

# TOWN OF SEWALL'S POINT

JOHN TOMPECK  
Mayor

FRANK FENDER  
Vice Mayor

DAVID KURZMAN  
Commissioner

KAIJA MAYFIELD  
Commissioner



ROBERT DANIELS, ICMA-CM  
Town Manager

APRIL STONCIUS, MMC  
Town Clerk

TINA CIECHANOWSKI  
Chief of Police

JACK REISINGER, CBO  
Building Official/PW Director

MARIA PIERCE  
Finance/HR Director

**Town Commission Regular Meeting  
January 23, 2024  
6:00 PM**

## I. CALL TO ORDER

- a. Pledge of Allegiance to the Flag
- b. Roll Call

## II. PROCLAMATIONS AND PRESENTATIONS

- a. Recognition of Outstanding Service - Chrystal Gomez
  - 1) [Recognition of Outstanding Service.pdf](#)

## III. PUBLIC COMMENT ON NON-AGENDA ITEMS- PLEASE SUBMIT A COMMENT CARD TO THE TOWN CLERK PRIOR TO THE START OF THE MEETING AND LIMIT YOUR COMMENTS TO THREE MINUTES. If the thirty (30) minute time period has been exhausted, the Commission will entertain any remaining comments near the end of the meeting with the same three (3) minute per person time limitation.

- a. TOSP Public Guidelines
  - 1) [TSP-Public Comment Guidelines.pdf](#)

## IV. ADDITIONS, DELETIONS OR CHANGES TO THE AGENDA

## V. APPROVAL OF AGENDA

## VI. CONSENT AGENDA

- a. Financials - October, November, and December 2023
  - 1) [Financial Memo - Oct Nov Dec 2023.pdf](#)
  - 2) [October 2023 Financials.pdf](#)
  - 3) [November 2023 Financials.pdf](#)
  - 4) [December Financials.pdf](#)
- b. Building Report - December 2023
  - 1) [Building Report - December 2023.pdf](#)
- c. Minutes - January 9, 2024
  - 1) [01 09 24 Regular Minutes .pdf](#)

## VII. PUBLIC HEARING - ORDINANCE - SECOND READING

## VIII. PUBLIC HEARING - ORDINANCE - FIRST READING

## IX. RESOLUTIONS

## **X. OLD BUSINESS**

## **XI. NEW BUSINESS**

### **a. Chamber Use Fee**

1) [TM Memo on use of Chambers.pdf](#)

## **XII. DISCUSSION**

### **a. T-Mobile Cell Phone Tower**

1) [Town Memo Cell Phone Tower.pdf](#)

2) [MIDCELL-REVISED FDOT ROW AND MOT PERMIT 9-21-23 \(reduced\).pdf](#)

### **b. Town Attorney Updates - Sunshine in a Minute**

[Town Attorney - Form 6 Presentation 1.17.24.pdf](#)

## **XIII. COMMISSION AND STAFF CLOSING COMMENTS**

### **a. Kloe Ciuperger Gallo Pavo - Grant Update Report**

1) [Sewall's Point Grants.pdf](#)

## **XIV. ADJOURN**

**CIVILITY CLAUSE:** It is the policy of the Sewall's Point Town Commission that all persons addressing a town board or attending a Town board meeting shall conduct themselves in a manner that does not disrupt the orderly and efficient conduct of the meeting. Boisterous or unruly behavior; threatening or inciting an immediate breach of the peace; or use of profane, slanderous or obscene speech will not be tolerated and could result in ejection from the meeting after warning from the presiding officer. In accordance with the provisions of the Americans with Disabilities Act (ADA) this document may be requested in an alternate format. Persons in need of a special accommodation to participate in this proceeding shall, within 3 working days prior to any proceeding, contact the Town Clerk's office, One South Sewall's Point Road, Sewall's Point, Florida 34996 (772) 287-2455. If any person decides to appeal any decision made by the Town Commission with regard to any matter considered at such meeting or hearing, s/he will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

JOHN TOMPECK  
Mayor

FRANK FENDER  
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KAIJA MAYFIELD  
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DAVID KURZMAN  
Commissioner

# TOWN OF SEWALL'S POINT



ROBERT DANIELS, ICMA-CM  
Town Manager

APRIL C. STONCIUS, MMC  
Town Clerk

TINA CIECHANOWSKI  
Chief of Police

JACK REISINGER, CBO  
Building Official/PW Director

MARIA PIERCE  
Finance/HR Director

TO: Mayor and Commissioners

FROM: Robert Daniels; Town Manager

SUBJECT: Recognition of Outstanding Service – Chrystal Gomez

Date: Regular Meeting – January 23, 2024

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## EXECUTIVE SUMMARY:

Chrystal Gomez was hired on October 21, 2021 to work as an Administrative Assistant in the Building Department. She previously worked at the City of Port St. Lucie Tax & Licensing Division. Over the past two years, Chrystal has proven to be a great hire. She is an employee that is a team player and always looking out for the best interest of the Town. She is always ready to help any staff member that needs assistance and more times than not, if someone mentions an issue or special project that needs to get completed, she will jump in without being asked and do the best she can to get it done. Chrystal demonstrated her self-starter work ethic several times during her tenure with the Town.

A few months after she started at the Town, she initiated an internal audit on building permit values that had been previously submitted in the permit system and were currently open. She discovered 10 permits that had been submitted with the valuation of work being significantly under estimated. The difference of approximately \$3.5million under estimated value was recalculated and additional permit fees of \$92k were billed and paid.

In July 2023, Chrystal once again, took the initiative on her own and did an audit on previously submitted fees sent to the Department of Business and Professional Regulation PR & BCAIB fees. Chrystal once again, was able to determine that the Town had been over paying the State for building permits by \$32,000. The State's normal procedure is to credit the account versus refund the amount. However, with a little bit of help from the Finance Director, the State agreed to refund the Town the \$32,000. The total amount recovered to the Town was \$124,000.

Chrystal also took the initiative to plan the recent remodel of the Front Desk area of Town Hall



**Town of Hall**    **One South Sewall's Point Road**    **Sewall's Point, FL 34996**  
**(772) 287-2455**    **Fax (772) 220-4765**  
[townhall@sewallspoint.org](mailto:townhall@sewallspoint.org)  
[www.sewallspoint.org](http://www.sewallspoint.org)



and with the help of staff, saved thousands of dollars.

**RECOMMENDATION:**

Staff recommends that the Town Commission issue to Chrystal Gomez a Certificate of Outstanding Service.



## Guidelines for Public Comments

- Everyone will have 3 minutes
- When recognized step forward to the podium and state your name for the record
- All remarks should be addressed to the Commission as a body
- The public comment period is for receipt of public comments, not debate. It is not intended as a time for problem solving but rather for hearing the citizens for their input
- Any person addressing the Commission who disrupts the orderly and efficient conduct of the meeting, uses profane or obscene language may be removed from the meeting

# TOWN OF SEWALL'S POINT



**TO:** Town of Sewall's Point Commission  
**FROM:** Maria Pierce, Finance Director  
**SUBJECT:** October/November/December 2023 Financial Statements  
**DATE:** Regular Commission Meeting – January 23, 2023

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Attached are the monthly financial statements for October, November, and December. The Town is currently at 25% of the fiscal year completed. The monthly financials are broken out by funds.

## Balance Sheet

The two columns shown on the Balance Sheet contains the ending balances for the fiscal year 2023 (first column) and the ending balances as of December 2023. The consolidated cash balance through December 2023 is \$3,051,726.96. The investment account balance as of December 2023 is \$3,863,944.81. The net revenue by fund for the current fiscal year through December is:

Fund	Net Revenue
General Fund	\$1,707,721.85
Building Fund	-\$51,765.95
Capital Projects	-\$5,989.20
Total	\$1,649,966.70

## Revenue and Expenditure Report

The columns on the Revenue and Expenditure Statements are the 2024 Adopted Budget, the YTD revenue and expenditures, the variance of actual to budget and the percent of budget used through December 2023.

### General Fund

Total revenue collected in the General Fund through December 2023 was \$2,601,795.01. This amount reflects \$2,411,667.91 million or 85.57% of the budgeted Ad Valorem Taxes. Looking at the total revenues received excluding the Ad Valorem Taxes, revenues came in at 29% of the budgeted amount for the fiscal year.

The actual amount of the budgeted funds used in the General Fund through December 2023 is \$111,689.41, or 24.76% of the budgeted expenditures for the fiscal year.

### ***Building Fund***

Total revenue collected in the Building Fund through December 2023 was \$59,923.46, which is 13% of the budgeted revenue. Total expenditures for this fund through December 2023 are at \$111,689.41, 25% of the budgeted expenditures.

### ***Capital Fund***

As of December 2023, revenue received was \$78,036.91, of which \$74,991.92 is 22% of budgeted revenues excluding projected grant revenues. A transfer of \$344,764.00 from the General Fund to the Capital Fund will be completed in January and will be restricted for the storm water projects that are projected to start this year. Expenditures as of December 2023 are \$84,026.11 which is .48% currently but will quickly increase as septic to sewer and water main construction bills are paid in the upcoming months.

The Commercial Septic to Sewer grant reimbursement of \$185,000 has been submitted and should be reimbursed in February. The Town is still waiting on the final invoicing from the contractor for approximately \$50,000. Final calculations for each property will be finalized and the project can be closed out once the final invoice from the contractor and the reimbursement from the State are received.

### **Recommendation:**

Staff recommends approval.

BALANCE SHEET FOR TOWN OF SEWALL'S POINT  
Period Ending 10/31/2023

Fund 001 GENERAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
CASH			
001-000-101.501	SEACOAST OPERATING 6501	283,834.98	55,603.58
001-000-101.771	SEACOAST SWEEP 6771	529,451.64	529,451.64
CASH		813,286.62	585,055.22
INVESTMENTS			
001-000-104.000	FL STATE 272201 LGIP	2,545,068.63	2,563,247.89
001-000-104.001	FL STATE 272202 LGIP	10,416.30	10,465.87
INVESTMENTS		2,555,484.93	2,573,713.76
ACCOUNTS RECEIVABLE			
001-000-115.000	ACCOUNTS RECEIVABLE	13,050.00	13,050.00
001-000-115.006	ACCRUED RECEIVABLE - FPL	23,819.00	23,819.00
ACCOUNTS RECEIVABLE		36,869.00	36,869.00
DUE FROM OTHER GOVT			
001-000-133.000	INTERGOVERNMENT REVENUE REC	286,117.00	220,115.49
DUE FROM OTHER GOVT		286,117.00	220,115.49
PREPAID ITEMS			
001-000-155.000	PREPAID EXPENSES	2,493.30	720.62
PREPAID ITEMS		2,493.30	720.62
FIXED ASSETS			
FIXED ASSETS		0.00	0.00
Total Assets		3,694,250.85	3,416,474.09
*** Liabilities ***			
ACCOUNTS PAYABLE			
001-000-202.000	ACCOUNTS PAYABLE	52,662.58	2,285.33
001-000-208.001	STATE FEES PAYABLE	17,879.91	18,162.16
001-000-217.000	PAYROLL LIABILITIES	40,726.06	40,828.55
001-000-217.221	ACCRUED RETIREMENT PLAN EXPS	12,813.55	12,813.55
001-000-217.223	RETIREMENT PLAN LOAN REPAYMENTS	197.54	197.54
001-000-217.230	BLUE CROSS BLUE SHIELD	(10,565.03)	(10,871.97)
001-000-217.231	DENTAL AND VISION	(1,130.11)	(1,179.73)
001-000-217.232	AFLAC	(357.65)	(288.83)
001-000-217.233	LIFE INSURANCE	333.98	384.25
001-000-223.000	DEFERRED REVENUE	(555,667.89)	(555,667.89)
001-000-223.000.004	DEFERRED REVENUE	1,117,319.00	1,117,319.00
ACCOUNTS PAYABLE		674,211.94	623,981.96
ACCRUED LIABILITIES			
ACCRUED LIABILITIES		0.00	0.00
Unclassified			
001-000-229.000	UNAVAILABLE REVENUE	245,679.00	245,679.00
Unclassified		245,679.00	245,679.00
Total Liabilities		919,890.94	869,660.96

Fund 001 GENERAL FUND			
GL Number	Description	Current Year Beg. Balance	Balance
*** Fund Balance ***			
Unclassified			
001-000-283.000	DISASTER RESERVE	1,000,000.00	1,000,000.00
001-000-283.001	OPERATING RESERVE	500,000.00	500,000.00
001-000-283.002	RESTRICTED - FIRE SERVICES	200,000.00	200,000.00
001-000-284.000	OPERATING FUND UNRESTRICTED	589,541.09	589,541.09
Unclassified		2,289,541.09	2,289,541.09
Total Fund Balance		2,289,541.09	2,289,541.09
Beginning Fund Balance - 22-23			2,289,541.09
Net of Revenues VS Expenditures - 22-23			484,818.82
*22-23 End FB/23-24 Beg FB		2,774,359.91	
Net of Revenues VS Expenditures - Current Year			(227,546.78)
Ending Fund Balance			2,546,813.13
Total Liabilities And Fund Balance			3,416,474.09

\* Year Not Closed

BALANCE SHEET FOR TOWN OF SEWALL'S POINT  
Period Ending 10/31/2023

Fund 101 BUILDING PERMIT FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
CASH			
101-000-101.501	SEACOAST OPERATING 6501	128,760.27	106,655.07
101-000-101.771	SEACOAST SWEEP 6771	436,651.53	436,651.53
CASH		565,411.80	543,306.60
Total Assets		565,411.80	543,306.60
*** Liabilities ***			
ACCOUNTS PAYABLE			
101-000-202.000	ACCOUNTS PAYABLE	1,567.50	0.00
101-000-217.000	PAYROLL LIABILITIES	11,978.61	11,978.61
101-000-217.230	BLUE CROSS BLUE SHIELD	0.00	(1,596.82)
101-000-217.231	DENTAL AND VISION	0.03	(86.16)
101-000-217.232	AFLAC	0.00	(38.53)
101-000-217.233	LIFE INSURANCE	0.00	(84.97)
ACCOUNTS PAYABLE		13,546.14	10,172.13
ACCRUED LIABILITIES			
ACCRUED LIABILITIES		0.00	0.00
Total Liabilities		13,546.14	10,172.13
*** Fund Balance ***			
Unclassified			
101-000-281.000	FUND BALANCE - RESTRICTED	436,651.53	436,651.53
Unclassified		436,651.53	436,651.53
Total Fund Balance		436,651.53	436,651.53
Beginning Fund Balance - 22-23			436,651.53
Net of Revenues VS Expenditures - 22-23			115,214.13
*22-23 End FB/23-24 Beg FB		551,865.66	
Net of Revenues VS Expenditures - Current Year			(18,731.19)
Ending Fund Balance			533,134.47
Total Liabilities And Fund Balance			543,306.60

\* Year Not Closed

BALANCE SHEET FOR TOWN OF SEWALL'S POINT  
Period Ending 10/31/2023

Fund 301 CAPITAL PROJECTS

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
CASH			
301-000-101.501	SEACOAST OPERATING 6501	181,534.48	28,724.73
CASH		181,534.48	28,724.73
INVESTMENTS			
301-000-104.000	FL STATE 272201 LGIP	1,272,392.00	1,272,392.00
INVESTMENTS		1,272,392.00	1,272,392.00
DUE FROM OTHER GOVT			
301-000-133.000	INTERGOVERNMENT REVENUE REC	0.00	(22,025.73)
DUE FROM OTHER GOVT		0.00	(22,025.73)
Total Assets		1,453,926.48	1,279,091.00
*** Liabilities ***			
ACCOUNTS PAYABLE			
301-000-202.000	ACCOUNTS PAYABLE	174,370.17	280.00
ACCOUNTS PAYABLE		174,370.17	280.00
Total Liabilities		174,370.17	280.00
*** Fund Balance ***			
Unclassified			
301-000-281.000	FUND BALANCE - RESTRICTED	1,272,392.00	1,272,392.00
Unclassified		1,272,392.00	1,272,392.00
Total Fund Balance		1,272,392.00	1,272,392.00
Beginning Fund Balance - 22-23			1,272,392.00
Net of Revenues VS Expenditures - 22-23			7,164.31
*22-23 End FB/23-24 Beg FB		1,279,556.31	
Net of Revenues VS Expenditures - Current Year			(745.31)
Ending Fund Balance			1,278,811.00
Total Liabilities And Fund Balance			1,279,091.00

\* Year Not Closed

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 10/31/2023  
% Fiscal Year Completed: 8.47

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 10/31/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 001 - GENERAL FUND					
Revenues					
Dept 000 - RESERVES					
TAXES					
001-000-311.000	AD VALOREM TAXES	2,818,445.00	0.00	2,818,445.00	0.00
001-000-315.000	COMMUNICATIONS SERVICES TAX	52,000.00	0.00	52,000.00	0.00
001-000-316.000	LOCAL BUSINESS TAX	3,000.00	551.69	2,448.31	18.39
TAXES		2,873,445.00	551.69	2,872,893.31	0.02
FRANCHISE FEE					
001-000-323.100	ELECTRIC FRANCHISE FEES	200,000.00	24,704.60	175,295.40	12.35
FRANCHISE FEE		200,000.00	24,704.60	175,295.40	12.35
BUILDING PERMITS AND FEES					
001-000-329.001	PLANNING & ZONING FEES	5,000.00	0.00	5,000.00	0.00
BUILDING PERMITS AND FEES		5,000.00	0.00	5,000.00	0.00
INTERGOVERNMENTAL					
001-000-335.120	STATE REVENUE SHARING	70,000.00	0.00	70,000.00	0.00
001-000-335.180	SALES TAX	250,000.00	0.00	250,000.00	0.00
INTERGOVERNMENTAL		320,000.00	0.00	320,000.00	0.00
FINES					
001-000-351.500	TRAFFIC FINES	12,000.00	413.27	11,586.73	3.44
001-000-351.501	POLICE EDUCATION - TRAFFIC FINES	1,200.00	8.00	1,192.00	0.67
001-000-351.901	CODE ENFORCEMENT VIOLATIONS	2,500.00	2,350.00	150.00	94.00
001-000-354.000	FINES-LOCAL ORDINANCE VIOLATIONS TREE MI	1,000.00	0.00	1,000.00	0.00
FINES		16,700.00	2,771.27	13,928.73	16.59
MISCELLANEOUS					
001-000-361.100	INTEREST	50,000.00	18,228.83	31,771.17	36.46
001-000-367.000	TOWN LICENSES	5,000.00	735.00	4,265.00	14.70
001-000-369.900	MISCELLANEOUS REVENUE	2,000.00	203.52	1,796.48	10.18
001-000-369.902	MISC REVENUE - PARK	1,200.00	100.00	1,100.00	8.33
MISCELLANEOUS		58,200.00	19,267.35	38,932.65	33.11
Total Dept 000 - RESERVES		3,473,345.00	47,294.91	3,426,050.09	1.36
TOTAL REVENUES		3,473,345.00	47,294.91	3,426,050.09	1.36
Expenditures					
Dept 512 - EXECUTIVE					
PAYROLL					
001-512-512.000	SALARIES & WAGES	81,250.00	6,655.01	74,594.99	8.19
001-512-521.000	FICA	6,250.00	463.72	5,786.28	7.42
001-512-522.000	RETIREMENT	12,200.00	998.25	11,201.75	8.18
001-512-523.000	HEALTH INSURANCE	21,910.00	1,784.99	20,125.01	8.15
001-512-523.003	LIFE & DISABILITY INSURANCE	600.00	50.55	549.45	8.43
PAYROLL		122,210.00	9,952.52	112,257.48	8.14
OPERATING					
001-512-531.000	PROFESSIONAL SERVICES	93,000.00	0.00	93,000.00	0.00
001-512-531.004	PLANNING SERVICES	20,000.00	0.00	20,000.00	0.00
001-512-532.000	AUDIT SERVICES	30,000.00	0.00	30,000.00	0.00
001-512-541.000	COMMUNICATION NETWORK	2,520.00	201.95	2,318.05	8.01
001-512-548.000	TOWN EVENTS	10,000.00	0.00	10,000.00	0.00
001-512-549.001	OTHER GENERAL GOVERNMENT	25,000.00	0.00	25,000.00	0.00
001-512-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	2,150.00	631.98	1,518.02	29.39
OPERATING		182,670.00	833.93	181,836.07	0.46
TRANSFERS					

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 10/31/2023  
% Fiscal Year Completed: 8.47

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 10/31/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 001 - GENERAL FUND					
Expenditures					
001-512-591.301	TRANSFER TO CAPITAL PROJECTS	344,764.00	0.00	344,764.00	0.00
TRANSFERS		344,764.00	0.00	344,764.00	0.00
Total Dept 512 - EXECUTIVE		649,644.00	10,786.45	638,857.55	1.66
Dept 513 - FINANCE					
PAYROLL					
001-513-512.000	SALARIES & WAGES	61,152.00	4,302.53	56,849.47	7.04
001-513-521.000	FICA	4,700.00	323.74	4,376.26	6.89
001-513-522.000	RETIREMENT	9,200.00	645.39	8,554.61	7.02
001-513-523.000	HEALTH INSURANCE	13,500.00	24.23	13,475.77	0.18
001-513-523.003	LIFE & DISABILITY INSURANCE	650.00	45.68	604.32	7.03
PAYROLL		89,202.00	5,341.57	83,860.43	5.99
OPERATING					
001-513-531.000	PROFESSIONAL SERVICES	24,000.00	0.00	24,000.00	0.00
001-513-549.000	BANK FEES	480.00	0.00	480.00	0.00
001-513-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	240.00	0.00	240.00	0.00
001-513-555.000	TRAINING/EDUCATION	2,000.00	0.00	2,000.00	0.00
OPERATING		26,720.00	0.00	26,720.00	0.00
Total Dept 513 - FINANCE		115,922.00	5,341.57	110,580.43	4.61
Dept 514 - LEGAL					
OPERATING					
001-514-531.301	LEGAL COUNSEL - GENERAL	80,000.00	0.00	80,000.00	0.00
001-514-531.302	LEGAL COUNSEL - BZA	3,000.00	0.00	3,000.00	0.00
001-514-531.303	LEGAL COUNSEL - CEB	12,000.00	(2,431.24)	14,431.24	(20.26)
001-514-531.304	LEGAL COUNSEL - LITIGATION	10,000.00	0.00	10,000.00	0.00
001-514-531.306	LEGAL SERVICES - POLICE UNION MATTERS	10,000.00	0.00	10,000.00	0.00
OPERATING		115,000.00	(2,431.24)	117,431.24	(2.11)
Total Dept 514 - LEGAL		115,000.00	(2,431.24)	117,431.24	(2.11)
Dept 517 - DEBT SERVICE					
OPERATING					
001-517-571.000	DEBT SERVICE - PRINCIPAL	65,654.00	0.00	65,654.00	0.00
001-517-572.000	DEBT SERVICE - INTEREST	85,126.00	0.00	85,126.00	0.00
OPERATING		150,780.00	0.00	150,780.00	0.00
Total Dept 517 - DEBT SERVICE		150,780.00	0.00	150,780.00	0.00
Dept 519 - GOVERNMENTAL SERVICES					
PAYROLL					
001-519-512.000	SALARIES & WAGES	67,506.00	5,301.66	62,204.34	7.85
001-519-514.002	OVERTIME - STORM	1,200.00	0.00	1,200.00	0.00
001-519-517.000	SICK LEAVE INCENTIVE	1,000.00	0.00	1,000.00	0.00
001-519-521.000	FICA	5,200.00	382.06	4,817.94	7.35
001-519-522.000	RETIREMENT	10,130.00	795.26	9,334.74	7.85
001-519-523.000	HEALTH INSURANCE	25,600.00	2,218.60	23,381.40	8.67
001-519-523.003	LIFE & DISABILITY INSURANCE	600.00	47.27	552.73	7.88
001-519-524.000	WORKERS' COMPENSATION INSURANCE	18,000.00	6,996.50	11,003.50	38.87
PAYROLL		129,236.00	15,741.35	113,494.65	12.18
OPERATING					

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 10/31/2023  
% Fiscal Year Completed: 8.47

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 10/31/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 001 - GENERAL FUND					
Expenditures					
001-519-541.000	COMMUNICATION NETWORK	7,740.00	216.94	7,523.06	2.80
001-519-541.002	COMMUNICATIONS WEB HOSTING	9,337.00	250.00	9,087.00	2.68
001-519-541.003	IT SERVICE LEVEL AGREEMENTS MC	28,580.00	0.00	28,580.00	0.00
001-519-542.000	POSTAGE	3,000.00	0.00	3,000.00	0.00
001-519-543.000	UTILITIES	60,000.00	0.00	60,000.00	0.00
001-519-545.000	INSURANCE - PROPERTY & LIABILITY	90,000.00	0.00	90,000.00	0.00
001-519-546.000	STREETLIGHT & SIGN MAINTENANCE	0.00	59.99	(59.99)	100.00
001-519-546.003	LANDSCAPING MAINTENANCE	48,000.00	3,785.00	44,215.00	7.89
001-519-546.004	VEHICLE MAINTENANCE	2,500.00	0.00	2,500.00	0.00
001-519-546.005	BUILDING & FACILITIES MAINTENANCE	24,100.00	529.55	23,570.45	2.20
001-519-546.006	PARKS MAINTENANCE	20,400.00	95.17	20,304.83	0.47
001-519-546.007	TREE MAINTENANCE	24,000.00	0.00	24,000.00	0.00
001-519-546.008	STREET MAINTENANCE	24,000.00	0.00	24,000.00	0.00
001-519-547.000	PRINTING	10,000.00	0.00	10,000.00	0.00
001-519-551.000	OFFICE SUPPLIES	17,200.00	160.16	17,039.84	0.93
001-519-552.000	FUEL AND OIL	960.00	0.00	960.00	0.00
001-519-552.001	ARCHIVES AND STORAGE	8,400.00	4,298.43	4,101.57	51.17
001-519-552.003	ORDINANCE CODIFICATION	3,000.00	1,175.00	1,825.00	39.17
001-519-552.004	SOFTWARE/LICENSING	9,815.00	2,650.41	7,164.59	27.00
001-519-552.005	OPERATING SUPPLIES	1,400.00	0.00	1,400.00	0.00
001-519-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	350.00	0.00	350.00	0.00
001-519-555.000	TRAINING/EDUCATION	5,000.00	0.00	5,000.00	0.00
OPERATING		397,782.00	13,220.65	384,561.35	3.32
Total Dept 519 - GOVERNMENTAL SERVICES		527,018.00	28,962.00	498,056.00	5.50
Dept 521 - POLICE					
PAYROLL					
001-521-512.000	SALARIES & WAGES	740,000.00	47,965.88	692,034.12	6.48
001-521-514.000	OVERTIME	15,000.00	1,089.71	13,910.29	7.26
001-521-514.001	OVERTIME - COURT TIME	2,000.00	483.76	1,516.24	24.19
001-521-514.002	OVERTIME - STORM	6,000.00	0.00	6,000.00	0.00
001-521-514.014	OVERTIME - SSPR PHASE 3 TRAFFIC CONTROL	10,000.00	0.00	10,000.00	0.00
001-521-515.001	SPECIAL PAY - FTO/BOOTS	2,500.00	200.00	2,300.00	8.00
001-521-515.003	PD STATUTORY INCENTIVE	10,000.00	490.00	9,510.00	4.90
001-521-517.000	SICK LEAVE INCENTIVE	5,000.00	0.00	5,000.00	0.00
001-521-521.000	FICA	59,000.00	3,727.83	55,272.17	6.32
001-521-522.000	RETIREMENT	117,200.00	7,206.97	109,993.03	6.15
001-521-523.000	HEALTH INSURANCE	195,000.00	10,584.50	184,415.50	5.43
001-521-523.003	LIFE & DISABILITY INSURANCE	4,500.00	447.05	4,052.95	9.93
PAYROLL		1,166,200.00	72,195.70	1,094,004.30	6.19
OPERATING					
001-521-515.002	PD MILEAGE	12,000.00	820.52	11,179.48	6.84
001-521-531.000	PROFESSIONAL SERVICES	13,241.00	986.25	12,254.75	7.45
001-521-534.002	CONTRACTED SERVICES	54,223.00	14,914.76	39,308.24	27.51
001-521-541.000	COMMUNICATION NETWORK	8,440.00	341.02	8,098.98	4.04
001-521-545.000	INSURANCE - PROPERTY & LIABILITY	1,000.00	694.00	306.00	69.40
001-521-546.002	EQUIPMENT MAINTENANCE	4,991.00	175.00	4,816.00	3.51
001-521-546.004	VEHICLE MAINTENANCE	22,000.00	481.27	21,518.73	2.19
001-521-547.000	PRINTING	1,827.00	0.00	1,827.00	0.00
001-521-551.000	OFFICE SUPPLIES	1,000.00	56.64	943.36	5.66
001-521-552.000	FUEL AND OIL	32,000.00	0.00	32,000.00	0.00
001-521-552.005	OPERATING SUPPLIES	10,000.00	0.00	10,000.00	0.00
001-521-552.006	ENFORCEMENT SUPPLIES	12,643.00	0.00	12,643.00	0.00
001-521-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	2,260.00	210.00	2,050.00	9.29
001-521-555.000	TRAINING/EDUCATION	7,925.00	0.00	7,925.00	0.00
OPERATING		183,550.00	18,679.46	164,870.54	10.18
Total Dept 521 - POLICE		1,349,750.00	90,875.16	1,258,874.84	6.73

