

TOWN OF SEWALL'S POINT



PAMELA MAC'KIE WALKER
Town Manager

TO: Town of Sewall's Point Commission
FROM: Pamela Mac'Kie Walker, Town Manager
SUBJECT: Agenda Item 1
Financial Reports
Town Commission Meeting, November 15, 2016

Staff recommends acceptance of the attached financial reports.

Town of Sewall's Point
Financial Report
Revenues and Expenses Budget-to-Actual

	Actual Oct 2016	Monthly Budget Oct 2016	Actual to Monthly Budget %	Actual Oct- Oct 2016	YTD Budget Oct - Sep 2017	Actual to YTD Budget %	Annual Budget FY 2017	Actual to Annual Budget %
	<i>unaudited</i>	<i>unaudited</i>		<i>unaudited</i>	<i>unaudited</i>		<i>unaudited</i>	
Revenues								
Intergovernmental								
332.000 · Grant Mgmt. Fees FEMA 3%	-	-	n/a	-	-	n/a	25,300	0.0%
312.400 · Gas Tax	5,000	5,580	89.6%	5,000	5,580	89.6%	67,000	7.5%
315.000 · Communications Services Taxes	5,000	4,750	105.3%	5,000	4,750	105.3%	57,000	8.8%
335.120 · State Revenue Sharing	5,000	5,250	95.2%	5,000	5,250	95.2%	63,000	7.9%
335.150 · Alcoholic Beverage Tax	-	-	n/a	-	-	n/a	2,000	0.0%
335.180 · Sales Tax	15,000	17,913	83.7%	15,000	17,913	83.7%	215,000	7.0%
Total Intergovernmental	30,000	33,493	89.6%	30,000	33,493	89.6%	429,300	7.0%
Local Taxes, Fees, Fines								
311.100 · Ad Valorem Taxes	-	12,000	0.0%	-	12,000	0.0%	1,690,000	0.0%
316.000 · Local Business Tax	956	1,000	95.6%	956	1,000	95.6%	4,000	23.9%
322.000 · Building Permit Fees	27,905	25,000	111.6%	27,905	25,000	111.6%	220,000	12.7%
323.100 · Electric Francise	11,500	14,580	78.9%	11,500	14,580	78.9%	175,000	6.6%
325.200 · Road Impact Assessments	5,391	2,000	269.5%	5,391	2,000	269.5%	36,000	15.0%
351.200 · Police Dept Grant Funds	166	-	n/a	166	-	n/a	-	n/a
351.300 · Civil Fines	-	1,000	0.0%	-	1,000	0.0%	8,000	0.0%
351.500 · Traffic Fines	1,148	1,500	76.6%	1,148	1,500	76.6%	18,000	6.4%
351.501 · Police Education	-	163	0.0%	-	163	0.0%	2,000	0.0%
361.100 · Interest	1,630	865	188.5%	1,630	865	188.5%	10,600	15.4%
366.900 · Miscellaneous Revenue	317	580	54.7%	317	580	54.7%	7,000	4.5%
367.000 · Town Licenses & Fees	300	435	69.0%	300	435	69.0%	5,000	6.0%
Total Local Taxes, Fees, Fines	49,313	59,123	83.4%	49,313	59,123	83.4%	2,175,600	2.3%
Total Revenues	79,313	92,616	85.6%	79,313	92,616	85.6%	2,604,900	3.0%
Expenses								
Human Resources								
Public Safety	59,526	68,427	87.0%	59,526	68,427	87.0%	820,360	7.3%
Town Manager	10,496	9,837	106.7%	10,496	9,837	106.7%	126,074	8.3%
Town Assistant	3,831	3,595	106.6%	3,831	3,595	106.6%	46,742	8.2%
Town Clerk	5,207	5,005	104.0%	5,207	5,005	104.0%	65,070	8.0%
Building Dept.	8,747	7,774	112.5%	8,747	7,774	112.5%	101,065	8.7%
Public Works Dept.	3,702	3,207	115.4%	3,702	3,207	115.4%	41,689	8.9%
519.230 · Insurance Benefits	10,393	14,250	72.9%	10,393	14,250	72.9%	171,000	6.1%
Total Human Resources	101,902	112,095	90.9%	101,902	112,095	90.9%	1,372,000	7.4%

