***Hugo Vargas***
Commissioner

***Jackie Ratica***
Commissioner

***Daniel W. Akin***
Commissioner

***Bobbie Spratt***
Commissioner

*"The City Under the Oaks"*

***Julie C. Wilkins***
***Mayor***

**CITY OF LABELLE**
**REGULAR COMMISSION MEETING**
**FEBRUARY 8, 2024**
**5:30 P.M.**

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**It shall be the responsibility of all parties who may want to appeal a decision of the commission to make a verbatim record of the proceedings, testimony, and evidence needed for the appeal.**

***PUBLIC COMMENTS WILL BE LIMITED TO 3 MINUTES PER PERSON***

**CALL TO ORDER, & ROLL CALL**

1. **PUBLIC HEARING ITEMS FOR CONSIDERATION**
   a. Final Reading of Proposed Ordinance 2023-26-Mini Storage Land Development Code Amendment
   b. First Reading of Proposed Ordinance 2023-27 Bedolla Rentals Rezone
   c. 100 S. Main Street (Red Rooster) Variance Resolution 2024-01
   d. Fee Schedule Resolution 2024-02

2. **NON-PUBLIC HEARING ITEMS FOR CONSIDERATION**
   ***Limited to 15 minutes per item: 3-5 minute optional presentation time with the remaining time for discussion by the Commission***
   a. Fire Assessment vs. Fire Impact Fee Discussion
   b. Engineering Services Library Request for Qualifications (RFQ)
   c. Capital Project Engineering Request for Qualifications (RFQ)
   d. City Travel and Per Diem for City Commission and Employees Policy
   e. Woodard & Curran YE2 True Up Invoice
   f. 991 Suwanee Utility Lien Forgiveness Request

3. **PUBLIC COMMENT ON NON-AGENDA ITEMS**
   ***Limited to 3 minutes per person***

4. **CONSENT AGENDA-**
   ***Any Commissioner Or Citizen May Request To Have An Item Removed From The Consent Agenda And Placed On The Regular Agenda For Further Discussion.***
   a. Approval of Minutes-
      - September 7, 2023, RFP Workshop Minutes
      - September 7, 2023, CIP Workshop Minutes
      - December 14, 2023, Commission Meeting Minutes
      - January 11, 2024, Local Planning Agency Minutes

- January 11, 2024, Commission Meeting Minutes

b. Approval of 23PLN115- City of LaBelle Comprehensive Vulnerability Assessment Task Order
c. Approval of January Check Register
d. Approval of Staff Reports:

- HCSO

-Fire Department-Brent Stevens
-Finance Department-Gracie Morton
-Building Department- Mark Lynch
-Code Enforcement-Zane Mungillo
-Woodard & Curran- to be provided at a later date (finalizing monthly reports)

**5. UPDATE FROM SUPERINTENDENT OF PUBLIC WORKS-Mitchell Wills**

**6. BUSINESS BY COMMISSIONERS**

**UPCOMING MEETINGS**

- March 14, 2024 5:30 p.m. Local Planning Agency & Regular Commission Meeting
- April 11, 2024 5:30 p.m. Local Planning Agency & Regular Commission Meeting

**Be advised that the Commission may take action on items not listed on the agenda.*

CITY OF LABELLE OFFICE CLOSURES

- February 19, 2024, in observance of President's Day

# CALL TO ORDER

# PUBLIC HEARINGS

# a. Final Reading Ordinance 2023-26 Mini Storage Land Development Code Amendment

**City of LaBelle Board of Commissioners**
**Agenda Request**

| | |
|---|---|
| To: | Honorable Mayor and City Commission |
| Prepared By: | Josephine Medina |
| Date of Meeting: | February 8, 2024 |
| Date Submitted: | January 31, 2024 |
| Title of Agenda Item: | Mini-warehouse Supplementary Regulations LDC Amendment |
| Agenda Location: | Public Hearings |

Report in brief: Amend the City of LaBelle Land Development Code to create supplementary regulations for mini-warehouse facilities to protect the aesthetic appearance and visual quality of the community and to mitigate for potential adverse impacts on surrounding land uses.

Staff Comments: N/A

Fiscal Impact:
Has the request been budgeted? ☐ Yes ☐ No
If yes, expected cost and account name: $ N/A
In no, amount needed and proposed account: $ N/A

Recommended Actions:

Staff finds that the proposed ordinance is

consistent with the Comprehensive Plan and Land

Development Code and recommends APPROVAL.

**CITY OF LABELLE, FLORIDA**
**Planning Staff Report**
**for**
**LDC Amendment relating to the Mini-warehouse Supplementary Regulations**

**TYPE OF CASE:** Land Development Code Amendment

**STAFF REVIEWER:** Josephine Medina, AICP

**DATE:** February 8, 2024

**APPLICANT:** City of LaBelle City Commission

**AGENT:** City of LaBelle City Commission

**REQUEST:** Amend the City of LaBelle Land Development Code to create supplementary regulations for mini-warehouse facilities to protect the aesthetic appearance and visual quality of the community and to mitigate for potential adverse impacts on surrounding land uses.

**LOCATION:** City-wide

**PROPERTY SIZE:** N/A

**STAFF NARRATIVE:**

City Commission requested Staff to prepare an LDC Amendment to provide supplementary regulations for Mini-warehouse facilities. The supplementary regulations will provide development, architectural and construction regulations to assure the protection of aesthetic appearance and visual quality of the community and to mitigate for potential adverse impacts on surrounding land uses.

This meeting will provide the opportunity for the public and LPA to provide directions for the supplementary regulations to mini-warehouse facilities.

The amendment applies to all new development mini-warehouses and include regulations addressing:

- Define accessory uses and outdoor storage materials allowed within the facility;
- Require screening of overhead doors, open storage and loading areas via a solid wall from adjacent properties or right-of-ways;
- Identify location of storage areas, overhead doors and loading areas;
- Require a common design and architectural theme and color palette; and
- Require façade articulations and varied roof planes and pitches;

- Address pedestrian circulation; and
- Must meet commercial design standards outlined in Article V.5 unless superseded by this subsection.

The commercial design standards in Article V.5 already outline building colors and requires a minimum of four (4) façade treatment along building sides that are visible from a publicly maintained street. These requirements are referenced in the supplementary regulations for clarity.

**STAFF RECOMMENDATION:**

Staff finds that the proposed ordinance is consistent with the Comprehensive Plan and Land Development Code and recommends **APPROVAL.**

**LPA RECOMMENDATION:**

The LPA reviewed the amendment during the December meeting and recommended to the City Commission that the proposed ordinance is consistent with the Comprehensive Plan and Land Development Code and recommends **APPROVAL.**

**SUGGESTED MOTION(S)**

**APPROVAL:**

I make a motion to approve the proposed Ordinance.

**APPROVAL WITH MODIFICATION(S):**
I make a motion to approve the proposed Ordinance with the following changes:

1) ....

**DENIAL:**
I make a motion to deny the proposed Ordinance.

The request does not meet the intent of the Comprehensive Plan and Land Development Code.

1) …. Why?

**ORDINANCE**

**NUMBER 2023-26**

**AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA; AMENDING CHAPTER 4, ZONING; CREATING SUPPLEMENTARY STANDARDS FOR MINI-WAREHOUSE USES; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS AND AN EFFECIVE DATE.**

## RECITALS

**WHEREAS**, the City of LaBelle, Florida has the authority to adopt this Ordinance pursuant to Article VIII of the Constitution of the State of Florida; Chapters 163 and 166; and Section 381.986 Florida Statutes; and

**WHEREAS**, the City Commission recognizes the need for design, construction and operational standards for mini-warehouses within the City to ensure development upholds the City's vision for a well-planned and attractive built environment; and

**WHEREAS**, the City Commission recognizes the need for regulations intended to provide economic development and entrepreneurial opportunities for applicable businesses and landowners, while ensuring a compatible land use pattern, and high-quality development; and

**WHEREAS,** the City of LaBelle desires to maintain minimum regulations to ensure the protection of public health, safety and welfare; and

**WHEREAS**, the proposed ordinance was properly advertised and has received public hearings before the Local Planning Agency on December 14, 2023 and the City Commission on January 11, 2024 and February 8, 2024;

**WHEREAS**, the City finds that this Ordinance is in the interests of public health, safety, and welfare.

**NOW, THEREFORE, BE IT ORDAINED** by the City Commission of the City of LaBelle, Florida:

**Section 1.** Recitals. The forgoing recitals are hereby ratified and confirmed as being true and correct and hereby made a part of this Ordinance and adopted as legislative findings.

**Section 2.** Amendment to the City Code. Chapter 4, Article IV, District Regulations of the City of LaBelle Land Development Code are hereby amended with the following provisions:

# LAND DEVELOPMENT CODE

## CHAPTER 4 – ZONING

## ARTICLE V. - SUPPLEMENTARY DISTRICT REGULATIONS

**[NOTE: Requires renumbering of Article VI, Commercial Design Standards]**

### 4-91. – Mini-warehouse design standards

4-91.1. *Purpose and intent*. The purpose and intent of this section is to provide standards for the design, operation and construction of mini-warehouse facilities to protect the aesthetic appearance and visual quality of the community and to mitigate for potential noise, glare, and other adverse impacts on surrounding land uses.

4-91.2. *Applicability of these regulations and conflicts*. Whenever the requirements of this subsection impose a different standard than the provisions of the Land Development Code, the requirements of this subsection shall govern. Except where specifically modified by the provisions of this article, all other requirements of the Land Development Code will apply.

4-91.3 General Provisions.

(1) No business activity other than the rental of storage units and accessory retail shall be conducted on the premises.
(2) No services or sales shall be conducted from any storage unit.
(3) Facilities shall not be used for practice rooms, meeting rooms, or residence.
(4) The storage of hazardous, toxic, explosive substances or any other substance is prohibited.
(5) Facilities shall be used only for dead storage of materials or articles and shall not be used for assembly, fabrication, processing, or repair.
(6) The maintenance, washing or repair of recreational vehicles, boats and moving trucks shall not be permitted in the mini-warehouse facility.
(7) Outdoor storage is limited to accessory only and must comply with the standards set forth in this section.
(8) All recreational vehicles, boats and moving trucks stored on the property shall be in operable condition.

4-91.3. Building Design Standards

a. Building standards.
    i. Mini-warehouse uses are subject to Article V.5 Commercial Design Standards, expect where below standards are more stringent.
    ii. Mini-warehouse uses must incorporate design elements listed in 4-91(c).

iii. In addition, buildings shall employ vertical and horizontal relief on the exterior surfaces that delineate the bottom, middle, and top of the structure.

iv. Buildings shall incorporate façade articulations and varied roof planes and pitches in order to minimize visual impact onto surrounding communities.

1. Structures greater than 5,000 square feet in floor area shall provide a minimum of two roof-edge or parapet line changes for all primary façades. Thereafter, one additional roof change is required every 100 linear feet around the perimeter of the building.

a. If a vertical change is used, each vertical change from the dominant roof condition must be a minimum of ten percent of building height, but no less than 3 feet.

b. If a horizontal change is used, each horizontal change from the dominant roof condition must be a minimum of 20 percent of the façade length, but no less than 3 feet.

c. Roofs, other than mansard roofs, with the slope ratio of 3:12 or higher are exempt from the above requirements for vertical change for the façades that are less than 200 feet. One roof edge, or parapet line change must be provided for every 200 linear feet of the façade length.

v. Buildings shall have clearly defined main entries. Building entries must include a covered public entry with a minimum roof area of 80 square feet and no dimension less than eight feet, or a covered walkway at least six feet wide with a total length measuring no less than 50 percent of the length of the façade.

vi. Primary facades should include ornamental or structural details, such as decorative masonry, surface textures, and/or trellises with climbing plants.

vii. All façades of a building must be designed with consistent architectural style, colors, and trim features.

b. Window standards.

i. When window openings allow views of storage units or corridors used to access the storage units from adjacent right-of ways or properties, translucent material (e.g., glass that lets light pass through but objects on the other side cannot be seen clearly) must be used.

c. Overhead doors.

i. Overhead doors are prohibited along the primary façade of the building.

ii. Overhead doors are permitted on secondary facades shall be screened from views from all adjacent properties by a solid wall or building, except for necessary opening and gates subject to the following standards:

1. The wall shall be a minimum six (6) feet high and buffered as required by the landscape regulations.
2. The wall shall be constructed of material similar and complementary to the primary building material and architecture.
3. The length of the wall shall be broken into sections no longer than 50 feet and designed to avoid monotony by use of architectural elements such as pillars or decorative insets.

4-91.4 Site Design Standards

a. Accessory outdoor storage.
   i. At the time of site construction permit submittal any proposed designated vehicle and boat storage area shall be identified and mark on the site plan.
   ii. Vehicles and boats shall not be stored in areas that interfere with traffic circulation.
   iii. Vehicles or boats shall not be stored in the areas closer than 10 feet from the property line, or the required parking areas;
   iv. The total square footage of the designated outdoor storage area shall not exceed 20 percent of the developed square footage for the enclosed portions of the mini-warehouse facility.
   v. The designated outdoor storage area shall be internal to the project itself and screened by buildings or solid wall, so that no portion of any recreational vehicle, boat or moving truck is visible from off-site. Required wall shall meet design standards identified in Section 4-90.3b)(ii).

b. Loading and service areas.
   i. All loading and service areas shall be provided along the interior side or rear of the building.
   ii. Storage of solid waste containers is encouraged to be provided within the building, where possible. Solid waste containers shall be screened from view in accordance with Section 4-80.9.14 with a masonry enclosure that is architecturally consistent with the principal structure.

c. Circulation and parking.
   i. Customer parking spaces should be oriented towards the buildings.
   ii. Well-defined, accessible, and protected pedestrian routes to storage, offices and customer parking shall be provided.

d. Signs.
   i. Poles signs shall be prohibited.

e. All signage, dumpster enclosures, walls, and accessory structures must demonstrate a common design and architectural theme and color palette at the time of building permit review.

**Section 3.** Codification. This ordinance shall be incorporated into the City of LaBelle Land Development Code. The sections of this Ordinance can be renumbered or re-lettered to the appropriate word or phrase to accomplish codification. Omissions, grammatical, and typographical errors, as well as clarifications of ambiguous wording that do not affect the intent of this Ordinance, may be authorized by the Mayor without need for a public hearing.

**Section 4**. Severability. In the event that any portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Ordinance.

**Section 5**. Conflicts. The provisions of this article shall supersede any provisions of existing ordinances in conflict herewith to the extent of said conflict.

**Section 6.** Effective Date. This Ordinance shall take effect immediately upon its adoption by the City Commission.

**PASSED AND DULY ADOPTED** this ____ day of _____, 2024.

**CITY COMMISSION OF THE CITY OF LABELLE, FLORIDA**

By: _____
Julie C. Wilkins, Mayor

**ATTEST:**

By: _____
Jessi Zubaty, Deputy City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

By: _____
Derek Rooney, City Attorney

Vote: AYE NAY

| | | |
|---|---|---|
| Mayor Wilkins | ____ | ____ |
| Commissioner Vargas | ____ | ____ |
| Commissioner Spratt | ____ | ____ |
| Commissioner Akin | ____ | ____ |
| Commissioner Ratica | ____ | ____ |

# b. First Reading Ordinance 2023-27 Bedolla Rentals Rezone

**City of LaBelle Board of Commissioners**
**Agenda Request**

| | |
|---|---|
| To: | Honorable Mayor and City Commission |
| Prepared By: | Josephine Medina February 8, 2024 |
| Date of Meeting: | February 8, 2024 |
| Date Submitted: | January 31, 2024 |
| Title of Agenda Item: | BEDOLLA RENTALS Rezone |
| Agenda Location: | Public Hearings |

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Report in brief:
Rezone the subject property from Multifamily Residential (R-3) to the Residential Neighborhood Urban (RNU) zoning district.

Staff Comments: N/A

Fiscal Impact:
Has the request been budgeted? Yes ☐ No ☐
If yes, expected cost and account name: $ N/A
In no, amount needed and proposed account: $ N/A

Recommended Actions:
Staff finds that the proposed rezoning to the Residential Neighborhood Urban (RNU) zoning district is not consistent with the Land Development Code and the Comprehensive Plan and recommends **DENIAL.** Staff finds the proposed rezone will result in "spot zoning" or "piecemeal zoning". Furthermore, the maximum density allowed by the "Residential" future land use category allows 1 dwelling unit to be built on the subject property in the form of a mobile home or single-family detached home on the which is already permitted within the "R-3" zoning district. There is no benefit to the applicant or the City of the rezone of this property to the "RNU" zoning district.

**CITY OF LABELLE, FLORIDA**
**Planning Staff Report**
**For**
**Bedolla Rentals**
**Rezone**

**TYPE OF CASE:** Rezone

**STAFF REVIEWER:** Josephine Medina, AICP

**DATE:** February 8, 2024

**APPLICANT:** BEDOLLA RENTALS, LLC (Privately-Initiated)

**REQUEST:** Rezone the subject property from Multifamily Residential (R-3) to the Residential Neighborhood Urban (RNU) zoning district.

**LOCATION:** 835 Dr. Martin Luther King Jr. Boulevard (See attached Location Map)

**PROPERTY SIZE:** 0.46 +/-acres

**FUTURE LAND USE DESIGNATION, CURRENT ZONING AND LAND USE:**

| | |
|---|---|
| Existing Future Land Use Designation: | Residential |
| Existing Zoning: | Multifamily Residential (R-3) |
| Land Use: | Residential (Vacant) |

**SURROUNDING LAND USE:**

**North:** FLU – Residential
Zoning – Multifamily Residential (R-3)
Land Use – Mobile Home

**South:** FLU – Residential
Zoning – Multifamily Residential (R-3)
Land Use – Multifamily Residential (Triplex)

**East:** FLU – Residential
Zoning – Multifamily Residential (R-3)
Land Use – Mobile Home

**West:** FLU – Outlying Mixed Use

Zoning – Residential Neighborhood Urban (RNU)/ Business General (B-2)
Land Use – Mobile Home/Auto Sales & Services

**STAFF NARRATIVE:**

Bedolla Rentals, LLC ("Applicant") is requesting approval to:

1. Rezone the subject property from Multifamily Residential (R-3) zoning district to the Residential Neighborhood Urban (RNU) zoning district.

**BACKGROUND:**

The subject property is located at 835 Dr. Martin Luther King Jr. Boulevard. The property consists of 1 parcel within the Englewood Terrace Platted Subdivision, which was platted in 1970. The property consists of 0.46 acres and is currently undeveloped.

The Property has a Future Land Use Designation of "Residential" and is zoned Residential (R-3).

A review of the historical versions of the City's Comprehensive Plan indicates that the subject property and the property immediately to the south were previously a future land use category of "Urban Residential" which permitted up to 10 dwelling units per acre. Historically this would have allowed 4 dwelling units on the subject property. Surrounding triplexes in the area were developed under this previous FLU category allowing higher densities. However, the Comprehensive Plan was amended in 2009 to create the "Residential" future land use designation (the subject property's current designation) which limits the property to 1 dwelling unit or 3 dwelling units per acre.

**RNU REZONING REQUEST:**

The Property is currently zoned "R-3". The current zoning districts limit the property to single family homes, multifamily residential uses, triplex, quadraplex and apartment buildings, mobile homes, public schools recreational, and public parks.

The Applicant wants to build a duplex on the subject property which is a permitted use within the "RNU" zoning district but not a permitted use within the "R-3" zoning district. The future land use category of "Residential" which permits a maximum density of 3 dwelling units per acre would not permit the intended duplex or any other housing type that allows more than 1 dwelling unit to be built on the subject property.

The existing "R-3" zoning district allows for non-residential uses by right such as public schools, public parks of passive recreational use, and City of LaBelle public utility stations. The proposed "RNU" zoning district allows for non-residential uses by right such as assisted living facilities, parks and recreation facilities, public and private schools, daycare centers, and religious assemblies/church. See table below for more detailed comparison of uses permitted by right and by special exceptions within the two zoning districts.

| Uses Permitted by Right | RNU | R-3 |
|---|---|---|
| Single-family | P | P |

| | | |
|---|---|---|
| Duplex | P | NP |
| Multifamily residential uses, triplex, quadraplex and apartment buildings | P | P |
| Multifamily dwellings greater than four (4) units | SE | NP |
| Mobile Homes | P | P |
| Townhouse units | P | NP |
| Assisted Living Facility | P | NP |
| Congregate Living Facility | P | NP |
| Daycare Center | P | NP |
| Parks and Recreation Facilities | P | P (Passive Recreational Use Only) |
| Public/quasi-public utilities | P | P (City of LaBelle Essential Public Utility Station Only) |
| Religious assemblies/church | P | NP |
| Schools, public or private | P | P (Public Only) |
| Rooming and Boarding House | SE | NP |

SE = Special Exception, P = Permitted, NP = Not Permitted

A review of the Official Zoning Map clearly identifies the "RNU" zoning district has historically been limited to the area west of Dr. Martin Luther King Boulevard.

The subject property is located in the middle of "R-3" zoned properties to the north, south and east. These properties are part of the Englewood Terrace Platted Subdivision which is expected to remain residential. There are no duplexes or townhomes within the nearby vicinity of the subject property. Except for a triplex and quadraplex to the south of the property all other residential uses surrounding the property are single-family homes and mobile homes.

Given the facts provided above staff believes that the change of zoning of the subject property to "RNU" would be "spot" or "piecemeal" zoning and not meet the intent of the LDC to promote the general public health, safety and welfare of the inhabitants of the City. The rezone would provide the property owner with additional privileges in the form of additional non-residential permitted uses that are not granted to any other surrounding properties to the east of Dr. Martin Luther King Jr. Boulevard.

NOTE: Since this application is a conventional rezoning request, the City cannot apply conditions as typical for Planned Unit Development rezoning petitions.

**COMPREHENSIVE PLAN CONSISTENCY:**

*The request is consistent with the following objectives and policies of the City's Comprehensive Plan.*

**Future Land Use Element Policy 1.3.16 (Residential Future Land Use Category)**

The proposed “RNU” zoning district category is consistent with the Residential Future Land Use Category which limits residential densities to 3 dwelling units per acre or 1 dwelling unit (3 DU x 0.46 AC= 1.38 DU/AC). This would limit the housing types to single family detached and not be consistent with the applicant’s intent to build a duplex.

There are adequate public infrastructure and services to support the development.

**Infrastructure Element Policy 4.1.4 (Required Infrastructure)**

As proposed, the rezone complies with this policy by ensuring that the proposed development can be serviced by adequate public infrastructure, including roads, potable water, and sanitary sewer, when available.

**STAFF RECOMMENDATION:**

Staff finds that the proposed rezoning to the Residential Neighborhood Urban (RNU) zoning district is not consistent with the Land Development Code and the Comprehensive Plan and recommends **DENIAL.** Staff finds the proposed rezone will result in “spot zoning” or “piecemeal zoning”. Furthermore, the maximum density allowed by the “Residential” future land use category allows 1 dwelling unit to be built on the subject property in the form of a mobile home or single-family detached home on the which is already permitted within the “R-3” zoning district. There is no benefit to the applicant or the City of the rezone of this property to the “RNU” zoning district.

**LPA RECOMMENDATION**

At the January 11, 2024 meeting, the Local Planning Agency recommended DENIAL of the Rezone and found the request inconsistent with the City of LaBelle Comprehensive Plan.

**SUGGESTED MOTIONS:**

**APPROVAL:**

I make a motion to recommend **APPROVAL** to rezone the subject property to the Residential Neighborhood Urban (RNU) zoning district.

**DENIAL:**

I make a motion to recommend **DENIAL** to rezone the subject property to the Residential Neighborhood Urban (RNU) zoning district.

The request does not meet the rezoning criteria:

1) …. Why?

## AERIAL LOCATION MAP




RVi

10150 Highland Manor Dr.
Suite 460
Tampa, FL 33610
Tel: 813.443.8282
www.rviplanning.com

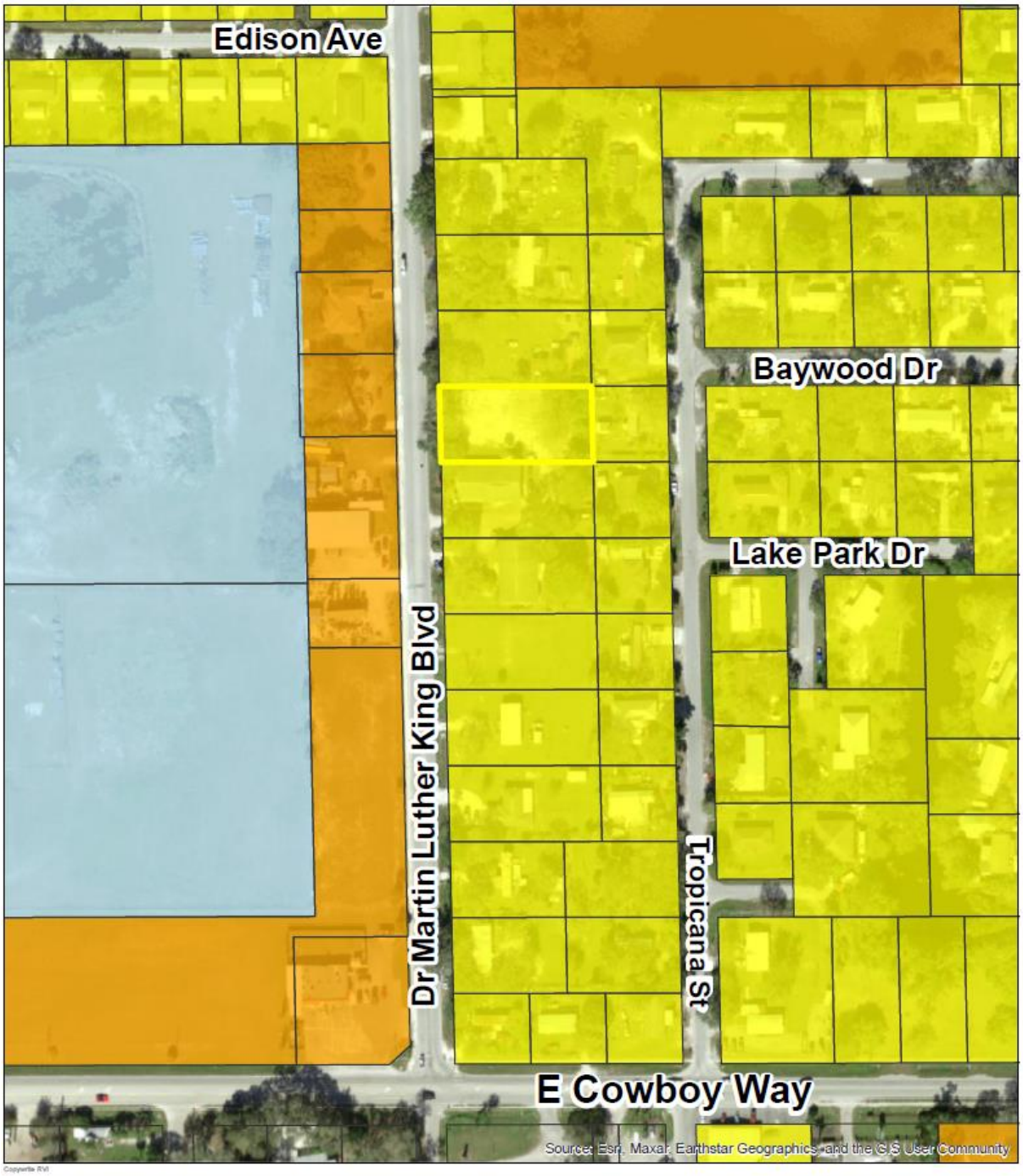
BEDOLLA RENTALS REZONE• **AERIAL MAP**

Subject Boundary

0 55 110 220
Feet

Information furnished regarding this property is from sources deemed reliable. RVI has not made an independent investigation of these sources and no warranty is made as to their accuracy or completeness. This plan is conceptual, subject to change, and does not represent any regulatory approval.

## CURRENT FUTURE LAND USE MAP




Copywrite RVI

RVi

10150 Highland Manor Dr.
Suite 450
Tampa, FL 33610
Tel: 813.443.8282
www.rviplanning.com

BEDOLLA RENTALS REZONE **FUTURE LAND USE MAP**

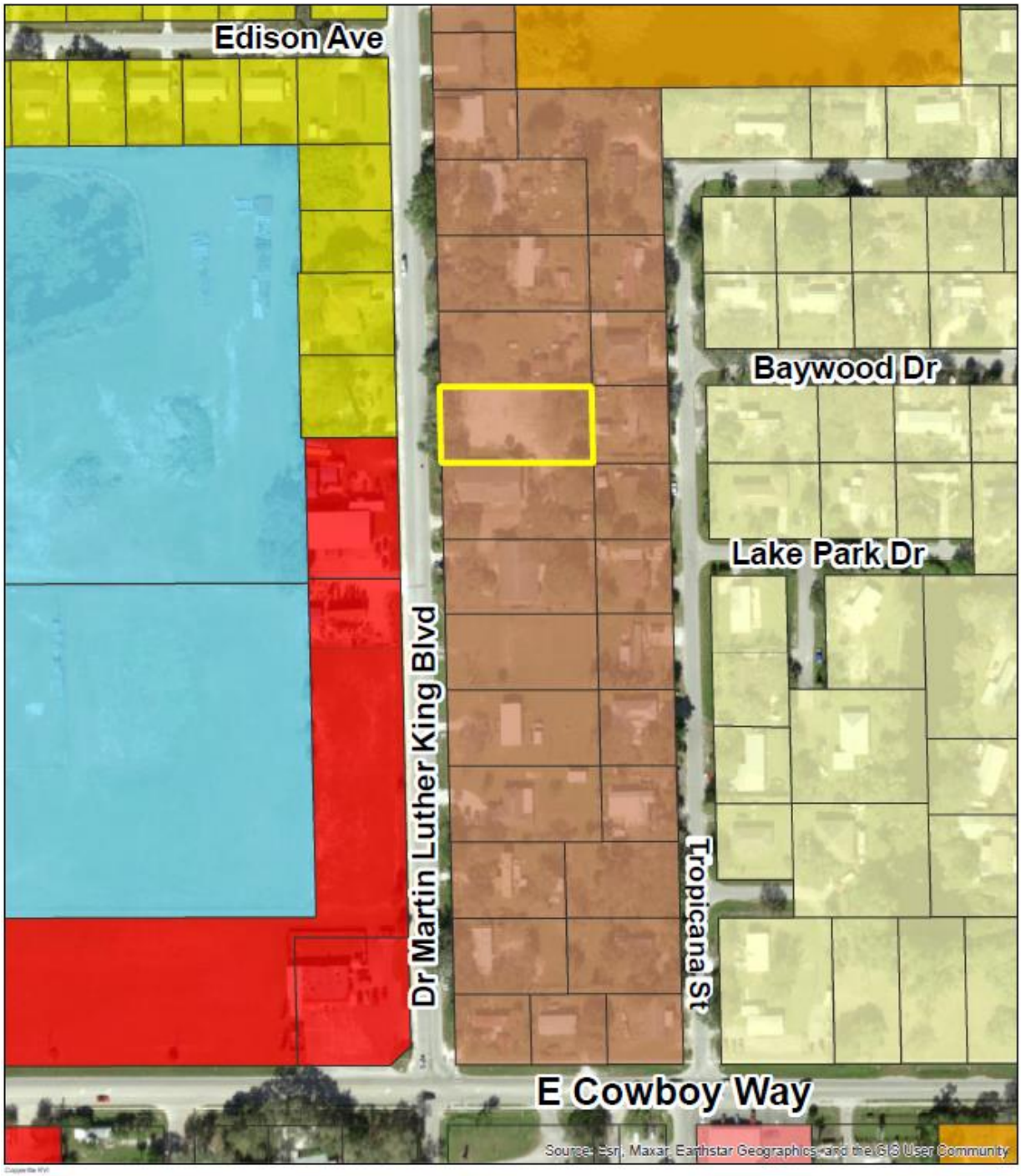
City of LaBelle

Subject Boundary
Parcels
Annexed
Outlying Mixed Use
Public
Residential

0 55 110 220
Feet

Information furnished regarding this property is from sources deemed reliable. RVI has not made an independent investigation of these sources and no warranty is made as to their accuracy or completeness. This plan is conceptual, subject to change, and does not represent any regulatory approval.

## CURRENT ZONING MAP




RVi

10150 Highland Manor Dr.
Suite 450
Tampa, FL 33610
Tel: 813.443.8282
www.rviplanning.com

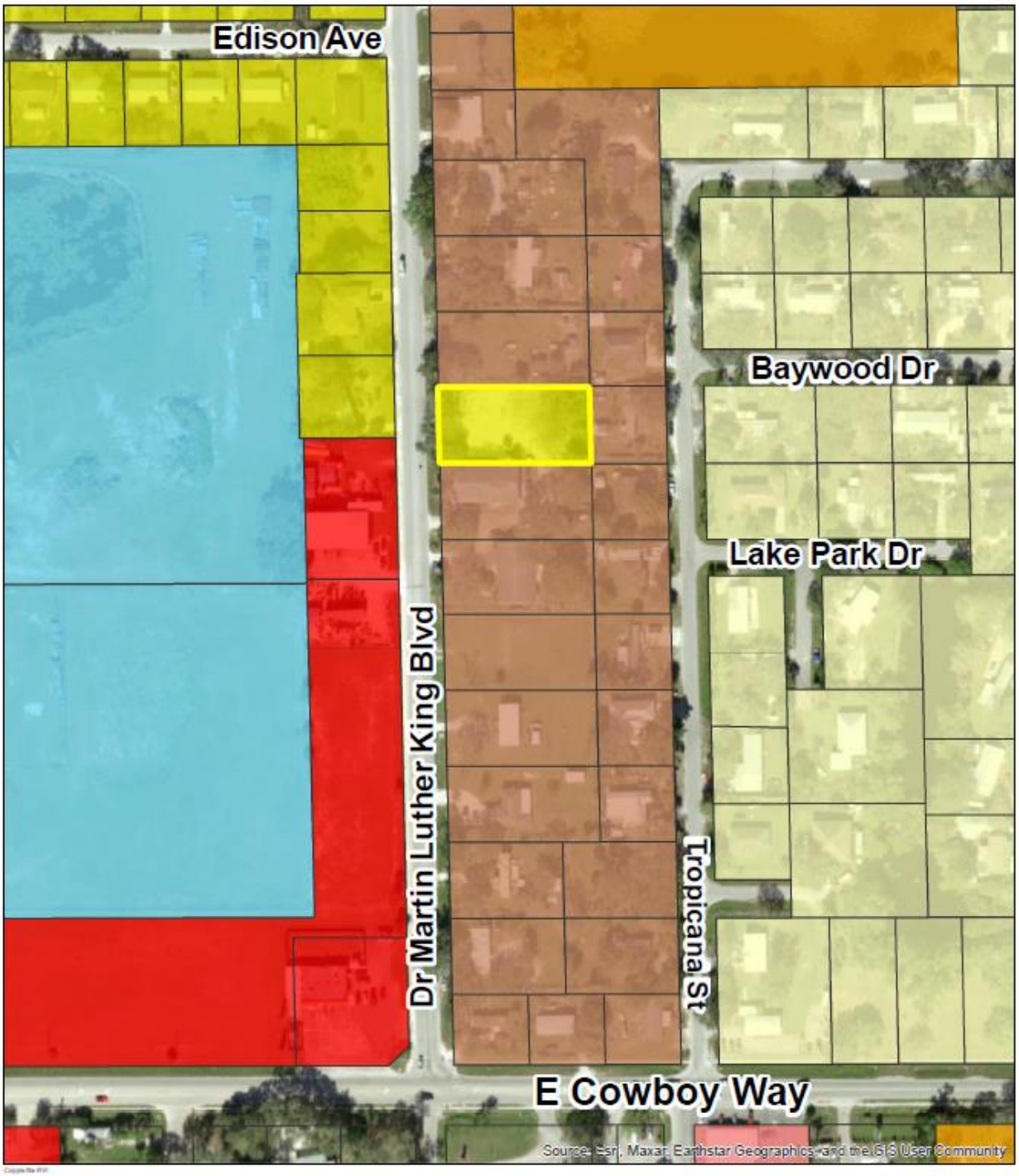
BEDOLLA RENTALS REZONE• **CURRENT ZONING MAP**

Subject Boundary
Parcels
B-1
B-2
PS
PUD
R-1
R-3
RNU

0 55 110 220
Feet

Information furnished regarding this property is from sources deemed reliable. RVI has not made an independent investigation of these sources and no warranty is made as to their accuracy or completeness. This plan is conceptual, subject to change, and does not represent any regulatory approval.

**PROPOSED ZONING MAP**




RVi

10150 Highland Manor Dr.
Suite 450
Tampa, FL 33610
Tel: 813.443.8282
www.rviplanning.com

BEDOLLA RENTALS REZONE • **PROPOSED ZONING MAP**

City of LaBelle

Subject Boundary
Parcels
B-1
B-2
PS
PUD
R-1
R-3
RNU

0 55 110 220
Feet

Information furnished regarding this property is from sources deemed reliable. RVi has not made an independent investigation of these sources and no warranty is made as to their accuracy or completeness. This plan is conceptual, subject to change, and does not represent any regulatory approval.

**EXHIBIT A**
**LEGAL DESCRIPTION**

LOT(S) 9, BLOCK OF ENGLEWOOD TERRACE AS RECORDED IN PLAT BOOK 3, PAGE 40, ET SEQ., OF THE PUBLIC RECORDS OF HENDRY COUNTY FLORIDA.

**CITY OF LABELLE**
**ORDINANCE 2023-27**
**BEDOLLA RENTALS**
**REZONE**

**AN ORDINANCE OF THE CITY OF LABELLE, FLORIDA, AMENDING THE CITY OF LABELLE ZONING MAP FOR A 0.46 +/-ACRE PROPERTY LOCATED AT 835 DR MARTIN LUTHER KING JR BOULEVARD, AMENDING THE ZONING DESIGNATION FROM MULTIFAMILY RESIDENTIAL (R-3) ZONING DISTRICT TO THE RESIDENTIAL NEIGHBORHOOD URBAN (RNU) ZONING DISTRICT; PROVIDING FOR IDENTIFICATION OF THE SUBJECT PROPERTY; PROVIDING FOR INTENT; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Bedolla Rentals, LLC has initiated a rezoning of real property, located immediately north of Helms Road and 1 mile east of State Road 80, City of LaBelle, Florida, "the property" as described and depicted in Exhibit "A" attached hereto; and,

**WHEREAS,** after duly advertised public hearings held on January 11, 2024, before the LaBelle Local Planning Agency "LPA"; and on February 8, 2024, and March 14, 2024 before the City Commission; and,

**WHEREAS**, the City Commission for the City of LaBelle has determined that the rezoning is in compliance with the future land use designation of "Residential" and approval of the rezoning application will further the goals and objectives of the City of LaBelle Comprehensive Plan; and,

**WHEREAS,** the City Commission for the City of LaBelle has determined the rezoning of the property to the Residential Neighborhood Urban (RNU) zoning district, is the most appropriate use of the property and this use will promote, protect and improve the health, safety, comfort, good order, appearance, convenience and general welfare of the public.

**NOW, THEREFORE, BE IT ORDAINED** by the City Commission of the City of LaBelle, Florida:

**Section 1.** The forgoing recitals are true and correct and are incorporated herein by this reference.

**Section 2.** Ordinance 2023-27 is hereby adopted, rezoning the property from Residential (R-3) to the Residential Neighborhood Urban (RNU) zoning district.

**Section 3**. Conflict with other Ordinances. The provisions of this article shall supersede any provisions of existing ordinances in conflict herewith to the extent of said conflict.