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REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 10/31/2023  
% Fiscal Year Completed: 8.47

Page: 4/7

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 10/31/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 001 - GENERAL FUND					
Expenditures					
Dept 522 - FIRE					
OPERATING					
001-522-534.001	FIRE RESCUE CONTRACTED	565,231.00	141,307.75	423,923.25	25.00
OPERATING		565,231.00	141,307.75	423,923.25	25.00
Total Dept 522 - FIRE		565,231.00	141,307.75	423,923.25	25.00
TOTAL EXPENDITURES		3,473,345.00	274,841.69	3,198,503.31	7.91
Fund 001 - GENERAL FUND:					
TOTAL REVENUES		3,473,345.00	47,294.91	3,426,050.09	1.36
TOTAL EXPENDITURES		3,473,345.00	274,841.69	3,198,503.31	7.91
NET OF REVENUES & EXPENDITURES		0.00	(227,546.78)	227,546.78	100.00

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 10/31/2023  
% Fiscal Year Completed: 8.47

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 10/31/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 101 - BUILDING PERMIT FUND					
Revenues					
Dept 000 - RESERVES					
BUILDING PERMITS AND FEES					
101-000-322.000	BUILDING PERMIT FEES	430,000.00	13,775.00	416,225.00	3.20
101-000-322.001	TECHNOLOGY FEE	21,000.00	693.03	20,306.97	3.30
BUILDING PERMITS AND FEES		451,000.00	14,468.03	436,531.97	3.21
Total Dept 000 - RESERVES		451,000.00	14,468.03	436,531.97	3.21
TOTAL REVENUES		451,000.00	14,468.03	436,531.97	3.21
Expenditures					
Dept 000 - RESERVES					
RESERVES					
101-000-582.000	RESERVE ADDITION	21,946.00	0.00	21,946.00	0.00
RESERVES		21,946.00	0.00	21,946.00	0.00
Total Dept 000 - RESERVES		21,946.00	0.00	21,946.00	0.00
Dept 524 - BUILDING					
PAYROLL					
101-524-512.000	SALARIES & WAGES	273,434.00	19,818.31	253,615.69	7.25
101-524-517.000	SICK LEAVE INCENTIVE	1,000.00	0.00	1,000.00	0.00
101-524-521.000	FICA	20,920.00	1,461.48	19,458.52	6.99
101-524-522.000	RETIREMENT	41,100.00	2,961.48	38,138.52	7.21
101-524-523.000	HEALTH INSURANCE	40,000.00	2,696.03	37,303.97	6.74
101-524-523.003	LIFE & DISABILITY INSURANCE	2,000.00	169.93	1,830.07	8.50
PAYROLL		378,454.00	27,107.23	351,346.77	7.16
OPERATING					
101-524-531.002	BUILDING INSPECTOR SERVICES	7,000.00	0.00	7,000.00	0.00
101-524-541.000	COMMUNICATION NETWORK	1,400.00	36.07	1,363.93	2.58
101-524-541.004	TECHNOLOGY EXPENSE	6,000.00	120.03	5,879.97	2.00
101-524-542.000	POSTAGE	500.00	0.00	500.00	0.00
101-524-545.000	INSURANCE - PROPERTY & LIABILITY	10,000.00	0.00	10,000.00	0.00
101-524-546.004	VEHICLE MAINTENANCE	1,000.00	0.00	1,000.00	0.00
101-524-551.000	OFFICE SUPPLIES	10,000.00	0.00	10,000.00	0.00
101-524-552.000	FUEL AND OIL	1,200.00	0.00	1,200.00	0.00
101-524-552.004	SOFTWARE/LICENSING	7,500.00	5,935.89	1,564.11	79.15
101-524-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	3,000.00	0.00	3,000.00	0.00
101-524-555.000	TRAINING/EDUCATION	3,000.00	0.00	3,000.00	0.00
OPERATING		50,600.00	6,091.99	44,508.01	12.04
Total Dept 524 - BUILDING		429,054.00	33,199.22	395,854.78	7.74
TOTAL EXPENDITURES		451,000.00	33,199.22	417,800.78	7.36
Fund 101 - BUILDING PERMIT FUND:					
TOTAL REVENUES		451,000.00	14,468.03	436,531.97	3.21
TOTAL EXPENDITURES		451,000.00	33,199.22	417,800.78	7.36
NET OF REVENUES & EXPENDITURES		0.00	(18,731.19)	18,731.19	100.00

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 10/31/2023  
% Fiscal Year Completed: 8.47

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 10/31/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 301 - CAPITAL PROJECTS					
Revenues					
Dept 000 - RESERVES					
TAXES					
301-000-312.410	GAS TAX	100,000.00	0.00	100,000.00	0.00
301-000-312.420	GAS TAX SECOND LOCAL OPTION	81,000.00	0.00	81,000.00	0.00
TAXES		181,000.00	0.00	181,000.00	0.00
BUILDING PERMITS AND FEES					
301-000-325.200	BUILDING DEPT ROAD IMPROVEMENT FEE	150,000.00	8,558.69	141,441.31	5.71
BUILDING PERMITS AND FEES		150,000.00	8,558.69	141,441.31	5.71
GRANTS					
301-000-331.353	HMPG GRANT	4,914,000.00	0.00	4,914,000.00	0.00
301-000-334.362	RESILIENT FLORIDA GRANT	8,650,000.00	0.00	8,650,000.00	0.00
301-000-334.364	FDEP LPA 0217	185,000.00	0.00	185,000.00	0.00
301-000-334.366.020	LEGISLATIVE APPROPRIATIONS	1,000,000.00	0.00	1,000,000.00	0.00
301-000-337.310	MARTIN COUNTY ILA - WATER LINES	1,550,000.00	0.00	1,550,000.00	0.00
GRANTS		16,299,000.00	0.00	16,299,000.00	0.00
TRANSFERS					
301-000-381.000	RESERVE UTILIZATION	625,595.00	0.00	625,595.00	0.00
301-000-381.001	TRANSFER FROM GENERAL FUND	344,764.00	0.00	344,764.00	0.00
TRANSFERS		970,359.00	0.00	970,359.00	0.00
Total Dept 000 - RESERVES		17,600,359.00	8,558.69	17,591,800.31	0.05
TOTAL REVENUES		17,600,359.00	8,558.69	17,591,800.31	0.05
Expenditures					
Dept 519 - GOVERNMENTAL SERVICES					
OPERATING					
301-519-531.400	ENGINEERING SERVICES	75,000.00	0.00	75,000.00	0.00
301-519-546.003	LANDSCAPING MAINTENANCE	48,000.00	(751.00)	48,751.00	(1.56)
301-519-546.003.018	LANDSCAPING MAINTENANCE	0.00	855.00	(855.00)	100.00
OPERATING		123,000.00	104.00	122,896.00	0.08
Total Dept 519 - GOVERNMENTAL SERVICES		123,000.00	104.00	122,896.00	0.08
Dept 538 - STORMWATER					
OPERATING					
301-538-546.001	STORMWATER-INLET-OUTFALL MAINTENANCE	100,000.00	0.00	100,000.00	0.00
301-538-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	0.00	500.00	(500.00)	100.00
OPERATING		100,000.00	500.00	99,500.00	0.50
CAPITAL					
301-538-562.000.012	BUILDING IMPROVEMENTS	102,359.00	0.00	102,359.00	0.00
301-538-563.002	STORMWATER IMPROVEMENTS	3,250,000.00	0.00	3,250,000.00	0.00
301-538-563.002.017	STORMWATER IMPROVEMENTS	0.00	8,400.00	(8,400.00)	100.00
CAPITAL		3,352,359.00	8,400.00	3,343,959.00	0.25
Total Dept 538 - STORMWATER		3,452,359.00	8,900.00	3,443,459.00	0.26
Dept 541 - STREETS AND BRIDGES					
OPERATING					
301-541-546.000	STREETLIGHT & SIGN MAINTENANCE	15,000.00	0.00	15,000.00	0.00
301-541-546.007	TREE MAINTENANCE	10,000.00	300.00	9,700.00	3.00
301-541-546.008	STREET MAINTENANCE	50,000.00	0.00	50,000.00	0.00

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNOR	BALANCE NORMAL (ABNOR	
Fund 301 - CAPITAL PROJECTS					
Expenditures					
301-541-546.009	BRIDGE MAINTENANCE	50,000.00	0.00	50,000.00	0.00
OPERATING		125,000.00	300.00	124,700.00	0.24
CAPITAL					
301-541-563.030	ROAD & BRIDGE CAPITAL PROJECTS	13,900,000.00	0.00	13,900,000.00	0.00
CAPITAL		13,900,000.00	0.00	13,900,000.00	0.00
Total Dept 541 - STREETS AND BRIDGES		14,025,000.00	300.00	14,024,700.00	0.00
TOTAL EXPENDITURES		17,600,359.00	9,304.00	17,591,055.00	0.05
Fund 301 - CAPITAL PROJECTS:					
TOTAL REVENUES		17,600,359.00	8,558.69	17,591,800.31	0.05
TOTAL EXPENDITURES		17,600,359.00	9,304.00	17,591,055.00	0.05
NET OF REVENUES & EXPENDITURES		0.00	(745.31)	745.31	100.00
TOTAL REVENUES - ALL FUNDS		21,524,704.00	70,321.63	21,454,382.37	0.33
TOTAL EXPENDITURES - ALL FUNDS		21,524,704.00	317,344.91	21,207,359.09	1.47
NET OF REVENUES & EXPENDITURES		0.00	(247,023.28)	247,023.28	100.00

BALANCE SHEET FOR TOWN OF SEWALL'S POINT  
Period Ending 11/30/2023

Fund 001 GENERAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
CASH			
001-000-101.501	SEACOAST OPERATING 6501	283,834.98	857,814.66
001-000-101.771	SEACOAST SWEEP 6771	529,451.64	529,451.64
CASH		813,286.62	1,387,266.30
INVESTMENTS			
001-000-104.000	FL STATE 272201 LGIP	2,545,068.63	2,581,038.40
001-000-104.001	FL STATE 272202 LGIP	10,416.30	10,514.41
INVESTMENTS		2,555,484.93	2,591,552.81
ACCOUNTS RECEIVABLE			
001-000-115.000	ACCOUNTS RECEIVABLE	13,050.00	13,050.00
001-000-115.006	ACCRUED RECEIVABLE - FPL	23,819.00	23,819.00
ACCOUNTS RECEIVABLE		36,869.00	36,869.00
DUE FROM OTHER GOVT			
001-000-133.000	INTERGOVERNMENT REVENUE REC	286,117.00	220,115.49
DUE FROM OTHER GOVT		286,117.00	220,115.49
PREPAID ITEMS			
001-000-155.000	PREPAID EXPENSES	2,493.30	720.62
PREPAID ITEMS		2,493.30	720.62
FIXED ASSETS			
FIXED ASSETS		0.00	0.00
Total Assets		3,694,250.85	4,236,524.22
*** Liabilities ***			
ACCOUNTS PAYABLE			
001-000-202.000	ACCOUNTS PAYABLE	52,662.58	16,166.55
001-000-208.001	STATE FEES PAYABLE	17,879.91	18,703.44
001-000-217.000	PAYROLL LIABILITIES	40,726.06	40,828.55
001-000-217.221	ACCRUED RETIREMENT PLAN EXPS	12,813.55	12,813.55
001-000-217.223	RETIREMENT PLAN LOAN REPAYMENTS	197.54	197.54
001-000-217.230	BLUE CROSS BLUE SHIELD	(10,565.03)	(14,431.55)
001-000-217.231	DENTAL AND VISION	(1,130.11)	(1,265.86)
001-000-217.232	AFLAC	(357.65)	(338.23)
001-000-217.233	LIFE INSURANCE	333.98	333.92
001-000-223.000	DEFERRED REVENUE	(555,667.89)	(555,667.89)
001-000-223.000.004	DEFERRED REVENUE	1,117,319.00	1,117,319.00
ACCOUNTS PAYABLE		674,211.94	634,659.02
ACCRUED LIABILITIES			
ACCRUED LIABILITIES		0.00	0.00
Unclassified			
001-000-229.000	UNAVAILABLE REVENUE	245,679.00	245,679.00
Unclassified		245,679.00	245,679.00
Total Liabilities		919,890.94	880,338.02

Fund 001 GENERAL FUND			
GL Number	Description	Current Year Beg. Balance	Balance
*** Fund Balance ***			
Unclassified			
001-000-283.000	DISASTER RESERVE	1,000,000.00	1,000,000.00
001-000-283.001	OPERATING RESERVE	500,000.00	500,000.00
001-000-283.002	RESTRICTED - FIRE SERVICES	200,000.00	200,000.00
001-000-284.000	OPERATING FUND UNRESTRICTED	589,541.09	589,541.09
Unclassified		2,289,541.09	2,289,541.09
Total Fund Balance		2,289,541.09	2,289,541.09
Beginning Fund Balance - 22-23			2,289,541.09
Net of Revenues VS Expenditures - 22-23			484,818.82
*22-23 End FB/23-24 Beg FB		2,774,359.91	
Net of Revenues VS Expenditures - Current Year			581,826.29
Ending Fund Balance			3,356,186.20
Total Liabilities And Fund Balance			4,236,524.22

\* Year Not Closed

BALANCE SHEET FOR TOWN OF SEWALL'S POINT  
 Period Ending 11/30/2023

Fund 101 BUILDING PERMIT FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
CASH			
101-000-101.501	SEACOAST OPERATING 6501	128,760.27	106,270.97
101-000-101.771	SEACOAST SWEEP 6771	436,651.53	436,651.53
CASH		565,411.80	542,922.50
Total Assets		565,411.80	542,922.50
*** Liabilities ***			
ACCOUNTS PAYABLE			
101-000-202.000	ACCOUNTS PAYABLE	1,567.50	0.00
101-000-217.000	PAYROLL LIABILITIES	11,978.61	11,978.61
101-000-217.231	DENTAL AND VISION	0.03	(32.49)
101-000-217.232	AFLAC	0.00	(0.01)
ACCOUNTS PAYABLE		13,546.14	11,946.11
ACCRUED LIABILITIES			
ACCRUED LIABILITIES		0.00	0.00
Total Liabilities		13,546.14	11,946.11
*** Fund Balance ***			
Unclassified			
101-000-281.000	FUND BALANCE - RESTRICTED	436,651.53	436,651.53
Unclassified		436,651.53	436,651.53
Total Fund Balance		436,651.53	436,651.53
Beginning Fund Balance - 22-23			436,651.53
Net of Revenues VS Expenditures - 22-23			115,214.13
*22-23 End FB/23-24 Beg FB		551,865.66	
Net of Revenues VS Expenditures - Current Year			(20,889.27)
Ending Fund Balance			530,976.39
Total Liabilities And Fund Balance			542,922.50

\* Year Not Closed

BALANCE SHEET FOR TOWN OF SEWALL'S POINT  
 Period Ending 11/30/2023

Fund 301 CAPITAL PROJECTS

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
CASH			
301-000-101.501	SEACOAST OPERATING 6501	181,534.48	56,627.83
CASH		181,534.48	56,627.83
INVESTMENTS			
301-000-104.000	FL STATE 272201 LGIP	1,272,392.00	1,272,392.00
INVESTMENTS		1,272,392.00	1,272,392.00
DUE FROM OTHER GOVT			
301-000-133.000	INTERGOVERNMENT REVENUE REC	0.00	(22,025.73)
DUE FROM OTHER GOVT		0.00	(22,025.73)
Total Assets		1,453,926.48	1,306,994.10
*** Liabilities ***			
ACCOUNTS PAYABLE			
301-000-202.000	ACCOUNTS PAYABLE	174,370.17	599.60
ACCOUNTS PAYABLE		174,370.17	599.60
Total Liabilities		174,370.17	599.60
*** Fund Balance ***			
Unclassified			
301-000-281.000	FUND BALANCE - RESTRICTED	1,272,392.00	1,272,392.00
Unclassified		1,272,392.00	1,272,392.00
Total Fund Balance		1,272,392.00	1,272,392.00
Beginning Fund Balance - 22-23			1,272,392.00
Net of Revenues VS Expenditures - 22-23			7,164.31
*22-23 End FB/23-24 Beg FB		1,279,556.31	
Net of Revenues VS Expenditures - Current Year			26,838.19
Ending Fund Balance			1,306,394.50
Total Liabilities And Fund Balance			1,306,994.10

\* Year Not Closed

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 11/30/2023  
% Fiscal Year Completed: 16.67

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 11/30/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 001 - GENERAL FUND					
Revenues					
Dept 000 - RESERVES					
TAXES					
001-000-311.000	AD VALOREM TAXES	2,818,445.00	873,136.03	1,945,308.97	30.98
001-000-315.000	COMMUNICATIONS SERVICES TAX	52,000.00	4,086.46	47,913.54	7.86
001-000-316.000	LOCAL BUSINESS TAX	3,000.00	732.69	2,267.31	24.42
TAXES		2,873,445.00	877,955.18	1,995,489.82	30.55
FRANCHISE FEE					
001-000-323.100	ELECTRIC FRANCHISE FEES	200,000.00	51,132.87	148,867.13	25.57
FRANCHISE FEE		200,000.00	51,132.87	148,867.13	25.57
BUILDING PERMITS AND FEES					
001-000-329.001	PLANNING & ZONING FEES	5,000.00	0.00	5,000.00	0.00
BUILDING PERMITS AND FEES		5,000.00	0.00	5,000.00	0.00
INTERGOVERNMENTAL					
001-000-335.120	STATE REVENUE SHARING	70,000.00	6,901.35	63,098.65	9.86
001-000-335.180	SALES TAX	250,000.00	21,781.00	228,219.00	8.71
INTERGOVERNMENTAL		320,000.00	28,682.35	291,317.65	8.96
FINES					
001-000-351.500	TRAFFIC FINES	12,000.00	1,165.32	10,834.68	9.71
001-000-351.501	POLICE EDUCATION - TRAFFIC FINES	1,200.00	14.00	1,186.00	1.17
001-000-351.901	CODE ENFORCEMENT VIOLATIONS	2,500.00	7,850.00	(5,350.00)	314.00
001-000-354.000	FINES-LOCAL ORDINANCE VIOLATIONS TREE MI	1,000.00	1,500.00	(500.00)	150.00
FINES		16,700.00	10,529.32	6,170.68	63.05
MISCELLANEOUS					
001-000-361.100	INTEREST	50,000.00	36,067.88	13,932.12	72.14
001-000-367.000	TOWN LICENSES	5,000.00	1,090.00	3,910.00	21.80
001-000-369.900	MISCELLANEOUS REVENUE	2,000.00	263.52	1,736.48	13.18
001-000-369.902	MISC REVENUE - PARK	1,200.00	100.00	1,100.00	8.33
MISCELLANEOUS		58,200.00	37,521.40	20,678.60	64.47
Total Dept 000 - RESERVES		3,473,345.00	1,005,821.12	2,467,523.88	28.96
TOTAL REVENUES		3,473,345.00	1,005,821.12	2,467,523.88	28.96
Expenditures					
Dept 512 - EXECUTIVE					
PAYROLL					
001-512-512.000	SALARIES & WAGES	81,250.00	13,465.74	67,784.26	16.57
001-512-521.000	FICA	6,250.00	939.36	5,310.64	15.03
001-512-522.000	RETIREMENT	12,200.00	2,019.85	10,180.15	16.56
001-512-523.000	HEALTH INSURANCE	21,910.00	3,569.97	18,340.03	16.29
001-512-523.003	LIFE & DISABILITY INSURANCE	600.00	101.08	498.92	16.85
PAYROLL		122,210.00	20,096.00	102,114.00	16.44
OPERATING					
001-512-531.000	PROFESSIONAL SERVICES	93,000.00	14,000.00	79,000.00	15.05
001-512-531.004	PLANNING SERVICES	20,000.00	0.00	20,000.00	0.00
001-512-532.000	AUDIT SERVICES	30,000.00	0.00	30,000.00	0.00
001-512-541.000	COMMUNICATION NETWORK	2,520.00	821.94	1,698.06	32.62
001-512-548.000	TOWN EVENTS	10,000.00	5,336.78	4,663.22	53.37
001-512-549.001	OTHER GENERAL GOVERNMENT	25,000.00	0.00	25,000.00	0.00
001-512-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	2,150.00	1,427.96	722.04	66.42
OPERATING		182,670.00	21,586.68	161,083.32	11.82
TRANSFERS					

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
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GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 11/30/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 001 - GENERAL FUND					
Expenditures					
001-512-591.301	TRANSFER TO CAPITAL PROJECTS	344,764.00	0.00	344,764.00	0.00
TRANSFERS		344,764.00	0.00	344,764.00	0.00
Total Dept 512 - EXECUTIVE		649,644.00	41,682.68	607,961.32	6.42
Dept 513 - FINANCE					
PAYROLL					
001-513-512.000	SALARIES & WAGES	61,152.00	8,239.99	52,912.01	13.47
001-513-521.000	FICA	4,700.00	619.57	4,080.43	13.18
001-513-522.000	RETIREMENT	9,200.00	1,021.03	8,178.97	11.10
001-513-523.000	HEALTH INSURANCE	13,500.00	48.46	13,451.54	0.36
001-513-523.003	LIFE & DISABILITY INSURANCE	650.00	91.37	558.63	14.06
PAYROLL		89,202.00	10,020.42	79,181.58	11.23
OPERATING					
001-513-531.000	PROFESSIONAL SERVICES	24,000.00	0.00	24,000.00	0.00
001-513-549.000	BANK FEES	480.00	0.00	480.00	0.00
001-513-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	240.00	0.00	240.00	0.00
001-513-555.000	TRAINING/EDUCATION	2,000.00	0.00	2,000.00	0.00
OPERATING		26,720.00	0.00	26,720.00	0.00
Total Dept 513 - FINANCE		115,922.00	10,020.42	105,901.58	8.64
Dept 514 - LEGAL					
OPERATING					
001-514-531.301	LEGAL COUNSEL - GENERAL	80,000.00	9,891.00	70,109.00	12.36
001-514-531.302	LEGAL COUNSEL - BZA	3,000.00	0.00	3,000.00	0.00
001-514-531.303	LEGAL COUNSEL - CEB	12,000.00	(1,864.24)	13,864.24	(15.54)
001-514-531.304	LEGAL COUNSEL - LITIGATION	10,000.00	0.00	10,000.00	0.00
001-514-531.306	LEGAL SERVICES - POLICE UNION MATTERS	10,000.00	840.00	9,160.00	8.40
OPERATING		115,000.00	8,866.76	106,133.24	7.71
Total Dept 514 - LEGAL		115,000.00	8,866.76	106,133.24	7.71
Dept 517 - DEBT SERVICE					
OPERATING					
001-517-571.000	DEBT SERVICE - PRINCIPAL	65,654.00	0.00	65,654.00	0.00
001-517-572.000	DEBT SERVICE - INTEREST	85,126.00	0.00	85,126.00	0.00
OPERATING		150,780.00	0.00	150,780.00	0.00
Total Dept 517 - DEBT SERVICE		150,780.00	0.00	150,780.00	0.00
Dept 519 - GOVERNMENTAL SERVICES					
PAYROLL					
001-519-512.000	SALARIES & WAGES	67,506.00	10,875.65	56,630.35	16.11
001-519-514.002	OVERTIME - STORM	1,200.00	0.00	1,200.00	0.00
001-519-517.000	SICK LEAVE INCENTIVE	1,000.00	0.00	1,000.00	0.00
001-519-521.000	FICA	5,200.00	784.95	4,415.05	15.10
001-519-522.000	RETIREMENT	10,130.00	1,631.35	8,498.65	16.10
001-519-523.000	HEALTH INSURANCE	25,600.00	4,437.17	21,162.83	17.33
001-519-523.003	LIFE & DISABILITY INSURANCE	600.00	94.55	505.45	15.76
001-519-524.000	WORKERS' COMPENSATION INSURANCE	18,000.00	6,996.50	11,003.50	38.87
PAYROLL		129,236.00	24,820.17	104,415.83	19.21
OPERATING					

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
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GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 11/30/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 001 - GENERAL FUND					
Expenditures					
001-519-541.000	COMMUNICATION NETWORK	7,740.00	393.49	7,346.51	5.08
001-519-541.002	COMMUNICATIONS WEB HOSTING	9,337.00	250.00	9,087.00	2.68
001-519-541.003	IT SERVICE LEVEL AGREEMENTS MC	28,580.00	0.00	28,580.00	0.00
001-519-542.000	POSTAGE	3,000.00	0.00	3,000.00	0.00
001-519-543.000	UTILITIES	60,000.00	4,549.17	55,450.83	7.58
001-519-545.000	INSURANCE - PROPERTY & LIABILITY	90,000.00	0.00	90,000.00	0.00
001-519-546.000	STREETLIGHT & SIGN MAINTENANCE	0.00	59.99	(59.99)	100.00
001-519-546.003	LANDSCAPING MAINTENANCE	48,000.00	3,814.99	44,185.01	7.95
001-519-546.004	VEHICLE MAINTENANCE	2,500.00	0.00	2,500.00	0.00
001-519-546.005	BUILDING & FACILITIES MAINTENANCE	24,100.00	4,302.44	19,797.56	17.85
001-519-546.006	PARKS MAINTENANCE	20,400.00	405.34	19,994.66	1.99
001-519-546.007	TREE MAINTENANCE	24,000.00	0.00	24,000.00	0.00
001-519-546.008	STREET MAINTENANCE	24,000.00	348.00	23,652.00	1.45
001-519-547.000	PRINTING	10,000.00	41.34	9,958.66	0.41
001-519-551.000	OFFICE SUPPLIES	17,200.00	1,003.44	16,196.56	5.83
001-519-552.000	FUEL AND OIL	960.00	114.26	845.74	11.90
001-519-552.001	ARCHIVES AND STORAGE	8,400.00	4,611.80	3,788.20	54.90
001-519-552.003	ORDINANCE CODIFICATION	3,000.00	1,175.00	1,825.00	39.17
001-519-552.004	SOFTWARE/LICENSING	9,815.00	2,650.41	7,164.59	27.00
001-519-552.005	OPERATING SUPPLIES	1,400.00	0.00	1,400.00	0.00
001-519-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	350.00	0.00	350.00	0.00
001-519-555.000	TRAINING/EDUCATION	5,000.00	0.00	5,000.00	0.00
OPERATING		397,782.00	23,719.67	374,062.33	5.96
Total Dept 519 - GOVERNMENTAL SERVICES		527,018.00	48,539.84	478,478.16	9.21
Dept 521 - POLICE					
PAYROLL					
001-521-512.000	SALARIES & WAGES	740,000.00	99,272.76	640,727.24	13.42
001-521-514.000	OVERTIME	15,000.00	1,906.98	13,093.02	12.71
001-521-514.001	OVERTIME - COURT TIME	2,000.00	648.78	1,351.22	32.44
001-521-514.002	OVERTIME - STORM	6,000.00	0.00	6,000.00	0.00
001-521-514.014	OVERTIME - SSPR PHASE 3 TRAFFIC CONTROL	10,000.00	0.00	10,000.00	0.00
001-521-515.001	SPECIAL PAY - FTO/BOOTS	2,500.00	200.00	2,300.00	8.00
001-521-515.003	PD STATUTORY INCENTIVE	10,000.00	980.00	9,020.00	9.80
001-521-517.000	SICK LEAVE INCENTIVE	5,000.00	0.00	5,000.00	0.00
001-521-521.000	FICA	59,000.00	7,706.92	51,293.08	13.06
001-521-522.000	RETIREMENT	117,200.00	14,789.85	102,410.15	12.62
001-521-523.000	HEALTH INSURANCE	195,000.00	21,155.75	173,844.25	10.85
001-521-523.003	LIFE & DISABILITY INSURANCE	4,500.00	894.11	3,605.89	19.87
PAYROLL		1,166,200.00	147,555.15	1,018,644.85	12.65
OPERATING					
001-521-515.002	PD MILEAGE	12,000.00	2,144.86	9,855.14	17.87
001-521-531.000	PROFESSIONAL SERVICES	13,241.00	1,494.25	11,746.75	11.29
001-521-534.002	CONTRACTED SERVICES	54,223.00	14,914.76	39,308.24	27.51
001-521-541.000	COMMUNICATION NETWORK	8,440.00	341.02	8,098.98	4.04
001-521-545.000	INSURANCE - PROPERTY & LIABILITY	1,000.00	694.00	306.00	69.40
001-521-546.002	EQUIPMENT MAINTENANCE	4,991.00	175.00	4,816.00	3.51
001-521-546.004	VEHICLE MAINTENANCE	22,000.00	1,255.69	20,744.31	5.71
001-521-547.000	PRINTING	1,827.00	0.00	1,827.00	0.00
001-521-551.000	OFFICE SUPPLIES	1,000.00	334.81	665.19	33.48
001-521-552.000	FUEL AND OIL	32,000.00	3,141.33	28,858.67	9.82
001-521-552.005	OPERATING SUPPLIES	10,000.00	0.00	10,000.00	0.00
001-521-552.006	ENFORCEMENT SUPPLIES	12,643.00	1,166.51	11,476.49	9.23
001-521-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	2,260.00	360.00	1,900.00	15.93
001-521-555.000	TRAINING/EDUCATION	7,925.00	0.00	7,925.00	0.00
OPERATING		183,550.00	26,022.23	157,527.77	14.18
Total Dept 521 - POLICE		1,349,750.00	173,577.38	1,176,172.62	12.86