Town of Sewall's Point
Financial Report
Revenues and Expenses Budget-to-Actual

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	<i>unaudited</i>	<i>unaudited</i>		<i>unaudited</i>	<i>unaudited</i>		<i>unaudited</i>	
Operating Expenses								
519.40 · Travel	256	1,000	25.6%	256	1,000	25.6%	3,000	8.5%
519.41 · Communication Network	198	3,000	6.6%	198	3,000	6.6%	36,000	0.6%
519.43 · Utilities	2,628	4,500	58.4%	2,628	4,500	58.4%	54,000	4.9%
519.45 · General, Liability and W/C Insurance	5,173	5,090	101.6%	5,173	5,090	101.6%	61,000	8.3%
519.48 · Town Events	94	100	93.5%	94	100	93.5%	10,000	0.9%
519.49F · Bank Fees	99	-	n/a	99	-	n/a	-	n/a
519.49 · Other General Government	-	337	0.0%	-	337	0.0%	4,000	0.0%
519.51 · Office Supplies & Services	3,549	2,250	157.7%	3,549	2,250	157.7%	27,000	13.1%
519.52 · Fuel, Oil, Operating Supplies	3,125	1,837	170.1%	3,125	1,837	170.1%	22,000	14.2%
519.54 · Dues, Ed., Tuition Reimb	1,305	663	196.8%	1,305	663	196.8%	8,000	16.3%
521.52 · PD Enforcement Supplies	47	500	9.4%	47	500	9.4%	18,000	0.3%
Total Operating Expenses	16,474	19,277	85.5%	16,474	19,277	85.5%	243,000	6.8%
Outside Services								
Maintenance Services								
519.46a · Landscaping Maintenance	3,795	4,130	91.9%	3,795	4,130	91.9%	50,000	7.6%
519.46M · Buildings & Facilities Maint.	612	1,000	61.2%	612	1,000	61.2%	11,000	5.6%
519.46O · Office Cleaning Service	620	663	93.5%	620	663	93.5%	8,000	7.8%
519.46P · Parks Maintenance	262	400	65.5%	262	400	65.5%	5,000	5.2%
519.46S · Streets & StormSewers	-	500	0.0%	-	500	0.0%	16,000	0.0%
Total Landscape & Facilities Mainten.	5,289	6,693	79.0%	5,289	6,693	79.0%	90,000	5.9%
521.162 · PD Equip. Maintenance	39	1,500	2.6%	39	1,500	2.6%	7,500	0.5%
521.46V · PD Vehicles Maintenance	126	1,000	12.6%	126	1,000	12.6%	12,000	1.0%
524.46V · BD Vehicle	265	350	75.8%	265	350	75.8%	2,000	13.3%
539.46V · PW Vehicle	278	350	79.5%	278	350	79.5%	2,000	13.9%
519.46E · Equip.& Vehicle Maint - Other	249	-	n/a	249	-	n/a	-	n/a
Total Equip.& Vehicle Maint	957	3,200	29.9%	957	3,200	29.9%	23,500	4.1%
539.34 · Temporary Staffing	262	200	131.0%	262	200	131.0%	2,000	13.1%
Total Maintenance Services	6,508	10,093	64.5%	6,508	10,093	64.5%	115,500	5.6%
519.31 · Grant Management Support	-	2,000	0.0%	-	2,000	0.0%	19,000	0.0%
525.32 · Audit Service	-	4,000	0.0%	-	4,000	0.0%	13,200	0.0%
513.32 · Financial Services - Other	-	-	n/a	-	-	n/a	18,500	0.0%
Total 513.32 · Financial Services	-	6,000	0.0%	-	6,000	0.0%	50,700	0.0%
514.31 · Legal Services	-	4,500	0.0%	-	4,500	0.0%	56,000	0.0%
521.31 · PD Professional Services	-	1,500	0.0%	-	1,500	0.0%	9,000	0.0%
522.34 · Contracted Fire Rescue Services	88,930	90,000	98.8%	88,930	90,000	98.8%	363,000	24.5%
541.31 · Engineering Services	-	2,000	0.0%	-	2,000	0.0%	23,000	0.0%
Total Professional Services	88,930	104,000	85.5%	88,930	104,000	85.5%	501,700	17.7%
Total Outside Services	95,438	114,093	83.6%	95,438	114,093	83.6%	617,200	15.5%
Total Recurring Expenses	213,814	245,465	87.1%	213,814	245,465	87.1%	2,232,200	9.6%