**Section 4.** Severability. In the event that any portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a

separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

**Section 5.** Effective Date. This Ordinance shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** in open session this _____ day _____, 2024.

THE CITY OF LABELLE, FLORIDA

By: _____
Julie C. Wilkins, Mayor

Attest:_____
Jessi Zubaty, Deputy City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

By: _____
Derek Rooney, City Attorney

| Vote: | AYE | NAY |
|---|---|---|
| Mayor Wilkins | ____ | ____ |
| Commissioner Vargas | ____ | ____ |
| Commissioner Spratt | ____ | ____ |
| Commissioner Akin | ____ | ____ |
| Commissioner Ratica | ____ | ____ |

**EXHIBIT A**

**LEGAL DESCRIPTION**

**LOT(S) 9, BLOCK OF ENGLEWOOD TERRACE AS RECORDED IN PLAT BOOK 3, PAGE 40, ET SEQ., OF THE PUBLIC RECORDS OF HENDRY COUNTY FLORIDA.**

**EXHIBIT B**

**CURRENT ZONING MAP**

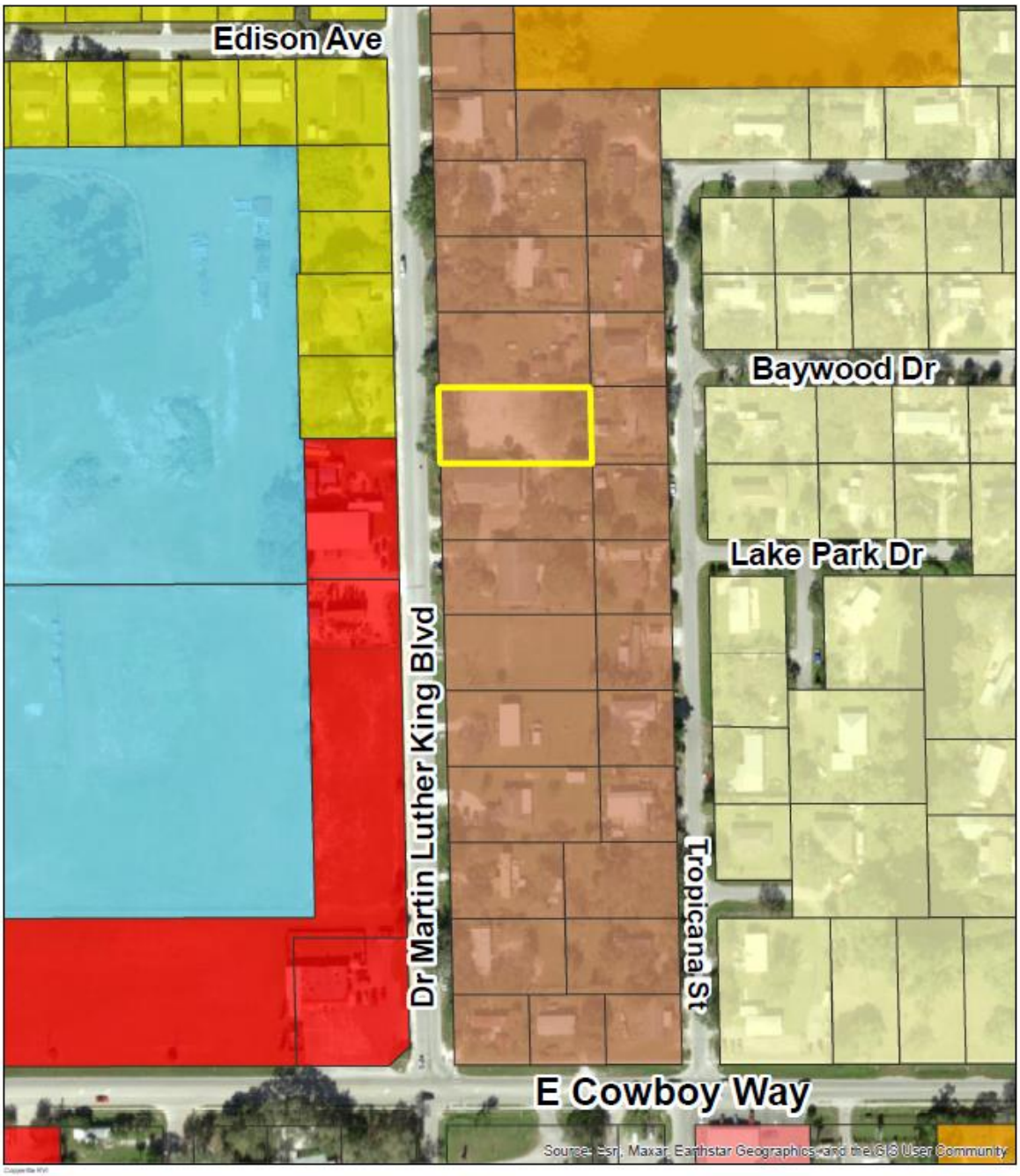


**EXHIBIT C**

**PROPOSED ZONING MAP**



# c. Red Rooster
# 100 S. Main Streett
# Variance

**City of LaBelle Board of Commissioners**
**Agenda Request**

| | |
|---|---|
| To: | Honorable Mayor and City Commission |
| Prepared By: | Josephine Medina |
| Date of Meeting: | February 8, 2024 |
| Date Submitted: | January 31, 2024 |
| Title of Agenda Item: | 100 S. Main Street Variance |
| Agenda Location: | Public Hearings |

Report in brief: To allow for a 5-foot front/street setback from S. Main Street for an accessory roof structure located at 100 S. Main Street, whereas the LDC requires a 20-foot setback.

Staff Comments:

N/A

Fiscal Impact:
Has the request been budgeted? ☐ Yes ☐ No
If yes, expected cost and account name: $ N/A
In no, amount needed and proposed account: $ N/A

Recommended Actions:

Staff recommends APPROVAL subject to the conditions listed in the staff report.

**CITY OF LABELLE, FLORIDA**
**Planning Staff Report**
**for**
**100 S. Main Street**

**TYPE OF CASE:** Variance

**STAFF REVIEWER:** Josephine Medina, AICP

**DATE:** February 8th, 2024

**APPLICANT:** Juan Manuel Plasencia

**AGENT:** Juan Manuel Plasencia

**REQUEST:** To allow for a 5-foot front/street setback from S. Main Street for an accessory roof structure located at 100 S. Main Street, whereas the LDC requires a 20-foot setback.

**LOCATION:** 100 S. Main Street (See Location Map)

**PROPERTY SIZE:** 1.36+/-acres

**FUTURE LAND USE DESIGNATION, CURRENT ZONING AND LAND USE:**

| | |
|---|---|
| Existing Future Land Use Designation: | Commercial |
| Existing Zoning: | Business General (B-2) |
| Land Use: | Restaurant |

**SURROUNDING LAND USE:**

**North:** FLU - Commercial
Zoning – Business General (B-2)
Land Use – Daycare

**South:** FLU – Commercial
Zoning – Business General (B-2)
Land Use – Medical Office / Single Family Residential

**East:** FLU – Public

Zoning – PS
Land Use – Right-of-Way (Main Street); Hendry County Sherrif Office

**West:** FLU –Commercial
Zoning – Business General (B-2)
Land Use –Restaurant

**STAFF NARRATIVE:**

Juan Manuel Plasencia is requesting approval of a variance for setbacks of accessory structures to the property line/S. Main Street right-of-way at the property located at 100 S. Main Street.

The Property contains the Red Rooster Restaurant (FKA Quart House), supportive parking, and an aluminum roofed accessory structure covering the patio area. The roofed accessory structure was constructed prior to issuance of a building permit by the City.

The below image is an aerial view obtained from Loop.net prior to construction of the roof structure, and generally depicts the site improvements and limits of the outdoor seating area for illustrative purposes.



Specifically, the Applicant is requesting a variance from the Business General (B-2) district's "Right-of-Way/Front Yard Setback" line of 20 feet for structures adjacent to rights-of-way as established in Land Development Code Section Sec.4-76 (b), to allow for a 5-foot setback for an accessory structure (roof) from the 100 S. Main Street right-of-way at the Property to cover the existing outdoor seating/patio area.

The patio is an existing, legal non-conforming condition that locates improvements within the street/front yard setback. Thus, the variance seeks to expand this existing non-conformance.

If required to meet the street setback from Main Street, the Applicant has indicated that the existing aluminum structure would serve no purpose - as it would only minimally cover the patio area.

Attached to the staff report is email of no objection from Sherri Denning as the adjacent property owner.

**VARIANCE FINDINGS**

The following is Staff's analysis of the Applicant's request in relation to LDC Section 3-22, which identifies findings to be met in order to grant a variance request.

***(a) Special conditions and circumstances exist relating to the physical aspects of the property in question which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same district.***

The special condition is limited to the existing outdoor patio/seating area that encroaches into the front/street setback. The patio is already encroaching into the setback and the roofed structure does not extend past the patio area. This patio was not constructed by the Applicant.

***(b) The special conditions and circumstances do not result from the actions of the applicant.***

The Applicant constructed the existing aluminum structure without a building permit, and the variance is therefore the result of the actions of the Applicant. However, the patio that encroaches into the setback was not constructed by the Applicant and existing prior to their purchase of the property.

***(c) Granting the variance will not confer on the applicant any special privilege that is denied by this code to other lands, buildings or structures in the same zoning district.***

Other property owners within the same zoning district are able to request for a variance from setback requirements.

***(d) Literal interpretation of this code would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this code and would work unnecessary hardship on the applicant.***

All other properties within the B-2 zoning district must meet the setback requirements as identified within the LDC. The hardship is limited to the existing patio area that encroaches into the front/street setback rendering the patio area not usable for much of the year due to the Florida climate. This section of Main Street is also a transition between the Downtown corridor, which encourages minimal/0' street setbacks to achieve an urban and

walkable environment, and the more auto-oriented SR 29 corridor to the south. The 5' setback achieves some level of balancing the character of these roadway segments.

***(e) The variance granted is the minimum variance that will make the reasonable use of the land, building or structure possible.***

The granting of the variance is the minimum that would allow the applicant reasonable use of the aluminum roofed structure to cover the existing patio area.

***(f) Granting the variance will be in harmony with the general purpose and intent of this code and will not be injurious to the area involved or otherwise detrimental to the public welfare.***

Granting of the variance will allow for structures to be located closer to the S. Main Street right of way. The patio already encroaches into the setback. To mitigate public safety concerns associated with a reduced setback, there is an existing wrought iron fence and landscaping between the patio and the right-of-way.

Staff finds the outdoor seating area with roofed cover will invite more pedestrian activity and slower travel speeds along Main Street and can provide a benefit to public safety and welfare as conditioned. The unique condition of the existing patio location provides conformance with the intent of the variance criteria.

Please note, in granting any variance, the City Commission may prescribe appropriate conditions and safeguards in conformity with this chapter.

**STAFF RECOMMENDATION**

Staff recommends APPROVAL subject to the following conditions.

1. The variance request applied to the property is described in Exhibit 'A'.
2. If the patio/outdoor seating is removed or redeveloped, the accessory roof structure must be removed within 30 days.
3. The wrought iron fencing along the Main Street frontage must be maintained in good condition. A hedgerow must be maintained on the exterior of the fencing at a height of 36 inches with one (1) decorative tree every 25 feet along the Main Street frontage. The tree may be planted in the landscape buffer or potted on the patio.

**SUGGESTED MOTIONS:**

**APPROVAL WITH CONDITIONS:**

I make a motion to approve the variance, with the following condition(s):

1) as outlined in the staff report;
**OR**
2) as outlined in the staff report and amended as follows;
**OR**
3) with the following conditions:

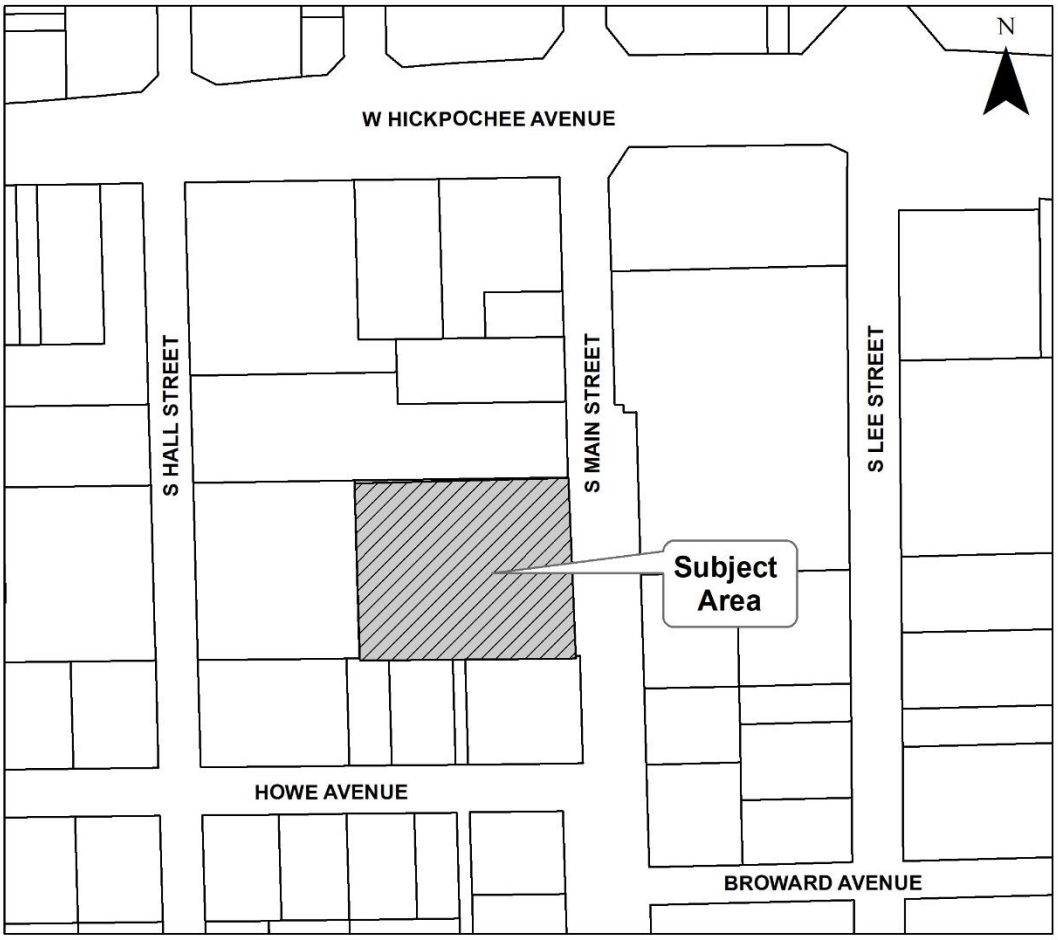
**APPROVAL:**
I make a motion to **APPROVE** the variance.

**DENIAL:**
I make a motion to **DENY** the variance.

The request does not meet the variance criteria:

1) …. Why?

## LOCATION MAP



## LEGAL DESCRIPTION

THE WEST 150 FEET OF THE EAST 158 FEET OF THE SOUTH 125 FEET OF LOT 3 IN ROSENBERRY SUBDIVISION AS RECORDED IN PLAT BOOK 3, PAGE 24, PUBLIC RECORDS OF LEE COUNTY, FLORIDA, BEING AND LYING IN HENDRY COUNTY, FLORIDA. AND PART OF LOTS 2 AND 3 IN ROSENBERRY SUBDIVISION, AS RECORDED IN PLAT BOOK 3, PAGE 24, PUBLIC RECORDS OF LEE COUNTY, FLORIDA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE SOUTHEAST CORNER OF SAID LOT 3 IN ROSENBERRY SUBDIVISION, AND RUN N 89’38'06" W, ALONG THE SOUTH LINE OF SAID LOT 3, A DISTANCE OF 158.00 FEET TO THE POINT OF BEGINNING OF THE PARCEL OF LAND HEREIN DESCRIBED; THENCE CONTINUE N 89’38'06" W ALONG THE SOUTH LINE OF SAID LOT 3, A DISTANCE OF 102.52 FEET; HENCE N 00’08’55” W A DISTANCE OF 235.11 FEET TO THE NORTH LINE OF THE SOUTH 25 FEET OF LOT 2 IN ROSENBERRY SUBDIVISION; THENCE S 89’34'19" E, ALONG THE NORTH LINE OF THE SOUTH 25 FEET OF SAID LOT 2, A DISTANCE OF 252.56 FEET TO THE WEST RIGHT-OF-WAY LINE OF STATE ROAD NO. 29 (MAIN STREET); THENCE S 00'08'29" E, ALONG SAID RIGHT-OF-WAY LINE, A DISTANCE OF 109.84 FEET; THENCE N 89'38'06" W A DISTANCE OF 150.00 FEET; THENCE S 00’08’29” E A DISTANCE OF 125.00 FEET TO TI-IE POINT OF BEGINNING. ALL BEING IN THE CITY OF LABELLE, HENDRY COUNTY, FLORIDA. SUBJECT TO RESTRICTIONS, RESERVATIONS AND EASEMENTS OF RECORD.


Alva
Clewiston







| | |
|---|---|
| **From:** | Alexis Crespo |
| **To:** | Josephine Medina |
| **Cc:** | Sherri Denning ; Jessi Zubaty |
| **Subject:** | Fwd: Former Quart House Restaurant Site |
| **Date:** | Thursday, January 25, 2024 9:54:31 AM |
| **Attachments:** | City of LaBelle Notice for Quart House.pdf |

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Josey - please attach in the staff report.

Thanks!

Alexis V. Crespo, AICP
Vice President - Planning
RVi Planning + Landscape Architecture
(239) 850-8525

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**From:** Sherri Denning <sherri@soland.com>
**Sent:** Thursday, January 25, 2024 9:04:52 AM
**To:** Alexis Crespo <acrespo@rviplanning.com>
**Subject:** Former Quart House Restaurant Site

Alexis,
As an adjoining property owner, I would like to go on record as having no objection to this motion. Let's get them open!

*Thank you,*

*Sherri*

*Sherri Denning*
*Broker/Owner*
*Southern Heritage Real Estate*
*180 N. Bridge St.*
*LaBelle, FL 33935*
*863-675-4500 office*
*863-673-0829 direct*
*863-675-6766 fax*
*sherri@soland.com*

***FRAUD WARNING*** ***Before wiring any funds, please confirm via phone call with closing agent for your transaction, not via email.***

This e-mail message may contain confidential or legally privileged information and is intended only for the use of the intended recipient(s). Any unauthorized disclosure, dissemination, distribution, copying or the taking of any action in reliance on the information herein is prohibited. E-mails are not secure and cannot be guaranteed to be error free as they can be intercepted, amended, or contain viruses. Anyone who communicates with us by e-mail is deemed to have accepted these risks. Southern Heritage Real Estate is not responsible for errors or omissions in this message and denies any responsibility for any damage arising from the use of e-mail. Any opinion or other statement contained in this message and any attachment(s) are solely those of the author and do not necessarily represent those of Southern Heritage.

**CITY OF LABELLE**
**RESOLUTION 2024-01**
**100 S. MAIN STREET VARIANCE**

**A RESOLUTION OF THE CITY OF LABELLE, FLORIDA, ALLOWING FOR A VARIANCE FROM THE FRONT YARD SETBACK WITHIN THE BUSINESS GENERAL (B-2) ZONING DISTRICT ESTABLISHED IN THE LAND DEVELOPMENT CODE SECTION 4-76 (A) AT THE SUBJECT PROPERTY LOCATED AT 100 SOUTH MAIN STREET; PROVIDING FOR IDENTIFICATION OF THE SUBJECT PROPERTY; PROVIDING FOR INTENT; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** The Juan Manuel Plasencia, the Applicant, has filed a Variance application to allow for a 5-foot setback from S. Main Street for an accessory structure in the Business General (B-2) zoning district at the subject property located at 100 S. Main Street in the City of LaBelle; and,

**WHEREAS,** a duly advertised public hearing was held on February 8, 2024 before the City of LaBelle City Commission; and,

**WHEREAS**, the City Commission for the City of LaBelle has determined that the requested Variance will further the goals and objectives of the City of LaBelle Comprehensive Plan and Land Development Code; and,

**WHEREAS**, the City Commission for the City of LaBelle has determined that the requested Variance as conditioned meets the criteria for approval in accordance with Chapter 4, Section 3-22, of the Land Development Code; and,

**NOW, THEREFORE, BE IT RESOLVED** by the City Commission of the City of LaBelle, Florida:

**Section 1**. The forgoing recitals are true and correct and are incorporated herein by this reference.

**Section 2**. The Variance application is hereby granted to allow for a 5-foot setback for an accessory structure from S. Main Street for the subject property located at 100 S. Main Street, City of LaBelle, Florida, subject to the following conditions:

1. The variance request applied to the property is described in Exhibit ‘A’.
2. If the patio/outdoor seating is removed or redeveloped, the accessory roof structure must be removed within 30 days.
3. The wrought iron fencing along the Main Street frontage must be maintained in good condition. A hedgerow must be maintained on the exterior of the fencing at a height of 36

inches with one (1) decorative tree every 25 feet along the Main Street frontage. The tree may be planted in the landscape buffer or potted on the patio.

**Section 3.** Severability. In the event that any portion of this resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this resolution.

**Section 4.** Effective Date. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** in regular session this _____ day of _____, 2024.

**THE CITY OF LABELLE, FLORIDA**

By: _____
Julie C. Wilkins, Mayor

Attest: _____
Jessi Zubaty, Deputy City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

By: _____
Derek Rooney, City Attorney

| Vote: | AYE | NAY |
|---|---|---|
| Mayor Wilkins | _____ | _____ |
| Commissioner Vargas | _____ | _____ |
| Commissioner Spratt | _____ | _____ |
| Commissioner Akin | _____ | _____ |
| Commissioner Ratica | _____ | _____ |

## LEGAL DESCRIPTION

THE WEST 150 FEET OF THE EAST 158 FEET OF THE SOUTH 125 FEET OF LOT 3 IN ROSENBERRY SUBDIVISION AS RECORDED IN PLAT BOOK 3, PAGE 24, PUBLIC RECORDS OF LEE COUNTY, FLORIDA, BEING AND LYING IN HENDRY COUNTY, FLORIDA. AND PART OF LOTS 2 AND 3 IN ROSENBERRY SUBDIVISION, AS RECORDED IN PLAT BOOK 3, PAGE 24, PUBLIC RECORDS OF LEE COUNTY, FLORIDA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT SOUTHEAST CORNER OF SAID LOT 3 IN ROSENBERRY SUBDIVISION, AND RUN N 89’38'06" W, ALONG THE SOUTH LINE OF SAID LOT 3, A DISTANCE OF 158.00 FEET TO THE POINT OF BEGINNING OF THE PARCEL OF LAND HEREIN DESCRIBED; THENCE CONTINUE N 89’38'06" W ALONG THE SOUTH LINE OF SAID LOT 3, A DISTANCE OF 102.52 FEET; HENCE N 00’08’55” W A DISTANCE OF 235.11 FEET TO THE NORTH LINE OF THE SOUTH 25 FEET OF LOT 2 IN ROSENBERRY SUBDIVISION; THENCE S 89’34'19" E, ALONG THE NORTH LINE OF THE SOUTH 25 FEET OF SAID LOT 2, A DISTANCE OF 252.56 FEET TO THE WEST RIGHT-OF-WAY LINE OF STATE ROAD NO. 29 (MAIN STREET); THENCE S 00'08'29" E, ALONG SAID RIGHT-OF-WAY LINE, A DISTANCE OF 109.84 FEET; THENCE N 89'38'06" W A DISTANCE OF 150.00 FEET; THENCE S 00’08’29” E A DISTANCE OF 125.00 FEET TO TI-IE POINT OF BEGINNING. ALL BEING IN THE CITY OF LABELLE, HENDRY COUNTY, FLORIDA. SUBJECT TO RESTRICTIONS, RESERVATIONS AND EASEMENTS OF RECORD.

# d. Resolution 2024-02 Fee Schedule

**City of LaBelle Board of Commissioners**
**Agenda Request**

| | |
|---|---|
| To: | Honorable Mayor and City Commission |
| Prepared By: | Alexis Crespo |
| Date of Meeting: | February 8, 2024 |
| Date Submitted: | February 1, 2024 |
| Title of Agenda Item: | Resolution 2024-02 Fee Schedule Update |
| Agenda Location: | Public Hearings |

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Report in brief: Staff is requesting adjustments to the fee schedules for various departments to cover the costs of permit review and processing.

No proposed changes to Animal Control or Code Enforcement fees. Both departments' fees are set by separate ordinances.

Staff Comments: Please refer to attached proposed adjustments.

Strikethrough is to be removed, underlined and highlighted are new/proposed.

Fiscal Impact: No fiscal impact. Application fee and advertisements paid by the Applicant.

Has the request been budgeted? ☐Yes ☐ No
If yes, expected cost and account name: $ N/A
In no, amount needed and proposed account: $ N/A

Recommended Actions: Approval of Resolution 2024-02 updating the fee schedules for Zoning/Planning, Building Dept. & the Fire Department.

**CITY OF LABELLE**

**RESOLUTION NO. 2024-02**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LABELLE, FLORIDA, ADOPTING A REVISED SCHEDULE FOR CERTAIN FEES AND CHARGES RELATED TO LAND DEVELOPMENT APPLICATIONS AND PERMITS AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, The City Commission of the City of LaBelle desires to amend fees and charges for permit applications under the Land Development Code in order to better reflect the costs associated with the review and processing of such requests; and

**WHEREAS**, it appears that the public notice of said application was published and evidence thereof given as required by law.

**NOW, THEREFORE,** be it resolved by the City Commission of the City of LaBelle, Florida:

**SECTION ONE.** The following fees and charges in Exhibits "A", "B", "C" "D", and "E" are adopted pursuant and shall be kept on file in the City Clerk's Office:

**SECTION TWO.** This Resolution shall take effect immediately upon recordation in the Public Records of Hendry County, Florida.

**ADOPTED BY THE CITY COMMISSION** of the City of LaBelle, Florida this 8th day of February 2024.

**THE CITY OF LABELLE, FLORIDA**

By: _____
Julie C. Wilkins, Mayor

Attest:

_____
Jessi Zubaty, Deputy City Clerk

**EXHIBIT "A"**
**PLANNING AND ZONING FEES**

| | |
|---|---|
| Administrative Waivers | $250 |
| Mandatory Pre-Application Meeting Fee* | $500 |

**Unless waived by City Planner or Superintendent of Public Works*

| | |
|---|---|
| Official Zoning Map Amendment/Rezoning | $1,500 |
| Land Development Code Text Amendment | $1,500 |
| Planned Unit Development (PUD) | $3,000 (Plus $35.00 per acre)<br>An additional $1,000 fee shall be incurred for the 4th resubmittal and each submittal thereafter |
| ~~PUD Amendment~~ | $1,000 (Minor PUD Amendment) Plus $20 per acre<br>$2,000 (Major PUD Amendment) Plus $20 per acre |
| Administrative PUD Amendment | $300 |
| Future Land Use Map Amendment (20 acres or less) | $2,500 |
| Future Land Use Map Amendment (greater than 20 acres) | $4,000 (Plus $35.00 per acre) |
| Comprehensive Plan Text Amendment | $2,500 |
| ~~Board of Adjustments~~ Appeal of Administrative Decision | ~~$250~~ $500 |
| Variances | |
| Single-Family, Per Variance | ~~$250~~ $500 |
| All Other, Per Variance | ~~$400~~ $1,000 |
| Special Exception | $1,500 |
| SR 80 Overlay Special Exception | $2,500 |
| Major Amendment to Approval | $500 |
| Minor | $500(Existing development use change only) |
| ~~Land Use Verification and/or~~ Zoning Verification Letter | $150 |
| Utility Availability Letter | ~~$110~~ $250 |

| | |
|---|---|
| Annexation | $1,500 (Plus $35.00 per acre) |

~~Annexation/Comprehensive Plan Amendment/Zoning Amendment Submitted Concurrently~~

| | |
|---|---|
| ~~20 Acres or Less~~ | ~~$5,000 (Plus $35.00 per acre)~~ |
| ~~Greater Than 20 Acres~~ | ~~$10,000 (Plus $35.00 per acre)~~ |

Subdivision Plat Approval:

Preliminary Plat:

| | |
|---|---|
| 5 acres or Less | $1,500 plus $25 per lot |
| Greater Than 5 Acres | $2,500 plus $25 per lot |

Final Plat:

| | |
|---|---|
| 5 Acres or Less | $1,500 plus $25.00 per lot<br>Plus licensed surveyor's costs;<br>$250 each additional review after second review |
| Greater Than 5 Acres | $2,500 plus $25.00 per lot<br>Plus licensed surveyor's costs;<br>$250 each additional review after second review |

| | |
|---|---|
| ~~Lot Combination~~ | ~~$250~~ |

Vacation ~~Of:~~

| | |
|---|---|
| Easements | ~~$ 500.00~~ $2,500 |
| Rights-of-way (including alleys) | ~~$1,000.00~~ $2,500 |
| Plats or Portions Thereof | ~~$1,500.00~~ $2,500 |

~~Development of Regional Impact (DRI)~~

| | |
|---|---|
| ~~Development Order (DO)~~ | ~~$10,000 plus $10 per acre~~ |
| ~~Subsequent Amendments~~ | ~~$5,000 plus $10 per acre~~ |
| ~~Minor Amendments to Approved DO as Determined by City Planner~~ | ~~$1,500~~ |

Community Development Districts (CDD)

| | |
|---|---|
| 1,000 Acres or Less | $6,000 |
| Greater Than 1,000 Acres | $15,000 |

Expansion of Existing CDD

| | |
|---|---|
| 1,000 Acres or Less | $3,000 |
| Greater than 1,000 Acres | $7,500 |

| | |
|---|---|
| Developer Agreement | $3,000 |
| Amendment to Agreement | $1,500 |

Significant Tree Removal/Replacement

| | |
|---|---|
| Single-Family Residential Lot | No Fee |
| Administrative Application | ~~No Fee~~ $500 |
| Public Hearing Application | ~~Advertising Costs Only~~ $1,000 |

~~All other developments:~~
~~Administrative Application – $500~~
~~Public Hearing Application – $1,000~~

Public Private Partnership Application (City Owned Property)
$5,000 (deposit only – fee to be determined by City Commission on case-by-case basis)

Advertisement Fee
All applications requiring public hearings must remit fee for the cost of advertising prior To scheduled hearing as invoiced by the City of LaBelle

**EXHIBIT "B"**
**BUILDING PERMIT FEES**

## A. RESIDENTIAL BUILDING

Shall be based on a bona fide contract price, and the Building Official shall require a copy of such contract, or the following unit prices shall be used to establish value, and Exhibit "B" shall be used to establish the fee.

| | |
|---|---|
| Living and other completely enclosed finished area (excluding screened areas) | $60.00/SF |
| Roofed areas unfinished (Carports, Garages, Lanais, Porches, etc.) | $35.00/SF |
| Electrical Minimum Fee | $65.00 see worksheet |
| Plumbing Minimum Fee | $65.00 see worksheet |
| Mechanical/A/C Minimum Fee | $65.00 see worksheet |
| Miscellaneous | Any item covered under misc. permit fees |

## B. COMMERCIAL AND INDUSTRIAL USES

Shall be based on a bona fide contract price, and the Building Official shall require a copy of such contract, or the following unit prices shall be used to establish value, and Exhibit "B" shall be used to establish the fee:

| | |
|---|---|
| Masonry and /or frame constructed buildings with interiors (FINISHED) | $60.00/SF |
| Masonry and /or frame constructed buildings with interiors (UNFINISHED) | $45.00/SF |
| Metal pre-engineered buildings with interiors (FINISHED OR UNFINISHED) | $55.00/SF |

## C. MOBILE HOME, MOBILE UNIT, MODULAR HOME, MODULAR UNIT

1. Mobile Homes, Mobile Units, Modular Homes, Modular Units, (does not include concrete slabs or foundations additions such as carports utility rooms, screen porches, Florida rooms and the like. For these see Section D.)

| | |
|---|---|
| Single Wide Units (16' or Less in width) | $450.00/SF |
| Double Wide Units | $550.00/SF |
| Triple Wide Units | $650.00/SF |
| Each Additional Fractional Portion(In Addition to the Triple Wide Fee) | $100 |
| Plan Review for Modular or Similar Structure Foundation Systems | $45 |
| Pre-Moving Structural Inspections | $45.00 Per Hour Plus ~~$0.60~~ $2.50 per mile if unit is outside the City of LaBelle ($120.00 Min.) |

**THE MOBILE HOME PERMIT FEE INCLUDES: ELECTRIC, PLUMBING, AIR CONDITIONING, FINAL INSPECTIONS & CERTIFICATE OF OCCUPANCY**

## D. MISCELLANEOUS FEES

1. Shall be based on a bona fide contract price, and the Building Official shall require a copy of such contract, or the following unit prices shall be used to establish value, and Exhibit "B" shall be used to establish the fee:

| | |
|---|---|
| Concrete Slab (drives, stoop, patios, etc. ) | $4.00/SF |
| Asphalt Pavement (drives, stoops, patios, etc.) | $4.00/SF |
| Driveway: Culvert Only | $100.00 |
| Roof over Structure or Mobile Home | $8.00/SF |
| Pole Barn: Residential/Commercial (at least 3 open sides-slab excluded) | $13.00/SF |
| Pole Barn: Residential/Commercial (at least 3 open sides-slab included) | $17.00/SF |
| **Pools** | |
| Swimming Pool (water surface area, excluding electric and Plumbing) | $45.00/SF |
| Ground Pools | $30.00 (Flat Fee) |
| Screened Cage Area (enclosure only) | $6.00/SF |
| Seawall | $1.00/SF |
| Boat Docks, Piers, Wharfs, Wood Decks | $15.00/SF |
| Boat Docks, Piers, Wharfs, Wood Decks With Roof | $23.00/SF |
| **Carports** | |
| Carport/Aluminum Roof and Screen Porch Aluminum Roof (Slab excluded) | $9.00/SF |
| Carport/Aluminum Roof and Screen Porch Aluminum Roof (Slab included) | $13.00/SF |
| Carport/Conventional Wood Frame Construction and Screen Porch/Conventional Wood Frame (slab excluded). | $25.00/SF |
| Carport/Conventional Wood Frame Construction and Screen Porch/Conventional Wood Frame (slab included). | $29.00/SF |
| **Utility Sheds** | |
| Utility Sheds/Site Built (slab excluded) | $21.00/SF |

| | |
|---|---|
| Utility Sheds/Site Built (slab included) | $25.00/SF |
| | |
| **Renovations** | |
| Renovation and Remodeling, interior or exterior structural (Major) | $45.00/SF |
| Renovation and Remodeling, interior or exterior non-structural (Minor) Less than $2,500.00 Value | ~~$45.00~~ $65.00 (Flat Fee) |
| Florida Building Commission Surcharge | 1% of Permit Fee Min. $2.00 |
| Building Code Administrators and Inspectors Board | 1.5% of Permit Fee Min. $2.00 |
| Training Surcharge (all permits with measurable square footage including Mobile/Modular Homes & Units | $0.02/SF |
| Carport Residential/Commercial (slab excluded) | $13.00/SF |

| | |
|---|---|
| Carport Residential/Commercial (slab included) | $17.00/SF |
| Demolition Permit (all structures) | $65.00 (Flat Fee) |
| **Copies** | |
| 8.5" X 14" : Black And White , Single Sided, Per Copy | $0.15 |
| 8.5" X 14" : Black And White , Double Sided, Per Copy | $0.20 |
| 8.5" X 14" : Color, Single Sided, Per Copy | $.025 |
| 8.5" X 14" : Color, Double Sided, Per Copy | $0.30 |
| 11" X 17" : Black And White, Single Sided, Per Copy | $0.25 |
| 11" X 17" : Black And White, Double Sided, Per Copy | $0.30 |
| 11" X 17" : Color, Single Sided, Per Copy | $0.55 |
| 11" X 17" : Color, Single Sided, Per Copy | $0.75 |
| Large Format | Actual Cost |
| Certification Of Document (Fee Is In Addition To Duplication Fee) Per Document | $1.00/Per Document |
| Provided On Jump Drive (If Available) | Actual Cost |
| Postage And Packaging: If Mailed Out (Usps/Ups/Fed-Ex) | Current Rate |

2. The second category is based on fixed fee (with some exceptions) as follows:

| | |
|---|---|
| Pre-engineered utility shed (concreted excluded) | $65.00 |
| Fences (First 150 feet) | ~~$30.00~~ $65.00 ~~(Plus $5.00 each additional 100 feet or portion of)~~ |
| Renewal of an Expired Permit | 50% of original fee |
| Duplicate Permit Card (lost, stolen, etc) | $15.00 |
| Extension of Permit | $65.00 |
| Sewer Connection Inspection (1st Inspection) | $65.00 |

| | |
|---|---|
| Tent Fee (Under 200 square feet) (Does not include Fire Inspection) | $65.00 |
| Tent Fee (Over 200 square feet) (Does not include Fire Inspection) | $90.00 |
| Re-Inspection Fee | $60.00 |
| Personalized Inspections | $45.00 Per Hour ~~$0.60~~ Plus $2.50 per mile if unit is outside the City of LaBelle ($120.00 minimum) |
| Re-Roof Structures | $3.00/SF $65.00 minimum |
| Tank/Containment Area (excluding Septic Tanks) | $ .03/gal $65.00 minimum |
| Hydrant Testing-Operating Pressures: Water Mains & Force Mains | $1,000.00 |
| Solar, Wind and Water Energy Generating Devices (Ground, Wall, or Roof Mounted) | $65.00 |
| Energy Code Review | $45.00 |
| Move Building: Minimum Fee-Under 600 SF | $200.00 |
| Move Building: Over 2,000 SF | $500.00 |
| Move Building: Over 600 SF/Less than 2,000 SF | $220.00 |
| Signs (erection or alteration) up to 100 SF excluding electric and concrete | ~~$100.00~~ $110.00 |
| Signs (erection or alteration) over 100 sq. ft. excluding electric and concrete | $180.00 |
| Signs Directional (State Road 80 Overlay) | $75.00 |
| Signs Event (State Road 80 Overlay) | $65.00 |
| Signs Promotional (State Road 80 Overlay) | $125.00 |
| Signs Temporary | $45.00 |
| Spoil Removal: 1,500 Cubic Yards or Less | $150.00 |
| Temporary Use Permit | $250.00 |

A 3-phase Electrical Service shall be multiplied by a factor of 1.73 and figured at a rate of $0.90 for the first 100 AMPs and $0.60 for each additional AMP up to 200 AMPs. (No multiplier shall be used for a residential or commercial pump service.)

| | |
|---|---|
| Site Construction Plan Review up to 0.99 acres | $500.00 |
| Site Construction Plan Review 1.0 acres or larger | $1,000.00 And an additional $250.00 for each review after 2nd review |
| Site Construction Plan: Minor Change | $250.00 |
| Site Improvement Plans | $250.00 |

| | |
|---|---|
| Minor Site Clearing Permit | $250.00 |
| Certificate of Occupancy (Change in Use) | $90.00 |
| Certificate of Occupancy | $30.00 |
| Building Plan Review Fee | 30% of Base Bldg. Permit Fee |
| Temp. Building (other than construction trailers) Not to Exceed 365 Days | $65.00 |
| Temp. Electric for construction trailers | $65.00 |
| Change of Service or Reactivation of Inactive Services | $65.00 |
| Research (2 hours minimum fee) | $20.00 per hour |
| Elevators (per floor) | $25.00 |
| Copy/Faxing | $20.00 per hour |

A. Fees for items not specifically covered in the Schedule of Permit Fees or which are out of the ordinary shall be based on a bona fide contract price (copy shall be submitted to the Building Department), or the Building Official on a case basis shall determine the fees.

