals & Leases Equipment Rental		224.58	
0728	SUNBELT RENTALS	10/26/2023	Regular	0.00	4,984.95	85199
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
128533116-0023	Invoice	10/26/2023	Transfer Station 286 Gardenia 9/15/23-10	0.00	1,463.65	
	402-1500-535-44		Rentals & Leases Transfer Station 286 Gardenia 9		1,463.65	
128585646-0023	Invoice	10/26/2023	Transfer Station 286 Gardenia 9/16/23-10	0.00	3,521.30	
	402-1500-535-44		Rentals & Leases Transfer Station 286 Gardenia 9		3,521.30	
0728	SUNBELT RENTALS	11/09/2023	Regular	0.00	694.38	85285
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
146178686-0001	Invoice	11/09/2023	Trunk or Treak Lighting	0.00	694.38	
	001-1300-574-49		Special Events Trunk or Treak Lighting		694.38	
0728	SUNBELT RENTALS	11/22/2023	Regular	0.00	4,984.95	85365
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
128533116-0024	Invoice	11/22/2023	Transfer Station Pump Rental 10/13/23-1	0.00	1,463.65	
	402-1500-535-44		Rentals & Leases Transfer Station Pump Rental 10		1,463.65	
128585646-0024	Invoice	11/22/2023	Transfer Station 286 Gardenia 10/14/23-1	0.00	3,521.30	
	402-1500-535-44		Rentals & Leases Transfer Station 286 Gardenia 1		3,521.30	
1842	SUNSHINE GASOLINE DISTRIBUTORS, INC.	10/05/2023	Regular	0.00	1,553.49	85039
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0686666-IN	Invoice	09/30/2023	Diesel	0.00	833.67	
	001-0900-522-52		Operating Supplies Diesel 195.2 gal		833.67	
0687942-IN	Invoice	10/05/2023	Diesel	0.00	719.82	
	001-0900-522-52		Operating Supplies Diesel 164.20 gal		719.82	
1842	SUNSHINE GASOLINE DISTRIBUTORS, INC.	10/12/2023	Regular	0.00	14,580.32	85100
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0686665-IN	Invoice	09/30/2023	Fuel for Resale - Unl	0.00	3,398.48	
	401-1400-575-52		Operating Supplies Unleaded 905.1 gal		3,398.48	
0687441-IN	Invoice	09/30/2023	Fuel for Resale - Unl	0.00	3,675.13	
	401-1400-575-52		Operating Supplies Unleaded 992.1 gal		3,675.13	
0688850-IN	Invoice	10/12/2023	Fuel for Resale Unl/Dsl	0.00	7,506.71	
	401-1400-575-52		Operating Supplies Unleaded 1300.2 gal/Diesel 101		7,506.71	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1842	SUNSHINE GASOLINE DISTRIBUTORS, INC.	10/19/2023	Regular	0.00	927.72	85149
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0689226-IN	Invoice	10/19/2023	Diesel 106.8 gal	0.00	421.81	
	001-0900-522-52		Operating Supplies		421.81	
0690722-IN	Invoice	10/19/2023	Diesel 119.6 gal	0.00	505.91	
	001-0900-522-52		Operating Supplies		505.91	
1842	SUNSHINE GASOLINE DISTRIBUTORS, INC.	10/26/2023	Regular	0.00	7,731.70	85200
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0690642-IN	Invoice	10/26/2023	Fuel for Resale Unl/Dsl	0.00	7,731.70	
	401-1400-575-52		Operating Supplies		7,731.70	
1842	SUNSHINE GASOLINE DISTRIBUTORS, INC.	11/02/2023	Regular	0.00	1,437.20	85238
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0692110-IN	Invoice	11/02/2023	Diesel 155.2 gal	0.00	639.81	
	001-0900-522-52		Operating Supplies		639.81	
0693353-IN	Invoice	11/02/2023	Diesel 200 gal	0.00	797.39	
	001-0900-522-52		Operating Supplies		797.39	
1842	SUNSHINE GASOLINE DISTRIBUTORS, INC.	11/09/2023	Regular	0.00	7,684.32	85286
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0692536-IN	Invoice	11/09/2023	Fuel for Resale - Unl	0.00	4,173.28	
	401-1400-575-52		Operating Supplies		4,173.28	
0693519-IN	Invoice	11/09/2023	Fuel for Resale - Unl	0.00	3,511.04	
	401-1400-575-52		Operating Supplies		3,511.04	
1842	SUNSHINE GASOLINE DISTRIBUTORS, INC.	11/16/2023	Regular	0.00	951.68	85322
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0694689-IN	Invoice	11/16/2023	Diesel	0.00	951.68	
	001-0900-522-52		Operating Supplies		951.68	
1842	SUNSHINE GASOLINE DISTRIBUTORS, INC.	11/22/2023	Regular	0.00	4,025.49	85366
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0695078-IN	Invoice	11/22/2023	Fuel for Resale - Unl	0.00	3,206.13	
	401-1400-575-52		Operating Supplies		3,206.13	
0696088-IN	Invoice	11/22/2023	Diesel	0.00	819.36	
	001-0900-522-52		Operating Supplies		819.36	
1842	SUNSHINE GASOLINE DISTRIBUTORS, INC.	11/30/2023	Regular	0.00	9,959.09	85414
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0696300-IN	Invoice	11/30/2023	Fuel for Resale Unl/Dsl	0.00	5,644.06	
	401-1400-575-52		Operating Supplies		5,644.06	
0697300-IN	Invoice	11/30/2023	Diesel	0.00	704.14	
	001-0900-522-52		Operating Supplies		704.14	
0697835-IN	Invoice	11/30/2023	Fuel for Resale Unl	0.00	3,131.52	
	401-1400-575-52		Operating Supplies		3,131.52	
0698471-IN	Invoice	11/30/2023	Diesel	0.00	479.37	
	001-0900-522-52		Operating Supplies		479.37	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0896	SUSAN MCLAUGHLIN	11/02/2023	Regular	0.00	221.01	85239
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
Reimb. CV Conf 1	Invoice	11/02/2023	Reimb Meals, Transportation, Parking, Ba	0.00	221.01	
	001-0300-512-40		Travel & Per Diem		221.01	
1018	SWANK MOTION PICTURES INC	11/16/2023	Regular	0.00	480.00	85323
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
BO 2131478	Invoice	11/16/2023	Movie Under the Stars - Grinch License	0.00	480.00	
	001-1300-574-49		Special Events		480.00	
1018	SWANK MOTION PICTURES INC	11/16/2023	Regular	0.00	-480.00	85323
0196	TAV MOWER LLC	10/12/2023	Regular	0.00	1,891.46	85101
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
Sep 23	Invoice	09/30/2023	Sep 23 Various Accounts	0.00	1,891.46	
	001-0900-522-46		Repair & Maintenance		122.52	
	001-1200-541-52		Operating Supplies		328.87	
	001-1200-541-52		Operating Supplies		687.77	
	001-1200-541-52		Operating Supplies		109.95	
	001-1200-541-52		Operating Supplies		642.35	
0196	TAV MOWER LLC	11/22/2023	Regular	0.00	218.89	85367
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
Oct 23 FIRE	Invoice	11/22/2023	Oct 23 Fire Various Accounts	0.00	218.89	
	001-0900-522-46		Repair & Maintenance		89.87	
	001-0900-522-46		Repair & Maintenance		73.53	
	001-0900-522-52		Operating Supplies		55.49	
0196	TAV MOWER LLC	11/22/2023	Regular	0.00	1,935.17	85368
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
Oct 23	Invoice	11/22/2023	Oct 23 Various Accounts	0.00	1,935.17	
	001-1200-541-46		Repair & Maintenance		35.00	
	001-1200-541-46		Repair & Maintenance		25.00	
	001-1200-541-46		Repair & Maintenance		289.99	
	001-1200-541-52		Operating Supplies		599.99	
	001-1200-541-52		Operating Supplies		109.95	
	001-1200-541-52		Operating Supplies		22.89	
	001-1200-541-52		Operating Supplies		599.99	
	001-1300-572-46		Repair & Maintenance		79.32	
	001-1300-572-46		Repair & Maintenance		108.05	
	001-1300-572-52		Operating Supplies		64.99	
0198	TAVERNIER MINI STORAGE	10/05/2023	Regular	0.00	275.00	85040
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
10615	Invoice	10/05/2023	Oct 23 Rental Storage A-16	0.00	275.00	
	001-0500-513-44		Rentals & Leases		275.00	
0198	TAVERNIER MINI STORAGE	10/26/2023	Regular	0.00	275.00	85201
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
10808	Invoice	10/26/2023	Nov 23 Rental Storage A-16	0.00	275.00	
	001-0500-513-44		Rentals & Leases		275.00	
0198	TAVERNIER MINI STORAGE	11/30/2023	Regular	0.00	275.00	85415

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11012	Invoice	11/30/2023	Dec 23 Rental Storage A-16	0.00	275.00	
	001-0500-513-44		Rentals & Leases		275.00	
0839	TERRY ABEL	10/12/2023	Regular	0.00	83.00	85102
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Reimb. Meals G-	Invoice	10/12/2023	Reimb for Meals - G-288 Volun & Donatio	0.00	83.00	
	001-0900-522-40		Travel & Per Diem		83.00	
0544	TEXAS LIFE INSURANCE COMPANY	10/30/2023	Bank Draft	0.00	629.44	DFT0002987
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SB0D1E20231015	Invoice	11/02/2023	October 2023 Texas Life	0.00	629.44	
	001-229-001		Supplemental Insurance P		629.44	
0544	TEXAS LIFE INSURANCE COMPANY	11/21/2023	Bank Draft	0.00	629.44	DFT0003015
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SB0D1E20231113	Invoice	11/22/2023	November 2023 Texas Life	0.00	629.44	
	001-229-001		Supplemental Insurance P		629.44	
1093	THE CORRADINO GROUP	10/19/2023	Regular	0.00	600.00	85150
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
43 10/13/23	Invoice	09/30/2023	Sep 23 Affordable Housing Compliance M	0.00	600.00	
	104-0000-554-31		Professional Services		600.00	
1093	THE CORRADINO GROUP	11/16/2023	Regular	0.00	900.00	85324
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
44 11/11/23	Invoice	11/16/2023	Oct 23 Affordable Housing Compliance M	0.00	900.00	
	104-0000-554-31		Professional Services		900.00	
0202	THE LIFEGUARD STORE INC	10/05/2023	Regular	0.00	1,341.19	85041
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV001357990	Invoice	09/30/2023	Swim Platform for Pool Programs	0.00	1,341.19	
	001-1300-572-52		Operating Supplies		1,341.19	
0202	THE LIFEGUARD STORE INC	10/19/2023	Regular	0.00	80.99	85151
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV001361591	Invoice	10/19/2023	Lifeguard Supplies	0.00	80.99	
	001-1300-572-52		Operating Supplies		80.99	
0202	THE LIFEGUARD STORE INC	11/02/2023	Regular	0.00	2,169.70	85240
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV001362086	Invoice	11/02/2023	Lockers for Pool Area - Staff	0.00	1,770.00	
	001-1300-572-52		Operating Supplies		1,770.00	
INV001362575	Invoice	11/02/2023	Lifeguard Supplies	0.00	399.70	
	001-1300-572-52		Operating Supplies		399.70	
0202	THE LIFEGUARD STORE INC	11/16/2023	Regular	0.00	140.22	85325

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV001367289	Invoice	11/16/2023	Lifeguard Supplies	0.00	140.22	
	001-1300-572-52		Operating Supplies		140.22	
1121	THE WEEKLY NEWSPAPERS INC	10/05/2023	Regular	0.00	474.00	85042
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
89141	Invoice	09/30/2023	RVCM - 09/28 & 10/10 Workshop - 10/13	0.00	474.00	
	001-0100-511-48		PR / Advertising		474.00	
1121	THE WEEKLY NEWSPAPERS INC	10/12/2023	Regular	0.00	158.00	85103
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
89332	Invoice	10/12/2023	RVCM Ad 10/10/23	0.00	158.00	
	001-0100-511-48		PR / Advertising		158.00	
1121	THE WEEKLY NEWSPAPERS INC	10/19/2023	Regular	0.00	366.30	85152
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
89512	Invoice	10/19/2023	Trunk or Treat Ad	0.00	366.30	
	001-1300-574-49		Special Events		366.30	
1121	THE WEEKLY NEWSPAPERS INC	10/26/2023	Regular	0.00	566.30	85202
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
89745	Invoice	10/26/2023	Trunk or Treak Ad	0.00	566.30	
	001-1300-572-48		PR / Advertising		566.30	
1121	THE WEEKLY NEWSPAPERS INC	11/09/2023	Regular	0.00	289.00	85287
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
90203	Invoice	11/09/2023	Nov23 RCVM, LPA, AUDITOR SELEC, CODE	0.00	289.00	
	001-0100-511-48		PR / Advertising		289.00	
1121	THE WEEKLY NEWSPAPERS INC	11/16/2023	Regular	0.00	289.00	85326
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
90387	Invoice	11/16/2023	Nov 23 Aud Sel/RCVM/LPA/Code Comp 1	0.00	289.00	
	001-0100-511-48		PR / Advertising		289.00	
1127	THORN RUN PARTNERS, LLC	10/12/2023	Regular	0.00	5,500.00	85104
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
23605	Invoice	10/12/2023	Oct 23 Federal Lobbying Services	0.00	5,500.00	
	001-0100-511-31		Professional Services		5,500.00	
1127	THORN RUN PARTNERS, LLC	11/09/2023	Regular	0.00	5,500.00	85288
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1985	Invoice	11/09/2023	Nov 23 Federal Lobbying Services	0.00	5,500.00	
	001-0100-511-31		Professional Services		5,500.00	
0273	TIKI TENNIS, INC.	10/12/2023	Regular	0.00	2,164.50	85105
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9/25/23-10/8/23	Invoice	10/12/2023	Tennis Instructions 9/25/23-10/8/23	0.00	2,164.50	
	001-1300-572-31		Professional Services		2,405.00	
	001-1300-572-31		Professional Services		-240.50	
0273	TIKI TENNIS, INC.	10/26/2023	Regular	0.00	4,095.00	85203

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10/9/23-10/22/2	Invoice	10/26/2023	Tennis Instructions	10/9/23-10/22/23	0.00	4,095.00
001-1300-572-31	Professional Services		Tennis Instructions	10/9/23-10/		4,550.00
001-1300-572-31	Professional Services		10% Contractor Fee			-455.00
0273	TIKI TENNIS, INC.	11/09/2023	Regular	0.00	7,141.50	85289
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10/23/23-11/5/2	Invoice	11/09/2023	Tennis Instruction	10/23/23-11/5/23	0.00	7,141.50
001-1300-572-31	Professional Services		Tennis Instruction	10/23/23-11/		7,935.00
001-1300-572-31	Professional Services		10% Contractor Fee			-793.50
0273	TIKI TENNIS, INC.	11/22/2023	Regular	0.00	5,886.00	85369
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
11/6/23-11/19/2	Invoice	11/22/2023	Tennis Instructions	11/6/23-11/19/23	0.00	5,886.00
001-1300-572-31	Professional Services		Tennis Instructions	11/6/23-11/		6,540.00
001-1300-572-31	Professional Services		10% Contractor Fee			-654.00
1625	TIM MATTHEWS TREE & LANDSCAPING, INC	11/09/2023	Regular	0.00	20,662.00	85290
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
38157	Invoice	11/09/2023	KTCP plantings		0.00	12,062.00
300-1200-541-66	Landscaping Projects		KTCP plantings			12,062.00
38169	Invoice	11/09/2023	Green Turtle Hammock Mangrove Trimmi		0.00	8,600.00
001-1200-541-46	Repair & Maintenance		Green Turtle Hammock Mangro			8,600.00
1827	TK ELEVATOR CORPORATION	10/05/2023	Regular	0.00	606.56	85043
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
3006177548	Invoice	09/30/2023	Elevator Inspection	10/01/21-10/31/21	0.00	200.00
001-1200-541-46	Repair & Maintenance		Elevator Inspection	10/01/21-10		200.00
3006401828	Invoice	09/30/2023	Elevator Inspection	02/01/22-02/28/22	0.00	200.00
001-1200-541-46	Repair & Maintenance		Elevator Inspection	02/01/22-02		200.00
3006569728	Invoice	09/30/2023	Elevator Inspection	05/01/22-05/31/22	0.00	206.56
001-1200-541-46	Repair & Maintenance		Elevator Inspection	05/01/22-05		206.56
1827	TK ELEVATOR CORPORATION	11/09/2023	Regular	0.00	433.78	85291
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
3007491142	Invoice	11/09/2023	Oct 23 Elevator Inspection		0.00	216.89
001-1200-541-46	Repair & Maintenance		Oct 23 Elevator Inspection			216.89
3007548684	Invoice	11/09/2023	Nov 23 Elevator Inspection		0.00	216.89
001-1200-541-46	Repair & Maintenance		Nov 23 Elevator Inspection			216.89
2119	TREASURE VILLAGE MONTESSORI	11/22/2023	Regular	0.00	3,544.77	85370
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
20220045/20210	Invoice	11/22/2023	Ref Cost Recv Dep	20220045/20210206/2	0.00	3,544.77
001-220-001	Deposits - Cost Recovery		Ref Cost Recv Dep	20220045/20		3,544.77
1493	TRIPLE CROWN PRODUCTS	11/16/2023	Regular	0.00	817.09	85327
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
336640	Invoice	11/16/2023	Maintenance Uniforms - Pants	2023/24	0.00	817.09
001-1300-572-52	Operating Supplies		Maintenance Uniforms - Pants	2		817.09

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
2120	TY HARRIS, PA	11/22/2023	Regular	0.00	2,399.00	85371
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
PLSPR20220083	Invoice	11/22/2023	Refund Cost Recovery Deposit	0.00	2,399.00	
001-220-001	Deposits - Cost Recovery	Refund Cost Recovery Deposit	2,399.00			
0756	UGLY FISH APPAREL & PRINTING	11/09/2023	Regular	0.00	252.00	85292
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
7183	Invoice	11/09/2023	Embroidery	0.00	252.00	
001-1200-541-52	Operating Supplies	Embroidery	252.00			
0221	UNITED DATA TECHNOLOGIES	10/19/2023	Regular	0.00	2,636.00	85153
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
CW49331	Invoice	10/19/2023	Nov 23 Remote Management & Monitori	0.00	2,636.00	
001-0700-519-31	Professional Services	Nov 23 Remote Management &	2,636.00			
0221	UNITED DATA TECHNOLOGIES	11/16/2023	Regular	0.00	5,241.43	85328
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0500300969	Invoice	11/16/2023	Switch Renewal Project	0.00	5,241.43	
001-0700-519-31	Professional Services	Switch Renewal Project	5,241.43			
0221	UNITED DATA TECHNOLOGIES	11/30/2023	Regular	0.00	2,636.00	85416
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
CW49434	Invoice	11/30/2023	Dec 23 Remote Management & Monitori	0.00	2,636.00	
001-0700-519-31	Professional Services	Dec 23 Remote Management &	2,636.00			
2103	UPPER KEYS ROTARY CLUB, INC.	10/05/2023	Regular	0.00	800.00	85044
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2023-10471Z	Invoice	10/05/2023	Annual Rotary Dues - T. Abel 10/01/23-09	0.00	800.00	
001-0900-522-54	Dues & Subscriptions	Annual Rotary Dues - T. Abel 10/	800.00			
2102	VERN & ANGELA OLSON	10/05/2023	Regular	0.00	351.20	85045
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
PLAV20230041	Invoice	09/30/2023	Refund Cost Recovery Deposit	0.00	351.20	
001-220-001	Deposits - Cost Recovery	Refund Cost Recovery Deposit	351.20			
0222	VIC'S AUTO TECH, INC	10/05/2023	Regular	0.00	490.55	85046
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
72184	Invoice	10/05/2023	Repair New Holland Machete	0.00	160.56	
001-1200-541-46	Repair & Maintenance	Repair New Holland Machete	160.56			
72189	Invoice	10/05/2023	Repair 2020 Silverado Tire	0.00	329.99	
001-1200-541-46	Repair & Maintenance	Repair 2020 Silverado Tire	329.99			
0222	VIC'S AUTO TECH, INC	10/12/2023	Regular	0.00	2,547.78	85106
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
72055	Invoice	10/12/2023	2010 Ford Expedition Window Repair	0.00	980.06	
001-0900-522-46	Repair & Maintenance	2010 Ford Expedition Window R	980.06			
72201	Invoice	10/12/2023	#77 2015 Ford F150 Repair	0.00	1,567.72	
001-1200-541-46	Repair & Maintenance	#77 2015 Ford F150 Repair	1,567.72			
0222	VIC'S AUTO TECH, INC	10/19/2023	Regular	0.00	2,365.92	85154

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
72380	Invoice	10/19/2023	Repair 2020 Ford F150 - DiRusso	0.00	56.00	
	001-0900-522-46		Repair & Maintenance		56.00	
72397	Invoice	10/19/2023	Tire Replacement #44 2016 Ford Transit 1	0.00	1,045.96	
	001-1200-541-46		Repair & Maintenance		1,045.96	
72409	Invoice	10/19/2023	Tire Replacement #43 2008 Ford F150	0.00	1,263.96	
	001-1200-541-46		Repair & Maintenance		1,263.96	
0222	VIC'S AUTO TECH, INC	10/26/2023	Regular	0.00	89.89	85204
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
72347	Invoice	10/26/2023	Oil Change 2016 Chevy Silverado 2500	0.00	89.89	
	001-0900-522-46		Repair & Maintenance		89.89	
0222	VIC'S AUTO TECH, INC	11/02/2023	Regular	0.00	318.22	85241
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
72541	Invoice	11/02/2023	Repairs & Maint. #85 2017 Ford Sedan - C	0.00	318.22	
	001-1100-524-46		Repair & Maintenance		318.22	
0222	VIC'S AUTO TECH, INC	11/09/2023	Regular	0.00	25.85	85293
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
72541CM	Credit Memo	11/09/2023	REFUND DUE TO REVISED INV 72541	0.00	-78.26	
	001-1100-524-46		Repair & Maintenance		-78.26	
72598	Invoice	11/09/2023	Battery 2009 Mower	0.00	104.11	
	001-1200-541-52		Operating Supplies		104.11	
0222	VIC'S AUTO TECH, INC	11/22/2023	Regular	0.00	2,928.52	85372
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
72658	Invoice	11/22/2023	Tires 2011 Ford F150 - PW	0.00	1,495.96	
	001-1200-541-46		Repair & Maintenance		1,495.96	
72690	Invoice	11/22/2023	Tires #58 2018 Silverado 1500LS	0.00	1,331.97	
	402-1500-535-46		Repair & Maintenance		1,331.97	
72795	Invoice	11/22/2023	Tire Valve Stem Repair 2022 Trailer	0.00	100.59	
	001-1200-541-46		Repair & Maintenance		100.59	
0222	VIC'S AUTO TECH, INC	11/30/2023	Regular	0.00	243.16	85417
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
72935	Invoice	11/30/2023	Battery Replacement #50 2019 Chevy Silv	0.00	243.16	
	402-1500-535-46		Repair & Maintenance		243.16	

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0225	VISION SERVICE PLAN	10/18/2023	Bank Draft	0.00	1,284.66	DFT0002972
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
9603696701	Invoice	10/19/2023	Nov 2023 VSP	0.00	1,284.66	
001-0300-512-23	Employee Insurance Pre	Nov 2023 VSP	60.02			
001-0400-512-23	Employee Insurance Pre	Nov 2023 VSP	20.14			
001-0500-513-23	Employee Insurance Pre	Nov 2023 VSP	53.16			
001-0600-515-23	Employee Insurance Pre	Nov 2023 VSP	53.64			
001-0700-519-23	Employee Insurance Pre	Nov 2023 VSP	40.08			
001-0800-521-23	Employee Insurance Pre	Nov 2023 VSP	13.36			
001-0900-522-23	Employee Insurance Pre	Nov 2023 VSP	384.96			
001-0900-522-23	Employee Insurance Pre	Nov 2023 VSP	10.20			
001-1100-524-23	Employee Insurance Pre	Nov 2023 VSP	25.13			
001-1200-541-23	Employee Insurance Pre	Nov 2023 VSP	141.73			
001-1201-541-23	Employee Insurance Pre	Nov 2023 VSP	6.78			
001-1300-572-23	Employee Insurance Pre	Nov 2023 VSP	121.24			
001-229-023	Section 125 Payable	Nov 2023 VSP	128.22			
107-1000-524-23	Employee Insurance Bene	Nov 2023 VSP	87.82			
107-229-023	Section 125 Payable	Nov 2023 VSP	5.61			
401-1400-575-23	Employee Insurance Pre	Nov 2023 VSP	40.28			
401-229-023	Section 125 Pbl	Nov 2023 VSP	2.44			
402-1500-535-23	Employee Insurance Pre	Nov 2023 VSP	83.75			
402-229-023	Section 125 Pbl	Nov 2023 VSP	6.10			
0225	VISION SERVICE PLAN	11/21/2023	Bank Draft	0.00	1,275.84	DFT0003019
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
9604852100	Invoice	11/22/2023	Dec 2023 VSP	0.00	1,275.84	
001-0300-512-23	Employee Insurance Pre	Dec 2023 VSP	53.44			
001-0400-512-23	Employee Insurance Pre	Dec 2023 VSP	20.14			
001-0500-513-23	Employee Insurance Pre	Dec 2023 VSP	46.38			
001-0600-515-23	Employee Insurance Pre	Dec 2023 VSP	67.00			
001-0700-519-23	Employee Insurance Pre	Dec 2023 VSP	33.50			
001-0800-521-23	Employee Insurance Pre	Dec 2023 VSP	13.36			
001-0900-522-23	Employee Insurance Pre	Dec 2023 VSP	378.38			
001-0900-522-23	Employee Insurance Pre	Dec 2023 VSP	10.20			
001-1100-524-23	Employee Insurance Pre	Dec 2023 VSP	25.13			
001-1200-541-23	Employee Insurance Pre	Dec 2023 VSP	141.73			
001-1201-541-23	Employee Insurance Pre	Dec 2023 VSP	6.78			
001-1300-572-23	Employee Insurance Pre	Dec 2023 VSP	128.02			
001-229-023	Section 125 Payable	Dec 2023 VSP	125.78			
107-1000-524-23	Employee Insurance Bene	Dec 2023 VSP	87.82			
107-229-023	Section 125 Payable	Dec 2023 VSP	5.61			
401-1400-575-23	Employee Insurance Pre	Dec 2023 VSP	40.28			
401-229-023	Section 125 Pbl	Dec 2023 VSP	2.44			
402-1500-535-23	Employee Insurance Pre	Dec 2023 VSP	83.75			
402-229-023	Section 125 Pbl	Dec 2023 VSP	6.10			
0228	VOYA	10/12/2023	Bank Draft	0.00	310.00	DFT0002961
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004083	Invoice	10/12/2023	VOYA 457	0.00	310.00	
001-229-022	Retirement Contributions	VOYA 457	310.00			
0228	VOYA	10/26/2023	Bank Draft	0.00	310.00	DFT0002978
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0004093	Invoice	10/26/2023	VOYA 457	0.00	310.00	
001-229-022	Retirement Contributions	VOYA 457	310.00			
0228	VOYA	11/09/2023	Bank Draft	0.00	310.00	DFT0003001

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004102	Invoice	11/09/2023	VOYA 457	0.00	310.00	
	001-229-022		Retirement Contributions		310.00	
0228	VOYA	11/22/2023	Bank Draft	0.00	310.00	DFT0003011
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0004111	Invoice	11/22/2023	VOYA 457	0.00	310.00	
	001-229-022		Retirement Contributions		310.00	
0231	WADE TRIM	10/19/2023	Regular	0.00	37,295.00	85155
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
4005967	Invoice	09/30/2023	Sep 23 Work Authorization NO. 3	0.00	37,295.00	
	402-1500-535-31		Professional Services		37,295.00	
0231	WADE TRIM	11/22/2023	Regular	0.00	12,732.50	85373
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
4006070	Invoice	11/22/2023	Oct 23 Work Authorization NO 4	0.00	12,732.50	
	402-1500-535-31		Professional Services		12,732.50	
1802	WASTE MANAGEMENT	11/02/2023	Regular	0.00	46.32	85242
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0009741-4036-0	Invoice	11/02/2023	Extra Waste Pick up ST 20	0.00	46.32	
	001-0900-522-31		Professional Services		46.32	
1802	WASTE MANAGEMENT	11/27/2023	Bank Draft	0.00	144,357.68	DFT0003020
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0010043-4036-8	Invoice	11/30/2023	Oct 23 Residential Svcs	0.00	144,357.68	
	001-323-700		Franchise Fee - Solid Was		-25,474.88	
	102-1200-534-43		Solid Waste (Utility) Servi		169,832.56	

Bank Code Main Operating Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	550	336	0.00	2,372,203.61
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-4,691.23
Bank Drafts	48	48	0.00	1,328,249.85
EFT's	1	2	0.00	0.00
	599	389	0.00	3,695,762.23

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Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PYH Marina-PYH Marina						
1802	WASTE MANAGEMENT	10/04/2023	Bank Draft	0.00	139,802.22	DFT0002954
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
0009701-4036-4	Invoice	09/30/2023	Sep 23 Residential Svcs Per Contract	0.00	139,802.22	
	001-323-700		Franchise Fee - Solid Was		-24,670.98	
	102-1200-534-43		Solid Waste (Utility) Servi		164,473.20	
1802	WASTE MANAGEMENT	10/04/2023	Bank Draft	0.00	9,134.36	DFT0002955
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
0009700-4036-6	Invoice	09/30/2023	4Q 23 Hzardous Waste Event Per Contract	0.00	9,134.36	
	102-1200-534-43		Solid Waste (Utility) Servi		9,134.36	
1802	WASTE MANAGEMENT	10/04/2023	Bank Draft	0.00	3,534.66	DFT0002956
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
0009711-4036-3	Invoice	09/30/2023	C&D Pickup x 2 9/7/23	0.00	3,534.66	
	102-1200-534-43		Solid Waste (Utility) Servi		3,534.66	
1802	WASTE MANAGEMENT	11/13/2023	Bank Draft	0.00	3,534.66	DFT0003021
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
0010085-4036-9	Invoice	11/30/2023	Oct 23 C&D Pickups (2)	0.00	3,534.66	
	102-1200-534-43		Solid Waste (Utility) Servi		3,534.66	

Bank Code PYH Marina Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	4	4	0.00	156,005.90
EFT's	0	0	0.00	0.00
	4	4	0.00	156,005.90

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Main Operating-Centennial Bank						
0237	WEISS SEROTA HELFMAN COLE & BIERMAN, P.I	10/12/2023	Regular	0.00	80,716.55	85107
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
275404-275416	Invoice	09/30/2023	Sep 23 Legal Services	0.00	80,716.55	
	001-0200-514-31		Professional Services		80,716.55	
0237	WEISS SEROTA HELFMAN COLE & BIERMAN, P.I	11/16/2023	Regular	0.00	90,309.26	85329
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
276746-276758	Invoice	11/16/2023	Oct23 Legal Services	0.00	90,309.26	
	001-0200-514-31		Professional Services		90,309.26	
0841	WHALE HARBOR RESTAURANT	10/12/2023	Regular	0.00	1,607.96	85108
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
2023HOLIPARTY	Invoice	10/12/2023	20% Deposit for Christmas Party	0.00	1,607.96	
	001-0100-511-48		PR / Advertising		1,607.96	
0241	WINDY DAY PLUMBING, INC	10/05/2023	Regular	0.00	138.00	85047
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
12843	Invoice	09/30/2023	RPZ Founders Field Great Lawn	0.00	138.00	
	001-1300-572-46		Repair & Maintenance		138.00	
0247	WIRE NUTS ELECTRIC	10/12/2023	Regular	0.00	145.00	85109
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
604988	Invoice	09/30/2023	Replace Meters Slip 5 & 31	0.00	145.00	
	401-1400-575-46		Repair & Maintenance		145.00	
0247	WIRE NUTS ELECTRIC	11/16/2023	Regular	0.00	1,950.00	85330
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
605692	Invoice	11/16/2023	Outlets for Holiday Lights	0.00	1,950.00	
	001-1300-572-46		Repair & Maintenance		1,950.00	
0247	WIRE NUTS ELECTRIC	11/22/2023	Regular	0.00	2,028.00	85374
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
605691	Invoice	11/22/2023	Great Lawn - Repair of Panel for Events	0.00	1,707.00	
	001-1300-572-46		Repair & Maintenance		1,707.00	
606278	Invoice	11/22/2023	Replace Sensor for Men's Bathroom/Sho	0.00	321.00	
	401-1400-575-46		Repair & Maintenance		321.00	
0247	WIRE NUTS ELECTRIC	11/30/2023	Regular	0.00	10,460.00	85418
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
606326	Invoice	11/30/2023	Founders Park WiFi Project	0.00	10,460.00	
	300-1300-572-61		Founder Park WiFi Projec		10,460.00	
0512	WITMER PUBLIC SAFETY GROUP, INC.	11/02/2023	Regular	0.00	237.51	85243
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
INV342833	Invoice	11/02/2023	Lights, Multitool Cemin Allowance	0.00	237.51	
	001-0900-522-52		Operating Supplies		237.51	
0512	WITMER PUBLIC SAFETY GROUP, INC.	11/22/2023	Regular	0.00	110.90	85375

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
INV358907	Invoice	11/22/2023	Medrano Allowance - Gloves	0.00	110.90	
	001-0900-522-52		Operating Supplies	Medrano Allowance - Gloves	110.90	
1471	WORLD RISK MANAGMENT, LLC	10/03/2023	Bank Draft	0.00	21,748.00	DFT0002948
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
106118	Invoice	10/05/2023	FY 23-24 Pollution Liabiltiy	0.00	21,748.00	
	402-1500-535-45		Insurance	FY 23-24 Pollution Liabiltiy	21,748.00	
2114	WORLD WIDE TECHNOLOGY, LLC	11/30/2023	Regular	0.00	585.00	85419
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
11242082	Invoice	11/30/2023	Tanium Patch & Deploy Software 11/01/2	0.00	585.00	
	001-0700-519-54		Dues & Subscriptions	Tanium Patch 2	292.50	
	001-0700-519-54		Dues & Subscriptions	Tanium Deploy	292.50	

Bank Code Main Operating Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	12	11	0.00	188,288.18
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	21,748.00
EFT's	0	0	0.00	0.00
	13	12	0.00	210,036.18

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PYH Marina-PYH Marina						
0248	WRIGHT EXPRESS FLEET SERVICES	10/02/2023	Bank Draft	0.00	15,807.37	DFT0002951
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Sep 23 Fuel Card	Invoice	09/30/2023	Sep 23 Various Accounts	0.00	15,807.37	
	001-0300-512-52		Operating Supplies		425.28	
	001-0600-515-52		Operating Supplies		64.71	
	001-0600-515-52		Operating Supplies		70.94	
	001-0800-521-52		Operating Supplies		744.99	
	001-0800-521-52		Operating Supplies		817.23	
	001-0800-521-52		Operating Supplies		37.37	
	001-0800-521-52		Operating Supplies		53.25	
	001-0800-521-52		Operating Supplies		243.15	
	001-0800-521-52		Operating Supplies		199.82	
	001-0800-521-52		Operating Supplies		552.60	
	001-0800-521-52		Operating Supplies		280.17	
	001-0800-521-52		Operating Supplies		492.91	
	001-0800-521-52		Operating Supplies		367.64	
	001-0800-521-52		Operating Supplies		149.33	
	001-0800-521-52		Operating Supplies		250.58	
	001-0800-521-52		Operating Supplies		621.57	
	001-0800-521-52		Operating Supplies		500.96	
	001-0800-521-52		Operating Supplies		587.80	
	001-0800-521-52		Operating Supplies		371.01	
	001-0800-521-52		Operating Supplies		638.09	
	001-0800-521-52		Operating Supplies		252.15	
	001-0800-521-52		Operating Supplies		631.01	
	001-0900-522-52		Logistics 11 - 2016 Chevy Silvera		386.75	
	001-0900-522-52		Operating Supplies		200.52	
	001-0900-522-52		Operating Supplies		55.09	
	001-0900-522-52		Operating Supplies		108.83	
	001-0900-522-52		Operating Supplies		275.47	
	001-1100-524-52		Operating Supplies		106.36	
	001-1100-524-52		Operating Supplies		175.31	
	001-1100-524-52		Operating Supplies		235.25	
	001-1200-541-52		Operating Supplies		173.79	
	001-1200-541-52		Operating Supplies		186.08	
	001-1200-541-52		Operating Supplies		282.08	
	001-1200-541-52		Operating Supplies		294.43	
	001-1200-541-52		Operating Supplies		147.61	
	001-1200-541-52		Operating Supplies		169.44	
	001-1200-541-52		Operating Supplies		393.31	
	001-1200-541-52		Operating Supplies		300.77	
	001-1200-541-52		Operating Supplies		208.24	
	001-1200-541-52		Operating Supplies		268.22	
	001-1200-541-52		Operating Supplies		305.28	
	001-1200-541-52		Operating Supplies		290.66	
	001-1200-541-52		Operating Supplies		303.07	
	107-1000-524-52		Operating Supplies		219.15	
	402-1500-535-52		Operating Supplies		232.28	
	402-1500-535-52		Operating Supplies		500.59	
	402-1500-535-52		Operating Supplies		136.06	
	402-1500-535-52		Operating Supplies		244.10	
	402-1500-535-52		Operating Supplies		418.12	
	402-1500-535-52		Operating Supplies		370.71	
	402-1500-535-52		Operating Supplies		107.22	
	402-1500-535-52		Operating Supplies		360.02	
0248	WRIGHT EXPRESS FLEET SERVICES	11/01/2023	Bank Draft	0.00	14,245.58	DFT0003006

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
Oct 23 Fuel Card	Invoice	11/16/2023	Oct 23 Various Accounts	0.00	14,245.58	
	001-0300-512-52	Operating Supplies	#66 P. Frezza		48.43	
	001-0500-513-52	Operating Supplies	#56 2018 Explorer - H. Jenkins G		84.18	
	001-0600-515-52	Operating Supplies	#76 2017 Taurus		75.56	
	001-0800-521-52	Operating Supplies	Fleet #1839		471.20	
	001-0800-521-52	Operating Supplies	Fleet #1828		614.25	
	001-0800-521-52	Operating Supplies	Fleet #1715		474.39	
	001-0800-521-52	Operating Supplies	Fleet #1780		209.20	
	001-0800-521-52	Operating Supplies	Fleet #1762		327.13	
	001-0800-521-52	Operating Supplies	Fleet #1767		267.98	
	001-0800-521-52	Operating Supplies	Fleet #1769		284.20	
	001-0800-521-52	Operating Supplies	Fleet #1697		434.00	
	001-0800-521-52	Operating Supplies	Fleet #1714		221.80	
	001-0800-521-52	Operating Supplies	Fleet #1700		77.89	
	001-0800-521-52	Operating Supplies	Fleet No. 1651		151.67	
	001-0800-521-52	Operating Supplies	Fleet #1693		336.87	
	001-0800-521-52	Operating Supplies	Fleet #1678		581.78	
	001-0800-521-52	Operating Supplies	Fleet #1697		88.07	
	001-0800-521-52	Operating Supplies	Fleet #1732		170.87	
	001-0800-521-52	Operating Supplies	Fleet #1869		370.39	
	001-0800-521-52	Operating Supplies	Fleet #1864		302.90	
	001-0800-521-52	Operating Supplies	Fleet #1868		482.59	
	001-0800-521-52	Operating Supplies	Fleet #1867		594.83	
	001-0800-521-52	Operating Supplies	Fleet #1698		23.69	
	001-0800-521-52	Operating Supplies	Fleet #1699		9.53	
	001-0900-522-52	Operating Supplies	2020 Ford F150 DiRusso - Inspec		344.87	
	001-0900-522-52	Operating Supplies	2011 Expedition F/R White Light		34.32	
	001-0900-522-52	Operating Supplies	11 Ford F150 No. 82 (Used by Fi		229.93	
	001-0900-522-52	Operating Supplies	Training 2010 Expedition Red Lig		54.80	
	001-0900-522-52	Operating Supplies	#83 Ford T-350 Van		118.59	
	001-0900-522-52	Operating Supplies	2010 Expedition Para-medicine		123.93	
	001-0900-522-52	Operating Supplies	2016 Chevy Silverado - Griffeth		87.45	
	001-0900-522-52	Operating Supplies	2011 Expedition White Light Bar		56.81	
	001-0900-522-52	Operating Supplies	2023 F-250 Super Duty		98.82	
	001-0900-522-52	Operating Supplies	2023 Ford T-350 Wagon		55.64	
	001-0900-522-52	Operating Supplies	Utility 20 F350		51.60	
	001-1100-524-52	Operating Supplies	#75 Ford Taurus		223.04	
	001-1100-524-52	Operating Supplies	#84 Ford Taurus		151.20	
	001-1100-524-52	Operating Supplies	#85 Ford Taurus		90.13	
	001-1200-541-52	Operating Supplies	06 F150 No. 35		388.24	
	001-1200-541-52	Operating Supplies	#54 2018 Silverado		169.11	
	001-1200-541-52	Operating Supplies	#77 2015 F150		296.07	
	001-1200-541-52	Operating Supplies	06 F150 No. 35		90.01	
	001-1200-541-52	Operating Supplies	Fleet #43		283.90	
	001-1200-541-52	Operating Supplies	11 Ford F150 No. 82 (Used by Fi		74.17	
	001-1200-541-52	Operating Supplies	Fleet #80		95.38	
	001-1200-541-52	Operating Supplies	2020 Chevy No. 72		135.33	
	001-1200-541-52	Operating Supplies	#74 2015 F150		504.69	
	001-1200-541-52	Operating Supplies	#53 2018 Silverado		277.12	
	001-1200-541-52	Operating Supplies	#55 2018 Silverado		276.23	
	001-1200-541-52	Operating Supplies	84 2023 Freightliner Dump Truc		145.01	
	001-1200-541-52	Operating Supplies	2016 Ford Van - Jose E Pena		261.63	
	107-1000-524-52	Operating Supplies	#51 2018 Explorer - Sheila		204.69	
	402-1500-535-52	Operating Supplies	#60 2018 Silverado		195.54	
	402-1500-535-52	Operating Supplies	67 WW Pump Truck		268.07	
	402-1500-535-52	Operating Supplies	#61 2018 Silverado		374.81	
	402-1500-535-52	Operating Supplies	#57 2018 Silverado		194.72	
	402-1500-535-52	Operating Supplies	#58 2018 Silverado		441.81	
	402-1500-535-52	Operating Supplies	06 Ranger No. 24		282.86	

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	402-1500-535-52	Operating Supplies	#52 2018 Explorer - PW Used fo		172.85	
	402-1500-535-52	Operating Supplies	#59 2018 Silverado		377.10	
	402-1500-535-52	Operating Supplies	Fleet #79		311.71	

Bank Code PYH Marina Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	30,052.95
EFT's	0	0	0.00	0.00
	2	2	0.00	30,052.95

Check Report

Date Range: 10/01/2023 - 11/30/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Main Operating-Centennial Bank						
1175	WSP USA ENVIRONMENT & INFRASTRUCTURE,	10/12/2023	Regular	0.00	2,488.40	85110
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
H04231545	Invoice	09/30/2023	Canal 114 Monitoring & CAO thru 9/18/2	0.00	1,460.00	
	001-0300-512-31		Professional Services		1,460.00	
H04231546	Invoice	09/30/2023	Lower Mat Canal Culverts Permitting thru	0.00	1,028.40	
	300-1200-538-64		Cap Outlay - Lower Mat C		1,028.40	
			Lower Mat Canal Culverts Permi			
1175	WSP USA ENVIRONMENT & INFRASTRUCTURE,	11/16/2023	Regular	0.00	19,044.00	85331
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
H15201647	Invoice	11/16/2023	Canal 132 Injection Well Design & Permi	0.00	7,722.60	
	300-0300-512-62		Canal Restoration Project		7,722.60	
H15201648	Invoice	11/16/2023	Canal 147 Backfilling Design & Permitting	0.00	11,321.40	
	300-0300-512-68		Canal Project - #147 (bac		11,321.40	
			Canal 147 Backfilling Design & P			

Bank Code Main Operating Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	4	2	0.00	21,532.40
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	4	2	0.00	21,532.40

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	655	407	0.00	2,755,428.52
Manual Checks	0	0	0.00	0.00
Voided Checks	0	9	0.00	-4,691.23
Bank Drafts	68	68	0.00	1,626,931.61
EFT's	1	2	0.00	0.00
	724	486	0.00	4,377,668.90

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	10/2023	2,629,777.57
999	Pooled Cash	11/2023	1,747,891.33
			4,377,668.90

FY 23-24 Council & Employee Travel

ISLAMORADA, VILLAGE OF ISLANDS							
FY 2023-2024 Council & Employee Travel							
<u>From Date</u>	<u>To Date</u>	<u>Traveler</u>	<u>Department</u>	<u>Purpose of Travel</u>	<u>Location</u>	<u>Total Cost Estimate</u>	<u>Use of Village Vehicle</u>
						(Registration Fee + Travel & Per Diem)	
<u>SCHEDULED</u>							
4/1/2024	4/4/2024	J. Luna	Fire Rescue	ESO Training Academy	Austin, TX	\$ 2,800.00	
2/21/2024	2/25/2024	Firefighters (4)	Fire Rescue	Orlando Fire Conference	Orlando, FL	\$ 2,620.00	x
1/24/2023	1/26/2023	Council & Staff (6)	Various	Florida Keys Day	Tallahassee, FL	\$ 7,200.00	
1/21/2024	1/26/2024	P. Minning	Code Compliance	Legal Issues in Code Enforcement	W Palm Bch, FL	\$ 1,665.00	x
12/7/2023	12/8/2023	M. McGrath	Village Clerk	FL Clerks Assoc. Prof. Education Committee Mtg.	Palm Shores, FL	\$ 525.00	
<u>COMPLETED</u>							
11/28/2023	11/30/2023	B. Pinder	Village Council	FL League of Mayors Meeting	Orlando, FL	\$ 1,500.00	
11/16/2023	11/17/2023	Council & Staff (4)	Various	South Florida Climate Summit	Miami Beach, FL	\$ 4,800.00	
11/16/2023	11/17/2023	G. Pena & J. Ware	Parks & Recreation	Aquatic Facility Operator Course	Margate, FL	\$ 1,200.00	
11/15/2023	11/17/2023	B. Pinder	Village Council	Mayors Summit Against Antisemitism	Fort Lauderdale, FL	\$ 150.00	
11/1/2023	11/1/2023	J. Lyman	Fire Rescue	ISO Information Training Session	North Lauderdale, FL	\$ 40.00	x
10/25/2023	10/27/2023	B. Pinder	Village Council	FL Redevelopment Association Conference	Ponte Vedra Bch, FL	\$ 2,200.00	
10/22/2023	10/26/2023	M. McGrath	Village Clerk	FL Clerks Assoc. Fall Academy	Daytona Bch Sh, FL	\$ 1,700.00	
10/17/2023	10/25/2023	S. McLaughlin	IT & Comms	CityView User Conference	Phoenix, AZ	\$ 2,100.00	
10/17/2023	10/25/2023	E. Fraley	Building	CityView User Conference	Phoenix, AZ	\$ 2,100.00	
10/17/2023	10/17/2023	P. Minning & G. Gonzalez	Code Compliance	Unlicensed Contractor Training	Miami, FL	\$ -	x
10/15/2023	10/20/2023	H. Jenkins & K. Tarves	Finance	2023 FGFOA School of Government Finance	Fort Myers, FL	\$ 1,800.00	x
10/10/2023	10/12/2023	Wastewater Techs (4)	Wastewater	AIRVAC Training	Tampa, FL	\$ 3,000.00	x
10/8/2023	10/12/2023	S. Pollack	Fire Rescue	Safety & Health Conference	Kissimmee, FL	\$ 920.00	x
10/4/2023	10/6/2023	T. Abel	Fire Rescue	Local Volunteer & Donations Mgmt	Fort Myers, FL	\$ 340.00	x



Council Communication

To: Mayor and Village Council
From:
Date: December 12, 2023
SUBJECT: Discussion regarding Establishment of a Marine-Based Emergency Response Program by the Fire Rescue Department

Background:

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: None



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: December 12, 2023
SUBJECT: Discussion Regarding Manager Contract and Negotiations TAB 11

Background:

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments:

1. Draft Revised Village Manager Contract for starting discussion purposes
2. Draft Revised Village Manager Job Description

EMPLOYMENT AGREEMENT
VILLAGE MANAGER

This Employment Agreement (the "Agreement") is made and entered into this _____ day of ____, 2024, between Islamorada, Village of Islands, Florida, a Florida municipal corporation, (the "Village") and _____ ("Village Manager").

R E C I T A L S:

WHEREAS, Section 7(3) of the Village Charter (the "Charter") requires that there shall be a Village Manager, who shall be the Chief Administrative Officer of the Village; and

WHEREAS, the Village desires to employ the services of [INSERT NAME] as Village Manager and [INSERT NAME] wishes to accept this employment.

NOW, THEREFORE, in consideration of the promises and mutual covenants contained in this Agreement the parties agree as follows:

Section 1. Duties.

1.1 The Village agrees to employ _____ as Village Manager to perform the functions and duties specified in the Village's Charter and applicable sections of the Village Code as well as within his job description, and to perform other legally permissible and proper duties and functions without interference.

1.2 The Village Manager must spend a minimum of forty (40) hours per week in person at Village Hall.

1.3 The Village Manager is the Chief Administrative Officer of the Village and shall faithfully perform the duties referenced above, and shall comply with all lawful governing body directives, state and federal law, Village policies, rules and ordinances as they exist or may hereafter be amended.

1.4 The Village Manager shall carry out the policy directives of the Village Council and shall perform such other legally permissible, ethical, and proper duties as may be assigned by the Village Council from time to time. To that end, the Village Manager is required to have regular communication, which may include standing meetings with each member of the Village Council, in order to discuss Council objectives, the progress and implementation of Council directives, and any pending items and Village business.

1.5 All duties assigned to the Village Manager by the Village Council shall be appropriate to and consistent with the professional role and responsibility of the Village Manager. The Village Council, individually and collectively, shall refer in a timely manner all substantive criticisms, complaints and suggestions called to their attention to the Village Manager for study and/or appropriate action.

1.6 With regard to other employees of the Village, it shall be the duty of the Village Manager to:

(i) Employ on behalf of the Village all other employees of the organization consistent with the policies of the governing body and the ordinances and charter of the Village.

(ii) Direct, assign, reassign and evaluate all of the employees of the Village consistent with policies, ordinances, Charter, state and federal law.

(iii) Organize, reorganize and arrange the staff of the Village and to develop and establish internal regulations, rules and procedures which the Village Manager deems necessary for the efficient and effective operation of the Village consistent with the lawful directives, policies, ordinances, state and federal law.

(iv) Accept all resignations of employees of the Village consistent with the policies, ordinances, state and federal law, except the Village Manager's resignation which must be accepted by the Village Council.

Section 2. Salary.

2.1 The Village Manager shall receive an initial annual salary in the amount of \$_____ payable in equal installments in accordance with the Village's existing pay periods.

2.2 The Village Manager agrees and understands that he will not receive any increase in salary for a period of eighteen (18) months subsequent to his employment with the Village. Subsequent thereto, his salary shall be adjusted from time to time by cost-of-living and/or salary adjustments consistent with any across-the-board adjustments provided to other Village employees.

2.3 At any time during the term of the Agreement, the Village may, in its discretion, review and adjust the salary of the Village Manager, but in no event shall the Village Manager be paid less than the salary set forth in Section 2.1 of the Agreement except by mutual written agreement between the Village Manager and the Village. Such adjustments, if any, shall be made pursuant to a lawful Village Council action. In such event, the Village Manager and the Village agree to provide their best efforts and reasonable cooperation to execute a new agreement incorporating the adjusted salary.

Section 3. Relocation Expenses.

3.1 Village Manager shall be entitled to a lump sum relocation allowance of up to _____ Thousand Dollars (\$____,000.00) in recognition of the Village Manager's need to relocate to the area. The Village Manager will provide the Village with receipts related to his relocation for the purposes of reimbursement. Said sum shall be payable to the Village Manager upon full execution of this Agreement.

Section 4. Housing.

4.1 Village Manager shall be entitled to a housing allowance of ____ Thousand Dollars (\$____,000.00) per month as part of the overall compensation as the Village Manager. The housing allowance shall commence and be payable to the Village Manager within the first pay period of _____.

Section 5. Performance Evaluations.

5.1 The Village Council shall annually evaluate the performance of the Village Manager within 30 days of his or her Anniversary Date.

5.2 The Human Resources Department shall be responsible for apprising the Village Attorney and/or Village Council at least sixty (60) prior to the Anniversary date of the due date for the Village Manager's performance evaluation, so that it can be placed on a Village Council agenda.

5.3 The Village Manager's evaluation will be performed using a written form provided by the Human Resources Department. This form will evaluate the Village Manager's performance of his or her duties using a numerical rating system. This assessment will include, but not be limited to the Village Manager's:

- Judgment
- Ethics
- Attitude
- Attendance
- Communication with Council, to include keeping Council members apprised of day-to-day events and information necessary for them to carry out their functions.
- Willingness to hear and implement ideas brought forward by the Council
- Preparedness for Council meetings.
- Innovativeness and creativity
- Results achieved for projects and ideas implemented by the Village Manager
- Thoroughness and diligence in the performance of his or her duties
- Aptitude
- Accuracy and thoroughness of information and reports.
- Analysis
- Relationships with members of the Council, the public and staff (including the recruitment and retention of competent staff)
- Execution of policy set by the Village's policymakers (i.e., the Council)
- Supervision, guidance and direction to staff,
- Fiscal management skills, including oversight of the Village's capital projects and budget.

5.4 The evaluation form will also allow members of the Council to provide a written narrative regarding the Village Manager's performance, should they choose to do so.

5.5 Once completed, evaluation forms will be returned to the Human Resources Department.

5.6 The Village Manager's evaluation will then be conducted at a public meeting and be based on the submitted evaluation forms.

5.7 The Human Resources Director with assistance of the Village Attorney will facilitate the discussion concerning the performance evaluation, however the Village Council will provide the direct feedback to the Village Manager.

Section 6. Insurance/Retirement Benefits/Life Insurance.

6.1 Village Manager shall receive the benefits currently provided to Village employees for health insurance to include vision, life insurance, dental insurance, and retirement benefits as outlined in the Village's Employee's Policies and Procedures Manual dated October 1, 2018 (the "Manual").

6.2 Except as otherwise provided in this Agreement, the Village Manager shall be entitled to the level of benefits enjoyed by and/or available to other employees of the Village as provided by the Village's policies, Charter, ordinances, or personnel rules and regulations or other practices.

6.3 Should the Manual be amended by action of the Village Council, the Village Manager's benefits listed in Section 6.1 shall be changed to match those benefits provided in the amended Manual, provided such changes do not result in any decreased benefits as provided for under Section 6.1.

Section 7. Professional Dues and Expenses.

7.1 The Village agrees to budget and pay for professional dues and subscriptions of the Village Manager necessary for continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for the Village Manager's continued government management and government finance professional participation, growth and advancement and for the good of the Village.

7.2 The Village acknowledges the value of having the Village Manager participate and be directly involved in local civic clubs or organizations. Accordingly, the Village shall pay for the reasonable membership fees and/or dues to enable the Village Manager to become an active member in local civic clubs or organizations.

7.3 The Village recognizes that certain expenses of a non-personal but job-related nature are incurred by the Village Manager and agrees to reimburse or to pay said general expenses. Such expenses may include meals where Village business is being discussed or conducted and participation in social events of various organizations when representing the Village. Such expenditures are subject to annual budget constraints as well as state and Village ethics and purchasing policies. The Finance Director is authorized to disburse such moneys upon receipt of duly executed expense or petty cash vouchers, receipts, statements or personal affidavits.

Section 8. Automobile.

8.1 The Village shall reimburse the Village Manager at the IRS standard mileage rate for any business use of his personal vehicle.

Section 9. Annual Leave, Sick Leave and Holidays.

9.1 The Village Manager shall continue to receive the benefits currently provided to Village employees for annual leave, sick leave and holidays as outlined in the Manual.

9.2 The Village Manager's accrual of the benefits specified in Subsection 9.1 shall be based upon the Village Manager's initial employment date with the Village of _____, 2024.

9.3 The Village Manager shall accrue sick leave and vacation leave at the rate provided or available to any other employees of the Village and under the same rules and provisions applicable to other employees.

Section 10. Travel.

10.1 The Village agrees to budget and pay for travel and associated expenses of the Village Manager for professional and official travel, meetings and occasions to adequately continue the professional development of the Village Manager and to pursue necessary official functions for the Village, including but not limited to national, regional, state and local governmental associations, groups and committees in which the Village Manager serves as a member.

10.2 The Village also agrees to budget and pay for travel and associated expenses of the Village Manager for short courses, institutes and seminars that are necessary for the Village Manager's professional development and for the good of the Village.

Section 11. Equipment.

11.1 Recognizing the importance of constant communication and maximum productivity, the Village shall provide the Village Manager, for business and personal use, a laptop computer, software, mobile phone/personal digital assistant and/or tablet computer for business and personal use required for the Village Manager to perform his duties and to maintain communication with Village staff and officials as well as other individuals who are doing business with the Village. Upon termination of the Village Manager's employment, the equipment described herein shall be returned to the Village.

Section 12. Days.

12.1 Unless otherwise specified, any reference to days in this Agreement shall mean calendar days.

Section 13. Indemnification.

13.1 To the extent permitted by law, the Village shall defend, save harmless, and indemnify the Village Manager against any action, claim, demand or other legal action, whether groundless or otherwise arising directly or indirectly out of the Manager's duties or position with the Village.

13.2 The aforesaid indemnification only applies to the extent that the costs, expenses or damages exceed monies covered by insurance including attorneys' fees.

13.3 Notwithstanding the provision of Section 13.1, the Village shall not be obligated to indemnify or hold harmless the Village Manager from claims of any nature arising out of the malfeasance of the Village Manager (which is defined to include acts or omissions of the Village Manager that were committed while acting outside the course and scope of his employment or committed in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property), or from personal injury or property damage caused by the intentional misconduct of the Village Manager.

13.4 This indemnification provision shall survive the termination of this Agreement.

Section 14. Bonds.

14.1 The Village shall pay for the cost of any fidelity or other bonds for the Village Manager required by any law, ordinance or the Village Charter.

Section 15. Reduction of Compensation.

15.1 The Village Council shall not at any time during the term of this Agreement reduce the salary provided to the Village Manager below any percentage equally applied to all employees during the annual budget process.

15.2 The Village Council shall not at any time during the term of this Agreement reduce the benefits provided to the Village Manager below those that are equally applied to all employees during the annual budget process.

Section 16. Employment Exclusive.

16.1 The Village Manager shall be considered a full-time employee of the Village and shall remain in the exclusive employ of the Village and shall not accept any other employment during the Term of this Agreement without the prior approval of the Village Council.

Section 17. Term.

17.1 The term of this Agreement shall be for an initial period of one (1) year from _____ to _____, unless terminated by either the Village Council or Village Manager, as provided for in Sections 18-21 of this Agreement.

17.2 Prior to separating from the Village, the Village Manager agrees to participate in an exit interview in order to provide feedback concerning his experience working at the Village, his reasons for leaving and ideas for improvement.

17.3 For purposes of this Agreement, the Village Manager's Anniversary Date shall be _____.

17.4 If this Agreement is not terminated prior to the Anniversary Date, then it shall automatically be renewed on its Anniversary Date for one (1) year terms unless terminated in accordance with the provisions of Section 18-21 of this Agreement.

Section 18. Termination.

18.1 In accordance with the Charter, the Village Manager shall serve at the pleasure of the Village Council. Nothing in this Agreement, including Section 17.4 above, shall prevent, limit or otherwise interfere with the right of the Village Council to terminate this Agreement at any time.

18.2 For the purposes of this Agreement, termination shall occur when the majority of the Village Council votes to terminate the Village Manager in accordance with the provisions of Section 7(2) of the Charter at a properly posted and duly authorized public meeting.

Section 19. Termination Without Cause.

Below is a recitation of some instances that could be considered a termination without cause. The following do not constitute every instance that could be considered a termination without cause. Instead, they solely comprise explicit circumstances under which there is a termination without cause for which the payment of severance to the Village Manager is required by the Village. Stated differently, even if the Village Manager's termination is without cause, severance is only required if one of the three circumstances listed below exists.

19.1 If the Village, citizens or legislature acts to amend any provisions of the Charter pertaining to the role, powers, duties, authority, responsibilities of the Village Manager's position that substantially changes the form of government, the Village Manager shall have the right to declare that such amendments constitute termination.

19.2 If the Village reduces the base salary, compensation or any other financial benefit of the Village Manager, unless it is applied in no greater percentage than the average reduction of all department heads, such action shall constitute a breach of this agreement and will be regarded as a termination.

19.3 If the Village Manager is unable for a consecutive period of 60 days to perform his duties as specified in Section 1 of this Agreement due to disability, sickness, accident, or injury, as certified by a physician, the Village Council may elect to terminate this Agreement. In the event of the Village Manager's death, this Agreement shall be deemed terminated.

Section 20. Termination For Cause.

20.1 If the Village Manager is terminated for cause, the Village shall have no obligation to pay severance under this section.

20.2 For the purposes of this Section "for cause" shall be defined as: (i) breach by the Village Manager of any material term or condition of this Agreement, (ii) violation of any applicable laws or codes, (iii) misconduct, (iv) gross insubordination (v) willful neglect of the duties specified in this Agreement; or (vi) conviction of a felony or plea of no contest to a felony.

Section 21. Resignation.

21.1 In the event that the Village Manager voluntarily resigns his position with the Village, the Village Manager shall provide a minimum of thirty (30) days' written notice unless the Village and Village Manager agree otherwise in writing.

21.2 If the Village Manager resigns, then the Village is not obligated to pay severance under Section 22; however, the Village Manager shall be compensated for all sick leave, vacation leave and all paid holidays at the Village Manager's rate of pay in effect at the time of separation, in accordance with policies and procedures established for all employees of the Village.

Section 22. Severance.

22.1 As noted above in Section 19, severance shall only be paid to the Village Manager when employment is terminated without cause under any of the grounds enumerated in Sections 19.1-19.3.

22.2 If none of the circumstances identified above in Sections 19.1-19.3 exist, the Village is under no obligation whatsoever to provide severance to the Village Manager.

22.3 Conversely, if any of the circumstances described in Sections 19.1-19.3 exist, then the Village shall provide a minimum severance payment equal to twenty (20) weeks' salary at the then current rate of pay. This severance shall be paid in a lump sum or in a continuation of salary on the existing biweekly basis, at the Village Manager's option.

22.4 The Village Manager shall also be compensated for all sick leave, vacation leave, and all paid holidays at the Village Manager's current rate of pay, in accordance with policies and procedures established for all employees of the Village. The Village Manager shall provide the Village direction as to payment by lump sum or installment payments within 30 days of termination or resignation.

Section 23. Conflict of Interest Prohibition.

23.1 Village Manager shall not without the express prior approval of the Village Council, individually, as a partner, joint venturer, officer or shareholder, invest or participate in any business venture conducting business in the corporate limits of the Village, except for stock ownership in any company whose capital stock is publicly held and regularly traded.

23.2 The Village Manager shall abide by the provisions of Chapter 112, Florida Statutes, the Code of Ethics for Public Officers and Employees.

23.3 The Village Manager shall timely file statutory disclosures of financial interests as required by Chapter 112, Florida Statutes.

Section 24. Confidentiality

24.1 The Village Manager shall not disclose to any person, party or entity any confidential, proprietary, time-sensitive, or non-public information relating to the Village or its operations unless required by law to do so.

Section 25. Miscellaneous Provisions.

25.1 Complete Agreement. It is understood and agreed that this document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained herein and that the parties agree that there are no commitments, agreement, or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

25.2 Amendment. No modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and with equal dignity herewith.

25.3 Severability. If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, illegal, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected and shall remain in full force and effect.

25.4 No Waiver. The waiver by either party of a breach of any provision of this Agreement by the other shall not operate or be construed as a waiver of any subsequent breach by that party.

25.5 Non-Assignment. The rights and obligations herein granted are personal in nature and cannot be transferred or assigned by the Village Manager.

25.6 Governing Law. Florida law shall govern this Agreement and any litigation which may arise from this Agreement shall be filed and litigated in the Circuit Court in and for Monroe County, Florida, Upper Keys Division or, if in Federal Court, in the Southern District of Florida.

25.7 Waiver of Jury Trial. Both the Village and the Village Manager knowingly, voluntarily, and irrevocably waive their right to a trial by jury in any civil proceedings that may be initiated by either party with respect to any term or condition of this Agreement.

25.8 Notice. Notice to either party shall be deemed given if sent by certified mail, return receipt requested, by recognized public or private postal facilities, by hand delivery or delivered at a Village Council meeting. Notice shall be sent as follows:

For the Village:

Mayor
Islamorada, Village of Islands
86800 Overseas Highway
Islamorada, FL 33036
Telephone: (305) 664-6400
Facsimile: (305) 664-6464

With a copy to:

Village Attorney
Islamorada, Village of Islands
86800 Overseas Highway
Islamorada, FL 33036
Telephone: (305) 664-6400
Facsimile: (305) 664-6464

For the Village Manager:

Village Manager
Islamorada, Village of Islands
86800 Overseas Highway
Islamorada, FL 33036
Telephone: (305) 664-6410
Facsimile: (305) 664-6464

IN WITNESS WHEREOF, the Village, by signature of the Mayor as authorized by Council Resolution No. _____ on _____, and Village Manager have signed and executed this Agreement the day and year first above written.

ISLAMORADA, VILLAGE OF ISLANDS

By: _____
_____, Mayor

ATTEST:

Marne McGrath, Village Clerk

Approved as to form and legal sufficiency
For the use of the Village Council only:

John J. Quick, Village Attorney

VILLAGE MANAGER

(NAME)



ISLAMORADA, VILLAGE OF ISLANDS

Position Description

Position Title: Village Manager

Reports To: Village Council

Position Status: Exempt (Pay Grade: 20)

General Functions:

Directs and coordinates administration of Village government in accordance with policies determined by Village Council while performing the following duties personally or through subordinate supervisors. Position requires the use of Village vehicle in the performance of duties.

Illustrative Tasks:

(This description is not intended to contain or be interpreted as a comprehensive inventory of all duties and qualifications required. Instead, these are intended only as illustrations of the various types of work performed. -Duties, responsibilities and activities may change at any time with or without notice. The omission of specific duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

- Plans, organizes, directs, coordinates and evaluates the operations, programs, activities and services of all departments, offices and agencies of the Village, except as otherwise provided by the Charter and other relevant law.
- Responds to requests from the Village Council and the public for appropriate action and/or resolution of policy matters and attendant problems.
- Investigates the operation and performance of the Village and all complaints concerning the administration of Village government.
- Ensures the Village Council is kept abreast of matters pertinent to Village administration by regularly communicating with every member of the Village Council.
- Provides periodic reports in compliance with the Village Council's requirements and Charter provisions concerning the operations, activities and programs of Village departments, offices and agencies subject to the Village Manager's direction and supervision.
- Prepares Village Council meeting agendas, ensuring that the Council is fully apprised of the information contained therein, and that items on the agenda will not unnecessarily prolong the duration of the meeting at issue.
- Initiates policy recommendations for the Village Council's consideration.
- Conducts agenda review meetings with staff, as needed, to review items proposed for presentation to the Village Council.
- Recommends the creation of new committees that will advance Village business and operations.
- Negotiates contracts (including collective bargaining agreements), and other legal instruments, in conjunction with the Village Attorney's Office.
- Executes contracts on behalf of the Village pursuant to the provisions of the appropriate ordinances.
- Appoints, suspends and terminates all Village employees except those appointed by and responsible to the Village Council; approves promotions, transfers, reclassifications, job evaluations, demotions, disciplinary action and other related personnel actions.
- Manages senior staff including the Deputy Village Manager and department directors.
- Responsible for the overall direction, coordination and evaluation of all Village departments.
- Develops and implements appropriate training programs for Village employees.

- Prepares and submits the annual operating budget and capital programs to the Village Council in the appropriate format.
- Develops long-range fiscal managerial plans and strategies.
- Implements the approved budget and effects a program of budgetary control over expenditures and revenues.
- Submits to the Village Council for public review a report on the financial condition and administrative activities of the Village at the end of each fiscal year as required by the Village Charter and/or relevant State Law.
- Attends all Village Council meetings as well as other public meetings scheduled by the Village or in connection with Village business.
- Represents Village administration before various community organizations, business enterprises and governmental entities.
- Develops programs and strategies to enhance the effectiveness and efficiency of Village operations, including appropriate Village staff and/or Council retreats or strategizing sessions.
- Provides guidance and assistance in the development of long and short-range goals for the Village Council's consideration and implements same upon approval by the Council.
- Encourages and oversees economic and community development efforts including business retention, redevelopment and recruitment of new businesses.
- Exercises general supervision over all public buildings and other public property under the control and jurisdiction of the Village Council.
- Spends no less than forty (40) hours per week working at Village Hall.
- Possesses the ability to work in an increasingly culturally diverse community.
- Possesses the ability to multitask and adjust to changing situations while maintaining efficiency and effectiveness.
- Possesses the ability to deal tactfully, courteously and professionally with all officials and groups, exercising sound and effective judgment in doing so, ensuring the protection of the Village's goodwill.

~~**Other Tasks:** The above information is intended to indicate the general nature and level of work performed by the employee in this position. This description is not intended to contain or be interpreted as a comprehensive inventory of all duties and qualifications required. Duties, responsibilities and activities may change at any time with or without notice.~~

Requirements for Position:

Bachelor's Degree in Business Administration, Public Administration, or equivalent combination of education and experience. Master's Degree desirable. At least ten (10) years related management experience as department director or manager in a public sector setting. Thorough knowledge of the principles, practices, and techniques of public administration. Demonstrated financial, management, planning, leadership and communication skills. ~~Knowledge of Personal Computer software application, i.e. word processing, spreadsheet, database, etc.~~

Knowledge, Skills, and Abilities:

- Knowledge of laws and administrative policies governing municipal activities and operations of municipal government, including finance, human resources, parks & recreation, public works, building services and public safety.
- Knowledge of current business and public administration procedures.
- Knowledge of budget development principles and methods.
- Knowledge of Florida labor relations law, with preferred demonstrated ability in the collective bargaining process.
- Knowledge of computers, including but not limited to office programs and software.
- Skilled in managing and providing organizational leadership.
- Skilled in preparing and administering municipal budgets.
- Skilled in planning, directing, and administering municipal programs and resources.
- Skilled in working with and understanding the needs of the business community.
- Ability to plan, organize, and manage Village activities under the policy guidance and direction of the elected officials.

- Ability to respond to resident concerns with tact and courtesy.
- Ability to conduct investigations and to prepare accurate analyses for reporting purposes.
- Ability to present findings in both oral and written form clearly and concisely, and to appear before the legislative body and various groups to present information.
- Ability to resolve a broad range of administrative issues, or direct such to appropriate entities.
- Ability to establish and maintain effective working relationships with subordinate employees.
- Ability to delegate authority and responsibility to department heads and to maintain an effective workforce.
- Ability to relate to and develop a good working relationship with other local governments, county governments, community organizations, schools, and state and federal agencies.
- Ability to exercise sound judgment and make decisions in accordance with established policies and procedures.
- Ability to analyze, organize, and review work for efficient results and accuracy.

Physical Requirements:

~~While performing the duties of this class, employees are regularly required to sit; talk or hear, in person and by telephone; use hands to finger, handle, feel or operate standard office equipment; and reach with hands and arms. Employees are occasionally required to walk and stand and lift and move records and documents weighing 20 pounds or less. Specific vision abilities required by this job include close vision and the ability to adjust focus. Employees are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use math and mathematical reasoning; learn and apply new skills and information; perform highly detailed work on multiple, concurrent tasks; and interact with Village staff and other organizations.~~

Working Conditions:

Environment:

- The work is generally performed within an office environment.
- Lighting and temperatures are typically adequate, and there are few hazardous or unpleasant conditions caused by noise levels, atmospheric levels, etc.
- The noise level in the work environment is typically quiet to moderate.

Physical Demands:

- The employee is generally sedentary, but may be required to stand, walk, stoop, kneel, or bend at the waist.
- The ability to lift and carry 20 pounds as occasionally required.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.
- Specific hearing abilities required by this job include the ability to hear and speak to communicate in person, before groups, and over the telephone.

Work Authorization/Security Clearance

- The employee must successfully pass a criminal background check.
- The Village will also verify the identity and employment authorization of individuals hired so the proper completion of Form I-9 is required, which includes the employee providing documents evidencing identity and employment authorization.

Travel:

Employee will spend the majority of his or her workweek at Village Hall, to be no less than forty (40) hours, although a percentage of the employee's work in the office but approximately [INSERT %] of the employee's time may be spent outside the office travelling to Village facilities and attending local events.



Council Communication

To: Mayor and Village Council
From: Ed Koconis, Interim Village Manager
Date: December 12, 2023
SUBJECT: **Discussion and Direction Regarding Florida Commerce Hurricane Evacuation Baseline Modeling and Prospective Modeling for (Potential) Future BPAS Allocations TAB 12**

Background:

On November 14 and 16, 2023 FloridaCommerce held webinars to discuss the Florida Keys Hurricane Evacuation Modeling process and share the modeling draft results. Evacuation clearance times are the basis for the Village Building Permit Allocation System (BPAS) (and others similar systems in the Florida Keys Area of Critical State Concern (ACSC)). Updated data may determine if additional residential dwelling unit allocations will be authorized by the State of Florida beyond the current allocation.

Florida Commerce presented multiple modeled scenarios, having future allocations between zero (0) and 7,954 additional allocations. The Clearance Times Summary attachment was presented and includes four columns where evacuation was modeled with and without Key West and with mobile homes evacuated in both Phase 1 (early) and Phase 2.

Based on Emergency Management acceptable evacuation practices, the only reasonable column is the "Florida Keys Including Key West" and "Mobile Homes in Phase 1". This column represents how evacuations have been modeled in the past: including residents of Key West in the modeling; and mobile home residents evacuating with tourists in Phase 1 (early) due to the weaker construction of mobile homes.

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: 1. Florida Commerce Hurricane Evacuation Modeling

Florida Commerce Hurricane Evacuation Modeling (Webinars hosted November 14 and 16, 2023)

Draft Results

Clearance Times Summary

Deliverable 5: Baseline Modeling			Phases	Florida Keys Including Key West		Florida Keys Excluding Key West	
				Mobile Homes in Phase 2 (hours)	Mobile Homes in Phase 1 (hours)	Mobile Homes in Phase 2 (hours)	Mobile Homes in Phase 1 (hours)
Baseline Modeling		Shows baseline - does not include additional prospective allocations	Phase 2	26.0	24.0	15.5	15.5
			Phase 1	15.5	15.5	15.0	15.0
Deliverable 6: Prospective Modeling for Future Allocations							
S1	3,550 Allocations	Distribute based on county/municipality population size	Phase 2	27.5	25.5	15.5	15.5
			Phase 1	15.5	15.5	15.0	15.0
S2	3,550 Allocations	Distribute based percentage of vacant lands per county/municipality	Phase 2	28.0	26.0	15.5	15.5
			Phase 1	15.5	15.5	15.0	15.0
S3	3,550 Allocations	Distribute based on current allocations: (1,970-Monroe, 300-Marathon, 280-Islamorada, 910-Key West, 30-Layton, 60-Key Colony Beach)	Phase 2	28.0	26.0	15.5	15.5
			Phase 1	15.5	15.5	15.0	15.0
S4	Minimal Allocations (11 allocations/yr)	Distributes Monroe County (5); Marathon (2); Islamorada (2); Key West (2 – affordable only)	Phase 2 (10 Years Growth)	26.5	24.0	15.5	15.5
			Phase 2B (20 Years Growth)	26.5	24.0	15.5	15.5
			Phase 1	15.5	15.5	15.0	15.0
S5	One Unit/Vacant Lot	Distributes 7,954 units	Phase 2	31.0	28.5	17.0	16.5
			Phase 1	15.5	15.5	15.0	15.0

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Clearance Times Summary

Deliverable 5: Baseline Modeling			Phases	Florida Keys Including Key West		Florida Keys Excluding Key West	
				Mobile Homes in Phase 2 (hours)	Mobile Homes in Phase 1 (hours)	Mobile Homes in Phase 2 (hours)	Mobile Homes in Phase 1 (hours)
Baseline Modeling	Shows baseline - does not include additional prospective allocations		Phase 2	26.0	24.0	15.5	15.5
			Phase 1	15.5	15.5	15.0	15.0
Deliverable 6: Prospective Modeling for Future Allocations							
S1	3,550 Allocations	Distribute based on county/municipality population size	Phase 2	27.5	25.5	15.5	15.5
			Phase 1	15.5	15.5	15.0	15.0
S2	3,550 Allocations	Distribute based percentage of vacant lands per county/municipality	Phase 2	28.0	26.0	15.5	15.5
			Phase 1	15.5	15.5	15.0	15.0
S3	3,550 Allocations	Distribute based on current allocations: (1,970-Monroe, 300-Marathon, 280-Islamorada, 910-Key West, 30-Layton, 60-Key Colony Beach)	Phase 2	28.0	26.0	15.5	15.5
			Phase 1	15.5	15.5	15.0	15.0
S4	Minimal Allocations (11 allocations/yr)	Distributes Monroe County (5); Marathon (2); Islamorada (2); Key West (2 – affordable only)	Phase 2 (10 Years Growth)	26.5	24.0	15.5	15.5
			Phase 2B (20 Years Growth)	26.5	24.0	15.5	15.5
			Phase 1	15.5	15.5	15.0	15.0
S5	One Unit/Vacant Lot	Distributes 7,954 units	Phase 2	31.0	28.5	17.0	16.5
			Phase 1	15.5	15.5	15.0	15.0



Council Communication

To: Mayor and Village Council
From: Marne McGrath, Village Clerk
Date: December 12, 2023
SUBJECT: **Approval of Meeting Minutes: TAB 13**

November 7, 2023 Regular Village Council Meeting
November 9, 2023 Land Use Village Council Meeting

Background:

Analysis:

Budget Impact:

Staff Impact:

Recommendation:

Attachments: 1. 11072023_Regular Village Council Minutes
2. 11092023_RCVM+Land Use Council Meeting Minutes



Islamorada, Village of Islands

REGULAR VILLAGE COUNCIL MEETING

Amended Agenda

November 7, 2023 - 5:30 PM
Founders Park Community Center
87000 Overseas Highway
Islamorada, FL 33036

MINUTES

I. CALL TO ORDER / ROLL CALL

Mayor Joseph B. Pinder III called the meeting to order at 05:30 PM

PRESENT: Council Member Mark Gregg, Council Member Elizabeth Jolin,
Council Member Henry Rosenthal, Vice Mayor Sharon Mahoney,
Mayor Joseph B. Pinder III

ABSENT:

II. PLEDGE OF ALLEGIANCE

Building Official Sheila Denoncourt led the Pledge of Allegiance. Mayor Pinder asked for a moment of silence to acknowledge the unrest overseas.

III. AGENDA: Requests for Deletion / Emergency Additions

Vice Mayor Sharon Mahoney:

- Move the Discussion Items in VIII. C. to the end of the November 9 agenda.

Council Member Elizabeth Jolin:

- Pull Tab 10 and 14 from the Consent Agenda

Council Member Henry Rosenthal:

- Pull Tabs 9 and 13 from the Consent Agenda
- Add a discussion about the Fills to the December 12 agenda.

Discussion ensued about how long before the meeting was best to amend the agenda. It was noted that the current requirement of 24 hours before the meeting may put online viewers at a disadvantage if they do not review the agenda again after the 24-hour deadline has elapsed.

IV. REPORTS, PRESENTATIONS AND ANNOUNCEMENTS

- A.** Publix/Village Reusable Bag Initiative (Council Member Rosenthal)
Council Member Henry Rosenthal noted he has been working for the past few years to eliminate plastic bag usage.

He announced reusable bags were complete and available at the Islamorada Publix. Bags were distributed to the audience and Council by Publix staffers Kevin and Vivian.

- B.** Richard Clark-Monroe County Transit Director - **TAB 1**
Monroe County Transit Director Richard Clark provided an overview of the County's transit goals.

V. PUBLIC COMMENT

(This is general public comment. It provides an opportunity for the public to speak about matters not scheduled elsewhere on the agenda. The mayor opens public comment on agenda items throughout the meeting.)

Mayor Joseph B. Pinder III opened public comment.

Speakers included:

Van Cadenhead

Brandon Davis

George Scott

Sue Miller

Angel Borden

Deb Gillis

Joe Wischmeier

There being no one else wishing to speak, Mayor Pinder closed public comment.

VI. CITIZENS' ADVISORY COMMITTEE REPORTS & APPOINTMENTS

- A.** Nearshore Water Regulations Advisory Committee Report- Chair
Dianne Harbaugh - **TAB 2**

Chair Harbaugh summarized recent Committee initiatives.

Council Member Elizabeth Jolin asked for discussion of an idle speed zone in Tavernier Creek. Interim Village Attorney John Quick noted it would be added to the December agenda.

- B.** Workforce/Affordable Housing Committee Report - Chair Paige
Presnell - **TAB 3**

Chair Presnell summarized recent initiatives of the Committee.

VII. MAYOR / COUNCIL COMMUNICATIONS

- A.** Discussion Regarding 186 S. Airport Road (Council Member Rosenthal)

Council Member Henry Rosenthal noted Brandon Davis had approached him regarding reconsideration of the recent quasi-judicial decision concerning his property at 186 S. Airport Road. He asked if the Council would consider rehearing Mr. Davis' case as he may have additional information. Mr. Davis had indicated that since the quasi-judicial hearing, he had a habitat determination by well-known local Biologist Phil Frank, who categorized the property as disturbed.

Interim Village Attorney John Quick noted it was not appropriate to supplement a closed quasi-judicial record. Mr. Quick further noted that the Council's rules require a motion for reconsideration must be made at the same meeting that the item was considered.

There was not a consensus of the Council to reconsider the matter.

Discussion ensued after Vice Mayor Sharon Mahoney suggested potentially looking at an updated development code that the County uses for habitat classifications. There was a consensus to compare Environmental Standards in the Village Code with Monroe County and consider updates for more consistency with the County.

Interim Village Manager Ed Koconis indicated the County and Village Planning Departments would discuss the options.

B. Discussion Regarding Council Compensation Referendum (Vice Mayor Mahoney)

Vice Mayor Sharon Mahoney reiterated her request to change the proposed Council compensation increase to \$1,500 from \$2,000. Interim Village Attorney John Quick noted he would bring a revised ordinance back for Council consideration.

C. New Manager Job Description and Pay Scale Drafted by Weiss Serota (Council Member Jolin)- **TAB X**

Council Member Elizabeth Jolin requested Weiss Serota update the Village Manager job description and draft a reasonable pay scale for Council input.

D. Discussion Regarding Tea Table (Council Members Rosenthal and Gregg)

Council Member Mark Gregg noted he had received an email from a contractor who worked on the island years ago and discovered human remains while digging a swimming pool. The composer of the email stated Local Historian Irving Eyster was called out at the time to assess the find and recommended reburying the remains and digging the pool elsewhere on the property.

It was noted that the property had formerly housed both indigenous peoples and military personnel. Staff were asked to inform the owner of the property, and to determine what steps should be taken moving forward. Interim Village Manager Ed Koconis indicated that staff was looking into the situation.

Council Member Henry Rosenthal expressed concern about the recent change to the flood zone designation of the property. He indicated that a procedure should be implemented for future requests to amend the flood zones.

E. Strategic Plan and Accomplishments (Council Member Gregg)- TAB Y

Council Member Mark Gregg expressed his appreciation for Monroe County Strategic Planner Kimberly Matthews coming on as Interim Village Manager in January. He noted that Ms. Matthews had the expertise to help the Village get started on strategic planning initiatives. A consensus of Council agreed.

VIII. VILLAGE ATTORNEY / VILLAGE MANAGER COMMUNICATIONS

- A. Update on November 14, 2023 Village Manager Interview Process**
Interim Village Manager Ed Koconis suggested an interview process to interview the 10 - 12 applicants still interested via Zoom. A consensus of Council would select three questions that would then be provided to each applicant in advance, with all answering the same three questions.

It was noted that the nine questions formulated by Council Member Rosenthal's team had already been asked of the applicants during initial phone calls to the applicants.

After the interviews, the Council would narrow down the field to no more than five for final in-person interviews. Mr. Koconis indicated that HR Director Engelmeyer would reach out to Council with potential dates for the in-person interviews.

ACTION:	Motion to Approve in-person interviews for finalists in January item VIII.A. by Joseph B. Pinder III second by Mark Gregg; Motion passed with a 4:1
AYES:	Mark Gregg, Henry Rosenthal, Sharon Mahoney, Joseph B. Pinder III
NAYS:	Elizabeth Jolin
ABSTAIN:	None

- B. Introduction of Monroe County Senior Director of Strategic Planning & Director of Libraries Kimberly Matthews**

Interim Village Manager Ed Koconis introduced Monroe County Senior Director of Strategic Planning & Director of Libraries Kimberly Matthews who would serve as the next Interim Village Manager. Ms. Matthews summarized her strategic planning experience and noted that she looked forward to working with the Islamorada team.

IX. HEARD PRIOR TO CONSENT AGENDA

- A.** Resolution Approving Second Sixty (60) Day Extension of Employee Interchange Agreement with Monroe County - **TAB 14** (John Quick, Interim Village Attorney)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING A RENEWAL OF THE EMPLOYEE INTERCHANGE AGREEMENT WITH MONROE COUNTY, FLORIDA FOR AN ADDITIONAL SIXTY (60) DAYS; AND PROVIDING AN EFFECTIVE DATE

Mayor Joseph B. Pinder III opened public comment.

There being no one wishing to speak, Mayor Pinder closed public comment.

ACTION: Motion to approve item IX.A. by Mark Gregg second by Sharon Mahoney;
Motion passed with a 5:0

AYES: Mark Gregg, Elizabeth Jolin, Henry Rosenthal, Sharon Mahoney, Joseph B. Pinder III

NAYS: None

ABSTAIN: None

X. CONSENT AGENDA

(All items on the Consent Agenda are considered routine by the Village Council and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event, the item will be moved to the Main Agenda.)

Mayor Joseph B. Pinder III recessed for a break at 8:06 p.m. and reconvened at 8:22 p.m.

Tab 14 was heard prior to the Consent Agenda.

It was clarified that Tabs 9, 10 and 13 were removed from the Consent Agenda and moved to Resolutions.

Mayor Joseph B. Pinder III opened public comment.

Speakers included:
Sue Miller

There being no one else wishing to speak, Mayor Pinder closed public comment.

ACTION: Motion to approve the consent agenda item X. by Mark Gregg second by Elizabeth Jolin;
Motion passed with a 4:1

AYES: Mark Gregg, Elizabeth Jolin, Sharon Mahoney, Joseph B. Pinder III

NAYS: Henry Rosenthal

ABSTAIN: None

A. Meeting Minutes: - TAB 4

Special Call Land Use - July 20, 2023
Regular Village Council Meeting - July 27, 2023
Budget Workshops #1 and #2 - August 2 & 3, 2023
Special Call Village Council Meeting - August 3, 2023
Regular Village Council Meeting - August 17, 2023
Regular Village Council Meeting - September 7, 2023
Budget Hearing #1 - September 12, 2023
Budget Hearing #2 - September 19, 2023
Special Call Land Use - September 21, 2023
Regular Village Council Meeting - September 28, 2023
Freebee Workshop - October 3, 2023
Village Manager Selection Process Meeting - October 3, 2023
Regular Village Council Meeting - October 10, 2023 (Marne McGrath, Village Clerk)

B. Resolution Approving FY 2023-2024 Expenditures through an Agreement with Ben Few & Company, LLC, to Provide Insurance and Risk Management Services and a First Amendment to the Agreement to Provide for Updated Terms - TAB 5 (Maria Bassett, Finance Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING FISCAL YEAR 2023-2024 EXPENDITURES THROUGH AN AGREEMENT BETWEEN BEN FEW & COMPANY, LLC, AND ISLAMORADA, VILLAGE OF ISLANDS, TO PROVIDE INSURANCE AND RISK MANAGEMENT SERVICES; APPROVING A FIRST AMENDMENT TO THE AGREEMENT TO PROVIDE FOR UPDATED PROVISIONS; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING FOR AN EFFECTIVE DATE

C. Resolution Approving FY 2023-2024 Purchases from Commercial Energy Specialists for Aquatic Facility Supplies and Services - TAB 6 (Maria Bagiotti, Founders Park Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING FISCAL YEAR 2023-2024 EXPENDITURES FROM COMMERCIAL ENERGY SPECIALISTS, LLC. TO PROVIDE AQUATIC FACILITY SUPPLIES AND SERVICES TO THE PARKS AND RECREATION DEPARTMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING A WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE

D. Resolution Approving FY 2023-2024 Purchases from Bound Tree for Emergency Medical Services Supplies - TAB 7 (Terry Abel, Fire Chief)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING FISCAL YEAR 2023-2024 EXPENDITURES THROUGH BOUND TREE MEDICAL, LLC FOR MEDICAL SUPPLIES FOR THE FIRE RESCUE DEPARTMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING A WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE

- E. Resolution Approving FY 2023-2024 Expenditures through an Agreement with Professional Emergency Services, Inc. to Provide Medical Director Services and a First Amendment to the Agreement to Provide Updated Terms - **TAB 8** (Terry Abel, Fire Chief)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING FISCAL YEAR 2023-2024 EXPENDITURES THROUGH AN AGREEMENT BETWEEN PROFESSIONAL EMERGENCY SERVICES, INC., AND ISLAMORADA, VILLAGE OF ISLANDS, TO PROVIDE EMERGENCY MEDICAL SERVICES; APPROVING A FIRST AMENDMENT TO THE AGREEMENT TO PROVIDE FOR UPDATED PROVISIONS; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AND PROVIDING FOR AN EFFECTIVE DATE

- H. Resolution Approving State of Florida Department of Commerce Grant Agreement HL218 for Two Storage Buildings for Emergency Backup Generators - **TAB 11** (Terry Abel, Fire Chief)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, ACCEPTING GRANT AGREEMENT HL218 WITH THE STATE OF FLORIDA DEPARTMENT OF COMMERCE TO PROVIDE REIMBURSEMENT FUNDING FOR CONSTRUCTION OF TWO STORAGE BUILDINGS TO HOUSE EMERGENCY BACKUP GENERATORS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE

- I. Resolution Adopting the Monroe County Multijurisdictional Program for Public Information (PPI) - **TAB 12** (Megan Rumbaugh, Floodplain/CRS Coordinator)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, ADOPTING THE MONROE COUNTY MULTIJURISDICTIONAL PROGRAM FOR PUBLIC INFORMATION (PPI); AND PROVIDING FOR AN EFFECTIVE DATE

XI. RESOLUTIONS

- F. Resolution Approving Fiscal Year 2023-2024 Purchases from Wastewater Vendors for the Wastewater Department - **TAB 9** (A.J. Engelmeyer, Public Works Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING FISCAL YEAR 2023-2024 EXPENDITURES FROM AIRVAC INC, DONERITE PUMPS, INC., F.J. NUGENT & ASSOCIATES, FORTILINE WATERWORKS, KB VACUUM PUMP SOLUTIONS, LLC, AND SUNBELT RENTALS FOR THE OPERATION AND MAINTENANCE OF THE VILLAGE'S WASTEWATER COLLECTION AND TRANSMISSION SYSTEM; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING A WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE

Pulled from the Consent Agenda and moved to Resolutions by Council Member Henry Rosenthal, who noted he provided a vendor's name who may be a less expensive option for supplies. DPW Director Engelmeyer indicated he was aware of the vendor and noted that they only distribute to large suppliers.

Mayor Joseph B. Pinder III opened public comment.

Speakers included:
Sue Miller

There being no one else wishing to speak, Mayor Pinder closed public comment.

ACTION: Motion to approve item X.F. by Mark Gregg second by Elizabeth Jolin;

Motion passed with a 4:1

AYES: Mark Gregg, Elizabeth Jolin, Sharon Mahoney, Joseph B. Pinder III

NAYS: Henry Rosenthal

ABSTAIN: None

- G. Resolution Approving Work Authorization No. 15 with WSP USA Environment & Infrastructure, Inc. for Canal 116 Air Curtain Design and Permitting - **TAB 10** (Peter Frezza, Environmental Resources Manager)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING WORK AUTHORIZATION NO. 15 WITH WSP USA ENVIRONMENT & INFRASTRUCTURE INC. FOR CANAL 116 RESTORATION AIR CURTAIN PROJECT DESIGN AND PERMITTING SERVICES; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE WORK AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE

Council Member Elizabeth Jolin noted she pulled the item from the Consent Agenda for clarification that there would be a legal document with the property owner who will host the air curtain.

Mayor Joseph B. Pinder III opened public comment.

There being no one wishing to speak, Mayor Pinder closed public comment.

ACTION: Motion to approve item X.G. by Elizabeth Jolin second by Mark Gregg;

Motion passed with a 5:0

AYES: Mark Gregg, Elizabeth Jolin, Henry Rosenthal, Sharon Mahoney, Joseph B. Pinder III

NAYS: None

ABSTAIN: None

- J. Resolution Approving Agreement with RJS Design Consultants LLC to Provide Professional Services and Project Management for the Founders Park Pool Resurfacing Project - **TAB 13** (Maria Bagiotti, Founders Park Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING AN AGREEMENT WITH RJS DESIGN CONSULTANTS LLC TO PROVIDE PROFESSIONAL SERVICES AND PROJECT MANAGEMENT FOR THE FOUNDERS PARK POOL RESURFACING PROJECT; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE AN AGREEMENT; AUTHORIZING EXPENDITURES; AND PROVIDING AN EFFECTIVE DATE

Council Member Henry Rosenthal pulled the item from Consent to clarify that an expert would be doing the work. Park Director Bagiotti indicated that an expert consultant would be providing the services and noted that it had been 22 years since the last pool resurfacing.

Mayor Joseph B. Pinder III opened public comment.

There being no one wishing to speak, Mayor Pinder closed public comment.

ACTION: Motion to approve item X.J. by Sharon Mahoney second by Elizabeth Jolin;

Motion passed with a 5:0

AYES: Mark Gregg, Elizabeth Jolin, Henry Rosenthal, Sharon Mahoney, Joseph B. Pinder III

NAYS: None

ABSTAIN: None

- A. Resolution to Establish Rideshare Services Selection Panel - **TAB 15** (Ed Koconis, Interim Village Manager)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, ESTABLISHING A RIDESHARING SERVICE ADVISORY SELECTION PANEL; DEFINING ITS DURATION, COMPOSITION, DUTIES AND

RESPONSIBILITIES; PROVIDING THE PARAMETERS OF STAFF PARTICIPATION; AND PROVIDING FOR AN EFFECTIVE DATE

Interim Village Attorney John Quick noted this item would create the rideshare panel and clarify their duties. He noted that seven people had applied, and that if the Council wished to appoint all seven, the motion should be amended to note seven members instead of five noted in the resolution.

The seven applicants were Jim Lashley; Alina Davis; Judy Hull; Tom Raffanello; Deb Gillis; Sue Miller; and Maria Hamilothis.

Mayor Joseph B. Pinder III opened public comment.

Speakers included:
Deb Gillis

There being no one else wishing to speak, Mayor Pinder closed public comment.

ACTION:	Motion to approve with the modification from 5 to 7 members and resolution reflect the 7 members listed item XI.A. by Sharon Mahoney second by Henry Rosenthal; Motion passed with a 5:0
AYES:	Mark Gregg, Elizabeth Jolin, Henry Rosenthal, Sharon Mahoney, Joseph B. Pinder III
NAYS:	None
ABSTAIN:	None

XII. ORDINANCES

- A.** Ordinance Calling for a Referendum to Revise Term Limits - **TAB 16**
(John Quick, Interim Village Attorney)

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE PRESIDENTIAL PREFERENCE PRIMARY ELECTION ON TUESDAY, MARCH 19, 2024; PROVIDING FOR SUBMISSION TO THE ELECTORS OF PROPOSED AMENDMENTS TO THE VILLAGE CHARTER PERTAINING TO TERM LIMITS; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

Interim Village Attorney John Quick noted the proposed amendment would change the current Charter language. If approved it would specify that instead of term limits of eight consecutive years for Council Members, the term limit would be eight total years, and retroactive for any past council members.

As proposed, the ordinance would place the referendum on the March 2024 Presidential Preference Primary ballot. Discussion ensued regarding whether the March 2024 election would be the best option as it was a closed primary and turnout was likely to be low and may not fully represent the Islamorada electorate. The consensus agreed that the better option would be to place the question on the November 5, 2024 General Election ballot.

Mayor Joseph B. Pinder III opened public comment.

Speakers included:
Deb Gillis
Angel Borden

There being no one else wishing to speak, Mayor Pinder closed public comment.

ACTION:	Motion to approve the ordinance for the November 2024 ballot item XII.A. by Elizabeth Jolin second by Henry Rosenthal; Motion passed with a 3:2
AYES:	Elizabeth Jolin, Henry Rosenthal, Sharon Mahoney
NAYS:	Mark Gregg, Joseph B. Pinder III
ABSTAIN:	None

XIII. MOTIONS

- A.** Motion to Consider Appointment of David Petkovich to the Nearshore Water Regulations Citizens Advisory Committee - **TAB 17** (Peter Frezza, Environmental Resources Manager)

A MOTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE APPOINTMENT OF DAVID PETKOVICH TO THE NEARSHORE WATER REGULATIONS CITIZENS ADVISORY COMMITTEE

Mayor Joseph B. Pinder III opened public comment.
There being no one wishing to speak, Mayor Pinder closed public comment.

Discussion ensued regarding whether it was appropriate to make committee appointments outside the formal application period. Ultimately, a consensus of Council agreed it was better to make the appointment at this time.

ACTION:	Motion to approve item XIII.A. by Henry Rosenthal second by Elizabeth Jolin; Motion passed with a 3:2
AYES:	Elizabeth Jolin, Henry Rosenthal, Sharon Mahoney
NAYS:	Mark Gregg, Joseph B. Pinder III
ABSTAIN:	None

XIV. ADJOURNMENT

Moved by Council Member Elizabeth Jolin to adjourn at 9:33 p.m.



Islamorada, Village of Islands

REGULAR VILLAGE COUNCIL MEETING

November 9, 2023 - 5:30 PM
Founders Park Community Center
87000 Overseas Highway
Islamorada, FL 33036

MINUTES

I. CALL TO ORDER / ROLL CALL

Mayor Joseph B. Pinder III called the meeting to order at 5:33 p.m.

PRESENT: Council Member Mark Gregg, Council Member Elizabeth Jolin, Council Member Henry Rosenthal, Vice Mayor Sharon Mahoney, Mayor Joseph B. Pinder III

ABSENT:

II. PLEDGE OF ALLEGIANCE

Assistant Fire Chief Jason Lyman led the Pledge of Allegiance and Mayor Pinder started the meeting with a prayer.

Mayor Pinder noted the recent passing of Islamorada resident Tom MacDonald.

III. AGENDA: Requests for Deletion / Emergency Additions

Council Member Henry Rosenthal:

- Referenced a change to the FEMA flood plain map and expressed concern on its impact to the Village's Future Land Use Map (FLUM). Interim Village Attorney John Quick indicated that any changes to the FLUM would be heard by the Council in a quasi-judicial hearing and that an update to the FEMA flood plain map approval does not constitute a change to the Village's FLUM.
- Asked for a reconsideration of the term limit ordinance for the November 2024 ballot. Interim Village Attorney John Quick clarified that if the motion to reconsider passes, it would bring the item back for reconsideration of the first reading. It would take off the second reading and the first reading would be reconsidered.

ACTION: Motion to Reconsider the Term Limit Ordinance First Reading at the December 12 Meeting item III. by Henry Rosenthal second by Elizabeth Jolin;

Motion passed with a 3:2

AYES: Elizabeth Jolin, Henry Rosenthal, Sharon Mahoney

NAYS: Mark Gregg, Joseph B. Pinder III

ABSTAIN: None

IV. PUBLIC COMMENT

Mayor Joseph B. Pinder III opened public comment.

Speakers included:

Capt. Ed Davidson

Sandi Bisceglia

Roland Moore

Joe Wischmeier

Angel Borden

Van Cadenhead

Council asked for clarification from Interim Village Attorney John Quick about negotiations concerning the ball field at Founders Park. Mr. Quick noted the School District had requested changes to a proposed agreement from the Village and clarified that all necessary legal reviews and revisions would occur before an agreement was presented for Council consideration.

The Council noted this project would impact the community and should be discussed in a workshop before any decisions are made.

There being no one else wishing to speak, Mayor Pinder closed public comment.

V. MAYOR / COUNCIL COMMUNICATIONS

There were no items.

VI. VILLAGE ATTORNEY / VILLAGE MANAGER COMMUNICATIONS

There were no items.

VII. RESOLUTIONS

- A.** Review Inventory List of Village Owned Properties Appropriate for Affordable Housing pursuant to FL Statute Section 166.0451 **TAB 1**
(Jennifer DeBoisbriand, Planning Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONFIRMING AN INVENTORY LIST OF ALL REAL PROPERTY WITHIN ITS JURISDICTION TO WHICH THE MUNICIPALITY OR ANY SPECIAL DEPENDENT DISTRICT WITHIN ITS BOUNDARIES HOLDS FEE SIMPLE TITLE WHICH IS APPROPRIATE FOR USE AS AFFORDABLE HOUSING PURSUANT TO FLORIDA STATUTE SECTION 166.0451; AND PROVIDING FOR AN EFFECTIVE DATE

Planning Director Jennifer DeBoisbriand noted this review was of village-owned properties appropriate for affordable housing under the Live Local Act. The properties were listed solely due to their zoning designation, and were not an endorsement by the Planning Department or Village.

Mayor Joseph B. Pinder III opened public comment.

Speakers included:
Capt. Ed Davidson
Sue Miller
Angel Borden

There being no one else wishing to speak, Mayor Pinder closed public comment.

The Consensus of Council was to bring back the request after deliberation of the properties by the Village biologist.

- B.** Approval of 3rd Quarter 2023 Nonresidential Building Permit Allocations **TAB 2** (Jennifer DeBoisbriand, Planning Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING NONRESIDENTIAL BUILDING PERMIT ALLOCATION SYSTEM (“BPAS”) RANKINGS AND AWARDED NONRESIDENTIAL BUILDING PERMIT ALLOCATIONS FOR QUARTER 3 OF 2023; AND PROVIDING FOR AN EFFECTIVE DATE

Mayor Joseph B. Pinder III opened public comment.

Speakers included:
Ty Harris
Angel Borden

There being no one else wishing to speak, Mayor Pinder closed public comment.

ACTION: Motion to approve item VII.B. by Mark Gregg second by Henry Rosenthal;

Motion passed with a 4:1

AYES: Mark Gregg, Henry Rosenthal, Sharon Mahoney, Joseph B. Pinder III

NAYS: Elizabeth Jolin

ABSTAIN: None

- C.** Approval of 3rd Quarter 2023 Affordable BPAS Allocations **TAB 3** (Jennifer DeBoisbriand, Planning Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING RESIDENTIAL BUILDING PERMIT ALLOCATION SYSTEM RANKINGS AND AWARDED AFFORDABLE RESIDENTIAL BUILDING PERMIT ALLOCATIONS FOR QUARTER 3 OF 2023; AND PROVIDING FOR AN EFFECTIVE DATE

Mayor Joseph B. Pinder III opened public comment. There being no one to speak, Mayor Pinder closed public comment.

Planning Director Jennifer DeBoisbriand noted there were two applications - Coral Bay Marina for eight affordable units, and PJ Islamorada LLC - Papa Joes for one

affordable allocation. It was noted that the eight allocations for the Coral Bay request would be considered when we receive the 300 allocations from the State. Council Member Mark Gregg noted Coral Bay Marina asked him about reserving eight allocations until the 300 units were available for use/distribution. Mr. Gregg noted this practice had been done in the past for other properties.

Interim Village Attorney John Quick clarified that the 300 allocations have been awarded and that we've completed the first step of accepting them. The Village needs to accept them once Florida Commerce was finished with review. Planning Director DeBoisbriand noted the ordinance accepting the allocations would likely come before Council for a second reading in January.

Discussion ensued about the request to reserve allocations. A consensus of the Council agreed to it in light of past practice and because Coral Bay had qualified for the allocations. The Council asked for a policy to be crafted to address the matter. Further, a request was made to re-reserve eight units for the Village-owned lots on Woods Avenue.

Staff was asked to bring back a resolution to reserve eight allocations for Coral Bay Marina for Council consideration. Interim Village Manager Ed Koconis noted Monroe County allows applicants to apply for a ROGO reservation, and if the Board of County Commissioners approves it by resolution, they can reserve allocations for a certain length of time, generally not to exceed two years. Mr. Koconis noted he would forward the County's policy to Planning Director DeBoisbriand.

Mayor Joseph B. Pinder III reopened public comment on the question of creating a resolution to allow Coral Bay Marina to reserve eight allocations.

Speakers included:
Van Cadenhead
Sue Miller

There being no one else wishing to speak, Mayor Pinder closed public comment.

ACTION: Motion to Approve the ranking and awarding one (1) affordable residential building permit for Quarter 3 of 2023 item VII.C. by Mark Gregg second by Sharon Mahoney;
Motion passed with a 5:0

AYES: Mark Gregg, Elizabeth Jolin, Henry Rosenthal, Sharon Mahoney, Joseph B. Pinder III

NAYS: None

ABSTAIN: None

- D. Approval of 3rd Quarter 2023 Market Rate BPAS Rankings **TAB 4**
(Jennifer DeBoisbriand , Planning Director)

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, APPROVING RESIDENTIAL
BUILDING PERMIT ALLOCATION SYSTEM RANKINGS FOR**

**MARKET RATE BUILDING PERMIT ALLOCATIONS FOR
QUARTER 3 OF 2023; AND PROVIDING FOR AN EFFECTIVE
DATE**

Mayor Joseph B. Pinder III opened public comment.

There being no one to speak, Mayor Pinder closed public comment.

ACTION: Motion to approve item VII.D. by Mark Gregg second by Sharon Mahoney;
Motion passed with a 5:0
AYES: Mark Gregg, Elizabeth Jolin, Henry Rosenthal, Sharon Mahoney, Joseph B. Pinder III
NAYS: None
ABSTAIN: None

- E. Approval of Annual Distribution of Building Permit Allocation System (BPAS) Allocations **TAB 5** (Jennifer DeBoisbriand, Planning Director)

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, ESTABLISHING THE TOTAL
AMOUNT OF NONRESIDENTIAL FLOOR AREA AND
RESIDENTIAL DWELLING UNITS, QUARTERLY ALLOCATIONS,
AND THE DISTRIBUTION OF ALLOCATIONS BETWEEN
CATEGORIES OF THE BUILDING PERMIT ALLOCATION
SYSTEM FOR 2024; AND PROVIDING AN EFFECTIVE DATE**

Mayor Joseph B. Pinder III opened public comment.

There being no one to speak, Mayor Pinder closed public comment.

ACTION: Motion to approve item VII.E. by Mark Gregg second by Sharon Mahoney;
Motion passed with a 5:0
AYES: Mark Gregg, Elizabeth Jolin, Henry Rosenthal, Sharon Mahoney, Joseph B. Pinder III
NAYS: None
ABSTAIN: None

VIII. **ORDINANCES**

- A. Amendment of Multifamily (MF) Zoning District to Include Single-Family Residences as a Permitted Use - **2nd Reading - TAB 6** (Jennifer DeBoisbriand, Planning Director)

**AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS,
FLORIDA, AMENDING CHAPTER 30, MULTIFAMILY HOUSING
(MF) ZONING DISTRICT TO ADD SINGLE-FAMILY RESIDENCES
TO THE LIST OF PERMITTED USES; PROVIDING FOR THE**

REPEAL OF ALL CODE PROVISIONS AND ORDINANCES INCONSISTENT WITH THIS ORDINANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR THE TRANSMITTAL OF THIS ORDINANCE TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY; AND PROVIDING FOR AN EFFECTIVE DATE UPON APPROVAL OF THIS ORDINANCE BY THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY.

Interim Village Attorney John Quick noted the first reading of the ordinance was on May 18, 2023.

Mayor Joseph B. Pinder III opened public comment.

Speakers included:
Van Cadenhead

There being no one else wishing to speak, Mayor Pinder closed public comment.

ACTION: Motion to approve item VIII.A. by Mark Gregg second by Henry Rosenthal;

Motion passed with a 4:1

AYES: Mark Gregg, Henry Rosenthal, Sharon Mahoney, Joseph B. Pinder III

NAYS: Elizabeth Jolin

ABSTAIN: None

- B.** Moratorium on new Residential Market Rate BPAS applications (with or without land dedications) - **2nd Reading - TAB 7** (John Quick, Interim Village Attorney)

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, ESTABLISHING A TEMPORARY MORATORIUM, WITHIN THE VILLAGE, ON THE ACCEPTANCE OF NEW MARKET RATE RESIDENTIAL BUILDING PERMIT ALLOCATION SYSTEM (BPAS) APPLICATIONS (WITH OR WITHOUT LAND DEDICATIONS); PROVIDING FOR EXEMPTIONS; PROVIDING FOR PROCEDURES FOR VESTED RIGHTS AND JUDICIAL REVIEW; PROVIDING FOR A TERM; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR THE TRANSMITTAL OF THIS ORDINANCE TO THE STATE DEPARTMENT OF COMMERCE; AND PROVIDING FOR AN EFFECTIVE DATE UPON THE APPROVAL OF THIS ORDINANCE BY THE STATE DEPARTMENT OF COMMERCE

Interim Village Attorney John Quick this is the moratorium to put a stop to market-rate residential BPAS applications with or without land dedication.

Mayor Joseph B. Pinder III opened public comment.

Speakers included:
Sue Miller

Van Cadenhead

There being no one else wishing to speak, Mayor Pinder closed public comment.

Council Member Elizabeth Jolin asked to add in a time frame and include affordable and administrative relief applications.

Interim Village Attorney John Quick noted that would be a material change, and it would have to come back for a second reading if any changes were made. Mr. Quick noted the initial time frame was six months, but it could come back for an extension or reconsideration, if necessary.