Town of Sewall's Point
Financial Report
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	<i>unaudited</i>	<i>unaudited</i>		<i>unaudited</i>	<i>unaudited</i>		<i>unaudited</i>	
NR · Capital & Nonrecurring Expenses								
541.64 · Furniture & Equipment								
519.64 · TH Office Equipment	-	100	0.0%	-	100	0.0%	2,500	0.0%
521.64 · PD New Equipment	1,542	500	308.4%	1,542	500	308.4%	62,000	2.5%
Total 541.64 · Furniture & Equipment	1,542	600	257.0%	1,542	600	257.0%	64,500	2.4%
541.64V · Replacement Vehicles	-	-	n/a	-	-	n/a	72,000	0.0%
541.630 · Capital Improvements								
541.632 · Parks & Landscaping	-	-	n/a	-	-	n/a	10,000	0.0%
541.635 · Town Hall	-	-	n/a	-	-	n/a	5,000	0.0%
541.63R · Road & Bridge Improvements	-	-	n/a	-	-	n/a	90,000	0.0%
541.675 · Stormwater Improvements	-	-	n/a	-	-	n/a	-	n/a
541.67G · Grant-matched Projects	-	-	n/a	-	-	n/a	37,500	0.0%
Total 541.675 · Stormwater Improvements	-	-	n/a	-	-	n/a	37,500	0.0%
Total 541.630 · Capital Improvements	-	-	n/a	-	-	n/a	142,500	0.0%
541.CIP · CIP Planning	-	-	n/a	-	-	n/a	105,000	0.0%
Total NR · Capital & Nonrecurring Expenses	1,542	600	257.0%	1,542	600	257.0%	384,000	0.4%

Town of Sewall's Point
Financial Statement
Balance Sheet Prev. YTD Comparison
As of Oct 31, 2016

	<i>unaudited</i>	<i>Audited</i>		
	10/31/2016	10/31/2016	\$ Change	% Change
ASSETS				
Current Assets				
Total Cash Accounts	454,451	236,989	217,462	91.8%
Total Investment Accounts	2,238,193	2,224,982	13,211	0.6%
Total Cash & Investments	2,692,643	2,461,970	230,673	9.4%
Total Other Current Assets	73,153	76,702	(3,549)	-4.6%
Total Current Assets	73,153	76,702	(3,549)	-4.6%
Capital Assets				
161.91/.92 Land and Improvements	681,019	681,019	-	0.0%
161.94 · Roads & Walkways	1,624,183	1,624,183	-	0.0%
162.91 · Building - Town Hall	411,010	411,010	-	0.0%
164.91 · Street Lights	140,590	140,590	-	0.0%
164.92 · Landscaping	44,930	44,930	-	0.0%
165.000 · Construction In Progress	11,907	11,907	-	0.0%
166.91 · Police Cars & Equipment	370,554	370,554	-	0.0%
166.912 · Truck - Building Dept.	40,727	40,727	-	0.0%
166.92/.93 · Equipment, Furniture & Fixtures	86,074	86,074	-	0.0%
Less Dep. & Invest.in Capital Assets	(3,410,994)	(3,410,994)	-	0.0%
Total Capital Assets	-	-	-	0.0%
TOTAL ASSETS	2,765,796	2,538,672	227,124	8.9%
LIABILITIES & EQUITY				
Total Accounts Payable & Accrued Expenses				
207.000 · Technology/Processing Fee	32,493	91,720	(59,227)	-64.6%
208.001 · State Fees Payable	(2,642)	621	(3,263)	-525.5%
209.000 · Martin Cty Impact Fees Payable	3,685	2,962	723	24.4%
217.00 · Payroll Liabilities	29,967	-	29,967	100.0%
217.00 · Payroll Liabilities	243	(165)	408	246.7%
Total Current Liabilities	63,744	95,137	(31,393)	-33.0%
Total Long Term Liabilities	-	-	-	0.0%
Total Liabilities	63,744	95,137	(31,393)	-33.0%
Equity				
Designated for Special Projects				
247.030 · Reserve for Prepaid Insurance	17,000	4,460	12,540	281.1%
247.05 · Reserve - Infrastructure	-	-	-	0.0%
247.06 · Reserve - Vehicle Replacement	-	-	-	0.0%
247.32 · Disaster Reserve	1,000,000	1,000,000	-	0.0%
247.33 · Operating Reserve	500,000	500,000	-	0.0%
247.32 · Hurricane Reserve	-	-	-	0.0%
Total Designated for Special Projects	1,517,000	1,504,460	12,540	0.8%
Unrestricted and Retained Earnings	1,321,095	1,032,187	288,908	28.0%
YTD Revenues/Transfer from Reserves	(136,044)	(93,113)	(42,931)	-46.1%
Total Equity	2,702,052	2,443,535	258,517	10.6%
TOTAL LIABILITIES & EQUITY	2,765,796	2,538,672	227,124	8.9%

TOWN OF SEWALL'S POINT



PAMELA MAC'KIE WALKER
Town Manager

TO: Town of Sewall's Point Commission
FROM: Pamela Mac'Kie Walker, Town Manager
SUBJECT: Agenda Item 2
Meeting Minutes
Town Commission Meeting, November 15, 2016

Staff recommends approval of the attached meeting minutes.