B. If, in the opinion of the Building Official, the price of a building, alteration, structure or other project appears to be underestimated in the contract, the request for permit shall be denied unless the contractor can show a detailed cost estimate approved by the Building Official . Permit values shall include total cost, such as plumbing, electrical mechanical equipment and all other systems.

C. When work for which a permit is required by this Resolution is completed or started prior to obtaining a permit, the fees herein specified shall be doubled. A fee shall not relieve any person from fully complying with requirements of the building codes, law or ordinance of the City of LaBelle.

D. The Building Official and / or his Inspector may require any dismantling of construction work he feels may be necessary to properly inspect work completed and covered. Where this is impractical, the Building Official/Inspector may require a statement on the Certificate of Occupancy or attached to the Building Permit that the work was completed (I.e, concrete already poured) without inspection by the City of LaBelle Building Inspector or he may require the property owner/contractor to submit an engineer's / architect's certificate that the work meets current building codes.

REFER to Exhibit “D” for the Permit Fee Worksheet.

Checks returned for insufficient funds will be assessed a fee of $42.00 dollars.

If a corporation or person presents 2 (two) checks within any 6 (six) months period, which are returned for insufficient funds, then any subsequent fee shall be tendered only in certified funds.

**EXHIBIT "C" SCHEDULE**
**OF PERMIT FEES**

Less than $1,000 no fee, unless inspection required, minimum fee is $20.00/permit

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| $1,000.00 | 60.00 | $39,000.00 | 212.00 | | $77,000.00 | $364.00 | $115,000.00 | $516.00 |
| $2,000.00 | 64.00 | $40,000.00 | 216.00 | | $78,000.00 | $368.00 | $116,000.00 | $520.00 |
| $3,000.00 | 68.00 | $41,000.00 | 220.00 | | $79,000.00 | $372.00 | $117,000.00 | $524.00 |
| $4,000.00 | 72.00 | $42,000.00 | 224.00 | | $80,000.00 | $376.00 | $118,000.00 | $528.00 |
| $5,000.00 | 76.00 | $43,000.00 | 228.00 | | $81,000.00 | $380.00 | $119,000.00 | $532.00 |
| $6,000.00 | 80.00 | $44,000.00 | 232.00 | | $82,000.00 | $384.00 | $120,000.00 | $536.00 |
| $7,000.00 | 84.00 | $45,000.00 | 236.00 | | $83,000.00 | $388.00 | $121,000.00 | $540.00 |
| $8,000.00 | 88.00 | $46,000.00 | 240.00 | | $84,000.00 | $392.00 | $122,000.00 | $544.00 |
| $9,000.00 | 92.00 | $47,000.00 | 244.00 | | $85,000.00 | $396.00 | $123,000.00 | $548.00 |
| $10,000.00 | 96.00 | $48,000.00 | 248.00 | | $86,000.00 | $400.00 | $124,000.00 | $552.00 |
| $11,000.00 | 100.00 | $49,000.00 | 252.00 | | $87,000.00 | $404.00 | $125,000.00 | $556.00 |
| $12,000.00 | 104.00 | $50,000.00 | 256.00 | | $88,000.00 | $408.00 | $126,000.00 | $560.00 |
| $13,000.00 | 108.00 | $51,000.00 | 260.00 | | $89,000.00 | $412.00 | $127,000.00 | $564.00 |
| $14,000.00 | 112.00 | $52,000.00 | 264.00 | | $90,000.00 | $416.00 | $128,000.00 | $568.00 |
| $15,000.00 | 116.00 | $53,000.00 | 268.00 | | $91,000.00 | $420.00 | $129,000.00 | $572.00 |
| $16,000.00 | 120.00 | $54,000.00 | 272.00 | | $92,000.00 | $424.00 | $130,000.00 | $576.00 |
| $17,000.00 | 124.00 | $55,000.00 | 276.00 | | $93,000.00 | $428.00 | $131,000.00 | $580.00 |
| $18,000.00 | 128.00 | $56,000.00 | 280.00 | | $94,000.00 | $432.00 | $132,000.00 | $584.00 |
| $19,000.00 | 132.00 | $57,000.00 | 284.00 | | $95,000.00 | $436.00 | $133,000.00 | $588.00 |
| $20,000.00 | 136.00 | $58,000.00 | 288.00 | | $96,000.00 | $440.00 | $134,000.00 | $592.00 |
| $21,000.00 | 140.00 | $59,000.00 | 292.00 | | $97,000.00 | $444.00 | $135,000.00 | $596.00 |
| $22,000.00 | 144.00 | $60,000.00 | 296.00 | | $98,000.00 | $448.00 | $136,000.00 | $600.00 |
| $23,000.00 | 148.00 | $61,000.00 | 300.00 | | $99,000.00 | $452.00 | $137,000.00 | $604.00 |
| $24,000.00 | 152.00 | $62,000.00 | 304.00 | | $100,000.00 | $456.00 | $138,000.00 | $608.00 |
| $25,000.00 | 156.00 | $63,000.00 | 308.00 | | $101,000.00 | $460.00 | $139,000.00 | $612.00 |
| $26,000.00 | 160.00 | $64,000.00 | 312.00 | | $102,000.00 | $464.00 | $140,000.00 | $616.00 |
| $27,000.00 | 164.00 | $65,000.00 | 316.00 | | $103,000.00 | $468.00 | $141,000.00 | $620.00 |
| $28,000.00 | 168.00 | $66,000.00 | 320.00 | | $104,000.00 | $472.00 | $142,000.00 | $624.00 |
| $29,000.00 | 172.00 | $67,000.00 | 324.00 | | $105,000.00 | $476.00 | $143,000.00 | $628.00 |
| $30,000.00 | 176.00 | $68,000.00 | 328.00 | | $106,000.00 | $480.00 | $144,000.00 | $632.00 |
| $31,000.00 | 180.00 | $69,000.00 | 332.00 | | $107,000.00 | $484.00 | $145,000.00 | $636.00 |
| $32,000.00 | 184.00 | $70,000.00 | 336.00 | | $108,000.00 | $488.00 | $146,000.00 | $640.00 |
| $33,000.00 | 188.00 | $71,000.00 | 340.00 | | $109,000.00 | $492.00 | $147,000.00 | $644.00 |
| $34,000.00 | 192.00 | $72,000.00 | 344.00 | | $110,000.00 | $496.00 | $148,000.00 | $648.00 |
| $35,000.00 | 196.00 | $73,000.00 | 348.00 | | $111,000.00 | $500.00 | $149,000.00 | $652.00 |
| $36,000.00 | 200.00 | $74,000.00 | 352.00 | | $112,000.00 | $504.00 | $150,000.00 | $656.00 |
| $37,000.00 | 204.00 | $75,000.00 | 356.00 | | $113,000.00 | $508.00 | | |
| $38,000.00 | 208.00 | $76,000.00 | 360.00 | | $114,000.00 | $512.00 | | |

$150,000.00 TO $500,000.00 - $664.00 for the first $150,000 plus $5.00 for each thousand or fraction thereof to and including $500,000.00. For $500,000.00 and up, $2,414.00 plus $4.00 for each additional thousand or fraction thereof.

**EXHIBIT "D"**
**PERMIT FEE WORKSHEET**

Plan Examiners' Initials_____
Owner Name_____ Contractor Name_____
Occupancy Type_____ Contract Price _____
Date_____ Permit Type_____ Construction Type_____

Area Name _____ Square Footage _____
_____
_____

Totals

~~Radon SQ~~ BCAIB SF ~~CIRF SF~~ _____ TOTAL SF _____

PROJECT TOTAL SQUARE FOOTAGE _____

Base Bldg. Permit Fee $ _____ Certificate of Occupancy $_____
Energy Code Cost $_____ Sewer Cost $_____
Electrical Cost $_____ Plan Review (~~25%~~ 30% of Base Fee) $_____
Plumbing Cost $ _____ ~~Radon Gas~~ FBC Surcharge $_____
Mechanical Cost $ _____ CIRF $_____
Training Surcharge $ _____ Misc (Specify) $ _____

TOTAL PERMIT COST $_____

| Plumbing (Based on Drain Size) | | Mechanical |
|---|---|---|
| ~~2.5"~~ | ~~$30.00~~ | Mechanical A/C @ $0.07/SF_____ |
| 3" | ~~$88.00~~ $90.00 | Walk In Coolers @ $0.08/SF_____ |
| ~~Residential 4"~~ | ~~$105.00~~ | Display Cases @ $5.00 EACH_____ |
| ~~Commercial~~ 4" | ~~$133.00~~ $135.00 | Hoods @ ~~$1.50/Ft~~. $5.00_____ |
| 6" | $290.00 | Cooling Towers @ $1.20/T/Ft_____ |
| 8" | $555.00 | Gas @ $6.00/appliance _____ |
| 10" | $989.00 | |

**TOTAL PLUMBING $ _____ TOTAL MECHANICAL $_____**
Electrical Total AMPS_____
First 100 AMPS @ ~~$0.86~~ $0.90 PER AMP $_____ 101 AMPS Plus @ ~~$0.43~~ $0.60 PER AMP $

A THREE PHASE ELECTRICAL SERVICE (NEW RESIDENTIAL/COMMERCIAL ONLY) SHALL BE MULTIPLIED BY A FACTOR OF ~~1/73~~ $1.73 AND FIGURED AT A RATE OF ~~$0.86~~ $0.90 FOR THE FIRST 100 AMPS AND ~~13 CENTS~~ $0.60 FOR EACH ADDITIONAL AMP UP TO 200 AMPS NO MULTIPLIER WILL BE USED ON A THREE PHASE PUMP SERVICE (COMMERCIAL OR RESIDENTIAL)

INSPECTION TYPES: FO RP TB RUFS (FR RE SP RA SH) RDF SH IN TE FC STL
DKC ENCL TMP RD FOSL SPRE FRRE COKLS CONF NOC

**EXHIBIT "E"**
**FIRE INSPECTION FEES**

| | |
|---|---|
| ~~Water Flow Test:~~ | ~~$ 60.00~~ |
| ~~Dry Hydrant Test:~~ | ~~$120.00~~ |
| ~~Burn Site:~~ | ~~$ 50.00~~ |
| ~~Occupancy Permit & Interior Remodel Project~~ | |
| ~~1-9,999 sq. ft.~~ | ~~$ 50.00~~ |
| ~~10,000-19,999 sq. ft.~~ | ~~$ 60.00~~ |
| ~~20,000 + sq. ft.~~ | ~~$ 70.00~~ |
| ~~New Construction~~ | ~~$ .023 per Sq. ft. (min. $50)~~ |
| ~~Tent~~ | ~~$ 50.00~~ |
| ~~Fire Sprinkler System (No fee for non-required system)~~ | ~~$ .60 per hd (min. $70)~~ |
| ~~Fire Sprinkle-Underground (No fee for non-required systems)~~ | ~~$ 70.00~~ |
| ~~Fire Alarm Monitoring (No fee for non-required systems)~~ | ~~$ .60 per dv. (min. $50.00)~~ |
| ~~Fire Alarm Monitoring~~ | ~~$ 30.00~~ |
| ~~Fire Pump~~ | ~~$ 70.00~~ |
| ~~Standpipe System (Independent)~~ | ~~$ 70.00~~ |
| ~~Commercial cooking exhaust hood~~ | ~~$ 40.00~~ |
| ~~Commercial cooking hood suppression system~~ | ~~$ 40.00~~ |
| ~~Flammable liquids spray booth~~ | ~~$ 40.00~~ |
| ~~Flammable liquids spray booth suppression~~ | ~~$ 40.00~~ |

~~Fuel tank storage $ 40.00~~

~~LPG Tank $ 40.00~~

~~Alternative suppression System $ 40.00~~

~~Generator System $ 40.00~~

~~Standby Service:~~
- ~~Fire Engine $37/hour~~
- ~~Brush Truck $27/hour~~
- ~~Personnel $34/hr/p~~

~~Pyrotechnics Inspection $50.00/hr~~

**A. The following is the fee schedule for plan review/permitting**

1. Site Development Review- $.0115 per sq. ft. min. charge $135
2. Construction Plan Review- $.0115 per sq. ft. -min charge $135
3. Fire Sprinkler - Flat fee of $100
4. Fire Alarm - Flat fee of $100
5. Fire Alarm Panel/Board Change Out Plan Review- Flat fee of $50
6. Exhaust Hood/Suppression system - Flat fee of $50
7. Plan Review Revision/Resubmittal - ½ the initial Plan Review Fee
8. Special effects, pyrotechnic and flame $100
   special effects permit/ inspection

**B. The following is the fee schedule for fire inspections/re-inspections**

1. Occupancy / USE Permit - $70 per permit.
   a. 1st re-inspection No Charge, 2nd or subsequent re-inspection fees $50 per unit, per type, per re-inspection
2. All Construction - Flat fee of $200
   a. 1st re-inspection No Charge, 2nd or subsequent re-inspection fees $65 per unit, per type, per re-inspection
3. Fire Sprinkler New Construction - Flat fee of $200
   a. Single Family Residential - No Charge
   b. Fire Sprinkler: Modification - $70
4. Fire Alarm - Flat fee of $200
   a. Single Family Residential- No Charge

b. Fire Alarm: Modification/Panel/Board Change Out - $70

5. Fire Pump- $200 per pump
6. Standpipe - $100 per system
7. Exhaust Hood/Suppression system- Flat fee of $100
8. Flammable Liquid Paint Booth - Flat fee of $100
9. Fuel Tank Storage - $70 per initial 2,000 gal. tank & $25 per additional 5,000 gallons, min. charge $70
10. LPG Tank- $70 per initial 1,000 gal. tank & $25 per additional 1,000 gallons, min. charge $70
11. Natural Gas Installation- $70 per meter
12. Drafting Hydrant/Alternative Water Supply- $150 per installation
13. Underground Fire Line- $140 per service
14. Tent Permit- $70 per tent 900 sq. ft. or more
15. Existing Annual and 1st re-inspection- No Charge, 2nd or subsequent re-inspection fees $65 per unit, per type, per re-inspection
16. New Construction re-inspection- $65 per failed inspection
17. Smoke Control System Acceptance Test- $200
18. Required Annual Licensing Nursing Home - No Charge
19. Required Annual Licensing ACLF - No charge
20. Required Annual Licensing Day Care - No charge

C. **Fire Apparatus Standby**

1. Apparatus Standby - $250 per vehicle per hour (plus hourly rate for personnel)
2. Standby Detail - $52 per hour/ per person (2 people minimum) (2-hour minimum)

# NON-PUBLIC HEARING ITEMS

# a. Fire Assessment
# vs.
# Fire Impact Fee
# Discussion

# b. Engineering Services Library Request for Qualifications

**City of LaBelle Board of Commissioners**
**Agenda Request**

| | |
|---|---|
| To: | Honorable Mayor and City Commission |
| Prepared By: | Derek Rooney, City Attorney |
| Date of Meeting: | February 7, 2024 |
| Date Submitted: | January 31, 2024 |
| Title of Agenda Item: | Engineering Services Library RFQ |
| Agenda Location: | Non-Public Hearing Items |

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Report in brief: Request solicitation from qualified engineering firms to provide as-needed services for a variety of needed engineering categories

Staff Comments: Seeking direction on evaluation criteria, scope, and timetable for solicitation.

Fiscal Impact:
Has the request been budgeted? ☐ Yes ☑ No
If yes, expected cost and account name: $
In no, amount needed and proposed account: $ None at this time.

Recommended Actions:
Approve issuance of solicitation with guidance
on adequacy of criteria and timetable.

# City of LaBelle, Florida
# Request for Qualifications for Library of Engineering Services for Continuing Contracts

The City of LaBelle is a municipality of approximately 5,000 and the county seat of Hendry County, Florida. Pursuant to Section 287.055, Florida Statutes (the "Consultants Competitive Negotiation Act" or "CCNA"), the City of LaBelle hereby gives notice that it intends to award continuing contracts for professional services for the work specified herein and seeks responses for the acquisition of professional services within the scope of the practice of engineering.

Services are to be provided on various projects and assignments on an as-needed basis. The City intends to retain one or more firms, pursuant to continuing contracts, to be available to perform services which may include: engineering, electrical engineering, right-of-way and traffic engineering, construction engineering, civil engineering, environmental permitting and engineering, preparation of plans and specifications, construction management and administration. The City intends to retain up to five (5) firms per discipline category. Services may also include projects such as, but not limited to planning, design and/or construction supervision of water treatment plant expansion, wastewater treatment plant expansion, gravity collection system design and rehabilitation, wastewater transmission system, water distribution system, pump stations, and reclaimed water. Services will be required for assignments and projects including the acquisition, improvement or operation of City lands, buildings, facilities, utilities, and roads.

Specific projects and assignments will be periodically issued to the retained Consultants by the City on an as needed basis. The selected firm shall demonstrate specific experience and capabilities and must have personnel qualified through education and experience in the specified disciplines.

The City will evaluate and rank submittals and select the highest ranked firms from firms submitting a proposal from which to begin negotiating an contract.

In order to be considered, sealed proposals (one original and six copies) labeled "RFQ 2024-01 Engineering Services for Continuing Contract" must be received by the City at City Hall (Clerk's Office), 481 West Hickpochee Avenue, LaBelle, Florida 33935 by April 1, 2024 at 2:00 p.m., at which time all responses to this request will be recorded in the presence of one or more witnesses. Responses received after that date and time will not be considered. The City reserves the right to alter this and other schedules provided below.

All proposals shall remain in effect for a period of ninety (90) days after the solicitation

deadline. The solicitation does not commit the City of LaBelle to award any contracts, to pay any costs incurred in the preparation of a response to this RFQ, or to contract for any services. The City reserves the right to reject any or all submittals received as a result of this solicitation, or to cancel in part or in its entirety this RFQ, to solicit new proposals, or take any other such actions that may be deemed to be in the best interest of the City of LaBelle

Questions: Questions should be directed to the Deputy City Clerk, located at 481 West Hickpochee Avenue, LaBelle, Florida 33935 or e-mailing Jessi Zubaty at jessizubaty@citylabelle.com. Any changes by the City to specifications will be in writing in the form of an addendum and furnished to all RFQ document holders of which the City is aware. Verbal information obtained otherwise will NOT be considered in awarding the RFQ.

**SCHEDULE**

| | | |
|---|---|---|
| **1** | Issue "Request for Qualifications" | February 9, 2024 |
| **2** | Submittal – "Request for Qualifications" | April 1, 2024 |
| **3** | Initial Ranking of Firms by City Commission | April 11, 2024 |
| **4** | Presentations (if Necessary) | TBD |
| **5** | Award Begin Negotiations with selected Consultants | TBD |
| **6** | Finalize Contract with City Commission | May 9, 2024 |

**FIRM AND TECHNICAL REQUIREMENTS**

In general, the scope of services to be provided consists of the following:

1. Letter of Interest – A letter stating your interest in providing these services, signed by the person who will have contract authority over the services and stating the contents of the response are true and accurate. Summarize the proposer's position as to why the company should be selected. The letter should include detailed descriptions of the key personnel who would serve the City and the firm's relevant experience to meet the City's review criteria as required herein.

2. Overall Firms Experience and Expertise – Description of Consultant's firm, including the location from which the project will be administered, and the location and workload of individuals anticipated to be assigned to this project. Describe experience completing services of similar scope for other governmental entities (preferably Florida-based) and provide multiple references with contacts, title, phone number, and email addresses. Proposed Consultants must submit no less than three (3) references, not including LaBelle, and should reflect a minimum of five (5) years relevant experience per reference.

3. Corporate Disclosures – Please identify any past, current, or pending litigation against the Consultant, as well as any recent or anticipated sales or mergers.

4. Contract – Upon completion of the qualification process, the City will request from the Consultants an hourly fee schedule by position title. The City will then negotiate with each of the Consultants. The resulting schedule shall be the schedule that will be

used for all specific authorizations issued during the term of the award contract. The City will enter into a continuing service contract according to Section 287.055(g), Florida Statutes.

5. Evaluation and Selection Criteria – The City Commission will serve as the selection committee and review the submittals received. The evaluation criteria listed below will be utilized to rank the firms and to short-list the Consultants. Interviews with the firms short-listed may then be scheduled, if necessary, for final ranking and selection. Consultants will be evaluated using a number of factors including but not limited to the following:

   i. General – In determining whether a Consultant is qualified, the City shall consider such factors as the ability of assigned professional personnel; whether a Consultant is a certified minority business enterprise; past performance; willingness to meet time and budget requirements; familiarity with the City; references; and location.

   ii. Workload – The City shall also consider each Consultants recent, current, and projected workloads; and the volume of work previously awarded to each firm by the City, with the object of effecting an equitable distribution of contracts among qualified firms, provided such distribution does not violate the principle of selection of the most highly qualified firms.

   iii. Rural Community Experience – Describe services provided to other rural communities and the Consultants understanding of the unique socio-economic challenges and opportunities for such communities.

   iv. Specific Consideration per Specialty Area – The City intends to award continuing contracts to one or more firms in each of the library of services listed below, for those Consultants deemed to be the most highly qualified to perform the required services. Consultants selected by the City will provide engineering services to the City on an as-needed basis for their specific category, based upon work orders to be issued by the City under the terms of their continuing contracts. Consultants may qualify for more than one category in the library of services. The table listing the various areas of engineering is shown below, providing a checkbox to indicate which category or categories respondents are submitting for their services to be considered. It may be that a firm submitting for more than one category may be selected for one or more of those categories below and indicated with each submitted proposal.

| Category No. | Category Descriptions |
|---|---|
| 1 | General Civil Engineering |
| 2 | Transportation Engineering |
| 3 | Water and Wastewater Engineering |
| 4 | Stormwater Engineering |
| 5 | Geotechnical Engineering |

| | |
|---|---|
| 6 | Electrical Engineering |
| 7 | Environmental Engineering |

v. Selection – Selection will be made with Consultants deemed to be fully qualified and best suited among those submitting proposals based on the selection criteria established above as weighted below **for each specialty**. In all respect, the City Commission shall select the Consultant(s), which, in its opinion, has made the best proposal, and shall award the contract to those Consultant(s).

| | Selection Criteria | Points |
|---|---|---|
| **1** | Consultant Firm Qualifications (years in industry, expertise, similar experience, etc.) | 0-30 |
| **2** | Qualifications of Assigned Personnel | 0-20 |
| **3** | Feedback from References | 0-10 |
| **4** | Ability to perform in a timely manner (workload) | 0-20 |
| **5** | Rural Community Experience | 0-5 |
| **6** | Location | 0-5 |
| **7** | Experience and track record with City | 0-10 |

6. Responses and Waiver – Each Consultant shall carefully examine the RFQ and other solicitation materials, and informing themselves thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress, or performance of the work to be performed under a proposed contract. Ignorance on the part of the Consultant in no way relieves the Consultant of the obligations and responsibilities assumed under an agreed contract. Should a Consultant find discrepancies or ambiguities in, or omissions from, the specifications, or be in doubt as to their meaning, Consultant shall notify the City in writing immediately. The City reserves the right to accept or waive irregularities or technicalities if found to be in the best interests of the City.

7. Subcontractors – All subcontractors must be identified, appropriate licensed and in good standing with City of LaBelle.

8. Insurance Requirements – The Consultant(s) awarded a contract shall be required to indemnify the City and carry insurance in the following types and limits:

   i. Commercial General Liability: Consultants and its subcontractors shall have and maintain throughout the duration of the Contract Commercial General Liability (CGL) Insurance with limits of at least $1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this project in the amount of $2,000,000. CGL insurance shall be written on an occurrence form and shall include bodily injury and property damage liability for premises, operations, independent contractors, products and completed operations, contractual liability, broad form property damage.

   ii. Business Automobile Liability: Consultant and its subcontractors shall have and

maintain throughout the duration of the contract Commercial Automobile Liability Insurance with a Combined Single limit of at least $500,000 for bodily injury and property damage liability arising out of any auto accident (including owned, hired and non-owned autos).

iii. Workers Compensation: Consultant and its subcontractors shall have and maintain throughout the duration of the Contract Worker's Compensation Insurance in accordance with State law and Employer's Liability coverage with a limit of at least $500,000 each accident, $500,000 each employee, $500,000 policy limit for disease, unless exempt by law.

iv. Professional Liability Insurance: Consultant shall procure and shall maintain during the life of this contract and for a period of three (3) years after any task order is completed, Professional Liability insurance in the amount of $1,000,000 for Consultant's errors and omissions, exclusive of defense costs. If policy provides coverage on a claims-made basis, such coverage must respond to all claims reported within at least three (3) years following the period for which coverage is required, unless a longer period is indicated in the award contract.

v. Certificates of Insurance: The City of LaBelle must be named as an additional insured on the CGL and Business Automobile Liability insurance policies. Consultant and its subcontractors must provide valid certificates of insurance to the City for all policies. Consultant and its subcontractors will be required to provide the City, as an additional insured, with thirty (30) days' written notice prior to the cancellation, modification or non-renewal of the policies.

9. Addenda – The City will issue responses to inquiries and other correction, amendments or clarifications in writing in the form of an addendum and, if used, will be posted on the solicitation page at www.demandstar.com. Each respondent shall acknowledge receipt of any addenda in their proposal. If the acknowledgement is not included, the response to the RFQ will constitute acknowledgment. It is the responsibility of all proposed Consultants to verify all addenda prior to submitting a response to the RFQ.

10. Term –The term of this library will be for a three (3) year period and the negotiated rates shall remain fixed for the three (3) year period. At the end of the initial three (3) year term, the City, at its sole discretion, may extend the contract for two (2) additional three (3) year periods. Fee schedules can be renegotiated at the inception of each contract extension, at the request of the Consultant. Termination shall be provided for in the award contract.

11. Disqualification

vi. NON-COLLUSION AFFIDAVIT: Any Consultant submitting a response to this invitation must execute the enclosed NON-COLLUSION AFFIDAVIT. If it is discovered that collusion exists among the Consultants the response of all participants in such collusion shall be rejected, and no participants will be

considered in future responses for the same work.

vii. PUBLIC ENTITY CRIME: A person or company who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a response on a contract to provide any goods or services to a public entity, and may not transact business with any public entity in excess of the threshold amount provided in section 287.017, Florida Statutes, for a period of 36 months from the date of being placed on the convicted vendor list.

viii. DRUG-FREE WORKPLACE FORM: Any company submitting a proposal in response to this RFQ must execute the enclosed DRUG-FREE WORKPLACE FORM and submit it with the response. Failure to complete this form in every detail and submit it with your response will result in immediate disqualification of your response.

ix. CONFLICT OF INTEREST: Any company who is deemed to have a conflict of interest prohibited by Chapter 112, Florida Statutes, shall be disqualified.

x. EQUAL EMPLOYMENT OPPORTUNITY: During the term of any award contract, the Consultants agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, national origin, place of birth, or physical handicap.

xi. PROHIBITED COMMUNICATION: Any form of communication, except for written correspondence authorized herein, shall be prohibited regarding this particular RFQ, or any other competitive solicitation between (1) any Consultants or person representing a Consultant seeking the award of services, and (2) any member of the City Commission who is serving as the selection committee in this solicitation.

For the purpose of this section, a Consultant's representative shall include but is not limited to, an employee, partner, officer, director, lobbyist, or any actual or potential subcontractor or subconsultant of each Consultant.

This prohibition on communication shall be in effect as of the publication of the RFQ. The provisions of this section shall not apply to oral communications at any public proceeding, oral presentations before selection committees, contract negotiations, presentations made to the Commission and shall terminate at time of award.

12. Required Forms

xii. Proposer's Acknowledgement

xiii. Addendum Acknowledgement

xiv. Drug-Free Workplace Certification

xv. Public Entity Crimes Statement

xvi. E-Verify Statement

## SCOPE OF WORK

There may be awards to multiple firms for various services and there is no guarantee for any particular level of work. **Submittals may be made for one or all services and shall be noted as such explicitly in the proposal.**

**General Civil Engineering (Category 1)**
Roadway Design (small projects)
Subdivision and Site Design
Stormwater Design (small projects)
Utility Infrastructure Design (small projects)
Hydraulic Modeling
Surveying
Geotechnical Investigations
Project Management
Construction Engineering & Inspection (CEI) Services

**Transportation Engineering (Category 2)**
Roadway Design
Traffic Studies
Project Development and Environmental (PD&E) Studies
Preparation of State Grant Applications
Project Management with Federal, State and Local Grants
Surveying
Geotechnical Investigations
Roadway Construction Engineering & Inspection (CEI)

**Water and Wastewater Engineering (Category 3)**
Hydraulic models for water, reuse, and sewer.
Engineering for utility line extensions for water, reuse, and sewer.
Engineering for utility line and components relocations.
Engineering for utility line point repairs.
Inspection services for utilities.
Lift station, sewer and manhole condition assessment.
Survey, Geotech, sub-surface utility engineering and testing for water and wastewater projects.
Engineering for force main repair and replacement.
Water and wastewater plant upgrades within CCNA.
Asset Management Planning and Implementation
Permitting
Utility Rate Consulting
Funding Services (grant writing, planning & application services, program compliance & monitoring and funding coordination)

**Stormwater Engineering (Category 4)**
Stormwater System Design and Permitting
Preparation of Grant Applications

Project Management with Federal, State and Local Grants
Watershed and Basin Modeling
Stormwater Drainage/Maintenance
Surveys
Geotechnical Investigations
Project Management
Construction Engineering & Inspection (CEI) Services

**Geotechnical Engineering (Category 5)**
Roadway Pavement Analysis and Design, Structural Number, Asphalt and Base Thickness Borings
Conducting Laboratory Testing for Soil Analyses, Proctors for Base Material, LBR and FL Bearing Values, Concrete Testing and Mix Design
Review and Provide Report Recommendations of Sinkhole Remediation Permit Submittals
Foundation Recommendations
Standard Penetration Testing, Natural and Seasonal High Water Table Reports
Percolation Tests
Borings and Soil Classifications
Construction Density Testing and Inspections
Miscellaneous Geotechnical Engineering Services

**Electrical Engineering (Category 6)**
Light replacement on light poles.
Point repairs for high voltage poles (example: fusing a link on a pole).
Engineering for general electric maintenance
Electrical engineering for facility upgrades within CCNA.
Arch flash protection analysis.
Permitting
Construction Inspection

**Environmental Engineering (Category )**
Environmental & Site Remediation Assessment
Soil Testing
Groundwater and Surface Water Testing
Phase I Environmental Assessment Reports
Phase II Environmental Assessment Reports
EPC Conditional No Further Action Proposals (CNFAP)
EPA Brownfield Grant Preparation
Asbestos Surveys
Wetland Delineation Surveys and Permits

# c. Capital Project Engineering Request for Qualifications

**City of LaBelle Board of Commissioners**
**Agenda Request**

| | |
|---|---|
| To: | Honorable Mayor and City Commission |
| Prepared By: | Derek Rooney, City Attorney |
| Date of Meeting: | February 7, 2024 |
| Date Submitted: | February 1, 2024 |
| Title of Agenda Item: | Capital Project Engineering RFQ |
| Agenda Location: | Non-Public Hearing Items |

Report in brief: Request solicitation from qualified engineering firms to provide engineering services relating to City's capital project needs for potable water, wastewater, and stormwater funding, design, and construction administration services.

Staff Comments: Seeking direction on evaluation criteria, scope, and timetable for solicitation.

Fiscal Impact:
Has the request been budgeted? ☐ Yes ☑ No
If yes, expected cost and account name: $
In no, amount needed and proposed account: $ None at this time.

Recommended Actions: Approve issuance of solicitation with guidance on adequacy of criteria and timetable.

# City of LaBelle, Florida
# Request for Qualifications for
# Engineering Services for Drinking Water, Wastewater, and Stormwater Funding, Design, and Construction Administration Services

The City of LaBelle is a municipality of approximately 5,000 and the county seat of Hendry County, Florida. The City has identified a list of Capital Improvement Projects for their Drinking Water, Wastewater, and Stormwater Systems. The total value for design and construction is estimated at approximately $130,000,000 over an expected ten-year design and construction timeline. The City is seeking professional services for planning, funding and grant administration, preliminary design, final design, permitting, bidding services, construction administration and post-construction operational start up and training services.

Pursuant to Section 287.055, Florida Statutes (the "Consultants Competitive Negotiation Act" or "CCNA"), the City of Labelle hereby gives notice that it intends to award contracts for professional engineering services for the work specified herein and seeks responses for the acquisition of professional services within the scope of this request relating to certain capital projects planned by the City listed below.

In order to be considered, sealed proposals (one original and six copies) labeled "RFQ 2024-02 Engineering Services for Capital Improvements" must be received by the City at City Hall (Clerk's Office), 481 West Hickpochee Avenue, LaBelle, Florida 33935 by April 1, 2024 at 2:00 p.m., at which time all responses to this request will be recorded in the presence of one or more witnesses. Responses received after that date and time will not be considered. The City reserves the right to alter this and other schedules provided below.

All proposals shall remain in effect for a period of ninety (90) days after the solicitation deadline. The solicitation does not commit the City of LaBelle to award any contracts, to pay any costs incurred in the preparation of a response to this RFQ, or to contract for any services. The City reserves the right to reject any or all submittals received as a result of this solicitation, or to cancel in part or in its entirety this RFQ, to solicit new proposals, or take any other such actions that may be deemed to be in the best interest of the City of LaBelle

Questions: Questions should be directed to the Deputy City Clerk, located at 481 West Hickpochee Avenue, LaBelle, Florida 33935 or e-mailing Jessi Zubaty at jessizubaty@citylabelle.com. Any changes by the City to specifications will be in writing in the form of an addendum and furnished to all RFQ document holders of which the City is aware. Verbal information obtained otherwise will NOT be considered in awarding the RFQ.

**SCHEDULE**

| | | |
|---|---|---|
| **1** | Issue "Request for Qualifications" | February 9, 2024 |
| **2** | Submittal – "Request for Qualifications" | April 1, 2024 |
| **3** | Initial Ranking of Firms by City Commission | April 11, 2024 |
| **4** | Presentations (if Necessary) | TBD |
| **5** | Award Begin Negotiations with selected Consultants | TBD |
| **6** | Finalize Contracts with City Commission | May 9, 2024 |

**FIRM AND TECHNICAL REQUIREMENTS**

In general, the scope of services to be provided consists of the following:

1. Letter of Interest – A letter stating your interest in providing these services, signed by the person who will have contract authority over the services and stating the contents of the response are true and accurate. Summarize the proposer's position as to why the company should be selected. The letter should include detailed descriptions of the key personnel who would serve the City and the firm's relevant experience to meet the City's review criteria as required herein.

2. Overall Firms Experience and Expertise – Description of Consultant's firm, including the location from which the project will be administered, and the location and workload of individuals anticipated to be assigned to this project. Describe experience completing services of similar scope for other governmental entities (preferably Florida-based) and provide multiple references with contacts, title, phone number, and email addresses. Proposed Consultants must submit no less than three (3) references, not including LaBelle, and should reflect a minimum of five (5) years relevant experience per reference.

3. Corporate Disclosures – Please identify any past, current, or pending litigation against the Consultant, as well as any recent or anticipated sales or mergers.

4. Contract – Upon completion of the qualification process, the City will request from the Consultants an hourly fee schedule by position title. The City will then negotiate with each of the Consultants. The resulting schedule shall be the schedule that will be used for all specific authorizations issued during the term of the award contract. The City will enter into a continuing service contract according to Section 287.055(g), Florida Statutes.

5. Evaluation and Selection Criteria – The City Commission will serve as the selection committee and review the submittals received. The evaluation criteria listed below will be utilized to rank the firms and to short-list the Consultants. Interviews with the firms short-listed may then be scheduled, if necessary, for final ranking and selection. Consultants will be evaluated using a number of factors including but not limited to the following:

    i. General – In determining whether a Consultant is qualified, the City shall

consider such factors as the ability of assigned professional personnel; whether a Consultant is a certified minority business enterprise; past performance; willingness to meet time and budget requirements; familiarity with the City; references; and location.

ii. Workload – The City shall also consider each Consultants recent, current, and projected workloads; and the volume of work previously awarded to each firm by the City, with the object of effecting an equitable distribution of contracts among qualified firms, provided such distribution does not violate the principle of selection of the most highly qualified firms.

iii. Rural Community Experience – Describe services provided to other rural communities and the Consultants understanding of the unique socio-economic challenges and opportunities for such communities.

**iv.** Specific Consideration per Specialty Area and Project – The City intends to award contracts to firms for specific projects listed in the scope of services below relating to either drinking water, wastewater, or stormwater categories. Consultants may qualify for more than one category or project in category. Respondents should refer to table listing the various projects shown in the scope of services below and provide a checkbox with their letter of interest to indicate which project or projects respondents are submitting. **All Consultants should fully review the obligations for selected Consultants contained in the scope of services.**

v. Selection – Selection will be made with Consultants deemed to be fully qualified and best suited among those submitting proposals and ranked based on the selection criteria established above as weighted below **for each project** listed in the scope of services. In all respect, the City Commission shall select the Consultant(s), which, in its opinion, has made the best proposal, and shall award the contract to those Consultant(s). Scoring will be rank the three (3) top firms based on the evaluation criteria listing firms as #1, #2, etc.

| | **Selection Criteria** | **Points** |
|---|---|---|
| **1** | Consultant Firm Qualifications (years in industry, expertise, similar experience, etc.) | 0-30 |
| **2** | Qualifications of Assigned Personnel | 0-20 |
| **3** | Feedback from References | 0-10 |
| **4** | Ability to perform in a timely manner (workload) | 0-20 |
| **5** | Rural Community Experience | 0-5 |
| **6** | Location | 0-5 |
| **7** | Experience and track record with City | 0-10 |

6. Responses and Waiver – Each Consultant shall carefully examine the RFQ and other solicitation materials, and informing themselves thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress, or

performance of the work to be performed under a proposed contract. Ignorance on the part of the Consultant in no way relieves the Consultant of the obligations and responsibilities assumed under an agreed contract. Should a Consultant find discrepancies or ambiguities in, or omissions from, the specifications, or be in doubt as to their meaning, Consultant shall notify the City in writing immediately. The City reserves the right to accept or waive irregularities or technicalities if found to be in the best interests of the City.

7. Subcontractors – All subcontractors must be identified, appropriate licensed and in good standing with City of LaBelle.

8. Insurance Requirements – The Consultant(s) awarded a contract shall be required to indemnify the City and carry insurance in the following types and limits:

   i. Commercial General Liability: Consultants and its subcontractors shall have and maintain throughout the duration of the Contract Commercial General Liability (CGL) Insurance with limits of at least $1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this project in the amount of $2,000,000. CGL insurance shall be written on an occurrence form and shall include bodily injury and property damage liability for premises, operations, independent contractors, products and completed operations, contractual liability, broad form property damage.

   ii. Business Automobile Liability: Consultant and its subcontractors shall have and maintain throughout the duration of the contract Commercial Automobile Liability Insurance with a Combined Single limit of at least $500,000 for bodily injury and property damage liability arising out of any auto accident (including owned, hired and non-owned autos).

   iii. Workers Compensation: Consultant and its subcontractors shall have and maintain throughout the duration of the Contract Worker's Compensation Insurance in accordance with State law and Employer's Liability coverage with a limit of at least $500,000 each accident, $500,000 each employee, $500,000 policy limit for disease, unless exempt by law.

   iv. Professional Liability Insurance: Consultant shall procure and shall maintain during the life of this contract and for a period of three (3) years after any task order is completed, Professional Liability insurance in the amount of $1,000,000 for Consultant's errors and omissions, exclusive of defense costs. If policy provides coverage on a claims-made basis, such coverage must respond to all claims reported within at least three (3) years following the period for which coverage is required, unless a longer period is indicated in the award contract.

   v. Certificates of Insurance: The City of LaBelle must be named as an additional insured on the CGL and Business Automobile Liability insurance policies. Consultant and its subcontractors must provide valid certificates of insurance to the City for all policies. Consultant and its subcontractors will be required to

provide the City, as an additional insured, with thirty (30) days' written notice prior to the cancellation, modification or non-renewal of the policies.