Fund 001 - GENERAL FUND					
Expenditures					
Dept 522 - FIRE					
OPERATING					
001-522-534.001	FIRE RESCUE CONTRACTED	565,231.00	141,307.75	423,923.25	25.00
OPERATING		565,231.00	141,307.75	423,923.25	25.00
Total Dept 522 - FIRE		565,231.00	141,307.75	423,923.25	25.00
TOTAL EXPENDITURES		3,473,345.00	423,994.83	3,049,350.17	12.21
Fund 001 - GENERAL FUND:					
TOTAL REVENUES		3,473,345.00	1,005,821.12	2,467,523.88	28.96
TOTAL EXPENDITURES		3,473,345.00	423,994.83	3,049,350.17	12.21
NET OF REVENUES & EXPENDITURES		0.00	581,826.29	(581,826.29)	100.00

# REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT

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GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 11/30/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 101 - BUILDING PERMIT FUND					
Revenues					
Dept 000 - RESERVES					
BUILDING PERMITS AND FEES					
101-000-322.000	BUILDING PERMIT FEES	430,000.00	38,224.82	391,775.18	8.89
101-000-322.001	TECHNOLOGY FEE	21,000.00	1,699.15	19,300.85	8.09
	BUILDING PERMITS AND FEES	451,000.00	39,923.97	411,076.03	8.85
Total Dept 000 - RESERVES					
		451,000.00	39,923.97	411,076.03	8.85
TOTAL REVENUES					
		451,000.00	39,923.97	411,076.03	8.85
Expenditures					
Dept 000 - RESERVES					
RESERVES					
101-000-582.000	RESERVE ADDITION	21,946.00	0.00	21,946.00	0.00
	RESERVES	21,946.00	0.00	21,946.00	0.00
Total Dept 000 - RESERVES					
		21,946.00	0.00	21,946.00	0.00
Dept 524 - BUILDING					
PAYROLL					
101-524-512.000	SALARIES & WAGES	273,434.00	39,949.49	233,484.51	14.61
101-524-517.000	SICK LEAVE INCENTIVE	1,000.00	0.00	1,000.00	0.00
101-524-521.000	FICA	20,920.00	2,946.87	17,973.13	14.09
101-524-522.000	RETIREMENT	41,100.00	5,877.77	35,222.23	14.30
101-524-523.000	HEALTH INSURANCE	40,000.00	5,392.12	34,607.88	13.48
101-524-523.003	LIFE & DISABILITY INSURANCE	2,000.00	339.85	1,660.15	16.99
	PAYROLL	378,454.00	54,506.10	323,947.90	14.40
OPERATING					
101-524-531.002	BUILDING INSPECTOR SERVICES	7,000.00	0.00	7,000.00	0.00
101-524-541.000	COMMUNICATION NETWORK	1,400.00	36.07	1,363.93	2.58
101-524-541.004	TECHNOLOGY EXPENSE	6,000.00	240.06	5,759.94	4.00
101-524-542.000	POSTAGE	500.00	0.00	500.00	0.00
101-524-545.000	INSURANCE - PROPERTY & LIABILITY	10,000.00	0.00	10,000.00	0.00
101-524-546.004	VEHICLE MAINTENANCE	1,000.00	0.00	1,000.00	0.00
101-524-551.000	OFFICE SUPPLIES	10,000.00	0.00	10,000.00	0.00
101-524-552.000	FUEL AND OIL	1,200.00	95.12	1,104.88	7.93
101-524-552.004	SOFTWARE/LICENSING	7,500.00	5,935.89	1,564.11	79.15
101-524-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	3,000.00	0.00	3,000.00	0.00
101-524-555.000	TRAINING/EDUCATION	3,000.00	0.00	3,000.00	0.00
	OPERATING	50,600.00	6,307.14	44,292.86	12.46
Total Dept 524 - BUILDING					
		429,054.00	60,813.24	368,240.76	14.17
TOTAL EXPENDITURES					
		451,000.00	60,813.24	390,186.76	13.48
Fund 101 - BUILDING PERMIT FUND:					
	TOTAL REVENUES	451,000.00	39,923.97	411,076.03	8.85
	TOTAL EXPENDITURES	451,000.00	60,813.24	390,186.76	13.48
	NET OF REVENUES & EXPENDITURES	0.00	(20,889.27)	20,889.27	100.00

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
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GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 11/30/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 301 - CAPITAL PROJECTS					
Revenues					
Dept 000 - RESERVES					
TAXES					
301-000-312.410	GAS TAX	100,000.00	11,900.54	88,099.46	11.90
301-000-312.420	GAS TAX SECOND LOCAL OPTION	81,000.00	8,426.78	72,573.22	10.40
TAXES		181,000.00	20,327.32	160,672.68	11.23
BUILDING PERMITS AND FEES					
301-000-325.200	BUILDING DEPT ROAD IMPROVEMENT FEE	150,000.00	20,905.16	129,094.84	13.94
BUILDING PERMITS AND FEES		150,000.00	20,905.16	129,094.84	13.94
GRANTS					
301-000-331.350	TMDL GRANT NS029	0.00	3,044.99	(3,044.99)	100.00
301-000-331.353	HMPG GRANT	4,914,000.00	0.00	4,914,000.00	0.00
301-000-334.362	RESILIENT FLORIDA GRANT	8,650,000.00	0.00	8,650,000.00	0.00
301-000-334.364	FDEP LPA 0217	185,000.00	0.00	185,000.00	0.00
301-000-334.366.020	LEGISLATIVE APPROPRIATIONS	1,000,000.00	0.00	1,000,000.00	0.00
301-000-337.310	MARTIN COUNTY ILA - WATER LINES	1,550,000.00	0.00	1,550,000.00	0.00
GRANTS		16,299,000.00	3,044.99	16,295,955.01	0.02
TRANSFERS					
301-000-381.000	RESERVE UTILIZATION	625,595.00	0.00	625,595.00	0.00
301-000-381.001	TRANSFER FROM GENERAL FUND	344,764.00	0.00	344,764.00	0.00
TRANSFERS		970,359.00	0.00	970,359.00	0.00
Total Dept 000 - RESERVES		17,600,359.00	44,277.47	17,556,081.53	0.25
TOTAL REVENUES		17,600,359.00	44,277.47	17,556,081.53	0.25
Expenditures					
Dept 519 - GOVERNMENTAL SERVICES					
OPERATING					
301-519-531.400	ENGINEERING SERVICES	75,000.00	0.00	75,000.00	0.00
301-519-546.003	LANDSCAPING MAINTENANCE	48,000.00	(151.40)	48,151.40	(0.32)
301-519-546.003.018	LANDSCAPING MAINTENANCE	0.00	955.00	(955.00)	100.00
OPERATING		123,000.00	803.60	122,196.40	0.65
Total Dept 519 - GOVERNMENTAL SERVICES		123,000.00	803.60	122,196.40	0.65
Dept 538 - STORMWATER					
OPERATING					
301-538-531.400	ENGINEERING SERVICES	0.00	5,625.00	(5,625.00)	100.00
301-538-546.001	STORMWATER-INLET-OUTFALL MAINTENANCE	100,000.00	0.00	100,000.00	0.00
301-538-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	0.00	500.00	(500.00)	100.00
OPERATING		100,000.00	6,125.00	93,875.00	6.13
CAPITAL					
301-538-562.000.012	BUILDING IMPROVEMENTS	102,359.00	0.00	102,359.00	0.00
301-538-563.002	STORMWATER IMPROVEMENTS	3,250,000.00	0.00	3,250,000.00	0.00
301-538-563.002.017	STORMWATER IMPROVEMENTS	0.00	8,400.00	(8,400.00)	100.00
CAPITAL		3,352,359.00	8,400.00	3,343,959.00	0.25
Total Dept 538 - STORMWATER		3,452,359.00	14,525.00	3,437,834.00	0.42
Dept 541 - STREETS AND BRIDGES					
OPERATING					
301-541-546.000	STREETLIGHT & SIGN MAINTENANCE	15,000.00	1,810.68	13,189.32	12.07

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	11/30/2023 NORMAL (ABNOR	BALANCE NORMAL (ABNOR	
Fund 301 - CAPITAL PROJECTS					
Expenditures					
301-541-546.007	TREE MAINTENANCE	10,000.00	300.00	9,700.00	3.00
301-541-546.008	STREET MAINTENANCE	50,000.00	0.00	50,000.00	0.00
301-541-546.009	BRIDGE MAINTENANCE	50,000.00	0.00	50,000.00	0.00
OPERATING		125,000.00	2,110.68	122,889.32	1.69
CAPITAL					
301-541-563.030	ROAD & BRIDGE CAPITAL PROJECTS	13,900,000.00	0.00	13,900,000.00	0.00
CAPITAL		13,900,000.00	0.00	13,900,000.00	0.00
Total Dept 541 - STREETS AND BRIDGES		14,025,000.00	2,110.68	14,022,889.32	0.02
TOTAL EXPENDITURES		17,600,359.00	17,439.28	17,582,919.72	0.10
Fund 301 - CAPITAL PROJECTS:					
TOTAL REVENUES		17,600,359.00	44,277.47	17,556,081.53	0.25
TOTAL EXPENDITURES		17,600,359.00	17,439.28	17,582,919.72	0.10
NET OF REVENUES & EXPENDITURES		0.00	26,838.19	(26,838.19)	100.00
TOTAL REVENUES - ALL FUNDS		21,524,704.00	1,090,022.56	20,434,681.44	5.06
TOTAL EXPENDITURES - ALL FUNDS		21,524,704.00	502,247.35	21,022,456.65	2.33
NET OF REVENUES & EXPENDITURES		0.00	587,775.21	(587,775.21)	100.00

Fund 001 GENERAL FUND			
GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
CASH			
001-000-101.501	SEACOAST OPERATING 6501	283,834.98	1,983,440.84
001-000-101.771	SEACOAST SWEEP 6771	529,451.64	529,451.64
CASH		813,286.62	2,512,892.48
INVESTMENTS			
001-000-104.000	FL STATE 272201 LGIP	2,545,068.63	2,581,038.40
001-000-104.001	FL STATE 272202 LGIP	10,416.30	10,514.41
INVESTMENTS		2,555,484.93	2,591,552.81
ACCOUNTS RECEIVABLE			
001-000-115.000	ACCOUNTS RECEIVABLE	13,050.00	13,050.00
001-000-115.006	ACCRUED RECEIVABLE - FPL	23,819.00	23,819.00
ACCOUNTS RECEIVABLE		36,869.00	36,869.00
DUE FROM OTHER GOVT			
001-000-133.000	INTERGOVERNMENT REVENUE REC	286,117.00	220,115.49
DUE FROM OTHER GOVT		286,117.00	220,115.49
PREPAID ITEMS			
001-000-155.000	PREPAID EXPENSES	2,493.30	720.62
PREPAID ITEMS		2,493.30	720.62
FIXED ASSETS			
FIXED ASSETS		0.00	0.00
Total Assets		3,694,250.85	5,362,150.40
*** Liabilities ***			
ACCOUNTS PAYABLE			
001-000-202.000	ACCOUNTS PAYABLE	52,662.58	135.32
001-000-208.001	STATE FEES PAYABLE	17,879.91	19,132.19
001-000-217.000	PAYROLL LIABILITIES	40,726.06	40,828.55
001-000-217.001	FEDERAL W/H TAX	0.00	3,576.91
001-000-217.210	FICA W/H TAX	0.00	4,549.46
001-000-217.211	MEDICARE W/H TAX	0.00	1,064.00
001-000-217.220	457 DEDUCTION	0.00	2.00
001-000-217.221	ACCRUED RETIREMENT PLAN EXPS	12,813.55	18,730.67
001-000-217.223	RETIREMENT PLAN LOAN REPAYMENTS	197.54	102.84
001-000-217.230	BLUE CROSS BLUE SHIELD	(10,565.03)	(14,284.95)
001-000-217.231	DENTAL AND VISION	(1,130.11)	(1,021.37)
001-000-217.232	AFLAC	(357.65)	(252.61)
001-000-217.233	LIFE INSURANCE	333.98	175.52
001-000-223.000	DEFERRED REVENUE	(555,667.89)	(555,667.89)
001-000-223.000.004	DEFERRED REVENUE	1,117,319.00	1,117,319.00
ACCOUNTS PAYABLE		674,211.94	634,389.64
ACCRUED LIABILITIES			
ACCRUED LIABILITIES		0.00	0.00
Unclassified			
001-000-229.000	UNAVAILABLE REVENUE	245,679.00	245,679.00
Unclassified		245,679.00	245,679.00

Fund 001 GENERAL FUND			
GL Number	Description	Current Year Beg. Balance	Balance
*** Liabilities ***			
	Total Liabilities	919,890.94	880,068.64
*** Fund Balance ***			
Unclassified			
001-000-283.000	DISASTER RESERVE	1,000,000.00	1,000,000.00
001-000-283.001	OPERATING RESERVE	500,000.00	500,000.00
001-000-283.002	RESTRICTED - FIRE SERVICES	200,000.00	200,000.00
001-000-284.000	OPERATING FUND UNRESTRICTED	589,541.09	589,541.09
	Unclassified	2,289,541.09	2,289,541.09
	Total Fund Balance	2,289,541.09	2,289,541.09
	Beginning Fund Balance - 22-23		2,289,541.09
	Net of Revenues VS Expenditures - 22-23		484,818.82
	*22-23 End FB/23-24 Beg FB	2,774,359.91	
	Net of Revenues VS Expenditures - Current Year		1,707,721.85
	Ending Fund Balance		4,482,081.76
	Total Liabilities And Fund Balance		5,362,150.40

\* Year Not Closed

BALANCE SHEET FOR TOWN OF SEWALL'S POINT  
 Period Ending 12/31/2023

Fund 101 BUILDING PERMIT FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
CASH			
101-000-101.501	SEACOAST OPERATING 6501	128,760.27	78,982.11
101-000-101.771	SEACOAST SWEEP 6771	436,651.53	436,651.53
CASH		565,411.80	515,633.64
Total Assets		565,411.80	515,633.64
*** Liabilities ***			
ACCOUNTS PAYABLE			
101-000-202.000	ACCOUNTS PAYABLE	1,567.50	0.00
101-000-217.000	PAYROLL LIABILITIES	11,978.61	11,978.61
101-000-217.001	FEDERAL W/H TAX	0.00	740.49
101-000-217.210	FICA W/H TAX	0.00	1,291.82
101-000-217.211	MEDICARE W/H TAX	0.00	302.12
101-000-217.220	457 DEDUCTION	0.00	(7.50)
101-000-217.221	ACCRUED RETIREMENT PLAN EXPS	0.00	3,039.36
101-000-217.223	RETIREMENT PLAN LOAN REPAYMENTS	0.00	(142.02)
101-000-217.230	BLUE CROSS BLUE SHIELD	0.00	(1,596.82)
101-000-217.231	DENTAL AND VISION	0.03	(58.29)
101-000-217.232	AFLAC	0.00	40.59
101-000-217.233	LIFE INSURANCE	0.00	(54.43)
ACCOUNTS PAYABLE		13,546.14	15,533.93
ACCRUED LIABILITIES			
ACCRUED LIABILITIES		0.00	0.00
Total Liabilities		13,546.14	15,533.93
*** Fund Balance ***			
Unclassified			
101-000-281.000	FUND BALANCE - RESTRICTED	436,651.53	436,651.53
Unclassified		436,651.53	436,651.53
Total Fund Balance		436,651.53	436,651.53
Beginning Fund Balance - 22-23			436,651.53
Net of Revenues VS Expenditures - 22-23			115,214.13
*22-23 End FB/23-24 Beg FB		551,865.66	
Net of Revenues VS Expenditures - Current Year			(51,765.95)
Ending Fund Balance			500,099.71
Total Liabilities And Fund Balance			515,633.64

\* Year Not Closed

BALANCE SHEET FOR TOWN OF SEWALL'S POINT  
Period Ending 12/31/2023

Fund 301 CAPITAL PROJECTS

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
CASH			
301-000-101.501	SEACOAST OPERATING 6501	181,534.48	23,200.84
CASH		181,534.48	23,200.84
INVESTMENTS			
301-000-104.000	FL STATE 272201 LGIP	1,272,392.00	1,272,392.00
INVESTMENTS		1,272,392.00	1,272,392.00
DUE FROM OTHER GOVT			
301-000-133.000	INTERGOVERNMENT REVENUE REC	0.00	(22,025.73)
DUE FROM OTHER GOVT		0.00	(22,025.73)
Total Assets		1,453,926.48	1,273,567.11
*** Liabilities ***			
ACCOUNTS PAYABLE			
301-000-202.000	ACCOUNTS PAYABLE	174,370.17	0.00
ACCOUNTS PAYABLE		174,370.17	0.00
Total Liabilities		174,370.17	0.00
*** Fund Balance ***			
Unclassified			
301-000-281.000	FUND BALANCE - RESTRICTED	1,272,392.00	1,272,392.00
Unclassified		1,272,392.00	1,272,392.00
Total Fund Balance		1,272,392.00	1,272,392.00
Beginning Fund Balance - 22-23			1,272,392.00
Net of Revenues VS Expenditures - 22-23			7,164.31
*22-23 End FB/23-24 Beg FB		1,279,556.31	
Net of Revenues VS Expenditures - Current Year			(5,989.20)
Ending Fund Balance			1,273,567.11
Total Liabilities And Fund Balance			1,273,567.11

\* Year Not Closed

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 12/31/2023  
% Fiscal Year Completed: 25.14

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 12/31/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 001 - GENERAL FUND					
Revenues					
Dept 000 - RESERVES					
TAXES					
001-000-311.000	AD VALOREM TAXES	2,818,445.00	2,411,667.91	406,777.09	85.57
001-000-315.000	COMMUNICATIONS SERVICES TAX	52,000.00	8,495.74	43,504.26	16.34
001-000-316.000	LOCAL BUSINESS TAX	3,000.00	810.74	2,189.26	27.02
TAXES		2,873,445.00	2,420,974.39	452,470.61	84.25
FRANCHISE FEE					
001-000-323.100	ELECTRIC FRANCHISE FEES	200,000.00	73,146.15	126,853.85	36.57
FRANCHISE FEE		200,000.00	73,146.15	126,853.85	36.57
BUILDING PERMITS AND FEES					
001-000-329.001	PLANNING & ZONING FEES	5,000.00	0.00	5,000.00	0.00
BUILDING PERMITS AND FEES		5,000.00	0.00	5,000.00	0.00
INTERGOVERNMENTAL					
001-000-335.120	STATE REVENUE SHARING	70,000.00	13,802.70	56,197.30	19.72
001-000-335.180	SALES TAX	250,000.00	43,835.91	206,164.09	17.53
INTERGOVERNMENTAL		320,000.00	57,638.61	262,361.39	18.01
FINES					
001-000-351.500	TRAFFIC FINES	12,000.00	1,917.46	10,082.54	15.98
001-000-351.501	POLICE EDUCATION - TRAFFIC FINES	1,200.00	112.00	1,088.00	9.33
001-000-351.901	CODE ENFORCEMENT VIOLATIONS	2,500.00	7,850.00	(5,350.00)	314.00
001-000-354.000	FINES-LOCAL ORDINANCE VIOLATIONS TREE MI	1,000.00	2,000.00	(1,000.00)	200.00
FINES		16,700.00	11,879.46	4,820.54	71.13
MISCELLANEOUS					
001-000-361.100	INTEREST	50,000.00	36,067.88	13,932.12	72.14
001-000-367.000	TOWN LICENSES	5,000.00	1,525.00	3,475.00	30.50
001-000-369.900	MISCELLANEOUS REVENUE	2,000.00	263.52	1,736.48	13.18
001-000-369.902	MISC REVENUE - PARK	1,200.00	300.00	900.00	25.00
MISCELLANEOUS		58,200.00	38,156.40	20,043.60	65.56
Total Dept 000 - RESERVES		3,473,345.00	2,601,795.01	871,549.99	74.91
TOTAL REVENUES		3,473,345.00	2,601,795.01	871,549.99	74.91
Expenditures					
Dept 512 - EXECUTIVE					
PAYROLL					
001-512-512.000	SALARIES & WAGES	81,250.00	23,541.82	57,708.18	28.97
001-512-521.000	FICA	6,250.00	1,664.84	4,585.16	26.64
001-512-522.000	RETIREMENT	12,200.00	3,531.26	8,668.74	28.94
001-512-523.000	HEALTH INSURANCE	21,910.00	5,354.95	16,555.05	24.44
001-512-523.003	LIFE & DISABILITY INSURANCE	600.00	151.61	448.39	25.27
PAYROLL		122,210.00	34,244.48	87,965.52	28.02
OPERATING					
001-512-531.000	PROFESSIONAL SERVICES	93,000.00	19,000.00	74,000.00	20.43
001-512-531.003.001	GRANT SERVICES	0.00	1,200.00	(1,200.00)	100.00
001-512-531.004	PLANNING SERVICES	20,000.00	0.00	20,000.00	0.00
001-512-532.000	AUDIT SERVICES	30,000.00	0.00	30,000.00	0.00
001-512-541.000	COMMUNICATION NETWORK	2,520.00	1,023.89	1,496.11	40.63
001-512-548.000	TOWN EVENTS	10,000.00	6,738.18	3,261.82	67.38
001-512-549.001	OTHER GENERAL GOVERNMENT	25,000.00	0.00	25,000.00	0.00
001-512-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	2,150.00	1,543.94	606.06	71.81
OPERATING		182,670.00	29,506.01	153,163.99	16.15

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 12/31/2023  
% Fiscal Year Completed: 25.14

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 12/31/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 001 - GENERAL FUND					
Expenditures					
TRANSFERS					
001-512-591.301	TRANSFER TO CAPITAL PROJECTS	344,764.00	0.00	344,764.00	0.00
TRANSFERS		344,764.00	0.00	344,764.00	0.00
Total Dept 512 - EXECUTIVE		649,644.00	63,750.49	585,893.51	9.81
Dept 513 - FINANCE					
PAYROLL					
001-513-512.000	SALARIES & WAGES	61,152.00	15,392.03	45,759.97	25.17
001-513-521.000	FICA	4,700.00	1,142.02	3,557.98	24.30
001-513-522.000	RETIREMENT	9,200.00	2,093.83	7,106.17	22.76
001-513-523.000	HEALTH INSURANCE	13,500.00	72.70	13,427.30	0.54
001-513-523.003	LIFE & DISABILITY INSURANCE	650.00	137.05	512.95	21.08
PAYROLL		89,202.00	18,837.63	70,364.37	21.12
OPERATING					
001-513-531.000	PROFESSIONAL SERVICES	24,000.00	0.00	24,000.00	0.00
001-513-549.000	BANK FEES	480.00	0.00	480.00	0.00
001-513-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	240.00	0.00	240.00	0.00
001-513-555.000	TRAINING/EDUCATION	2,000.00	0.00	2,000.00	0.00
OPERATING		26,720.00	0.00	26,720.00	0.00
Total Dept 513 - FINANCE		115,922.00	18,837.63	97,084.37	16.25
Dept 514 - LEGAL					
OPERATING					
001-514-531.301	LEGAL COUNSEL - GENERAL	80,000.00	20,081.50	59,918.50	25.10
001-514-531.302	LEGAL COUNSEL - BZA	3,000.00	0.00	3,000.00	0.00
001-514-531.303	LEGAL COUNSEL - CEB	12,000.00	(1,302.49)	13,302.49	(10.85)
001-514-531.304	LEGAL COUNSEL - LITIGATION	10,000.00	0.00	10,000.00	0.00
001-514-531.306	LEGAL SERVICES - POLICE UNION MATTERS	10,000.00	2,121.00	7,879.00	21.21
OPERATING		115,000.00	20,900.01	94,099.99	18.17
Total Dept 514 - LEGAL		115,000.00	20,900.01	94,099.99	18.17
Dept 517 - DEBT SERVICE					
OPERATING					
001-517-571.000	DEBT SERVICE - PRINCIPAL	65,654.00	32,473.13	33,180.87	49.46
001-517-572.000	DEBT SERVICE - INTEREST	85,126.00	42,909.24	42,216.76	50.41
OPERATING		150,780.00	75,382.37	75,397.63	49.99
Total Dept 517 - DEBT SERVICE		150,780.00	75,382.37	75,397.63	49.99
Dept 519 - GOVERNMENTAL SERVICES					
PAYROLL					
001-519-512.000	SALARIES & WAGES	67,506.00	19,479.87	48,026.13	28.86
001-519-514.002	OVERTIME - STORM	1,200.00	0.00	1,200.00	0.00
001-519-517.000	SICK LEAVE INCENTIVE	1,000.00	0.00	1,000.00	0.00
001-519-521.000	FICA	5,200.00	1,419.17	3,780.83	27.29
001-519-522.000	RETIREMENT	10,130.00	2,874.48	7,255.52	28.38
001-519-523.000	HEALTH INSURANCE	25,600.00	6,655.79	18,944.21	26.00
001-519-523.003	LIFE & DISABILITY INSURANCE	600.00	141.80	458.20	23.63
001-519-524.000	WORKERS' COMPENSATION INSURANCE	18,000.00	12,534.07	5,465.93	69.63
PAYROLL		129,236.00	43,105.18	86,130.82	33.35

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 12/31/2023  
% Fiscal Year Completed: 25.14