TOWN OF SEWALL'S POINT
TOWN COMMISSION MINUTES OF FINAL BUDGET MEETING
SEPTEMBER 22, 2016

[Verbatim details available at www.sewallspoint.org by clicking the “audio” link for the meeting]

The Town Commission of the Town of Sewall’s Point met on Thursday, September 22, 2016 at 5:30 p.m. at Town Hall.

CALL TO ORDER

Mayor Morris called the meeting to order at 5:30 p.m.

PLEDGE OF ALLEGIANCE

Mayor Morris led the Pledge of Allegiance.

ROLL CALL

Mayor Dan Morris, Vice Mayor James W. Campo, Commissioner Vincent N. Barile, Commissioner Paul Luger, Commissioner Jacqui Thurlow-Lippisch, Town Manager Pamela M. Walker, Town Attorney Glenn Torcivia and Town Clerk Lakisha Burch.

ADDITIONS, DELETIONS OR CHANGES TO THE AGENDA

Commissioner Barile asked if Resolution No. 839 opposing the proposed Metropolitan Planning Organization Coordination and Planning Area reform be added to the agenda. Mayor Morris stated it could be item number 5.

PUBLIC HEARING

1. Millage Rate Increase Discussion

F.S. 200.065(2)(e)1 requires that the first substantive issue to be discussed must be the percentage increase in millage over the rolled-back rate necessary to fund the budget and specific purposes for which the ad valorem tax revenues are being increased.

- a. Presentation by Town Manager regarding purposes of millage increase

Town Manager Walker presented an overview of the budget and there was a discussion among the Commission, Town Manager Walker, Town Attorney Torcivia and Town Clerk Burch.

- b. General Public Comment regarding the proposed increase.

Public comment was received regarding the budget.

2. **Public announcement:** per F.S. 200.065(2)(d) & (e), the following announcement must be made:

“The Town of Sewall’s Point, Florida’s rolled back rate is 2.7868. The percentage increase in property taxes for Fiscal Year 2016-2017 is 2.99% and the Town’s millage rate to be adopted is 2.8700 mills.”

3. **Resolution No. 837 adopting the final FY 2016-2017 millage rate.**

Motion was made by Commissioner Luger, seconded by Commissioner Thurlow-Lippisch, to approve Resolution No. 837 adopting the final FY 2016-2017 millage rate of 2.8700; it was voted as follows: Ayes: Mayor Morris, Vice-Mayor Campo, Commissioner Barile, Luger and Thurlow-Lippisch. Motion passed unanimously.

4. **Resolution No. 838 adopting the final FY 2016-2017 operating budget.**

Motion was made by Commissioner Luger, seconded by Mayor Morris to approve the adoption of the final FY 2016-2017 operating budget and for the vision insurance as proposed by the Town Manager to include a raise to Town Clerk for 55,000 dollars and not to approve the raise of the Town Assistant; it was voted as follows: Ayes: Mayor Morris and Commissioner Luger; Nye: Vice-Mayor Campo, Commissioner Barile and Thurlow-Lippisch. Motion failed 3-2.

Motion was made by Vice-Mayor Campo, seconded by Commissioner Thurlow-Lippisch to approve passed budget as agreed upon two weeks ago with the following three exceptions: change of property and liability insurance to absorb the saving, change in health insurance because of open enrollment difference, and change to 2000.00 dollars for vision and suggest we convert to a vision insurance plan so it is administratively straight forward and revisit Town Clerk and Town Assistant salary 6 months from October 1 with comparison to job duties and anticipated and actual revenue received; it was voted as follows: Ayes: Mayor Morris, Vice-Mayor Campo, Commissioner Luger and Thurlow-Lippisch. Nay: Commissioner Barile. Motion passed 4-1.

5. **Resolution No. 839 opposing the proposed Metropolitan Planning Organization Coordination and Planning Area reform.**

Commissioner Barile gave an overview of the item.

Motion was made by Commissioner Barile, seconded by Vice-Mayor Campo to approve Resolution No. 839 opposing the proposed Metropolitan Planning Organization Coordination and Planning Area reform; it was voted as follows: Ayes: Mayor Morris, Vice-Mayor Campo, Commissioner Barile, Luger

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

There was public comment.

DISCUSSION BY COMMISSION OR STAFF

Police Chief Ciechanowski stated that the Town had received the Message Trailer and Laser Device from the grant that was awarded to the Town.

Town Manager Walker stated that the Town had received the first matching grant for the South Sewall's Point Road project from the South Florida Water Management District.

Commissioner Thurlow-Lippisch stated she would be no longer on the Treasure Coast Regional Council and hopes someone will jump on this and Joe Negron's plan with the 60,000 acres is an incredible plan and made a comment about the landscaping and fertilizer. Commissioner Barile asked should we follow-up with a resolution.