9. Addenda – The City will issue responses to inquiries and other correction, amendments or clarifications in writing in the form of an addendum and, if used, will be posted on the solicitation page at www.demandstar.com. Each respondent shall acknowledge receipt of any addenda in their proposal. If the acknowledgement is not included, the response to the RFQ will constitute acknowledgment. It is the responsibility of all proposed Consultants to verify all addenda prior to submitting a response to the RFQ.

10. Term –The term of this library will be for a ten year (10) year period. At the end of the initial five (5) year term, the City, at its sole discretion, may extend the contract for additional five (5) year period. Termination shall be provided for in the award contract.

11. Disqualification

    vi. NON-COLLUSION AFFIDAVIT: Any Consultant submitting a response to this invitation must execute the enclosed NON-COLLUSION AFFIDAVIT. If it is discovered that collusion exists among the Consultants the response of all participants in such collusion shall be rejected, and no participants will be considered in future responses for the same work.

    vii. PUBLIC ENTITY CRIME: A person or company who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a response on a contract to provide any goods or services to a public entity, and may not transact business with any public entity in excess of the threshold amount provided in section 287.017, Florida Statutes, for a period of 36 months from the date of being placed on the convicted vendor list.

    viii. DRUG-FREE WORKPLACE FORM: Any company submitting a proposal in response to this RFQ must execute the enclosed DRUG-FREE WORKPLACE FORM and submit it with the response. Failure to complete this form in every detail and submit it with your response will result in immediate disqualification of your response.

    ix. CONFLICT OF INTEREST: Any company who is deemed to have a conflict of interest prohibited by Chapter 112, Florida Statutes, shall be disqualified.

    x. EQUAL EMPLOYMENT OPPORTUNITY: During the term of any award contract, the Consultants agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, national origin, place of birth, or physical handicap.

    xi. PROHIBITED COMMUNICATION: Any form of communication, except for written correspondence authorized herein, shall be prohibited regarding this particular RFQ, or any other competitive solicitation between (1) any Consultants or person representing a Consultant seeking the award of services, and (2) any

member of the City Commission who is serving as the selection committee in this solicitation.

For the purpose of this section, a Consultant's representative shall include but is not limited to, an employee, partner, officer, director, lobbyist, or any actual or potential subcontractor or subconsultant of each Consultant.

This prohibition on communication shall be in effect as of the publication of the RFQ. The provisions of this section shall not apply to oral communications at any public proceeding, oral presentations before selection committees, contract negotiations, presentations made to the Commission and shall terminate at time of award.

12. Required Forms

xii. Proposer's Acknowledgement

xiii. Addendum Acknowledgement

xiv. Drug-Free Workplace Certification

xv. Public Entity Crimes Statement

xvi. E-Verify Statement

# SCOPE OF SERVICES

| Project No. | Drinking Water Project Descriptions |
|---|---|
| 1 | New Well Source and Water Treatment Facility Upgrades |
| 2 | Storage Tank and Distribution System Upgrades |
| 3 | Meter and Valve Replacements and Rehabilitation |
| 4 | Lead Service Line Identification and Elimination Program |
| 5 | Additional Distribution System Improvements and Replacements |
| 6 | Helms Road/SR80 Water Loop |

| Project No. | Wastewater Project Descriptions |
|---|---|
| 7 | Emergency Repairs to Existing Wastewater Treatment Facility |
| 8 | New Wastewater Treatment Facility |
| 9 | Lift Station #3 Upgrade and New Forcemain |
| 10 | Lift Station #4 Upgrade and New Forcemain |
| 11 | New Master Lift Station at Existing Wastewater Treatment Facility |
| 12 | Redundant Forcemain to New Wastewater Treatment Facility |
| 13 | Disposal System Expansion |
| 14 | Collection System Renewal and Replacement |
| 15 | New Wastewater Collection System – Zone C, D, E |
| 16 | New Wastewater Collection System – Zone F |
| 17 | New Wastewater Collection System – Zone G, H, I |
| 18 | New Wastewater Collection System – Zone J |
| 19 | Additional Septic to Sewer Expansion |
| 20 | Lift Station Improvements |

| Project No. | Stormwater Project Descriptions |
|---|---|
| 21 | Seminole Ave/Clark Street Stormwater Treatment Improvements |
| 22 | Baron Riverfront Park Stormwater |
| 23 | Jaycee Lions Drive SW Treatment Improvements |
| 24 | Ford & Sunset Park Community Stormwater Improvements |
| 25 | Stormwater Facility Plan |
| 26 | Martin Luther King Neighborhood Stormwater Improvements |
| 27 | City Hall Park Stormwater Improvements |

**The selected Consultant(s) will be responsible for:**
**Funding Loan and Grant Administration**
The selected Consultant(s) will provide all personnel and services required to ensure that the City complies with all aspects of the specific funding requirements which may vary by project and scope. Scope of services described below are specific to the State Revolving Fund ("SRF") program (funding source) and provide an example of the typical services that the City is seeking from the selected Consultant(s):

1. **Request for Inclusion ("RFI") Preparation and Submission -** Gather appropriate data in design project(s), prepare the Request(s) for Inclusion for construction, coordinate review/approval with the City, transmit to the Florida Department of Environmental Protection ("FDEP") and any other actions required for the successful submission of the RFI(s).
2. **FDEP Schedule Management/Coordination** – Throughout design(s) and construction project(s), coordinate with all parties to obtain and/or disseminate information related to the SRF process.

3. **Public Meeting Presentations -** Attend and present the Design(s) and Construction plans and any other required information at Public Meetings per the SRF Program requirements
4. **Environmental Clearances -** Gather appropriate design data, prepare the Environmental Clearance documentation for each project, coordinate review/approval with the City, transmit to FDEP and any other actions required for the successful submission of the Environmental Clearance(s)
5. **Elevation to Fundable Status -** Coordinate construction Priority List Management Hearing(s) action with FDEP to ensure the project(s) are elevated to the Fundable Portion of the Priority List
6. **Loan Application(s) Preparation and Submission(s) -** Gather appropriate data, prepare the construction SRF Loan Application(s), coordinate review/approval with the City, transmit to FDEP and any other actions required for the successful submission of the Loan Application(s)
7. **Loan Agreement(s) Review -** Review the design and construction SRF Loan Agreement(s) to ensure that the terms agreed to by FDEP are contained with and identify all requirements that the City will be responsible for
8. **Procurement Assistance -** Provide design and construction review services to ensure that all program requirements have been included in the procurement action. Provide required program requirements for the procurement of sub-contractors by the Contractor(s). Review all subcontractor procurement actions for compliance with the SRF program
9. **Pre-Construction Technical Services -** Prepare and present an agenda outlining the compliance requirements at the Pre-Construction meeting(s). Ensure all compliance requirements are communicated effectively. Provide all required signage requirements/posters
10. **Monthly Technical Services -** Process monthly Pay Application/Estimates, review Change Orders for FDEP eligibility, gather documentation and prepare monthly Disbursement Requests, provide any required reporting services, ensure accurate project(s) files are maintained and any other actions required for the successful financial administration of the SRF Loan
11. **Monthly Davis Bacon Services -** Process weekly certified payrolls, prepare and distribute an Exception Listing, coordinate the resolution of any outstanding Certified Payroll issues, monitor Job Site Bulletin Board for document compliance, ensure accurate project files are maintained and any other actions required for ensuring successful compliance with Davis Bacon and the Related Acts
12. **Monthly American Iron and Steel Services -** Review submittals, invoices and other documents to ensure materials are compliant with the American Iron and Steel provisions. Track all materials for the purposes of determining compliance, ensure accurate project files are maintained and any other actions required for ensuring successful compliance with American Iron and Steel provisions
13. **Project(s) Closeout/Audit Assistance -** Prepare closeout information required for FDEP regarding the project(s). This may include the Final Construction Inspection, Preliminary Administrative Closeout, Final Administrative Closeout conducted by FDEP representatives, and any other actions required for ensuring successful completion of the project(s) closeout. Provide Annual Audit and Project-Specific Audit assistance to the City as necessary.
14. **Other Grant Opportunities** – Research and identify other grant opportunities for each project described in the facility planning documents, bring opportunities and apply for additional funding through local, state and federal programs as available and applicable.

**Preliminary Design**

For each project(s): Data review, development of the basis of design for the selected alternatives described in the facility planning documents including but not limited to grouping and phasing projects, geotechnical investigations, boundary and topographic survey, engineering design calculations, operational/control strategy, hydraulic and process calculations, treatment facility site plan structural and architectural floor plan development and layout, wetland surveys, stormwater impervious calculations, initial electrical loads, environmental assessments, and meetings and coordinating with City and operations staff. Summarize basis of design in technical memorandum with Engineer's opinion of probable construction cost.

**Final Design**
For each Project(s): Prepare complete design documents through the development of 60%, 90%, and 100% drawings and specifications including architectural, civil, electrical, mechanical and instrumentation. Updated cost estimates provided at each project deliverable. 100% drawings and specifications to be suitable for public procurement.

**Permitting**
For each project(s): Prepare and submit all required permitting/jurisdictional approvals (from local, state and federal agencies), associated with each project including but not limited to: FDEP application for Public Drinking Water Facility Construction Permit, FDEP application for Public Wastewater Systems, Building Permit assistance, South Florida Water Management District ("SFWMD") permits, Florida Department of Transportation ("FDOT"") permits and others as required.

**Bidding Assistance**
For each project(s): Prepare bid documents for City to issue, attendance at pre-bid conference(s) and bidding site visit(s), response to bid questions, issuance of addenda(s), provide recommendation of contract award, and preparation of conformed construction documents.

**Construction Administration Services**
For each project(s): attendance various meetings including preconstruction meeting, progress meetings, and startup meetings, shop drawing review, test reports, monthly pay application review, RFI review, change order reviews, startup training and testing assistance, operational support, substantial completion and final completion review and punch lists, assist in aggregation of record drawings.

In addition to any specific technical input, the successful Respondent will be expected to:

1. Act as Manager of their team to ensure timely completion of the work.
2. Ensure coordination with City staff and any other consulting group.
3. Work independently with other governmental agencies as necessary.

# d. City Travel and Per Diem for City Commission and Employees Policy

**City of LaBelle Board of Commissioners**
**Agenda Request**

| | |
|---|---|
| To: | Honorable Mayor and City Commission |
| Prepared By: | GRACIE MORTON |
| Date of Meeting: | FEBRUARY 8TH 2024 |
| Date Submitted: | FEBRUARY 1ST 2024. |
| Title of Agenda Item: | CITY TRAVEL AND PER DIEM FOR CITY COMMISSION AND EMPLOYEES |
| Agenda Location: | Non-Public Hearing Items |
| Report in brief: | OPEN DISCUSION: TO IMPLEMENT A COST AND REIMBURSEMENT POLICY FOR THE CITY OF LABELLE COMMISSION AND CITY EMPLOYEES |
| Staff Comments: | PER-DIEM RATES ARE BASED ON LOCATION OF EVENT<br>DEPARTMENT HEADS WILL BE RESPONABLE FOR APPROVING THEIR DEPARTMENT- THE CITY CLERK WILL BE RESPONSIBLE FOR MAYOR AND COMMISSIONER.<br>ALL DOCUMENTATION AND APPROVALS ARE TO BE RECEIVED PRIOR TO RESERVATIONS AND PAYMENTS TO BE PROCESSED.<br>MEAL PER DIEM CHECK WILL BE DISPURSED PRIOR TO THE EVENT. |
| Fiscal Impact: | THIS ORDANINCE WILL ALLOW FOR MORE ACCURATE BUDGTING FOR CONFERANCES AND TRAINING FOR EACH DEPARTMENT |

Has the request been budgeted? ☐Yes ☐ No
If yes, expected cost and account name: $
In no, amount needed and proposed account: $ TO BE DETERMINED
Recommended Actions: www.gsa.gov Daily Lodging and Meals
www.irs.gov Florida Milage Reimbursement
Chapter 112 Section 061 - 2011 Florida Statutes - The Florida Senate (flsenate.gov)

# CITY OF LABELLE

The following is a true and correct statement of travel expenses while on official business for the City of LaBelle.

Travelers Name: _____

Destination: _____
(Address) (City) (State)

Purpose: _____

Depart on: _____ _____(A.M./P.M.)
(Month/Day/Year)

Arrive on: _____ _____(A.M./P.M.)
(Month/Day/Year)

Depart on: _____ _____(A.M./P.M.)
(Month/Day/Year)

Arrive on: _____ _____(A.M./P.M.)
(Month/Day/Year)

| | Paid with City Credit Card | Reimbursement Requested |
|---|---|---|
| TRANSPORTATION: | | |
| Airline: _____ | $_____ | $_____ |
| _____ Personal Vehicle: | | |
| ____ miles x 54¢/mile = | $_____ | $_____ |
| _____ Rental Vehicle | $_____ | $_____ |
| _____ Other—Describe: _____ | $_____ | $_____ |
| HOTEL ACCOMMODATIONS: | | |
| Hotel: _____ | | |
| Room rate $_____ x number of nights_____ | $_____ | $_____ |
| MEALS: (Do not include if part of registration fee or if otherwise provided). | | |
| Breakfast(s) _____ @ $8.00(5am to 11am) | $_____ | $_____ |
| Lunch(es) _____ @ $11.00(11am to 4 pm) | $_____ | $_____ |
| Dinner(s) _____ @ $25.00(4pm to 1am) | $_____ | $_____ |
| REGISTRATION/TUITION FEES | $_____ | $_____ |
| OTHER EXPENSES: Fares (Taxi, Ferry, etc.) | $_____ | $_____ |
| Tolls (Bridge, Road) | $_____ | $_____ |
| Parking | $_____ | $_____ |
| Tips | $_____ | $_____ |
| Other | $_____ | $_____ |
| TOTAL REIMBURSEMENT | | $_____ |

Traveler's Signature: _____ _____
(Date)

Manager: _____ _____
(Date)

City Mgr: _____ _____
(Date)

# CITY OF LABELLE
# Overview of City Paid Travel Costs, Reporting and Required Documentation

## Transportation

Transportation costs paid by the City are as follows:

a) Use City vehicle as first option.
b) Travel by car: actual mileage from your home or City Hall, whichever is less, is reimbursed at the IRS rate of .67cents. Tolls and parking are paid by the City with paid receipt. When traveling in a personal vehicle, the City credit card should not be used for gas.
c) Travel by air: actual airfare for a standard seat is paid by the City for City employees only.
d) Rental cars: generally are not used for City business, unless it is documented that a rental car is less expensive than use of a personal vehicle or other modes of transportation.

### Overnight Accommodations

Hotel costs paid by the City are as follows:

a) Actual hotel room rental costs for the most economical room rate is paid by the City. Conference rates, when available, should be requested. Costs for in-room movies, room service, beverages, etc. are not paid by the City. **The City is exempt from sales tax in Florida, which requires you to provide the City tax exemption certificate at check-in.** Other states may also honor this tax exemption but some do not. Always take the exemption certificate with you and request that it be honored. (In some cases, the hotel will show the tax being charged, then apply a credit on to the bill so that the City is not paying the tax.)

### Meals

Meals, when traveling out of the County on City business are reimbursed based on a per diem as follows:

Breakfast $ 16.00 (5am to 11am)

Lunch $17.00 (11am to 4pm)

Dinner $31.00 (4pm to 1am)

The per diem is not paid by the City for meals that are already paid by the City through the conference registration fee (ie: if registration fee includes a luncheon, etc.)

**Documentation required:**

1. Information that describes the City business purpose for the travel, such as a conference flyer/brochure which generally supports the business reason for the travel.
2. Travel Expense/Reimbursement Form ( copy attached and available in an electronic file form)
3. For mileage reimbursement, a driving map is required to document the starting and ending addresses and shows total mileage. One map showing one way is adequate to document a round trip. The following web service provides printable maps https://www.mapquest.com/directions.
4. For payment of airfare, provide the boarding pass and the airline itinerary showing dates and flight locations, and the cost.
5. For hotel costs, provide the detailed statement of charges from the hotel which should not include sales tax.
6. Provide receipts for all Parking and toll charges.
7. All documentation should be submitted timely upon return from the travel.

**The above information and procedures are based on the requirements of Ordinance #_____ and the applicable sections of Florida Statute 112.061**

**Plan & Book**

- Overview
- Per Diem Rates
- **Transportation (Airfare, POV, etc.)**
  - **Privately owned vehicle (POV) mileage reimbursement**
    - POV Mileage Rates (Archived)
  - Airfare Rates - City Pair Program
  - Rail Travel
- Lodging
- Conference & meeting planning
- Travel charge card

# Privately owned vehicle (POV) mileage reimbursement rates

*GSA has adjusted all POV mileage reimbursement rates effective January 1, 2024.*

| Modes of transportation | Effective/Applicability date | Rate per mile |
|---|---|---|
| Airplane* | **January 1, 2024** | $1.76 |
| If use of privately owned automobile is authorized or if no Government-furnished automobile is available | **January 1, 2024** | $0.67 |
| If Government-furnished automobile is available | **January 1, 2024** | $0.21 |
| Motorcycle | **January 1, 2024** | $0.65 |

| Relocation | Effective/Applicability date | Rate per mile |
|---|---|---|
| Standard mileage rates for moving purposes | **January 1, 2024** | $0.21 |

Airplane nautical miles (NMs) should be converted into statute miles (SMs) or regular miles when submitting a voucher using the formula (1 NM equals 1.15077945 SMs).

For calculating the mileage difference between airports, please visit the U.S. Department of Transportation's Inter-Airport Distance website.

QUESTIONS:
For all travel policy questions, email travelpolicy@gsa.gov

The shortcut to this page is gsa.gov/mileage.

**Questions**

Have travel policy questions? Use our 'Have a Question?' site

GSA U.S. General Services Administration

# FY 2023 Per Diem Rates for Florida

## Meals & Incidentals (M&IE) rates and breakdown

| Primary Destination | County | M&IE Total | Continental Breakfast/Breakfast | Lunch | Dinner | Incidental Expenses | First & LastDay of Travel |
|---|---|---|---|---|---|---|---|
| Standard Rate | Applies for all locations without specified rates | $59 | $13 | $15 | $26 | $5 | $44.25 |
| Boca Raton / Delray Beach / Jupiter | Palm Beach / Hendry | $69 | $16 | $17 | $31 | $5 | $51.75 |
| Bradenton | Manatee | $64 | $14 | $16 | $29 | $5 | $48.00 |
| Cocoa Beach | Brevard | $74 | $17 | $18 | $34 | $5 | $55.50 |
| Daytona Beach | Volusia | $69 | $16 | $17 | $31 | $5 | $51.75 |
| Fort Lauderdale | Broward | $69 | $16 | $17 | $31 | $5 | $51.75 |
| Fort Myers | Lee | $64 | $14 | $16 | $29 | $5 | $48.00 |
| Fort Walton Beach / De Funiak Springs | Okaloosa / Walton | $69 | $16 | $17 | $31 | $5 | $51.75 |
| Gulf Breeze | Santa Rosa | $59 | $13 | $15 | $26 | $5 | $44.25 |
| Key West | Monroe | $69 | $16 | $17 | $31 | $5 | $51.75 |
| Miami | Miami-Dade | $69 | $16 | $17 | $31 | $5 | $51.75 |
| Naples | Collier | $69 | $16 | $17 | $31 | $5 | $51.75 |
| Orlando | Orange | $69 | $16 | $17 | $31 | $5 | $51.75 |
| Panama City | Bay | $64 | $14 | $16 | $29 | $5 | $48.00 |
| Pensacola | Escambia | $64 | $14 | $16 | $29 | $5 | $48.00 |
| Punta Gorda | Charlotte | $64 | $14 | $16 | $29 | $5 | $48.00 |
| Sarasota | Sarasota | $69 | $16 | $17 | $31 | $5 | $51.75 |
| Sebring | Highlands | $64 | $14 | $16 | $29 | $5 | $48.00 |
| St. Augustine | St. Johns | $69 | $16 | $17 | $31 | $5 | $51.75 |
| Stuart | Martin | $69 | $16 | $17 | $31 | $5 | $51.75 |
| Tallahassee | Leon | $64 | $14 | $16 | $29 | $5 | $48.00 |

| Primary Destination | County | M&IE Total | Continental Breakfast/Breakfast | Lunch | Dinner | Incidental Expenses | First & LastDay of Travel |
|---|---|---|---|---|---|---|---|
| Tampa / St. Petersburg | Pinellas / Hillsborough | $69 | $16 | $17 | $31 | $5 | $51.75 |
| Vero Beach | Indian River | $69 | $16 | $17 | $31 | $5 | $51.75 |

GSA U.S. General Services Administration

# FY 2023 Per Diem Rates for Florida

**Daily lodging rates (excluding taxes) | October 2022 - September 2023**

| Primary Destination | County | 2022 Oct | Nov | Dec | 2023 Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Standard Rate | Applies for all locations without specified rates | $98 | $98 | $98 | $98 | $98 | $98 | $98 | $98 | $98 | $98 | $98 | $98 |
| Boca Raton / Delray Beach / Jupiter | Palm Beach / Hendry | $134 | $134 | $209 | $209 | $209 | $209 | $209 | $134 | $134 | $134 | $134 | $134 |
| Bradenton | Manatee | $129 | $129 | $129 | $129 | $208 | $208 | $129 | $129 | $129 | $129 | $129 | $129 |
| Cocoa Beach | Brevard | $144 | $144 | $144 | $144 | $183 | $183 | $144 | $144 | $144 | $144 | $144 | $144 |
| Daytona Beach | Volusia | $116 | $116 | $116 | $116 | $156 | $156 | $135 | $135 | $135 | $135 | $116 | $116 |
| Fort Lauderdale | Broward | $183 | $183 | $183 | $221 | $221 | $221 | $221 | $150 | $150 | $150 | $150 | $150 |
| Fort Myers | Lee | $124 | $124 | $164 | $164 | $252 | $252 | $124 | $124 | $124 | $124 | $124 | $124 |
| Fort Walton Beach / De Funiak Springs | Okaloosa / Walton | $186 | $109 | $109 | $109 | $109 | $191 | $191 | $191 | $305 | $305 | $186 | $186 |
| Gulf Breeze | Santa Rosa | $130 | $130 | $130 | $130 | $130 | $162 | $162 | $162 | $252 | $252 | $130 | $130 |
| Key West | Monroe | $289 | $289 | $429 | $429 | $429 | $429 | $429 | $329 | $329 | $329 | $255 | $255 |
| Miami | Miami-Dade | $146 | $146 | $215 | $215 | $215 | $215 | $151 | $151 | $142 | $142 | $142 | $142 |
| Naples | Collier | $157 | $157 | $246 | $246 | $316 | $316 | $316 | $157 | $157 | $157 | $157 | $157 |
| Orlando | Orange | $129 | $129 | $129 | $159 | $159 | $159 | $129 | $129 | $129 | $129 | $129 | $129 |
| Panama City | Bay | $146 | $146 | $146 | $146 | $146 | $165 | $165 | $165 | $258 | $258 | $146 | $146 |
| Pensacola | Escambia | $133 | $133 | $133 | $133 | $133 | $152 | $152 | $152 | $214 | $214 | $133 | $133 |
| Punta Gorda | Charlotte | $98 | $98 | $98 | $98 | $191 | $191 | $98 | $98 | $98 | $98 | $98 | $98 |
| Sarasota | Sarasota | $130 | $130 | $130 | $130 | $197 | $197 | $197 | $130 | $130 | $130 | $130 | $130 |
| Sebring | Highlands | $104 | $104 | $104 | $104 | $186 | $186 | $104 | $104 | $104 | $104 | $104 | $104 |
| St. Augustine | St. Johns | $139 | $139 | $159 | $159 | $159 | $159 | $139 | $139 | $139 | $139 | $139 | $139 |
| Stuart | Martin | $126 | $126 | $126 | $126 | $192 | $192 | $126 | $126 | $126 | $126 | $126 | $126 |
| Tallahassee | Leon | $111 | $111 | $111 | $148 | $148 | $148 | $111 | $111 | $111 | $111 | $111 | $111 |
| Tampa / St. Petersburg | Pinellas / Hillsborough | $133 | $133 | $133 | $173 | $173 | $173 | $173 | $133 | $133 | $133 | $133 | $133 |
| Vero Beach | Indian River | $150 | $150 | $204 | $204 | $204 | $204 | $204 | $150 | $150 | $150 | $150 | $150 |

0000020 04/21/22

FLORIDA

# Consumer's Certificate of Exemption

**Issued Pursuant to Chapter 212, Florida Statutes**

DR-14
R. 01/18

| Certificate Number | Effective Date | Expiration Date | Exemption Category |
|---|---|---|---|
| 85-8012621611C-5 | 06/30/2022 | 06/30/2027 | MUNICIPAL GOVERNMENT |

This certifies that

CITY OF LABELLE
481 W HICKPOCHEE AVE
LABELLE FL 33935-4763

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.

FLORIDA

## Important Information for Exempt Organizations

DR-14
R. 01/18

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).

2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.

3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.

4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).

5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.

6. If you have questions about your exemption certificate, please call Taxpayer Services at 850-488-6800. The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.

Sample Driving Map

# YOUR TRIP TO:

4200 NW 97th Blvd, #nw, Gainesville, FL 32606-3742

**4 HR 16 MIN | 278 MI**

| | | |
|---|---|---|
| | **1.** Start out going **east** on Bonita Beach Rd SE/FL-865 toward Spanish Wells Blvd. | |
| | Then 3.23 miles | 3.2 |
| | **2.** Merge onto I-75 N via the ramp on the **left** toward **Tampa**. | |
| | Then 274.08 miles | 277.3 |
| EXIT | **3.** Take the **FL-222** exit, EXIT 390, toward **Gainesville**. | |
| | Then 0.31 miles | 277.6 |
| | **4.** Keep **left** at the fork in the ramp. | |
| | Then 0.05 miles | 277.6 |
| | **5.** Turn **left** onto FL-222/NW 39th Ave. | |
| | Then 0.33 miles | 278.0 |
| | **6.** Turn **right** onto NW 97th Blvd. | |
| | *If you reach NW 98th St you've gone about 0.1 miles too far.* | |
| | Then 0.21 miles | 278.2 |
| | **7.** 4200 NW 97TH BLVD, #NW is on the **left**. | |
| | *Your destination is at the end of NW 97th Blvd.* | |

Use of directions and maps is subject to our Terms of Use. We don't guarantee accuracy, route conditions or usability. You assume a

**112.061 Per diem and travel expenses of public officers, employees, and authorized persons.**—

(1) LEGISLATIVE INTENT.—To prevent inequities, conflicts, inconsistencies, and lapses in the numerous laws regulating or attempting to regulate travel expenses of public officers, employees, and authorized persons in the state, it is the intent of the Legislature:

(a) To establish standard travel reimbursement rates, procedures, and limitations, with certain justifiable exceptions and exemptions, applicable to all public officers, employees, and authorized persons whose travel is authorized and paid by a public agency.

(b) To preserve the standardization established by this law:

1. The provisions of this section shall prevail over any conflicting provisions in a general law, present or future, to the extent of the conflict; but if any such general law contains a specific exemption from this section, including a specific reference to this section, such general law shall prevail, but only to the extent of the exemption.

2. The provisions of any special or local law, present or future, shall prevail over any conflicting provisions in this section, but only to the extent of the conflict.

(2) DEFINITIONS.—For the purposes of this section, the following words shall have the meanings indicated:

(a) Agency or public agency—Any office, department, agency, division, subdivision, political subdivision, board, bureau, commission, authority, district, public body, body politic, county, city, town, village, municipality, or any other separate unit of government created pursuant to law.

(b) Agency head or head of the agency—The highest policymaking authority of a public agency, as herein defined.

(c) Officer or public officer—An individual who in the performance of his or her official duties is vested by law with sovereign powers of government and who is either elected by the people, or commissioned by the Governor and has jurisdiction extending throughout the state, or any person lawfully serving instead of either of the foregoing two classes of individuals as initial designee or successor.

(d) Employee or public employee—An individual, whether commissioned or not, other than an officer or authorized person as defined herein, who is filling a regular or full-time authorized position and is responsible to an agency head.

(e) Authorized person—

1. A person other than a public officer or employee as defined herein, whether elected or commissioned or not, who is authorized by an agency head to incur travel expenses in the performance of official duties.

2. A person who is called upon by an agency to contribute time and services as consultant or adviser.

3. A person who is a candidate for an executive or professional position.

(f) Traveler—A public officer, public employee, or authorized person, when performing authorized travel.

(g) Travel expense, traveling expenses, necessary expenses while traveling, actual expenses while traveling, or words of similar nature—The usual ordinary and incidental expenditures necessarily incurred by a traveler.

(h) Common carrier—Train, bus, commercial airline operating scheduled flights, or rental cars of an established rental car firm.

(i) Travel day—A period of 24 hours consisting of four quarters of 6 hours each.

(j) Travel period—A period of time between the time of departure and time of return.

(k) Class A travel—Continuous travel of 24 hours or more away from official headquarters.

(l) Class B travel—Continuous travel of less than 24 hours which involves overnight absence from official headquarters.

(m) Class C travel—Travel for short or day trips where the traveler is not away from his or her official headquarters overnight.

(n) Foreign travel—Travel outside the United States.

(3) AUTHORITY TO INCUR TRAVEL EXPENSES.—

(a) All travel must be authorized and approved by the head of the agency, or his or her designated representative, from whose funds the traveler is paid. The head of the agency shall not authorize or approve such a request unless it is accompanied by a signed statement by the traveler's supervisor stating that such travel is on the official business of the state and also stating the purpose of such travel.

(b) Travel expenses of travelers shall be limited to those expenses necessarily incurred by them in the performance of a public purpose authorized by law to be performed by the agency and must be within the limitations prescribed by this section.

(c) Travel by public officers or employees serving temporarily in behalf of another agency or partly in behalf of more than one agency at the same time, or authorized persons who are called upon to contribute time and services as consultants or advisers, may be authorized by the agency head. Complete explanation and justification must be shown on the travel expense voucher or attached thereto.

(d) Travel expenses of public employees for the sole purpose of taking merit system or other job placement examinations, written or oral, shall not be allowed under any circumstances, except that upon prior written approval of the agency head or his or her designee, candidates for executive or professional positions may be allowed travel expenses pursuant to this section.

(e) Travel expenses of public officers or employees for the purpose of implementing, organizing, directing, coordinating, or administering, or supporting the implementation, organization, direction, coordination, or administration of, activities related to or involving travel to a terrorist state shall not be allowed under any circumstances. For purposes of this section, "terrorist state" is defined as any state, country, or nation designated by the United States Department of State as a state sponsor of terrorism.

(f) The agency head, or a designated representative, may pay by advancement or reimbursement, or a combination thereof, the costs of per diem of travelers for foreign travel at the current rates as specified in the federal publication "Standardized Regulations (Government Civilians, Foreign Areas)" and incidental expenses as provided in this section.

(g) A traveler who becomes sick or injured while away from his or her official headquarters and is therefore unable to perform the official business of the agency may continue to receive subsistence as provided in subsection (6) during this period of illness or injury until such time as he or she is able to perform the official business of the agency or returns to his or her official headquarters, whichever is earlier. Such subsistence may be paid when approved by the agency head or his or her designee.

(h) The State Surgeon General or a designee may authorize travel expenses incidental to the rendering of medical services for and on behalf of clients of the Department of Health. The Department of Health may establish rates lower than the rate provided in this section for these travel expenses.

(4) OFFICIAL HEADQUARTERS.—The official headquarters of an officer or employee assigned to an office shall be the city or town in which the office is located except that:

(a) The official headquarters of a person located in the field shall be the city or town nearest to the area where the majority of the person's work is performed, or such other city, town, or area as may be designated by the agency head

provided that in all cases such designation must be in the best interests of the agency and not for the convenience of the person.

(b) When any state employee is stationed in any city or town for a period of over 30 continuous workdays, such city or town shall be deemed to be the employee's official headquarters, and he or she shall not be allowed per diem or subsistence, as provided in this section, after the said period of 30 continuous workdays has elapsed, unless this period of time is extended by the express approval of the agency head or his or her designee.

(c) A traveler may leave his or her assigned post to return home overnight, over a weekend, or during a holiday, but any time lost from regular duties shall be taken as annual leave and authorized in the usual manner. The traveler shall not be reimbursed for travel expenses in excess of the established rate for per diem allowable had he or she remained at his or her assigned post. However, when a traveler has been temporarily assigned away from his or her official headquarters for an approved period extending beyond 30 days, he or she shall be entitled to reimbursement for travel expenses at the established rate of one round trip for each 30-day period actually taken to his or her home in addition to pay and allowances otherwise provided.

(5) COMPUTATION OF TRAVEL TIME FOR REIMBURSEMENT.—For purposes of reimbursement and methods of calculating fractional days of travel, the following principles are prescribed:

(a) The travel day for Class A travel shall be a calendar day (midnight to midnight). The travel day for Class B travel shall begin at the same time as the travel period. For Class A and Class B travel, the traveler shall be reimbursed one-fourth of the authorized rate of per diem for each quarter, or fraction thereof, of the travel day included within the travel period. Class A and Class B travel shall include any assignment on official business outside of regular office hours and away from regular places of employment when it is considered reasonable and necessary to stay overnight and for which travel expenses are approved.

(b) A traveler shall not be reimbursed on a per diem basis for Class C travel, but shall receive subsistence as provided in this section, which allowance for meals shall be based on the following schedule:

1. Breakfast—When travel begins before 6 a.m. and extends beyond 8 a.m.
2. Lunch—When travel begins before 12 noon and extends beyond 2 p.m.
3. Dinner—When travel begins before 6 p.m. and extends beyond 8 p.m., or when travel occurs during nighttime hours due to special assignment.

No allowance shall be made for meals when travel is confined to the city or town of the official headquarters or immediate vicinity; except assignments of official business outside the traveler's regular place of employment if travel expenses are approved. The Chief Financial Officer shall establish a schedule for processing Class C travel subsistence payments at least on a monthly basis.

(6) RATES OF PER DIEM AND SUBSISTENCE ALLOWANCE.—For purposes of reimbursement rates and methods of calculation, per diem and subsistence allowances are provided as follows:

(a) All travelers shall be allowed for subsistence when traveling to a convention or conference or when traveling within or outside the state in order to conduct bona fide state business, which convention, conference, or business serves a direct and lawful public purpose with relation to the public agency served by the person attending such meeting or conducting such business, either of the following for each day of such travel at the option of the traveler:

1. Eighty dollars per diem; or
2. If actual expenses exceed $80, the amounts permitted in paragraph (b) for subsistence, plus actual expenses for lodging at a single-occupancy rate to be substantiated by paid bills therefor.

When lodging or meals are provided at a state institution, the traveler shall be reimbursed only for the actual expenses of such lodging or meals, not to exceed the maximum provided for in this subsection.

(b) All travelers shall be allowed the following amounts for subsistence while on Class C travel on official business as provided in paragraph (5)(b):

1. Breakfast. . . . . $6
2. Lunch. . . . . $11
3. Dinner. . . . . $19

(c) No one, whether traveling out of state or in state, shall be reimbursed for any meal or lodging included in a convention or conference registration fee paid by the state.

(7) TRANSPORTATION.—

(a) All travel must be by a usually traveled route. In case a person travels by an indirect route for his or her own convenience, any extra costs shall be borne by the traveler; and reimbursement for expenses shall be based only on such charges as would have been incurred by a usually traveled route. The agency head or his or her designee shall designate the most economical method of travel for each trip, keeping in mind the following conditions:

1. The nature of the business.

2. The most efficient and economical means of travel (considering time of the traveler, impact on the productivity of the traveler, cost of transportation, and per diem or subsistence required). When it is more efficient and economical to either the traveler or the agency head, jet service offered by any airline, whether on state contract or not, may be used when the cost is within an approved threshold determined by the agency head or his or her designee.

3. The number of persons making the trip and the amount of equipment or material to be transported.

(b) The Department of Financial Services may provide any form it deems necessary to cover travel requests for traveling on official business and when paid by the state.

(c) Transportation by common carrier when traveling on official business and paid for personally by the traveler, shall be substantiated by a receipt therefor. Federal tax shall not be reimbursable to the traveler unless the state and other public agencies are also required by federal law to pay such tax. In the event transportation other than the most economical class as approved by the agency head is provided by a common carrier on a flight check or credit card, the charges in excess of the most economical class shall be refunded by the traveler to the agency charged with the transportation provided in this manner.

(d)1. The use of privately owned vehicles for official travel in lieu of publicly owned vehicles or common carriers may be authorized by the agency head or his or her designee. Whenever travel is by privately owned vehicle:

a. A traveler shall be entitled to a mileage allowance at a rate of 44.5 cents per mile; or

b. A traveler shall be entitled to the common carrier fare for such travel if determined by the agency head to be more economical.

2. Reimbursement for expenditures related to the operation, maintenance, and ownership of a vehicle shall not be allowed when privately owned vehicles are used on public business and reimbursement is made pursuant to this paragraph, except as provided in subsection (8).

3. All mileage shall be shown from point of origin to point of destination and, when possible, shall be computed on the basis of the current map of the Department of Transportation. Vicinity mileage necessary for the conduct of official business is allowable but must be shown as a separate item on the expense voucher.

(e) Transportation by chartered vehicles when traveling on official business may be authorized by the agency head when necessary or where it is to the advantage of the agency, provided the cost of such transportation does not exceed the cost of transportation by privately owned vehicle pursuant to paragraph (d).

(f) The agency head or his or her designee may grant monthly allowances in fixed amounts for use of privately owned automobiles on official business in lieu of the mileage rate provided in paragraph (d). Allowances granted pursuant to this paragraph shall be reasonable, taking into account the customary use of the automobile, the roads customarily traveled, and whether any of the expenses incident to the operation, maintenance, and ownership of the automobile are paid from funds of the agency or other public funds. Such allowance may be changed at any time, and shall be made on the basis of a signed statement of the traveler, filed before the allowance is granted or changed, and at least annually thereafter. The statement shall show the places and distances for an average typical month's travel on official business, and the amount that would be allowed under the approved rate per mile for the travel shown in the statement, if payment had been made pursuant to paragraph (d).

(g) No contract may be entered into between a public officer or employee, or any other person, and a public agency, in which a depreciation allowance is used in computing the amount due by the agency to the individual for the use of a privately owned vehicle on official business; provided, any such existing contract shall not be impaired.

(h) No traveler shall be allowed either mileage or transportation expense when gratuitously transported by another person or when transported by another traveler who is entitled to mileage or transportation expense. However, a traveler on a private aircraft shall be reimbursed the actual amount charged and paid for the fare for such transportation up to the cost of a commercial airline ticket for the same flight, even though the owner or pilot of such aircraft is also entitled to transportation expense for the same flight under this subsection.

(8) OTHER EXPENSES.—

(a) The following incidental travel expenses of the traveler may be reimbursed:

1. Taxi fare.
2. Ferry fares; and bridge, road, and tunnel tolls.
3. Storage or parking fees.
4. Communication expense.
5. Convention registration fee while attending a convention or conference which will serve a direct public purpose with relation to the public agency served by the person attending such meetings. A traveler may be reimbursed the actual and necessary fees for attending events which are not included in a basic registration fee that directly enhance the public purpose of the participation of the agency in the conference. Such expenses may include, but not be limited to, banquets and other meal functions. It shall be the responsibility of the traveler to substantiate that the charges were proper and necessary. However, any meals or lodging included in the registration fee will be deducted in accordance with the allowances provided in subsection (6).