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 12/31/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 001 - GENERAL FUND					
Expenditures					
OPERATING					
001-519-541.000	COMMUNICATION NETWORK	7,740.00	610.43	7,129.57	7.89
001-519-541.002	COMMUNICATIONS WEB HOSTING	9,337.00	1,451.44	7,885.56	15.55
001-519-541.003	IT SERVICE LEVEL AGREEMENTS MC	28,580.00	0.00	28,580.00	0.00
001-519-542.000	POSTAGE	3,000.00	351.22	2,648.78	11.71
001-519-543.000	UTILITIES	60,000.00	9,553.61	50,446.39	15.92
001-519-545.000	INSURANCE - PROPERTY & LIABILITY	90,000.00	0.00	90,000.00	0.00
001-519-546.000	STREETLIGHT & SIGN MAINTENANCE	0.00	59.99	(59.99)	100.00
001-519-546.003	LANDSCAPING MAINTENANCE	48,000.00	25,480.99	22,519.01	53.09
001-519-546.004	VEHICLE MAINTENANCE	2,500.00	0.00	2,500.00	0.00
001-519-546.005	BUILDING & FACILITIES MAINTENANCE	24,100.00	11,352.00	12,748.00	47.10
001-519-546.006	PARKS MAINTENANCE	20,400.00	4,112.55	16,287.45	20.16
001-519-546.007	TREE MAINTENANCE	24,000.00	0.00	24,000.00	0.00
001-519-546.008	STREET MAINTENANCE	24,000.00	5,291.15	18,708.85	22.05
001-519-547.000	PRINTING	10,000.00	979.30	9,020.70	9.79
001-519-549.001	OTHER GENERAL GOVERNMENT	0.00	10.00	(10.00)	100.00
001-519-551.000	OFFICE SUPPLIES	17,200.00	5,364.57	11,835.43	31.19
001-519-552.000	FUEL AND OIL	960.00	265.55	694.45	27.66
001-519-552.001	ARCHIVES AND STORAGE	8,400.00	4,880.05	3,519.95	58.10
001-519-552.003	ORDINANCE CODIFICATION	3,000.00	2,887.46	112.54	96.25
001-519-552.004	SOFTWARE/LICENSING	9,815.00	2,650.41	7,164.59	27.00
001-519-552.005	OPERATING SUPPLIES	1,400.00	0.00	1,400.00	0.00
001-519-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	350.00	78.25	271.75	22.36
001-519-555.000	TRAINING/EDUCATION	5,000.00	0.00	5,000.00	0.00
OPERATING		397,782.00	75,378.97	322,403.03	18.95
Total Dept 519 - GOVERNMENTAL SERVICES		527,018.00	118,484.15	408,533.85	22.48
Dept 521 - POLICE					
PAYROLL					
001-521-512.000	SALARIES & WAGES	740,000.00	182,093.52	557,906.48	24.61
001-521-514.000	OVERTIME	15,000.00	4,044.32	10,955.68	26.96
001-521-514.001	OVERTIME - COURT TIME	2,000.00	751.44	1,248.56	37.57
001-521-514.002	OVERTIME - STORM	6,000.00	0.00	6,000.00	0.00
001-521-514.014	OVERTIME - SSPR PHASE 3 TRAFFIC CONTROL	10,000.00	0.00	10,000.00	0.00
001-521-515.001	SPECIAL PAY - FTO/BOOTS	2,500.00	2,050.00	450.00	82.00
001-521-515.003	PD STATUTORY INCENTIVE	10,000.00	1,405.00	8,595.00	14.05
001-521-517.000	SICK LEAVE INCENTIVE	5,000.00	485.53	4,514.47	9.71
001-521-521.000	FICA	59,000.00	14,469.96	44,530.04	24.53
001-521-522.000	RETIREMENT	117,200.00	26,070.06	91,129.94	22.24
001-521-523.000	HEALTH INSURANCE	195,000.00	29,203.52	165,796.48	14.98
001-521-523.003	LIFE & DISABILITY INSURANCE	4,500.00	1,318.43	3,181.57	29.30
PAYROLL		1,166,200.00	261,891.78	904,308.22	22.46
OPERATING					
001-521-515.002	PD MILEAGE	12,000.00	4,706.37	7,293.63	39.22
001-521-531.000	PROFESSIONAL SERVICES	13,241.00	1,494.25	11,746.75	11.29
001-521-534.002	CONTRACTED SERVICES	54,223.00	16,825.03	37,397.97	31.03
001-521-541.000	COMMUNICATION NETWORK	8,440.00	683.03	7,756.97	8.09
001-521-545.000	INSURANCE - PROPERTY & LIABILITY	1,000.00	694.00	306.00	69.40
001-521-546.002	EQUIPMENT MAINTENANCE	4,991.00	292.13	4,698.87	5.85
001-521-546.004	VEHICLE MAINTENANCE	22,000.00	2,262.19	19,737.81	10.28
001-521-547.000	PRINTING	1,827.00	355.42	1,471.58	19.45
001-521-551.000	OFFICE SUPPLIES	1,000.00	570.96	429.04	57.10
001-521-552.000	FUEL AND OIL	32,000.00	5,278.32	26,721.68	16.49
001-521-552.005	OPERATING SUPPLIES	10,000.00	0.00	10,000.00	0.00
001-521-552.006	ENFORCEMENT SUPPLIES	12,643.00	2,059.82	10,583.18	16.29
001-521-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	2,260.00	1,224.05	1,035.95	54.16
001-521-555.000	TRAINING/EDUCATION	7,925.00	1,476.28	6,448.72	18.63
OPERATING		183,550.00	37,921.85	145,628.15	20.66

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REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 12/31/2023  
% Fiscal Year Completed: 25.14

Page: 4/7

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 12/31/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 001 - GENERAL FUND					
Expenditures					
CAPITAL					
001-521-564.000	MACHINERY & EQUIPMENT	0.00	14,289.38	(14,289.38)	100.00
CAPITAL		0.00	14,289.38	(14,289.38)	100.00
Total Dept 521 - POLICE		1,349,750.00	314,103.01	1,035,646.99	23.27
Dept 522 - FIRE					
OPERATING					
001-522-534.001	FIRE RESCUE CONTRACTED	565,231.00	282,615.50	282,615.50	50.00
OPERATING		565,231.00	282,615.50	282,615.50	50.00
Total Dept 522 - FIRE		565,231.00	282,615.50	282,615.50	50.00
TOTAL EXPENDITURES		3,473,345.00	894,073.16	2,579,271.84	25.74
Fund 001 - GENERAL FUND:					
TOTAL REVENUES		3,473,345.00	2,601,795.01	871,549.99	74.91
TOTAL EXPENDITURES		3,473,345.00	894,073.16	2,579,271.84	25.74
NET OF REVENUES & EXPENDITURES		0.00	1,707,721.85	(1,707,721.85)	100.00

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 12/31/2023  
% Fiscal Year Completed: 25.14

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 12/31/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 101 - BUILDING PERMIT FUND					
Revenues					
Dept 000 - RESERVES					
BUILDING PERMITS AND FEES					
101-000-322.000	BUILDING PERMIT FEES	430,000.00	57,518.92	372,481.08	13.38
101-000-322.001	TECHNOLOGY FEE	21,000.00	2,404.54	18,595.46	11.45
BUILDING PERMITS AND FEES		451,000.00	59,923.46	391,076.54	13.29
Total Dept 000 - RESERVES		451,000.00	59,923.46	391,076.54	13.29
TOTAL REVENUES		451,000.00	59,923.46	391,076.54	13.29
Expenditures					
Dept 000 - RESERVES					
RESERVES					
101-000-582.000	RESERVE ADDITION	21,946.00	0.00	21,946.00	0.00
RESERVES		21,946.00	0.00	21,946.00	0.00
Total Dept 000 - RESERVES		21,946.00	0.00	21,946.00	0.00
Dept 524 - BUILDING					
PAYROLL					
101-524-512.000	SALARIES & WAGES	273,434.00	71,547.03	201,886.97	26.17
101-524-517.000	SICK LEAVE INCENTIVE	1,000.00	0.00	1,000.00	0.00
101-524-521.000	FICA	20,920.00	5,299.33	15,620.67	25.33
101-524-522.000	RETIREMENT	41,100.00	10,452.31	30,647.69	25.43
101-524-523.000	HEALTH INSURANCE	40,000.00	8,088.11	31,911.89	20.22
101-524-523.003	LIFE & DISABILITY INSURANCE	2,000.00	509.82	1,490.18	25.49
101-524-524.000	WORKERS' COMPENSATION INSURANCE	0.00	1,298.93	(1,298.93)	100.00
PAYROLL		378,454.00	97,195.53	281,258.47	25.68
OPERATING					
101-524-531.002	BUILDING INSPECTOR SERVICES	7,000.00	813.75	6,186.25	11.63
101-524-531.500	ENGINEERING SERVICES	0.00	765.00	(765.00)	100.00
101-524-541.000	COMMUNICATION NETWORK	1,400.00	72.14	1,327.86	5.15
101-524-541.004	TECHNOLOGY EXPENSE	6,000.00	609.09	5,390.91	10.15
101-524-542.000	POSTAGE	500.00	0.00	500.00	0.00
101-524-545.000	INSURANCE - PROPERTY & LIABILITY	10,000.00	0.00	10,000.00	0.00
101-524-546.004	VEHICLE MAINTENANCE	1,000.00	0.00	1,000.00	0.00
101-524-551.000	OFFICE SUPPLIES	10,000.00	5,596.00	4,404.00	55.96
101-524-552.000	FUEL AND OIL	1,200.00	131.51	1,068.49	10.96
101-524-552.004	SOFTWARE/LICENSING	7,500.00	5,985.89	1,514.11	79.81
101-524-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	3,000.00	0.00	3,000.00	0.00
101-524-555.000	TRAINING/EDUCATION	3,000.00	520.50	2,479.50	17.35
OPERATING		50,600.00	14,493.88	36,106.12	28.64
Total Dept 524 - BUILDING		429,054.00	111,689.41	317,364.59	26.03
TOTAL EXPENDITURES		451,000.00	111,689.41	339,310.59	24.76
Fund 101 - BUILDING PERMIT FUND:					
TOTAL REVENUES		451,000.00	59,923.46	391,076.54	13.29
TOTAL EXPENDITURES		451,000.00	111,689.41	339,310.59	24.76
NET OF REVENUES & EXPENDITURES		0.00	(51,765.95)	51,765.95	100.00

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 12/31/2023  
% Fiscal Year Completed: 25.14

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 12/31/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 301 - CAPITAL PROJECTS					
Revenues					
Dept 000 - RESERVES					
TAXES					
301-000-312.410	GAS TAX	100,000.00	26,287.39	73,712.61	26.29
301-000-312.420	GAS TAX SECOND LOCAL OPTION	81,000.00	19,013.11	61,986.89	23.47
TAXES		181,000.00	45,300.50	135,699.50	25.03
BUILDING PERMITS AND FEES					
301-000-325.200	BUILDING DEPT ROAD IMPROVEMENT FEE	150,000.00	29,691.42	120,308.58	19.79
BUILDING PERMITS AND FEES		150,000.00	29,691.42	120,308.58	19.79
GRANTS					
301-000-331.350	TMDL GRANT NS029	0.00	3,044.99	(3,044.99)	100.00
301-000-331.353	HMPG GRANT	4,914,000.00	0.00	4,914,000.00	0.00
301-000-334.362	RESILIENT FLORIDA GRANT	8,650,000.00	0.00	8,650,000.00	0.00
301-000-334.364	FDEP LPA 0217	185,000.00	0.00	185,000.00	0.00
301-000-334.366.020	LEGISLATIVE APPROPRIATIONS	1,000,000.00	0.00	1,000,000.00	0.00
301-000-337.310	MARTIN COUNTY ILA - WATER LINES	1,550,000.00	0.00	1,550,000.00	0.00
GRANTS		16,299,000.00	3,044.99	16,295,955.01	0.02
TRANSFERS					
301-000-381.000	RESERVE UTILIZATION	625,595.00	0.00	625,595.00	0.00
301-000-381.001	TRANSFER FROM GENERAL FUND	344,764.00	0.00	344,764.00	0.00
TRANSFERS		970,359.00	0.00	970,359.00	0.00
Total Dept 000 - RESERVES		17,600,359.00	78,036.91	17,522,322.09	0.44
TOTAL REVENUES		17,600,359.00	78,036.91	17,522,322.09	0.44
Expenditures					
Dept 519 - GOVERNMENTAL SERVICES					
OPERATING					
301-519-531.400	ENGINEERING SERVICES	75,000.00	2,197.50	72,802.50	2.93
301-519-531.400.006	ENGINEERING SERVICES	0.00	7,886.15	(7,886.15)	100.00
301-519-531.401	ENGINEERING SERVICES - GRANT RELATED	0.00	1,530.00	(1,530.00)	100.00
301-519-546.003	LANDSCAPING MAINTENANCE	48,000.00	(151.40)	48,151.40	(0.32)
301-519-546.003.018	LANDSCAPING MAINTENANCE	0.00	1,345.00	(1,345.00)	100.00
OPERATING		123,000.00	12,807.25	110,192.75	10.41
Total Dept 519 - GOVERNMENTAL SERVICES		123,000.00	12,807.25	110,192.75	10.41
Dept 538 - STORMWATER					
OPERATING					
301-538-531.400	ENGINEERING SERVICES	0.00	9,645.00	(9,645.00)	100.00
301-538-531.400.003	ENGINEERING SERVICES	0.00	5,435.00	(5,435.00)	100.00
301-538-531.400.020	ENGINEERING SERVICES	0.00	7,100.00	(7,100.00)	100.00
301-538-531.400.021	ENGINEERING SERVICES	0.00	21,865.00	(21,865.00)	100.00
301-538-531.401.020	ENGINEERING SERVICES - GRANT RELATED	0.00	540.00	(540.00)	100.00
301-538-546.001	STORMWATER-INLET-OUTFALL MAINTENANCE	100,000.00	862.50	99,137.50	0.86
301-538-546.001.019	STORMWATER-INLET-OUTFALL MAINTENANCE	0.00	3,975.00	(3,975.00)	100.00
301-538-554.000	DUES/SUBSCRIPTIONS/MEMBERSHIPS	0.00	500.00	(500.00)	100.00
OPERATING		100,000.00	49,922.50	50,077.50	49.92
CAPITAL					
301-538-562.000.012	BUILDING IMPROVEMENTS	102,359.00	0.00	102,359.00	0.00
301-538-563.002	STORMWATER IMPROVEMENTS	3,250,000.00	0.00	3,250,000.00	0.00
301-538-563.002.017	STORMWATER IMPROVEMENTS	0.00	13,875.00	(13,875.00)	100.00
CAPITAL		3,352,359.00	13,875.00	3,338,484.00	0.41

REVENUE AND EXPENDITURE REPORT FOR TOWN OF SEWALL'S POINT  
PERIOD ENDING 12/31/2023  
% Fiscal Year Completed: 25.14

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 12/31/2023 NORMAL (ABNOR	AVAILABLE BALANCE NORMAL (ABNOR	% BDGT USED
Fund 301 - CAPITAL PROJECTS					
Expenditures					
Total Dept 538 - STORMWATER		3,452,359.00	63,797.50	3,388,561.50	1.85
Dept 541 - STREETS AND BRIDGES					
OPERATING					
301-541-546.000	STREETLIGHT & SIGN MAINTENANCE	15,000.00	3,621.36	11,378.64	24.14
301-541-546.007	TREE MAINTENANCE	10,000.00	3,800.00	6,200.00	38.00
301-541-546.008	STREET MAINTENANCE	50,000.00	0.00	50,000.00	0.00
301-541-546.009	BRIDGE MAINTENANCE	50,000.00	0.00	50,000.00	0.00
OPERATING		125,000.00	7,421.36	117,578.64	5.94
CAPITAL					
301-541-563.030	ROAD & BRIDGE CAPITAL PROJECTS	13,900,000.00	0.00	13,900,000.00	0.00
CAPITAL		13,900,000.00	0.00	13,900,000.00	0.00
Total Dept 541 - STREETS AND BRIDGES		14,025,000.00	7,421.36	14,017,578.64	0.05
TOTAL EXPENDITURES		17,600,359.00	84,026.11	17,516,332.89	0.48
Fund 301 - CAPITAL PROJECTS:					
TOTAL REVENUES		17,600,359.00	78,036.91	17,522,322.09	0.44
TOTAL EXPENDITURES		17,600,359.00	84,026.11	17,516,332.89	0.48
NET OF REVENUES & EXPENDITURES		0.00	(5,989.20)	5,989.20	100.00
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		21,524,704.00	2,739,755.38	18,784,948.62	12.73
TOTAL EXPENDITURES - ALL FUNDS		21,524,704.00	1,089,788.68	20,434,915.32	5.06
NET OF REVENUES & EXPENDITURES		0.00	1,649,966.70	(1,649,966.70)	100.00

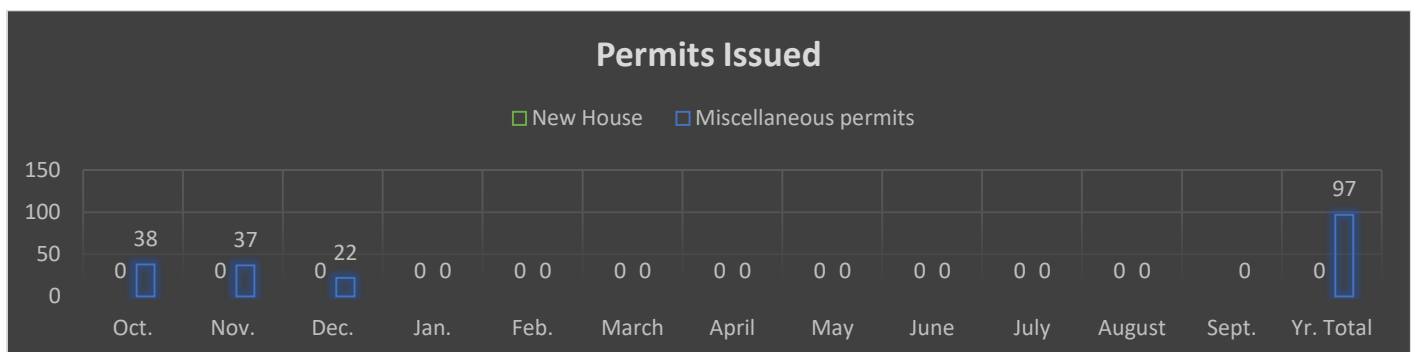
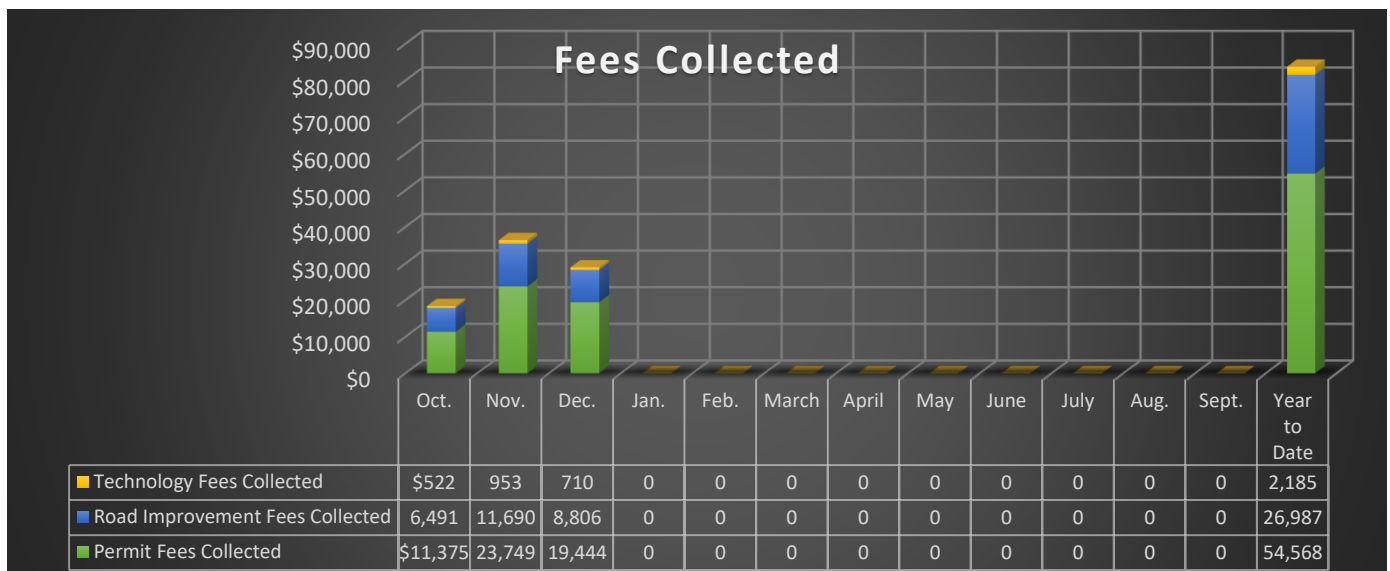
# TOWN OF SEWALL'S POINT



**TO:** Town Commission

**FROM:** Jack Reisinger, Building Official through Robert Daniels, Town Manager

**SUBJECT:** 2023-2024 Building Permitting Report  
Regular Commission Meeting of January 23, 2024



## Building Department Budget for 2023-2024

- Building Permit Fees: \$400,000 of which \$54,568 has been collected for the fiscal year to date.
- Road Improvement Fees: \$162,500 of which \$26,987 has been collected for the fiscal year to date.

**Recommendation:** Staff recommends approval of the monthly Building Reports as presented.

JOHN TOMPECK  
Mayor

FRANK FENDER  
Vice Mayor

DAVID KURZMAN  
Commissioner

KAIJA MAYFIELD  
Commissioner

# TOWN OF SEWALL'S POINT



ROBERT DANIELS-ICMA-CM  
Town Manager

APRIL C. STONCIUS, MMC  
Town Clerk

TINA CIECHANOWSKI  
Chief of Police

JACK REISINGER, CBO  
Building Official/PW Director

MARIA PIERCE  
Finance/HR Director

## Regular Town Commission Meeting Minutes January 9, 2024 6:00 p.m.

### I. CALL TO ORDER

Mayor Tompeck called the meeting to order at 6:00 p.m.

#### a. Pledge of Allegiance to the Flag

Mayor Tompeck lead the assembly in the Pledge of Allegiance.

#### b. Roll Call

The Town Clerk called the roll with the following Commissioners present: Mayor Tompeck, Vice Mayor Fender, Commissioner Kurzman, and Commissioner Mayfield.

### II. PROCLAMATIONS AND PRESENTATIONS

There was nothing scheduled under this item.

### III. PUBLIC COMMENT ON NON-AGENDA ITEMS- PLEASE SUBMIT A COMMENT CARD TO THE TOWN CLERK PRIOR TO THE START OF THE MEETING AND LIMIT YOUR COMMENTS TO THREE MINUTES.

Marsha Carlisle, 15 Ridgeview Drive, signed up to speak but declined when called upon, as she stated the that Town Manager had rectified her issue.

Dr. Chuck Farrow, 47 N. River Road, thanked Town staff for the Christmas Eve event.

### IV. ADDITIONS, DELETIONS OR CHANGES TO THE AGENDA

There were no changes made the Agenda.

### V. APPROVAL OF AGENDA

There being no discussion, Vice Mayor Fender **moved** to approve the Agenda. Commissioner Kurzman **seconded** the motion, which **passed unanimously** by roll call vote.

### VI. CONSENT AGENDA

- a. Minutes – December 12, 2023
- b. Microsoft Agreement

Commissioner Mayfield stated that the financials had not been provided at the last few meetings and that she had spoken with the Town Manager and the Finance Director, who assured her that they would be presented at the next meeting.

There being no further discussion, Vice Mayor Fender **moved** to approve the Consent Agenda. Commissioner Mayfield **seconded** the motion, which **passed unanimously** by roll call vote.

## VII. PUBLIC HEARING - ORDINANCE - SECOND READING

There was nothing scheduled under this item.

## VIII. PUBLIC HEARING - ORDINANCE - FIRST READING

There was nothing scheduled under this item.

## IX. RESOLUTIONS

There was nothing scheduled under this item.

## X. OLD BUSINESS

### a. Sotheby's Realty International Marketing Update – Yara Bashoor

Yara Bashoor, Sotheby's Realty, stated that she was marketing the property through the Sotheby's network and builders, but that the holidays were a slow time. She said that she sent flyers to the Sewall's Point residents that were specifically tailored for the area. Ms. Bashoor explained that marketing was also being done through email campaigns, snail mail campaigns, and phone calls.

Mayor Tompeck inquired as to what the next step would be in terms of marketing, to which Ms. Bashoor responded that she would reach out to the builders and architects that she knew and ones that she didn't, as well. Mayor Tompeck recommended advertising in Palm Beach County, Indian River County, and St. Lucie County.

Commissioner Mayfield asked if the brochure information was located on a website, to which Ms. Bashoor replied that it could be found at <https://www.yarabashoor.com/7heritageway/>.

## XI. NEW BUSINESS

### a. Charter Committee Review Update

The Town Manager stated that he was requesting approval of the following members to serve on the Charter Committee: H.B. Barrett, Frank Tidikis, Stephanie Nehme, and Dr. Chuck Farrow. He pointed out that there was not a lot of information in the Charter, as it was previous to F.S. Chapter 166 that removed some of the powers of the town that were existing.

The Assistant Town Attorney, Susan Garrett, advised that the previous Charter was reviewed in 2006 and that Chapter 166 enumerated powers and took away powers. She explained that it indicated that certain provisions should be contained in public ordinances and that when the 2006 revisions were published the items that were nullified were removed and placed into Municode.

The Town Manager stated that the committee would streamline what was presently in the Charter, in order to make it easy to comprehend. He said that their recommendations would be considered and that the revisions would come before the Commission at the March 12, 2024, Regular meeting, wherein the Commission could add any pertinent language. The Town Manager stated that after the Charter revisions were approved, it would be forwarded to the Supervisor of Elections in June of 2024.

Vice Mayor Fender stated that the strike-through language should be included in the Commission packet, in order to review it adequately. The Town Manager replied in the affirmative. Commissioner Mayfield questioned when the last Charter review was, to which the Assistant Town Attorney answered that there was an amendment in 2008 in Section 3.

There being no further discussion, Commissioner Kurzman **moved** to approve the Charter Committee appointments. Commissioner Mayfield **seconded** the motion, which **passed unanimously** by roll call vote.

## **XII. DISCUSSION**

There was nothing scheduled under this item.

## **XIII. COMMISSION AND STAFF CLOSING COMMENTS**

### **a. STAFF**

The Town Manager stated that a fee structure for the Commission Chambers would be brought forth at the next meeting. He pointed out that there were security issues after hours and that a staff member would have to be present moving forward. The Town Manager said that a private entity was using the facility every week, and had submitted additional dates in February. He proposed a \$50 fee to use the Chambers, in order to recoup funds to place towards upgrades to the technical equipment.

### **b. COMMISSIONERS**

Commissioner Mayfield inquired as to the cell tower by Benihana's, to which the Town Manager responded that it was placed there by FDOT in their right-of-way and that he would have a report for the Commission at the next meeting.

Mayor Tompeck stated that the budget was coming up in a few months and it would be tough, as prices were rising. He requested that the Town Manager research areas where money could be saved and report back to the Commission in April or May.

Commissioner Kurzman stated that contractors that were involved with dirt being allowed to flow into the drainage system should be charged a fee to cover the cost of cleaning them. Mayor Tompeck recommended that he contact the Building Official regarding the mater.

#### **XIV. ADJOURN**

There being no further business, the meeting adjourned at 6:30 p.m.

#### **APPROVED:**

\_\_\_\_\_  
Mayor John Tompeck, Presiding Officer

#### **ATTEST:**

\_\_\_\_\_  
April C. Stoncius, Town Clerk

Minutes approved at the meeting of: January 23, 2024

JOHN TOMPECK  
Mayor

FRANK FENDER  
Vice Mayor

KAIJA MAYFIELD  
Commissioner

DAVID KURZMAN  
Commissioner

# TOWN OF SEWALL'S POINT



ROBERT DANIELS, ICMA-CM  
Town Manager

APRIL C. STONCIUS, MMC  
Town Clerk

TINA CIECHANOWSKI  
Chief of Police

JACK REISINGER, CBO  
Building Official/PW Director

MARIA PIERCE  
Finance/HR Director

TO: Mayor and Commissioners

FROM: Robert Daniels; Town Manager

SUBJECT: Proposed fee for Commission Chambers Rental

Date: Regular Meeting – January 23, 2024

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## EXECUTIVE SUMMARY:

The Town has a policy of allowing both profit and non-profit entities to utilize the Town Commission Chambers for meetings and other events, not related to Town business, free of charge. The users are provided a key to the Chambers with the requirement to return the key the next day. This causes a security problem where keys can be duplicated or not returned.