Town Manager Walker mentioned the schedule of the upcoming Town Commission meetings. Town Clerk Burch provided the dates and times for the upcoming meetings as follows: October 25 at 7:00 pm, November 15, 2016 at 7:00 pm and December 13 at 5:30 pm.

ADJOURN

There being no further business to come before the Commission, the meeting was adjourned at 7:40 p.m.

APPROVED:

Mayor Dan Morris, Presiding Officer

ATTEST:

Lakisha Q. Burch, Town Clerk

TOWN OF SEWALL'S POINT



PAMELA MAC'KIE WALKER
Town Manager

TO: Town of Sewall's Point Commission
FROM: Pamela Mac'Kie Walker, Town Manager
SUBJECT: Agenda Item 3
Building Reports
Town Commission Meeting, November 15, 2016

Staff recommends acceptance of the attached building reports.

October Building Report

John Adams		
Plan Review		11
Plan Review	A/C Change-out	7
Plan Review	Single Family Residence	3
Plan Review	Window/Door replacement	3
Plan Review	Re-roof	2
Plan Review	Shutters	2
Plan Review	Addition/Remodel	1
Plan Review	Demolition	1
Plan Review	Driveway Concrete	1
Plan Review	Fence	1
Plan Review	Garage Door	1
Plan Review	Generator w/slab	1
Plan Review	Retaining wall/seawall	1
Plan Review	Screen Enclosure (existing	1
Plan Review	Wall (masonry)	1
Plan Review	Window/Door replacement	1
TOTAL PLANS		38
OTHER ACTIVITIES		
Inspection	Online Document Upload	14
Inspection	Tree Permit Inspection	10
Inspection	Final A/C	5
Inspection	Final C.O.	5
Inspection	Final Roof	4
Inspection	Window/Door Final	4
Inspection	Final Electrical & Barrier	3
Inspection	Final Siding	3
Inspection	Roof Dry-in	3
Inspection	Roof Sheathing	3
Inspection	Window/Door Attachment	3
Inspection	Electrical Rough-in	2
Inspection	Final Driveway	2
Inspection	Final Electrical	2
Inspection	Final Fence	2
Inspection	Online Message	2

Inspection	Plumbing Rough-in	2
Inspection	Roof in progress	2
Inspection	Final Boatlift	1
Inspection	Final Deck	1
Inspection	Final Garage Door	1
Inspection	Final Gas	1
Inspection	Final Pool Barrier	1
Inspection	Final Screen Enclosure	1
Inspection	Final Spa/Pool	1
Inspection	Framing	1
Inspection	Online Inspection	1
Inspection	Online Permit	1
Inspection	Pool Piping & Light	1
Inspection	Pre-Pour Driveway	1
Inspection	Pre-Pour Spa/Pool Deck	1
Inspection	Silt Fence	1
Inspection	Temporary Electric	1
Inspection	Underground Plumbing	1
Inspection	Underground Tank and	1
Inspection	Window & Door locks	1
		67
Shari Canada		
	Issue Permit	38
	Online Permit	18
	Online Document	16
	Online Payment	14
	Online Message	7
	Activity Completed	3
	Total Completed	96
Fees Received		
	Building Permit Fees	\$ 27,905
	Road Impact	\$ 5,391
	State Fees	\$ 805
	Technology Fees	\$ 578
Total		\$ 34,679

TOWN OF SEWALL'S POINT



PAMELA MAC'KIE WALKER
Town Manager

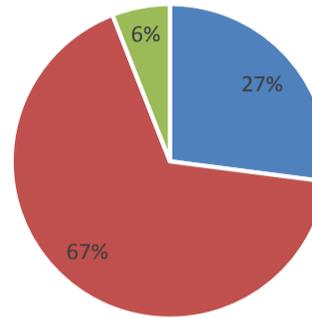
TO: Town of Sewall's Point Commission
FROM: Pamela Mac'Kie Walker, Town Manager
SUBJECT: Agenda Item 4
Police Reports
Town Commission Meeting, November 15, 2016

Staff recommends acceptance of the attached police reports.