(b) Other expenses which are not specifically authorized by this section may be approved by the Department of Financial Services pursuant to rules adopted by it. Expenses approved pursuant to this paragraph shall be reported by the Department of Financial Services to the Auditor General annually.

(9) RULES.—

(a) The Department of Financial Services shall adopt such rules, including, but not limited to, the general criteria to be used by a state agency to predetermine justification for attendance by state officers and employees and authorized persons at conventions and conferences, and prescribe such forms as are necessary to effectuate the purposes of this section. The

department may also adopt rules prescribing the proper disposition and use of promotional items and rebates offered by common carriers and other entities in connection with travel at public expense; however, before adopting such rules, the department shall consult with the appropriation committees of the Legislature.

(b) Each state agency shall adopt such additional specific rules and specific criteria to be used by it to predetermine justification for attendance by state officers and employees and authorized persons at conventions and conferences, not in conflict with the rules of the Department of Financial Services or with the general criteria to be used by a state agency to predetermine justification for attendance by state officers and employees and authorized persons at conventions, as may be necessary to effectuate the purposes of this section.

(10) FRAUDULENT CLAIMS.—Claims submitted pursuant to this section shall not be required to be sworn to before a notary public or other officer authorized to administer oaths, but any claim authorized or required to be made under any provision of this section shall contain a statement that the expenses were actually incurred by the traveler as necessary travel expenses in the performance of official duties and shall be verified by a written declaration that it is true and correct as to every material matter; and any person who willfully makes and subscribes any such claim which he or she does not believe to be true and correct as to every material matter, or who willfully aids or assists in, or procures, counsels, or advises the preparation or presentation under the provisions of this section of a claim which is fraudulent or is false as to any material matter, whether or not such falsity or fraud is with the knowledge or consent of the person authorized or required to present such claim, is guilty of a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083. Whoever shall receive an allowance or reimbursement by means of a false claim shall be civilly liable in the amount of the overpayment for the reimbursement of the public fund from which the claim was paid.

(11) TRAVEL AUTHORIZATION AND VOUCHER FORMS.—

(a) *Authorization forms.*—The Department of Financial Services shall furnish a uniform travel authorization request form which shall be used by all state officers, employees, and authorized persons when requesting approval for the performance of travel to a convention or conference. The form shall include, but not be limited to, provision for the name of each traveler, purpose of travel, period of travel, estimated cost to the state, and a statement of benefits accruing to the state by virtue of such travel. A copy of the program or agenda of the convention or conference, itemizing registration fees and any meals or lodging included in the registration fee, shall be attached to, and filed with, the copy of the travel authorization request form on file with the agency. The form shall be signed by the traveler and by the traveler's supervisor stating that the travel is to be incurred in connection with official business of the state. The head of the agency or his or her designated representative shall not authorize or approve such request in the absence of the appropriate signatures. A copy of the travel authorization form shall be attached to, and become a part of, the support of the agency's copy of the travel voucher.

(b) *Voucher forms.*—

1. The Department of Financial Services shall furnish a uniform travel voucher form which shall be used by all state officers, employees, and authorized persons when submitting travel expense statements for approval and payment. No travel expense statement shall be approved for payment by the Chief Financial Officer unless made on the form prescribed and furnished by the department. The travel voucher form shall provide for, among other things, the purpose of the official travel and a certification or affirmation, to be signed by the traveler, indicating the truth and correctness of the claim in every material matter, that the travel expenses were actually incurred by the traveler as necessary in the performance of official duties, that per diem claimed has been appropriately reduced for any meals or lodging included in the convention or conference registration fees claimed by the traveler, and that the voucher conforms in every respect with the requirements of

this section. The original copy of the executed uniform travel authorization request form shall be attached to the uniform travel voucher on file with the respective agency.

2. Statements for travel expenses incidental to the rendering of medical services for and on behalf of clients of the Department of Health shall be on forms approved by the Department of Financial Services.

(12) ADVANCEMENTS.—Notwithstanding any of the foregoing restrictions and limitations, an agency head or his or her designee may make, or authorize the making of, advances to cover anticipated costs of travel to travelers. Such advancements may include the costs of subsistence and travel of any person transported in the care or custody of the traveler in the performance of his or her duties.

(13) DIRECT PAYMENT OF EXPENSES BY AGENCY.—Whenever an agency requires an employee to incur either Class A or Class B travel on emergency notice to the traveler, such traveler may request the agency to pay his or her expenses for meals and lodging directly to the vendor, and the agency may pay the vendor the actual expenses for meals and lodging during the travel period, limited to an amount not to exceed that authorized pursuant to this section. In emergency situations, the agency head or his or her designee may authorize an increase in the amount paid for a specific meal, provided that the total daily cost of meals does not exceed the total amount authorized for meals each day. The agency head or his or her designee may also grant prior approval for a state agency to make direct payments of travel expenses in other situations that result in cost savings to the state, and such cost savings shall be documented in the voucher submitted to the Chief Financial Officer for the direct payment of travel expenses. The provisions of this subsection shall not be deemed to apply to any legislator or to any employee of the Legislature.

(14) APPLICABILITY TO COUNTIES, COUNTY OFFICERS, DISTRICT SCHOOL BOARDS, SPECIAL DISTRICTS, AND METROPOLITAN PLANNING ORGANIZATIONS.—

(a) The following entities may establish rates that vary from the per diem rate provided in paragraph (6)(a), the subsistence rates provided in paragraph (6)(b), or the mileage rate provided in paragraph (7)(d) if those rates are not less than the statutorily established rates that are in effect for the 2005-2006 fiscal year:

1. The governing body of a county by the enactment of an ordinance or resolution;

2. A county constitutional officer, pursuant to s. 1(d), Art. VIII of the State Constitution, by the establishment of written policy;

3. The governing body of a district school board by the adoption of rules;

4. The governing body of a special district, as defined in s. 189.012, except those special districts that are subject to s. 166.021(9), by the enactment of a resolution; or

5. Any metropolitan planning organization created pursuant to s. 339.175 or any other separate legal or administrative entity created pursuant to s. 339.175 of which a metropolitan planning organization is a member, by the enactment of a resolution.

(b) Rates established pursuant to paragraph (a) must apply uniformly to all travel by the county, county constitutional officer and entity governed by that officer, district school board, special district, or metropolitan planning organization.

(c) Except as otherwise provided in this subsection, counties, county constitutional officers and entities governed by those officers, district school boards, special districts, and metropolitan planning organizations, other than those subject to s. 166.021(9), remain subject to the requirements of this section.

(15) CLASS C TRAVEL.—Moneys appropriated from the State Treasury may not be used to pay per diem or subsistence related to Class C travel.

**History.**—ss. 1, 3, ch. 22830, 1945; ss. 1, 2, 3, ch. 23892, 1947; ss. 1, 3, ch. 25040, 1949; ss. 1, 3, ch. 26910, 1951; s. 1, ch. 28303, 1953; s. 1, ch. 29628, 1955; s. 1, ch. 57-230; s. 1, ch. 61-183; s. 1, ch. 61-43; s. 1, ch. 63-5; s. 1, ch. 63-192; s. 1, ch. 63-122; s. 1, ch. 63-400; ss. 2, 3, ch. 67-371; ss. 1, 2, ch. 67-2206; s. 1, ch. 69-193; s. 1, ch. 69-381; ss. 12, 23, 31, 35, ch. 69-106; s. 65, ch. 71-136; s. 1, ch. 72-213; s. 1, ch. 72-217; s. 1, ch. 72-324; s. 26, ch. 72-404; s. 1, ch. 73-169; s. 1, ch. 74-15; s. 1, ch. 74-246; s. 1, ch. 74-365; ss. 1, 2, ch. 75-33; s. 1, ch. 76-166; s. 2, ch. 76-208; ss. 1, 2, ch. 76-250; s. 1, ch. 77-174; s. 1, ch. 77-231; ss. 1, 2, ch. 77-437; s. 2, ch. 78-95; s. 51, ch. 79-190; s. 1, ch. 79-205; s. 1, ch. 79-303; s. 1, ch. 79-412; ss. 1, 2, ch. 81-207; ss. 1, 2, ch. 83-307; s. 1, ch. 85-140; s. 1, ch. 87-407; s. 4, ch. 88-235; s. 12, ch. 89-291; s. 18, ch. 91-45; s. 1, ch. 94-139; s. 1403, ch. 95-147; s. 26, ch. 95-312; s. 5, ch. 96-310; s. 43, ch. 96-399; s. 23, ch. 98-136; s. 9, ch. 99-8; s. 7, ch. 99-155; s. 16, ch. 99-399; ss. 48, 53, ch. 2001-254; ss. 46, 79, ch. 2002-402; s. 2, ch. 2003-125; s. 123, ch. 2003-261; s. 49, ch. 2003-399; s. 5, ch. 2004-5; s. 32, ch. 2004-269; s. 23, ch. 2005-71; s. 12, ch. 2006-1; s. 6, ch. 2006-18; ss. 14, 53, ch. 2006-26; s. 1, ch. 2006-41; s. 3, ch. 2006-54; s. 2, ch. 2007-196; s. 6, ch. 2008-6; s. 13, ch. 2008-153; s. 2, ch. 2010-4; s. 4, ch. 2011-143; s. 58, ch. 2014-22.

# e. Woodard & Curran YE2 True Up

**City of LaBelle Board of Commissioners**
**Agenda Request**

| | |
|---|---|
| To: | Honorable Mayor and City Commission |
| Prepared By: | Gracie Morton, Finance Director |
| Date of Meeting: | Feb 8th 2024 |
| Date Submitted: | Feb 1st 2024 |
| Title of Agenda Item: | Woodard & Curren YE2 True Up Invoice |
| Agenda Location: | Non Public Hearing Item |

Report in brief: Woodard & Curran Final Budget Numbers for Year (2)

The request is for $212,678

Staff Comments:

Fiscal Impact: This increase will have an impact on the Budget for year end 2022-2023

Has the request been budgeted? ☐Yes ☒ No
If yes, expected cost and account name: $
In no, amount needed and proposed account: $212,678

Recommended Actions: Staff recommends paying the Invoice from the Repair & Replacement Account (See Attached)

CITY OF LABELLE
RENEWAL AND REPLACEMENT ACCT
PO BOX 458
LABELLE FL 33975

031

1/31/24
Page 1
Account Number
D 2000101006

TYPE OF ACCOUNT--Interest Checking Public 2000101006

## Statement Summary

| | | | | | |
|---|---|---|---|---|---|
| Beginning Balance | 12/31/23 | | | 243,830.39 | 0 |
| Deposits/Credits | | 0 | Credits | .00 | |
| Checks/Debits | | 0 | Debits | .00 | |
| Interest Paid | | | | 82.84 | |
| Ending Balance | 1/31/24 | | | 243,913.23 | |
| Interest rate | | | | 0.40% | |
| Annual percentage yield earned | | | | 0.40% | |
| YTD interest paid | | | | 82.84 | |
| 2023 interest | | | | 919.77 | |

## Credits/Deposits

| Date | Amount | Description |
|---|---|---|
| 1/31 | 82.84 | Interest Deposited |

## Daily Balance Information

| Date | Balance | Date | Balance | Date | Balance |
|---|---|---|---|---|---|
| Beginning | 243,830.39 | | | | |
| 1/31 | 243,913.23 | | | | |

## OVERDRAFT / RETURN ITEM FEES

| | Total for this Period | Total Year to Date |
|---|---|---|
| Total Overdraft Fees | .00 | .00 |
| Total Returned Item Fees | .00 | .00 |

**COMMITMENT & INTEGRITY**
**DRIVE RESULTS**

210 South Florida Avenue | Suite 220
Lakeland, Florida 33801
www.woodardcurran.com

T 800.426.4262
F 207.774.6635

November 27, 2023

Mitch Wills, City of LaBelle
Public Works Director
481 W Hickpochee Ave
LaBelle, FL
33935

Re: 2022/2023 O&M Budget Reconciliation

Dear Mitch:

Woodard & Curran is pleased to provide the final budget numbers for year two of the operations and management of LaBelle's Water Utility.

Below is the final Year 2, 12-month budget with an explanation of each of the O&M line items below.

| Budget Category | YTD Actual | YTD Budget | over(under) | % of budget |
|---|---|---|---|---|
| Labor (D.L. + FB) | $704,914 | $659,851 | $45,063 | 107% |
| Utilities | $11,174 | $8,350 | $2,824 | 134% |
| Chemicals Costs | $191,502 | $159,217 | $32,285 | 120% |
| Maintenance and Repair Costs | $171,453 | $178,104 | ($6,651) | 96% |
| Sludge Disposal Costs | $157,359 | $72,000 | $85,359 | 219% |
| Lab Supplies & Equipment | $61,072 | $44,937 | $16,135 | 136% |
| Office Supplies | $5,799 | $3,275 | $2,524 | 177% |
| Miscellaneous Expenses | $102,917 | $95,551 | $7,366 | 108% |
| Overhead (G&A of D.L.) | $187,977 | $175,960 | $12,017 | 107% |
| **Subtotal of Costs for Contract Year 2** | **$1,594,169** | **$1,397,245** | $196,924 | 114% |
| Fixed Fee for Contract Year 2 | $127,533 | $111,780 | $15,754 | 114% |
| **Total** | **$1,721,702** | **$1,509,025** | **$212,678** | 114% |

**Direct Labor**: The Direct labor line item was elevated due to overtime being higher than budgeted. One unbudgeted event was the performance testing of the Klampress. This caused WWTP to be staffed an extra 9 shifts per week or 72 hours per week for 8 weeks. Through this test, it was determined that the throughput of the press was insufficient to manage the solids being generated at the facility, hence, Synagro was chosen to replace the in-house operation of the Klampress.

In September, the SCADA Team replaced 5 of the 6 PLC's (Programmable Logic Controllers) at the Water Plant. This event occurred over 5 days and required unbudgeted Overtime by our water plant staff to ensure that each piece of equipment functioned properly after the respective PLC was installed and tested.

**Utilities:** The utility line item was slightly over budget in year two. Project staff worked with the local internet and phone provider to reduce the monthly services by reducing the number of phone lines and

by switching to a different internet plan. That was achieved, but several related investments were made around cyber security that resulted in separating the SCADA network from the IT network. This separation came with costs that exceeded the annual budget.

**Chemicals:** Due to inflation and the effects on the chemical industry, chemicals have increased significantly above the estimated annual budget. Project staff audited the prices over the fiscal year from four of the key suppliers and the average increase was 25% over the duration on the project year. Project staff have worked diligently to control the usage and overall expenditure of chemicals at the plants. We will continue to monitor the cost and usage of chemicals in Year three.

**Maintenance & Repair:** Maintenance and repair ended slightly under budget in year 2.

**Sludge:** The utilization of the Klampress since project inception has been a challenge as the unit is unable to keep up with the solids produced each day. This has a direct result on the plants' ability to manage its solids and more importantly, keep solids out of the effluent which creates an out of compliance event. Having an in-house thickening unit like the Klampress is the cheapest method of solids processing if the unit can process those solids at the rate they are produced. Project staff conducted an 8-week performance test of the Klampress to determine whether the search for an alternate method of solids thickening and disposal was warranted. To that end, staff dedicated seven days a week, sixteen hours per day coverage to the Klampress operation which proved unsuccessful in maintaining the solids in the plant. The throughput of the press or the gallons per minute (GPM) that the press was able to operate at was not enough to process the solids produced. As a result, the city and project staff decided to hire an outside firm, Synagro, to supply a unit that was able to handle the solids being stored and produced. The advantage of using an outside firm like Synagro is that they charge a flat fee, .095 cents per gallon with no extra chemicals, labor, hauling or tipping fees. Hiring Synagro will help to stabilize costs associated with solids processing in Year three.

**Laboratory Supplies and Equipment:** This year was a triennial (3-year cycle) sampling event and the largest sampling event for all potable water systems. The water system sampled for lead & coppers 20 individual sites, TTHMs & HAA5s, SOCs & VOCs, of which had to be taken 2 twice during the two quarters of the year. This year, the FDEP unexpectedly increased the sampling requirements of the distribution system and increased sampling requirements of the Deep Injection Well, hence the Laboratory and Equipment line item exceeded the budgeted amount in year 2.

**Office Supplies:** The office supply line item was over budget by $2,500.

**Miscellaneous Expenses:** The Miscellaneous Expense line item was slightly over budget.

Please reach out if you have any questions or need additional information.

Sincerely,

WOODARD & CURRAN, INC.

Glenn Burden
Area Manager / Senior Principal
Gburden@woodardcurran.com

(C) 407-509-8783

cc: Gracie Morton, Finance Director, City of LaBelle
Julie Wilkens, Mayor, City of LaBelle
Kim Barselou, Administrative Assistant, City of LaBelle
Paul Roux, East Coast Operations Leader, Woodard & Curran
Troy Kepley, Project Manager, Woodard & Curran

Woodard & Curran

**Remit to:**
PO Box 55008
Boston, MA 02205-5008

T 800.426.4262
T 207.774.2112
F 207.774.6635

TD BANK
**Electronic Transfer:**
⑆ 211274450 ⑆ 2427662596 ⑈

# INVOICE

Mitch Wills
Superintendent of Public Works
LaBelle, FL, City of
481 West Hickpochee Ave
LaBelle, FL 33935

November 30, 2023
Project No: 0217424.00
Invoice No: 227352

Project 0217424.00 LABELLE WATER & WASTEWATER TREATMENT PLANTS

**2022/2023 O&M Budget Reconciliation**

| | | | |
|---|---|---|---|
| Phase | 02A | O&M YEAR 2 OF 7 | |
| | | | **196,924.00** |
| | | **Total this Phase** | **$196,924.00** |
| Phase | 02F | FIXED FEE | |
| | | | **15,754.00** |
| | | **Total this Phase** | **$15,754.00** |
| | | **Total this Invoice** | **$212,678.00** |

Approved by:

Glenn Burden
Area Manager
Woodard & Curran

Please include our invoice number in your remittance. Thank you.

# f. 991 Suwanee Utility Lien Forgiveness Request

**City of LaBelle Board of Commissioners**
**Agenda Request**

| | |
|---|---|
| To: | Honorable Mayor and City Commission |
| Prepared By: | April Aguilar |
| Date of Meeting: | 02/08/2024 |
| Date Submitted: | 02/01/2024 |
| Title of Agenda Item: | 991 Suwanee Ave: Utility Lien Forgiveness |
| Agenda Location: | Public Hearing |

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Report in brief:

Russell Johnston
991 Suwanee Ave
Account #404-0

Bad debt on previous owner was partially paid at closing by new owner with the understanding that the Clerk of Courts office would pay a certain amount from Tax Deed Surplus. They notified the utility dept after closing that they were not going to pay the balance since the lien was not "recorded" and per FS. 197.582.

**Staff Comments:**

New owner was told by Clerk of Courts that they were going to pay $1843.48 of the bad debt of $2800.46. The new owner paid the portion he was told to pay. Mr. Johnston has been trying to get this resolved and has been going back and forth with us and the clerk's office.

Fiscal Impact:
Finance should review the item prior to the item being submitted to the clerk for the packet.
Has the request been budgeted? ☐Yes ☐ No
If yes, expected cost and account name: $
In no, amount needed and proposed account: $

**Recommended Actions**:

I recommend that we waive the bad debt for the new owner as he did and paid what he was told to at closing.

This page does not remove the **requirement** for staff to reach out to the Commissioners to discuss agenda items prior to the meeting.

Range: 404-1 to 404-1
Range of Account Types: First to Last
Include Service Type: Water: Y Sewer: N Garbage: N
Range of Cycles: First to Last
Status: Active
Status As Of: 02/01/24
Range of Bill Codes: First to Last
Range of CO Dates: 0 to 02/01/24
Range of User Codes: First to Last
Range of Sections: First to Last
Range of Active Dates: 0 to Last
Range of CutOff Dates: 0 to 02/01/24

Account Id: 404-1 Location Id: 402
Owner: R & T INVESTMENTS INC
Property Loc: 991 SUWANEE AVENUE
Owner Addr: 14081 CARLOTTA STREET FORT MYERS, FL 33905

| Created | Modified | Note |
|---|---|---|
| 01/10/24 | 01/10/24 | BALANCE STILL DUE ON BDWO = $1843.48 |
| 11/16/23 | 11/16/23 | RUSSELL CAME IN ON 11/16/2023 AND REQUESTED COPIES OF ALL CORRESPONDENCE ON THIS ACCOUNT DUE TO THE FACT THAT THE CLERK OF CIRCUIT COURTS DID NOT PAY THE REMAINING BAD DEBT OWED.<br><br>RUSSELL RETURENED TO OUR OFFICE TO NOTIFY US THAT KIM FROM THE CLERK OF COURTS INFORMED HIM THAT THEY WILL NOT PAY THE DEBT OWED BECAUSE IT IS NOT A "RECORDED" LIEN.<br><br>APRIL E-MAILED MITCH ALL OF THE LIEN CORRESPONDENCE AND HE WILL SEND THEM TO OUR CITY ATTORNEY, DEREK AND TO THE COUNTY ATTORNEY AND ALSO TO FELICIA SO THAT THEY CAN COME TO A CONCLUSION ON THE MATTER.<br><br>MITCH WILL ALSO GET WITH MARK LAPP TO DETERMINE IF THE HOME IS LIVABLE. IF IT IS, HE WILL LET US KNOW SO THAT WE CAN GO AHEAD INSTALL THE METER SINCE MR. RUSSELL DID EVERYTHING HE WAS SUPPOSED TO DO ON HIS END AND TO NOT HOLD UP ANYTHING FOR THE LADY LIVING THERE (RUSSELLS BUYER)<br><br>ALSO...<br>RUSSELL CARRIES THE NOTE FOR HIS BUYER.<br>HE CURRENTLY OWNS THE PROPERTY UNTIL SHE IS DONE PAYING ON THE NOTE.<br>WE CURRENTLY DO NOT HAVE ANY INFORMATION ON HER. |
| 07/26/23 | 07/26/23 | MADDEN LAW FIRM LLC PAID $956.98 CK #18587 |
| 07/14/23 | 07/14/23 | EMAIL FROM Kimberley Barrineau Clerk of the Circuit Court and Comptroller Hendry County ATTACHED. SHE NOW STATES THAT THE INVOICE WILL NOT BE PAID FROM TAX DEED SURPLUS PER FS. 197.582 AND SHE APOLOGIZES FOR ANY MISINFORMATION THAT WE WERE GIVEN BY HER OFFICE.<br><br>PLEASE PASS THIS ALONG TO THE NEW OWNER AS WE DO NOT HAVE A NUMBER FOR THEM AS OF TODAY. |
| 07/07/23 | 07/11/23 | SPOKE WITH JANET, EMAILED HER THE BAD DEBT INVOICE AND SHE WILL BE MAILING US A CHECK FOR $1843.48. NEW OWNER WILL BE PAYING THE DIFFERENCE OF $956.98; EMAILED HIM THE NEW LIEN SEARCH REQUEST WITH THE NEW NUMBER. |

| Account Id: | 404-1 | R & T INVESTMENTS INC | Continued |
|---|---|---|---|
| 07/07/23 | 07/07/23 | CLERK OF COURT CTY SAID THAT THEY PAID THIS AND OTHER LIENS WITH CK #67569 FOR 9 INVOICES. THERE WAS NO PAYMENT MADE TO UTILITIES WITH THIS CK #. YVETTE CALLED CLERKS OFFICE AND WE ARE WAITING TO SEE IF THE CHECK EVER CLEARED. | |
| 05/10/23 | 05/10/23 | HOUSE NOT HABITABLE. | |
| 07/26/22 | 07/26/22 | THERE IS A BAD DEBT FOR $2800.46 FROM ACCT 404-0 THAT MUST BE PAID IN ORDER TO INSTALL METER.<br><br>THERE IS NO ACTIVE SUNBIZ FOR THEIR COMPANY NAME.<br><br>WE ALSO NEED A DEPOSIT & NEW APP FILLED OUT. | |

# LIEN SEARCH




Services for: City of LaBelle Utility Department

☑ Water ☑ Sewer ☑ Garbage

**Active Account:**

Account 404-1 Balance due is $0 Due on _____

services good for the month of _____

**Account has no meter installed due to being delinquent**

Another bill will be issued for services good through _____

**Delinquent Accounts:**

Account 404-0 Balance due is 2800.46

Account _____ Balance due is _____

Account _____ Balance due is _____

☐ We do NOT service this address.

☐ This is a VACANT lot, no services on record.

☐ This property belongs to Port Labelle Utilities 863-675-5376.

Please be advised that this is **NOT A FINAL BILL for the Active Account**.
A FINAL BILL CANNOT be determined until the account is completely closed and we received a Final Meter Reading.

**IMPORTANT:**

Please reference ALL account numbers associated with any payments made.

Thank you,
Water Utilities Dept.

---

**From:** Janet Hatfield <jhatfield@hendryclerk.org>
**Sent:** Friday, July 7, 2023 12:19 PM
**To:** Dani Ramirez <yramirez@citylabelle.com>
**Subject:** RE: Invoice for 991 Suwanee Ave - 404-0

Perfect – I will send in a ck request for $1,843.48 because that is all we have left in Surplus.
Checks won't get cut till next week have a good weekend.

Janet

**Janet Hatfield**
**Deputy Clerk Tax Deed Department**
**Hendry County Clerk of Court**
**25 E. Hickpochee Ave.**
**LaBelle, Florida 33935**
**(863)675-5244**

# MADDEN LAW FIRM, LLC

July 7, 2023

**VIA US MAIL**

City of LaBelle
481 West Hickpochee Avenue
LaBelle, FL 33935

RE: Property Address: 991 Suwanee Ave., Labelle, FL 33935 and , FL
File No: 9257.000

To Whom it May Concern:

Enclosed please find the following:

Check in the amount of $956.98 representing payment for Utility Account No. 404-0 for the above-referenced property.

Thank you for assisting our firm with this transaction. Upon receipt, should you have any questions or comments, please advise.

Sincerely,

Stacy Hartman

Stacy Hartman
*Paralegal to Joseph M. Madden Jr.*
Stacy@MyFloridaAttorney.com

Enclosures

2277 Main Street
Fort Myers, Florida 33901
jmadden@myfloridaattorney.com

Tel. 239.332.2100
Fax. 239.332-2150

**MADDEN LAW FIRM, LLC**
TRUST ACCOUNT
2277 MAIN STREET
FORT MYERS, FL 33901

FIRST HORIZON BANK

84-7041/2652

18587

7/7/2023

PAY TO THE ORDER OF City of LaBelle **956.98

$

Nine Hundred Fifty-Six and 98/100**********

DOLLARS

City of LaBelle

MEMO Closing File: 9257.000
Utility Account No 404-0

⑈018587⑈ ⑆084000026⑆ 2000131929 9⑈

MADDEN LAW FIRM, LLC
TRUST ACCOUNT
City of LaBelle

7/7/2023

18587

956.98

BOW

Iberia Trust Acct 9299 Utility Account No 404-0

956.98

MADDEN LAW FIRM, LLC
TRUST ACCOUNT
City of LaBelle

7/7/2023

18587

956.98

Iberia Trust Acct 9299 Utility Account No 404-0

956.98

SF5001HG-1 Safeguard TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 706-327-9550 CD5L8J0010000 B13SF014123

ENDORSE HERE

CHECK HERE FOR MOBILE OR REMOTE DEPOSIT ONLY

AT _____ DATE _____
NAME OF FINANCIAL INSTITUTION

**DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE**
RESERVED FOR FINANCIAL INSTITUTION USE

HC-5

***The security features listed below, as well as those not listed, exceed industry guidelines.***

**Security Features:**

| | |
|---|---|
| Chemically Sensitive Paper and Chemical Wash Detection Area | • Stains or spots may appear if chemical alteration attempts are made. |
| Microprinting | • Small type in check border appears as dotted line when copied. |
| Toner Adhesion Properties | • Chemistry in paper bonds laser toner to paper fibers with heat. Damage is visible with alteration attempts. |
| Laid Line Back Pattern | • Discourages cut-and-paste alterations. |
| High Resolution Warning Band | • Text alerts handler to security features. Fine lines in border and corners are difficult to replicate or copy. |
| Hologram | • Multi-dimensional foil seal fused to check stock. Cannot be photocopied. |
| Heat Sensitive Ink | • Hold red image with fingers or breathe on it. The image will fade and reappear. |
| True Watermark | • Hold check to a light source to view. Cannot be photocopied. |
| Anti-Copy Technology | • Document made with technology to prevent most copiers from creating a usable copy. |

® Padlock design is a certification mark of the Check Payment Systems Association

## Invoice 404-0 for 991 Suwanee Ave

Kim Barrineau <kbarrineau@hendryclerk.org>
Thu 7/13/2023 10:40 AM
To:Dani Ramirez <yramirez@citylabelle.com>
Cc:Debra Wolfe <dwolfe@hendryclerk.org>

1 attachments (416 KB)
Scanned document.pdf;

You don't often get email from kbarrineau@hendryclerk.org. Learn why this is important

Good morning Mr. Ramirez:

The invoice #404-0 in the amount of $2800.46 that was previously sent to Janet Hatfield in our Tax Deed dept can not be paid from tax deed surplus funds per FS. 197.582 and I apologize for any misinformation that was given to you by my office.

If you should have any further questions please do not hesitate to reach out to myself or Debra Wolfe in our Tax Deed Department at (863)675-5256.

Thank you,
**Kimberley Barrineau**
**Clerk of the Circuit Court and Comptroller**
**Hendry County**
**25 E. Hickpochee Ave.**
**LaBelle, Florida 33935**
**(863)675-5217**

***Please Note:*** *Florida has a very broad Public Records Law. Most written communications to or from State and Local Officials regarding State or Local business are public records available to the public and media upon request. Your email communications, including your email address, may therefore be subject to public disclosure.*
***Confidentiality Notice:*** *This message and any attachments are for the sole use of the intended recipient(s) and may contain confidential and privileged information that is exempt from public disclosure. Any unauthorized review, use, disclosure, or distribution is prohibited. If you have received this message in error please contact the sender (by phone or reply by electronic mail) and then destroy all copies of the original message*

From: **Stacy Hartman** Stacy@myfloridaattorney.com

Subject: **R&T Investments s/t Olga Lidia Francois / City of LaBelle Account No. 404-0**

Date: **October 23, 2023 at 4:12:06 PM**

To: **Russell Johnston** russell.1967@icloud.com

Cc: **Joseph Madden** jmadden@myfloridaattorney.com

Good Afternoon,

Your Buyer gave us a call to inform us that there is still an outstanding bill with the City of Labelle for water services. As you will recall, you called the City from our office and they were hopeful that they would be able to make claim of a tax deed overbid to satisfy a portion of the water bill. With that in mind, we paid to them at closing, the sum of $956.98 which is the amount they determined they would be short from the tax deed sale.

When Ms. Francois called us, we reached out to the City and spoke with Dan (863-675-7271) who confirmed that they would not be getting any funds from the tax overbid which leaves a balance on the account of $1,843.48.

We share the frustration of both you and Ms. Francois that this was not handled timely by the City. Unfortunately, payment will need to be made to keep title clear.

To that end, please call the City of Labelle to make payment over the phone and confirm with us when it has been completed so we can alert Ms. Francois.

If you have any questions, please call me or Mr. Madden to discuss.

Thank you,

Stacy Hartman | **Real Estate Closer**

**Madden Law Firm**

2277 Main Street, Fort Myers, FL 33901
T: 239.332.2100 F: 239.332.2150
stacy@myfloridaattorney.com



**WE DO NOT ACCEPT OR REQUEST**
CHANGES TO WIRING INSTRUCTIONS VIA EMAIL OR FAX.
Always call to verify.

**PLEASE NOTE:** ALL FUNDS FOR CLOSING MUST BE SENT VIA WIRE OR CASHIERS CHECK. PERSONAL CHECK ARE ONLY ACCEPTED FOR DEPOSITS.

ALL CLOSING PACKAGES FOR SELLERS AND BUYERS WITH A LOAN PACKAGE REQUIRE NOTARY SERVICES.

ALL FEDERAL EXPRESS PACKAGES ARE SENT WITH AN ADULT SIGNATURE REQUIRED.

DR-506 R. 04/16
Rule 12D-16.002
Florida Administrative Code
Eff. 04/16

Tax deed file number 22-25

Parcel ID number 2024329-28000000560

# TAX DEED

Inst: 202226009802 Date: 07/19/2022 Time: 10:26AM
Page 1 of 4 B: 1030 P: 660, Kimberley Barrineau, Clerk of Court
Hendry, County, By: AV
Deputy Clerk;Doc Stamp-Deed: 175.00

Hendry County, Florida

For official use only

Tax Certificate numbered 16-3037 issued on May 26, 2016, was filed in the office of the tax collector of Hendry County, Florida. An application has been made for the issuance of a tax deed. The applicant has paid or redeemed all other taxes or tax certificates on the land as required by law. The notice of sale, including the cost and expenses of this sale, has been published as required by law. No person entitled to do so has appeared to redeem the land. On the 14th day of July, 2022, the land was offered for sale. It was sold to R & T Investments, Inc. address 4735 Cypress Gardens Loop, Apt 3104, Fort Myers, Florida 33966, who was the highest bidder and has paid the sum of the bid as required by law.

The lands described below, including any inherited property, buildings, fixtures, and improvements of any kind and description, situated in this County and State.

Description of lands:Lots 100 of Ford Park Subdivision, Section 1 as recorded in PB 1 at page 48 of Public Records of Hendry County, Fla.

On July 14, 2022, in Hendry County, Florida, for the sum of ($ 25,000.00 Twenty Five Thousand Dollars & 00/100 Dollars), the amount paid as required by law.

Witnesses: Debra Wage
Janet Hatfield

Kimberley Barrineau (Seal)
Clerk of Court and Comptroller
Hendry County, Florida

Hendry, County, Florida

On this 18 day of July, 2022, before me personally appeared by physical presence Kimberley Barrineau, Clerk of the Circuit Court and Comptroller in and for the State and this County known to me to be the person described in, and who executed the foregoing instrument, and acknowledged the execution of this instrument to be his own free act and deed for the use and purposes therein mentioned.

Witness my hand and office seal date aforesaid

Sharon A Congleton
Notary Public, State of Florida
Sharon A Congleton

SHARON A. CONGLETON
Notary Public - State of Florida
Commission # GG 281224
My Comm. Expires Mar 26, 2023
Bonded through National Notary Assn.

This instrument prepared by:
Kimberley Barrineau
Clerk of Circuit Court
PO Box 1760
LaBelle, FL 33975

FILE # 22-25

# CERTIFICATE OF MAILING #16-3037

STATE OF FLORIDA
COUNTY OF HENDRY

Inst: 202226009802 Date: 07/19/2022 Time: 10:26AM
Page 2 of 4 B: 1030 P: 661, Kimberley Barrineau, Clerk of Court
Hendry, County, By: AV
Deputy Clerk Doc Stamp-Deed: 175.00

I, Kimberley Barrineau, Clerk of the Circuit Court of Hendry County, Florida, do hereby certify that on the 1st day of **June,2022** I mailed a true and correct copy of the Notice of APPLICATION FOR TAX DEED contained in the above and foregoing proof of publication thereof to:

| | | | |
|---|---|---|---|
| 1. | Name | Mary Culliver Est • c/o Brenda K Kendrick | Property Owner #0215 ✓ |
| | Address | P.O. Box 1932 | |
| | City, State, Zip | LaBelle, Florida 33975 | |
| 2. | Name | Jessie Culliver and • Mary Culliver | Property Owner #0260 ✓ |
| | Address | P.O. Box 231 | |
| | City, State, Zip | LaBelle, Florida 33975 | |
| 3. | Name | City of LaBelle | Lienholders #0239 ✓ |
| | Address | P.O. Box 458 | |
| | City, State, Zip | LaBelle, Florida 33975 | |
| 4. | Name | County of Hendry | Certificate Holder |
| | Address | Hand Deliver | |
| | City, State, Zip | | |
| 5. | Name | Phuong Thi Cao and Phuong Thi Cao | Certificate Holder #0284 ✓ |
| | Address | 1638 Renaissance Lane | |
| | City, State, Zip | San Leandro, CA 94578 | |
| 6. | Name | Aleksey Kudrin | Certificate Holder #0192 ✓ |
| | Address | 13268 Woodland Park Road | |
| | City, State, Zip | Herndon, VA 20171 | |
| 7. | Name | Dwain R Adler | Certificate Holder #0185 ✓ |
| | Address | 1005 Nora Lane | |
| | City, State, Zip | Denton, TX 76210 | |
| 8. | Name | Mathon Investments Corporation US Century Bank | Certificate Holder #0277 ✓ |
| | Address | 8724 SW 72nd Street Suite 531 | |
| | City, State, Zip | Miami, Florida 33173 | |
| 9. | Name | Professional Business Investor | Certificate Holder #0291 |
| | Address | P.O Box 64 | |
| | City, State, Zip | Parkton, NC 28371 | |

File# 22-25 Certificate of Mailing Cert# 16-3037 Page #2

Inst: 202226009802 Date: 07/19/2022 Time: 10:26AM
Page 3 of 4 B: 1030 P: 662, Kimberley Barrineau, Clerk of Court
Hendry, County, By: AV
Deputy Clerk:Doc Stamp-Deed: 175.00

| | | | |
|---|---|---|---|
| 10. | Name<br>Address<br>City, State, Zip | Caar Investments LLC<br>24001 SE Gusa Road<br>Amity, OR 97101 | Certificate Holder<br># 0222 ✓ |
| 11 | Name<br>Address<br>City, State, Zip | Rahinksy Barry<br>1125 Balclutha Drive #204<br>Foster City, CA 94404 | Certificate Holder<br># 0208 ✓ |
| 12. | Name<br>Address<br>City, State, Zip | Sheriff of Hendry County<br>Hand Deliver | Service of Process |
| 13. | Name<br>Address<br>City, State, Zip | Lake Okeechobee News<br>313 NW 4th Avenue<br>Okeechobee, Florida 34974 | Publication<br># 0246 ✓ |
| 14. | Name<br>Address<br>City, State, Zip | Winder VI LLC<br>18305 Biscayne Blvd Ste 400<br>Aventura, Florida 33160 | Contiguous Property Owner<br># 0307 ✓ |
| 15. | Name<br>Address<br>City, State, Zip | Roberto Zubizarreta and Madelyn Perez<br>14297 SW 9th Terrace<br>Miami, Florida 33184 | Contiguous Property Owner<br># 0253 ✓ |

WITNESS my hand officially and the seal of my office at the Hendry County Courthouse, LaBelle, Florida, this **1st** day of **June, 2022.**

KIMBERLEY BARRINEAU
Clerk of the Circuit Court,
Hendry County, Fl.

By: Janet Hatfield
Janet Hatfield, Deputy Clerk

Inst: 202226009802 Date: 07/19/2022 Time: 10:26AM
Page 4 of 4 B: 1030 P: 663, Kimberley Barrineau, Clerk of Court
Hendry, County, By: AV
Deputy ClerkDoc Stamp-Deed: 175.00

INDEPENDENT NEWSMEDIA INC. USA

Lake Okeechobee News
313 NW 4th Avenue
Okeechobee, FL 34972
863-763-3134

**STATE OF FLORIDA**
**COUNTY OF HENDRY**

Before the undersigned authority personally appeared **Katrina Elsken Muros**, who on oath says that she is **Editor in Chief** of the **Lake Okeechobee News**, a weekly newspaper published in **Hendry County, Florida**; that the attached copy of advertisement, being a **Public Notice** matter of

**Public Notice**

in the **20th Judicial District of the Circuit Court of Hendry County, Florida,** was published in said newspaper in the issues of

06/01/22, 06/08/22, 06/15/22, 06/22/22

(Print Dates)

or by publication on the newspaper's website, if authorized, on

06/01/22, 06/02/22, 06/03/22, 06/04/22, 06/05/22, 06/06/22, 06/07/22, 06/08/22, 06/09/22, 06/10/22, 06/11/22, 06/12/22, 06/13/22, 06/14/22, 06/15/22, 06/16/22, 06/17/22, 06/18/22, 06/19/22, 06/20/22, 06/21/22, 06/22/22, 06/23/22, 06/24/22, 06/25/22, 06/26/22, 06/27/22, 06/28/22, 06/29/22, 06/30/22

(Website Dates)

Affiant further says that the newspaper complies with all legal requirements for publication in Chapter 50, Florida Statutes.