ACTION: Motion to approve item VIII.B. by Mark Gregg second by Sharon Mahoney;
Motion passed with a 3:2
AYES: Mark Gregg, Sharon Mahoney, Joseph B. Pinder III
NAYS: Elizabeth Jolin, Henry Rosenthal
ABSTAIN: None

- C. Ordinance of Islamorada, Village of Islands, Florida amending Chapter 30 Land Development Regulations relating to the Historic Preservation Commission - 2nd Reading - TAB 8 (John Quick, Interim Village Attorney)

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING CHAPTER 30 “LAND DEVELOPMENT REGULATIONS”, ARTICLE VII “ENVIRONMENTAL REGULATIONS”, DIVISION 7 “HISTORIC AND ARCHAEOLOGICAL SITES”, SECTION 30-1693 RELATING TO THE HISTORIC PRESERVATION COMMISSION; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE
Mayor Joseph B. Pinder III opened public comment.

Speakers included:
Van Cadenhead

There being no one else wishing to speak, Mayor Pinder closed public comment.

ACTION: Motion to approve item VIII.C. by Sharon Mahoney second by Henry Rosenthal;
Motion passed with a 5:0
AYES: Mark Gregg, Elizabeth Jolin, Henry Rosenthal, Sharon Mahoney, Joseph B. Pinder III
NAYS: None
ABSTAIN: None

Mayor Pinder called a recess at 8:13 p.m. and reconvened at 8:26 p.m.

IX. QUASI-JUDICIAL

- A. Administrative Relief - 122 Iroquois St. **TAB 9** (Jennifer DeBoisbriand, Planning Director)

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST BY CHRIS TRENTINE FOR ADMINISTRATIVE RELIEF FROM THE VILLAGE BUILDING PERMIT ALLOCATION SYSTEM (BPAS) FOR PROPERTY LOCATED AT 122 IROQUOIS, PLANTATION KEY, AS LEGALLY DESCRIBED IN EXHIBIT "A"; PROVIDING FOR TRANSMITTAL TO THE DEPARTMENT OF ECONOMIC OPPORTUNITY; AND PROVIDING FOR AN EFFECTIVE DATE

Interim Village Attorney John Quick asked Council to disclose any ex-parte communications.

- Council Member Mark Gregg: Spoke to Chris Trentine several weeks ago.
- Council Member Elizabeth Jolin: None
- Council Member Henry Rosenthal: Chris Trentine was doing work for him, and he wished to abstain.
- Vice Mayor Sharon Mahoney: None
- Mayor Joseph B. Pinder III: None

Interim Village Attorney John Quick clarified Council's options:

- Approve the request
- Offer to purchase at fair market value
- Other relief as may be necessary - Council could determine what they wanted to do

The following speakers provided testimony:

Van Cadenhead

After discussion with the applicant, staff was directed to work with Mr. Trentine.

Interim Village Attorney John Quick noted the matter would require analysis and suggested Council defer consideration to either the December or January meeting.

ACTION:	Motion to Defer to January 9 meeting for the applicant to work with legal department item IX.A. by Mark Gregg second by Sharon Mahoney; Motion passed with a 4:0
AYES:	Mark Gregg, Elizabeth Jolin, Sharon Mahoney, Joseph B. Pinder III
NAYS:	None
ABSTAIN:	Henry Rosenthal

X. VILLAGE COUNCIL COMMUNICATIONS - Moved from November 7 during additions and deletions from the agenda

Village Manager Communications:

The December 7 Land Use Meeting was moved to December 14.

Interim Village Manager Ed Koconis noted staff would have the 2024 Meeting Calendar on the December agenda for Council's consideration. He noted the Land Use Special Call Meeting calendar that was adopted on October 10 and the proposed 2024 Regular Village Council Meeting calendar would be incorporated into a single calendar that would include the Land Use meetings being held in conjunction with the Regular Village Council Meetings rather than as a standalone third meeting each month.

Interim Village Manager Ed Koconis noted there were ten confirmed Zoom interviews on November 14. He noted there were a total of nine questions that had been submitted by Council. Each Council Member was asked to select three questions from that list and send them to Human Resources Director Evie Engelmeyer, who would work with Mr. Koconis to tabulate the top three questions that would be asked to all the candidates.

It was decided to hold in-person interviews for Village Manager the week of January 15th.

The Village would hold a meet and greet event on the first day, then hold one-on-one interviews and have the candidates make a presentation on the second day.

It was announced that Monroe County was holding a webinar concerning Arterial Travel and Evacuation next week and Council was encouraged to attend one of the two sessions.

- A.** Update on:
- Noise Ordinance Workshop
 - Analysis of Addressing Public Nuisance at Public Access Points
 - East Ridge Ramp Closure
 - Comprehensive Plan Update Scheduling
 - Priority Matrix Initiated by Council Member Gregg
 - FDOT Signage at Palms
 - Founders Park Strategic Plan
 - Baseball Stadium Buildout at Founders
 - Hiring Process of Recently Budgeted Staff Positions
 - Village Attorney Update on Best Practices for Council Communications with Staff

XI. ADJOURNMENT

It was moved to adjourn the meeting at 9:20 p.m.



Council Communication

To: Mayor and Village Council
From: Peter Frezza, Environmental Resources Manager
Date: December 12, 2023
SUBJECT: **Resolution Approving an Interlocal Agreement with the Monroe County Comprehensive Plan Land Authority Regarding the Administration of Land Acquisition Programs TAB 14**

Background:

The Monroe County Land Authority (the "Land Authority") is an agency which specializes in the acquisition of land and has experience and expertise in acquisitions of land for conservation, affordable housing and prevention of private property takings claims. The Land Authority, in part, receives funding intended for use within the jurisdictional boundaries of the entire Keys, including within Islamorada, Village of Islands (the "Village"). It is desirable for the Village to work with the Land Authority to acquire certain properties that the Village has designated for acquisition for the purposes of conservation, affordable housing, and prevention of private property takings claims.

Through adoption of Resolution No. 23-07-59 in July 2023, the Village Council of Islamorada (the "Village Council") authorized a list of vacant parcels to be transmitted to the Land Authority for acquisition for the purposes of habitat protection and conservation. This list, which was subsequently transmitted to the Land Authority, contained sixty-one vacant parcels within the Village and within the Florida Forever boundary.

Analysis:

The Village is proposing requesting the Land Authority also lead the purchase of non-Florida Forever properties or purchases in excess of the appraised value (which is the maximum the State of Florida will reimburse in the Florida Forever program). In this situation, the Village would then pay the difference between the appraised value of the property and the negotiated purchase price, or the Village would pay the purchase price of non-Florida Forever properties within their jurisdiction. This type of arrangement would allow the Village to fund key property acquisitions when the Land Authority does not have the cash flow to accommodate the Village's requested acquisitions.

The Village desires to utilize the expertise and experience of the Land Authority to assist the Village in acquiring properties whereby the purchase may require the Village to share in the cost or pay the entire purchase price if it is deemed a priority by the Village. The Land Authority, on behalf of the Village, would act as a purchasing agent for acquisition of the land which the Village selects as desirable for acquisition, as evidenced by Resolution. Therefore, the proposed interlocal agreement (Exhibit "A") between the Land Authority and the Village outlines the framework for how this partnership would function and is beneficial to the Village due to the expertise and experience of the Land Authority.

Budget Impact:

There is no budget impact associated with this Resolution unless property is acquired using Village funds. If property is acquired using Village funds, it would need to comply with the purchasing requirements of the Village Code.

Staff Impact:

There is no staff impact associated with this Resolution unless property is sought for acquisition pursuant to this interlocal agreement.

Recommendation:

Staff recommends that the Village Council pass and adopt the attached resolution, thereby approving the interlocal agreement between the Land Authority and the Village.

- Attachments:**
1. Resolution_ILA-MCLA 121223 RVCM
 2. Exhibit A_47Q530002-Interlocal agreement between Monroe County Land Authority and Village

RESOLUTION NO. 23-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT WITH THE MONROE COUNTY COMPREHENSIVE PLAN LAND AUTHORITY, REGARDING THE ADMINISTRATION OF LAND ACQUISITION PROGRAMS; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Monroe County Land Authority (the "Land Authority") is an agency which specializes in the acquisition of land and has experience and expertise in acquisitions of land for conservation, affordable housing and prevention of private property takings claims; and

WHEREAS, the Land Authority, in part, receives funding intended for use within the jurisdictional boundaries of the entire Keys, including within Islamorada, Village of Islands (the "Village"); and

WHEREAS, the Village desires to utilize the expertise and experience of the Land Authority to assist the Village in acquiring properties whereby the purchase may require the Village to share in the cost or pay the entire purchase price; and

WHEREAS, the Florida Interlocal Cooperation Act of 1969, as set forth in Chapter 163, Florida Statutes, was promulgated to permit local government entities to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage; and

WHEREAS, section 163.01, Florida Statutes, provides for the execution of an interlocal agreement as a means for enabling local governments entities to cooperate and make the most efficient use of their powers; and

WHEREAS, each party to the interlocal agreement is a Public Agency, as defined under section 163.01, Florida Statutes; and

WHEREAS, the Land Authority and Village mutually desire to cooperate with each other by creating an interlocal agreement regarding the administration of land acquisition programs; and

WHEREAS, the intent of the Interlocal Agreement (the "Agreement") between the Village and the Land Authority attached hereto as Exhibit "A", is to allow the Land Authority on behalf of the Village to act as a purchasing agent for acquisition of the land which the Village selects as desirable for acquisition; and

WHEREAS, this Agreement would allow the Village to fund key property acquisitions when the Land Authority doesn't have the funding to accommodate the Village's requested acquisitions; and

WHEREAS, the Agreement is also necessary to spell out the rights and responsibilities of the parties under this Agreement, including the financial responsibilities; and

WHEREAS, the Village Council has determined that approval of the Agreement is in the best interests of the Village.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. **Recitals.** The above recitals are true and correct and incorporated into this Resolution by this Reference.

Section 2. **Approval of Agreement.** The Village Council hereby approves the Agreement, attached hereto as Exhibit "A" together with such non-material changes as may be

acceptable to the Village Manager and approved as to form and legality by the Village Attorney.

Section 3. **Authorization of Village Officials.** The Village Manager or designee and the Village Attorney are hereby authorized to take all actions necessary to execute and implement the terms and conditions of the Agreement.

Section 4. **Execution of Agreement.** The Village Manager or designee is authorized to execute the Agreement on behalf of the Village, to execute any required agreements and/or documents to implement the terms and conditions of the Agreement and to execute any extensions and/or amendments to the Agreement, subject to the approval as to form and legality by the Village Attorney.

Section 5. **Effective date.** This Resolution shall take effect immediately upon its adoption.

Remainder of the page intentionally left blank.

Motion to adopt by _____, seconded by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Joseph B. Pinder III _____

Vice Mayor Sharon Mahoney _____

Councilman Mark Gregg _____

Councilwoman Elizabeth Jolin _____

Councilman Henry Rosenthal _____

PASSED AND ADOPTED THIS ____ DAY OF _____, 2023.

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY

**INTERLOCAL AGREEMENT BETWEEN THE MONROE COUNTY
COMPREHENSIVE PLAN LAND AUTHORITY AND THE ISLAMORADA VILLAGE
OF ISLANDS REGARDING THE ADMINISTRATION OF LAND ACQUISITION
PROGRAMS**

This Interlocal Agreement (“Agreement”) is made and entered into this _____ day of _____, 2023, by and between the MONROE COUNTY COMPREHENSIVE PLAN LAND AUTHORITY (“MCLA”) and the ISLAMORADA VILLAGE OF ISLANDS (“ISLAMORADA”). MCLA and ISLAMORADA hereinafter collectively referred to as the Parties.

WHEREAS, MCLA is an agency which specializes in the acquisition of land and has experience and expertise in acquisitions of land for conservation, affordable housing and prevention of private property takings claims; and

WHEREAS, MCLA, in part, receives funding intended for use within the jurisdictional boundaries of the entire Keys, including the Village of Islamorada (“ISLAMORADA”) and ISLAMORADA desires to work with MCLA to acquire certain properties ISLAMORADA has designated for acquisition for the purposes of conservation, affordable housing, and prevention of private property takings claims; and

WHEREAS, MCLA acquisitions are required to be approved by the Islamorada Village Council, MCLA Advisory Committee and the MCLA Governing Board prior to acquisition; and

WHEREAS, MCLA is under no obligation to prioritize or pursue properties in a particular order preference as it relates to the acquisition of lands for conservation, affordable housing, and prevention of private property takings claims; and

WHEREAS, ISLAMORADA desires to utilize the expertise and experience of MCLA to assist ISLAMORADA in acquiring properties; whereby the purchase may require ISLAMORADA to share in the cost or pay the entire purchase price, if it is deemed a priority by ISLAMORADA, pursuant to F.S. 380.0666(3), as more particularly set forth herein.

NOW, THEREFORE, in consideration of the terms, conditions, and covenants hereinafter provided, the Parties agree as follows:

SECTION 1 - RECITALS: The above recitals are true and correct and are incorporated herein by reference. The parties intend for this Agreement to address program administration of acquisition programs described below.

SECTION 2 - ADOPTION: This Interlocal Agreement is hereby entered into as of the date of this Agreement. This Agreement shall terminate upon action by the MCLA governing board, at its sole discretion, pursuant to Section 380.0674 (2), Florida Statutes.

SECTION 3 – LAND ACQUISITION: MCLA, on behalf of ISLAMORADA will act as a purchasing agent for acquisition of land which ISLAMORADA selects as evidenced by

Resolution and desires to acquire, which will include, but not be limited to, seller and/or buyer coordination; negotiating purchase and sale agreements; ordering due diligence products including but not limited to appraisals, boundary surveys, environmental assessments and any other inspections required in order to facilitate ISLAMORADA's acquisition; together with ordering closing services, title commitments, and title insurance policies on behalf of ISLAMORADA. The MCLA staff shall be responsible for preparing all agenda items necessary for the MCLA governing board action. MCLA staff shall coordinate with ISLAMORADA staff as to placement of the necessary agenda items for ISLAMORADA approval. ISLAMORADA staff shall be responsible for creating and placing of such items on the ISLAMORADA agendas. With respect to all proposed acquisitions, once under contract, ISLAMORADA will first approve the proposed purchase, then the MCLA Advisory Board and lastly, the MCLA Governing Board. MCLA reserves the right to not approve any proposed purchase at the sole discretion of MCLA.

3.1. Titling to Land for Initial Acquisition: Titling to land acquired pursuant to this Agreement, shall be titled pursuant to a mutual agreement between the Parties, on a case-by-case basis and specific to each property acquisition, as either held in the name of MCLA or in the name of ISLAMORADA. Regardless of how title is vested, a land use restriction agreement shall be recorded, encumbering the property, in accordance with the requirements and restrictions for use of the property set forth in Florida Statutes 380.0666.

In the event that any property purchased pursuant to this Agreement has existing or is entitled to a development right(s), Islamorada shall retain such right(s), provided that the subject property is not part of a resale program to the State of Florida, such as the Florida Forever Program set forth in section 3.2 below, in which the State requires that acquisition of the property include such development right(s)

3.2. Florida Forever Program: In the event that a property subject to this Agreement is within the Florida Forever Program boundaries, MCLA will coordinate with the STATE Department of Environmental Protection (DEP) and Florida Commerce, formerly known as the Department of Economic Opportunity (DEO) to attempt to have the STATE reacquire such property through the Florida Forever Program. MCLA will serve as ISLAMORADA's agent in implementing the Memorandum of Agreement between Monroe County and the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida and will assist DEP in identifying willing sellers within Florida Forever projects. The Parties acknowledge that Pursuant to Sections 253.025(8)(f) and 253.025(9)(d), Florida Statutes, Chapter 18-1, *Florida Administrative Code*. and that certain Memorandum of Agreement Florida Forever Key Projects Monroe County between Monroe County, Florida and the Florida Department of Environmental Protection, MCLA is required to maintain the confidentiality of all appraisals, offers, counteroffers and other negotiation matters until an option agreement is executed, or if no option is executed, two weeks before a contract or agreement for purchase is considered for approval by the State of Florida. As such, and as applicable to particular property acquisition, there will be times when MCLA is unable to disclose certain materials and documents in connection with a proposed purchase and sale pursuant to this Agreement to ISLAMORADA.

3.3 Reimbursement of Acquisition Funds: With respect to any purchase where MCLA

uses MCLA funds to acquire a property and then resells such property to the STATE, the proceeds from such resale, after customary closing costs, will first go to reimburse MCLA for the original acquisition funds expended by MCLA for the purchase of the land being resold. Any remaining funds will then go to reimburse ISLAMORADA for any funds ISLAMORADA expended in the original acquisition of such property being resold.

3.4 Priority of Acquisitions: ISLAMORADA acknowledges that MCLA is under no obligation to prioritize or pursue properties in a particular order preference as it relates to the acquisition of lands for conservation, affordable housing and prevention of private property takings claims.

SECTION 4 - GIS AND PLANNING/ENVIRONMENTAL SERVICES: ISLAMORADA will provide GIS and planning/environmental services related to land acquisition, and access to related GIS information. In addition, ISLAMORADA will provide analyses of potential development for land ISLAMORADA prioritizes for acquisition for use by appraisers and the STATE.

SECTION 5 - MISCELLANEOUS:

- I. Modifications to this Agreement shall be valid only when reduced to writing and duly signed by all parties. If any term or provision of this Agreement shall be invalid or unenforceable to any extent, the parties agree to comply with the remaining terms and provisions, unless compliance with the remaining terms and provisions would prevent the accomplishment of the original intent of the agreement between the parties. Either party may terminate this Agreement at any time, with or without cause. Termination shall take effect upon receipt of written notification by a party to the other party.
- II. Notification under this Agreement shall be made by hand delivery, U.S. certified mail, return receipt requested, or an express mail with proof of delivery. Notification by a party shall be delivered as follows:

Islamorada Village of Islands, Village Manager
86800 Overseas Highway
Islamorada, FL 33036

Village Attorney
86800 Overseas Highway
Islamorada, FL 33036

Monroe County Comprehensive Plan Land Authority Executive Director
1200 Truman Avenue, Suite 207
Key West, FL 33040

Gregory S. Oropeza, Esquire, Attorney for Monroe County Land Authority

221 Simonton Street
Key West, FL 33040

SECTION 6 – EFFECTIVE DATE:

This Agreement shall be effective as of the date listed above.

SIGNATURE PAGE IMMEDIATELY FOLLOWING

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their officials thereto duly authorized.

(Seal)

_____, CLERK

ISLAMORADA VILLAGE OF ISLANDS

By: _____
As Deputy Clerk

By: _____
Mayor Joseph B. Pinder III

APPROVED FOR FORM AND LEGAL
SUFFICIENCY FOR RELIANCE BY THE
ISLAMORADA VILLAGE OF ISLANDS
ATTORNEY ONLY:

By: _____
John J. Quick, Village Attorney

(Seal)

**MONROE COUNTY
COMPREHENSIVE PLAN LAND
AUTHORITY**

By: _____
Christine Hurley, Executive Director

Date: _____
David P. Rice, Chairman

APPROVED FOR LEGAL SUFFICIENCY:

By: _____
Gregory S. Oropeza, Esquire



Council Communication

To: Mayor and Village Council
From: Peter Frezza, Environmental Resources Manager
Date: December 12, 2023
SUBJECT: **Resolution Renewing an Agreement with RES Florida Consulting, LLC, for Continued Water Quality and Benthic Vegetation Monitoring in Village Canals TAB 15**

Background:

Islamorada, Village of Islands (the "Village"), has been monitoring water quality in Village canals and nearshore waters since 2015. The monitoring program was established for two primary reasons. First, many of the canals in the Florida Keys do not meet the state's minimum water quality criteria and are a potential source of nutrients and other contaminants to nearshore waters. This program supports the Village's efforts to collect and analyze nearshore water nutrient loadings to ensure compliance with water quality standards established by the Florida Department of Environmental Protection and US Environmental Protection Agency through the Florida Keys Reasonable Assurance Document (FKRAD). Second, the movement to incorporate communities to central sewer systems was intended to improve canal and coastal water quality. The collection of baseline data and routine monitoring is the most effective means to document ecosystem response to changes resulting from the transition to a central sewer system. Since initiation, the program now also supports Village canal restoration efforts.

Analysis:

On August 20, 2020, the Village Council passed and adopted Resolution No. 20-08-75, thereby entering into a Project Agreement with RES Florida Consulting, LLC ("RES"), formerly E Sciences, Inc., to provide continued water quality and benthic vegetation monitoring in Village canals and nearshore waters. The original term of the agreement attached hereto as Exhibit "A" was from October 5, 2020, to December 31, 2021, and provides that it may be extended through renewal each year for up to four (4) additional years by mutual written agreement of the parties. The Village desires to retain the services of RES for another year and RES desires to accept such engagement. Therefore, this would be the third renewal under this agreement. The field sampling will be performed two (2) times a year in six (6) canals. This would allow for continued provision of essential water quality information for compliance, wastewater or stormwater assessment, and would support monitoring for ongoing and future canal restoration efforts.

Budget Impact:

The annual cost for water quality and benthic monitoring for FY 2023-2024 would be \$75,000.00. RES would invoice the Village quarterly in the amount of \$18,750.00 upon completion of sampling events and reports. The expenditure is accounted for in the

Professional Services account of the Wastewater Enterprise Fund. The total budget for this account is \$1,847,000.00, and \$75,000.00 has been included in the FY 2023-2024 budget of this account for water quality monitoring services.

Staff Impact:

The Village's Environmental Resources Manager would continue to coordinate and oversee the testing and monitoring program. The Village's Finance department would track the expenditures.

Recommendation:

Staff recommends that the Village Council pass and adopt the attached resolution, thereby authorizing the renewal of the project agreement with RES for services and approving the related expenditure of \$75,000.00 from the Wastewater Enterprise Fund.

Attachments:

1. Resolution_RES WQ monitoring Agrmnt renewal_121223
2. Exhibit A_RES Agreement

RESOLUTION NO. 23-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING A RENEWAL OF THE AGREEMENT BETWEEN ISLAMORADA, VILLAGE OF ISLANDS AND RES FLORIDA CONSULTING, LLC FOR WATER QUALITY AND BENTHIC VEGETATION MONITORING IN VILLAGE CANALS; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE RENEWAL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on August 20, 2020, the Village Council of Islamorada, Village of Islands (the "Village Council"), passed and adopted Resolution No. 20-08-75, thereby approving a project agreement between the Village and RES Florida Consulting, LLC ("RES"), formerly E Sciences Inc., attached hereto as Exhibit "A"; and

WHEREAS, the purpose of the agreement is to provide continued testing and monitoring of water quality and benthic vegetation in Village canals and nearshore waters, as described in Appendix "A" thereto; and

WHEREAS, the Agreement took effect on October 5, 2020, for an initial one-year term, with renewal provisions for four (4) additional one-year periods by the mutual written agreement of the Parties; and

WHEREAS, the Agreement is scheduled to expire on December 31, 2023, with four (4) eligible annual renewals remaining; and

WHEREAS, the Village and RES both desire to enter into a third renewal term as provided for in the Agreement attached as Exhibit "A" hereto, in an amount not to exceed Seventy-five Thousand Dollars (\$75,000.00).

**NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:**

Section 1. **Recitals.** The above recitals are true and correct and incorporated into this Resolution by this Reference.

Section 2. **Approval of Renewal of Agreement.** The Village Council hereby approves renewal of the Agreement between the Village and RES to provide water quality and benthic vegetation testing and monitoring, a copy of which is attached as Exhibit "A," together with such non-material changes as may be acceptable to the Village Manager and approved as to form and legality by the Village Attorney.

Section 3. **Authorization of Village Officials.** The Village Manager or designee and the Village Attorney are hereby authorized to take all actions necessary to implement the terms and conditions of the Agreement.

Section 4. **Authorization of Fund Expenditure.** Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is authorized to expend budgeted funds to implement the terms and conditions of the Agreement.

Section 5. **Execution of Agreement.** The Village Manager is authorized to execute the renewal on behalf of the Village, to execute any required agreements and/or documents to implement the terms and conditions of the agreement and to execute any extensions and/or amendments to the agreement, subject to the approval as to form and legality by the Village Attorney.

Section 6. **Effective Date.** This Resolution shall take effect immediately upon

adoption.

Motion to adopt by _____, seconded by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Joseph B. Pinder III _____

Vice Mayor Sharon Mahoney _____

Councilman Mark Gregg _____

Councilwoman Elizabeth Jolin _____

Councilman Henry Rosenthal _____

PASSED AND ADOPTED THIS ____ DAY OF _____, 2023.

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY

Exhibit A

PROJECT AGREEMENT

Between

ISLAMORADA, VILLAGE OF ISLANDS

And

E Sciences, INC.

For

Water Quality and Benthic Vegetation Monitoring in Village Canals

This Project Agreement between ISLAMORADA, VILLAGE OF ISLANDS (hereinafter referred to as "VILLAGE") and E Sciences, INC. (hereinafter referred to as "CONSULTANT"), hereby authorizes the CONSULTANT to provide the services as set forth below:

The VILLAGE and CONSULTANT agree as follows:

SECTION 1. SCOPE OF SERVICES

1.1 The CONSULTANT shall provide environmental services to the VILLAGE for the Project as described in the "Scope of Work" and "Project Approach" attached as Exhibit "1."

1.2 The "Scope of Services" and tasks to be provided by the CONSULTANT for this Project are those services and tasks as listed in Exhibit "1."

1.3 The VILLAGE may request changes that would increase, decrease, or otherwise modify the Scope of Services. Such changes must be contained in a written change order executed by the parties, prior to any deviation from the terms of the Project Agreement, including the initiation of any extra work.

SECTION 2. DELIVERABLES

As part of the Scope of the work the CONSULTANT shall provide to the VILLAGE the following Deliverables within 60 days following the end of each bi-annual sampling period (October 31st & April 30th):

- *A letter report confirming completion of field sampling activities, noting the dates each canal was sampled and any issues the CONSULTANT encountered carrying out the work plan*
- *An interpretive report that notes dates of sampling events, summarizes field activities, details the results of the sampling event and compares results to historical values*

- *A geo-referenced map of sampling locations*
- *Water quality and biologic benthic data in standard spreadsheet format*

The Village's project manager is to be notified prior to commencement of each bi-annual field sampling event and is to be notified once it is completed. On occasion the CONTRACTOR will be asked to present project results to the Village Council and the Water Quality Improvement Citizens Advisory Committee.

Unless otherwise stated, the CONSULTANT will provide draft and site plans, and other materials prepared for the PROJECT in both paper and electronic formats as appropriate, excluding material that is available only as photocopy to the VILLAGE. The VILLAGE shall be provided copies of all correspondence from CONSULTANT to any public or private entity or individual that is not employed by or contracted with CONSULTANT and all correspondence received by the CONSULTANT for the PROJECT.

SECTION 3. TERM/TIME OF PERFORMANCE/DAMAGES

3.1 Term. This Project Agreement shall commence on the date this Agreement is fully executed by all parties and shall continue in full force and effect through, **December 31, 2021** unless otherwise terminated pursuant to Section 6 or other applicable provisions of this Project Agreement. The Village Manager may extend the term of this Agreement each year for up to four (4) additional years by mutual written agreement of the VILLAGE and CONSULTANT. No further extensions of this Agreement shall be effective unless authorized by the Village Council.

3.2 Commencement. The CONSULTANT'S services under this Project Agreement and the time frames applicable to this Project Agreement shall commence upon the date provided in a written Notice to Proceed ("Commencement Date") provided to the CONSULTANT from the Village Manager. The CONSULTANT shall not incur any expenses or obligations for payment to third parties prior to the issuance of the Notice to Proceed of Commencement.

3.3 Contract Time. Upon receipt of the Notice to Proceed, the CONSULTANT shall commence services to the VILLAGE on the Commencement Date, and shall continuously perform services to the VILLAGE, without interruption, in accordance with the time frames set forth in the "Project Schedule," a copy of which is attached and incorporated into this Agreement within Exhibit "1." The number of calendar days from the Commencement Date, through the date set forth in the Project Schedule for completion of the Project shall constitute the Contract Time.

3.4 All limitations of time set forth in this Agreement are of the essence.

3.5 CONSULTANT will perform all services hereunder using that degree of skill and care ordinarily exercised under similar conditions by reputable members of CONSULTANT'S profession practicing in the same or similar locality at the time the Services are performed. NO OTHER WARRANTY, EXPRESS OR IMPLIED, IS MADE OR INTENDED.

SECTION 4. AMOUNT, BASIS AND METHOD OF COMPENSATION

4.1 Lump Sum Compensation. VILLAGE agrees to pay CONSULTANT an amount not to exceed Fifty-Two Thousand Dollars **(\$52,000.00)** for the first year of the Project, Fifty Thousand Dollars **(\$50,000.00)** for years two (2) – four (4) if renewed and Fifty-Two Thousand Dollars **(\$52,000.00)** for year five (5) if renewed as compensation for performance of all services related to the Project. It is understood that the method of compensation is that of lump sum which means that CONSULTANT shall perform all services set forth for total compensation in the amount stated above. Said lump sum includes but is not limited to, compensation for all fees, expenses, and out-of-pocket costs of the CONSULTANT.

4.2 Reimbursables. It is acknowledged and agreed to by CONSULTANT that the lump sum amount set forth in Section 4.1 includes Direct Expenses and describes the maximum extent of, VILLAGE'S obligation to reimburse CONSULTANT for direct, non-salary expenses, but does not constitute a limitation, of any sort, upon CONSULTANT'S obligation to incur such expenses in the performance of services hereunder.

SECTION 5. BILLING AND PAYMENTS TO THE CONSULTANT

5.1 Invoices.

5.1.1 Lump Sum Compensation. CONSULTANT shall submit invoices which are identified by the specific project number on a bi-annual basis and in a timely manner following the approval of deliverables by the Village's project manager. An invoice shall be submitted following the completion of each sampling event and following the completion of each data/interpretive report. Completion of the sampling effort will be communicated to the Village project manager in a letter report noting the dates each canal was sampled and any issues the CONSULTANT encountered carrying out the work plan. These invoices shall identify the nature of the work performed, the phase of work, and the estimated percent of work accomplished in accordance with the Payment Schedule as shown on Exhibit "1", attached hereto and made a part of this Agreement. Invoices for each phase shall not exceed the amounts allocated to said phase. The statement shall show a summary of fees with accrual of the total and credits for portions paid previously.

5.1.2 Disputed Invoices. In the event all or a portion of an invoice submitted to the VILLAGE for payment to the CONSULTANT is disputed, or additional backup documentation is required, the Village Manager shall notify the CONSULTANT within fifteen (15) working days of receipt of the invoice of such objection, modification or additional documentation request. The CONSULTANT shall provide the VILLAGE with a written response and any additional information requested by the VILLAGE within five (5) working days of the date of the VILLAGE'S notice. The VILLAGE may request additional information, including but not limited to, all invoices, time records, expense records, accounting records, and payment records of the CONSULTANT. The

VILLAGE, at its sole discretion, may pay to the CONSULTANT the undisputed portion of the invoice.

5.2 Suspension of Payment. In the event that the VILLAGE becomes credibly informed that any representations of the CONSULTANT, provided pursuant to Subparagraph 5.1, are wholly or partially inaccurate, or in the event that the CONSULTANT is not in compliance with any term or condition of this Project Agreement, the VILLAGE may withhold payment of sums then or in the future otherwise due to the CONSULTANT until the inaccuracy, or other breach of Project Agreement, and the cause thereof, is corrected to the VILLAGE'S reasonable satisfaction.

5.3 Retainage. No retainage is required under this Project Agreement.

5.4 Final Payment. Submission of the CONSULTANT'S invoice for final payment and reimbursement shall constitute the CONSULTANT'S representation to the VILLAGE that, upon receipt from the VILLAGE of the amount invoiced, all obligations of the CONSULTANT to others, including its Subconsultants, incurred in connection with the Project, shall be paid in full. The CONSULTANT shall deliver to the VILLAGE all documents and computer files requested by the VILLAGE evidencing payment to any and all subcontractors, and all final specifications, plans or other documents as dictated in the Scope of Services and Deliverables. Acceptance of final payment shall constitute a waiver of all claims against the VILLAGE by the CONSULTANT.

SECTION 6. TERMINATION/SUSPENSION

6.1 For Cause. This Agreement may be terminated by either party upon three (3) calendar days written notice to the other for breach of any material term or condition of this Agreement. In the event that CONSULTANT abandons this Agreement or causes it to be terminated by the VILLAGE, the CONSULTANT shall indemnify the VILLAGE against any loss pertaining to this termination. In the event that the CONSULTANT is terminated by the VILLAGE for cause and it is subsequently determined by a court of competent jurisdiction that such termination was without cause, such termination shall thereupon be deemed a termination for convenience under Section 6.2 and the provisions of Section 6.2 shall apply.

6.2 For Convenience. This Agreement may be terminated by the VILLAGE for convenience upon five (5) calendar days written notice to the CONSULTANT. In the event of such a termination, the CONSULTANT shall incur no further obligations in connection with the Project and shall, to the extent possible terminate any outstanding subconsultant obligations. The CONSULTANT shall be compensated for all services performed to the satisfaction of the VILLAGE and reimbursable expenses incurred prior to the date of termination. In such event, the CONSULTANT shall promptly submit to the VILLAGE its invoice for final payment and reimbursement which invoice shall comply with the provisions of Paragraph 5.1. Under no circumstances shall the VILLAGE make payment of profit to the CONSULTANT for services which have not been performed.

6.3 Assignment Upon Termination. Upon termination of this Project Agreement, the work product of the CONSULTANT shall become the property of the VILLAGE and the CONSULTANT shall, within ten (10) working days of receipt of written direction from the VILLAGE, transfer to either the VILLAGE or its authorized designee, all work product in its possession, including but not limited to, designs, specifications, drawings, studies, reports and all other documents and digital data in the possession of the CONSULTANT pertaining to this Project Agreement. Upon the VILLAGE'S request, the CONSULTANT shall additionally assign its rights, title and interest under any subcontractor's agreements to the VILLAGE.

6.4 Suspension for Convenience. The VILLAGE shall have the right at any time to direct the CONSULTANT to suspend its performance, or any designated part thereof, for any reason whatsoever, or without reason, for a cumulative period of up to five (5) calendar days. If any such suspension is directed by the VILLAGE, the CONSULTANT shall immediately comply with same. In the event the VILLAGE directs a suspension of performance as provided herein, through no fault of the CONSULTANT, the VILLAGE shall pay the CONSULTANT as full compensation for such suspension the CONSULTANT'S reasonable costs, actually incurred and paid, of demobilization and remobilization.

SECTION 7. PERSONNEL ASSIGNED TO PROJECT

7.1 The CONSULTANT shall assign only qualified personnel to perform any services concerning this Project. At the time of execution of this Agreement, the parties anticipate that the following named individuals will perform those supervisory or primary functions indicated:

<u>NAME</u>	<u>FUNCTION</u>
Nadia Locke	Project Manager
Patricia Gertenbach	Technical Advisor
James J. Orioles	Quality Assurance Manager
Rachel E. Vitek	GIS & Data Management
Jennifer Savaro	Field Assessment Lead
Matthew White	Field Assistant

So long as the individuals named above remain actively employed or retained by the CONSULTANT, they shall perform the functions indicated next to their names. Furthermore, the VILLAGE reserves the right to reject any proposed substitution for any of the above-named individuals, and the VILLAGE shall have the further right to require that any individual assigned to the Project by the CONSULTANT be removed from the Project and reassigned for good cause.

SECTION 8. SEVERABILITY

If any provision of this Project Agreement or its application to any person or situation shall to any extent, be invalid or unenforceable, the remainder of this Project Agreement, and the

application of such provisions to persons or situations other than those to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

IN WITNESS WHEREOF, the parties have executed this Agreement on the respective dates under each signature: The VILLAGE, signing by and through its Village Manager, attested to by its Village Clerk, duly authorized to execute same, and by CONSULTANT, by and through its President, duly authorized officer to execute same.

VILLAGE

ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA

By: Maria J Bassett
Maria Bassett, Acting Village Manager / Finance Director

The 5th day of October, 2020

AUTHENTICATION:

Kelly S. Toth
Kelly Toth, Village Clerk

(SEAL)

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, ONLY

[Signature]
Roget V. Bryan, Village Attorney

CONSULTANT

E SCIENCES, INC.

By: Peter Pantow

Print Name: Peter Pantow

Title: President

The 28th day of September, 2020

AUTHENTICATE:

[Signature]
Secretary
James Bassett
Print Name

(CORPORATE SEAL)

WITNESSES:

[Signature]
Print Name: Sarah Walcott

[Signature]
Print Name: Lilian Arguello

Appendix A

Scope of Work & Project Approach

(Updated November 2, 2023)

Incorporates updated services noted in the attached Proposal 'RES Number PRJ110111'

SCOPE OF WORK

Water quality and benthic vegetation are to be sampled in conjunction, twice a year, from six canals within Islamorada. Sampling is to be conducted once in the wet season (September-October) and once in the dry season (March-April). Canals to be sampled, labeled here with their County ID, are numbers 114, 116, 132, 147, 152, 157. Three of these canals are located on Plantation Key and three are located on Lower Matecumbe Key. This scope follows methodology and protocols established and carried out since the establishment of the program.

Water Quality Sampling

During each seasonal sampling event, water samples will be collected at two fixed stations within each of the six canals and one location 500m outside the mouths of each of the six canals. At each of these fixed stations, there is to be a 'bottom' and a 'top' sample. Bottom samples are to be collected at a depth of one to three feet above the bottom and top samples from one to three feet below the water surface. Water samples are to be tested for the following chemical variables: Chlorophyll a (CHL a), Ammonium (NH₄), Nitrate+Nitrite (NO_x), Nitrite (NO₂), Soluble Reactive Phosphorous (SRP), Total Nitrogen (TN), Total Phosphorous (TP) and Total Organic Carbon (TOC). Since no trends were continuously observed in the Enterococci results from previous sampling, Enterococci was removed from the list of parameters in 2023. A bottom and top measurement of the following physiochemical parameters are also to be performed from the same fixed location in each canal: depth (m), salinity (psu), specific conductivity, temperature (°C), dissolved oxygen (mg/l & % saturation), pH and turbidity (NTU).

Benthic Habitat Monitoring

Benthic monitoring will occur in Canals 114, 116 and 152. During each seasonal sampling event, five sampling sites evenly distributed from the canal mouth to the rear of the canal are to be surveyed for benthic plants and animals. At each of these sites, three 0.25 m² quadrats are to be haphazardly placed on the sediment and all species of plants, macroalgae and animals are to be recorded, along with a classification of surface sediment type, a sediment depth measurement, and a canopy height. Density of seagrass, algae and benthic animal species are to be measured using a modified Braun-Blanquet scale. Monitoring is to be continued at 0m and 10m outside the mouth of each canal where densities of benthic species and sediment type are to be surveyed using the same methods. Additionally, fish surveys will be conducted along each transect using the roving diver technique.

CONSULTANT will be responsible for the collection and laboratory processing of the physicochemical and chemical parameters. CONSULTANT will be responsible for reporting all

information collected in the field to the Village, which will include the physicochemical, chemical, and benthic parameters.

Following each bi-annual sampling event, the CONSULTANT will be responsible for a deliverable which documents the results of the sampling event. Reporting will include a summary of field activities, dates of sampling events, production of a geo-referenced station map, data in standard spreadsheet format, and an interpretive report which details the results of the sampling event and compares results to historical values. The CONSULTANT will be responsible for ensuring the results are compiled and a complete data set is submitted to the Village's project manager within a time period specified in this agreement.

The CONSULTANT will be responsible for supplying all equipment necessary to perform the studies. The CONSULTANT will be responsible for obtaining any necessary permits to complete the field studies and be aware of any natural resource protection measures that need to be applied.

Supplemental water quality monitoring may also be requested of the CONSULTANT to be performed in additional canals as they become candidates for or are selected for canal restoration projects. Contractual obligations for this supplemental work would be determined as they arise and do not currently form part of this agreement.

Project Schedule

The project will commence after the execution of this agreement. Field sampling is to be conducted once in the wet season (September-October) and once in the dry season (March-April). The first field work activities will be for the 2020 wet season sampling event. Field work is to be scheduled and completed at the CONSULTANT'S convenience. There are no set dates on when the field work is to be performed; however, it needs to be completed between September 1 - October 31 for the wet season sample and March 1 – April 30 for the dry season sample. During each bi-annual sampling event the Village's project manager is to be notified prior to field activities taking place and is to be notified once they are completed.

This agreement between the VILLAGE and the CONSULTANT is for a one-year term with renewal provisions for four (4) additional one-year periods by the mutual written agreement of both parties. According to this agreement, one year of work will entail one wet and one dry season sample.

PROJECT APPROACH

Provide in detail the methods that will be utilized to perform the field work portion of this project.

There will be two monitoring events per year, one during the wet season (September-October) and one in the dry season (March-April). RES will perform the field work for both the benthic resources surveys and water quality sampling during the same field event. Prior to arrival for

each event, we will contact the laboratory to have the bottles and coolers ready for our pickup upon arrival. The following provides our general field work strategy.

The following provides a more prescriptive approach the monitoring process that we would implement.

Prior to sampling, high and low tide times will be obtained. To determine the presence of a thermocline and/or halocline, the following field measurements will be collected at each sampling site at the surface and at the bottom and recorded:

- water depth (meters)
- salinity (practical salinity units),
- specific conductivity
- temperature (°C)
- dissolved oxygen (milligrams per liter and % saturation),
- pH
- turbidity (nephelometric turbidity units)

These measurements will be collected using our in-house meters and a weighted measuring tape. Tides will be documented. The presence of thermoclines and haloclines will be evaluated. Field measurements and samples will be collected one to three feet below the water surface and bottom measurements and samples will be collected one to three feet above the canal bottom. Samples will be collected using a Van Dorn or similar sampler. Field measurements and water samples will be collected from a vessel. Measures to avoid sediment disturbance in the immediate area of the sample will be taken. Water samples will be collected in a manner consistent with the FDEP SOPs for surface water sample collection. Samples will be placed in containers provided to us by the laboratory and stored in an ice filled cooler until delivery to the laboratory. Proper chain of custody protocols will be followed from sample collection until delivery to the laboratory. The laboratory will analyze the samples for the following parameters:

- Chlorophyll a (CHLa)
- Ammonium (NH₄)
- Nitrate + Nitrite (NO_x)
- Nitrite (NO₂)
- Soluble Reactive Phosphorous (SRP)
- Total Nitrogen (TN)
- Total Phosphorous (TP)
- Total Organic Carbon (TOC)

Two RES divers will conduct benthic (seagrass, coral and algae) surveys at each of the three canals during each seasonal sampling event. Prior to the surveys, five evenly spaced transects perpendicular to shore and distributed through the canal (i.e. canal mouth to the rear of the canal). These locations will be determined in ArcGIS in advance of the field work and uploaded into a Global Positioning System (GPS) to be used in the field. Once in the field, a transect tape will be deployed using the predetermined GPS coordinates for the first site of the canal. Diver one will haphazardly place a 0.25 m² quadrat along the transect while Diver two haphazardly

places a second 0.25 m² quadrat along the same transect. After the first diver is complete with their quadrat, a third 0.25 m² quadrat will be haphazardly placed along the same transect. Each quadrat will be monitored using the modified Braun-Blanquet scale. Data sheets will be prepared prior to the field visit with each of the possible sessile functional that could be observed. Estimate percent cover will be measured from a bird's eye view of the quadrat. Functional groups that would be included in the data sheets include sediment, macroalgae, sponge, octocoral, hard coral, tunicate, seagrass and other. Representative photographs will be taken at each quadrat. Seagrass will be identified to the species level. Macroalgae and octocoral will be identified to the genus level. Sponges will be identified to their morphology and corals will be identified to the species level. Additionally, individual coral, octocoral and sponge size (i.e. length and width for coral and height for octocoral), percent mortality and condition for each individual will be recorded. Sediment depths will be collected at the center of each quadrat. Next, RES divers will place three quadrats haphazardly along transects located at 0m, 10m, 50m, 100m and 250m outside of the canal mouth. Benthic species and sediment type will be surveyed using the same methods. These survey methods will be repeated for each of the five canals.

Describe in detail how the water samples are to be processed including proposed laboratory facilities

We have selected Flowers Chemical Laboratories' Marathon laboratory for this project. This will allow us to meet the requisite hold times. We will request three coolers and six sets of sample bottles (one extra in case of breakage) ahead of time so that we have the opportunity to ensure that the correct containers are provided and so that we can partially pre-label them for efficiency. Ice will be purchased in advance of sample collection so that samples never exceed appropriate storage temperatures. Water samples will be collected in the containers provided to us by the laboratory in advance of the field work. Samples will be placed in the laboratory containers, labeled individually, and sealed. Chain of custody forms will be completed for each sample event. We will prearrange each day with the laboratory so that the samples can be processed within the required holding times.

Describe available equipment and field gear to be utilized for this project, including vessel(s) and ability to tow and launch a vessel.

We will use our inhouse equipment to collect salinity, specific conductivity, temperature, dissolved oxygen and pH. We own YSI 556 Water Quality Multimeters and Lamotte Turbidity 2020E meters. A weighted tape measure will be used measure the depth of the canals. A Van Dorn or similar sampler will be used to collect the water samples. Additional equipment required includes sample bottles, ice, coolers, datasheets, clipboards, field notebook, pens, Deionized water and gloves.

During the on-water work, life vests, first aid kits, and a VHF radio will be available for field staff. The following equipment will be utilized during the benthic surveys: vessel dive flag, dive flag buoy, SCUBA equipment, GPS, clipboards, datasheets, pencils, rulers, underwater cameras, location map, transect tapes, and 0.25 m² quadrats.

Describe the ability to enter, analyze, interpret and report the data to the Village as described in the Scope of Work.

In addition to our water quality and benthic survey expertise, RES implements a QA/QC program that includes using FDEP-adopted SOPs for field work and sampling. Our staff regularly use GIS to produce geo-referenced maps in our reports. All of our documents are produced in accordance with our QA/QC program that includes robust reviews and sign-off of documents by senior technical staff of all reports, tables, figures and graphs. This ensures you will receive quality bi-annual reports summarizing field activities, dates of sampling events, data results presented in tabular format, graphs, GIS maps, and a narrative interpretation of the sampling results that includes comparison of current water quality monitoring and benthic surveying results to historical values.

PAYMENT SCHEDULE

% Work Complete	Deliverable	Timeframe	Invoice/ Payment Amount
25	Letter report confirming completion of wet season field sampling event	Within one week following completion of wet season field sampling event	\$18,750
50	Interpretive report and data from wet season sampling event	Within 60 days following the end of the wet season sampling period	\$18,750
75	Letter report confirming completion of dry season field sampling event	Within one week following completion of dry season field sampling event	\$18,750
100	Interpretive report and data from dry season sampling event	Within 60 days following the end of the dry season sampling period	\$18,750



November 2, 2023

Mr. Peter Frezza
Environmental Resource Manager
Islamorada, Village of Islands
86800 Overseas Highway, 3rd Floor
Islamorada, Florida 33036

**Subject: Proposal for Water Quality and Benthic Monitoring – Year 4
Six Residential Canals
Islamorada, Monroe County, Florida
RES Number PRJ110111**

Dear Mr. Frezza:

RES Florida Consulting, LLC (RES) is pleased to submit this proposal to provide water quality and benthic monitoring for Year 4 to support the on-going water quality and benthic vegetation monitoring being performed for Islamorada, Village of Islands (the Village). RES' understanding of the project is based upon communication between you and Jennifer Savaro of our Keys office on October 2, 2023, and services being provided under an existing agreement.

In 2015, the Village hired Florida International University (FIU) to conduct water quality and benthic vegetation monitoring of five canals (Canal 114, 118, 120, 145 and 152). The selection of these canals was based on changes in local wastewater management. RES was engaged in 2021 to continue water quality and benthic vegetation monitoring of these five canals. After the Spring 2022 monitoring event, the Village concluded that no significant changes were being documented in Canals 120 and 145 and because there are no water quality improvement actions planned for those canals, the Village removed them from the monitoring program for the Fall 2022 event. The Village also terminated the benthic monitoring for Canal 118 for similar reasons. In the third year of monitoring, Canals 155 and 157 replaced Canals 120 and 145.

The Village requested that in the fourth year of monitoring, RES terminate the monitoring of Canals 118 and 155 due to similar reasons stated above and that Canals 132 and 147 substitute for Canals 118 and 155. This proposal was prepared to continue the water quality monitoring of Canals 114, 116, 152 and 157, including background samples taken 500m from each of the canal mouths and benthic monitoring of Canals 114, 116 and 152. Additionally, this proposal will incorporate the monitoring of Canals 132 and 147.

Our proposed scope of services, our fee, the proposed schedule, and authorization procedures including the terms and conditions governing the project, can be found in the attached Services Agreement.

As our written authorization, please complete, sign, and return one copy of the attached Services Agreement. A scanned version of the executed Services Agreement can be emailed to us. Please note that the terms and conditions contained within the Services Agreement are a part of this proposal.

We appreciate the opportunity to offer our professional services on this project. If you have any questions concerning this proposal, please contact our office at the emails below or at 954-484-8500.



Sincerely,
RES Florida Consulting, LLC

Jen Savaro
Scientist IV
jsavaro@res.us

Gayle Stone
Scientist V
gstone@res.us

SERVICES AGREEMENT

THIS SERVICES AGREEMENT (this “**Agreement**”) is entered into effective as of ____ (the “**Effective Date**”), by and between Islamorada, Village of Islands., with offices located at 86800 Overseas Highway, 3rd Floor, Islamorada, Florida 33036 (hereinafter called “**Customer**”), and RES Florida Consulting (RES) with its principal place of business located at c/o Resource Environmental Solutions, LLC, 6575 West Loop South, Suite 300, Bellaire, Texas 77401 (hereinafter called “**RES**” and, together with Customer, the “**Parties**” and, each individually, a “**Party**”).

RECITALS

WHEREAS, Customer desires to engage RES to provide the Services (defined below), and RES is willing to perform such Services, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants herein contained and of other good and valuable consideration, the Parties agree as follows:

AGREEMENTS

1. Scope of Services. RES shall perform the services described on Exhibit 1 attached hereto (collectively, the “**Services**”). The Parties may agree in writing to amend Exhibit 1 from time to time. If any provision of an Exhibit is inconsistent or conflicts with any provision of this Agreement, the terms of the Exhibit shall control.

2. Prime Contracts. From time to time, Customer may enter into a contract or contracts (each, a “**Prime Contract**”) with an end customer (each such customer, an “**End Customer**”) for the provision of certain services specified therein, a copy of which contract has been provided to RES prior to the Effective Date of this Agreement. If permitted under a Prime Contract, Customer may subcontract to RES its obligation to perform a portion of the services under the Prime Contract. To the extent that the terms of a Prime Contract are agreeable to RES, such terms shall be incorporated into the terms of this Agreement.

3. Term. The term of this Agreement (the “**Term**”) shall commence on the Effective Date and shall continue until the date upon which the Services are completed by RES, unless sooner terminated pursuant to Section 4.

4. Termination.

(a) Either Party may terminate this Agreement, effective upon written notice to the other Party (the “**Defaulting Party**”) in the event the Defaulting Party materially breaches this Agreement, and such breach is incapable of cure, or with respect to a material breach capable of cure, the Defaulting Party fails to commence curing of such breach after receipt of written notice of such breach and thereafter fails to diligently continue curing such breach, subject to any delays or interruptions which may occur as a result of unseasonal conditions for planting or any Force Majeure event (as defined in Section 14(a)) in which case the applicable cure period shall be tolled until the unseasonal conditions or Force Majeure Event has subsided.

(b) Notwithstanding anything to the contrary herein, if Customer fails to pay any amount when due hereunder and such failure continues for ten (10) days after Customer’s receipt of written notice of nonpayment, then RES (1) may retain all prior payments received from Customer in relation to the Services (even if such Services have not yet been performed) (2) cease providing Services unless and until such

breach is cured to RES's reasonable satisfaction, and (3) in addition to its other remedies at law or in equity, terminate this Agreement by written notice to Customer.

(c) Upon expiration or earlier termination of this Agreement, Customer shall pay RES for (i) all Services satisfactorily performed prior to the effective date of termination, including any milestone payments, and (ii) all costs, including court costs, any attorney's or expert's fees, incurred by RES prior to, and up to, the effective date of termination.

5. Payment to RES.

(a) Customer shall pay RES the amounts set forth on Exhibit 2, which amounts shall become fully due and payable within thirty (30) days after the receipt by Customer of an invoice. Except for invoiced payments that Customer has successfully disputed, all late payments shall bear interest at the lesser of the rate of 1.5% per month or the highest rate permissible under applicable law, calculated daily and compounded monthly.

(b) All amounts required to be paid by Customer under this Agreement shall be in US Dollars and paid by check or wire transfer in accordance with instructions to be provided by RES, in good and sufficient funds, or by other method reasonably acceptable to RES.

(c) Customer shall be responsible for all sales, use and excise taxes, and any other similar taxes, duties and charges of any kind imposed by any federal, state or local governmental entity on any amounts payable by Customer hereunder; provided, that, in no event shall Customer pay or be responsible for any taxes imposed on, or with respect to, RES's income, revenues, gross receipts, personnel or real or personal property or other assets.

(d) Customer will not retain any amounts from or set-off against any payment due and payable to RES.

6. Customer's Responsibilities. The Customer shall:

(a) timely respond to any reasonable requests from RES for instructions, information or approvals required by RES to provide the Services.

(b) reasonably cooperate with RES in its performance of the Services and provide access to Customer's premises, employees, contractors, and equipment as required to enable RES' timely provision of the Services, including the right to enter and exit the property on which the Services will be performed (the "**Property**") at such reasonable times to allow such parties to perform the Services.

(c) take all steps necessary, including fully cooperating with RES and obtaining any required licenses, permits or consents, to prevent delay of RES's provision of the Services and to allow RES access to the Property.

7. RES Warranties.

(a) RES warrants that it shall perform the Services (x) in accordance with the terms and subject to the conditions set out in this Agreement; (y) using personnel of required skill, experience and

qualifications; and (z) in a timely, workmanlike, and professional manner in accordance with generally recognized industry standards for similar services.

(b) RES's sole and exclusive liability and Customer's sole and exclusive remedy for breach of the warranties set forth in Section 7(a) shall be as follows:

i. RES shall use commercially reasonable efforts to promptly cure any such breach; provided, that if such breach is incapable of cure, or with respect to a material breach capable of cure, RES fails to commence to cure such breach after receipt of written notice from the Customer of such breach, or thereafter fails to continue curing such breach with diligence, Customer may, at its option, terminate this Agreement in accordance with Section 43.

ii. The foregoing remedy shall not be available unless Customer provides written notice of such breach within 30 days following completion of the Services by RES.

(c) EXCEPT FOR THOSE WARRANTIES EXPRESSLY PROVIDED FOR IN THIS SECTION 7, RES MAKES NO OTHER ORAL OR WRITTEN WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OR TRADE, AND ALL OTHER ORAL OR WRITTEN WARRANTIES, EXPRESS AND IMPLIED, ARE HEREBY EXPRESSLY DISCLAIMED. CUSTOMER FURTHER ACKNOWLEDGES THAT IT HAS NOT RELIED UPON ANY REPRESENTATIONS OR WARRANTIES (OTHER THAN THOSE SET FORTH IN THIS SECTION 7) MADE BY ANY OTHER PERSON IN ENTERING INTO THIS AGREEMENT.

8. Limitation of Liability.

(a) IN NO EVENT SHALL RES OR ANY OF ITS AFFILIATES BE LIABLE TO CUSTOMER, OR ANY OTHER THIRD PARTY OR PERSON, FOR CLAIMS OR LOSSES ARISING OUT OF THIS AGREEMENT WHICH EXCEED THE AMOUNT OF RECOVERABLE INSURANCE, REGARDLESS OF WHETHER ANY ACTION OR CLAIM IS BASED UPON CONTRACT, WARRANTY, TORT (INCLUDING NEGLIGENCE) OR STRICT LIABILITY.

(b) NOTWITHSTANDING ANY PROVISION OF THIS AGREEMENT TO THE CONTRARY, NO PARTY TO THIS AGREEMENT SHALL BE LIABLE TO THE OTHER PARTY OR TO ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE, OR PROFIT, BUSINESS OPPORTUNITY OR DIMINUTION IN VALUE, LOSS OF FACILITIES OR RIG DOWNTIME, OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGE WAS FORESEEABLE AND WHETHER OR NOT RES HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE.

9. Insurance. Both Parties shall, during the Term of the Agreement, obtain and maintain the following minimum types and limits of insurance: (i) commercial general liability insurance, including bodily injury and property damage, with coverage limits no less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate, which policy shall include contractual liability coverage insuring the activities of each respective

Party under this Agreement; (ii) Worker's Compensation insurance as required by statute, with no less than the greater of (i) \$1,000,000 per occurrence, or (ii) the minimum amount required by applicable law; (iii) commercial automobile liability insurance, including bodily injury and property damage, for vehicles used in connection with the performance of the Services, whether owned, leased, or hired by either Party, with limits no less than \$1,000,000, combined single limit per occurrence; and (iv) if RES is supplying engineering and/or design services, professional liability insurance with limits no less than \$1,000,000.00, combined single limit per occurrence, including errors and omissions. All insurance policies of a Party, excluding Workers' Compensation and professional liability, shall name the other Party as an additional insured but only to the extent of those liabilities assumed by a Party under this Agreement, and shall be primary and non-contributory to any insurance otherwise carried in the name of and/or for the benefit of the other Party. Each Party shall require its insurer to waive all rights of recovery from or subrogation against the other Party.

10. Confidentiality. From time to time during the Term of this Agreement, either Party (as the "**Disclosing Party**") may disclose or make available to the other Party (as the "**Receiving Party**"), non-public, proprietary, and confidential information of Disclosing Party, including, but not limited to, any reports, plans, drawings, specifications, calculations, maps, surveys, plats, blueprints, sketches, notes, data and samples of Disclosing Party ("**Confidential Information**"). The Receiving Party shall protect and safeguard the confidentiality of the Disclosing Party's Confidential Information with at least the same degree of care as the Receiving Party would protect its own Confidential Information and not disclose any such Confidential Information to any person or entity, except to the Receiving Party's employees who need to know the Confidential Information to perform its obligations under this Agreement.

11. Indemnification.

(a) RES' INDEMNITY. RES AGREES TO PROTECT, DEFEND, INDEMNIFY, AND HOLD HARMLESS CUSTOMER, ITS AFFILIATES, ITS CONTRACTORS AND SUBCONTRACTORS (OTHER THAN THOSE FALLING UNDER THE UMBRELLA OF THE RES GROUP), AND ITS AND THEIR OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, REPRESENTATIVES AND INVITEES ("**CUSTOMER GROUP**") FROM AND AGAINST ALL CLAIMS, DEMANDS, LOSSES, AND CAUSES OF ACTION (OF EVERY KIND AND CHARACTER AND WITHOUT LIMIT AND WITHOUT REGARD TO THE CAUSE OR CAUSES THEREOF) (COLLECTIVELY "**CLAIMS**") THAT ARISE OUT OF OR ARE RELATED TO THIS AGREEMENT AND ARE BEING ASSERTED BY ANY PERSON ON ACCOUNT OF THE BODILY INJURY OR DEATH OF A MEMBER OF RES, ITS AFFILIATES AND SUBCONTRACTORS, AND ITS AND THEIR OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, REPRESENTATIVES AND INVITEES ("**RES GROUP**"), OR DAMAGE TO OR LOSS OF PROPERTY OF RES GROUP, REGARDLESS OF WHETHER SUCH DAMAGE OR LOSS IS CAUSED BY THE NEGLIGENCE (SOLE, JOINT, CONCURRENT, ACTIVE OR PASSIVE) OR FAULT, OR STRICT LIABILITY, OF CUSTOMER GROUP, EXCEPTING ONLY THE GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF CUSTOMER GROUP.

(b) CUSTOMER'S INDEMNITY. CUSTOMER AGREES TO PROTECT, DEFEND, INDEMNIFY, AND HOLD HARMLESS RES GROUP FROM AND AGAINST ALL CLAIMS THAT ARISE OUT OF OR ARE RELATED TO THIS AGREEMENT AND ARE BEING ASSERTED BY ANY PERSON ON ACCOUNT OF THE BODILY INJURY OR DEATH OF A MEMBER OF CUSTOMER GROUP, OR DAMAGE TO OR LOSS OF PROPERTY OF CUSTOMER GROUP, REGARDLESS OF

WHETHER SUCH DAMAGE OR LOSS IS CAUSED BY THE NEGLIGENCE (SOLE, JOINT, CONCURRENT, ACTIVE OR PASSIVE) OR FAULT, OR STRICT LIABILITY, OF RES GROUP, EXCEPTING ONLY THE GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF RES GROUP.

(c) SUBJECT TO SECTION 11(A) AND SECTION 11(B) ABOVE, EACH PARTY AGREES THAT IT SHALL PROTECT, DEFEND, INDEMNIFY, AND HOLD HARMLESS THE OTHER PARTY FROM AND AGAINST ANY THIRD-PARTY CLAIM TO THE EXTENT CAUSED BY THE NEGLIGENCE (SOLE, JOINT, CONCURRENT, ACTIVE OR PASSIVE) OR FAULT, OR STRICT LIABILITY OF THE INDEMNIFYING PARTY'S GROUP (INCLUDING ANY INTENTIONAL OR WILLFUL MISCONDUCT) IN CONNECTION WITH THE PERFORMANCE OF ITS OBLIGATIONS UNDER THIS AGREEMENT.

12. RES Subcontractors. RES, at its sole cost and expense, may subcontract, delegate, or otherwise engage the services of any third-party contractor or subcontractor (each, a "**Subcontractor**") to perform all or any portion of the Services.

13. Intellectual Property. All intellectual property rights, including copyrights, patents, patent disclosures and inventions (whether patentable or not), trademarks, service marks, trade secrets, know-how and other confidential information, trade dress, trade names, logos, corporate names and domain names, together with all of the goodwill associated therewith, derivative works and all other rights (collectively, "**Intellectual Property Rights**") in and to all documents, work product and other materials that are delivered to Customer under this Agreement or prepared by or on behalf of the RES in the course of performing the Services (collectively, the "**Deliverables**") shall be owned by RES. RES hereby grants Customer a license to use all intellectual property rights in the Deliverables free of additional charge and on a non-exclusive, worldwide, non-transferable, non-sublicensable, fully paid-up, royalty-free and perpetual basis to the extent necessary to enable Customer to make reasonable use of the Deliverables and the Services.

14. Miscellaneous.

(a) Force Majeure. Except for the payment of monetary amounts due pursuant to Section 5 hereof, any delay or failure of either Party to perform its obligations under this Agreement will be excused to the extent that the delay or failure was caused directly by an event beyond such Party's reasonable control, without such Party's fault or negligence, and that by its nature could not have been foreseen by such Party or, if it could have been foreseen, was unavoidable, which events may include natural disasters, floods, fires, or explosions, strikes, riots, acts of God, diseases, epidemics, pandemics, including the Covid-19 pandemic, or quarantines, shortages of labor or materials, war, terrorist acts or activities, orders, laws, regulations, or restrictions, national, or regional, or local emergencies, governmental shutdowns or disturbances, or adverse determinations from any governing authority (each, a "**Force Majeure Event**"). In addition, RES may (b) cancel the project and any Services performed in connection therewith, without liability, if such cancellation is (i) recommended or required by any recognized governmental or regulatory body or non-governmental organization having at least a city-wide reputation for protecting public health and welfare, or (ii) in the judgment of RES required to protect the health and well-being of any employees, officers, directors, agents or representatives of RES. The Party alleging a Force Majeure Event shall give the other Party prompt written notice of any event or circumstance resulting in a Force Majeure Event, and the anticipated duration of such Force Majeure Event. The Party affected by a Force Majeure Event shall

use all diligent efforts to end the Force Majeure Event, ensure that the effects of any Force Majeure Event are minimized, and resume full performance under this Agreement.

(b) Amendments. This Agreement may not be changed, amended or modified except by an instrument in writing signed by all Parties.

(c) Governing Law. This Agreement shall be governed by and construed under the laws of the state in which the project site is located, without reference to choice of law provisions.

(d) Counterparts; Execution. This Agreement may be executed in multiple counterparts, including a facsimile or PDF scanned version thereof, each of which when so executed will constitute an original, but all of which taken together will constitute one and the same instrument. The Parties agree that the electronic signature of a Party to this Agreement shall be as valid as an original signature of such Party and shall be effective to bind such Party to this Agreement. Each Party represents that the person signing this Agreement on its behalf is duly authorized to sign.

(e) Notices. All notices required or permitted hereunder shall be in writing and shall be served on the Parties at the physical or electronic mail addresses set forth on their signature pages hereto (or to such other address that the receiving Party may designate from time to time in accordance with this Section).

(f) Severability; Waiver; Entire Agreement. If any portion of this Agreement is held invalid or inoperative, then so far as is reasonable and possible the remainder of this Agreement shall be deemed valid and operative, and, to the greatest extent legally possible, effect shall be given to the intent manifested by the portion held invalid or inoperative. No waiver by any Party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and signed by the Party so waiving. This Agreement (including any schedule, exhibits, or amendments) embodies the entire agreement between the Parties and supersedes all prior agreements and understandings relating to the provision of the Services.

(g) No Third-Party Beneficiaries. This Agreement benefits solely the Parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other person any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of this Agreement

(h) Assignment; Successors and Assigns. This Agreement shall be binding upon the Parties and their respective successors and assigns; however, this Agreement may not be assigned by either Party without the prior written consent of the other Party, which consent shall not be unreasonably withheld, conditioned or delayed. The foregoing restriction shall not be deemed to prohibit (i) the assignment or transfer of this Agreement by either Party to (A) any third party that controls, is controlled by, or is under common control with, the assigning Party, or (B) any purchaser of all, or substantially all, of the assets of the assigning Party, as long as, in each case, the assignee agrees to assume all obligations of the assigning Party hereunder, or (ii) the pledge or collateral assignment of this Agreement, or any rights and/or remedies hereunder, by any Party to its primary lender(s) as collateral for such Party's obligations under any secured credit facility.

(i) Relationship of the Parties. The relationship between the Parties is that of independent contractors. Nothing contained in this Agreement shall be construed as creating any agency, partnership,

joint venture or other form of joint enterprise, employment or fiduciary relationship between the parties, and neither party shall have authority to contract for or bind the other party in any manner whatsoever.

(j) **Equal Opportunity Clause.** To the extent not exempt, Customer and RES will comply with the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a), and 60-741.5(a). These regulations prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status, or status as a qualified individual with a disability. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or status as a qualified individual with a disability. To the extent not exempt, Customer and RES will also comply with the requirements of 29 CFR Part 471, Appendix A.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.]

IN WITNESS WHEREOF, Customer and RES have executed this Agreement effective as of the Effective Date.

RES:

RES Florida Consulting, LLC (RES)

By: _____

Name: Justin Freedman

Title: Advisory Services Manager

Address:

Attn: Jennifer Savaro

Email: jsavaro@res.us

With copies of all notices to:

c/o Resource Environmental Solutions, LLC

6575 West Loop South, Suite 300

Bellaire, Texas 77401

Attn: Legal Department

Email: contracting@res.us

IN WITNESS WHEREOF, Customer and RES have executed this Agreement effective as of the Effective Date.

CUSTOMER:

Islamorada, Village of Islands

By: _____

Name: Peter Frezza

Title: Environmental Resource Manager

Address:

86800 Overseas Highway, 3rd Floor

Islamorada, Florida 33036

Attn: _____

Email: peter.frezza@islamorada.fl.us

EXHIBIT 1

SERVICES

1. Services.

Water quality and benthic vegetation are to be sampled in conjunction, twice a year, from six residential canals in Islamorada. RES will conduct sampling twice per year, once in the wet season (September – October) and once in the dry season (March – April). Canals to be sampled for water quality include Canals 114, 116, 132, 147, 152 and 157. Benthic monitoring will occur in Canals 114, 116 and 152. This scope follows methodology and protocols established and carried out since the establishment of the program and with the addition of RES' recommendations provided to the Village after the 2021 sampling.

A Florida Keys National Marine Sanctuary (FKNMS) Research Permit was issued to RES in February 2021 and expires January 31, 2024. This permit authorizes research in nearshore waters of Islamorada. RES submitted a permit renewal application on July 6, 2023. We received notice on July 10, 2023 that the application is complete but given the current application queue, it will take a couple of months or more to process. However, it is anticipated that the permit will be renewed prior to January 2024.

Water Quality Sampling

During each seasonal sampling event, water samples will be collected at two fixed stations within each of the six canals and one location 500m outside the mouths of each of the six canals. At each of these fixed stations, there is to be a 'bottom' and a 'top' sample. Bottom samples are to be collected at a depth of one to three feet above the bottom and top samples from one to three feet below the water surface. Water samples are to be tested for the following chemical variables: Chlorophyll *a* (CHL *a*), Ammonium (NH₄), Nitrate+Nitrite (NO_x), Nitrite (NO₂), Soluble Reactive Phosphorous (SRP), Total Nitrogen (TN), Total Phosphorous (TP) and Total Organic Carbon (TOC). Since no trends were continuously observed in the Enterococci results from previous sampling, Enterococci was removed from the list of parameters in 2023. A bottom and top measurement of the following physiochemical parameters are also to be performed from the same fixed location in each canal: depth (m), salinity (psu), specific conductivity, temperature (°C), dissolved oxygen (mg/l & % saturation), pH and turbidity (NTU).

Laboratory samples will be placed in containers provided by the laboratory to be used for this project, Eurofins in Marathon, Florida. The laboratory will analyze the water quality samples for the following parameters.

Laboratory Analytical Parameters	
Parameter Analyzed	Test Method
Ammonium (NH ₄)	EPA350.1
Chlorophyll-a (CHL- <i>a</i>)	SM10200 H
Nitrate + Nitrite (NO _x)	EPA353.2
Soluble Reactive Phosphorous (SRP)	EPA365.1
Total Nitrogen (TN)	TotNit
Total Phosphorous (TP)	EPA365.1
Total Organic Carbon (TOC)	SM5310 C

Benthic Monitoring

Benthic monitoring will occur in Canals 114, 116 and 152. During each seasonal sampling event, five sampling sites evenly distributed from the canal mouth to the rear of the canal are to be surveyed for benthic plants and animals. At each of these sites, three 0.25 m² quadrats are to be haphazardly placed on the sediment and all species of plants, macroalgae and animals are to be recorded, along with a classification of surface sediment type, a sediment depth measurement, and a canopy height. Density of seagrass, algae and benthic animal species are to be measured using a modified Braun-Blanquet scale. Monitoring is to be continued at 0m and 10m outside the mouth of each canal where densities of benthic species and sediment type are to be surveyed using the same methods. Additionally, fish surveys will be conducted along each transect using the roving diver technique.

Reporting

Following each semi-annual sampling event, RES will provide a deliverable which documents the results of the sampling event. Reporting will include a summary of field activities, dates of sampling events, production of a geo-referenced station map, data in standard spreadsheet format, and an interpretive report which details the results of the sampling event and compares results to historical values. RES will also provide excel databases of complied and completed data sets.

Assumptions

The Village may request changes that would increase, decrease, or otherwise modify the Scope of Services. Such changes must be contained in a written change order executed by the parties, prior to any deviation from the terms of the Project Agreement, including the initiation of any extra work. If unforeseen conditions should require services beyond the scope of services described herein, RES will notify you of additional costs necessary to complete the project, prior to proceeding. Services beyond those described herein would be invoiced in accordance with our standard schedule of fees at the applicable rates.

2. Project Schedule.

The project will commence after the agreement amendment is executed. Field sampling is to be conducted once in the wet season (September-October) and once in the dry season (March-April). The first field work activities will be for the 2024 dry season. Field work is to be scheduled and completed at RES' convenience. There are no set dates for when the field work is to be performed; however, it needs to be completed between September 1 – October 31 for the wet season sample and March 1 – April 30 for the dry season sample. During each semi-annual sampling event the Village's project manager is to be notified prior to field activities taking place and is to be notified once they are completed.

3. Project Documentation.

Customer has provided to RES the following documentation, plans, specifications, or other materials relating to the Project:

- Previous report and data from FIU
- Location of canals

EXHIBIT 2
COMPENSATION

1. **PAYMENT.**

Customer shall pay to RES the following lump sum fee of \$75,000 per year.

<u>Task 1: Water quality and benthic monitoring and reporting....</u>	<u>\$75,000.00</u>
Total	\$75,000.00

[] Lump Sum Basis, equal to \$75,000, payable as follows:

Milestone/Date	Payment Amount
Dry Season Field Work	25% - \$18,750.00
Dry Season Summary Report	25% - \$18,750.00
Wet Season Field Work	25% - \$18,750.00
Wet Season Summary Report	25% - \$18,750.00

2. **REIMBURSABLE EXPENSES.**

Customer shall pay to RES the following reimbursable expenses:

NONE

3. **INVOICING.**

RES shall invoice Customer in quarters, with 25% will be invoiced after each of the two monitoring events and 25% will be invoiced after each of the two monitoring summary reports. Please note that payment of our invoices is due upon receipt.



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: December 12, 2023
SUBJECT: Resolution Approving Update to Council Procedures TAB 16

Background:

The Village Council recently requested that the Village Attorney update the Council meeting procedures to modify the time frame for Councilmembers to make additions to the agenda from 24 hours to 2 business days. A copy of proposed updated Council procedures is included herein for the Council's consideration. A clean copy of the proposed updated procedures is attached as Exhibit A to the Resolution. For ease of review, a redline version is also included herein.

Analysis:

Budget Impact:

N/A

Staff Impact:

N/A

Recommendation:

- Attachments:**
1. 46U907103-Resolution updating Village Council procedures (11-8-23)
 2. Exhibit A-Village Council procedures (11-17-23) (clean)
 3. Village Council procedures (11-17-23) (redline)

RESOLUTION _____

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, UPDATING PROCEDURES FOR
THE VILLAGE COUNCIL; AND PROVIDING FOR AN EFFECTIVE
DATE.**

WHEREAS, the Village Council has the inherent power to determine procedures for its meetings; and

WHEREAS, on August 17, 2023, the Village Council passed Resolution 23-08-90 which established procedures for its meetings; and

WHEREAS, on October 10, 2023, the Village Council passed Resolution 23-10-117 which updated the procedures for its meetings; and

WHEREAS, the Village Council believes that it is in the best interest and welfare of the residents of the Village to update those procedures, as well as other procedures governing the Village Council unrelated to its meetings, by Resolution.

**NOW THEREFORE BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, AS FOLLOWS:**

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Establishment of Procedures. The Village Council hereby approves the Procedures for the Village Council as set forth in Exhibit "A," attached hereto.

Section 3. Authorization of Village Officials. The Village Manager and/or his/her designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of this Resolution.

Section 4. **Effective Date.** This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this _____ day of _____, 2023.

Motion to adopt by _____. Seconded by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Joseph B. Pinder III	_____
Vice Mayor Sharon Mahoney	_____
Councilman Mark Gregg	_____
Councilwoman Elizabeth Jolin	_____
Councilman Henry Rosenthal	_____

PASSED AND ADOPTED THIS ____ DAY OF _____, 2023.

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY

ISLAMORADA, VILLAGE OF ISLANDS, VILLAGE COUNCIL MEETING PROCEDURES

The Village Council of Islamorada, Village of Islands, Florida, adopts the following procedures pertaining to the conduct of Village Council meetings:

GENERAL COUNCIL PROCEDURES

I. COUNCIL MEETING

A. Regular Meetings.

The Village Council shall hold regular meetings on the second Thursday of every month and the immediate preceding Tuesday, commencing at 5:30 P.M. Meetings are to be held in the Council Chambers at Founder's Park. However, the Village Council has complete discretion and flexibility to schedule holiday and seasonal break periods, to hold regular meetings at other dates, times or locations, or to cancel or reschedule any meetings.

Pursuant to Section 5(8)(c) of the Village Charter, a majority of the Council shall constitute a quorum.¹ In addition, pursuant to Section 5(7)(b)5. of the Village Charter, a Councilmember shall forfeit his or her office upon determination by the Council, acting as a body, at a duly noticed public meeting that he or she is absent from three consecutive regular Council meetings without justifiable reason.

B. Special Meetings.

Special meetings may be held at the call of the Mayor, or in his or her absence, at the call of the Vice-Mayor. Special meetings may also be called upon the request of a majority of the Councilmembers. Unless of an emergency nature, notice of such a meeting shall be provide to the public not less than 72 hours prior to the meeting. The Village Manager, or designee, shall make every effort to poll the members of the Council to determine a convenient time for the special meeting. Notice to the public shall be posted at a public place at Village Hall and, if possible, on the Village's website. Notices shall state the date and time of the special meeting and the purpose of the meeting. No

¹ / For example, when there are five (5) sitting Councilmembers, three (3) Councilmembers would be required to constitute a quorum.

further business shall be conducted at the special meeting except that stated in the notice. All meetings shall be open to the public except as expressly allowed by state law.

C. Emergency Meetings.

In those instances where there is a Village meeting subject to Section 286.011, Florida Statutes, scheduled due to an emergency, and it is not possible to post the notice within the time frames set forth in the Village Code and/or herein, the Village shall be required to post the notice on the Village's website at the earliest practicable time. In the written notice calling the emergency meeting, the Village Manager shall include a detailed statement explaining the emergency nature of the meeting.

II. PROCEDURAL RULES

Meetings of the Village Council shall be informal and shall be conducted pursuant to the rules and procedures contained herein. Robert's Rules of Order may be consulted to resolve procedural conflicts, if necessary. The Village Attorney shall serve as the Parliamentarian and shall advise and assist the Mayor on matters of parliamentary law.

A. Presiding Officer.

The Mayor shall serve as the presiding officer at all Council meetings. The Vice Mayor shall act as the presiding officer in the absence of the Mayor. In the absence of both the Mayor and Vice Mayor, the remaining Councilmembers shall by majority vote select a presiding officer to carry out the functions of the Mayor and to run the meeting. The Mayor shall decide on all questions of order. The Mayor may request an interpretation of parliamentary procedure from the Village Attorney. The Mayor shall announce agenda items by the agenda item number. No further explanation or comment shall be made at that time. The Village Attorney shall then read the title of the legislation. Thereafter, the Mayor may call upon the Village Manager, or designee, to provide any needed explanation of the item being considered. If appropriate, the item shall then be opened for public comment or hearing, limited to three (3) minutes per individual speaker, and five (5) minutes for a representative speaker for an association or group. When speaking on a particular agenda item, the speaker shall limit his/her comments to the subject of the agenda item under consideration. All comments or questions by the public shall be directed to the Mayor. The Mayor may limit irrelevant or repetitive comments to ensure the orderly conduct and efficiency of the meeting. Following the close of the

public comment or hearing on the item, the Council shall discuss and consider the agenda item.

B. Decorum at Council Meetings.

The Mayor shall preserve order and decorum at Council meetings. Should a member of the audience become unruly or behave in an inappropriate manner prejudicial to the proper conduct of the meeting, the Mayor shall have the right and the authority to require such person to leave the Council Chambers, accompanied, if determined necessary, by the Sergeant at Arms. A Monroe County Sheriff's Department law enforcement officer assigned to the Village shall serve as the Sergeant-at-Arms and carry out all orders and instructions given by the Mayor for the purpose of maintaining order and decorum at Village Council meetings. The Sergeant-at-Arms has the authority to remove any person or persons that he or she believes necessary for the health and safety of the Village Council and attendees. In addition, in the event the audience or a part of the audience becomes unruly, the Mayor may either recess or adjourn the meeting.

C. Seating Arrangements on the Dais.

The Mayor shall sit in the middle of the dais. The Vice Mayor shall sit to the immediate left of the Mayor. The remainder of the Council shall sit in the two seats to the immediate right of the Mayor and the seat to the immediate left of the Vice Mayor. The Village Manager shall sit three (3) seats to the left of the Mayor, followed by the Village Attorney, Village Planning Director, and Village Clerk.

The order of seating for the Council shall be chosen as follows. Prior to the meeting after the Vice Mayor is selected, the senior most remaining Councilmember shall select the seat to be occupied for that year of his or her choice. The same procedure shall be followed by the second and then third most senior remaining Councilmembers. If there is a tie in terms of seniority, the Councilmember receiving the highest numbers of votes in the most recent general election shall select first. If there remains a tie, then seniority shall be decided by the drawing of lots.

D. Order of Business.

The Order of Business at regular Council meetings shall be as follows:

1. Call to Order/Roll Call
2. Pledge of Allegiance

3. Agenda: Requests for Deletion/Addition
4. Reports, Presentations, and Announcements
5. Public Comment
6. Citizens' Advisory Committee Reports
7. Mayor/Council Communications
8. Village Attorney/Village Manager Communications
9. Consent Agenda
10. Resolutions
11. Ordinances—First Reading
12. Public Hearings—Ordinances—Second Reading
13. Motions
14. Adjournment

E. Reading of Minutes.

The minutes of prior Council Meetings shall not be read aloud but the Council shall consider corrections of minutes of the immediate prior meeting(s) upon request by any member of the Village Council. Unless a reading of the minutes is requested by a Councilmember, minutes may be approved by motion as part of the Consent Agenda.

F. Consent Agenda.

There shall be a Consent Agenda during each regular Council meeting. The Consent Agenda shall contain Resolutions, approval of minutes, motions and other pertinent matters which, in the opinion of the Mayor and Staff may be handled and implemented without necessity for discussion. Unless a member of the Council specifically requests that an item be removed from the Consent Agenda for discussion, all items shall be approved and adopted by a single motion and roll call vote.

Before the Council votes on the Consent Agenda, any member of the public may comment on any item listed on the Consent Agenda. Discussion is limited to a total of three (3) minutes per individual speaker, and five (5) minutes for a representative speaker for an association or group.

G. Renewal.

Once action is taken on a proposed Ordinance or Resolution, neither the same matter nor its repeal or decision nor a substantially similar matter may be brought before

the Council again during the six (6) month period following said action unless a majority of the Council agree to waive the rule.

H. Time for Reports, Presentations, and Announcements.

Reports, presentations, and announcements will be limited to no more than ten (10) minutes. No Public Comment will be permitted on reports, presentations, and announcements.

I. Rules of Debate.

1. If any member, in speaking or otherwise, transgresses the rules of the Council, the Presiding Officer shall, or any member can, call him to order, in which case the member so called to order shall immediately cease discussion unless permitted by the Presiding Officer to explain; and the Council, if appealed to, shall decide the question without debate. If the decision is in favor of the member so called to order, he or she shall be at liberty to proceed; if otherwise, he or she shall not proceed without leave of the Council to proceed in order.

2. A member about to speak shall respectfully address the Presiding Officer, and shall not commence to speak until recognized by the Presiding Officer. When two (2) or more members request to speak at the same time, the Presiding Officer shall determine which one is recognized.

3. Every member while speaking shall confine himself or herself to the subject under debate, shall conduct themselves in a statesperson like manner, and shall not refer to any other member of the commission except in a respectful manner.

4. Unless a member who has the floor yields for that purpose, no member shall interrupt another while he or she is speaking, except to propound a parliamentary inquiry or make a point of order.

5. The Presiding Officer shall not be deprived of any of the rights and privileges of a Councilmember by reason of acting as the Presiding Officer.

6. A motion to reconsider² any action taken by the Council may be made only at the meeting such action was taken, and may only be made by a member of the Council who was on the prevailing side of the action sought to be reconsidered. Reconsideration of the action may occur no earlier than the next Council meeting.

7. Councilmembers shall be prohibited from using their cell phones while on the dais during a public meeting.

J. Order of Vote.

Roll call shall be as follows: (1) moving Councilmember; (2) Councilmember who seconded the motion; and (3) alphabetical order amongst the remaining Councilmembers, with the exception that the Mayor is entitled to vote last where he/she is neither the moving Councilmember nor the one who provided the second.

K. Postponing Agenda Items.

Absent emergency, the Mayor shall not bring an item for Council consideration unless it is on the agenda. In the event that pertinent information relating to an agenda item is missing or unaccounted for prior to the meeting, the Council may remove the item from the agenda at the meeting upon a majority vote.

There shall be no "tabling" of items. If a matter is to be postponed, it may be "continued" upon majority vote of the Council.

The Mayor or any Councilmember may request to have any item deferred for one meeting if the Mayor or the Councilmember making the request for deferral will not be physically present at the Council meeting, subject to the approval of the remaining Councilmembers.

L. Remote Attendance.

² / It bears noting that reconsideration (section II.I.6.) and renewal (section II.G.) are different concepts. Reconsideration occurs when a motion is originally adopted and a Councilmember from the prevailing side wishes to bring it back to potentially reconsider the Council's adoption of the motion. Renewal, on the other hand, is when a motion fails to receive enough votes to be adopted and a Councilmember wishes to bring the same item back as a new motion.

Remote attendance shall be governed in accordance with Resolution No. 21-08-80, as may be amended from time to time.

M. Actions by the Council.

Actions by the Council may occur only by Ordinance, Resolution or Motion. No action may be taken by the Council on an item that has not been placed on the agenda in accordance with these procedures.

III. PUBLIC HEARINGS

A. Generally.

Ordinances for second reading or items requiring a public hearing shall be placed on this portion of the agenda.

Individuals wishing to speak on matters that appear on the agenda as "Public Hearings" will be recognized by the Mayor. Individuals wishing to speak on matters that appear on the agenda as "Public Hearings" shall fill out a speaker's card and shall be recognized by the Mayor when called upon by the Clerk. The public shall be permitted to speak after the Mayor opens an item for Public Hearing. Discussion is limited to three (3) minutes per individual speaker, and five (5) minutes for a representative speaker for an association or group. After the Public Hearing is closed by the Mayor, only members of the Village Council or Staff shall be permitted to discuss the item.

B. Quasi-Judicial Items.

Florida courts have determined that there are certain types of matters that are to be treated differently than other issues considered by the Village Council. Most decisions of the Council are legislative in nature, which means that the Council is acting as a policy making body. In contrast, in quasi-judicial matters, the Council is applying existing rules and policies to a factual situation and is therefore acting like a judge or a jury in a courtroom. In such cases, the courts have decided that due process and fundamental fairness requires that more formal procedures be followed. The Village Attorney shall determine which matters are to be treated as quasi-judicial, and such items shall be noted as such on the agenda.

Quasi-judicial items shall be considered in accordance with the Village Code.

Individuals from the public shall be allotted three (3) minutes each (or such amount of time as determined by the presiding officer), to discuss the quasi-judicial item that is being considered. Representative speakers for an association or group shall be allotted five (5) minutes. The Village or the applicant may cross-examine any individual speaking on the item. Individuals wishing to speak on quasi-judicial items shall be collectively sworn in.

C. Waiver of Quasi-Judicial Hearing.

If the applicant or agent of the applicant agrees with the staff's recommendation and wishes to waive his or her right to a quasi-judicial hearing, and if no Councilmember or anyone from the audience wishes to speak for or against the quasi-judicial agenda item, the Council may vote on the item based upon the materials in the agenda back-up, without any discussion or debate on the agenda item.

IV. PUBLIC PARTICIPATION

A. Generally.

Public Participation shall be held in accordance with the agenda. Those wishing to speak on items that are not on the agenda but pertinent to the Village shall sign in on a form provided by the Village Clerk prior to the meeting. Those wishing to speak on a specific agenda item shall sign in on a form provided by the Village Clerk prior to the meeting and indicate which item they wish to speak on and whether they support or oppose the item, or are otherwise neutral. All public comment forms shall be provided to the Clerk prior to the agenda item being called. Once the agenda item is called, anyone who has not turned in a comment card will not be permitted to speak on that item. For those attending via approved remote means (e.g., Zoom, etc.), the attendee's hand must be raised prior to the item being called in order to speak on that item. The Village Clerk will call those persons wishing to speak in the order that they signed in. Public Comment shall be limited to three (3) minutes per individual speaker, and five (5) minutes for a representative speaker for an association or group. If a participant desires to present materials to the Council during Public Comment, the items shall be given to the Village Clerk before the meeting for distribution, including one full copy for the Village Clerk for the public record.

Each individual is requested to state his or her name and shall state the name of the entity represented (if applicable) and the item on the agenda to be addressed (if

applicable). Each person addressing the Council shall approach the lectern and speak in an audible tone of voice for the record. Unless further time is granted by the Presiding Officer, each individual speaker shall speak only one time, per item, for up to three (3) minutes and representative speakers for an association or group shall speak for only one time, per item, for up to five (5) minutes. No person shall be allowed to donate his or her speaking time to another person. All remarks shall be addressed to the Council as a body and not to any member thereof. A person speaking on an item on the agenda shall limit their comments to matters relevant to the item. All people addressing the Council are strongly encouraged to refrain from making political statements and shall not make personal attacks on any Councilmembers or any other individuals or entities. No person, other than the Council and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the Council, without the permission of the Presiding Officer. No question shall be asked of a Councilmember except through the Presiding Officer.

After the Public Comment is closed by the Mayor, only members of the Village Council or Staff shall be permitted to discuss the item.

B. Documents.

If an individual wishes to present documents or evidence to the Council, he or she is requested to provide ten copies to the Village Clerk at least two weeks before the Council meeting for inclusion in the Council's agenda back-up. He or she shall not approach the dais to deliver documents directly to the Mayor or Councilmembers nor leave any materials on the dais. Paper copies (no larger than 11 inches x 17 inches) of any boards or charts, shall be provided to the Village Clerk prior to their use at the hearing. PowerPoint/computer presentations must be provided to the Village IT Department and Village Clerk as far in advance as possible. If these items are not provided until the start of the meeting the IT staff managing the broadcast will determine whether they have time to program them into the broadcast.

C. Representative Disclosure.

Any person who addresses the Council on behalf of an individual, corporation or special interest group for compensation must disclose that representation at the beginning of their comments, as described above in Section IV.A.

D. Decorum.

No person shall engage in behavior that disrupts the proceedings of the Council. Council meetings are family-friendly and therefore profane, indecent or obscene language, content or conduct is not permitted. In addition, because the meetings are broadcast and rebroadcast through cable television and on the internet, any language that would not be permitted to be broadcast under FCC guidelines during day-time hours is not permitted during Council meetings. Sufficient warnings of inappropriate conduct may be given by the Presiding Officer at any time and, in the event that any individual shall continue to disrupt the proceeding, the Presiding Officer may then ask that the person be removed. Signs or placards may be brought to a Council meeting, but may not block any other attendee's view of the proceedings or interfere with any video, audio, stenographic or other recordings of the proceedings.

E. Dissemination of Information/Use of Multimedia for Public Comment.

A member of the public may submit multimedia content for use during his/her comments. For cyber security reasons, multimedia must be submitted via email attachment(s) to the Village Clerk's Office at least five (5) working days prior to the meeting. The Village can only accept common file types such as PDF documents, image files, Microsoft PowerPoint Presentations, and video files in MP4 format. No inappropriate content will be approved for display. Speakers with pre-approved content to display will be ordered first during public comment and subject to the allotted time restrictions.

V. ADJOURNMENT

All meetings of the Village Council, whether special or regular, shall be adjourned no later than 10:00 P.M. However, the Village Council may continue the meeting beyond 10:00 P.M. in accordance with the Village Charter and Code. In any event, the motion to continue the meeting must provide for a specific time frame of no more than thirty (30) minutes that the Village Council will honor for purpose of continuing the meeting.

VI. WAIVER OF PROCEDURES

The procedures in Sections I through IV (except section III.B.) shall be automatically waived during a Declared State of Local Emergency, a Declared State of Emergency or other Village emergency situation to the extent necessitated by the emergency.

VII. PREPARATION OF AGENDA ITEMS

A. Placement of Items on Agenda.

The Village Manager, Village staff (through the Manager), Village Attorney or any member of the Council may place items on the agenda. Resolutions, ordinances, motions, reports, and Mayor/Council communications shall be identified on the agenda as to the sponsoring Councilmember or Mayor or as a recommendation from the Village staff. Councilmembers wishing to place an item on the agenda shall submit their request for addition through an email to the Village Clerk. Agenda items must be relevant to Village business, and must be clear as to the intent to the item and the actions required of Village staff. Items that do not have sufficient back up materials and/or which are not clear or require additional information may be withheld from the agenda by the Manager until the appropriate information is received.

B. Agenda Closing Dates.

Except as determined by the Manager on a case-by-case basis, all information relating to items to be placed on the agenda shall be submitted to the Village Clerk by 12:00 noon no less than eight (8) days prior to the scheduled Village Council meeting during which the item will be heard, and not less than three (3) days prior to a Special Meeting. All appropriate background material shall accompany the item in the form of a Council communication/memorandum. The Mayor, as chair of the meeting, Village Manager, Village Clerk, and Village Attorney shall review all agenda items submitted by Councilmembers. Agenda items may be removed from the agenda by the Mayor, Village Manager or Village Clerk if it is determined that any agenda item is not in accordance with these procedures. The Village Attorney may remove any agenda item if it is determined that the item is not legally sufficient.

The Village Clerk will provide each member of the Council a preliminary agenda packet six (6) days prior to the scheduled Village Council meeting. A complete package of all agenda materials, including all back up materials, shall be provided to the Village Council no later than the Thursday evening prior to the date of the meeting. In the event that pertinent information relating to an agenda item is missing or not included in the agenda package, the Council may remove the items from the agenda at the meeting.

No additional items shall be added to the agenda after the agenda packet has been delivered to the Council unless by unanimous consent or a majority vote of the Village Council upon a determination that the item is necessary.

Requests for additions and/or deletions shall be provided to the Village Manager and Village Clerk no later than: (i) 5:00pm on the Thursday before the regular Village Council meeting; or (ii) 48 hours, not counting weekends or holidays, for any non-emergency special call meeting.³ No exceptions will be made to this requirement, unless such addition and/or deletion is of an emergency nature.

Exception for Emergency Meetings. In those instances where there is a Village meeting subject to Section 286.011, Florida Statutes, scheduled due to an emergency, and it is not possible to provide the Council with an agenda packet in accordance with time frames of this section, the Clerk shall provide the agenda packet at the earliest practicable time.

C. Preparation of Legislation.

A member of the Council who would like to request preparation of legislation by the Village Attorney or Staff shall place such requests for consideration under the "Mayor/Council Communications" section of the agenda. The request shall not be acted upon until the request is approved by a motion of the majority of the Council. However, the Mayor or a Councilmember may place any matter on the agenda for Council consideration, provided the item is approved by the Village Attorney as to legal sufficiency and otherwise satisfies applicable procedural requirements. The Village Attorney shall review these items without Village Council approval if, in the Village Attorney's opinion, it can be reviewed in a minimal amount of time. All Ordinances and Resolutions shall indicate the Councilmember or Village Staff member who requested the legislation. All Ordinances and Resolutions shall contain the name of each Councilmember and whether such member voted for, against or failed to vote for the item. All Ordinances and Resolutions, once approved, shall be executed by the Mayor. Unless otherwise required by law, digital signatures may be utilized.

³ / For the Village Council's regular Tuesday/Thursday meeting schedule listed in section I.A. above, the time frame in this restriction will be counted from the Tuesday meeting.

D. Proclamations.

1. Generally.

The Mayor, any Councilmember, and Manager may request that the Mayor issue a proclamation. All requests for proclamations shall be made to the Mayor's office one week in advance, if possible. If the Mayor chooses not to issue a particular proclamation, the requesting Councilmember may bring that proclamation to the Council for consideration. All proclamations shall be issued by the Mayor's office. Every proclamation shall include the name of the Councilmember requesting the proclamation.

2. Request from the Public.

Requests by members of the public for recognition by the Village may be made to the Village Manager or any member of the Village Council.

Requests from the public must include the following information, and all information must be received in writing prior to the agenda publishing deadline for the meeting desired:

- Name of honoree(s) (A maximum of 5 persons for recognition can be accommodated at any one Village Council meeting);
- Description of accomplishment or recognition desired;
- Phone number of contact person and/or honoree;
- Details including dates, history, organizations involved, etc.; and
- Additional information may be required depending on the request.

3. Proclamation Criteria.

Proclamations must fit one of the following criteria:

- Must pertain to an organization existing, or an event occurring, within the Village or benefitting the Village.
- Must pertain to a government or governmental issue or governmental event at the local, state or federal levels.
- Must pertain to an individual who has resided or worked in the Village and/or made lasting contributions to the Village community at large.

E. Sequence of Agenda Items.

At the request of the any Councilmember and upon approval by majority vote, items on the agenda may be moved out of sequence in order to expedite the matters before the Council or for ease of reference and consideration.

Any item may be moved to a time certain upon a motion and majority vote. If an item has been scheduled for a time certain, all business shall stop at the time certain established by the Council and shall not resume until completion of the time certain item(s).

F. Council Work Requests.⁴

All requests for legal information shall be made to the Village Attorney only. When a Councilmember makes a request to the Village Attorney for information that in the opinion of the Village Attorney will involve a substantial or extensive expenditure of time and labor, the Councilmember shall place the item on the agenda under "Mayor/Council Communications." The request shall not be acted upon until the request is approved by a majority vote of the Council.

⁴ / This section does not include public records requests, which should be made directly to the Village Clerk's office.

ISLAMORADA, VILLAGE OF ISLANDS, VILLAGE COUNCIL MEETING PROCEDURES

The Village Council of Islamorada, Village of Islands, Florida, adopts the following procedures pertaining to the conduct of Village Council meetings:

GENERAL COUNCIL PROCEDURES

I. COUNCIL MEETING

A. Regular Meetings.

The Village Council shall hold regular meetings on the second Thursday of every month and the immediate preceding Tuesday, commencing at 5:30 P.M. Meetings are to be held in the Council Chambers at Founder's Park. However, the Village Council has complete discretion and flexibility to schedule holiday and seasonal break periods, to hold regular meetings at other dates, times or locations, or to cancel or reschedule any meetings.

Pursuant to Section 5(8)(c) of the Village Charter, a majority of the Council shall constitute a quorum.¹ In addition, pursuant to Section 5(7)(b)5. of the Village Charter, a Councilmember shall forfeit his or her office upon determination by the Council, acting as a body, at a duly noticed public meeting that he or she is absent from three consecutive regular Council meetings without justifiable reason.

B. Special Meetings.

Special meetings may be held at the call of the Mayor, or in his or her absence, at the call of the Vice-Mayor. Special meetings may also be called upon the request of a majority of the Councilmembers. Unless of an emergency nature, notice of such a meeting shall be provide to the public not less than 72 hours prior to the meeting. The Village Manager, or designee, shall make every effort to poll the members of the Council to determine a convenient time for the special meeting. Notice to the public shall be posted at a public place at Village Hall and, if possible, on the Village's website. Notices shall state the date and time of the special meeting and the purpose of the meeting. No

¹ / For example, when there are five (5) sitting Councilmembers, three (3) Councilmembers would be required to constitute a quorum.

further business shall be conducted at the special meeting except that stated in the notice. All meetings shall be open to the public except as expressly allowed by state law.

C. Emergency Meetings.

In those instances where there is a Village meeting subject to Section 286.011, Florida Statutes, scheduled due to an emergency, and it is not possible to post the notice within the time frames set forth in the Village Code and/or herein, the Village shall be required to post the notice on the Village's website at the earliest practicable time. In the written notice calling the emergency meeting, the Village Manager shall include a detailed statement explaining the emergency nature of the meeting.

II. PROCEDURAL RULES

Meetings of the Village Council shall be informal and shall be conducted pursuant to the rules and procedures contained herein. Robert's Rules of Order may be consulted to resolve procedural conflicts, if necessary. The Village Attorney shall serve as the Parliamentarian and shall advise and assist the Mayor on matters of parliamentary law.

A. Presiding Officer.

The Mayor shall serve as the presiding officer at all Council meetings. The Vice Mayor shall act as the presiding officer in the absence of the Mayor. In the absence of both the Mayor and Vice Mayor, the remaining Councilmembers shall by majority vote select a presiding officer to carry out the functions of the Mayor and to run the meeting. The Mayor shall decide on all questions of order. The Mayor may request an interpretation of parliamentary procedure from the Village Attorney. The Mayor shall announce agenda items by the agenda item number. No further explanation or comment shall be made at that time. The Village Attorney shall then read the title of the legislation. Thereafter, the Mayor may call upon the Village Manager, or designee, to provide any needed explanation of the item being considered. If appropriate, the item shall then be opened for public comment or hearing, limited to three (3) minutes per individual speaker, and five (5) minutes for a representative speaker for an association or group. When speaking on a particular agenda item, the speaker shall limit his/her comments to the subject of the agenda item under consideration. All comments or questions by the public shall be directed to the Mayor. The Mayor may limit irrelevant or repetitive comments to ensure the orderly conduct and efficiency of the meeting. Following the close of the

public comment or hearing on the item, the Council shall discuss and consider the agenda item.

B. Decorum at Council Meetings.

The Mayor shall preserve order and decorum at Council meetings. Should a member of the audience become unruly or behave in an inappropriate manner prejudicial to the proper conduct of the meeting, the Mayor shall have the right and the authority to require such person to leave the Council Chambers, accompanied, if determined necessary, by the Sergeant at Arms. A Monroe County Sheriff's Department law enforcement officer assigned to the Village shall serve as the Sergeant-at-Arms and carry out all orders and instructions given by the Mayor for the purpose of maintaining order and decorum at Village Council meetings. The Sergeant-at-Arms has the authority to remove any person or persons that he or she believes necessary for the health and safety of the Village Council and attendees. In addition, in the event the audience or a part of the audience becomes unruly, the Mayor may either recess or adjourn the meeting.

C. Seating Arrangements on the Dais.

The Mayor shall sit in the middle of the dais. The Vice Mayor shall sit to the immediate left of the Mayor. The remainder of the Council shall sit in the two seats to the immediate right of the Mayor and the seat to the immediate left of the Vice Mayor. The Village Manager shall sit three (3) seats to the left of the Mayor, followed by the Village Attorney, Village Planning Director, and Village Clerk.

The order of seating for the Council shall be chosen as follows. Prior to the meeting after the Vice Mayor is selected, the senior most remaining Councilmember shall select the seat to be occupied for that year of his or her choice. The same procedure shall be followed by the second and then third most senior remaining Councilmembers. If there is a tie in terms of seniority, the Councilmember receiving the highest numbers of votes in the most recent general election shall select first. If there remains a tie, then seniority shall be decided by the drawing of lots.

D. Order of Business.

The Order of Business at regular Council meetings shall be as follows:

1. Call to Order/Roll Call
2. Pledge of Allegiance

3. Agenda: Requests for Deletion/Addition
4. Reports, Presentations, and Announcements
5. Public Comment
6. Citizens' Advisory Committee Reports
7. Mayor/Council Communications
8. Village Attorney/Village Manager Communications
9. Consent Agenda
10. Resolutions
11. Ordinances—First Reading
12. Public Hearings—Ordinances—Second Reading
13. Motions
14. Adjournment

E. Reading of Minutes.

The minutes of prior Council Meetings shall not be read aloud but the Council shall consider corrections of minutes of the immediate prior meeting(s) upon request by any member of the Village Council. Unless a reading of the minutes is requested by a Councilmember, minutes may be approved by motion as part of the Consent Agenda.

F. Consent Agenda.

There shall be a Consent Agenda during each regular Council meeting. The Consent Agenda shall contain Resolutions, approval of minutes, motions and other pertinent matters which, in the opinion of the Mayor and Staff may be handled and implemented without necessity for discussion. Unless a member of the Council specifically requests that an item be removed from the Consent Agenda for discussion, all items shall be approved and adopted by a single motion and roll call vote.

Before the Council votes on the Consent Agenda, any member of the public may comment on any item listed on the Consent Agenda. Discussion is limited to a total of three (3) minutes per individual speaker, and five (5) minutes for a representative speaker for an association or group.

G. Renewal.

Once action is taken on a proposed Ordinance or Resolution, neither the same matter nor its repeal or decision nor a substantially similar matter may be brought before

the Council again during the six (6) month period following said action unless a majority of the Council agree to waive the rule.

H. Time for Reports, Presentations, and Announcements.

Reports, presentations, and announcements will be limited to no more than ten (10) minutes. No Public Comment will be permitted on reports, presentations, and announcements.

I. Rules of Debate.

1. If any member, in speaking or otherwise, transgresses the rules of the Council, the Presiding Officer shall, or any member can, call him to order, in which case the member so called to order shall immediately cease discussion unless permitted by the Presiding Officer to explain; and the Council, if appealed to, shall decide the question without debate. If the decision is in favor of the member so called to order, he or she shall be at liberty to proceed; if otherwise, he or she shall not proceed without leave of the Council to proceed in order.

2. A member about to speak shall respectfully address the Presiding Officer, and shall not commence to speak until recognized by the Presiding Officer. When two (2) or more members request to speak at the same time, the Presiding Officer shall determine which one is recognized.

3. Every member while speaking shall confine himself or herself to the subject under debate, shall conduct themselves in a statesperson like manner, and shall not refer to any other member of the commission except in a respectful manner.

4. Unless a member who has the floor yields for that purpose, no member shall interrupt another while he or she is speaking, except to propound a parliamentary inquiry or make a point of order.

5. The Presiding Officer shall not be deprived of any of the rights and privileges of a Councilmember by reason of acting as the Presiding Officer.

6. A motion to reconsider² any action taken by the Council may be made only at the meeting such action was taken, and may only be made by a member of the Council who was on the prevailing side of the action sought to be reconsidered. Reconsideration of the action may occur no earlier than the next Council meeting.

7. Councilmembers shall be prohibited from using their cell phones while on the dais during a public meeting.

J. Order of Vote.

Roll call shall be as follows: (1) moving Councilmember; (2) Councilmember who seconded the motion; and (3) alphabetical order amongst the remaining Councilmembers, with the exception that the Mayor is entitled to vote last where he/she is neither the moving Councilmember nor the one who provided the second.

K. Postponing Agenda Items.

Absent emergency, the Mayor shall not bring an item for Council consideration unless it is on the agenda. In the event that pertinent information relating to an agenda item is missing or unaccounted for prior to the meeting, the Council may remove the item from the agenda at the meeting upon a majority vote.

There shall be no "tabling" of items. If a matter is to be postponed, it may be "continued" upon majority vote of the Council.

The Mayor or any Councilmember may request to have any item deferred for one meeting if the Mayor or the Councilmember making the request for deferral will not be physically present at the Council meeting, subject to the approval of the remaining Councilmembers.

L. Remote Attendance.

² / It bears noting that reconsideration (section II.I.6.) and renewal (section II.G.) are different concepts. Reconsideration occurs when a motion is originally adopted and a Councilmember from the prevailing side wishes to bring it back to potentially reconsider the Council's adoption of the motion. Renewal, on the other hand, is when a motion fails to receive enough votes to be adopted and a Councilmember wishes to bring the same item back as a new motion.

Remote attendance shall be governed in accordance with Resolution No. 21-08-80, as may be amended from time to time.

M. Actions by the Council.

Actions by the Council may occur only by Ordinance, Resolution or Motion. No action may be taken by the Council on an item that has not been placed on the agenda in accordance with these procedures.

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A. Generally.

Ordinances for second reading or items requiring a public hearing shall be placed on this portion of the agenda.

Individuals wishing to speak on matters that appear on the agenda as "Public Hearings" will be recognized by the Mayor. Individuals wishing to speak on matters that appear on the agenda as "Public Hearings" shall fill out a speaker's card and shall be recognized by the Mayor when called upon by the Clerk. The public shall be permitted to speak after the Mayor opens an item for Public Hearing. Discussion is limited to three (3) minutes per individual speaker, and five (5) minutes for a representative speaker for an association or group. After the Public Hearing is closed by the Mayor, only members of the Village Council or Staff shall be permitted to discuss the item.

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Quasi-judicial items shall be considered in accordance with the Village Code.

Individuals from the public shall be allotted three (3) minutes each (or such amount of time as determined by the presiding officer), to discuss the quasi-judicial item that is being considered. Representative speakers for an association or group shall be allotted five (5) minutes. The Village or the applicant may cross-examine any individual speaking on the item. Individuals wishing to speak on quasi-judicial items shall be collectively sworn in.

C. Waiver of Quasi-Judicial Hearing.

If the applicant or agent of the applicant agrees with the staff's recommendation and wishes to waive his or her right to a quasi-judicial hearing, and if no Councilmember or anyone from the audience wishes to speak for or against the quasi-judicial agenda item, the Council may vote on the item based upon the materials in the agenda back-up, without any discussion or debate on the agenda item.

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A. Generally.

Public Participation shall be held in accordance with the agenda. Those wishing to speak on items that are not on the agenda but pertinent to the Village shall sign in on a form provided by the Village Clerk prior to the meeting. Those wishing to speak on a specific agenda item shall sign in on a form provided by the Village Clerk prior to the meeting and indicate which item they wish to speak on and whether they support or oppose the item, or are otherwise neutral. All public comment forms shall be provided to the Clerk prior to the agenda item being called. Once the agenda item is called, anyone who has not turned in a comment card will not be permitted to speak on that item. For those attending via approved remote means (e.g., Zoom, etc.), the attendee's hand must be raised prior to the item being called in order to speak on that item. The Village Clerk will call those persons wishing to speak in the order that they signed in. Public Comment shall be limited to three (3) minutes per individual speaker, and five (5) minutes for a representative speaker for an association or group. If a participant desires to present materials to the Council during Public Comment, the items shall be given to the Village Clerk before the meeting for distribution, including one full copy for the Village Clerk for the public record.

Each individual is requested to state his or her name and shall state the name of the entity represented (if applicable) and the item on the agenda to be addressed (if

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After the Public Comment is closed by the Mayor, only members of the Village Council or Staff shall be permitted to discuss the item.

B. Documents.

If an individual wishes to present documents or evidence to the Council, he or she is requested to provide ten copies to the Village Clerk at least two weeks before the Council meeting for inclusion in the Council's agenda back-up. He or she shall not approach the dais to deliver documents directly to the Mayor or Councilmembers nor leave any materials on the dais. Paper copies (no larger than 11 inches x 17 inches) of any boards or charts, shall be provided to the Village Clerk prior to their use at the hearing. PowerPoint/computer presentations must be provided to the Village IT Department and Village Clerk as far in advance as possible. If these items are not provided until the start of the meeting the IT staff managing the broadcast will determine whether they have time to program them into the broadcast.

C. Representative Disclosure.

Any person who addresses the Council on behalf of an individual, corporation or special interest group for compensation must disclose that representation at the beginning of their comments, as described above in Section IV.A.

D. Decorum.

No person shall engage in behavior that disrupts the proceedings of the Council. Council meetings are family-friendly and therefore profane, indecent or obscene language, content or conduct is not permitted. In addition, because the meetings are broadcast and rebroadcast through cable television and on the internet, any language that would not be permitted to be broadcast under FCC guidelines during day-time hours is not permitted during Council meetings. Sufficient warnings of inappropriate conduct may be given by the Presiding Officer at any time and, in the event that any individual shall continue to disrupt the proceeding, the Presiding Officer may then ask that the person be removed. Signs or placards may be brought to a Council meeting, but may not block any other attendee's view of the proceedings or interfere with any video, audio, stenographic or other recordings of the proceedings.