One business in Town uses the Chambers during regular business hours, once a week. This has now increased to using the chambers 3-4 times additionally per month for educational seminars involving this business. If the procedures allow one business to use the Chambers, others should be allowed as well. Currently, a local restaurant has meeting space available and it would be unfair for Town Hall to compete with their business.

Use of the chambers has left stains on the carpet, cups and other items that need to be discarded, and damage to the audiovisual equipment. The Town also covers the use of electricity and maintenance of the restroom facilities. The use adds to additional wear and tear and utilizes available parking at Town Hall and the Town Commons Park, displacing residents who want to use the facilities.

## DISCUSSION:

It is proposed to restrict use of the Chambers to non-profit organizations that have a connection to the Town and staff will open and close the Chambers, and make sure all is in good order when the use is completed. Town Departments and entities will have priority over the use of the facility. A user agreement will specifically prohibit use of the audiovisual equipment, food, and drinks (other than water) in the Town Commission Chambers and a \$300 cleaning fee will be assessed for rule violations. A \$30 per hour fee will be charged for use after 4 p.m. and after 5 p.m. the



Town of Hall One South Sewall's Point Road Sewall's Point, FL 34996  
(772) 287-2455 Fax (772) 220-4765  
[townhall@sewallspoint.org](mailto:townhall@sewallspoint.org)  
[www.sewallspoint.org](http://www.sewallspoint.org)



fee will be paid to the staff person with a 3 hour minimum.

**RECOMMENDATION:**

Staff recommends the Town Commission approve the restriction for use of the Town Commission Chambers to non-profit organizations that have a connection to the Town. A user agreement will specifically prohibit use of the audiovisual equipment, food, and drinks (other than water) in the Town Commission Chambers and a \$300 cleaning fee will be assessed for rule violations. A \$30 per hour fee will be charged for use after 4 p.m. and after 5 p.m. the fee will be paid to the staff person with a 3 hour minimum.

# TOWN OF SEWALL'S POINT



**TO:** Mayor and Commissioners

**FROM:** Robert Daniels, Town Manager

**SUBJECT:** Cell Phone Tower Update

**DATE:** Regular Meeting – January 23, 2024

---

Attached please find information I received in reference to the cell phone tower erected on A1A in close proximity to Benihana's for your review.

## UTILITY PERMIT

PERMIT NO: 2022-H-490-00173

### STATE ROAD INFORMATION

County: Martin	Section: 89040000	State Road No: SR A1A	Beginning Mile Post: 3.269	Ending Mile Post: 3.269
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### APPLICANT INFORMATION

The Utility Agency Owner (UAO) shall be identified in this Applicant Information Box. When the UAO is a City or County and desires to have the Utility Builder make a joint permit applicant, as prescribed in Section 2.1(4) of the 2017 Utility Accommodation Manual (UAM), the Utility Builder shall also be identified in this Applicant Information Box. A Utility Builder alone cannot apply for a utility permit without the City or County adding them as a joint applicant.

**Utility Agency/Owner (UAO)**  
Name: T-Mobile South, LLC  
Contact Person: T-Mobile South, LLC  
Address: 1300 Concord Terrace  
City: Sunrise  
State: Florida  
Zip: 33323  
Telephone: 4078653314  
Email: Erin.Yeane@t-mobile.com

**Utility Builder (only applicable when the UAO is a City or County)**  
Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_

### WORK DESCRIPTION

The Applicant(s) requests permission from the Florida Department of Transportation (FDOT) to construct, operate, and maintain the utilities as described below and as depicted in the incorporated documentation.

Install one (1) 40' metal utility pole with 10' extension on top for antennas; drilled pier foundation; install one (1) equipment cabinet on 3' x 2 1/2' concrete slab next to utility pole; 139' of Directional Bore to install one (1) 2 1/2" conduit for power from handhole to equipment cabinet; install 4' of schedule 40 between pole and cabinet via open trench; install 2 ground rods one by equipment cabinet and one by the utility pole;

Utility Work No: \_\_\_\_\_

Additional sheets are attached and are incorporated into this permit Yes ☐ No ☒

For FDEP certification, the FDOT agency report is attached in accordance with UAM Section 2.4.1 (13) Yes ☐ No ☒

### TRAFFIC CONTROL (TCP)

- ☒ The TCP will comply with the following 600 series index(es) 660, 600, 612  
☐ A TCP has been attached and incorporated into this permit application in compliance with UAM Section 2.4.2.

MOT Technician's contact information (may be supplied at the two (2) business day notification to FDOT):

Name: TONY BRITTON Telephone (954) 914-6770 ext. \_\_\_\_\_ Email: tony@motplans.com

### COMMENCEMENT OF WORK

The UAO and/or Utility Builder shall commence actual construction in good faith within sixty (60) calendar days after approval of the permit application. If the beginning date is more than sixty (60) calendar days from the date of approval, the UAO and/or Utility Builder must review the permit with the FDOT Approving Engineer listed to make sure no changes have occurred to the transportation facility that would affect the permit's continued approval. The UAO and/or Utility Builder shall make good faith efforts to expedite the work and complete the work within the calendar days indicated.

Anticipated Start Date: 9/12/2022

Calendar days needed to completed: 60

Approved  
2022-H-490-00173  
Paul Brege  
9/21/2023

**UTILITY PERMIT****PERMIT NO:** 2022-H-490-00173**APPLICANT SIGNATURE**

By the below signature(s) the UAO and/or Utility Builder agree(s) to construct, operate, and maintain the work as noted in the above Work Description, shown in plans and incorporated documents, in compliance with the UAM, all instructions noted in the FDOT Special Instructions Box, and special instructions incorporated into this permit. The UAO and/or Utility Builder declares, the location of all existing utilities that it owns or has an interest in, both aerial and underground, are accurately shown on the plans of the work areas. In accordance with UAM Section 2.8, the UAO and/or Utility Builder further declares that a letter of notification was delivered to the owners of other facilities within the work areas and that those listed below are the only facility owners known to be involved or potentially impacted by the proposed work.

Date Notified:	Name of other facility owners (attach additional sheets if necessary).
<u>6/3/2022</u>	<u>COMCAST</u>
<u>6/3/2022</u>	<u>CITY OF STUART</u>
<u>6/3/2022</u>	<u>FPL</u>
<u>6/3/2022</u>	<u>HOTWIRE</u>
<u>6/3/2022</u>	<u>ITS FIBER</u>

Utility Agency/Owner

Utility Builder (when applicable)

Signature: Marc Bramlett (digital signature) Date: 7/19/2022  
 Name (printed): Marc Bramlett  
 Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Name (printed): \_\_\_\_\_  
 Title: \_\_\_\_\_

**FDOT PROJECT INFORMATION**

Pursuant to UAM Section 2.1(10), the utility work is within FDOT projects listed below and must have a Utility Work Schedule for each project approved prior to commencement of work within the FDOT project limits:

**There are NO FDOT constructions (proposed or underway).**  
**This work is NOT related to an approved utility work Schedule.**

**FDOT SPECIAL INSTRUCTIONS**

In accordance with UAM Section 2.7, FDOT incorporates the below and attached special instructions into this permit.

**Permittee must contact Marlon Williams (Louis Berger Services) at 888-238-6215 ext. 702 or email at US1-A1A-permits@louisberger.com a minimum of 2 business days prior to start of work. Included "Lane Closure Form" must be sent to Samantha Kayser by wednesday the week prior to closure.**

Additional FDOT Special Instructions are attached and incorporated into this permit. Yes ☒ No ☐

**PERMIT APPROVAL**

By signature below, FDOT gives permission to the UAO and/or Utility Builder to construct, operate, and maintain the utilities indicated in this Utility Permit in compliance with the UAM, all incorporated documents, and special instructions. Any changes to the approved work must be approved by the FDOT's Approving Engineer and attached and incorporated into this permit in accordance with UAM Section 2.11.

Approving Engineer: Paul Brege (digital signature) Date: 9/21/2023  
 Name: Paul Brege  
 Title: MAINTENANCE MANAGER/PERMITS

Notification of Utility Work to be provided to: Telephone (888) 238-6215 ext. 702 or Email: US1-A1A-permits@louisberger.com

An FDOT Representative is required to be present on the worksite prior to commencement of work. Yes ☒ No ☐

Rep. Name: Marlon Williams Telephone 7863146896 Email: mawilliams@louisberger.com

2022-H-490-00173  
 Paul Brege  
 9/21/2023

Florida Department of Transportation  
**UTILITY PERMIT**

December 14, 2016

**PERMIT NO:** 2022-H-490-00173

**CERTIFICATION**

I, the undersigned UAO and/or Utility Builder, hereby CERTIFY that the utilities were constructed and inspected in compliance with the UAM all incorporated documents, and special instructions. Pursuant to UAM Section 2.11, all changes have been approved by the FDOT's Approving Engineer and incorporated into this permit along with all other material certifications, test results, bore logs, approved plans changes, as-built plans or other required documentation.

I also CERTIFY that work began on \_\_\_\_\_ and was completed on \_\_\_\_\_ and that the area was left in as good or better condition than when the work began.

Utility Agency/Owner

Utility Builder (when applicable)

Signature: \_\_\_\_\_ Date \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_

Name (printed): \_\_\_\_\_

Name (printed): \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

**FINAL INSPECTION OF WORK**

☐ The work was inspected and found to be in non-compliance as noted below:

☐ All issues of non-compliance listed above have been brought into compliance and/or FDOT has no outstanding issues that need to be addressed by the UAO and/or Utility Builder. However, this final inspection does not release the UAO and/or Utility Builder of their continuing responsibilities pursuant to Rule 14-46.001, the UAM, all incorporated documents, and special instructions.

FDOT Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Approved  
2022-H-490-00173  
Paul Brege  
9/21/2023

**PERMIT NO.:** 2022-H-490-00173

**STATE ROAD INFORMATION:**

**NAME OF OTHER FACILITY OWNERS / DATE NOTIFIED:**

Facility Name: AT&T, Date Notified: 6/3/2022, Facility Name: MARTIN COUNTY, Date Notified: 6/3/2022, Facility Name: MARTIN COUNTY, Date Notified: 6/3/2022

**FDOT PROJECT INFORMATION:**

There are NO FDOT constructions (proposed or underway).  
This work is NOT related to an approved Utility Work Schedule.

**THE WORK WAS INSPECTED AND FOUND TO BE IN NON-COMPLIANCE AS NOTED BELOW:**

Approved  
2022-H-490-00173  
Paul Brege  
9/21/2023

# ***SPECIAL CONDITIONS***

**A copy of this permit & plan will be on the job site at all times**

**This permit is valid only for work proposed within the FDOT right-of-way.**

**Contact Marlon Williams (Louis Berger Services) at 888-238-6215 ext 702 or email at [US1-A1A-permits@louisberger.com](mailto:US1-A1A-permits@louisberger.com) a minimum of 2 business days before work is to start to schedule a pre-construction conference.**

**Validity of this permit is contingent upon permittee obtaining necessary permits from all other agencies involved.**

**Certification acceptance and final approval is contingent upon conformity of all work done according to this permit.**

**Minimum depths for proposed directional bore must be maintained per Chapter 3.16.9.1 of the 2017 UAM.**

**Sidewalk closures require the contractor to implement all rules outlined in the most current edition of FDOT Standard Plans Index 102-660.**

**Before beginning any work, the signal maintaining agency must be notified to establish the location of any signal loops, wires, system communications, etc.**

**Maintenance of Traffic (MOT); ANY LANE CLOSURES ON THE STATE ROAD SYSTEM FOR THIS PERMIT WILL NOT BE SET UP BEFORE 9:00AM & WILL BE OFF THE ROAD NO LATER THAN 4:00PM**

**Notification of all lane closures will be e-mailed: to Samantha Kayser at [skayser@corrado.com](mailto:skayser@corrado.com) by 3:00 P.M. Wednesday the week before the anticipated lane closure.**

**USE INCLUDED FORM FOR LANE CLOSURE NOTIFICATIONS.**

**Upon completion of work the Completion Certification will be signed and dated then sent to the Department or their Representative.**

## **NO EXCEPTIONS**

Approved  
2022-H-490-00173  
Paul Brege  
9/21/2023




Drawing name: C:\Users\TOMMY\Documents\TOMMY\Projects\10132\AP0223A\Drawings\10132\AP0223A.dwg T-2 Sep 13, 2023 1:24pm by TommyOShea

THIS DOCUMENT, TOGETHER WITH THE CONCEPTS AND DESIGNS PRESENTED HEREIN, AS AN INSTRUMENT OF SERVICE, IS INTENDED ONLY FOR THE SPECIFIC PURPOSE AND CLIENT FOR WHICH IT WAS PREPARED. REUSE OF AND IMPROPER RELIANCE ON THIS DOCUMENT WITHOUT WRITTEN AUTHORIZATION AND ADAPTATION BY KIMLEY-HORN AND ASSOCIATES, INC. SHALL BE WITHOUT LIABILITY TO KIMLEY-HORN AND ASSOCIATES, INC.

UTILITY CONTACTS				
811 TICKET NUMBER: 154204467				
Service Area	Utility Type(s)	Contact	Alternate Contact	Emergency Contact
COMCAST CABLE CC1279	CATV, FIBER	RICARDO DAVIDSON (786) 586-8505		HFC HELP DESK (855) 962-8525
FLORIDA DEPARTMENT OF TRANSPORTATION VI ITS FDOT06	FIBER	THOMAS MILLER (305) 470-5757 x7352	IT ADMIN (305) 470-5757 x7340	ANTONIO VALLADARES (561) 703-1113
FLORIDA KEYS ELECTRIC COOPERATIVE ASSOC. FK1295	ELECTRIC	BILL LEE (305) 852-2431 x310	USIC DISPATCH (800) 778-9140	SYSTEM OPERATION & CONTROL (S O C) ** (305) 853-7160
FLORIDA KEYS AQUEDUCT AUTHORITY AREA 4 & 5 FK1794	WATER	MARNIE WALTERSON (305) 295-2154	CHRISTINE MALSHEIMER (305) 240-3868	JAMES LEWANSKI (305) 809-2685
FLORIDA KEYS AQUEDUCT AUTHORITY UPPER KEYS TRANS FK1795	WATER	MARNIE WALTERSON (305) 295-2154	CHRISTINE MALSHEIMER (305) 240-3868	JAMES LEWANSKI (305) 809-2685
FLORIDA KEYS AQUEDUCT AUTHORITY TECHNICAL SERVICE- FK2330	ELECTRIC	MARNIE WALTERSON (305) 295-2154	JON STRAUSS (305) 809-2632	REYNER LOPEZ (786) 349-6551
ISLAMORADA VILLAGE OF ISLANDS IV1608		ANDREW "A.J." ENGELMEYER (305) 852-6933	JOAQUIN MIRANDA (305) 481-7203	KEVIN CALDWELL (305) 680-9005
A T & T/ DISTRIBUTION SBF23	TELEPHONE	DINO FARRUGGIO (561) 683-2729	USIC DISPATCH OFFICE (CLS) (800) 778-9140	USIC DISPATCH OFFICE (CLS) (800) 778-9140

PROJECT SCHEDULE		
ELECTRICAL UNDERGROUND ROUTE		
DESCRIPTION	QUANTITY	UNIT
(1) – 2” HDPE CONDUIT	115	LF
DIRECTIONAL BORE	115	LF
OPEN–CUT/TRENCH	–	LF
13”Wx24”Lx18”D HANDHOLE	1	EA
FIBER UNDERGROUND ROUTE		
(3) – 1.5” HDPE CONDUIT	255	LF
(1) – 2” HDPE CONDUIT	4	LF
12 GAUGE TRACER WIRE	255	LF
DIRECTIONAL BORE	255	LF
OPEN–CUT/TRENCH	–	LF
24”Wx36”Lx36”D HANDHOLE	–	EA
13.5”Wx20.4”Lx18”D HANDHOLE	1	EA
FIBER PLACEMENT		
FIBER SPLICE / TEST	–	EA
TBD CT SPLICE ENCLOSURE	–	EA
72 CT FIBER OPTIC CABLE	355	LF
144 CT FIBER OPTIC CABLE	–	LF
RESTORATION QUANTITY (TOTAL JOB)		
ASPHALT	–	SF
CONCRETE	30	SF
PAVERS	–	SF
SOD	70	SF

OWNER/CLIENT:




1300 CONCORD TERRACE, SUITE #200  
SUNRISE, FL 33323

PROJECT:

SITE ID: A2P0223A

3715 SE OCEAN BOULEVARD  
SEWALL’S POINT, FL 34996  
MARTIN COUNTY

SEAL:




THOMAS M.J. O'SHEA, P.E. (LIC. #: 96977)

PROJECT DATA:

THOMAS M.J. O'SHEA, P.E., STATE OF FLORIDA, PROFESSIONAL ENGINEER, LICENSE NO. 96977. THIS ITEM HAS BEEN ELECTRONICALLY SIGNED AND SEALED BY THOMAS M.J. O'SHEA, P.E. USING A DIGITAL SIGNATURE.

PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES

CONSULTANT:



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1920 WEKIVA WAY  
WEST PALM BEACH, FLORIDA 33411  
(561) 845–0665  
FBPE REGISTRY NO. 696

REV: DATE: DESCRIPTION:

1

09/13/23

REVISED PER ENGINEERING DEPARTMENT COMMENTS

SHEET TITLE:

UTILITY CONTACTS  
AND PROJECT SCHEDULE

PROJECT NUMBER:

044328082

DRAWN BY: CHECKED BY:

VJS VJS

APPROVED BY: DATE:

2022-H-490-00173

ISSUE No.: SHEET NUMBER:

0

1

T-2



JURISDICTION NOTES

FDOT NOTES

1.

PROPOSED HANDHOLES, PULL BOXES, AND SPLICE BOXES MUST ADHERE TO THE LATEST FDOT STANDARD PLANS (INDEX NO. 635–001). MAKE SURE PROPOSED HANDHOLES AND PULL BOXES SHALL NOT BE INSTALLED WITHIN THE FOOTPRINT OF EXISTING PEDESTRIAN ADA CURB RAMP NEITHER DRIVEWAY ENTER AREA. REFER TO PPM, VOL 2, CH. 8.3.2 REGARDING NONSLIP TOP SURFACE IF THE HANDHOLE IS PROPOSED WITHIN PEDESTRIAN CURB RAMP. DO NOT INSTALL NEW HANDHOLE AT LEAST 10' FROM ADA CURB RAMPS, FIRE HYDRANTS, BUS BOOTH–BENCHES.
2.

MAINTAIN THE TEMPORARY PATCHES AROUND HANDHOLE BOX EDGES AND/OR ANYWHERE ELSE WHERE SIDEWALK HAS BEEN IMPACTED/DAMAGED BY THE DIRECTIONAL BORE WORK OR UTILITY INSTALLATION, SO THAT IT PROVIDES A SMOOTH ALL–WEATHER SURFACE ALWAYS. ONCE THE HANDHOLE IS INSTALLED THE LID MUST BE KEPT IN PLACE, BOLTED, AND SECURED.
3.

AVOID CONFLICTS WITH STORM DRAINPIPES AND STRUCTURES. EXISTING FDOT DRAINAGE SHALL BE PROTECTED ALWAYS BY THE PERMITTEE. ANY DAMAGE TO THE FDOT DRAINAGE SYSTEM (STRUCTURES OR PIPES) SHALL BE REPAIRED/REPLACED BY THE PERMITTEE AT NO COST TO THE DEPARTMENT.
4.

ENSURE EXISTING UTILITIES ARE NOT IMPACTED BY THE PROPOSED WORK. PERMITTEE IS RESPONSIBLE FOR LOCATING ALL UNDERGROUND FACILITIES PRIOR TO DIRECTIONAL DRILLING/TRENCH WORK AND ASSUMES ALL RESPONSIBILITY FOR ANY DAMAGE DONE TO THESE EXISTING FACILITIES. DIRECTIONAL BORING SHALL BE CONDUCTED ACCORDING TO LATEST SECTION 555 OF FDOT'S STANDARD SPECIFICATIONS AND 3.16.9.1 OF THE 2017 U.A.M. OPEN TRENCH SHALL BE CARRIED OUT PER 3.16.4. OF 2017 U.A.M.
5.

CONDUIT INSTALLATION SHALL ADHERE TO THE LATEST FDOT STANDARD PLANS (INDEX NO. 630–001).
6.

ANY DAMAGE TO SIDEWALK, RAMPS AND/OR CURB AND GUTTER SHOULD BE RESTORED PER LATEST FDOT STANDARDS PLANS INDEX FOR ROAD CONSTRUCTION NO. 520–001, 522–001, 522–002, 522–003 AND FDOT STANDARD SPECIFICATION 522. MAKE SURE TO FURNISHING APPROPRIATE EXPANSION JOINTS AS PER DESIGN STANDARDS INDEX 305–001.
7.

DAMAGED SIDEWALK SHALL BE CONSTRUCTED WITH FULL 4" CONCRETE FLAGS AND EXPANSION JOINTS AND 6" CONCRETE FOR SIDEWALK CURB RAMPS TO INCLUDE DETECTABLE WARNINGS ACCORDING TO THE CURRENT STANDARD PLANS INDEX 520–001, 522–001 & 522–002 AND SPECIFICATIONS 522 AND 570.
8.

IF CONSTRUCTION WORK IMPACTS DRIVEWAY FLARES, THE ENTIRETY OF THE DRIVEWAY FLARE IS TO BE RECONSTRUCTED PER LATEST FDOT STANDARD PLANS (INDEX NO. 522–003) WITH FULL FLAGS 6" THICK AND USING EXPANSION MATERIAL. (UAM 310, AND 515).
9.

IF CONSTRUCTION WORK OCCURS WITHIN THE DRIPLINE OF EXISTING TREES, PROTECT TREES DURING CONSTRUCTION PER FDOT STANDARD PLANS (INDEX NO. 110–100). CANOPY AND ROOT TRIMMING TO FACILITATE CONSTRUCTION SHALL ALSO BE CONDUCTED PER INDEX NO. 110–100. PERMITTEE SHALL PROTECT ALL TREES AND LANDSCAPING MATERIAL WITHIN ITS LIMITS OF WORK, TREE PROTECTION MEASURES IN ACCORDANCE WITH FDOT DESIGN STANDARD 544.
10.

SIDEWALK RESTORATION MUST INCLUDE 1 FOOT OF LEVEL EMBANKMENT FOR EROSION AND ENSURE TO NOT CREATE ANY DROP OFF HAZARDS AS SHOWN ON FDM FIGURE 222.4.1. MAKE SURE TO FURNISH APPROPRIATE EXPANSION JOINTS PER FDOT STANDARD PLANS INDEX 350–001. IMPACTED DETECTABLE WARNING SURFACES NEED TO BE RESTORED IN ACCORDANCE WITH FDOT STANDARD PLANS INDEX NO. 522–002 AND SPECIFICATION 527.
11.

ENSURE APPROPRIATE EROSION CONTROL DEVICES ARE IN PLACE BEFORE ANY CONSTRUCTION BEGINS AND ARE USED THROUGHOUT THE DURATION OF CONSTRUCTION.
12.

IF SIGNS ARE DAMAGED, THESE MUST BE REPLACED ACCORDING THE LATEST FDOT STANDARD PLANS INDEX NO. 700–101. ENSURE LATERAL OFFSET AND CLEAR ZONE STANDARDS ARE BEING ADHERED TO.
13.

PERMITTEE SHALL ASSURE THAT ANY ACTIONS CARRIED OUT ARE IN ACCORDANCE WITH ALL ENVIRONMENTAL REGULATORY REQUIREMENTS.
14.

PERMITTEE MUST TAKE PICTURES OF THE EXISTING STREET LIGHTNING SYSTEM WORKING DURING NIGHT–TIME WITHIN THE LIMITS OF THIS PROPOSED JOB PRIOR TO BEGINNING SAID WORK TO AVOID FUTURE DISPUTE ABOUT UNFORESEEN DAMAGES TO THE LIGHTNING SYSTEM.LIGHTING CONDUITS/CONDUCTORS DAMAGED SHALL BE REPLACED.
15.

WORKING HOURS WITHIN THE F.D.O.T. RIGHT OF WAY SHALL BE BETWEEN THE HOURS OF 9:30 A.M. AND 3:30 P.M. AND OPTIONALLY FROM 9:00 P.M. TO 5:00 A.M. OR AS DIRECTED BY THE DEPARTMENT REPRESENTATIVE PRIOR OF COMMENCEMENT OF WORK.
16.

ANY DAMAGE TO PAVEMENT THAT IS LESS THAN 5 YEARS OLD WILL HAVE TO BE MILLED AND RESURFACED IN FULL LANE WIDTHS. BY 50' IN EITHER DIRECTION FROM THE DAMAGED AREA. ASPHALT WILL BE MATCHED TO THE EXISTING ASPHALT TYPE USED IN THE PREVIOUS FDOT PROJECT PAVEMENT STRUCTURE: MINIMUM ASPHALT MIX ARE SP–12.5 (3.0" THICK) & FC–9.5 (1.0" THICK) TLC W/ RUBBER OR PG 76–22. AND OBG 15 (12.5 ONLY). AS PER STANDARD SPECIFICATION SECTION 300–2.3. PERMITTEE SHALL ABIDE BY UAM 2017 SECTION 3.17.1–4) MAINTAIN THE PERMANENT PATCHES FOR A PERIOD OF TWO (2) YEARS FROM THE DATE OF INSTALLATION.
17.

PROPOSED POLES SHALL BE PLACED AS CLOSE TO THE ROW LINE AS POSSIBLE. PROVIDE MINIMUM UNOBSTRUCTED SIDEWALK WIDTH PER FDM FIGURE 222.2.1.1 AND ENSURE LATERAL OFFSET CRITERIA IS MET PER FDM TABLE 215.2.2

18.

DIRECTIONAL BORING SHALL BE CONSTRUCTED ACCORDING TO SECTION 555 OF THE FDOT'S STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION AND 3.16.9 OF THE 2017 UTILITY ACCOMMODATION MANUAL.
19.

NO TREE IMPACTS ARE ANTICIPATED AS A RESULT OF THIS INSTALLATION. IF TREE REMOVALS, RELOCATIONS, TRIMMING, AND/OR ROOT PRUNING ARE DEEMED NECESSARY, PERMITTEE SHALL NOT PROCEED WITHOUT PRIOR APPROVAL FROM FDOT.
20.

NO DEWATERING IS ANTICIPATED AS A RESULT OF THIS INSTALLATION. IF DEWATERING WILL BE PERFORMED, PERMITTEE SHALL NOT PROCEED WITHOUT PRIOR APPROVAL FROM FDOT. IN THE EVENT THAT CONTAMINATED SITES HAVE BEEN IDENTIFIED WITHIN A 500–FOOT RADIUS OF THE PROJECT, THE PERMITTEE SHALL PRODUCE A DEWATERING PLAN ADDRESSING THESE SITES THAT IS APPROVED BY THE APPROPRIATE ENVIRONMENTAL REGULATORY AGENCIES (AN APPROVED DERM CLASS V DEWATERING PERMIT) DOCUMENTING THAT NO CONTAMINATION PLUME(S) WILL BE EXACERBATED BY DEWATERING OR ANY ASSOCIATED WORK.

OWNER/CLIENT:



1300 CONCORD TERRACE, SUITE #200  
SUNRISE, FL 33323

PROJECT:

SITE ID: A2P0223A

3715 SE OCEAN BOULEVARD  
SEWALL'S POINT, FL 34996  
MARTIN COUNTY

SEAL:



THOMAS M.J. O'SHEA, P.E. (LIC. #: 96977)

PROJECT DATA:

THOMAS M.J. O'SHEA, P.E., STATE OF FLORIDA, PROFESSIONAL ENGINEER, LICENSE NO. 96977. THIS ITEM HAS BEEN ELECTRONICALLY SIGNED AND SEALED BY THOMAS M.J. O'SHEA, P.E. USING A DIGITAL SIGNATURE.