**NOTICE OF APPLICATION FOR TAX DEED**
**FILE #22-25**
**Chapter 197.512 Florida Statutes**

NOTICE IS HEREBY GIVEN THAT COUNTY OF HENDRY the holder of the following certificate has filed said certificate for a tax deed to be issued thereon. The certificate number, year of issuance, description of property and the name in which it was assessed are as follows:

Certificate No: 3037 Description: 2-02-43-29-280-0000-0560
Year: 2016 Name In Which Assessed: Mary Culliver Est c/o Rhonda K Kendrick

**LEGAL DESCRIPTION:**

Lots 100 of Flora Park Subdivision, Section 1 as recorded in PB 1 at page 48 of Public Records of Hendry County, Fla.

Unless such certificate shall be redeemed according to law, the property described in such certificate will be sold to the highest bidder at the Clerk's Office, 2nd Floor, Administration Wing, LaBelle, Florida, at 11:00 A.M. on the Second Thursday in the month of July which is the 14th day of July, 2022.

Dated this 1st day of June, 2022.

Kimberley Barrineau
Clerk of Circuit Court
Hendry County, Florida

By: Janet Hatfield, Deputy Clerk

541384 ON 6/1,8,15,22/2022

Katrina Elsken Muros

Sworn to and subscribed before me by means of
☐ Physical Presence ☒ Online Notarization
physical presence or online notarization, this
23rd day of June, 2022.

JANET SUE MADRAY
MY COMMISSION # HH 129145
EXPIRES: May 12, 2023
Bonded Thru Notary Public Underwriters

(Signature of Notary Public)
STAMP OF NOTARY PUBLIC

## LIEN SEARCH




Services for: City of LaBelle Utility Department
☑ Water ☑ Sewer ☑ Garbage

**Active Account:**

Account _____ Balance due is _____ Due on _____
services good for the month of _____

**Deposit On File Will Cover This Balance ↑**

Another bill will be issued for services good through _____

**Delinquent Accounts:**

Account 404-0 Balance due is $956-98
Account _____ Balance due is _____
Account _____ Balance due is _____

☐ We do NOT service this address.
☐ This is a VACANT lot, no services on record.
☐ This property belongs to Port Labelle Utilities 863-675-5376.

Please be advised that this is **NOT A FINAL BILL for the Active Account**.
A FINAL BILL CANNOT be determined until the account is completely closed and we received a Final Meter Reading.

**IMPORTANT:**
Please reference ALL account numbers associated with any payments made.

Thank you,
Water Utilities Dept.

18587

**MADDEN LAW FIRM, LLC**
TRUST ACCOUNT
2277 MAIN STREET
FORT MYERS, FL 33901

FIRST HORIZON BANK
84-7041/2652

7/7/2023

PAY TO THE ORDER OF City of LaBelle $ **956.98

Nine Hundred Fifty-Six and 98/100********** DOLLARS

City of LaBelle

MEMO Closing File: 9267.000
Utility Account No 404-0

⑈018587⑈ ⑆084000026⑆ 2000131979299⑈

MADDEN LAW FIRM, LLC
TRUST ACCOUNT
City of LaBelle

7/7/2023

18587
956.98

cleared 7/28

Iberia Trust Acct 9299 Utility Account No 404-0 956.98

MADDEN LAW FIRM, LLC
TRUST ACCOUNT
City of LaBelle

7/7/2023

18587
956.98

Iberia Trust Acct 9299 Utility Account No 404-0 956.98

SP1001HG-1 Safeguard TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 706-327-6550 CD51AJ0010000 B135R14183
D7Q85K STKDX01 11/29/2022 03:21 -414-

# PUBLIC COMMENT ON NON-AGENDA ITEMS

# CONSENT AGENDA

# a. Minutes for Approval

**CITY OF LABELLE**
**REQUEST FOR PROPOSALS WORKSHOP/SPECIAL MEETING**
**SEPTEMBER 7, 2023**
**3:00 P.M.**

Vice-Mayor Daniel Akin called the meeting to order at 3:00. A roll call was taken. Members present were Commissioner Bobbie Spratt, Vice-Mayor Daniel Akin, Commissioner Hugo Vargas, and Commissioner Jackie Ratica. Mayor Julie Wilkins was absent. Commissioner Vargas led the invocation. Vice-Mayor Akin led the Pledge of Allegiance.

Deputy City Clerk Jessi Zubaty stated that the meeting was for the Request for Proposals (RFP) 2023-01 for Solid Waste Collection Services and Recycling. She named the selection committee and explained how the proposals would be scored.

Attorney Derek Rooney advised the applicants of how the meeting would continue.

Commissioner Vargas asked Bill Jones of Waste Pro about the delay of service of about ten days after Hurricane Ian. Mr. Jones explained that there was a hurricane emergency plan implemented and they had to wait for emergency services to clear the roads for them to perform pickup. He explained that there was an influx of waste and confusion over the terms of the agreement.

Commissioner Vargas then asked Jessica Armada, the District Manager for Waste Connections for the LaBelle how much the company focused on social issues. She stated the company focuses a lot on the employees and that they strive to support their employees.

There was then a brief discussion on who would provide garbage cans.

Commissioner Vargas then asked Mr. Jones of Waste Pro how the additional costs for tipping, or travel costs from Immokalee would be calculated. Attorney Rooney clarified that the tipping fee was paid to the County as a passthrough from the residents.

There was then discussion on the annual price increases based on the Consumer Price Index (CPI) and the price variations between bundles of service versus the individual services ala carte proposed by Waste Pro.

Attorney Rooney advised the selection committee on how to rank the firms based on the selection criteria.

Kurt Salac Director of Municipal Business Development for Waste Connections expanded on CPI and explained how the prior year had been subject to hyperinflation.

The selection committee then took time to rank the firms.

Commissioner Spratt asked Waste Pro if yard waste pick-up was included in any of their packages. Waste Pro clarified that there were a few options included in the bundles.

Deputy City Clerk Zubaty then announced the scores of each firm, with Waste Connections ranking first and Waste Pro ranking second.

***Commissioner Vargas motioned to move forward with Waste Connections.***
***Commissioner Ratica seconded the motion.***
***The motion carried 3-1.***
***Commissioner Spratt was not in favor.***

Vice-Mayor Akin then took up the next item on the agenda which was an update on the legislative appropriations requests and listed the requests.

He then moved forward to the update on budget options. Gracie Morton, City of LaBelle Finance Director updated the Commission on how she was calculating the proposed budget options based on the 5.0% millage rate.

There was then discussion on the cost of living rate increases for City employees as well as the requested funds from organizations and disaster relief funds.

LaBelle Fire Chief Brent Stevens then explained to the Commission that the current full-time firefighters would rather forgo raises in order to hire two additional full-time firefighters. Conversation continued on the salaries for the firefighters.

There was then conversation establishing that one full-time code enforcement officer was sufficient at the time, but an additional one may be needed in the future via a budget amendment.

Discussion continued on what the presented budget included.

Commissioner Spratt asked Mrs. Morton to provide information reflecting a 5.25 millage rate at the next meeting.

***Commissioner Ratica motioned to adjourn the meeting.***
***Commissioner Ratica seconded.***
***The meeting adjourned at 3:58 p.m.***

APPROVED:

_____
COMMISSIONER DANIEL AKIN,
VICE-MAYOR

ATTEST:

_____
JESSI ZUBATY, DEPT. CITY CLERK

**CITY OF LABELLE**
**CAPITAL IMPROVEMENT PLAN WORKSHOP/SPECIAL MEETING**
**SEPTEMBER 7, 2023**
**4:00 P.M.**

Vice-Mayor Daniel Akin called the workshop/special meeting to order at 4:01. A roll call was taken. Commissioner Bobbie Spratt, Vice-Mayor Daniel Akin, Commissioner Hugo Vargas, and Commissioner Jackie Ratica were present. Mayor Julie Wilkins was absent.

**POTENTIAL CAPITAL IMPROVEMENT PLAN ITEMS**

Gracie Morton, City of LaBelle Finance Director explained that the items up for discussion were slated to be put on the five-year capital improvement plan. There was discussion on the reimbursement process and engineering for the hardening of the fire station.

Fire Chief Brent Stevens told the Commission that the existing station needed to be upgraded to be able to withstand a category three hurricane. He also stated that a new station could be built next to the existing station that would be able to withstand a category five hurricane. He then told the Commission of the need for a ladder truck.

Vice-Mayor Akin took up discussion on the construction of a new Civic Center that could serve as wind rated emergency shelter.

Deputy City Clerk Jessi Zubaty explained to the Commission that items were put on the list to make it possible to search and apply for grants for the items.

Supervisor of Maintenance for the City of LaBelle Mitchell Wills told the Commission of the upgrades that the current Civic Center needed. There was then conversation on possible locations for a new Civic Center and how to get funding.

Mrs. Zubaty then told the Commission that the Barron Park master plan was on the list to help the LaBelle Downtown Revitalization Corporation (LDRC) with applying for grants to improve the park.

Mr. Wills then updated the Commission on the roadwork, and other maintenance done in Ford and Sunset Community.

Chief Stevens told the Commission that the ladder truck would provide immediate help to lower the homeowner's insurance. He recommended building an additional fire station jointly with the County in a more central location. He discouraged the Commission from purchasing a used ladder truck.

Attorney Rooney explained the process of committing to building a new station versus purchasing a fire truck. He mentioned developer agreements to help with new fire station locations. Discussion continued on the ladder truck.

***Commissioner Spratt motioned to adjourn the meeting.***
***Commissioner Ratica seconded the motion.***
***The meeting adjourned at 4:33 p.m.***

APPROVED:

_____
COMMISSIONER DANIEL AKIN,
VICE-MAYOR

ATTEST:

_____
JESSI ZUBATY, DEPT. CITY CLERK

**CITY OF LABELLE**
**REGULAR COMMISSION MEETING**
**DECEMBER 14, 2023**

## CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE

Mayor Wilkins called the regular commission meeting to order at 5:39 p.m. A roll call was taken. Members present were Commissioner Hugo Vargas, Commissioner Bobbie Spratt via phone, Mayor Julie Wilkins, Commissioner Jackie Ratica, and Commissioner Daniel Akin. Commissioner Vargas spoke the invocation and Commissioner Ratica led the Pledge of Allegiance.

***Commissioner Akin motioned to allow Commissioner Spratt to attend and participate in the meeting via phone.***
***Commissioner Vargas seconded the motion.***
***The motion carried 4-0.***

Mayor Wilkins moved agenda item 2a., the Proclamation for Safe Mobility, to the beginning of the agenda.

Deputy City Clerk Jessi Zubaty read the proclamation aloud designating January 24, 2024, as Safe Mobility Day. Mayor Wilkins then presented the proclamation to John C. Anderson, FDOT Operations Program Manager.

Attorney Derek Rooney advised those in attendance who would like to speak on any of the public hearing items to stand and be sworn in to tell the truth. There were twelve people sworn in.

## PUBLIC HEARINGS

PROPOSED ORDINANCE 2023-18 COMPREHENSIVE PLAN AMENDMENT AND PROPOSED ORDINANCE 2023-19 BEN MOORE 40 PUD REZONE

Attorney Derek Rooney read both ordinances' title blocks into the record.

Alexis Crespo, City of LaBelle Planner told the Commission that staff was recommending approval.

Wayne Arnold, of Grady Minor and Associates representing the applicant Pulte Homes, introduced himself and his team in attendance. He then gave a short presentation including elevations of what the homes would like. He summarized the requested development that was being proposed.

Mayor Wilkins expressed her concern about whether Ben Moore Drive was constructed to withstand the additional traffic. Mr. Jim Banks, who did the traffic study for the application clarified that Ben Moore Drive did have the structural integrity to accommodate the traffic. He also stated that the bulk of traffic would be utilizing Helms Road.

There was brief discussion about the price point of the homes in the development.

There was discussion about the possibility of adding shutters to the façade. Wayne Arnold noted that they were amenable to include shutters.

Neal Montgomery noted that most of the site would be buffered from general view.

There was then brief discussion about minimum lot size. There was no public comment.

***Commissioner Ratica motioned to approve Ordinance 2023-18 Ben Moore Comprehensive Plan Amendment.***
***Commissioner Vargas seconded the motion.***
***The motion carried unanimously 5-0.***

***Commissioner Ratica motioned to approve Ordinance 2023-19 Ben Moore PUD Rezone with the conditions outlined by staff.***
***Commissioner Vargas seconded the motion.***
***After further brief discussion, the motion carried 5-0.***

PROPOSED ORDINANCE 2023-20 BOAT & TRAILER CODE AMENDMENT
Attorney Rooney read the ordinance title block into the record.

Josephine Medina noted changes that were made reflecting comments from the Local Planning Agency and the first hearing of the proposed ordinance.

There was discussion on an adequate time frame to notify residents of the changes and the deadline for coming into compliance. Attorney Rooney recommended revising the ordinance to become effective immediately and to direct staff on notifying residents but giving them 60 days to come into compliance. There was then conversation about the screening requirements in front yards versus rear yards.

Zane Mungillo, City of LaBelle Code Enforcement Officer addressed the Commission's concerns with the time frame and explained that the proposed code changes would be more lenient than the current code. Discussion continued on the date of adoption and the possible hardship that requiring screening could impose on residents.

***Commissioner Ratica motioned to table the proposed ordinance until the next meeting on January 11, 2024.***
***Commissioner Akin seconded the motion.***
***The motion carried 5-0.***

PROPOSED ORDINANCE 2023-21 HELMS OVERLAY
Attorney Derek Rooney read the title block into the record.

Ms. Crespo presented the staff report which included the integration of enhanced buffering, pedestrian connectivity, and civic space requirements. She noted that Mayor Wilkins had recommended adding the condition of sidewalks required on both sides of the road to encourage walkability.

There was conversation about the required street scaping and the type of decorative trees specified in the conditions.

There was no public comment.

***Commissioner Vargas motioned to approve ordinance 2023-21 with the amendment of sidewalks required on both sides of the roads and striking the water oak requirement.***
***Commissioner Akin seconded the motion.***
***The motion carried 5-0.***

FIRST READING OF PROPOSED ORDINANCES 2023-23, 2023-24, 2023-25 LABELLE FRUIT CO. ANNEXATION, COMPREHENSIVE PLAN AMENDMENT, AND PUD REZONE

Attorney Rooney read the title blocks of each proposed ordinance into the record.

Commissioner Akin recused himself from discussion and voting on the agenda items.

Commissioner Spratt asked to add the condition that in the future the project may be subject to impact fees or capital assessments.

Mayor Wilkins expressed her dislike of the outlying mixed-use zoning designation due to the high density. She told the Commission she would like to update the code in the future to address her concerns.

Ms. Crespo clarified the condition to be added to the ordinance for Shellie Johnson.

There was then discussion on the future implementation of impact fees and assessments.

***Commissioner Ratica motioned to move ordinances 2023-23, 2023-24, and 2023-25 forward for the second reading at the regular commission meeting on January 11, 2024.***
***Commissioner Vargas seconded the motion.***
***The motion carried 4-0.***
***Commissioner Akin abstained from voting.***

998 SUWANEE RIGHT OF WAY VACATION-RESOLUTION 2023-26

There was conversation about the exact location of the property. The applicant, Joseph Stadlen then addressed the Commission to explain that his request was to maximize the use of the abutting property that he owned intending to connect to Highway 80 in the future for commercial development.

***Commissioner Ratica motioned to accept Resolution 2023-26 approving the right-of-way vacation.***
***Commissioner Vargas seconded the motion.***
***The motion carried 5-0.***

RED ROOSTER SPECIAL EXCEPTION-RESOLUTION 2023-25

Ms. Crespo presented the special exception request to the Commission, recommending approval. She explained that a special exception was necessary for the restaurant to serve alcohol at their establishment due to the zoning and proximity to a daycare facility.

Commissioner Spratt noted an error with a road name on the map provided.

The applicant, Lorena Rodriquez told the Commission of the type of food to be served and the hours of operation. There was then discussion about the concept of the restaurant.

***Commissioner Vargas motioned to approve the special exception request per Resolution 2023-25.***
***Commissioner Akin seconded the motion.***
***There was no public comment.***
***The motion carried 5-0.***

RESOLUTION 2023-28 APPROVING ROAD CLOSURE FOR SWAMP STOMP 5K AND SWAMP CABBAGE PARADE

There was no public comment.

***Commissioner Akin motioned to approve Resolution 2023-28***
***Commissioner Ratica seconded the motion.***
***The motion carried 5-0.***

SWAMP CABBAGE SPECIAL EVENT ALCOHOL REQUEST

Kelly Boone explained that the LaBelle Downtown Revitalization Corporation (LDRC) told the Commission that their alcohol sales at Swamp Cabbage are a large part of the funds raised for the non-profit.

***Commissioner Vargas motioned to approve the special event request with alcohol sales.***
***Commissioner Ratica seconded the motion.***
***Commissioner Akin clarified that the approval was only for LDRC to serve the alcohol.***
***The motion carried 5-0.***

FIRE ASSESSMENT DISCUSSION

This discussion was postponed.

OLD FLORIDA EASEMENT DISCUSSION

City Attorney Derek Rooney explained to the Commission that the expectation was to be able to complete all work for the water line expansion to the Old Florida RV Resort within the existing rights-of-ways. But there had been some private properties that needed to be crossed. He noted that there were five drafts of possible easements and that he was seeking approval to have the Mayor able to execute the easement agreements once they had been reviewed and finalized.

***Commissioner Akin motioned to allow blanket authority for the Mayor to execute the easements.***
***Commissioner Vargas seconded the motion.***
***After further brief discussion, the motion carried 5-0.***

WOODARD AND CURRAN PROPOSAL TO DEVELOP ENGINEERING STANDARDS

Mayor Wilkins noted that the proposal was not currently budgeted. She then summarized the proposal. Gracie Morton, City of LaBelle Finance Director confirmed that the funds were not budgeted.

Mitchel Wills, Superintendent of Public Works asked the Commission to wait to approve the proposal so that it could be further reviewed. Commissioner Spratt suggested piggybacking off what the County had done. The Commission decided to hold off on approval of the proposal.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

There was none.

**CONSENT AGENDA**

***Commissioner Ratica motioned to approve the consent agenda.***
***Commissioner Vargas seconded the motion.***
***After brief discussion about the ADS change order, the motion carried 5-0.***

**BUSINESS BY COMMISSIONERS**

Mayor Wilkins informed the public that Commissioner Vargas was appointed to the State Barber Board by the Governor.

Commissioner Vargas expressed his appreciation for the sponsors that helped with the Light Up LaBelle. He suggested expressing the expectations and possibly placing conditions on the amount of funds the City provides to Barron Library. He then mentioned that the crosswalk on Highway 80 should be repaired shortly.

Commissioner Spratt commended Commissioner Vargas on his involvement. She noted that Barron Library was not a member of the American Library Association. She also congratulated Commissioner Vargas on his appointment.

Commissioner Ratica inquired about the report required from the Hansens (Old Grove horticultural recycling) Ms. Crespo noted that a report had been submitted to Mr. Wills but it had not yet been reviewed. There was then discussion about the sponsored banners advertising the LDRC Smoke Under the Oaks being put back up after the Christmas banners are taken down.

Commissioner Akin asked about the upcoming meeting to re-adopt the final millage and budget Attorney Rooney explained why the additional meeting was needed due to the percentage increase of the rollback rate. The vote needed to be unanimous with all Commissioners present.

Commissioner Ratica asked about the dump truck traffic that had been on Main Street. Hendry County Sheriff's Deputy Grady Willis told the Commission that they would focus on the issue. There was then discussion on speeding through town, including residential roads. Attorney Rooney clarified that a reasonable investigation would need to be done to amend the speed limit.

Commissioner Vargas commended City staff for helping with the Christmas parade.

Commissioner Akin asked if a study was to be done for additional law enforcement coverage. Attorney Rooney recommended an interlocal to establish levels of service for law enforcement in the City. Discussion continued on the law enforcement level of service in the City.

Mayor Wilkins then explained how a modular home did not qualify as a mobile home.

Commissioner Akin updated the Commission on the Recreation Board activities. There was then conversation about the arborist who had been contracted to provide consulting for oak tree planting and removal.

Discussion then turned to the upcoming FDOT workshop on January 31st.

Kelly Boone told the Commission that during her meetings with FDOT, they had mentioned that a resolution from the Commission would be more official than the letter opposing the second bridge. Discussion continued on the proposed second bridge and the proposed traffic patterns.

Commissioner Spratt told the Commission that she didn't feel like the presented options corrected any of the traffic issues. Discussion continued on the bridge options and the speeding and congestion through town.

The Commission the had conversation about meeting with Senate President Passidomo to express their dislike of the options presented.

Gracie Morton reminded the Commission to review the budget for the upcoming meeting on the following Monday.

***Commissioner Ratica motioned to adjourn.***
***Commissioner Akin seconded the motion.***
***The meeting adjourned at 8:35.***

**APPROVED:**

_____
**JULIE C. WILKINS, MAYOR**

**Attest:**

_____
**JESSI ZUBATY, DEPT. CITY CLERK**

**CITY OF LABELLE**
**LOCAL PLANNING AGENCY**
**JANUARY 11, 2024**
**5:30 P.M.**

Vice-Mayor Akin called the meeting of the Local Planning Agency to order at 5:30 p.m. Commissioner Vargas spoke the invocation and Commissioner Ratica led the Pledge of Allegiance. A roll call was taken, Commissioner Bobbie Spratt, Vice-Mayor Daniel Akin, Commissioner Jackie Ratica, and Commissioner Hugo Vargas were present. Mayor Julie Wilkins was absent.

**PROPOSED ORDINANCE 2023-27 BEDOLLA RENTALS RNU REZONE**

Josephine Medina, City of LaBelle Planner presented the information on the conventional residential rezone. She noted that the staff recommendation was denial of the request because it would be considered spot zoning, in addition to the duplex not being permitted per the future land use map.

The applicant David Esquivel told the commission that he hoped to build a duplex. He explained that he had previously built a triplex near the subject property.

Attorney Derek Rooney explained the future land uses and current zoning only permitted single-family use on the property. So even if he did rezone to RNU he would still not be able to build anything larger than a single-family home.

Alexis Crespo, City Planner then told the Commission that the future land use map had been changed to lower densities in the area since the construction of the mentioned triplex.

There was discussion about a building permit application for a triplex that Mr. Esquivel had submitted to the building department a few months prior to the hearing. He stated that it was denied only due to a lack of water pressure for the required sprinkler system not because it was not permitted in the area.

Attorney Rooney told the Commission that they could recommend denial due to the request not being consistent with the future land use map. He also recommended that staff be given direction to inquire about what permits had been applied for before the next hearing. He told the applicant that there would be two more public hearings.

Ms. Crespo told the Commission what the previous future land use was and how it was changed in 2007 to lower density in that area.

***Commissioner Ratica motioned to deny the request due to the staff recommendations and to review the permit applications.***
***Commissioner Spratt seconded the motion.***
***The motion carried 4-0.***

Vice-Mayor Akin adjourned the meeting at 5:46 p.m.

APPROVED:

_____
COMMISSIONER DANIEL AKIN,
VICE-MAYOR

ATTEST:

_____
JESSI ZUBATY, DEPT. CITY CLERK

**CITY OF LABELLE**
**REGULAR COMMISSION MEETING**
**JANUARY 11, 2024**

## CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE

Vice-Mayor Akin called the regular commission meeting to order at 5:47 p.m. Members present were Commissioner Bobbie Spratt, Vice-Mayor Daniel Akin, Commissioner Jackie Ratica, and Commissioner Hugo Vargas. Mayor Julie Wilkins was absent.

## PUBLIC HEARINGS

FINAL READING OF PROPOSED ORDINANCES 2023-23, 2023-24, 2023-25-LABELLE FRUIT CO. ANNEXATION, COMPREHENSIVE PLAN AMENDMENT, AND PLANNED UNIT DEVELOPMENT (PUD) REZONE

Commissioner Akin recused himself from the matter due to his real estate agency handling the development.

Attorney Derek Rooney read all three ordinance title blocks into the record.

Josephine Medina, City Planning Staff summarized the property information and the requested actions to be taken. She noted the change to the conditions since the first reading which added that the property may be subject to impact fees or capital assessments in the future.

***Commissioner Vargas motioned to approve Ordinance 2023-23***
***Commissioner Spratt seconded the motion.***
***There was no public comment.***
***The motion carried 3-0.***
***Commissioner Akin abstained from voting.***

***Commissioner Ratica motioned to approve Ordinance 2023-24.***
***Commissioner Spratt seconded the motion.***
***There was no public comment.***
***The motion carried 3-0.***
***Commissioner Akin abstained from voting.***

***Commissioner Spratt motioned to approve Ordinance 2023-25***
***Commissioner Vargas seconded the motion.***
***There was no public comment.***
***The motion carried 3-0.***
***Commissioner Akin abstained from voting.***

FINAL READING OF PROPOSED ORDINANCE 2023-20 BOAT AND TRAILER CODE AMENDMENT

Josephine Medina, City Planner told the Commission of the changes made to the ordinance since the last public hearing. She explained that they had researched codes from surrounding areas and that the proposed ordinance was compatible with those researched.

Commissioner Vargas told the Commission that he liked Charlotte County's code on having recreational vehicles in the front yard without screening were required to be parked on a driveway.
The Commission discussed removing the screening requirements, as well as the parking location of the recreational vehicles.

Zane Mungillo, Code Enforcement Officer told the Commission that the current code was enforceable, but the proposed changes would have more leniency.

Attorney Rooney read the ordinance title block into the record.

Laurie Wells asked the Commission if there was any space available in the City for public storage.

Discussion continued on storage location in the front yard.

***Commissioner Vargas motioned to approve Ordinance 2023-20 with the amendment that any vehicle parked in the front yard must be parked in the driveway or a finished area and to remove the screening requirement.***
***Commissioner Spratt seconded the motion.***
***The motion carried 4-0.***

FIRST READING OF PROPOSED ORDINANCE 2023-26 MINI-STORAGE LAND DEVELOPMENT CODE AMENDMENT
Attorney Rooney read the ordinance title block into the record.

Ms. Medina explained that the regulations were to assure aesthetic appearance and quality of development. She noted that mini-storages would be required to meet commercial design standards.

There was no public comment.

**NON-PUBLIC HEARING ITEMS**
SABAL PALM COURT SPEED LIMIT
Jessica Gonzalez Property Manager of Tall Pines on Sabal Palm Court told the Commission of the speeding that occurs on the roads by the property. She noted that her main concern was for the safety of the minors that live in the area while they play outside. She requested lowering the speed limit or adding more speed bumps.

Lt. Allen Hudson of Hendry County Sheriff's Office told the Commission that the Deputies were going to make that area a priority.

There was then further discussion on how to discourage speeding in the area.

Superintendent of Public Works Mitchell Wills told the Commission that they would take a look at the road to see what improvements could be made to improve the safety of the children.

FENCE ORDINANCE REVIEW DISCUSSION
Superintendent of Public Works Mitchell Wills asked the Commission for direction to clarify what type of fence would be allowed in front yards. He told the Commission of a few houses that had fences that were in question with board fencing facing out with metal wire fencing behind the wood boards that had not been permitted. There was discussion on the primary material of the fence and what the finish should be on the face of the fence. There was then conversation about the gates at the subject houses and their material.

Clay Howard of Clay Howard Fencing addressed the Commission about what kind of fence materials were permitted in front yards. There was then conversation on updating the fence code and permitting process.

Commissioner Vargas expressed his concern that the fences were built without permits being pulled.

There was brief conversation on the allowed height of fences in the front yard.

Ms. Crespo told the Commission that the code would need to be revised chapter by chapter in order to simplify it.

Attorney Rooney recommended that no action be taken until it was clarified what the Commission's interpretation of the fence code was in relation to the materials in the frontage.

Conversation continued on revising the code and the need for permits for the constructed fences.

The matter was tabled until further review of the code could be performed.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

Shendeya Thomas of Ford and Sunset Community addressed the Commission with concern about the roads in the community that remained unpaved for many years. She asked that the City pave the roads. She also told the Commission of the flooding that occurred on Sunset Drive, and Kissimmee Avenue.

Commissioner Vargas asked Superintendent Mitchell Wills to update the Commission on the road improvement plans for the community. Mr. Wills explained that the bidding process would begin the following month and that the drainage needed to be addressed before the new roads were put in.

Attorney Rooney explained that the majority of the roads in the City of LaBelle were developer-built. Some subdivisions were not completed due to the developer's lack of funds. He explained that water, sewer, and stormwater needed to be updated in the community before the roads were constructed.

Diane Brown told the Commission how her commute was affected by the dirt roads.

Attorney Rooney then explained that the costs of construction were very high and suggested creating an assessment district to help accelerate the process.

Mitchell Wills told the Commission that there were two streets ready to be paved once the bidding process was completed. He told the residents that the drainage still needed to be addressed.

Diane Brown told the Commission that it was very frustrating but she appreciated what the current Commission was working towards.

Vice Mayor Akin told the residents that the planning for that community had been listed as a legislative priority.

**CONSENT AGENDA**

Commissioner Ratica asked to pull the fire department staff report and the code enforcement staff report for discussion.

***Commissioner Spratt motioned to approve the remainder of the staff report.***
***Commissioner Vargas seconded the motion.***
***The motion carried 4-0.***

There was then discussion on how the City of LaBelle could be reimbursed for fire calls that the LaBelle Fire Department has responded to outside of the district.

Zane Mungillo, Captain of Safety and Training for the LaBelle Fire Department told the Commission that there was no written mutual aid agreement.

Commissioner Ratica commended Code Enforcement Officer Zane Mungillo on his implementation of the Dockwa software for the City docks.

Attorney Rooney said that he would reach out to Jennifer Davis once Chief Stevens gave him specific details.

***Commissioner Spratt motioned to approve the two pulled reports.***
***Commissioner Vargas seconded the motion.***
***The motion carried 4-0.***

**BUSINESS BY COMMISSIONERS**

Commissioner Spratt explained why the Commission raised the millage rate. She told the Commission that she wanted to be sure that the public could see that the money was being used wisely.

Commissioner Ratica told the Commission of a meeting she had earlier that day with L.K. Nandam of FDOT.

Commissioner Akin then told the Commission of his meeting with Mr. Nandam as well. There was then discussion on the routes that FDOT had presented to the Commission at previous meetings.

Rene Pratt of Harold Curtis Honey Company told the Commission that the traffic problems were caused by the trucks and the bridge. She also told the Commission how they needed to preserve the oak trees on Main Street. There was also conversation on a truck bypass.

Leonard Enriquez also expressed his concern about where the new traffic patterns would fall. Discussion continued on a truck bypass route.

Commissioner Vargas told the Commission of events he had attended in the past month. He then told the Commission of a resident who had reached out to him asking about the maintenance of a canal bordering her property. It was determined that the canal was a regulatory floodway, but staff was going to look further into the matter. Commissioner Vargas then asked for an update on the property that was performing horticulture recycling. Attorney Rooney explained that they had reached out to ask for an extension for one of the conditions. Commissioner Vargas also updated the Commission on the happenings at the Economic Development Council. He told the Commission that he wanted to put stipulations on the funds provided to Barron Library annually.

There was continued conversation about the maintenance of the ditch from earlier discussions.

Nikki Yeager told the Commission of the parade the Community will be having on Martin Luther King Jr. Day.

A change order was presented as a walk-on agenda addition. Superintendent Wills explained to the Commission that the changes were needed to get the paving done in the neighborhood where the septic to sewer conversion was being done.

Gracie Morton told the Commission that the funds would come out of a contingency fund for the project.

***Commissioner Ratica motioned to approve the change order of $93,884.30.***
***Commissioner Akin second***
***The motion carried 4-0.***

Vice-Mayor Akin told the Commission about the Septic to Sewer Workshop that was to be scheduled for February 8, 2024, at 3:00 p.m. He also briefly updated the Commission on the Recreation Board activities.

Kelly Boone asked the Commission about prohibiting trucks from using the air brakes. Attorney Rooney noted that there were State laws in place regulating the use of the brakes.

Commissioner Spratt asked Laura Constantino of Four Waters Engineering how long it would take for the roads to be paved after the septic to sewer project. She informed the Commission that she was going to request a paving date from the contractor.

Commissioner Vargas noted that the Commission was not on the same page for a solution to the FDOT bridge project. Discussion continued on the FDOT proposed changes.

***Commissioner Spratt motioned to adjourn.***
***Commissioner Ratica seconded the motion.***
***The meeting adjourned at 7:51 p.m.***

**APPROVED:**

_____
COMMISSIONER DANIEL AKIN,
VICE-MAYOR

**Attest:**

_____
JESSI ZUBATY, DEPT. CITY CLERK

# b. 23PLN115-City of LaBelle Comprehensive Vulnerability Assessment Task Order

210 South Florida Avenue
Suite 220
Lakeland, Florida 33801
www.woodardcurran.com

T 800.426.4262

Via Electronic Mail

November 16, 2023

Julie Wilkins, Mayor
City of LaBelle, FL
481 West Hickpochee Ave.
LaBelle, FL 33935

Re: Professional Engineering Services
Vulnerability Assessment

Dear Mayor Wilkins:

Woodard & Curran, Inc. (W&C) appreciates the opportunity to provide this proposal for professional engineering services to develop a Vulnerability Assessment (VA) for the City of LaBelle (City) under their recently awarded Resilient Florida Program Planning Grant.

## BACKGROUND

The City intends to prepare a VA to address concerns relative to the impacts of climate change, including flooding, increases in rainfall intensity, groundwater levels and other applicable factors. The VA will identify critical assets located within the City and evaluate their vulnerability to the 100-year, 24-hour design storm. The VA Report will detail the findings, including illustrations via maps and tables, based on the statutory scenarios and standards outlined in the Technical Standards Guidance; a final list of critical and regionally significant assets that are impacted by flooding, prioritized by area or immediate need, specifying for each asset which flood scenario(s) by which it was impacted.

## SCOPE OF SERVICES

The tasks and deliverables described below have been developed in accordance with the Florida Department of Environmental Protection (FDEP) Grant Work Plan, Agreement No. 23PLN115 (LaBelle), Attachment 3. VAs are standardized to meet the requirements of Florida Statute, 380.093, and to maximize funding received from the FDEPs Resilient Florida Program Grant Award. Task descriptions, and deliverables are as follows:

### Task 1: Kickoff Meeting

W&C will develop an overall project management plan and address initial actions and then conduct a kick-off meeting for the project. Meeting attendees should discuss the project scope, project goals, schedule, key milestones, and deliverables in order to develop a consistent project approach.

Deliverables: W&C will provide the following: 1) meeting agenda to include location, date, and time of meeting; 2) meeting sign-in sheets or attendance records with attendee names and affiliation; 3) a copy of the presentation(s) and any materials created for distribution at the meeting, as applicable; 4) kick-off meeting minutes, which documents all decisions and agreed upon outcomes of the meeting.

**Task 2: Acquire Background Data**

W&C will research and compile the data needed to perform the VA based on the requirements as defined in Section 380.093, F.S. Three main categories of data are required to perform a VA: 1) critical and regionally significant asset inventory, 2) topographic data, and 3) flood scenario-related data. GIS metadata should incorporate a layer for each of the four asset classes as defined in paragraphs 380.093(2)(a)1-4, F.S. GIS files and associated metadata must adhere to the Resilient Florida Program's GIS Data Standards (Exhibit I), and raw data sources shall be defined within the associated metadata. Sea level rise projection data shall include the 2017 National Oceanic and Atmospheric Administration (NOAA) intermediate-high and intermediate-low projections for 2040 and 2070, at a minimum. Other projections can be used at W&C's discretion. Storm surge data used must be equal to or exceed the 100-year return period (1% annual chance) flood event. In the process of researching background data, W&C shall identify data gaps, where missing data or low-quality information may limit the VA's extent or reduce the accuracy of the results. W&C shall rectify gaps in necessary data or identify future efforts needed to do so.

Deliverables: W&C will provide the following: 1) a technical report to outline the data compiled and findings of the gap analysis; 2) a summary report to include recommendations to address the identified data gaps and actions taken to rectify them, if applicable; and 3) GIS files with appropriate metadata of the data compiled, to include locations of critical assets owned or maintained by the Grantee as well as regionally significant assets that are classified and as defined in paragraphs 380.093(2)(a) 1-4, F.S.

**Task 3: Exposure Analysis**

W&C will perform an exposure analysis to identify the depth of water caused by each sea level rise, storm surge, and/or flood scenario. The water surface depths (i.e. flood scenarios) used to evaluate assets shall include the following data: tidal flooding, current and future storm surge flooding, rainfall-induced flooding, and compound flooding, all as applicable, as well as the scenarios and standards used for the exposure analysis shall be pursuant to s. 380.093, F.S. GIS files and associated metadata must adhere to the Resilient Florida Program's GIS Data Standards (Exhibit I), and raw data sources shall be defined within the associated metadata.

Deliverables: W&C will provide the following: 1) a draft VA report that provides details on the modeling process, type of models utilized, and resulting tables and maps illustrating flood depths for each flood scenario; and 2) GIS files with results of the exposure analysis for each flood scenario as well as the appropriate metadata that identifies the methods used to create the flood layers.

**Task 4: Sensitivity Analysis**

W&C will perform the sensitivity analysis to measure the impact of flooding on assets and to apply the data from the exposure analysis to the inventory of critical assets created in the Acquire Background Data Task. The sensitivity analysis should include an evaluation of the impact of flood severity on each asset class and at each flood scenario and assign a risk level based on percentages of land area inundated and number of critical assets affected.

Deliverables: W&C will provide the following: 1) an updated draft VA report that provides details on the findings of the exposure analysis and the sensitivity analysis and includes visual presentation of the data via maps and tables, based on the statutorily-required scenarios and standards; and 2) an initial list of critical and regionally significant assets that are impacted by flooding. The list of critical and regionally significant assets must be prioritized by area or immediate need and must identify which flood scenario(s) impacts each asset.

**Task 5: Identify Focus Areas**

W&C will identify focus areas, following the guidelines in Chapter 2 of the Florida Adaptation Planning Guidebook. Based on the exposure and sensitivity analyses, the Grantee may assign focus areas to locations or assets that are particularly vulnerable and require the development of adaptation strategies. GIS files and associated metadata must adhere to the Resilient Florida Program's GIS Data Standards (Exhibit I), and raw data sources shall be defined within the associated metadata.

Deliverables: W&C will provide the following: 1) a report summarizing the areas identified as focus areas, with justification for choosing each area; 2) tables listing each focus area with any critical assets that are contained inside the focus area; 3) maps illustrating the location of each focus area compared to the location of all critical assets within the geographic extent of the study; and 4) GIS files and associated metadata illustrating geographic boundaries of the identified focus areas.

**Task 6: Final Vulnerability Assessment Report, Maps, and Tables**

W&C will finalize the VA report pursuant to the requirements in s. 380.093, F.S. The final VA must include all results from the exposure and sensitivity analyses, as well as a summary of identified risks and assigned focus areas. It should contain a list of critical and regionally significant assets that are impacted by flooding and sea-level rise, specifying for each asset the flood scenario(s) impacting the asset. GIS files and associated metadata must adhere to the Resilient Florida Program's GIS Data Standards (Exhibit I), and raw data sources shall be defined within the associated metadata.