E. Dissemination of Information/Use of Multimedia for Public Comment.

A member of the public may submit multimedia content for use during his/her comments. For cyber security reasons, multimedia must be submitted via email attachment(s) to the Village Clerk's Office at least five (5) working days prior to the meeting. The Village can only accept common file types such as PDF documents, image files, Microsoft PowerPoint Presentations, and video files in MP4 format. No inappropriate content will be approved for display. Speakers with pre-approved content to display will be ordered first during public comment and subject to the allotted time restrictions.

V. ADJOURNMENT

All meetings of the Village Council, whether special or regular, shall be adjourned no later than 10:00 P.M. However, the Village Council may continue the meeting beyond 10:00 P.M. in accordance with the Village Charter and Code. In any event, the motion to continue the meeting must provide for a specific time frame of no more than thirty (30) minutes that the Village Council will honor for purpose of continuing the meeting.

VI. WAIVER OF PROCEDURES

The procedures in Sections I through IV (except section III.B.) shall be automatically waived during a Declared State of Local Emergency, a Declared State of Emergency or other Village emergency situation to the extent necessitated by the emergency.

VII. PREPARATION OF AGENDA ITEMS

A. Placement of Items on Agenda.

The Village Manager, Village staff (through the Manager), Village Attorney or any member of the Council may place items on the agenda. Resolutions, ordinances, motions, reports, and Mayor/Council communications shall be identified on the agenda as to the sponsoring Councilmember or Mayor or as a recommendation from the Village staff. Councilmembers wishing to place an item on the agenda shall submit their request for addition through an email to the Village Clerk. Agenda items must be relevant to Village business, and must be clear as to the intent to the item and the actions required of Village staff. Items that do not have sufficient back up materials and/or which are not clear or require additional information may be withheld from the agenda by the Manager until the appropriate information is received.

B. Agenda Closing Dates.

Except as determined by the Manager on a case-by-case basis, all information relating to items to be placed on the agenda shall be submitted to the Village Clerk by 12:00 noon no less than eight (8) days prior to the scheduled Village Council meeting during which the item will be heard, and not less than three (3) days prior to a Special Meeting. All appropriate background material shall accompany the item in the form of a Council communication/memorandum. The Mayor, as chair of the meeting, Village Manager, Village Clerk, and Village Attorney shall review all agenda items submitted by Councilmembers. Agenda items may be removed from the agenda by the Mayor, Village Manager or Village Clerk if it is determined that any agenda item is not in accordance with these procedures. The Village Attorney may remove any agenda item if it is determined that the item is not legally sufficient.

The Village Clerk will provide each member of the Council a preliminary agenda packet six (6) days prior to the scheduled Village Council meeting. A complete package of all agenda materials, including all back up materials, shall be provided to the Village Council no later than the Thursday evening prior to the date of the meeting. In the event that pertinent information relating to an agenda item is missing or not included in the agenda package, the Council may remove the items from the agenda at the meeting.

No additional items shall be added to the agenda after the agenda packet has been delivered to the Council unless by unanimous consent or a majority vote of the Village Council upon a determination that the item is necessary.

Requests for additions and/or deletions shall be provided to the Village Manager and Village Clerk no later than: ~~24 hours~~ (i) 5:00pm on the Thursday before the regular Village Council meeting; or (ii) 48 hours, not counting weekends or holidays, for any non-emergency special call meeting before the respective meeting.³ No exceptions will be made to this requirement, unless such addition and/or deletion is of an emergency nature.

Exception for Emergency Meetings. In those instances where there is a Village meeting subject to Section 286.011, Florida Statutes, scheduled due to an emergency, and it is not possible to provide the Council with an agenda packet in accordance with time frames of this section, the Clerk shall provide the agenda packet at the earliest practicable time.

C. Preparation of Legislation.

A member of the Council who would like to request preparation of legislation by the Village Attorney or Staff shall place such requests for consideration under the "Mayor/Council Communications" section of the agenda. The request shall not be acted upon until the request is approved by a motion of the majority of the Council. However, the Mayor or a Councilmember may place any matter on the agenda for Council consideration, provided the item is approved by the Village Attorney as to legal sufficiency and otherwise satisfies applicable procedural requirements. The Village Attorney shall review these items without Village Council approval if, in the Village Attorney's opinion, it can be reviewed in a minimal amount of time. All Ordinances and Resolutions shall indicate the Councilmember or Village Staff member who requested the legislation. All Ordinances and Resolutions shall contain the name of each Councilmember and whether such member voted for, against or failed to vote for the item. All Ordinances and Resolutions, once approved, shall be executed by the Mayor. Unless otherwise required by law, digital signatures may be utilized.

³ / For the Village Council's regular Tuesday/Thursday meeting schedule listed in section I.A. above, the time frame in this restriction will be counted from the Tuesday meeting.

D. Proclamations.

1. Generally.

The Mayor, any Councilmember, and Manager may request that the Mayor issue a proclamation. All requests for proclamations shall be made to the Mayor's office one week in advance, if possible. If the Mayor chooses not to issue a particular proclamation, the requesting Councilmember may bring that proclamation to the Council for consideration. All proclamations shall be issued by the Mayor's office. Every proclamation shall include the name of the Councilmember requesting the proclamation.

2. Request from the Public.

Requests by members of the public for recognition by the Village may be made to the Village Manager or any member of the Village Council.

Requests from the public must include the following information, and all information must be received in writing prior to the agenda publishing deadline for the meeting desired:

- Name of honoree(s) (A maximum of 5 persons for recognition can be accommodated at any one Village Council meeting);
- Description of accomplishment or recognition desired;
- Phone number of contact person and/or honoree;
- Details including dates, history, organizations involved, etc.; and
- Additional information may be required depending on the request.

3. Proclamation Criteria.

Proclamations must fit one of the following criteria:

- Must pertain to an organization existing, or an event occurring, within the Village or benefitting the Village.
- Must pertain to a government or governmental issue or governmental event at the local, state or federal levels.
- Must pertain to an individual who has resided or worked in the Village and/or made lasting contributions to the Village community at large.

E. Sequence of Agenda Items.

At the request of the any Councilmember and upon approval by majority vote, items on the agenda may be moved out of sequence in order to expedite the matters before the Council or for ease of reference and consideration.

Any item may be moved to a time certain upon a motion and majority vote. If an item has been scheduled for a time certain, all business shall stop at the time certain established by the Council and shall not resume until completion of the time certain item(s).

F. Council Work Requests.⁴

All requests for legal information shall be made to the Village Attorney only. When a Councilmember makes a request to the Village Attorney for information that in the opinion of the Village Attorney will involve a substantial or extensive expenditure of time and labor, the Councilmember shall place the item on the agenda under "Mayor/Council Communications." The request shall not be acted upon until the request is approved by a majority vote of the Council.

⁴ / This section does not include public records requests, which should be made directly to the Village Clerk's office.



Council Communication

To: Mayor and Village Council
From: Vince Tarves, Systems Engineer
Date: December 12, 2023
SUBJECT: **Resolution Approving Purchases from SHI International Corp. for FY 2023-2024 TAB 17**

Background:

At its meeting on June 18, 2020, the Village Council adopted Resolution No. 20-06-49 approving the purchase of three (3) Nutanix Enterprise Cloud Servers and two (2) Cisco Nexus Switches from SHI International Corp. ("SHI") for \$90,872.08 to create an on-premises cloud cluster containing one (1) block with three (3) nodes to host the Village's servers and upgrade the Village's aging computer server infrastructure. This infrastructure allows the Village's servers to continue normal operations in the event of a hardware failure. A hardware failure occurred in August of 2022 where a host failed, and all Village servers kept running while the IT & Communications Department was alerted to the problem and worked with Nutanix to get the replacement in-house the next business day. Nutanix did exactly what it was supposed to do. Once the IT & Communications Department replaced the faulty hardware, operations returned to normal without any interruptions to Village business.

At its meeting on May 12, 2022, the Village Council adopted Resolution No. 22-05-33 approving a three (3)-year agreement with SHI for Nutanix Xi-Leap Disaster Recovery and Business Continuity to protect the new Nutanix cluster hosting the Village's mission-critical services. The service cost \$79,191.31 and was paid for in FY 2022-2023 but is being expensed over three fiscal years (FY 2022-2023, FY 2023-2024, and FY 2024-2025).

Analysis:

The above-described Nutanix Cluster is currently running at the upper end of the capacity threshold able to handle a hardware failure in order to keep all virtual servers running and to add any additional virtual servers that may be required. The IT & Communications Department is currently working on a few projects that will require more resources and additional virtual servers to help other departments be more efficient. The threshold limitation of the current system is also limiting the IT & Communications Department's ability to test failover to our disaster recovery service in the event of a natural disaster, security breach or other event that takes Village Hall off-line, like a fire in the electrical room. Testing this service is critical to keeping the Village operational and secure on a continuous basis. The addition of a new node server block is needed to accommodate the Village's ongoing IT infrastructure and security needs.

In 2020, the Village received three quotes for the server upgrade project, and the Council approved selection of SHI, which provided the lowest cost quote. It is important to utilize the same vendor for the Nutanix equipment for continuity. The IT staff requested cost quotes from

three (3) Nutanix resellers for the proposed upgrade, and in the process discovered that because SHI was the first vendor to bring Nutanix to the Village, they receive preferred reseller pricing from Nutanix. No other reseller may legally receive a reseller quote from Nutanix that is competitive with SHI. This pricing circumstance would be true with any reseller vendor relationship. The first reseller to bring a new customer to a supplier will always get preferred pricing for all future projects with the same supplier.

In lieu of publishing a Request for Proposals that would potentially disclose details about the Village's IT infrastructure, thereby creating vulnerabilities for the Village through disclosure of sensitive information to potential computer hackers and scammers and due to the customized equipment and services comprising the Village's IT infrastructure, IT & Communications Department staff solicited and obtained cost bids directly from the following three known Nutanix resellers to add another a single node server block and received the following responses: SHI for \$27,402.72, Alchemy for \$55,325.82, and Carahsoft for \$64,720.66. A fourth reseller did not want to provide a quote because they considered Islamorada's project too small for them. As explained above, SHI is able to provide the lowest cost quote as the original reseller.

The Village's FY 2023-2024 adopted budget includes funding for annual license subscriptions and other application purchases from SHI, in addition to the Nutanix single node server block upgrade currently being requested and in addition to the Nutanix Xi-Leap Disaster Recovery and Business Continuity purchase being expensed over three (3) years. SHI has consistently offered the best pricing on previous IT-related needs. After an initial purchase of a software application with a license agreement, annual service maintenance fees are budgeted. The following purchases from SHI were included in the FY 2023-2024 budget of the Dues and Subscriptions Account for the IT & Communications Department in the General Fund: Adobe Acrobat licenses for \$5,500.00, Veeam Back-up licenses for \$4,500.00, Fortinet licenses for \$13,500.00, and other miscellaneous purchases for \$5,000.00 (total of budgeted SHI purchases is \$28,500.00).

The attached Resolution would authorize Village staff to issue a purchase order to SHI International Corp. (SHI) to purchase the equipment listed in the quote attached as Exhibit "A" to the Resolution for the single node server block upgrade in the approximate amount of \$27,500.00, and the attached Resolution would approve additional payments to SHI in the total amount of \$28,500.00 for the above-described items. Effectively, the total approval in purchases from SHI authorized in this Resolution for FY 2023-2024 would be \$56,000.00. This is in addition to the estimated \$23,000.00 previously approved for the Nutanix Xi-Leap product being expensed over three (3) years.

Budget Impact:

The FY 2023-2024 Capital Project Fund budget includes \$50,000.00 for the IT & Communications Department. The Nutanix single node server upgrade project would be expensed to this account in the approximate amount of \$27,500.00. As explained above, the license renewals in the total amount of \$28,500.00 have been budgeted for in the IT & Communications Department's Dues and Subscriptions account of the General Fund.

Staff Impact:

IT & Communications Department staff would work with Nutanix to install the block. IT staff would continue to be responsible for monitoring the servers and addressing issues as they arise.

Recommendation:

It is recommended that the Village Council adopt the attached Resolution, thereby approving the purchase of the Nutanix Single Node Block and other purchases in FY 2023-2024 from SHI International Corp.

- Attachments:**
1. Reso_SHI Purchases FY23-24_121223 RVCM
 2. Ex A to Reso_SHI Quote-24136413

RESOLUTION NO. 23-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING PURCHASES FROM SHI INTERNATIONAL CORP. (SHI) FOR THE VILLAGE IT & COMMUNICATIONS DEPARTMENT; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE NECESSARY DOCUMENTS; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Islamorada, Village of Islands (the "Village") identified updating of its computer network services as Goal #6 on the 2017-2023 Strategic Plan; and

WHEREAS, at its meeting on June 18, 2020, the Village Council adopted Resolution No. 20-06-49 approving the purchase of three (3) new Nutanix Enterprise Cloud servers connected with two (2) Cisco switches from SHI International Corp. ("SHI") to replace eight (8) outdated physical servers and upgrade the Village's computer infrastructure; and

WHEREAS, the cluster of Nutanix Enterprise Cloud servers enables the Village to subscribe to a disaster recovery and business continuity online application to provide redundancy and enhanced back-up of computer and network data to facilitate failover recovery in the future; and

WHEREAS, at its meeting on May 12, 2022, the Village Council adopted Resolution No. 22-05-33 approving the purchase of a three (3)-year subscription for Nutanix Xi-Leap Disaster Recovery and Business Continuity for the IT & Communications Department to protect the new Nutanix cluster hosting the Village's mission-critical services; and

WHEREAS, the Nutanix Enterprise Cloud server cluster is running at the upper end of its capacity, and an additional node server block is needed to accommodate the Village's ongoing IT infrastructure and security needs; and

WHEREAS, the IT & Communications Department solicited cost bids from four (4) Nutanix resellers, and SHI International Corp. ("SHI") is able to provide the best pricing of approximately \$27,500.00 for the additional node because SHI was the original reseller of the Nutanix Enterprise Cloud servers; and

WHEREAS, the Village's FY 2023-2024 adopted budget includes funds for renewal of licenses for software licenses and application purchase through SHI in previous years in the amount of \$28,500.00; and

WHEREAS, the Village Council finds that the purchase of the equipment needed for the additional server node in the quote attached as Exhibit "A" through SHI in the approximate amount of \$27,500.00, that the additional payments to SHI in the total approximate amount of \$28,500.00 for existing software license and application renewals, and that waiver of competitive bidding through release of a Request for Proposals that may have disclosed sensitive IT infrastructure information replaced by solicitation of three (3) cost quotes are in the best interests of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. Approval of Purchases. The Village Council hereby approves the purchase of the equipment needed for the additional server node in the quote attached as Exhibit "A" through SHI in the approximate amount of \$27,500.00 and additional payments to SHI in the total approximate amount of \$28,500.00 for existing software license and application renewals.

Section 3. Authorization of Village Officials. The Village Manager and/or his/her designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of the purchase.

Section 4. Execution of Documents. The Village Manager and the Village Attorney are hereby authorized to execute any required documents on behalf of the Village and authorized to implement the terms and conditions of any documents necessary to effectuate the purchase.

Section 5. Authorization of Fund Expenditure. Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is authorized to expend budgeted funds to purchase the Nutanix Xi-Leap subscription

Section 6. Waiver of Purchasing Provisions. With regard to the purchases on Exhibit "A" and in accordance with Sections 2-328(1) and 2-328(3) of the Village Code, the Village Council waives the competitive bid purchasing provisions of the Village Code replaced by the solicitation of four (4) bids directly from resellers.

Section 7. Effective Date. This Resolution shall take effect immediately upon adoption.
Motion to adopt by _____, second by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA:

Mayor Joseph B. Pinder III _____

Vice Mayor Sharon Mahoney _____

Councilman Mark Gregg _____

Councilwoman Elizabeth Jolin _____

Councilman Henry Rosenthal _____

PASSED AND ADOPTED THIS ____ DAY OF _____, 2023

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY



Pricing Proposal
Quotation #: 24136413
Created On: 11/3/2023
Valid Until: 1/5/2024

FL-Islamorada Village of Islands

Vince Tarves

86800 Overseas Highway
FL 3
Attn: AP
Islamorada, FL 33036
United States
Phone:
Fax:
Email: vince.tarves@islamorada.fl.us

Inside Account Executive

Thomas Morrow

290 Davidson Ave Somerset, NJ 08873
Phone: 732-564-8522
Fax: 732-564-8224
Email: Thomas_Morrow@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Subscription, Acropolis (AOS) Pro Software License & Production Software Support Service Nutanix - Part#: SW-AOS-PRO-PRD Contract Name: Open Market Contract #: Open Market	1	\$16,220.90	\$16,220.90
2 Subscription, Acropolis (AOS) Pro Software License & Production Software Support Service for 1 CPU core Nutanix - Part#: L-CORES-PRO-PRD Contract Name: Open Market Contract #: Open Market	16	\$0.00	\$0.00
3 Subscription, Acropolis (AOS) Pro Software License & Production Software Support Service for 1 TiB of flash Nutanix - Part#: L-FLASHTIB-PRO-PRD Contract Name: Open Market Contract #: Open Market	4	\$0.00	\$0.00
4 Term in months Nutanix - Part#: TERM-MONTHS Contract Name: Open Market Contract #: Open Market	36	\$0.00	\$0.00
5 24-7 Production Level HW Support for Nutanix HCI appliance Nutanix - Part#: S-HW-PRD Contract Name: Open Market Contract #: Open Market	1	\$651.42	\$651.42
6 Support Term in Months Nutanix - Part#: SUPPORT-TERM Contract Name: Open Market Contract #: Open Market	30	\$0.00	\$0.00
7 NX-1165N-G8 1 Node; 2x Intel Xeon-Silver 4309Y processor (2.8 GHz/ 8-core/ 105W	1	\$6,994.62	\$6,994.62

Ice Lake) per node
Nutanix - Part#: NX-1165N-G8-4309Y-CM
Contract Name: Open Market
Contract #: Open Market

8	32GB Memory Module (3200MHz DDR4 RDIMM) Nutanix - Part#: C-MEM-32GB-3200-CM Contract Name: Open Market Contract #: Open Market	12	\$72.92	\$875.04
9	8 TB 3.5" HDD Nutanix - Part#: C-HDD-8TB-AA-CM Contract Name: Open Market Contract #: Open Market	2	\$271.60	\$543.20
10	3.84 TB SSD Nutanix - Part#: C-SSD-3.84TB-A-CM Contract Name: Open Market Contract #: Open Market	1	\$291.79	\$291.79
11	Intel 25/10GbE, 2-port, NIC (Intel XXV710-DA2); transceiver not included Nutanix - Part#: C-NIC-25G2B1-CM Contract Name: Open Market Contract #: Open Market	1	\$417.37	\$417.37
12	2200 W Power supply unit Nutanix - Part#: C-PSU-2200-TR2-CM Contract Name: Open Market Contract #: Open Market	2	\$570.90	\$1,141.80
13	C13/C14, 10A, 4ft Power cord Nutanix - Part#: C-PWR-4FC13C14A-CM Contract Name: Open Market Contract #: Open Market	2	\$12.38	\$24.76
14	LOM Module: Broadcom 10GbE 2-port Base-T NIC (BCM 57416) Nutanix - Part#: C-LOM-10G2D1BT-CM Contract Name: Open Market Contract #: Open Market	1	\$241.82	\$241.82
			Total	\$27,402.72

Additional Comments

Nutanix has a no returns policy.

The following EULA applies to all Nutanix items on this quote:

- Your use of the software is subject to the Nutanix customer agreement at <https://www.nutanix.com/legal/eula>

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

1. By issuing a purchase order or acknowledging this quote, when applicable, Customer certifies that employees at each of their locations adhere to all applicable export and re-export control laws and regulations covering the distributed products purchased and/or received by the Customer.

2. By issuing a purchase order or acknowledging this quote, and when applicable, Customer understands that the commodities, software and/or technology ("Items") it purchases or receives under this quote may be subject to export, re-export, or other restrictions. Customer agrees to comply with all applicable laws and regulations relating to the export and re-export of such Items obtained by Customer.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The products offered under this proposal are Open Market and resold in accordance with the terms and conditions at [SHI Online Customer Resale Terms and Conditions](#).



Council Communication

To: Mayor and Village Council
From: Ramon Navarro, Network Engineer
Date: December 12, 2023
SUBJECT: **Resolution Approving an Agreement with United Data Technologies for IT Network Monitoring Services TAB 18**

Background:

In 2015, the Village Manager directed Village Finance Department staff to issue a Request for Proposals for Information Technology ("IT") consulting and support services to augment current staff IT and Communications Department staff. On April 13, 2015, the Village issued a Request for Proposals: ("RFP-15-06") for Information Technology (IT) Consulting and Support Services. On September 1, 2015, the Village RFP Evaluation Committee met and selected United Data Technologies ("UDT") as the preferred bidder. On September 10, 2015, the Village Council adopted Resolution No. 15-09-89 approving the selection of UDT, and on November 12, 2015, the Village Council adopted Resolution No. 15-11-111 approving a continuing services agreement with UDT for IT consulting and support services, to include network monitoring.

Among other occasional services, UDT has provided network monitoring services to the Village from November 2015 to present for a monthly fee of \$2,636.00 (\$31,632.00 annually), and funds have been approved by the Village Council in each annual budget for these services. The remote monitoring services are needed to augment Village staff who monitor network activity on a daily basis, in evening hours, at night, and on weekends and holidays.

Analysis:

With the hiring of experienced information technologies professionals, upgrades to the Village's computer network infrastructure, including upgraded servers and switches, and with upgrades and changes to the Village's back-up systems and firewall protections implemented by IT & Communications Department staff over the past six to seven years, the Village can now scale back the scope of 24 x 7 x 365 IT infrastructure remote monitoring services.

In lieu of publishing a Request for Proposals that would potentially disclose details about the Village's IT infrastructure, thereby creating vulnerabilities for the Village through disclosure of sensitive information to potential computer hackers and scammers and due to the customized equipment and services comprising the Village's IT infrastructure, IT & Communications Department staff solicited and obtained cost bids directly from the following three known remote monitoring services providers:

Arctic Wolf	\$46,060.30
iTech Global Enterprises	\$52,530.00
United Data Technologies (UDT)	\$25,800.00

A fourth company declined to provide a cost proposal for services because the Village is a smaller entity.

The attached Resolution would approve a new Agreement with United Data Technologies (UDT) for IT Network Remote Monitoring Services effective upon full execution. The Agreement shall terminate three years from the effective date unless otherwise terminated pursuant to Section 9.01 of the Agreement. The Agreement may be renewed for subsequent periods of one (1) years with Village Council approval.

Budget Impact:

The FY 2023-2024 IT and Communications Department budget in the General Fund includes \$50,000.00 for Professional Services, the account to which charges for UDT's services would be recorded.

Staff Impact:

The IT and Communications Department Director would coordinate services with UDT.

Recommendation:

Staff recommends that the Village Council adopt the attached Resolution, authorizing the Village Manager to execute the Agreement to implement the terms and conditions of the Agreement.

- Attachments:**
1. 2_Reso_New UDT Agreement_121223 RVCM
 2. 3_Agreement_UDT for Remote Monitoring Svcs
 3. 4_Ex A to Agreements_UDT Proposal

RESOLUTION NO. 23-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA APPROVING AN AGREEMENT WITH UNITED DATA TECHNOLOGIES FOR INFORMATION TECHNOLOGY (IT) NETWORK MONITORING SERVICES; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE NON-EXCLUSIVE AGREEMENT; AUTHORIZING WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Islamorada, Village of Islands (the "Village") is in need of an independent contractor to provide information technology (IT) infrastructure remote monitoring services on a continuing, non-exclusive basis; and

WHEREAS, the Village's IT & Communications Department requested and obtained cost quotes for remote monitoring services from four known vendors; and

WHEREAS, United Data Technologies, Inc. ("UDT") provided the lowest cost quote for services; and

WHEREAS, the Village Council has determined that approval of an Agreement with UDT and a waiver of competitive bidding through release of a Request for Proposals that may have disclosed sensitive IT infrastructure information replaced by solicitation of three (3) cost quotes are in the best interests of the Village and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. Approval of Agreement. The Village Council of Islamorada, Village of Islands, hereby approves the Agreement with United Data Technologies for IT Infrastructure Remote Monitoring Services, copy of which is attached as Exhibit "A", together with such non-

material changes as may be acceptable to the Village Manager and approved as to form and legality by the Village Attorney.

Section 3. Authorization of Village Officials. The Village Manager and/or his designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of the Agreement.

Section 4. Authorization of Fund Expenditure. Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is authorized to expend budgeted funds to implement the terms and conditions of the Agreement.

Section 5. Execution of Agreement. The Village Manager is authorized to execute the Agreement on behalf of the Village, to execute any required agreements and/or documents to implement the terms and conditions of the Agreement and to execute any extensions and/or amendments to the Agreement, subject to the approval as to form and legality by the Village Attorney.

Section 6. Waiver of Purchasing Provisions. With regard to the purchases on Exhibit "A" and in accordance with Sections 2-328(1) and 2-328(3) of the Village Code, the Village Council waives the competitive bid purchasing provisions of the Village Code replaced by the solicitation of three (3) bids directly from service providers.

Section 7. Effective Date. This Resolution shall take effect immediately upon adoption.

Motion to adopt by _____, second by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA:

Mayor Joseph B. Pinder III _____

Vice Mayor Sharon Mahoney _____

Councilwoman Elizabeth Jolin _____

Councilman Mark Gregg _____

Councilman Henry Rosenthal _____

PASSED AND ADOPTED THIS _____ DAY OF _____, 2023.

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY

AGREEMENT FOR MONITORING SERVICES

THIS IS AN AGREEMENT, dated the __ day of _____, 202__, between:

ISLAMORADA, VILLAGE OF ISLANDS

a Florida municipal corporation, hereinafter "**VILLAGE**,"

and

UNITED DATA TECHNOLOGIES, INC.,

a Florida Corporation, authorized to do business in the State of Florida, hereinafter
"**CONTRACTOR**."

WITNESSETH:

In consideration of the mutual terms and condition, promises, covenants, and payments hereinafter set forth, VILLAGE and CONTRACTOR agree as follows:

Article I. PREAMBLE

In order to establish the background, context and form of reference for this Agreement and to generally express the objectives, and intentions, of the respective parties herein, the following statements, representations and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions which follow and may be relied upon by the parties as essential elements of the mutual considerations upon which this Agreement is based.

Section 1.01 The VILLAGE is in need of an independent experienced contractor to provide Information Technology (IT) Infrastructure Remote Monitoring Services as set forth in Exhibit "A" (the "Monitoring Services").

Section 1.02 the Village's IT & Communications Department requested and obtained cost quotes for remote monitoring services from four known vendors, and CONTRACTOR provided the lowest cost quote for services.

Section 1.03 The VILLAGE would like CONTRACTOR to provide Monitoring Services as set forth in Exhibit "A" attached hereto.

Section 1.04 VILLAGE and CONTRACTOR desire to enter into this Agreement for the provision of Monitoring Services.

Article II. SCOPE OF WORK

Section 2.01 CONTRACTOR shall furnish all necessary expertise, personnel, tools, materials, equipment and supervision, to perform all of the Monitoring Services set forth in their Proposal, a copy of which is attached hereto and specifically made a part of this Agreement as Exhibit "A".

Section 2.02 CONTRACTOR hereby represents to VILLAGE, with full knowledge that VILLAGE is relying upon these representations when entering into this Agreement with CONTRACTOR, that CONTRACTOR has the professional expertise, experience and personnel to perform the Monitoring Services to be provided by CONTRACTOR pursuant to the terms of this Agreement.

Section 2.03 CONTRACTOR assumes professional and technical responsibility for performance of its Monitoring Services to be provided hereunder in accordance with applicable recognized professional standards.

Section 2.04 None of the work or services under this Agreement shall be subcontracted by CONTRACTOR, unless CONTRACTOR obtains prior written consent from the VILLAGE. Approved subcontractors shall be subject to each provision of this Agreement and CONTRACTOR shall be responsible and indemnify the VILLAGE for all subcontractors' acts, errors or omissions.

Article III. TIME FOR COMPLETION

Section 3.01 The CONTRACTOR shall commence work as directed by VILLAGE and in accordance with a timeline to be provided to CONTRACTOR by the VILLAGE. CONTRACTOR shall complete all work in a timely manner in accordance with the timeline and as stated in Exhibit "A" to this Agreement.

Section 3.02 Anything to the contrary notwithstanding, minor adjustment to the timeline for completion approved by VILLAGE in advance, in writing, will not constitute a delay by CONTRACTOR. Furthermore, a delay due to an Act of God, fire, lockout, strike or labor dispute, riot or civil commotion, act of public enemy or other cause beyond the control of CONTRACTOR shall extend this Agreement for a period equal to such delay and during this period such delay shall not constitute a delay by CONTRACTOR.

Article IV. CONTRACT PRICE, GUARANTEES AND WARRANTIES

Section 4.01 The VILLAGE hereby agrees to pay CONTRACTOR for the faithful performance of this Agreement, for work completed in accordance with the Proposal attached hereto as Exhibit "A", and as directed by VILLAGE. Prices for work completed by the CONTRACTOR shall be as reflected in Exhibit "A".

Section 4.02 The VILLAGE will make payments to CONTRACTOR for completed and proper work and in the amounts stated in Exhibit "A" in accordance with the Local Government Prompt Payment Act in Chapter 218, Florida Statutes.

Section 4.03 The making and acceptance of the final payment shall constitute a waiver of all claims by the CONTRACTOR other than those arising from requirements of the specifications.

Article V. CONTRACTOR'S LIABILITY INSURANCE

Section 5.01 The CONTRACTOR shall not commence work under this Agreement until CONTRACTOR has obtained all insurance required under this Article and such insurance has been approved by the VILLAGE nor shall the CONTRACTOR allow any Subcontractor to commence work on his sub-contract until all similar such insurance required of the subcontractor has been obtained and approved.

Section 5.02 Certificates of insurance, reflecting evidence of the required insurance, shall be filed with the VILLAGE prior to the commencement of the work. These Certificates shall contain a provision that coverage afforded under these policies will not be canceled until at least thirty (30) days prior written notice has been given to the VILLAGE. Policies shall be issued by companies authorized to do business under the laws of the State of Florida.

Section 5.03 Financial Ratings of the insurers must be no less than "A" in the latest edition of "Bests Key Rating Guide", published by A.M. Best Guide.

Section 5.04 Insurance shall be in force during the term of this Agreement. 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 CONTRACTOR shall furnish, at least thirty (30) 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. The CONTRACTOR shall not continue to work pursuant to this contract unless all required insurance remains in full force and effect.

Section 5.05 Comprehensive General Liability insurance to cover liability bodily injury and property damage. Exposures to be covered are as follows: premises, operations, products/completed operations, and certain contracts. Coverage must be written on an occurrence basis, with the following limits of liability:

- (a) Workers' Compensation Insurance – as required by law;
- (b) Comprehensive General Liability Insurance, including Premises Operation, Products and Completed Operations, Blanket Contractual Liability, Personal Injury Liability, Expanded Definition of Property Damage - \$1,000,000 combined single limit;
- (c) Automobile Liability Insurance - \$1,000,000 per occurrence, \$1,000,000 per Accident for bodily injury and \$1,000,000 per accident for property damage; and

Section 5.06 The CONTRACTOR shall hold the VILLAGE, its agents, and employees, harmless on account of claims for damages to persons, property or premises arising out of CONTRACTOR's negligent operations in completing the Project and name the VILLAGE as an additional insured under their policy.

Section 5.07 The VILLAGE reserves the right to require any other insurance coverage it deems necessary depending upon the exposures.

Article VI. CONTRACTOR'S INDEMNIFICATION

Section 6.01 The CONTRACTOR agrees to release the VILLAGE from and against any and all liability and responsibility in connection with this Agreement and the matters contained herein. The CONTRACTOR further agrees not to sue or seek any money or damages from VILLAGE in connection with this Agreement except with respect to payment for services rendered with respect to this Agreement.

Section 6.02 The CONTRACTOR agrees to indemnify, defend and hold harmless the VILLAGE, its trustees, elected and appointed officers, agents, servants and employees, from and against any and all claims, demands, or causes of action of whatsoever kind or nature, and the resulting losses, costs, expenses, reasonable attorneys' fees, liabilities, damages, orders, judgments, or decrees, sustained by the VILLAGE or any third party arising out of, or by reason of, or resulting from the CONTRACTOR's negligent acts, errors, or omissions with respect to this Agreement.

Section 6.03 If a court of competent jurisdiction holds the VILLAGE liable for certain tortuous acts of its agents, officers, or employees, such liability shall be limited to the extent and limit provided in 768.28, Florida Statutes. This provision shall not be construed as a waiver of any right or defense that the VILLAGE may possess. The VILLAGE specifically reserves all rights as against any and all claims that may be brought.

Section 6.04 Nothing in this Agreement shall be deemed or treated as a waiver by the VILLAGE of any immunity to which it is entitled by law, including but not limited to the VILLAGE's sovereign immunity as set forth in Section 768.28, Florida Statutes.

Article VII. INDEPENDENT CONTRACTOR

Section 7.01 This Agreement does not create an employee/employer relationship between the parties. It is the intent of the parties that the CONTRACTOR is an independent contractor under this Agreement and not the VILLAGE's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers Compensation Act, and the State unemployment insurance law. The CONTRACTOR shall retain sole and absolute discretion in the judgment of the manner and means of carrying out the CONTRACTOR's activities and responsibilities hereunder provided. This Agreement shall not be construed as creating any joint employment relationship between the CONTRACTOR and the VILLAGE and the VILLAGE will not be liable for any obligation incurred by CONTRACTOR, including but not limited to unpaid minimum wages and/or overtime premiums.

Article VIII. CHANGES TO SCOPE OF WORK AND ADDITIONAL WORK

Section 8.01 The VILLAGE may request changes that would increase, decrease or otherwise modify the Scope of Work to be provided under this Agreement as described in Article II of this Agreement. Such changes or additions to the Monitoring Services must be in accordance with the provisions of the Code of Ordinances of the VILLAGE and must be contained in a written amendment, executed by the parties hereto, with the same formality and with equality and dignity prior to any deviation from the terms of this Agreement, including the initiation of any additional or extra work. Each amendment shall at a minimum include the following information on the Project:

PROJECT NAME
PROJECT DESCRIPTION
ESTIMATED PROJECT COST
ESTIMATED COST FOR ADDITION OR CHANGE TO PROJECT
ESTIMATED PROJECT COMPLETION DATE

Section 8.02 In no event will the CONTRACTOR be compensated for any work which has not been described in a separate written agreement or amendment executed by the parties hereto.

Article IX. TERM AND TERMINATION

Section 9.01 This Agreement may be terminated by either party for cause, or the VILLAGE for convenience, upon thirty (30) days written notice by the VILLAGE to CONTRACTOR in which event the CONTRACTOR shall be paid its compensation for services performed to termination date. In the event that the CONTRACTOR abandons this Agreement or causes it to be terminated, the CONTRACTOR shall indemnify the VILLAGE against any loss pertaining to this termination up to a maximum of the full Contract Price. All finished or unfinished documents, data, studies, plans, surveys, and reports prepared by CONTRACTOR shall become the property of VILLAGE and shall be delivered by CONTRACTOR to VILLAGE.

Section 9.02 This Agreement shall take effect as of the date of execution as shown herein below and shall terminate three years from such date, unless otherwise terminated pursuant to Section 9.01 hereof. This Agreement may be renewed for subsequent periods of one (1) year upon the mutual agreement of the parties and approval of the Village Council, upon the terms and conditions set forth herein unless otherwise modified by an amendment hereto.

Article X. CONTRACT DOCUMENTS

Section 10.01 CONTRACTOR and VILLAGE hereby agree that the following Contract Documents and Exhibits, which are attached hereto and made a part thereof, are fully incorporated herein and made a part of this Agreement, as if written herein word for word: this Agreement; including CONTRACTOR's Proposal in response to the RFP as set forth and incorporated into this Agreement as Exhibit "A"; the RFP as incorporated into this Agreement and all other addendums and exhibits

thereto. In the event there is a conflict between the terms of the RFP, CONTRACTOR'S Proposal, and this Agreement, the terms of this Agreement shall prevail.

Article XI. MISCELLANEOUS

Section 11.01 Legal Representation. It is acknowledged that each party to this Agreement had the opportunity to be represented by counsel in the preparation of this Agreement and, accordingly, the rule that a contract shall be interpreted strictly against the party preparing same shall not apply due to the joint contribution of both parties.

Section 11.02 Assignments. This Agreement, or any interest herein, shall not be assigned, transferred, or otherwise encumbered, under any circumstances, by CONTRACTOR without the prior written consent of VILLAGE. For purposes of this Agreement, any change of ownership of CONTRACTOR shall constitute an assignment which requires VILLAGE approval. However, this Agreement shall run to the VILLAGE and its successors and assigns.

Section 11.03 Records. CONTRACTOR shall keep books and records and require any and all subcontractors to keep books and records as may be necessary in order to record complete and correct entries as to personnel hours charged to this engagement, and any expenses for which CONTRACTOR expects to be reimbursed, if applicable. Such books and records will be available at all reasonable times for examination and audit by VILLAGE and shall be kept for a period of three (3) years after the completion of all work to be performed pursuant to this Agreement. Incomplete or incorrect entries in such books and records will be grounds for disallowance by VILLAGE of any fees or expenses based upon such entries.

Section 11.04 Public Records. VILLAGE is a public agency subject to Chapter 119, Florida Statutes. To the extent that CONTRACTOR is acting on behalf of VILLAGE pursuant to Section 119.0701, Florida Statutes, CONTRACTOR shall:

- (a) Keep and maintain public records that ordinarily and necessarily would be required to be kept and maintained by VILLAGE were VILLAGE performing the services under this Agreement;
- (b) Provide the public with access to such public records on the same terms and conditions that the County would provide the records and at a cost that does not exceed that provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
- (c) Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law; and
- (d) Meet all requirements for retaining public records and transfer to VILLAGE, at no cost, all public records in possession of the CONTRACTOR upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt. All records stored electronically must be provided to the VILLAGE.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 305-664-6412, Clerk@islamorada.fl.us, or by mail: Village Clerk, 868800 Overseas Highway, Islamorada, FL 33036.

Section 11.05 Ownership of Documents. Reports, surveys, plans, studies and other data provided in connection with this Agreement are and shall remain the property of VILLAGE.

Section 11.06 No Contingent Fees. CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONTRACTOR, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, the VILLAGE shall have the right to terminate the Agreement without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

Section 11.07 E-Verify. CONTRACTOR shall comply with Section 448.095, Fla. Stat., "Employment Eligibility," including the registration and use of the E-Verify system to verify the work authorization status of employees. Failure to comply with Section 448.095, Fla. Stat. shall result in termination of this Contract. Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination. If this Agreement is terminated for a violation of the statute by CONTRACTOR, CONTRACTOR may not be awarded a public contract for a period of 1 year after the date of termination.

Section 11.08 Scrutinized Companies.

- (a) CONTRACTOR certifies that it and its subconsultants are not on the Scrutinized Companies that Boycott Israel List. Pursuant to Section 287.135, F.S., the City may immediately terminate this Agreement at its sole option if the CONTRACTOR or its subconsultants are found to have submitted a false certification; or if CONTRACTOR, or its subconsultants are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.
- (b) If this Agreement is for more than one million dollars, CONTRACTOR certifies that it and its subconsultants are also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, F.S. Pursuant to Section 287.135, F.S., the City may immediately terminate this Agreement at its sole option if CONTRACTOR, its affiliates, or its subconsultants are found to have submitted a false

certification; or if CONTRACTOR, its affiliates, or its subconsultants are placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

- (c) CONTRACTOR agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under this Agreement.
- (d) As provided in Subsection 287.135(8), F.S., if federal law ceases to authorize the above-stated contracting prohibitions then they shall become inoperative.

Section 11.09 Notice. Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by registered United States mail, with return receipt requested, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, the CONTRACTOR and the VILLAGE designate the following as the respective places for giving of notice:

VILLAGE:	Village Manager Islamorada, Village of Islands 86800 Overseas Highway Islamorada, Florida 33036
Copy To:	Village Attorney Islamorada, Village of Islands 86800 Overseas Highway Islamorada, Florida 33036
CONTRACTOR:	United Data Technologies, Inc. Attn: CFO 8825 NW 21 st Terrace Doral, Florida 33172 Telephone: 305-882-0435

Section 11.10 Binding Authority. Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

Section 11.11 Exhibits. Each Exhibit referred to in this Agreement forms an essential part of this Agreement. The exhibits if not physically attached should be treated as part of this Agreement and are incorporated herein by reference.

Section 11.12 Headings. Headings herein are for convenience of reference only and shall not be considered on any interpretation of this Agreement.

Section 11.13 Severability. If any provision of this Agreement or application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

Section 11.14 Governing Law. This Agreement shall be governed by the laws of the State of Florida with venue lying in Monroe County, Florida.

Section 11.15 Disputes. Any claim, objection, or dispute arising out of the terms of this Agreement shall be litigated in the Sixteenth Judicial Circuit Court in and for Monroe County.

Section 11.16 Extent of Agreement. This Agreement together with Contract Documents and Exhibits, attached hereto, as amended herein above represents the entire and integrated agreement between the VILLAGE and the CONTRACTOR and supersedes all prior negotiations, representations or agreements, either written or oral.

Section 11.17 Waiver. Failure of the VILLAGE to insist upon strict performance of any provision or condition of this Agreement, or to execute any right herein contained, shall not be construed as a waiver or relinquishment for the future of any such provision, condition, or right, but the same shall remain in full force and effect.

[Signature Page To Follow]

[SIGNATURE PAGE TO AGREEMENT]

IN WITNESS WHEREOF, the parties have executed this Agreement on the respective dates under each signature: The VILLAGE, signing by and through its Village Manager, attested to by its Village Clerk, duly authorized to execute same, and by CONTRACTOR, by and through its _____, duly authorized officer to execute same.

VILLAGE

ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA

By: _____
Ed Koconis, Interim Village Manager

AUTHENTICATION:

Marne McGrath, Village Clerk

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, ONLY

John J. Quick, Interim Village Attorney

CONTRACTOR

WITNESS:

Print Name:_____

By:_____

Print Name:_____

Title:_____

Date:_____

ATTEST:

SECRETARY

STATE OF FLORIDA)
COUNTY OF _____)

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20____ (year) by _____ (name of person making the statement) as _____ (title) of _____ (company name), who __ is personally known to me or __ has provided Florida Driver's License as identification.

NOTARY PUBLIC

My Commission Expires:

Exhibit "A"

FORM OF CONTRACTOR'S PROPOSAL

Statement of Services

Remote Monitoring

PREPARED FOR: VILLAGE OF ISLAMORADA



Publish Date: 5/19/2023

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STATEMENT SUMMARY

This Statement of Services ("SOS"), effective as of 5/19/2023, by and between **United Data Technologies, Inc. ("UDT")** with its registered office address at 2900 Monarch Lakes Blvd, Ste. 300, Miramar, FL 33027 and Village of Islamorada ("**Client**") with its registered office address at 86800 Overseas Highway Islamorada, FL 33036 (each a "Party" and together the "Parties").

WORKING WITH UDT

UDT is a privately-owned minority business headquartered in Miramar, Florida, with thirteen locations across five states. We focus on delivering advanced technical solutions to small, mid-market and enterprise customers. **UDT** is recognized as an industry-leader in the technology solutions arena.

Founded in 1995, UDT quickly established its reputation as the technological resource of choice for its clients. Our organization subscribes to a Total Solutions Approach that includes traditional Consulting, Design, and Engineering Services; as well as a unique approach to Managing Infrastructure, Security, Cloud, and Device Lifecycles for our customers.

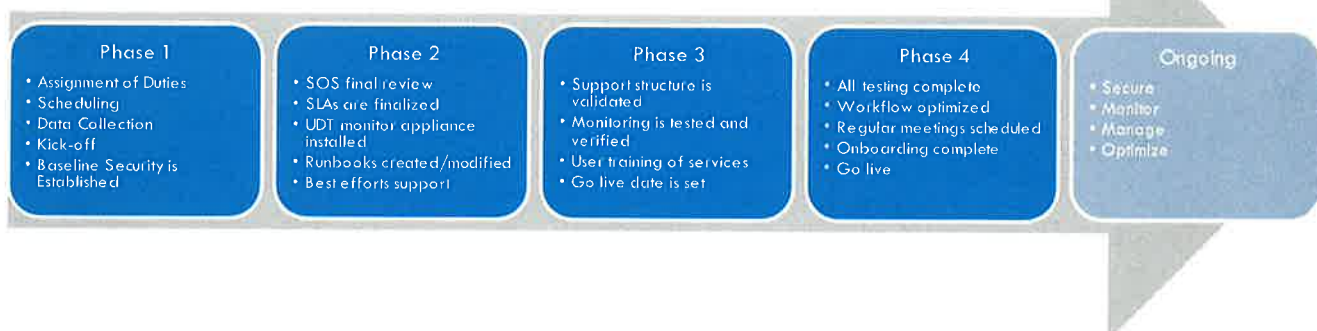


UDT takes the guesswork out of the process, creating customized integration plans and providing detailed, long-term strategies that align with our client's business objectives.

We look forward to forging a strong business partnership. Thank you for your trust and support!

Sincerely,
Richard Sardinas | Sr. Account Manager

YOUR UDT IT MANAGEMENT LIFECYCLE



FULFILLMENT STATEMENT

- UDT shall provide customers with access to a Case Management System (CMS) to:
 - Initiate, report, and track issues relating to applications and end-user services
 - Report and track application, and all end-user Incidents
 - Submit Service Requests.
- UDT shall provide a dedicated telephone number to the customer to access the Service Desk.
- UDT may, in accordance with UDT's best practice, provide the ACD and IVR used for the Service Desk and shall collaborate with Customer to plan and implement the launch of the Service Desk such that the setup of the ACD and IVR meets Customer requirements established in accordance with the Transition Plan, as defined in the Transition SOS and UDT's best practices.
- UDT shall provide and be fully responsible for all the infrastructure necessary for the performance of Services Desk Services.
- UDT shall provide and utilize, as appropriate for fault isolation and resolution, a remote assistance tool that will be compatible with all applicable EUC computing platforms.
- UDT shall receive and log events it receives from Users by creating Incidents in UDT's CMS that correctly capture the users' reported events. The Service Desk will perform the following tasks:
 - Initiate an Incident in UDT's CMS
 - Validate the user and their asset information
 - Document the Incident, including the date and time, description of the request, priority level, and other relevant information
 - Research in the defined Service Run Books or Knowledge Base articles to make initial determination of a potential resolution
 - Escalate the incident to UDT's or Customer's Assignment Group if the Service Desk is not able to resolve the issue. The User will be provided with the Incident number and will be advised of the expected resolution timeframe based on the severity of the issue
 - Prioritization occurs according to pre-assigned Priority Levels
 - Close the Incident CMS and send the user an email notification that the Incident has been closed along with a customer survey.
 - Critical Incident Response Team – actively manage critical incidents (P1's), open a conference bridge for all requirement participants, send SMS/email notifications to alert key individuals of critical issues and provide regular status updates, maintain a virtual whiteboard to track resolution timeline and actions taken during the outage.

STATEMENT OF SERVICES OVERVIEW

UDT Provides the following Remote Monitoring and Management (RMM) products and services:

- RMM – Workstations (Workstation/Laptop)
- Applications Management (Server/Workstation)
- Vendor Management (Hardware and Software)
- Out-of-Scope Services

OUT OF SCOPE SERVICES

Please refer to **Appendix A** for a list of out-of-scope services. These are services provided to our customers that fall outside of standardized coverage under this Statement of Services proposal. These services are quoted either as a non-recurring line item with a flat fee or are proposed and invoiced separately as IT projects.

Any additional requirements not defined in this document as an included product or service will be identified as out-of-scope, then proposed and billed separately. If the additional out-of-scope items are required as part of the formal adoption and execution of this statement during the onboarding phase, these items will be noted in the financial summary section under non-recurring fees or an included addendum.

CLIENT RESPONSIBILITIES

- Customer shall open an Incident through any of several means
 - Utilizing the provided UDT Service Desk phone number
 - Utilizing Customer's self-service portal
 - Utilizing UDT's EUC agent
 - Emailing UDT's Service Desk with the provided details outlined in the Transition SOS.
 - Customer shall provide requested information to the Service Desk while Incidents are being resolved.
- Customers shall make themselves available to assist in the troubleshooting process or request a scheduled time for the Service Desk. The Service Desk shall make every effort to accommodate the requested schedule, factoring in the Incident priorities and other events.
- Customer shall contact the Service Desk directly and promptly for Priority 1 and Priority 2 Incidents.
- Customer shall make every effort to complete each Incident survey to allow UDT to gauge the level of service.
- Customer will ensure that the equipment, OS, and Applications supported have vendor support contracts in place.
- Customer will ensure that all customer's software will include a valid license agreement between the customer and the customer's software original licensor. UDT will comply with the terms contained in the applicable customer software license agreement for customer software provided, including those terms that govern:
 - Rights granted or denied to third parties, whether in the form of a sublicense, to copy and distribute the customer software and,
 - Usage or duplication of the customer software in the creation of any image that may be required in the performance of the service desk (s) if customer makes the terms of such customer software license available to UDT.
 - In addition to the foregoing obligation, except as permitted in the customer software license agreement, UDT will not copy, modify, decompile, reverse engineer, or disassemble the customer software.
- The customer is responsible for ensuring that all systems supported have a regularly tested backup in place before UDT begins any support within the environment.

PREREQUISITES FROM CUSTOMER

UDT has a proven onboarding methodology to begin onboarding Client environments. All information is captured as part of the onboarding data collection document.

- Client requirements for onboarding data collection documents:
 - Introduction to current architecture and tools in use
 - Remote access details to Client infrastructure
 - Domain service or administrator account login information
 - Point of contacts for notifications and escalations

GENERAL ASSUMPTIONS

UDT made the assumptions that follow in the preparation of the cost, resource estimates and schedule reflected in this SOS. Any changes to the assumptions may result in changes to **UDT** pricing and/or Project schedule.

- **UDT** will be provided with all required physical access to the Clients' facilities (identification badge, escort, parking decal, etc.) as required by the Client's policies.
- Some services provided may be performed during the night shift and weekends. Client will provide the required access to systems and resources.
- Client is responsible for all transport of equipment from receiving area(s) to the data center(s) and/or equipment rooms where it will be installed.
- The client is responsible for the condition and readiness of the electrical power distribution plant and the correction of any anomalies and/or deficiencies.
- The client is responsible for providing all patch cables (copper and fiber optic) unless specifically indicated in the bill of materials.
- The client is responsible for providing adequate rack space, power, environmental controls, data wiring, engineering/staging workspace and any other access required for completion of this project.
- Some activities on this project may be performed on **UDT's** premises.
- **UDT** may engage subcontractors and third parties in performing a portion of this work.
- **UDT** will not make changes to the configuration of any network equipment after it has been installed and tested.
- Client's technical resources will be made available to the **UDT** project team for planning purposes and to answer questions about the existing environment.
- Client's staff resources will participate in the acceptance and ready for use (RFU) testing associated with this solution and sign off on those tests upon successful completion.
- The client will provide **UDT** admin access on appropriate devices for the success of this project.

REMOTE MONITORING - COMPUTE

UDT SERVICES FOR WORKSTATIONS

UDT lets you benefit from maintenance of your Workstation and laptop infrastructure: Reduce the risk of system failure or outages with UDT Services.

Services Description	Workstations
Inventory reporting (Workstations / laptops)	✓
Tools included: Remote Control, recording of remote sessions, Send/receive files from target Workstations	✓

The diverse services and scope defined in this SOS document may be spread over and accounted for in multiple SKUs (Stock Keeping Units), and not necessarily one SKU. Please refer to UDT pricelist to understand what services and scope are included in each SKU.

SUPPORTED OPERATING SYSTEMS

Microsoft Windows Operating Systems	Linux Operating Systems
Windows Professional Edition 8*/8.1/10/11	- CentOS - Red Hat - Debian - Ubuntu

**Conditional Support*

SUPPORTED ANTIVIRUS PRODUCTS

Antivirus Products	
- Norton Security - Symantec - McAfee - Kaspersky - Webroot - Trend Micro	- AVG - Sophos - VIPRE - ESET Endpoint Antivirus, ESET NOD32 - Microsoft security essential - Windows Defender

CUSTOMER VISIBILITY AND AUDITABILITY

WORKSTATION ASSETS VISIBILITY

Solution providers/customers can have visibility of their Workstation assets through the UDT's portal. This provides unparalleled visibility on the status of the devices across separate locations and provides useful trending reports for advanced analysis.

SERVICES DETAILS

Services Descriptions	UDT MANAGE
Always-on monitoring of Microsoft Applications Monitoring best practices 24x7x365; policy based and dynamic threshold monitoring; eliminate blind spots and get complete visibility	✓
Alert aggregation, correlation, and enrichment via Service-centric AIOps Best practices in alert correlation; standardized collection, identification, and filtration of data by the value for their specific priorities	✓
Standard Operating Procedures (SOPs) based initial remediation	✓
Two-way Integration with ITSM (ITIL Service Management) tools	✓
Executive Dashboard (web portal), On-Demand, Weekly and Monthly Reports	✓
Vendor tech support ¹ for further troubleshooting	✓
Microsoft application server health checks	✓
Service requests (SRs)	✓

The assorted services and scope defined in this SOS document may be spread over and accounted for in multiple SKUs (Stock Keeping Units), and not necessarily one SKU. Please refer to the price list to understand what services and scope are included in each SKU.

Any items not explicitly covered within this document are considered out of scope. We will review new requests or questions received from customers and add clarifications or define the items explicitly in the SOS documents.

¹ If a customer has valid maintenance or tech support contracts with Microsoft, then UDT will coordinate with Microsoft tech support. Customers must have valid maintenance and technical agreement with appropriate vendors for applications and anti-virus products in scope for management by UDT. Expiration of maintenance or technical support agreements places limits on available services. Software and hardware placed into 'End of Life' by vendor will be limited to best efforts support.

MICROSOFT APPLICATIONS MANAGEMENT - SERVERS

This document specifies the scope and schedule of the services delivered within the **Microsoft Application Management Services**. UDT uses domain experts, as well as advanced tools and methodologies to ensure zero server outages and business continuity.

We proactively monitor and alert on Microsoft Application infrastructure with UDT Enterprise Services: Large Microsoft application environments are usually complex and require systematic monitoring to ensure consistent service delivery. UDT leverages expertise in advanced Microsoft applications & Windows, as well as tools, and methodologies to ensure minimal server outages and maximal business continuity.

SUPPORTED TECHNOLOGIES

Applications	Version Supported
Microsoft Active Directory	All versions
Microsoft Exchange	Microsoft Exchange 2013 and above
Microsoft SharePoint	SharePoint Foundation 2010 and above SharePoint Server 2010 and above

Operating System	Version Supported
Windows	Windows 2012 Server and above

KEY MONITORING PARAMETERS

UDT monitors the Microsoft application server infrastructure utilizing standard windows WMI data collection. This enables UDT staff to securely and remotely access the monitored devices to perform standard operating procedures (SOPs) or advanced troubleshooting services.

Microsoft Windows Server Monitoring
Device Availability: Up/Down
Device Health: CPU, Memory, Disk utilization, Temperature.
Windows Services: Started/Stopped (All services with start-up type "Automatic.")
Windows Event Logs: Critical and System logs

Microsoft Active Directory
AD Database: Database Size (Total/Free)
Response: AD and LDAP
Services Availability: DNS, Kerberos, Net Logon
File Replication: Service health, and traffic (in/out)

Microsoft Exchange
Connectivity: Exchange and domain
Storage: Database disk performance
Counters: Store RPC Processing, Message, Transport, and OWA
Queues: Message and Transport Length

Microsoft SharePoint
Performance: Response times and UX
Storage: Disk performance
Failures: Session and Data connection failure rates
Monitors: ASP and Web services

SERVER MANAGEMENT – VIRTUALIZATION

UDT offers a complete portfolio of management services that includes 24x7 monitoring for Customers. UDT enterprise services for Virtualization Server Management ensures that all virtualized server environments have high performance, security, and availability.

SCOPE OF SERVICES FOR VIRTUALIZATION SERVER MANAGEMENT

This document specifies the scope and schedule of the services delivered within the **Virtualization Server Management Services**. As a requirement to start services, this document must be signed by the end-Customer, as an agreement of the scope and deliverables.

UDT has different service levels to align to different business needs of the Customer in managing your data center infrastructure. Industry standard monitoring checks the availability and performance of servers, and hardware errors. UDT uses domain experts, as well as advanced tools and methodologies to ensure zero server outages and business continuity.

Proactively monitor and alert Customers Virtualization server Infrastructure with UDT. Industry standard monitoring checks the availability and performance of databases, and hardware errors. UDT uses database experts, technological tools, and methodologies to ensure zero server outages thus maintaining business continuity.

SUPPORTED TECHNOLOGIES

Vendor	Version Supported
Microsoft	Hyper-V roles on Windows Server 2019, Windows Server 2016, Windows Server 2012 R2, Windows Server 2012
VMware	VMware vSphere suite 7.0, vSAN, vSphere Replication, SRM.
Citrix	XenServer Vendor Supported Versions - Platinum, Enterprise, Advanced and Free editions

KEY MONITORING PARAMETERS

UDT monitors the virtualized server infrastructure utilizing standard data collection. The UDT platform enables virtualization specialists to access the monitored devices securely and remotely to perform standard operating procedures (SOPs). Example parameters are below:

System Statuses	
• CPU utilization • Network utilization • Memory utilization and status • Processor status • Controller status • License expiry checks	• System health (Storage volume, run-time issues, IO R/W, Memory and Network utilization, SWAP) • VM hosted on each host • Storage status • Discrete sensor status • Numeric sensor status

VIRTUALIZATION SERVER HEALTH CHECKS

UDT will run scheduled health checks on Virtualization server infrastructure to check for issues and will escalate to the Customer of critical issues identified and a solution. The following health checks will be performed on a periodic basis:

- Resource utilization and performance trends on host and VMs - CPU/Memory/Disk and data store usage and status
- Check for VM sprawl
- Capacity planning based on usage trends
- Configure necessary backup and snapshots of VMs
- Cluster or pool configuration checks
- Network physical or virtual or virtual switch configuration checks

REMOTE MONITORING AND MANAGEMENT – NETWORK

SUPPORTED TECHNOLOGIES

The following table is a representative listing of supported OEM manufacturer device types. Manufacturers and models are subject to change as market trends develop.

Network Type	Make and Model
Switches	Cisco, Juniper, HPE/Aruba
Routers	Cisco, Meraki, Juniper
Firewalls	Cisco; Juniper, Palo Alto Networks; Fortinet, SonicWall, Checkpoint, Cradlepoint
WAP	Cisco Meraki Aruba, Cradlepoint
Load Balancers	F5 - LTM /GTM, Citrix NetScaler
WAN Optimizers	Riverbed - Steelhead Product Family
SD WAN	Meraki, Viptela, VeloCloud
Analyzer	FortiAnalyzer

NETWORK INFRASTRUCTURE MANAGEMENT ISSUES:

Device Status (Up/Down) Critical Alerts	UDT runs diagnostics to check status of problematic device from a different device in same network to eliminate any LAN/WAN issues.
Memory, Processor, Buffer Utilization High on Any Network Device	UDT validates utilization by logging into device and identifying reason for high utilization.
Inbound/Outbound Errors on Interfaces	UDT checks errors on interfaces and clears errors. If errors persist on WAN link at same rate, UDT checks physical connectivity issue and then escalates to Telco or ISP.
Interfaces or Link Down	UDT logs in to device and checks if interface is "admin down" or "protocol down." In case of "admin down," UDT alerts customer and if "protocol down," checks logs to see if issue is due to network flap.
VPN Tunnels terminated on firewalls and routers	UDT checks tunnel status to determine tunnel outage on network device.

CIRCUIT MANAGEMENT FOR AVAILABILITY

Maintain and manage covered circuits and monitoring of WAN links, circuits for availability. UDT will collaborate with public carrier's/ISP providers on behalf of clients to ensure delivery of WAN services.

Proactive management of WAN links requires real-time notifications and the ability to reach out and connect to circuit details on network enterprise and perform remote troubleshooting. UDT shall maintain and keep a current list of all circuit providers to be contacted in the event of an unscheduled outage.

WAN/ISP SUPPORT

UDT will coordinate for Telco or ISP vendor escalations for internet, leased lines, or MPLS circuits in the event of link down, high latency, or high interface errors. Tickets will be created with the ISP and escalate the issue to the solution provider following the escalation matrix provided under valid Telco/ISP contract.

SLA - DELIVERABLES:

To support the key objectives of the SLA, the processes below are defined as part of the delivery model:

- The team will monitor WAN connectivity and call ISP or create an online ticket, as well as escalate the issue to solution provider as per a standard escalation process
- Summary of conversations with Telco or ISP will be updated in ticket
- It is required that end customers maintain valid support contracts with Telco's or ISP's
- It is required that customer and/or solution provider authorize managed services team to act on their behalf during escalation
- Response and resolution SLAs of vendors are applicable to issues escalated by managed services team.

NETWORK ARCHITECTURE GUIDANCE

A service that may be added to this scope of services for an additional fee is UDT network consultants engaging with Client network architects to assess the network infrastructure, identify gaps and improvements which when amended can lead reducing high impact issues and improvement in service delivery for the business. Architecture guidance is an additional service and not part of standard managed services offering. The Architect may perform the following services and activities if additional services are selected:

- Network Assessment
- Architectural discussions with the client's stakeholders, UDT network team and architects
- Review overall architecture and infrastructure
- Review of current LAN, WAN, Security and Wireless equipment and design
- Review of the existing tools and network specific processes
- Recommendations and high-level road map for existing client's architecture.

REMOTE MONITORING AND MANAGEMENT – STORAGE

Large storage environments are usually complex and require systematic monitoring to ensure consistent service delivery. UDT leverages experts in advanced storage, as well as tools, and methodologies to ensure minimal server outages and maximal business continuity.

SUPPORTED TECHNOLOGIES

Device type	Device details
DELL EMC	Clariion CX Series, EMC VNX, Unity, VMAX, PowerMax, Isilon, XtremIO, VPLEX, Recovery Point, EqualLogic PS Series, Dell Compellent
NetApp	FAS Series, AFF Series, E Series
Pure Storage	M series
Nimble Storage	CS Series
Hitachi	USPV, AMS Series
IBM	IBM SVC, IBM XIV, IBM Flash Systems, IBM Storwize series, DS 3k,5k,8K
HP	3PAR, MSA, P4500, EVA and Lefthand
Synology	DS Series
Fabric Switches	Brocade (Switches, Directors), Cisco (MDS)

STORAGE HEALTH CHECKS

The following health checks will be performed on a periodic basis:

- Perform status checks on snapshots for volumes and aggregates.
- Enable auto-support
- Perform license management
- Review audit logs
- Monitoring Aggregate, Pool, and Volume Utilizations.
- Performing Hardware Checks and Vendor Follow-ups.
- Enabling Email Notification for System warning and Critical Alerts

KEY MONITORING PARAMETERS

UDT monitors the storage infrastructure utilizing standard storage data collection. The UDT platform enables UDT staff to access the monitored devices securely and remotely to perform standard operating procedures (SOPs) or advanced troubleshooting services. The following storage metrics monitored:

Storage Make & Model	Storage Metrics
EMC Clariion/VNX Metrics	• Device Availability: Up or down • Device Health: CPU, memory, and disk utilization • Storage SAN Performance • Storage SAN Status
NetApp Metrics	• Storage system health • System hardware • Disk drive RAID information • Protocol based performance monitoring – NFS • Protocol based performance monitoring – CIFS • Cluster failover (Failover state, partner status and interconnect status) • SNAP mirror summary • Logical disk monitors • Filer inventory details • Snapvault summary • NDMP summary (tape backups) • License enabled state
EqualLogic Metrics	• Member health • Hardware (Controller battery status) • Disk status and performance • Group members and pool details • Storage pools and volumes
Left-hand SAN Switches	• SAN Hardware monitors • SAN Cluster space, and performance
Data Domain	• Hardware monitors for reliability, Sensor switches, power modules, RAID, temperature status • Replication status, system statistics and volume
Isilon	• Hardware, Storage, and performance monitors
Nimble storage	• Hardware, Storage, and performance monitors
Pure storage	• Hardware, Storage, and performance monitors

INCIDENT CLASSIFICATION

UDT will perform these activities in an SLA based service delivery model. However, because there is no lockdown on the environment, important onsite operational requirements such as availability, capacity, and outages will be the responsibility of the Customer. The Customer should inform UDT of any device addition/deletion, or changes to the Windows servers and environment. The following table describes the various priority levels associated with incidents. The sources of alerts are either from the monitoring system or from user requests entered via the ticketing system, phone calls or e-mails.

PRIORITIZATION MATRIX

Priority Calculation is factored by measuring Urgency and Impact from **P1** (Emergency) to **P5** (Low)

Priority Calculation Table

		Urgency		
		High	Medium	Low
Impact	High	P1	P2	P3
	Medium	P2	P3	P4
	Low	P3	P4	P5

Example – If a user calls the Help Desk to report an incident that has an urgency of “Medium” and an impact of “High,” then Priority Calculation Table will grade the request as “P2” and follow the Service Level Agreement for a Priority 2 Incident.

Incident Time-to-Resolve Table

Priority	Classification	Response*	Resolution Plan*	Resolve By*
P1	Emergency	30 minutes	1 hour	1 day
P2	Critical	1 hour	2 hours	2 days
P3	High	2 hours	4 hours	3 days
P4	Medium	4 hours	8 hours	4 days
P5	Low	8 hours	16 hours	5 days

Priority	Resolution SLA	Mode of escalation
P0: Critical	This is an EMERGENCY condition that significantly restricts the use of an application, system, network, or device to perform any critical business function. This could mean that several departments in the organization are impacted. Direct calls will be made to the designated IT contact.	Phone, Email and Ticket
P1: High	The reported issue may severely restrict use of an application, system, or device in the network. This could mean that a single department is impacted but the overall network and servers are functioning.	Email and Ticket
P2: Medium	The reported issue may restrict the use of one or more features of the application, system, network, or device but the business or financial impact is not severe.	Email and Ticket
P3: Low	The reported anomaly in the system does not substantially restrict the use of one or more features of the application, system, network, or device to perform necessary business functions.	Email and Ticket

REPORTING

Customers can generate on-demand reports from the portal, including:

- Server health reports
- Inventory reports
- Problem management reports
- Executive summary reports (monthly)
- Executive report (monthly)
- Realtime Service Dashboards



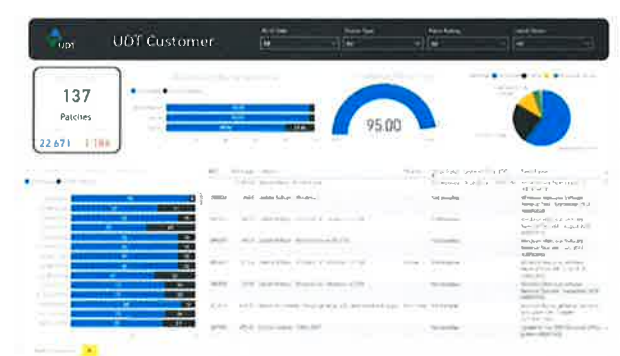
Priority Dashboard



Response Time Dashboard



Resolution Dashboard



Patch Compliance Dashboard

CUSTOMER REMOTE SUPPORT VISIBILITY

All remote activities performed by UDT engineers on the customer's servers are recorded and available for the customer to replay and review via the UDT platform.

INFRASTRUCTURE VISIBILITY

For UDT to provide our services as effectively and efficiently as possible, we require complete visibility of the entire infrastructure through our platform. This provides critical transparency on the status of all connected devices. This visibility also helps UDT ensure your entire infrastructure is maintained and secured without leaving any potential gaps in protection or serviceability.

To maintain visibility, UDT performs an initial baseline discovery audit and semi-annual infrastructure audits to verify that all devices are under management and in a healthy state. This also allows us to prevent rogue or unsecured devices from being introduced and prevents rogue or unmanaged devices from creating potential security breaches and putting the infrastructure at risk.

Should any devices such as network equipment or computer systems need to be added or removed, UDT will require a change order to be submitted and serves as a formal notification to UDT stating that the new device or device removal is intentional and will need to be updated in the infrastructure assets inventory. This change order will also ensure that there are no gaps in system coverage or that a decommissioned device no longer requires management and can be removed from billing of services and licensing, as necessary.

UDT REQUIRED TECHNOLOGIES

In most cases, UDT will require the deployment of our own appliances to fully support our clients. When this is a represented requirement, the following items will be implemented as part of your initial onboarding process:

Qty	Model	Description
1	UDT Jump Box	UDT Jump Box Server (Hardware) ESXi + Virtual Machines

FINANCIAL

Fees under this SOS are subject to the payment terms set forth.

Managed Services

Solution	Description	Monthly Recurring Cost
Remote Monitoring & Management	IT Infrastructure Remote Monitoring - 24 x 7 x 365 Remote Monitoring - Customer Portal, Dashboards and Service Reports - Client Success, Service Delivery and Account Management	\$2,150.00
* The above mentioned SKUs and services are for remote monitoring. All remediation tasks are to be approved by the Village of Islamorada in writing and billed against the on-file Time and Materials Agreement. * FortiAnalyzer will be leveraged for the monitoring of all in contract devices.		

Managed Assets

Description	Qty
Switches	13
Firewalls	6
Circuits	6
FortiAnalyzer	1

Additional Non-recurring Fees

Onboarding and Additional Services (Non-Recurring)	Fee	Total
		\$0,000.00

TERMS**Effective Date**

This Agreement shall commence on the Effective Date and remain in effect for an initial term of thirty-six (36) months (the "Term"), unless terminated in accordance with the termination provisions hereunder.

Automatic Renewal

This Agreement shall automatically renew for successive renewal terms of thirty-six (36) month periods (each a "Renewal Term") unless either Party provides written notice to the other Party at least sixty (60) days' prior to the expiration of each Renewal Term. Unless such notification is received sixty (60) days prior to the expiration of the Term (as extended), Services will automatically renew under the same terms as previously provided, including all Termination clauses, as outlined herein.

THE PARTIES HERETO HAVE CAUSED THIS ORDER TO BE EXECUTED BY THEIR RESPECTIVE DULY AUTHORIZED REPRESENTATIVES AS OF THE EFFECTIVE DATE HEREOF.

SIGNATURES

This SOS may be executed by the parties in counterparts which together shall constitute the same SOS among the Parties. A facsimile and/or electronic signature shall constitute an original signature for all intent and purposes.

THE PARTIES HERETO HAVE CAUSED THIS SOS TO BE EXECUTED BY THEIR RESPECTIVE DULY AUTHORIZED REPRESENTATIVES AS OF THE EFFECTIVE DATE HEREOF.

Village of Islamorada**UNITED DATA TECHNOLOGIES, INC.**

Name:

Name:

Title:

Title:

Signature:

Signature:

Date:

Date:

EXHIBIT A: CHANGE ORDER REQUEST FORM

Requested on "DATE"			
Client Name:			
Project Name:		Project Sponsor:	
Project Number:		Requestor:	
Project Ticket #			
Project Phase:		Priority: High ☐ Med ☐ Low ☐	
Description of Change:			
Reason for Change:			
Ramifications of Change: Schedule ☐ Staffing ☐ Other (☐ explain ramifications below)			
Estimated Cost: \$			
UDT Responsibilities			

Response to Change Request

UDT Approved ☐ Rejected ☐ Cancelled ☐	Client
Name:	Name:
Signature:	Signature:
Title:	Title:
Date:	Date:

CHANGE REQUEST PROCESS

If the Parties wish to change or modify an existing Statement of Work, they shall execute a written statement that references the specific Statement of Work by date, purchase order number, or other identifier, and describes the requested changes using the form set forth in Exhibit A (a "Change Order"). No changes to a SOS shall become effective until both Parties have mutually agreed upon and executed the Change Order Form. When charges are necessary to analyze a change, **UDT** will provide a written estimate and begin the analysis on written authorization from Client. The terms of a mutually agreed upon Change Request will prevail over those of this SOS or any previous Change Request Form.



Council Communication

To: Mayor and Village Council
From: Maria Bassett, Finance Director
Date: December 12, 2023
SUBJECT: **Resolution Approving FY 2022-2023 Year-End Budget Amendment TAB 19**

Background:

On September 19, 2022, the Village Council approved the FY 2022-2023 budget through adoption of Resolution No. 22-09-103. The adopting Resolution states that the budget establishes an initial limitation on expenditures by department or category total and that the total sum allocated to each department, category or line item for operating expenses may be increased or decreased by the Village Manager in accordance with the provisions of the Resolution and the Village Charter. Further, the Village Manager shall prepare for approval a resolution amending the budget to reflect such department, category or line item reallocation for presentation to the Village Council if overages occur.

At its meeting on March 2, 2023, the Village Council adopted Resolution No. 23-03-19 approving a first FY 2022-2023 budget amendment, and at its meeting on July 6, 2023, the Village Council adopted Resolution No. 23-07-72 approving a second FY 2022-2023 budget amendment. The attached Resolution serves to memorialize Village Council approval for a second amendment to the FY 2022-2023 budget to reflect changes in the budget by line item based on activity in the fiscal year through May 31, 2023.

Section 166.241, *Florida Statutes*, allows a municipality to amend its budget within sixty (60) days following the fiscal year end. The Village's fiscal year ends on September 30. A re-appropriation budget amendment provides a municipality the opportunity to reflect increased revenues in order to offset expenditure budget overages. The year-end budget amendment serves as a tool to inform the Village Council and the public of funds where revenues received during the fiscal year are projected to be more or less than expenditures and the resulting effect on fund balance.

Analysis:

The attached resolution serves to memorialize Village Council approval to amend the FY 2022-2023 budget based upon post-year end activity through November 30, 2023, for the General Fund, the Special Revenues Funds, the Capital Projects Fund and the Debt Services Fund and to adjust line item revenue and expenditure account budgets within a department to cover budget deficiencies at year end. Budget to actual comparisons of enterprise funds are not presented in the Annual Comprehensive Financial Report. However, budget amendments for the Village's Marina, Wastewater and Stormwater Enterprise Funds have also been included in Exhibit A to the resolution.

Budget Impact:

The budget impact by fund is presented in the “Requested Amendment” column of each funds’ budget amendment schedule. The column entitled “FY 22-23 Adjusted Budget” provides the final budget amount for the year.

Staff Impact:

No direct staff impact would occur as a result of this budget amendment. Staff will be prepared to explain significant changes and to answer Council questions regarding the budget amendment.

Recommendation:

In order to enhance the Village’s budget to actual reporting in the FY 2022-2023 Annual Comprehensive Financial Report, staff recommends that the Village Council adopt the Resolution and amended budget as presented.

- Attachments:**
1. Reso_FY22-23 Bgt Reapp Amend_121223 RVCM
 2. Ex A to Reso_FY22-23 Bgt Amendment

RESOLUTION NO. 23-

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, AMENDING THE VILLAGE'S
ADOPTED BUDGET FOR FISCAL YEAR 2022-2023; AND
PROVIDING AN EFFECTIVE DATE**

WHEREAS, in accordance with Section 200.065, Florida Statutes and Section 6 of the Village Charter, the Village Council of Islamorada, Village of Islands (the "Village") adopted a Budget for Fiscal Year 2022-2023 by adoption of Resolution No. 22-09-103 on September 19, 2022; and

WHEREAS, in accordance with Section 166.241 Florida Statutes, the Village Council may, within sixty (60) days following the end of a fiscal year, amend the budget for that year; and

WHEREAS, pursuant to Section 6 of Resolution No. 22-09-102, the Village Manager is authorized to propose a resolution to amend the budget to reallocate department, category or line item budget allocations.

**NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:**

Section 1. **Recitals.** The above recitals are true and correct and incorporated into this Resolution by this Reference.

Section 2. **Budget Amendment.** In accordance with Section (6)(3) of the Village Charter and Section 6 of Resolution No. 22-09-102, the Village Council hereby approves the amendment to the Budget adopted as Exhibit 'A' of Resolution No. 22-09-102 for Fiscal Year 2022-2023 as shown on Exhibit 'A' attached hereto and retroactive to September 30, 2023.

Section 3. **Effective Date.** This Resolution shall become effective immediately upon its adoption and shall be reflected in the FY 2022-2023 budget as of September 30, 2023.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA:

Mayor Joseph B. Pinder III _____

Vice Mayor Sharon Mahoney _____

Councilwoman Elizabeth Jolin _____

Councilman Mark Gregg _____

Councilman Henry Rosenthal _____

PASSED AND ADOPTED THIS _____ DAY OF _____, 2023.

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY

Islamorada, Village of Islands
FY 22-23 Budget Amendment
September 30, 2023

EXHIBIT A

Fund: 001 - General Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget Benchmark = 100%
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
Fund Balance - Beginning, 10/1/2022								
001-280-000	Fund Bal - Nonspendable	172,300.00	90,300.00	-	262,600.00	262,599.53		
001-281-001	Fund Bal - Restricted - MCSO Training	71,400.00	(1,000.00)	-	70,400.00	70,393.95		
001-282-002	Fund Bal - Committed - Landscape Mitigation	771,100.00	(12,500.00)	-	758,600.00	758,674.57		
001-283-000	Fund Bal - Assigned - Hurricane Response	-	7,174,600.00	-	7,174,600.00	7,174,560.18		
001-284-000	Fund Bal - Unassigned	11,157,300.00	(7,918,600.00)	-	3,238,700.00	3,238,189.65		
		12,172,100.00	(667,200.00)	-	11,504,900.00	11,504,417.88		
Revenues								
<u>Taxes</u>								
001-311-000	Ad Valorem Taxes	14,641,300.00	-	100,000.00	14,741,300.00	14,746,622.86	5,322.86	100.04%
001-315-000	Communication Services Tax	230,000.00	30,000.00	178,000.00	438,000.00	438,170.40	170.40	100.04%
		14,871,300.00	30,000.00	278,000.00	15,179,300.00	15,184,793.26	5,493.26	100.04%
<u>Licenses & Permits</u>								
001-323-700	Franchise Fee - Solid Waste	799,700.00	-	33,000.00	832,700.00	832,766.79	66.79	100.01%
001-329-000	Other Permits, Fees & Special Assmts	2,500.00	-	(1,400.00)	1,100.00	1,150.00	50.00	104.55%
001-329-001	Vacation Rental Permit Fee	360,000.00	-	58,000.00	418,000.00	418,898.75	898.75	100.22%
001-329-005	BPAS Application Fee	5,000.00	-	(500.00)	4,500.00	4,608.00	108.00	102.40%
001-329-007	In Lieu of Landscape Mitigation Fee	100,000.00	-	39,000.00	139,000.00	139,331.45	331.45	100.24%
001-329-009	Foreclosure Registration Fee	4,000.00	-	(3,300.00)	700.00	700.00	-	100.00%
		1,271,200.00	-	124,800.00	1,396,000.00	1,397,454.99	1,454.99	100.10%
<u>Intergovernmental</u>								
001-331-001	FEMA Reimb - Irma	-	75,000.00	(100.00)	74,900.00	74,935.18	35.18	100.05%
001-331-002	FEMA SAFER Grant (Fire Rescue)	450,000.00	-	(40,500.00)	409,500.00	409,724.57	224.57	100.05%
001-331-100	EPA Grant #MX 00D66617	-	-	62,000.00	62,000.00	62,148.45	148.45	100.24%
001-334-001	FDEM Reimb - Irma	-	4,200.00	(100.00)	4,100.00	4,163.07	63.07	101.54%
001-334-003	FDEP Resilient Florida Grant (#22PLN68)	178,100.00	-	(178,100.00)	-	-	-	
001-334-200	FDEP Stewardship Act Grant Proceeds	-	338,000.00	(500.00)	337,500.00	337,715.00	215.00	100.06%
001-335-122	Monroe County Business Tax Distribution	25,000.00	-	(4,500.00)	20,500.00	20,507.91	7.91	100.04%
001-335-140	Mobile Home License Tax	1,500.00	-	(600.00)	900.00	990.37	90.37	110.04%

Fund: 001 - General Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v	
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget		ACTUALS VARIANCE	Actual as % of Budget
							Favorable / (Unfavorable)	Benchmark = 100%
001-335-150	Alcoholic Beverage License Tax	24,000.00	-	(5,000.00)	19,000.00	19,161.58	161.58	100.85%
001-335-180	Local Government Half-Cent Sales Tax Program	1,520,000.00	-	217,000.00	1,737,000.00	1,737,712.39	712.39	100.04%
001-335-190	Coronavirus State Fiscal Recovery Fund Proceeds	-	4,600.00	(100.00)	4,500.00	4,585.37	85.37	101.90%
001-335-210	Firefighter Supplemental Compensation	10,000.00	-	-	10,000.00	10,513.28	513.28	105.13%
001-335-701	FDEP Surcharge Tax - Windley Key	7,000.00	-	-	7,000.00	8,693.58	1,693.58	124.19%
001-336-000	State Payments In Lieu Of Taxes	2,500.00	200.00	(100.00)	2,600.00	2,670.31	70.31	102.70%
001-337-701	TDC Beach Maintenance Agreement	62,000.00	-	-	62,000.00	99,000.00	37,000.00	159.68%
		2,280,100.00	422,000.00	49,400.00	2,751,500.00	2,792,521.06	41,021.06	101.49%
Fines & Forfeitures								
001-354-000	Code Compliance Lien Payments	175,000.00	-	(69,100.00)	105,900.00	105,995.00	95.00	100.09%
001-359-001	MCSO Citation Payments	50,000.00	-	(15,400.00)	34,600.00	34,676.83	76.83	100.22%
001-359-002	MCSO Citations - Training Surcharge	5,000.00	-	(1,900.00)	3,100.00	3,133.79	33.79	101.09%
		230,000.00	-	(86,400.00)	143,600.00	143,805.62	205.62	100.14%
Charges for Services								
001-329-003	Fire Inspection Fee	10,000.00	-	-	10,000.00	12,025.00	2,025.00	120.25%
001-329-004	Developmental Permit Application Fee	100,000.00	-	(14,000.00)	86,000.00	86,122.00	122.00	100.14%
001-329-008	Cost Recovery Revenue	30,000.00	-		30,000.00	-	(30,000.00)	0.00%
001-342-200	Special Event Fire Protection Fee	15,000.00	-	(6,600.00)	8,400.00	8,415.00	15.00	100.18%
001-342-401	Emergency Management Service Fee	200,000.00	-	32,000.00	232,000.00	232,235.85	235.85	100.10%
001-347-201	Park Entrance Fee	300,000.00	-	68,000.00	368,000.00	368,564.57	564.57	100.15%
001-347-501	Pool Entrance Fee	30,000.00	-	14,000.00	44,000.00	44,998.22	998.22	102.27%
001-347-502	Pool/Park Membership - Resident	15,000.00	-	4,000.00	19,000.00	19,280.72	280.72	101.48%
001-347-503	Pool/Park Membership - Non-Resident	15,000.00	-	5,000.00	20,000.00	20,579.34	579.34	102.90%
001-347-901	Recreation Camp Fee	40,000.00	-	19,000.00	59,000.00	59,405.00	405.00	100.69%
001-362-001	Park Facilities Rental Fee	15,000.00	6,000.00	3,000.00	24,000.00	24,071.10	71.10	100.30%
001-362-002	Pool Team Rental Fee	30,000.00	-	(1,300.00)	28,700.00	28,761.79	61.79	100.22%
001-362-003	Swim Instruction	50,000.00	-	25,000.00	75,000.00	75,991.00	991.00	101.32%
001-362-004	Dive Instruction	10,000.00	-	2,000.00	12,000.00	12,450.00	450.00	103.75%
001-362-005	Tennis Instruction	180,000.00	-	2,000.00	182,000.00	182,340.00	340.00	100.19%
001-362-006	Water Aerobics Instruction	15,000.00	1,500.00	7,000.00	23,500.00	24,059.00	559.00	102.38%
001-362-007	Synchronized Swim Instruction	10,000.00	-	1,500.00	11,500.00	11,545.00	45.00	100.39%

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Fund: 001 - General Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							Favorable / (Unfavorable)	Benchmark = 100%
001-362-008	Freediving Instruction	5,000.00	-	6,000.00	11,000.00	11,447.00	447.00	104.06%
001-362-009	Fitness Instruction	25,000.00	-	(1,800.00)	23,200.00	23,290.00	90.00	100.39%
		1,095,000.00	7,500.00	164,800.00	1,267,300.00	1,245,580.59	(21,719.41)	98.29%
<u>Interest & Miscellaneous</u>								
001-361-000	Interest Revenue	30,000.00	90,300.00	145,000.00	265,300.00	265,977.52	677.52	100.26%
001-366-000	Donations from Private Sources	-	1,300.00	(100.00)	1,200.00	1,209.94	9.94	100.83%
001-369-000	Miscellaneous Revenue	50,000.00	-	(12,900.00)	37,100.00	37,193.74	93.74	100.25%
001-369-001	Retail Sales	2,000.00	3,500.00	-	5,500.00	5,528.30	28.30	100.51%
001-369-002	General Asphalt Maint Agreement	-	21,700.00	10,000.00	31,700.00	32,000.04	300.04	100.95%
001-369-003	Impact Admin Fees	-	6,800.00	3,500.00	10,300.00	10,344.73	44.73	100.43%
001-369-901	WEX Fuel Credit	2,000.00	-	1,500.00	3,500.00	3,568.05	68.05	101.94%
001-388-200	Insurance Proceeds	-	2,000.00	(700.00)	1,300.00	1,821.73	521.73	140.13%
		84,000.00	125,600.00	146,300.00	355,900.00	357,644.05	1,744.05	100.49%
<u>Transfers In</u>								
001-381-000	Transfers In	84,000.00	-	-	84,000.00	84,000.00	-	100.00%
Total Revenues		19,915,600.00	585,100.00	676,900.00	21,177,600.00	21,205,799.57	28,199.57	100.13%
<u>Expenditures</u>								
<u>Village Council</u>								
001-0100-511-11	Village Council Salaries	120,000.00	(60,000.00)	-	60,000.00	59,912.29	87.71	99.85%
001-0100-511-21	Payroll Taxes	9,200.00	-	(1,500.00)	7,700.00	4,590.00	3,110.00	59.61%
001-0100-511-31	Professional Services	179,000.00	11,700.00	-	190,700.00	186,055.29	4,644.71	97.56%
	Thorn Run Partners (Federal Lobbyists)	66,000.00	-	-	66,000.00	66,000.00		
	Gray Robinson (State Lobbyists)	108,000.00	-	-	108,000.00	108,180.00		
	Kuehne Davis Law (Webb Sunshine Law Matter)	-	11,700.00	-	11,700.00	11,675.29		
	Other / Misc	5,000.00	-	-	5,000.00	200.00		
001-0100-511-40	Travel & Per Diem	15,000.00	-	-	15,000.00	14,935.54	64.46	99.57%
001-0100-511-41	Communications	5,000.00	-	-	5,000.00	4,959.52	40.48	99.19%

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EXHIBIT A

Fund: 001 - General Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							Favorable / (Unfavorable)	Benchmark = 100%
001-0100-511-48	PR / Advertising	214,500.00	125,000.00	-	339,500.00	319,523.36	19,976.64	94.12%
	Holiday Decorations (Holiday Lightscares)	105,000.00	-	-	105,000.00	105,134.00		
	Attention Media / Social Media	72,000.00	-	-	72,000.00	72,521.00		
	Islamorada Social web services	2,500.00	-	-	2,500.00	836.16		
	Agenda & Other Display Ads	10,000.00	-	-	10,000.00	26,395.25		
	Rotary Fireworks	15,000.00	-	-	15,000.00	15,000.00		
	Charitable Contributions Program	-	125,000.00	-	125,000.00	86,500.00		
	Other / Misc	10,000.00	-	-	10,000.00	13,136.95		
001-0100-511-51	Office Supplies & Expenses	5,000.00	-	500.00	5,500.00	5,184.12	315.88	94.26%
001-0100-511-54	Dues & Subscriptions	2,400.00	-	-	2,400.00	1,085.27	1,314.73	45.22%
001-0100-511-55	Training	5,000.00	-	1,000.00	6,000.00	5,961.30	38.70	99.36%
		555,100.00	76,700.00	-	631,800.00	602,206.69	29,593.31	95.32%
<u>Village Attorney</u>								
001-0200-514-12	Regular Salaries & Wages	48,000.00	-	-	48,000.00	43,341.80	4,658.20	90.30%
001-0200-514-21	Payroll Taxes	3,700.00	-	-	3,700.00	526.15	3,173.85	14.22%
001-0200-514-22	Retirement Contributions	19,000.00	-	-	19,000.00	17,288.57	1,711.43	90.99%
001-0200-514-23	Employee Insurance Premiums	900.00	-	-	900.00	47.40	852.60	5.27%
			-					
001-0200-514-31	Professional Services	572,500.00	-	177,500.00	750,000.00	744,756.52	5,243.48	99.30%
	Johnson, Anselmo (Litigation)	25,000.00	-	(25,000.00)	-	-		
	Weiss, Serota (Litigation; Legal)	520,000.00	-	230,000.00	750,000.00	744,756.52		
	Court Reporting	2,500.00	-	(2,500.00)	-	-		
	Other / Misc	25,000.00	-	(25,000.00)	-	-		
001-0200-514-40	Travel & Per Diem	-	1,400.00	-	1,400.00	1,383.92	16.08	98.85%
001-0200-514-41	Communications	4,000.00	-	(100.00)	3,900.00	2,309.48	1,590.52	59.22%
001-0200-514-51	Office Supplies & Expenses	1,000.00	500.00	100.00	1,600.00	1,508.11	91.89	94.26%
001-0200-514-54	Dues & Subscriptions	2,500.00	(1,900.00)	-	600.00	179.88	420.12	29.98%
		651,600.00	-	177,500.00	829,100.00	811,341.83	17,758.17	97.86%

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EXHIBIT A

Fund: 001 - General Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
Village Manager							Favorable / (Unfavorable)	Benchmark = 100%
001-0300-512-12	Regular Salaries & Wages	491,300.00	-	-	491,300.00	463,179.72	28,120.28	94.28%
001-0300-512-14	Overtime	-	1,000.00	-	1,000.00	802.16	197.84	80.22%
001-0300-512-21	Payroll Taxes	31,400.00	-	5,000.00	36,400.00	35,516.31	883.69	97.57%
001-0300-512-22	Retirement Contributions	93,900.00	-	(5,000.00)	88,900.00	85,969.36	2,930.64	96.70%
001-0300-512-23	Employee Insurance Premiums	61,600.00	-	32,000.00	93,600.00	93,362.14	237.86	99.75%
001-0300-512-31	Professional Services	565,600.00	(1,000.00)	(191,000.00)	373,600.00	361,245.94	12,354.06	96.69%
	WSP (Canal Consulting & Monitoring)	300,000.00	-	(150,000.00)	150,000.00	150,567.82		
	Derelict Vessel Removal Pgm (Poseidon)	-	-	20,000.00	20,000.00	20,000.00		
	Vulnerability Assessment (grant-funded)	178,100.00	-	(50,000.00)	128,100.00	124,640.00		
	MHN (Employee Assistance Pgm)	2,500.00	-	-	2,500.00	1,671.84		
	Strategic Planning	75,000.00	-	(75,000.00)	-	-		
	Property Surveys & Appraisals	-	-	18,000.00	18,000.00	17,275.00		
	Monroe County - Interim Manager	-	-	46,000.00	46,000.00	45,099.64		
	Other / Misc	10,000.00	(1,000.00)	-	9,000.00	1,991.64		
001-0300-512-40	Travel & Per Diem	6,000.00	2,000.00	2,000.00	10,000.00	9,911.55	88.45	99.12%
001-0300-512-41	Communications	6,000.00	-	-	6,000.00	5,494.59	505.41	91.58%
001-0300-512-42	Freight & Postage	500.00	-	-	500.00	156.22	343.78	31.24%
001-0300-512-46	Repair & Maintenance	5,000.00	-	-	5,000.00	55.99	4,944.01	1.12%
001-0300-512-48	PR / Advertising	5,000.00	-	2,500.00	7,500.00	7,052.17	447.83	94.03%
001-0300-512-49	Other Expenses	10,000.00	(2,000.00)	7,500.00	15,500.00	15,207.92	292.08	98.12%
001-0300-512-51	Office Supplies & Expenses	5,000.00	-	-	5,000.00	4,795.53	204.47	95.91%
001-0300-512-52	Operating Supplies	500.00	-	1,600.00	2,100.00	2,048.02	51.98	97.52%
001-0300-512-54	Dues & Subscriptions	6,500.00	25,000.00	1,000.00	32,500.00	32,113.06	386.94	98.81%
001-0300-512-55	Training	5,000.00	-	-	5,000.00	3,565.99	1,434.01	71.32%
		1,293,300.00	25,000.00	(144,400.00)	1,173,900.00	1,120,476.67	53,423.33	95.45%

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EXHIBIT A

Fund: 001 - General Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget Benchmark = 100%
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
<u>Village Clerk</u>								
001-0400-512-12	Regular Salaries & Wages	155,600.00	-	2,100.00	157,700.00	157,601.62	98.38	99.94%
001-0400-512-14	Overtime	5,000.00	4,500.00	1,200.00	10,700.00	10,681.46	18.54	99.83%
001-0400-512-21	Payroll Taxes	12,300.00	-	500.00	12,800.00	12,660.82	139.18	98.91%
001-0400-512-22	Retirement Contributions	19,600.00	-	1,300.00	20,900.00	20,806.65	93.35	99.55%
001-0400-512-23	Employee Insurance Premiums	19,300.00	-	42,000.00	61,300.00	61,129.84	170.16	99.72%
001-0400-512-31	Professional Services	13,500.00	4,500.00	(16,000.00)	2,000.00	1,848.85	151.15	92.44%
	<i>Municode (Code of Ord Svcs)</i>	<i>5,000.00</i>	<i>-</i>	<i>(5,000.00)</i>	<i>-</i>	<i>-</i>		
	<i>Shred Monkeys (document shredding)</i>	<i>1,000.00</i>	<i>-</i>	<i>500.00</i>	<i>1,500.00</i>	<i>1,364.85</i>		
	<i>ADA Document Remediation Svcs</i>	<i>2,500.00</i>	<i>-</i>	<i>(2,500.00)</i>	<i>-</i>	<i>-</i>		
	<i>Monsido Web Accessibility Compliance</i>	<i>4,000.00</i>	<i>2,000.00</i>	<i>(6,000.00)</i>	<i>-</i>	<i>-</i>		
	<i>Other / Misc</i>	<i>1,000.00</i>	<i>2,500.00</i>	<i>(3,000.00)</i>	<i>500.00</i>	<i>484.00</i>		
001-0400-512-40	Travel & Per Diem	2,000.00	-	2,000.00	4,000.00	3,836.53	163.47	95.91%
001-0400-512-41	Communications	5,000.00	-	-	5,000.00	2,807.54	2,192.46	56.15%
001-0400-512-42	Freight & Postage	1,000.00	-	-	1,000.00	178.85	821.15	17.89%
001-0400-512-48	PR / Advertising	-	1,000.00	-	1,000.00	417.20	582.80	41.72%
001-0400-512-51	Office Supplies & Expenses	5,000.00	-	500.00	5,500.00	5,120.32	379.68	93.10%
001-0400-512-52	Operating Supplies	-	500.00	-	500.00	249.98	250.02	50.00%
001-0400-512-54	Dues & Subscriptions	9,500.00	(1,500.00)	16,000.00	24,000.00	23,244.10	755.90	96.85%
001-0400-512-55	Training	2,000.00	-	-	2,000.00	1,642.00	358.00	82.10%
		249,800.00	9,000.00	49,600.00	308,400.00	302,225.76	6,174.24	98.00%
<u>Finance</u>								
001-0500-513-12	Regular Salaries & Wages	387,800.00	-	25,000.00	412,800.00	412,555.62	244.38	99.94%
001-0500-513-14	Overtime	5,000.00	-	3,500.00	8,500.00	8,440.78	59.22	99.30%
001-0500-513-21	Payroll Taxes	30,100.00	-	2,100.00	32,200.00	32,161.09	38.91	99.88%
001-0500-513-22	Retirement Contributions	47,900.00	-	4,100.00	52,000.00	51,993.05	6.95	99.99%
001-0500-513-23	Employee Insurance Premiums	40,300.00	-	28,000.00	68,300.00	67,618.51	681.49	99.00%
001-0500-513-24	Workers' Compensation	110,000.00	-	(10,000.00)	100,000.00	99,823.73	176.27	99.82%

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		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							Favorable / (Unfavorable)	Benchmark = 100%
001-0500-513-31	Professional Services	46,000.00	-	-	46,000.00	42,464.97	3,535.03	92.32%
	<i>Foster & Foster (OPEB Valuation)</i>	<i>5,000.00</i>	-	-	<i>5,000.00</i>	<i>2,575.00</i>	<i>2,425.00</i>	<i>51.50%</i>
	<i>Ben Few (Risk Mgmt Svcs)</i>	<i>36,000.00</i>	-	-	<i>36,000.00</i>	<i>36,000.00</i>		
	<i>Other / Misc</i>	<i>5,000.00</i>	-	-	<i>5,000.00</i>	<i>3,889.97</i>		
001-0500-513-32	Accounting & Auditing Services	65,000.00	-	-	65,000.00	55,000.00	10,000.00	84.62%
001-0500-513-40	Travel & Per Diem	5,000.00	-	1,000.00	6,000.00	5,568.80	431.20	92.81%
001-0500-513-41	Communications	5,000.00	-	-	5,000.00	2,807.54	2,192.46	56.15%
001-0500-513-42	Freight & Postage	1,500.00	-	-	1,500.00	1,341.10	158.90	89.41%
001-0500-513-43	Utilities	45,000.00	-	-	45,000.00	44,489.89	510.11	98.87%
001-0500-513-44	Rentals & Leases	4,500.00	-	-	4,500.00	3,225.00	1,275.00	71.67%
001-0500-513-45	Insurance	325,000.00	-	71,000.00	396,000.00	395,684.64	315.36	99.92%
001-0500-513-48	PR / Advertising	2,500.00	-	-	2,500.00	804.60	1,695.40	32.18%
001-0500-513-49	Other Expenses	10,000.00	-	-	10,000.00	5,745.27	4,254.73	57.45%
001-0500-513-51	Office Supplies & Expenses	15,000.00	-	-	15,000.00	5,933.90	9,066.10	39.56%
001-0500-513-54	Dues & Subscriptions	40,700.00	-	-	40,700.00	22,893.38	17,806.62	56.25%
001-0500-513-55	Training	4,000.00	-	-	4,000.00	2,059.52	1,940.48	51.49%
		1,190,300.00	-	124,700.00	1,315,000.00	1,260,611.39	54,388.61	95.86%
<u>Planning</u>								
001-0600-515-12	Regular Salaries & Wages	636,800.00	(500.00)	(110,000.00)	526,300.00	521,646.86	4,653.14	99.12%
001-0600-515-14	Overtime	5,000.00	500.00	1,000.00	6,500.00	6,048.53	451.47	93.05%
001-0600-515-21	Payroll Taxes	49,100.00	-	(5,000.00)	44,100.00	38,466.94	5,633.06	87.23%
001-0600-515-22	Retirement Contributions	76,000.00	-	(5,000.00)	71,000.00	62,294.98	8,705.02	87.74%
001-0600-515-23	Employee Insurance Premiums	67,800.00	-	52,000.00	119,800.00	119,633.50	166.50	99.86%

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Fund: 001 - General Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget Benchmark = 100%
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
001-0600-515-31	Professional Services	82,400.00	40,000.00	-	122,400.00	93,022.15	29,377.85	76.00%
	RES Florida (Eng/Stormwater Rvws)	15,000.00	-	-	15,000.00	24,588.74		
	McFarland Johnson (Site Plan Rvw)	15,000.00	-	-	15,000.00	7,570.10		
	Liquid Web (CV Portal Host)	2,400.00	-	-	2,400.00	2,000.10		
	The Corradino Group (Planning Support Svcs)	20,000.00	-	-	20,000.00	-		
	Rebecca Jetton (Planning Support Svcs)	10,000.00	-	-	10,000.00	12,680.31		
	Highland Mapping (GIS)	10,000.00	-	-	10,000.00	-		
	CPH Consulting (Site Plan Rvws)	-	-	-	-	3,752.77		
	Cyriacks (Land Use & Habitat Mapping)	-	40,000.00	-	40,000.00	39,963.64		
	Other / Misc (Recoding Fees)	10,000.00	-	-	10,000.00	2,466.49		
001-0600-515-40	Travel & Per Diem	5,000.00	-	-	5,000.00	2,189.81	2,810.19	43.80%
001-0600-515-41	Communications	6,000.00	-	-	6,000.00	4,567.14	1,432.86	76.12%
001-0600-515-42	Freight & Postage	5,000.00	1,000.00	1,300.00	7,300.00	7,215.98	84.02	98.85%
001-0600-515-46	Repair & Maintenance	6,500.00	-	-	6,500.00	1,006.79	5,493.21	15.49%
001-0600-515-48	PR / Advertising	8,000.00	-	8,900.00	16,900.00	16,811.60	88.40	99.48%
001-0600-515-51	Office Supplies & Expenses	10,000.00	-	-	10,000.00	6,980.66	3,019.34	69.81%
001-0600-515-52	Operating Supplies	4,000.00	-	-	4,000.00	3,741.45	258.55	93.54%
001-0600-515-54	Dues & Subscriptions	40,000.00	-	-	40,000.00	39,955.40	44.60	99.89%
001-0600-515-55	Training	6,000.00	(1,000.00)	-	5,000.00	300.00	4,700.00	6.00%
		1,007,600.00	40,000.00	(56,800.00)	990,800.00	923,881.79	66,918.21	93.25%
IT & Communications								
001-0700-519-12	Regular Salaries & Wages	276,500.00	-	-	276,500.00	266,853.29	9,646.71	96.51%
001-0700-519-13	Overtime	-	-	100.00	100.00	37.50		
001-0700-519-21	Payroll Taxes	21,200.00	-	-	21,200.00	20,148.99	1,051.01	95.04%
001-0700-519-22	Retirement Contributions	33,700.00	-	-	33,700.00	33,146.90	553.10	98.36%
001-0700-519-23	Employee Insurance Premiums	42,900.00	-	29,000.00	71,900.00	71,781.53	118.47	99.84%

Islamorada, Village of Islands
FY 22-23 Budget Amendment
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EXHIBIT A

Fund: 001 - General Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget Benchmark = 100%
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
001-0700-519-31	Professional Services	71,500.00	23,000.00	-	94,500.00	83,356.97	11,143.03	88.21%
	UDT (Managed Svcs)	35,000.00	-	-	35,000.00	34,268.00		
	UDT (Azure Storage)	5,500.00	-	-	5,500.00	-		
	Revize (Website)	3,000.00	-	-	3,000.00	2,700.00		
	Liquid Web (Web Site Host)	3,000.00	-	-	3,000.00	2,060.00		
	Global Relay (Email Archive)	20,000.00	-	-	20,000.00	17,123.76		
	SHI - Xi Leap Cloud Svcs	-	23,000.00	-	23,000.00	22,977.00		
	Other / Misc	5,000.00	-	-	5,000.00	4,228.21		
001-0700-519-40	Travel & Per Diem	2,000.00	4,400.00	1,500.00	7,900.00	7,517.32	382.68	95.16%
001-0700-519-41	Communications	50,000.00	(10,600.00)	8,000.00	47,400.00	47,235.82	164.18	99.65%
001-0700-519-44	Rentals & Leases	15,000.00	-	-	15,000.00	11,531.05	3,468.95	76.87%
001-0700-519-46	Repair & Maintenance	10,000.00	2,000.00	-	12,000.00	11,736.38	263.62	97.80%
001-0700-519-51	Office Supplies	-	5,000.00	-	5,000.00	2,225.13	2,774.87	44.50%
001-0700-519-52	Operating Supplies	15,000.00	1,000.00	12,000.00	28,000.00	27,044.56	955.44	96.59%
001-0700-519-54	Dues & Subscriptions	52,000.00	8,700.00	11,000.00	71,700.00	70,835.85	864.15	98.79%
001-0700-519-55	Training	3,000.00	2,000.00	1,000.00	6,000.00	5,526.83	473.17	92.11%
		592,800.00	35,500.00	62,600.00	690,900.00	658,978.12	31,859.38	95.38%
<u>Local Law Enforcement (MCSO)</u>								
001-0800-521-12	Regular Salaries & Wages	54,100.00	-		54,100.00	48,052.43	6,047.57	88.82%
001-0800-521-14	Overtime	500.00	-		500.00	263.04	236.96	52.61%
001-0800-521-21	Payroll Taxes	4,200.00	-		4,200.00	3,136.20	1,063.80	74.67%
001-0800-521-22	Retirement Contributions	6,700.00	-		6,700.00	5,970.16	729.84	89.11%
001-0800-521-23	Employee Insurance Premiums	9,600.00	5,000.00	11,000.00	25,600.00	25,207.46	392.54	98.47%
001-0800-521-31	Professional Services (MCSO Contract)	2,650,200.00	-	(380,000.00)	2,270,200.00	2,265,721.94	4,478.06	99.80%
001-0800-521-40	Travel & Per Diem	500.00	1,500.00	1,000.00	3,000.00	2,870.58	129.42	95.69%
001-0800-521-41	Communications	8,000.00	-	-	8,000.00	6,620.96	1,379.04	82.76%
001-0800-521-42	Freight & Postage	-	500.00	-	500.00	89.69	410.31	17.94%
001-0800-521-46	Repair & Maintenance	20,000.00	(9,000.00)	-	11,000.00	2,281.01	8,718.99	20.74%
001-0800-521-51	Office Supplies & Expenses	2,500.00	-	-	2,500.00	1,792.31	707.69	71.69%

Islamorada, Village of Islands
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EXHIBIT A

Fund: 001 - General Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							Favorable / (Unfavorable)	Benchmark = 100%
001-0800-521-52	Operating Supplies	100,000.00	-	-	100,000.00	95,226.02	4,773.98	95.23%
001-0800-521-54	Dues & Subscriptions	500.00	500.00	-	1,000.00	618.52	381.48	61.85%
001-0800-521-55	Training	500.00	1,500.00	500.00	2,500.00	2,385.00	115.00	95.40%
		2,857,300.00	-	(367,500.00)	2,489,800.00	2,460,235.32	29,564.68	98.81%
Fire Rescue								
001-0900-522-12	Regular Salaries & Wages	2,869,300.00	-	262,000.00	3,131,300.00	3,131,104.40	195.60	99.99%
001-0900-522-13	Other Salaries & Wages	100,000.00	-	(46,000.00)	54,000.00	53,191.08	808.92	98.50%
001-0900-522-14	Overtime	500,000.00	-	8,000.00	508,000.00	507,670.70	329.30	99.94%
001-0900-522-21	Payroll Taxes	265,400.00	-	17,000.00	282,400.00	282,317.11	82.89	99.97%
001-0900-522-22	Retirement Contributions	924,500.00	-	138,000.00	1,062,500.00	1,061,897.42	602.58	99.94%
001-0900-522-23	Employee Insurance Premiums	423,300.00	-	70,000.00	493,300.00	492,725.79	574.21	99.88%
001-0900-522-31	Professional Services	95,000.00	-	-	95,000.00	82,595.17	12,404.83	86.94%
	<i>Professional ER Svcs (Medical Dir)</i>	<i>60,000.00</i>	<i>-</i>	<i>-</i>	<i>60,000.00</i>	<i>60,196.56</i>		
	<i>Penguin Mgmt</i>	<i>2,500.00</i>	<i>-</i>	<i>-</i>	<i>2,500.00</i>	<i>-</i>		
	<i>Prof Practice Spt (EMS Billing)</i>	<i>5,000.00</i>	<i>-</i>	<i>-</i>	<i>5,000.00</i>	<i>1,669.61</i>		
	<i>Collection Information Bureau</i>	<i>1,000.00</i>	<i>-</i>	<i>-</i>	<i>1,000.00</i>	<i>-</i>		
	<i>LifeScan Wellness</i>	<i>20,000.00</i>	<i>-</i>	<i>-</i>	<i>20,000.00</i>	<i>19,802.00</i>		
	<i>J M Fair (Promotion Testing)</i>	<i>4,000.00</i>	<i>-</i>	<i>-</i>	<i>4,000.00</i>	<i>-</i>		
	<i>Other / Misc</i>	<i>2,500.00</i>	<i>-</i>	<i>-</i>	<i>2,500.00</i>	<i>927.00</i>		
001-0900-522-40	Travel & Per Diem	12,000.00	-	5,000.00	17,000.00	16,732.51	267.49	98.43%
001-0900-522-41	Communications	60,000.00	-	-	60,000.00	54,799.90	5,200.10	91.33%
001-0900-522-42	Freight & Postage	1,500.00	-	-	1,500.00	396.51	1,103.49	26.43%
001-0900-522-43	Utilities	40,000.00	-	2,100.00	42,100.00	42,023.68	76.32	99.82%
001-0900-522-45	Insurance	30,000.00	-	-	30,000.00	11,123.70	18,876.30	37.08%
001-0900-522-46	Repair & Maintenance	150,000.00	(15,000.00)	53,000.00	188,000.00	187,673.58	326.42	99.83%
001-0900-522-48	PR / Advertising	2,500.00	-	-	2,500.00	-	2,500.00	0.00%
001-0900-522-49	Other Expenses	2,500.00	-	-	2,500.00	2,078.70	421.30	83.15%
001-0900-522-51	Office Supplies & Expenses	8,000.00	-	-	8,000.00	3,800.23	4,199.77	47.50%

Islamorada, Village of Islands
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EXHIBIT A