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CONSULTANT:



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1920 WEKIVA WAY  
WEST PALM BEACH, FLORIDA 33411  
(561) 845–0665  
FBPE REGISTRY NO. 696

REV:	DATE:	DESCRIPTION:
1	09/13/23	REVISED PER ENGINEERING DEPARTMENT COMMENTS

SHEET TITLE:

JURISDICTION NOTES

PROJECT NUMBER:  
044328082

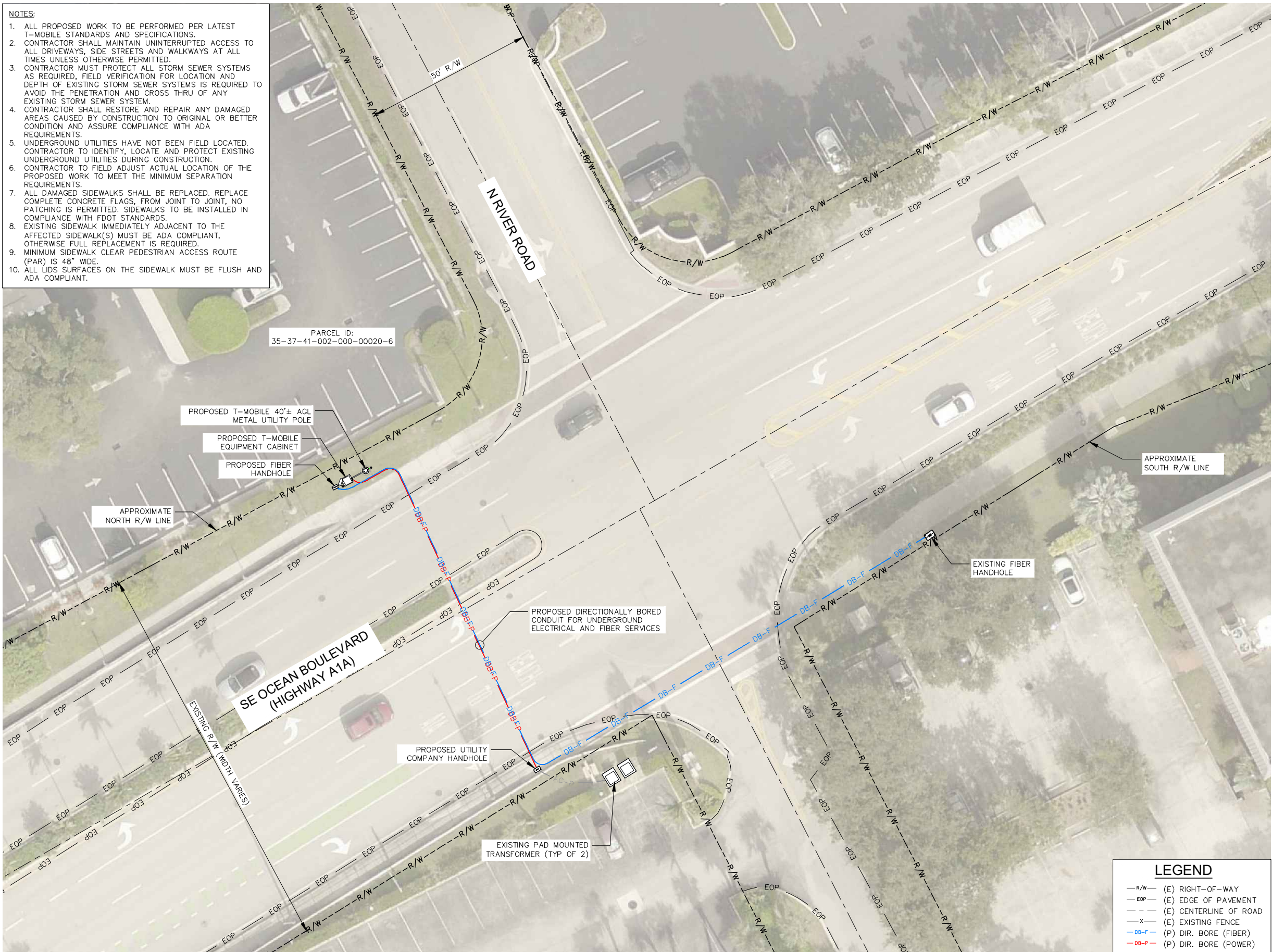
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APPROVED BY: VJS	DATE: 9/13/2023
ISSUE No.: 0	SHEET NUMBER: 1

Drawing name: C:\Users\TOMMY\Documents\10132\A2P0223A\_C1.dwg C-1 Sep 13, 2023 1:24pm by: Tommy O'Shea

THIS DOCUMENT, TOGETHER WITH THE CONCEPTS AND DESIGNS PRESENTED HEREIN, AS AN INSTRUMENT OF SERVICE, IS INTENDED ONLY FOR THE SPECIFIC PURPOSE AND CLIENT FOR WHICH IT WAS PREPARED. RELIANCE OF AND IMPROPER RELIANCE ON THIS DOCUMENT WITHOUT WRITTEN AUTHORIZATION AND ADAPTATION BY KIMLEY-HORN AND ASSOCIATES, INC. SHALL BE WITHOUT LIABILITY TO KIMLEY-HORN AND ASSOCIATES, INC.

- NOTES:
1. ALL PROPOSED WORK TO BE PERFORMED PER LATEST T-MOBILE STANDARDS AND SPECIFICATIONS.
  2. CONTRACTOR SHALL MAINTAIN UNINTERRUPTED ACCESS TO ALL DRIVEWAYS, SIDE STREETS AND WALKWAYS AT ALL TIMES UNLESS OTHERWISE PERMITTED.
  3. CONTRACTOR MUST PROTECT ALL STORM SEWER SYSTEMS AS REQUIRED. FIELD VERIFICATION FOR LOCATION AND DEPTH OF EXISTING STORM SEWER SYSTEMS IS REQUIRED TO AVOID THE PENETRATION AND CROSS THRU OF ANY EXISTING STORM SEWER SYSTEM.
  4. CONTRACTOR SHALL RESTORE AND REPAIR ANY DAMAGED AREAS CAUSED BY CONSTRUCTION TO ORIGINAL OR BETTER CONDITION AND ASSURE COMPLIANCE WITH ADA REQUIREMENTS.
  5. UNDERGROUND UTILITIES HAVE NOT BEEN FIELD LOCATED. CONTRACTOR TO IDENTIFY, LOCATE AND PROTECT EXISTING UNDERGROUND UTILITIES DURING CONSTRUCTION.
  6. CONTRACTOR TO FIELD ADJUST ACTUAL LOCATION OF THE PROPOSED WORK TO MEET THE MINIMUM SEPARATION REQUIREMENTS.
  7. ALL DAMAGED SIDEWALKS SHALL BE REPLACED. REPLACE COMPLETE CONCRETE FLAGS, FROM JOINT TO JOINT, NO PATCHING IS PERMITTED. SIDEWALKS TO BE INSTALLED IN COMPLIANCE WITH FDOT STANDARDS.
  8. EXISTING SIDEWALK IMMEDIATELY ADJACENT TO THE AFFECTED SIDEWALK(S) MUST BE ADA COMPLIANT, OTHERWISE FULL REPLACEMENT IS REQUIRED.
  9. MINIMUM SIDEWALK CLEAR PEDESTRIAN ACCESS ROUTE (PAR) IS 48" WIDE.
  10. ALL LIDS SURFACES ON THE SIDEWALK MUST BE FLUSH AND ADA COMPLIANT.

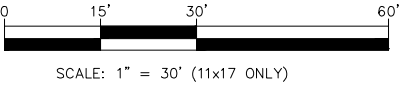
PARCEL ID:  
35-37-41-002-000-00020-6



LEGEND	
— R/W —	(E) RIGHT-OF-WAY
— EOP —	(E) EDGE OF PAVEMENT
— C —	(E) CENTERLINE OF ROAD
— X —	(E) EXISTING FENCE
— DB-F —	(P) DIR. BORE (FIBER)
— DB-P —	(P) DIR. BORE (POWER)

1  
C-1

SITE PLAN



OWNER/CLIENT:

**T Mobile**

1300 CONCORD TERRACE, SUITE #200  
SUNRISE, FL 33323

PROJECT:

SITE ID: A2P0223A

3715 SE OCEAN BOULEVARD  
SEWALL'S POINT, FL 34996  
MARTIN COUNTY

SEAL:

THOMAS M.J. O'SHEA, P.E. (LIC. #: 96977)

PROJECT DATA:

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CONSULTANT:

**Kimley»Horn**

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1920 WEKIVA WAY  
WEST PALM BEACH, FLORIDA 33411  
(561) 845-0665  
FBPE REGISTRY NO. 696

REV:	DATE:	DESCRIPTION:
1	09/13/23	REVISED PER ENGINEERING DEPARTMENT COMMENTS

SHEET TITLE:

**SITE PLAN**

PROJECT NUMBER:  
044328082

DRAWN BY: VJS  
CHECKED BY: JVS

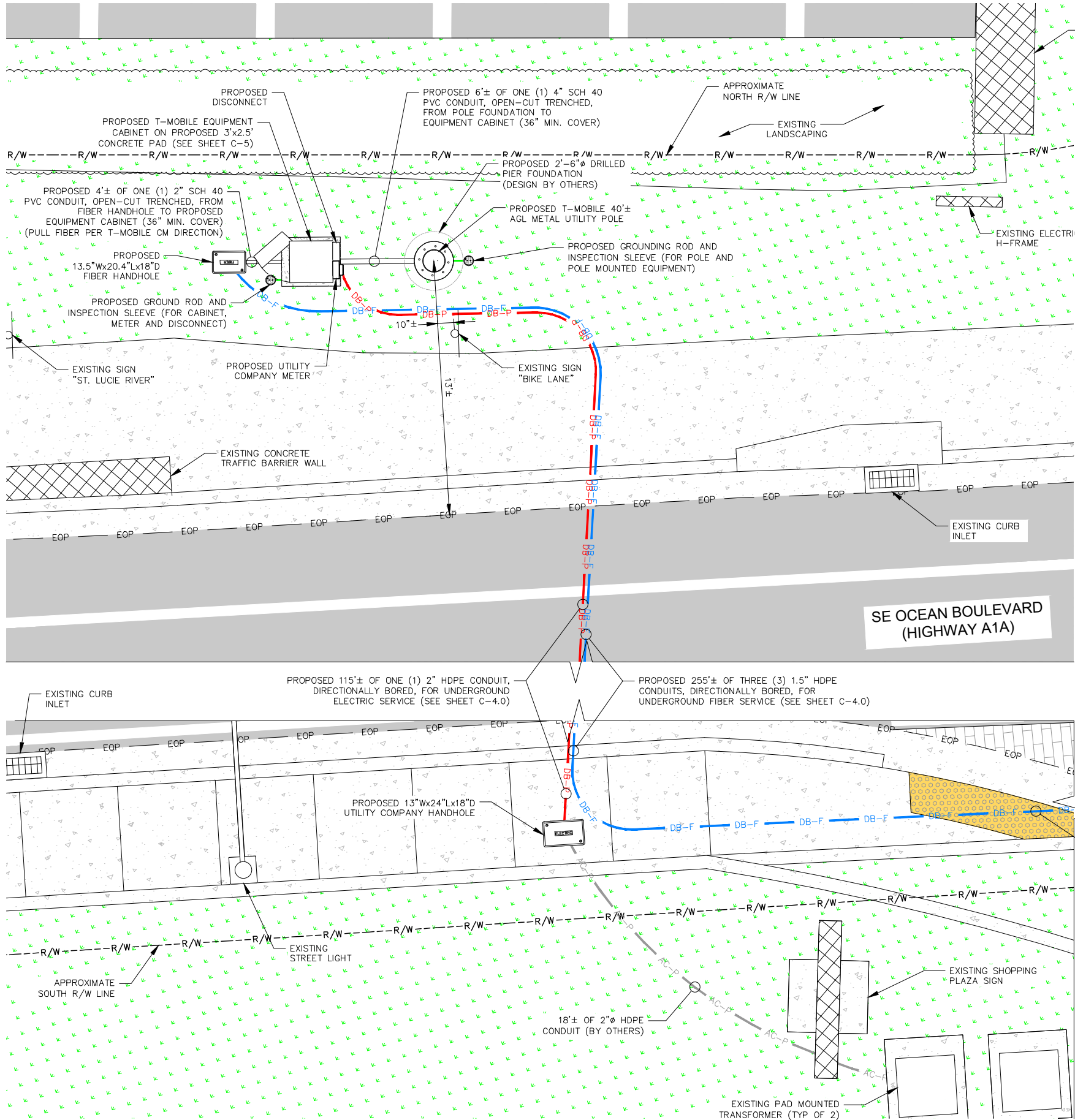
APPROVED BY: [Signature]  
DATE: 9/13/2023

ISSUE No.: 0  
SHEET NUMBER: 1

2022-H-490-00173  
Paul Krone  
9/24/2023

Drawing name: C:\Users\Tommy\Documents\Projects\2023\2023-09-12.dwg C-2 Sep 13, 2023 1:24pm by Tommy O'Shea

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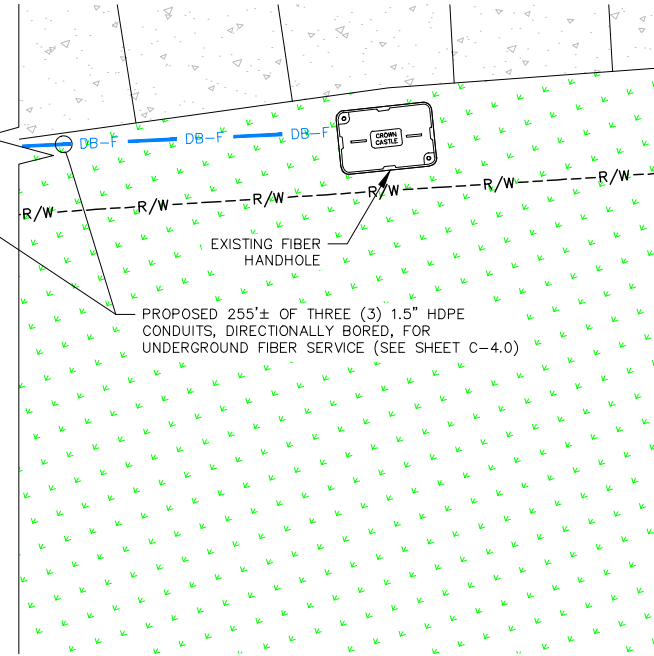


**NOTE:**  
NO WORK SHALL COMMENCE WITHOUT THE APPROVED UTILITY POLE STRUCTURAL ANALYSIS REPORT SIGNED AND SEALED BY A LICENSED PROFESSIONAL ENGINEER UNDER SEPARATE COVER.

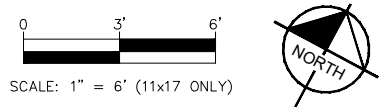
- NOTES:**
1. ALL PROPOSED WORK TO BE PERFORMED PER LATEST T-MOBILE STANDARDS AND SPECIFICATIONS.
  2. CONTRACTOR SHALL MAINTAIN UNINTERRUPTED ACCESS TO ALL DRIVEWAYS, SIDE STREETS AND WALKWAYS AT ALL TIMES UNLESS OTHERWISE PERMITTED.
  3. CONTRACTOR MUST PROTECT ALL STORM SEWER SYSTEMS AS REQUIRED, FIELD VERIFICATION FOR LOCATION AND DEPTH OF EXISTING STORM SEWER SYSTEMS IS REQUIRED TO AVOID THE PENETRATION AND CROSS THRU OF ANY EXISTING STORM SEWER SYSTEM.
  4. CONTRACTOR SHALL RESTORE AND REPAIR ANY DAMAGED AREAS CAUSED BY CONSTRUCTION TO ORIGINAL OR BETTER CONDITION INCLUDING BUT NOT LIMITED TO, LANDSCAPING, SOD, PAVING, SIDEWALK REPAIR AND OR FENCE REPAIR, AND ASSURE COMPLIANCE WITH ADA REQUIREMENTS.
  5. UNDERGROUND UTILITIES HAVE NOT BEEN FIELD LOCATED. CONTRACTOR TO IDENTIFY, LOCATE AND PROTECT EXISTING UNDERGROUND UTILITIES DURING CONSTRUCTION.
  6. TRAFFIC SIGNALS AND SIGNS DIVISION (TSS) COORDINATION IS REQUIRED.
  7. ALL DAMAGED SIDEWALKS SHALL BE REPLACED. REPLACE COMPLETE CONCRETE FLAGS, FROM JOINT TO JOINT, NO PATCHING IS PERMITTED. SIDEWALKS TO BE INSTALLED IN COMPLIANCE WITH FDOT STANDARDS.
  8. EXISTING SIDEWALK IMMEDIATELY ADJACENT TO THE AFFECTED SIDEWALK(S) MUST BE ADA COMPLIANT, OTHERWISE FULL REPLACEMENT IS REQUIRED.
  9. MINIMUM SIDEWALK CLEAR PEDESTRIAN ACCESS ROUTE (PAR) IS 48" WIDE.
  10. ALL LIDS SURFACES ON THE SIDEWALK MUST BE FLUSH AND ADA COMPLIANT.

**LEGEND**

— R/W —	(E) RIGHT-OF-WAY
— EOP —	(E) EDGE OF PAVEMENT
— C —	(E) CENTERLINE OF ROAD
— X —	(E) EXISTING FENCE
— AC-P —	(P) AC POWER
— DC-P —	(P) DC POWER
— G —	(P) GROUND
— DB-F —	(P) DIR. BORE (FIBER)
— DB-P —	(P) DIR. BORE (POWER)



1  
C-2 ENLARGED PLAN



OWNER/CLIENT:

**T Mobile**

1300 CONCORD TERRACE, SUITE #200  
SUNRISE, FL 33323

PROJECT:

SITE ID: A2P0223A

3715 SE OCEAN BOULEVARD  
SEWALL'S POINT, FL 34996  
MARTIN COUNTY

SEAL:

THOMAS M.J. O'SHEA, P.E. (LIC. # 96977)

PROJECT DATA:

THOMAS M.J. O'SHEA, P.E., STATE OF FLORIDA, PROFESSIONAL ENGINEER, LICENSE NO. 96977. THIS ITEM HAS BEEN ELECTRONICALLY SIGNED AND SEALED BY THOMAS M.J. O'SHEA, P.E. USING A DIGITAL SIGNATURE.

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CONSULTANT:

**Kimley»Horn**

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1920 WEKIVA WAY  
WEST PALM BEACH, FLORIDA 33411  
(561) 845-0665  
FBPE REGISTRY NO. 696

REV:	DATE:	DESCRIPTION:
1	09/13/23	REVISED PER ENGINEERING DEPARTMENT COMMENTS

SHEET TITLE:

**ENLARGED PLAN**

PROJECT NUMBER:  
044328082

DRAWN BY:  
VJS

CHECKED BY:  
VJS

APPROVED BY:  
Paul C. Gagne

DATE:  
9/21/2023

ISSUE No.:  
0

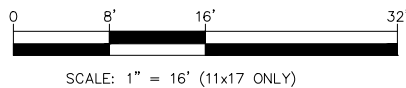
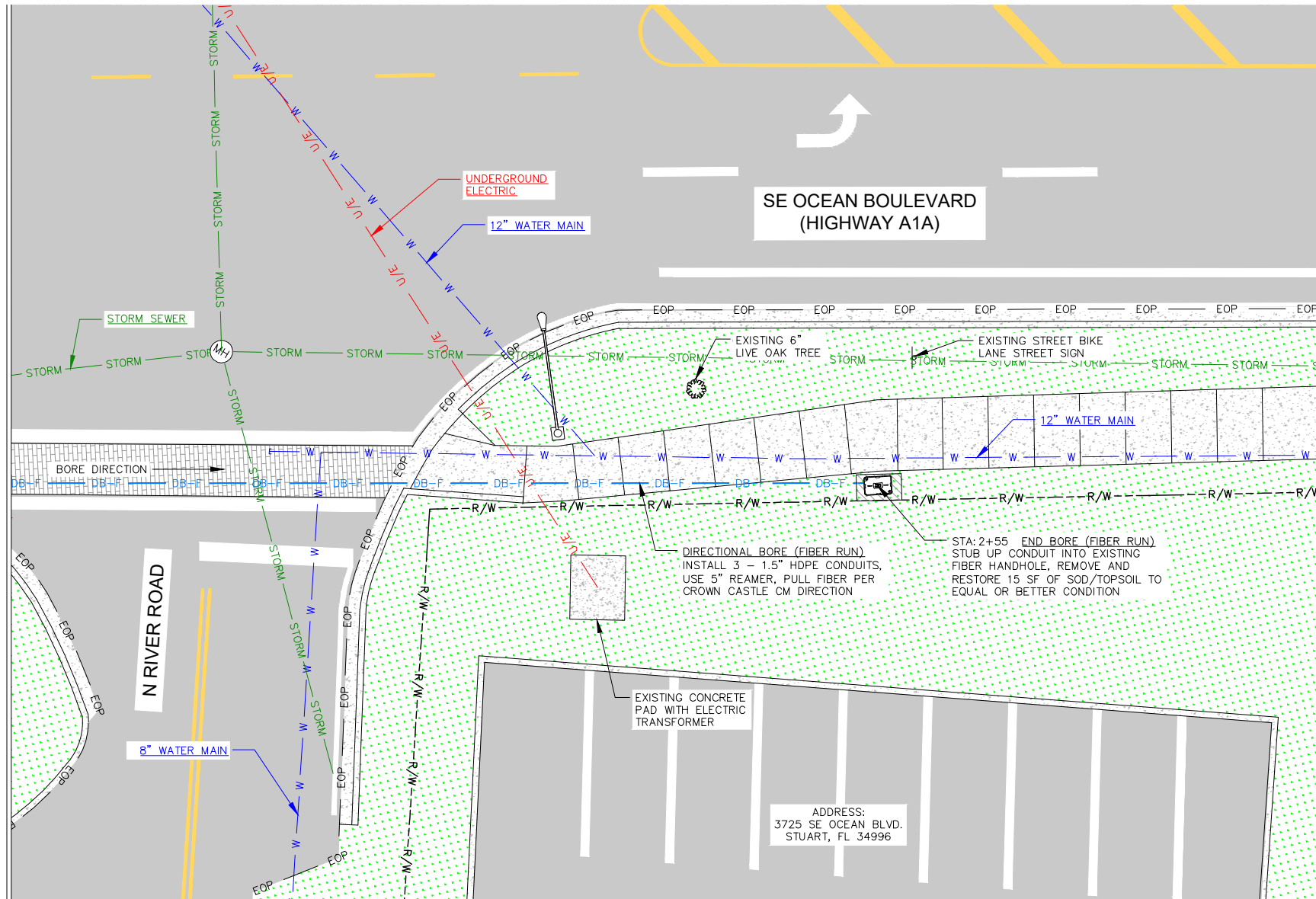
SHEET NUMBER:  
C-2





Drawing name: C:\Users\TOMMY\Documents\Projects\10132\AP0223A\_C4-1.dwg Sep 13, 2023 1:28pm By: Tommy O'Shea  
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MATCH LINE (SEE SHEET C-4.0)



1  
C-4.1

#### EXISTING UTILITIES AND BORE PLAN

#### UTILITY NOTE:

EXISTING UTILITIES SHOWN ARE APPROXIMATE, BASED ON OWNER PROVIDED UTILITY MAPS, EXISTING MARKINGS, VERBAL INFORMATION AND/OR PHYSICAL FEATURES AND MAY NOT BE ALL INCLUSIVE. PRIOR TO CONSTRUCTION (AT LEAST 72 HOURS OR THE MORE RESTRICTIVE MINIMUM NOTIFICATION PERIOD), THE CONTRACTOR SHALL CONTACT SUNSHINE 811 TO ALLOW MARKING OF ALL EXISTING BURIED UTILITIES WITHIN THE SCOPE OF THE PROPOSED WORK ZONE.

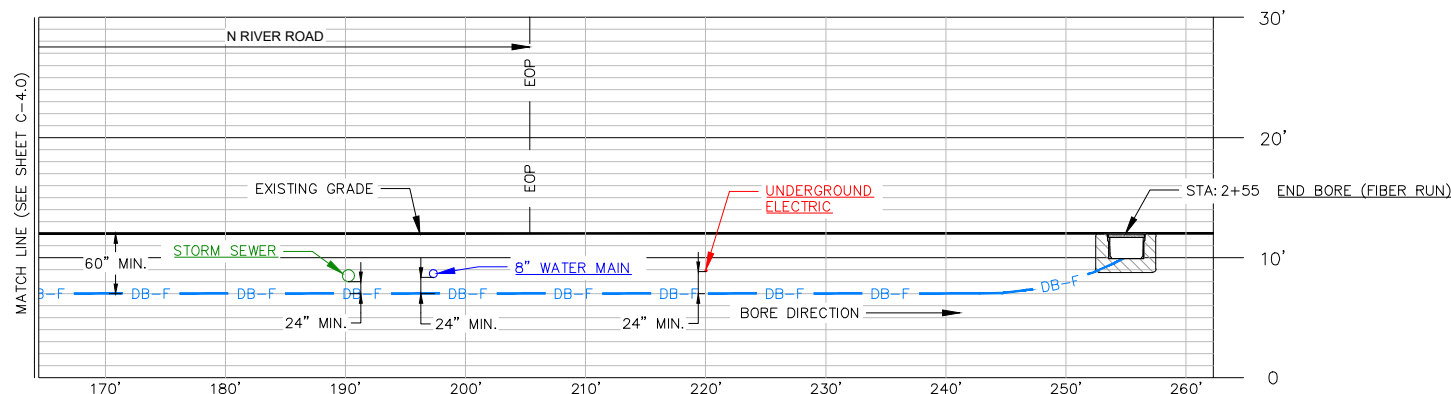
#### UNDERGROUND CONSTRUCTION NOTES:

- CONTRACTOR SHALL NOT COMMENCE BORING OPERATIONS UNTIL THE LOCATION(S) OF ALL UNDERGROUND UTILITIES WITHIN THE WORK AREA HAVE BEEN VERIFIED
- CONTRACTOR TO VERIFY ALL MEASUREMENTS AND DISTANCES
- MAINTAIN MINIMUM 12" SEPARATION BETWEEN PROPOSED HDPE DUCTS AND EXISTING UTILITIES
- MAINTAIN A MINIMUM BENDING RADIUS OF 5' ON ALL DUCT CONFIGURATIONS
- CONTRACTOR SHALL RESTORE AND REPAIR ANY DAMAGED AREAS CAUSED BY CONSTRUCTION TO ORIGINAL OR BETTER CONDITION
- ALL PROPOSED WORK TO BE PERFORMED PER LATEST T-MOBILE STANDARDS & SPECIFICATIONS

#### LEGEND

— R/W —	(E) RIGHT-OF-WAY	— AC-P —	(P) AC POWER
— EOP —	(E) EDGE OF PAVEMENT	— DC-P —	(P) DC POWER
— X —	(E) EXISTING FENCE	— DB-F —	(P) DIR. BORE (FIBER)
— — —	(E) CENTERLINE OF ROAD	— DB-P —	(P) DIR. BORE (POWER)
— FOC —	(E) FIBER OPTIC	— F —	(P) PROPOSED FIBER
— GAS —	(E) GAS	— G —	(P) GROUND
— STORM —	(E) STORM SEWER	— O/E —	(E) OVERHEAD ELECTRIC
— T —	(E) TELEPHONE	— U/E —	(E) UNDERGROUND ELECTRIC
— TRF —	(E) TRAFFIC	⊙	(E) HYDRANT
— SAN —	(E) SANITARY SEWER	⊙	(E) MAN HOLE
— W —	(E) WATER	⊙	(E) STORM SEWER INLET
— CATV —	(E) CABLE TV		

"UNKNOWN ELEVATION"  
ELEVATION RECORDS UNAVAILABLE FOR SOME/ALL OF THE IDENTIFIED UTILITIES, CONTRACTOR SHALL VERIFY EXISTING UTILITY DEPTHS VIA SOFT DIG PRIOR TO CONDUCTING WORK



2  
C-4.1

#### BORE PROFILE

SCALE = AS SHOWN

OWNER/CLIENT:

**T Mobile**

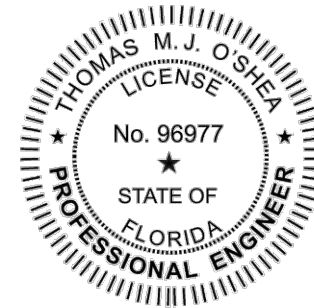
1300 CONCORD TERRACE, SUITE #200  
SUNRISE, FL 33323

PROJECT:

SITE ID: A2P0223A

3715 SE OCEAN BOULEVARD  
SEWALL'S POINT, FL 34996  
MARTIN COUNTY

SEAL:



THOMAS M.J. O'SHEA, P.E. (LIC. #: 96977)

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**Kimley»Horn**

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FBPE REGISTRY NO. 696

REV:	DATE:	DESCRIPTION:
1	09/13/23	REVISED PER ENGINEERING DEPARTMENT COMMENTS

#### SHEET TITLE: EXISTING UTILITIES AND BORE PLAN

PROJECT NUMBER:  
044328082

DRAWN BY: VJS	CHECKED BY: VJS
APPROVED BY:	DATE: 9/13/2023
ISSUE No.:	SHEET NUMBER:

0

C-4.1



6" CABINET BASE



SCALE = N.T.S.