SEWALL'S POINT POLICE DEPARTMENT ACTIVITY - SEPTEMBER 2016

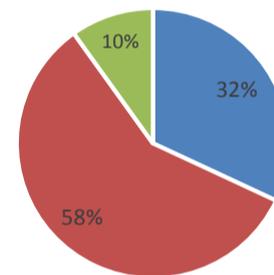
Activltly	Current Month	YTD
Law Enforcement		
Assault	0	0
Assist Other Jurisdiction	8	136
Battery	0	1
Burglary of Residence/Business	0	1
Burglary of Vehicle	0	3
Burglary of Boat	0	0
CCF - Carrying Concealed Firearm	0	0
CCW - Carrying Concealed Weapon	0	0
Child Abuse/Endangerment	0	1
Criminal Mischief (Vandalism)	0	6
Death Investigations	0	1
Disturbance	0	24
Dog Bite	2	3
Domestic	0	3
Driver's License Viol. - Criminal Total	1	8
<i>Expired Drivers License (over 6 mos.)</i>	0	0
<i>DWLS with Knowledge</i>	1	4
<i>No Valid DL (never had one)</i>	0	4
<i>Violation of DL Restriction</i>	0	0
Drug Possession - Misdemeanor	0	6
Drug Possession - Felony	0	0
Drug Paraphernalia	0	5
DUI	0	0
Fireworks	0	7
Fraud	0	4
Harassment	1	3
Identity Theft	1	5
Juvenile Related Incident	0	5
Lewd Behavior	0	1
Littering	0	1
Mentally Ill/Baker Act	0	1
Missing Person	1	1
Reckless Vehicle Complaint	1	23
Registration (Vehicle) Related Offenses - Total	1	1
<i>Attaching Unassigned Tag</i>	0	0
<i>Registration Expired + 6 mo. Prev. cited</i>	0	0
<i>Unlawful Use of a Temporary Tag</i>	0	0
<i>Unregistered Motor Vehicle</i>	1	1
Resisting Arrest w/o violence	0	0
Resisting Arrest w/violence	0	0
Sex Crime	0	0
Shoplifting	0	0
Stolen Tag/Decal	0	0
Stolen Vehicle	0	0
Stolen Vehicle Recovery	0	0
Suicide/Threat	0	0
Neighbor Trouble	0	5
Suspicious Boat	0	0
Supicious Incident	1	34
Supicious Person	3	37
Suspicious Vehicle	7	84
Theft - Grand	0	2
Theft - Petty	0	1
Traffic Crash	1	19
Traffic Crash - Hit and Run	0	2
Traffic Stops - Total	119	1050
<i>Traffic Stops - Verbal Warning</i>	55	511
<i>Traffic Stops - Written Warning</i>	10	56
<i>Traffic Stops - Citation Issued</i>	54	483
Trespassing	4	20
Unwanted Guest	0	0
Warrant Arrests	0	4
Worthless Checks	0	0
Total Law Enforcement	151	1508

SEWALL'S POINT POLICE DEPARTMENT ACTIVITY - SEPTEMBER 2016 Current Month



■ Total Law Enforcement ■ Total Community Policing ■ Total Code Enforcement

SEWALL'S POINT POLICE DEPARTMENT ACTIVITY - SEPTEMBER 2016 YTD



■ Total Law Enforcement ■ Total Community Policing ■ Total Code Enforcement

Community Policing

Alarms	24	165
Animal Complaints (Non-dog related)	1	6
Animal Control Assist	3	29
Assist Fire Rescue	6	21
Assist Medical	4	66
Assist Citizen	0	6
Assist Traffic	0	8
Buses Followed	86	570
Child Custody Dispute	0	1
Civil Matters	0	13
Crime Prevention Notice	1	45
DCF Assist	1	0
<i>Child Abuse/Endangerment</i>	0	0
<i>Elder/Dev. Disabled Adult Neglect/Abuse</i>	1	0
Disabled Vehicle	12	55
Domestic Standby	0	4
Extra Patrol (by request)	139	667
Found Property	0	23
Lost Property	1	8
Open Door	2	115
Police Service Call	17	205
Road Block	6	36
Unresponsive 9-1-1	5	8
Vacant House Checks	66	685
Welfare Check	0	7