Fund: 001 - General Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							Favorable / (Unfavorable)	Benchmark = 100%
001-0900-522-52	Operating Supplies	300,000.00	(3,700.00)	-	296,300.00	270,614.01	25,685.99	91.33%
001-0900-522-54	Dues & Subscriptions	41,000.00	3,700.00	3,000.00	47,700.00	47,448.99	251.01	99.47%
001-0900-522-55	Training	15,000.00	15,000.00	-	30,000.00	25,940.00	4,060.00	86.47%
		5,840,000.00	-	512,100.00	6,352,100.00	6,274,133.48	77,966.52	98.77%
<u>Code Compliance</u>								
001-1100-524-12	Regular Salaries & Wages	122,800.00	-	1,000.00	123,800.00	122,955.04	844.96	99.32%
001-1100-524-14	Overtime	7,500.00	-	-	7,500.00	4,261.14	3,238.86	56.82%
001-1100-524-21	Payroll Taxes	10,000.00	-	-	10,000.00	9,320.72	679.28	93.21%
001-1100-524-22	Retirement Contributions	15,900.00	-	-	15,900.00	15,876.22	23.78	99.85%
001-1100-524-23	Employee Insurance Premiums	21,500.00	-	-	21,500.00	21,101.51	398.49	98.15%
001-1100-524-31	Professional Services	17,500.00	-	-	17,500.00	10,702.50	6,797.50	61.16%
	Billing, Cochran, Lyles, et. al. (Code Magistrate)	16,500.00	-	-	16,500.00	9,808.50		
	Monroe Cty Clerk of Courts (recordings)	1,000.00	-	-	1,000.00	894.00		
001-1100-524-40	Travel & Per Diem	4,000.00	-	-	4,000.00	1,148.93	2,851.07	28.72%
001-1100-524-41	Communications	7,000.00	-	-	7,000.00	4,405.48	2,594.52	62.94%
001-1100-524-42	Freight & Postage	5,000.00	-	-	5,000.00	3,062.96	1,937.04	61.26%
001-1100-524-46	Repair & Maintenance	2,500.00	2,500.00	100.00	5,100.00	5,033.91	66.09	98.70%
001-1100-524-51	Office Supplies	2,500.00	-	1,200.00	3,700.00	3,667.71	32.29	99.13%
001-1100-524-52	Operating Supplies	5,000.00	-	1,500.00	6,500.00	6,470.74	29.26	99.55%
001-1100-524-54	Dues & Subscriptions	33,000.00	(2,500.00)	(3,800.00)	26,700.00	25,345.36	1,354.64	94.93%
001-1100-524-55	Training	4,000.00	-	-	4,000.00	1,215.00	2,785.00	30.38%
		258,200.00	-	-	258,200.00	234,567.22	23,632.78	90.85%
<u>Public Works - Roadway Maintenance</u>								
001-1200-541-12	Regular Salaries & Wages	727,900.00	-	-	727,900.00	666,186.37 *	61,713.63	91.52%
001-1200-541-14	Overtime	20,000.00	-	-	20,000.00	19,539.71 *	460.29	97.70%
001-1200-541-21	Payroll Taxes	57,400.00	-	-	57,400.00	52,071.24 *	5,328.76	90.72%
001-1200-541-22	Retirement Contributions	87,900.00	-	5,500.00	93,400.00	93,319.03 *	80.97	99.91%
001-1200-541-23	Life & Health Insurance	150,500.00	-	-	150,500.00	128,144.81 *	22,355.19	85.15%
001-1200-541-40	Travel & Per Diem	3,500.00	-	-	3,500.00	1,204.66 *	2,295.34	34.42%
001-1200-541-41	Communications	22,000.00	-	-	22,000.00	18,387.54 *	3,612.46	83.58%

Islamorada, Village of Islands
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EXHIBIT A

Fund: 001 - General Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v		
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget		ACTUALS VARIANCE	Actual as % of Budget	
							Favorable / (Unfavorable)	Benchmark = 100%	
001-1200-541-43	Utilities	103,000.00	-	-	103,000.00	76,705.35	*	26,294.65	74.47%
001-1200-541-44	Rentals & Leases	10,000.00	-	500.00	10,500.00	10,454.60	*	45.40	99.57%
001-1200-541-46	Repair & Maintenance	340,000.00	(50,000.00)	(150,000.00)	140,000.00	134,974.43		5,025.57	96.41%
	Lower Mat Culvert Project	50,000.00	(50,000.00)	-	-	Exp to 300-1200-538-64			
	Fla Keys Aeration Canal Project R&M	15,000.00	-	(10,000.00)	5,000.00	3,864.50			
	Invasive Plant Removal (Stantec)	21,000.00	-	(11,000.00)	10,000.00	9,000.00			
	Village Hall - seal joints & repaint	200,000.00	-	(200,000.00)	-	-			
	Island Pride Cleaning Service	-	-	16,000.00	16,000.00	15,075.00			
	Other Regular R&M	54,000.00	-	55,000.00	109,000.00	107,034.93	*		
001-1200-541-51	Office Supplies	3,000.00	-	-	3,000.00	1,980.17	*	1,019.83	66.01%
001-1200-541-52	Operating Supplies	175,000.00	(100.00)	-	174,900.00	169,925.75	*	4,974.25	97.16%
001-1200-541-54	Dues & Subscriptions	1,600.00	100.00	-	1,700.00	1,603.50	*	96.50	94.32%
001-1200-541-55	Training	2,500.00	-	-	2,500.00	1,099.00	*	1,401.00	43.96%
001-1200-541-99	Allocation to Transportation Fund	(921,900.00)	-	45,000.00	(876,900.00)	(875,976.83)	*	(923.17)	99.89%
		782,400.00	(50,000.00)	(99,000.00)	633,400.00	499,619.33		133,780.67	78.88%
Public Works - Fills									
001-1201-541-12	Regular Salaries & Wages	38,300.00	-	1,000.00	39,300.00	38,703.58		596.42	98.48%
001-1201-541-14	Overtime	100,000.00	-	20,000.00	120,000.00	119,663.55		336.46	99.72%
001-1201-541-21	Payroll Taxes	19,500.00	-	-	19,500.00	12,005.42		7,494.58	61.57%
001-1201-541-22	Retirement Contributions	24,700.00	-	-	24,700.00	5,114.38		19,585.62	20.71%
001-1201-541-23	Employee Insurance Premiums	9,500.00	-	-	9,500.00	3,661.55		5,838.45	38.54%
001-1200-541-44	Rentals & Leases	7,500.00	-	-	7,500.00	2,710.00		4,790.00	36.13%
001-1200-541-52	Operating Supplies	5,000.00	-	-	5,000.00	-		5,000.00	0.00%
		204,500.00		21,000.00	225,500.00	181,858.48		43,641.53	80.65%
Parks & Recreation									
001-1300-572-12	Regular Salaries & Wages	750,900.00	-	40,000.00	790,900.00	789,565.12		1,334.88	99.83%
001-1300-572-13	Other Salaries & Wages	209,400.00	-	(40,000.00)	169,400.00	157,841.11		11,558.89	93.18%
001-1300-572-14	Overtime	40,000.00	-	5,300.00	45,300.00	45,264.55		35.45	99.92%
001-1300-572-21	Payroll Taxes	76,600.00	-	-	76,600.00	76,025.44		574.56	99.25%

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EXHIBIT A

Fund: 001 - General Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							Favorable / (Unfavorable)	Benchmark = 100%
001-1300-572-22	Retirement Contributions	99,000.00	-	-	99,000.00	77,631.33	21,368.67	78.42%
001-1300-572-23	Employee Insurance Premiums	147,800.00	-	64,000.00	211,800.00	211,400.22	399.78	99.81%
001-1300-572-31	Professional Services	337,500.00	-	(21,500.00)	316,000.00	314,775.40	1,224.60	99.61%
	Swimming	40,000.00	-	30,000.00	70,000.00	69,074.40		
	Synchronized Swimming	7,500.00	-	4,000.00	11,500.00	10,098.00		
	Tennis	165,000.00	-	-	165,000.00	163,575.00		
	Fitness	27,000.00	-	(6,000.00)	21,000.00	20,952.00		
	Diving	10,000.00	-	2,000.00	12,000.00	11,565.00		
	Freediving	5,000.00	-	(5,000.00)	-	10,302.30		
	Water Aerobics	18,000.00	-	3,500.00	21,500.00	21,413.70		
	Pool Rehab Consultant	50,000.00	-	(50,000.00)	-	-		
	Other / Misc	15,000.00	-	-	15,000.00	7,795.00		
001-1300-572-40	Travel & Per Diem	1,000.00	500.00	1,000.00	2,500.00	2,138.91	361.09	85.56%
001-1300-572-41	Communications	25,000.00	1,500.00	9,000.00	35,500.00	35,306.98	193.02	99.46%
001-1300-572-42	Freight & Postage	-	500.00	-	500.00	77.13	422.87	15.43%
001-1300-572-43	Utilities	300,000.00	-	39,000.00	339,000.00	338,784.30	215.70	99.94%
001-1300-572-44	Rentals & Leases	-	1,000.00	100.00	1,100.00	1,064.40	35.60	96.76%
001-1300-572-46	Repair & Maintenance	100,000.00	-	(25,000.00)	75,000.00	68,160.42	6,839.58	90.88%
001-1300-572-48	PR / Advertising	3,000.00	2,000.00	100.00	5,100.00	5,078.40	21.60	99.58%
001-1300-572-49	Other Expenses	-	500.00	500.00	1,000.00	804.31	195.69	80.43%
001-1300-572-51	Office Supplies & Expenses	5,000.00	-	2,500.00	7,500.00	7,254.16	245.84	96.72%
001-1300-572-52	Operating Supplies	190,000.00	(6,000.00)	23,000.00	207,000.00	206,481.91	518.09	99.75%
001-1300-572-54	Dues & Subscriptions	3,000.00	-	500.00	3,500.00	3,435.12	64.88	98.15%
001-1300-572-55	Training	3,000.00	-	-	3,000.00	2,858.00	142.00	95.27%
001-1300-574-49	Special Events	40,000.00	-	-	40,000.00	38,356.29	1,643.71	95.89%
		2,331,200.00	-	98,500.00	2,429,700.00	2,382,303.50	47,396.50	98.05%

Islamorada, Village of Islands
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EXHIBIT A

Fund: 001 - General Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget Benchmark = 100%
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
<u>Transfers Out</u>								
001-9000-581-01	Transfer to Transportation Fund (103)	1,015,300.00	-	(350,000.00)	665,300.00	573,699.94	91,600.06	86.23%
001-9000-581-06	Transfer to Debt Service Fund (200)	304,300.00	-	-	304,300.00	304,197.22	102.78	99.97%
001-9000-581-08	Transfer to Capital Projects Fund (300)	180,700.00	-	-	180,700.00	97,125.63	83,574.37	53.75%
	General Purchases	130,700.00	-		130,700.00	2,059.63		
	Landscape Mitigation	50,000.00	-		50,000.00	95,066.00		
Total Expenditures		1,500,300.00	-	(350,000.00)	1,150,300.00	975,022.79	175,277.21	84.76%
		19,314,400.00	136,200.00	28,300.00	19,478,900.00	18,687,462.37	791,375.13	95.94%
REVENUES OVER/(UNDER) EXPENDITURES		601,200.00	448,900.00	648,600.00	1,698,700.00	2,518,337.20		
Addition to / (Use of) Fund Balance						-		
Fund Balance - Ending, 9/30/2023 (Projected)								
001-280-000	Fund Bal - Nonspendable	172,300.00	90,300.00		262,600.00	239,843.72		
001-281-001	Fund Bal - Restricted - MCSO Training	75,400.00	(4,000.00)		68,000.00	68,272.16		
001-282-002	Fund Bal - Committed - Landscape Mitigation	821,100.00	(12,500.00)		847,600.00	802,940.02		
001-283-000	Fund Bal - Assigned - Hurricane Response	-	7,174,600.00		7,174,600.00	7,474,984.95		
001-284-000	Fund Bal - Unassigned	11,704,500.00	(6,526,000.00)		4,850,800.00	5,436,714.23		
		12,773,300.00	(218,300.00)	648,600.00	13,203,600.00	14,022,755.08		

Islamorada, Village of Islands
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EXHIBIT A

Fund: 101 - Impact Fee Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)		
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
							Favorable / (Unfavorable)	Benchmark = 66.7%
Fund Balance - Beginning, 10/1/2022								
101-282-000	Fund Bal - Committed - Transportation Imp Fees	626,100.00	1,200.00	-	627,300.00	627,345.15		
101-282-001	Fund Bal - Committed - Fire Rescue Imp Fees	453,200.00	19,600.00	-	472,800.00	472,840.06		
101-282-002	Fund Bal - Committed - Parks & Rec Imp Fees	1,202,600.00	68,500.00	-	1,271,100.00	1,271,011.34		
		2,281,900.00	89,300.00	-	2,371,200.00	2,371,196.55		
Revenues								
101-324-110	Impact Fees - Fire Rescue - Residential	40,000.00	-	(1,000.00)	39,000.00	39,165.51	165.51	100.42%
101-324-120	Impact Fees - Fire Rescue - Commercial	-	8,300.00	(100.00)	8,200.00	8,218.16	18.16	100.22%
101-324-310	Impact Fees - Transportation - Residential	50,000.00	-	2,000.00	52,000.00	52,174.78	174.78	100.34%
101-324-320	Impact Fees - Transportation - Commercial	-	11,000.00	(300.00)	10,700.00	10,786.34	86.34	100.81%
101-324-610	Impact Fees - Parks & Recreation - Residential	200,000.00	-	(11,600.00)	188,400.00	188,498.44	98.44	100.05%
101-324-620	Impact Fees - Parks & Recreation - Commercial	-	39,800.00	-	39,800.00	39,806.71	6.71	100.02%
101-361-000	Interest Revenue	15,000.00	-	-	15,000.00	49,520.94	34,520.94	330.14%
Total Revenues		305,000.00	59,100.00	(11,000.00)	353,100.00	388,170.88	35,070.88	109.93%
Expenditures								
101-9000-581-91	Transfer to Cap Proj Fund	745,000.00	-	-	745,000.00	320,227.61	424,772.39	42.98%
	Fire (Storage Building)	220,000.00	-	-	220,000.00	10,750.00		
	Fire (Hydrants)	-	-	-	-	4,264.81		
	Parks & Rec (GTH Improvements)	325,000.00	-	-	325,000.00	71,822.09		
	Parks & Rec (KTCP Boardwalk)	125,000.00	-	-	125,000.00	154,676.27		
	Parks & Rec (Plantation Tropical Preserve)	75,000.00	-	-	75,000.00	78,714.44		
Total Expenditures		745,000.00	-	-	745,000.00	320,227.61	424,772.39	42.98%
REVENUES OVER/(UNDER) EXPENDITURES		(440,000.00)	59,100.00	(11,000.00)	(391,900.00)	67,943.27		
Addition to / (Use of) Fund Balance						-		
Fund Balance - Ending, 9/30/2023 (Projected)								
101-282-000	Fund Bal - Committed - Transportation Imp Fees	676,100.00	12,200.00	1,700.00	690,000.00	703,407.98		
101-282-001	Fund Bal - Committed - Fire Rescue Imp Fees	273,200.00	27,900.00	(1,100.00)	300,000.00	515,083.88		
101-282-002	Fund Bal - Committed - Parks & Rec Imp Fees	892,600.00	108,300.00	(11,600.00)	989,300.00	1,220,647.96		
		1,841,900.00	148,400.00	(11,000.00)	1,979,300.00	2,439,139.82		

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EXHIBIT A

Fund: 102 - Solid Waste Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
Fund Balance - Beginning, 10/1/2022								
102-282-000	Fund Bal - Committed	40,000.00	(16,000.00)	-	24,000.00	24,077.48		
		40,000.00	(16,000.00)	-	24,000.00	24,077.48		
Revenues								
102-325-101	Assessment Revenue	2,062,800.00	-	4,200.00	2,067,000.00	2,071,237.23	4,237.23	100.20%
102-361-000	Interest Revenue	1,500.00	5,000.00		6,500.00	2,431.65	(4,068.35)	37.41%
	Total Revenues	2,064,300.00	5,000.00	4,200.00	2,073,500.00	2,073,668.88	168.88	100.01%
Expenditures								
102-1200-534-12	Regular Salaries & Wages	13,500.00	-	-	13,500.00	13,416.98	83.02	99.39%
102-1200-534-21	Payroll Taxes	1,100.00	-	100.00	1,200.00	1,103.00	97.00	91.92%
102-1200-534-22	Retirement Contributions	1,700.00	-	100.00	1,800.00	1,734.64	65.36	96.37%
102-1200-534-23	Employee Insurance Premiums	1,000.00	-	200.00	1,200.00	1,114.39	85.61	92.87%
102-1200-534-24	Workers' Comp Insurance	500.00	-	-	500.00	225.21	274.79	45.04%
102-1200-534-31	Professional Services	10,000.00	-	-	10,000.00	6,000.00	4,000.00	60.00%
102-1200-534-42	Freight & Postage	-	-	200.00	200.00	108.63	91.37	54.32%
102-1200-534-43	Solid Waste (Utility) Services	2,034,700.00	-	3,700.00	2,038,400.00	2,037,983.36	416.64	99.98%
	Residential Services	1,982,600.00	-	(8,600.00)	1,974,000.00	1,973,678.40		
	Quarterly Hazardous Waste Events	32,100.00	-	4,500.00	36,600.00	36,537.44		
	Special Pick-ups	20,000.00	-	7,800.00	27,800.00	27,767.52		
1021200-534-45	Insurance	500.00	-	(200.00)	300.00	221.60	78.40	73.87%
102-1200-534-48	Legal Advertisements	500.00	-	100.00	600.00	536.40	63.60	89.40%
	Total Expenditures	2,063,500.00	-	4,200.00	2,067,700.00	2,062,444.21	5,255.79	99.75%
REVENUES OVER/(UNDER) EXPENDITURES		800.00	5,000.00	-	5,800.00	11,224.67		
Addition to / (Use of) Fund Balance								
Fund Balance - Ending, 9/30/2023 (Projected)								
102-282-000	Fund Bal - Committed	40,800.00	(11,000.00)	-	29,800.00	35,302.15		
		40,800.00	(11,000.00)	-	29,800.00	35,302.15		

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EXHIBIT A

Fund: 103 - Transportation Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
Fund Balance - Beginning, 10/1/2022								
103-281-001	Fund Bal - Restricted	-	89,600.00	-	89,600.00	89,550.75		
		-	89,600.00	-	89,600.00	89,550.75		
Revenues								
103-312-410	1st Local Option Fuel Tax	294,500.00	-	(8,500.00)	286,000.00	286,419.15	419.15	100.15%
103-312-420	2nd Local Option Fuel Tax	234,700.00	-	(16,500.00)	218,200.00	218,588.23	388.23	100.18%
103-334-420	FDOT Maintenance Contract	65,000.00	-	(15,800.00)	49,200.00	49,233.00	33.00	100.07%
103-335-120	State Revenue Sharing - Municipal Fuel	475,600.00	-	40,000.00	515,600.00	516,385.78	785.78	100.15%
103-338-000	MoCo ILA-Supplemental Gas Tax	22,200.00	-	-	22,200.00	22,236.00	36.00	100.16%
103-381-001	Transfer from General Fund (Half Cent Sales Tax)	1,015,300.00	-	(440,000.00)	575,300.00	573,699.94	(1,600.06)	99.72%
	Total Revenues	2,107,300.00	-	(440,800.00)	1,666,500.00	1,666,562.10	1,662.16	100.00%
Expenditures								
103-1200-541-01	Freebee Ridesharing Services	351,600.00	-	-	351,600.00	342,504.00	9,096.00	97.41%
103-1200-541-02	Road Micro-sealing	250,000.00	-	(250,000.00)	-	-	-	
103-1200-541-03	Pavement Conditions Assessment	60,000.00	-	(1,300.00)	58,700.00	13,358.10	45,341.90	22.76%
103-1200-541-99	Public Works Roadways Allocation	921,900.00	-	-	921,900.00	875,976.83	45,923.17	95.02%
		1,583,500.00	-	(251,300.00)	1,332,200.00	1,231,838.93	100,361.07	92.47%
103-1200-581-01	Transfer to Govtl DS Fund	523,800.00	-	500.00	524,300.00	524,273.92	26.08	100.00%
	Total Expenditures	2,107,300.00	-	(250,800.00)	1,856,500.00	1,756,112.85	100,387.15	94.59%
REVENUES OVER/(UNDER) EXPENDITURES		-	-	(190,000.00)	(190,000.00)	(89,550.75)		
Addition to / (Use of) Fund Balance						(0.00)		
Fund Balance - Ending, 9/30/2023 (Projected)								
103-281-001	Fund Bal - Restricted	-	89,600.00	(190,000.00)	(100,400.00)	0.00		
		-	89,600.00	(190,000.00)	(100,400.00)	0.00		

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EXHIBIT A

Fund: 104 - Affordable Housing Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget Benchmark = 100.0%
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
Fund Balance - Beginning, 10/1/2022								
104-282-000	Fund Bal - Committed	1,018,600.00	76,500.00	-	1,095,100.00	1,095,056.79		
		1,018,600.00	76,500.00	-	1,095,100.00	1,095,056.79		
Revenues								
104-324-410	Impact Fees - Affordable Housing - Residential	100,000.00	-	18,300.00	118,300.00	118,302.87	2.87	100.00%
104-324-420	Impact Fees - Affordable Housing - Commercial	-	5,000.00	(600.00)	4,400.00	4,465.84	65.84	101.50%
104-361-100	Interest Revenue	2,000.00	9,600.00	(100.00)	11,500.00	29,872.29	18,372.29	259.76%
104-383-001	Aff Hsng Lease Proceeds	5,000.00	-	200.00	5,200.00	5,292.93	92.93	101.79%
	Total Revenues	107,000.00	14,600.00	17,800.00	139,400.00	157,933.93	18,533.93	113.30%
Expenditures								
104-0000-554-31	Professional Services	30,000.00	-	(12,800.00)	17,200.00	17,200.00	-	100.00%
104-0000-554-83	Grants & Aid to Private Citizens	30,000.00	20,000.00	10,000.00	60,000.00	60,000.00	-	100.00%
		60,000.00	20,000.00	(2,800.00)	77,200.00	77,200.00	-	100.00%
104-0600-581-00	Transfer Out	5,000.00	-	(5,000.00)	-	-	-	
	Total Expenditures	65,000.00	20,000.00	(7,800.00)	77,200.00	77,200.00	-	100.00%
	REVENUES OVER/(UNDER) EXPENDITURES	42,000.00	(5,400.00)	25,600.00	62,200.00	80,733.93		
	<i>Addition to / (Use of) Fund Balance</i>					-		
Fund Balance - Ending, 9/30/2023 (Projected)								
104-282-000	Fund Bal - Committed	1,060,600.00	71,100.00	25,600.00	1,157,300.00	1,175,790.72		
		1,060,600.00	71,100.00	25,600.00	1,157,300.00	1,175,790.72		

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EXHIBIT A

Fund 107 - Building Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE		Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget				
							Favorable / (Unfavorable)		Benchmark = 100.0%
Fund Balance - Beginning, 10/1/2022									
107-281-000	Fund Bal - Restricted - Other Bldg Activities	261,400.00	298,000.00	-	559,400.00	559,192.21			
107-282-000	Fund Bal - Committed - Fla Bldg Code Enf	232,000.00	1,600.00	-	233,600.00	233,562.11			
		493,400.00	299,600.00	-	793,000.00	792,754.32			
Revenues									
107-316-000	Contractor Registration Fees	20,000.00	-	-	20,000.00	21,354.00	1,354.00	106.77%	
107-322-000	Building Permit Fees	1,600,000.00	-	99,000.00	1,699,000.00	1,699,324.41	324.41	100.02%	
107-361-001	Interest Revenue	1,000.00	-		1,000.00	18,345.77	17,345.77	1834.58%	
	Total Revenues	1,621,000.00	-	99,000.00	1,720,000.00	1,739,024.18	19,024.18	101.11%	
Expenditures									
107-1000-524-12	Regular Salaries & Wages	687,400.00	-	-	687,400.00	648,932.69	38,467.31	94.40%	
107-1000-524-14	Overtime	25,000.00	-	-	25,000.00	20,216.85	4,783.15	80.87%	
107-1000-524-21	Payroll Taxes	54,500.00	-	-	54,500.00	52,635.83	1,864.17	96.58%	
107-1000-524-22	Retirement Plan Contributions	87,000.00	-	-	87,000.00	84,851.57	2,148.43	97.53%	
107-1000-524-23	Employee Insurance Benefits	87,200.00	-	-	87,200.00	84,209.71	2,990.29	96.57%	
107-1000-524-24	Workers' Compensation	15,000.00	-	-	15,000.00	11,531.37	3,468.63	76.88%	
107-1000-524-31	Professional Services	487,500.00	-	254,000.00	741,500.00	734,702.93	6,797.07	99.08%	
	Harris Computers	2,500.00	-	(2,500.00)	-	-			
	M T Causley (Inspections & Plans Rvw)	450,000.00	-	100,000.00	550,000.00	546,732.73			
	All Aspects (Inspecltions & Plans Rvw)	-	-	92,000.00	92,000.00	91,365.00			
	Lori Lehr (Watershed Mgmt Plan)	-	-	67,800.00	67,800.00	67,725.00			
	Weiss, Serota (legal services)	-	-	500.00	500.00	500.00			
	DBPR (Fees to State)	30,000.00	-	-	30,000.00	28,230.20			
	Misc / Other	5,000.00	-	(3,800.00)	1,200.00	150.00			
107-1000-524-40	Travel & Per Diem	5,000.00	-	-	5,000.00	3,649.62	1,350.38	72.99%	
107-1000-524-41	Communications	6,500.00	-	-	6,500.00	5,877.17	622.83	90.42%	
107-1000-524-42	Freight & Postage	1,000.00	-	800.00	1,800.00	1,701.13	98.87	94.51%	
107-1000-524-45	Insurance	15,000.00	-	-	15,000.00	12,137.36	2,862.64	80.92%	
107-1000-524-46	Repair & Maintenance	5,000.00	-	-	5,000.00	4,981.66	18.34	99.63%	
107-1000-524-48	PR / Advertising	500.00	-	3,000.00	3,500.00	3,092.00	408.00	88.34%	

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EXHIBIT A

Fund 107 - Building Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	BUDGET	
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget		FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
							Favorable / (Unfavorable)	Benchmark = 100.0%
107-1000-524-51	Office Supplies & Other Expenses	8,000.00	-	-	8,000.00	4,185.08	3,814.92	52.31%
107-1000-524-52	Operating Supplies	10,000.00	-	-	10,000.00	5,563.64	4,436.36	55.64%
107-1000-524-54	Dues & Subscriptions	40,200.00	-	7,500.00	47,700.00	47,455.53	244.47	99.49%
107-1000-524-55	Training	5,000.00	-	-	5,000.00	2,955.87	2,044.13	59.12%
107-9000-581-01	Transfer to General Fund	84,000.00	-	-	84,000.00	84,000.00	-	100.00%
Total Expenditures		1,623,800.00	-	265,300.00	1,889,100.00	1,812,680.01	76,419.99	95.95%
REVENUES OVER/(UNDER) EXPENDITURES		(2,800.00)	-	(166,300.00)	(169,100.00)	(73,655.83)		
Addition to / (Use of) Fund Balance						-		
Fund Balance - Ending, 9/30/2023 (Projected)								
107-281-000	Fund Bal - Restricted - Other Bldg Activities	238,600.00	298,000.00	(166,300.00)	370,300.00	455,536.38		
107-282-000	Fund Bal - Committed - Fla Bldg Code Enf	252,000.00	1,600.00	-	253,600.00	263,562.11		
		490,600.00	299,600.00	(166,300.00)	623,900.00	719,098.49		

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EXHIBIT A

Fund: 200 - Debt Service Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							Favorable / (Unfavorable)	Benchmark = 100.0%
Revenues								
200-381-002	Transfer from Transportation Fund	523,800.00	-	-	523,800.00	524,273.92	473.92	100.09%
200-381-003	Transfer from General Fund	304,300.00	-	-	304,300.00	304,197.22	(102.78)	99.97%
Total Revenues		828,100.00	-	-	828,100.00	828,471.14	371.14	100.04%
Expenditures								
200-0500-517-71	Principal	691,800.00	-	-	691,800.00	691,503.14	296.86	99.96%
	2013 Paving Loan	276,800.00	-	-	276,800.00	276,503.14		
	2012 Refunding of Series 2007	415,000.00	-	-	415,000.00	415,000.00		
200-0500-517-72	Interest	136,300.00	-	-	136,300.00	136,968.00	(668.00)	100.49%
	2013 Paving Loan	108,800.00	-	-	108,800.00	109,273.92		
	2012 Refunding of Series 2007	27,500.00	-	-	27,500.00	27,694.08		
Total Expenditures		828,100.00	-	-	828,100.00	828,471.14	(371.14)	100.04%
REVENUES OVER/(UNDER) EXPENDITURES		-	-	-	-	-		
Addition to / (Use of) Fund Balance								

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EXHIBIT A

Fund: 300 - Capital Project Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
Fund Balance - Beginning, 10/1/2022								
300-282-001	Fund Bal - Restricted - Disc Sales Surtax	2,715,300.00	75,500.00	(10,000.00)	2,780,800.00	2,780,760.08		
300-283-000	Fund Bal - Assigned	3,880,500.00	-	-	3,880,500.00	3,880,500.00		
		6,595,800.00	75,500.00	(10,000.00)	6,661,300.00	6,661,260.08		
Revenues								
300-312-600	Local Govt Discretionary Sales Surtax	\$ 3,447,900.00	\$ -	\$ (44,000)	\$ 3,403,900.00	\$ 3,404,678.84	778.84	100.02%
	90% for Capital / Infrastructure Purposes	3,103,110.00	-	(40,000.00)	3,063,110.00	3,064,210.96		
	10% Limit for General Purposes	344,790.00	-	(4,000.00)	340,790.00	340,467.88		
300-334-701	FDEP - Rec Trails Pgm Grant (KTCP)	200,000.00	-	(200,000.00)	-	-	-	
300-335-705	Restore Act Grant	-	-	128,000.00	128,000.00	128,308.50	308.50	100.24%
300-337-701	TDC Bricks & Mortar Grant	615,500.00	-	(248,500.00)	367,000.00	367,481.00	481.00	100.13%
	Bathroom @ KTCP	100,000.00	-	-	100,000.00	100,000.00		
	Dog Park Improvements - Phase 1	200,000.00	-	(2,500.00)	197,500.00	197,981.00		
	Founders Park Beach Restroom Project	19,500.00	-	-	19,500.00	19,500.00		
	Library Beach Playground	246,000.00	-	(246,000.00)	-	-		
	Tennis Court Resurfacing	50,000.00	-	-	50,000.00	50,000.00		
300-361-100	Interest	10,000.00	43,000.00		53,000.00	149,004.68	96,004.68	281.14%
300-369-000	Miscellaneous Revenue	-	198,400.00	-	198,400.00	198,394.00	(6.00)	100.00%
	Lot Donation - 157 Pueblo	-	187,900.00	-	187,900.00	187,894.00		
	Fire Hydrant Costs - 101 Caloosa	-	10,500.00	-	10,500.00	10,500.00		
300-381-000	Transfer from General Fund (001)	180,700.00		(83,700.00)	97,000.00	97,125.63	125.63	100.13%
	General Fund for General Capital Purchases	130,700.00	-	(130,700.00)	-	2,059.63		
	Landscape Mitigation (from General Fund)	50,000.00	-	47,000.00	97,000.00	95,066.00		

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EXHIBIT A

Fund: 300 - Capital Project Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							Favorable / (Unfavorable)	Benchmark = 100%
300-381-101	Transfer from Impact Fee Fund	745,000.00	-	(426,200.00)	318,800.00	320,227.61	1,427.61	100.45%
	Fire (Storage Building)	220,000.00	-	(210,000.00)	10,000.00	10,750.00		
	Fire (Hydrants)	-	-	5,000.00	5,000.00	4,264.81		
	Parks & Rec (GTH Improvements)	325,000.00	-	(255,000.00)	70,000.00	71,822.09		
	Parks & Rec (KTCP Boardwalk)	125,000.00	-	30,000.00	155,000.00	154,676.27		
	Parks & Rec (Plantation Tropical Preserve)	75,000.00	-	3,800.00	78,800.00	78,714.44		
300-388-200	Insurance Proceeds	-	5,000.00	(500.00)	4,500.00	4,510.86	10.86	100.24%
Total Revenues		5,199,100.00	246,400.00	(874,900.00)	4,570,600.00	4,669,731.12	99,131.12	102.17%
Expenditures								
Village Manager								
300-0300-512-66	Canal Project - #115/116 (back-filling)	850,000.00	-	-	850,000.00	6,359.22	843,640.78	0.75%
300-0300-512-67	Canal Project - #114 (injection well)	250,000.00	30,000.00	5,000.00	285,000.00	284,742.07	257.93	99.91%
300-0300-512-68	Canal Project - #147 (back filling)	70,000.00	-	-	70,000.00	34,923.10	35,076.90	49.89%
Planning								
300-0600-515-64	Land Acquisition	-	188,000.00	-	188,000.00	187,894.00	106.00	99.94%
IT & Communications								
300-0700-519-64	Capital Outlay - IT & Communications	50,000.00	-	-	50,000.00	8,669.50	41,330.50	17.34%
Local Law Enforcement (MCSO)								
300-0800-521-31	Prof Svcs - Local Law Enf (Vehicle Amortization)	145,000.00	-	-	145,000.00	144,168.96	831.04	99.43%
300-0800-521-68	Capital Outlay - Local Law Enf (MCSO)	-	-	46,000.00	46,000.00	46,000.00	-	100.00%
Fire Rescue								
300-0900-522-61	Saferoom & Floodproofing (HMGP Grant)	500,000.00	-	-	500,000.00	99,476.47	400,523.53	19.90%
300-0900-522-62	Storage Building for Portable Generators	220,000.00	-	-	220,000.00	10,750.00	209,250.00	4.89%
300-0900-522-63	Critical Power (HMGP Grant)	440,000.00	-	-	440,000.00	2,850.00	437,150.00	0.65%

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EXHIBIT A

Fund: 300 - Capital Project Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							Favorable / (Unfavorable)	Benchmark = 100%
300-0900-522-64	Capital Outlay - Fire Rescue	1,460,000.00	56,000.00	79,000.00	1,516,000.00	1,151,204.35	364,795.65	75.94%
	2022 75' Sulphen Ladder Truck	1,010,000.00	-	-	1,010,000.00	1,011,386.00		
	2023 Rescue	450,000.00	-	-	450,000.00	-		
	2021 Ford Transit Van (FY 21-22)	-	56,000.00	-	56,000.00	61,260.00		
	2023 Ford F250 Super Duty Truck	-	-	79,000.00	-	78,558.35		
300-0900-522-68	New Fire Hydrants	-	15,000.00	-	15,000.00	14,764.81	235.19	98.43%
Public Works								
300-1200-538-64	Lower Mat Culvert Project	-	35,000.00	-	35,000.00	29,865.60	5,134.40	85.33%
300-1200-541-62	KTCP Boardwalk	325,000.00	-	-	325,000.00	154,676.27	170,323.73	47.59%
300-1200-541-64	Capital Outlay - Public Works	1,115,000.00	-	-	1,115,000.00	303,344.60	811,655.40	27.21%
	2022 Freightliner Dump Truck	135,000.00	-	-	135,000.00	125,865.00		
	2023 Chevy 2500 CC Pickup (2)	94,000.00	-	-	94,000.00	-		
	7' x 16' Box Trailer	16,500.00	-	-	16,500.00	18,273.00		
	BC1000 XL Chipper (replace 2003)	60,000.00	-	-	60,000.00	56,864.85		
	Bus Shelter Study	173,000.00	-	-	173,000.00	Expenses to General Fund		
	Feasibility Study - Chambers & PW Facility	500,000.00	-	-	500,000.00	-		
	LIDAR Data Project (Monroe Cty)	90,000.00	-	-	90,000.00	56,084.75		
	Polaris Mule	18,500.00	-	-	18,500.00	20,499.00		
	Scag 61 Toro Mowers (2)	28,000.00	-	-	28,000.00	25,758.00		
300-1200-541-65	Morada Way Lighting Project (from fund balance PY)	-	127,500.00	-	127,500.00	127,321.00	179.00	99.86%
300-1200-541-66	Landscaping Projects	50,000.00	-	46,000.00	96,000.00	95,066.00	934.00	99.03%
300-1200-541-67	Green Turtle Hammock Improvements	325,000.00	-	-	325,000.00	71,822.09	253,177.91	22.10%
300-1300-572-68	146 Sunshine (PTP Entrance)	75,000.00	1,000.00	3,000.00	79,000.00	78,714.44	285.56	99.64%
300-1300-572-69	Library Beach Playground Project	246,000.00	-	-	246,000.00	-	246,000.00	0.00%
Parks & Recreation								
300-1300-572-63	Dog Park Improvements	225,000.00	-	7,700.00	232,700.00	232,605.07	94.93	99.96%

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EXHIBIT A

Fund: 300 - Capital Project Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							Favorable / (Unfavorable)	Benchmark = 100%
300-1300-572-64	Capital Outlay - Parks & Recreation	93,000.00	-	-	93,000.00	82,478.90	10,521.10	88.69%
	Founders Park Beach Restroom Project	19,500.00	-	-	19,500.00	-		
	Great Lawn Irrigation System	-	-	-	-	5,747.50		
	Garden Verti-Cutter 16"	13,000.00	-	-	13,000.00	14,475.75		
	John Deer Gator / Club Car	15,500.00	-	-	15,500.00	12,929.85		
	Pool Heat Pumps	30,000.00	-	-	30,000.00	21,549.10		
	SCAG Mower	15,000.00	-	-	15,000.00	12,508.20		
	Club Car for Maintenance	-	-	-	-	15,268.50		
300-1200-541-66	Tennis Complex Improvements	84,500.00	-	15,000.00	99,500.00	98,570.00	930.00	99.07%
300-1200-541-67	Solar Lighting Replacement Project	350,000.00	-	-	350,000.00	9,587.54	340,412.46	2.74%
<u>Transfers Out</u>								
300-9000-581-93	Transfer to Wastewater Ent (402) Fund	1,000,000.00	-	(900,000.00)	100,000.00	91,517.57	8,482.43	91.52%
	Total Expenditures	7,873,500.00	452,500.00	(698,300.00)	7,548,700.00	3,367,371.56	4,181,328.44	44.61%
	REVENUES OVER/(UNDER) EXPENDITURES	(2,674,400.00)	(206,100.00)	(176,600.00)	(2,978,100.00)	1,302,359.56		
	Addition to / (Use of) Fund Balance					-		
Fund Balance - Ending, 9/30/2023 (Projected)								
300-282-001	Fund Bal - Restricted - Disc Sales Surtax	1,200,900.00	(130,600.00)	(186,600.00)	962,700.00	4,196,196.11		
300-283-000	Fund Bal - Assigned	2,720,500.00	-	-	2,720,500.00	3,767,423.53		
		3,921,400.00	(130,600.00)	(186,600.00)	3,683,200.00	7,963,619.64		

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EXHIBIT A

Fund: 401 - Marina Enterprise Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
Net Position								
401-274-000	Net Position - Investment in Capital Assets					3,242,330.00		
401-276-000	Net Position - Unrestricted					1,251,969.09		
						<u>4,494,299.09</u>		
CASH & CASH EQUIVALENTS, Beginning 10/1/2022								
	Pooled Cash - Operating Account	1,605,400.00				1,451,191.59		
		<u>1,605,400.00</u>				<u>1,451,191.59</u>		
Revenues								
401-337-702	Monroe County Boating Improvement Grant	10,000.00	-	-	10,000.00	10,245.95	245.95	102.46%
401-347-501	Dock Usage Fee	1,000,000.00	-	-	1,000,000.00	967,404.56	(32,595.44)	96.74%
401-347-502	Diesel Fuel Sales	175,000.00	-	-	175,000.00	114,123.83	(60,876.17)	65.21%
401-347-503	Dock Utilities Charge	75,000.00	-	-	75,000.00	91,619.55	16,619.55	122.16%
401-347-504	Ramp Usage Fee	50,000.00	-	-	50,000.00	61,871.03	11,871.03	123.74%
401-347-505	Unleaded Fuel Sales	400,000.00	-	-	400,000.00	443,935.13	43,935.13	110.98%
401-347-506	Miscellaneous Revenue	12,000.00	-	-	12,000.00	9,588.53	(2,411.47)	79.90%
401-361-100	Interest	5,000.00	5,700.00	-	10,700.00	27,266.16	16,566.16	254.82%
	Total Revenues	<u>1,727,000.00</u>	<u>5,700.00</u>	-	<u>1,732,700.00</u>	<u>1,726,054.74</u>	<u>(6,645.26)</u>	<u>99.62%</u>
Expenses								
Debt Service								
401-1400-517-71	Debt Service Principal	12,500.00	-	-	12,500.00	12,376.21	123.79	99.01%
401-1400-517-72	Debt Service Interest	1,300.00	-	-	1,300.00	1,225.59	74.41	94.28%
Personnel								
401-1400-575-12	Regular Salaries & Wages	241,500.00	-	19,000.00	260,500.00	260,161.65	338.35	99.87%
401-1400-575-14	Overtime	10,000.00	-	1,500.00	11,500.00	11,265.54	234.46	97.96%
401-1400-575-21	Payroll Taxes	19,300.00	-	1,500.00	20,800.00	20,446.54	353.46	98.30%
401-1400-575-22	Retirement Contributions	29,000.00	-	3,000.00	32,000.00	31,485.97	514.03	98.39%
401-1400-575-23	Life & Health Insurance	43,000.00	-	(14,000.00)	29,000.00	27,712.27	1,287.73	95.56%
401-1400-575-24	Workers' Compensation	3,500.00	-	1,000.00	4,500.00	4,050.88	449.12	90.02%

Islamorada, Village of Islands
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EXHIBIT A

Fund: 401 - Marina Enterprise Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget		Favorable / (Unfavorable)	Actual as % of Budget Benchmark = 100.0%
<u>Operating</u>								
401-1400-575-31	Professional Services	5,000.00	-	(4,000.00)	1,000.00	375.00	625.00	37.50%
401-1400-575-41	Communications	7,000.00	4,000.00	5,500.00	16,500.00	16,201.41	298.59	98.19%
401-1400-575-42	Freight & Postage	-	500.00	-	500.00	5.13	494.87	1.03%
401-1400-575-43	Utilities	135,000.00	-	21,000.00	156,000.00	155,282.38	717.62	99.54%
401-1400-575-44	Rentals & Leases	-	1,000.00	-	1,000.00	920.04	79.96	92.00%
401-1400-575-45	Insurance	85,000.00	-	27,000.00	112,000.00	111,093.90	906.10	99.19%
401-1400-575-46	Repairs & Maintenance	100,000.00	(5,500.00)	(34,000.00)	60,500.00	60,493.55	6.45	99.99%
401-1400-575-48	PR / Advertising	25,000.00	-	3,300.00	28,300.00	28,207.00	93.00	99.67%
401-1400-575-49	Other Expenses	50,000.00	-	25,000.00	75,000.00	74,940.32	59.68	99.92%
401-1400-575-51	Office Supplies	10,000.00	-	(8,000.00)	2,000.00	1,191.45	808.55	59.57%
401-1400-575-52	Operating Supplies	400,000.00	-	36,000.00	436,000.00	435,684.85	315.15	99.93%
401-1400-575-54	Dues & Subscriptions	4,000.00	-	-	4,000.00	2,292.62	1,707.38	57.32%
<u>Capital Outlay</u>								
401-1400-575-63	Capital Outlay - Breakwater Restoration	100,000.00	-	(90,000.00)	10,000.00	9,502.50	497.50	95.03%
401-1400-575-64	Capital Outlay - Machinery & Equipment	-		25,000.00	25,000.00	24,809.06	190.94	99.24%
401-1400-575-65	Capital Outlay - Dock Decking Replacement	1,000,000.00	-	(260,000.00)	740,000.00	739,693.00	307.00	99.96%
		<u>2,281,100.00</u>	<u>-</u>	<u>(241,200.00)</u>	<u>2,039,900.00</u>	<u>2,029,416.86</u>	<u>10,483.14</u>	<u>99.49%</u>
REVENUES OVER/(UNDER) EXPENSES		(554,100.00)	5,700.00	241,200.00	(307,200.00)	(303,362.12)	(17,128.40)	
Addition to / (Use of) Net Position						0.00		
CASH & CASH EQUIVALENTS, Ending 9/30/2023								
Pooled Cash - Operating Account		1,051,300.00				1,147,829.47		
		<u>1,051,300.00</u>				<u>1,147,829.47</u>		

Fund: 402 - Wastewater Enterprise Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
Net Position						71,344,452.15		
402-274-000	Net Position - Investment in Capital Assets					31,526,112.98		Benchmark = 100.0%
402-276-000	Net Position - Unrestricted					102,870,565.13		
CASH & CASH EQUIVALENTS, Beginning 10/1/2022								
Pooled Cash - Operating Account		7,636,000.00				6,774,949.98		
		7,636,000.00				6,774,949.98		
Revenues								
402-325-101	NPK Assessment Principal/Payoff	200,000.00	-	-	200,000.00	201,065.56	1,065.56	100.53%
402-325-104	RSA Assessment Principal/Payoff	1,400,000.00	-	-	1,400,000.00	1,412,287.16	12,287.16	100.88%
402-325-106	Wastewater System Development Charges	50,000.00	58,000.00	-	108,000.00	411,684.70	303,684.70	381.19%
402-331-350	ACOE FKWQIP Grant	-	1,464,500.00	-	1,464,500.00	2,000,000.00	535,500.00	136.57%
402-334-352	DEP LPA0087 Stewardship Act Grant	1,857,000.00	(1,500,000.00)	-	357,000.00	-	(357,000.00)	0.00%
402-343-501	Wastewater Service Charge	6,900,000.00	-	-	6,900,000.00	7,064,542.02	164,542.02	102.38%
402-343-502	Wastewater Infrastructure Fees	15,000.00	-	-	15,000.00	1,200.00	(13,800.00)	8.00%
402-361-100	Interest	25,000.00	-	-	25,000.00	127,845.03	102,845.03	511.38%
402-361-101	NPK Assessment Interest/Other Revenue	-	163,000.00	-	163,000.00	-	(163,000.00)	0.00%
402-361-102	RSA Assessment Interest/Other Revenue	-	1,220,000.00	-	1,220,000.00	-	(1,220,000.00)	0.00%
402-369-000	Miscellaneous Revenue	-	3,800.00	-	3,800.00	11,250.00	7,450.00	296.05%
402-381-000	Transfer from Capital Projects Fund	1,000,000.00	-	-	1,000,000.00	91,517.57	(908,482.43)	9.15%
Total Revenues		11,447,000.00	1,409,300.00	-	12,856,300.00	11,321,392.04	(1,534,907.96)	88.06%

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Fund: 402 - Wastewater Enterprise Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							Favorable / (Unfavorable)	Benchmark = 100.0%
Expenses								
<u>Debt Service</u>								
402-1500-517-71	Debt Service Principal	4,576,700.00	-	-	4,576,700.00	3,904,256.81	672,443.19	85.31%
402-1500-517-72	Debt Service Interest	1,783,400.00	-	-	1,783,400.00	1,433,400.61	349,999.39	80.37%
<u>Personnel</u>								
402-1500-535-12	Regular Salaries & Wages	466,800.00	-	-	466,800.00	460,343.33	6,456.67	98.62%
402-1500-535-14	Overtime	35,000.00	-	-	35,000.00	30,630.29	4,369.71	87.52%
402-1500-535-21	Payroll Taxes	38,400.00	-	-	38,400.00	36,331.04	2,068.96	94.61%
402-1500-535-22	Retirement Contributions	61,100.00	-	-	61,100.00	59,092.57	2,007.43	96.71%
402-1500-535-23	Life & Health Insurance	80,700.00	-	27,000.00	107,700.00	107,564.85	135.15	99.87%
402-1500-535-24	Workers' Compensation	10,000.00	-	-	10,000.00	7,831.23	2,168.77	78.31%
<u>Operating</u>								
402-1500-535-31	Professional Services	1,837,000.00	-	120,000.00	1,957,000.00	1,870,307.60	86,692.40	95.57%
	FKAA - Billing Services	160,000.00	-	16,000.00	176,000.00	175,563.72		
	GSG - Assessment Consultant	27,000.00	-	-	27,000.00	24,750.00		
	KLWTD - Treatment Costs	1,400,000.00	-	-	1,400,000.00	1,323,619.98		
	Wade Trim - Engineering	150,000.00	-	68,000.00	218,000.00	217,503.90		
	RES (Water Quality Monitoring)	75,000.00	-	-	75,000.00	69,512.50		
	Avineon (GIS/SCADA)	-		12,000.00	12,000.00	11,587.50		
	Marcum (Page Audit)	-		46,000.00	46,000.00	45,475.00		
	Raftelis (AIMS Support)	-		3,000.00	3,000.00	2,295.00		
	Other / Misc	25,000.00	-	(25,000.00)	-	-		
402-1500-535-40	Travel & Per Diem	5,000.00	-	-	5,000.00	556.27	4,443.73	11.13%
402-1500-535-41	Communications	10,000.00	-	3,000.00	13,000.00	12,996.97	3.03	99.98%
402-1500-535-42	Freight & Postage	500.00	-	-	500.00	-	500.00	0.00%
402-1500-535-43	Utilities	195,000.00	-	-	195,000.00	163,071.38	31,928.62	83.63%
402-1500-535-44	Rentals & Leases	25,000.00	67,000.00	-	92,000.00	79,289.46	12,710.54	86.18%
402-1500-535-45	Insurance	230,000.00	-	60,000.00	290,000.00	289,209.84	790.16	99.73%

Fund: 402 - Wastewater Enterprise Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)		
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
							Favorable / (Unfavorable)	Benchmark = 100.0%
402-1500-535-46	Repairs & Maintenance	530,000.00	367,300.00	(250,000.00)	647,300.00	432,018.05	215,281.95	66.74%
	Airvac (Vac System repairs & parts)	25,000.00	43,500.00	-	68,500.00	75,944.46		
	K B Vacuum (pump repairs)	25,000.00	63,700.00	-	88,700.00	53,500.00		
	Page Excavating	25,000.00	160,000.00	-	185,000.00	68,540.00		
	DoneRite Pumps	25,000.00	52,200.00	-	77,200.00	39,596.75		
	Estate Services Unlimited (Tank Cleaning)	-	22,000.00	-	22,000.00	21,800.00		
	F J Nugent (repair parts)	-	30,000.00	-	30,000.00	18,640.80		
	Fortiline Waterworks					19,747.20		
	Florida Paving & Trucking Services					43,000.00		
	Nationwide Plumbing					28,350.00		
	Vic's Auto Tech (vehicles repairs)					12,320.41		
	Commerce Controls (wet well repair)	430,000.00	(4,100.00)	(250,000.00)	175,900.00	4,172.00		
	AAA American Restoration (sewer leak repair)					6,065.64		
	Pat's Pump & Blower, LLC					3,061.87		
	A1 Powerworx (Generator Maint)					13,551.64		
	Windy Day Plumbing					1,960.99		
	Various - Other / Misc					21,766.29		
402-1500-535-48	PR / Advertising	2,000.00	-	-	2,000.00	1,743.30	256.70	87.17%
402-1500-535-49	Other Expenses	-	600.00	-	600.00	174.87	425.13	29.15%
402-1500-535-51	Office Supplies	4,000.00	-	-	4,000.00	-	4,000.00	0.00%
402-1500-535-52	Operating Supplies	225,000.00	-	108,000.00	333,000.00	332,382.38	617.62	99.81%
402-1500-535-54	Dues & Subscriptions	4,000.00	-	-	4,000.00	3,811.90	188.10	95.30%
402-1500-535-55	Training	8,000.00	-	-	8,000.00	-	8,000.00	0.00%
Capital Outlay								
402-1500-535-62	SCADA (Star Controls)	500,000.00	-	-	500,000.00	218,377.00	-	43.68%
402-1500-535-63	Capital Outlay - Infrastructure	200,000.00	2,051,500.00	130,000.00	2,381,500.00	2,366,414.58	15,085.42	99.37%
	Airvac (new connections & breathers)	25,000.00	90,000.00	(40,000.00)	75,000.00	72,769.00		
	F J Nugent (E1 Grinder Pumps)	25,000.00	46,500.00	(38,000.00)	33,500.00	33,099.00		
	Page Excavating (new laterals, rings)	150,000.00	1,865,000.00	155,000.00	2,170,000.00	2,168,451.10		
	KB Vacuum	-	-	53,000.00	53,000.00	52,500.00		
	PSI Technologies (submersible pumps)	-	25,000.00	-	25,000.00	18,358.48		
	Satellite Industries (new hoses)	-	25,000.00	-	25,000.00	21,237.00		

Fund: 403 - Stormwater Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget Benchmark = 100.0%
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
Net Position								
403-274-000	Net Position - Investment in Capital Assets					1,894,193.61		
403-276-000	Net Position - Unrestricted					233,358.65		
403-284-000	Net Position - Unassigned					-		
						<u>2,127,552.26</u>		
CASH & CASH EQUIVALENTS, Beginning 10/1/2022								
	Pooled Cash - Operating Account	232,300.00				239,864.09		
		<u>232,300.00</u>				<u>239,864.09</u>		
Revenues								
403-325-200	Stormwater Assessment	199,700.00	-	-	199,700.00	196,178.47	(3,521.53)	98.24%
403-361-000	Interest Revenue	-	2,700.00	-	2,700.00	6,753.60	4,053.60	250.13%
	Total Revenues	<u>199,700.00</u>	<u>2,700.00</u>	<u>-</u>	<u>202,400.00</u>	<u>202,932.07</u>	<u>532.07</u>	<u>100.26%</u>
Expenses								
<u>Personnel</u>								
403-1600-538-12	Regular Salaries & Wages	13,500.00	-	-	13,500.00	13,460.48	39.52	99.71%
403-1600-538-21	Payroll Taxes	1,100.00	-	100.00	1,200.00	1,106.34	93.66	92.20%
403-1600-538-22	Retirement Contributions	1,700.00	-	-	1,700.00	1,674.18	25.82	98.48%
403-1600-538-23	Life & Health Insurance	1,000.00	-	200.00	1,200.00	1,114.40	85.60	92.87%
403-1600-538-24	Workers' Compensation	300.00	-	-	300.00	225.21	74.79	75.07%
<u>Operating</u>								
403-1600-538-31	Professional Services	200,000.00	-	(400.00)	199,600.00	6,500.00	193,100.00	3.26%
403-1600-538-42	Freight & Postage	-	-	100.00	100.00	61.20	38.80	61.20%
403-1600-538-43	Utilities	1,000.00	-	-	1,000.00	579.01	420.99	57.90%
403-1600-538-45	Insurance	500.00	-	-	500.00	221.59	278.41	44.32%
403-1600-538-46	Repair & Maintenance	25,000.00	-	-	25,000.00	-	25,000.00	0.00%
403-1600-538-48	PR / Advertising	1,000.00	-	-	1,000.00	536.40	463.60	53.64%
403-1600-538-52	Operating Supplies	5,000.00	-	-	5,000.00	-	5,000.00	0.00%
		<u>250,100.00</u>	<u>-</u>	<u>-</u>	<u>250,100.00</u>	<u>25,478.81</u>	<u>224,621.19</u>	<u>10.19%</u>
	REVENUES OVER/(UNDER) EXPENSES	(50,400.00)	2,700.00	-	(47,700.00)	177,453.26		
	Addition to / (Use of) Net Position					(0.00)		
CASH & CASH EQUIVALENTS, Ending 9/30/2023								
	Pooled Cash - Operating Account	181,900.00				417,317.35		
		<u>181,900.00</u>				<u>417,317.35</u>		

Fund: 402 - Wastewater Enterprise Fund		BUDGET				FY 22-23 ACTUALS (Unaudited)	FINAL BUDGET v ACTUALS VARIANCE	Actual as % of Budget
		FY 22-23 Adopted Budget	FY 22-23 Approved Amendments	FY 22-23 Budget Amendment - Requested	Proposed FY 22-23 Amended Budget			
							Favorable / (Unfavorable)	Benchmark = 100.0%
402-1500-535-64	Capital Outlay - Machinery & Equipment	65,000.00	32,300.00	-	97,300.00	55,663.39	41,636.61	57.21%
	OpenGov (Cartegraph)	23,000.00	-	-	23,000.00	22,896.39		
	Security Camers @ Pump Stations	42,000.00	-	-	42,000.00	-		
	Overhead Crane Lifting System	-	9,800.00	-	9,800.00	10,267.00		
	Emergency Soft Starters (4)	-	22,500.00	-	22,500.00	22,500.00		
402-1500-535-65	NPK Pump Station Projects	2,000,000.00	(1,800,000.00)	-	200,000.00	52,290.29	147,709.71	26.15%
402-1500-535-66	Capital Outlay - Generator Storage Bldg.	250,000.00	-	(250,000.00)	-	-	-	
402-1500-535-67	Portable Gens & Floodproofing (HMGP)	585,000.00	-	(580,000.00)	5,000.00	3,150.00	1,850.00	63.00%
		13,727,600.00	718,700.00	(632,000.00)	13,814,300.00	11,920,908.01	1,611,768.99	86.29%
REVENUES OVER/(UNDER) EXPENSES		(2,280,600.00)	690,600.00	632,000.00	(958,000.00)	(599,515.97)		
Addition to / (Use of) Net Position						0.00		
CASH & CASH EQUIVALENTS, Ending 9/30/2023								
	Pooled Cash - Operating Account	5,355,400.00				6,175,434.01		
		5,355,400.00				6,175,434.01		



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: December 12, 2023
SUBJECT: Resolution Approving Agreement with Attention Media, LLC TAB 20

Background:

Since 2021, the Village has engaged Attention Media, LLC for social media and other forms of outreach. Previously, the Village Council and Attention Media expressed a desire to extend this relationship.

Analysis:

The proposed agreement has a one-year term, but it will also automatically renew unless it is not renewed or modified 30 days prior to the end of the term. The agreement also includes a 30-day termination provision for cause.

Budget Impact:

The total annual contract amount is \$72,000.00, with the potential to increase by an additional \$3,000.00 per year if further surveys are required after March 31, 2024. The agreement also calls for automatic annual price increases equal to the percentage raise increase awarded to Village staff beginning each year on the anniversary date of this Agreement.

Staff Impact:

N/A.

Recommendation:

Attachments:

1. 47K455002-Resolution approving 2023 agreement with Attention Media
2. 47Q973202-Agreement with Attention Media LLC 2023 (FINAL - updated 11-28-23)

RESOLUTION NO.

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING A ONE YEAR AGREEMENT WITH ATTENTION MEDIA, LLC TO PROVIDE A SOCIAL MEDIA AND OUTREACH PROGRAM; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE AGREEMENT; PROVIDING FOR A WAIVER OF COMPETITIVE BIDDING; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, in February of 2021, the Village agreed to a four (4) month pilot program with Attention Media, LLC ("AML") that was extended for an additional three (3) months in June of 2021; and

WHEREAS, in November of 2021, an agreement with AML was approved by Village Council which provided a \$6,000 monthly payment for a ten (10) month term. That agreement expired on September 30, 2022; and

WHEREAS, on October 25, 2022, the Village Council adopted Resolution No. 22-10-118, approving an eleven (11) month agreement with AML, starting November 1, 2022 and ending September 30, 2023; and

WHEREAS, the Village Manager has renewed that agreement in accordance with the terms therein; and

WHEREAS, the Village Council and AML desire to entire into a new agreement to further clarify the terms and services ("Agreement"); and

WHEREAS, AML has past government experience, technical media and video filming and producing experience, social media management experience handling large numbers of followers, data analysis and data management experience for Fortune 500 companies, survey management experience in our community, access to proprietary email database used for

surveys, project and business management experience, relationship building experience in the community at large and throughout Monroe County; and

WHEREAS, Section 2-328(1) of the Village Code provides that competitive bidding requirements may be waived by the Village Council upon a finding that the purchase of the goods or services without competitive bidding is in the best interests of the Village; and

WHEREAS, the Village Council finds that the Agreement with AML, attached as Exhibit "1", and a waiver of competitive bidding for the services to be provided is in the best interest of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated into this Resolution by this reference.

Section 2. Approval of Agreement. The Village Council hereby approves the Agreement with AML, a copy of which is attached as Exhibit 1.

Section 3. Authorization of Village Officials. The Village Manager and/or his/her designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of the Agreement.

Section 4. Authorization of Fund Expenditure. Notwithstanding the limitations imposed upon the Village Manager pursuant to the Village's Purchasing Procedures Ordinance, the Village Manager is authorized to expend budgeted funds to implement the terms and conditions of the Agreement.

Section 5. Waiver of Competitive Bidding. In accordance with Section 2-328(1) of the Village Code, the Village Council waives the competitive bidding purchasing provision of the Village Code.

Section 6. **Effective Date.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this ____ day of December, 2023.

Motion to adopt by _____. Seconded by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Joseph B. Pinder III	_____
Vice Mayor Sharon Mahoney	_____
Councilman Mark Gregg	_____
Councilwoman Elizabeth Jolin	_____
Councilman Henry Rosenthal	_____

PASSED AND ADOPTED THIS ____ DAY OF _____, 2023.

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY

AGREEMENT

THIS IS AN AGREEMENT, dated the ____ day of December, 2023, between:

ISLAMORADA, VILLAGE OF ISLANDS

a Florida municipal corporation, hereinafter "**VILLAGE**,"

and

ATTENTION MEDIA LLC

a Florida limited liability company, authorized to do business in the State of Florida, hereinafter "**CONTRACTOR**."

WITNESSETH:

In consideration of the mutual terms and condition, promises, covenants, and payments hereinafter set forth, VILLAGE and CONTRACTOR agree as follows:

Article I. PREAMBLE

In order to establish the background, context and form of reference for this Agreement and to generally express the objectives, and intentions, of the respective parties herein, the following statements, representations and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions which follow and may be relied upon by the parties as essential elements of the mutual considerations upon which this Agreement is based.

Section 1.01 The VILLAGE is in need of an independent experienced contractor to develop and implement a social media outreach program and other related services for the Village (the "Project").

Section 1.02 On February 04, 2021, the VILLAGE received a proposal from CONTRACTOR to develop and implement the Project.

Section 1.03 On February 25, 2021, the Village Council adopted Resolution No. 21-02-17, which approved the initial Agreement with CONTRACTOR for a four (4) month pilot program for a cost not-to-exceed \$24,000.00.

Section 1.04 On July 1, 2021, the Village Council of Islamorada, Village of Islands (the "Village Council") adopted Resolution No. 21-07-57 authorizing a First Amendment to the initial Agreement extending it for an additional three (3) month period for a cost not-to-exceed \$18,000.00.

Section 1.05 The Village Manager, under his purchasing authority, entered into a Second and Third Amendment to the initial Agreement each extending the initial Agreement for a one (1) month period for October and November 2021 each for a cost not-to-exceed \$6,000.00.

Section 1.06 The Village Council on November 18, 2021, adopted Resolution No. 21-11-112, authorizing a Fourth Amendment to the initial Agreement extending it to September 30, 2022, for an amount not-to-exceed an additional \$60,000.00.

Section 1.07 On October 25, 2022, the Village Council adopted Resolution No. 22-10-118, authorizing a Fifth Amendment to the initial Agreement extending it through September 30, 2023, and authorizing an additional not-to-exceed \$72,000.00.

Section 1.08 VILLAGE and CONTRACTOR desire to enter into a new Agreement for the Project according to the terms and conditions set forth herein.

Section 1.09 Pursuant to Village Council direction at its meeting on September 28, 2023, the VILLAGE and CONTRACTOR exercised multiple one month contract extensions under the Initial Agreement.

Section 1.10 The Village Council acknowledges that CONTRACTOR has the unique skills, professionalism, owns and developed proprietary systems used in the project and has a proven track record of working with government institutions in Monroe County and with the Village which enables CONTRACTOR to provide the totality of all services described herein. As a result, Council has continued to elect waving competitive bid for this CONTRACTOR as it determined it is in the best interest of the Village to continue with this project.

Article II. SCOPE OF WORK

Section 2.01 CONTRACTOR shall furnish all necessary expertise, personnel, tools, materials, equipment and supervision, to perform all of the work described in the Scope of Services, a copy of which is attached hereto and specifically made a part of this Agreement as Exhibit "A".

Section 2.02 CONTRACTOR hereby represents to VILLAGE, with full knowledge that VILLAGE is relying upon these representations when entering into this Agreement with CONTRACTOR, that CONTRACTOR has the professional expertise, experience, and personnel to perform the services to be provided by CONTRACTOR in connection with the Project pursuant to the terms of this Agreement.

Section 2.03 CONTRACTOR assumes professional and technical responsibility for performance of its services to be provided hereunder in accordance with applicable recognized professional standards.

Section 2.04 None of the work or services under this Agreement shall be subcontracted beyond that shown on the List of Major Sub-contractors submitted to the VILLAGE by CONTRACTOR, unless CONTRACTOR obtains prior written consent from the VILLAGE. Approved subcontractors

shall be subject to each provision of this Agreement and CONTRACTOR shall be responsible and indemnify the VILLAGE for all subcontractors' acts, errors or omissions.

Article III. TIME FOR COMPLETION

Section 3.01 CONTRACTOR shall complete all work in a timely manner and in accordance with the Scope of Services set forth in Exhibit "A" to this Agreement.

Section 3.02 This Agreement shall commence on the date this Agreement is fully executed by both parties.

Section 3.03 Anything to the contrary notwithstanding, minor adjustment to the timeline for completion approved by VILLAGE in advance, in writing, will not constitute a delay by CONTRACTOR. Furthermore, a delay due to an Act of God, fire, lockout, strike or labor dispute, riot or civil commotion, act of public enemy or other cause beyond the control of CONTRACTOR shall extend this Agreement for a period equal to such delay and during this period such delay shall not constitute a delay by CONTRACTOR.

Article IV. CONTRACT PRICE AND WARRANTIES

Section 4.01 The VILLAGE hereby agrees to pay CONTRACTOR for the faithful performance of this Agreement, for work completed in accordance with the Scope of Services attached hereto as Exhibit "A", and as directed by VILLAGE. Prices for work completed by the CONTRACTOR shall be as reflected in Exhibit "A". A total contract price hereto is referred to as Contract Price and shall not exceed Six Thousand and no/100 Dollars (\$6,000.00) per month.

Section 4.02 CONTRACTOR shall also conduct ongoing community surveys as directed by the Council. Should such surveys continue beyond March 31, 2024, then an additional payment in the amount of Three Thousand and no/100 Dollars (\$3,000.00) shall be included by Contractor in its April invoice and will be paid by the VILLAGE in accordance with the terms herein.

Section 4.03 The VILLAGE will make payments to CONTRACTOR for completed and proper work and in the amounts stated in Exhibit "A" and subject to the limitations set forth in Section 4.01 above, in accordance with the Local Government Prompt Payment Act in Chapter 218, Florida Statutes.

Section 4.04 The making and acceptance of the final payment shall constitute a waiver of all claims by the CONTRACTOR other than those arising from requirements of the specifications set forth in Exhibit "A", if any.

Section 4.05 CONTRACTOR is prohibited from placing a lien on the Village's property. This prohibition applies to; inter alia, all sub-contractors and suppliers and labors.

Article V. CONTRACTOR'S LIABILITY INSURANCE

Section 5.01 The CONTRACTOR shall not commence work under this Agreement until CONTRACTOR has obtained all insurance required under this Article and such insurance has been approved by the VILLAGE nor shall the CONTRACTOR allow any Subcontractor to commence work on his sub-contract until all similar such insurance required of the subcontractor has been obtained and approved.

Section 5.02 Certificates of insurance, reflecting evidence of the required insurance, shall be filed with the VILLAGE prior to the commencement of the work. These Certificates shall contain a provision that coverage afforded under these policies will not be canceled until at least thirty (30) days prior written notice has been given to the VILLAGE. Policies shall be issued by companies authorized to do business under the laws of the State of Florida.

Section 5.03 Financial Ratings of the insurers must be no less than "A" in the latest edition of "Best's Key Rating Guide", published by A.M. Best Guide.

Section 5.04 Insurance shall be in force during the term of this Agreement. 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 CONTRACTOR shall furnish, at least thirty (30) 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. The CONTRACTOR shall not continue to work pursuant to this contract unless all required insurance remains in full force and effect.

Section 5.05 Comprehensive General Liability insurance to cover liability bodily injury and property damage. Exposures to be covered are as follows: premises, operations, products/completed operations, and certain contracts. Coverage must be written on an occurrence basis, with the following limits of liability:

- (a) CONTRACTOR warrants it has no employees and is exempt from Worker's Compensation Insurance. Should CONTRACTOR cease being exempt from Workers' Compensation Insurance requirements, CONTRACTOR shall obtain such insurance, as required by law, within ten (10) business days.
- (b) Comprehensive General Liability Insurance, including Premises Operation, Products and Completed Operations, Blanket Contractual Liability, Personal Injury Liability, Expanded Definition of Property Damage - \$1,000,000 combined single limit.

Section 5.06 The CONTRACTOR shall hold the VILLAGE, its agents, and employees, harmless on account of claims for damages to persons, property or premises arising out of CONTRACTOR's negligent operations in completing the Project and name the VILLAGE as an additional insured under their policy.

Section 5.07 The VILLAGE reserves the right to require any other insurance coverage it deems necessary depending upon the exposures.

Article VI. PROTECTION OF PROPERTY

Section 6.01 At all times during the performance of this Agreement, the CONTRACTOR shall protect the VILLAGE's property from all damage whatsoever on account of the work being carried on pursuant to this Agreement.

Article VII. CONTRACTOR'S INDEMNIFICATION

Section 7.01 The CONTRACTOR agrees to release the VILLAGE from and against any and all liability and responsibility in connection with this Agreement and the matters contained herein. The CONTRACTOR further agrees not to sue or seek any money or damages from VILLAGE in connection with this Agreement except with respect to payment for services rendered for the Project with respect to this Agreement.

Section 7.02 The CONTRACTOR agrees to indemnify, defend and hold harmless the VILLAGE, its trustees, elected and appointed officers, agents, servants and employees, from and against any and all claims, demands, or causes of action of whatsoever kind or nature, and the resulting losses, costs, expenses, reasonable attorneys' fees, liabilities, damages, orders, judgments, or decrees, sustained by the VILLAGE or any third party arising out of, or by reason of, or resulting from the CONTRACTOR's negligent acts, errors, or omissions with respect to this Agreement.

Section 7.03 If a court of competent jurisdiction holds the VILLAGE liable for certain tortuous acts of its agents, officers, or employees, such liability shall be limited to the extent and limit provided in 768.28, Florida Statutes. This provision shall not be construed as a waiver of any right or defense that the VILLAGE may possess. The VILLAGE specifically reserves all rights as against any and all claims that may be brought.

Section 7.04 Nothing in this Agreement shall be deemed or treated as a waiver by the VILLAGE of any immunity to which it is entitled by law, including but not limited to the VILLAGE's sovereign immunity as set forth in Section 768.28, Florida Statutes.

Article VIII. INDEPENDENT CONTRACTOR

Section 8.01 This Agreement does not create an employee/employer relationship between the parties. It is the intent of the parties that the CONTRACTOR is an independent contractor under this Agreement and not the VILLAGE's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers Compensation Act, and the State unemployment insurance law. The CONTRACTOR shall retain sole and absolute discretion in the judgment of the manner and means of carrying out the CONTRACTOR's activities and responsibilities hereunder provided. This Agreement shall not be construed as creating any joint

employment relationship between the CONTRACTOR and the VILLAGE and the VILLAGE will not be liable for any obligation incurred by CONTRACTOR, including but not limited to unpaid minimum wages and/or overtime premiums.

Article IX. CHANGES TO SCOPE OF WORK AND ADDITIONAL WORK

Section 9.01 The VILLAGE may request changes that would increase, decrease or otherwise modify the Scope of Work to be provided under this Agreement as described in Article II of this Agreement. Such changes or additions to the Project must be in accordance with the provisions of the Code of Ordinances of the VILLAGE and must be contained in a written amendment, executed by the parties hereto, with the same formality and with equality and dignity prior to any deviation from the terms of this Agreement, including the initiation of any additional or extra work. Each amendment shall at a minimum include the following information:

PROJECT NAME
PROJECT DESCRIPTION
ESTIMATED PROJECT COST
ESTIMATED COST FOR ADDITION OR CHANGE TO PROJECT
ESTIMATED PROJECT COMPLETION DATE

Section 9.02 In no event will the CONTRACTOR be compensated for any work which has not been described in a separate written agreement or amendment executed by the parties hereto.

Article X. TERM AND TERMINATION

Section 10.01 This Agreement has a one year term and shall take effect as of the date of execution as shown herein below and continue in full force and effect unless terminated by either party for cause upon thirty (30) days written notice in which event the CONTRACTOR shall be paid its compensation for services performed with respect to the Project to termination date. In the event that the CONTRACTOR abandons this Agreement or causes it to be terminated, the CONTRACTOR shall indemnify the VILLAGE against any loss pertaining to the termination up to the maximum of the full Contract Price. This Agreement automatically renews if there is no notice of non-renewal or no revision or negotiation completed at least thirty (30) days prior to expiration.

Article XI. CONTRACT DOCUMENTS

Section 11.01 CONTRACTOR and VILLAGE hereby agree that the following Contract Documents and Exhibits, which are attached hereto and made a part hereof, are fully incorporated herein and made a part of this Agreement, as if written herein word for word: this Agreement; including CONTRACTOR's Proposal as set forth and incorporated into this Agreement as Exhibit "A". In the event there is a conflict between the terms of the CONTRACTOR'S Proposal, and this Agreement, the terms of this Agreement shall prevail.

Article XII. MISCELLANEOUS

Section 12.01 Legal Representation. It is acknowledged that each party to this Agreement had the opportunity to be represented by counsel in the preparation of this Agreement and, accordingly, the rule that a contract shall be interpreted strictly against the party preparing same shall not apply due to the joint contribution of both parties.

Section 12.02 Assignments. This Agreement, or any interest herein, shall not be assigned, transferred, or otherwise encumbered, under any circumstances, by CONTRACTOR without the prior written consent of VILLAGE. For purposes of this Agreement, any change of ownership of CONTRACTOR shall constitute an assignment which requires VILLAGE approval. However, this Agreement shall run to the VILLAGE and its successors and assigns.

Section 12.03 Records. CONTRACTOR shall keep books and records and require any and all subcontractors to keep books and records as may be necessary in order to record complete and correct entries as to any expenses for which CONTRACTOR expects to be reimbursed, if applicable. Such books and records will be available at all reasonable times for examination and audit by VILLAGE and shall be kept for a period of three (3) years after the completion of all work to be performed pursuant to this Agreement. Incomplete or incorrect entries in such books and records will be grounds for disallowance by VILLAGE of any fees or expenses based upon such entries.

Section 12.04 Public Records. VILLAGE is a public agency subject to Chapter 119, Florida Statutes. To the extent that CONTRACTOR is acting on behalf of VILLAGE pursuant to Section 119.0701, Florida Statutes, CONTRACTOR shall:

- (a) Keep and maintain public records that ordinarily and necessarily would be required to be kept and maintained by VILLAGE were VILLAGE performing the services under this Agreement;
- (b) Provide the public with access to such public records on the same terms and conditions that the County would provide the records and at a cost that does not exceed that provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
- (c) Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law; and
- (d) Meet all requirements for retaining public records and transfer to VILLAGE, at no cost, all public records in possession of the CONTRACTOR upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt. All records stored electronically must be provided to the VILLAGE.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT

THE CUSTODIAN OF PUBLIC RECORDS AT 305-664-6412, Clerk@islamorada.fl.us, or by mail: Village Clerk, 868800 Overseas Highway, Islamorada, FL 33036.

Section 12.05 Ownership of Documents. Final reports, surveys, plans, studies, other data, videos provided to VILLAGE by CONTRACTOR in connection with this Agreement are and shall remain the property of VILLAGE. All software, email lists and databases, hard drives, computers, iPhones and unused footage taken and survey systems used to complete the Project, owned or licensed by the CONTRACTOR, are and shall remain the property of the CONTRACTOR.

Section 12.06 No Contingent Fees. CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONTRACTOR, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONTRACTOR, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, the VILLAGE shall have the right to terminate the Agreement without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

Section 12.07 E-Verify. CONTRACTOR shall comply with Section 448.095, Fla. Stat., "Employment Eligibility," including the registration and use of the E-Verify system to verify the work authorization status of employees. Failure to comply with Section 448.095, Fla. Stat. shall result in termination of this Contract. Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination. If this Agreement is terminated for a violation of the statute by CONTRACTOR, CONTRACTOR may not be awarded a public contract for a period of 1 year after the date of termination.

Section 12.08 Scrutinized Companies.

- (a) CONTRACTOR certifies that it and its subconsultants are not on the Scrutinized Companies that Boycott Israel List. Pursuant to Section 287.135, F.S., the City may immediately terminate this Agreement at its sole option if the CONTRACTOR or its subconsultants are found to have submitted a false certification; or if CONTRACTOR, or its subconsultants are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.
- (b) If this Agreement is for more than one million dollars, CONTRACTOR certifies that it and its subconsultants are also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, F.S. Pursuant to Section 287.135, F.S., the City may immediately terminate this Agreement at its sole option if CONTRACTOR, its affiliates, or its subconsultants are found to have submitted a false certification; or if CONTRACTOR, its affiliates, or its subconsultants are placed on the

Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

- (c) CONTRACTOR agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under this Agreement.
- (d) As provided in Subsection 287.135(8), F.S., if federal law ceases to authorize the above-stated contracting prohibitions then they shall become inoperative.

Section 12.09 Notice. Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by registered United States mail, with return receipt requested, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, the CONTRACTOR and the VILLAGE designate the following as the respective places for giving of notice:

VILLAGE: Village Manager
Islamorada, Village of Islands
86800 Overseas Highway
Islamorada, Florida 33036

Copy To: Village Attorney
Islamorada, Village of Islands
86800 Overseas Highway
Islamorada, Florida 33036

CONTRACTOR: Attention Media LLC
Attn: Carlos E. Garcia
Carlos@gettheattention.com

Section 12.10 Binding Authority. Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

Section 12.11 Exhibits. Each Exhibit referred to in this Agreement forms an essential part of this Agreement. The exhibits if not physically attached should be treated as part of this Agreement and are incorporated herein by reference.

Section 12.12 Headings. Headings herein are for convenience of reference only and shall not be considered on any interpretation of this Agreement.

Section 12.13 Severability. If any provision of this Agreement or application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to

which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

Section 12.14 Governing Law. This Agreement shall be governed by the laws of the State of Florida with venue lying in Monroe County, Florida.

Section 12.15 Disputes. Any claim, objection, or dispute arising out of the terms of this Agreement shall be litigated in the Sixteenth Judicial Circuit Court in and for Monroe County.

Section 12.16 Extent of Agreement. This Agreement together with Contract Documents and Exhibits, attached hereto, as amended herein above represents the entire and integrated agreement between the VILLAGE and the CONTRACTOR and supersedes all prior negotiations, representations or agreements, either written or oral.

Section 12.17 Waiver. Failure of the VILLAGE to insist upon strict performance of any provision or condition of this Agreement, or to execute any right therein contained, shall not be construed as a waiver or relinquishment for the future of any such provision, condition, or right, but the same shall remain in full force and effect.

[Signature Page To Follow]

[SIGNATURE PAGE TO AGREEMENT]

IN WITNESS WHEREOF, the parties have executed this Agreement on the respective dates under each signature: The VILLAGE, signing by and through its Village Manager, attested to by its Village Clerk, duly authorized to execute same, and by CONTRACTOR, by and through its President, duly authorized officer to execute same.

VILLAGE

ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA

By: _____
Maria Bassett, Acting Village Manager

AUTHENTICATION:

Marne McGrath, Village Clerk

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, ONLY

John J. Quick, Village Attorney

CONTRACTOR
Attention Media LLC

WITNESS:

Print Name:_____

By:_____

Print Name: Carlos E. Garcia

Title: President

Date:_____

STATE OF FLORIDA)
) ss.:
COUNTY OF _____)

Sworn to (or affirmed) and subscribed before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20____ (year) by _____ (name of person making the statement) as _____ (title) of _____ (company name), who __ is personally known to me or __ has provided Florida Driver's License as identification.

NOTARY PUBLIC

My Commission Expires:

Exhibit "A"

SCOPE OF SERVICES

1. Attention Media LLC ("CONTRACTOR" or "AML") will develop and implement and maintain a community outreach program (the "Project") for the VILLAGE which focuses on improving transparency and augmenting the overall communication efforts from the Village Council to the community.
2. The Project consists of several activities, including but not limited to filming and producing video content for social media, interacting in the community to create trust and rapport with residents, performing highly focused community surveys using both public data and proprietary systems developed by CONTRACTOR, traveling to locations outside of the Village to document Village-related events.
3. The scope of services also includes the creation of a social media handbook / "best practices manual" ("Manual"), which will require the review, comment and approval of the Village Manager and Village Attorney, for the VILLAGE, to be utilized as the official social media communication guidelines for the Village Council and staff of the VILLAGE. The Manual shall be developed in coordination with the Village Public Information Officer to ensure compliance with established Village policies and procedures. The creation of the manual shall also take into account recommendations obtained from research and interactions with social media managers from other municipalities. The Manual shall be updated by January 31 of each year to account for any program changes.
4. Services.
 - a. The primary goal of this Project is to create, manage, and expand a community outreach program. The service in the Project included, but are not limited to:
 - i. On demand video production;
 - ii. Management and distribution of video content on Village's social media accounts as specified in further detail herein;
 - iii. Distribution of content to social media accounts as specified in further detail herein;
 - iv. Ongoing interactions with Councilmembers; and
 - v. Ongoing interactions with residents by participating in community events.
 - b. CONTRACTOR will manage the Project. Monthly activities, content mix, and distribution strategies shall be done in accordance with the terms of this Agreement at the discretion of CONTRACTOR and may take in account observations from a

combination of several sources such as Village Manager, Village Council, Community, and social media account viewership statistics.

- c. Surveys: Ongoing community surveys shall be performed according to the Village Council needs.
 - d. Videos: So long as surveys are required during the term of this Agreement, CONTRACTOR shall produce a minimum of six (6) videos for the Village per month. If more than six (6) videos are produced at the request of the Village in any given month, then any videos over the minimum monthly requirement shall be counted toward the following month's monthly requirement. If surveys are no longer required by the Village, then CONTRACTOR shall produce a minimum of eight (8) videos for the Village per month.
 - e. Travel to geographic areas outside of the Village shall be at CONTRACTOR's sole discretion and cost.
 - f. CONTRACTOR shall have sole management and posting privileges to Islamorada Social Youtube & Instagram social media accounts and to www.Islamoradasocial.org
 - g. CONTRACTOR shall have admin posting privileges to Facebook & Constant Contact.
 - h. The content produced for the Project may also be available on website created by CONTRACTOR known as Islamoradasocial.org
- 5. The content for the Project will be in the format of pictures, videos and sound materials that will be curated and produced by AML with direct input from members of the Village Council communicated through the Village Manager.
 - 6. The content creation process consists of AML working closely with the Village Manager and includes attending events and/or meeting council members as requested by the Village Manager in different locations, to determine, and capture the necessary information required to produce said content.
 - 7. Any content produced for the Project involving any Council members shall not be related to any topic that is reasonably anticipated to be coming up for voting or discussion by the Village Council during a public meeting, unless the purpose is to simply notify the community of what items will be discussed on an upcoming meeting agenda.
 - 8. Any content produced for the Project shall not involve two or more council members directly discussing any specific topics outside of a publicly noticed meeting. However, content may involve a picture or video or sound material of one or more council members attending a group activity, a tour of a local facility, a business roundtable, business inauguration or other such public activities, so long as the activities do not relate to a discussion by any Councilmember of any topic that is reasonably anticipated to come before the Village Council

9. Any content produced for the Project shall not involve a council member commenting on another council member, or utilize pictures, videos, or sound material on any topics directed to opinions, statements, or activities of another council member.
10. All content produced for the Project will be archived by the Village utilizing appropriate archiving solutions applicable to local governments and public records compliance and shall be maintained as required by Florida Law.
11. All content produced for the Project will adhere to applicable Sunshine and Public Records Disclosure laws, whenever applicable.
12. CONTRACTOR will make known to viewers of the closed captioning options available on each platform, where available.
13. Reporting. CONTRACTOR shall provide the Village Council with a performance report at every June Council Meeting during each term. The Village Council may request additional reports be provided on a different date, upon thirty days' notice to CONTRACTOR.
14. Payment. Payment for the services rendered hereunder shall be paid monthly in the amount of Six Thousand and no/100 Dollars (\$6,000.00). Such payment for services must be invoiced and will be paid in accordance with the prompt payment act under Florida Law. There shall be no payments in advance of services being provided.
15. Survey Fees. A one-time payment in the amount of Three Thousand and no/100 Dollars (\$3,000.00) per calendar year will be included on CONTRACTOR's April invoice. Payment for same will be made in accordance with the prompt payment act under Florida Law. There shall be no payments in advance of services being provided.
16. Annual Price Increases. Every new term of this Agreement, CONTRACTOR shall receive the same percentage raise increase awarded to Village staff beginning each year on the anniversary date of this Agreement.
17. Non-Compete. The non-compete clause contained herein serves to protect the best interest of the of the parties and avoid any potential conflict of interest related to the performance of the Services hereunder.
 - a. AML shall not provide social media or marketing services to political candidates that are running for Village Council or any other position within the Village.



Council Communication

To: Mayor and Village Council
From: Terry Abel, Fire Chief
Date: December 12, 2023
SUBJECT: **Resolution Approving an Interlocal Agreement with the Florida Keys Mosquito Control District (FKMCD) TAB 21**

Background:

In August, 2023, Andrea Leal, Executive Director, Florida Keys Mosquito Control District (FKMCD), contacted Islamorada, Village of Islands, to inquire about possible sites on Village-owned properties that the FKMCD might utilize for helicopter landing to refuel and reload the product they disburse by air to control mosquitos. The FKMCD needs a location to be used an average of six to ten times per year for three to four hours at a time to load a bacteria granule product and to refuel the helicopter. The FKMCD previously utilized Tavernaero Airport but are no longer able to use that location. Currently, all Islamorada-area operations are conducted from District-owned property adjacent to the 18-mile stretch causing major inefficiencies in the operation.

Analysis:

The attached Resolution approves an interlocal agreement between the Village and the FKMCD for its use of the Founders Park Great Lawn for the above-described refueling and reloading activities. FKMCD staff has visited the area and performed an aerial inspection to confirm that it is an appropriate site away from power lines and other obstructions. There are no environmental concerns associated with the bacteria granule product that the FKMCD utilizes, and a support truck with fuel and the product would also be on site when the helicopter lands. FKMCD staff would place cones around the area each time to prevent foot traffic from entering.

The FKMCD understands that they would need to coordinate and schedule use of the Great Lawn with the Village's Parks and Recreation Department staff to ensure that the area is not being utilized for summer camp or special events.

Budget Impact:

For the Village, there is no budget impact associated with this arrangement. The FKMCD would be responsible for costs associated with maintenance and repair of the area, as needed.

Staff Impact:

The FKMCD understands that they would need to coordinate and schedule use of the Great Lawn with the Village's Parks and Recreation Department staff to ensure that the area is not being utilized for summer camp or special events.

Recommendation:

To support and facilitate the FKMCD's mission to control the mosquito population in the Florida Keys, staff recommends adoption of the attached Resolution.

- Attachments:**
1. 2_Reso_ILA w FKMCD_Founders Park_121223 RVCM
 2. 3_ILA w FKMCD_121223 RVCM

RESOLUTION NO. 23-

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA,
VILLAGE OF ISLANDS, FLORIDA, APPROVING AN INTERLOCAL
AGREEMENT BETWEEN ISLAMORADA, VILLAGE OF ISLANDS,
AND THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT
PURSUANT TO CHAPTER 163, FLORIDA STATUTES; AND
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Florida Interlocal Cooperation Act of 1969, as set forth in Chapter 163, Florida Statutes, was promulgated to permit local government entities to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage; and

WHEREAS, F.S. Section 163.01 provides for the execution of an Interlocal Agreement as a means for enabling local governments entities to cooperate and make the most efficient use of their powers; and

WHEREAS, each party to the Agreement is a Public Agency, as defined under F.S. Section 163.01; and

WHEREAS, the District and the Village mutually desire to cooperate with each other by facilitating the use of at Founders Park within the Village to complete aerial operation missions; and

WHEREAS, the use of the Village's property at Founders Park will allow District to enhance its mosquito control operations within the Village and surrounding areas; and

WHEREAS, the District and the Village have determined that by entering into this Interlocal Agreement, the parties hereto can delineate how to efficiently engage in a cooperative effort to the purpose of enhancing mosquito control operations and providing for the health, safety, and welfare of the residents within the Village, the District and Monroe County.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. **Recitals.** The above recitals are true and correct and incorporated into this Resolution by this Reference.

Section 2. **Approval of Chapter 163 Interlocal Agreement.** The Village Council of Islamorada, Village of Islands, hereby approves the Interlocal Agreement between the Village and the FKMCD, a copy of which is attached as Exhibit "1" together with such non-material changes as may be acceptable to the Village Manager and approved as to form and legality by the Village Attorney.

Section 3. **Authorization of Village Officials.** The Village Manager or his designed is authorized to execute the Agreement on behalf of the Village and is further authorized to take all actions necessary to implement the terms and conditions of the Agreement.

Section 4. **Effective Date.** This Resolution shall become effective immediately upon its adoption.

Motion to adopt by _____, seconded by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Joseph B. Pinder III _____

Vice Mayor Sharon Mahoney _____

Councilman Mark Gregg _____

Councilwoman Elizabeth Jolin _____

Councilman Henry Rosenthal _____

PASSED AND ADOPTED THIS ____ DAY OF _____, 2023.

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, INTERIM VILLAGE ATTORNEY

**INTERLOCAL AGREEMENT
BETWEEN
FLORIDA KEYS MOSQUITO CONTROL DISTRICT
AND
ISLAMORADA, VILLAGE OF ISLANDS**

THIS INTERLOCAL AGREEMENT is made and entered into this ____ day of _____, 2023 between the Florida Keys Mosquito Control District (“FKMCD” or the “District”) and Islamorada, Village of Islands (the “Village”).

WITNESSETH:

WHEREAS, the Florida Interlocal Cooperation Act of 1969, as set forth in Chapter 163, Florida Statutes, was promulgated to permit local government entities to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage; and

WHEREAS, F.S. Section 163.01 provides for the execution of an Interlocal Agreement as a means for enabling local governments entities to cooperate and make the most efficient use of their powers; and

WHEREAS, each party to the Agreement is a Public Agency, as defined under F.S. Section 163.01; and

WHEREAS, the District and the Village mutually desire to cooperate with each other by facilitating the use of at Founders Park within the Village to complete aerial operation missions; and

WHEREAS, the use of the Village’s property at Founders Park will allow District to enhance its mosquito control operations within the Village and surrounding areas; and

WHEREAS, the District and the Village have determined that by entering into this Interlocal Agreement, the parties hereto can delineate how to efficiently engage in a cooperative effort to the purpose of enhancing mosquito control operations and providing for the health, safety, and welfare of the residents within the Village, the District and Monroe County.

NOW, THEREFORE, in consideration of the premises and undertaking contained herein the parties hereto agree as follows:

1. PURPOSE AND SCOPE OF AGREEMENT

- A. The purpose of this Agreement pursuant to Florida Statutes § 163.01, the Florida Interlocal Cooperation Act, is to set forth the terms and conditions for the use of the Village property located on Plantation Key within Founders Park, 86800 Overseas Hwy, Islamorada, Florida 33036 (the “Property”) as referenced and set forth in Exhibit “A” attached hereto.

- B. The Village owns sufficient property within Founders Park, which, due to the location, size, and geographical characteristics, is deemed desirable for certain limited activities by the District in completing aerial operation missions.
- C. Use. Subject to this Agreement, the property within Founders Park may be used on a limited basis by the District as an area for takeoffs, landings and loading of necessary equipment for its aircraft to complete its aerial operation missions. The usage area is specifically identified as the “Great Lawn” within Founders park as referenced in the attached Exhibit ”A” hereto. No other purposes or use shall be permitted without written authorization and agreement by the Village.

2. NOTIFICATION OF INTENT TO USE VILLAGE PROPERTY

- A. The District shall provide notification to, and approval from the Village, as a condition precedent to any use of the Village property under or pursuant to this Agreement. Such approval by the Village will not be unreasonably withheld.
- B. When using the subject Property, the District agrees to comply with all applicable state, federal or local laws and regulations, and with the policies and regulations of the Village pertaining to the use of the Property. The District’s use of the Property shall not unreasonably interfere with any and all uses of the Property by the Village.

3. TERM OF AGREEMENT

The term of this Agreement will become effective upon the date of full execution by the parties, and filed with the clerk of the court of Monroe County, Florida (the “Effective Date”) and will remain in effect until terminated by mutual agreement of the parties, or by either party upon ninety (90) days advance written notice to the other party, at which time the District’s right to use the Property under this Agreement will expire.

4. FEE.

As consideration for the use of the Property, the District agrees to pay the Village a usage fee of \$1.00 whether or not the District actually uses the Property under this Agreement.

5. LIABILITY, INSURANCE, AND INDEMNIFICATION.

- A. To the extent allowed by law and subject to the limitations contained in Section 768.28, Florida Statutes, each party assumes responsibility for the negligent or wrongful acts or omissions of its own employees, agents or other representatives while acting within the scope of their employment or otherwise within an authorized capacity, arising from the use of the Property under this Agreement.

- B. The parties agree that, by execution of this Agreement, no party will be deemed to have waived its statutory defense of sovereign immunity, or to have increased its limits of liability under § 768.28, Florida Statutes, as it may be amended from time to time. Each party will retain all rights or defenses under Florida law in the event of any claims, suits or other disputes arising from its performance of the obligations under this Agreement.
- C. The District, at its sole cost and expense, shall procure and maintain throughout the terms of this Agreement, Comprehensive General Liability Insurance, including Employer Liability insurance, with minimum coverage limits of \$1,000,000 per occurrence, 1,000,000.00 aggregate, or to the extent and in such amounts as authorized and required by F.S. § 768.28, whichever is greater, as well as Worker's Compensation insurance for the minimum statutory amounts. Certificates of insurance and certified copies of these insurance policies must accompany this signed agreement.

6. MAINTENANCE, REPAIRS AND UTILITIES

- A. The District agrees to maintain, and keep the Property in good repair, condition, and appearance during and after any usage thereof. The District agrees, at its own cost, to restore the premises after each and every use, to the condition that the premises were in just before the District utilized the Property pursuant to this Agreement.
- B. The District will not improve or alter the Property in any manner without the prior written consent of the Village, and will, before making any improvements or alterations, submit a written request and plans and designs therefor to the Village for its approval.

7. POINT OF CONTACT

The parties shall direct all matters arising in connection with the performance of this Agreement to the attention of the respective contact persons named in Section 8 below for resolution or action.

8. NOTICES

All notices, requests, consents, and other communications required or permitted under this agreement shall be in writing and shall be (as elected by the person giving such notice) hand-delivered by messenger or courier service, or mailed by registered or certified mail, addressed to:

To FKMCD:

Attn: Andrea Leal, Executive Director
Florida Keys Mosquito Control District
18 Aquamarine Drive
Key West, FL 33040

To Village:
Islamorada, Village of Islands
Attention: Village Manager
86800 Overseas Highway
Islamorada, Florida 33036

or to such other address as the parties may from time to time specify in writing. Any such notice may at any time be waived by the person entitled to receipt of such notice.

9. ENTIRE AGREEMENT

This Agreement embodies the entire agreement and understanding of the parties with respect to its subject matter. There are no prior or contemporaneous agreements, promises, terms, conditions, or obligations other than those contained herein. This Agreement shall supersede all previous communications, representations, or agreements, either verbal or written, between the parties hereto.

10. AMENDMENTS

This Agreement may only be amended by a written document signed by all parties and filed with the Monroe County Clerk of Court.

11. FILING

This Agreement shall be filed with the Monroe County Clerk of Court.

12. GOVERNING LAW; VENUE

This Agreement, the rights, and obligations of the parties hereto and any claims or disputes relating thereto shall be exclusively governed by and construed in accordance with the laws of the State of Florida (without regard to any Florida law which would require the application of the law of any other state or jurisdiction). Venue for any dispute under this Agreement shall be exclusively in the state courts of competent jurisdiction sitting in Monroe County, Florida.

13. ATTORNEYS' FEES

In any legal action between the parties arising out of this Agreement, any attempts to enforce this Agreement, or any breach of this Agreement, the prevailing party may recover its expenses of such legal action, including but not limited to its costs of litigation (whether tax by the court or not) and its reasonable attorneys' fees (including fees generated on appeals) from the other party.

14. SEVERABILITY

If any provision of this Agreement is deemed invalid or otherwise unenforceable by a court of competent jurisdiction, the remainder of the Agreement will not be affected thereby and will remain in full force and effect.

IN WITNESS THEREOF, the parties hereto have executed this Agreement by their duly authorized representatives on the dates first written above.

ATTEST:

**FLORIDA KEYS MOSQUITO
CONTROL DISTRICT**

Andrea Leal, Executive Director

Phil Goodman, Board Chair

APPROVED AS TO FORM AND
CORRECTNESS:

Dirk M. Smits, Attorney for the District

ATTEST:

ISLAMORADA VILLAGE OF ISLANDS

Village Clerk

Mayor

APPROVED AS TO FORM AND
CORRECTNESS:

Village Attorney

EXHIBIT "A"
MAP OF PROPERTY

Parcel ID	000933330-000100
Account#	8932243
Property ID	8932243
Millage	50VI
Group	
Location	86800 OVERSEAS Hwy, PLANTATION KEY
Address	
Legal	18 63 38 PLANTATION KEY LOT 9 & PT LOT 10 & PT TRACT 1 OLLIEWOOD #2 PB1-101 & PT LOT 1 13
Description	63 37 OR404-1031/32 OR486-41/43 OR807-2267/68E OR832-1558/59E OR1497-2006E OR1562-749/61 PARCEL SPLIT PER SURVEY 6-7-99 OR1553-1061/63M/R





Council Communication

To: Mayor and Village Council
From: Maria Bassett, Finance Director
Date: December 12, 2023
SUBJECT: **Resolution Approving Final Ranking and Recommendation of the Auditor Selection Committee TAB 22**

Background:

At its regular meeting on March 2, 2023, the Village Council agreed to establish an Auditor Selection Committee for the purpose of assisting them in selecting an auditor to conduct the Village's annual financial audit beginning with the audit of fiscal year 2022-2023. Resolution No. 23-04-44 was adopted at the Council meeting on April 13, 2023, to formally establish the Committee.

At its meeting on September 7, 2023, the Village Council adopted Resolution No. 23-09-93 amending Resolution No. 23-04-44 to change the number of Committee members from three (3) to four (4). At the meeting, the Council agreed to appoint Islamorada residents Gail Gargano, Rachelle Keller, and Joan Scholz to the Committee to serve along with Councilwoman Elizabeth Jolin, who would serve as Chair.

The Committee held its first meeting on September 13, 2023, to review the draft RFP that staff had provided for their consideration. The Committee discussed the timeline for RFP issuance and ranking of the RFPs for presentation to the Village Council, and they discussed the evaluation criteria for the proposals. A final version of the RFP for Professional Auditing Services was published on September 21, 2023, and the deadline for proposals was October 16, 2023. The RFP specified that cost proposals should be provided in a separate sealed envelope so that the Committee could evaluate the proposals based on qualifications first.

The Village received proposals from four audit firms by the deadline of October 16, 2023. The Committee met again on November 3, 2023, to evaluate the proposals and provide a ranking and recommendation to the Village Council. After discussion, initial scoring, and scoring after opening the cost proposals, the results of the scoring were as follows:

	<i>Mauldin & Jenkins</i>	<i>Christopher, Smith, Leonard & Stanell</i>	<i>CliftonLarson Allen (CLA)</i>	<i>Marcum</i>
Mandatory Elements (80 pts)	80	80	80	60
Expertise & Experience (160 pts)	150	115	130	100
Audit Approach (80 pts)	80	75	75	40
Price (80 pts)	60	80	20	40
<i>TOTAL (400 pts)</i>	<i>370</i>	<i>350</i>	<i>305</i>	<i>240</i>

Cost Proposal:

Main Audit	\$ 55,000.00	\$ 49,500.00	\$ 80,500.00	\$ 62,000.00
First Year Additional	0.00	0.00	10,500.00	0.00
Single Audit	<u>5,000.00</u>	<u>4,500.00</u>	<u>10,000.00</u>	<u>8,000.00</u>
TOTAL	\$ 60,000.00	\$ 54,000.00	\$ 101,000.00	\$ 70,000.00

Analysis:

Mauldin & Jenkins is the auditing firm that has provided services to the Village for the last ten (10) years, and they received the highest total score. After discussion and commentary regarding the qualifications of Mauldin & Jenkins, their policy of changing auditors assigned to a client regularly, the public's lack of confidence in the Village's finances and audits despite no findings in recent years, and the small cost difference between two of the proposals, the Committee agreed that it would recommend that the Village rotate to a new auditor firm with this engagement. Therefore, the Committee agreed that it would first recommend that the Village Council approve selection of Christopher, Smith, Leonard & Stanell, PA ("CSL&S"), to perform the FY 2022-2023 audit. If negotiations with CSL&S fail, then the Committee agreed that the Village should engage Mauldin & Jenkins. If the Village is unable to engage either of these firms, then the Village could consider re-issuing the RFP for Professional Audit Services.

Attachment B is a letter from Daniel Anderson and Wade Sansbury, Partners at Mauldin & Jenkins. They observed the Auditor Selection Committee meeting on November 3, 2023. In response to the Committee's decision to recommend that the Village rotate auditors, they sent the letter to provide a different perspective regarding auditor rotation. In the last paragraph, they provide information regarding their cost proposal. This information should not be considered at this time.

Attachment A is a draft Resolution that will be completed depending on the Village Council's decision at its meeting on December 12, 2023. The Resolution includes a draft agreement that would be negotiated and finalized accordingly. Attachments C and D are copies of the proposals submitted by Mauldin & Jenkins and by Christopher, Smith, Leonard & Stanell for Council reference.

Prior to fieldwork, the selected audit firm will provide an engagement letter, which will serve as the engagement agreement. The attached Resolution authorizes the Village Manager to sign the engagement letter each year that funds are budgeted for the audit.

Budget Impact:

For the FY 2022-2023 audit, the Village's FY 2023-2024 budget includes \$65,000.00 in the Accounting & Auditing expenditures account in the Finance Department, which is part of the General Fund.

Staff Impact:

The Finance Department will be responsible for coordinating the audit and providing responses to requests for information after an agreement has been finalized. Fieldwork for the FY 2022-2023 audit would likely begin in January or February 2024.

Recommendation:

Staff recommends that the Village Council consider the information provided and select an audit firm for engagement accordingly.

- Attachments:**
1. Att A_Reso_ Auditor Selection Comm Rec_121223 RVCM
 2. Att B_Ltr_Mauldin & Jenkins_Isla RFP #23-15
 3. Att C_Mauldin & Jenkins Proposal for Audit Services
 4. Att D_CS&L Proposal for Audit Services

RESOLUTION NO. 23-

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA; APPROVING THE FINAL RANKING AND RECOMMENDATION OF THE AUDIT COMMITTEE FOR THE SELECTION OF THE VILLAGE'S AUDITOR; AUTHORIZING THE VILLAGE MANAGER AS THE COUNCIL'S DESIGNEE TO NEGOTIATE A PROFESSIONAL AUDITING SERVICES CONTRACT FOR FUTURE CONSIDERATION OF THE VILLAGE COUNCIL; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 218.391(2), Florida Statutes requires the governing body of every municipality to establish an Audit Committee for the primary purpose of assisting the governing body in selecting an auditor to conduct the Village's annual financial audit required by Chapter 218, Florida Statutes; and

WHEREAS, on March 2, 2023, the Village adopted Resolution No. 23-04-44 establishing an Auditor Selection Committee (the "'Committee'") as authorized in Section 218.391, Florida Statutes; and

WHEREAS, the Committee established factors to use for the evaluation of audit services, publicly announced requests for proposals, provided interested firms with said request for proposals and evaluated the proposals provided by qualified firms in accordance with the requirements of Section 218.391(3)(a) through (d); and

WHEREAS, at a public meeting on November 3, 2023, the Committee evaluated, ranked and recommended in order of preference no fewer than three (3) firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to Section 218.391(3)(a), Florida Statutes; and

WHEREAS, although Christopher, Smith, Leonard & Stanell, PA received a ranking score of 350 and Mauldin & Jenkins, LLC a score of 370, the Committee ranked Christopher, Smith, Leonard & Stanell, PA higher. Specifically, after discussion and commentary regarding the qualifications of Mauldin & Jenkins, their policy of changing auditors assigned to a client regularly, the public's lack of confidence in the Village's finances and audits despite no findings in recent years, and the small cost difference between two of the proposals, the Committee ranked Christopher, Smith, Leonard & Stanell, PA first.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. **Recitals.** The above recitals are true and correct and are incorporated herein by this reference.

Section 2. **Approval of Final Ranking of Firms.** The Village Council approves the final ranking and recommendation of the Auditor Selection Committee as follows:

Number 1 – Christopher, Smith, Leonard & Stanell, PA;

Number 2 – Mauldin & Jenkins, LLC;

Number 3 – Clifton Larson Allen

Number 4 - Marcum

Further, the Village Council finds that the reasons expressed by the Committee for ranking Christopher, Smith, Leonard & Stanell, PA higher than Mauldin & Jenkins, LLC are persuasive, and this ranking is in the best interest of the Village.

Section 3. **Authorizing the Village Manager to Negotiate and Enter into a Contract.** The Village Manager is hereby authorized as the Village Council's designee to

negotiate and enter into a contract for professional auditing services. The Village Manager shall negotiate a contract with the "highest ranked qualified firm," Christopher, Smith, Leonard & Stanell, PA, pursuant to Section 218.391(4)(b), Florida Statutes. Should negotiations fail at any time, the Village Manager may negotiate with the firms recommended in the order listed in Section 2 of this Resolution in accordance with Section 218.391(6), Florida Statutes.

Section 4. **Effective Date.** This Resolution shall become effective immediately upon its adoption.

Remainder of this page intentionally left blank.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA:

Mayor Joseph B. Pinder III _____

Vice Mayor Sharon Mahoney _____

Councilwoman Elizabeth Jolin _____

Councilman Mark Gregg _____

Councilman Henry Rosenthal _____

PASSED AND ADOPTED THIS _____ DAY OF _____, 2023.

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY

November 6, 2023

Islamorada, Village of Islands
86800 Overseas Highway
Islamorada, Florida 33036

Ladies and Gentlemen:

Mauldin & Jenkins, LLC appreciates the opportunity to propose on continuing to provide audit services to the Village. We listened to the audit selection committee meeting on November 3, and were proud that the selection committee ranked us with the highest technical score based on the scoring criteria outlined in the Village's RFP #23-15.

Based on further discussion from the selection committee, we noted that, pending further consideration, we would not be receiving the overall recommendation of the committee due to the relatively close overall scoring, which included the cost proposal, as well as the desire to rotate audit firms. As we understand the difficulty in selecting the most qualified audit firm for the Village's needs, we wanted to provide the following information for your consideration:

Prior Engagements with the Village

During the past ten years, Mauldin & Jenkins has provided annual financial and compliance audit services to the Village. We have done so in a professional and independent manner; timely completing each annual audit within the Village's requested timeframe. Throughout this timeline, we have had utilized three different partners to oversee the engagement, with Daniel Anderson serving as the Engagement Lead Partner the last three years. Should we be awarded the contract, we have the capacity to continue a partner rotation and even a complete audit team rotation if requested over the course of the contract term. We feel that the Village gets the best of both worlds under this arrangement, the institutional knowledge obtained by Mauldin & Jenkins over our tenure as well as a fresh set of eyes a new engagement partner and audit team could bring.

There are proponents in the governmental sector that believe in changing auditors periodically. The belief is that changing auditors improves audit quality of an audit by providing a "fresh look".

Recognizing this proposal is a rebid of financial and compliance audit services currently provided by Mauldin & Jenkins to the Village and the possibility that governing board members and evaluation team members may believe it to be prudent to rotate auditors on a periodic basis, we would like to offer the following actual headline and article which was posted on the AICPA's Center for Audit Quality website:



Accounting Today reports that a new academic paper calls mandatory audit firm rotation into question. Based on a complex experiment involving students who did not even know they were playing the role of auditors, **the study concludes that mandatory rotation could inhibit professional skepticism rather than encourage skepticism.**

"Professional skepticism requirements are intended to elevate auditors' skepticism of their clients and, ultimately, audit quality," the study says. **"This benefit disappears and even reverses when auditors rotate.** That is, rotation and a skeptical mindset interact to the detriment of audit effort and financial reporting quality."

The study argues that auditors who are subject every few years to mandatory rotation feel less confident about their ability to audit a new client. "Rotating auditors, aware that they will not be in a long-term relationship, will...likely perceive themselves to be less competent in evaluating the honesty or dishonesty of the [corporate] manager relative to auditors who do not rotate." As a result, **"rotating auditors would find it difficult to garner psychological support for the probability of manager dishonesty, leading them to be less likely to choose high levels of audit effort than non-rotating auditors."**

The above conceptual thoughts as researched and issued by **Accounting Today** and the AICPA Audit Quality Center are considered to be relevant to all certified public accounting firms. We tend to agree with the thoughts communicated herein by the AICPA's Center for Audit Quality. That being said, if you feel differently from the conceptual thoughts communicated above, and that a rotation of auditors is necessary, it is important to note that Mauldin & Jenkins has substantial people resources and can accommodate a change in: (1) lead partner, (2) quality assurance partner, (3) audit staff, and (4) office, should the Village believe such changes are necessary.

Pricing

As requested by the Village, we provided an all-inclusive fee for the financial and compliance audit services for the September 30, 2023 year-end audit of \$55,000, plus a fee per major program should a single audit be necessary. The Village's RFP indicates a fractional scoring system whereby the lowest cost provider would receive the full 20 points and those other firms would receive a fractional share of the maximum 20 points available. We believe that this would mean we should have received 18 points per committee member which is the proper fractional points based on this information. This would have further increased our number one position in the committee's overall scored rankings. While we are confident in the fee we proposed, we are willing to negotiate our fees to ensure pricing is not the single most determining factor. As such we will adjust our final fee proposal to match the lowest cost provider at \$49,500 for the year ended September 30, 2023. We would anticipate an approximate 3% increase per year going forward.

We sincerely appreciate your time and the opportunity to serve the Village and look forward to hearing from you.

Sincerely,
MAULDIN & JENKINS, LLC



Wade P. Sansbury, CPA, Partner
wsansbury@mjcpa.com
941-741-2255 (direct)



Daniel R. Anderson, CPA, Partner
danderson@mjcpa.com
941-741-2213 (direct)
Bradenton, Florida 34205
941-741-2213 (direct)



Islamorada, Village of Islands, Florida

Proposal to Provide Financial Audit Services to Islamorada, Florida RFP # 23-15

Mauldin & Jenkins, LLC Certified Public Accountants

Contact Persons: Daniel Anderson, CPA, Partner and
Wade Sansbury, CPA, Partner

Phone: 941-747-4483

Fax: 941-747-6035

Emails: danderson@mjcpa.com wsansbury@mjcpa.com

October 16, 2023 | 3:00 PM

ELECTRONIC COPY



Going Further.