SCALE = N.T.S.

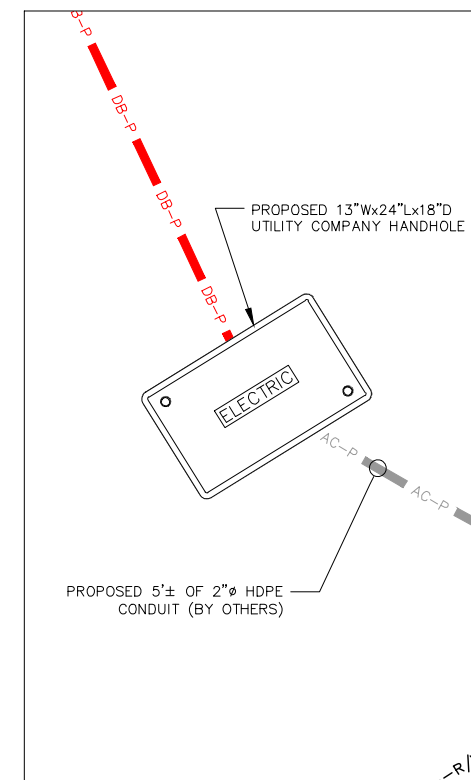
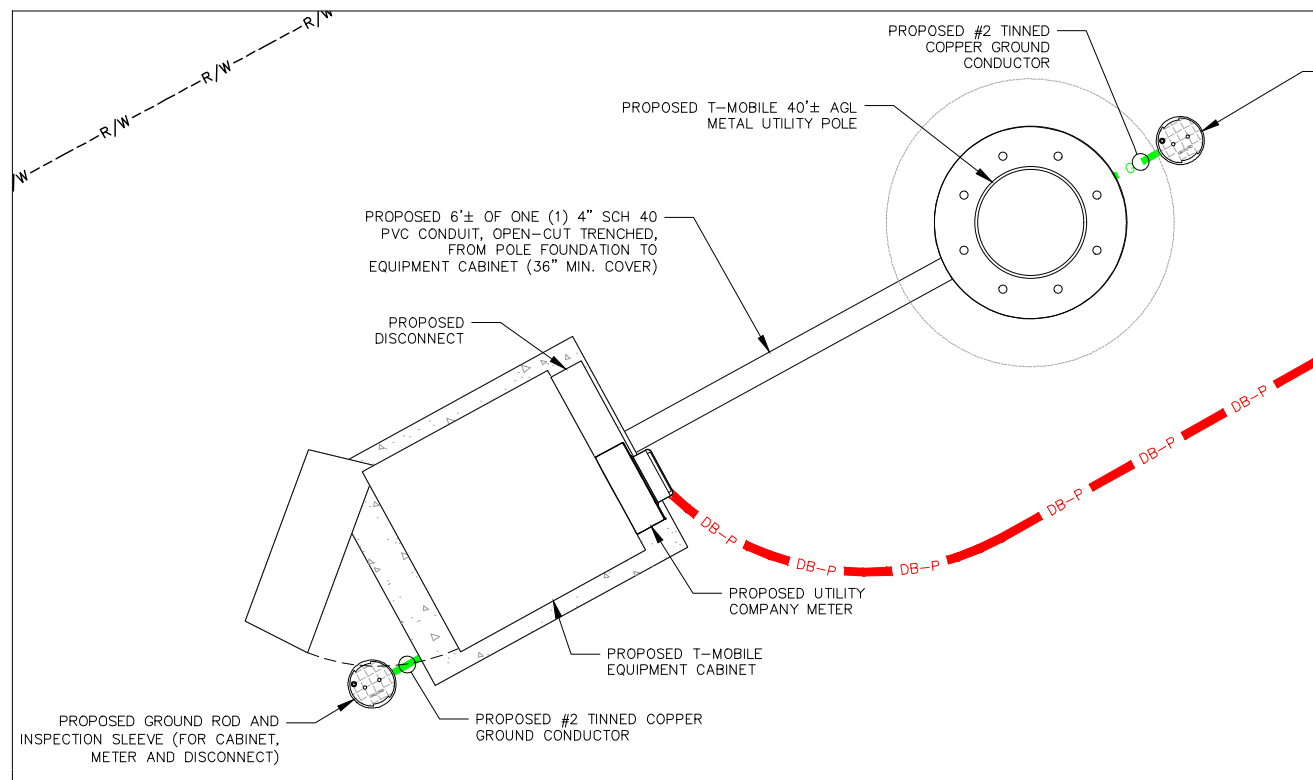


## 63



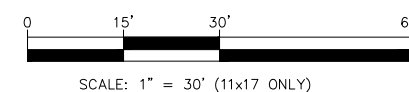
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1  
E-1

SIMPLIFIED SITE PLAN



OWNER/CLIENT:

**T-Mobile**

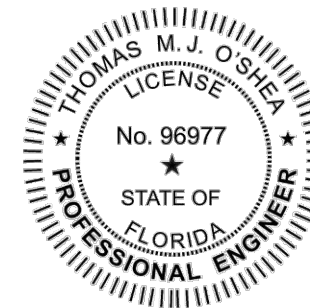
1300 CONCORD TERRACE, SUITE #200  
SUNRISE, FL 33323

PROJECT:

SITE ID: A2P0223A

3715 SE OCEAN BOULEVARD  
SEWALL'S POINT, FL 34996  
MARTIN COUNTY

SEAL:



THOMAS M.J. O'SHEA, P.E. (LIC. #: 96977)

PROJECT DATA:
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FLORIDA, PROFESSIONAL ENGINEER,  
LICENSE NO. 96977. THIS ITEM HAS BEEN  
ELECTRONICALLY SIGNED AND SEALED  
BY THOMAS M.J. O'SHEA, P.E. USING A  
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CONSULTANT:

**Kimley»Horn**

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WEST PALM BEACH, FLORIDA 33411  
(561) 845-0665  
FBPE REGISTRY NO. 696

REV:	DATE:	DESCRIPTION:
1	09/13/23	REVISED PER ENGINEERING DEPARTMENT COMMENTS

		SHEET TITLE:

## POWER ROUTING PLAN

PROJECT NUMBER:  
04432808

DRAWN BY:  
VJS

APPROVED BY:

ISSUE No.:

0

CHECKED BY:	TMO
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DATE: \_\_\_\_\_

SHEET NUMBER

12/24/2020

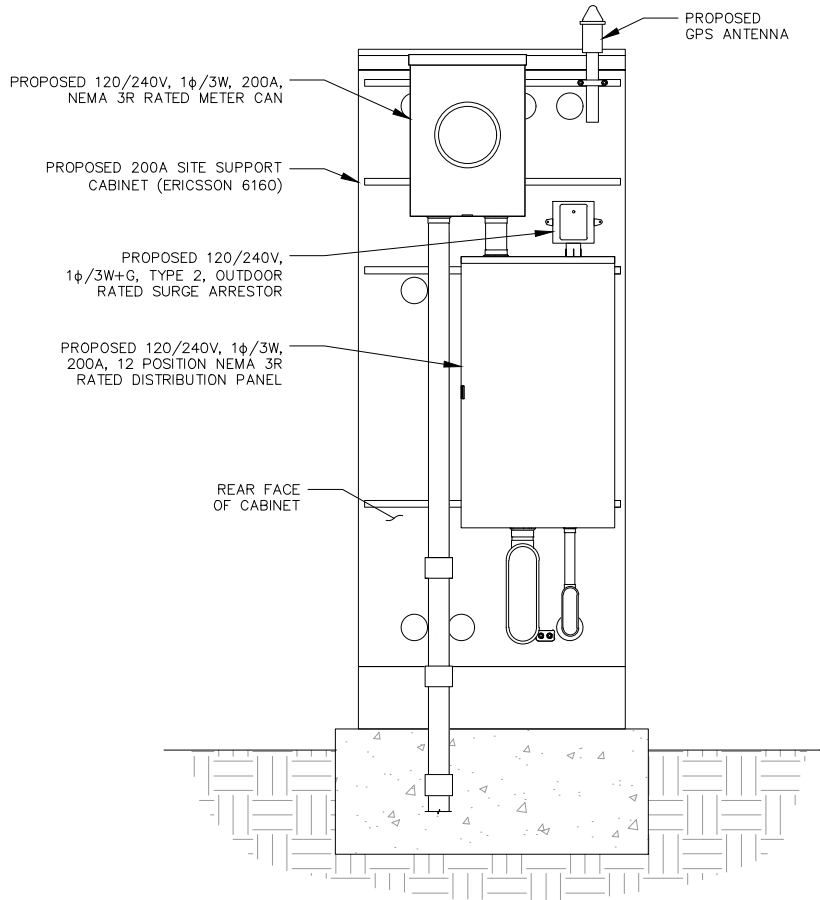
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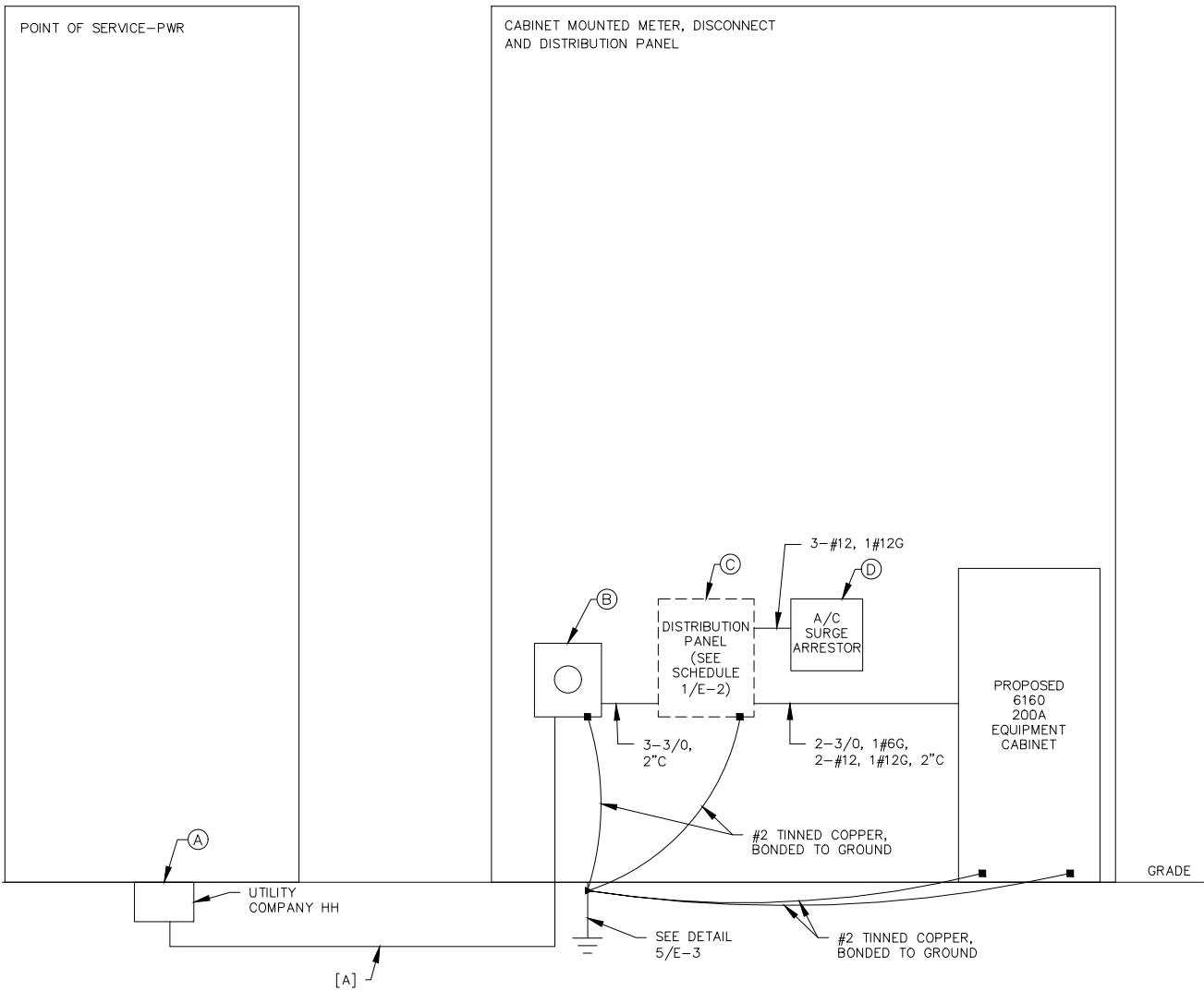
PANEL NAME:		T-MOBILE 1		MODEL NUMBER:		TBD											
RATED VOLTAGE:		120/240 VAC		PHASE/WIRE:		1	3										
MAIN BREAKER:		200 AMPS		BUS RATING:		200A			KEY DOOR LATCH:		YES						
MOUNT:		CABINET		NEUTRAL BAR:		YES			HINGED DOOR:		YES						
ENCLOSURE TYPE:		NEMA 3R		AIC:		65kA											
POS	WIRE SIZE	BUS AMPS		LOAD	POLES	AMPS	L1	L2	AMPS	POLES	LOAD	BUS AMPS		WIRE SIZE	POS		
		L1	L2									L1	L2				
1	3-#12 1-#12G	-		SURGE ARRESTOR	2	20			200	2	EQUIPMENT CABINET			2-3/0 1#6G	2		
3			-										60		4		
5	2-#12 1-#12G	3		GFCI	1	20						60			6		
7													8				
9															10		
11															12		
		3		:SUB TOTAL AMPS								SUB TOTAL AMPS:		60	60		
FACTORED TOTAL AMPS: 123				FACTORED TOTAL VA: 29,520VA ON 240V SERVICE													

NOTES:  
A. ALL CONDUCTORS SHALL BE STRANDED COPPER TYPE THWN WITH 75°C RISE INSULATION.  
B. ALL BREAKERS MUST BE RATED TO INTERRUPT A SHORT CIRCUIT ISC OF 10,000 AMPS SYMMETRICAL  
C. MAXIMUM LENGTH OF AC RUN FOR TOWER MOUNTED EQUIPMENT IS 60FT.  
D. BOND INCOMING NEUTRAL TO NEUTRAL BUS. SEE SINGLE LINE FOR WIRING DETAILS.  
E. AIC RATING EXCEEDS POLE MOUNTED TRANSFORMER FAULT CURRENT SCA FOR ALL POLE MOUNTED 1φ, 120V/240V UP TO 75kVA, & Z = 1.5% - 3.0%

1 SERVICE PANEL  
E-2 SCALE = N.T.S.



2 CABINET MOUNTED EQUIPMENT DETAIL  
E-2 SCALE = N.T.S.



3 SINGLE LINE  
E-2 SCALE = N.T.S.

- NOTE:
- CIRCUIT [A] SHALL BE PLACED UNDERGROUND FROM HAND HOLE TO METER CAN. CONTRACTOR SHALL COORDINATE WITH CPM AND LOCAL UTILITY PROVIDER FOR THE NECESSARY OVERHEAD SECONDARY RUN TO THE EXISTING TRANSFORMER. CONTRACTOR SHALL PROVIDE HANDHOLE IF REQUIRED (COORDINATE WITH UTILITY COMPANY).

ELECTRICAL							
CIRCUIT ID	ITEM DESCRIPTION	CIRCUIT FUSE (A)	POLES	VOLTS	MAX ONE WAY LENGTH OF RUN	CIRCUIT SIZE (H+H+N)	CONDUIT Ø
[A]	FROM POINT OF SERVICE TO METER	200	2	240V	≤ 300FT	[3] 3/0	2"
					301FT – 380FT	[3] 4/0	2–1/2"
					381FT – 440FT	[3] 250	2–1/2"
					441FT – 530FT	[3] 300	3"
					531FT – 620FT	[3] 350	3"
					621FT – 760FT	2 PARALLEL SETS [3] 4/0	[2] 2–1/2"
					761FT – 890FT	2 PARALLEL SETS [3] 250	[2] 2–1/2"
					891FT – 1,070FT	2 PARALLEL SETS [3] 300	[2] 2–1/2"
CIRCUITS SIZED FOR 200A SERVICE WITH LESS THAN 4.0% OF VOLTAGE DROP							
PARALLEL SETS OF WIRES, EACH SET IN SEPARATE CONDUIT							
ALL CIRCUITS SHALL BE CU, AWG, THWN / USE ISLCO WIRE GAUGE REDUCERS ON LARGE GAUGE WIRES							

- LEGEND
- (A) POINT OF SERVICE CONNECTION
  - (B) PROPOSED 120/240V, 1φ/3W, 200A, NEMA 3R RATED METER CAN (MOUNTED TO REAR OF PROPOSED CABINET)
  - (C) PROPOSED 120/240V, 1φ/3W, 200A, 12 POSITION NEMA 3R RATED DISTRIBUTION PANEL "T-MOBILE 1" (MOUNTED TO REAR OF PROPOSED CABINET)
  - (D) PROPOSED 120/240V, 1φ/3W+G, TYPE 2, OUTDOOR RATED SURGE ARRESTOR (MOUNTED TO REAR OF PROPOSED CABINET)

OWNER/CLIENT:

1300 CONCORD TERRACE, SUITE #200  
SUNRISE, FL 33323

PROJECT:

SITE ID: A2P0223A

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SEWALL'S POINT, FL 34996  
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REV: DATE: DESCRIPTION:

1 09/13/23 REVISED PER ENGINEERING DEPARTMENT COMMENTS

SHEET TITLE:

ELECTRICAL DETAILS

PROJECT NUMBER:

044328082

DRAWN BY: CHECKED BY:

VJS JVS

APPROVED BY: DATE:

2022-H-490-00173 9/21/2023

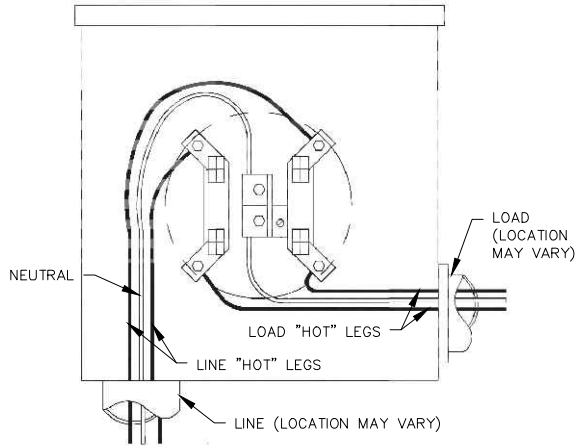
ISSUE No.: SHEET NUMBER:

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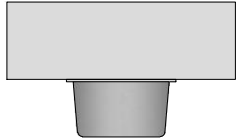
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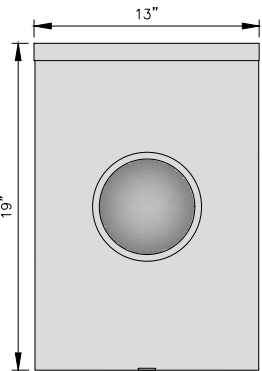
- NOTE:
1. PROPOSED 3-WIRE, 120V/240V 1 $\phi$  METER WIRING PER UTILITY COMPANY ELECTRIC SERVICE STANDARDS
  2. MOUNT METER SOCKET SECURELY AND LEVEL IN HORIZONTAL AND VERTICAL PLANES

1 3-WIRE METER WIRING DETAIL  
E-4 SCALE = N.T.S.

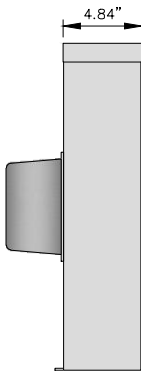
MANUFACTURER: MILBANK  
MODEL: UAP9551-X-QG-HSP  
(OR APPROVED EQUAL)  
TYPE: 3R  
HEIGHT: 19 IN  
WIDTH: 13 IN  
DEPTH: 4.84 IN  
WEIGHT: 21 LBS



PLAN



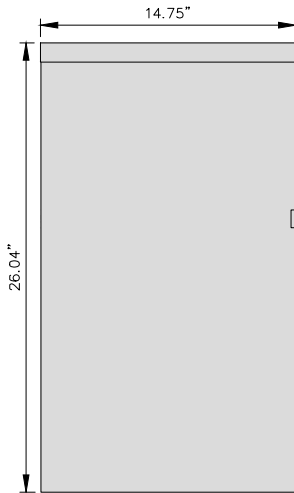
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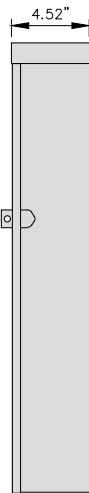
SIDE

2 METER SOCKET DETAIL  
E-4 SCALE = N.T.S.

MANUFACTURER:  
SQUARE-D  
MODEL: QO112L200PGRB  
(OR APPROVED EQUAL)  
TYPE: 3R  
HEIGHT: 26.04 IN  
WIDTH: 14.75 IN  
DEPTH: 4.52 IN



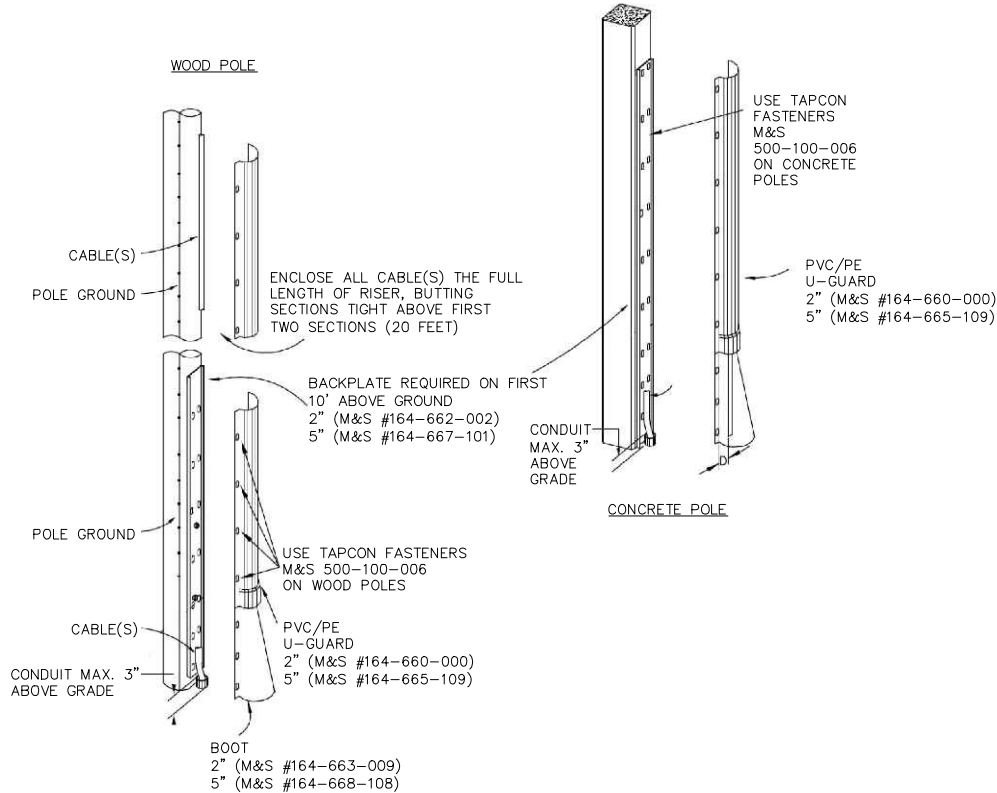
FRONT



SIDE

3 DISTRIBUTION PANEL DETAIL  
E-4 SCALE = N.T.S.

NOT USED



- NOTES:
1. INSTALL RISER ON POLE QUADRANTS OPPOSITE TO TRAFFIC WHENEVER POSSIBLE.
  2. PVC/PE U-GUARD REQUIRES NO BONDING.
  3. USE 2" U-GUARDS FOR 1 $\phi$  AND 5" U-GUARDS FOR 2 $\phi$  AND 3 $\phi$  INSTALLATIONS.
  4. FOR CONCRETE POLES, USE AT LEAST TEN TAPCON FASTENERS PER 10' U-GUARD SECTION. TWO AT THE TOP, TWO AT THE BOTTOM, AND AT LEAST SIX OTHER LOCATIONS IN BETWEEN. FOR SHORTER SECTIONS USE AT LEAST SIX TAPCON FASTENERS.
  5. 1/2" S.S. BANDING (M&S #140-083-002) SHOULD BE USED TO INSTALL THE U-GUARD ON CONCRETE POLES ONLY IF THE TAPCON FASTENERS ARE NOT AVAILABLE. INSTALL 3 EQUALLY SPACED BANDS ON THE BASE 10' SECTION, THE BACKPLATE MUST BE USED. AND 2 BANDS IN EACH OF THE UPPER SECTIONS WHEN USING THE 1/2" S.S. BANDING. CARE SHOULD BE TAKEN NOT TO EXPOSE THE CABLES.
  6. ON WOOD POLES, USE TAPCON FASTENERS IN ALL HOLES OF THE U-GUARD, ON BASE SECTION AND IN EVERY OTHER HOLE FOR TOP SECTIONS.
  7. THE BACKPLATE IS REQUIRED BY THE NESC. FOR THE FIRST 10' ON BOTH WOOD AND CONCRETE POLES.
  8. FOR DIRECT-BURIED CABLE, INSTALL THE BOOT/ U-GUARD 12" BELOW GRADE.

5 U-GUARD ATTACHMENT DETAIL  
E-4 SCALE = N.T.S.

NOT USED

OWNER/CLIENT:

**T Mobile**

1300 CONCORD TERRACE, SUITE #200  
SUNRISE, FL 33323

PROJECT:

SITE ID: A2P0223A

3715 SE OCEAN BOULEVARD  
SEWALL'S POINT, FL 34996  
MARTIN COUNTY

SEAL:

THOMAS M.J. O'SHEA, P.E. (LIC. #: 96977)

PROJECT DATA:

THOMAS M.J. O'SHEA, P.E., STATE OF FLORIDA, PROFESSIONAL ENGINEER, LICENSE NO. 96977. THIS ITEM HAS BEEN ELECTRONICALLY SIGNED AND SEALED BY THOMAS M.J. O'SHEA, P.E. USING A DIGITAL SIGNATURE.

PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES

CONSULTANT:

**Kimley»Horn**

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1920 WEKIVA WAY  
WEST PALM BEACH, FLORIDA 33411  
(561) 845-0665  
FBPE REGISTRY NO. 696

REV:	DATE:	DESCRIPTION:
1	09/13/23	REVISED PER ENGINEERING DEPARTMENT COMMENTS

SHEET TITLE:

**ELECTRICAL EQUIPMENT DETAILS**

PROJECT NUMBER:  
044328082

DRAWN BY: VJS  
CHECKED BY: VJS

APPROVED BY: VJS  
DATE: 9/13/2023

ISSUE No.: 0  
SHEET NUMBER: E-4

THIS DOCUMENT, TOGETHER WITH THE CONCEPTS AND DESIGNS PRESENTED HEREIN, AS AN INSTRUMENT OF SERVICE, IS INTENDED ONLY FOR THE SPECIFIC PURPOSE AND CLIENT FOR WHICH IT WAS PREPARED. REUSE OF AND IMPROPER RELIANCE ON THIS DOCUMENT WITHOUT WRITTEN AUTHORIZATION AND ADAPTATION BY KIMLEY-HORN AND ASSOCIATES, INC. SHALL BE WITHOUT LIABILITY TO KIMLEY-HORN AND ASSOCIATES, INC.