Total Community Policing 374 2743

Code Enforcement		
Code Violation Follow-up/Attempt to serve	11	69
Code Violation - Boat	1	14
<i>Hang Tag</i>	0	4
<i>Written Warning</i>	0	2
<i>Verbal Warning</i>	0	6
<i>Notice of Violation</i>	1	2
Code Violation - Debris	5	48
<i>Hang Tag</i>	0	11
<i>Written Warning</i>	0	0
<i>Verbal Warning</i>	5	37
<i>Notice of Violation</i>	0	0
Code Violation - Dog/Cat	0	17
<i>Hang Tag</i>	0	1
<i>Written Warning</i>	0	0
<i>Verbal Warning</i>	0	15
<i>Notice of Violation</i>	0	1
Code Violation - Noise	0	0
<i>Hang Tag</i>	0	0
<i>Written Warning</i>	0	0
<i>Verbal Warning</i>	0	0
<i>Notice of Violation</i>	0	0
Code Violation - Parking	1	88
<i>Hang Tag</i>	1	67
<i>Written Warning</i>	0	1
<i>Verbal Warning</i>	0	20
<i>Notice of Violation</i>	0	3
Code Violation - Signs	4	87
<i>Hang Tag</i>	0	10
<i>Written Warning</i>	0	0
<i>Verbal Warning</i>	0	18
<i>Notice of Violation</i>	4	0
<i>Removed</i>	0	28
<i>Moved Back</i>	4	31
Code Violation - Soliciting	0	0
<i>Hang Tag</i>	0	0
<i>Written Warning</i>	0	0
<i>Verbal Warning</i>	0	0
<i>Notice of Violation</i>	0	0
Code Violation- Trailer	5	29
<i>Hang Tag</i>	2	19
<i>Written Warning</i>	0	0
<i>Verbal Warning</i>	3	10
<i>Notice of Violation</i>	0	0
Code Violation - Truck	0	2
<i>Hang Tag</i>	0	0
<i>Written Warning</i>	0	1
<i>Verbal Warning</i>	0	1
<i>Notice of Violation</i>	0	0
Code Violation - Work Hours	6	99
<i>Hang Tag</i>	0	0
<i>Written Warning</i>	0	0
<i>Verbal Warning</i>	6	99
<i>Notice of Violation</i>	0	0
Code Violation - Other	0	8
<i>Hang Tag</i>	0	1
<i>Written Warning</i>	0	1
<i>Verbal Warning</i>	0	6
<i>Notice of Violation</i>	0	0
Code Violation - Tree Violation	0	1
<i>Hang Tag</i>	0	0
<i>Written Warning</i>	0	0
<i>Verbal Warning</i>	0	0
<i>Notice of Violation</i>	0	1
Code Violation - Prop Main STD	0	4
<i>Hang Tag</i>	0	0
<i>Written Warning</i>	0	0
<i>Verbal Warning</i>	0	4
<i>Notice of Violation</i>	0	0
Illegal Dumping	0	0
Total Code Enforcement	33	466



Sewall's Point Pumpkin Carving Contest

WHO CAN PARTICIPATE?

The contest is open to all children of Sewall's Point ages 18 and under.
(Please be sure to register by 5:00 pm on Sunday, October 30th, 2016)

NO COST- EVEN THE PUMPKINS ARE FREE!

There is no cost to participate. It's absolutely free!

You may purchase your own pumpkin or stop by Premier Realty Group for one coupon per child, which can be redeemed at Barbour's Produce (2440 NE Indian River Drive, Jensen Beach) for a free pumpkin. Coupons will be available from October 20th to October 30th, from 9:00 am to 5:00 pm.

HOW TO REGISTER

(by 5:00 PM on October 30th)

- **STOP BY** Premier Realty Group and tell them your address, child's name, age category and email address.

- **CALL** Premier Realty Group at 772-287-1777 and give them your information.
- **EMAIL** Contest@PremierRealtyGroup.com and let them know by email. Please include name, address, phone number and ages of contestants.

WHEN?

Judging will be from 4:00 pm to 6:00 pm on October 31st, 2016. Simply display your pumpkin outside your home on Halloween and our judges will stop by. *You must register in advance!*

CATEGORIES:

Ages 5 & Under	Most Creative
Ages 6 thru 9	Most Creative
Ages 10 thru 13	Most Creative
Ages 14 thru 18	Most Creative
Ages 18 & Under	Best Overall Themed Pumpkin
Ages 18 & Under	Facebook Fan's Choice Award*

*Visit Facebook.com/SewallsPoint and "Like" your favorite entry between November 1st and November 10th on Facebook. The winner will be announced on Facebook on November 10th at 5:00 pm.

PRIZES:

Four awesome trophies will be handed out to the **winners of each age category**. In addition, one trophy will be awarded for the **Best Overall Themed Pumpkin** and one trophy will be awarded for the **Facebook Fan's Choice**. Five winners will be notified on November 1st and the Facebook Fan's Choice will be notified after voting ends on November 10th

PRIZES AWARDED:

Trophies will be awarded at the Sewall's Point Town Commission Meeting on November 15, 2016. Details to be provided to the winners following Halloween.



TOWN OF SEWALL'S POINT



PAMELA MAC'KIE WALKER
Town Manager

TO: Town of Sewall's Point Commission
FROM: Pamela Mac'Kie Walker, Town Manager
SUBJECT: Agenda Item 6
Election of Mayor
Town Commission Meeting, November 15, 2016

Sewall's Point Charter, Article II, Section 3 provides that the Town Commission shall elect annually one of its members to the office of Mayor, whose duties shall be to:

- Preside at all meetings of the Town Commission;
- Act as head of the Town government for all ceremonial purposes and recognized by the Governor for purposes of military law;
- Sign deeds, negotiable notes and bonds, evidences of indebtedness or other instruments in writing to which the Town shall be a party when authorized to do so by the Town Commission, except that the Commission may delegate the power to the Town Manager.