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VISION

*To be a trusted advisor, earning trust and building respect through our
consistent commitment to sustainable excellence, leadership, and integrity.*

Transmittal Letter

October 16, 2023

Islamorada, Village of Islands
86800 Overseas Highway
Islamorada, Florida 33036

Ladies and Gentlemen:

We appreciate the opportunity to propose on providing audit services to the Islamorada, Village of Islands, Florida (the "Village"), and we are pleased to submit a qualifications package including cost estimates to provide annual financial and compliance auditing services for the Village. The contract for such audit services will be for the fiscal year ending September 30, 2023 with the option to renew for the four subsequent fiscal years.

We have read the Request for Proposal (RFP) and fully understand its intent and contents. We understand the timeframe for performance of the annual financial audits as stipulated by the Village and agree to provide the services described in the proposal. We will conduct preliminary and final fieldwork and will work with the Village as closely as possible to issue all of the deliverables ahead of the Village deadline. Our Firm is, and all significant personnel listed within this proposal are, licensed to practice in the State of Florida and are qualified to provide all services requested by the Village. We are a southeastern regional firm with Florida offices in Bradenton and Sarasota. Our Bradenton office location has approximately 45 employees available to serve the Village.

Mauldin & Jenkins is committed to client service and to building relationships with our clients, obtaining a thorough understanding of our client's organization and needs, working with clients as trusted advisors, and delivering a high-quality final product on time. We have been in continuous operation for over 100 years and believe that we are the best qualified to serve the Village due to the following:

- **Governmental Experience:** Our Firm has made the governmental sector a primary industry focus. We have served the audit and compliance needs of numerous governmental entities over the years and remain committed to serving this sector. We provide the following statistics related to our governmental practice:
 - **Over 700 governmental entities** served in the Southeast on an annual basis, which includes **over 150 municipalities**.
 - **160+ full-time equivalent professionals** with current governmental accounting experience.
 - We serve over **150 entities** who receive the **GFOA Certificate of Achievement for Excellence in Financial Reporting** on an annual basis.
 - We serve as the plan auditor for approximately **30 single employer defined benefit pension plans** in Florida, and currently audit in excess of \$2.5 billion in Florida pension assets, and **over 20 entities** who participate in the **Florida Retirement System**.
 - We serve over **290 entities** requiring **federal/state Single Audits** annually.
- **Experience with Notable Municipalities in the Southeast:** We are the current auditor of some of the most notable and recognized municipalities in the Southeast. These clients include Naples, Marco Island, and Hallandale Beach, Florida; Atlanta and Savannah, Georgia; and Charleston, South Carolina.

- **Experienced Personnel:** The personnel included in this proposal for your engagement have numerous years of professional experience in the governmental sector and are dedicated to serving this industry. We make every effort to retain experienced and qualified staff which will assist in providing staff continuity. The quality of the proposed engagement team is the clearest evidence of our commitment to serve you.
- **Responsiveness and Large Firm Resources with Small Firm Sensitivity:** We pride ourselves in responding to the needs of our clients; not only the ability to meet deadlines, but also to respond to other requests. Our ability to be responsive is enhanced by the open communications and good working relationship we have with our clients. Our resources provide for the flexibility to meet your needs and to perform our services in an efficient and effective manner.
- **Information Technology Services:** We are proud to be one of the few firms in the Southeast to utilize Artificial Intelligence tools as part of our audit process. We also use a web-based file transfer software called Suralink. These tools provide for a more effective and efficient audit. We also have resources to address the evolving cybersecurity threats to your government by having Certified Information Systems Auditors ("CISA") on staff and who are certified by the American Institute of CPAs ("AICPA") to provide cybersecurity advisory services and the newly created cybersecurity assessment.
- **Education:** Presently, Mauldin & Jenkins clients have the opportunity to register and receive a minimum of sixteen hours of complimentary continuing education on an annual basis. We take our experience in serving governments, and choose timely and relevant topics to provide ongoing education to our clients. We believe education and training to be a key element of serving our governmental clientele. These classes are taught by Mauldin & Jenkins professionals, who also spend time each year teaching at various National and State Governmental Conferences.
- **Nationally Recognized:** Mauldin & Jenkins is consistently ranked in the Top 100 by various publications as one of the largest certified public accounting firms in the country. We are a regional firm, but the Firm's influence is shared nationally. Our partners have volunteered to serve: as the American Institute of CPA's (AICPA's) sole representative to Government Accounting Standards Advisory Council (GASAC); the 2015 Chairman of the Board of the AICPA; and a board member of the International Federation of Accountants (IFAC) in 2016. In January 2020, our own Joel Black accepted the opportunity to serve as the Chairman of the Governmental Accounting Standards Board (GASB). Mauldin & Jenkins is a leader nationally.

We realize the difficulty in selecting an audit firm. By selecting Mauldin & Jenkins, you will be provided excellent client service and operational best practices stemming from our service to hundreds of governmental entities. We understand the work requested and are committed to meeting your needs. Thank you very much for considering our Firm and allowing us to present our proposal. This proposal represents a firm and irrevocable offer for 90 days from the date of the proposal. As a partner of Mauldin & Jenkins, Daniel Anderson is authorized to bind and make representations for the Firm. He will be the ultimate party responsible for the quality of the report and working papers. Daniel and Wade are both out of our Bradenton, Florida office.


Wade P. Sansbury, CPA, Partner
wsansbury@mjcpa.com
941-741-2255 (direct)

Sincerely,
MAULDIN & JENKINS, LLC


Daniel R. Anderson, CPA, Partner
danderson@mjcpa.com
1401 Manatee Ave West, Suite 1200
Bradenton, Florida 34205
Fed ID: 58-0692043
941-741-2213 (direct)

Executive Summary

With extensive partner involvement and a team of dedicated governmental specialists, Mauldin & Jenkins will provide Islamorada, Village of Islands, Florida with the service and insight needed to achieve your goals.

Our Understanding of the Village's Requirements/Needs

The Village desires our Firm to express an opinion on the fair presentation of its basic financial statements in conformity with generally accepted accounting principles. Our audit will be conducted in accordance with auditing standards and procedures recommended by the American Institute of Certified Public Accountants, the standards for financial audits as set forth in the U.S. General Accounting Office's *Government Auditing Standards*, and the provisions of the U.S. Office of Management and Budget Uniform Guidance (formerly Circular A-133), the Florida Single Audit Act, and the Rules of the State of Florida Auditor General as amended. We will provide the following as required by the Village:

- An independent auditor's report on the fair presentation of the Governmental Activities, Business-Type Activities, each Major Fund, and the aggregate remaining fund information which collectively comprise the Village's basic financial statements in conformity with generally accepted accounting principles, including an opinion on the fair presentation of the supplementary information and the Schedule of Expenditures of Federal and State Awards "in relation to" the audited financial statements.
- An independent auditor's report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with *Government Auditing Standards*, which will include any reportable conditions.
- An independent auditor's report on compliance for each major program and on internal control over compliance required by OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and Chapter 10.550, Rules of the Auditor General of the State of Florida. These reports will include any reportable conditions or instances of noncompliance.
- A management letter that outlines any constructive suggestions for improvement to management.
- An independent accountant's report on our examination of the Village's compliance with Section 218.415, Florida Statutes, with respect to the Village's investment of public funds.
- Support and assistance in the implementation of any new changes in regulations by the GASB, FASB, GAO or the Auditor General.
- Any additional auditing services or agreed upon procedures required by the Village. These services/procedures will be performed only upon approval of a written agreement between the Village and Mauldin & Jenkins, LLC.

To effectively address these issues and meet your key short- and long-term objectives, the Village needs dependable, objective information. Therefore, as shown in *Figure 1*, you are seeking a proven, local firm to:

With one of the largest governmental audit practices in the Southeast, our team will ensure efficiency, minimal disruptions, and substantial insight for the Village's management and Council Members.

Not Only

- Perform an annual audit and report on the financial statements of the Village
- Perform an annual compliance audit for the Village including the performance of state and federal Single Audits

But Also

- Candidly communicate with management regarding results and industry and regulatory updates, allowing for greater efficiency and better decision making
- Actively involve senior team members in all phases of the engagement, ensuring reliable, responsive service and quick issue resolution
- Provide value-added recommendations to strengthen the Village's operations and internal controls

Figure 1. *Our Understanding of the Village's True Service Needs*

An Efficient, Value-Added Approach to Achieving Your Objectives

Our approach will be rooted in continuous communication with the Village's management and Audit Committee. From day one, our team will take the time to understand your issues and keep you abreast of changing financial demands.

This knowledge will allow us to maximize efficiency, minimize disruptions, and tailor our approach to your operations. Further, partners Daniel Anderson and Wade Sansbury will personally oversee each engagement step, ensuring dependable service and guidance.

Ultimately, our team will deliver reliable, insightful information, as well as valuable recommendations to improve the Village's controls and strengthen your operations.

Why Mauldin & Jenkins Is Best Suited to Serve the Village

As shown in *Figure 2*, our team's expertise, dedication, and proactive approach are ideally suited to serve the Village.

Our team's depth of governmental experience, training, and industry involvement will yield valuable intelligence, allowing the Village to leverage best practices and advance operational performance.

Mauldin & Jenkins Differentiator	Benefit to Islamorada, Village of Islands
Maximizing Efficiency with Deep Governmental Experience	
In addition to serving more than 700 governmental entities throughout the Southeast, from small special districts to large entities with over \$4.5 billion in assets, our professionals serve in leadership and instructor roles for various state governmental associations, governmental schools, and industry organizations including the AICPA.	Our team's depth of governmental expertise, combined with their professional and industry involvement, gives them up-to-date knowledge of the trends, regulations, and standards affecting the Village—allowing them to quickly address technical and operational issues.
Strengthening Operations with Frequent, Value-Added Communication	
Our team members and Firm publications, such as our quarterly newsletter and free continuing professional education classes, will provide the Village with regular updates of and guidance on regulatory, industry, and accounting developments.	Instead of just resolving your financial statement and grant compliance issues, our governmental specialists will also help prevent them—empowering the Village with the knowledge and best practices to strengthen your operations.
Ensuring Dependability with Continuity and Active Leader Involvement	
Our team will feature ongoing partner involvement throughout every audit phase—including fieldwork—as well as a dedication to staff continuity. And with an annual turnover rate well below the industry average, we can deliver.	With dependable oversight and a long-term commitment to team staffing, the Village will enjoy reliable, responsive, and time-saving service from professionals with a deep understanding of your structure and challenges.
Fulfilling Long-Term Service Needs with a Depth of Firm Resources	
In addition to being one of the oldest and largest regional accounting firms in the Southeast, Mauldin & Jenkins has a 100+ year track record of providing high-quality service to governmental entities across the Southeast.	With 160 governmental specialists and more than 500 professionals across several specialties, we have the resources, capability, and expertise to meet your long-term service needs as the Village grows and changes.

Independence

We hereby affirm that Mauldin & Jenkins, LLC is independent with respect to the Village. We meet the independence standards of Generally Accepted Auditing Standards and the U.S. Government Accountability Office's *Government Auditing Standards*. We are also independent with respect to the Village within the meaning of Rule 101 of the Code of Professional Ethics of the American Institute of Certified Public Accountants and the applicable published rules and interpretation thereunder.

We conduct our audits objectively and will report findings, opinions, and conclusions objectively. As noted above, we are free from personal and external impairments to independence, are organizationally independent, and will maintain an independent attitude and appearance so that opinions, conclusions, judgments, and recommendations are impartial and will be viewed as impartial by knowledgeable parties. There are no situations that might lead others to question our independence.

Licensed to Practice in the State of Florida

Mauldin & Jenkins has been licensed to practice public accounting within the State of Florida for many years. Our Firm's Florida license number is AD0007585. **Additionally, assigned professional staff are properly licensed and registered to practice public accounting within the State of Florida.** We have included a copy of the Firm's state licensure and licenses of key personnel below. Our expansion to Bradenton gave us a geographic presence in 2011. Our Firm is also properly registered with the Florida Department of State Division of Corporations (Sunbiz.org).

Ron DeSantis, Governor	Julie I. Brown, Secretary
STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION BOARD OF ACCOUNTANCY	
LICENSE NUMBER: AD0007585	EXPIRATION DATE: DECEMBER 31, 2023
THE ACCOUNTANCY CORPORATION HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 473, FLORIDA STATUTES	
MAULDIN & JENKINS, CERTIFIED PUBLIC ACCOUNTANTS, LLC MAULDIN & JENKINS 200 GALLERIA PKWY SE SUITE 1700 ATLANTA GA 30339	
ISSUED: 12/15/2021	
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Ron DeSantis, Governor	Julie I. Brown, Secretary
STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION BOARD OF ACCOUNTANCY	
LICENSE NUMBER: AC42735	EXPIRATION DATE: DECEMBER 31, 2023
THE CERTIFIED PUBLIC ACCOUNTANT HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 473, FLORIDA STATUTES	
ANDERSON, DANIEL ROSS 3607 1ST AVENUE W BRADENTON FL 34205	
ISSUED: 12/16/2021	
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Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ACCOUNTANCY

LICENSE NUMBER: AC45811

EXPIRATION DATE: DECEMBER 31, 2025

THE CERTIFIED PUBLIC ACCOUNTANT HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 473, FLORIDA STATUTES

SANSBURY, WADE PATTEN
1401 MANATEE AVENUE WEST
SUITE 1200
BRADENTON FL 34205



ISSUED: 09/18/2023

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ACCOUNTANCY

LICENSE NUMBER: AC59325

EXPIRATION DATE: DECEMBER 31, 2023

THE CERTIFIED PUBLIC ACCOUNTANT HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 473, FLORIDA STATUTES

FRALEY, ADAM MICHAEL
200 GALLERIA PKWY SE
SUITE 1700
ATLANTA GA 30339



ISSUED: 02/06/2023

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ACCOUNTANCY

LICENSE NUMBER: AC57710

EXPIRATION DATE: DECEMBER 31, 2024

THE CERTIFIED PUBLIC ACCOUNTANT HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 473, FLORIDA STATUTES

KINSEL, JACOB DAVID
6237 WILLET COURT
LAKEWOOD RANCH FL 34202

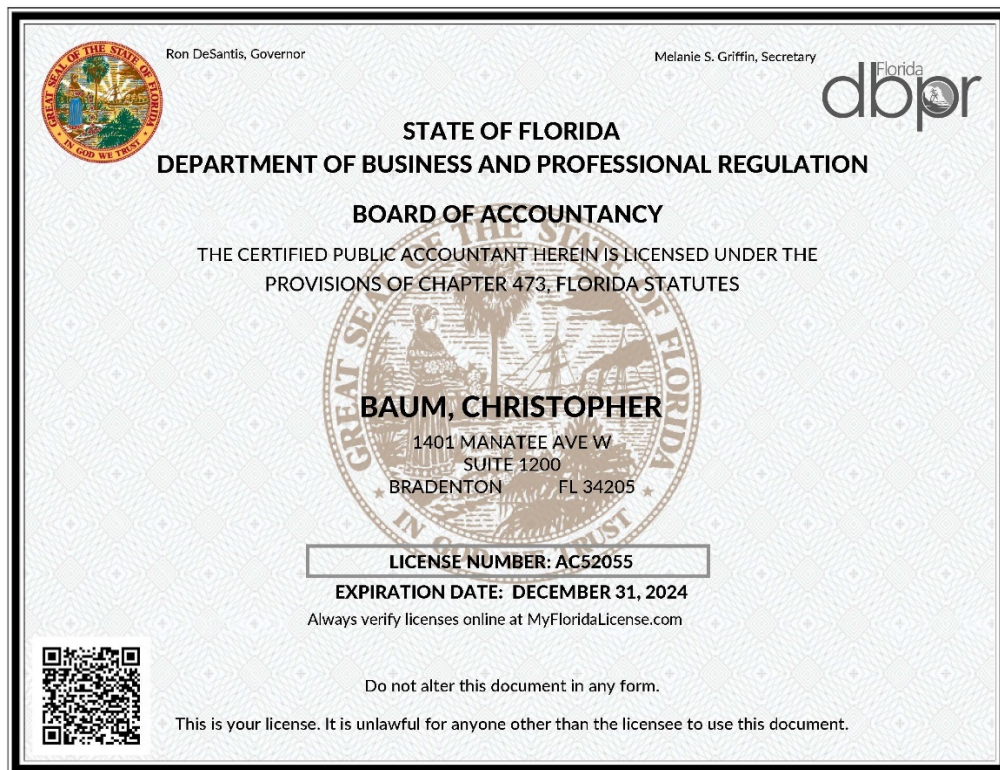


ISSUED: 09/07/2023

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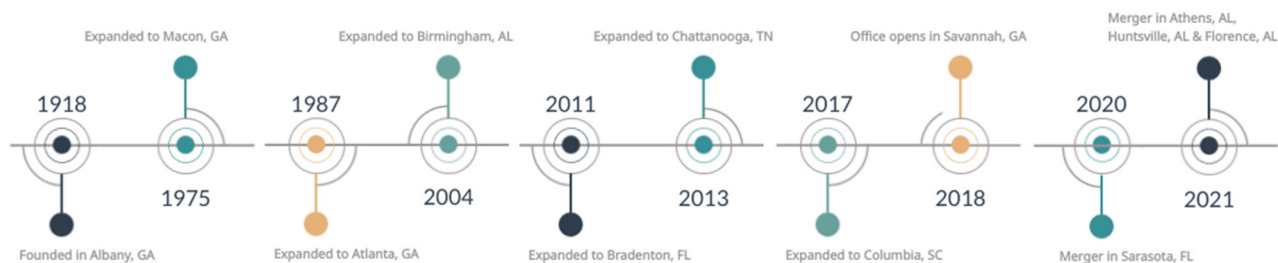
Firm Qualifications and Experience

Organization and Size

Mauldin & Jenkins was formed in 1918 and has been actively engaged in governmental auditing since its inception. We have been operating in Florida since 2011. Mauldin & Jenkins is considered to be one of the Southeast's largest locally owned providers of audit and accounting services and one of the largest certified public accounting firms in the country. Mauldin & Jenkins serves clients throughout the southeastern United States. Mauldin & Jenkins is considered to be a large regional firm.

Mauldin and Jenkins has offices located in Bradenton and Sarasota, Florida; Atlanta, Macon, Sandy Springs, Albany and Savannah, Georgia; Chattanooga, Tennessee; Raleigh, North Carolina; Columbia, South Carolina; Athens, Huntsville, Florence, and Birmingham, Alabama. We have a practice structure with the scale to serve governmental clients well due to the efficient allocation of resources in our geographic area.

Firm History and Expansion



Mauldin & Jenkins provides over 139,000 hours of service to governmental entities on an annual basis. The Firm's governmental practice is the largest niche in the Firm representing approximately 30% of the Firm's total practice. However, size and resources alone are not the most meaningful measure of success; in the end, our clients remain the best judges of Mauldin & Jenkins' value. Other key information relative to the size and experience of Mauldin & Jenkins is as follows:

- **410,000** - approximate total hours of service provided annually to clients of the Firm
- **139,000** - approximate total hours of service provided annually to governmental clients
- **54%** - percentage of governmental practice as compared to Firm's attestation practice
- **30%** - percentage of governmental practice as compared to Firm's overall practice
- **700** - approximate total governmental entities served in past three years
- **525** - total number of Firm personnel
- **154** - total clients served who obtain the GFOA/ASBO Certificates
- **47** - total clients with publicly issued debts in excess of \$75 million
- **71** - total number of Firm partners
- **25** - total number of full-time governmental partners and directors
- **16** - total number of full-time governmental managers
- **160** - total number of professionals with current governmental experience
- **292** - number of federal Single Audits performed by the Firm in 2022 covering over \$7 billion in federal expenditures (more than any other firm in our geographic service area)

A Century of Service

Mauldin & Jenkins' commitment to government began when our Firm was established in 1918. Since then, we have viewed service to governments as significant to the overall success of the Firm. Today, the governmental sector is an industry that has been specifically identified for our continued growth in professional services. Accordingly, all professionals, from entry-level accountants to partners (who select the governmental sector as their focus), are trained to understand the issues and meet the needs of state and local governmental entities.

As noted previously, Mauldin & Jenkins employs **40 partners, directors and managers** who dedicate **100%** of their time serving governmental clients. We also have numerous additional professionals with current experience in providing services to governmental entities – many of whom spend their time exclusively on governmental clients. Mauldin & Jenkins' dedicated professionals can bring a comprehensive understanding of the issues that face government entities as well as "bench strength" at all levels, allowing us to respond swiftly and effectively to your evolving needs.

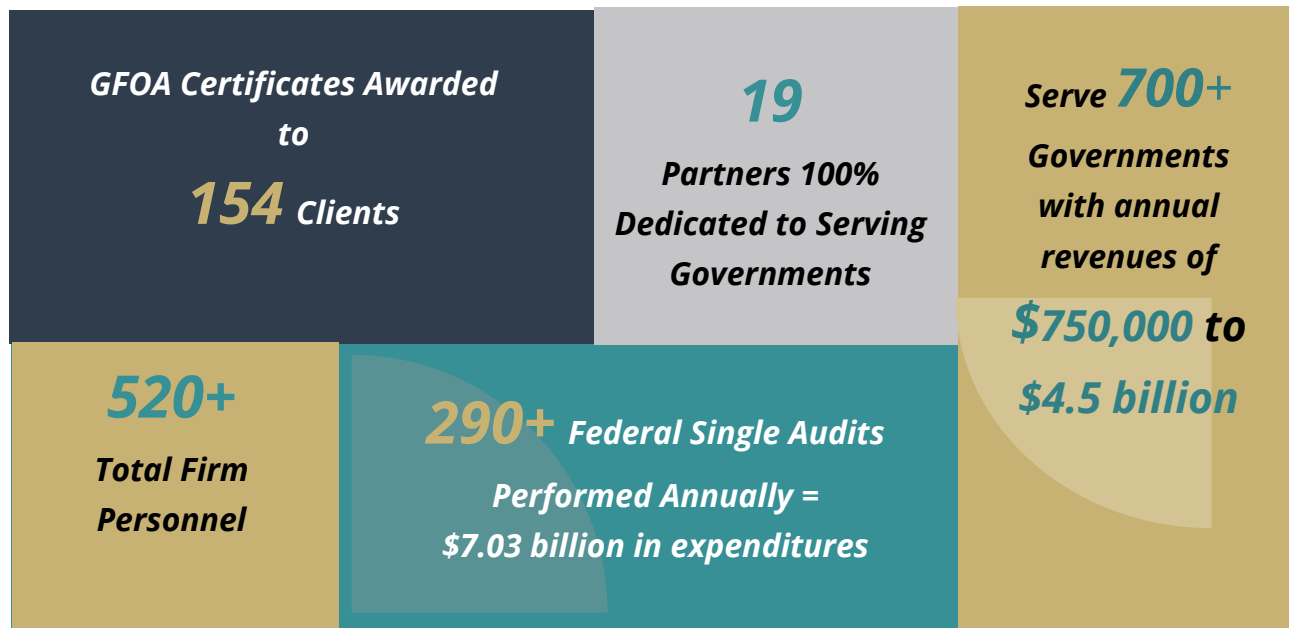


The goal of our governmental practice is to help governments improve their financial processes and strategies so that they can in turn, achieve their goal of improving the lives of their citizens. This shared commitment to the goals of our clients has resulted in a significant government clientele. As noted in our Transmittal Letter, we currently **serve over 700 governments in the Southeast**.

Location of the Office from which the Work is to be Performed

The Bradenton office will be the office providing services to the Village and employs **20 professionals with current experience in providing services to governmental entities** and who will meet the continuing professional education requirements set forth in the U.S. General Accounting Office *Government Auditing Standards*. In addition to specializing in assurance and consulting services for local governments, the Bradenton office also provides assurance and consulting services for nonprofit and financial institution organizations, as well as tax and advisory services for individuals and business. A further profile of the Bradenton office and the Firm's **professional** staff as a whole is as follows:

Professional Staff by Level	Bradenton	Firm-Wide
Partners	8	71
Directors/Managers	13	120
Senior Associates	11	104
Associates	15	189
Total	47	484



Capacity

As noted throughout our proposal, our Firm has extensive experience providing the requested services to similar governmental entities throughout the Southeast. We have continued to grow our overall governmental audit practice by constantly adding new staff both experienced and non-experienced college graduates. This process of constant growth and training has allowed our firm to grow from serving only a handful of governmental clients to now serving over 700 entities. We are committed to each one of our clients and ensure we have the proper staffing levels to complete all associated tasks. Our Florida offices work with other offices when needed to ensure proper staffing levels. Especially with the ability to conduct parts of the audit remotely, we have over 160 experienced governmental staff available to complete your audit. If we are selected, you will be hiring our Firm and not just one of our offices. This ensures adequate resources will be brought forth to complete your audit within your requested timeline.

Within our proposal, we are estimating approximately 60% of the total time provided will be from partners and managers. We believe this to be more than adequate to accomplish the annual financial and compliance audits of the Village. However, please note that these are only estimates. If additional time from partners/managers is needed as part of the overall audit, this time will be made available at no additional charge to the Village.

Range of Activities

Other Industries and Services by Mauldin & Jenkins:

Each of Mauldin & Jenkins' offices provides a wide variety of services to a broad range of clientele. We have partners and managers who are responsible for specialized practice areas of auditing and accounting, taxes and management advisory services. Their purpose, as leaders in the particular practice area, is to establish policies with respect to technical matters in these specific areas and ensure that the quality of the Firm's practice is maintained.

Industries Served: Over the years, our partners have developed expertise in certain industries representative of a cross section of the Florida economy, including:

- | | |
|--------------------------|-----------------------------------|
| • Governmental Entities | • Financial Institutions |
| • SEC Registrants | • Non-Profit Organizations |
| • Wholesale Distribution | • Retail Businesses |
| • Agri-Businesses | • Long-Term Healthcare |
| • Manufacturing | • Construction and Development |
| • Professional Services | • Individuals, Estates and Trusts |
| • Employee Benefit Plans | • Real Estate Management |

Services Provided: This diversity of practice enables our personnel to experience a wide variety of business, accounting and tax situations. We provide the traditional and non-traditional services such as:

- | | |
|---|--|
| • Financial Audit/Review/Compilation | • Income Tax Planning and Preparation |
| • Compliance Audits and Single Audits | • Multi-State Income Tax Issues |
| • Agreed-Upon Procedures | • Information Systems Consulting |
| • Forensic Audits | • Cost Accounting Analysis |
| • Bond Issuance Services | • Healthcare Cost Reimbursement |
| • Performance Audits | • Outsourced Billing Services |
| • State Sales Tax Matters | • Fixed Asset Inventories |
| • International Tax Matters | • Succession and Exit Strategy Consulting |
| • Business and Strategic Planning | • Estate Planning |
| • Profitability Consulting | • Management Information Systems |
| • Budgeting | • Employee Benefit Plan Administration |
| • Buy-Sell Agreements and Business Valuation Issues | • Merger/Acquisition and Expansion Financing |

Governments Served in the Past Five Years

Perhaps the greatest indicator of our reliability as a professional service provider to state and local governments is our list of governmental clients.

The following governmental client listings are provided to demonstrate Mauldin & Jenkins' vast experience serving the governmental sector, and these listings are broken down by type of governmental unit, and the respective listings represents clients we have served in the past five years (and not over a lifetime).

Cities. Cities we have served within the past five years are as follows. Please also note that over the past three years we have also provided separate audits for numerous CRA entities as required by the State of Florida.

Georgia

- 1) Albany
- 2) Alpharetta
- 3) Americus
- 4) Ashburn
- 5) Atlanta
- 6) Austell
- 7) Bainbridge
- 8) Baldwin
- 9) Ball Ground
- 10) Barnesville
- 11) Bloomingdale
- 12) Brookhaven
- 13) Brunswick
- 14) Byron
- 15) Cartersville
- 16) Cedartown
- 17) Centerville
- 18) Chamblee
- 19) Chattahoochee Hills
- 20) Clarkston
- 21) College Park
- 22) Conyers
- 23) Cordele
- 24) Covington
- 25) Dalton
- 26) Decatur
- 27) Doraville
- 28) Douglasville
- 29) Duluth
- 30) Dunwoody
- 31) Fairburn
- 32) Fayetteville
- 33) Flovilla
- 34) Forest Park
- 35) Forsyth
- 36) Garden City
- 37) Grovetown
- 38) Griffin
- 39) Hapeville
- 40) Hinesville
- 41) Holly Springs
- 42) Jefferson

- 43) Jeffersonville
- 44) Johns Creek
- 45) Kennesaw
- 46) Kingsland
- 47) LaGrange
- 48) Lawrenceville
- 49) Leesburg
- 50) Lilburn
- 51) Lone Oak
- 52) Lyons
- 53) Milledgeville
- 54) Milner
- 55) Milton
- 56) Monroe
- 57) Morrow
- 58) Nashville
- 59) Oxford
- 60) Peachtree City
- 61) Peachtree Corners
- 62) Pearson
- 63) Perry
- 64) Pooler
- 65) Powder Springs
- 66) Port Wentworth
- 67) Richmond Hill
- 68) Riverdale
- 69) Rockmart
- 70) Rome
- 71) Roswell
- 72) Sandy Springs
- 73) Savannah
- 74) Sharpsburg
- 75) Social Circle
- 76) South Fulton
- 77) St. Marys
- 78) Stockbridge
- 79) Stonecrest
- 80) Suwanee
- 81) Temple
- 82) Thomasville
- 83) Thunderbolt
- 84) Tifton
- 85) Toccoa

- 86) Tucker
- 87) Turin
- 88) Tybee Island
- 89) Union City
- 90) Valdosta
- 91) Villa Rica
- 92) Waycross
- 93) West Point

Alabama/Mississippi

- 94) Athens, AL
- 95) Huntsville, AL
- 96) Tuscaloosa, AL
- 97) Gulfport, MS
- 98) Meridian, MS

Florida

- 99) Apopka
- 100) Callaway
- 101) Clewiston
- 102) Crystal River
- 103) Destin
- 104) Fernandina Beach
- 105) Ft. Myers Beach
- 106) Haines City
- 107) Hallandale Beach
- 108) Indiantown
- 109) Islamorada
- 110) Jupiter Inlet Colony
- 111) LaBelle
- 112) Lake Placid
- 113) Longboat Key
- 114) Marco Island
- 115) Naples
- 116) New Port Richey
- 117) North Port
- 118) Pinecrest
- 119) Plant City
- 120) Tarpon Springs
- 121) Tequesta
- 122) Wildwood

North Carolina

- 123) Asheville
- 124) Black Mountain
- 125) Garner
- 126) Hendersonville
- 127) Jacksonville
- 128) Rocky Mount
- 129) Selma
- 130) Zebulon

South Carolina

- 131) Aiken
- 132) Beaufort
- 133) Cayce
- 134) Chapin
- 135) Charleston
- 136) Clemson
- 137) Clover
- 138) Hanahan
- 139) Hardeeville
- 140) Hemingway
- 141) Hilton Head Island
- 142) Hollywood
- 143) Georgetown
- 144) Goose Creek
- 145) Johnsonville
- 146) Kiawah Island
- 147) Mount Pleasant
- 148) North Augusta
- 149) North Charleston
- 150) Orangeburg
- 151) Pamplico
- 152) Rock Hill
- 153) Seabrook Island
- 154) Summerville

Tennessee

- 155) Bristol
- 156) Clarksville
- 157) Jamestown
- 158) Jackson
- 159) Spring Hill

Water and sewer operations. Below is a listing of water/sewer operations we have served within the past three years:

- | | | |
|--------------------------------|------------------------------------|---|
| 1) Athens-Clarke County | 45) City of Lake Placid | 89) Liberty County |
| 2) Augusta-Richmond Co. | 46) City of Lawrenceville | 90) Lincoln County |
| 3) Calhoun County | 47) City of Leesburg | 91) McIntosh County |
| 4) Chatham County | 48) City of Long Boat Key | 92) Mitchell County |
| 5) City of Aiken | 49) City of Marco Island | 93) Montgomery County, NC |
| 6) City of Albany | 50) City of Milledgeville | 94) Monroe County |
| 7) City of Americus | 51) City of Monroe | 95) Orange County |
| 8) City of Arcadia | 52) City of Naples | 96) Paulding County |
| 9) City of Athens, AL | 53) City of North Augusta | 97) Richland County, SC |
| 10) City of Ball Ground | 54) City of North Port | 98) Rockdale County |
| 11) City of Bloomingdale | 55) City of Palmetto | 99) Spalding County |
| 12) City of Bradenton | 56) City of Perry | 100) Taylor County |
| 13) City of Brunswick | 57) City of Plant City | 101) Walton County |
| 14) City of Byron | 58) City of Pooler | 102) Barrow Co. Water & Sewer Auth. |
| 15) City of Callaway | 59) City of Port Wentworth | 103) Bristol Joint Sewer System |
| 16) City of Canton | 60) City of Powder Springs | 104) Brunswick - Glynn Joint Water & Sewer Comm. |
| 17) City of Cartersville | 61) City of Richmond Hill | 105) Chatsworth Water Works Comm. |
| 18) City of Cayce, SC | 62) City of Rock Hill, SC | 106) Clayton Co. Water & Sewer Auth. |
| 19) City of Clarksville | 63) City of Rockmart | 107) Cobb Co. - Marietta Water Auth. |
| 20) City of Clemson, SC | 64) City of Rome | 108) Eatonton-Putnam Water & Sewer Auth. |
| 21) City of Clover | 65) City of Roswell | 109) Gladeville Utility District |
| 22) City of College Park | 66) City of Savannah | 110) Gwinnett Co. Water & Sewerage Auth. |
| 23) City of Conyers | 67) City of St. Marys | 111) Hamilton Co. Water & Wastewater Treatment Department |
| 24) City of Cooper City | 68) City of Stockbridge | 112) Henry Co. Water Authority |
| 25) City of Cordele | 69) City of Suwanee | 113) Lumpkin Co. Water & Sewerage Auth. |
| 26) City of Covington | 70) City of Thomasville | 114) Macon Water Authority |
| 27) City of Crystal River | 71) City of Thunderbolt | 115) Newton Co. Water & Sewerage Auth. |
| 28) City of Fairburn | 72) City of Tifton | 116) Peace River/Manasota Reg. Water Supply Auth. |
| 29) City of Fayetteville | 73) City of Toccoa | 117) Peachtree City Water & Sewerage Auth. |
| 30) City of Fernandina | 74) City of Tuscaloosa | 118) Polk Co. Water Authority |
| 31) City of Ft. Myers Beach | 75) City of Tybee Island | 119) Middle Chattahoochee Regional Water & Sewer Auth. |
| 32) City of Garden City | 76) City of Union City | 120) Tampa Bay Water Auth. |
| 33) City of Goose Creek | 77) City of Valdosta | 121) Town of Black Mountain, NC |
| 34) City of Griffin | 78) City of Villa Rica | 122) Town of Chapin, SC |
| 35) City of Gulfport | 79) City of Wildwood | 123) Town of Hemingway, SC |
| 36) City of Haines City | 80) Columbia Co. | 124) Town of Pamplico, SC |
| 37) City of Hendersonville, NC | 81) Crisp County | 125) Town of Selma, NC |
| 38) City of Hinesville | 82) DeKalb County | 126) Village of Tequesta |
| 39) City of Jackson | 83) Floyd County | |
| 40) City of Jamestown | 84) Forsyth County | |
| 41) City of Jefferson | 85) Gates County, NC | |
| 42) City of Johnsonville | 86) Halifax County, NC | |
| 43) City of Kingsland | 87) Islamorada, Village of Islands | |
| 44) City of Lagrange | 88) Lee County | |

Certificates of Achievement and Excellence in Financial Reporting



Mauldin & Jenkins has served **over 700 governments** in the past several years, and **154** governmental units who obtain the GFOA's Certificate of Achievement for Excellence in Financial Reporting (and, or the ASBO's Certificate of Excellence in Financial Reporting). We **have never failed to obtain the Certificate!** Every Annual Comprehensive Financial Report submitted has received the award. The following listing is of our current clients that have been received the ACFR award:

Counties:

- 1) Athens-Clarke
- 2) Augusta-Richmond
- 3) Barrow
- 4) Beaufort, SC
- 5) Cartersville
- 6) Chatham
- 7) Clayton
- 8) Colleton, SC
- 9) Columbus-Muscogee
- 10) DeKalb
- 11) Douglas
- 12) Edgefield, SC
- 13) Floyd
- 14) Forsyth
- 15) Glynn
- 16) Greenville, SC
- 17) Gwinnett
- 18) Halifax, NC
- 19) Hamilton, TN
- 20) Henry
- 21) Jackson
- 22) Lancaster, SC
- 23) Liberty
- 24) Macon-Bibb
- 25) Morgan
- 26) Newton
- 27) Oconee, SC
- 28) Orange, NC
- 29) Paulding
- 30) Richland, SC

- 31) Rockdale

- 32) Spalding
- 33) Walton
- 34) Whitfield

Cities:

- 35) Aiken, SC
- 36) Albany
- 37) Alpharetta
- 38) Americus
- 39) Apopka, FL
- 40) Austell
- 41) Ball Ground
- 42) Beaufort, SC
- 43) Black Mountain, NC
- 44) Bluffton, SC
- 45) Bradenton, FL
- 46) Bristol, TN
- 47) Brookhaven
- 48) Brunswick
- 49) Callaway, FL
- 50) Cartersville
- 51) Cayce, SC
- 52) Chamblee
- 53) Charleston, SC
- 54) Chamblee
- 55) Chapin, SC
- 56) Clarksville, TN
- 57) Clemson, SC
- 58) College Park
- 59) Conyers
- 60) Cooper City, FL

- 61) Covington
- 62) Decatur
- 63) Douglasville
- 64) Dunwoody
- 65) Fayetteville
- 66) Fairburn
- 67) Forest Park
- 68) Garden City
- 69) Griffin
- 70) Gulfport, MS
- 71) Haines City, FL
- 72) Hallandale Bch, FL
- 73) Hapeville
- 74) Hardeeville, SC
- 75) Hendersonville, NC
- 76) Hinesville
- 77) Holly Springs
- 78) John's Creek
- 79) Kennesaw
- 80) Kiawah Island
- 81) Kingsland
- 82) Marco Island, FL
- 83) Lagrange
- 84) Lawrenceville
- 85) Longboat Key, FL
- 86) Milledgeville
- 87) Milton
- 88) Monroe
- 89) Morrow
- 90) Mount Pleasant, SC
- 91) Naples, FL

- 92) N. Augusta, SC
- 93) N. Charleston, SC
- 94) North Port, FL
- 95) Peachtree City
- 96) Pensacola, FL
- 97) Perry
- 98) Pinecrest, FL
- 99) Plant City, FL
- 100) Pooler
- 101) Port Wentworth
- 102) Powder Springs
- 103) Richmond Hill
- 104) Riverdale
- 105) Rockmart
- 106) Rome
- 107) Roswell
- 108) St. Marys
- 109) Sandy Springs
- 110) Savannah
- 111) Social Circle
- 112) Stockbridge
- 113) Suwanee
- 114) Thunderbolt
- 115) Tarpon Springs, FL
- 116) Thomasville
- 117) Tuscaloosa, AL
- 118) Union City
- 119) Valdosta
- 120) Villa Rica

Boards of Education:

- 121) Atlanta Public Schools
- 122) Beaufort County Schools
- 123) Bibb County Schools
- 124) Cartersville City Schools
- 125) Cobb County Schools
- 126) Fayette County Schools
- 127) Fulton County Schools
- 128) Gwinnett County Schools
- 129) Horry County Schools
- 130) Lee County School District
- 131) Marietta City Schools
- 132) Richland Co. School District One
- 133) Savannah-Chatham County Schools

State Governmental Entities:

- 134) Ga. Environ. Fin. Auth. (GEFA)
- 135) Ga. Ports Authority

Other Governmental Entities:

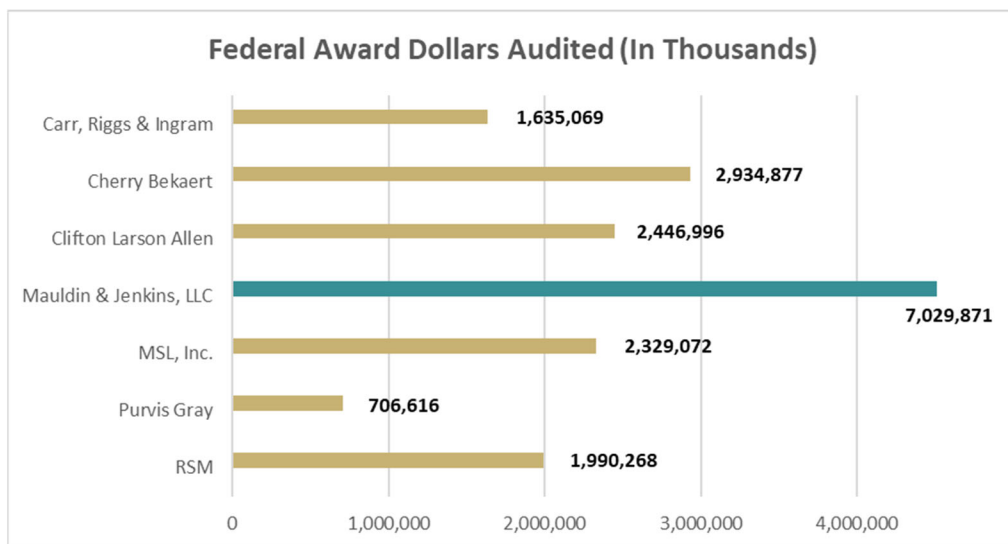
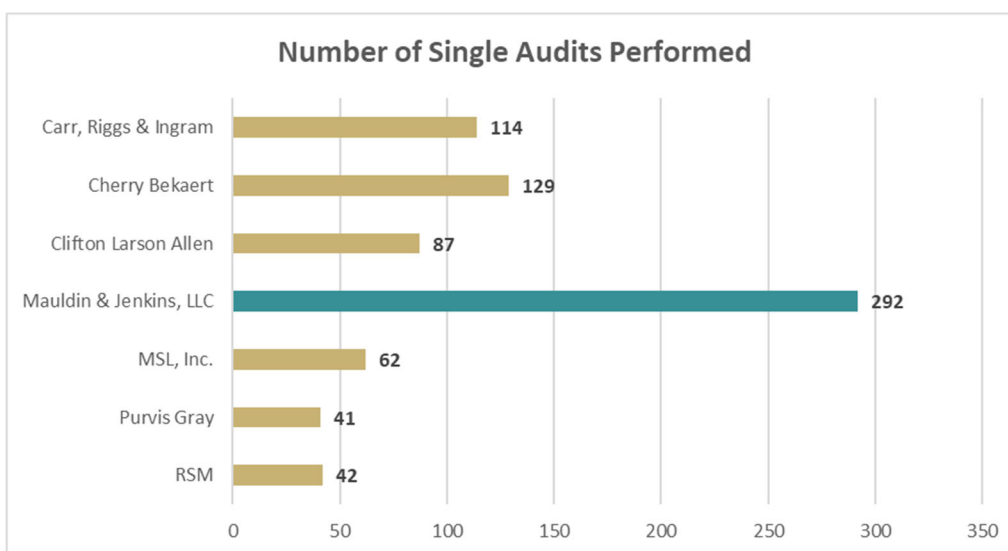
- 136) Beaufort Jasper Water & Sewer Authority

- 137) Cape Fear Public Utility Authority
- 138) Central Savannah River Area Regional Comm.
- 139) Charleston Water System
- 140) Clayton County Water Authority
- 141) Cobb County - Marietta Water Authority
- 142) Emerald Coast Utilities Authority
- 143) Greenville Water System
- 144) Greenwood Commissioners of Public Works
- 145) Greer Commission of Public Works
- 146) Henry County Water Authority
- 147) Lowcountry Regional Transportation Authority
- 148) Macon Water Authority
- 149) Mount Pleasant Waterworks
- 150) North Charleston Sewer District
- 151) Port of Corpus Christi Authority
- 152) Public Building Authority of Knox Co. & Knoxville
- 153) South Florida Transportation Authority
- 154) Tampa Bay Water Authority

Single Audit Experience

With the distribution of Coronavirus State and Local Fiscal Recover Funds during 2021 and 2022, many entities will require Single Audits over the expenditures of these funds. Mauldin & Jenkins is a leader in providing audit and Single Audit services to governmental and not-for-profit entities in the Southeast similar to the Village. We also have substantial experience performing Florida State Single Audits as required by the Florida Auditor General's office. Based on the most recent data provided by the Federal Audit Clearinghouse (FAC) which is for calendar year 2022, Mauldin & Jenkins audited **292 entities** representing approximately **\$7.03 billion in federal expenditures** for state, local government, and non-profit clients which is the:

- **Highest** among public accounting firms in the Southeast as it relates to the number of Single Audits conducted; and
- **Highest** among public accounting firms in the Southeast as it relates to total expenditures audited under the Single Audit Act.



NOTE: The above information was summarized from the Federal Audit Clearinghouse for audits with fiscal year-ends in calendar year 2022 (the last year for which complete information is available) for states in which our Firm has offices.

Membership

Our Firm is a member in good standing with all of the following professional organizations: American Institute of Certified Public Accountants (AICPA), Florida Institute of Certified Public Accountants (FICPA), Government Finance Officers Association (GFOA), the Florida FGOA, and the AICPA Governmental Audit Quality Center. We are committed to the governmental sector as well via our involvement with these organizations as well as our volunteer work we provide via training and speaking engagements with these and other organizations. Note that as mentioned in our Transmittal Letter, our very own Joel Black is now currently serving as Chair of the Governmental Accounting Standards Board. We have also had Firm personnel serve as the Florida Institute of CPAs Board Chairman and the AICPA Board Chairman. These are all evidence of our presence within the national governmental market place and also serves as examples of our commitment to the governmental sector.

No Conflict of Interest

Mauldin & Jenkins, LLC does not employ any officer, director, or agent who is also an employee of Islamorada, Village of Islands, Florida, and we assert that no conflicts of interest are present.

Quality Control Review (Peer Review)

In the mid-70s, the Private Companies Practice Section (PCPS) was founded by the American Institute of CPAs (AICPA) to establish a voluntary quality assurance program for CPA firms. There are requirements for membership in the section, which include mandatory continuing education for each member of the professional staff and a key element is a tri-annual independent review of a firm's quality control system in its practice of public accounting. Mauldin & Jenkins has been a member of the section from its inception. The peer review aspect has evolved from being voluntary to mandatory and Mauldin & Jenkins is in full compliance with the requirements of having a tri-annual review. In the peer reviewer's latest report dated November 12, 2020, our reviewing firm gave a rating of "pass" which is the highest form of assurance a reviewing firm can render on the system of quality control for our accounting and audit practice.

A copy of the report on external quality control review is provided on the following page. **The quality control review included a review of specific government engagements.** No letter of comment was received as a result of this review. We are quite proud to be one of the few Southeast based firms to have undergone this review and to have received such an excellent opinion from a large reputable national firm. Our public company practice is also reviewed in accordance with CAQ requirements as administered through the Public Company Oversight Board (PCAOB). Also note, that as part of our quality control system, we perform internal peer reviews by office to ensure compliance with these standards during the two-year break period between external peer reviews. Daniel Anderson, Wade Sansbury, Adam Fraley, Trey Scott and Alison Wester have all participated in this process. Additionally, we perform peer reviews for other firms across the country. As such, we have extensive knowledge and experience in this area which helps our Firm maintain sound quality control over our engagements.



REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

November 12, 2020

To the Shareholders of Mauldin & Jenkins, LLC
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Mauldin & Jenkins, LLC (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act, audits of employee benefit plans, audits performed under FDICIA, an audit of a broker-dealer and an examination of service organization's SOC 1 engagement.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

PBMares, LLP | 725 Jackson Street, Suite 210 | Fredericksburg, VA 22401 | P 540.371.3566 | T 800.296.3710 | F 540.371.3598

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Mauldin & Jenkins, LLC applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Mauldin & Jenkins, LLC has received a peer review rating of *pass*.

PBMares, LLP

PBMares, LLP

No Litigation, Federal/State Desk Reviews or Disciplinary Action

Mauldin & Jenkins has had no cases brought forth against the Firm over the past five years in which our Firm was a named party. Additionally, Mauldin & Jenkins has not had a federal or state desk review or field review of its audits during the past five years. Mauldin & Jenkins has not had any disciplinary actions taken (nor are any pending) against the Firm during the past five years with any state or federal regulatory bodies or professional organizations. We have a long-standing history of providing excellent services to our clients and have had no prior record of substandard audit work.

As noted above, there is no pending litigation against our Firm that may be of relevance to the fulfillment of a contract between Mauldin & Jenkins and the Village. Additionally, we note no problems that may affect our ability to complete the project as defined in the Village's request for proposal.

Partner, Supervisory and Staff Qualifications and Experience

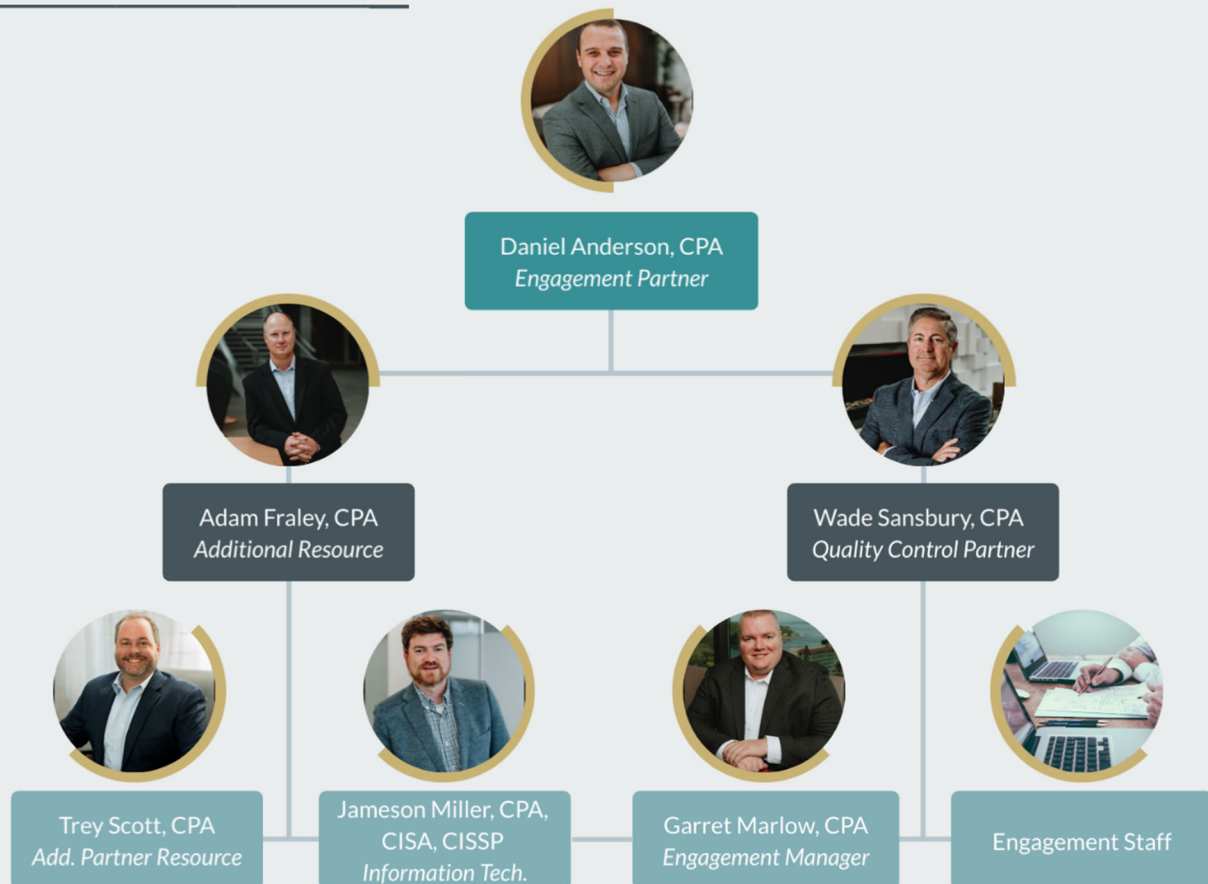
Proposed Contract Team

In order to provide the highest quality service in the most cost-efficient manner, Mauldin & Jenkins has formed a client service team which will function as a cohesive unit and would represent a superb assortment of talent and experience for the audit of the Village. As noted previously, the Firm has over 500 professionals within the Firm and approximately 45 individuals in our Bradenton office location. All of which are available to serve the Village during the course of this engagement. The proposed audit unit would be assembled as follows:

Team Member Name	Engagement Performance Roll	Years of Experience
Daniel Anderson, CPA	Engagement Lead Partner	15
Wade Sansbury, CPA	Engagement Quality Assurance Partner	28
Adam Fraley, CPA	Engagement Supporting Partner Partner	27
Jameson Miller	IT Consultant	14

Your Audit Team

ORGANIZATIONAL CHART



The above team dedicated to audit the Village will include (at a minimum): two partners, one manager, one senior, and at least four staff professionals and will be fully staffed from our Bradenton, Florida office location. The partner in-charge of fieldwork, manager, and staff professionals will be substantially on-site full-time throughout the conduct of their role in the audit. Other governmental audit professionals will be available to assist throughout the fieldwork and the preparation of the financial reports. The engagement lead partner will correspond with Village management on financial reporting, audit and related issues on an ongoing basis, and this individual will also be dedicated to serve the Village throughout fieldwork, reporting and conclusion in all respective fiscal years. Mauldin & Jenkins has the depth of resources which allows us to provide you with significant resources of knowledgeable professionals to meet your deadlines.

Individual Resumes of Key Personnel

Please see the following pages for information on key individuals who are slated to serve and who are available to serve the Village during the audit process.

Daniel Anderson, CPA

Partner
Bradenton, Florida

941-741-2213
danderson@mjcpa.com



Daniel Anderson is a partner and a Certified Public Accountant with Mauldin & Jenkins. He is registered and licensed to practice in the State of Florida. Daniel works exclusively in the governmental sector of the Firm's audit practice. Daniel has approximately 15 years of experience serving governmental clients including audit services for cities, counties, school districts, and other entities. Daniel has significant experience with his client's computer systems. This includes specific experience with remote auditing via web access to client information. Daniel will serve as the Village's engagement lead partner with ultimate responsibility of the overall audit approach, supervision of staff, and will be a main contact point for the Village. Daniel's Florida license number is AC42735 and is currently active through December 31, 2023.

Technical Experience

During his career, Daniel has served numerous governmental clients on behalf of the Firm including 17 municipalities. A condensed listing of governmental audit clients served by Daniel as manager is listed below:

Cities

- 1) Apopka
- 2) Clewiston
- 3) Crystal River
- 4) Fernandina Beach
- 5) Gulf Stream
- 6) Hallandale Beach
- 7) Islamorada
- 8) Jupiter Inlet Colony
- 9) Lake Placid

Other Governmental Units

- 10) Longboat Key
- 11) Marco Island
- 12) Naples
- 13) Palmetto
- 14) Plant City
- 15) Tarpon Springs
- 16) Tequesta
- 17) Wildwood
- 18) Tampa Bay Water

- 19) Hardee Co. Industrial Development Authority
- 20) South Florida Regional Transportation Authority
- 21) Lakeland Area Mass Transit
- 22) Captiva Erosion Prevention District
- 23) Citrus Co. Mosquito Control
- 24) Englewood Water District

Professional Associations and Education

- Bachelor of Science in Accounting from Florida State University in 2008
- Certified Public Accountant licensed by the State of Florida
- Member of the American Institute of Certified Public Accountants (AICPA)
- Member of the Florida Institute of Certified Public Accountants (FICPA)
- Member of the FICPA State & Local Government Committee
- Member of the Florida Government Finance Officers Association (FGFOA)

Note that Daniel has many years of experience preparing financial statements in accordance with GASB 34 as well as preparing Annual Comprehensive Financial Reports meeting all of the requirements of the GFOA Certificate of Excellence Program (this includes those clients who have successfully received the certificate on a first-time submission).

Audit Training

Daniel annually exceeds the professional standards requirements requiring 80 hours of CPE every two-year period and GAGAS standards requiring at least 24 hours of CPE that directly relates to government auditing, the government environment, or the specific or unique environment in which the audited entity operates. He attends annual Firm sponsored governmental accounting and auditing updates, as well as Single Audit updates, the FGFOA conference, AICPA sponsored courses, and various other courses. Additionally, Daniel has served as an instructor at Firm sponsored CPE events, as well as FGFOA events at the state and local level. Daniel is a graduate of the FICPA Emerging Leaders Program (2017) as well the Leadership Manatee Program (2018). Listed below are just some of the training courses Daniel has attended over the last few years:

- 2023 FGFOA School of Governmental Finance – Instructor – Auditing Update - 2 credit hours
- 2023 M&J Client CPE - Participant and Instructor – 7 credit hours
- 2023 M&J Governmental Conference – Participant and Instructor – 16 credit hours
- 2023 FICPA Ethics: Protecting the Integrity of Florida CPAs – 4 credit hours
- 2023 M&J Single Audit Training – Instructor – 16 credit hours
- 2023 Octane Conference – Instructor – 2 credit hours
- 2023 FGFOA Gulf Coast Chapter – Instructor – GASB 96 – 2 Credit Hours
- 2022 M&J Governmental Conference – Participant and Instructor – 14 credit hours
- 2022 Octane Conference – Instructor – 2 credit hours
- 2022 FICPA Nonprofit Conference – Single Audit Update – Instructor – 1 credit hour
- 2021 FGFOA Webinar – Coronavirus State & Local Fiscal Recovery Funds – Instructor – 2 credit hours
- 2021 FGFOA School of Governmental Finance – Instructor – 2 credit hours
- 2021 FICPA State and Local Government Conference – 14 credit hours
- 2021 FICPA Ethics: Protecting the Integrity of Florida CPAs – 4 credit hours
- 2021 M&J Governmental Conference – Participant and Instructor – 13.5 credit hours
- 2021 FGFOA Conference – 8 credit hours
- 2020 M&J Governmental Conference – 12 credit hours
- 2020 AICPA National Governmental Conference – 12 credit hours
- 2020 FGFOA Webinar Instructor – GASB 84 Fiduciary Activity Implementation

Wade Sansbury, CPA

Partner
Bradenton, Florida

941-741-2255

wsansbury@mjcpa.com



Wade Sansbury is a partner and a Certified Public Accountant with Mauldin & Jenkins. He is registered and licensed to practice in Florida and Georgia. Wade is a partner who works exclusively in the governmental sector of the Firm's audit practice. Wade has over 25 years of experience serving governmental clients similar in nature to the Village. His experience has included serving cities, counties, schools and special districts. His experience also includes serving entities with significant utility operations (including water and sewer, gas, refuse, and electric services). Wade will serve as the Village's Engagement Quality Assurance Partner, and could serve as a future Engagement Lead Partner should the Village request a partner rotation. Wade's Florida license number is AC45811 and is currently active through December 31, 2025.

Technical Experience

During his career, Wade has served numerous governmental clients on behalf of the Firm. The following is a partial listing of governmental clients served by Wade in the capacity of engagement partner in-charge or quality assurance review partner:

Cities

- 1) Albany
- 2) Apopka
- 3) Arcadia
- 4) Beaufort
- 5) Bradenton
- 6) Callaway
- 7) Clewiston
- 8) Conyers
- 9) Cooper City
- 10) Cordele
- 11) Covington
- 12) Crystal River
- 13) Decatur
- 14) Destin
- 15) Fernandina Beach
- 16) Fort Myers Beach
- 17) Griffin
- 18) Haines City
- 19) Hallandale Beach
- 20) Lake Placid
- 21) Longboat Key
- 22) Marco Island
- 23) Milledgeville
- 24) Morrow

- 25) Milton
 - 26) Monrow
 - 27) Naples
 - 28) North Port
 - 29) Palmetto
 - 30) Pensacola
 - 31) Pinecrest
 - 32) Plant City
 - 33) Roswell
 - 34) Sandy Springs
 - 35) Social Circle
 - 36) Tarpon Springs
 - 37) Tequesta
 - 38) Union City
- #### Counties
- 39) Liberty County
 - 40) Lumpkin County
 - 41) Henry County
 - 42) Taylor County
 - 43) Rockdale County
 - 44) Sumter County
 - 45) Clayton County
 - 46) Bibb County
 - 47) Dougherty County
 - 48) Toombs County

- 49) Monroe County
- 50) Stephens County
- 51) Forsyth County
- 52) Walton County
- 53) Moore County, SC
- 54) Hernando County, FL
- 55) Union County, FL

Boards of Education

- 56) Highlands Co. School District
- 57) Lee Co. School District
- 58) Forsyth Co. BOE
- 59) Gwinnett Co. BOE
- 60) Henry Co. BOE

Other Governmental Units

- 61) Tampa Bay Water
- 62) Hardee Co. Industrial Development Authority
- 63) Ocean Highway and Port Authority
- 64) South Florida Regional Transportation Authority
- 65) Lakeland Area Mass Transit
- 66) Captiva Erosion Prevention District

Professional Associations and Education

- Bachelor of Business Administration in Accounting from Valdosta State University in 1995
- Certified Public Accountant licensed by the States of Florida and Georgia
- Member of the American Institute of Certified Public Accountants (AICPA)
- Member of the Florida Institute of Certified Public Accountants (FICPA)
- Member of the Government Finance Officers Association (GFOA)
- Member of the Florida Government Finance Officers Association (FGFOA)

Wade is currently serving as the Firm's Bradenton office managing partner and is the Firm's lead governmental partner in the State of Florida. He is also a past member of the Firm's seven-member Executive Committee, which governs the actions and directions of the Firm. Wade also currently serves on the Bradenton Area EDC Investor Relations Committee and does volunteer work with the Boy Scouts. Wade is also on the Firm's Technology Committee which helps to oversee the Firm's usage of technology and the application of that technology in the audit practices. Note that Wade has many years of experience preparing financial statements in accordance with GASB 34 as well as preparing Annual Comprehensive Financial Reports meeting all of the requirements of the GFOA Certificate of Excellence Program (this includes those clients who have successfully received the certificate on a first-time submission). Wade also has extensive experience with multiple client computer systems and software and is a leader in the Firm for auditing such areas.

Audit Training

Wade annually exceeds the professional standards requirements requiring 80 hours of CPE every two-year period and GAGAS standards requiring at least 24 hours of CPE that directly relates to government auditing, the government environment, or the specific or unique environment in which the audited entity operates. He attends annual Firm sponsored governmental accounting and auditing updates, as well as Single Audit updates, the FGFOA conference, AICPA sponsored courses, and various other courses. Wade has additionally volunteered as instructor for various FGFOA Chapter training courses across the state. Listed below are just some of the training courses Wade has attended over the last few years:

- 2023 M&J Governmental Conference – Participant and Instructor – 16 credit hours
- 2023 FICPA Ethics: Protecting the Integrity of Florida CPAs – 4 credit hours
- 2022 FICPA State and Local Government Accounting Conference – 16 credit hours
- 2022 M&J Governmental Conference – Participant and Instructor – 14 credit hours
- 2022 Coronavirus State & Local Fiscal Recovery Fund (Final Rule) – 1.5 credit hours
- 2021 Government Accounting & Auditing Conference – 6.5 credit hours
- 2021 FICPA State and Local Government Conference – 14 credit hours
- 2021 AICPA Understanding the Independence Implications of the New State and Local Government Affiliates Ethics Interpretation – 2 credit hours
- 2021 FICPA Ethics: Protecting the Integrity of Florida CPAs – 4 credit hours
- 2021 M&J Governmental Conference – Participant and Instructor – 13.5 credit hours
- 2021 AICPA Real-World Frauds in Government – 4 credit hours
- 2021 AICPA Major Firms Group Meeting – Participant – 5.5 credit hours
- 2020 Advanced Fraud Techniques – 6 credit hours
- 2020 M&J Governmental Conference – Participant – 6 credit hours
- 2020 AICPA COVID-19 Audit Implications – 2 credit hours
- 2020 National AICPA Governmental Update Conference – Participant – 17 credit hours

Adam Fraley, CPA

Partner
Atlanta, Georgia

770-955-8600
afraley@mjcpa.com



Adam Fraley is a partner and a Certified Public Accountant with Mauldin & Jenkins specializing in serving local and state governmental entities. He has over 25 years of experience and is responsible for the Firm-wide governmental practice division of Mauldin & Jenkins serving governmental clients throughout the Southeast. Adam is also a member of the Firm's Executive Committee, which governs the actions and direction of the Firm. Adam would serve the Village as an additional resource partner. Adam's Florida License number is AC59325 and is currently active through December 31, 2023.

Adam currently serves on the Firm's Assurance (A&A) Committee, leading the establishment of audit policies of the Firm and answering technical questions for the Firm's governmental partner group as well as other partners. He is also the Firm's Designated Audit Quality Partner (DAQP) for the AICPA's Government Audit Quality Center. He has served as Chairman on the Firm's Partner Advisory Board and Leadership and Career Development Committee, helping provide policy and procedural recommendations to establish and monitor a leadership, educational, and mentoring programs for the development of the Firm's human resources.

Note that Adam has many years of experience preparing financial statements in accordance with GASB 34 as well as preparing Annual Comprehensive Financial Reports meeting all of the requirements of the GFOA Certificate of Excellence Program (this includes those clients who have successfully received the certificate on a first-time submission).

Technical Experience

Adam serves both large and small governmental units and is involved in serving over 80 such governmental entities covering a wide range of cities, counties and special districts. A detailed listing of these clients served is available upon request.

Professional Associations and Education

- Bachelor of Business Administration in Accounting from Georgia College & State University in 1997
- Certified Public Accountant licensed by the State of Georgia
- Member of the American Institute of Certified Public Accountants (AICPA)
- Member of the Government Finance Officers Association (GFOA)

Adam has been a featured speaker at various governmental conferences and workshops, free CPE provided to our clients, and several internal and external conferences. Adam coordinates the annual Mauldin & Jenkins Governmental Industry Training Conference each year, which provides advanced training to experienced governmental auditors of the Firm. In his role as Chairman of the Firm's Leadership and Career Development Committee (LCDC), he also participates in providing annual instruction at the Mauldin & Jenkins LEAP conference, which introduces younger people to the various practice areas of the Firm, including the governmental practice.

Audit Training

Adam annually exceeds the minimum training requirements and standards. He has many years of experience preparing financial statements in accordance with GASB 34 as well as preparing Annual Comprehensive Financial Reports meeting all of the requirements of the GFOA Certificate of Excellence Program. Listed below are just some of the training courses Adam has attended over the last few years:

- 2023 M&J Governmental Conference

- 2022 M&J Governmental Conference
- 2021 GGFOA Annual Conference Financial Statements Footnotes – Instructor
- 2021 AICPA Understanding Independence Implications of New SALG Affiliates Ethics Interpretation – Participant
- 2021 Octane Governmental Conference – Instructor
- 2021 Government Audit Quality Center Annual Update – Participant
- 2021 1st and 2nd Quarter Client Governmental Trainings – Organizer and Participant

Garrett Marlowe, CPA

Manager
Bradenton, Florida

941-741-2201
gmarlowe@mjcpa.com



Garrett is a manager and a Certified Public Accountant (2020) with Mauldin & Jenkins specializing in serving local and state governmental entities. He is registered and licensed to practice in the State of Florida. Garrett has five years of experience, all with Mauldin & Jenkins. His experience with the Firm covers a variety of state and local governmental organizations in Florida. He spends **100% of his time serving local governments** emphasizing cities and special districts. Garrett will be the senior for the Village audit responsible for the day to day audit procedures on-site with the Village. Garrett's Florida license number is AC55019 and is currently active through December 31, 2024.

Technical Experience

Garret has experience assisting in the preparation of governmental financial statements as well as preparing Annual Comprehensive Financial Reports meeting all of the requirements of the GFOA Certificate of Excellence Program. During his career, Garrett has served numerous governmental clients on behalf of the Firm. A condensed listing of governmental audit clients served by Garrett is listed below:

Cities

- 1) Apopka
- 2) Clewiston
- 3) Crystal River
- 4) Hallandale Beach
- 5) Islamorada
- 6) LaBelle
- 7) Lake Placid
- 8) Longboat Key
- 9) Plant City

- 10) Tarpon Springs

- 11) Wildwood

Other Governmental Units

- 12) Tampa Bay Water
- 13) South Florida Regional Transportation Authority
- 14) Captiva Erosion Prevention District
- 15) Emerald Coast Utilities Authority

- 16) Amelia Island Convention & Visitor's Bureau

- 17) Ocean Highway and Port Authority

- 18) Manatee School of Arts and Sciences

- 19) Sky Academy Englewood

- 20) Sky Academy Venice

Professional Associations and Education

- Bachelor of Science in Accounting from the University of Central Florida in 2016
- Masters of Science in Accounting from the University of Central Florida in 2017
- Certified Public Accountant licensed by the State of Florida
- Member of the American Institute of Certified Public Accountants (AICPA)
- Member of the Florida Institute of Certified Public Accountants (FICPA)

Audit Training

- 2023 M&J Governmental Conference
- 2022 M&J Governmental Conference
- 2022 Ethics and Professional Conduct for CPAs in Florida
- 2022 Thomson Reuters Audit Watch University Level 5
- 2022 M&J GASB Update
- 2021 M&J Governmental Conference
- 2021 M&J Single Audit and ACFR Training
- 2021 Thomson Reuters Audit Watch University Level 4
- 2020 M&J Governmental Conference
- 2020 Thomson Reuters Audit Watch University Level 3

Christopher Baum, CPA

Senior Associate
Bradenton, Florida

941-714-7972

cbaum@micpa.com



Chris Baum is a senior associate and a Certified Public Accountant with Mauldin & Jenkins. He is registered and licensed to practice in the State of Florida. Chris works exclusively in the governmental sector of the Firm's audit practice. Chris has approximately six years of experience serving governmental clients including audit services for cities, counties, school districts, and other entities. Chris has significant experience with his client's computer systems. This includes specific experience with remote auditing via web access to client information. Chris' experience includes three years with the Florida Auditor General's office. Chris' Florida license number is AC52055 and is currently active through December 31, 2024.

Technical Experience

During his career, Chris has served numerous governmental clients. A condensed listing of governmental audit clients served by Chris is listed below:

Cities

- 1) Destin
- 2) Gainesville
- 3) Naples
- 4) New Port Richey
- 5) Plant City
- 6) Sarasota
- School Districts**
- 7) Charlotte County

- 8) Citrus County
- 9) Clay County
- 10) DeSoto County
- 11) Flagler County
- 12) Hernando County
- 13) Manatee County
- 14) Pinellas County
- 15) Sarasota County
- 16) Union County BOE

Florida Counties

- 17) DeSoto County
- 18) Hernando County

Other Governmental Units

- 19) Peace River Manasota Regional Water Supply
- 20) Southwest Florida Water Management District
- 21) Hillsborough Airport Authority

Professional Associations and Education

- Bachelor of Science in Accounting from University of South Florida in 2012
- Associate of Arts from Hillsborough Community College in 2009
- Certified Public Accountant licensed by the State of Florida
- Member of the American Institute of Certified Public Accountants (AICPA)
- Member of the Florida Institute of Certified Public Accountants (FICPA)

Audit Training

Chris annually exceeds the professional standards requirements requiring 80 hours of CPE every two-year period and GAGAS standards requiring at least 24 hours of CPE that directly relates to government auditing, the government environment, or the specific or unique environment in which the audited entity operates. He attends annual Firm sponsored governmental accounting and auditing updates, as well as Single Audit updates, the FGFOA conference, AICPA sponsored courses, and various other courses. Listed below are just some of the training courses Chris has attended over the last few years:

- 2022 FGFOA Conference – Participant – 19 credit hours
- 2022 FICPA Nature Coast Conference – 6 hours
- 2022 Compliance Supplement Update – 2 hours
- 2022 GASB 87 Leases Overview – 2 hours
- 2022 CPA Academy GASB 87 and 96 – 4.5 hours
- 2022 CPA Academy Identifying and Testing of Fraud – 5 hours
- 2021 FGFOA Conference – 18 hours
- 2021 FICPA Ethics: Protecting the Integrity of Florida CPAs – 4 credit hours

Jacob Kinsel, CPA

Senior Associate
Bradenton, Florida

941-741-2207

jkinsel@mjcpa.com

Jacob Kinsel is a senior associate and a Certified Public Accountant with Mauldin & Jenkins. Jacob is a senior who works primarily in the governmental sector of the Firm's audit practice. Jacob has approximately five years of experience serving governmental clients including municipalities, special districts and pension plans. His experience covers governmental accounting and auditing and has provided audit services to numerous governmental and not-for-profit organizations. Jacob will be available to work as an additional senior for the Village audit responsible for the day to day audit procedures on-site with the Village. Jacob's Florida license number is AC57710 and is currently active through December 31, 2024. Jacob has experience assisting in the preparation of governmental financial statements as well as preparing Annual Comprehensive Financial Reports meeting all of the requirements of the GFOA Certificate of Excellence Program.



Technical Experience

During his career, Jacob has served numerous governmental clients on behalf of the Firm. A condensed listing of governmental audit clients served by Jacob is listed below:

Cities

1. Apopka
2. Hallandale Beach
3. Marco Island
4. North Port
5. Plant City
6. Islamorada

Other Governmental Units

7. Hardee Co. Industrial Development Authority
8. Lakeland Area Mass Transit District
9. North Port Firefighters' Pension Plan
10. North Port Police Officers' Pension Plan
11. South Florida Regional Transportation Authority
12. Trailer Estates Parks & Recreation District
13. Bayshore Gardens Parks & Recreation District

Professional Associations and Education

- Bachelor of Science in Accounting from University of Central Florida in 2018
- Member of the Florida Institute of Certified Public Accountants (FICPA)

Audit Training

Jacob annually exceeds the professional standards requirements requiring 80 hours of CPE every two-year period and GAGAS standards requiring at least 24 hours of CPE that directly relates to government auditing, the government environment, or the specific or unique environment in which the audited entity operates. He attends annual Firm sponsored governmental accounting and auditing updates, as well as Single Audit updates, and various other courses. Additionally, Jacob has served as an instructor and participant at Firm sponsored CPE events. Listed below are just some of the training courses Jacob has attended over the last few years:

- 2022 M&J Governmental Conference – Participant – 13 credit hours
- 2021 M&J Governmental Conference – Participant – 11 credit hours
- 2021 M&J Governmental In-Charge Training – Participant – 4 credit hours
- 2021 M&J LEAP Conference – Instructor – 4 Credit Hours
- 2021 Thomson Reuters Experienced In-Charge Training – Participant – 24 credit hours
- 2020 M&J Governmental In-Charge Training – Participant – 4 credit hours
- 2020 M&J LEAP Conference – Instructor – 4 Credit Hours
- 2020 Thomson Reuters In-Charge Training – Participant – 24 credit hours

Other Key Individuals Available to Serve the Village

It should be noted that we have additional managers and seniors who spend the majority of their time on governmental audits, and they are available on an as needed basis. These individuals could be utilized on the Village's audit as needed to ensure timely completion and delivery of services. All staff assigned to the engagement meet the continuing education requirements of *Government Auditing Standards* issued by the Comptroller General of the United States. On the following pages is information on several additional key individuals who are available to serve the Village during the audit process.

Alison N. Wester, CPA, CGMA

Partner
Bradenton, Florida

941-714-7963

awester@mjcpa.com



Alison Wester is a partner and a Certified Public Accountant (2000) with Mauldin & Jenkins. She is registered and licensed to practice in Florida and Georgia and has been with the Firm since graduation from college. Alison is a partner who works with governmental entities as well as other entities within the Firm's audit practice. Alison has over 25 years of experience serving Firm attestation clients. This experience has included serving cities, special districts, and pension plans. Alison would be available to serve as a supporting resource partner to the Village. Alison's Florida license number is AC43452 and is currently active through December 31, 2023.

Technical Experience

During her career, Alison has served numerous governmental clients on behalf of the Firm including 10 municipalities, 10 special districts/authorities, and 7 pension plans. A detailed listing of these clients served is available upon request.

Professional Associations and Education

- Bachelor of Business Administration in Accounting from the University of Georgia in 1996
- Certified Public Accountant licensed by the States of Florida and Georgia
- Member of the American Institute of Certified Public Accountants (AICPA)
- Member of the Florida Institute of Certified Public Accountants (FICPA)
- Member of the Florida Government Finance Officers Association (FGFOA)

Alison has served on the Firm's Partner Advisory Board and is a current member of the Firm's Leadership and Career Development Committee. She served on the AICPA's Examination Content Subcommittee for the Financial Accounting and Reporting section of the CPA Examination. She is a current member of the AICPA's Women's Initiatives Executive Committee Task Force. Additionally, Alison is also an executive board member and treasurer for the St. Stephens Episcopal School Parents' Association in Bradenton, as well as a board member and secretary for the Excelsior Education and Training Foundation, also in Bradenton.

Audit Training

Alison annually exceeds the minimum training requirements and standards. She has many years of experience preparing financial statements in accordance with GASB 34 as well as preparing Annual Comprehensive Financial Reports meeting all of the requirements of the GFOA Certificate of Excellence Program. Listed below are just some of the training courses Alison has attended over the last few years:

- 2022 M&J Governmental Conference – Participant and Presenter – 14 credit hours
- 2021 M&J Governmental Conference – Participant – 6.5 credit hours
- 2020 M&J Governmental Conference – Participant – 6 credit hours

- 2020 Remote Audit Best Practices – Participant – 1 hour
- 2020 Internal Control and Fraud in Governmental and Nonprofits – Participant – 11 hours
- 2019 M&J Governmental Training – Participant – 16 credit hours
- 2019 M&J Governmental Conference – Participant
- 2019 FICPA Ethics: Protecting the Integrity of Florida CPAs – 4 credit hours

Trey Scott, CPA

Partner

tscott@mjcpa.com



Trey Scott is a partner and a Certified Public Accountant (2010) with Mauldin & Jenkins specializing in serving local and state governmental entities. He is registered and licensed to practice in the States of Florida and Georgia. Trey has approximately 16 years of experience, all with Mauldin & Jenkins. His experience with the Firm covers a variety of state and local governmental organizations in Florida, Georgia, and South Carolina. He spends **100% of his time serving local governments** emphasizing cities, counties and special purpose entities and authorities. Trey will be an additional resource in developing the overall audit approach and supervision of staff. Trey has significant experience with various client EDP systems. Trey's Florida license number is AC50327 and is currently active through December 31, 2023.

Technical Experience

During his career, Trey has served numerous governmental clients on behalf of the Firm. This includes **12 municipalities**, 7 counties, 4 state entities, and 11 special purpose entities. Included in the municipalities served by Trey in the past as engagement director (senior manager) are the City of Pensacola, the City of Cooper City, the City of Hallandale Beach, the City of Augusta, and the City of Charleston.

Additionally, Trey has significant experience with **federal and state grant programs**. He is one of the main review persons for the Bradenton office for Single Audit procedures. He attends significant Single Audit training each year and is responsible for teaching at Mauldin & Jenkins in-house staff training annually as well as various FGFOA events.

Professional Associations and Education

- Bachelor of Arts Majoring in Business Administration from Austin College
- Master of Public Accountancy from the University of West Georgia
- Certified Public Accountant licensed by the State of Florida
- Member of the American Institute of Certified Public Accountants (AICPA)
- Member of the Florida Institute of Certified Public Accountants (FICPA)
- Member of the Florida Government Finance Officers Association (FGFOA)

Audit Training

- 2022 M&J Governmental Conference – Participant and Presenter – 14 credit hours
- 2021 M&J Governmental Conference – Instructor and Participant
- 2021 FGFOA School of Governmental Finance – Presenting your Financial Report Card to Non-financial People – Instructor
- 2021 GFOASC – Governmental Financial Report Card – Instructor
- 2021 Georgia Fiscal Management Council Conference – GASB Update – Instructor
- 2021 South Carolina Association of Public Accountants – Evaluating Gov Financial Stmts – Instructor
- 2021 M&J Governmental In-charge Training – Various – Instructor

Other Staff Resources (Technology Services and Fraud Examinations)

We have individuals with extensive experience and certifications relative to Information Systems Technology as well as Fraud Examinations. The following individuals are available to be of service to the Village should the need arise:



Jameson A. Miller, CPA, CISA, CISSP
Partner, Information Technology and Audit Services

Jameson Miller is a partner and has been with Mauldin and Jenkins since graduation from the University of Tennessee at Chattanooga. He currently leads the Firm's Information Systems and Cybersecurity practice. For over 12 years, Jameson has provided audit services to public and private entities throughout the Southeast. Jameson's experience includes audits of general controls, application controls, technical audits and security assessments for information systems.

Jameson has extensive experience with Sarbanes Oxley, SSAE18 System and Organization Controls (SOC) Audits, National Automated Clearinghouse Association (Nacha) Compliance with Appendix Eight of the Nacha Operating Rules and Guidelines, and Gramm-Leach-Bliley Act (GLBA) compliance program implementation, testing and reporting. His technical expertise includes performing vulnerability assessments and penetration testing of information systems using both technical and social engineering techniques. Further, Jameson has:

- Maintained current and relevant information technology and financial accounting continuing professional education credits (CPE);
- Obtained the American Institute of Certified Public Accountants' (AICPA) "Cybersecurity Advisory Services" and "Blockchain for Accounting and Finance" Certificates;
- Presented a 2018 CPE webinar for the Georgia Governmental Financial Officers Association (GGFOA) members entitled, "Cybersecurity Trends and the AICPA's Cybersecurity Risk Management Program;"
- Presented a 2018 CPE breakout session entitled, "What is Blockchain and Why Should I Care?" for the GGFOA's Annual Conference; and
- Presenting an upcoming session for the Georgia Society of CPAs Non-profit conference, "Technologies Transforming Accounting."

Jameson is a member of the AICPA, the Tennessee Society of Certified Public Accountants (TSCPA), and ISACA (formerly the Information Systems Audit and Control Association). In addition, Jameson is an avid outdoor enthusiast and enjoys volunteering as secretary and treasurer of the Board of Directors of the Cumberland Trails Conference, a 501(c)3 non-profit organization. Jameson is a licensed Certified Public Accountant (2010) with the State of Tennessee, a Certified Information Systems Auditor (2018) through ISACA, and a Certified Information Systems Security Professional (2019) granted by the International Information System Security Certification Consortium. Jameson is currently participating in a 40-hour "Penetration Testing with Kali" continuing education self-study course offered through Offensive Security, the creators of the Kali Linux Penetration Testing operating system. Afterwards, he plans to sit for the Offensive Security Certified Professional (OSCP) 24-hour certification examination.

Considering the fact that Jameson only provides non-traditional consulting-type services to governmental entities, and he does not (and will not) provide audit and accounting services under the guidance of the Yellow Book educational standards, no such continuing education is required or provided under this proposal.

Other Resources For Non-Audit Services (Advisory Services, Information Technology Services and Fraud Examinations)



David Roberts
Partner, Governmental Advisory Services

David Roberts is a widely respected leader in providing consulting and advisory services to public-sector organizations at the federal, state, and local level. David has approximately 20 years at KPMG, one of the “Big 4” international accounting firms, and brings an exceptional understanding of governmental clients’ challenges as well as innovative solutions that fit their unique operating and service delivery environment. David now leads our Government Advisory practice, where he will continue to focus on helping governments and individual agencies fulfill and exceed their financial, operational, and regulatory obligations to the public.

David has provided a wide array of advisory services in his career. In the past three years alone, David has performed and supervised approximately 70,000 hours of advisory services which are summarized by type of entity and respective services as follows:

Cities and Counties:

Austin, Texas
Charlotte County, Florida
DeKalb County, Georgia
Fort Lauderdale, Florida
New Orleans, Louisiana
Riverside County, California
Savannah, Georgia

School Districts:

Chicago Public Schools
DeKalb County (GA) Schools

Federal and State Government Entities:

District of Columbia Employment Services Dept.
Florida Department of Management Services

Florida Turnpike Enterprise
Georgia Department of Administrative Services
Georgia Department of Community Health
Georgia Department of Economic Development
Georgia Department of Labor
Georgia State Road and Tollway Authority

Kentucky Transportation Cabinet
Puerto Rico Dept. of the Treasury
Texas Department of Transportation
Virginia Department of Transportation

Special Purpose Entities:

Atlanta Housing Authority
Florida Healthy Kids (NFP)
University of Texas at San Antonio

Respective Services Provided:

Zero Based Budgeting Assessment and Strategic Design
Strategic Planning Assistance, and Utilities Dept. Assessments
Water/Sewer Utility Billing Assessment
Water/Sewer Utility Billing Assessment
Zero Based Budgeting Assessment and Strategic Design
Finance Function Assessment
Water/Sewer Utility Billing Assessment

Service Delivery Model Assessment
Human Resources Assessment
Human Resources Recommendation Implementation

Workforce Innovation and Opportunity Act (WIOA) Grant Assistance
Quality Assurance/Independent Verification and Validation
Over SAP Implementation
Back-office Project Management Office (PMO)
Human Resources Function Market Scan
Finance Function Review
Workforce Innovation and Opportunity Act (WIOA) Grant Assistance
Back-office Assessment and Project Mgmt. Office Support
Agency Merger Assessment
Cost Allocation Assistance
Strategic Planning Assistance
Revenue Control Manager
Finance Project Management Office
Back-office SAP Implementation Support
Workforce Strategy Assessment

Human Resources Assessment and Optimization
Vendor Selection Assistance
Payroll Assessment and Optimization

From management consulting and identifying new opportunities, to increasing stakeholder satisfaction and implementing transformational strategies, David and our government advisory team deliver insights and techniques that help government clients leverage public resources efficiently while achieving overarching goals. Our government advisory practice brings to market a team that has direct experience as government employees, change agents, and transformation consultants to help tackle the industry's toughest issues.

Brandon R. Smith, CPA, CCSFP, CHQP
Partner, Advisory Services
Information Technology and Cybersecurity

Brandon Smith joined Mauldin & Jenkins in 2008 after studying Accounting and Information Systems at Georgia Southern University. He works with organizations throughout the Southeast to help deliver a blend of capacity building and advisory services.

His experience includes evaluating cybersecurity, internal control, and risk management policies and practices. He helps organizations review posture and identify prioritized, flexible, repeatable, performance-based, and cost-effective approaches to improve measures and controls.



Expertise includes NIST Cybersecurity Framework, HITRIST Common Security Framework, System and Organization Controls (SOC) Reporting, COSO Internal Control-Integrated Framework, and Uniform Guidance. Services range from reviewing existing policies and practices and providing targeted recommendations in line with proven frameworks, to helping facilitate technical assessments.

Brandon serves on a national Alliance Innovation Committee that represents more than 80 firms nationally, he serves on the AICPA's Stakeholder Advisory Group for its Dynamic Audit Solution currently in development, and he is the chair of M&J's NExT Committee for Innovation. Brandon is enthusiastic about transformative technologies and the impact they have on our clients and our profession, including Data Analytics, Machine Learning, Artificial Intelligence, Robotic Process Automation, and Blockchain. Additional services provided by Brandon and his team include:

- Internal Controls Assessments
- IT/Cybersecurity Framework Assessments
- GLBA Compliance – Information Security
- Vulnerability Assessments
- Internal and External Penetration Testing
- Social Engineering Campaigns
- Cybersecurity Awareness Training

Brandon is a regular speaker for the Georgia Society of CPAs and he serves as a volunteer faculty member for Nonprofit University's certificate programs. He is a member of ISACA, AICPA, GSCPA, Georgia Planned Giving Council, Georgia Center for Nonprofits, Technology Association of Georgia, and HITRUST.



David Jahosky
Partner, Governmental Advisory Services

David Jahosky is a partner and the Governmental Advisory Services Practice Leader for Mauldin & Jenkins. David received both his BA in 1991 and MA in 1993 in Public Administration from the University of Florida in 1993. Prior to joining Mauldin & Jenkins, David spent 14 years with KPMG as a leader in its Government Practice and serving as the lead account partner for the State of Florida. Most recently, David spent six years at Anser Advisory Services leading its Strategy, Grants and Compliance practice that served over 75 government clients in nine states, including Florida and Georgia.

As an experienced public sector consultant, David brings extensive national experience in creating and implementing transformational strategies for improving operations, service delivery models, and stakeholder satisfaction. He possesses a deep understanding of business and relationship development, client delivery, and people development.

For more than 30 years, David has been serving public sector entities in meeting the challenges they face in serving the public good – to improve performance, achieve regulatory or standards compliance, and enhance accountability and reporting. David has a strong background in client service delivery and considerable project management experience. David's current and past clients include some of the leading entities in the public sector.

David has substantial experience leading and coordinating advisory engagements across several industries, with a focus on state and local governments, higher education and not-for-profit organizations. David's core skill sets include helping clients solve revenue enhancement, cost optimization, strategy and compliance, operational transformation, and performance management issues. He has helped clients realize their strategic vision, transform operations, improve service delivery, enhance customer service, increase revenue, and reduce costs. David has spoken at numerous industry events and conferences. As part of his responsibilities, David routinely briefed legislative bodies, executive leadership, and policymakers.

Partner and Staff Continuity

We are committed to providing continuity of our engagement team members. We recognize that this is also an important factor for the Village as it limits the amount of retraining that needs to be performed each year. **Our staff retention rates of approximately 87%** are considered to be among the best in the profession (and much better than national firms). We are able to not only provide consistency with the partners and managers on our engagement teams, but seniors and staff as well.

Retention > 87%

This indicates that we retain 87% of our staff for a minimum of five years.

It is also our goal to minimize disruptions to your management personnel by staffing the engagement so as to provide continuity, both during and between audits. It is the Firm's policy not to rotate key audit staff, consultants or specialists off a multi-year contracted audit engagement. Consequently, it is not anticipated that any key audit personnel will be rotated away from this annual audit. In any business, however, turnover is inevitable. When this happens, we will provide resumes of suggested replacements and any changes in key personnel would always be discussed timely with officials to their satisfaction.

Continuing Education of Partners and Staff

All members (i.e., partners) and staff of Mauldin & Jenkins receive substantial continuing education in audit and accounting – typically over 100 hours of such study per year. As soon as a staff person becomes a key ingredient to any type of niche service such as governmental audit, accounting and consulting, specific continuing education is sought. A good example includes sending our staff with over one year of governmental audit experience to various GFOA and AICPA training for audit, accounting and financial reporting courses.

Free Continuing Education for Governmental Clients

We provide free continuing education for all of our governmental clients. We pick a couple of significant topics tailored to be of interest to governmental entities, and offer the sessions several times per quarter virtually and at a variety of client provided locations resulting in greater networking among our governmental clients. We obtain the input and services of experienced outside speakers along with our in-house professionals.

Examples of subjects addressed in past quarters include:

- Accounting for Debt Issuances
- Achieving Excellence in Financial Reporting
- Annual Comprehensive Financial Report Preparation
- Cybersecurity Risk Management
- Evaluating Financial and Non-Financial Health of a Local Government
- Financial Report Card – Where Does Your Government Stand?
- Financial Reporting Model Improvements
- GASB Projects & Updates (ongoing and several sessions)
- Grant Accounting Processes and Controls
- Human Capital Management
- Information Technology (IT) Risk Management
- Internal Controls Over Accounts Payable, Payroll and Cash Disbursements
- Internal Controls Over Receivables & the Revenue Cycle
- Internal Revenue Service (IRS) Compliance Issues, Primarily Payroll Matters
- Policies and Procedures Manuals
- Segregation of Duties
- Single Audits for Auditees

Governmental Attestation Services

Other attestation services beyond financial and compliance audits which Mauldin & Jenkins currently provides to our clients include:

- Forensic audits
- Performance audits
- Information systems audits
- Cybersecurity assessments
- Agreed-upon procedures
- Bond issuance services
- Capital asset inventory services

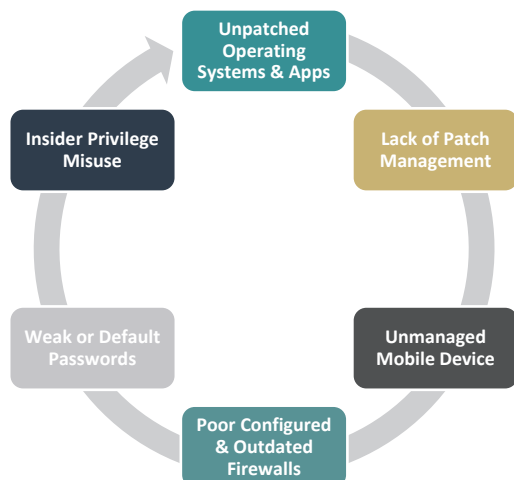
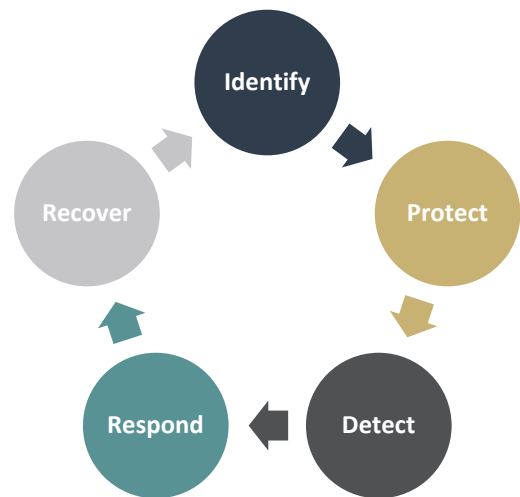
Governmental IT Solutions

As noted above, Mauldin & Jenkins performs various IT attestation and non-attestation services. The following are three such services:

Cybersecurity Framework Engagements

With governments dealing with IT ransoms, cybersecurity is one of the top issues on the minds of nearly every government (large and small). Managing this business issue is especially challenging. A government with a highly mature cybersecurity risk management program still has a residual risk that a material cybersecurity breach could occur and not be detected in a timely manner.

Services can be provided via: (1) attestation engagements, or (2) consulting engagements. The AICPA has established standards for performing attestation engagements in this arena with the issuance of the SOC for Cybersecurity as part of its suite of System and Organization Controls (SOC) reporting. Consulting services can be provided while not compromising auditor independence.

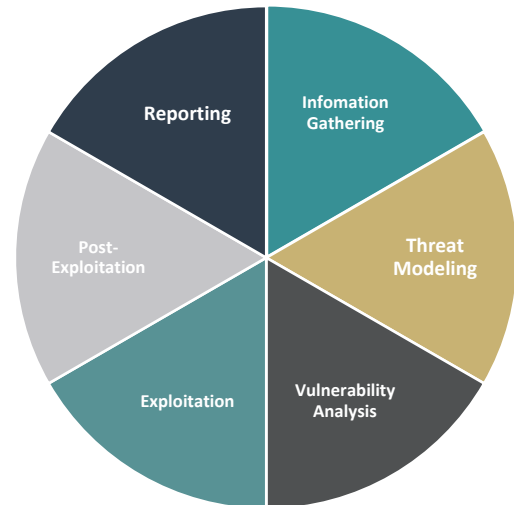


System Vulnerability Assessments Engagements

This is the process of defining, identifying, classifying and prioritizing vulnerabilities in computer systems, applications and networks infrastructures, and providing an assessment with necessary knowledge, awareness and risks to understand the threats to determine appropriate reactions. Using specialized tools and applications, we can access networks to scan with automated tools and interrogate every device connected to network with the objective of searching for misconfigurations, unsupported software, missing software updates and patches, etc.

Penetration Testing Engagements

This is the practice of testing a computer system to find security vulnerabilities that a hacker/attacker could exploit using automation or manual applications. The process involves gathering information about the target before the test, identifying possible entry points, attempting to break in – actually or virtually – and reporting back the findings. Tests come from external or internal angles of entry. Our main objective is to identify security weaknesses. Penetration testing can also be used to: test an organization's security policy; its adherence to compliance requirements; its employees' security awareness; and, the government's ability to identify and respond to security incidents.

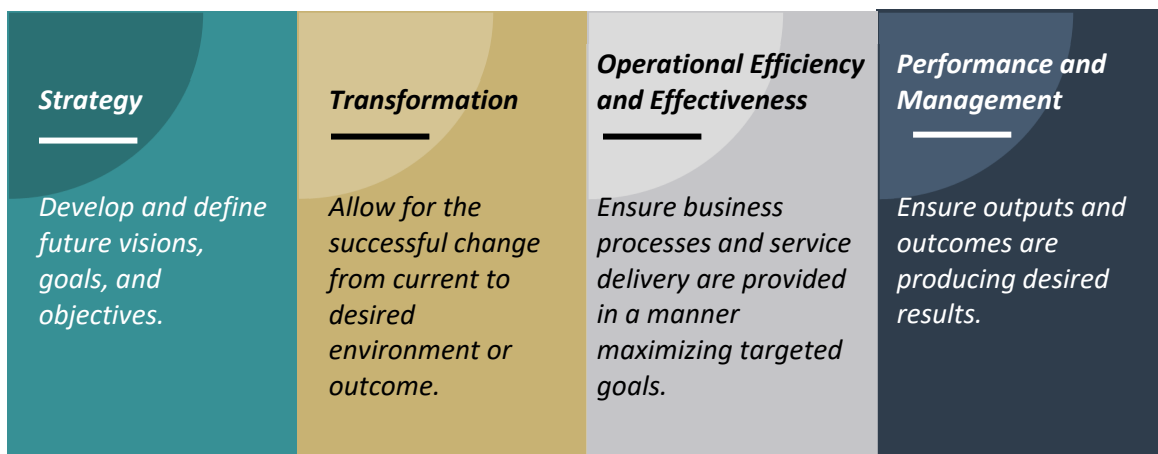


We would like to express our sincere appreciation for the quality of service provided by the staff of Mauldin & Jenkins. We would like to thank you for the level of detail and accountability you have demonstrated on this project and the way you conduct business as a whole. Our team could not be more satisfied with your work and we look forward to continuing this relationship

Angela Jackson, City of Fairburn, Finance Director

Governmental Advisory Services

Beyond traditional audit and accounting services and IT services, we provide advisory services that are wide-ranging in nature. Our experienced government advisory team helps governments, governmental agencies and special purpose governmental organizations balance fiscal responsibility with the latest business strategies to achieve targeted and overarching objectives. Our advisory services can be summarized via the following chart:



Prior Engagements with the Village

During the past ten years, Mauldin & Jenkins has provided audit services to the Village. Throughout our tenure, we have had three different partners oversee the engagement, with Daniel Anderson serving as the Engagement Lead Partner the last three years. Should we be awarded the contract, we have the capacity to continue a partner rotation over the course of the contract term. We feel that the Village gets the best of both worlds under this arrangement, the institutional knowledge obtained by Mauldin & Jenkins over our tenure as well as a fresh set of eyes a new engagement partner could bring.

Similar Engagements with Other Governmental Entities

The following is a list of governmental audits performed in the past five years by the Bradenton office included within this proposal as references. Feel free to give any of these clients, or any others listed within this proposal, a call. The information below is intended to demonstrate that we understand the nature of the operations similar in size to the Village and have relevant, current experience serving Florida governments in your area. Mauldin & Jenkins has substantial expertise gained from auditing other governments in the Southeast which also have significant governmental operations and other large utility enterprise operations. This concept touches on one of the more unique qualities Mauldin & Jenkins brings to you, a Firm with vast resources of experienced people normally associated with larger national firms, but sensitivity to client service similar to that provided by many smaller firms. **We believe the Village and Mauldin & Jenkins to be a good match.**

1) City of Naples, Florida

General Information	City government with a population of approximately 21,000. The City has assets of approximately \$304 million and annual revenues of approximately \$86 million. The City provides numerous services including: water and sewer, solid waste, stormwater, public safety, parks and recreation, community development, and other customary services.
Scope and Type of Engagement	Financial audits and compliance audits in accordance with Uniform Guidance (Single Audits) and Florida Single Audit Act. Preparation of the Annual Comprehensive Financial Report and Certificate of Achievement awarded by GFOA. Audit of three single employer DB Pension plans.
Dates	September 30, 2006 through present
Partners	Wade Sansbury (Lead) and Daniel Anderson
Total Hours	550 hours
Contact Information	Mr. Gary Young, Deputy Finance Director – (239) 213-1815 – Fax (239) 213-1805 gyoung@naplesgov.com 735 8 th Street South, Naples, FL 34102

2) City of Hallandale Beach, Florida

General Information	City government with a population of approximately 41,000. The City has assets of approximately \$395 million and annual revenues of approximately \$141 million. The City provides numerous services including: water and sewer, sanitation, stormwater, CRA, public safety, parks and recreation, community development, and other customary services.
Scope and Type of Engagement	Financial audits and compliance audits in accordance with the Uniform Guidance and the Florida State Single Audit requirements. Preparation of the Annual Comprehensive Financial Report and the maintenance of the GFOA Certificate.
Dates	September 30, 2017 through present
Partners	Wade Sansbury (Lead) and Daniel Anderson
Total Hours	550 hours
Contact Information	Geovanne Neste, Finance Director – (954) 457-1365 – Fax (954) 457-1343 gneste@cohb.gov 400 South Federal Highway, Hallandale Beach, FL 33009

3) City of North Port, Florida

General Information	City government with a population of approximately 60,000. The City has assets of approximately \$507 million and annual revenues of approximately \$95 million. The City provides numerous services including: water and sewer, solid waste, and other customary services. The City uses Central Square/Superion module GMBA for its accounting needs.
Scope and Type of Engagement	Financial audits and compliance audits in accordance with OMB Circular A-133. Preparation of the Annual Comprehensive Financial Report and Certificate of Achievement awarded by GFOA.
Dates	September 30, 2013 through present
Partner/Manager	Wade Sansbury (Lead)/Jacob Kinsel
Total Hours	450 hours
Contact Information	Mr. Scott Skipper, Accounting Manager – (941) 429-7108 – Fax (941) 429-7209 sskipper@cityofnorthport.com 4970 City Hall Blvd., North Port, FL 34289

4) City Plant City, Florida

General Information	City government with a population of approximately 39,000. The City has assets of approximately \$300 million and annual revenues of approximately \$70 million. The City provides numerous services including: water and sewer, sanitation, stormwater, CRA, public safety, parks and recreation, community development, and other customary services.
Scope and Type of Engagement	Financial audits and compliance audits in accordance with the Uniform Guidance and the Florida State Single Audit requirements. Preparation of the Annual Comprehensive Financial Report and the maintenance of the GFOA Certificate.
Dates	September 30, 2013 through present
Partners	Wade Sansbury (Lead) and Daniel Anderson
Total Hours	450 hours
Contact Information	Diane Reichard, Finance Director – (813) 659-4215 – Fax (813) 659-4216 dreichard@plantcitygov.com 302 West Reynolds Street, Plant City, FL 33563

5) Village of Tequesta, Florida

General Information	Municipal government with a population of approximately 6,000. The Village has assets and deferred outflows of resources of approximately \$57 million and annual revenues of approximately \$25 million. The Village provides numerous services including: water, solid waste, stormwater, public safety, transportation, leisure services, and other customary services.
Scope and Type of Engagement	Financial audits and compliance audits in accordance with the Uniform Guidance and the Florida State Single Audit requirements. Preparation of the Annual Comprehensive Financial Report and the maintenance of the GFOA Certificate. Audit of three single employer DB pension plans.
Dates	September 30, 2021 through present
Partners	Wade Sansbury (Lead) and Daniel Anderson
Total Hours	250 hours
Contact Information	Mr. Jeffery Snyder, Finance Director – (561) 768-0424 – Fax (561) 768-0699 jsnyder@tequesta.org 345 Tequesta Drive, Tequesta, FL 33469-0273

The following is a list of municipal governmental audits performed in the past three years by the Bradenton office along with contact names and phone numbers for the Village to utilize in evaluating our experience, abilities, and past performances serving similar Florida entities:

Client Name	Dates of Annual Audit Services	Contact Person	Phone Number	Hours	Partner
1 City of Apopka	2020 to current	Blanche Sherman, Finance Director	407-703-1709	450	Anderson
2 City of Callaway	2018 to current	David Schultz, Finance Director	850-871-6000	300	Sansbury
3 City of Clewiston	2019 to current	Shari Howell, Finance Director	863-983-1484	300	Sansbury
4 City of Crystal River	2014 to current	Michelle Russell, Finance Director	352-795-4216	300	Sansbury
5 City of Fernandina Beach	2021 to current	Pauline Testagrose, Comptroller	904-310-3334	500	Sansbury
6 City of Haines City	2012 to current	Omar DeJesus, Finance Director	863-421-9902	400	Sansbury
7 City of Hallandale Beach	2017 to current	Geovanne Neste, Finance Director	954-457-1365	550	Sansbury
8 City of LaBelle	2021 to current	Gracie Morton, Finance Director	863-675-2872	200	Anderson
9 City of Marco Island	2013 to current	Gil Polanco, Finance Director	239-389-5016	350	Anderson
10 City of Naples	2006 to current	Gary Young, Finance Director	239-213-1815	550	Sansbury
11 City of New Port Richey	2021 to current	Crystal Dunn, Finance Director	727-853-1054	450	Sansbury
12 City of North Port	2013 to current	Scott Skipper, Accounting Director	941-429-7108	450	Sansbury
13 City of Palmetto	2021 to current	Cheryl Miller, Finance Director	941-723-4570	450	Sansbury
14 City of Plant City	2013 to current	Diane Reichard, Finance Director	813-659-4215	450	Sansbury
15 City of Tarpon Springs	2020 to current	Ron Haring, Finance Director	727-943-1150	400	Anderson
16 City of Wildwood	2018 to current	Cassandra Smith, City Clerk/Finance Director	352-330-1330	300	Anderson
17 Town of Fort Myers Beach	2019 to current	Joan Renaudo, Accounting Manager	239-765-0202	350	Sansbury
18 Town of Jupiter Inlet Colony	2021 to current	Kevin Lucas, Town Administrator	561-746-3787	350	Anderson
19 Town of Jupiter Island	Beginning 2023	Matthew Pazanski, Finance/HR Director	772-545-0103	400	Anderson
20 Town of Lake Placid	2012 to current	Rachel Osborne, Finance Director	863-699-3747	250	Anderson
21 Town of Longboat Key	2014 to current	Susan Smith, Finance Director	941-316-6882	400	Sansbury
22 Village of Islamorada	2013 to current	Maria Bassett, Finance Director	305-664-6445	450	Anderson
23 Village of Tequesta	2021 to current	Jeff Snyder, Finance Director	561-768-0424	300	Sansbury

Specific Audit Approach

Audit Methodology

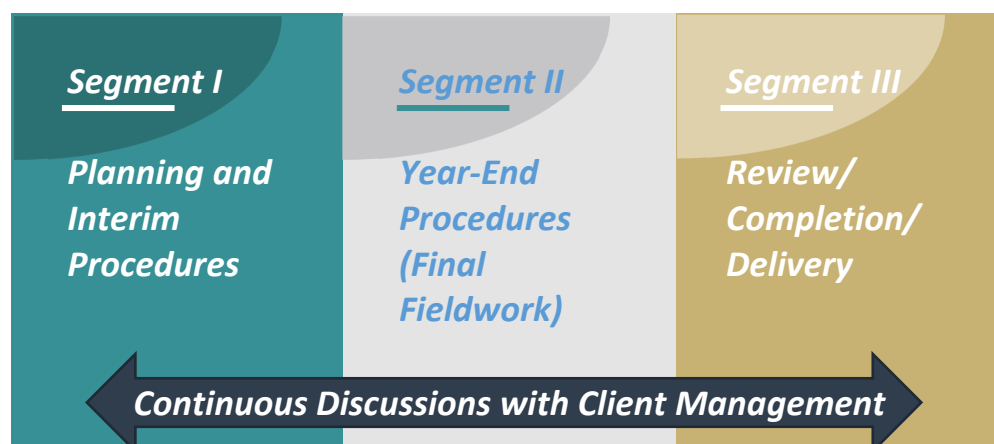
Our audit of the financial statements will be conducted in accordance with auditing standards generally accepted in the United States of America and will conform to the standards as set forth in the following:

- “Generally Accepted Auditing Standards” developed by the American Institute of Certified Public Accountants (AICPA).
- *Government Auditing Standards* issued by the Comptroller General of the United States (also referred to as “Yellow Book”).
- Audits of State and Local Governmental Units issued by the American Institute of Certified Public Accountants.
- Single Audit Acts Federal and State of Florida.
- The Uniform Guidance, OMB Circular A-133 and other applicable OMB Circulars.
- Sections 11.45 and 218.39 of the Florida Statutes.
- Regulations of the State of Florida Department of Financial Services.
- Rules of the Auditor General and other Florida agencies as relevant.

Tailored Approach – For each engagement we begin with a detailed audit plan based on our detailed understanding of the Village’s policies, procedures, and risk areas. We obtain this understanding through the performance of walkthroughs and internal control documentation questionnaires. We then develop audit procedures based on our engagement specific risk assessment. We use Firm manuals specifically designed for governments to develop audit programs tailored to the Village which incorporate the requirements set forth above. We anticipate that these procedures will enable us to express our professional opinion that the financial statements of the Village present fairly, in all material respects, the financial position and results of operations of the various opinion units in conformity with accounting principles generally accepted in the United States of America.

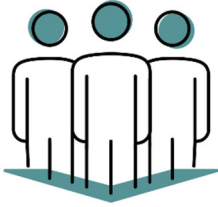
Proposed Segmentation of the Engagement

Our professionals, who are knowledgeable with respect to audit requirements for governmental entities, will be assigned based on their expertise with respect to each segment. Our audit procedures, related documentation and quality review will be segregated by each segment as follows based on our review of the Village’s prior financial statements, budgets, request for proposal, past experience, and other information available. These procedures will be applied for the annual financial statement audits.