Deliverables: W&C will provide the following: 1) Final VA Report that provides details on the results and conclusions, including illustrations via maps and tables, based on the statutorily-required scenarios and standards in s. 380.093, F.S.; 2) a final list of critical and regionally significant assets that are impacted by flooding. The list of critical and regionally significant assets must be prioritized by area or immediate need and must identify which flood scenario(s) impacts each asset.; 3) all electronic mapping data used to illustrate flooding and sea level rise impacts identified in the VA, to include the geospatial data in an electronic file format and GIS metadata; and 4) a signed Vulnerability Assessment Compliance Checklist Certification.

**Task 7: Public Presentations**

W&C will present the final VA results to local governing boards, technical committees, or other appropriate officers and elected officials. The purpose of the presentation is to share the findings from the final VA and provide recommendations of actions for adaptation strategies and future project funding. The presentation will also inform the public of the results and the future risk of sea level rise and increased flooding and encourage community participation when identifying mitigation strategies to address the flooding vulnerabilities. The Grantee will prepare all social media notifications, meeting invitations, meeting materials, presentations, and graphics utilized during the meeting, as applicable.

Deliverables: W&C will provide the following: 1) meeting agendas to include location, date, and time of meeting; 2) meeting sign-in sheets with attendee names and affiliation (i.e., local stakeholder, resident, steering committee member, local government staff); 3) a copy of the presentation(s) and any materials created in preparation of or for distribution at the meeting (i.e., social media posts, public announcements, graphics), as applicable; 4) a copy of the file or weblink of the video or audio recording from the meeting, if applicable; and 5) a summary report including attendee input and meeting outcomes.

**Task 8: Local Mitigation Strategy**

The results of the VA can be used to inform a Local Mitigation Strategy (LMS) as required by the Florida Division of Emergency Management (FDEM). The LMS is usually developed at the county level and serves to reduce the risks associated with natural and man-made disasters, including sea level rise. W&C will support the City in working with the Local Mitigation Strategy Working Group (LMSWG) to ensure the VA Report is in alignment with the existing county LMS Plan and will be utilized during the planning process of future county LMS Plan updates.

Deliverables: W&C will support the City with the submittal of a letter to the Department and FDEM Mitigation Bureau Planning Unit, signed by the LMSWG Chair, or Designee, to include the following: 1) VA Report will be incorporated as a reference in updating the next iteration of the LMS Plan, i.e., utilized in the next five-year update; 2) VA Report will be included as an appendix to the next iteration of the LMS Plan; and 3) the entity/entities that composed the VA report will be involved with the LMSWG through any of the following: at a minimum, be added to the contact list, attend meetings, participate in the planning process of the next major update; participate in the adoption of the LMS plan; and submit projects to the LMSWG to be included on LMS Prioritized Project List.

**Task 9: Adaptation Plan**

W&C will complete an Adaptation Plan (AP) that is consistent with the Florida Adaptation Planning Guidebook and includes the following: assessment of adaptive capacities, prioritization of adaptation needs, and identification of adaptation strategies. The Grantee may also include optional subtasks such as identifying adaptation action areas, stakeholder engagement, and integrating the proposed AP into existing APs. The AP will also include a list of prioritized projects for each asset class as defined in subsection 380.093(2), F.S., for consideration and implementation.

Deliverables: W&C will provide the final AP or Report.

## SCHEDULE

W&C anticipates completing the proposed scope of work within eight (8) months from authorization to proceed.

## BUDGET

W&C proposes to complete the scope of work for a lump sum fee of $150,000.00 in accordance with the table below:

| Description of Work | Budget |
|---|---|
| Task 1: Kickoff Meeting | $5,000.00 |
| Task 2: Acquire Background Data | $30,000.00 |
| Task 3: Exposure Analysis | $30,000.00 |
| Task 4: Sensitivity Analysis | $30,000.00 |
| Task 5: Identify Focus Areas | $10,000.00 |
| Task 6: Final Vulnerability Assessment Report, Maps, and Tables | $20,000.00 |
| Task 7: Public Presentations | $5,000.00 |
| Task 8: Local Mitigation Strategy | $5,000.00 |
| Task 9: Adaptation Plan | $15,000.00 |
| **Total Fee** | **$150,000.00** |
| | |

## TERMS AND CONDITIONS

The Scope of Services will be completed in accordance with the terms of the General Civil Engineering Services Master Agreement between Woodard & Curran, Inc., and City of LaBelle, dated October 13, 2022.

## ASSUMPTIONS AND UNDERSTANDINGS

The following assumptions and understandings apply to the scope of work, schedule, and budget described herein.

- The VA will be developed based on a desktop level evaluation supplemented with field observations and interviews with City staff, as noted above. The scope of work does not include field survey or conditions assessment of subsurface stormwater infrastructure facilities. Additional field investigation needs, necessary to implement

future capital improvement projects, will be identified in the VA for future funding considerations.

- Flood scenario-related data will be obtained from available studies prepared by FEMA, the County or local municipality.
- Detailed hydrologic and hydraulic capacity calculations and studies, necessary for the design, permitting and construction of improvements will not be performed as part of the VA.
- W&C assumes copies of all documents noted above will be provided by the City at no cost.
- Scope of Work does not include a detailed engineer's opinion of probable cost. We will provide an order-of-magnitude cost to each recommendation (i.e., higher/lower comparison).

## CLOSING

We greatly appreciate this opportunity to offer our professional engineering services. If you accept this proposal and wish to proceed with the Scope of Services, please sign in the space indicated below and return a copy for our files. Please feel free to call me at 863.354.4416 if you have any questions regarding this proposal or require any further information.

Sincerely,

WOODARD & CURRAN, INC.

Justin deMello, PE
Client Manager

JD/la

Enclosure(s)

PN: 023532.11

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized agents as of the date indicated below.

**AUTHORIZATION BY:**

| WOODARD & CURRAN, INC. | | CITY OF LABELLE, FL | |
|---|---|---|---|
| Signature | Date: 11/16/2023 | Signature | Date |
| Justin deMello, PE | | | |
| Name (printed) | | Name (printed) | |
| Vice President | | | |
| Title | | Title | |

# c. January Check Register

Range of Checking Accts: 001-1030 to WIRE SRS Range of Check Dates: 01/01/24 to 01/31/24
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # | Check Date | Vendor | | Amount Paid | Reconciled/Void | Ref Num | |
|---|---|---|---|---|---|---|---|
| 001-1030 | Payroll Account | | | | | | |
| 137107 | 01/04/24 | AFL | AMERICAN FAMILY LIFE ASSR CO. | 1,778.70 | | 8860 | |
| 137108 | 01/04/24 | COG | CITY OF LABELLE GENERAL FUND | 4,998.50 | | 8860 | |
| 137109 | 01/04/24 | FMPT | FL MUNICIPAL PENSION TRUST FND | 414.18 | | 8860 | |
| 137110 | 01/04/24 | LEGALSH | LEGAL SHIELD | 73.75 | | 8860 | |
| 137111 | 01/04/24 | LNATL | GLOBE LIFE | 30.84 | | 8860 | |
| 137112 | 01/04/24 | UNWAYLEE | UNITED WAY OF LEE COUNTY | 30.00 | | 8860 | |
| 137106 | 01/05/24 | SOFDU | ST OF FL. DISBURSEMENT UNIT | 166.92 | | 8856 | |
| 137114 | 01/11/24 | ALLSTATE | AMERICAN HERITAGE LIFE INS CO | 1,779.16 | | 8874 | |
| 137115 | 01/11/24 | CLA | COLONIAL LIFE & ACCIDENT INS. | 134.21 | | 8874 | |
| 137116 | 01/11/24 | PRM | PUBLIC RISK MANAGEMENT | 4,866.18 | | 8878 | Direct Deposit |
| 137113 | 01/12/24 | SOFDU | ST OF FL. DISBURSEMENT UNIT | 166.92 | | 8872 | |
| 137117 | 01/19/24 | SOFDU | ST OF FL. DISBURSEMENT UNIT | 166.92 | | 8886 | |
| 137118 | 01/26/24 | SOFDU | ST OF FL. DISBURSEMENT UNIT | 166.92 | | 8895 | |

| Checking Account Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 12 | 0 | 9,907.02 | 0.00 |
| Direct Deposit: | 1 | 0 | 4,866.18 | 0.00 |
| Total: | 13 | 0 | 14,773.20 | 0.00 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 001-1040 | State Revenue Clearing | | | | | | |
| 1171 | 01/04/24 | COLW | CITY OF LABELLE, WATER & SANIT | 2,984.31 | | 8866 | |

| Checking Account Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 1 | 0 | 2,984.31 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 1 | 0 | 2,984.31 | 0.00 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 041-1020 | Utility Billing(WIPP) Clearing | | | | | | |
| 365 | 01/04/24 | COP | CITY OF LABELLE PAYROLL FUND | 10,778.18 | | 8854 | |
| 366 | 01/04/24 | CENTLINK | CENTURYLINK | 64.07 | | 8861 | |
| 367 | 01/04/24 | CLINK | CENTURYLINK | 16.73 | | 8861 | |
| 368 | 01/04/24 | COG | CITY OF LABELLE GENERAL FUND | 5,612.07 | | 8861 | |
| 369 | 01/04/24 | CORE | CORE & MAIN LP | 445.30 | | 8861 | |
| 370 | 01/04/24 | CTTF | COUNTY TRANSPORTATION TRST FND | 70.42 | | 8861 | |
| 371 | 01/04/24 | DILLYS | DILLYS ENTERPRISES LLC | 940.00 | | 8861 | |
| 372 | 01/04/24 | FPL | FLORIDA POWER & LIGHT | 22,870.52 | | 8861 | |
| 373 | 01/04/24 | PJMRO005 | PJM ROCK MINE & AGGREGATES LLC | 605.09 | | 8861 | |
| 374 | 01/04/24 | TRIESTAG | TRIEST AG GROUP INC | 88.85 | | 8861 | |
| 375 | 01/04/24 | CULL | CULLIGAN WATER | 10.25 | | 8864 | Direct Deposit |
| 376 | 01/04/24 | KBPI | K&B PUMP & ELECTRICAL, LLC | 12,082.61 | | 8864 | Direct Deposit |
| 377 | 01/04/24 | KGAUSE | KATHARINA GAUSE | 100.00 | | 8864 | Direct Deposit |
| 378 | 01/04/24 | ODP | ODP BUSINESS SOLUTIONS, LLC | 13.58 | | 8864 | Direct Deposit |
| 379 | 01/04/24 | SSES | SOUTHERN SEWER EQUIPMENT SALES | 1,256.66 | | 8864 | Direct Deposit |
| 380 | 01/04/24 | WOODARD | WOODARD & CURRAN INC | 136,101.25 | | 8864 | Direct Deposit |
| 381 | 01/05/24 | POL | POSTMASTER - LABELLE, FL. | 1,159.23 | | 8867 | |
| 382 | 01/11/24 | COP | CITY OF LABELLE PAYROLL FUND | 10,373.54 | | 8870 | |
| 383 | 01/11/24 | AZ | AUTO ZONE | 158.68 | | 8875 | |
| 384 | 01/11/24 | FPL | FLORIDA POWER & LIGHT | 81.98 | | 8875 | |
| 385 | 01/11/24 | GRAYROB | GrayRobinson Attorneys At Law | 2,452.50 | | 8875 | |

| Check # | Check Date | Vendor | | Amount Paid | Reconciled/Void | Ref Num | |
|---|---|---|---|---|---|---|---|
| 041-1020 | Utility Billing(WIPP) Clearing Continued | | | | | | |
| 386 | 01/11/24 | PBBI | PITNEY BOWES BANK INC | 81.90 | | 8875 | |
| 387 | 01/11/24 | SHRED | SHRED-IT USA | 40.31 | | 8875 | |
| 388 | 01/11/24 | SPRATT | SPRATT AND ASSOCIATES LLC | 7,500.00 | | 8875 | |
| 389 | 01/11/24 | WSC | WINDMILL SPRINKLER CO., INC. | 372.80 | | 8875 | |
| 390 | 01/11/24 | PRM | PUBLIC RISK MANAGEMENT | 9,343.49 | | 8877 | Direct Deposit |
| 391 | 01/11/24 | PRM5 | PUBLIC RISK MANAGEMENT | 60,399.60 | | 8877 | Direct Deposit |
| 392 | 01/11/24 | PTLLC | PROTECTED TRUST LLC | 329.00 | | 8877 | Direct Deposit |
| 393 | 01/18/24 | COP | CITY OF LABELLE PAYROLL FUND | 10,228.20 | | 8884 | |
| 394 | 01/18/24 | ABP | ACCENT BUSINESS PRODUCTS | 76.76 | | 8889 | |
| 395 | 01/18/24 | ATTM | AT&T MOBILITY | 70.46 | | 8889 | |
| 396 | 01/18/24 | AZ | AUTO ZONE | 12.62 | | 8889 | |
| 397 | 01/18/24 | BROWEL | BROWN'S WELDING LLC | 1,210.00 | | 8889 | |
| 398 | 01/18/24 | BSA | BRIDGE STREET AUTO PARTS | 89.56 | | 8889 | |
| 399 | 01/18/24 | CTTF | COUNTY TRANSPORTATION TRST FND | 157.17 | | 8889 | |
| 400 | 01/18/24 | FUI | FERGUSON ENTERPRISES, INC. | 414.54 | | 8889 | |
| 401 | 01/18/24 | POL | POSTMASTER - LABELLE, FL. | 177.00 | | 8889 | |
| 402 | 01/18/24 | UTISOL | UTILITY SOLUTIONS & AUTOMATION | 4,809.00 | | 8889 | |
| 403 | 01/18/24 | VAH | VISION ACE HARDWARE-LABELLE | 125.51 | | 8889 | |
| 405 | 01/24/24 | CENTLINK | CENTURYLINK | 64.07 | | 8898 | |
| 406 | 01/24/24 | COLW2 | CITY OF LABELLE WATER AND SANI | 1,545.42 | | 8898 | |
| 407 | 01/24/24 | CORE | CORE & MAIN LP | 2,897.68 | | 8898 | |
| 408 | 01/24/24 | FPL | FLORIDA POWER & LIGHT | 883.57 | | 8898 | |
| 409 | 01/24/24 | FRWA | FLA.RURAL WATER ASSOCIATION | 623.28 | | 8898 | |
| 410 | 01/24/24 | LUMEN | LUMEN | 624.17 | | 8898 | |
| 411 | 01/24/24 | MEM | JOHN MADER ENTERPRISE,INC. | 6,233.00 | | 8898 | |
| 412 | 01/24/24 | WASTEC | WASTE CONNECTIONS INC | 86,656.97 | | 8898 | |
| 413 | 01/24/24 | AMACS | AMAZON CAPITAL SERVICES | 1,295.61 | | 8900 | Direct Deposit |
| 414 | 01/24/24 | ECIVI005 | eCivis, Inc. | 9,897.50 | | 8900 | Direct Deposit |
| 415 | 01/24/24 | KGAUSE | KATHARINA GAUSE | 100.00 | | 8900 | Direct Deposit |
| 404 | 01/25/24 | COP | CITY OF LABELLE PAYROLL FUND | 10,938.94 | | 8893 | |

| Checking Account Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 39 | 0 | 191,550.09 | 0.00 |
| Direct Deposit: | 12 | 0 | 230,929.55 | 0.00 |
| Total: | 51 | 0 | 422,479.64 | 0.00 |

| 041-1260 | Water Revenue Deposit | | | | | |
|---|---|---|---|---|---|---|
| 2349 | 01/04/24 | U-000003 | GONZALEZ, VICTORIA B. | 123.29 | | 8857 |
| 2350 | 01/04/24 | U-000004 | WOODS, MONICA BARBARA | 54.94 | | 8858 |
| 2351 | 01/04/24 | FRANC005 | FRANCISCA ESCAMILLA | 45.66 | | 8862 |
| 2352 | 01/04/24 | KEMPINV | KEMP INVESTMENTS INC | 211.11 | | 8862 |
| 2353 | 01/04/24 | LARRY010 | LARRY DOUGLAS BURKE | 55.50 | | 8862 |
| 2354 | 01/04/24 | MONIC005 | MONICA VILLA | 77.35 | | 8862 |
| 2355 | 01/05/24 | U-000005 | HEWITT, HOLLY HAZEL | 134.25 | | 8868 |
| 2356 | 01/12/24 | U-000006 | SCHLECHT, HANS PETER | 177.37 | | 8880 |
| 2357 | 01/12/24 | U-000007 | ALAS, EMELY S | 104.23 | | 8881 |
| 2358 | 01/12/24 | U-000008 | DIEGO MATEO, PATRICIA | 77.35 | | 8882 |
| 2359 | 01/18/24 | U-000009 | VELASQUEZ, RAMIRO J & NORMA I | 54.50 | | 8887 |
| 2360 | 01/23/24 | U-000010 | NAREZ, NANCY | 171.36 | | 8896 |

| Check # | Check Date | Vendor | | Amount Paid | Reconciled/Void | Ref Num | |
|---|---|---|---|---|---|---|---|
| 041-1260 | Water Revenue Deposit | | Continued | | | | |
| Checking Account Totals | | Paid | Void | Amount Paid | Amount Void | | |
| | Checks: | 12 | 0 | 1,286.91 | 0.00 | | |
| | Direct Deposit: | 0 | 0 | 0.00 | 0.00 | | |
| | Total: | 12 | 0 | 1,286.91 | 0.00 | | |
| CLEARING | General Clearing Fund | | | | | | |
| 86602 | 01/04/24 | COP | CITY OF LABELLE PAYROLL FUND | 49,464.22 | | 8853 | |
| 86603 | 01/04/24 | AAPE | AACTION POWER EQUIPMENT LLC | 135.98 | | 8859 | |
| 86604 | 01/04/24 | CENTLINK | CENTURYLINK | 192.19 | | 8859 | |
| 86605 | 01/04/24 | CII | COMMUNICATIONS INTERNATIONAL | 226.80 | | 8859 | |
| 86606 | 01/04/24 | CLINK | CENTURYLINK | 584.97 | | 8859 | |
| 86607 | 01/04/24 | COG | CITY OF LABELLE GENERAL FUND | 20,816.93 | | 8859 | |
| 86608 | 01/04/24 | CTTF | COUNTY TRANSPORTATION TRST FND | 5,259.39 | | 8859 | |
| 86609 | 01/04/24 | FACA | FLORIDA ANIMAL CONTROL ASSOC. | 700.00 | | 8859 | |
| 86610 | 01/04/24 | FEBCO | FRANK E BROWNING | 128.00 | | 8859 | |
| 86611 | 01/04/24 | FMPT | FL MUNICIPAL PENSION TRUST FND | 10,018.98 | | 8859 | |
| 86612 | 01/04/24 | FOURT005 | FOURTH QUARTER DESIGNS | 200.00 | | 8859 | |
| 86613 | 01/04/24 | FPL | FLORIDA POWER & LIGHT | 0.00 | 01/04/24 VOID | 0 | |
| 86614 | 01/04/24 | FPL | FLORIDA POWER & LIGHT | 18,099.72 | | 8859 | |
| 86615 | 01/04/24 | GAFS | GREAT AMERICA FINANCIAL SVCS | 656.23 | | 8859 | |
| 86616 | 01/04/24 | HO | HOMERO OLIVAREZ, JR | 150.00 | | 8859 | |
| 86617 | 01/04/24 | IGLES010 | Iglesia Christiana Restauracio | 100.00 | | 8859 | |
| 86618 | 01/04/24 | KME | KENNY GLISSON | 724.00 | | 8859 | |
| 86619 | 01/04/24 | LAQUE005 | Laquetia Martinez Rivera | 500.00 | | 8859 | |
| 86620 | 01/04/24 | LEGACY | LEGACY CUSTOM PRINTING, LLC | 108.00 | | 8859 | |
| 86621 | 01/04/24 | MGON | MARIA J GONZALEZ | 1,000.00 | | 8859 | |
| 86622 | 01/04/24 | TSCP | TRACTOR SUPPLY CREDIT PLAN | 399.96 | | 8859 | |
| 86623 | 01/04/24 | AMACS | AMAZON CAPITAL SERVICES | 544.54 | | 8863 | Direct Deposit |
| 86624 | 01/04/24 | CULL | CULLIGAN WATER | 136.75 | | 8863 | Direct Deposit |
| 86625 | 01/04/24 | JOSHR | JOSHUA RIMES | 2,600.00 | | 8863 | Direct Deposit |
| 86626 | 01/04/24 | ODP | ODP BUSINESS SOLUTIONS, LLC | 263.82 | | 8863 | Direct Deposit |
| 86627 | 01/04/24 | RVE | RVE, INC. D/B/A RVI | 4,895.00 | | 8863 | Direct Deposit |
| 86628 | 01/04/24 | THEMA005 | THE MAKER'S MOTIF INC. | 3,020.00 | | 8863 | Direct Deposit |
| 86629 | 01/11/24 | COP | CITY OF LABELLE PAYROLL FUND | 30,775.43 | | 8869 | |
| 86630 | 01/11/24 | AAP | ADVANCE AUTO PARTS | 87.73 | | 8873 | |
| 86631 | 01/11/24 | AZ | AUTO ZONE | 482.53 | | 8873 | |
| 86632 | 01/11/24 | BCSI | BUILDERS CHOICE SUPPLY INC | 43.50 | | 8873 | |
| 86633 | 01/11/24 | BESPO005 | Bespoke Unlimited LLC DBA | 437.90 | | 8873 | |
| 86634 | 01/11/24 | CLINK | CENTURYLINK | 42.48 | | 8873 | |
| 86635 | 01/11/24 | COMCAST | COMCAST | 362.64 | | 8873 | |
| 86636 | 01/11/24 | CSR | DANIEL L. KATS, JR | 13,046.65 | | 8873 | |
| 86637 | 01/11/24 | DEXI | DEX IMAGING | 131.48 | | 8873 | |
| 86638 | 01/11/24 | FPL | FLORIDA POWER & LIGHT | 27.34 | | 8873 | |
| 86639 | 01/11/24 | GRAYROB | GrayRobinson Attorneys At Law | 6,817.50 | | 8873 | |
| 86640 | 01/11/24 | GRISE005 | GRISELDA ZUNIGA | 500.00 | | 8873 | |
| 86641 | 01/11/24 | INM | INDEPENDENT NEWSMEDIA INC USA | 1,787.59 | | 8873 | |
| 86642 | 01/11/24 | MGL | MGL PRINTING SOLUTIONS | 2,296.00 | | 8873 | |
| 86643 | 01/11/24 | MPC | MERIT PETROLEUM COMPANY | 138.96 | | 8873 | |
| 86644 | 01/11/24 | PBBI | PITNEY BOWES BANK INC | 522.60 | | 8873 | |
| 86645 | 01/11/24 | SHRED | SHRED-IT USA | 120.92 | | 8873 | |
| 86646 | 01/11/24 | SPRATT | SPRATT AND ASSOCIATES LLC | 7,500.00 | | 8873 | |
| 86647 | 01/11/24 | SSW | SHARON SANDERS WHITE | 110.00 | | 8873 | |
| 86648 | 01/11/24 | WD | WINN-DIXIE STORES(SOUTHEASTERN | 1,141.90 | | 8873 | |

| Check # | Check Date | Vendor | | Amount Paid | Reconciled/Void | Ref Num |
|---|---|---|---|---|---|---|
| CLEARING | | General Clearing Fund | Continued | | | |
| 86649 | 01/11/24 | AMACS | AMAZON CAPITAL SERVICES | 966.40 | | 8876 Direct Deposit |
| 86650 | 01/11/24 | CIVIC | CIVICPLUS LLC | 1,200.00 | | 8876 Direct Deposit |
| 86651 | 01/11/24 | CQL | CAPTAINS QUICK LUBE | 59.95 | | 8876 Direct Deposit |
| 86652 | 01/11/24 | LDRC | LABELLE DOWNTOWN | 1,741.00 | | 8876 Direct Deposit |
| 86653 | 01/11/24 | MAUJEN | MAULDIN & JENKINS LLC | 1,500.00 | | 8876 Direct Deposit |
| 86654 | 01/11/24 | MUNES | MUNICIPAL EMERGENCY SERVICES | 2,818.30 | | 8876 Direct Deposit |
| 86655 | 01/11/24 | ODP | ODP BUSINESS SOLUTIONS, LLC | 60.07 | | 8876 Direct Deposit |
| 86656 | 01/11/24 | PRM | PUBLIC RISK MANAGEMENT | 35,390.58 | | 8876 Direct Deposit |
| 86657 | 01/11/24 | PRM5 | PUBLIC RISK MANAGEMENT | 78,181.40 | | 8876 Direct Deposit |
| 86658 | 01/11/24 | PTLLC | PROTECTED TRUST LLC | 1,447.40 | | 8876 Direct Deposit |
| 86659 | 01/11/24 | QUALITY | QUALITY 1 AUTO CARE INC | 9,949.42 | | 8876 Direct Deposit |
| 86660 | 01/18/24 | COP | CITY OF LABELLE PAYROLL FUND | 28,958.60 | | 8883 |
| 86661 | 01/18/24 | AAPE | AACTION POWER EQUIPMENT LLC | 542.75 | | 8888 |
| 86662 | 01/18/24 | ABP | ACCENT BUSINESS PRODUCTS | 125.33 | | 8888 |
| 86663 | 01/18/24 | ATTM | AT&T MOBILITY | 539.16 | | 8888 |
| 86664 | 01/18/24 | AZ | AUTO ZONE | 221.60 | | 8888 |
| 86665 | 01/18/24 | BCSI | BUILDERS CHOICE SUPPLY INC | 454.73 | | 8888 |
| 86666 | 01/18/24 | BSA | BRIDGE STREET AUTO PARTS | 494.24 | | 8888 |
| 86667 | 01/18/24 | COMCAST | COMCAST | 199.90 | | 8888 |
| 86668 | 01/18/24 | CTTF | COUNTY TRANSPORTATION TRST FND | 5,632.14 | | 8888 |
| 86669 | 01/18/24 | MARIA010 | Maria Gomez de Alejandre | 500.00 | | 8888 |
| 86670 | 01/18/24 | VAH | VISION ACE HARDWARE-LABELLE | 678.45 | | 8888 |
| 86671 | 01/18/24 | AES | AIM ENGINEERING & SURVEYING | 3,318.04 | | 8890 Direct Deposit |
| 86672 | 01/18/24 | AMACS | AMAZON CAPITAL SERVICES | 1,337.17 | | 8890 Direct Deposit |
| 86673 | 01/18/24 | RVE | RVE, INC. D/B/A RVI | 7,260.00 | | 8890 Direct Deposit |
| 86675 | 01/24/24 | AAPE | AACTION POWER EQUIPMENT LLC | 83.88 | | 8897 |
| 86676 | 01/24/24 | CENTLINK | CENTURYLINK | 192.19 | | 8897 |
| 86677 | 01/24/24 | CHRIS005 | CHRISTOPHER J NORWOOD | 250.00 | | 8897 |
| 86678 | 01/24/24 | CHS | CALOOSA HUMANE SOCIETY | 472.12 | | 8897 |
| 86679 | 01/24/24 | COLW2 | CITY OF LABELLE WATER AND SANI | 2,355.99 | | 8897 |
| 86680 | 01/24/24 | DAVID005 | David Miller | 153.77 | | 8897 |
| 86681 | 01/24/24 | EXTTEM | EXTREME TEMP AIR CONDITIONING | 11,125.00 | | 8897 |
| 86682 | 01/24/24 | FPL | FLORIDA POWER & LIGHT | 1,171.61 | | 8897 |
| 86683 | 01/24/24 | HCBOCC | HENDRY CO BOARD COUNTY COMM | 652.50 | | 8897 |
| 86684 | 01/24/24 | HO | HOMERO OLIVAREZ, JR | 150.00 | | 8897 |
| 86685 | 01/24/24 | HOMDEF | HOMETEAM PEST DEFENSE INC | 413.00 | | 8897 |
| 86686 | 01/24/24 | LCBOCC | LEE COUNTY SOLID WASTE | 357.48 | | 8897 |
| 86687 | 01/24/24 | ODALY005 | ODALYS MARTINEZ VILLA | 250.00 | | 8897 |
| 86688 | 01/24/24 | VISA | VISA | 4,185.47 | | 8897 |
| 86689 | 01/24/24 | YENIH005 | YENI HERNANDEZ VAZQUEZ | 500.00 | | 8897 |
| 86690 | 01/24/24 | AMACS | AMAZON CAPITAL SERVICES | 43.87 | | 8899 Direct Deposit |
| 86691 | 01/24/24 | JOSHR | JOSHUA RIMES | 2,600.00 | | 8899 Direct Deposit |
| 86674 | 01/25/24 | COP | CITY OF LABELLE PAYROLL FUND | 31,639.86 | | 8892 |

| Checking Account Totals | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 67 | 1 | 268,138.29 | 0.00 |
| Direct Deposit: | 22 | 0 | 159,333.71 | 0.00 |
| Total: | 89 | 1 | 427,472.00 | 0.00 |

| Check # | Check Date | Vendor | Amount Paid | Reconciled/Void | Ref Num |
|---|---|---|---|---|---|

CLEARING General Clearing Fund Continued

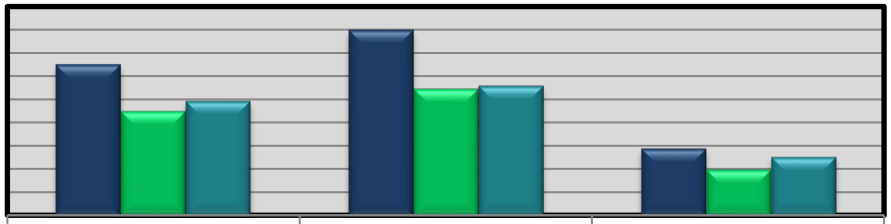
Report Totals

| | Paid | Void | Amount Paid | Amount Void |
|---|---|---|---|---|
| Checks: | 131 | 1 | 473,866.62 | 0.00 |
| Direct Deposit: | 35 | 0 | 395,129.44 | 0.00 |
| Total: | 166 | 1 | 868,996.06 | 0.00 |

# d. Staff Reports

# Hendry County Sheriff's Office Monthly Report

## Year-to-Date Call Summary, by District



| | District 1 | District 2 | City of LaBelle |
|---|---|---|---|
| 2021 | 65,018 | 79,759 | 28,927 |
| 2022 | 44,774 | 54,235 | 19,827 |
| 2023 | 49,162 | 55,669 | 25,286 |

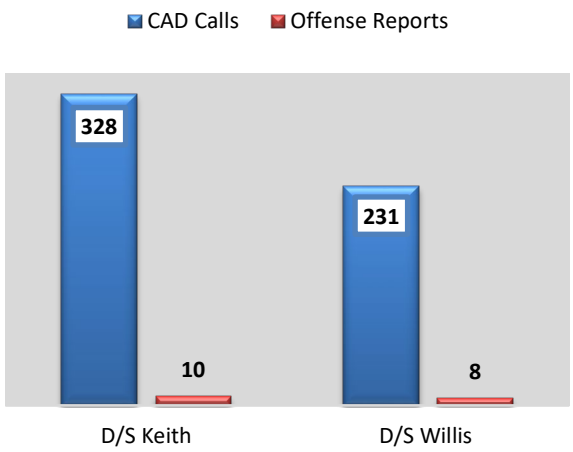
### LaBelle CFS Analysis

In 2021, **44.5%** of Calls for Service were within the city limits of LaBelle

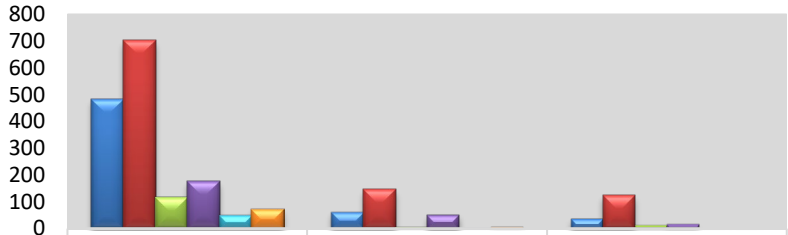
In 2022, **44.3%** of Calls for Service were within the city limits of LaBelle

In 2023, **51.4%** of Calls for Service have been within the city limits

## City Units - December




## City of LaBelle - December




| | D1 Deputies | D/S Keith | D/S Willis |
|---|---|---|---|
| Business Checks | 481 | 62 | 37 |
| Residential Checks | 702 | 146 | 124 |
| Security Checks | 116 | 5 | 11 |
| Traffic Stops | 176 | 51 | 16 |
| Warrants | 50 | 2 | 1 |
| Arrests | 73 | 6 | 1 |

Prepared by: Brenda White, Crime Analyst II

December 4, 2023

LaBelle Fire Department

LaBelle Fire Department Response:

Jan. Calls- 75

*Engine Status

B-19 will need a new radiator and air pump. (Order Pending)

B-17 transmission replacement, truck will be moving to a surplus request.

* Truck Repairs

*County Response

- LaBelle Fire Department is still covering Pioneer Fire District, Pioneer Fire Chief has been relieved of his duties. Chief Stafford will assume the role. LFD will be taking all fire-related calls in PFD District during the day if they do not have stipend employees that day.
- Large influx of Glades County Response 170 responses in the last 5 years. The approximate cost for response per incident is $500 dollars.

*Station

- The Rear South door is broken and the Front South door is awaiting a part from the vendor.
- Waiting on an engineer to provide feedback on the station.

*Study

- Fitch & Associates has provided a quote for a fire assessment and level of readiness. The quote was emailed to staff for review, waiting on further direction from the City Attorney.