Upon election of the new Mayor, the out-going Mayor should pass the gavel and transfer control of the meeting to the new Mayor.

TOWN OF SEWALL'S POINT



PAMELA MAC'KIE WALKER
Town Manager

TO: Town of Sewall's Point Commission

FROM: Pamela Mac'Kie Walker, Town Manager

SUBJECT: Agenda Item 7
Election of Vice Mayor
Town Commission Meeting, November 15, 2016

Sewall's Point Charter, Article II, Section 3 provides that the Town Commission shall elect annually one of its members to the office of Vice-Mayor whose duty shall be to assume the duties of the Mayor during his absence or disability.

TOWN OF SEWALL'S POINT



PAMELA MAC'KIE WALKER
Town Manager

TO: Town of Sewall's Point Commission

FROM: Pamela Mac'Kie Walker, Town Manager

SUBJECT: Agenda Item 8
Code Enforcement Board Appointments
Town Commission Meeting, November 15, 2016

Background: Sewall's Point Ordinance, Sec. 18-116 provides as follows: "There shall be a board known as the Code Enforcement Board of the Town of Sewall's Point, Florida, which shall consist of five full-time members and five alternate members. Members of the code enforcement board shall be residents of the town. **Each commissioner shall nominate one member and one alternate, whose terms shall run concurrently with the commissioner's term of office** unless the member is otherwise removed from the board as set forth herein. The nominations shall be approved by a majority vote of the commissioners present when the vote is taken."

Recommendation: Staff respectfully recommends that the Commission consider nominations of a member and an alternate to the CEB by Commissioners Barile, Fender and Luger and make appointments to the Code Enforcement Board by a majority vote of the Commission.

TOWN OF SEWALL'S POINT



PAMELA MAC'KIE WALKER
Town Manager

TO: Town of Sewall's Point Commission
FROM: Pamela Mac'Kie Walker, Town Manager
SUBJECT: Agenda Item 9
Commission Appointments to Regional/State Boards
Town Commission Meeting, November 15, 2016

Background: Current appointments are as follows:

Committee:	Commissioner:	Meeting Dates:
Airport Noise Advisory Committee	Luger	As needed
Florida League of Cities	Barile Campo, alt.	Annual Meeting
Metropolitan Planning Organization	Barile Morris, alt.	3 rd Mondays
Regional Planning Council	Thurlow-Lippisch	3 rd Friday
Tourist Development Council	Barile	Bi-monthly, usually Wednesdays
Treasure Coast Council of Local Governments	Luger Barile, alt.	1 st Wednesdays
Treasure Coast Regional League of Cities	Barile Campo, alt.	3 rd Wednesdays of every other month

Recommendation: Staff requests that the Commission advise of its appointments.

TOWN OF SEWALL'S POINT



PAMELA MAC'KIE WALKER
Town Manager

TO: Town of Sewall's Point Commission
FROM: Pamela Mac'Kie Walker, Town Manager
SUBJECT: Agenda Item 10
 Septic to Sewer Update
 Town Commission Meeting, November 15, 2016

The Town Engineer will update the Commission on community outreach and education, planning and grant management issues associated with the potential conversion from septic to sewer in Sewall's Point.

As an FYI, the status of our current grant applications for South Sewall's Point Road projects is as follows:

Funding Agency	Acronym	Project	Description	Amount Requested	Match Required	Status	Amount Granted	Match Amount
TOTALS TO DATE				\$1,706,250	\$1,706,250		\$131,639	\$131,639
Legislature on request of St. Lucie Issues Team	SLIRT	MM	construction of an exfiltration system outfalling into a proposed retention area adjacent to the Mandalay and Marguerita	\$892,500	\$892,500	on list for Legislature		
Legislature on request of St. Lucie Issues Team	SLIRT	S2S TH to Heritage	converting septic tanks in the Town of Sewall's Point from Town Hall to Heritage Way to sanitary sewer system (includes gravity lines, force mains and lift stations)	\$488,750	\$488,750	on list for Legislature		
SFWMD	COOP	MM	exfiltration trench construction & Gen 2 Baffle Box Marguerita	\$250,000	\$250,000	approved	\$100,000	\$100,000
SFWMD	IRL License Plate	MM	exfiltration pipe within the existing road right-of-way prior to discharges into IRL	\$75,000	\$75,000	approved	\$31,639	\$31,639