Segment I: Planning and Interim Procedures

This segment includes:

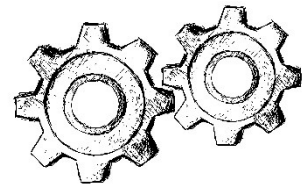


- Obtaining a signed engagement letter for the financial and compliance audit;
- Meeting with Village management to discuss the scope of the audit, timing of our work, and preparation of client schedules, and to address any concerns;
- Reviewing previously issued and interim financial reports, comment letters, monitoring reports, and other supporting workpapers;
- Reading minutes of Village meetings;
- Reviewing the Village's current year budget, as adopted and revised;
- Reviewing new debt agreements, and other various documentation;
- Updating our understanding of the Village's accounting policies and procedures, including the financial and other management information systems utilized by the Village;
- Updating our already in-depth knowledge of the Village's EDP equipment, software and systems in use;
- Performing analytical reviews to determine critical areas and assess risks;
- Performing a preliminary evaluation of the internal control structure at the account and assertion level;
- Designing and performing applicable tests of controls related to the financial statements and internal accounts;
- Making fraud inquiries and assessing the risks of material misstatement;
- Obtaining a list of cash, investment, debt, and selected revenue accounts for confirmation purposes, as applicable;
- Determining audit strategies for balance sheet and operating statement accounts based on audit risk;
- Obtaining a preliminary Schedule of Expenditures of Federal Awards to initiate planning and internal control testing for the Single Audit;
- Preparing year-end audit programs;
- Meeting with appropriate Village personnel to discuss the results of our preliminary audit work.

Segment II: Final Audit Fieldwork Procedures

This segment includes:

- Conducting an analytical review of account balances based on closing balances;
- Testing the valuation, restrictions and cut-offs of cash and investment balances, as applicable;
- Testing receivable cut-offs and balances, including an analysis of subsequent receipts;
- Testing cut-off and valuation of inventory;
- Reviewing and testing supporting documentation for the allowance for doubtful accounts, prepaid items and other assets;
- Vouching capital asset additions and deletions, analyzing charges for appropriate accounting and testing depreciation;
- Testing accounts payable cut-offs and balances, including an analysis of subsequent disbursements;
- Testing accrued payroll, compensated absences, OPEB payable, and other accrued liability cut-offs and balances;
- Testing debt balances and debt covenant compliance;
- Testing compliance with applicable laws and regulations;
- Testing the classification of net position (unrestricted, restricted and net investment in capital assets);
- Performing analytical procedures and substantive testing of revenues and expenditures/expenses;
- Obtaining and auditing the final Schedule of Expenditures of Federal Awards;



- Completing compliance tests for the major programs selected for testing as required by the Federal Single Audit Act, as applicable;
- End of fieldwork exit conference.

Segment III: Review, Completion and Delivery Procedures

This segment includes:



- Reviewing workpapers to ensure quality and thoroughness of audit procedures;
- Summarizing the results of audit procedures;
- Obtaining attorney letters;
- Evaluating commitments, contingencies and subsequent events;
- Proposing audit adjustments;
- Summarizing and evaluating passed audit adjustments;
- Evaluating compliance exceptions;
- Reviewing draft financial statements and related note disclosures;
- Performing financial condition assessment procedures;
- Preparing drafts of audit reports and management letter;
- Delivering drafts of audit reports and letters to appropriate client officials;
- Finalizing all reports and management letter;
- Obtaining signed representation letter and the Village's approval of the final financial statements;
- Drafting the Data Collection Form and obtaining the Village's approval;
- Preparing and providing the Village a PDF document and "camera ready" copy of the audited financial statements;
- Final exit conferences and presentations with appropriate Village officials.

Following the completion of the audit, we will provide written draft reports to management for review and approval including the following:

- An independent auditor's report on the fair presentation of the Governmental Activities, each Major Fund, and the Aggregate Remaining Fund Information, which collectively comprise the Village's basic financial statements in conformity with generally accepted accounting principles, including an opinion on the fair presentation of the supplementary information and the Schedule of Expenditures of Federal and State Awards "in relation to" the audited financial statements.
- An independent auditor's report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with *Government Auditing Standards*, which will include any reportable conditions.
- An independent auditor's report on compliance for each major program and on internal control over compliance required by OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and Chapter 10.550, Rules of the Auditor General, of the State of Florida. These reports will include any reportable conditions or instances of noncompliance.
- A management letter that outlines any constructive suggestions for improvement to management.
- Any comments required by the Rules of the Auditor General, Chapter 10.554(1)(i).
- Acknowledgement and communication surrounding Statement of Auditing Standards (SAS) No. 114, *The Auditor's Communication with Those Charged with Governance*. We will provide, as required, communications to management on each of the following:
 - Our responsibility, as your auditors, under auditing standards generally accepted in the United States of America.
 - Accounting policies.
 - Management's judgments and accounting estimates.

- Financial statement disclosures.
- Related accounting matters.
- Significant difficulties encountered in performing the audit.
- Audit adjustments.
- Disagreements with management.
- Representations from management.
- Management consultation with other accountants.
- Significant issues discussed with management.
- Other information in documents containing audited financial statements.
- Independence.

Level of Staff and Number of Hours to be Assigned

Based on the Village's request for proposal, we have also prepared a schedule of events, including level of staff and number of hours to be assigned to each proposed segment of the engagement, which is representative of the expected 2023 audit in the following tabular presentations:

Segmented Hours by Staff Level				
Segments	Engagement Team Members by Level			
	Partner	Manager	Staff	Total
Segment I - Planning and Interim Procedures	20	20	10	50
Segment II - Final Audit Fieldwork Procedures	30	80	100	210
Segment III - Review, Completion and Delivery Procedures	30	30	30	90
Total Engagement	80	130	140	350

Sampling Techniques and the Extent to Which Statistical Sampling Will be Used in the Engagement

Our approach is evolving to utilize artificial intelligence tools to scan entire populations and is fast eliminating the need for sampling. In some situations, sampling will still be necessary or required. When we utilize audit sampling, we do so as provided in U.S. Auditing Standards AU-C Section 530, *Audit Sampling*. We would plan to utilize audit sampling whenever a decision is made to apply a specific audit procedure to a representative sample of items within the account balance or class of transactions with the objective being reaching a conclusion about the entire balance or class.

We anticipate using audit sampling on the following types of audit tests:

- Substantive tests of details of balance sheet account balances;
- Substantive tests of details of transactions;
- Tests of controls;
- Tests of compliance with laws and regulations.

Our use of audit sampling will be based on the guidance in AU-C Section 530 and the AICPA Audit and Accounting Guide - Audit Sampling.

Experience with EDP Systems and Extent of the Use of Audit Software in the Engagement

Mauldin & Jenkins utilizes a 100% paperless audit approach to the performance of all of our audits via the utilization of ProSystems Engagement. This software has been used by our Firm for many years and allows us to streamline the overall audit process. Additionally, standard Microsoft applications are utilized in conjunction with ProSystems; these include Word and Excel. All of our audit team members are equipped with laptop computers and are extensively trained in the use of our computer applications.

Our Bradenton office team members have extensive experience with clients utilizing various accounting softwares. We have a thorough understanding of these systems and use of the account inquiry, utility billing, cash management, and various other functions and modules within these different governmental softwares. We are very proficient in its use and functions and thus typically have the ability to work on our own running reports, obtaining audit documentation, etc. during the audit process. If given the access by our clients, we are able to also perform typical testing through client systems remotely from remote locations, such as our office or elsewhere. We believe that this is an efficient way to utilize the Village's resources while also not burdening Village staff with requests for information as we have knowledgeable professionals who can easily access the information through the Village's software.

The Management Advisory Services (MAS) department of Mauldin & Jenkins includes certain individuals who have had substantial training in the accounting, auditing, and use of Electronic Data Processing (EDP) Systems. To compliment these highly trained individuals, all members of the audit staff have also had significant training in computer auditing techniques. Mauldin & Jenkins uses a very detailed and structured approach in using computer auditing techniques, which has been extremely successful for us in our past engagements.

At the start of the engagement during our planning phase, we will assess the computer systems used by the Village, and plan the specific computer aided auditing techniques to be used. This will decrease time spent in initial file setup, trial balance setup, and data integrity testing. This approach will allow for more effective audits resulting in a fast sort, filter and analysis of multiple transactions in a population, and provide for drilling down on those items that have the highest risk. Examples of uses of extraction and data analysis in our audit approach are listed below:

- 1) Summarizing disbursements for a period by dollar range and compare to policy guidelines for complying with certain attributes (approvals and signature requirements, etc.);
- 2) Searching check register listings for unrecorded items or checks written during the fiscal year;
- 3) Converting bank or investment activity statements to Excel to provide for a quick listing of deposits for an entire period/year;
- 4) Converting vendor file information to Excel and comparing employee files with addresses for any similar or unusual items related to vendor files;
- 5) Analyzing general ledger detail transactions and journal entries for effective and efficient testing of all activity for the fiscal year as compared to the prior year;
- 6) Downloading trial balances, detail journals, and selected transaction files into our software through IDEA.

The trial balance downloaded will then be used to agree to the ultimate draft of the Village's financial statements ensuring that all adjustments and balances are brought forward into the financial statements and providing a clean audit trail for review and support of the Village's financial statements. Should the Village desire a need for our computer aided techniques for non-audit purposes, we would be happy to assist management with our expertise in data extraction and analysis.

Artificial Intelligence (AI)

Mauldin & Jenkins is excited to be one the first accounting firms in the Southeast to utilize an artificial intelligence tool as part of our audit process – the AI Auditor. The AI Auditor allows for us to scan 100% of your transactions and provide new risk-based insights during the audit (such as anomalous transaction patterns found). These risk-based insights can be opportunities to correct mistakes or point to areas where there may be malicious activity. As part of our audit methodology, AI systems are becoming what sampling used to be. Sampling was a coping mechanism for big data; the new coping mechanism for big data is Artificial Intelligence (AI). As the amount of data in all audits increase, tools like these are more and more necessary to ensure we can provide you the highest quality audits and advice.

Workflow Software and Ability to Work in Remote Environment

In addition to the usage of technology above, our Firm uses the workflow management tool called Suralink. This platform combines a dynamic and digital client assistance list, assignment workflow, and secure file hosting to deliver a more efficient and organized engagement for our clients and audit team. For the first time, everyone involved in the engagement will have a real time view of the document collection process.

Suralink features include:



In addition to the above accumulation of information electronically via the use of Suralink, Mauldin & Jenkins is very effective in working from a remote environment if requested or necessary. In prior audits, our governmental clients have allowed us read-only access to their systems and we are able to run reports, view purchase orders, invoices, reconciliations, etc. with this access. Our staff are very accustomed to working in this manner to reduce the overall disruption the annual audit otherwise could create for our clients. This became even more important since the pandemic situation to continue to be able to serve our clients while not being able to physically be with our clients.

Type and Extent of Analytical Procedures to be Used in the Engagement

Analytical procedures can be applied to almost every financial statement balance in accordance with U.S. Generally Accepted Auditing Standards. It is, therefore, an efficient audit strategy to employ analytical procedures to the maximum extent possible. Analytical procedures may augment substantive tests of details depending on our overall risk assessment of Village accounts.

The elements of analytical procedures we plan to consider are as follows:

1. Identify the factors on which a given accounting result should depend;
2. Determine the approximate relationship between the accounting result and those underlying factors;
3. Predict what the current results should be if that relationship continued;

4. Compare the actual current result to the prediction;
5. Investigate and corroborate significant variances between the actual result and the prediction;
6. Reach a conclusion as to the reasonableness of the reported result.

Types of analytical procedures employed will include:

- Reviewing changes from prior years for reasonableness;
- Reviewing accounts for items larger or smaller than expected when compared to budgets or forecasts;
- Reviewing and comparing logical relationships between years (e.g., payroll taxes and benefits to wages, etc.). Comparisons between years can be made more effective when logical relationships between elements of the financial statements that would be expected to conform to the predictable pattern are used to develop trends. This is primarily accomplished through the use of ratios;
- Analyzing and comparing nonfinancial information, such as number of taxable properties, geographical area, number of employees, etc.

All analytical procedures performed as substantive tests are documented on each applicable audit program.

Approach to be taken to Gain and Document an Understanding of the Village's Internal Control Structure

For purposes of an audit of the financial statements and statutory, regulatory and contractual compliance, the Village's control structure consists of the following five elements as they relate to the Village's ability to conduct operations and use resources in accordance with management's authorization and consistent with laws, regulations, contracts and policies, and to record, process, summarize, and report financial data consistent with assertions embodied in the financial statements: (1) the control environment; (2) risk assessment; (3) control activities; (4) information and communication processes/systems; and (5) monitoring. The internal control structure and its policies and procedures are an important source of information about the types and risks of potential material misstatements that could occur in the financial statements and violations of statutory, regulatory and contractual requirements. This information is essential for effective audit planning and in designing effective and efficient audit tests.

In our understanding of the Village's internal control structure, we will obtain knowledge about:

- How internal control structure policies, procedures and records are designed;
- Whether internal control structure policies, procedures and records have been placed in operation, i.e., whether the Village is using them;
- Whether internal control structure policies, procedures and records are designed effectively, i.e., whether they are likely to prevent or detect material misstatements or compliance violations on a timely basis;
- Whether internal control structure policies, procedures and records are operating effectively.

Auditing standards generally accepted in the United States of America require the auditor to document our understandings of the internal control structure elements. The form and extent of documentation is flexible. Generally, the more complex an entity's internal control structure and the more extensive the procedures performed to obtain the understanding, the more extensive our documentation should be. In addition to memos, we plan to use specific designed forms and questionnaires to document our understanding of the internal control structure. Recent changes in auditing standards, known as the risk assessment standards, denote that the auditor is not required to test internal control so as to rely on them to reduce other test work, but do not allow for only inquiry procedures related to internal control. We are required, and will perform, other procedures, such as walkthroughs and observation, related to controls over significant financial statement and audit assertions.

Approach to be taken in Determining Laws and Regulations to be Subject to Audit Test Work

Standards for testing and reporting on compliance with laws and regulations are established by Auditing Standards AU-C Section 935, *Compliance Audits*. We will use this guidance to perform tests to determine the Village's compliance with certain provisions of laws and regulations (Florida Statutes, etc.), contracts, grant agreements, and debt agreements, where noncompliance could have a *direct and material effect* on the financial statements.

Our approach to be taken to determine the laws and regulations that will be subject to audit test work will include procedures designed to identify requirements found in legal or legislative data, administrative regulations, and documents associated with grant and contract arrangements. The following procedures and policies will be applied depending on the nature and materiality of the laws and regulations:

- During the planning phase, the type of audit to be performed, as it relates to compliance matters, will be communicated to all personnel assigned to the engagement.
- Obtain a list of all federal award programs from which the client received and expended funds and identify, using the prescribed risk-based approach, the major programs required to be audited. If a program-specific audit is required, identify the award program to be audited.
- Identify applicable state and local statutory and regulatory requirements and contractual requirements.
- Plan and document the audit procedures to be performed relative to material state and local statutory and regulatory requirements and contractual requirements.
- Perform and document federal, state, and local statutory, regulatory and contractual compliance audit procedures as deemed to be applicable and appropriate during the planning stage of the engagement.
- Make specific inquiries of management concerning the following matters:
 - The Village's compliance with laws and regulations.
 - The Village's policies relative to the prevention of statutory, regulatory and contractual violations.
 - The use of directives issued by the Village and periodic representations obtained by the Village from officials and other management personnel at appropriate levels of authority concerning compliance with laws and regulations.
- Specific testing for issues that are unique to Florida governments:
 - Testing as to whether or not the Village complied with Section 218.415, Florida Statutes, regarding the investment of public funds.
 - Testing as to the Village's compliance with Section 166.241, Florida Statutes, regarding adoption and reporting of annual budget, such as the minimum information required to be included in the budget, when the budget must be posted on the Village's website after adoption, requirements on posting budget amendments.
 - Testing of debt covenant compliance requirements.
 - Testing of the financial condition assessment procedures pursuant to Sections 10.554(1)(i)7.c. and 10.556(7), Rules of the Auditor General, of the State of Florida, and determination as to whether or not the Village has met one or more of the conditions described in Section 218.503(1), Florida Statutes and Chapter 2012-38, *Laws of Florida*.

Approach to be taken in Drawing Audit Samples for Purposes of Tests of Compliance

Applicable auditing standards state that, in testing for compliance with laws and regulations, the number, selection, and testing of transactions is based on the auditor's professional judgment. None of the guidelines, primarily AU-C Section 250, explain whether this requirement to select a representative number for testing compliance means that audit sampling is necessary.

The two possible approaches to audit sampling are nonstatistical and statistical. AU-C Section 530, *Audit Sampling*, indicates that both of these approaches are capable of producing sufficient evidential matter, if properly applied. The types of procedures that are applied are not determined by the sampling approach used. Either approach may be used to apply whatever tests of details deemed necessary in the circumstances. The importance of professional judgment cannot be overemphasized as it applies to the evaluation of the adequacy of evidential matter generated by the sampling approach. Regardless of the sampling approach selected, we will properly plan, perform, and evaluate the results of the sample. Professional judgment must be used to relate the sample results to other evidential matter when we form a conclusion about compliance with laws and regulations. It should be noted, however, that not all tests of compliance or controls are transaction related. If we decide to use audit sampling, attention is focused on which sampling approach (statistical or nonstatistical) to use. Substantial information is given in the AICPA Sampling Guide and several college and professional books on the use of various statistical sampling approaches.

The basic requirements that relate to all compliance related samples, statistical and nonstatistical, are as follows:

- **Planning.** We will relate the population to the objective of the audit test; i.e., defining the population and sampling unit.
- **Selection.** We will select items that can be expected to be representative of the population.
- **Evaluation.** We will project sample results to the population and consider sampling risk.

In a compliance sampling application, the population is defined as all items that constitute the account balance or class of transactions, or the portion of the balance or class, being tested (i.e., all expenditures of the Village above a certain threshold required to be bid). The population for a substantive sample usually is the account balance or class of transactions excluding those items selected for testing because of individual significance. The term individually significant item encompasses two types of items:

- Individually significant dollar items.
- Unusual items (that is, items that have audit significance by their nature).

Due to the nature of tests of controls or compliance, we ordinarily are not concerned with identifying individually significant items when tests of controls or compliance are performed using audit sampling. Sampling results can be projected only to the population from which the sample is drawn. The use of the wrong population for a sampling application could mean that conclusions based on the sample are invalid for our purpose.

The sampling units are the individual items that are subjected to tests and that represent the components of the population. It is important to properly identify the sampling unit before the sample is selected to produce an efficient and effective sampling application. Examples of sampling units would be individual capital disbursements, etc. The determination of the specific sampling unit is influenced by the following considerations:

- The sampling unit should produce an efficient sampling plan.
- The sampling plan must be effective to accomplish its objectives.
- The nature of the audit procedures can determine the sampling unit to be used. AU-C Section 530 requires a “representative sample”. There are several commonly used methods of selecting samples that meet the criteria of representativeness stipulated by AU-C Section 530. The following are some of those methods: random (can be statistical or nonstatistical), systematic (can be statistical or nonstatistical), or haphazard (nonstatistical).

We will evaluate whether the sample selected seems representative of the population to be tested. If the sample does not seem representative, we would reselect. For all items in the population to have a chance to be selected, we will determine that the sample population actually includes all the items (e.g., capital disbursements, etc.) comprising the balance. There are many ways to determine the completeness of a sample population, including:

- If the sample is selected from a trial balance, we can foot the trial balance and reconcile the total to the account balance.
- If the items are numerically sequenced, we can scan the accounting records to account for the numerical sequence of items in the population and select the sample from that sequence.

The two sampling forms presented both include a step that allows the auditor to document how the completeness of the sample population was considered. Whenever practical, we will consider using random selection (with a random number table or microcomputer-generated numbers) or systematic selection. Haphazard selection may be used when the population is not numbered or when other circumstances make use of a random-based method impractical. Using one of these random-based methods does not make the sampling application statistical.

The evaluation of sample results has two aspects. We will need to project the noncompliance. Also, we will need to consider the sampling risk. In a statistical sample, sampling risk must still be considered and restricted to a relatively low level but cannot be objectively measured. This is the primary conceptual distinction between statistical and nonstatistical sampling. In the two nonstatistical sampling approaches presented in this section, sampling risk is assessed by considering whether the rate or amount of exceptions identified in the sample exceed the expected rate or amount of exceptions used in designing the sample.

Assistance with GASB Pronouncements

GASB has issued over 60 pronouncements in the past 20 years and continues to research various projects of interest to governmental units. Subjects of note include:

- Re-examination of the financial reporting model;
- Revenue and expense recognition;
- Footnote disclosures;
- Capital assets reporting;
- Contingencies and risk disclosures; and
- Investment fees reporting and disclosures.

Considering the number of recently issued or pending GASB pronouncements, we believe proactive training on the parts of auditors and auditees to be of great importance. As in the past with our governmental clients (via free CPE and general discussions), our priority is to communicate all significant information to our clients and offer special training sessions relative to these subjects.

Methodology to be Used in Performing the “Risk Based” Approach in Determining Major Federal Programs

The Uniform Guidance of 2 CFR 200 (the “Uniform Guidance”), which replaced OMB Circular A-133 in implementing the audit requirements of the Single Audit Act, states that the auditor should use a risk-based approach to determine which federal programs are major programs. The Uniform Guidance also places the responsibility for identifying major programs on the auditor and provides criteria for the auditor to use in applying a risk-based approach. In evaluating risk, we will utilize the prescribed approach which considers, among other things:

- The current and prior audit experience with the Village.
- Oversight by the federal agencies and pass-through entities.
- Changes in personnel or systems.

We will utilize Firm governmental manuals and the Uniform Guidance to apply the risk-based approach as illustrated in the following steps:

- We will obtain the government’s schedule of expenditures of federal awards identifying each program/cluster.
- We will identify the programs/clusters with expenditures that meet the dollar threshold for Type A.
- We will perform risk assessment of the Type A programs/clusters to determine if any are low-risk programs and if they are not low-risk, they will be identified as major programs under the risk-based approach.
- For programs/clusters with expenditures that do not meet the dollar threshold for Type A, they will be identified as Type B programs and evaluated as to whether each Type B has expenditures that meet the dollar threshold for risk assessment and whether the Type B is considered a high-risk program.
- The total dollar amount of major programs determined in steps 3 and 4 above will be compared to the total federal expenditures to ensure the appropriate coverage is obtained. The major program expenditures must be at least 20% of total federal expenditures if the Village is deemed a low-risk auditee and at least 40% if the Village is not considered low-risk.

The standards allow for the risk criteria described above to be waived in the first year after a change in auditors. Exercising the waiver would result in all Type A programs/clusters being audited as major programs. We would consider this option and compare the major program determination using this method to that of the risk-based approach in performing the Single Audit of the Village for the first year a Single Audit is required.

Assistance with GFOA Certificate Program

While we realize the Village has elected to not apply for the GFOA Certificate Program, should the Village wish to apply in future years, Mauldin & Jenkins serves over 150 entities who seek and receive the GFOA Certificate on an annual basis. As part of the audit process, we review the entire Annual Comprehensive Financial Report, and complete the GFOA Disclosure Checklist to ensure all requirements are met. Additionally, we obtain and evaluate the GFOA points the Village received from the prior fiscal year to make sure each comment (if applicable) was addressed, and assist the Village in drafting their response to each GFOA point. Lastly, we are available to assist management in the GFOA application process to ensure all requirements have been met. Mauldin & Jenkins is proud to state that all clients who have applied for the award have received it.

Identification of Anticipated Potential Audit Problems

Single Audits

Single Audits can be quite cumbersome – especially during a time when new programs are being created and new funding streams are available from the federal government. Since 2020, we have seen a significant amount of new federal funding made available via the Coronavirus Aid, Relief, and Economic Security Act (“CARES”), the Omnibus Appropriations and Coronavirus Relief Package, the American Rescue Plan Act, and most recently, the Infrastructure Investment and Jobs Act.

Obtaining the needed information from a compliance and financial perspective can be difficult for the auditor and auditee. We anticipate similar difficulties in performing the audit of the Village if a Single Audit is required. However, we do believe that with proper planning and communication by all sides, and with the assistance of Village personnel, all potential problems should be easily overcome.

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (**the Uniform Guidance**), entails more than 100 pages of regulations in applying for, managing, and auditing federal grants and cooperative agreements. The Uniform Guidance includes many complex requirements for you as the auditee to adhere to – including those related to procurement (which seemingly continue to evolve), sub recipient monitoring, and indirect costs. We have a very good understanding of both the auditor and grant recipient requirements of the Uniform Guidance and are available to assist you in adhering to the provisions thereof.

Additionally, we are active members of the AICPA’s Government Audit Quality Center (GAQC) which continues to provide significant updates and guidance to the funding created by the federal government in response to the COVID-19 pandemic. As members of the GAQC, we have direct access to the information as soon as it is made available and can be a valued resource to the Entity as a recipient of any of this new funding.

Other Potential Problems

In addressing any issue, communication and timely resolution are critical. Mauldin & Jenkins prides itself in developing professional relationships and rapport with clients which facilitate open and honest communication. Mauldin & Jenkins’ stance would be based on reporting meaningful information to the financial statement users, but understanding that the financial statements are the Village’s representations. To do less would compromise our independent status.

We use the following approach to seek a mutually agreeable resolution of accounting and reporting issues.

- Step 1** Define and understand the issue through discussion with the Village’s management and verified audit information.
- Step 2** Make an initial assessment of the impact of alternative accounting treatments.
- Step 3** If the impact has significant potential, gather research which may include the following: obtain the Village’s research and rationale for their position; gather additional details; draw on common practices within other similar sized governments; utilize recognized Firm experts.
- Step 4** Discuss with Village staff the Firm’s preferred position and rationale.
- Step 5** Resolve the issue.

Insurance Certificates



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/11/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER PointeNorth Insurance Group, LLC PO Box 724728 Atlanta GA 31139		CONTACT NAME: Lisa Lewis PHONE (A/C, No, Ext): (770) 858-7540 FAX (A/C, No): (770) 858-7545 E-MAIL ADDRESS: lisa.lewis@pninsurance.com	
INSURED Mauldin&Jenkins, LLC 200 Galleria Pkwy SE Ste 1700 Atlanta GA 30339-5946		INSURER(S) AFFORDING COVERAGE INSURER A: AllAmerica Financial Benefits INSURER B: Great Point Insurance INSURER C: Hanover Insurance Company INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 2023-24 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC ☐ OTHER:	Y	Y	Z2AJ466092	07/01/2023	07/01/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPIOP AGG \$ Employee Benefits \$ 2,000,000
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☒ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			Z2AJ466092	07/01/2023	07/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☐ EXCESS LIAB ☐ DED ☒ RETENTION \$ 0			GP03-22-2412545	07/01/2023	07/01/2024	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	W2A-J448906-00	07/01/2023	07/01/2024	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)							

CERTIFICATE HOLDER FOR INFORMATION ONLY	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/24/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Edgewood Partners Insurance Center Lemme, a division of EPIC 111 West Campbell 4th Floor Arlington Heights, IL 60005	1-847-385-6800 CONTACT NAME: Nadine Friedman Daniels PHONE (A/C, No, Ext): 847-385-6800 FAX (A/C, No): E-MAIL ADDRESS: PSGCerts@lemme.com
INSURED Mauldin & Jenkins, LLC 200 Galleria Parkway Suite 1700 Atlanta, GA 30339-5918	INSURER(S) AFFORDING COVERAGE INSURER A: Lloyd's London and various Insurers INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 67700803

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			HAPL22-0007	01/23/23	01/23/24	Each Claim 1,000,000 Aggregate 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Parties at Interest	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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 Nancy.Duval@lemme.com_LEM
 67700803

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Required Forms

APPENDIX B

PROPOSER WARRANTIES

- A. Proposer warrants that it is willing and able to comply with State of Florida laws with respect to foreign (non-state of Florida) corporations.
- B. Proposer warrants that it is willing and able to obtain an errors and omissions insurance policy providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employees or agents thereof.
- C. Proposer warrants that it will not delegate or subcontract its responsibilities under an agreement without the prior written permission of the Village.
- D. Proposer warrants that all information provided by it in connection with this proposal is true and accurate.

Signature of Official:

De R c

Name (typed):

Daniel R. Anderson

Title:

Partner

Firm:

Mauldin & Jenkins, LLC

Date:

October 11, 2023

- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime.
 - c. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an entity.
6. Based on information and belief, the statement that I have marked below is true in relation to the entity submitting this sworn statement. [Indicate which statement applies.]
- X Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. [attach a copy of the final order]

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Signed, sealed and delivered

AUDITOR

in the presence of:

MacGlaughlin
Jacquelyn MacGlaughlin

By: *DR*
Daniel R. Anderson
(Printed Name)
Partner
(Title)

Witness my hand and official notary seal/stamp at Mauldin & Jenkins, LLC the day and year written above

STATE OF FLORIDA)
) SS:
COUNTY OF Manatee)

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared Daniel R. Anderson as Partner of Mauldin & Jenkins, LLC, an organization authorized to do business in the State of Florida, and acknowledged executing the foregoing Affidavit as the proper official of Mauldin & Jenkins, LLC for the use and purposes mentioned in the Affidavit and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation. He/She is personally known to me or has produced _____ as identification.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this 11th day of October, 2023

Cara Krusch
NOTARY PUBLIC

My Commission Expires: 07-01-2025



CARA KRUSCH
State of Florida
Commission: HH 148319
Expires: 07/01/2025

APPENDIX D

NON-COLLUSION AFFIDAVIT

The undersigned individual, being duly sworn, deposes and says that:

1. He/She is Partner of Mauldin & Jenkins, LLC, the Proposer that has submitted the attached Proposal;
2. He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;
3. Such Proposal is genuine and is not a collusive or sham Proposal;
4. Neither said Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham proposal in connection with the Agreement for which the attached Proposal has been submitted or to refrain from proposing in connection with such Agreement, or has in any manner, directly or indirectly, sought by agreement of collusion or communication of conference with any other Proposer, firm, or person to fix the price or prices, or of any other Proposer, or to fix any overhead, profit or cost element of the proposal or the response of any other Proposer, or to secure through any collusion, connivance, or unlawful agreement any advantage against Islamorada, Village of Islands, Florida, or any person interested in the proposed Agreement; and

(THIS SPACE INTENTIONALLY LEFT BLANK)

5. The response to the attached RFP is fair and proper and is not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

DER e

Signature (Blue ink only)
Daniel R. Anderson

Print Name

Partner

Title

October 11, 2023

Date

Witness my hand and official notary seal/stamp at Mauldin & Jenkins, LLC the day and year written above.

STATE OF FLORIDA)
) SS:
COUNTY OF Manatee)

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared Daniel R. Anderson as Partner, of Mauldin & Jenkins, LLC, an organization authorized to do business in the State of Florida, and acknowledged executing the foregoing Affidavit as the proper official of Mauldin & Jenkins, LLC for the use and purposes mentioned in the Affidavit and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation. He/She is personally known to me or has produced _____ as identification.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this 11th day of October, 2023

Cara Krusch
NOTARY PUBLIC

My Commission Expires: 07-01-2025



CARA KRUSCH
State of Florida
Commission: HH 148319
Expires: 07/01/2025

APPENDIX E

ACKNOWLEDGMENT OF ADDENDA

The Proposer hereby acknowledges the receipt of the following addenda issued by the Village and incorporated into and made part of this RFP. In the event the Proposer fails to include any such addenda in the table below, submission of this form shall constitute acknowledgment of receipt of all addenda, whether or not received by him/her.

ADDENDUM NUMBER	DATE RECEIVED	PRINT NAME	TITLE	SIGNATURE (BLUE INK ONLY)
1	9/27/23	Daniel R. Anderson	Partner	

[THIS SPACE INTENTIONALLY LEFT BLANK]

APPENDIX F

INDEPENDENCE AFFIDAVIT

The undersigned individual, being duly sworn, deposes and says that:

1. He/She is Partner of Mauldin & Jenkins, LLC, the Proposer that has submitted the attached Proposal;
 2. (a) Below is a list and description of any relationships, professional, financial or otherwise that Proposer may have with the Village, its elected or appointed officials, its employees or agents or any of its agencies or component units for the past five (5) years.

(b) Additionally, the Proposer agrees and understands that Proposer shall give the Village written notice of any other relationships professional, financial or otherwise that Proposer enters into with the Village, its elected or appointed officials, its employees or agents or any of its agencies or component units during the period of this Agreement.
- (If paragraph 2(a) above does not apply, please indicate by stating, "not applicable" in the space below.)
3. I have attached an additional page to this form explaining why such relationships do not constitute a conflict of interest relative to performing the services sought in the RFP.

D R a
 Signature (Blue ink only)
Daniel R. Anderson
 Print Name
Partner
 Title
October 11, 2023
 Date

Witness my hand and official notary seal/stamp at Mauldin & Jenkins, LLC the day and year written above.

STATE OF FLORIDA)
) SS:
 COUNTY OF Manatee)

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared Daniel R. Anderson as Partner of Mauldin & Jenkins, LLC, an organization authorized to do business in the State of Florida, and acknowledged executing the foregoing Affidavit as the proper official of Mauldin & Jenkins, LLC for the use and purposes mentioned in the Affidavit and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation. He/She is personally known to me or has produced _____ as identification.

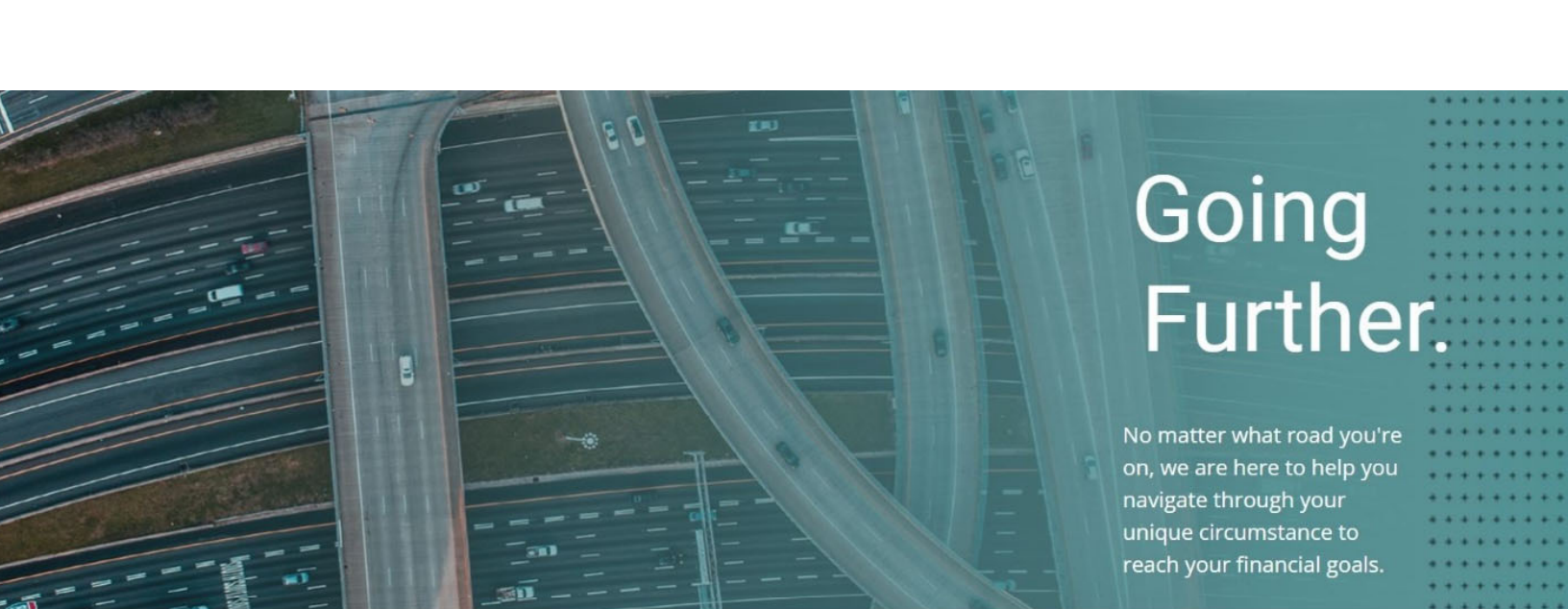
IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this 11th day of October, 2023

My Commission Expires: 07-01-2025

Cara Krusch
 NOTARY PUBLIC



CARA KRUSCH
 State of Florida
 Commission: HH 148319
 Expires: 07/01/2025



Going Further.

No matter what road you're on, we are here to help you navigate through your unique circumstance to reach your financial goals.

INTEGRITY.

100+ year history of
quality & expertise

INNOVATION.

Continued advancements,
opportunities & solutions to
drive us into the **future**

INSPIRATION.

A **culture** guided by our
vision of service and
community



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Islamorada, Village of Islands, Florida

Cost Proposal to Provide Financial Audit Services to Islamorada, Florida RFP # 23-15

Mauldin & Jenkins, LLC Certified Public Accountants

**Contact Persons: Daniel Anderson, CPA, Partner and
Wade Sansbury, CPA, Partner**

Phone: 941-747-4483

Fax: 941-747-6035

Emails: danderson@mjcpa.com wsansbury@mjcpa.com

October 16, 2023 | 3:00 PM

ELECTRONIC COPY



Going Further.



Cost Proposal

October 16, 2023

Islamorada, Village of Islands
86800 Overseas Highway
Islamorada, Florida 33036

Ladies and Gentlemen:

Mauldin & Jenkins, LLC is pleased to submit its proposal, including this cost portion of the proposal, to provide annual financial and compliance auditing services for Islamorada, Village of Islands, Florida (the "Village"). The contract for such audit services will be for the fiscal years ending September 30, 2023, with the option to renew for the four subsequent fiscal years.

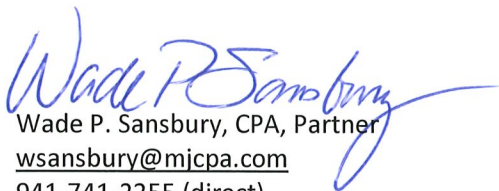
As requested by the Village, below is our all-inclusive maximum fee for the financial and compliance audit services for the September 30, 2023 year-end audit. Further details of the fee can be found on the following pages.

September 30, 2023

\$55,000

As a Member of Mauldin & Jenkins, LLC, I am certified and authorized to represent Mauldin & Jenkins; empowered to submit the bid; and authorized to sign a contract with the Village. The Village will be an important client to us and one we would be proud to serve. We offer you a team with significant government experience in Florida and the Southeast. We sincerely appreciate the opportunity to serve the Village and look forward to hearing from you.

Sincerely,
MAULDIN & JENKINS, LLC


Wade P. Sansbury, CPA, Partner
wsansbury@mjcpcpa.com
941-741-2255 (direct)


Daniel R. Anderson, CPA, Partner
danderson@mjcpcpa.com
1401 Manatee Ave West, Suite 1200
Bradenton, Florida 34205
941-741-2213 (direct)
855-891-0070 (toll free)
Federal ID#: 58-0692043

We appreciate the opportunity to propose on providing audit services to the Village, and we are pleased to submit a qualifications package including cost estimates to provide annual financial and compliance auditing services. As requested, we have listed an all-inclusive maximum fee for the audit engagement for the fiscal year ending September 30, 2023. Future periods will be increased by the appropriate consumer price index. This cost proposal contains all pricing information relative to the performance of the audit.

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES FOR THE AUDIT OF THE 2023 FINANCIAL STATEMENTS			
	Hours	Hourly Rate	Total
Partners	80	\$280	\$ 22,400
Managers	130	190	24,700
Staff professionals	140	140	19,600
Total for services described in RFP	<u>350</u>		<u>66,700</u>
Out-of-pocket expenses:			
Meals and lodging			2,700
Transportation			600
Mauldin & Jenkins discount from standard fees and expenses			<u>(15,000)</u>
Total proposed fees for the 2023 audit			<u><u>\$ 55,000</u></u>

Important Notes to be Considered Regarding our Fee Proposal:

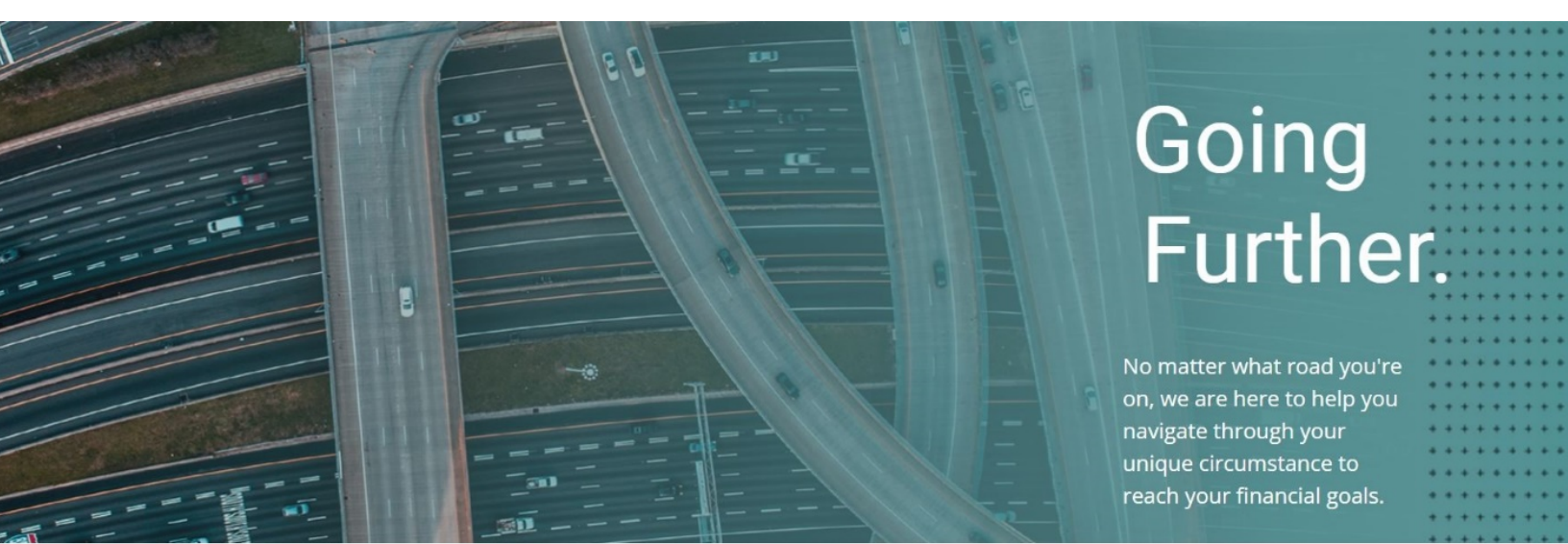
Note (1) – Unlimited Correspondence: It is Mauldin & Jenkins' policy to not charge for routine conversations that occur between the Village and Mauldin & Jenkins. We encourage communication throughout the year. If significant research is involved, we will discuss with you any potential fees prior to beginning.

Note (2) – Free Periodic Continuing Education: As noted in our technical proposal, we provide free continuing education classes to our clients. This could amount to approximately \$2,000 of annual savings for the Village's estimated finance department per person.

Note (3) – Additional Services: If it should become necessary for the Village to request Mauldin & Jenkins to provide any additional services (such as bond assurances, etc.), then such additional work shall be performed only if set forth in an addendum to the contract between the Village and Mauldin & Jenkins. The rates noted above will be utilized to any additional work required over the three-year period.

Note (4) – No Hidden Fees or Costs: The pricing schedules contain all pricing information relative to performance of the audit as required by the Village including all reimbursement for travel, lodging, communications, etc. Our estimated number of hours and the associated fee estimate indicated are based on our professional judgment and experience with similar governmental entities. So long as there are no significant changes in the operations of the Village and or the scope of services requested or significant problems requiring additional time, our quoted fees will not change.

Note (5) – Single Audit Costs: Because the Village does not always meet the Single Audit requirement, we have priced this service separately. This way the Village will only pay for this service if and when needed. We propose a fee of \$5,000 per major program over the life of the contract also adjusted annually for inflation via the appropriate consumer price index.



Going Further.

No matter what road you're on, we are here to help you navigate through your unique circumstance to reach your financial goals.

INTEGRITY.

100+ year history of
quality & expertise

INNOVATION.

Continued advancements,
opportunities & solutions to
drive us into the **future**

INSPIRATION.

A **culture** guided by our
vision of service and
community



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ATTACHMENT C

ELECTRONIC COPY

Christopher, Smith, Leonard & Stanell, P.A.

Certified Public Accountants

RESPONSE TO RFP # 23-15

Proposal to provide professional auditing services for

Islamorada, Village Of Islands, Florida

Due Date: October 16th, 2023



SUBMITTED BY:

Jeff Gerhard, CPA, CFE | JGerhard@CSLcpa.com

1001 3rd Avenue West, Suite 700, Bradenton, Florida 34205

941.556.7949

BRADENTON

1001 3rd Avenue W., Suite 700
Bradenton, FL 34205
Ph. 941.748.1040

SARASOTA

1515 Ringling Blvd., Suite 900
Sarasota, FL 34236
Ph. 941.954.4040

TAMPA

101 E. Kennedy Blvd., Suite 1460
Tampa, FL 33602
Ph. 813.490.4490

www.CSLcpa.com

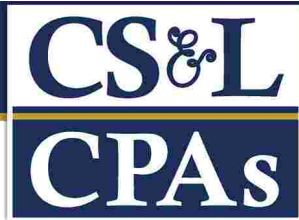
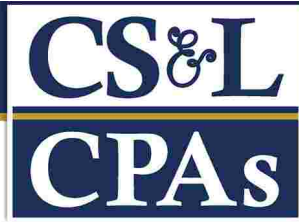


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TRANSMITTAL LETTER

October 16, 2023

Islamorada, Village Of Islands, Florida
86800 Overseas Highway
Islamorada, FL 33036

Audit Committee Members,

We are pleased to present you with this statement of qualifications to provide financial auditing services for Islamorada, Village of Islands, Florida ("the Village"). We understand the services required include an audit of the financial statements for the year ending September 30, 2023 with the option to renew for each of the four (4) subsequent fiscal years as outlined in the Village's Request for Proposal # 23-15. The audit will be conducted pursuant to *Government Auditing Standards*, Florida Statutes, and include Single Audits, as applicable. Upon selection of our Firm, we are committed to performing the services, requirements and time commitment as noted in this proposal.

We are confident that CS&L CPAs has the experience and the capacity to provide all services requested within the specific time frame. Most importantly, as you review our proposal, we believe you will see our ability to be a complete solution for your needs. Having decades of experience auditing municipalities in the State of Florida, we understand the challenges and needs of the Village. We are dedicated to understanding your unique situation and providing exceptional solutions with the highest level of personal service and technical expertise.

Thank you for the opportunity to submit this statement of qualifications. The accompanying proposal is a firm and irrevocable offer for 90 days. We are available to meet with you and the Village's representatives to further discuss this information at your request.

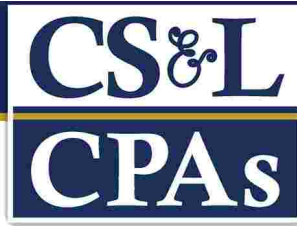
Sincerely,

A handwritten signature in blue ink, reading "Jeff Gerhard".

JEFF GERHARD, CPA, CFE

Principal, CS&L CPAs
JGerhard@cslcpa.com

Jeff Gerhard declares that CS&L CPAs is the only party interested in the project as named therein; the proposal is made without collusion with any other person(s), company(ies), or party(ies) that submitted a proposal; that the proposal was prepared in good faith, without collusion or fraud; and that the signer of the proposal has full authority to bind the principals.



INDEPENDENCE

CS&L CPAs is independent of Islamorada, Village of Islands, Florida as defined by auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the U.S. Government Accounting Office. CS&L CPAs affirms that it meets the independence requirements of the rules above and has no conflict of interest with the Village or key personnel.

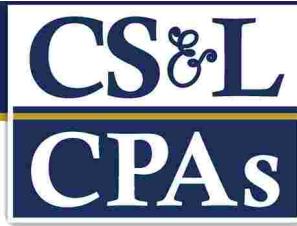
CS&L CPAs demands integrity, objectivity, competence, and due care from all of its personnel in the conduct of all of its engagements, whatever their nature. Similarly, our Firm demands independence in fact and appearance in all audit and other engagements where independence is required by applicable laws and regulations and the requirements of professional societies. The Firm maintains an independence policy as part of its quality control. The independence policy, as well as a listing of all clients in which independence is required, will be reviewed with each professional performing such services upon initial employment and annually thereafter. Any changes to the policy and listing of new clients will be made available on a monthly basis.

CS&L CPAs has not had any professional relationships involving the Village in the past five years, nor any conflicts of interest related to performing the Village's audit. During the period of agreement, our Firm will provide the Village written notice of any professional relationships that are entered into that may constitute a conflict of interest.

LICENSE TO PRACTICE IN THE STATE OF FLORIDA

CS&L and all assigned key professional staff are properly licensed to practice as Certified Public Accountants (CPA) in the State of Florida.





FIRM QUALIFICATIONS AND EXPERIENCE

Firm Background and Experience

Christopher, Smith, Leonard & Stanell, P.A. (CS&L CPAs) is a local firm that has a long-standing commitment to unequalled service since 1954. The firm's dedication to providing technical expertise and exceptional service to our clients has resulted in a proud history and the development of long-term client relationships. The firm has recruited and retained the highest quality professionals who are focused on deeply understanding each client to provide the most exceptional solutions for their unique needs. We have significant experience in auditing local governmental entities in the State of Florida, which include municipalities, as well as performing Single Audits. Currently, we audit over twenty local government entities subject to *Government Auditing Standards*.

The governmental industry has been a substantial area of concentration of CS&L CPAs and we have significant experience in governmental accounting and auditing, which includes municipalities and other local governments.

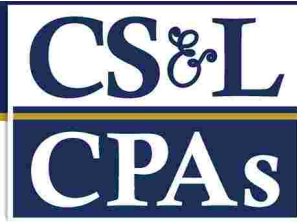
- Municipalities
 - Independent Special Districts
 - Utility Systems
 - Governmental Funds
 - Special Revenue Funds (including Community Redevelopment Agencies)
 - Capital Projects Funds
 - Debt Service Funds
 - Enterprise Funds (including Water, Electric, Solid Waste, and Storm Water)
 - Pension Funds (including FRS, General Employee, Police and Firefighters' Pension Funds)
 - Custodial Funds
 - Federal and State Grants (Single Audits) including ARPA, CARES, SRF, CDBG, USDA, Brownsfield, DOT, DOJ, State Energy Program, and numerous other grants
 - Assistance in achieving the *Certificate of Achievement for Excellence in Financial Reporting* by the Government Finance Officers Association (GFOA)
- 65+** Years of Experience Serving Governmental Entities

.....

20+ Current Governmental and Municipality Clients



In addition, our firm is a member of the **AICPA Governmental Audit Quality Center** (GAQC). The GAQC promotes the importance of quality governmental audits and the value of such audits to purchasers of governmental audit services. GAQC is a voluntary membership center for CPA firms and state audit organizations that perform governmental audits.



Location of Office

CS&L CPAs employs approximately 50 professionals across three Florida offices. Our Firm has ten professionals that are dedicated to performing audits of local governments. The Village's audit would be performed from the Bradenton office. However, our offices, policies, and staff are used interchangeably. We have three principals, two managers, one supervisor and five professional staff employed in our Bradenton office.

Other accounting firms may emphasize a national footprint, however that often implies non-local talent that—in all likelihood—will not be a significant part of the audit engagement team on a day-to-day and year-over-year basis. At CS&L CPAs, what you see is what you get. **All of our experience auditing municipalities comes from auditing local governments located within the State of Florida and over each of the past five years governmental audits have exceeded 25% of our total audit work.**

Our proposed audit team would consist of 1 Engagement Principal, 1 Concurring Review Principal, 1 Senior Audit Manager, 1 Supervisor, and staff as needed. All assigned key personnel are properly licensed to practice as Certified Public Accountants in the State of Florida. We do not anticipate utilizing staff on a part-time basis.

Joint Venture/Consortium

The Village's audit performed by CS&L CPAs will not be a joint venture or consortium. CS&L CPAs will conduct and perform the audit in its entirety.

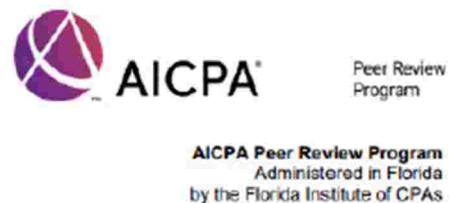
Peer Review Participation

We are members of the Center for Audit Quality of the American Institute of Certified Public Accountants (AICPA). As a result, our firm is subject to the highest level of quality review possible. We are required to have a Peer Review every three years. We have had fourteen reviews of our practice with the highest ranking available attained in each review. **All of these reviews include the review of government engagements.** Our most recent peer review report can be viewed on-line at the AICPA's web site and a copy of the most recent review is also included beginning on page 6.

For our year ended June 30, 2020, we have proudly received a pass report with no letters of comment; the highest level of assurance possible.

Federal/State Desk Reviews and Disciplinary Action

Other than the peer review, our Firm has not had any Federal or State desk reviews or field reviews of its audits during the past three years. This includes any governmental client audit work. Additionally, there has been no disciplinary action taken or pending against the Firm or any of our staff (including those proposed to be assigned to the Village's audit) during the past three years with state regulatory bodies or professional organizations.



January 22, 2021

Robert Stanell
Christopher, Smith, Leonard, Bristow & Stanell, P.A.
1001 3rd Ave W Ste 700
Bradenton, FL 34205-7862

Dear Robert Stanell:

It is my pleasure to notify you that on January 21, 2021, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2023. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,
FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee
paul@ficpa.org
800-342-3197 ext. 251

cc: Michael Sibley, Rayndall Dillingham

Firm Number: 900010075714

Review Number: 580083

REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

To the Shareholders of
Christopher, Smith, Leonard, Bristow & Stanell, P.A.
and the Peer Review Committee of the Florida Institute of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Christopher, Smith, Leonard, Bristow & Stanell, P.A. (the firm) in effect for the year ended June 30, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act and audits of employee benefit plans.

Page 1

121 Executive Circle
Daytona Beach, FL 32114-1180
Telephone: 386-257-4100

133 East Indiana Avenue
DeLand, FL 32724-4329
Telephone: 386-738-3300

5931 NW 1st Place
Gainesville, FL 32607-2063
Telephone: 352-378-1331

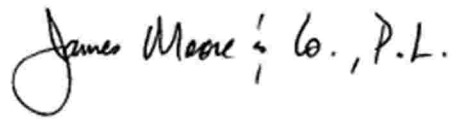
2477 Tim Gamble Place, Suite 200
Tallahassee, FL 32308-4386
Telephone: 850-386-6184

Website: www.jmco.com | Email: info@jmco.com | Member of AGN International with offices in principal cities worldwide

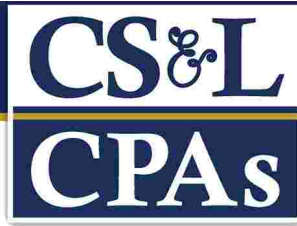
As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Christopher, Smith, Leonard, Bristow & Stanell, P.A. in effect for the year ended June 30, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Christopher, Smith, Leonard, Bristow & Stanell, P.A. has received a peer review rating of *pass*.

A handwritten signature in black ink that reads "James Moore & Co., P.L.". The signature is written in a cursive, flowing style.

Daytona Beach, Florida
December 11, 2020



PARTNER, SUPERVISORY AND STAFF QUALIFICATIONS AND EXPERIENCE

Firm Personnel Assigned

We would propose the following key team members for the Village's audit, all of which are licensed to practice as a Certified Public Accountant in the State of Florida:

- **Jeff Gerhard, CPA, CFE – Engagement Principal.** Jeff has over 25 years of experience auditing local governments.
- **Randy Dillingham, CPA – Concurring Review Principal.** Randy has over 26 years of experience auditing local governments.
- **Jennifer Ruffino-Cook, CPA – Senior Audit Manager.** Jennifer is a Senior Audit Manager with over 15 years of experience auditing government entities.
- **Ryan Parrish, CPA – Audit Supervisor.** Ryan is an Audit Supervisor with over 8 years of experience auditing government entities.
- **Staff as needed.** Our staff are used interchangeably from all three of our offices.

All proposed members of the team have met (and exceeded) the requirement of 24 direct governmental and 80 accounting and auditing education hours during the past two years, as required by the Florida State Board of Accountancy and *Government Auditing Standards*. This includes significant recent hours related to the Uniform Grant Guidance and upcoming GASB standards.

All staff members assigned to the Village's audit will have governmental experience.

Our firm makes every attempt to ensure that all staff members involved in the engagement continue to be utilized on the engagement in subsequent years. This provides significant efficiencies for both conducting our audits and limiting interruption of client personnel. Of course, changes in staff members (including approval, rejection or rotation) on the engagement can be made at the Village's request at any time.

Additionally, our approach to conducting audits is to have Principal involvement throughout the audit process. We believe Principal involvement in all phases provides a more effective and efficient audit process, more timely communication with management and ultimately benefits the final product. Jeff Gerhard, the engagement principal, will spend significant time in all phases of the Village's audit.

JEFF GERHARD, CPA, CFE – ENGAGEMENT PRINCIPAL

JGerhard@CSLcpa.com | (941) 556-7949

Jeff will serve as the Engagement Principal and will serve as the day-to-day contact on this engagement. Jeff is a certified fraud examiner and possesses more than 25 years of experience in public accounting specializing in local government entities (including municipalities), including Federal and State Single Audits. Jeff is CS&L CPA's designated partner for the Governmental Audit Quality Center through the AICPA.



Professional Recognition

- Licensed Certified Public Accountant (CPA) in the State of Florida and State of Michigan
- Certified Fraud Examiner (CFE) as accredited by the Association of Certified Fraud Examiners
- Advanced Single Audit Certificate as accredited by the American Institute of Certified Public Accountants
- Not-for-Profit Certificate II as accredited by the American Institute of Certified Public Accountants

Formal Education

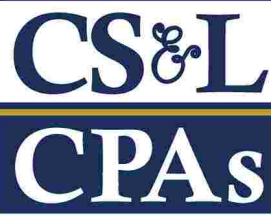
- Oakland University; Bachelor of Science in Accounting
- Oakland University; Bachelor of Arts in Psychology

Supplemental Education

- Required continuing professional education (CPE) on an annual basis with a minimum of twenty-four (24) hours every two (2) year period. Exceeded 80 hours of CPE in the past two years. CPE courses included government and nonprofit accounting & auditing updates, Federal Single Audit Act (including significant time spent on the Uniform Grant Guidance), Yellow Book updates, FGFOA Annual Conference, fraud prevention and detection, GASB's No. 87 and 96 (Leases and Subscription-Based Information Technology Arrangements), GASB updates, and governmental OPEB and pension standards

Experience in Public Accounting, Private Business or Governments

- Over 25 years of public accounting experience focusing on governments and nonprofits



Experience in Auditing Governmental Units

- Experience in auditing local government entities and special districts
- Federal and State Single Audits and grant compliance
- Annual filings with State and Federal agencies
- Municipalities, including those with Utility Systems
- Governmental, Special Revenue, Enterprise, Fiduciary, Custodial, and Capital Project Funds
- Community Redevelopment Agencies
- General Employee, Police Officers', and Firefighters' Pension Funds (Defined Benefit), as well as FRS Pension Plans and Defined Contributions Pension Plans
- Preparation of financial statements and ACFRs
- Assistance with obtaining the Certificate of Achievement for Excellence in Financial Reporting
- Annual filings with the Department of Financial Services, Auditor General, and Federal Audit Clearinghouse (Data Collection Form)
- Bond and Debt Issues
- Other Post Employment Benefit Plans (OPEB)
- GASB's No. 87 and 96 (Leases and Subscription-Based Information Technology Arrangements)

Experience in Computerized Systems (Information Technology)

- Performs audits of information technology routinely on all audit engagements, including governmental clients, including walk-throughs of internal controls

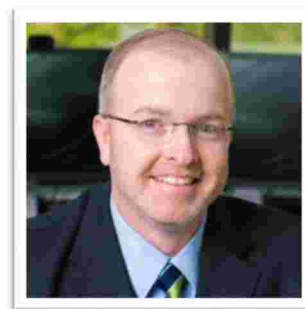
Membership in National, State, or Local Governmental Boards, Committees, or Associations

- Member of the Government Finance Officers Association (GFOA), Florida Government Finance Officers Association (FGFOA), American Institute of Certified Public Accountants (AICPA) and Florida Institute of Certified Public Accountants (FICPA)
- Leadership Manatee program, Class of 2016
- Past Treasurer, Finance Committee and Board Member of the Humane Society of Manatee County, Inc. (over 15 years of service)
- New College of Florida Foundation Audit Committee Member
- Former instructor of accounting and auditing classes at Baker College

RANDY DILLINGHAM, CPA – CONCURRING REVIEW PRINCIPAL

RDillingham@CSLcpa.com | (941) 748-1040

Randy will be the independent Concurring Review Principal responsible for technical review, and will provide technical support on the engagement. Randy possesses over 26 years of experience in public accounting, all of which include experience with local government entities and specialization in Federal and State Single Audits.



Professional Recognition

- Licensed Certified Public Accountant (CPA) in the State of Florida
- Former designated Audit Principal for the Government Audit Quality Center through the AICPA
- Designated Audit Principal for the Employee Benefit Plan Quality Center through the AICPA

Formal Education

- University of Maryland; Bachelor of Science in Accounting

Supplemental Education

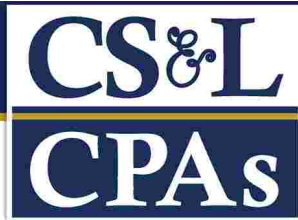
- Required continuing professional education (CPE) on an annual basis with a minimum of twenty-four (24) hours every two (2) year period. Exceeded 80 hours of CPE in the past two years. CPE courses included government and nonprofit accounting & auditing updates, fraud in the not-for-profit & government environment, Federal Single Audit Act, internal control procedures & reporting, government auditing standards, governmental OPEB and pension standards, updates on the Yellow Book, GASB's No. 87 and 96 (Leases and Subscription-Based Information Technology Arrangements) and the Uniform Grant Guidance

Experience in Public Accounting, Private Business or Governments

- Over 26 years of public accounting experience focusing on governments and nonprofits

Experience in Auditing Governmental Units

- Experience in auditing local government entities (including municipalities) and special districts
- Federal and State Single Audits and grant compliance
- Annual filings with State and Federal agencies
- Utility Systems
- Governmental, Special Revenue, Enterprise, Fiduciary, Custodial, and Capital Project Funds
- Community Redevelopment Agencies



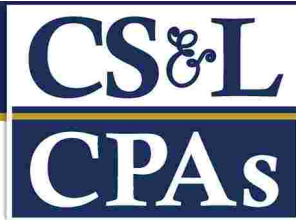
- General Employee, Police Officers', and Firefighters' Pension Funds (Defined Benefit), as well as FRS Pension Plans and Defined Contributions Pension Plans
- Preparation of financial statements and ACFRs
- Assistance with obtaining the Certificate of Achievement for Excellence in Financial Reporting
- Preparation of reports in compliance with *Government Auditing Standards*
- Annual filings with the Department of Financial Services, Auditor General, and Federal Audit Clearinghouse (Data Collection Form)
- Bond and Debt Issues
- Other Post Employment Benefit Plans (OPEB)
- GASB's No. 87 and 96 (Leases and Subscription-Based Information Technology Arrangements)

Experience in Computerized Systems (Information Technology)

- Performs audits of information technology routinely on all audit engagements, including governmental clients, including walk-throughs of internal controls

Membership in National, State, or Local Governmental Boards, Committees, or Associations

- Member of the Government Finance Officers Association (GFOA), Florida Government Finance Officers Association (FGFOA), American Institute of Certified Public Accountants (AICPA) and Florida Institute of Certified Public Accountants (FICPA)
- Past member of FICPA Committee on Accounting Principles and Auditing Standards
- Leadership Manatee program alumni
- Past Board Member, Meals on Wheels Plus of Manatee County, Inc.



JENNIFER RUFFINO-COOK, CPA – SENIOR AUDIT MANAGER

Jruffino-cook@CSLcpa.com | (941) 748-1040

Jennifer will be the Senior Audit Manager on this engagement and will be responsible for the day-to-day management and direct supervision of engagement personnel. She possesses more than 15 years of experience in public accounting largely focusing on audits of governmental entities, including municipalities with governmental and enterprise funds.



Professional Recognition

- Licensed Certified Public Accountant (CPA) in the State of Florida and State of Georgia

Formal Education

- University of West Georgia; Bachelor of Science in Accounting

Supplemental Education

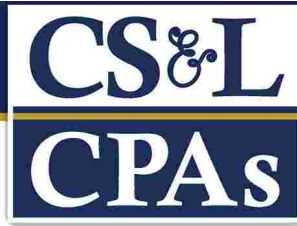
- Required continuing professional education (CPE) on an annual basis with a minimum of twenty-four (24) hours every two (2) year period. Exceeded 80 hours of CPE in the past two years. CPE courses included government and nonprofit accounting & auditing updates, Federal Single Audit Act, internal control procedures & reporting, governmental pension and OPEB accounting, updates on the Yellow Book, GASB's No. 87 and 96 (Leases and Subscription-Based Information Technology Arrangements) and the Uniform Grant Guidance

Experience in Public Accounting, Private Business or Governments

- Over 15 years of public accounting experience focusing on governments and nonprofits

Experience in Auditing Governmental Units

- Experience in auditing local government entities (including municipalities) and special districts
- Federal and State Single Audits and grant compliance
- Preparation of financial statements and ACFRs
- Assistance with obtaining the Certificate of Achievement for Excellence in Financial Reporting
- Preparation of reports in compliance with *Government Auditing Standards*
- Annual filings with the Department of Financial Services, Auditor General, and Federal Audit Clearinghouse (Data Collection Form)
- Other Post Employment Benefit Plans (OPEB)
- GASB's No. 87 and 96 (Leases and Subscription-Based Information Technology Arrangements)

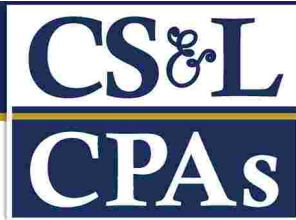


Experience in Computerized Systems (Information Technology)

- Performs audits of information technology routinely on all audit engagements, including governmental clients, including walk-throughs of internal controls

Membership in National, State, or Local Governmental Boards, Committees, or Associations

- Member of the American Institute of Certified Public Accountants (AICPA) and Florida Institute of Certified Public Accountants (FICPA)
- Leadership Manatee program, Class of 2017
- Treasurer of the Library Foundation, Inc.
- Past President and current Member of the Manatee River Rotary



RYAN PARRISH – AUDIT SUPERVISOR

RParrish@CSLcpa.com | (813) 490-4490

Ryan has more than 8 years of experience in providing audit and assurance services. He has extensive knowledge of governmental entities. Ryan is the assigned Audit Supervisor on some of the Firm's largest and most complex audit engagements.



Professional Recognition

- Licensed Certified Public Accountant (CPA) in the State of Florida

Formal Education

- University of Central Florida; Bachelor of Accounting and Finance

Supplemental Education

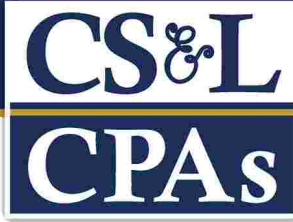
- Required continuing professional education (CPE) on an annual basis with a minimum of twenty-four (24) hours every two (2) year period. Exceeded 80 hours of CPE in the past two years. CPE courses included audits and risk assessment, government and nonprofit accounting & auditing updates, governmental OPEB and pension standards, internal control procedures & reporting, updates on the Yellow Book, GASB's No. 87 and 96 (Leases and Subscription-Based Information Technology Arrangements) and AI and technology

Experience in Public Accounting, Private Business or Governments

- Over 8 years of public accounting experience including audits of governments

Experience in Auditing Governmental Units

- Experience auditing local government entities in the State of Florida
- Municipalities and Community Redevelopment Agencies
- Preparation of financial statements and ACFRs
- Performs audits of information technology routinely on governmental clients, including walk-throughs of internal controls
- Preparation of reports in compliance with *Government Auditing Standards*
- GASB's No. 87 and 96 (Leases and Subscription-Based Information Technology Arrangements)

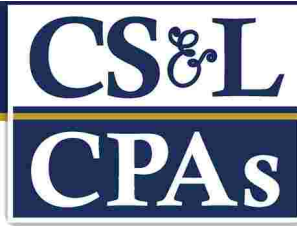


Experience in Computerized Systems (Information Technology)

- Performs audits of information technology routinely on all audit engagements, including governmental clients, including walk-throughs of internal controls
- Able to navigate through nearly any general ledger software with minimal assistance from client personnel

Membership in National, State, or Local Governmental Boards, Committees, or Associations

- Member of the American Institute of Certified Public Accountants (AICPA)
- Member of the Manatee Chamber of Commerce and Young Professional Group



PRIOR ENGAGEMENTS WITH THE VILLAGE

CS&L has had no prior engagements with Islamorada, Village of Islands, Florida within the last five years.

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES

Significant Municipal Audit Engagements

The governmental industry has been a substantial area of concentration of CS&L CPAs and we have significant experience in governmental accounting and auditing, which includes municipalities within the last five years, as noted below. **All of our governmental experience is with governments in the State of Florida.** In the last five (5) years, the most significant engagements performed similar to the Islamorada, Village of Islands, Florida include the following:

City of Bradenton, Florida

Audited financial statements pursuant to Government Auditing Standards including Federal and State Single Audits for the year ended September 30, 2022 and preceding. Includes Governmental Funds, Enterprise Funds, Internal Service Funds, and Pension Funds (Police and FRS Plan). Received the GFOA's Certificate of Achievement for Excellence in Financial Reporting for the 2021 fiscal year and will be submitting for the 2022 fiscal year. Also performed a separate financial statement audit of the Community Redevelopment Agency for the year ended September 30, 2022.

Engagement Principal: Jeff Gerhard
Concurring Principal: Randy Dillingham
Total Hours: 550
Contact Person: Heidi Warnemunde, Accounting Manager
Telephone: (941) 932-9467

City of Wauchula, Florida

Audited financial statements pursuant to Government Auditing Standards for the year ended September 30, 2022 and preceding. Previous audits have included Federal and State Single Audits. Includes Governmental Funds, Enterprise Funds, and Pension Funds (Police and General Employees). Also performed a separate financial statement audit of the Community Redevelopment Agency for the year ended September 30, 2022.

Engagement Principal: Jeff Gerhard
Concurring Principal: Randy Dillingham
Total Hours: 450
Contact Person: Martha Felix, Finance Director
Telephone: (863) 773-3131

City of Bowling Green, Florida

Audited financial statements pursuant to Government Auditing Standards for the year ended September 30, 2022 including a Federal Single Audit and preceding. Includes Governmental and Enterprise Funds.

Engagement Principal: Randy Dillingham
 Concurring Principal: Jeff Gerhard
 Total Hours: 350
 Contact Person: Virginia Gordillo, Finance Director
 Telephone: (863) 375-2255

SPECIFIC AUDIT APPROACH

Proposed Segmentation of the Engagement

Audit Methodology – Our core audit methodology for Florida municipalities utilizes our tried and true method for delivering quality results on time. Simply put, it is a collection of proprietary processes that we’ve developed over our 65+ years auditing Florida governments. These processes are inherent within the various audit segments of (1) planning, (2) risk assessment, (3) internal control testing, (4) performing primary audit procedures, and (5) financial statement (ACFR) review and reporting.

Customized Work Plan – At CS&L CPAs we consider every audit unique and don’t utilize a one-size-fits-all approach. Instead, we commence every audit with an open and candid discussion with your financial reporting team to understand any changes in your deadlines, staffing bottlenecks, engagement preferences, etc. Then we develop a conscientious audit work plan and timeline that is tailored specifically to the Village. The following discussion in this section more fully describes our audit methodology and what such a work plan may look like.

Proposed Segmentation



Segment 1 - Planning

After an initial meeting to discuss the audit and timelines, we will send calendar invitations for pre-scheduled regular status meetings during the audit timeframe, as well as calendar invitations for agreed-upon deadlines and subsequent in-person or virtual meetings with key personnel.

After the meeting we will immediately develop the initial audit request list through suralink, which is an efficient and secured method of providing and receiving requests. This list would likely contain requests for significant contracts, organizational charts, loan and lease agreements, inter-local

agreements, grant agreements, granting agency monitoring reports, and written accounting policies. Reviewing these items is an investment in time that pays dividends throughout the term of your relationship with CS&L CPAs. This is why we take this step very seriously in our internal processes. This up-front research allows our audit team to engage in more robust and “to-the-point” technical conversations in later audit segments, thereby saving your team valuable time better spent on the Village’s business at hand.

Segment 2 - Risk Assessment

During this segment of the audit, we conclude our preliminary planning research. This would include an analysis of the Village’s actual preliminary results for the year, compared to the budget and prior year. We will also carry out one-on-one conversations with key personnel to deepen our understanding of the Village’s operations and processes. Only after we have had these prerequisite, well-informed conversations with your accounting team, will we be in a position to conclude on an intelligent risk assessment and confidently identify significant audit risks each year.

At our internal audit engagement team discussion, all members of the engagement team meet to share the insight gained through our planning procedures and obtain consensus on areas of risk and our planned audit response to that risk. After the engagement team discussion, your finance leader will be brought up to speed on our planned procedures and timeline of those procedures to ensure a smooth follow through.



Segment 3 – Internal Controls

Subject to change based on the results of our annual risk assessment, our current audit plan is to perform tests of controls over revenue/receipts, payroll and cash disbursements transaction cycles during our first audit and rotating each control test in subsequent years. This not only provides us with assurance to support our audit opinion but allows us to enhance our knowledge of your processes and propose recommendations for process improvements, when identified.

We know that sample selections that do not consider other audit procedures often leads to superfluous work for all parties involved. At other firms, it is not uncommon for different members of audit engagement teams, working on different areas of the audit to request stand-alone sample selections often resulting in over-sampling and duplication of work by your team. At CS&L CPAs, we carefully manage our sample selections (for example, between Single Audit expenditures and subsequent cash disbursement testing, or between payroll test of controls and testing of compensated absences) to optimize audit evidence while maintaining compliance with professional standards.

Common “Segment 3” audit request items include sample population files and related reconciliation reports along with backup support for the sample selections requested. Timing of this phase is also flexible but is most efficiently performed in conjunction with certain risk assessment procedures.

Segment 4 – Primary Audit Procedures

This is typically the most involved phase of the audit and at an eagle-eye's view, involves essential test of details for reported account balances and performing substantive analytical procedures. All procedures are customized based on information obtained in the preceding audit segments.

Based on our assessment of risk, we verify the material and/or significant year end account balances through audit procedures such as vouching to source documents, third-party confirmations and analytical procedures. In conducting our audit procedures, we utilize the computer assisted auditing software (if practical), IDEA, which allows us to gather more evidential matter in analyzing the Village's accounts in a more efficient manner. Our verification procedures are applied until we have gathered sufficient audit documentation for the purpose of expressing an opinion on the financial statements.

Our sampling methods are both statistical and non-statistical. Samples would be utilized on transaction testing, including our understanding of internal controls, tests of compliance and on select substantive procedures.

Our audits are completed in a paperless environment through the use of Caseware audit technology. In addition to the Village's financial statement audit, all compliance and Single Audit work will be conducted during this stage. While performing fieldwork, it is sometimes necessary to post audit adjustments. All potential adjustments are reviewed with management and once agreed upon will be posted to the trial balance.

Segment 5 – Annual Comprehensive Financial Report Review and Reporting

In preparation of the Village's financial statements, all calculations are mathematically recalculated and every word is read for spelling and grammatical errors. Our trained eyes also scan the financial statements to identify formatting inconsistencies. A 150 page government-specific disclosure checklist is meticulously prepared to ensure all disclosures required are included and appropriately presented. With the decades of experience that your proposed engagement team has reviewing governmental financial statements, we will perform multiple internal reference checks: (a) from something as simple as agreeing the Basic Financial Statement's Other Governmental Funds column to the totals for the Combining Schedules (b) to recalculating every reconciling item on the government-wide to fund-level reconciliations (c) to everything in-between. These checks are performed independently by the senior audit manager, engagement principal, and concurring review principal.



We appreciate the time-sensitivity of this process as it is usually one of the last steps performed in the audit and we are committed to working whatever hours are necessary to accomplish a quality review within the previously agreed upon time frames so that we meet the Village's June 30th reporting deadline.

Audit results are communicated through both verbal and written correspondence. Specific communication of results are made with management and those charged with governance during the planning process, as well as at the conclusion of the audit. In addition, internal control related matters and other audit findings, if applicable, are communicated through both verbal and written form. Internal control related matters are discussed with management in draft form to allow sufficient time for management to consider the comment and arrive at a response. After discussing with management, the presentation is provided to governance for further discussion and analysis. *(Note that if significant audit findings are identified during the audit process, they will be communicated immediately in order to begin the resolution process.)* It is our goal to work with the Village in resolving potential audit findings and/or internal control related matters, while maintaining our independence.

If fraud, irregularities or illegal acts are identified, a written letter will be provided to applicable management, the Mayor and Village Council immediately.

At the completion of our audit, we will issue a required communication letter addressed to the Mayor and Village Council that will address the matters listed in RFP # 23-15 on pages 5 and 6.

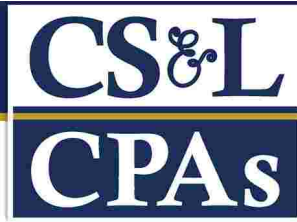
CS&L CPAs will retain all working papers for a minimum of five years after the completion of each audit (however, the Firm's retention period is seven years). During the retention period, CS&L CPAs will provide the Village or its authorized representatives with access to work papers free of charge.

Level of Staff to be Assigned and Estimated Hours to Each Segment

The table below summarizes the level of staff assigned to each segment and corresponding estimated hours.

	Segment 1	Segment 2	Segment 3	Segment 4	Segment 5	
	Planning	Risk Assessment	Internal Controls	Primary Audit Procedures	Financial Statement Review	Total
Principal	6	5	3	16	15	45
Manager	10	8	2	12	18	50
Supervisor	10	10	10	80	10	120
Staff	8	3	14	70	5	100
Total	34	26	29	178	48	315

Our approach to conducting audits is to have Principal involvement throughout the audit process. We believe Principal involvement in all phases provides a more effective and efficient audit process, more timely communication with management and ultimately benefits the final product. Jeff Gerhard, the Engagement Principal, will spend significant time in all phases of the Village's audit and will spend significant additional time than estimated above in the Village's first year audit.



Additionally, our commitment to service and access to our principals is paramount in our company philosophy. At CS&L CPAs, our clients do not have to work their way through the corporate structure. When they need to reach a principal, they can call directly. We take great pride in our customer care.

Approach to Audit Sampling

Our sampling methods are both statistical and non-statistical in nature. Samples would be utilized on transaction testing (including our understanding of internal controls, compliance testing and on select substantive procedures). Samples for transactions and compliance matters are generally selected in advance using random sampling based on the sample's population. In addition, we follow the AICPA guides related to compliance audits for selecting samples. These are selected in advance of fieldwork and on-site planning to the extent possible allowing the Village ample time to gather the information related to the samples.

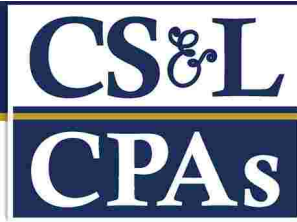
Sample sizes on transaction testing (such as cash receipts, payroll or disbursements) typically range from 25 to 40 items which are generally selected randomly. Sample sizes on substantive procedures (such as testing accounts receivable or capital outlay balances) are typically proportionate to the account balance's size. CS&L CPA's utilizes PPC sampling forms to determine sample sizes which are largely based on risk.

EDP Software Used in the Engagement

CS&L CPAs prides itself on performing our audits in a paperless environment. Our firm utilizes Caseware audit technology, as well as PPC SMART tools which automates our risk assessment and the development of our audit programs. In conducting our audit procedures we utilize the computer assisted auditing software (if practical), IDEA, which allows us to gather more evidential matter in analyzing the Village's accounts in a more efficient manner. All audit staff have a laptop computer with an additional external monitor and can access all of the Firm's programs and documents through the use of the cloud. We do utilize a portal (suralink) as an efficient and secure manner to transfer data back and forth securely.

Analytical Procedures

CS&L CPAs uses analytical procedures in all three segments of the audit engagement. During the planning segment, preliminary analytical procedures are performed to assist in our risk assessment procedures. These include comparing current year interim or unadjusted year end balances to prior year audited balances and the Village's annual budget, as well as consideration of related ratios for consideration of fraud risks. During the primary audit procedures segment, our analytical procedures are much more in depth and would include ratio analysis on trial balance amounts and financial reporting balances, as well as predictive testing. An example of this would be comparing payroll taxes as a percentage of payroll expense. In the financial statement review segment, we compare the final trial balance and financial statement amounts to the prior year amounts and budget, as well as other information obtained in the audit process to ensure the overall consistency and accuracy of the financial statement amounts.



Understanding of Internal Controls

As noted above, our consideration of internal controls is done during the planning/risk assessment phase of our audit. Internal controls are documented through the use of narratives and/or flow charts and live transactions are walked-through to further document our understanding. Our approach results in a thorough understanding and review of the Village's internal controls. In addition to obtaining this understanding, our Firm is a strong believer in testing internal controls as part of our basic audit procedures. Controls tested would typically include revenue (including utility billing), disbursements, and payroll.

Our detailed testing of water, stormwater and other utility charges includes a recalculation of amounts billed to residents. This procedure has identified problems in utility-related billings for our clients in the past which resulted in corrections that lead to additional revenue. Our Firm spends a significant amount of time performing these procedures whereas competitor firms do not. We strongly believe that these types of procedures add value for our clients.

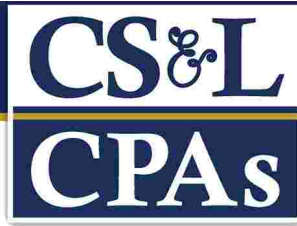
Testing of Legal and Regulatory Compliance

Our audits include performing procedures specifically tailored to ensure the Village's compliance with Florida Statutes, as well as other laws, regulations, contracts and grant agreements. We review statutes, Rules of the Auditor General and requirements of the Department of Financial Services and create audit programs to test compliance. These procedures entail vouching the Village's compliance with actual documents and established procedures (an example would be travel expenditures and budget testing). If a Single Audit is required, our testing of compliance would also include selecting and testing major program transactions in conjunction with applicable Compliance Supplement.

Audit Samples in Testing Compliance

We know that sample selections that do not consider other audit procedures often leads to superfluous work for all parties involved. At other firms, it is not uncommon for different members of audit engagement teams, working on different areas of the audit to request stand-alone sample selections often resulting in over-sampling and duplication of work by your team. At CS&L CPAs, we carefully manage our sample selections (for example, between Single Audit expenditures and subsequent cash disbursement testing, or between payroll test of controls and testing of compensated absences) to optimize audit evidence while maintaining compliance with professional standards.

Sample sizes for compliance under Single Audit typically range from 25-40 items and will be based on programs determined to be major programs.



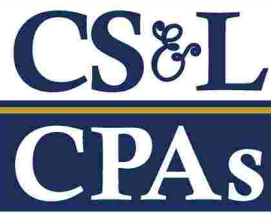
IDENTIFICATION OF ANTICIPATED POTENTIAL AUDIT PROBLEMS

Our proposed audit team has substantial auditing experience, specifically related to audits of local governments (municipalities) and Single Audits. It is this experience that allows us to identify potential issues prior to the audit commencement and deal with them before they become problematic. We maintain contact with our clients throughout the year to ensure that potential problems or issues are corrected during the year instead of when the audit reaches completion. CS&L CPAs stays abreast of accounting and auditing changes to ensure that new guidance is identified well in advance, and is implemented timely and accurately.

In relation to the Village's September 30, 2023 audit, the implementation of Governmental Accounting Standards Board Statement No. 96, *Subscription-Based Information Technology Arrangements* will be required. This standard will require reporting and disclosure similar to requirements under GASB No. 87, *Leases*. We will work with the Village in order to assure that the appropriate information that is required is gathered for proper disclosure in the financial statements and that the amounts reflected on the Village's financial statements and included in the notes are recorded and reported accurately in accordance with GASB No. 96. Through the use of our vendor, LeaseCrunch, we can also easily assist the Village in accurately determining the amounts and disclosures required for leases and subscription-based information technology agreements.

PROOF OF INSURANCE AND EXECUTED COPIES OF VILLAGE PROVIDED FORMS

A current certificate of insurance and the required executed copies of the Village's mandatory provided forms are included in this proposal commencing on the pages that follow.



CHRISMI-02

VTRENT

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/20/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Des Champs & Gregory, Inc. 1812 Manatee Ave W Bradenton, FL 34205	CONTACT NAME: PHONE (A/C, No, Ext): (941) 748-1812 FAX (A/C, No): (941) 750-0307 E-MAIL: ADDRESS:
INSURED Christopher, Smith, Leonard, Bristow, & Stanell C P A PO Box 1251 Bradenton, FL 34206-1251	INSURER(S) AFFORDING COVERAGE INSURER A : First Comp INSURER B : Star Stone National Inc Co INSURER C : The Travelers Insurance Co INSURER D : INSURER E : INSURER F : NAIC # 27626 19070

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PFR: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:			09-0037791603-0-00	1/7/2023	1/7/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ GENFRAI AGGREGATE \$ 4,000,000 PRODUCTS - COM/OP AGG \$ Included
A	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			09-0037791603-0-00	1/7/2023	1/7/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 0			87556L238ALI	1/7/2023	1/7/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	UB-9J33979A-23-42-G	1/1/2023	1/1/2024	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)							

CERTIFICATE HOLDER	CANCELLATION
For informational purposes only For informational purposes only For informational purposes only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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APPENDIX B

PROPOSER WARRANTIES

- A. Proposer warrants that it is willing and able to comply with State of Florida laws with respect to foreign (non-state of Florida) corporations.
- B. Proposer warrants that it is willing and able to obtain an errors and omissions insurance policy providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employees or agents thereof.
- C. Proposer warrants that it will not delegate or subcontract its responsibilities under an agreement without the prior written permission of the Village.
- D. Proposer warrants that all information provided by it in connection with this proposal is true and accurate.

Signature of Official: 

Name (typed): Jeff Gerhard

Title: Principal

Firm: Christopher, Smith, Leonard & Stanell, P.A.

Date: October 16th, 2023

APPENDIX C

SWORN STATEMENT ON PUBLIC ENTITY CRIMES

SECTION 287.133, FLORIDA STATUTES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Islamorada, Village of Islands
by Jeff Gerhard, Principal
[print individual's name and title]
for Christopher, Smith, Leonard & Stanell, P.A.
[print name of entity submitting sworn statement]

whose business address is
1001 3rd Ave West, Suite 700
Bradenton, FL 34205

and (if applicable) its Federal Employer Identification Number (FEIN) is 59-2142260

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____)
2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or the United States, including, but not limited to, any bid or contract for goods and services to be provided to any public entity or an agency or political subdivision of any other state or of the United States involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction or a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand than an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime.
 - c. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an entity.
6. Based on information and belief, the statement that I have marked below is true in relation to the entity submitting this sworn statement. [Indicate which statement applies.]

 X Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. [attach a copy of the final order]

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Signed, sealed and delivered

AUDITOR

in the presence of:

Jennifer Ruffino-Cook
Jennifer Ruffino-Cook

By: Jeff Gerhard
Jeff Gerhard
(Printed Name)
Principal
(Title)

Witness my hand and official notary seal/stamp at October 5th, 2023 the day and year written above

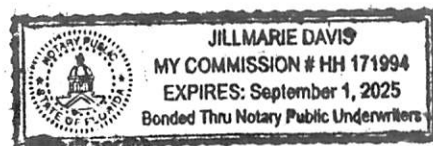
STATE OF FLORIDA)
) SS:
COUNTY OF Manatee)

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared Jeff Gerhard as Principal of CSEL CPA'S, an organization authorized to do business in the State of Florida, and acknowledged executing the foregoing Affidavit as the proper official of CSEL CPA'S for the use and purposes mentioned in the Affidavit and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation. He/She is personally known to me or has produced _____ as identification.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this 5th day of October, 2023

Jillmarie Davis
NOTARY PUBLIC

My Commission Expires:



APPENDIX D

NON-COLLUSION AFFIDAVIT

The undersigned individual, being duly sworn, deposes and says that:

1. He/She is Jeff Gerhard of Christopher, Smith, Leonard & Stanell, P.A. the Proposer that has submitted the attached Proposal;
2. He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;
3. Such Proposal is genuine and is not a collusive or sham Proposal;
4. Neither said Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham proposal in connection with the Agreement for which the attached Proposal has been submitted or to refrain from proposing in connection with such Agreement, or has in any manner, directly or indirectly, sought by agreement of collusion or communication of conference with any other Proposer, firm, or person to fix the price or prices, or of any other Proposer, or to fix any overhead, profit or cost element of the proposal or the response of any other Proposer, or to secure through any collusion, connivance, or unlawful agreement any advantage against Islamorada, Village of Islands, Florida, or any person interested in the proposed Agreement; and

(THIS SPACE INTENTIONALLY LEFT BLANK)

5. The response to the attached RFP is fair and proper and is not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Jeff Gerhard
Signature (Blue ink only)
Jeff Gerhard

Print Name
Principal

Title
October 16th, 2023

Date

Witness my hand and official notary seal/stamp at October 5, 2023 the day and year written above.

STATE OF FLORIDA)
) SS:
COUNTY OF Manatee)

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared as Jeff Gerhard of CSEL CPAs, an organization authorized to do business in the State of Florida, and acknowledged executing the foregoing Affidavit as the proper official of CSEL CPA'S for the use and purposes mentioned in the Affidavit and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation. He/She is personally known to me or has produced _____ as identification.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this 5th day of October, 2023

Jillmarie Davis
NOTARY PUBLIC

My Commission Expires:



APPENDIX E

ACKNOWLEDGMENT OF ADDENDA

The Proposer hereby acknowledges the receipt of the following addenda issued by the Village and incorporated into and made part of this RFP. In the event the Proposer fails to include any such addenda in the table below, submission of this form shall constitute acknowledgment of receipt of all addenda, whether or not received by him/her.

ADDENDUM NUMBER	DATE RECEIVED	PRINT NAME	TITLE	SIGNATURE (BLUE INK ONLY)
1	9/27/23	Jeff Gerhard	Principal	

[THIS SPACE INTENTIONALLY LEFT BLANK]

APPENDIX F

INDEPENDENCE AFFIDAVIT

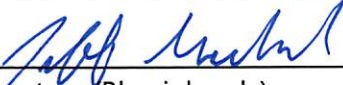
The undersigned individual, being duly sworn, deposes and says that:

1. He/She is Jeff Gerhard of Christopher, Smith, Leonard & Stanell, P.A., the Proposer that has submitted the attached Proposal;
2. (a) Below is a list and description of any relationships, professional, financial or otherwise that Proposer may have with the Village, its elected or appointed officials, its employees or agents or any of its agencies or component units for the past five (5) years.

(b) Additionally, the Proposer agrees and understands that Proposer shall give the Village written notice of any other relationships professional, financial or otherwise that Proposer enters into with the Village, its elected or appointed officials, its employees or agents or any of its agencies or component units during the period of this Agreement.

(If paragraph 2(a) above does not apply, please indicate by stating, "not applicable" in the space below.)

3. I have attached an additional page to this form explaining why such relationships do not constitute a conflict of interest relative to performing the services sought in the RFP.


Signature (Blue ink only)
Jeff Gerhard

Print Name
Principal

Title
October 16th, 2023

Date

Witness my hand and official notary seal/stamp at October 5, 2023 the day and year written above.

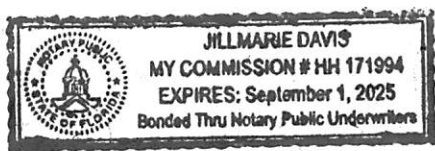
STATE OF FLORIDA)
) SS:
COUNTY OF Manatee)

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared as Jeff Gerhard of CSEL CPAs, an organization authorized to do business in the State of Florida, and acknowledged executing the foregoing Affidavit as the proper official of CSEL CPAs for the use and purposes mentioned in the Affidavit and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation. He/She is personally known to me or has produced _____ as identification.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this 5th day of October, 2023


NOTARY PUBLIC

My Commission Expires:





COPY

Christopher, Smith, Leonard & Stanell, P.A.

Certified Public Accountants



SEALED COST PROPOSAL

RFP FOR PROFESSIONAL AUDITING SERVICES

Islamorada, Village of Islands, Florida

Due Date: October 16, 2023

SUBMITTED BY:

Jeff Gerhard, CPA, CFE | JGerhard@CSLcpa.com

1001 3rd Ave West, Suite 700, Bradenton, Florida 34205

941.556.7949

Jeff Gerhard is authorized to represent Christopher, Smith, Leonard & Stanell, P.A., empowered to submit the bid,
and authorized to sign a contract with Islamorada, Village of Islands, Florida

SARASOTA

1515 Ringling Blvd., Suite 900
Sarasota, FL 34236
Ph. 941.954.4040

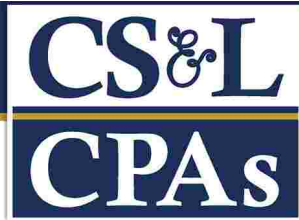
BRADENTON

1001 3rd Avenue W., Suite 700
Bradenton, FL 34205
Ph. 941.748.1040

TAMPA

101 E. Kennedy Blvd., Suite 1460
Tampa, FL 33602
Ph. 813.490.4490

www.CSLcpa.com



Christopher, Smith, Leonard & Stanell, P.A.

SEALED COST PROPOSAL – RFP FOR PROFESSIONAL AUDITING SERVICES

As a principal of Christopher, Smith, Leonard & Stanell, P.A., Jeff Gerhard is entitled to represent the firm, empowered to submit the bid, and authorized to sign a contract with Islamorada, Village of Islands, Florida (the Village).

JEFF GERHARD, CPA, CFE

Principal, CS&L CPAs

JGerhard@cslcpa.com

Total All-Inclusive Maximum Price

We understand the services required include an audit of the Village's basic financial statements for the year ending September 30, 2023 with the option to renew for each of the four (4) subsequent fiscal years. The services will include a financial statement audit of the Village, and if applicable, Federal or State Single Audits (separately quoted).

Our fee proposal for these services are as follows for fiscal years ended September 30, 2023 - 2027:

	2023	2024	2025	2026	2027
Audit of the financial statements	\$ 49,500	\$ 51,000	\$ 52,550	\$ 54,100	\$ 55,600
Federal or State Single Audit	\$ 4,500	\$ 4,600	\$ 4,750	\$ 4,900	\$ 5,100
TOTAL	\$ 54,000	\$ 55,600	\$ 57,300	\$ 59,000	\$ 60,700

These fees assume full cooperation from management and that the records are ready and available for audit, as well as requested information being ready on the agreed upon dates. If information is not ready or significant reconciliations or adjustments are necessary, we will stop and advise the Village. If the Village requests our firm to assist with work outside the scope of the audit, we will arrive at a new fee arrangement prior to proceeding and issue an addendum to the engagement letter. Future fees may also increase based on requested scope changes or changes in accounting or auditing standards, which require significant additional work, all of which would be agreed upon in advance.



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: December 12, 2023
SUBJECT: **Resolution Approving Settlement Agreement in the Matter of Glynn Heirs v. Islamorada, Village of Islands TAB 23**

Background:

The Glynn heirs have initiated takings claims against the Village pursuant to 42 U.S.C. section 1983 and Article X, section 6 of the Florida Constitution.

Analysis:

Under the proposed settlement agreement, the Village would agree to pay \$650,000 in exchange for the properties in question and a release of claims as set forth therein. The properties in questions consist of approximately 90 acres located at MM 86, adjacent to the Venetian Shores subdivision. The time frame for closing on the property under the proposed agreement is January 31, 2024, but can be extended by mutual agreement of the parties should it be necessary. The settlement agreement also calls for the properties to remain conservation land and/or open public space with the Glynn family name being referenced as part of a preserve, park, or flyway which may be established on the properties. In addition, any TDRs on the property would be available for use by the Village.

Budget Impact:

The purchase price for the property is \$650,000, plus any expenses related to the real estate closing.

Staff Impact:

Recommendation:

- Attachments:**
1. 46Q915702-Resolution approving Settlement Agreement (Glynn property)
 2. 47R1991-settlement agreement - clean v.2
 3. Glynn Request for 163.3181 Fla. Stat Dispute Resolution and Relief Under 70.51 Fla. Stat

RESOLUTION _____

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, APPROVING THE MEDIATED SETTLEMENT AGREEMENT RELATING TO THE GLYNN PROPERTY DESCRIBED HEREIN; AUTHORIZING VILLAGE OFFICIALS TO EXECUTE, DELIVER AND IMPLEMENT THE TERMS AND CONDITIONS OF THE SETTLEMENT AGREEMENT; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in 2006, R. Jay Glynn, William Graham Glynn, Sally Lefew, Nancy Wilson, Peggy Williams, and Maritza Fonseca (the "Glynn Heirs") inherited the land described in the deed attached to the Mediated Settlement Agreement ("Agreement") which agreement is attached hereto as Exhibit A. The property consists of 99 more or less acres of land located within the Village, spanning from U.S. 1 to Florida Bay (the "Glynn Property"); and

WHEREAS, the predecessor in title, Jay Glynn, purchased the Glynn Property in the 1960's by which time it had been platted for commercial development along its U.S. 1 frontage and for residential development similar to that of the neighboring Venetian Shores subdivision; and

WHEREAS, the State of Florida (without the consent of Jay Glynn) subsequently listed a substantial portion of the Glynn Property on the Florida Forever acquisition list (a.k.a. the C.A.R.L.) list; Monroe County designated the Glynn property as conservation land in its comprehensive planning process, and upon its incorporation, Islamorada, the Village of Islands (the "Village") did so as well; and

WHEREAS, the Jay Glynn Trust and/or the Glynn Heirs have attempted to obtain limited development approval for upland area along the U.S. 1 frontage of the Glynn Property through companion applications submitted to the Village for small scale comprehensive plan

amendment and associated rezoning to allow affordable housing development, but these applications were formally denied by the Village in November 2019; and

WHEREAS on or about December 20, 2019, Petitioners filed a Request for §163.3181 Florida Statutes Dispute Resolution & Relief under §70.51 Florida Statutes ("Petition") in connection with the Village's November 2019 denial of the Glynn Heirs' (and their co-applicant buyer's) Application for Future Land Use Map and Zoning Amendment; and

WHEREAS, on April 24, 2023, the Parties participated in the §163.3181 mediation sought by the Glynn Heirs' Petition, and agreed to the terms described in the Settlement Agreement attached hereto as Exhibit "A," subject to consideration by the Village Council of the Village (the "Village Council") at its next available duly noticed public hearing, and if approved by the Village Council, the terms shall become a binding Settlement Agreement; and

WHEREAS, the Village Council finds that the Settlement Agreement and this Resolution are in the best interest and welfare of the residents of the Village.

NOW THEREFORE BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, AS FOLLOWS:

Section 1. **Recitals.** The above recitals are true and correct and are incorporated herein by this reference.

Section 2. **Approval of the Settlement Agreement.** The Village Council hereby approves the terms and conditions of the Settlement Agreement attached hereto as Exhibit "A" together with such non-material changes as may be acceptable to the Village Manager and approved as to form and legality by the Village Attorney.

Section 3. Execution of Agreement. The Village Manager is authorized to execute the Settlement Agreement on behalf of the Village, to execute any required agreements and/or documents to implement the terms and conditions of the Settlement Agreement, subject to the approval as to form and legality by the Village Attorney.

Section 4. Authorization of Village Officials. The Village Manager and/or his/her designee and the Village Attorney are authorized to take all actions necessary to implement the terms and conditions of the Settlement Agreement.

Section 5. Effective Date. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this ____ day of December, 2023.

Motion to adopt by _____. Seconded by _____.

FINAL VOTE AT ADOPTION

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Joseph B. Pinder III	___
Vice Mayor Sharon Mahoney	___
Councilman Mark Gregg	___
Councilwoman Elizabeth Jolin	___
Councilman Henry Rosenthal	___

Remainder of this page intentionally left blank.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2023.

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS:

JOHN J. QUICK, VILLAGE ATTORNEY

**R. JAY GLYNN, WILLIAM GRAHAM GLYNN, SALLY LEFEW,
NANCY WILSON, PEGGY WILLIAMS, and
MARITZA FONSECA**

Petitioners,

v.

ISLAMORADA, VILLAGE OF ISLANDS

Respondent.

_____ /

MEDIATED SETTLEMENT AGREEMENT

This Mediated Settlement Agreement (“Agreement”) is entered into on _____, 2023, by and between R. Jay Glynn, William Graham Glynn, Sally Lefew, Nancy Wilson, Peggy Williams, and Maritza Fonseca (“Glynn Heirs”) and Islamorada, Village of Islands (“Village”), a Florida municipal corporation (collectively, the “Parties”).

RECITALS

WHEREAS, in 2006, the Glynn Heirs inherited the land described in the deed attached hereto as Exhibit A by conveyance out of the Jay Glynn Trust (hereafter the “Glynn Property”). The Glynn Property consists of 99 more or less acres of land located within the Village, spanning from U.S. 1 to Florida Bay; and

WHEREAS, the predecessor in title, Jay Glynn, purchased the Glynn Property in the 1960’s by which time it had been platted for commercial development along its U.S. 1 frontage and for residential development similar to that of the neighboring Venetian Shores subdivision. A copy of the plat is attached hereto as Exhibit B; and

WHEREAS, the State of Florida (without the consent of Jay Glynn) subsequently listed a substantial portion of the Glynn Property on the Florida Forever acquisition list (a.k.a. the

C.A.R.L.) list; Monroe County designated the Glynn property as conservation land in its comprehensive planning process, and upon its incorporation, the Village did so as well; and

WHEREAS, the Jay Glynn Trust and/or the Glynn Heirs have attempted to obtain limited development approval for upland area along the U.S. 1 frontage of the Glynn Property through companion applications submitted to the Village for small scale comprehensive plan amendment and associated rezoning to allow affordable housing development, but these applications were formally denied by the Village in November 2019; and

WHEREAS on or about December 20, 2019, Petitioners filed a Request for §163.3181 Florida Statutes Dispute Resolution & Relief under §70.51 Florida Statutes (“Petition”) in connection with the Village’s November 2019 denial of the Glynn Heirs’ (and their co-applicant buyer’s) Application for Future Land Use Map and Zoning Amendment (“Application”); and

WHEREAS, on April 24, 2023, the Parties participated in the §163.3181 mediation sought by the Glynn Heirs’ Petition, and agreed to the terms described below, and subsequently agreed to the compensation set forth in this settlement agreement, subject to consideration by the Village Council of Islamorada, Village of Islands (“Village Council”) at its next available duly noticed public hearing, and if approved by the Village Council, the following terms shall become a binding settlement agreement (“Agreement”); and

WHEREAS, the Parties acknowledge that the Glynn family has filed a lawsuit to protect its interests pending consideration of this Settlement Agreement by the Council and, if approved, closing, but to conserve the resources of the parties will stipulate to a stay of said proceedings pending the Council’s consideration of this Settlement Agreement, and if approved closing; wish to toll any statutes of limitations periods which may be running, without acknowledging or conceding liability of any kind; and

NOW THEREFORE, in consideration of their mutual promises contained herein, the value of which is hereby acknowledged as sufficient, the Parties agree as follows, subject to approval by the Village Council:

TERMS

1. **Incorporation of Recitals.** The Parties hereby agree and acknowledge that the foregoing Recitals to this Agreement are true and correct and are hereby incorporated into and made part of this Agreement as if fully set forth herein.

2. **Partial Donation of Glynn Property.** In aid of settlement of and without prejudice to all potential claims arising out of the regulation of the Glynn property and denial of applications for development, the Glynn Heirs agree to convey the Glynn Property to the Village for conservation purposes at the donative price of \$650,000.00. The Glynn Heirs shall be responsible to pay: (i) documentary stamps to be affixed to the warranty deed, subject to the exemption under 12B-4.014 F.A.C. for settlements with government entities; (ii) costs of procuring a title update, title commitment, lien letters, and title insurance; and (iii) cost to cure any title defect up to a cap of \$5,000. If the cost to cure any title defects exceeds \$5,000 Buyer shall either pay costs in excess of \$5,000 or shall have the right to terminate this transaction. The Village shall be responsible to pay or reimburse for: (i) the cost of the title insurance policy premium, (ii) its costs associated with its inspections of the Property, (iii) all recording costs (except for instruments required to cure title as set forth above).

3. **Charitable Contribution.** The Parties acknowledge that the Village will need to procure appraisal(s) of the Glynn Property in connection with implementing this Agreement, and that the Glynn Heirs may procure an appraisal as well. The Parties agree that any amount by which the highest of the Parties' appraisals exceeds \$650,000.00 shall be considered a charitable

contribution by the Glynn Heirs, and the Village agrees to provide such documentation as reasonably required by the Glynn Heirs to evidence the contribution including, without limitation, the Village's execution of IRS Form 8283 that acknowledges receipt of the Glynn Property having a value in excess of the donative price of \$650,000.00.

4. **Conservation Oriented Use and Naming of Preserve.** The Village, its successors or assigns shall maintain the use of the Glynn Property as conservation land and/or public open space. The Glynn family shall be referenced in the naming of the preserve, park or flyway that the Glynn Property becomes and shall be displayed on signage typical of County or Village parks and in all promotional materials, whether on-line or hard copy brochures provided to the public.

5. **Timeframe for Closing.** Closing on the conveyance contemplated by this Agreement shall occur no later than January 31, 2024, unless otherwise extended by the Parties. Closing on the conveyance under this paragraph means clearance of the \$650,000 cash component of the transaction and execution of a deed conveying the Glynn property to the Village or its assignee as provided herein.

6. **Assignability to Monroe County Land Authority.** The Village may assign its rights under this Agreement or any associated purchase contract to the Monroe County Land Authority ("MCLA") so long as the MCLA also undertakes all of the obligations of the Village under this Agreement, including but not limited to closing no later than January 31, 2024.

7. **Internal Allocation by the Village.** Subject to the requirements of paragraph 2 above, the Village reserves the right to internally allocate the cash component of the proposed conveyance across the entire Glynn Parcel as it sees fit and to assign or re-convey any or all of the Glynn Parcel to the MCLA, or such governmental authority as may purchase the property for conservation purposes.

8. **Agreement to Stay Litigation.** The Glynn Heirs believe the Village's actions in denying their companion applications in November 2019 and subsequently eliminating TDR availability for the mangrove areas of the Glynn Property, among other things, gives rise to claims under the Takings Clauses of the state and federal constitutions and potentially other claims including but not limited to claims under Chapter 70, Florida Statutes. The Village disputes any such claims in their entirety. The Parties, however, agree that such claims and disputes would be mooted in the event this Agreement is approved by the Village Council and closing occurs as provided herein, and further, that it is in their respective best interests to agree to stay any litigation which the Glynn Heirs may have filed to protect their interests. Accordingly, the Parties agree to execute and file stipulations and/or motions to stay accordingly, and in the event that the Court does not stay said litigation, the parties will observe an informal standstill of litigation and discovery until consideration of this Agreement by the Village Council, and if approved, closing.

9. **No Admissions and Non-Admissibility.** By entering into this Agreement, neither of the Parties admits to any liability, nor does either of the Parties waive any defense to claims that may be raised by the other. Any appraisal procured by the Glynn Heirs in connection with the conveyance of the Glynn Property contemplated herein shall be inadmissible in any legal proceeding absent written consent of the Glynn Heirs. Neither this Agreement or its terms shall be admissible in any court proceeding except for purposes of proving the basis for a claimed tax exemption or if necessary to enforce the terms of the tolling provision in which case the Agreement shall be redacted to show only terms fairly related to establishing a tax deduction or enforcing the tolling provisions herein.

10. **Conditional General Release.** Subject to and conditioned upon approval of this Agreement by the Village Council, compliance by the Village with all of its obligations under this

Agreement, and closing on the conveyance contemplated herein on or before January 31, 2024, the Glynn Heirs (collectively and individually) hereby voluntarily release, waive, and forever discharge any and all claims, rights, demands, actions, or causes of actions, of any kind arising from the Village's regulation of the Glynn Property, known or unknown, foreseen or unforeseen, foreseeable or unforeseeable, and any consequences thereof, which they have or may have against the Village and its agents in their official and individual capacities (including but not limited to, its officials, elected officials, employee, agents, law enforcement officers and attorneys) from the beginning of the world until the date of execution of this Agreement by an authorized official of the Village (this shall include the dismissal with prejudice of the law suit filed by the Glynn Heirs in the 16th Judicial Circuit In and For Monroe County, Florida- Case No. 23 CA-000432-P). It is the intention of the Glynn Heirs (collectively and individually) to fully, finally and forever resolve and release any and all disputes they may have or believe themselves to have against the Village and its agents in their official and individual capacities (including but not limited to, its officials, elected officials, employees, agents, law enforcement officers, and attorneys) arising from the Village's land use regulation of the Glynn Property. Notwithstanding anything to the contrary in this paragraph, however, the Glynn Heirs do not waive or release claims or actions to enforce the terms of this Agreement or for its breach.

11. **Adequate Consideration.** The Glynn Heirs agree that the mutual promises and consideration as set forth in this Agreement constitute adequate and ample consideration for the rights and obligations created by this Agreement as well as the rights and claims the Glynn Heirs are waving and/or releasing under paragraph 9 of this Agreement.

12. **Attorneys' Fees and Costs.** Parties shall bear its own attorneys' fees and costs in connection with the Petition, mediation, and negotiation of this Agreement. The Village shall

bear the closing costs, if this Agreement is approved by the Village Council, consistent with paragraph 2.

14. **Execution & Effective Date.** This Agreement will become effective upon the execution of this Agreement by the Glynn Heirs and an authorized official of Village in the event of approval by Village Council at a duly noticed public hearing. Execution by an authorized official of the Village shall take place within 5 business days of approval by the Village Council at a duly noticed public hearing.

15. **Public Record.** The Glynn Heirs understand and agree that under the Florida Public Records Law, Chapter 119, Florida Statutes, the Village is required to, and shall upon request by any third party, disclose the terms of this Agreement, and the Village shall comply with all federal, state, and local laws requiring disclosure of public records.

16. **Governing Law and Interpretation.** This Agreement shall be governed and construed in accordance with the laws of the State of Florida. If any provision of this Agreement is declared illegal or unenforceable by any court of competent jurisdiction, and it cannot be modified to be enforceable, the other terms of this Agreement (except for those in paragraphs 8 and 9 above) shall be null and void as well, absent separate written agreement of the Parties to preserve such other terms. Venue for any litigation arising from this Agreement will be in Monroe County, Florida.

17. **Amendment.** This Agreement may not be amended except by written agreement signed by all the parties, and approval by Village Council.

18. **Headings.** Section headings are used herein for convenience of reference only and shall not affect the meaning of any provisions of this Agreement

Dated: This ____ day of _____ 2023.

The undersigned are authorized to enter into this Settlement Agreement.