Chief Brent Stevens
LaBelle Fire Department
863-234-8639

**City of LaBelle**
Comparative Budgeted and Actual Report



***Revenue Account Range:*** *First to Last* ***Include Non-Anticipated:*** *Yes*
***Expend Account Range:*** *First to Last* ***Include Non-Budget:*** *No*
***Print Zero YTD Activity:*** *No* *YTD As Of Month, Day, Prior Year - 01/31/24*

| Revenue Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 001-311-1000 | AD VALOREM TAXES | 1,719,621.00 | 1,385,826.86 |
| 001-311-1100 | PENALTIES/INT. ON AD VALOREM TAX | 1,500.00 | 757.81 |
| 001-311-2000 | PENALITIES;AD VAL./SPEC.DISTRICT | 2,500.00 | 0.00 |
| 001-311-4000 | SPECIAL DISTRICTS; POLICE | 328,817.00 | 262,290.57 |
| 001-311-5000 | SPECIAL DISTRICTS; RECREATION | 237,500.00 | 181,065.43 |
| 001-311-6000 | SPECIAL DISTRICTS;FIRE | 208,240.00 | 163,238.29 |
| 001-311-7000 | STREET LIGHTING FUND | 129,837.00 | 92,450.02 |
| | **311 Total** | **2,628,015.00** | **2,085,628.98** |
| 001-312-4100 | LOCAL OPTION GAS TAX | 301,964.00 | 57,111.98 |
| 001-312-6000 | LOCAL GOVT.INFRASTRUCTURE SURTAX | 669,583.00 | 158,186.31 |
| | **312 Total** | **971,547.00** | **215,298.29** |
| 001-314-1000 | UTILITY TAXES ELECTRIC | 268,671.00 | 83,647.97 |
| 001-316-0000 | LOCAL BUSINESS TAX | 17,500.00 | 4,786.50 |
| 001-321-0000 | OCCUPATIONAL LICENSE | 0.00 | 1,005.80 |
| 001-322-0000 | BUILDING PERMITS | 200,000.00 | 64,985.37 |
| 001-322-0001 | PLANNING AND DEVELOPMENT | 0.00 | 110.00 |
| | **322 BUILDING PERMITS** | **200,000.00** | **65,095.37** |
| 001-323-1000 | FRANCHISE TAXES-ELECTRIC | 417,857.00 | 134,863.88 |
| 001-323-1050 | FRANCHISE FEES - WSI | 5,000.00 | 2,535.19 |
| 001-323-2000 | COMMUNICATION SERVICE TAX | 169,204.00 | 39,847.16 |
| 001-323-4000 | UTILITY TAXES-PROPANE | 36,664.00 | 8,057.83 |
| 001-323-5000 | FRANCHISE FEES | 13,014.00 | 4,677.58 |
| | **323 Total** | **641,739.00** | **189,981.64** |
| 001-334-1600 | FLA. DOT AGREEMENT | 40,000.00 | 0.00 |
| 001-334-2000 | FEMA GRANT - HURRICANE (Ian) | 0.00 | 813.02 |
| | **334 Total** | **40,000.00** | **813.02** |
| 001-335-1210 | MUNICIPAL REVENUE SHARING (MRS) | 208,941.00 | 29,076.86 |
| 001-335-1220 | STATE GAS TAX 8 CENT | 39,728.00 | 6,820.50 |
| 001-335-1400 | MOBILE HOME LICENSES | 7,000.00 | 756.74 |
| 001-335-1500 | BEVERAGE LICENSES | 11,345.00 | 2,125.57 |
| 001-335-1800 | LOCAL GOVT. 1/2 CENT SALES | 285,763.00 | 24,724.60 |
| | **335 Total** | **552,777.00** | **63,504.27** |
| 001-341-9000 | FEES MISCELLANEOUS | 1,000.00 | 0.00 |
| 001-341-9002 | FUEL TAX REFUND | 1,000.00 | 767.86 |
| | **341 Total** | **2,000.00** | **767.86** |
| 001-342-2000 | COUNTY PORTION OF FIRES | 757,389.00 | 0.00 |
| 001-344-2000 | CITY WHARF | 0.00 | 2,060.00 |

| Revenue Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 001-346-4000 | ANIMAL CONTROL-COUNTY | 214,747.00 | 0.00 |
| 001-346-4001 | ADOPTION/SPAY NEUTER FUND | 3,000.00 | 1,285.00 |
| 001-346-4100 | FINES & CHARGES - A. CONTROL | 4,000.00 | 2,005.00 |
| | **346 Total** | **221,747.00** | **3,290.00** |
| 001-347-5300 | RENT-CIVIC CENTER | 0.00 | 20,650.00 |
| 001-347-5304 | CROWD MANAGEMENT | 0.00 | 4,284.00 |
| | **347 Total** | **0.00** | **24,934.00** |
| 001-351-1000 | FINES & FORFEITURES | 25,000.00 | 9,961.36 |
| 001-351-1100 | FINES & FORFEITURES-OTHER | 12,500.00 | 7,042.04 |
| | **351 Total** | **37,500.00** | **17,003.40** |
| 001-361-1000 | INTEREST ON INVESTMENTS | 25,000.00 | 8,218.28 |
| 001-366-9000 | OTHER CONTRIBUTION & DONATIONS | 0.00 | 717.00 |
| 001-366-9002 | CHRISTMAS LIGHT UP LABELLE | 0.00 | 11,000.00 |
| | **366 Total** | **0.00** | **11,717.00** |
| 001-369-0000 | MISCELLANEOUS REVENUE | 0.00 | 2,360.26 |
| | **GENERAL FUND Revenue Totals** | **6,363,885.00** | **2,780,112.64** |

| Expend Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 001-510-000-0000 | ADMINISTRATION: | 0.00 | 0.00 |
| 001-510-511-0000 | COMMISSIONERS: | 0.00 | 0.00 |
| 001-510-511-1000 | COMMISSIONERS PERSONNEL SERVICES: | 0.00 | 0.00 |
| 001-510-511-1012 | SALARIES-REGULAR | 48,432.00 | 15,992.27 |
| 001-510-511-1021 | SOCIAL SECURITY | 3,705.00 | 758.93 |
| 001-510-511-1022 | RETIREMENT CONTRIBUTIONS | 28,420.00 | 6,783.38 |
| 001-510-511-1023 | LIFE AND HEALTH INSURANCE | 56,753.00 | 18,325.41 |
| 001-510-511-1024 | WORKERS COMPENSATION | 107.00 | 1,287.54 |
| 001-510-511-3000 | COMMISIONERS OPERATING EXPENDITURES | 0.00 | 0.00 |
| 001-510-511-3031 | PROFESSIONAL SERVICES | 150,000.00 | 20,515.00 |
| 001-510-511-3032 | ACCOUNTING AND AUDITING | 3,000.00 | 0.00 |
| 001-510-511-3034 | CONTRACT SERVICES | 44,500.00 | 5,989.61 |
| 001-510-511-3040 | CONFERENCE TRAVEL AND PER DIEM | 12,500.00 | 1,447.63 |
| 001-510-511-3041 | COMMUNICATION SERVICES | 2,500.00 | 579.41 |
| 001-510-511-3043 | UTILITY SERVICES | 10,000.00 | 1,797.84 |
| 001-510-511-3045 | INSURANCE | 5,618.00 | 2,660.70 |
| 001-510-511-3046 | REPAIR AND MAINTENANCE | 2,500.00 | 2,521.07 |
| 001-510-511-3048 | PROMOTIONAL ACTIVITY/ADVERTISEMENT | 4,000.00 | 174.42 |
| 001-510-511-3051 | OFFICE SUPPLIES | 3,500.00 | 1,426.84 |
| 001-510-511-3052 | OPERATING SUPPLIES | 16,750.00 | 11,640.75 |
| 001-510-511-3054 | SUBSCRIPTIONS AND MEMBERSHIPS | 0.00 | 1,289.28 |
| | **511 COMMISSIONERS** | **392,285.00** | **93,190.08** |
| 001-510-512-0000 | EXECUTIVE: | 0.00 | 0.00 |
| 001-510-512-1000 | EXECUTIVE PERSONNEL SERVICES: | 0.00 | 0.00 |

| Expend Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 001-510-512-1012 | SALARIES | 216,393.00 | 70,831.58 |
| 001-510-512-1014 | OVERTIME | 2,500.00 | 18.75 |
| 001-510-512-1021 | SOCIAL SECURITY | 16,746.00 | 4,356.47 |
| 001-510-512-1022 | RETIREMENT CONTRIBUTION | 28,422.00 | 6,783.04 |
| 001-510-512-1023 | LIFE AND HEALTH INSURANCE | 46,271.00 | 12,679.56 |
| 001-510-512-1024 | WORKERS COMPENSATION | 431.00 | 5,819.30 |
| 001-510-512-3000 | EXECUTIVE OPERATING EXPENDITURES: | 0.00 | 0.00 |
| 001-510-512-3031 | PROFESSIONAL SERVICES | 11,000.00 | 1,327.50 |
| 001-510-512-3034 | CONTRACT SERVICES | 13,500.00 | 11,007.52 |
| 001-510-512-3040 | CONFERENCE TRAVEL AND PER DIEM | 13,187.00 | 2,578.96 |
| 001-510-512-3041 | COMMUNICATION SERVICES | 4,100.00 | 954.06 |
| 001-510-512-3042 | FUEL | 2,750.00 | 599.39 |
| 001-510-512-3043 | UTILITY SERVICES | 4,500.00 | 828.50 |
| 001-510-512-3045 | INSURANCE | 5,618.00 | 2,777.70 |
| 001-510-512-3046 | REPAIR AND MAINTENANCE | 2,000.00 | 300.50 |
| 001-510-512-3048 | PROMOTIONAL ACTIVITY/ADVERTISEMENT | 500.00 | 0.00 |
| 001-510-512-3051 | OFFICE SUPPLIES | 4,500.00 | 1,047.65 |
| 001-510-512-3052 | OPERATING SUPPLIES | 3,950.00 | 1,402.38 |
| 001-510-512-3054 | SUBSCRIPTIONS AND MEMBERSHIPS | 1,000.00 | 399.83 |
| | **512 EXECUTIVE** | **377,368.00** | **123,712.69** |
| 001-510-513-0000 | FINANCIAL: | 0.00 | 0.00 |
| 001-510-513-1000 | FINANCIAL PERSONNEL SERVICES: | 0.00 | 0.00 |
| 001-510-513-1012 | SALARIES | 181,578.00 | 50,819.62 |
| 001-510-513-1014 | OVERTIME | 2,500.00 | 214.59 |
| 001-510-513-1021 | SOCIAL SECURITY | 14,082.00 | 3,107.78 |
| 001-510-513-1022 | RETIREMENT CONTRIBUTION | 24,980.00 | 5,271.89 |
| 001-510-513-1023 | LIFE AND HEALTH INSURANCE | 41,691.00 | 10,898.58 |
| 001-510-513-1024 | WORKERS COMPENSATION | 375.00 | 4,893.74 |
| 001-510-513-3000 | FINANCIAL OPERATING EXPENDITURES: | 0.00 | 0.00 |
| 001-510-513-3031 | PROFESSIONAL SERVICES | 5,500.00 | 0.00 |
| 001-510-513-3032 | ACCOUNTING AND AUDITING | 35,000.00 | 1,500.00 |
| 001-510-513-3034 | CONTRACT SERVICES | 5,000.00 | 8,855.31 |
| 001-510-513-3040 | CONFERENCE TRAVEL & PER DIEM | 1,500.00 | 0.00 |
| 001-510-513-3041 | COMMUNICATION SERVICES | 3,000.00 | 504.51 |
| 001-510-513-3042 | FUEL | 100.00 | 0.00 |
| 001-510-513-3043 | UTILITY SERVICES | 2,000.00 | 828.48 |
| 001-510-513-3045 | INSURANCE | 5,618.00 | 2,876.25 |
| 001-510-513-3046 | REPAIR AND MAINTENANCE | 1,000.00 | 182.40 |
| 001-510-513-3048 | PROMOTIONAL ACTIVITY/ADVERTISEMENT | 500.00 | 332.50 |
| 001-510-513-3051 | OFFICE SUPPLIES | 3,000.00 | 670.00 |
| 001-510-513-3052 | OPERATING SUPPLIES | 750.00 | 909.94 |
| 001-510-513-3054 | SUBSCRIPTIONS AND MEMBERSHIPS | 4,000.00 | 89.88 |
| 001-510-513-4900 | DISCOUNTS-AD VAL TAX | 2,500.00 | 0.00 |
| 001-510-513-4959 | TAX COLLECTOR FEE | 700.00 | 0.00 |
| 001-510-513-4999 | RESERVE FOR CONTINGENCIES | 172,988.00 | 0.00 |
| | **513 FINANCIAL** | **508,362.00** | **91,955.47** |
| 001-510-514-0000 | BUILDING DEPARTMENT: | 0.00 | 0.00 |
| 001-510-514-1000 | EXECUTIVE PERSONNEL SERVICES | 0.00 | 0.00 |
| 001-510-514-1012 | SALARIES | 0.00 | 6,662.40 |

| Expend Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 001-510-514-1021 | SOCIAL SECURITY | 0.00 | 458.71 |
| | **514 BUILDING DEPARTMENT** | **0.00** | **7,121.11** |
| 001-510-519-0000 | OTHER GEN'L GOVT SERVICES: | 0.00 | 0.00 |
| 001-510-519-1000 | OTHER GEN'L GOVT PERSONNEL SERVICES | 0.00 | 0.00 |
| 001-510-519-1012 | SALARIES | 0.00 | 190.40 |
| 001-510-519-1021 | SOCIAL SECURITY | 0.00 | 12.46 |
| | **519 OTHER GEN'L GOVT SERVICES** | **0.00** | **202.86** |
| | **510 ADMINISTRATION** | **1,278,015.00** | **316,182.21** |
| 001-520-521-3000 | LAW ENFORCEMENT OPERATING EXPENDITI | 0.00 | 0.00 |
| 001-520-521-3041 | COMMUNICATION SERVICES | 1,000.00 | 281.62 |
| 001-520-521-3159 | PROP. APPRAISER-COLLECT.CHRGS. | 2,500.00 | 0.00 |
| 001-520-521-4440 | SHERIFFS' CONTRACT | 440,000.00 | 0.00 |
| | **521 LAW ENFORCEMENT:** | **443,500.00** | **281.62** |
| 001-520-522-0000 | FIRE DEPARTMENT: | 0.00 | 0.00 |
| 001-520-522-1000 | FIRE DEPARTMENT PERSONNEL SERVICES: | 0.00 | 0.00 |
| 001-520-522-1012 | SALARIES | 488,261.00 | 145,046.34 |
| 001-520-522-1014 | OVERTIME | 10,000.00 | 4,377.84 |
| 001-520-522-1021 | SOCIAL SECURITY | 38,117.00 | 8,646.15 |
| 001-520-522-1022 | RETIREMENT CONTRIBUTION | 120,530.00 | 26,809.56 |
| 001-520-522-1023 | LIFE AND HEALTH INSURANCE | 80,087.00 | 22,166.16 |
| 001-520-522-1024 | WORKERS COMPENSATION | 35,192.00 | 13,246.36 |
| 001-520-522-3000 | FIRE DEPARTMENT OPERATING EXPENDITUI | 0.00 | 0.00 |
| 001-520-522-3031 | PROFESSIONAL SERVICES | 0.00 | 157.50 |
| 001-520-522-3034 | CONTRACT SERVICES | 31,200.00 | 13,911.44 |
| 001-520-522-3040 | CONFERENCE TRAVEL AND PER DIEM | 14,000.00 | 0.00 |
| 001-520-522-3041 | COMMUNICATION SERVICES | 5,500.00 | 1,239.91 |
| 001-520-522-3042 | FUEL | 42,500.00 | 4,458.49 |
| 001-520-522-3043 | UTILITY SERVICES | 6,500.00 | 3,366.96 |
| 001-520-522-3045 | INSURANCE | 16,740.00 | 8,296.72 |
| 001-520-522-3046 | REPAIR AND MAINTENANCE | 60,000.00 | 20,704.74 |
| 001-520-522-3051 | OFFICE SUPPLIES | 5,000.00 | 1,254.05 |
| 001-520-522-3052 | OPERATING SUPPLIES | 73,500.00 | 6,964.12 |
| 001-520-522-3054 | SUBSCRIPTIONS AND MEMBERSHIPS | 2,500.00 | 125.00 |
| 001-520-522-3159 | PROPERTY APPRAISER | 2,750.00 | 0.00 |
| 001-520-522-6000 | FIRE DEPARTMENT CAPITAL OUTLAY: | 0.00 | 0.00 |
| 001-520-522-6064 | CAPITAL OUTLAY - EQUIPMENT | 82,250.00 | 33,645.08 |
| | **522 FIRE DEPARTMENT** | **1,114,627.00** | **314,416.42** |
| 001-520-524-0000 | PROTECTIVE INSPECTIONS: | 0.00 | 0.00 |
| 001-520-524-1000 | PROTECTIVE INSPECTIONS PERSONNEL SEI | 0.00 | 0.00 |
| 001-520-524-1012 | SALARIES | 267,608.00 | 79,956.40 |
| 001-520-524-1014 | OVERTIME | 3,500.00 | 66.00 |
| 001-520-524-1021 | SOCIAL SECURITY | 20,740.00 | 4,516.41 |
| 001-520-524-1022 | RETIREMENT CONTRIBUTIONS | 57,900.00 | 14,190.55 |
| 001-520-524-1023 | LIFE AND HEALTH INSURANCE | 66,689.00 | 22,229.64 |
| 001-520-524-1024 | WORKERS COMPENSATION | 3,724.00 | 7,207.46 |
| 001-520-524-3000 | PROTECTIVE INSPECTIONS OPERATING EXF | 0.00 | 0.00 |

| Expend Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 001-520-524-3031 | PROFESSIONAL SERVICES | 21,500.00 | 25,993.92 |
| 001-520-524-3034 | CONTRACT SERVICES | 105,000.00 | 22,623.43 |
| 001-520-524-3040 | CONFERENCE TRAVEL AND PER DIEM | 4,000.00 | 129.00 |
| 001-520-524-3041 | COMMUNICATION SERVICES | 7,000.00 | 1,719.63 |
| 001-520-524-3042 | FUEL | 5,750.00 | 597.67 |
| 001-520-524-3043 | UTILITY SERVICES | 6,000.00 | 568.75 |
| 001-520-524-3045 | INSURANCE | 4,191.00 | 2,072.14 |
| 001-520-524-3046 | REPAIR AND MAINTENANCE | 80,000.00 | 2,376.89 |
| 001-520-524-3048 | PROMOTIONAL ACTIVITY/ADVERTISEMENT | 6,000.00 | 3,629.21 |
| 001-520-524-3051 | OFFICE SUPPLIES | 3,000.00 | 2,392.39 |
| 001-520-524-3052 | OPERATING SUPPLIES | 7,100.00 | 1,181.64 |
| 001-520-524-3054 | SUBSCRIPTIONS AND MEMBERSHIPS | 3,000.00 | 0.00 |
| | **524 PROTECTIVE INSPECTIONS** | **672,702.00** | **191,451.13** |
| | **520 PUBLIC SAFETY:** | **2,230,829.00** | **506,149.17** |
| 001-522-522-3000 | Disaster Relief: | 0.00 | 0.00 |
| 001-525-525-1012 | REG - - | 200,000.00 | 0.00 |
| 001-525-525-1021 | SS - - | 15,300.00 | 0.00 |
| 001-525-525-1022 | RETIREMENT - - | 48,380.00 | 0.00 |
| 001-525-525-3046 | R&M - - | 268,160.00 | 0.00 |
| | **525 Total** | **531,840.00** | **0.00** |
| | **525 Total** | **531,840.00** | **0.00** |
| 001-540-000-0000 | TRANSPORTATION: | 0.00 | 0.00 |
| 001-540-541-0000 | ROADS & STREETS: | 0.00 | 0.00 |
| 001-540-541-1000 | ROADS & STREETS PERSONNEL SERVICES: | 0.00 | 0.00 |
| 001-540-541-1012 | SALARIES | 498,200.00 | 129,285.71 |
| 001-540-541-1014 | OVERTIME | 10,000.00 | 3,353.36 |
| 001-540-541-1021 | SOCIAL SECURITY | 38,878.00 | 8,171.64 |
| 001-540-541-1022 | RETIREMENT CONTRIBUTION | 68,963.00 | 13,244.95 |
| 001-540-541-1023 | LIFE AND HEALTH INSURANCE | 138,341.00 | 25,389.12 |
| 001-540-541-1024 | WORKERS COMPENSATION | 67,737.00 | 13,510.58 |
| 001-540-541-3000 | ROADS & STREETS OPERATING EXPENDITUI | 0.00 | 0.00 |
| 001-540-541-3034 | CONTRACT SERVICES | 28,100.00 | 3,599.37 |
| 001-540-541-3040 | CONFERENCES TRAVEL AND PER DIEM | 2,500.00 | 0.00 |
| 001-540-541-3041 | COMMUNICATION SERVICES | 3,500.00 | 701.40 |
| 001-540-541-3042 | FUEL | 35,000.00 | 9,248.06 |
| 001-540-541-3043 | UTILITY SERVICE | 175,000.00 | 46,405.92 |
| 001-540-541-3045 | INSURANCE | 116,130.00 | 57,989.20 |
| 001-540-541-3046 | REPAIR AND MAINTENANCE | 60,000.00 | 23,104.69 |
| 001-540-541-3051 | OFFICE SUPPLIES | 0.00 | 85.41 |
| 001-540-541-3052 | OPERATING SUPPLIES | 20,000.00 | 12,681.77 |
| 001-540-541-3053 | ROAD MATERIALS AND SUPPLIES | 10,000.00 | 153.77 |
| | **541 ROADS & STREETS** | **1,272,349.00** | **346,924.95** |
| | **540 TRANSPORTATION** | **1,272,349.00** | **346,924.95** |
| 001-550-000-0000 | CAPITAL EXPENDITURES: | 0.00 | 0.00 |
| 001-550-513-6000 | CAPITAL EXPENDITURES FINANCE/ADMIN: | 0.00 | 0.00 |

| Expend Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 001-550-513-6062 | BUILDING-CITY HALL | 114,000.00 | 0.00 |
| 001-550-513-6064 | EQUIPMENT-ADMINISTRATION | 50,000.00 | 4,997.49 |
| | **513 FINANCIAL** | **164,000.00** | **4,997.49** |
| 001-550-539-6000 | CAPITAL EXPENDITURES OTR PHYSICAL EN\ | 0.00 | 0.00 |
| 001-550-539-6064 | EQUIPMENT | 0.00 | 11,125.00 |
| 001-550-541-6000 | CAPITAL EXPENDITURES ROADS AND STREE | 0.00 | 0.00 |
| 001-550-541-6060 | CAPITAL OUTLAY - STREET PAVING | 600,000.00 | 0.00 |
| 001-550-572-6000 | CAPITAL EXPENDITURES PARKS AND RECRE | 0.00 | 0.00 |
| 001-550-572-6064 | EQUIPMENT-PARKS AND RECREATION | 154,344.00 | 1,417.18 |
| | **550 CAPITAL EXPENDITURES** | **918,344.00** | **17,539.67** |
| 001-560-000-0000 | HUMAN SERVICES: | 0.00 | 0.00 |
| 001-560-562-0000 | HEALTH SERVICES: | 0.00 | 0.00 |
| 001-560-562-1000 | HEALTH SERVICES PERSONNEL SERVICES: | 0.00 | 0.00 |
| 001-560-562-1012 | SALARIES | 158,600.00 | 51,137.50 |
| 001-560-562-1014 | OVERTIME | 2,500.00 | 3,444.00 |
| 001-560-562-1021 | SOCIAL SECURITY | 12,325.00 | 3,211.67 |
| 001-560-562-1022 | RETIREMENT CONTRIBUTION | 21,862.00 | 5,843.80 |
| 001-560-562-1023 | LIFE AND HEALTH INSURANCE | 57,898.00 | 13,665.28 |
| 001-560-562-1024 | WORKERS COMPENSATION | 2,609.00 | 4,282.88 |
| 001-560-562-3000 | HEALTH SERVICES OPERATING EXPENDITUF | 0.00 | 0.00 |
| 001-560-562-3031 | PROFESSIONAL SERVICES | 1,500.00 | 0.00 |
| 001-560-562-3034 | CONTRACT SERVICES | 9,000.00 | 1,930.78 |
| 001-560-562-3040 | CONFERENCE TRAVEL & PER DIEM | 2,500.00 | 700.00 |
| 001-560-562-3041 | COMMUNICATION SERVICES | 4,100.00 | 1,275.41 |
| 001-560-562-3042 | FUEL | 11,000.00 | 2,430.67 |
| 001-560-562-3043 | UTILITY SERVICES | 5,000.00 | 763.76 |
| 001-560-562-3045 | INSURANCE | 5,400.00 | 2,768.45 |
| 001-560-562-3046 | REPAIR AND MAINTENANCE | 3,000.00 | 717.28 |
| 001-560-562-3051 | OFFICE SUPPLIES | 500.00 | 89.13 |
| 001-560-562-3052 | OPERATING SUPPLIES | 4,200.00 | 621.91 |
| 001-560-562-3054 | SUBSCRIPTIONS AND MEMBERSHIPS | 2,500.00 | 75.00 |
| 001-560-562-6064 | EQUIPMENT | 125,000.00 | 0.00 |
| | **562 HEALTH SERVICES** | **429,494.00** | **92,957.52** |
| | **560 HUMAN SERVICES** | **429,494.00** | **92,957.52** |
| 001-570-000-0000 | CULTURE/RECREATION: | 0.00 | 0.00 |
| 001-570-572-0000 | PARKS AND RECREATION: | 0.00 | 0.00 |
| 001-570-572-1000 | PARKS AND RECREATION PERSONNEL SER\ | 0.00 | 0.00 |
| 001-570-572-1012 | SALARIES | 7,669.00 | 2,528.00 |
| 001-570-572-1014 | OVERTIME | 100.00 | 0.00 |
| 001-570-572-1021 | SOCIAL SECURITY | 587.00 | 137.07 |
| 001-570-572-1022 | RETIREMENT CONTRIBUTION | 1,041.00 | 282.04 |
| 001-570-572-1023 | LIFE AND HEALTH INSURANCE | 3,679.00 | 1,080.44 |
| 001-570-572-1024 | WORKERS COMPENSATION | 5,150.00 | 206.54 |
| 001-570-572-3000 | PARKS AND RECREATION OPERATING EXP: | 0.00 | 0.00 |

| Expend Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 001-570-572-3035 | MISCELLANEOUS | 0.00 | 77.60 |
| 001-570-572-3041 | COMMUNICATION SERVICES | 1,250.00 | 0.00 |
| 001-570-572-3042 | FUEL | 1,000.00 | 0.00 |
| 001-570-572-3043 | UTILITY SERVICES | 30,000.00 | 10,309.53 |
| 001-570-572-3045 | INSURANCE | 54,889.00 | 27,138.64 |
| 001-570-572-3046 | REPAIR AND MAINTENANCE | 20,459.00 | 2,846.85 |
| 001-570-572-3052 | OPERATING SUPPLIES | 3,500.00 | 3,402.84 |
| 001-570-572-3109 | WEST HENDRY CO-SPECIAL DISTRICT | 174,895.00 | 0.00 |
| 001-570-572-3159 | COLLECT CHARGS-PROP.APPRAISER | 650.00 | 0.00 |
| | **572 PARKS AND RECREATION** | **304,869.00** | **48,009.55** |
| 001-570-574-3000 | SPECIAL EVENTS OPERATING EXPENDITURE | 0.00 | 0.00 |
| 001-570-574-4440 | CHRISTMAS EXPENSE | 15,000.00 | 12,729.38 |
| 001-570-574-4442 | SCF EXPENSE | 25,000.00 | 188.03 |
| | **574 SPECIAL EVENTS:** | **40,000.00** | **12,917.41** |
| 001-570-575-3000 | SPECIAL RECREATION FACILITIES OPERATIN | 0.00 | 0.00 |
| 001-570-575-7272 | CIVIC CENTER USDA LOAN INTEREST | 8,145.00 | 0.00 |
| 001-570-580-3000 | GRANTS OPERATING EXP: | 0.00 | 0.00 |
| 001-570-580-3183 | PROFESSIONAL SERVICES - GRANTS | 60,000.00 | 0.00 |
| | **570 CULTURE/RECREATION** | **413,014.00** | **60,926.96** |
| 001-590-000-0000 | OTHER NON-OPERATING DISBURSEMENTS | 0.00 | 0.00 |
| 001-590-541-4444 | DONATION/OTHER | 25,000.00 | 25,000.00 |
| 001-590-541-4447 | DONATION-DOWNTOWN REVITALIZATION/MA | 20,000.00 | 6,964.00 |
| 001-590-541-4449 | LIBRARY DONATION | 45,000.00 | 0.00 |
| | **541 ROADS & STREETS** | **90,000.00** | **31,964.00** |
| | **590 OTHER NON-OPERATING DISBURSEMEN** | **90,000.00** | **31,964.00** |
| | **GENERAL FUND Expenditure Totals** | **7,163,885.00** | **1,372,644.48** |

| 001 GENERAL FUND | Prior | Current | YTD |
|---|---|---|---|
| **Revenues:** | **0.00** | **2,780,112.64** | **2,780,112.64** |
| **Expenditures:** | **0.00** | **1,372,644.48** | **1,372,644.48** |
| **Net Income:** | **0.00** | **1,407,468.16** | **1,407,468.16** |

| Revenue Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 041-341-9000 | FEES MISCELLANEOUS | 20,000.00 | 13,957.60 |
| 041-343-3100 | WATER SALES | 2,212,230.00 | 605,979.88 |
| 041-343-3200 | CONNECTION FEES | 200,000.00 | 0.00 |
| 041-343-3300 | TURN ON FEES | 10,000.00 | 2,349.00 |
| 041-343-3400 | CAPITAL OUTLAY | 500,000.00 | 92,523.36 |
| 041-343-9002 | WTR/NSF | 0.00 | 798.00 |
| | **343 Total** | **2,922,230.00** | **701,650.24** |
| 041-361-1000 | INTEREST ON INVESTMENTS | 2,500.00 | 2,566.95 |
| 041-369-0000 | MISCELLANEOUS REVENUE | 0.00 | 2.32 |
| 041-384-0000 | GRANT/USDA PROCEEDS-FCB | 1,094,050.00 | 0.00 |
| 041-390-3990 | LESS EARMARKED FUNDS | 56,013.00 | 0.00 |
| | **WATER FUND Revenue Totals** | **4,094,793.00** | **718,177.11** |

| Expend Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 041-510-519-0000 | OTHER GEN'L GOVT SERVICES: | 0.00 | 0.00 |
| 041-510-519-1000 | OTHER GEN'L GOVT PERSONNEL SERVICES | 0.00 | 0.00 |
| 041-510-519-1012 | SALARIES | 0.00 | 1,250.71 |
| 041-510-519-1021 | SOCIAL SECURITY | 0.00 | 90.29 |
| | **519 OTHER GEN'L GOVT SERVICES** | **0.00** | **1,341.00** |
| | **510 ADMINISTRATION** | **0.00** | **1,341.00** |
| 041-535-533-0000 | TREATMENT PLANT: | 0.00 | 0.00 |
| 041-535-533-1000 | TREATMENT PLANT PERSONNEL SERVICES: | 0.00 | 0.00 |
| 041-535-533-1012 | SALARIES | 303,568.00 | 101,052.37 |
| 041-535-533-1014 | OVERTIME | 5,000.00 | 3,133.80 |
| 041-535-533-1021 | SOCIAL SECURITY | 23,606.00 | 6,249.49 |
| 041-535-533-1022 | RETIREMENT CONTRIBUTION | 47,534.00 | 10,105.26 |
| 041-535-533-1023 | LIFE AND HEALTH INSURANCE | 96,227.00 | 26,237.48 |
| 041-535-533-1024 | WORKERS COMPENSATION | 28,144.00 | 8,203.34 |
| 041-535-533-3000 | TREATMENT PLANT OPERATING EXPENDITU | 0.00 | 0.00 |
| 041-535-533-3031 | PROFESSIONAL SERVICES | 1,119,864.00 | 281,303.58 |
| 041-535-533-3034 | CONTRACT SERVICES | 175,250.00 | 10,781.58 |
| 041-535-533-3041 | COMMUNICATIONS | 10,800.00 | 3,142.04 |
| 041-535-533-3042 | FUEL | 10,000.00 | 468.36 |
| 041-535-533-3043 | UTILITY SERVICES | 154,500.00 | 47,633.65 |
| 041-535-533-3045 | INSURANCE | 174,900.00 | 86,475.42 |
| 041-535-533-3051 | OFFICE SUPPLIES | 9,000.00 | 3,319.93 |
| 041-535-533-3052 | OPERATING SUPPLIES | 45,000.00 | 15,263.50 |
| 041-535-533-3054 | SUBSCRIPTIONS & MEMBERSHIPS | 0.00 | 623.28 |
| 041-535-533-3146 | REPAIR AND MAINTENANCE | 22,350.00 | 12,271.01 |
| 041-535-533-6064 | CAPITAL OUTLAY - EQUIPMENT | 0.00 | 4,809.00 |

| Expend Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| | **533 TREATMENT PLANT/DISTRIBUTION** | **2,225,743.00** | **621,073.09** |
| | **535 Total** | **2,225,743.00** | **621,073.09** |
| 041-536-533-0000 | DISTRIBUTION SYSTEM: | 0.00 | 0.00 |
| 041-536-533-1000 | DISTRIBUTION SYSTEM PERSONNEL SERVIC | 0.00 | 0.00 |
| 041-536-533-1012 | SALARIES | 0.00 | 3,308.80 |
| 041-536-533-1014 | WATER DIST.-OVERTIME | 0.00 | 1,625.97 |
| 041-536-533-1021 | SOCIAL SECURITY | 0.00 | 372.52 |
| | **533 TREATMENT PLANT/DISTRIBUTION** | **0.00** | **5,307.29** |
| | **536 Total** | **0.00** | **5,307.29** |
| 041-538-533-7000 | DEBT SERVICE: | 0.00 | 0.00 |
| 041-538-533-7272 | BOND INTEREST EXPENSE | 775,000.00 | 0.00 |
| | **WATER FUND Expenditure Totals** | **3,000,743.00** | **627,721.38** |

| 041 WATER FUND | Prior | Current | YTD |
|---|---|---|---|
| **Revenues:** | **0.00** | **718,177.11** | **718,177.11** |
| **Expenditures:** | **0.00** | **627,721.38** | **627,721.38** |
| **Net Income:** | **0.00** | **90,455.73** | **90,455.73** |

| Revenue Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 042-341-9000 | FEES MISCELLANEOUS | 50,000.00 | 0.00 |
| 042-343-3400 | CAPITAL OUTLAY | 300,000.00 | 79,931.25 |
| 042-343-5100 | SEWER USER FEES | 1,151,287.00 | 233,281.54 |
| 042-343-5200 | SEWER DUMPING FEES | 75,000.00 | 24,300.00 |
| 042-343-5500 | SEWER CONNECTION FEES | 40,000.00 | 8,894.25 |
| | **343 Total** | **1,566,287.00** | **346,407.04** |
| 042-361-1000 | INTEREST ON INVESTMENTS | 1,750.00 | 277.17 |
| 042-384-1000 | DEM/DEP GRANTS | 21,655,842.00 | 0.00 |
| | **SEWER FUND Revenue Totals** | **23,273,879.00** | **346,684.21** |

| Expend Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 042-510-519-0000 | OTHER GEN'L GOVT SERVICES: | 0.00 | 0.00 |
| 042-510-519-1000 | OTHER GEN'L GOVT PERSONNEL SERVICES | 0.00 | 0.00 |
| 042-510-519-1012 | REGULAR SALARIES | 0.00 | 813.41 |
| 042-510-519-1021 | SOCIAL SECURITY | 0.00 | 58.86 |
| | **519 OTHER GEN'L GOVT SERVICES** | **0.00** | **872.27** |
| | **510 ADMINISTRATION** | **0.00** | **872.27** |
| 042-525-535-0000 | SEWAGE COLLECTION: | 0.00 | 0.00 |
| 042-525-535-1000 | SEWAGE COLLECTION PERSONNEL SERVICI | 0.00 | 0.00 |
| 042-525-535-1012 | SALARIES | 128,693.00 | 51,281.63 |
| 042-525-535-1014 | OVERTIME | 5,000.00 | 791.15 |
| 042-525-535-1021 | SOCIAL SECURITY | 10,228.00 | 3,114.11 |
| 042-525-535-1022 | RETIREMENT CONTRIBUTION | 20,974.00 | 4,046.07 |
| 042-525-535-1023 | LIFE AND HEALTH INSURANCE | 61,522.00 | 11,536.48 |
| 042-525-535-1024 | WORKERS COMPENSATION | 10,686.00 | 3,554.26 |
| 042-525-535-3000 | SEWAGE COLLECTION OPERATING EXPENDI | 0.00 | 0.00 |
| 042-525-535-3031 | PROFESSIONAL SERVICES | 898,576.00 | 283,053.92 |
| 042-525-535-3034 | CONTRACT SERVICES | 300,000.00 | 8,656.90 |
| 042-525-535-3043 | UTILITIES/LIFT STATION | 75,000.00 | 30,949.86 |
| 042-525-535-3045 | INSURANCE | 45,641.00 | 22,566.18 |
| 042-525-535-3048 | SEWAGE COLLECTI PROMOTIONAL ACTIVITY | 0.00 | 165.24 |
| 042-525-535-3051 | OFFICE SUPPLIES | 0.00 | 1,825.04 |
| 042-525-535-3052 | OPERATING SUPPLIES | 12,000.00 | 18,001.06 |
| 042-525-535-3146 | REPAIR AND MAINTENANCE | 50,000.00 | 19,353.04 |
| 042-525-535-6064 | EQUIPMENT - DEM GRANT & DEP GRANT | 21,655,559.00 | 0.00 |
| | **535 SEWAGE COLLECTION** | **23,273,879.00** | **458,894.94** |
| | **525 Total** | **23,273,879.00** | **458,894.94** |
| | **SEWER FUND Expenditure Totals** | **23,273,879.00** | **459,767.21** |

| 042 SEWER FUND | Prior | Current | YTD |
|---|---|---|---|

| | | | |
|---|---|---|---|
| **Revenues:** | **0.00** | **346,684.21** | **346,684.21** |
| **Expenditures:** | **0.00** | **459,767.21** | **459,767.21** |
| **Net Income:** | **0.00** | **113,083.00 -** | **113,083.00 -** |

| Revenue Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 043-343-4341 | REFUSE COLLECTION | 1,063,725.00 | 300,786.14 |
| | **SANITATION OPERATION FUND Revenue Tota** | **1,063,725.00** | **300,786.14** |

| Expend Account | Description | 2024 Budgeted | 2024 Actual |
|---|---|---|---|
| 043-000-000-0000 | SANITATION OPERATION FUND | 0.00 | 0.00 |
| 043-555-534-3134 | GARBAGE FEES | 1,010,539.00 | 278,158.44 |
| 043-580-581-8300 | CASH FORWARD(RESERVE) | 53,386.00 | 0.00 |
| | **SANITATION OPERATION FU Expenditure Tot** | **1,063,925.00** | **278,158.44** |

| 043 SANITATION OPERATION FUND | Prior | Current | YTD |
|---|---|---|---|
| **Revenues:** | **0.00** | **300,786.14** | **300,786.14** |
| **Expenditures:** | **0.00** | **278,158.44** | **278,158.44** |
| **Net Income:** | **0.00** | **22,627.70** | **22,627.70** |

| *Revenue Account* | *Description* | *2024 Budgeted* | *2024 Actual* |
|---|---|---|---|
| 071-361-1000 | INTEREST ON INVESTMENTS | 200.00 | 0.00 |
| | **STREET PAVING TRUST FUND Revenue Total** | **200.00** | **0.00** |

| **071 STREET PAVING TRUST FUND** | **Prior** | **Current** | **YTD** |
|---|---|---|---|
| **Revenues:** | **0.00** | **0.00** | **0.00** |
| **Expenditures:** | **0.00** | **0.00** | **0.00** |
| **Net Income:** | **0.00** | **0.00** | **0.00** |

| **Grand Totals** | **Prior** | **Current** | **YTD** |
|---|---|---|---|
| **Revenues:** | **0.00** | **4,145,760.10** | **4,145,760.10** |
| **Expenditures:** | **0.00** | **2,738,291.51** | **2,738,291.51** |
| **Net Income:** | **0.00** | **1,407,468.59** | **1,407,468.59** |

Range: First to Last  Issue Date Range: 01/01/24 to 01/31/24  **Indicates payment is in batch

| | Alteration Cost | New Volume | | BP D2Y BUILDING MECHANICAL PLANNING | BP D2Z CONTRACTOR RSRC PL UA LT PLUMBING | TOTAL ELECTRICAL PLAN REVIEW STATE |
|---|---|---|---|---|---|---|
| Grand Totals: | 380,109.00 | 0 | PAID: | 0.00 | 0.00 | 4,315.78 |
| | | 0.00 | | 2,547.45 | 0.00 | 832.00 |
| | | | | 180.00 | 0.00 | 0.00 |
| | | | | 250.00 | 372.00 | 134.33 |
| | | | PERMIT COUNT: | 0 | 0 | 23 |
| | | | | 16 | 0 | 5 |
| | | | | 2 | 0 | 0 |
| | | | | 1 | 6 | 0 |

BP SURC2 - Bldg Code Admin & Inspect Brd

| | |
|---|---|
| 1. Number of permits issued at the minimum surcharge rate 16 x $2 | $ 32.00 |
| 2. Permit fees collected at other than minimum surcharge | $ 2,786.80 |
| 3. Surcharge amount due (1.5% of line 2 or line 2 x 1.5) | $ 41.80 |
| 4. Total of Lines 1 & 3 | $ 73.80 |
| 5. Less surcharge amount retained (10% of line 4 or line 4 x 0.10) | $ 7.38 |
| 6. Surcharge amount due (line 4 less line 5) | $ 66.42 |

BP SURCH - FL Building Commission Surchar

| | |
|---|---|
| 1. Number of permits issued at the minimum surcharge rate 17 x $2 | $ 34.00 |
| 2. Permit fees collected at other than minimum surcharge | $ 2,652.80 |
| 3. Surcharge amount due (1.0% of line 2 or line 2 x 0.010) | $ 26.53 |
| 4. Total of Lines 1 & 3 | $ 60.53 |
| 5. Less surcharge amount retained (10% of line 4 or line 4 x 0.10) | $ 6.05 |
| 6. Surcharge amount due (line 4 less line 5) | $ 54.48 |

*NOTE: This report contains only PAID & WAIVED fees.

Range: PID: First to Last Range of Util Accounts: First to Last
: Range of Customers: First to Last
:
Range of Codes: BUI to BUI Range of Years: First to 2025 Range of Periods: 1 to 12
Range of Batch Ids: First to Last Range of Dates: 01/01/24 to 01/31/24
Range of Sections: First to Last Name to Print: Bill To
Print Ref Num: N
Payment Type Includes: Sp Charges: Y Prop Lien: N Sp Assmnt: Y Water: Y Sewer: Y
Voucher Agency: Y Garbage: Y Invoice: Y Misc: Y
Payment Method Includes: Cash: Y Check: Y Credit: Y Voucher: N VT: Y
Range of Installment Due Dates: First to Last
Print Only Miscellaneous w/Parcel Id: N Sort Miscellaneous Payments by Utility Account: N
Print Only Miscellaneous w/Utility Id: N

| Code | Description | Count | Principal: Arrears/Other | Principal: Fiscal 2023 | Principal: Fiscal 2024 | Principal: Fiscal 2025 | Interest | Total |
|---|---|---|---|---|---|---|---|---|
| BUI | BUILDING DEPT PYMTS | 139 | 16,927.51 | 0.00 | 0.00 | 0.00 | 0.00 | 16,927.51 |
| | Invoice Payments | 139 | 16,927.51 | 0.00 | 0.00 | 0.00 | 0.00 | 16,927.51 |
| | Payments Total: | 139 | 16,927.51 | 0.00 | 0.00 | 0.00 | 0.00 | 16,927.51 |
| | Cash O/S Total: | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | NSF Reversals Total: | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | Total: | 139 | 16,927.51 | 0.00 | 0.00 | 0.00 | 0.00 | 16,927.51 |

| | |
|---|---|
| Total Cash: | 0.00 |
| Total Check: | 3,322.09 |
| Total Credit: | 0.00 |
| Total V Term: | 13,605.42 |

***Hugo Vargas***
Commissioner

***Daniel W. Akin***
Commissioner

***Jackie Ratica***
Commissioner

***Bobbie Spratt***
Commissioner

*"The City of Oaks"*

***Julie C. Wilkins***
Mayor

# Code Enforcement Staff Report

## January 2024

**01/01- 01/31**

Code enforcement is currently working on 130 open cases, with 29 new cases including four unsafe buildings opened in January. Eight cases were closed for compliance and 102 site inspections were conducted. Four cases were heard by the Special Magistrate, with all four being found in favor of the city. Area inspections were done on Kissimmee and Fordson Ave with nine Notices of hearings and 28 courtesy notices mailed out. The department received and processed 18 lien search request and recovered $4,231.02 in delinquent liens/fines. There were 36 paid reservations for the city dock and $1,588.87 deposited from Dockwa.

Zane Mungillo
Code Enforcement

# SUPERINTENDENT OF PUBLIC WORKS UPDATE

# BUSINESS BY COMMISSIONERS