Maria Bassett Acting Village Manager Islamorada, Village of Islands Islamorada Administrative Center, and Public Safety Headquarters 86800 Overseas Highway Islamorada, FL 33036 <i>For Islamorada, Village of Islands</i> By: _____	R. Jay Glynn <i>Petitioners' Authorized Representative</i> By: _____
---	--

R. JAY GLYNN, WILLIAM GRAHAM GLYNN,
SALLY LEFFEW, NANCY WILSON, PEGGY WILLIAMS,
and MARITZA FONSECA,

Petitioners,

v.

VILLAGE OF ISLAMORADA,

Respondent

REQUEST FOR § 163.3181 FLA. STAT. DISPUTE RESOLUTION
& RELIEF UNDER § 70.51 FLA. STAT.

Petitioners, R. Jay Glynn, William Graham Glynn, Sally Leffew, Nancy Wilson, Peggy Williams, and Maritza Fonseca (collectively “Glynn”), through undersigned counsel and pursuant to §§163.3181(4) and 70.51 Fla. Stat. (2019), respectfully petition the Village of Islamorada (“Village”) for consolidated dispute resolution in connection with denial of Glynn’s November 28, 2017 Application for Future Land Use Map and Zoning Amendment (“Application”), a copy of which is attached hereto as Exhibit A) by vote of the Village Council on November 21, 2019. As grounds for this request, Glynn respectfully submits:

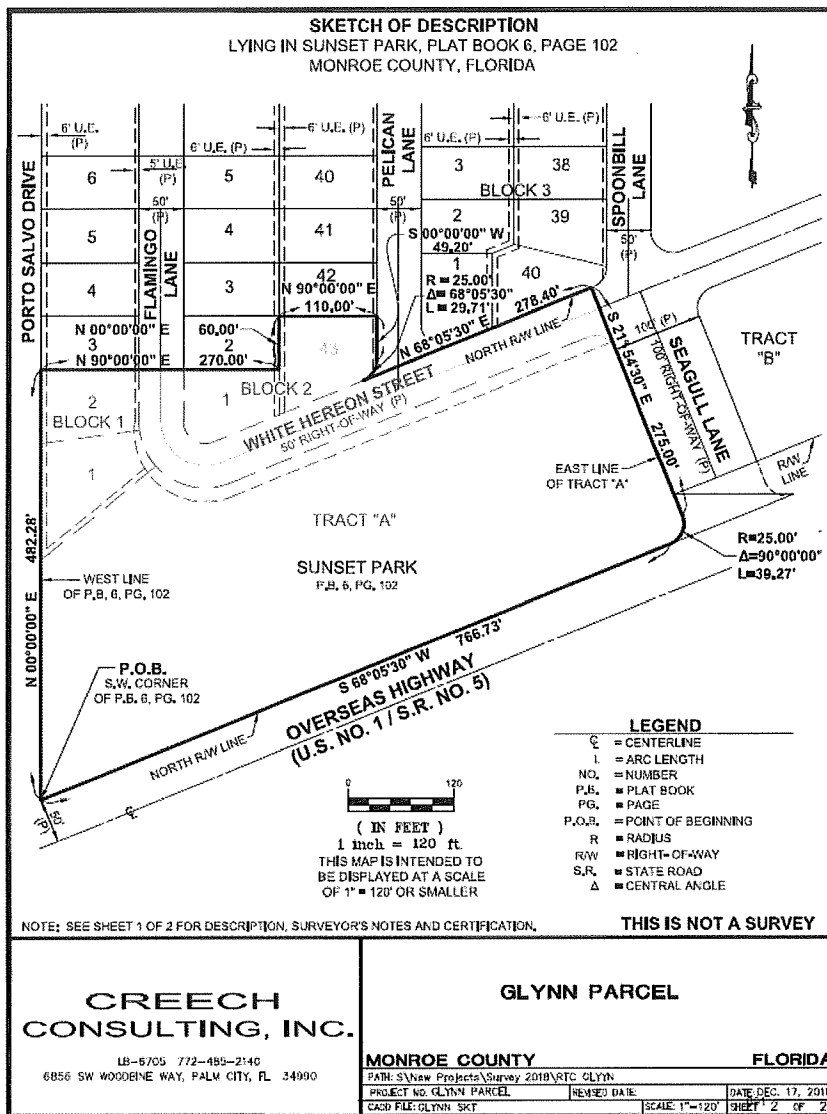
1. Glynn is the record owner of approximately 95 acres of platted real property (including both residential and commercial lots) located within the jurisdictional limits of the Village on Overseas Highway (roughly Mile Marker 86), more specifically described in the Application and shown on the following aerial (“Property”):



2. Glynn sought companion small scale comprehensive plan map and text amendments, zoning amendments, and a variance to allow development on only 4.91 acres of

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ATTORNEYS AT LAW

the Property fronting on Overseas Highway. The area on which the Application proposed development is depicted on the following survey ("Development Parcel):



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ATTORNEYS AT LAW

3. Glynn sought to develop the Development Parcel with roughly 45 affordable housing units for which there is significant demand in the keys and in the Village.

4. Under the current Village Code at least 37 dwelling units are available for transfer from platted residential lots for clustering within the property.

5. The Development Parcel was under contract for sale to a reputable affordable housing developer during the pendency of the Application and at the time of the November 21, 2019 denial. The denial of the Application will prevent closing on the sale contract for the Development Parcel.

6. The denial of the Application was unreasonable and/or unfairly burdens the use of the Property because it deprives Glynn of any economically viable use of the Property as a whole.

7. The denial of the Application was unreasonable and/or unfairly burdens the use of the Property particularly because the Glynn family acquired the Property prior to imposition of the conservation regulations upon which the Village based the denial.

8. The denial of the Application was unreasonable and/or unfairly burdens the use of the Property particularly in light of the history of attempts by the Glynn family to make reasonable use of the property, some of which is summarized at pages 75-87 and 92-96 of the Application.

9. The rationales expressed by Council members for their unanimous vote to deny the Application uniformly reflected an intention by the Village to preserve the entire 95 acre Property and disallow any development of the Property whatsoever.

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ATTORNEYS AT LAW

10. The Village Council's November 21, 2017 denial of the quasi judicial agenda items identified as items VIII D and F on the Council Meeting Agenda attached as Exhibit B (relating to Glynn's request for comprehensive plan amendments) entitle Glynn to request mediation or other dispute resolution under §163.3181(4) Fla. Stat. (2019),

11. The Village Council's November 21, 2017 denial of the quasi judicial agenda items identified as items VIII E and G on the Council Meeting Agenda attached as Exhibit B (relating to Glynn's request for zoning changes) constitute a "development order" as defined by § 70.51(2)(a) and therefore entitle Glynn to request relief under § 70.51 Fla. Stat. (2019).

12. On information and belief, the Village Council's denial of Exhibit B Agenda items VIII D, E, F, and G has not yet been documented by published minutes, as reflected on the following December 20, 2019 screenshot of the Village's "Agendas & Minutes" webpage available at http://www.islamorada.fl.us/departments/village_clerk/minutes.php:

RELATED PAGES

- Agendas & Minutes
- Ordinances
- Public Notices
- Resolutions
- Village Council Elections
- Village Council
- Village Code
- Monroe County Property Appraiser
- Monroe County Tax Collector
- Monroe County Clerk of the Court
- Monroe County Government

Searchable Council Meeting Minutes 2010-2019

Date	Meeting Type	Agenda	Minutes	Video
12/18/18	2018 Village Council Meeting Minutes (searchable)	Agenda	Minutes	
12/17/17	Village Council Meeting Minutes (searchable)	Agenda	Minutes	
12/15/16	2016 Village Council Meeting Minutes (searchable)	Agenda	Minutes	
12/15/15	2015 Village Council Meeting Minutes (searchable)	Agenda	Minutes	
12/14/14	2014 Village Council Meeting Minutes (searchable)	Agenda	Minutes	
12/13/13	2013 Village Council Meeting Minutes (searchable)	Agenda	Minutes	
12/12/12	2012 Village Council Meeting Minutes (searchable)	Agenda	Minutes	
12/11/11	2011 Village Council Meeting Minutes (searchable)	Agenda	Minutes	
12/10/10	2010 Village Council Meeting Minutes (searchable)	Agenda	Minutes	
2019				
12/12/19	Regular Village Council Meeting	Agenda	Minutes	Video
11/21/19	Regular Village Council Meeting	Agenda	Minutes	Video
10/24/19	Regular Village Council Meeting	Agenda	Minutes	Video
10/10/19	Regular Village Council Meeting	Agenda	Minutes	Video
09/19/19	Regular Village Council Meeting	Agenda	Minutes	Video
09/19/19	Special Call - First Budget Hearing	Agenda	Minutes	Video
09/04/19	Special Call - First Budget Hearing	Agenda	Minutes	Video
08/25/19	Regular Village Council Meeting	Agenda	Minutes	Video

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ATTORNEYS AT LAW

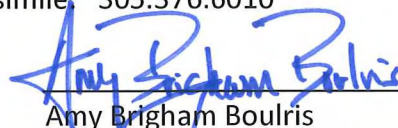
13. Glynn is filing this petition within 30 days of the November 21, 2019 denial of of Exhibit B Agenda items VIII D, E, F, and G in the abundance of caution, without prejudice to supplement the petition with the documentation of the Village's development order required by § 70.51(6)(b).

WHEREFORE, Glynn requests all the relief provided under § 163.3181(4) and § 70.51 Fla. Stat. (2019), including but not limited to, consolidated mediation under § 163.3181(4) and § 70.51(17)(a) and further hearing before the appointed special magistrate if necessary.

Respectfully submitted,

Gunster, Yoakley & Stewart, P.A.
Brickell World Center, Suite 3500
600 Brickell Avenue
Miami, FL 33131
Telephone: 305.376.6000
Facsimile: 305.376.6010

By:



Amy Brigham Boulris
Florida Bar No.: 772836
aboulris@gunster.com
Counsel for Petitioner

GUNSTER, YOAKLEY & STEWART, P.A.
A PROFESSIONAL ASSOCIATION
ATTORNEYS AT LAW

CERTIFICATE OF FILING & SERVICE

I HEREBY CERTIFY that an original of the foregoing petition was hand delivered to the Mayor of Islamorada c/o the Village Clerk at 86800 Overseas Highway, Islamorada and that a true copies were furnished via electronic mail to the following listed persons this 20th day of December, 2019:

Mike Forster, Mayor Mike.Forster@islamorada.fl.us Islamorada, Village of Islands, 86800 Overseas Highway Islamorada, FL 33036 Telephone: (305) 664-6400	Roget V. Bryan, Esquire Village Attorney, Village of Islamorada roget.bryan@islamorada.fl.us
Kelly S. Toth Clerk, Village of Islamorada Clerk@islamorada.fl.us	

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A PROFESSIONAL ASSOCIATION
ATTORNEYS AT LAW

EXHIBIT-A

SPOTTSWOOD, SPOTTSWOOD, SPOTTSWOOD & STERLING, PLLC

ATTORNEYS AND COUNSELORS AT LAW

500 FLEMING STREET

KEY WEST, FLORIDA 33040

JOHN M. SPOTTSWOOD, JR.
ERICA HUGHES STERLING
CRISTINA L. SPOTTSWOOD
WILLIAM B. SPOTTSWOOD, JR.
RICHARD J. McCHESNEY

Telephone | 305-294-9556
Facsimile | 305-504-2696

OF COUNSEL:

JOHN M. SPOTTSWOOD (1920 – 1975)
ROBERT A. SPOTTSWOOD (of Counsel)
WILLIAM B. SPOTTSWOOD (of Counsel)

November 22, 2017

Ms. Cheryl Cioffari
Director of Planning
Village of Islamorada
86800 Overseas Highway
Islamorada, Florida 33036

Subject: Glynn Property:

Dear Cheryl:

The purpose of this letter is to submit the attached application for amending the Future Land Use Map (FLUM) for a portion of the Glynn property on Plantation Key as is allowed by the Village Land Development Regulations, Village Comprehensive Plan and Florida statute 163.3187. As you know, Florida statute 163.3187 was written, in part, to allow a Future Land Use Map and the Comprehensive Plan text change when, in the Florida Keys, the change involves the creation of an opportunity to create affordable housing. This portion of state law provides for an expedited review of small areas of a local jurisdiction proposed for such change and is known generally as the "Small Scale Amendment" Process.

Contained with this application is a request to amend the Land Development Regulations and a change of the Zoning of the part of the parcel considered for the FLUM Change to implement the proposed Future Land Use Map change. The Zoning of that portion of the property is proposed to become Medium Residential versus its present designation of Conservation. The change of the Land Development Regulations and Zoning will depend upon the local and state approval of the FLUM Map and Comprehensive Plan text change, and would become effective then.

Once the above changes are implemented, the Owner will apply for the Development Agreement required by the proposed Comprehensive Plan Text Amendment and will submit an application for Conditional Use approval of an Affordable Housing Project.

Previously we had met with staff to discuss methods whereby the Glynn property could be used in part for affordable housing. Having found no clear easy direction to achieve the affordable housing through the existing Land Development Regulations and Comprehensive Plan, the team consisting of our firm, Wendover Housing Partners of Altamonte Springs, Florida, the owner of the property Mr. Jay Glynn and his attorneys from the Gunster Law Firm has proposed the method described above in order to resolve the impasse that has prevented the realization of an affordable housing project for at least five years.

The change proposed to the text of the Comprehensive Plan resolves the clearing ratio for hardwood hammocks issue without harming the clearing ratios the LDRs apply to other parcels in the Village.

We look forward to working with you and staff to process the application and take it to the required public hearing to move forward. We will meet with you at your request to discuss all parts of the application.

Sincerely and respectfully,

Donald Leland Craig, AICP
Land Use Director

cc. Mr. Jay Glynn, Ms. Amy Boulris, Mr. Jonathan Wolfe, Mr. Jeffrey Sharkey and Ms. Erica Hughes-Sterling.

Copy of Letter and Application Materials to Mr. Roget Bryan, Village Attorney



ISLAMORADA, VILLAGE OF ISLANDS
PLANNING AND DEVELOPMENT SERVICES DEPARTMENT

APPLICATION FOR MAP AMENDMENT

Pursuant to Chapter 30, Article IV, Divisions 8 & 9

Application Type:	Application Fee:	*Deposit	Total Fee
☒ Future Land Use and Zoning	\$5,120.00	\$1000.00	\$6,120.00
☐ Zoning only	\$2,500.00	\$1000.00	\$3,500.00
☐ Request concurrent Future Land Use and Zoning hearings pursuant to §163.3184(12), Florida Statutes			

PLEASE NOTE: THIS APPLICATION ACCEPTED BY APPOINTMENT ONLY.

An application must be deemed complete and in compliance with the Village Code by Staff prior to the items being scheduled for review. See the Submittal Requirements below for a list of required submittals and documents.

APPLICANT / AGENT (if applicable): Property owner must submit a notarized letter authorizing the applicant/agent to act on their behalf including the agent's name, address and phone number.

Name: Donald L. Craig AICP Land Use Director Spottswood, Spottswood, Spottswood and Sterling

Mailing Address: 500 Fleming Street

City: Key West

State: Florida

Zip: 33040

Home/Mobile Phone: 305 924 0249

Office: 305 294 9556

Fax: 305 504 2696

Email: _____

PROPERTY OWNER:

Name: Jay R Glynn et al. - See property record cards

Mailing Address: 4430 Meager Circle

City: Port Charlotte

State: Florida

Zip: 33948-9495

Home/Mobile Phone: 941 625 6824/941 815 8955

Office: _____

Fax: _____

Email: jayglynn11@gmail.com

LEGAL DESCRIPTION OF PROPERTY: If in metes and bounds, attach legal description on separate sheet.

Physical Address: 86000 Overseas Highway

Mile Marker: 86

Lot: several Block: several Subdivision: Sunset Park

☒ Plantation Key

☐ Windley Key

☐ Upper Matecumbe Key

☐ Lower Matecumbe Key

Real Estate (RE) Number: see list

Alternate Key: see list

PROPERTY DESCRIPTION:

Total Land Area: 255,261

Square Feet 5.86

Acres

Existing Use of Property: Vacant

Has an Application for Map Amendment been submitted for this site within the past two (2) years? ☐ Yes ☒ No

If yes, provide name and date of application: _____

PROPOSED MAP AMENDMENT:

Current Future Land Use Category: Conservation

Current Zoning District: Conservation

Proposed Future Land Use Category: Residential Medium

Proposed Zoning District: Residential Medium

Application for Map Amendment

SUBMITTAL REQUIREMENTS:

- ☒ **Correct application fee.** Check or money order to "Islamorada, Village of Islands".
- ☒ **Notarized agent authorization letter**, if applicable, including the agent's name, address and phone number authorizing the applicant/agent to act on all property owners' behalf.
- ☒ **Proof of ownership** e.g. warranty deed, lease or pending sale contract.
- ☒ **Property record card** from the Monroe County Property Appraiser.
- ☒ **Copy of current Future Land Use Map** clearly marking the boundaries of the property. Map may be request from Planning and Development Service Department prior to application submittal.
- ☒ **Copy of current Official Zoning Map** clearly marking the boundaries of the property. Map may be request from Planning and Development Service Department prior to application submittal.
- ☒ **Photographs** of the site taken from adjacent streets.
- ☒ **Signed and sealed survey** prepared by a Florida registered surveyor. The survey shall include elevations and location of all existing structures, paved areas, location of all utility structures, all easements, all bodies of water on and adjacent to the site, docks, piers, mean high water line and total acreage by habitat (please provide a digital copy in addition to the signed and sealed survey).
- ☒ **Data and analysis (including a land use need analysis)** pursuant to Comprehensive Plan Policy 1-2.1.13, demonstrating there is a need for the amount of development allowed by the proposed FLUM designations in order to accommodate the Comprehensive Plan's projected population growth within the planning timeframe of the Comprehensive Plan.
- ☒ **Explanation** of how the application satisfies each of the applicable criteria in the Land Development Regulations, Comprehensive Plan and Principles for Guiding Development pursuant to § 380.0552(7), Florida Statutes. See Attachment A for list of criteria.

If deemed necessary to complete a full review of the application, the Planning and Development Services Department reserves the right to request additional information.

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate. I certify that all information required has been provided.

Signature of Applicant or Agent

Date

Print Name:

STATE OF

COUNTY OF

Sworn to and subscribed before me this

28th

day of

November

20¹⁷

by

Donald Craig

(name of person signing the application)

as

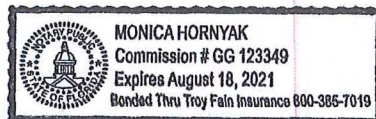
(type of authority...e.g. officer, manager/member, trustee, attorney in fact)

for

(name of entity or party on behalf of whom application was executed).

Signature of Notary Public - State of Florida

SEAL:



☒ Personally Known

☐ Produced Identification

Type of ID

ATTACHMENT A

Future Land Use Map (FLUM) Amendment Criteria. The applicant shall submit all information required to adequately address the filing requirements adopted by the Florida Department of Economic Opportunity ("DEO"). In addition, the applicant shall submit all other information necessary to address the comprehensive planning criteria of the Village.

Pursuant to the DEO State Coordinated Review Submittal Guidelines, in the case of FLUM amendments, the following information must be provided:

1. A description of the availability of and the demand on the following public facilities: sanitary sewer, solid waste, drainage, potable water, traffic circulation, schools and recreation, as appropriate; and
2. Information regarding the compatibility of the proposed land use amendments with the Comprehensive Plan future land use element objectives and policies, and those of other affected elements.

All proposed FLUM amendments must be consistent with the Principles for Guiding Development within the Florida Keys Area of Critical State Concern, pursuant to § 380.0552(7), Florida Statutes. The Principles are listed below.

- (a) Strengthening local government capabilities for managing land use and development so that local government is able to achieve these objectives without continuing the area of critical state concern designation.
- (b) Protecting shoreline and marine resources, including mangroves, coral reef formations, seagrass beds, wetlands, fish and wildlife, and their habitat.
- (c) Protecting upland resources, tropical biological communities, freshwater wetlands, native tropical vegetation (for example, hardwood hammocks and pinelands), dune ridges and beaches, wildlife, and their habitat.
- (d) Ensuring the maximum well-being of the Florida Keys and its citizens through sound economic development.
- (e) Limiting the adverse impacts of development on the quality of water throughout the Florida Keys.
- (f) Enhancing natural scenic resources, promoting the aesthetic benefits of the natural environment, and ensuring that development is compatible with the unique historic character of the Florida Keys.
- (g) Protecting the historical heritage of the Florida Keys.
- (h) Protecting the value, efficiency, cost-effectiveness, and amortized life of existing and proposed major public investments, including:
 1. The Florida Keys Aqueduct and water supply facilities;
 2. Sewage collection, treatment, and disposal facilities;
 3. Solid waste treatment, collection, and disposal facilities;
 4. Key West Naval Air Station and other military facilities;
 5. Transportation facilities;
 6. Federal parks, wildlife refuges, and marine sanctuaries;
 7. State parks, recreation facilities, aquatic preserves, and other publicly owned properties;
 8. City electric service and the Florida Keys Electric Co-op; and
 9. Other utilities, as appropriate.
- (i) Protecting and improving water quality by providing for the construction, operation, maintenance, and replacement of stormwater management facilities; central sewage collection; treatment and disposal facilities; and the installation and proper operation and maintenance of onsite sewage treatment and disposal systems.
- (j) Ensuring the improvement of nearshore water quality by requiring the construction and operation of wastewater management facilities that meet the requirements of § 381.0065(4)(l) and 403.086(10), as applicable, and by directing growth to areas served by central wastewater treatment facilities through permit allocation systems.
- (k) Limiting the adverse impacts of public investments on the environmental resources of the Florida Keys.

Application for Map Amendment

- (l) Making available adequate affordable housing for all sectors of the population of the Florida Keys.
- (m) Providing adequate alternatives for the protection of public safety and welfare in the event of a natural or manmade disaster and for a post-disaster reconstruction plan.
- (n) Protecting the public health, safety, and welfare of the citizens of the Florida Keys and maintaining the Florida Keys as a unique Florida resource.

The Village Council shall make its determination on proposed FLUM amendments on legitimate public purpose based on one or more of the following factors:

1. Demand for the proposed FLUM category in the village in relation to the amount of land currently assigned the FLUM designation and available to accommodate that demand;
2. Compatibility of the site's physical, geological, hydrological and other environmental features, with the uses permitted in the proposed FLUM category;
3. Data errors, including errors in mapping, vegetative types and natural features described in the comprehensive plan;
4. New issues;
5. Recognition of a need for additional detail or comprehensiveness

However, in no event shall an amendment be approved which will result in an adverse community change.

Official Zoning Map Amendment Criteria. The purpose of this application is to provide a means for changing the Official Zoning Map. It is not intended to relieve particular hardships, nor to confer special privileges or rights on any person, nor to permit a change in community character, as analyzed in the Comprehensive Plan, but only to make necessary adjustments in light of changed conditions. In determining whether to grant a requested amendment, the Village Council shall consider the factors set forth below and the consistency of the proposed amendment with the provisions and intent of the Comprehensive Plan.

The Village Council must find that the application is consistent with the Comprehensive Plan, that the applicant has complied with all procedural requirements of the Code and that the maintenance of the existing zoning on the property does not accomplish a legitimate public purpose. The Village Council shall make its determination on legitimate public purpose based on one or more of the following factors:

1. Demand for the proposed zoning district in the Village in relation to the amount of land currently zoned and available to accommodate that demand;
2. Compatibility of the site's physical, geological, hydrological and other environmental features, with the uses permitted in the proposed zoning district;
3. Data errors, including errors in mapping, vegetative types and natural features described in the Comprehensive Plan;
4. New issues;
5. Recognition of a need for additional detail or comprehensiveness; or
6. Compatibility of the proposed district with the property surrounding the site of the requested rezoning and any applicable neighborhood or redevelopment plan.

However, in no event shall an amendment be approved which will result in an adverse community change.

This instrument was prepared by:
Thomas J. Matkov, Esq.
DUNWODY WHITE & LANDON, P.A.
550 Biltmore Way, Suite 810
Coral Gables, FL 33134

Folio Number: (See attached Schedule of Account Nos.)

Doc# 1570637 03/13/2006 2:59PM
Filed & Recorded in Official Records of
MONROE COUNTY DANNY L. KOLHAGE

03/13/2006 2:59PM
DEED DOC STAMP CL: PW \$0.70

Doc# 1570637
Bk# 2193 Pg# 50

TRUSTEE'S and PERSONAL REPRESENTATIVE'S DEED

THIS INDENTURE, made and entered into this 2ND day of February, 2006, by Coconut Grove Bank, as Trustee of the Jay Glynn Trust under Trust Agreement dated September 6, 2001, and as Personal Representative of the Estate of Jay Glynn, deceased, whose post office address 2701 S. Bayshore Drive, 7th Floor, Miami, FL 33133 ("Grantor"), to Maritza Fonseca, R. Jay Glynn, William Graham Glynn, Peggy Williams, Sally Leffew and Nancy Wilson, whose post office address is, in care of R. Jay Glynn, 4430 Meager Circle, Port Charlotte, FL 33948 (the "Grantees").

WITNESSETH:

THAT Grantor, for and in consideration of the sum of \$10.00 and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto Grantees, their heirs, personal representatives, successors and assigns, all that certain land situate in Monroe County, Florida, as described as follows:

See Exhibit "A" attached hereto and made a part hereof.

SUBJECT TO covenants, conditions, easements, reservations, restrictions, limitations and other matters of record, if any, all zoning and land use regulations, and also subject to taxes for the year 2005 and subsequent years.

IN WITNESS WHEREOF, Grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in the presence of:


Print Name: HAYDEE OROZCO


Print Name: NANCY WILSON

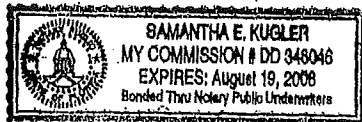
COCONUT GROVE BANK, as Trustee of the Jay Glynn Trust under Trust Agreement dated September 6, 2001, and as Personal Representative of the Estate of Jay Glynn, deceased

By: 
Name: Andrea L. Darlow
Title: Vice President and Trust Officer

STATE OF FLORIDA)
COUNTY OF MIAMI-DADE)

The foregoing instrument was acknowledged before me this 2nd day of February, 2006 by, Andrea L. Darlow, as Vice President and Trust Officer of **COCONUT GROVE BANK**, as **Trustee aforesaid** and as **Personal Representative aforesaid**, on behalf of the corporation. She is personally known to me (yes) or (no) or has produced _____ as identification.

My Commission Expires:



Samantha E. Kugler
NOTARY PUBLIC
Samantha E. Kugler
Printed Name of Notary

m:\real estate\glynn, jay\dee trusteepr deed.doc

Doc# 1570637
Bk# 2193 Pg# 52

EXHIBIT A

This will serve to certify that Lawyers Title Insurance Corporation has caused to be made a search of the Public Records of Monroe County, Florida, ("Public Records") as contained in the office of the Clerk of the Circuit Court of said County, from September 8, 1973 at 8:00 a.m. through December 14, 2005 at 8:00 a.m., as to the following described real property lying and being in the aforesaid County, to-wit:

All that portion of Government Lot 3 in Section 24, Township 63 South, Range 37 East lying Northwesternly of the Northwesternly Right of Way line of Overseas Highway U.S. No. 1, S.R. No. 5, TOGETHER WITH that portion of the Southeast quarter of the Southwest quarter of Section 13, Township 63 South, Range 37 East, which lies Northwesternly of said Northwesternly Right of Way line, TOGETHER WITH a portion of Government Lot 3 of said Section 13, all lying and being situated on Plantation Key, Monroe County, Florida, and being more particularly described by metes and bounds as follows:

Begin at the point of intersection of the Northwesternly Right of Way line of Overseas Highway (S.R. No. 5, U.S. No. 1), with the West line of Government Lot 3 of Section 24, Township 63 South, Range 37 East, said West line also being a prolongation of the West line of the said Southeast quarter of the Southwest quarter; thence run North along said West line for 1802.28 feet; thence run East 110.00 feet; thence run North 35.00 feet; thence run East 50.00 feet to the point of curvature of a circular curve concave to the Northeast; thence run along the arc of said curve, having for its elements a central angle of 90° and a radius of 25.00 feet (for 39.27 feet), to the point of tangency; thence run East 1135.08 feet to the point of intersection with the East line of Government Lot 3, of said Section 13, Township 63 South, Range 37 East, said East line being a prolongation of the East line of said Southeast quarter of the Southwest quarter of Section 13, Township 63 South, Range 37 East; thence run South along said East line for 1227.50 feet to the point of intersection with the Northwesternly Right of Way line of Overseas Highway (U.S. No. 1, S.R. No. 5); thence run South 68° 05' 30" West along said Right of Way line for 651.21 feet to the point of intersection with the North line of Government Lot 3, of said Section 24, Township 63 South, Range 37 East; thence run East along said North line for 134.00 feet; thence run South 68° 05' 30" West for 916.05 feet to the Point of Beginning. AND the land lying North adjacent to Heron Street, known as Florida Bay Tract A, B, C, D and E, SUNSET PARK, described as: All of Government Lot 3 in Section 13, Township 63 South, Range 37 East, LESS that portion platted as SUNSET PARK, according to the Plat thereof, recorded in Plat Book 6, Page 102, of the Public Records of Monroe County, Florida.

Doc# 1570637
Bk# 2193 Pg# 53

SCHEDULE OF ACCOUNT NOS.

Account #	Account #	Account #	Account #	Account #
1106020	1504629	1504475	1504173	1504327
1106038	1504637	1504483	1504181	1504335
8822278	1504645	1504491	1504190	1504343
1503304	1504653	1504505	1504203	1504351
1503312	1504661	1504513	1504211	1504360
1503321	1504670	1504521	1504220	1504378
1503339	1504688	1504530	1504238	1504386
1503347	1504696	1504548	1504246	1504394
1503355	1504700	1504556	1504254	1504408
1503363	1504718	1504564	1504262	1504416
1503371	1504726	1504572	1504271	1504424
1503380	1504734	1504581	1504289	1504432
1503398	1504742	1504599	1504297	1504441
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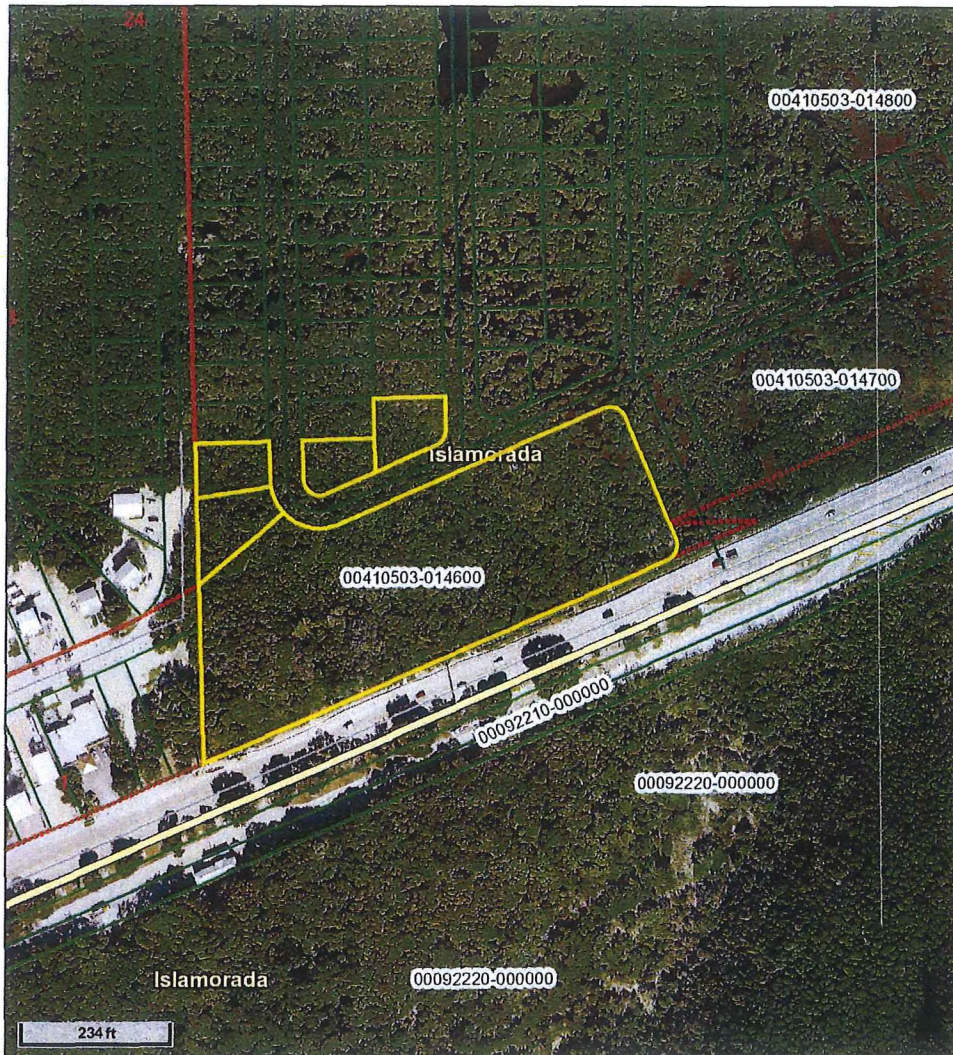
Account #	Account #	Account #	Account #	Account #
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1503436	1504033	1503886	1503738	1503584
1503444	1504041	1503894	1503746	1503592
1503452	1504050	1503908	1503754	1503606
1503461	1504068	1503916	1503762	1503614
1503479	1504076	1503924	1503771	1503622
1503487	1504084	1503932	1503789	1503631
1503495	1504092	1503941	1503797	1503649
1503509	1504106	1503959	1503801	1503657
1503517	1504114	1503967	1503819	1503665
1503525	1504122	1503975	1503827	1503673
1503533	1504131	1503983	1503835	1503681
1503541	1504149	1503991	1503843	1503690
1503550	1504157	1504009	1503851	1503703
1503568	1504165	1504017	1503860	1503711





Glynn Parcel Proposed for Residential Medium
parcel selection

Created by: Donald Craig



Overview



Legend

- Major Roads
- Centerline
- Hooks
- Road Center
- Rights of Way
- Condo Building
- Conservation Easement
- Key Names
- Subdivisions
- Parcels

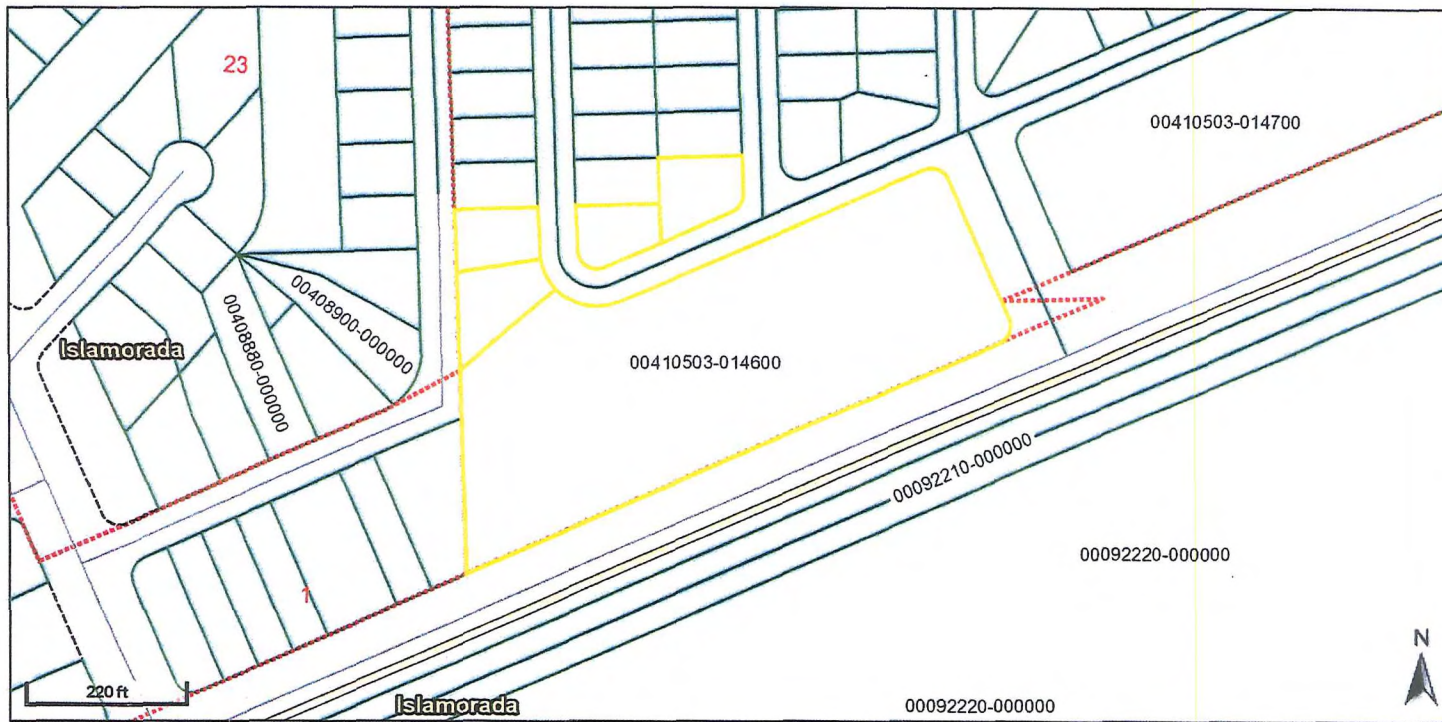
Date created: 7/13/2017
Last Data Uploaded: 7/13/2017 2:43:27 AM

 Developed by
The Schneider Corporation

Glynn Parcels Proposed for FLUM Change to Residential

Parcels and Undeveloped Roadway shown in Yellow

Created by: Donald Leland Craig AICP



Overview



Legend

-  Major Roads
-  Centerline
-  Hooks
-  Road Center
-  Rights of Way
-  Condo Building
-  Conservation Easement
-  Key Names
-  Subdivisions
-  Parcels

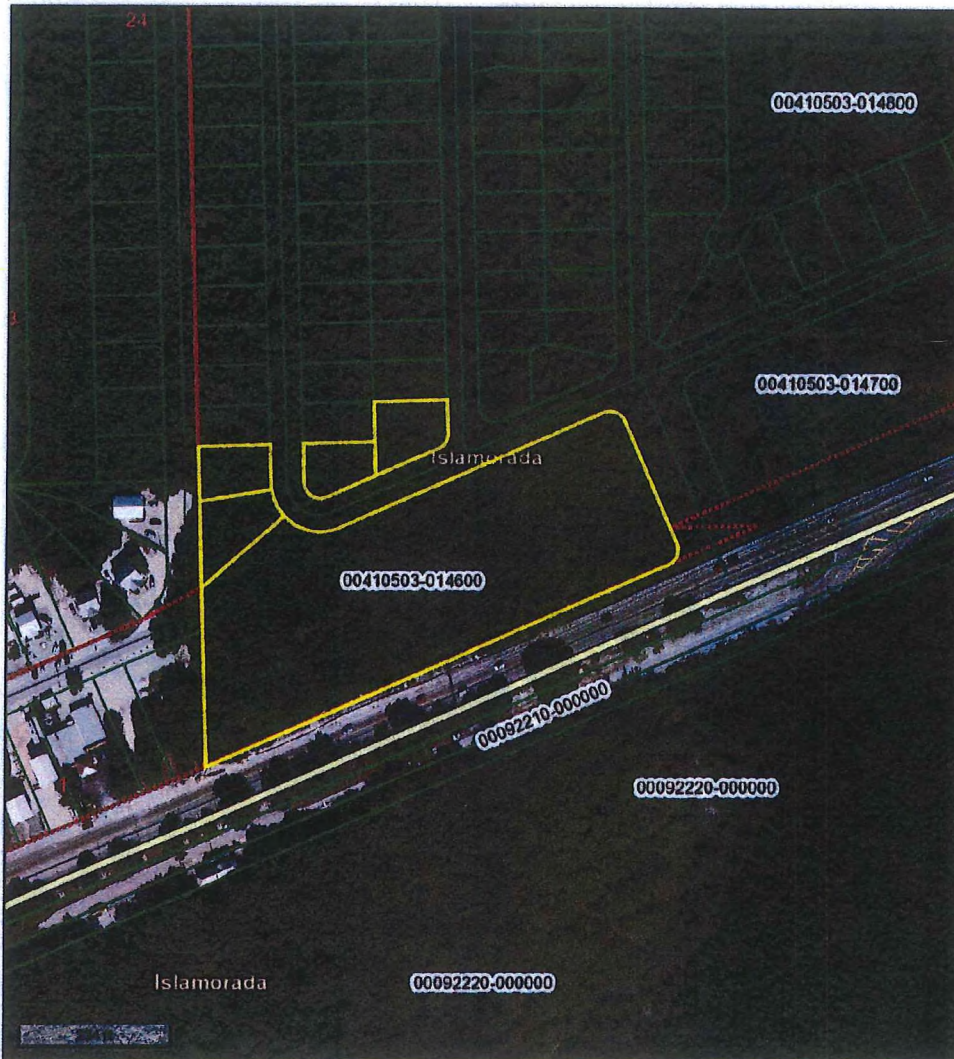
Date created: 7/13/2017
Last Data Uploaded: 7/13/2017 2:43:27 AM



Developed by
The Schneider Corporation

**Glynn Parcel Proposed for Residential Medium
parcel selection**

Created by: Donald Craig



Overview



Legend

-  Major Roads
-  Centerline
-  Hooks
-  Road Center
-  Rights of Way
-  Condo Building
-  Conservation Easement
-  Key Names
-  Subdivisions
-  Parcels

Date created: 7/13/2017
Last Data Uploaded: 7/13/2017 2:43:27 AM

 Developed by
The Schneider Corporation

VEGETATION SURVEY **HABITAT ANALYSIS**

of

**Glynn Acreage Tract, Sunset Park SD, Plantation Key
Village of Islamorada, Monroe County, Florida
RE: 00410503-000010 thru 014800; 00091920&30-000000
Sec 13-Twn 63-Rge 37**

for

**Donald L. Craig, AICP
Land Use Director
Spottswood, Spottswood & Spottswood**

**Field Quadrat Survey Conducted 8/8/12
Survey Updated, Delineation & Marked 7/11/16**

Conducted by: Harry A. DeLashmutt - Biosurveys, Inc.
794 26th Street
Marathon, Florida 33050
Phone – (305) 942-9221
Email – hdelashmutt@comcast.net

Vegetation Survey

A habitat assessment and delineation was conducted at the subject tract by the undersigned on October 30, 2008. At that time, a development was planned but did not materialize. Again in 2012 a Vegetation Survey with habitat analysis meeting the protocols of the Village of Islamorada was conducted by the undersigned. The two assessments identified predominantly low elevation land with mangrove and saltmarsh wetlands extending from the Overseas Highway (southern boundary) to Florida Bay to the north. In addition, two elevation changes of limestone bedrock found on the tract that are high enough to support tropical hardwood hammock vegetative habitat. The transition to these two habitats include a surrounding band of saltmarsh & Green Buttonwood ecotones. These separate habitats were delineated on-site and mapped in the 2012 report.

An update to these reports was requested by Don Craig with Spottswood, Spottswood & Spottswood. A detailed reconnaissance of the tract on July 11, 2016 by the undersigned found no significant environmental changes since the 2008 & the 2012 reports. The two high elevation areas are the focus of this update survey and are depicted on the aerial photo below as white hatch marks. A careful and exhaustive search of the entire tract revealed no other areas of similar elevation or upland habitat. The two habitats are best described in this report as the Southwest (SW) Corner Hammock and the Southeast (SE) Hammock immediately to the north of the Suburban Gas property on the Overseas Highway. The Southwest Corner Hammock is bordered on the south by the Highway rights-of-way and the west by clearing and development.



MC Palmis Aerial – White Hatching Areas are the Two Upland High Elevation Areas Found on the Subject Tract

Methods:

The survey concentrated on delineating tropical hardwood hammock areas in the predominant wetland environment of the overall large acreage tract. The uplands were identified from the wetland areas using plant indicator species identification, grade elevation changes, hydrology and soil hydric indicators. The wetlands were identified using protocols found in the State of Florida Statute - Chapter 62-340, *Delineation of the Landward Extent of Wetlands and Surface Waters*. References used upland habitat identification are *Native Trees and Shrubs of the Florida Keys* by J. Paul Scurlock; and *Trees of Everglades National Park and the Florida Keys* by George Stevenson. Reference support also used *Identification & Biology of Non-Native Plants in Florida's Natural Areas* by Langeland & Burks. Soils and substrate were assessed using *Soil Survey of Monroe County, Keys Area, Florida*, by the US Department of Agriculture.

A delineation line was developed for the two hammock areas using a handheld compass and GPS unit. Points were placed on a field map using an aerial photograph for reference. Field lines were drawn from the points using a hand held compass to form the hammock boundary. Measurements of the line were taken from a measure wheel and checked with a tape for redundancy check. Two lines (one on the east property line and the other on the west) of the total tract acreage were walked from the south to the north along old survey cuts in the mangrove wetlands to determine any other changes in grade elevation to find any support for upland or hammock vegetation. There were no other areas besides the two upland areas found on the subject tract by the undersigned.

The two elevated land areas are surrounded by saltmarsh and buttonwood habitat as a transitional ecotone. This ranges approximately 30 to 50 feet wide before dropping in elevation to a habitat of homogeneous cover of mature mangroves and sparse saltmarsh wetlands. The further north toward open water - the taller growth patterns of the mature mangrove forests were found. This northern area of the tract is lower in land elevation and it is mostly submerged with tidally influenced Florida Bay waters. The majority of the land area to the north is considered submerged. The habitat north of the two upland areas can be classified as "High Quality Red Flag Wetlands-612". A quadrat/transect approach to determining the size, diversity, and density of hammock habitat in the SW corner of the Tract was used to further classify and analyze the vegetation and habitat. See the below quadrat surveying method results.

Vegetative Analysis of Tract:

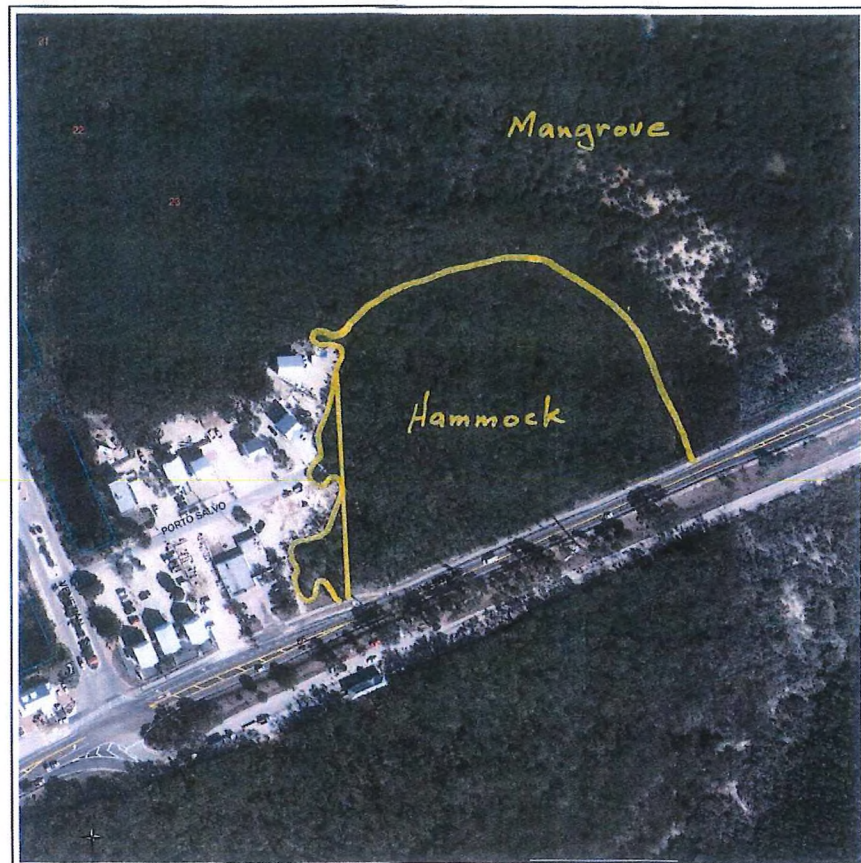
The wetland area of the Tract is dominated by Red, White, and Black Mangroves. A transitional wetland ecotone exists between the mangrove habitat and the two high elevation upland areas on this Tract. A tropical hardwood hammock exists in two areas where the base limestone bedrock – common to the Florida Keys increases with elevation. Some low mangrove forests with scrub mangroves comprise the interior areas with less tidal waters. Most of the land is submerged or tidally inundated. The saltmarsh buttonwood – (640.) ecotones support the dominant species of Buttonwood (*Conocarpus erectus*), Saltwort (*Batis maritima*), Sea Daisy (*Borrchia frutescens*), Glasswort (*Salicornia spp.*), Salt grass (*Distichlis spicata*), and Sea Purslane (*Sesuvium spp.*). The vegetative habitat on the higher land bordering the ecotone is characterized by low hardwood hammock (426) plant species such as Blackbead (*Pithecellobium guadalupens*), West Indies Mahogany (*Swietenia mahogany*), Darling Plum (*Reynosa septentrionalis*), Sea Grape (*Coccoloba uvifera*), Poisonwood (*Metopium toxiferum*), Gumbo Limbo (*Bursera simaruba*), Saffron Plum (*Bumelia celastrina*), and Spanish Stopper (*Eugenia foetida*). The high hammock on the greater

bedrock grade elevation of the hammock areas contain the species - Blolly (*Guapita longifolia*), Strangler Fig (*Ficus aurea*), Strongbark (*Bourreria ovata*), West Indies Mahogany (*Swietenia mahagoni*), Cats Claw (*Pithecellobium guadalupense*), Crabwood (*Ateramnus lucidus*), Gumbo Limbo (*Bursera simaruda*), Jamaica Dogwood (*Piscidia piscipula*), and Wild Tamarind (*Lysiloma latisiliquum*). These are all dominant woody species along with moderate density of understory and a low density of ground cover. The two hammocks are connected by undisturbed wetland habitat and are approximately five acres or greater in size making them both automatically classified as “High Quality Hardwood Hammock – 426” in accord with the Village Land Development Regulations protocols. The SE hammock can best be characterized or classified as “Low Hardwood Hammock” habitat due to the smaller size mature vegetative cover, lower bedrock elevation (3 – 5’) and plant species indicators. The SW corner hammock area has a band of Low Hammock and characteristic high hardwood hammock habitat as the bedrock elevation rises. Elevations are estimated at 10 feet at the maximum limestone bedrock height.

The invasive exotics Brazilian Pepper (*Schinus terebinthifolius*), Lead Tree (*Leucaena leucocephala*), and Australian Pine (*Casuarina equisetifolia*) are very sparse and insignificant in numbers for the SW corner hammock. They are primarily only along the Tract boundaries R.O.W. to the Overseas Highway side and scattered along the western Tract boundary. None exist in the ecotones or saltmarsh areas. The invasive exotic plants are of concern in the smaller SE hammock area and its boundary edges of the hammock. In this area, the exotic disturbance is at 18% - 24% overall canopy cover. The dominant invasive plant there is Australian Pine. It is best depicted in the recent aerial photos as the lighter green vegetative cover. This disturbance and man-caused issues found there characterizes the SE vegetative habitat as “Disturbed with Hammock” – 740.1” Except for the southeastern hammock area, invasive exotic vegetation is not a significant factor in disturbance to the overall tract and the SW corner hammock habitat.



West Edge of SW Hammock – End of Porto Salvo Rd Cleared Area & Connected Hammock – SE Corner
Note the clearing of understory in hammock immediately adjacent to the Glynn Tract Western Boundary – Overseas Highway is in background. Photo taken from Porto Salvo Rd. looking south. By hd 7/16



Southwest Corner Hammock – Straight Line is the Tract Boundary – Curved northerly line is the marked upland / wetland line. Outside boundary areas west are connected hammock canopy trees - Aerial 2006 Photo (MC Palmis)



Southwest Corner Hammock Discussion:

The southwest corner hammock contains high hammock species on higher elevations and low hammock typical of lower elevations from the transitional ecotone from saltmarsh mangrove wetlands. The line is depicted above with the entire hammock shown including that outside of the property boundary line. The total hammock area as measured by Solaria Design, Inc. within the tract is 213,879 sq. ft. or 4.91 acres in size. That area of connected hammock outside of the property line is approximately 11,755 sq. ft. (measured by the undersigned). Total hammock area (inside and out of the tract) identified as the southwestern hammock measures approximately 225,635 sq. ft. or 5.18 acres in size. This area is the connective upland hammock habitat for determining quality classification. Significant undisturbed native wetland vegetative habitat on the Tract is also connected to this hammock habitat.

The total distance along the overseas highway from the origination point near the concrete base of the high voltage power-line pole to the flagged wetland line is 665 linear feet. Red flagging ribbons mark these points. The delineation lines as depicted on the above aerial have been tagged at turning points with GPS coordinates and compass readings. This curved line is marked for field reference with pink flagging tape labeled "Wetland Delineation" at chest height approximately every 40 feet along the line.

In the northwest corner of the tract hammock, a land survey property stake was found and recorded by the coordinates - 24° 40.376'N and 81° 11.881'W. The wetland line originates on the tract boundary 30 feet north of this stake and proceeds to the east around the base of the upland hammock. The easterly origination point of the wetland / hammock line on the Overseas Highway right of way is 24° 57.342'N and 81° 34.785'W (665' from Tract SW corner survey pin). The low hammock habitat extends into the corner habitat approximately 90' uniformly following the delineation curve.

The low hammock vegetation is relatively small in diameter of tree trunks and contains a low density of "Regulated – (3.5" dia or greater) trees. Darling Plum, Blackbead, Spanish Stopper, Pigeon Plum, Saffron Plum, and Sea Grape make up the dominant woody plant species.

Higher elevations support the typical high hammock characterized with larger canopy trees of Mahogany, Wild Tamarind, Gumbo Limbo, Jamaica Dogwood, Poisonwood, Black Ironwood, Strangler Fig, and Willow Busic. There is evidence of past clearing and dumping of rock /debris on the hammock floor. The hardwoods represent second growth but are mature and healthy. There are no significant disturbances to the habitat and only a minor man-caused intrusion located in a cleared area for parking at a residence in the northwest corner of the upland area. This intrusion is vegetative clearing and fill gravel for approximately 12 feet into the Tract.

Southeast Hammock Discussion:

The southeast hammock area contains predominantly low hammock species on higher elevation lands from the transitional ecotone between saltmarsh mangrove habitat and the sparse hammock. The line is depicted below in gold with the entire hammock shown including that outside of the property line (to the right of the straight dividing line). The total SE upland area of hammock within the Glynn property is approximately 80,586 sq. ft. or 1.85 acres. The connected or contiguous hammock area (that to the right in photo) on the southeastern area, measures

approximately 165,980 sq. ft. Most of this area has been developed since this 2012 assessment and photo. The total distance along the property line or the eastern edge of the hammock is 400 feet. Pink flagging ribbons (Wetland Delineation) mark the wetland delineation line and turning points approximately every 40 feet.

In the northeast corner of the tract SE hammock, a common survey point (stake) was found and recorded by the coordinates $24^{\circ} 40.560'N$ and $81^{\circ} 11.658'W$. The stake is marked by red and blue survey flagging. The southerly point mark by the surveyor at the corner of Suburban Gas, and the Glynn property could not be found. The hammock point here is recorded as $24^{\circ} 40.431'N$ and $81^{\circ} 11.643'W$. (NAD83 Datum). A more detailed summary of the habitat / vegetative survey on the SE upland area follows the quadrat analysis of the SW potential development area later in this Survey.



Southeast Hammock Area Delineated to the Left Side of Overall Area Connected – Note the Propane Gas Transfer Station Property to the South and Overseas Hwy below. 2006 Aerial Photo – Palmis



SE Hammock Area – “740.1 Disturbed with Hammock” Habitat. Note Australian Pine Intrusion indicated by the light color green canopy mixed with native trees. Recent development has removed a significant portion of connected hammock habitat to the east – adjoining parcel. Google Aerial photo taken 12/16/14

The total upland hammock area (two hammock upland sites combined) found on the Glynn Tract as computed by Solaria Designs (6/27/11 aka K2m Design & Engineering) is 6.76 acres. They indicated the total area of the Tract (upland and wetlands) as 97.57 acres. The proposed site for possible development area which is depicted on the “Vegetation Survey map” area attached is the southwest hammock – 4.91 acre upland.

Note: All field measurements and locations were taken using the best practice available by the undersigned. The measurements contained in this report are as accurate as possible but are approximate, and should not be relied upon without a professional surveyor checking the marked delineation lines and turning points and determining the accurate measurements certified of the marked areas.



Wetland Delineation Along Hammock Edge



Typical Mangrove Wetland 30' Waterward of Line

Proposed Development Area Vegetation Survey (Upland Hammock):

The area proposed to be developed is the 4.91 acre hammock area located in the southwestern corner of the subject Tract. Following the assessment and delineation of the wetland line surrounding the hammock area, a comprehensive grid inspection of the hammock was walked to determine any sub-habitat areas or anomalies, disturbances, invasive exotic plants, changes in plant density, wildlife habitat indicators, and overall hammock health. It was determined that the hammock quality gradually increased with elevation from the wetland line to the southwest corner. This feature is considered common in the Keys since the saline saturated soils and rock prevail through wicking action of the subterranean water in the lower elevations. The affect is smaller trees of the same age, lower health, and lower density of understory / ground cover. The hammock demonstrated this factor uniformly as the elevation changed toward the southwest corner.

Since the upland hammock habitat is consistent in vegetative cover throughout the area, there are no remarkable visible disturbances and the density / species makeup is very typical of similar habitat in the Plantation Key Area. With this consistency a transect/quadrat approach to the vegetative inventory and ratio of regulated / listed trees is developed for the lower hammock area compared to the upper elevation hammock to better represent the vegetation. Three 50 foot (2,500 sf) quadrats were randomly selected inside the hammock and marked off by string and flagging. Coordinates were taken (GPS) at the southwest corner of each quadrat for future locating. All quadrats (A, B, & C) are oriented in a north-south direction and measurements taken from marked points on the hammock boundary. See field map of quadrat locations in relation to the hammock boundaries attached in this report.



Corner of Quadrat & Marking of a Listed Tree (Paint)



Typical Vegetation Inside Quadrat A – Note Sparse Ground Cover and Small Size Understory

Quadrat Data:

Each 50 ft. plot or transect was visually graded as to canopy, understory, and ground cover density in a scale of 1 to 10 (10 being unable to see 50 ft. at eye level). All regulated and listed plants were measured and marked with orange tree marking paint. All vegetation in the plots was inventoried and plant lists developed. A summary of data follows each report of the quadrat findings and a comparative analysis made. The maps and results of the transect data development follow:

Alpha codes on the following plant lists are as follows:

E – Endangered Species T – Threatened Species RI – Regionally Important
N – Native Species IEX – Invasive Exotic Species DBH – Diameter at Breast Height

Quadrat A:

This quadrat or transect was positioned in the hammock 60 feet from the tract boundary line and in visual line with the east-west crest of the building roof adjacent and west of the tract. The quadrat is located beyond 50 feet landward of the delineated wetland line. See the Survey field map (attached) for its relative location. The area is undisturbed by human activity and invasive exotic vegetation. Density of Canopy ranks 6 out of 10, understory plants - 7, and ground cover - 2. Health of trees is good, size measured in diameter is relatively small compared to the upper elevation area trees. Diversity is fair with 14 regulated trees marked and 31 listed (protected) plants inventoried. The ground cover is mostly leaf litter and very few plants noted. The largest tree found was a 12.5 inch DBH West Indies Mahogany. The following plant species were inventoried in this quadrat:

Vegetative Species List - A

Common Name	Scientific Name	Status	Map Symb.
Blackbead	<i>Pithecellobium guadalupense</i>	N – T	BB
Black Ironwood	<i>Krugiodendron ferreum</i>	N – RI	BI
Blolly	<i>Guapita longifolia</i>	N	BL
Darling Plum	<i>Reynosia septentrionalis</i>	N – T	DP
Greenbriar Vine	<i>Smilax auriculata</i>	N	
Gumbo Limbo	<i>Bursera simaruda</i>	N	G
Jamaica Caper	<i>Capparis cynophallophora</i>	N	
Jamaica Dogwood	<i>Piscidia piscipula</i>	N	J
Limber Caper	<i>Capparis flexuosa</i>	N	
Marlberry	<i>Ardisia escallonioides</i>	N	
Mouses Pineapple	<i>Morinda royoc</i>	N	
Pigeon Plum	<i>Coccoloba diversifolia</i>	N	PP
Poisonwood	<i>Metopium toxiferum</i>	N	P
Saffron Plum	<i>Bumelia celastrina</i>	N	SP
Spanish Stopper	<i>Eugenia foetida</i>	N	
Strongbark	<i>Bouffieria ovata</i>	N	
West Indies Mahogany	<i>Swietenia mahagoni</i>	N – E	M
White Stopper	<i>Eugenia axillaries</i>	N	

Dominant Vegetation at the Site:

Blolly	<i>Guapita longifolia</i>	N
Blackbead	<i>Pithecellobium guadalupense</i>	N - T
Spanish Stopper	<i>Eugenia foetida</i>	N

Invasive Exotics or Other Disturbance:

None

Quadrat B:

Quadrat B was positioned in the hammock on the same east-west line with A and 85 feet east of Quadrat A. It is greater than 50 feet landward from the wetland line in upland habitat. See the Field Map (attached) for its relative location. The area is undisturbed by human activity and invasive exotic vegetation. Density of Canopy ranks 8 out of 10, understory plants - 8, and ground cover - 3. Health of trees is good; size measured in diameter is relatively small compared to the upper elevation area trees. Diversity is good with 12 regulated trees marked and 36 listed (protected) plants inventoried. The ground cover is mostly leaf litter and very few plants noted. The largest tree found was a 10 inch DBH West Indies Mahogany. There are more Buttonwoods on this site and a single Wild Dilly tree is located - leaning to the north (threatened species). The following plant species were inventoried in this Quadrat:

Vegetative Species List – Quadrat B

Common Name	Scientific Name	Status	Map Symb.
Buttonwood	<i>Conocarpus erectus</i>	N	B
Blackbead	<i>Pithecellobium guadalupense</i>	N – T	BB
Black Ironwood	<i>Krugiodendron ferreum</i>	N – RI	BI
Blolly	<i>Guapita longifolia</i>	N	BL
Crabwood	<i>Gymnanthes lucida</i>	N	
Darling Plum	<i>Reynosia septentrionalis</i>	N – T	DP
Greenbriar Vine	<i>Smilax auriculata</i>	N	
Gumbo Limbo	<i>Bursera simaruda</i>	N	G
Jamaica Dogwood	<i>Piscidia piscipula</i>	N	J
Limber Caper	<i>Capparis flexuosa</i>	N	
Marlberry	<i>Ardisia escallonioides</i>	N	
Mouses Pineapple	<i>Morinda royoc</i>	N	
Pigeon Plum	<i>Coccoloba diversifolia</i>	N	PP
Poisonwood	<i>Metopium toxiferum</i>	N	P
Saffron Plum	<i>Bunelia celastrina</i>	N	
Spanish Stopper	<i>Eugenia foetida</i>	N	
Strongbark	<i>Bouffieria ovata</i>	N	
West Indies Mahogany	<i>Swietenia mahagoni</i>	N – E	M
Wild Dilly	<i>Manikara bahamensis</i>	N – T	WD

Dominant Vegetation at the Site:

Blolly	<i>Guapita longifolia</i>	N
Blackbead	<i>Pithecellobium guadalupense</i>	N
Buttonwood	<i>Conocarpus erectus</i>	N

Invasive Exotics or Other Disturbance:

None

Quadrat C:

Quadrat C was located randomly by finding a point on the south boundary at the 200 ft. mark from the southwest property corner. At the mark, the quadrat corner was begun at a southwest corner of it - 60 feet from the south property line mark. See the Field Map (attached) for its relative location. The area is undisturbed by human activity and invasive exotic vegetation. Density of Canopy ranks 9 out of 10, understory plants - 6, and ground cover - 9. Health of trees is excellent; size measured in diameter is larger than Quadrat A or B. Diversity is fair with 6 regulated trees marked and 18 listed (protected) plants inventoried. The ground cover is heavy with vines and shrubs. Snowberry bushes are thick and the cover prevents saplings from emerging. There is deep leaf litter. The largest tree found was a 13 inch DBH Strangler Fig. There are taller and larger trees on this site with less small diameter understory trees. Canopy is denser, higher, and closed. Diversity is much higher than the lower elevation Quadrats A&B. There are no Blackbead trees, but Inkwoods (Regionally Important), and a single Florida Boxwood (endangered) are notable species found growing within the Quadrat C. Wild Tamarind trees are located in this Quadrat as well and they are found only in the upper elevation area. They are large and with 40 – 50 ft. crowns forming a closed canopy above. The following plant species were inventoried in this Quadrat:

Vegetative Species List – Quadrat C

Common Name	Scientific Name	Status	Map Symb.
Blackbead	<i>Pithecellobium guadalupense</i>	N - T	
Black Ironwood	<i>Krugiodendron ferreum</i>	N – RI	BI
Blolly	<i>Guapita longifolia</i>	N	
Everglades Velvetseed	<i>Guettarda elliptica</i>	N	
Florida Boxwood	<i>Schaefferia frutescens</i>	N – E	FB
Greenbriar Vine	<i>Smilax auriculata</i>	N	
Gumbo Limbo	<i>Bursera simaruba</i>	N	G
Indigoberry	<i>Randia aculeate</i>	N	
Inkwood	<i>Exothea paniculata</i>	N – RI	I
Jamaica Dogwood	<i>Piscidia piscipula</i>	N	J
Jamaica Caper	<i>Capparis cynophallophora</i>	N	
Lanternvine	<i>Herissantia crispa</i>	N	
Limber Caper	<i>Capparis flexuosa</i>	N	
Marlberry	<i>Ardisia escallonioides</i>	N	
Mouses Pineapple	<i>Morinda royoc</i>	N	
Pigeon Plum	<i>Coccoloba diversifolia</i>	N	
Poisonwood	<i>Metopium toxiferum</i>	N	P
Saffron Plum	<i>Bunelia celastrina</i>	N	
Seagrape	<i>Coccoloba uvifera</i>	N	
Snowberry	<i>Chiococca alba</i>	N Thick as Understory	
Spanish Stopper	<i>Eugenia foetida</i>	N	

Strangler Fig	<i>Ficus aurea</i>	N	SF
Strongbark	<i>Bourreria ovata</i>	N	
West Indies Mahogany	<i>Swietenia mahogany</i>	N – T	M
White Indigoberry	<i>Randia aculeata</i>	N	
White Stopper	<i>Eugenia axillaris</i>	N	
Wild Bamboo	<i>Lasclacis divaricate</i>	N	
Wild Coffee	<i>Psychotria nervosa</i>	N	
Wild Lantana	<i>Lantana involucre</i>	N	
Wild Lime	<i>Zanthoxylum fagara</i>	N	
Wild Tamarind	<i>Lysiloma latisiliquum</i>	N	WT

Dominant Vegetation at the Site:

West Indies Mahogany	<i>Swietenia mahogany</i>	N - E
Bolly	<i>Guapita longifolia</i>	N
Snowberry	<i>Chiococca alba</i>	N
Spanish Stopper	<i>Eugenia foetida</i>	N

Invasive Exotics or Other Disturbances:

None (Note – a single large Australian Pine is located 43feet west of this Quadrat)



Floor of Hammock at Quadrat C – Note Understory



Quadrat C Ground Cover and Understory - Typical

Quadrats Analysis:

The quadrat or transect approach was developed in order to compare density and diversity of habitat within the overall hammock environment. Changes occur due to soils, elevation, saline intrusion of soils, and disturbances. The three transects determined that there are minor changes in the hammock plant species found there but not to the degree that future development would be affected. The differences between the Quadrats confirm poorer soil composition and increased soil saline wicking at lower elevations of the hammock resulting in less diversity and density than at the higher elevations. Future siting of development appropriate for the current land use zoning district in which the subject parcel is included should not be affected by clustering requirements. There was no indication of disturbance within the hammock by invasive exotic vegetation and only minor human influence by historical dumping of rock and fill in the upper elevation southwest corner. When the parcel proposed for development contains only one habitat type (as this upland area

represents), any development shall be clustered within the least ecologically valuable area of the habitat (Sec. 30-1616(b)(2). Although the buildable upland is covered with hardwood, it is homogeneous throughout and no one site is least ecologically valuable than another on the proposed upland development area. The tropical hardwood hammock can be classified as Class I – “Tropical Hardwood Hammock- 426.0” in accordance with the Village LDR. The quadrats determine a high hardwood hammock in the high elevations and a low hammock habitat in the lower areas based on the plant species found. The Quadrat C is representative of a closed canopy high hammock that is mature and healthy.

Summary of Habitat Analysis – SE Upland Hammock Area

The upland area measures approximately 80,586 sf or 1.85 acres in size. The area shows signs scattered all over of historical fill / rock dumping and cut tree refuse dumping. Vegetation is second growth evidenced by the small size of dominant woody plants. Disturbance of emerging low hammock is primarily from the invasive exotic tree – Australian Pine (*Casuarina equisetifolia*). Some Brazilian Pepper is found along the perimeter to the east and south of the site. The disturbance is significant and is spreading. Total impact is 18% to 24% of the vegetative canopy area in this low hammock habitat. This is significant enough to properly classify or characterize the upland habitat as “Disturbed with Hammock – 740.1”. Based on the plant species indicator and size of dominant trees this vegetation is considered “Low Hammock” habitat. The dominant woody species and larger trees is the West Indies Mahogany. Other major woody species are the Jamaica Dogwood, Gumbo Limbo, Black Ironwood, Pigeon Plum, Inkwood, Poisonwood, Buttonwood, Sea Grape, Wild Dilly, Darling Plum, Saffron Plum, Spanish Stopper, and Strangler Fig. Ground cover is sparse to none and the hammock lacks vines and scrubs in the understory. DBH is small overall indicating second growth hardwood habitat. The surrounding ecotone that forms the transition to mangrove wetlands is typical saltmarsh and Buttonwood association with Salt Wort, Sea Purslane, Sea Daisy, Glasswort, and Saltgrass as the ground cover species. The following is an inventory of the upland hammock plant species found on this acreage site:

Vegetative Habitat Species List – Low Hammock

Common Name	Scientific Name	Status	Notes
Green Buttonwood	<i>Conocarpus erectus</i>	N	
Beggars Tick	<i>Desmodium canum</i>	N	
Blackbead	<i>Pithecellobium keyensis</i>	N – T Common	
Black Ironwood	<i>Krugiodendron ferreum</i>	N – RI	
Black Torch	<i>Erithalis fruticose</i>	N – T Common	
Blolly	<i>Guapita longifolia</i>	N	
Blue Porterweed	<i>Stachytarpheta jamaicensis</i>	N	
Bracken Fern	<i>Pteridium aquilinum</i>	N	
Golden Creeper	<i>Ernodea littoralis</i>	N	
Greenbriar Vine	<i>Smilax auriculata</i>	N	
Gumbo Limbo	<i>Bursera simaruba</i>	N	
Indigo Berry	<i>Randia aculeata</i>	N	
Inkwood	<i>Exothea paniculata</i>	N – RI Common	

Jamaica Dogwood	<i>Piscidia piscipula</i>	N
Jamaica Caper	<i>Capparis cynophallophora</i>	N
Joewood	<i>Jacquinia keyensis</i>	N – T Rare
Wild Lantana	<i>Lantana involucrata</i>	N
Lantern Vine	<i>Herissantia crispa</i>	N
Limber Caper	<i>Capparis flexuosa</i>	N
Morning Glory	<i>Ipomoea muscari</i>	N
Mouses Pineapple	<i>Morinda royoc</i>	N
Myrsine	<i>Myrsine floridana</i>	N
Paradise Tree	<i>Simarouba glauca</i>	N – RI Rare, Small
Pigeon Plum	<i>Cocoloba diversifolia</i>	N
Poisonwood	<i>Metopium toxiferum</i>	N
Rosey Fleabane	<i>Pluchea odorata</i>	N
Saffron Plum	<i>Bumelia celastrina</i>	N
Sandspur	<i>Cenchrus echinatus</i>	N
Scorpion tail	<i>Heliotropium angiospermum</i>	N
Sea Daisy	<i>Borrchia arborescens</i>	N
Sea Grape	<i>Coccoloba uvifera</i>	N
Spanish Needles	<i>Bidens alba</i>	N
Spider Lilly	<i>Hymenocallis crassifolia</i>	N
Snowberry	<i>Chiococca parvifolia</i>	N
Strangler Fig	<i>Ficus citrifolia</i>	N
Stopper, Spanish	<i>Eugenia foetida</i>	N
Stopper, White	<i>Eugenia axillaries</i>	N
Tillandsia	<i>Tillandsia flexouosa</i>	N Epiphyte Common
Wild Dilly	<i>Manilkara jaimiqui</i>	N – T Common
Willow Bustic	<i>Sideroxylon salicifolium</i>	N
Yellow Joyweed	<i>Alternanthera flavenscens</i>	N
Yellowtop	<i>Flaveria linearis</i>	N

Invasive Exotic Plants:

Australian Pine	<i>Casuarina spp.</i>	IEX I
Brazilian Pepper	<i>Schinus terebinthifolius</i>	IEX I
Seaside Mahoe	<i>Thespesia populnea</i>	IEX I

Wildlife List: (Observed)

Cloudless Sulphur Butterfly	<i>Phoebis sennae</i>
Crab Spider	<i>Casteracantha cancriformis</i>
Cuban Anole	<i>Anolis sagrei</i>
Mockingbird	<i>Mimus polyglottos</i>
Ringed Turtle Dove	<i>Streptopelia risoria</i>
No Evidence or observation of Tree Snails	

Plant Codes for This Vegetative Species List are:

Protected (P); Invasive Exotic (IEX); Exotic (EX); Native plant codes are (N) followed by their status or value as a wetland indicator. FAC – Facultative; FACW – Facultative Wet; and OBL – Obligate. These three types of vegetation status form the basis of a unified statewide methodology for the delineation of wetlands to satisfy the mandate of Section 373.421 Florida Statutes and codified in 62.340, Florida Administrative Code – “Delineation of the Landward Extent of Wetlands and Surface Waters”.

Vegetative Species List – Salt Marsh & Buttonwood Habitat - Wetland Ecotones on Perimeter of Upland Areas

Common Name	Scientific Name	Status	Notes
Bay Cedar	<i>Suriana maritima</i>	FAC	
Beach Carpet	<i>Philoxerus vermicularis</i>	FACW	
Blackbead	<i>Pithecellobium keyense</i>	N - T	
Black Mangrove	<i>Avicennia germinans</i>	P	OBL
Black Torch	<i>Erithalis fruticosa</i>	N – T, FACW	
Christmasberry	<i>Lycium carolinianum</i>	N - RI, FACW	
Green Buttonwood	<i>Conocarpus erectus</i>	N - FACW	
Panic Grass	<i>Panicum amarum</i>	N	
Glasswort	<i>Salicornia bigelovii</i>	OBL	
Heleiotrope	<i>Heliotropium polyphyllum</i>	FAC	
Hurricane Grass	<i>Fimbristylis spathacea</i>	FACW	
Joewood	<i>Jacquinia keyensis</i>	N – T, FACW	
Key Grass	<i>Monanthochloe littoralis</i>	OBL	
Marsh Aster	<i>Aster sabulatus</i>	OBL	
Mayten	<i>Maytenus phyllanthoides</i>	T, FACW	
Poisonwood	<i>Metopium toxiferum</i>	N	
Red Mangrove	<i>Rhizophora mangle</i>	P	OBL
Saffron Plum	<i>Bumelia celastrina</i>	N Transitional	
Saltmarsh Cordgrass	<i>Spartina patens</i>	FACW	
Saltwort	<i>Batis maritima</i>	OBL	
Samphire	<i>Blutaparon vermiculare</i>	OBL	
Sea Daisy	<i>Borrichia frutescens</i>	OBL	
Seashore Paspalum	<i>Paspalum vaginatum</i>	FAC	
Sea Blite	<i>Suaeda linearis</i>	OBL	
Sea Oxeye	<i>Borrichia arborescens</i>	OBL	
Sea Purslane	<i>Sesuvium portulacastrum</i>	FACW	
Seashore Saltgrass	<i>Distichlis spicata</i>	OBL	
Seashore Rush Grass	<i>Sporobolus virginicus</i>	OBL	
Seaside Gentian	<i>Eustoma exaltatum</i>	N	
Small Fruited Beak Rush	<i>Rhynchospora microcarpa</i>	OBL	
Spike Rush	<i>Fimbristylis cymosa</i>	OBL	
Spurge	<i>Chamaesyce Spp.</i>	N	

White Mangrove	<i>Laguncularia racemosa</i>	P OBL
Wild Dilly	<i>Manikara bahamensis</i>	N – T, FAC
Yellowtop	<i>Flaveria linearis</i>	N - FACW

Listed and Endangered Animal Species on Both Upland Sites:

These Quadrat sites do not contain suitable habitat for the threatened or endangered Florida Tree Snail, the White Crown Pigeon, the Key Largo Woodrat, the Black-whiskered vireo. The Schaus Swallowtail Butterfly is known to frequent this Key. Wild Lime (*Zanthoxylum fagara*), is a primary larval food source for several butterfly species including the Schaus. Two small Wild Lime plants were identified in one quadrat (C) and numerous Wild Limes were found in the higher elevation area of the SW corner site. The US Fish and Wildlife Biological Opinion stipulates other features necessary for the Butterfly of which this parcel is lacking. These quadrat sites and hammock have the potential habitat for the Red Rat Snake and the Black Indigo Snake even though there were no signs of either reptile. The area of upland is not large enough range to sustain the Black Indigo Snake. The Snake does not use wetlands for habitat. The food source attractants for the White Crown Pigeon are Poisonwood and *Ficus* or Fig species. The Poisonwood is moderately abundant but there are very few *Ficus* species found in the hammock. While there is transiting and foraging use of this hammock by the Pigeon, there is no nesting habitat identified. White Crown Pigeons require offshore island rookeries for nesting habitat and only forage in the high food source hammocks of the main Keys. The berry producing plant species in this hammock are relatively average to Plantation Key hammocks and are important for wildlife sustainability overall.

Listed plants found in the hammock development site are common to the area and there are no remarkable findings. The endangered West Indies Mahogany is plentiful and appears in normal densities compared to surrounding hammocks on Plantation Key. Darling Plum (threatened), Wild Dilly (threatened), and Blackbead (threatened) are present as understory primarily in the lower elevations of the hammock. Florida Boxwood (endangered) is not common and appears only sparsely in the upper elevation area of the hammock. The one Boxwood plant measuring 17 feet tall was found in Quadrat C.

Wildlife Observation:

During the time spent in the hammock area the undersigned made the following observations relative to wildlife or any signs there may be wildlife using the development hammock area:

Cloudless Sulphur Butterfly	<i>Phoebis sennae</i>
Crab Spider	<i>Casteracantha cancriformis</i>
Cuban Anole	<i>Anolis sagrei</i>
Giant Swallowtail Butterfly	<i>Papilio cresphontes</i>
Gray Squirrel	<i>Sciurus carolinensis</i>
Julia Butterfly	<i>Dryas iulia</i>
Mockingbird	<i>Mimus polyglottos</i>
Red Cockaded Woodpecker	<i>Dendrocopos borealis</i>
Tri-colored Blackbird	<i>Agelaius tricolor</i>
Little Sulfur Butterfly	<i>Eurema lisa</i>

The butterflies were observed feeding on nectar from the flowering Spanish Stopper and Strongbark. There were no nests or rookery areas observed and no critical wildlife habitat noted.

No arboreal snails were found on any tree species. Comprehensive inspections were conducted on all Wild Tamarind trees and *Ficus spp.* for empty shells or live snails, but no evidence was found.

Soils and Substrate:

Soils are shallow to non-existent in the hammock area. Miami Limestone bed-rock is near the surface and restricts nutrient availability to the plants. In many areas the rock is visible through the leaf litter. The deepest organic soil over the bedrock appears to be at the higher elevations. The Limestone rock is at the surface in the wetland areas. This will affect transplanting as a means for any mitigation with future development planning.

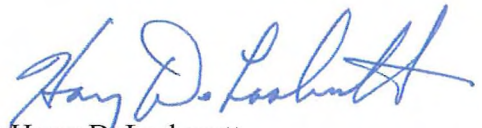
Summary and Conclusion:

The three Quadrat sites (A, B & C) were randomly positioned to sample vegetation in the large upland hammock area of the subject acreage tract. This area has been identified as a future site for development. The results of the vegetation survey using the Transects identified the upland hammock as "Class I, Tropical Hardwood Hammock – 426." The Monroe County GIS mapping also identified this and the smaller SE upland as Hammock habitat (see map copy attached). The hammock is undisturbed and the quadrats determined that the vegetation is homogeneous throughout and no one site or area in the hammock is least ecologically valuable than another. The wetland line has been delineated using the State of Florida's determination protocol and marked with pink wetland delineation flagging.

The Habitat Analysis for this Tract found that there is connectivity with other undisturbed natural vegetative habitat both on and off the large Tract and this area is greater than the minimum area of five (5) contiguous acres in size. The five acres or greater size determination automatically identifies a hammock as a "High Quality Hardwood Hammock" (LDRs). This determination requires a development area size to open space area ratio of 10% to 90%. The contiguous natural habitat on this Tract appears to be large enough to meet and exceed the density ratio prescribed by the Village LDRs for any development in the upland hammock that is subject of this Vegetation Survey and analysis. There is no significant disturbance from invasive exotic vegetation – note the triangle symbols and alpha letters denoting the three exotic species found on the perimeter of the hammock area (see Field Map) – (A) Australian Pine, (B) Brazilian Pepper, and (L) Lead Tree.

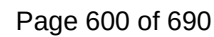
Contact:

Please contact Harry DeLashmutt at (305) 942-9221 for any further analysis, recommendations or questions concerning this Vegetation Survey, habitat delineation, and Classification.



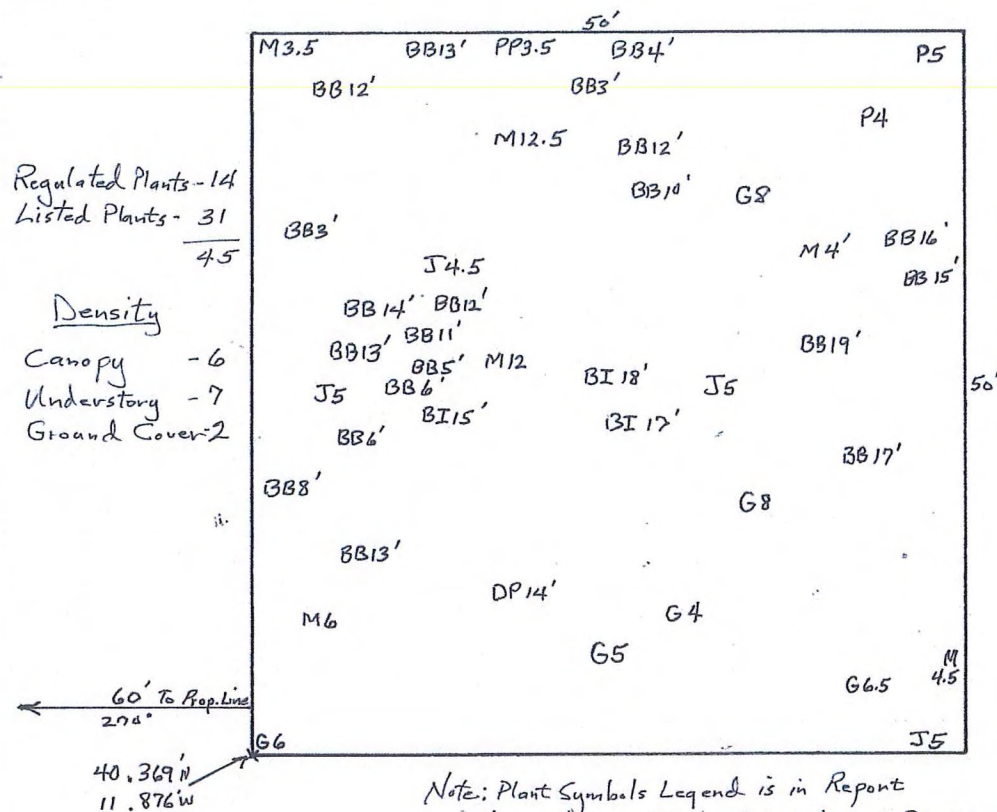
Vegetation Survey, Analysis, and Delineation conducted by Harry DeLashmutt
Consulting Biologist July 11, 2016
Biosurveys, Inc.

Field Map, Photos, Quadrat Mapping, and Land Data attachments on following pages –



Hammock Transect Site A Glynn Tract - P.K.

Scale
1"=10'
GPS-83NAD



Note: Plant Symbols Legend is in Report
Numerals are Inches Diameter at Breast Height
(') ft. Symbol with Numeral is Overall Height in Feet

Survey by: H. DeLoshmuth
Biosurveys, Inc.
8/8/12
8/9/12

Scale
1" = 10'

GPS-83 NAD

$$\begin{array}{r} .369 \\ .845 \\ \hline \end{array}$$

Survey by: H. DeLashmuth
Biosurveys, Inc.
8/8/12

Hammock Transect Site C Glynn Tract - P.K.



Scale
1"=10'
GPS-83NAD

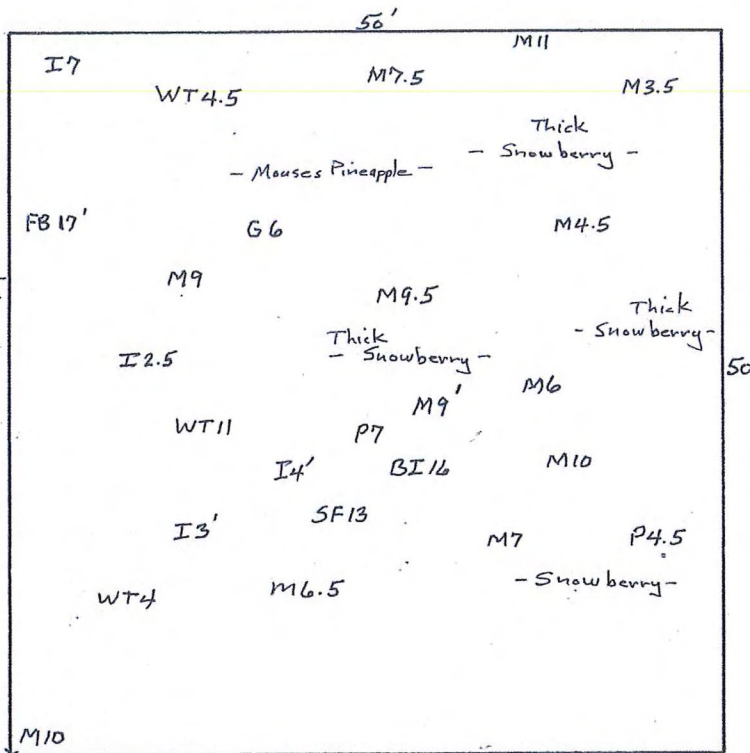
Regulated Plants - 6
Listed Plants - 18
24

Thick Shrubs
+ Ground Cover

Density

Canopy	9
Understory	6
Ground Cover (Shrubs)	9

24° 40.346' N
81° 11.880' W



Note: Plant Symbols Legend in Report
Numerals are inches diameter at breast height
(') ft. symbol denotes height in feet

Survey by: H. DeLoshmatt
Biosurveys, Inc. 8/8/12

[Signature]
8/8/12



Monroe County GIS Map Documenting Hammock Habitat – Two Upland Areas Red Hatched Area



Property Boundary Hammock Edge – SE Hammock



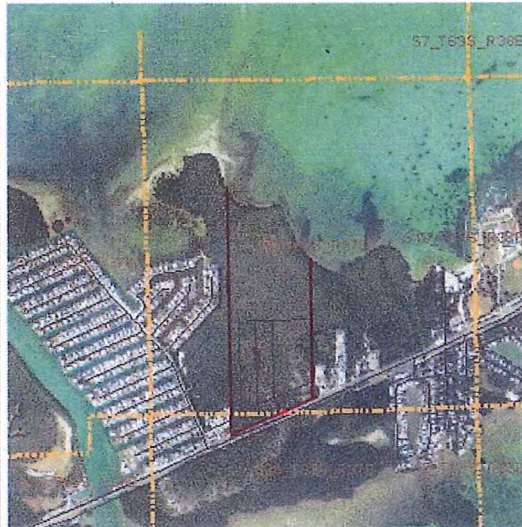
Typical Internal View of Low Hammock – SE Site



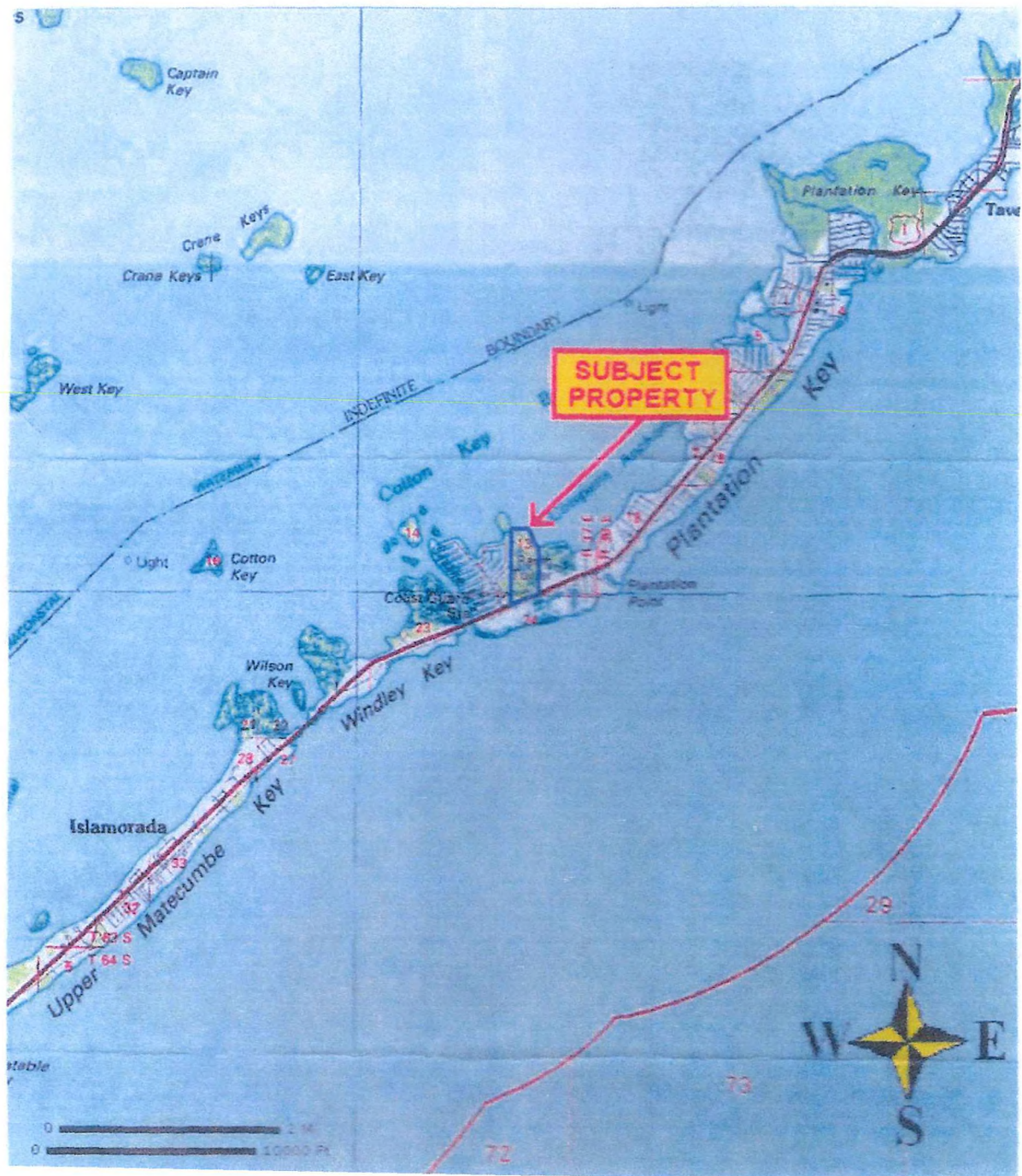
Internal Low Hammock – Disturbed w Australian Pine



Typical Dumping Pile – Rock Rubble on SE Area

Property Record Card -
Map portion under construction.**Alternate Key: 1106020 Parcel ID: 00091920-000000***(+ Other ID Numbers for the large tract)***Ownership Details****Mailing Address:**
GLYNN R JAY
4430 MEAGER CIR
PORT CHARLOTTE, FL 33948**All Owners:**
FONSECA MARITZA , LEFFEWE SALLY, WILSON NANCY T/C,
GLYNN WILLIAM GRAHAM, WILLIAMS PEGGY, GLYNN R JAY**Property Details****PC Code:** 99 - NON AG ACREAGE 5 AC OR MORE
Millage Group: 50VI
Affordable Housing: No
Section-Township-Range: 13-63-37
Property Location: VACANT LAND PLANTATION KEY
Legal Description: 13-63-37 PLANTATION KEY OR LONG ISLAND PT GOV LOT 3 OR551-750 OR787-1295-1296 OR2193-42D/C OR2193-50/53P/R OR2193-54/61A/F

Show Parcel Map that can launch map - Must have Adobe Flash Player 10.3 or higher



Description of Property

The Glynn property is a large holding, spanning from Overseas Highway to Florida Bay, consisting of subdivided residential lots and commercial parcels of the Sunset Park Subdivision and adjacent other parcels. The total size of the property is approximately 90 acres. Please see the attached aerial photos, photos of the site and the Monroe County Property Appraiser parcel identification numbers. The property consists of 150 separate parcels and tracts subdivided in 1960's and 1970's.

The large site contains both upland areas, transitional wetland areas and wetland areas. Much of the site consists of regulated wetlands, so allowing some reasonable use of the uplands near the highway has become the means by which the current owners hope to avoid a takings dispute, and in a manner that serves the public interest as well. The area proposed for development of affordable housing is that which is the larger of the two upland areas. See the Vegetation Analysis of the property in the supporting documents to the application. The following page is an aerial photo with the upland hammock area outlined in yellow, which is the area proposed for both development and change of Future Land Use Map (FLUM) designation. It is in total area less than 10 acres, as required by Florida Statute 163.3187 where a "Small Area" amendment is proposed. The remainder of the property will retain its existing Future Land Use Map designation of Conservation.

While site plans have yet to be developed for the property subject to the proposed change, access will be from an existing road from the Venetian Shores area rather than from US Highway 1 directly. Only the upland portions of the property will be proposed for development.

The proposed Future Land Use Map designation covers an area of approximately 5 acres. The proposed FLUM designation is Residential Medium.

Justification of Amendments as required by the Land Development Regulations, Florida Statutes and Florida Administrative Code

The Village requires all Applications for Amendment of the Comprehensive Plan justify the change according to state and local law, including those that proposes a change of density upward. The amendment must also demonstrate compatibility with other sections of the Comprehensive Plan, inclusive of concurrency if the amendment would result in new development. On the following pages are discussions of how the proposed amendments meet these criteria.

Summary of Justifications

Housing Need

For nearly three decades Monroe County and all its municipalities, as well as special and school districts have struggled with the need to supply more affordable housing up and down the Keys. Report after report have been written and committee after committee have met to make recommendations as to how to make more housing available to the County's workforce and to lower the price of providing it.

Notable examples of these efforts and studies and data which support the proposed changes are:

1. Islamorada Village of Islands Workforce Housing Support Study, Clarion Associates and Dr. James C. Nicholas, September 2007.
2. Monroe County Workforce Housing Stakeholder Assessment Report , April 2015
3. The Affordable Housing Advisory Committee Resolution 01-2016, containing 33 recommendations
4. The 2014, 2015 and 2016 Florida Keys Area of Critical State Concern Annual Report .
5. The State of the County Report 20116/17 by Monroe County by County Administrator Roman Gastesi
6. The United Way of Florida ALICE –Asset Limited, Income Constrained , Employed – Study of Financial Hardship 2017 Update
7. The 2011-2015 American Community Survey Housing Data for Monroe County and Islamorada , Florida Housing Data Clearing House
8. City Data.com Islamorada profile 2105.
9. Islamorada Comprehensive Plan 2014 Update Data and Analysis
10. 2015 US! Arterial Travel Time and Delay Study for Monroe County Florida by the URS Corporation September , 2015

These and other publications and research referenced in them are available to staff and the Village Council and therefore, not re-produced here in their entirety.

The conclusions drawn from the data and analyses of these reports are significant.

- After the Great Recession of 2007-2008 by 2015 and certainly into 2017, the real estate market has re-bounded putting extreme price pressure on all sectors of the housing market.
- As reported by the United Way ALICE 2017 update for Florida, Monroe County, fully 59% of the total Renter –Occupied House Holds pay more than 30% of their income for housing.
- While the 2007 Affordable Housing Study did not identify a specific number of units of Affordable Housing needed community wide , it did calculate the need by employee and employment type based on findings such as the following,

“Table II.5: Existing Home Sales by Price Range, Village of Islamorada, 2000-2005, provides information about the availability of housing units over the past six years being sold in the local housing market that the workforce in Islamorada can afford (see Appendix A for an even more detailed breakdown of housing sales prices). To establish a base for comparison, the total sales are divided into those residential units sold below \$400,000 and those that sold for \$400,000 or higher. In 2000, 79.2 percent of all existing home sales in Islamorada were below \$400,000. The average price for all units that year was \$286,872. In 2003, 53.4 percent of residential sales were below \$400,000. By 2005 prices had increased dramatically and only 15.4 percent of sales were under \$400,000. Mobile homes and condominiums are increasing their roles as being the provider of lower price housing – to the extent that \$400,000 can be considered to be low price for a single-family home. Probably of greatest relevance to median income members of the workforce, sales of homes under \$200,000 went from 246 in 2000 to twelve (12) in 2005 (see Table II.5: Existing Home Sales by Price Range, Village of Islamorada, 2000-2005). Of those twelve (12) homes under \$200,000, seven (7) were single family, none (0) of the homes were mobile homes and five (5) were condominiums”

- Seven years later the problem has only become worse in Islamorada with the following relevant facts in 2016(the latest data set available):
1. Forty-four percent (44%) of the Village households are “cost burdened” paying more than 30% of their income on housing cost.
 2. Twenty –Nine percent (29%) of all households pay more 50% of their income on housing costs.

3. Forty-five percent (45%) of the Village elderly pay more than 30% of their income on housing costs.
4. Fifty-one per cent (51%) of renters pay more than 30% of their income on housing costs.
5. The average sales price of all homes has risen to \$1,054,024.
6. The median gross rent is \$1402.
7. The median home value is \$743,534.
8. Forty-two percent (42%) pay more than \$1500 in gross rent.
9. While the Village median household income has risen from \$41,522 in 2000 to \$62,507, using the normal underwriting guidelines that household would not qualify for the average lowest cost non mobile home unit in Islamorada which is approximately \$460,214 in 2015.
10. Numerous residential structures in the Village were damaged or destroyed by recent hurricane Irma. Many of those structures housed members of the workforce. Those units must be repaired and or replaced.

All Departments of the Village are acquainted with these facts as are the appointed and elected officials. All have been supportive of building needed affordable housing within the Village at appropriate locations. The entire focus of the proposed amendments to the FLUM Designation, Comprehensive Plan text , Land development Regulation text and Zoning map are to stimulate the creation of affordable housing in a central locations in the Village to serve the workforce.

Conservation Regulations and Available Alternative Sites

Other parts of the Comprehensive plan and Land development regulations provide protection for natural areas, inclusive of upland hammock forest areas. The proposed amendments , if adopted would specifically implement existing comprehensive plan polic Number 3-1.1.1.3, which requires the Village to amended plan developments regulations to promote the creation of affordable housing. The proposed amendments take a slight change in the comprehensive plan and landed on regulation that would allow use of the subject property for affordable housing, with the result that the remainder of the environmentally sensitive lands would be preserved. In addition because of the requirements described within the amendments any clearing Hardwood Hammock Forest be mitigated and replaced on the same property with the intention that it be tended, enhanced to become high quality hammock and preserved via appropriate conservation easements or dedication.

Given the wording of the proposed amendments and the criteria that identifies the lands eligible for the implementation of the amendments no other lands in the village would comply with the basic requirements of the amendment.

The criteria for consideration of a comprehensive plan amendment requires the consideration of alternate parcels within the Village where the proposed amendments purpose could be implemented. There are several reasons why alternative sites are not feasible, available or appropriate.

First, is the fact that a major component of the feasibility providing affordable housing is the availability of land at a price which supports the creation of affordable housing. Because Glynn property has been owned by the same family for decades allows the property value to be supportive of the provision of affordable housing.

Second, an analysis of parcels of 4 to 10 acres - the size required for the creation of 5 that best fits a mixed income workforce housing project of 45-60 units reveals a number of problems with considering such alternative sites as affordable housing to be developed by a private entity. The list of the parcels analyzed is attached.

The parcels surveyed were determine to be unsuitable as alternative sites because of the following:

1. Ownership –One cannot force an owner to sell property to another for affordable housing simply because an entity believes that it is more suitable for such housing. Additionally, of the properties in the Village which are the size required- 4-10 acres, eleven of the 21 surveyed are owned by the state of Florida or the Village and are used for conservation, recreation or road right of way. One is the Tavernaero airport property.
2. The price of properties of this size is much greater, given the present economy than can be successfully sustained for affordable housing development.
3. Current Land Development Regulations involving density, clearing, building height and impervious ratio, all mitigate against the feasibility of affordable housing development. Because of these the limiting regulations the amendments are proposed.

Consistency Statements

Florida Statutes

Florida Statute 380.0554 (7) is the Area of Critical State Concern that is applicable to the Village of Islamorada. Because the “Principles” are Important and the primary device that the state uses to determine the necessity of amending local Comprehensive plans, the statute is stated below with corresponding responses as to how the proposed amendments are consistent.:

(7) PRINCIPLES FOR GUIDING DEVELOPMENT.—State, regional, and local agencies and units of government in the Florida Keys Area shall coordinate their plans and conduct their

programs and regulatory activities consistent with the principles for guiding development as specified in chapter 27F-8, Florida Administrative Code, as amended effective August 23, 1984, which is adopted and incorporated herein by reference. For the purposes of reviewing the consistency of the adopted plan, or any amendments to that plan, with the principles for guiding development, and any amendments to the principles, the principles shall be construed as a whole and specific provisions may not be construed or applied in isolation from the other provisions. However, the principles for guiding development are repealed 18 months from July 1, 1986. After repeal, any plan amendments must be consistent with the following principles:

(a) Strengthening local government capabilities for managing land use and development so that local government is able to achieve these objectives without continuing the area of critical state concern designation.

Response: The proposed amendments will assist the Village to stabilize the workforce by the provision of sustainable housing at a central location which can serve the housing needs of local industry workers and working professionals.

(b) Protecting shoreline and marine resources, including mangroves, coral reef formations, seagrass beds, wetlands, fish and wildlife, and their habitat.

Response: The proposed amendments provide a process for the protection of at least 85 acres of environmentally sensitive lands and the restoration of 2 to 3 acres of Hammock forest with concomitant conservation easements over both. The site of the proposed FLUM and Zoning Change will allow development on uplands only and through applying setbacks and best drainage practices will protect wetlands.

(c) Protecting upland resources, tropical biological communities, freshwater wetlands, native tropical vegetation (for example, hardwood hammocks and pinelands), dune ridges and beaches, wildlife, and their habitat.

Response: See response to item b above.

(d) Ensuring the maximum well-being of the Florida Keys and its citizens through sound economic development.

Response: See response to item a above. The construction of up to 60 units of sustainable affordable housing will place workers in units not susceptible to sea level and hurricane force winds so that a stable labor force for many sectors of the economy can be sustained.

(e) Limiting the adverse impacts of development on the quality of water throughout the Florida Keys.

Response: Sufficient sewer capacity is available for the development and the increased property values will provide additional monies when need for upgrades and other improvements. There is a direct correlation between the provision of enhanced septic sewage

disposal and the health of Florida Bay. The creation of at least 85 acres of secured wetlands habitat with management and conservation easements will protect adjacent Keys waters.

(f) Enhancing natural scenic resources, promoting the aesthetic benefits of the natural environment, and ensuring that development is compatible with the unique historic character of the Florida Keys.

Response: *See response to item b above. There are no historic resources on site. The size of the property to be rezoned and the clearing allowances enabled will require sufficient buffers along this stretch of US Highway 1 unlike adjacent lands previously developed.*

(g) Protecting the historical heritage of the Florida Keys.

Response: *There are no structural historic or archaeological resources on the site.*

(h) Protecting the value, efficiency, cost-effectiveness, and amortized life of existing and proposed major public investments, including:

1. The Florida Keys Aqueduct and water supply facilities;
2. Sewage collection, treatment, and disposal facilities;
3. Solid waste treatment, collection, and disposal facilities;
4. Key West Naval Air Station and other military facilities;
5. Transportation facilities;
6. Federal parks, wildlife refuges, and marine sanctuaries;
7. State parks, recreation facilities, aquatic preserves, and other publicly owned properties;
8. City electric service and the Florida Keys Electric Co-op; and
9. Other utilities, as appropriate.

Response: *There is adequate capacity and levels of service for all utilities serving the site. There are employers including the Village Offices and parks within easy bicycle or walking distance of the site. The site is more than 80 miles from the Naval Air Station. There are no parks or recreation facilities. The implementation of the amendments will see the creation of an environmental preserve on at least 85 acres.*

(i) Protecting and improving water quality by providing for the construction, operation, maintenance, and replacement of stormwater management facilities; central sewage collection; treatment and disposal facilities; the installation and proper operation and maintenance of onsite sewage treatment and disposal systems; and other water quality and water supply projects, including direct and indirect potable reuse.

Response: *The affordable housing enabled by the amendments will connect to the Village central sewage system and will use the LDR requirements for all drainage and best practices encouraged by them. The design of the affordable units will meet at least a pre-requisite LEED designation and will be constructed at least one foot above the required base flood elevation.*

(j) Ensuring The improvement of nearshore water quality by requiring the construction and operation of wastewater management facilities that meet the requirements of ss. [381.0065](#)(4)(l) and [403.086](#)(10), as applicable, and by directing growth to areas served by central wastewater treatment facilities through permit allocation systems.

Response: *See response item i above.*

(k) Limiting the adverse impacts of public investments on the environmental resources of the Florida Keys.

Response: *All development will take place on private property. Sewer service line and power lines are adjacent to the site. Any clearing done on site , inclusive of upland hammock will be mitigated by the re-creation of upland hammock and transformation of disturbed areas elsewhere on the site.*

(l) Making available adequate affordable housing for all sectors of the population of the Florida Keys.

Response: *The entire focus of the proposed amendments to both the Comprehensive plan and the Land Development Regulations is to provide affordable housing and to implement a policy of the current Comprehensive Plan that requires the Village to consider changes to the Land Development Regulations that will stimulate the creation of Affordable housing.*

(m) Providing adequate alternatives for the protection of public safety and welfare in the event of a natural or manmade disaster and for a post-disaster reconstruction plan.

Response: *The development enabled by the proposed changes will comply with all emergency management requirements. Because the development will be designed to LEED standards and placed above the required base flood elevations , it will be more resilient than much of the current work force housing available in the community.*

(n) Protecting the public health, safety, and welfare of the citizens of the Florida Keys and maintaining the Florida Keys as a unique Florida resource.

Response: *Providing new affordable housing and protecting more than 80 acres of environmentally sensitive lands using creative techniques allowed by the proposed amendments , especially after a hurricane has damaged or destroyed much work force housing meets these community goals.*

Local Requirements and the Florida Department of Economic Opportunity Guidelines for the Consideration and Adoption of Amendments are:

1. A description of the availability of and the demand on the following public facilities: sanitary sewer, solid waste, drainage, potable water, traffic circulation, schools and recreation, as appropriate.

Response:

•Sanitary Sewer – The Village Wastewater system includes a vacuum collection system with a vacuum pump station located in each of the following areas: Lower Matecumbe Key, Upper Matecumbe Key, South Plantation Key, Middle Plantation Key, and on Sunshine Blvd. in North Plantation Key. In addition, there is another vacuum pump station and a re-pump station located in North Plantation Key. In some areas of the Village vacuum collection is not feasible and those specific areas are served with a low pressure collection system.

Once collected, all effluent is transmitted via force main to KLWTD for treatment and disposal. The Treatment Plant capacity of 3.45 Million Gallons, and according to an Agreement with the KLWTD an allocation of 1.104 Million gallons is allocated to the Village.

The level of development that would be supported by the proposed would be 50-60 units of affordable housing. Using Industry and KLWTD conservative standards a multi-family residential units creates 150 gallons of wastewater per day 60 units would create 9000 gallons of waste water per day. This is less than 0.008% of the capacity allocated to the Village. There is sufficient reserve capacity in the system to accommodate the additional BPAS allocations awarded the Village in 2012 – also the year the agreement between the Village and KLWTD. The proposed additional affordable housing would come from the those BPAS allocations.

• Solid Waste- Residential and Commercial Solid Waste, Yard Waste and Recycling collection and disposal services are provided through an Agreement with Advanced Disposal Services(ADS). ADS collects the waste and ships it to one of it landfill locations on the mainland. There is no indication in the contract between ADS and the Village that the solid waste facility could not accommodate the 60 x 10 lbs. = 600 lbs. created per day at the development enabled by the proposed changes. These figures do not identify re-cycling component and are conservative.

•Drainage- The drainage system created by the development enabled by the proposed changes will be to the specifications of the Village Land Regulations and the Stormwater Design Criteria Technical Manual dated February 2000. If in the future the Village provided a central drainage system, the development will connect as required.

• Potable Water- The Florida Key Aqueduct Authority delivers 17,000,000 gallons of water per day to the Florida Keys. The 60 Affordable units enabled by the proposed changes would create 150 gpd/unit or 9000 gallons per day. This is 0.0005% of the daily flow to the Keys. This amount is within the water conservation recovery rates established by the Authority.

Traffic Circulation – The site is on Plantation Key at Mile Marker 86 at the beginning of US Highway 1 Road Segment 21 which runs from mile marker 86 to mile marker 91.5. In the 2015 US 1 Arterial Travel Time and Delay Study completed by Monroe County in September 2015, Segment 21 had a calculated Reserve Trip Capacity of 1057 trips. In 2013, using the same methodology , the reserve capacity in 2013 was 4226 trips. Using the Institute of Traffic Engineering 10th Edition Trip Generation Manual, an apartment such as that

which would be enabled by the Proposed changes would create 7.32 daily trips per unit and 0.56 at the pm peak hour. Using this ratio the maximum 60 units of workforce housing at site would create total daily trips of 439. There is sufficient reserve capacity to serve the site. The measured level of Service for this Segment is “C” which meet the Village adopted level of service.

- Education - Monroe County schools presently have an enrollment of 8708 children inclusive of County sponsored charter schools and all public schools. Using the Census reported number o households for 2016, of 28,910, an average number of children per household is 0.30. Assuming conservatively 90% of the households at the development enabled by the proposed amendments would have school aged children in their family make-up, $60 \times 90\% = 54 \times 0.30 = 16$ children. The nearest school is Plantation Key School. Enrollment has dropped from 584 students in 2008 to 495 in 2016. The school has a student/teacher ratio of 12.7. The school has excess capacity . The 16 children generated represent 3% of the current enrollment and 2.7% of the capacity in 2008. There is sufficient capacity in the local school.

Property History and Previous Application History

The property subject of this small-scale plan amendment application is part of a larger tract, spanning from the Overseas Highway to Florida Bay, originally acquired by Jay Graham Glynn for mixed use development. Mr. Glynn pursued his vision by obtaining plat approval for a residential subdivision containing finger canals with bay access and many water-front lots, as well as separately platted commercial parcels fronting Overseas Highway. (To this day, ad valorem tax folios are defined by these platted lots.) The topography of Mr. Glynn's tract and style of his subdivision were virtually identical to the neighboring Venetian Shores subdivision, but due to an unfortunate health crisis from which he never fully recovered, Mr. Glynn was not able to commence development (as had Venetian Shores) prior to enactment of the Hendersen Wetlands Protection Act in 1984. After Mr. Glynn's death, there was a period of time that the property was subject of some probate litigation, and ultimately his heirs, including his namesake nephew, Ralph Jay Glynn have sought to make some reasonable use of this large tract by seeking to develop a small portion of uplands near the highway and by selling the balance of the site to the state (or other interested agencies) for conservation. Without approval of some development, however, mere conservation value will not bring a reasonable return on this asset to the Glynn heirs. The small scale comprehensive plan amendment proposed in this application provides an opportunity for addressing the acute need for affordable housing in Monroe County and making sale of this Florida Forever listed property economically feasible for its current owners.

Specifically, in 2004, the family contacted the Craig Company of Key West Florida to undertake preliminary discussions of the development potential of the property. The first application seeking direction on the type and amount of development that could possibly be placed on the site was the subject of a pre-application meeting that took place on September 9, 2011. The results of that meeting were described in a letter from the Village Planning Director, dated October 7, 2011. A copy of that letter and the site plan that generated the conference is attached to this application. Ralph Jay Glynn

On March 9, 2016 Donald Craig, now Land Use Director of the Spottswood Law Firm sent an email to the Village Planning Director requesting a discussion of the possibility of an Affordable Housing project on the site. On May 17, 2016 Mr. Craig met with the Planning Director to review the Land Development Regulations and the Comprehensive Plan policies applicable to the development of the property. A July 6, 2016 letter to the Planning Director described a possible process of "transferring" clearing ratios from one hardwood forest hammock to another in order to allow construction in the hammock area nearest US Highway 1. On August 11, 2016 Mr. Craig and the owner's attorney Ms. Amy Boulris of the Gunster Law Firm met with the Planning Director and the Village Attorney to discuss a possible variance to the clearing ratios that is contained in the landscaping section of the

Land Development Regulations. That section of the Village Code contains the specific limitation on the clearing of lands within the Village. Following the meeting the Mr. Craig sent a memorandum explain the approach discussed to the Village. Pertinent parts of the memorandum summarizing the meeting are:

"In order to allow the staff to solidly ground themselves in the LDRs to recommend approval of the clearing of the 2.25 acres necessary for the housing, I have identified a potential alternative method for such approval. That is by variance.

Section 30-221 (a) of the LDRs controls how variances are applied to the standards of the Code,

*(a) A variance is relaxation of the terms of this chapter where such action will not be contrary to the public interest and where, owing to conditions peculiar to the property and not the result of actions of the applicant, a literal enforcement of this chapter would result in unnecessary and undue hardship on the property. As used in this section, a variance is authorized only for height, setbacks, parking, and loading requirements, **and landscaping**, unless otherwise specified in this chapter. Under no circumstances shall the director of planning and development services or the village council grant a variance to permit a floor area ratio or a use not permitted under the terms of this chapter. Emphasis added.*

Section 30-823 of the Land Development Regulations deals with **removal** of vegetation. That section reads *"(a) Removal or major pruning of any native or naturalized tree equal or greater than eight inches in diameter at breast height or the removal of any vegetation in required open space areas, buffer yards, hammock, wetland, or beach berm habitat communities shall require a development permit. Removal of vegetation in the above habitat communities shall be subject to the provisions contained in article VII of this chapter." Emphasis added.*

Because the section in the landscaping code refers to removal of vegetation in Hammock areas, and refers to Article VII which is where the clearing ratios for hammock are found, it is my interpretation of the Code that the clearing ratios are subject to application for variance as provided for in Section 30-221(a)

Obviously, if the Village were to agree to the clearing variance, it could assign whatever reasonable conditions it deemed necessary, inclusive of re-creating. high quality hammock elsewhere on the property as contemplated by the Development Agreement approach." **End of excerpt from the memorandum.**

On April 19, 2017, Mr. Craig sent a memorandum to the Village Attorney asking if a decision had been made on the possibility of a variance. On May 17, a conference call was held with the Planning Director, Planning Staff, Mr. Craig, and representatives of Wendover Housing to discuss the Variance concept and options. During the conference the Planning Director informed all that the clearing ratios could not be varied via the Land Development

Regulations because those same ratios limiting the clearing of hardwood hammock appear in the Village Comprehensive Plan. Based on that information discussions ensued as to possible changes to the Comprehensive Plan Policies to encourage the development of affordable housing on the Glynn property.

After considering the substantial delay in being able to move forward with an affordable project and the overwhelming need for affordable housing in the Village and the Keys, the Glynn property landowners have applied for a “Small Area” change of FLUM designation, as allowed by state law, which also allows a change to the text of the Comprehensive Plan. This will resolve the clearing issue without harming the clearing ratios the LDRs applicable to other parcels in the Village. This is possible because of Florida Statutes 163.3187, which when applied in the Florida Keys allows changes in local Comprehensive Plans to encourage affordable housing.

Also, included in the application package is an application to amend the Land Development Regulations to implement the change of the Comprehensive Plan text, and an application to change the Zoning of the portion of the parcel for which the FLUM would be changed. The proposed zoning is Residential Medium.



ISLAMORADA, VILLAGE OF ISLANDS
PLANNING AND DEVELOPMENT SERVICES DEPARTMENT

APPLICATION FOR TEXT AMENDMENT

Pursuant to Code Chapter 30, Article IV, Divisions 8 & 9

<u>Application Type</u>	<u>Fee</u>	<u>*Deposit</u>	<u>Total Fee</u>
☐ Comprehensive Plan	\$5,000.00	\$1,000.00	\$6,000.00
☐ Land Development Regulations	\$5,000.00	\$1,000.00	\$6,000.00
☒ Comprehensive Plan and Land Development Regulations	\$6,000.00	\$1,000.00	\$7,000.00

* A deposit is required for development approval or permits which necessitate additional review and processing, and/or public hearing and notice requirements. Applicants are required to pay a cost recovery deposit which shall be credited toward the fee charged for such additional review and processing, and shall pay additional deposits as may be required from time to time. A debit based upon the actual time expended in reviewing an application and the applicable actual amount charged to the Village shall be charged against the cost recovery deposit.

PLEASE NOTE: THIS APPLICATION ACCEPTED BY APPOINTMENT ONLY.

An application must be deemed complete and in compliance with the Village Code by Staff prior to the items being scheduled for review. See the Submittal Requirements below for a list of required submittals and documents.

APPLICANT / AGENT (if applicable): Property owner must submit a notarized letter authorizing the applicant/agent to act on their behalf including the agent's name, address and phone number.

Name: Donald Craig AICP Land Use Director, Spottswood, Spottswood, Spottswood and Sterling

Mailing Address: 500 Fleming Street

City: Key West

State: Florida

Zip: 33040

Home/Mobile Phone: 305 924 0249

Office: 305 294 9556

Fax: 305 504 2696

Email: dcraig@spottswoodlaw.com

RESIDENT OR PROPERTY OWNER IN THE VILLAGE:

Name: Jay R Glynn

Mailing Address: 4430 Meager Circle

City: Port Charlotte

State: Florida

Zip: 33948 9495

Home/Mobile Phone: 941 625 6824/941 815 8955

Office: _____

Fax: _____

Email: jayglynn11@gmail.com

List of Comprehensive Plan goals, objectives and/or policies to be amended: _____

Policy 3-1.1.3: Identify and Address Barriers to Affordable Housing Within the Land Development Regulations by adding a new sub policy entitled Policy 3-1.1.3.A: Utilize Flexible Vegetative Clearing Ratios to Encourage the Development of Affordable Housing on Previously Subdivided Large Tracts Under a Single Ownership. The full text of the proposed amendment is attached on a separate sheet.

List of Land Development Regulations to be amended by chapter, articles, divisions and/or sections: _____

Chapter 30, Article VII Environmental Regulations, Division 4, Section 30-1614 (c) and (f) to implement the proposed new Policy 3-1.1.1.A. The full language of the proposal is attached on a separate sheet.

SUBMITTAL REQUIREMENTS

The following is a list of submittals and documents required for the Application for Text Amendment. One (1) paper copy of all documents is required. One (1) digital copy may also be submitted in PDF format on a CD-ROM or DVD-ROM. Up to 12 additional hard copies may be requested if a public hearing is required. Data furnished in the application shall be to scale and shall include the following information, unless waived in writing by the Director of Planning and Development Services. All paper plans shall be folded to a size no larger than 9"x12".

All applications:

- ☒ Correct nonrefundable application fee. Check or money order to "Islamorada, Village of Islands".
- ☒ Notarized agent authorization letter, if applicable, including the agent's name, address and phone number authorizing the applicant/agent to act on all property owners' behalf.
- ☒ Proof of ownership or residency e.g. warranty deed, lease or pending sale contract.
- ☒ Property record card from the Monroe County Property Appraiser.
- ☒ Changed projections (e.g., regarding public service needs) from those on which the text or boundary was based.
- ☒ Changed assumptions (e.g., regarding demographic trends).
- ☒ An analysis of how the proposed text amendment is consistent with applicable Code provisions, the Comprehensive Plan and the Principles for Guiding Development pursuant to Section 380.0552(7), Florida Statutes.

Amendments to Comprehensive Plan:

- ☒ Data and analysis pursuant to Section 9J-11.007, F.A.C.
- ☒ All Comprehensive Plan amendments must meet the requirements of Chapters 9J-5 and 9J-11, F.A.C.

The applicant shall submit all information required to adequately address the filing requirements adopted by the Florida Department of Community Affairs. In addition, the applicant shall submit all other information determined by the Director of Planning and Development Services to be necessary to address the comprehensive planning criteria of the Village. If deemed necessary to complete a full review of the application, the Planning and Development Services Department reserves the right to request additional information.

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate. I certify that all information required has been provided.

Signature of Applicant or Agent

Date

Print Name: Donald Craig

STATE OF FL
COUNTY OF Monroe

Sworn to and subscribed before me this 28th day of November, 2017, by

Donald Craig (name of person signing the application) as
(type of authority...e.g. officer, manager/member, trustee, attorney in fact) for
(name of entity or party on behalf of whom application was executed).

Signature of Notary Public - State of Florida

SEAL:



☒ Personally Known ☐ Produced Identification

Type of ID

LEGAL DESCRIPTION TO ACCOMPANY SKETCH
LYING IN SUNSET PARK, PLAT BOOK 6, PAGE 102
MONROE COUNTY, FLORIDA

LEGAL DESCRIPTION:

A PARCEL OF LAND BEING LOTS 1 AND 2, BLOCK 1, LOTS 1 AND 43, BLOCK 2, TRACT "A" AND A PORTION OF THE PLATTED ROAD RIGHT-OF-WAY OF WHITE HERON STREET LYING NORTH OF SAID TRACT "A", SUNSET PARK, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 6, PAGE 102 OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE SOUTHWEST CORNER OF SAID SUNSET PARK; THENCE NORTH 00°00'00" EAST ALONG THE WEST LINE OF SAID SUNSET PARK, A DISTANCE OF 482.28 FEET TO THE NORTHWEST CORNER OF SAID LOT 2, BLOCK 1; THENCE NORTH 90°00'00" EAST ALONG THE NORTH LINE OF SAID LOT 2 AND THE NORTH LINE OF SAID LOT 1, BLOCK 2, A DISTANCE OF 270.00 FEET TO THE NORTHEAST CORNER OF SAID LOT 1, BLOCK 2, SAID POINT BEING ON THE WEST LINE OF SAID LOT 43, BLOCK 2; THENCE NORTH 00°00'00" EAST ALONG THE WEST LINE OF SAID LOT 43, BLOCK 2, A DISTANCE OF 60.00 FEET TO THE NORTHWEST CORNER OF SAID LOT 43; THENCE NORTH 90°00'00" EAST ALONG THE NORTH LINE OF SAID LOT 43, A DISTANCE OF 110.00 FEET TO THE NORTHEAST CORNER OF SAID LOT 43; THENCE SOUTH 00°00'00" WEST ALONG THE EAST LINE OF SAID LOT 43, A DISTANCE OF 49.20 FEET TO THE BEGINNING OF A CURVE CONCAVE WESTERLY HAVING A RADIUS OF 25.00 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 68°05'30", A DISTANCE OF 29.71 FEET TO THE NORTH RIGHT-OF-WAY LINE OF WHITE HERON STREET; THENCE NORTH 68°05'30" EAST, ALONG SAID NORTH RIGHT-OF-WAY LINE A DISTANCE OF 278.40 FEET TO THE INTERSECTION OF SAID NORTH RIGHT-OF-WAY LINE WITH THE NORTHERLY EXTENSION OF THE EAST LINE OF TRACT "A" OF SAID SUNSET PARK; THENCE SOUTH 21°54'30" EAST, DEPARTING SAID NORTH RIGHT-OF-WAY LINE AND ALONG SAID NORTHERLY EXTENSION AND EAST LINE OF SAID TRACT "A", A DISTANCE OF 275.00 FEET TO THE BEGINNING OF A CURVE CONCAVE WESTERLY HAVING A RADIUS OF 25.00 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 90°00'00", A DISTANCE OF 39.27 FEET TO THE NORTH RIGHT-OF-WAY LINE OF OVERSEAS HIGHWAY (U.S. NO. 1 / S.R. NO. 5); THENCE SOUTH 68°05'30" WEST, ALONG SAID RIGHT-OF-WAY LINE, A DISTANCE OF 766.73 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 257,195 SQUARE FEET OR 5.90437 ACRES, MORE OR LESS.

SURVEYOR'S NOTES

1. THE BEARINGS SHOWN HEREON ARE ASSUMED, BASED UPON THE PLAT OF SUNSET PARK, AS RECORDED IN PLAT BOOK 6, PAGE 102 OF THE PUBLIC RECORDS OF MONROE COUNTY, FLORIDA. THE SOUTH LINE OF TRACT "A" OF SAID PLAT BEING SOUTH 68°05'30" WEST.
2. NO INSTRUMENTS OF RECORD REFLECTING EASEMENTS, RIGHTS-OF-WAY AND/OR OWNERSHIP WERE FURNISHED TO THE SURVEYOR EXCEPT AS SHOWN HEREON. NO OPINION OF TITLE IS EXPRESSED OR IMPLIED.

NOTE: SEE SHEET 2 OF 2 FOR SKETCH OF DESCRIPTION.

DESCRIPTION NOT VALID UNLESS ACCOMPANIED WITH SKETCH OF DESCRIPTION AS SHOWN ON SHEET 2 OF 2 OF THIS DOCUMENT.

THIS IS NOT A SURVEY

SURVEYOR'S CERTIFICATION:

I HEREBY CERTIFY, TO THE BEST OF MY KNOWLEDGE AND BELIEF, THAT THE SKETCH AND DESCRIPTION SHOWN HEREON WAS PREPARED IN ACCORDANCE WITH THE "STANDARDS OF PRACTICE" FOR SURVEYING AND MAPPING IN THE STATE OF FLORIDA AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

RICHARD T. CREECH
PROFESSIONAL SURVEYOR AND MAPPER
FLORIDA LICENSE No. LS - 5760

DATE OF SIGNATURE

NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

**CREECH
CONSULTING, INC.**

LB-6705 772-485-2140
6856 SW WOODBINE WAY, PALM CITY, FL 34990

GLYNN PARCEL

MONROE COUNTY

FLORIDA

PATH: S:\New Projects\Survey 2018\RTC GLYNN

PROJECT NO. GLYNN PARCEL

REVISED DATE:

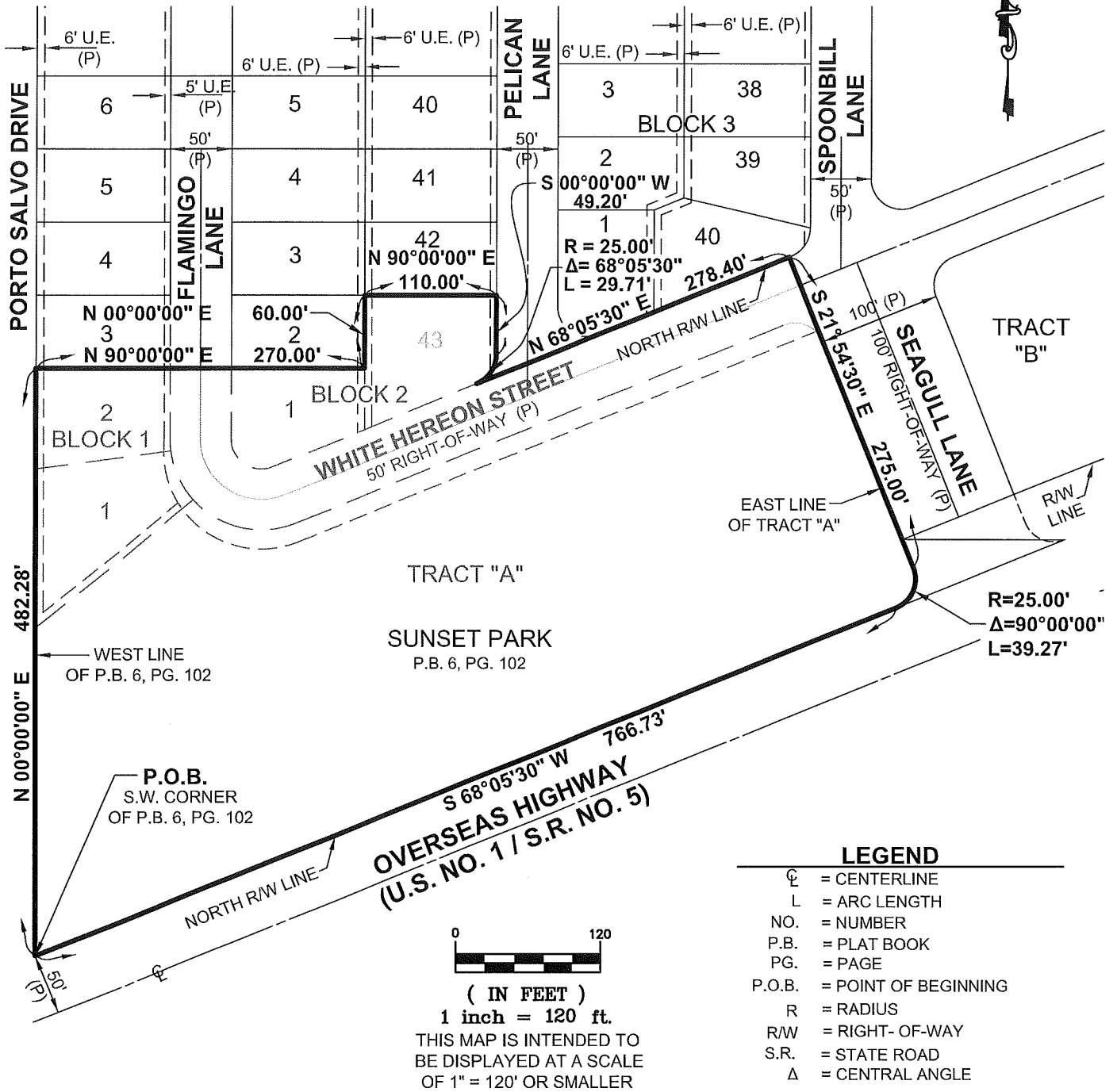
DATE: DEC. 17, 2018

CADD FILE: GLYNN SKT

SCALE: N/A

SHEET 1 OF 2

SKETCH OF DESCRIPTION
 LYING IN SUNSET PARK, PLAT BOOK 6, PAGE 102
 MONROE COUNTY, FLORIDA



NOTE: SEE SHEET 1 OF 2 FOR DESCRIPTION, SURVEYOR'S NOTES AND CERTIFICATION.

THIS IS NOT A SURVEY

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PATH: S:\New Projects\Survey 2018\RTC GLYNN

PROJECT NO. GLYNN PARCEL

REVISED DATE:

DATE: DEC. 17, 2018

CADD FILE: GLYNN SKT

SCALE: 1"=120'

SHEET 2 OF 2

SPOTTSWOOD, SPOTTSWOOD, SPOTTSWOOD & STERLING, PLLC

ATTORNEYS AND COUNSELORS AT LAW
500 FLEMING STREET
KEY WEST, FLORIDA 33040

JOHN M. SPOTTSWOOD, JR.
ERICA HUGHES STERLING
CRISTINA L. SPOTTSWOOD
WILLIAM B. SPOTTSWOOD, JR.
RICHARD J. McCHESNEY

Telephone | 305-294-9556
Facsimile | 305-504-2696

OF COUNSEL:

JOHN M. SPOTTSWOOD (1920 – 1975)
ROBERT A. SPOTTSWOOD (of Counsel)
WILLIAM B. SPOTTSWOOD (of Counsel)

April 19, 2017

Mr. Roget Bryan, Village Attorney
Ms. Cheryl Cioffari, Planning Director
Village of Islamorada
86800 Overseas Highway
Islamorada, Florida 33036

Subject: Glynn Tract- Development of Affordable Housing – Clearing Ratio Variance

Dear Roget and Cheryl:

On August 11 of last year, I sent the attached memorandum to the both of you asking if you agree that my client has the opportunity and the right to apply for a clearing ratio variance as allowed by Sec. 30 – 222 (a) and Sec. 30 – 823 of the Village Code..

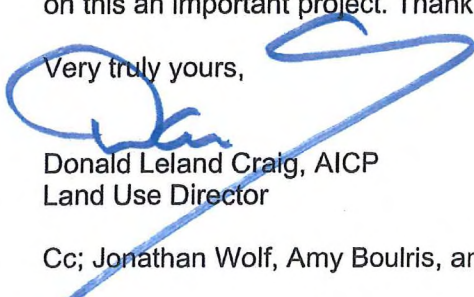
I have yet to have heard from either of you regarding my request.

Absent any response from you within two weeks, I am prepared to submit an application for the variance as described in my memorandum.

I have also enclosed correspondence from July 6 , 2016 which discusses another method for allowing the clearing necessary to allow the development of affordable housing on a small portion of the site.

I appreciate all the work by you and your staff as we have attempted to move forward on this an important project. Thank you.

Very truly yours,


Donald Leland Craig, AICP
Land Use Director

Cc; Jonathan Wolf, Amy Boulris, and Erica Hughes

SPOTTSWOOD, SPOTTSWOOD & SPOTTSWOOD, PLLC
ATTORNEYS AND COUNSELORS AT LAW
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WILLIAM B. SPOTTSWOOD
ERICA H. STERLING
CRISTINA L. SPOTTSWOOD
WILLIAM B. SPOTTSWOOD, JR.
RICHARD J. MCCHESENEY

Telephone | 305-294-9556
Fax | 305-292-1982

JOHN M. SPOTTSWOOD (1920 – 1975)
ROBERT A. SPOTTSWOOD (of Counsel)
DONALD L. CRAIG (Director of Planning)

Memorandum

To: Roget Bryan, Village Attorney and Cheryl Cioffari, Planning Director

From: Donald Leland Craig, AICP Land Use Director

Date: August 11, 2016

Subject: Glynn Tract Plantation Key – Vegetation Clearing Variance

CC: Amy Boulris, Jay Glynn and Erica Sterling

Attachments: NA

Thank you for meeting with Amy and I today to discuss the potential development of Affordable Housing on the Glynn property located just down the highway from the Village Offices on Plantation Key.

As Cheryl knows, I have spoken to her on several occasion about the possibility of development approval of an affordable and workforce housing project on a portion of this 90-acre tract. While Village staff has been supportive of the concept of affordable housing on the tract, as a team they and we have always stumbled on the clearing limitations for hardwood hammock contained in Article VI of the Land Development Regulations. The clearing allowances would require that 90% of the nearly five (5.0) acre hammock area, which is the only accessible upland area on the site, be left entirely intact.

Previously, I had suggested a development agreement to approach the issue of clearing by upgrading an isolated disturbed area to High Quality Hammock forest, equivalent to the area needed for the development of the housing (approximately 2.25 acres). By replanting the disturbed area and maintaining it over time, environmental integrity of the entire 90 acres could be achieved. Staff has been very marginally receptive to this approach.

In order to allow the staff to solidly ground themselves in the LDRs to recommend approval of the clearing of the 2.25 acres necessary for the housing, I have identified a potential alternative method for such approval. That is by variance.

Section 30-221 (a) of the LDRs controls how variances are applied to the standards of the Code,

*"(a) A variance is relaxation of the terms of this chapter where such action will not be contrary to the public interest and where, owing to conditions peculiar to the property and not the result of actions of the applicant, a literal enforcement of this chapter would result in unnecessary and undue hardship on the property. As used in this section, a variance is authorized only for height, setbacks, parking, and loading requirements, **and landscaping**, unless otherwise specified in this chapter. Under no circumstances shall the director of planning and development services or the village council grant a variance to permit a floor area ratio or a use not permitted under the terms of this chapter."* Emphasis added.

Section 30-823 is in the landscaping section and deals with Removal of Vegetation. It says in that section *"(a) Removal or major pruning of any native or naturalized tree equal or greater than eight inches in diameter at breast height or the removal of any vegetation in required open space areas, buffer yards, **hammock**, wetland, or beach berm habitat communities shall require a development permit. Removal of vegetation in the above habitat communities shall be subject to the provisions contained in **article VII** of this chapter."* Emphasis added.

Because the section in the landscaping code refers to removal of vegetation in Hammock areas, and refers to Article VII which is where the clearing ratios for hammock are found, it is my interpretation of the Code that the Clearing ratios are subject to application for variance as provided for in Section 30-221(a)

Obviously, if the Village were to agree to the clearing variance, it could assign whatever reasonable conditions it deemed necessary, inclusive of re-creating high quality hammock elsewhere on the property as contemplated by the Development Agreement approach.

My questions for you today, is do you agree with my interpretation that my client may be allowed to apply for the variance described above?

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RICHARD J. MCCHESENEY

Telephone | 305-294-9556
Fax | 305-292-1982

JOHN M. SPOTTSWOOD (1920 – 1975)
ROBERT A. SPOTTSWOOD (of Counsel)
DONALD L. CRAIG (Director of Planning)

July 6, 2016

Ms. Cheryl Cioffari, Director of Planning
Village of Islamorada
86800 Overseas Highway
Islamorada, Florida 33036

Subject: Glynn Tract – Proposal for Affordable Housing Development and Vegetative Clearing Standards

Dear Cheryl:

Thanks for returning my call last Friday. While it has been a busy week, as I promised I am reducing to writing the concepts of which we spoke, and I discussed with four weeks ago when I was in Islamorada.

First, as I described, the proposed project will be an affordable housing project consisting of a 60-80% AMI units and “workforce” housing as well. The proposal is to locate the housing on approximately 2.25 acres of about 4.91 acres for upland on the southeastern corner of the 90-acre tract near US Highway 1.

Second, we recognize, as do you, the process laid out in a letter from the Village dated October 7, 2011 in response to a pre-application meeting for a previous similar proposal, i.e. a required change of Comprehensive Plan and Zoning, together with Conditional Use for the development of 50 +/- units on the property. The re-zoning to achieve to achieve 15 units per acre is sufficient for the planned density.

Third, I could find nothing in the Village Land Development Regulations which addresses the issue of transferring clearing ratios from one of multiple hammock/other vegetated areas on a single parcel and recreation of High Quality Hammock as compensation. I will have an updated vegetative survey of the property shortly, but here is the gist of what my client is proposing. There are two hammock areas on the Property of 90+ acres. The first is near the highway described above as 4.91 acres, adjacent to an off-site hammock and would be considered “high quality”. It is 4.91 acres in size and under the Village code clearing is limited to 10% or 0.49 acres; for sake of ease of distinguishing the two, the larger can be referred to as the “Highway Hammock. The second area is really disturbed with hammock as has been pointed out in our vegetative survey, and one performed by Robert Smith, dated May 27, 2010, which resulted in the construction of a mini warehouse in the area considered” disturbed with hammock” by the Smith analysis, and confirmed as extending into the Glynn property, to an even greater extent by the revised vegetative analysis. This upland area is 1.85 acres in size. Transitional areas extend around it before Mangroves are encountered.

The proposal being made now is to allow the clearing ratio from the disturbed area on the eastern portion of the property, which is 70% of the 1.85 acres, or 1.30 acres to be transferred to the Highway Hammock (4.91 acres) with its allowed clearing of 0.50 acres for a total clearing area of 1.80 acres. Also proposed is additional clearing in this area of 0.45 acres. This would create the 2.25 acres of site area necessary to establish the 50+/- affordable unit and workforce housing units. This would leave 2.66 acres of undisturbed hammock. To offset this clearing the entire 1.85 acres of disturbed area on the eastern perimeter would be replaced with High Quality Hammock to be create over time, together with an additional area of 0.50 acres adjacent to the equal the area cleared in the Highway Hammock. At the end of the of the process the total amount of High Hammock on the site would be 4.96 acres.

Of course, my client realizes that the recreation of High Quality Hammock will entail approximately five years and the expenditure of significant monies to create and manage the hammock to a point of maturity that will allow it to be successful.

Finally, the proposal includes the transfer of the remainder of the site, approximately 85 acres, via a negotiated favorable sale, to the Village or the Monroe County Land authority or other conservation organization.

We look forward to submitting the Development Agreement, the change of Comprehensive Plan and Zoning to move this very much needed project ahead in the coming weeks.

Should you have any questions about our schedule for submittals. Please call me.

Sincerely and Respectfully,

Donald Leland Craig, AICP
Land Use Director

Cc: Jay Glynn, Jonathan Wolfe, Amy Boulris, Jeff Sharkey

EXHIBIT-B



**ISLAMORADA, VILLAGE OF ISLANDS
REGULAR VILLAGE COUNCIL MEETING**

Founders Park Community Center
87000 Overseas Highway
Islamorada, FL 33036
Thursday, November 21, 2019
5:30 PM

-
- I. CALL TO ORDER / ROLL CALL**
 - II. PLEDGE OF ALLEGIANCE**
 - III. REPORTS, PRESENTATIONS AND ANNOUNCEMENTS**
 - IV. PUBLIC COMMENT**
 - V. AGENDA: Requests for Deletion / Emergency Additions**
 - VI. CITIZENS' ADVISORY COMMITTEE UPDATES**
 - VII. CONSENT AGENDA**

(All items on the Consent Agenda are considered routine by the Village Council and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event, the item will be moved to the Main Agenda.)

- A. A Resolution Ratifying and Approving a First Amendment to the Continuing Services Agreement between Wade Trim, Inc. and Islamorada, Village of Islands Islands to Provide Engineering and Architectural Services to the Village's Wastewater Utility**

TAB 1

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA APPROVING A FIRST AMENDMENT TO THE CONTINUING SERVICES AGREEMENT BETWEEN WADE TRIM, INC., AND ISLAMORADA, VILLAGE OF ISLANDS, TO PROVIDE ENGINEERING AND ARCHITECTURAL SERVICES FOR THE VILLAGE'S WASTEWATER UTILITY; AUTHORIZING VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE VILLAGE MANAGER TO EXPEND BUDGETED FUNDS; AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE FIRST AMENDMENT TO THE AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE

VIII. QUASI-JUDICIAL

- A. A Resolution Considering the Request of Monte W. Green for Major Conditional Use Approval to Allow an Outdoor Storage Area for Property Located at 86430 Overseas Highway

TAB 2

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST OF MONTE W. GREEN FOR MAJOR CONDITIONAL USE APPROVAL TO ALLOW FOR THE ADDITION OF 8,000 SQUARE FEET OF OUTSIDE STORAGE AREA TO AN EXISTING 19,125 SQUARE FOOT MINI-STORAGE FACILITY FOR PROPERTY LOCATED AT 86430 OVERSEAS HIGHWAY ON PLANTATION KEY IN THE I (INDUSTRIAL) ZONING DISTRICT, WITH REAL ESTATE NUMBER 00091980-000000, AS LEGALLY DESCRIBED HEREIN; AND PROVIDING AN EFFECTIVE DATE

- B. Administrative Appeal (PLADA20190185) by Mark Gregg, Relating to the Determinations of Fact by Village Staff in Pre-Application Conference Application No. PLPRE20190142

TAB 3

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING ADMINISTRATIVE APPEAL NO. PLADA20190185 FILED BY MARK GREGG, RELATING TO AN ADMINISTRATIVE DECISION AND INTERPRETATION BY THE DIRECTOR OF PLANNING FOR PROPERTY LOCATED AT 85305 & 85307 OLD HIGHWAY, ON PLANTATION KEY, ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, WITH PARCEL IDENTIFICATION NUMBER 00405350-000000 & 00405360-000000, AS LEGALLY DESCRIBED IN EXHIBIT "A"; AND PROVIDING FOR AN EFFECTIVE DATE

- C. 2nd Reading: Consideration of a Development Agreement Pursuant to Chapter 163, Florida Statutes, between the Village and the Moorings Islamorada, Inc., Witness Resources Inc., Baldwin Industrial Properties, Inc., and Balate International Limited

TAB 4

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA CONSIDERING A DEVELOPMENT AGREEMENT PURSUANT TO CHAPTER 163, FLORIDA STATUTES, BETWEEN THE VILLAGE AND THE MOORINGS ISLAMORADA, INC., WITNESS RESOURCES, INC., BALDWIN INDUSTRIAL PROPERTIES, INC., AND BALATE INTERNATIONAL LIMITED FOR THE PROPERTY LOCATED AT 123 BEACH ROAD, UPPER MATECUMBE KEY WITH REAL ESTATE NUMBERS 00401870-000000, 00095490-000000, 00095300-000000 AND 00095510-000000; AUTHORIZING THE APPROPRIATE VILLAGE OFFICIALS TO IMPLEMENT THE TERMS AND CONDITIONS OF THE AGREEMENT; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ANY OTHER REQUIRED DOCUMENTS; AND PROVIDING FOR AN EFFECTIVE DATE

- D. First Reading: Future Land Use Map Amendment Request by Jay R. Glynn for Property Located at Approximately MM 86 on Overseas Highway with Real Estate Number 00410503-014600 **TAB 5**

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST BY JAY R. GLYNN TO AMEND THE VILLAGE'S FUTURE LAND USE MAP FROM CONSERVATION (C) TO RESIDENTIAL MEDIUM (RM) FOR PROPERTY LOCATED AT APPROXIMATELY MILE MARKER 86 ON OVERSEAS HIGHWAY WITH REAL ESTATE NUMBERS 00410503-014600, AS LEGALLY DESCRIBED IN EXHIBIT "A"; PROVIDING FOR THE TRANSMITTAL OF THIS ORDINANCE TO THE STATE DEPARTMENT OF ECONOMIC OPPORTUNITY; AND PROVIDING FOR AN EFFECTIVE DATE UPON THE APPROVAL OF THIS ORDINANCE BY THE STATE DEPARTMENT OF ECONOMIC OPPORTUNITY

- E. First Reading: Zoning Map Amendment Request by Jay R. Glynn for Property Located at Approximately MM 86 on Overseas Highway with Real Estate Number 00410503-0014600 **TAB 6**

REQUEST BY JAY R. GLYNN TO AMEND THE OFFICIAL ZONING MAP FROM CONSERVATION (C) TO MULTI FAMILY (MF) FOR PROPERTY LOCATED AT APPROXIMATELY MILE MARKER 86 ON OVERSEAS HIGHWAY WITH REAL ESTATE NUMBERS 00410503-014600, AS LEGALLY DESCRIBED IN EXHIBIT "A"; PROVIDING FOR THE TRANSMITTAL OF THIS ORDINANCE TO THE STATE DEPARTMENT OF ECONOMIC OPPORTUNITY; AND PROVIDING FOR AN EFFECTIVE DATE UPON THE APPROVAL OF THIS ORDINANCE BY THE STATE DEPARTMENT OF ECONOMIC OPPORTUNITY

- F. First Reading: Request by Jay R. Glynn to Amend Comprehensive Plan Policy 3.1.1.3 **TAB 7**

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST BY JAY R. GLYNN TO AMEND POLICY 3.1.1.3 OF THE VILLAGE COMPREHENSIVE PLAN; PROVIDING FOR THE TRANSMITTAL OF THIS ORDINANCE TO THE STATE DEPARTMENT OF ECONOMIC OPPORTUNITY; AND PROVIDING FOR AN EFFECTIVE DATE UPON THE APPROVAL OF THIS ORDINANCE BY THE STATE DEPARTMENT OF ECONOMIC OPPORTUNITY

- G. First Reading: Request by Jay R. Glynn to Amend Section 30-1614 of the Land Development Regulations **TAB 8**

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CONSIDERING THE REQUEST BY JAY R. GLYNN TO AMEND SECTION 30-1614.- "OPEN SPACE REQUIREMENTS" OF THE LAND DEVELOPMENT REGULATIONS; PROVIDING FOR THE TRANSMITTAL OF THIS ORDINANCE TO THE STATE DEPARTMENT OF ECONOMIC

**OPPORTUNITY; AND PROVIDING FOR AN EFFECTIVE DATE UPON THE
APPROVAL OF THIS ORDINANCE BY THE STATE DEPARTMENT OF
ECONOMIC OPPORTUNITY**

IX. ORDINANCES

X. RESOLUTIONS

A. BPAS Allocation Distribution for 2020

TAB 9

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE
OF ISLANDS, FLORIDA, ESTABLISHING THE TOTAL AMOUNT OF
NONRESIDENTIAL FLOOR AREA AND RESIDENTIAL DWELLING
UNITS, QUARTERLY ALLOCATIONS, AND THE DISTRIBUTION OF
ALLOCATIONS BETWEEN CATEGORIES OF THE BUILDING PERMIT
ALLOCATION SYSTEM FOR 2020; AND PROVIDING FOR AN
EFFECTIVE DATE**

**B. Resolution Approving the Purchase of a 2020 Sutphen Pumper Fire Truck for
the Village Fire Rescue Department**

TAB 10

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE
OF ISLANDS, FLORIDA PIGGYBACKING THE FLORIDA SHERIFFS
ASSOCIATION COOPERATIVE PURCHASING PROGRAM CONTRACT
NUMBER FSA18-VEF13.0 AND APPROVING THE PURCHASE OF A
2020 SUTPHEN PUMPER FIRE TRUCK FROM SOUTH FLORIDA
EMERGENCY VEHICLES, LLC; AUTHORIZING THE VILLAGE MANAGER
TO EXECUTE NECESSARY DOCUMENTS; AUTHORIZING THE VILLAGE
MANAGER TO EXPEND BUDGETED FUNDS; PROVIDING FOR
PIGGYBACKING OF COMPETITIVE BID; AND PROVIDING FOR AN
EFFECTIVE DATE**

C. Resolution Approving Asphalt Repairs to US-1 at MM 92.8

TAB 11

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE
OF ISLANDS, FLORIDA, APPROVING THE SELECTION OF A
CONTRACTOR FOR ASPHALT REPAIRS AT MILE MARKER 92.8;
AUTHORIZING THE VILLAGE MANAGER TO EXECUTE NECESSARY
DOCUMENTS; AUTHORIZING THE VILLAGE MANAGER TO EXPEND
BUDGETED FUNDS; AND PROVIDING FOR AN EFFECTIVE DATE**

XI. MOTIONS

A. Approval of Regular Village Council Meetings for Calendar Year 2020

TAB 12

B. Acquisition of Property Located at 292 Gardenia Street

XII. MAYOR / COUNCIL COMMUNICATIONS

- A.** Discussion Regarding Advanced Disposal- Vice Mayor Forster
- B.** Discussion Regarding Use of Golf Carts in the Village- Vice Mayor Forster

XIII. VILLAGE ATTORNEY / VILLAGE MANAGER COMMUNICATIONS

XIV. ADJOURNMENT

A printed copy of the agenda will be available for the public at the time of the meeting. The agenda and backup documentation may be viewed and printed from the Village website at www.islamorada.fl.us as early as the Monday prior to the meeting.

These meetings are open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the ADA Coordinator at (305) 664-6448 or by email at ADA@islamorada.fl.us at least 48 hours before the scheduled meeting.

Anyone wishing to appeal any decision made by the Islamorada Village Council with respect to any matter considered at such meeting or hearing will need a record of the proceedings and, for such purpose, 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.

All video, computer or technical devices that will be used at Council meetings must be given to the Village Clerk 48 hours prior to the meeting. **Anyone giving out documents during public comment shall provide a minimum of 15 copies to the Village Clerk prior to the start of the meeting.**

Two or more committee members from various Village Committees may be present at this meeting.



Council Communication

To: Mayor and Village Council
From: Peter Frezza, Environmental Resources Manager
Date: December 12, 2023
SUBJECT: **Ordinance Amending the Village Code to Modify the Vessel Exclusion Zone/Swim Area Generally Located off of Port Antigua and White Marlin Beach on Lower Matecumbe Key - First Reading TAB 24**

Background:

As early as 2014, the Village Council began discussing the on-going issues associated with “party-boats” anchoring in shallow water near Port Antigua and White Marlin Beach on Lower Matecumbe Key. In February 2020, based on continued escalation of the boating traffic and activity within the subject area, the Village Council gave direction to staff to engage in further discussions with residents of the Port Antigua / White Marlin Beach communities. As a result of those discussions, and updates provided by staff, the Village Council directed staff to draft an Ordinance for consideration that would create a “Swim Area” in the area of Port Antigua / White Marlin Beach communities on Lower Matecumbe Key. The Village Council subsequently adopted Ordinance No. 20-03 on August 12, 2020, thereby establishing the vessel exclusion zone/swim area, extending approximately 300 feet waterward from the mean high-water line (MHWL) off the shoreline adjacent to Port Antigua / White Marlin Beach. The installation of the buoys delineating the swim area was completed on May 26, 2021.

An approximately 350-foot-wide section of White Marlin Beach was not included within the swim area, as delineated in Exhibit “B”. This excluded area was to allow boat access to the owners of properties having docks within the swim area. A consequence of creating this excluded area is the concentration of recreational “party-boats” into the shallow, eastern side of this area and subsequently very close to shore. The Village has been receiving requests from the adjacent property owners to reduce the extent of the excluded area while maintaining a narrow “channel” which would still allow them access to their docks, as delineated in Exhibit “A”. Village staff have communicated with all four property owners living adjacent to this excluded area and all have acknowledged that they would like this modification to the swim area to occur.

Analysis:

In accordance with section 327.46, Florida Statutes, the Village has the authority to create and manage certain boating restricted areas, including a vessel exclusion zone/ public swim area, provided that such an area is not established for private purposes or for shoreline protection. For the protection of the public and swimmers, the proposed Ordinance would amend the current vessel exclusion zone/swim area to reduce the extent of the excluded area of the swim zone while maintaining a narrow channel which would allow private property owners access to their docks, as depicted on the map within this proposed Ordinance and within Exhibit “A”. This proposed Ordinance does not require approval by the Florida Fish and Wildlife

Conservation Commission ("FWC"). Regulatory permits from the FWC, U.S. Coast Guard and Army Corps of Engineers have already been acquired for the waterway markers necessary to accommodate this amendment. This amendment required the installation of five additional buoys.

The boating-restricted area was established on the waters of the state, pursuant to section 327.46, Florida Statutes, which specifically authorizes the creation of such a swim area. Those waters are public waters for public use and are not owned by any private persons. The vessel exclusion zone does not include any portion of the Florida Intracoastal Waterway nor is it within 100 feet of the marked channel of the Florida Intracoastal Waterway. The swim area does not regulate any upland beach areas landward of the MHWL along any portions of the delineated area. Specifically, it only regulates the swim area waterward from its southern/landward boundary which is the MHWL.

A violation of this Ordinance may be enforced by issuance of a uniform boating citation by a duly authorized law enforcement officer pursuant to the procedures set forth in section 327.73, Florida Statutes and section 327.74, Florida Statutes. The penalty for a violation would be up to two hundred and fifty (\$250.00) dollars as provided for by section 327.73, Florida Statutes, or such other amount as may be authorized by the state legislature should the statute be amended.

Budget Impact:

The annual cost of maintenance for the buoys and signage of the swim area during the first year of operation was \$4,082.00, and the expenses are accounted for in the General Fund, Public Works Department, Repair and Maintenance account or Marina Fund, Repair and Maintenance account. The costs associated with the installation of the five new buoys for this amendment is \$11,285. Village staff anticipate that maintenance costs will increase in subsequent years. Costs associated with additional enforcement personnel by the Monroe County Sheriff's Office is not anticipated at this time.

Staff Impact:

Staff impact associated with the adoption of this Ordinance are for such staffing and resources necessary for continued cooperation and coordination with residents and for buoy and signage maintenance. A need for additional staffing or resources from the Sheriff's office for enforcement have not been determined necessary at this time.

Recommendation:

Staff recommends that the Village Council pass and adopt the proposed Ordinance on first reading.

- Attachments:**
1. Ordinance_amending vessel exclusion zone
 2. Exhibit A_White Marlin Port Antigua Beach Swim Zone 111723
 3. Exhibit B_Original Swim Zone map

ORDINANCE NO. ____

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING CHAPTER 66 "WATERWAYS", ARTICLE I "IN GENERAL", SECTION 66-2 "OPERATION OF VESSELS IN RESTRICTED AREAS" OF THE VILLAGE CODE TO MODIFY THE VESSEL EXCLUSION ZONE/SWIM AREA GENERALLY LOCATED OFF OF PORT ANTIGUA AND WHITE MARLIN BEACH ON LOWER MATECUMBE KEY, AS FURTHER DESCRIBED ON EXHIBIT "A"; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, pursuant to Section 327.46, Florida Statutes, the Village of Islamorada, Village of Islands (the "Village") has the authority to adopt vessel exclusion zones or swim areas within the Village; and

WHEREAS, the operation of vessels close to the shoreline and within swimming areas is a threat to the safety and welfare of the public; and

WHEREAS, on August 12, 2020, the Village previously adopted an ordinance to create a vessel exclusion zone/swim area generally located waterward of the mean high water line off of portions of Port Antigua Beach & White Marlin Beach; and

WHEREAS, the Village has recently received requests from the owners of the properties located between the current vessel exclusion zone/swim areas off White Marlin Beach to reduce the extent of the portion of the swim zone that was excluded, while maintaining a narrow channel to allow property owners boat access to their docks; and

WHEREAS, for the protection of the public and swimmers, the Village Council desires to amend the vessel exclusion zone/swim area generally located waterward of the mean high water line off of Port Antigua Beach & White Marlin Beach to expand the vessel exclusion zone/swim

area by reducing the width of an area that was originally excluded from the vessel exclusion zone/swim area as further delineated in Exhibit "A" hereto; and

WHEREAS, the Village Council hereby finds and declares that the adoption of this Ordinance is necessary, appropriate and in the best interests of the Village and its residents.

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Amendments to the Code. Chapter 66 entitled "Waterways", Article I "In General", Section 66-2 "Operation of vessels in restricted areas" is hereby amended as follows:

Additional text is shown as <u>underlined</u> ;	deleted text is shown as strikethrough
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Article I. In General

Sec. 66-2 Operation of vessels in restricted areas

- (a) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning. If any definition is inconsistent with the definitions in F.S. § 327.02, the definition in F.S. § 327.02 shall take precedence.

Idle speed - no wake means that a vessel must proceed at a speed no greater than that which will maintain steerageway and headway. At no time is any vessel required to proceed so slowly that the operator is unable to maintain control over the vessel or any other vessel or object that it has under tow.

Marker means any channel mark or other aid to navigation, information or regulatory mark, isolated danger mark, safe water mark, special mark, inland waters obstruction mark, or mooring buoy in, on, or over the village controlled waters or the shores thereof.

Motorized vessel means any vessel equipped with machinery for propulsion, irrespective of whether the propulsion is in actual operation.

Operate means to be in charge of or in command of or in actual physical control of a vessel upon the village controlled waters, or to exercise control over or to have responsibility for a vessel's navigation or safety while the vessel is underway upon village controlled waters, or to control or steer a vessel being towed by a vessel upon village controlled waters.

Person means an individual, partnership, firm, corporation, association or other entity.

Slow Speed Minimum Wake and *Slow Speed* may be used interchangeably and means that a vessel must be fully off plane and completely settled into the water. The vessel must then proceed at a speed which is reasonable and prudent under the prevailing circumstances so as to avoid the creation of an excessive wake or other hazardous condition which endangers or is likely to endanger other vessels or other persons using the waterway. At no time is any vessel required to proceed so slowly that the operator is unable to maintain control over the vessel or any other vessel or object that it has under tow.

Steerageway means the minimum rate of motion required for the helm of the vessel to have effect.

Swim Area means a designated area wherein all vessels of any type are prohibited from entering the marked area.

Vessel means every description of watercraft, barge, and air boat, other than a sea plane on water, used or capable of being used as a means of transportation on water.

Vessel-exclusion zone means an area from which all vessels or certain classes of vessels are excluded.

(b) *Prohibited activities.* It shall be prohibited for any individual to operate a motorized vessel at a speed greater than four knots or in a manner which creates a wake, in the following restricted areas:

- (1) Within an area designated and marked as an idle speed - no wake zone;
- (2) Within 300 feet of a "diver down" flag; or
- (3) Within 300 feet of improved residential or commercial shorelines.

(c) *Slow Speed Minimum Wake Zones.*

(1) Pursuant to Florida Administrative Code Chapter 68D-23.103, "Slow Speed Minimum Wake" and "Slow Speed" may be used interchangeably and mean that all vessels must be fully off plane and completely settled into the water. The vessel must then proceed at a speed which is reasonable and prudent under the prevailing circumstances so as to avoid the creation of an excessive wake or other hazardous condition which endangers or is likely to endanger other vessels or other persons using the waterway. At no time is any vessel required to proceed so slowly that the operator is unable to maintain control over the vessel or any other vessel or object that it has under tow. A vessel that is:

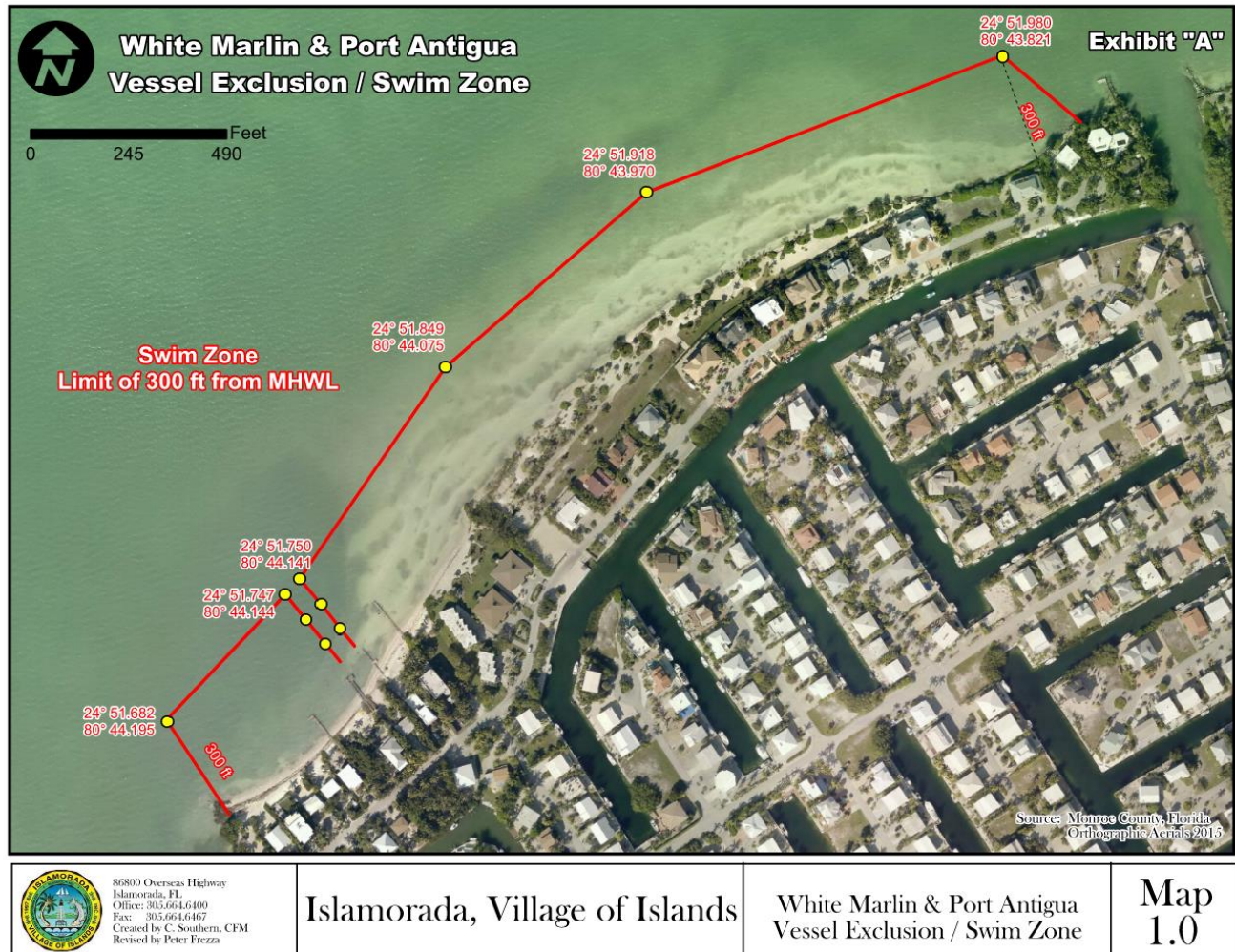
- a. Operating on plane is not proceeding at this speed,
- b. In the process of coming off plane and settling into the water or coming up onto plane is not proceeding at this speed,
- c. Operating at a speed that creates a wake which unreasonably or unnecessarily endangers other vessels or other persons using the waterway, or is likely to do so, is not proceeding at this speed,
- d. Completely off plane and which has fully settled into the water and is proceeding at a reasonable and prudent speed with little or no wake is proceeding at this speed.

(2) The following described waterways or portions of waterways is hereby established as Slow Speed Minimum Wake zones on a creek, stream, canal, or similar linear waterway if the waterway is less than 75 feet in width from shoreline to shoreline:

- a. A boating safety zone from approximately mangrove fringe to mangrove fringe, within the Whale Harbor Wheel Ditch, which encompasses the area of a line drawn perpendicular to the waterway, that passes through a westerly point (24°56'43.76" N 80°37'24.82" W) to a line that passes through an eastern point (24°56'44.14" N 80°37'08.16" W) as depicted in the attached Exhibit "A".

(d) *Designated Swim Areas.*

No owner, operator or Person in command of any Vessel shall permit the operation of or operate a Vessel within the area generally located 300 feet north from the area of Port Antigua Beach & White Marlin Beach, as shown on the White Marlin/Port Antigua Map below.



(e) *Exemptions.* The following acts shall be exempt from the regulations contained in this section:

- (1) A motorized vessel operating under emergency conditions during an emergency; or
- (2) Operation of a motorized vessel within an officially marked channel at the speed specified in the officially marked channel;
- (3) Vessels used solely for sea rescue/emergency or for ensuring compliance with local, state or federal law.

(f) *Penalties.*

(1) A violation of subsection (b), (c) or (d) of this section may be enforced by issuance of a uniform boating citation by a duly authorized law enforcement officer pursuant to the procedures set forth in F.S. § 327.73 and F.S. § 327.74.

(2) The civil penalty for a violation of subsection (b), (c) or (d) of this section shall be \$250.00 as provided in F.S. § 327.73, or such other amount as may be authorized by the state legislature should F.S. § 327.73 be amended.

(3) Nothing contained herein, however, shall prohibit the village from enforcing this section by any other lawful means.

Section 3. Repeal of Conflicting Provisions. The provisions of the Village Code of Ordinances and all Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 4. Severability. The provisions of this Ordinance are declared to be severable and if any sentence, section, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sentences, sections, clauses or phrases of the Ordinance but they shall remain in effect it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 5. Inclusion in the Code. It is the intention of the Village Council and it is hereby ordained the provisions of this Ordinance shall become and be made part of the Village of Islamorada Code, that sections of this Ordinance may be renumbered or re-lettered to accomplish such intentions, and that the word "Ordinance" shall be changed to "Section" or other appropriate word.

Section 6. Effective Date. This Ordinance shall become effective immediately upon adoption.

The foregoing Ordinance was offered by _____, who moved its adoption on

first reading. This motion was seconded by _____, and upon being put to a vote, the vote was as follows:

Mayor Joseph B. Pinder III	_____
Vice Mayor Sharon Mahoney	_____
Councilman Mark Gregg	_____
Councilwoman Elizabeth Jolin	_____
Councilman Henry Rosenthal	_____

PASSED on first reading this ____ day of _____, 2023.

The foregoing Ordinance was offered by _____, who moved its adoption on second reading. This motion was seconded by _____. and upon being put to a vote, the vote was as follows:

Mayor Joseph B. Pinder III	_____
Vice Mayor Sharon Mahoney	_____
Councilman Mark Gregg	_____
Councilwoman Elizabeth Jolin	_____
Councilman Henry Rosenthal	_____

PASSED AND ADOPTED on the second reading this ____ day of _____, 2023.

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY



White Marlin & Port Antigua Vessel Exclusion / Swim Zone

0 245 490 Feet

24° 51.980
80° 43.821

Exhibit "A"

300 ft

24° 51.918
80° 43.970

24° 51.849
80° 44.075

Swim Zone
Limit of 300 ft from MHWL

24° 51.750
80° 44.141

24° 51.747
80° 44.144

24° 51.682
80° 44.195

300 ft

Source: Monroe County, Florida
Orthographic Aerials 2015



86800 Overseas Highway
Islamorada, FL
Office: 305.664.6400
Fax: 305.664.6467
Created by C. Southern, CFM
Revised by Peter Frezza

Islamorada, Village of Islands

White Marlin & Port Antigua
Vessel Exclusion / Swim Zone

Map
1.0

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White Marlin (Port Antigua) Proposed 2020 Beach Swim Zone

0 250 500 Feet

24° 51.980
80° 43.821

Exhibit "B"

24° 51.918
80° 43.970

Proposed Swim Zone
Limit of 300 ft from MHWL

24° 51.770
80° 44.125

24° 51.724
80° 44.163

24° 51.682
80° 44.195

Source: Monroe County, Florida
Orthographic Aerials 2015



86800 Overseas Highway
Islamorada, FL
Office: 305.664.6424
Fax: 305.664.6467
Created by C. Southern, CFM

Islamorada, Village of Islands

White Marlin (Port Antigua)
Proposed 2020 Beach Swim Zone

Map
1.0



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: December 12, 2023
SUBJECT: **Ordinance Relating to Trespass on Public Property - Second Reading
TAB 25**

Background:

The Monroe County Sheriff's Office requested that the Village add a provision to its Code which would enable them to issue trespass warnings on public property of the Village when necessary.

This proposed ordinance was considered at the September 28, 2023 regular Village Council meeting and passed 4-1.

A Business Impact Estimate has been prepared in accordance with F.S. 166.041(4).

Analysis:

The proposed ordinance gives authority to the Sheriff's Office to issue trespass warnings on public property in the Village. The proposed ordinance also provides for an appeal process.

Budget Impact:

N/A.

Staff Impact:

N/A.

Recommendation:

Staff recommends adopting the proposed ordinance.

Attachments:

1. 23-0__Ordinance Trespass Public Property
2. 47N3046-Business Impact Estimate re proposed trespass ordinance
3. 12.12.23_Trepass Ordinance Public Notice

ORDINANCE NO. ____

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING CHAPTER 50 "STREETS, SIDEWALKS AND OTHER PUBLIC PLACES", ARTICLE I "GENERAL", CREATING SECTION 50-2 TO BE ENTITLED "TRESPASS WARNINGS; AUTHORIZATION TO ISSUE TRESPASS WARNING FOR PUBLIC PROPERTY; AND APPEAL PROCESS" OF THE VILLAGE CODE RELATING TO TRESPASS ON PUBLIC PROPERTY WITHIN THE VILLAGE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, pursuant to Chapter 166, Florida Statutes, authorizes municipalities to have the governmental, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, and render municipal services, and may exercise any power for municipal purposes, except when expressly prohibited by law; and

WHEREAS, the Village Council of Islamorada, Village of Islands (the "Village") desires to provide for the issuance of trespass warnings to any individual who violates any county or Village ordinance or state law which was committed while on or within a Village Facility, as such term is hereinafter defined, for the specific Village Facility where the violation occurred; and

WHEREAS, the Village Council desires to provide for an appeals procedure relating to such trespass warnings; and

WHEREAS, the Village Council finds that including such regulations in the Village Code is in the best interests of the Village and its residents.

**NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF
ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:**

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Addition to the Code. That a new Section 50-2, "Trespass warnings; authorization to issue trespass warning for public property; and appeal process," of Article I, "General" of Chapter 50, "Streets, Sidewalks and Other Public Places," of the Village Code is hereby added as follows: ¹

CHAPTER 50 – STREETS, SIDEWALKS AND OTHER PUBLIC PLACES

ARTICLE I. – GENERAL.

Section. 50-2. - Trespass warnings; authorization to issue trespass warning for public property; and appeal process.

- (a) Scope. For purposes of this section, the term "Village Facility" shall mean any parcel of property owned or leased by the Islamorada, Village of Islands, Florida ("Village"), including but not limited to administration centers, community centers, vacant parcels, fire stations, libraries, parks, and beaches. A "Village Facility" does not include a Village maintained right-of-way.
- (b) The village manager and any Village employee designated by the Village Manager to have control over a Village Facility are authorized to issue a trespass warning to any individual who violates any village ordinance, rule or regulation, or state law or lawful directive of a Village employee or deputy sheriff, if said violation is committed while on or within a Village Facility for the specific property where the violation occurred.

¹ Coding: ~~Strikethrough~~ words are deletions to the existing words. Underlined words are additions to the existing words. Changes between first and second reading are indicated with **highlighted** ~~double-strikethrough~~ and double underline.

- (c) When no Village employee designated by the Village Manager is present at a Village Facility, the sheriff and his/her deputies, or any state or municipal law enforcement officer present is authorized to issue a trespass warning to any individual who violates any county or Village ordinance or state law which was committed while on or within a Village Facility for the specific Village Facility where the violation occurred.
- (d) Trespass warnings shall be issued as follows:
 - (1) For the first violation, the individual may be issued a trespass warning for a period not to exceed one year.
 - (2) For a second or subsequent violation, the individual may be issued a trespass warning for a period not to exceed two years.
- (e) A copy of the trespass warning shall be provided by mail or hand delivery to the individual and to the Village employee or deputy having control over the Village Facility. The written trespass warning shall advise of the right to appeal and the manner for filing the appeal.
- (f) Any person found on or within any Village Facility in violation of a trespass warning may be arrested for trespassing, except as otherwise provided in this section.
- (g) The Village Manager may authorize an individual who has received a trespass warning to enter the property or premises to exercise his or her First Amendment rights if there is no other reasonable alternative location to exercise such rights or to conduct necessary Village business. Such authorization must be in writing, shall specify the duration of the authorization and any conditions thereof and shall not be unreasonably denied.
- (h) This section shall not be construed to limit the authority of any Village employee or sheriff's deputy to issue a trespass warning to any person for any lawful reason for any Village property, including rights-of-way when closed to general vehicular or pedestrian use, when necessary or appropriate in the sole discretion of the Village employee or deputy.
- (i) Appeal of trespass warning. A person to whom a trespass warning is issued under this section shall have the right to appeal as follows:
 - (1) An appeal of the trespass warning must be filed, in writing within three business days of the issuance of the warning, and shall include the appellant's name, address, and phone number, if any. No fee shall be charged for filing the appeal.

- (2) The appeal shall be filed at the office of the Village Manager, located at 86800 Overseas Highway, Islamorada, FL 33036.
- (3) Appeals shall be heard by the Village Manager or his/her designee.
- (4) Within five business days following the filing of the appeal, the Village Manager or his/her designee shall schedule a hearing. Notice of the hearing shall be provided to the appellant by:
 - a. Written notification sent to an address provided by the individual to the Village Manager; and
 - b. Posting the notice at Village Manager's Office;
 - c. If appellant cannot be reached by mail, then notice posted at the Village Manager's office shall be sufficient.
- (5) The Village Manager or his/her designee shall hold the hearing as soon as possible. In no event shall the hearing be held sooner than seven days following the filing of the appeal and no later than 15 days from the filing of the appeal.
- (6) Copies of documents in the Village's control which are intended to be used at the hearing, and which directly relate to the issuance of the trespass warning to the appellant, shall be made available upon request to the appellant at no cost.
- (7) At his or her own expense, the appellant shall have the right to attend with an attorney, the right to testify, to call witnesses, to cross-examine witnesses and to present evidence. The appellant shall have the right to bring a court reporter, at their own expense.
- (8) The Village Manager or his/her designee shall consider the testimony, reports or other documentary evidence, and any other evidence presented at the hearing. Formal rules of evidence shall not apply, but fundamental due process shall govern the proceedings.
- (9) The Village shall bear the burden of proof by a preponderance of the evidence that the trespass warning was properly issued pursuant to the criteria of this section.
- (10) If the appellant fails to attend a scheduled hearing, the Village Manager or his/her designee shall review the evidence presented and determine if the trespass warning was properly issued pursuant to the criteria of this section.
- (11) Within five business days of the hearing, the Village Manager or his/her designee shall issue a written decision on the appeal which shall be mailed

to the appellant at the address provided. If no address is provided, a copy of the decision shall be posted at the information desk of the Village Manager.

(12) The decision of the Village Manager or his/her designee shall be final and the appellant shall be deemed to have exhausted all administrative remedies. Such decision may be subject to judicial review in the manner provided by law by the appellant.

(13) The trespass warning shall remain in effect during the appeal and review process, including any judicial review.

Section 3. Repeal of Conflicting Provisions. The provisions of the Code and all ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 4. Severability. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 5. Inclusion in the Code. It is the intention of the Village Council and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Code, that the sections of the Ordinance may be renumbered or relettered to accomplish such intentions, and that the word "Ordinance" shall be changed to "Section" or other appropriate word where applicable.

Section 6. Effective Date. This Ordinance shall be effective immediately upon adoption.

The foregoing Ordinance was offered by Councilmember Henry Rosenthal, who moved its adoption on first reading. This motion was seconded by Vice Mayor Sharon Mahoney, and upon being put to a vote, the vote was as follows:

Mayor Joseph B. Pinder III	YES
Vice Mayor Sharon Mahoney	YES
Councilwoman Elizabeth Jolin	NO
Councilman Mark Gregg	YES
Councilman Henry Rosenthal	YES

PASSED on first reading this 28th day of September, 2023.

The foregoing Ordinance was offered by _____, who moved its adoption on second reading. This motion was seconded by _____, and upon being put to a vote, the vote was as follows:

Mayor Joseph B. Pinder III	___
Vice Mayor Sharon Mahoney	___
Councilwoman Elizabeth Jolin	___
Councilman Mark Gregg	___
Councilman Henry Rosenthal	___

PASSED AND ADOPTED on the second reading this ____ day of _____, 2023.

JOSEPH B. PINDER, III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY



BUSINESS IMPACT ESTIMATE¹

Meeting Date: December 12, 2023

Proposed Ordinance Title/Reference

Ordinance relating to trespass on public property.

Summary of Proposed Ordinance and Statement of Public Purpose to be Served

The proposed ordinance gives authority to certain delegated Village employees and the Sheriff's Office to issue trespass warnings on public property in the Village. The proposed ordinance also provides for an appeal process.

Estimate of Direct Economic Impact on Private/For Profit Businesses

a. Estimate of Direct Business Compliance Costs:

Authorizing trespass warnings on public property and providing for an appeal process is not intended to impact any business in the Village.

b. New Charges/Fees on Businesses Impacted:

Authorizing trespass warnings on public property and providing for an appeal process is not intended to impact any business in the Village.

c. Estimate of Regulatory Costs:

Authorizing trespass warnings on public property and providing for an appeal process is not intended to impact any regulatory costs as any costs involved are already incorporated in other budgeted items.

Good Faith Estimate of Number of Businesses Likely Impacted:

None, as this process will only apply on public property.

Any Additional Information:

None.

¹ Business Impact Estimate does not apply to the following:

1. Ordinances required for compliance with federal or state law or regulation;
2. Ordinances related to the issuance or refinancing of debt;
3. Ordinances relating to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
4. Ordinances required to implement a contract/agreement;
5. Emergency ordinances;
6. Ordinances relating to procurement;
7. Ordinances enacted to implement the following:
 - a. Part II of Chapter 163, F.S.;
 - b. Sec. 190.005, F.S. and Sec. 190.046, F.S.;
 - c. Sec. 553.73, F.S. (Fla. Building Code);
 - d. Sec. 633.202, F.S. (Fla. Fire Prevention Code).

**NOTICE OF INTENTION TO CONSIDER
ADOPTION OF VILLAGE ORDINANCE**

NOTICE IS HEREBY GIVEN TO WHOM IT MAY CONCERN that on **December 12, 2023, at 5:30 P.M.** or as soon thereafter as the matter may be heard, at the **Founders Park Community Center, 87000 Overseas Highway, Islamorada, Florida**, the Village Council of Islamorada, Village of Islands, Florida, intends to consider adopting the following ordinance:

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING CHAPTER 50 “STREETS, SIDEWALKS AND OTHER PUBLIC PLACES”, ARTICLE I “GENERAL”, CREATING SECTION 50-2 TO BE ENTITLED “TRESPASS WARNINGS; AUTHORIZATION TO ISSUE TRESPASS WARNING FOR PUBLIC PROPERTY; AND APPEAL PROCESS” OF THE VILLAGE CODE RELATING TO TRESPASS ON PUBLIC PROPERTY WITHIN THE VILLAGE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE

The proposed ordinance may be inspected by the public at the Islamorada, Village of Islands website by viewing the agenda packet for the December 12, 2023 meeting, which will be posted beginning on December 6, 2023 at: <https://islamoradafl.portal.civicclerk.com/> The ordinance may also be viewed at the Village Clerk’s office at 86800 Overseas Highway, Islamorada, FL 33036. .

The public can participate in the December 12, 2023 meeting of the Islamorada, Village of Islands Village Council by attending **in person or via Zoom**. The Zoom link can be found in the agenda at <https://zoom.us/j/91106564166>

ADA ASSISTANCE: If you are a person with a disability who needs special accommodations in order to participate in this proceeding, please contact the ADA Coordinator, by phoning (305) 664-6448, between the hours of 8:00a.m.—5:00p.m., at least 48 hours prior to the scheduled meeting.

Dated at Islamorada, Florida, this 28th day of November, 2023.




Marne McGrath
Village Clerk

Publication Dates:

Keys Citizen: Sat, 12-02-23

Keys Weekly: Thur, 11-30-23



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: December 12, 2023
SUBJECT: **Ordinance Calling for a Referendum to Revise Term Limits - on Motion for Reconsideration of vote on first reading TAB 26**

Background:

At its regular meeting on September 28, 2023, a majority of the Village Council gave direction to the Village Attorney to prepare an Ordinance calling for a referendum to modify Council term limits.

During the November 7, 2023 regular Village Council meeting, the draft ordinance passed by a vote of 3-2 with the modification that the ballot question be placed on the November 5, 2024 ballot (rather than March 19, 2024 which was originally included). On November 9, 2023, during the continuation of the November 7 and 9 agenda, a motion for reconsideration of this vote was made. That motion passed by a vote of 3-2.

Since this is being brought back on a motion for reconsideration of the Council's November 7, 2024 vote, the ordinance attached to this agenda item is the same version which was presented on November 7, 2023. The future of this agenda item and any potential second reading will depend on the vote of Council on this motion for reconsideration.

Analysis:

The draft ordinance would bring forth one (1) ballot question for the voters to consider. If approved, that question would change the current Council term limits from eight (8) consecutive years to eight (8) years, regardless of whether those years are consecutive in nature. As drafted, the proposal would also apply retroactively.

Budget Impact:

N/A

Staff Impact:

N/A

Recommendation:

Attachments: 1. Ordinance calling for referendum to revise term limits (version on November 7, 2024 agenda)

ORDINANCE NO. ____

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CALLING FOR A REFERENDUM VOTE TO BE HELD WITH THE PRESIDENTIAL PREFERENCE PRIMARY ELECTION ON TUESDAY, MARCH 19, 2024; PROVIDING FOR SUBMISSION TO THE ELECTORS OF PROPOSED AMENDMENTS TO THE VILLAGE CHARTER PERTAINING TO TERM LIMITS; PROVIDING FOR PLACEMENT ON THE BALLOT; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR NOTICE OF ELECTION; PROVIDING FOR AUTHORIZATION OF VILLAGE CLERK AND FOR VILLAGE CANVASSING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Village Charter of Islamorada, Village of Islands (the "Village") provides that the term limit Council members shall be for no more than eight consecutive years; and

WHEREAS, the Village Council of Islamorada, Village of Islands (the "Village Council"), gave direction to the Village Attorney to prepare an Ordinance to provide lifetime term limits of eight years for Village Councilmembers; and

WHEREAS, pursuant to Section 11(1) of the Charter and Section 166.031, Florida Statutes, the Village Council is authorized to provide by ordinance for the submission of proposed amendment to the Village Charter to the electorate of the Village for acceptance or rejection; and

WHEREAS, the Village Council desires to submit to the electors of the Village the following proposed Charter Amendment.

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Charter Amendments. Pursuant to Section 11(1) of the Village Charter, and Section 166.031, Florida Statutes, Section 5(2) of the Village Charter of Islamorada, Village of Islands, is hereby amended to reads as follows: ¹

If Question No. 1 is approved at referendum:

Section 5(2) *Term of office.* The term of office for councilmembers shall be two years. Each councilmember shall remain in office until a successor is elected and assumes the duties of the position, except as otherwise provided herein. No councilmember shall serve more than eight ~~consecutive~~ years in office, as measured from the councilmember's first election to the office of councilmember. This provision shall apply both retroactively and prospectively.

Section 3. Election Called. A referendum vote is hereby called along with the Presidential Preference Primary Election, to be held on Tuesday, March 19, 2024, to present to the electors of Islamorada, Village of Islands, the ballot question provided in Section 5 of this Ordinance.

Section 4. Balloting. That balloting shall be conducted between the hours of 7:00 a.m. and 7:00 p.m. at the regular polling places for Village elections. All qualified Village

¹ Deleted text is indicated by a ~~strikethrough~~ and added text is indicated by an underline.

electors who are timely registered in accordance with law shall be entitled to vote. If authorized by statute and the Village Code, early voting shall be available. Vote-by-Mail shall be available.

Section 5. Form of Ballot.

(a) That the form of the Ballot Questions for the proposed Charter amendment provided for in Section 2 of this Ordinance shall be substantially as follows:

Question No. 1

Lifetime Term Limits for Councilmembers.

It is proposed that the Village Charter be amended retroactively to provide for an eight-year lifetime term limit, whether consecutive or not, that is measured from the elected official's first election to the Office of Councilmember, instead of an eight-year consecutive limit.

Shall the above described Charter amendment be adopted?

Yes []

No []

(b) The Village Clerk and the Village Attorney are authorized to make any nonmaterial changes to the proposed text of the Ballot Question to carry out the intention of the Village Council in order to comply with applicable state law requirements pertaining to referenda found in Chapter 101, Florida Statutes.

Section 6. Notice of Election.

(a) Notice of said election shall be published in accordance with Section 100.342, Florida Statutes, in a newspaper of general circulation within the Village or on the Village's website at least thirty (30) days prior to said election, the first publication to be in the fifth week prior to the election, and the second publication to be in the third week prior to the election.

(b) The notice of election shall be in substantially the following form:

NOTICE OF SPECIAL ELECTION

PUBLIC NOTICE IS HEREBY GIVEN THAT PURSUANT TO ORDINANCE NO. ____ ADOPTED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA (THE "VILLAGE") AN ELECTION HAS BEEN CALLED AND ORDERED TO BE HELD WITHIN THE VILLAGE ON TUESDAY, MARCH 19, 2024, BETWEEN THE HOURS OF 7:00 A.M. AND 7:00 P.M., AT WHICH TIME THE FOLLOWING CHARTER AMENDMENT PROPOSAL SHALL BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE VILLAGE.

Question No. 1

Lifetime Term Limits for Councilmembers.

It is proposed that the Village Charter be amended retroactively to provide for an eight-year lifetime term limit, whether consecutive or not, that is measured from the elected official's first election to the Office of Councilmember, instead of an eight-year consecutive limit.

Shall the above described Charter amendment be adopted?

Yes []

No []

The Village Clerk and the Village Attorney are authorized to make any non-material changes to the proposed text of the Ballot Question to carry out the intention of the Village Council in order to comply with applicable state law requirements pertaining to referenda found in Chapter 101, Florida Statutes.

Polling place information and the full text of the proposed Village Charter amendment are available at the Office of the Village Clerk, 86800 Overseas Highway, Islamorada, Florida 33036.

Village Clerk

Section 7. Authorization of Village Clerk. The Village Clerk, with necessary assistance from the Monroe County Supervisor of Elections, is hereby authorized to take all appropriate actions necessary to carry into effect and accomplish the electoral provisions of this Ordinance.

Section 8. Village Canvassing Board. This election shall be canvassed by the Village Clerk in accordance with the provisions of Section 8(a)(7) of the Village Charter and any applicable provisions of the general election laws.

Section 9. Effectiveness. Adoption of the proposed Charter Amendment shall occur if a majority of the electors voting in the referendum vote for its adoption. The adopted Charter Amendment shall be considered adopted and effective upon certification of the election results.

Section 10. Severability. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall be held to

be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 11. Inclusion in the Charter/Conformity of Amendment. Following adoption of the Charter Amendment, the Village Clerk shall have the Charter Amendment incorporated into the Village Charter and shall file the revised Charter with the Department of State. The Village Clerk is authorized to revise the Charter, including the provisions of the transitional provisions, to the extent necessary to ensure that all adopted amendment(s) conform to one another.

Section 12. Effective Date. This Ordinance shall become effective immediately upon adoption on second reading.

The foregoing Ordinance was offered by _____, who moved its adoption on first reading. This motion was seconded by _____, and upon being put to a vote, the vote was as follows:

Mayor Joseph B. Pinder III	_____
Vice Mayor Sharon Mahoney	_____
Councilwoman Elizabeth Jolin	_____
Councilman Mark Gregg	_____
Councilman Henry Rosenthal	_____

PASSED on first reading this _____ day of _____, 2023.

[Remainder of the page intentionally left blank.]

The foregoing Ordinance was offered by _____, who moved its adoption on second reading. This motion was seconded by _____, and upon being put to a vote, the vote was as follows:

Mayor Joseph B. Pinder III	_____
Vice Mayor Sharon Mahoney	_____
Councilwoman Elizabeth Jolin	_____
Councilman Mark Gregg	_____
Councilman Henry Rosenthal	_____

PASSED AND ADOPTED on the second reading this ____ day of _____, 2023.

JOSEPH B. PINDER, III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: December 12, 2023
SUBJECT: **Ordinance Calling for a Referendum to Increase Council Compensation - First Reading TAB 27**

Background:

At its regular meeting on November 7, 2023, the Village Council gave direction to the Village Attorney to bring back an Ordinance proposing an increase in Council compensation to \$1,500.

The Village Council is entitled to propose a compensation increase to be placed on the ballot for the November 5, 2024 election so long as four members of the Council vote in favor of the ordinance. Specifically, Section 5(5) of the Village Charter states as follows: "[t]he village council, by not less than four affirmative votes, may elect to provide for an increase in compensation by ordinance. However, no such ordinance establishing or increasing compensation shall take effect until approved by a majority of the village electors at the next regular election which follows the adoption of said ordinance."

Analysis:

The proposed ordinance would create a ballot item for the November 5, 2024 election which would ask the voters to approve an increase in Council pay from \$1,000 per month to \$1,500 per month.

Budget Impact:

If this is approved by the voters, compensation per Councilmember would increase from \$12,000 per year to \$18,000 per year. The total annual increase would be \$30,000.

Staff Impact:

N/A

Recommendation:

Attachments: 1. 479653405-Ordinance calling for referendum increasing compensation of Council (updated 11-8-23)

ORDINANCE NO. __

AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, PROVIDING FOR AN INCREASE IN COMPENSATION FOR VILLAGE COUNCIL MEMBERS; PROVIDING FOR REFERENDUM TO BE HELD WITH THE REGULAR VILLAGE ELECTION ON NOVEMBER 5, 2024; PROVIDING FOR SUBMISSION TO THE ELECTORS OF A PROPOSED AMENDMENT TO THE VILLAGE CHARTER PERTAINING TO INCREASED COMPENSATION FOR COUNCIL MEMBERS; PROVIDING FOR REQUISITE BALLOT LANGUAGE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CHARTER/CONFORMITY OF AMENDMENT; PROVIDING FOR THE REPEAL OF CONFLICTING PROVISIONS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 5(5) of the Charter of Islamorada, Village of Islands, Florida (the "Village"), provides that the Village Council of Islamorada, Village of Islands (the "Village Council") shall initially be compensated at the rate of \$300 per month; and

WHEREAS, Section 5(5) of the Charter also provides that the Village Council may elect to provide for an increase in compensation to Council members by the adoption of an ordinance with no less than four affirmative votes; and

WHEREAS, Section 5(5) of the Charter also provides that no such ordinance establishing compensation shall take effect until the date of commencement of the terms of Council members selected at the next regular election which follows the adoption of said ordinance; and

WHEREAS, in 2005, the Village Council adopted Ordinance No. 05-23, thereby increasing Village Council compensation to \$1,000.00 per month, which subsequently became effective in March 2006 after referendum and approval by the voters; and

WHEREAS, at its regular meeting on September 7, 2023, the Village Council gave direction to the Village Attorney to prepare an Ordinance proposing an increase in Council compensation; and

WHEREAS, pursuant to Section 11(1) of the Charter and Section 166.031, Florida Statutes, the Village Council is authorized to provide by ordinance for the submission of proposed amendment to the Village Charter to the electorate of the Village for acceptance or rejection; and

WHEREAS, the Village Council desires to submit to the electors of the Village the following proposed amendment.

NOW THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Charter and/or Code Amendment. Pursuant to Section 5(5) of the Village Charter, and Section 166.031, Florida Statutes, the following section of the Village Charter of Islamorada, Village of Islands, is hereby amended to reads as follows:

If Question No. 1 is approved by referendum:

Compensation and expenses. Village councilmembers shall initially be compensated at the rate of ~~\$300~~ \$1,500¹ per month and, shall be entitled to receive reimbursement in accordance with Florida Statutes for authorized travel and per diem expenses incurred in the performance of their official duties. The village council, by not less than four affirmative votes, may elect to provide for an increase in compensation by ordinance. However, no such ordinance establishing or increasing compensation shall take effect until approved by a majority of the village electors at the next regular election which follows the adoption of said ordinance.

¹ Deleted text is indicated by a ~~striketrough~~ and added text is indicated by an underline.

Section 3. Election Called. A referendum vote is hereby called along with the regular Village election, to be held on November 5, 2024, to present to the electors of Islamorada, Village of Islands, the ballot question provided in Section 5 of this Ordinance.

Section 4. Balloting. That balloting shall be conducted between the hours of 7:00 a.m. and 7:00 p.m. at the regular polling places for Village elections. All qualified Village electors who are timely registered in accordance with law shall be entitled to vote. If authorized by statute, early voting shall be available.

Section 5. Form of Ballot.

(a) That the form of the Ballot Questions for the proposed Charter amendment provided for in Section 2 of this Ordinance shall be substantially as follows:

Question No. 1

Increasing Amount of Councilmember Compensation from
\$1,000 per month to \$1,500 per month

It is proposed that the Village Charter be amended to provide for the amount of monthly compensation to Councilmembers be increase from \$1,000 per month to \$1,500 per month.

Shall the above described Charter amendment be adopted?

Yes []

No []

(b) The Village Clerk and the Village Attorney are authorized to make any nonmaterial changes to the proposed text of the Ballot Questions to carry out the intention of the Village Council in order to comply with applicable state law requirements pertaining to referenda found in Chapter 101, Florida Statutes.

Section 6. Notice of Election.

(a) Notice of said election shall be published in accordance with Section 100.342, Florida Statutes, in a newspaper of general circulation within the Village or on the Village's website at least thirty (30) days prior to said election, the first publication to be in the fifth week prior to the election, and the second publication to be in the third week prior to the election.

(b) The notice of election shall be in substantially the following form:

NOTICE OF SPECIAL ELECTION

PUBLIC NOTICE IS HEREBY GIVEN THAT PURSUANT TO ORDINANCE NO. ____ ADOPTED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA (THE "VILLAGE") AN ELECTION HAS BEEN CALLED AND ORDERED TO BE HELD WITHIN THE VILLAGE ON TUESDAY, NOVEMBER 5, 2024, BETWEEN THE HOURS OF 7:00 A.M. AND 7:00 P.M., AT WHICH TIME THE FOLLOWING CHARTER AMENDMENT PROPOSAL SHALL BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE VILLAGE.

Question No. 1

Increasing Amount of Councilmember Compensation from \$1,000 per month to \$1,500 per month

It is proposed that the Village Charter be amended to provide for the amount of monthly compensation to Councilmembers be increase from \$1,000 per month to \$1,500 per month.

Shall the above described Charter amendment be adopted?

Yes []

No []

The Village Clerk and the Village Attorney are authorized to make any non-material changes to the proposed text of the Ballot Question to carry out the intention of the Village Council in order to comply with applicable state law requirements pertaining to referenda found in Chapter 101, Florida Statutes.

Polling place information and the full text of the proposed Village Charter amendment are available at the Office of the Village Clerk, 86800 Overseas Highway, Islamorada, Florida 33036.

Village Clerk

Section 7. Authorization of Village Clerk. The Village Clerk, with necessary assistance from the Monroe County Supervisor of Elections, is hereby authorized to take all appropriate actions necessary to carry into effect and accomplish the electoral provisions of this Ordinance.

Section 8. Village Canvassing Board. This election shall be canvassed by the Village Clerk in accordance with the provisions of Section 8(a)(7) of the Village Charter and any applicable provisions of the general election laws.

Section 9. Effectiveness. Adoption of the proposed Charter Amendment shall occur if a majority of the electors voting in the referendum vote for its adoption. The adopted Charter Amendment shall be considered adopted and effective upon certification of the election results.

Section 10. Severability. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining

sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 11. Inclusion in the Charter/Conformity of Amendment. Following adoption of the Charter Amendment, the Village Clerk shall have the Charter Amendment incorporated into the Village Charter and shall file the revised Charter with the Department of State. The Village Clerk is authorized to revise the Charter, including the provisions of the transitional provisions, to the extent necessary to ensure that all adopted amendment(s) conform to one another.

Section 12. Effective Date. This Ordinance shall become effective immediately upon adoption on second reading.

[Remainder of the page intentionally left blank.]

The foregoing Ordinance was offered by _____, who moved its adoption on first reading. This motion was seconded by _____, and upon being put to a vote, the vote was as follows:

Mayor Joseph B. Pinder III	_____
Vice Mayor Sharon Mahoney	_____
Councilman Mark Gregg	_____
Councilwoman Elizabeth Jolin	_____
Councilman Henry Rosenthal	_____

PASSED on first reading this ____ day of _____, 2023.

The foregoing Ordinance was offered by _____, who moved its adoption on first reading. This motion was seconded by _____. and upon being put to a vote, the vote was as follows:

Mayor Joseph B. Pinder III	_____
Vice Mayor Sharon Mahoney	_____
Councilman Mark Gregg	_____
Councilwoman Elizabeth Jolin	_____
Councilman Henry Rosenthal	_____

PASSED AND ADOPTED on the second reading this ____ day of _____, 2024.

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: December 12, 2023
SUBJECT: **Ordinance Amending Administrative Procedures Platting - First Reading TAB 28**

Background:

Recently it has come to the Village's attention that some property lines have been modified with the Property Appraiser's Office without first being approved by the Village.

This Code amendment was recommended for approval by the Local Planning Agency at their November 13, 2023 meeting.

Analysis:

The proposed code change makes expressly clear that no lot-line modifications shall be filed with the Property Appraiser's Office without first being approved by the Village. While Village approval is required for any lot-line adjustments, we believe that it would do not harm to expressly state in the code that any such modifications shall not be recorded without prior Village approval.

Budget Impact:

N/A

Staff Impact:

N/A

Recommendation:

Staff recommends approval.

Attachments: 1. Ordinance - Platting lot line adjustments

**VILLAGE OF ISLAMORADA
ORDINANCE 23-15**

**AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA,
AMENDING CHAPTER 30 "LAND DEVELOPMENT REGULATIONS", ARTICLE IV
"ADMINISTRATIVE PROCEDURES", DIVISION 10 "PLATTING", SECTION 30-
431 OF THE VILLAGE CODE; PROVIDING FOR SEVERABILITY; PROVIDING FOR
INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Islamorada, Village of Islands (the "Village") has established Land Development Regulations ("LDRs") to properly guide development and protect the health, safety, and welfare of the public; and

WHEREAS, The Village has recently become aware of some lot-line adjustments being recorded with the property appraiser's office which have not been approved by the Village; and

WHEREAS, the Village Council desires to amend existing provisions under Division 10, "Platting" of Article IV of the Village's LDRs relating to provisions generally governing platting approval; and

WHEREAS, specifically, the Village Council desires to amend Section 30-431, "Plat approval and recording required", of the Village Code to ensure that lot-line modifications are not recorded with the property appraiser until such modification has been approved by the Village; and

WHEREAS, the provisions of this Ordinance are consistent with the Village Comprehensive Plan and the Principles for Guiding Development within the Florida Keys Area of Critical State Concern; and

WHEREAS, the Village Council finds that the provisions of this Ordinance are intended to advance the public health, safety, and welfare of the citizens of the Village.

NOW THEREFORE, be it ordained by the Village Council of the Village of Islamorada, in the State of Florida, as follows:

SECTION 1: **RECITALS.** The above recitals are true and correct and are incorporated herein by this reference.

SECTION 2: **AMENDMENT.** "Sec 30-431 Plat Approval And

Recording Required" of the Islamorada Village Code is hereby *amended* as follows:

Additional text is shown as underlined;

deleted text is shown as ~~strikethrough~~

AMENDMENT

Sec 30-431 Plat Approval And Recording Required

- (a) Except as provided in subsections (b) and (c) of this section, plat approval shall be required for:
- (1) The division of land into three or more parcels; or
 - (2) The division of land into two or more parcels where the land involved in the division was previously divided without plat approval within the prior two years; or
 - (3) The division of land into two parcels where the disclosure statement required under subsection (f) of this section is not attached to the conveyance.
- (b) No building permit shall be issued for the construction of any building, structure or improvement unless a final plat has been approved in accordance with the provisions of this division and recorded for the lot on which the construction is proposed or unless the building, structure or improvement qualifies for an exemption pursuant to this division.
- (c) No plat approval is required if the subdivision involved consists only of:
- (1) A governmentally required dedication and the director of planning and development services finds that it is not necessary that a plat be recorded. In lieu of recording a plat, the dedication shall be required by deed and shall be subject to compliance with the submission of a grading, paving and drainage plan which will meet the requirements of this chapter and the posting of an improvement guarantee or bond as required under section 30-435 before the acceptance of the dedication by the village council.
 - (2) The proposed subdivision is for the purpose of conveying ownership of real property with a single-family unit in a townhouse-type development when such conveyance of real property is the space beneath the unit, plus an area surrounding the unit, which is no greater than the gross ground floor area of the unit. Prerequisites for exceptions to platting in this case are as follows:
 - a. The minimum overall development size shall be the same as

- required in the zoning district assigned to the property.
 - b. The average building length within the townhouse development shall not exceed 160 feet. However, no such building shall contain more than eight units.
 - c. The proposed subdivision is part of a development project for which the village has granted site plan approval, the proposed subdivision is less than five acres in size, and the lots or parcels from which the proposed subdivision is created have been specifically delineated in a recorded plat.
- (3) The combination of two or more previously platted lots to form a single unified building site. However, such combination must be accompanied by a unity of title, in a form approved by the village attorney and recorded in the public records of the clerk of the circuit court of the county.
 - (4) A subdivision of land legally recorded prior to September 15, 1986.
 - (5) A change in ownership which would result in the formation of a Condominium Association, pursuant to Florida Statute Chapter 718, however in such a case, review of the proposed condominium documents shall be required by the village at the sole cost of the applicant.
- (d) No plat of any subdivision shall be entitled to be recorded in the office of the clerk of the circuit court until it shall have been approved by the village council in the manner prescribed herein and certified by the village clerk.
 - (e) If a plat has been previously approved and recorded, technical or minor changes to the plat may be approved by the director of planning and development services. All other changes shall be considered in accordance with the provisions of this division.
 - (f) No division of land through a lot-line modification shall be recorded in the county property appraiser's office until after the village has approved the application.
- (g) The conveyance of land that involves the division of the land into two or more parcels may result in the creation of lots that do not meet the minimum building requirements of this chapter, and thus are not buildable lots. For example, the assignment of a tax parcel number by the county appraiser's office does not signify that a parcel is buildable under this chapter. Therefore, to ensure that the public is provided disclosure additional to that which is otherwise required by law of the possible creation of such unbuildable lots by conveyance of property without platting, whenever land is conveyed that involves the division of land into two or more parcels and where plat

approval is not obtained pursuant to this division, such conveyance shall include the following disclosure statement: "The parcel of land described in this instrument is located in incorporated Islamorada, Village of Islands. The use of the parcel of land is subject to and restricted by the goals, policies and objectives of the Islamorada, Village of Islands, Comprehensive Plan and Development Regulations adopted as a part of, and in conjunction with and as a means of implementing the Islamorada, Village of Islands Comprehensive Plan. The land development regulations provide that no building permit shall be issued for any development of any kind unless the proposed development complies with each and every requirement of the regulations, including minimum area requirements for residential development. You are hereby notified that under the Islamorada, Village of Islands land development regulations, the division of land into parcels of land that are not approved as platted lots under the regulations confers no right to develop a parcel of land for any purpose."

SECTION 3: REPEALER CLAUSE. The provisions of the Village of Islamorada Code and all Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 4: SEVERABILITY CLAUSE. The provisions of this Ordinance are declared to be severable and if any sentence, section, clause or phrase of this Ordinance shall for any reason be held to invalid or unconstitutional, such decision shall not affect the validity of the remaining sentences, sections, clauses, or phrases of the Ordinance but they shall remain in effect it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

SECTION 5: INCLUSION IN THE CODE. It is the intention of the Village Council and it is hereby ordained the provisions of this Ordinance shall become and be made part of the Village of Islamorada Code, that sections of this Ordinance may be renumbered or re-lettered to accomplish such intentions, and that the word "Ordinance" shall be changed to "Section" or other appropriate word.

SECTION 6: TRANSMITTAL. The Village Clerk is authorized to forward a copy of this Ordinance to the State Department of Commerce (the "DOC") for approval pursuant to section 380.05, Florida Statutes.

SECTION 7: EFFECTIVE DATE. This Ordinance shall not be effective immediately upon adoption. The Amendment shall not take effect until the date a final order is issued by the DOC. The DOC notice of intent to find this Ordinance in

compliance shall be deemed to be the final order if no timely petition challenging this Ordinance is filed.

The foregoing Ordinance was offered by Councilmember _____, who moved for its adoption on first reading. This motion was seconded by Councilmember _____, and upon being put to a vote, the vote was as follows:

Mayor Joseph B. Pinder III _____

Vice Mayor Sharon Mahoney _____

Councilman Mark Gregg _____

Councilwoman Elizabeth Jolin _____

Councilman Henry Rosenthal _____

PASSED on the first reading this ____ day of _____, 2023.

[Remainder of this page intentionally left blank]

The foregoing Ordinance was offered by Councilmember _____, who moved for its adoption on second reading. This motion was seconded by Councilmember, _____ and upon being put to a vote, the vote was as follows:

Mayor Joseph B. Pinder III ___
Vice Mayor Sharon Mahoney ___
Councilman Mark Gregg ___
Councilwoman Elizabeth Jolin ___
Councilman Henry Rosenthal

PASSED AND ADOPTED on the second reading this ____ day of _____, 2024.

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY



Council Communication

To: Mayor and Village Council
From: John Quick, Interim Village Attorney
Date: December 12, 2023
SUBJECT: **Ordinance Amending Administrative Procedures Zoning in Progress - First Reading TAB 29**

Background:

During past Village Council meetings questions were raised about the possibility of enacting zoning in progress ("ZIP") for certain items. This item would address ZIP for future items.

This Code amendment was recommended for approval by the Local Planning Agency at their November 13, 2023 meeting.

Analysis:

The proposed code change would automatically institute ZIP after any amendment to Chapter 30 or a rezoning of a parcel of land has been approved on first reading by the Village Council.

Under the proposed change, ZIP would be in place for a period of six months from the date of the approval on first reading by the Village Council. This period may be extended one time for an additional three months by resolution of the Village Council.

Budget Impact:

N/A

Staff Impact:

N/A

Recommendation:

Staff recommends approval of the Code amendment at the first reading.

Attachments: 1. Ordinance re zoning in progress provision

**VILLAGE OF ISLAMORADA
ORDINANCE 23-16**

**AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA,
AMENDING CHAPTER 30 "LAND DEVELOPMENT REGULATIONS", ARTICLE
IV "ADMINISTRATIVE PROCEDURES", DIVISION 2 "DEVELOPMENT REVIEW
PROCESS", SECTION 30-212 OF THE VILLAGE CODE TO CREATE A ZONING
IN PROGRESS PROVISION; PROVIDING FOR SEVERABILITY; PROVIDING FOR
INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Islamorada, Village of Islands (the "Village") has established Land Development Regulations ("LDRs") to properly guide development and protect the health, safety, and welfare of the public; and

WHEREAS, the Village Council desires to amend existing provisions under Division 2, "Development Review Process" of Article IV of the Village's LDRs relating to provisions generally governing the development process; and

WHEREAS, specifically, the Village Council desires to amend Section 30-212, "Generally", of the Village Code to automatically implement zoning in progress upon the approval of a rezoning or amendment to Chapter 30 on first reading; and

WHEREAS, the provisions of this Ordinance are consistent with the Village Comprehensive Plan and the Principles for Guiding Development within the Florida Keys Area of Critical State Concern; and

WHEREAS, the Village Council finds that the provisions of this Ordinance are intended to advance the public health, safety, and welfare of the citizens of the Village.

NOW THEREFORE, be it ordained by the Village Council of the Village of Islamorada, in the State of Florida, as follows:

SECTION 1: **RECITALS.** The above recitals are true and correct and are incorporated herein by this reference.

SECTION 2: **AMENDMENT TO THE CODE.** "Sec 30-212 Generally" of the Islamorada Village Code is hereby *amended* as follows:

Additional text is shown as <u>underlined</u> ;	deleted text is shown as strikethrough
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AMENDMENT

Sec 30-212 Generally

- (a) *Development permits required.* No development shall take place within the jurisdiction of the village except after issuance of all development permits required under any applicable section of this chapter, the Code or village ordinance, and other governmental agencies having jurisdiction to regulate the development of land within the village's jurisdiction.
- (b) *Development by governmental agencies.* Prior to undertaking development, any governmental agency shall apply for the appropriate permit under the applicable sections of this chapter, the Code or village ordinance. If any governmental agency seeking to undertake development has been specifically exempted by federal or state law from compliance with this chapter, the Code or village ordinance, the agency shall file with the village manager and director of planning and development services evidence of such exemption. In the absence of such an exemption, governmental agencies shall apply for permits in the same manner as other persons.
- (c) *Technical codes.* The building, plumbing, electrical and other technical codes adopted by the village are expressly recognized as essential to the implementation of the village comprehensive plan and this chapter.
- (d) *Application for development.*
 - (1) Every application for a development permit shall be in a form specified by the planning and development services department for reviewing the application, and shall be accompanied by a fee as is established from time to time by the village council to defray the actual cost of processing the application. After an application is submitted, the director of planning and development services shall determine if the application is complete and includes data necessary to evaluate the application. The village shall be entitled to rely upon the statements or representations made by the applicant on a development permit application. If it is determined that the application is incomplete, or based upon incomplete or inaccurate information or misstatements of fact, notice shall be delivered to the applicant specifying the deficiencies. The director shall take no further action on the application until the deficiencies are remedied. If the applicant fails to correct the deficiencies within 20 working days, the application shall be considered withdrawn. If or when the application is determined complete, it shall be reviewed in accordance with the applicable provisions of this chapter. Notwithstanding anything in this chapter to the contrary, on a case-by-case basis, the director may make a written determination to waive some or all of the required submittals of a

development permit application. Annually, the director shall promulgate a calendar, as may be amended, showing application dates and deadlines consistent with the specifications of this chapter. This calendar shall govern all dates and the development review process.

- (2) All applications shall include proof of ownership and, if applicable, consent to be represented by an agent. All owners and any person having a contractual interest in the land shall give their permission for application. Unless otherwise specified in each section describing particular development review procedures, applications for development permits require a concurrency certification by the planning and development services department prior to being placed on the agenda for a public hearing or meeting or proceeding to the subsequent step in the development review process. Unless requested by the village, applications shall not be significantly altered after certifications. In no case shall any changes be made to a development application or development plans within ten working days of any required public hearing on the application, without a continuance of the hearing.
- (3) The director shall be entitled to a continuance, and an applicant shall be entitled to a continuance or withdrawal of an application for development permit if the request is made no later than five working days before final action on the application by the decision-making body or person. Requests for a continuance or withdrawal received later than five working days before the date the decision is to be made, or the public hearing is to take place, shall be granted only by the decision-making body or person with or without prejudice. Applicants in this case shall not be entitled to the return of application fees.
- (4) Whenever any application for a development permit is withdrawn or denied with prejudice, an application for development permit for all or part of the same land shall not be considered for a period of one year after the date of denial, unless the subsequent application involves a development proposal that is materially different from the prior proposal, or unless the person or a majority of the members of the decision-making body that made the final decision on the application determines that the prior denial was based on a material mistake of fact. For the purpose of this subsection, an application for development permit shall be considered materially different if it involves a change in use, or a change in intensity or density of use of 25 percent or more. The body or person charged with conducting the initial development application review or public hearing under such

successive application shall resolve any questions concerning the similarity of a second application.

- (5) To the extent practical, applications for development permits may be consolidated for review pursuant to an agreement between the applicant and the director as part of the pre-application conference. When applications for development permits are consolidated pursuant to this subsection, the time for review shall be no less than those established for the application for development permit with the longest review period.
- (6) The director and village council may impose such conditions on the granting of a development permit that are necessary to accomplish the purposes of the comprehensive plan and this chapter. Conditions shall be included if conventional standards are inadequate to protect the public interest and surrounding land uses or if additional improvements are needed to facilitate a more appropriate transition between different uses. Conditions are not intended to restate express provisions of this chapter. Such conditions may include the execution of unity of title and the location of uses on the site to minimize adverse off-site impacts and ensure on-site safety. Further, conditions may be imposed to provide road construction required for the project to meet village concurrency requirements and that allow the applicant to proceed to the subsequent stage of development review. Site-related conditions such as drainage improvements, turn lanes and signalization may be imposed. Conditions shall be reasonable, not be contrary to law and shall be limited to on-site impacts, except for off-site public road improvements or other conveyances reasonably related and proportionate to the project's impact. Conditions shall not amend village council imposed conditions or affect previously approved conditions. For modifications or additions to previously approved site plans, conditions shall only be imposed to address the specific impacts of the new use or development. Fixed times may be set for compliance with conditions and shall be governed by section 30-224.
- (7) Any application for development permit may be suspended during the pendency of a code enforcement proceeding or for any code violation involving all or a portion of the land proposed for development. Development permit applications for properties that have outstanding code violations, liens or fines owed to the village shall be restricted as follows:
 - a. The village shall not approve a final site plan or building permit until the code violation is remedied and payment of outstanding liens or fines is made to the village.
 - b. The village may approve a conditional use application;

however, it shall not do so unless, as a condition of approval, the code violation is remedied and the applicant agrees to the payment of all outstanding liens or fines by a date certain or prior to a specific event.

- c. In the event litigation contesting the code violation or the validity of the lien or fine is initiated before the application for the development permit, the time for compliance or payment shall be established only after the conclusion of litigation.
- (e) *Violation of permit condition or time limitation.* A violation of any condition or time limitation of any development permit shall be considered a violation of the Code. The violation shall be corrected prior to any public hearing or meeting on the issuance of any subsequent development permit for that project, unless a subsequent permit application seeks to amend the condition or time limitation that has been violated. Unless otherwise specified in the development permit, an approved use must comply with conditions and time limitations before implementing the approval, or before receipt of a certificate of occupancy or certificate of completion. The violation shall be subject to all enforcement procedures available as provided in the Code and by all applicable laws and ordinances.
- (f) *Fraud or omission in permit application.* If there is evidence that an application for development permit was considered wherein there was misrepresentation, fraud, deceit, or a deliberate error or omission, the village may initiate a rehearing to reconsider the development permit. The village may re-approve, approve with new conditions, deny, or take such other action on the development permit at the rehearing based on the standards in this chapter. If evidence of misrepresentation is discovered during the application review and approval process, the application shall be deemed incomplete and returned to the applicant.
- (g) *Development permits that are never implemented.* All development permits that are never implemented shall be either:
 - (1) Rescinded simultaneously with issuance of a subsequent development permit;
 - (2) Revoked after a public hearing; or
 - (3) Rescinded upon the expiration of the permit as set forth in table 30-225.

(h) Zoning in progress, hold on permits or certificate of uses. When an amendment to Chapter 30 or a rezoning of a parcel of land has been approved on first reading by the village council, no development application pending before the village with respect to the area or text which is the subject of the proposed amendment shall be approved unless the development application would be in conformity with both the existing legislation and the proposed legislation for a period of six months from the date of the approval on first reading by the village council. This period may be extended on time for an additional three months by resolution of the village council.

SECTION 3: REPEALER CLAUSE The Provisions of the Village of Islamorada Code and all Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 4: SEVERABILITY CLAUSE The provisions of this Ordinance are declared to be severable and if any sentence, section, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sentences, sections, clauses or phrases of the Ordinance but they shall remain in effect it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

SECTION 5: INCLUSION IN THE CODE. It is the intention of the Village Council and it is hereby ordained the provisions of this Ordinance shall become and be made part of the Village of Islamorada Code, that sections of this Ordinance may be renumbered or re-lettered to accomplish such intentions, and that the word "Ordinance" shall be changed to "Section" or other appropriate word.

SECTION 6: TRANSMITTAL. The Village Clerk is authorized to forward a copy of this Ordinance to the State Department of Commerce (the "DOC") for approval pursuant to section 380.05, Florida Statutes.

SECTION 7: EFFECTIVE DATE This Ordinance shall not be effective immediately upon adoption. The Amendment shall not take effect until the date a final order is issued by the DOC. The DOC notice of intent to find this Ordinance in compliance shall be deemed to be the final order if no timely petition challenging this Ordinance is filed.

The foregoing Ordinance was offered by Councilmember _____, who moved for its adoption on first reading. This motion was seconded by Councilmember _____, and upon being put to a vote, the vote was as follows:

Mayor Joseph B. Pinder III
Vice Mayor Sharon Mahoney
Councilman Mark Gregg
Councilwoman Elizabeth Jolin
Councilman Henry Rosenthal

PASSED on the first reading this _day of _____, 2023.

The foregoing Ordinance was offered by Councilmember _____, who moved for its adoption on second reading. This motion was seconded by Councilmember _____, and upon being put to a vote, the vote was as follows:

Mayor Joseph B. Pinder III
Vice Mayor Sharon Mahoney
Councilman Mark Gregg
Councilwoman Elizabeth Jolin
Councilman Henry Rosenthal

PASSED AND ADOPTED on the second reading this _day of _____, 2024.

JOSEPH B. PINDER III, MAYOR

ATTEST:

MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF
ISLAMORADA, VILLAGE OF ISLANDS ONLY

JOHN J. QUICK, VILLAGE ATTORNEY



Council Communication

To: Mayor and Village Council
From: Marne McGrath, Village Clerk
Date: December 12, 2023
SUBJECT: Approval of 2024 Regular Council Meeting Schedule TAB 30

Background:

Effective October 2023, the Council amended its Regular Village Council Meeting schedule to hold meetings on the second Thursday of each month and the Tuesday immediately preceding it. Land Use items will be incorporated into this schedule. The Council adopted the Land Use Village Council Meeting schedule on October 10, 2023, which will be rescinded if the proposed meeting schedule is approved with the inclusion of Land Use items.

Please note that Vice Mayor Mahoney has requested the February Regular Village Council meetings be held on the 13th and 15th. The proposed calendar has been amended to accommodate that request. Meeting date changes can also take place during the year.

Analysis:

Month	Tuesday Meeting	Thursday Meeting
January	9	11
February*	13	15
March	12	14
April	9	11
May	7	9
June	11	13
July	9	11
August	6	8
September	10	12
October	8	10
November	12	14
December	10	12

Budget Impact:

The legal budget will be reduced by not holding Land Use meetings on a separate date.

Staff Impact:

Council and staff would have one less meeting per month by incorporating the Land Use meetings into the Tuesday/Thursday Regular Village Council Meeting schedule.

Recommendation:

Council adopt the proposed 2024 meeting calendar and rescind the 2024 Land Use Council Meeting calendar approved on October 10, 2023.

Attachments: None