ELECTRICAL NOTES

1. ELECTRICAL CONTRACTOR SHALL SUPPLY AND INSTALL ANY/ALL ELECTRICAL WORK INDICATED. ANY/ALL CONSTRUCTION SHALL BE IN ACCORDANCE W/DRAWINGS AND ANY/ALL APPLICABLE SPECIFICATIONS. IF ANY PROBLEMS ARE ENCOUNTERED BY COMPLYING WITH THESE REQUIREMENTS, CONTRACTOR SHALL NOTIFY T-MOBILE CM AS SOON AS POSSIBLE, AFTER THE DISCOVERY OF THE PROBLEMS, AND SHALL NOT PROCEED WITH THAT PORTION OF WORK, UNTIL THE T-MOBILE CM HAS DIRECTED THE CORRECTIVE ACTIONS TO BE TAKEN

2. ELECTRICAL CONTRACTOR SHALL VISIT THE JOB SITE AND FAMILIARIZE THEMSELVES WITH ANY/ALL CONDITIONS AFFECTING ELECTRICAL AND COMMUNICATION INSTALLATION AND MAKE PROVISIONS AS TO THE COST THEREOF. ALL EXISTING CONDITIONS OF ELECTRICAL EQUIP., ETC., THAT ARE PART OF THE FINAL SYSTEM, SHALL BE VERIFIED BY THE CONTRACTOR, PRIOR TO THE SUBMITTING OF THEIR BID. FAILURE TO COMPLY WITH THIS PARAGRAPH WILL IN NO WAY RELIEVE CONTRACTOR OF PERFORMING ALL WORK NECESSARY FOR A COMPLETE AND WORKING SYSTEM.

3. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF THE NEC, ALL CODES AND ORDINANCES OF THE LOCAL JURISDICTION, AND POWER & TELEPHONE COMPANIES HAVING JURISDICTION AND SHALL INCLUDE BUT ARE NOT BE LIMITED TO:

A) UL – UNDERWRITERS LABORATORIES

B) NEC – NATIONAL ELECTRICAL CODE

C) NEMA – NATIONAL ELECTRICAL MANUFACTURERS ASSOC.

D) OSHA – OCCUPATIONAL SAFETY AND HEALTH ACT

E) SBC – STANDARD BUILDING CODE

F) NFPA – NATIONAL FIRE PROTECTION AGENCY

G) ANSI – AMERICAN NATIONAL STANDARDS INSTITUTE

H) IEEE – INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS

I) ASTM – AMERICAN SOCIETY FOR TESTING MATERIALS

4. REFER TO SITE PLANS AND ELEVATIONS FOR EXACT LOCATIONS OF ALL EQUIPMENT, AND CONFIRM WITH T-MOBILE CM ANY SIZES AND LOCATIONS WHEN NEEDED.

5. EXISTING SERVICES: CONTRACTOR SHALL NOT INTERRUPT EXISTING SERVICES WITHOUT WRITTEN PERMISSION OF THE OWNER.

6. CONTRACTOR SHALL CONFIRM WITH LOCAL UTILITY COMPANY ANY/ALL REQUIREMENTS SUCH AS THE: LUG SIZE RESTRICTIONS, CONDUIT ENTRY, SIZE OF TRANSFORMERS, SCHEDULED DOWNTIME FOR THE OWNERS' CONFIRMATION, ETC... ANY/ALL CONFLICTS SHALL BE BROUGHT TO THE ATTENTION OF THE T-MOBILE CM, PRIOR TO BEGINNING ANY WORK.

7. MINIMUM WIRE SIZE SHALL BE #12 AWG, NOT INCLUDING CONTROL WRING, UNLESS NOTED OTHERWISE. ALL CONDUCTORS SHALL BE COPPER WITH THWN INSULATION, UNLESS OTHERWISE NOTED.

8. OUTLET BOXES SHALL BE PRESSED STEEL IN DRY LOCATIONS, CAST ALLOY WITH THREADED HUBS IN WET/DAMP LOCATIONS AND SPECIAL ENCLOSURES FOR OTHER CLASSIFIED AREAS.

9. IT IS NOT THE INTENT OF THESE PLANS TO SHOW EVERY MINOR DETAIL OF THE CONSTRUCTION. CONTRACTOR IS EXPECTED TO FURNISH AND INSTALL ALL ITEMS FOR A COMPLETE ELECTRICAL SYSTEM AND PROVIDE ALL REQUIREMENTS FOR THE EQUIPMENT TO BE PLACED IN PROPER WORKING ORDER.

10. ELECTRICAL SYSTEM SHALL BE AS COMPLETELY AND EFFECTIVELY GROUNDED, AS REQUIRED BY SPECIFICATIONS, SET FORTH BY APPLICANT.

11. ALL WORK SHALL BE PERFORMED BY A LICENSED ELECTRICAL CONTRACTOR IN A FIRST CLASS, WORKMANLIKE MANNER. THE COMPLETED SYSTEM SHALL BE FULLY FUNCTIONAL AND SHALL BE APPROVED BY THE T-MOBILE CM AND LOCAL JURISDICTION. ANY DEFICIENCIES SHALL BE CORRECTED BY AN ELECTRICAL CONTRACTOR AT THE SOLE COST OF THE CONTRACTOR.

12. ALL WORK SHALL BE COORDINATED WITH OTHER TRADES TO AVOID INTERFERENCE WITH THE PROGRESS OF CONSTRUCTION.

13. THE CORRECTION OF ANY DEFECTS SHALL BE COMPLETED BY THE CONTRACTOR WITHOUT ANY ADDITIONAL CHARGE AND SHALL INCLUDE THE REPLACEMENT OR THE REPAIR OF ANY OTHER PHASE OF THE INSTALLATION, WHICH MAY HAVE BEEN DAMAGED THEREIN.

14. CONTRACTOR SHALL PROVIDE AND INSTALL CONDUIT, CONDUCTORS, PULL WIRES, BOXES, COVER PLATES AND DEVICES FOR ALL OUTLETS AS INDICATED.
15. DITCHING AND BACK FILL: CONTRACTOR SHALL PROVIDE FOR ALL UNDERGROUND INSTALLED CONDUIT AND/OR CABLES INCLUDING EXCAVATION AND BACKFILLING AND COMPACTION. REFER TO EXCAVATION, AND BACKFILLING NOTES.
16. MATERIALS, PRODUCTS AND EQUIPMENT, INCLUDING ALL COMPONENTS THEREOF, SHALL BE NEW AND SHALL APPEAR ON THE LIST OF U.L. APPROVED ITEMS AND SHALL MEET OR EXCEED THE REQUIREMENTS OF THE NEC, NEMA AND IECE.
17. CONTRACTOR SHALL SUBMIT SHOP DRAWINGS OR MANUFACTURER'S CATALOG INFORMATION OF ANY/ALL EQUIPMENT AND ALL OTHER ELECTRICAL ITEMS FOR APPROVAL BY THE T-MOBILE CM PRIOR TO INSTALLATION.
18. ANY CUTTING OR PATCHING DEEMED NECESSARY FOR ELECTRICAL WORK IS THE ELECTRICAL CONTRACTORS RESPONSIBILITY AND SHALL BE INCLUDED IN THE COST FOR WORK AND PERFORMED TO THE SATISFACTION OF THE T-MOBILE CM UPON FINAL ACCEPTANCE.
19. THE ELECTRICAL CONTRACTOR SHALL LABEL ALL PANELS WITH ONLY TYPEWRITTEN DIRECTORIES. ALL ELECTRICAL WIRING SHALL BE THE RESPONSIBILITY OF THE ELECTRICAL CONTRACTOR.
- 20.DISCONNECT SWITCHES SHALL BE UL-RATED, H.P. RATED HEAVY-DUTY, QUICK-MAKE AND QUICK-BREAK ENCLOSURES, AS REQUIRED BY EXPOSURE TYPE.
21. ALL CONNECTIONS SHALL BE MADE WITH A PROTECTIVE COATING OF AN ANTI-OXIDE COMPOUND KNOWN AS "NO-OXIDE A" BY DEARBORNE CHEMICAL CO. COAT ALL WIRE SURFACES BEFORE CONNECTING. EXPOSED COPPER SURFACES, INCLUDING GROUND BARS, SHALL BE TREATED – NO SUBSTITUTIONS.
- 22.RACEWAYS: CONDUIT SHALL BE SCHEDULE 80 PVC MEETING OR EXCEEDING NEMA TC2 – 1990. CONTRACTOR SHALL PLUG AND CAP EACH END OF SPARE AND EMPTY CONDUITS AND PROVIDE TWO SEPARATE PULL STRINGS – 200 LBS TEST POLYETHYLENE CORD. ALL CONDUIT BENDS SHALL BE A MINIMUM OF 2 FT. RADIUS. RGS CONDUITS WHEN SPECIFIED, SHALL MEET UL-6 FOR GALVANIZED STEEL. ALL FITTINGS SHALL BE SUITABLE FOR USE WITH THREADED RIGID CONDUIT. COAT ALL THREADS WITH 'BRITE ZINC' OR 'COLD GALV'.
- 23.SUPPORT OF ALL ELECTRICAL WORK SHALL BE AS REQUIRED BY NEC.
- 24.CONDUCTORS: CONTRACTOR SHALL USE 98% CONDUCTIVITY COPPER WITH TYPE THWN INSULATION, UNLESS OTHERWISE NOTED, 600 VOLT, COLOR CODED. USE SOLID CONDUCTORS FOR WIRE UP TO AND INCLUDING NO. 8 AWG. USE STRANDED CONDUCTORS FOR WIRE ABOVE NO. 8 AWG.
- 25.CONNECTORS FOR POWER CONDUCTORS: CONTRACTOR SHALL USE PRESSURE TYPE INSULATED TWIST-ON CONNECTORS FOR NO. 10 AWG AND SMALLER. USE SOLDERLESS MECHANICAL TERMINAL LUGS FOR NO. 8 AWG AND LARGER.
- 26.SERVICE: AS SPECIFIED ON THE DRAWINGS. OWNER OR OWNER’S AGENT WILL APPLY FOR POWER. ALL PROVISIONS FOR TEMPORARY POWER WILL BE OBTAINED BY THE CONTRACTOR.
- 27.TELEPHONE OR FIBER SERVICE: CONTRACTOR SHALL PROVIDE EMPTY CONDUITS WITH PULL STRINGS AS INDICATED ON DRAWINGS.
- 28.ELECTRICAL AND TELCO/FIBER RACEWAYS TO BE BURIED A MINIMUM DEPTH OF 36”, UNLESS OTHERWISE NOTED.
- 29.CONDUIT SIZES AS SHOWN ON THE DRAWINGS ARE A MINIMUM. THE CONTRACTOR MAY INCREASE AS REQUIRED FOR EASE OF PULLING.
- 30.CONTRACTOR SHALL PLACE 6” WIDE DETECTABLE WARNING TAPE AT A DEPTH OF 6” BELOW GROUND AND DIRECTLY ABOVE ELECTRICAL AND TELCO SERVICE CONDUITS. CAUTIONS TAPE TO READ "CAUTION BURIED ELECTRIC" OR "BURIED TELECOM".
31. ALL BOLTS SHALL BE 3–16 STAINLESS STEEL
- 32.ALL EQUIPMENT SHALL BE PAINTED/ORDERED TO MATCH POLE COLOR

GROUNDING PROTECTION SYSTEM NOTES

1. ALL HARDWARE SHALL BE 3–16 STAINLESS STEEL, INCLUDING LOCK WASHERS. COAT ALL SURFACES WITH AN ANTI-OXIDANT COMPOUND, AS SPECIFIED, BEFORE MATING. ALL HARDWARE SHALL BE STAINLESS STEEL 3/8 INCH DIAMETER OR SIZED TO MATCH COMPONENTS OR LOG SIZE.

2. FOR GROUND BOND TO STEEL ONLY: INSERT A CADMIUM FLAT WASHER BETWEEN LUG AND STEEL, COAT ALL SURFACES WITH AN ANTI-OXIDANT COMPOUND BEFORE MATING.

3. ALL STEEL CONDUIT SHALL BE BONDED AT BOTH ENDS WITH GROUNDING BUSHING.

4. ALL ELECTRICAL AND GROUNDING AT THE POLE SITE SHALL COMPLY WITH THE NATIONAL ELECTRICAL CODE (NEC), NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 780 (LATEST EDITION), AND MANUFACTURER.

5. ALL DETAILS ARE SHOWN IN GENERAL TERMS. ACTUAL GROUNDING INSTALLATION AND CONSTRUCTION MAY VARY DUE TO SITE SPECIFIC CONDITIONS.

6. GROUND ALL ANTENNA BASES, FRAMES, CABLE RUNS, AND OTHER METALLIC COMPONENTS USING #6 GROUND WIRES. FOLLOW ANTENNA AND BTS MANUFACTURER’S PRACTICES FOR GROUNDING REQUIREMENTS.

7. ALL GROUND CONNECTIONS SHALL BE #6 AWG, UNLESS OTHERWISE NOTED. USE SOLID COPPER, BLACK JACKETED WIRE ON NON WOOD POLES AND SOLID TINNED COPPER, BARE (NO JACKET) WIRES ON WOOD POLES. BLACK WIRES WILL USE A SINGLE STRIPE OF GREEN ELECTRICAL TAPE WITHIN 12” OF THE CONNECTION POINTS TO IDENTIFY AS GROUNDING WIRE.

8. NOTIFY ARCHITECT/ENGINEER IF THERE ARE ANY DIFFICULTIES INSTALLING GROUNDING SYSTEM DUE TO SITE SOIL CONDITIONS.

9. ALL HORIZONTALLY RUN GROUNDING CONDUCTORS SHALL BE INSTALLED A MINIMUM OF 30” BELOW GRADE/ 6” BELOW FROST-LINE IN TRENCH, UNLESS OTHERWISE NOTED. BACK FILL SHALL BE COMPACTED AS REQUIRED BY ARCHITECT/ENGINEER.

10. ALL GROUND CONDUCTORS SHALL BE RUN AS STRAIGHT AND SHORT AS POSSIBLE, WITH A MINIMUM 12” BENDING RADIUS NOT LESS THAN 90 DEGREES.

11. ACCEPTABLE CONNECTIONS FOR GROUNDING SYSTEM SHALL BE:

A. BURNDY, HY-GRADE U.L. LISTED CONNECTORS FOR OUTDOOR USE OR AS APPROVED BY APPLICANT PROJECT MANAGER.

B. CADWELD, EXOTHERMIC WELDS (WELDED CONNECTIONS).

C. ONE (1) OR (2) HOLES TINNED COPPER COMPRESSION (LONG BARREL) FITTINGS.

12. ALL CRIMPED CONNECTIONS SHALL HAVE EMBOSSED MANUFACTURER’S DIEMARK VISIBLE AT THE CRIMP (RESULTING FROM USE OF PROPER CRIMPING DEVICES) AND WEATHER-PROOFED WITH HEAT SHRINK.

13. ALL CONNECTION HARDWARE SHALL BE TYPE 3–16 STAINLESS STEEL (NOT ATTRACTED TO MAGNETS).

14. ELECTRICAL SERVICE EQUIPMENT GROUNDING SHALL COMPLY WITH NEC, ARTICLE 250–82 AND SHALL BOND ALL EXISTING AND NEW GROUNDING ELECTRODES. NEW GROUNDING ELECTRODE SHALL INCLUDE BUT NOT LIMITED TO GROUND RODS.

15. PROVIDE "CABLE ENTRANCE GROUND BAR" (CEGB), 3"H X 6"L X 1/4"D. COORDINATE INSTALLATION WITH T-MOBILE CM.

16. ELECTRICAL CONTRACTOR SHALL TAKE MEGGER READINGS OF EXISTING GROUND. THE RESULTS SHALL NOT BE GREATER THAN 25 OHMS.

17. ALL CONNECTIONS TO GROUND SYSTEM SHALL BE MADE IN LINE WITH BENDS NOMINAL 12” RADIUS IN THE DIRECTION OF CURRENT FLOW. T-CONNECTIONS WILL NOT BE ALLOWED.

18. CONTRACTOR SHALL PROVIDE EXOTHERMIC BONDING AT ALL BURIED GROUND RING CONNECTIONS AND AS INSTRUCTED BY CM.

OWNER/CLIENT:



1300 CONCORD TERRACE, SUITE #200  
SUNRISE, FL 33323

PROJECT:

SITE ID: A2P0223A

3715 SE OCEAN BOULEVARD  
SEWALL’S POINT, FL 34996  
MARTIN COUNTY

SEAL:



THOMAS M.J. O'SHEA, P.E. (LIC. #: 96977)

PROJECT DATA:

THOMAS M.J. O'SHEA, P.E., STATE OF FLORIDA, PROFESSIONAL ENGINEER, LICENSE NO. 96977. THIS ITEM HAS BEEN ELECTRONICALLY SIGNED AND SEALED BY THOMAS M.J. O'SHEA, P.E. USING A DIGITAL SIGNATURE.

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CONSULTANT:



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1920 WEKIVA WAY  
WEST PALM BEACH, FLORIDA 33411  
(561) 845-0665  
FBPE REGISTRY NO. 696

REV:	DATE:	DESCRIPTION:
1	09/13/23	REVISED PER ENGINEERING DEPARTMENT COMMENTS

SHEET TITLE:

ELECTRICAL NOTES

PROJECT NUMBER: 044328082	
DRAWN BY: VJS	CHECKED BY: VJS
APPROVED BY: 2022-H-490-00173	DATE: 9/13/2023
ISSUE No.: 0	SHEET NUMBER: E-5



# Form 6

## New Financial Disclosure Requirements For Local Officials

Presented by:  
Glen J. Torcivia, Esq.

# Overview

- SB 774 became effective on January 1, 2024.
- It amended F.S. § 112.3144(1)(d) to require elected members of a governing municipal body to file a Full Disclosure of Financial Interests (Form 6) with the Florida Commission on Ethics (COE).
- Form 6 is a public record and is required by law to be posted to the Commission's website.
- Form 6 must be filed electronically.



# New Form 6 Filers



**\*This includes persons appointed to fill a vacant seat for the remainder of a term.**

# Public Records Exemption

- If you qualify for an exemption under Section 119.071, Florida Statutes, you must advise the COE by submitting a notarized exemption form (available on their website).
- An exemption form that you previously filed with your local supervisor of elections will not suffice.
- The COE will redact the exempt portions of the Form prior to posting your completed form.

# Redaction

- A filer can include and submit attachments or other supporting documentation.
- Section 112.3144(7)(a) prohibits submission of the following items to the COE:
  - Social Security Numbers
  - Tax Identification Numbers
  - Bank, Brokerage, or Mortgage Account Numbers
  - Credit, Charge, or Debit Account Numbers
  - Personal Identification Numbers
- If you are attaching paperwork to your Form 6 submission, ensure that you redact the above items prior to uploading.
- You may request redaction for inadvertent disclosure of any of the above.

# Submission Deadline

In office as of January 1, 2024 and NOT qualifying for election:

**July 1, 2024**

You may need to complete the form earlier if you were in office as of January 1, 2024, AND qualifying to run for election:

1. Use the “I am a Filer” tab on the COE’s website.
2. Complete Form 6 and submit electronically to the COE.
3. Provide a copy of the completed Form 6 to the appropriate qualifying officer before the qualifying period ends (which could be before July 1).

# What Must Be Disclosed

Required disclosures are for a snapshot in time, usually December 31 of the previous calendar year:

- Net Worth
- Assets (valued over \$1,000)
- Liabilities (valued over \$1,000)
- Income (sources and amounts)
- Interests in specified businesses



# Spouses

- Not required to report:
  - Assets or liabilities solely in spouse's name
  - Spouse's income
- Required to report, in accordance with the rules applicable to each part of the Form:
  - Income received jointly
  - Joint assets/liabilities

2022 Form 6 - Full and Public Disclosure of Financial Interests

General Information		
Name:	DISCLOSURE FILER	
Address:	SAMPLE ADDRESS	PID SAMPLE
County:	SAMPLE COUNTY	
AGENCY INFORMATION		
Organization	Suborganization	Title
SAMPLE	SAMPLE	SAMPLE

Net Worth
My Net Worth as of <u>December 31, 2022</u> was \$ <u>[AMOUNT]</u> .

Assets				
Household goods and personal effects may be reported in a lump sum if their aggregate value exceeds \$1,000. This category includes any of the following, if not held for investment purposes: jewelry; collections of stamps, guns, and numismatic items; art objects; household equipment and furnishings; clothing; other household items; and vehicles for personal use, whether owned or leased.				
The aggregate value of my household goods and personal effect is <u>N/A</u> .				
ASSETS INDIVIDUALLY VALUED AT OVER \$1,000:				
<table border="1"> <thead> <tr> <th>Description of Asset</th> <th>Value of Asset</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Description of Asset	Value of Asset		
Description of Asset	Value of Asset			

2022 Form 6 - Full and Public Disclosure of Financial Interests

Liabilities		
LIABILITIES IN EXCESS OF \$1,000:		
Name of Creditor	Address of Creditor	Amount of Liability
JOINT AND SEVERAL LIABILITIES NOT REPORTED ABOVE:		
Name of Creditor	Address of Creditor	Amount of Liability

Income								
Identify each separate source and amount of income which exceeded \$1,000 during the year, including secondary sources of income.								
<input type="checkbox"/> I elect to file a copy of my 2022 federal income tax return and all W-2s, schedules, and attachments.								
PRIMARY SOURCES OF INCOME:								
<table border="1"> <thead> <tr> <th>Name of Source of Income Exceeding \$1,000</th> <th>Address of Source of Income</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name of Source of Income Exceeding \$1,000	Address of Source of Income	Amount					
Name of Source of Income Exceeding \$1,000	Address of Source of Income	Amount						
SECONDARY SOURCES OF INCOME (Major customers, clients, etc. of businesses owned by reporting person):								
<table border="1"> <thead> <tr> <th>Business Entity</th> <th>Major sources of Business Income</th> <th>Address</th> <th>Principal Business Activity of Source</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Business Entity	Major sources of Business Income	Address	Principal Business Activity of Source				
Business Entity	Major sources of Business Income	Address	Principal Business Activity of Source					

**Interests in Specified Businesses**

Business Entity # 1

**Training**

Based on the office or position you hold, the certification of training required under Section 112.0142, F.S., is not applicable to you for this form year.

**Signature of Reporting Official or Candidate**

Under the penalties of perjury, I declare that I have read the foregoing Form 6 and that the facts stated in it are true.

Digitally signed:

Filed with COE:

## Assistance with Completing the Form:

1. This presentation is informational and should not be construed as individualized legal advice.
2. An attorney or CPA can assist you with completing Form 6.
3. You must share access to the Form with the designated professional.
4. Once access is granted, the designated professional can enter data.
5. The COE's staff will answer questions about the Form: 850-488-7864.

# Calculating Net Worth (Part A)

To Calculate Net Worth:

1. Determine total value of all liabilities
2. Determine total value of all assets
3. Subtract the amount of all liabilities from the amount of all assets.\*

\*Part A has different reporting requirements than Parts B (assets) and C (liabilities).

It is possible that your assets and liabilities as calculated under Parts B and C, respectively, will differ from your calculation under Part A.

# Net Worth (Part A)

To determine the total value of your assets, add:

- Aggregate value of all household goods and personal effects reported in Part B
- Value of all assets worth over \$1000 reported in Part B
- Any asset worth less than \$1000 and not reported under “aggregate value of all household goods” under Part B.

# Net Worth (Part A)

To determine the total amount of liabilities, add:

- The total of all liabilities reported in Part C, excluding joint and several liabilities.
- Total value of liabilities not reported in Part C, including but not limited to the following:
  - Liabilities under \$1000
  - Credit Cards
  - Retail Installment Accounts
  - Taxes Owed

# Assets (Part B)

Report household goods and personal effects. They may be reported in a lump sum if their aggregate value exceeds \$1,000. Examples:

- Jewelry
- Guns
- Art
- Furniture
- Vehicles for personal use (whether owned or leased)

Report assets individually valued at over \$1,000. Examples:

- Interests in Real Property
- Cash
- Stocks, Bonds
- Bank Accounts
- Deferred Retirement Option Program accounts
- Florida Prepaid College Plan
- Investment products held in IRAs, brokerage accounts, and the Florida College Investment Plan

# Assets (Part B)

## How to Identify Assets:

- Identify real property by providing the street address.
- Identify intangible property by stating the type of property and the business or person to whom it relates.

## How to Value Assets:

- Value each asset by its fair market value on the date used in the Part A (Net Worth).
- Real property may be valued at its market value for tax purposes, unless a more accurate fair market value is available.
- Marketable securities which are widely traded and whose prices are generally available should be valued based upon the closing price on the valuation date.
- Accounts, notes, and loans receivable: Value at fair market value, which generally is the amount you reasonably expect to collect.
- Life Insurance: Use cash surrender value less loans against the policy, plus accumulated dividends.
- Accounts, notes, and loans receivable: Value at fair market value, which generally is the amount you reasonably expect to collect.
- The asset value of a leased vehicle is the vehicle's present value minus the lease residual (a number found on the lease document).

# Assets (Part B)

To Value Closely-held businesses:

Use any method of valuation which most closely approximates fair market value.

Examples:

- Book value
- Reproduction value
- Liquidation value
- Capitalized earnings value
- Capitalized cash flow value
- Value established by "buy-out" agreements

# Assets (Part B)

## How to Value Joint Assets:

- Partnerships: You are deemed to own an interest in a partnership which corresponds to your interest in the equity of that partnership.
- Assets held as tenants by the entirety or jointly with right of survivorship (including bank accounts): Report at 100% of their value.
- Trusts: You are deemed to own an interest in a trust which corresponds to your percentage interest in the trust corpus.
- If you hold real or personal property jointly with another person (no right of survivorship), your interest equals your legal percentage of ownership in the property.

# Liabilities (Part C)

Report liabilities over \$1,000. Examples:

- Accounts, Notes, or Interest Payable
- Unpaid portions of vehicle lease
- Judgments
- Debts or Obligations to Governmental Entities (but not taxes, unless reduced to a judgment)

Not required to report the following liabilities in Part C:

- Credit card and retail installment accounts (although they factor into net worth)
- Taxes owed (unless the taxes have been reduced to a judgment)
- Contingent liabilities
- Liabilities that are solely spouse's responsibility

# Liabilities (Part C)

## How to Determine the Amount of a Liability:

- In general: the amount of the liability is the face amount of the debt.
- Vehicle Lease: the sum of any past-due payments and all unpaid prospective lease payments.
- If you are the only person obligated to satisfy a liability, 100% of the liability should be listed.

# Liabilities (Part C)

## Joint and Several Liabilities (in the section called “In Excess of \$1,000”)

- If you are jointly and severally liable with another person or entity, you should report the portion of the liability that corresponds to you. But, if one of the following is true, then report 100%:
  - The debt relates to property you own with as tenants by the entirety
  - The debt relates to property you won with right of survivorship
- If you are only jointly (not jointly and severally) liable with another person or entity, your share of the liability should be determined in the same way you determine your share of jointly held assets.

## Joint and Several Liabilities (in the section called “Joint and Several Liabilities Not Reported Above”):

- List in this part of the form the amount of each debt for which you were jointly and severally liable, that is not reported in the "Liabilities in Excess of \$1,000" part of the form.
- Example: You and your 50% business partner have a \$100,000 business loan from a bank and you both are jointly and severally liable. Report the name and address of the bank and \$50,000 as the amount of the liability, as you reported the other 50% of the debt earlier.

# Income (Part D)

To report Primary Income Sources:

- Attach a copy of complete federal income tax return including all schedules, W2's and attachments; or
- Enter the amount and source of income.

Income means the same as “gross income” for federal income tax purposes, even if it is not actually taxable. Examples:

- Compensation for services
- Gross income from business
- Gains from property dealings, interests, rents, dividends
- Pensions, IRA distributions
- Alimony (but not child support)

# Income (Part D)

## Secondary Income Sources:

- *Secondary Income* does not mean *second job*. A second job should be reported under primary income.
- The secondary income section is intended to require the disclosure of major customers/clients/other income sources to businesses in which you own an interest.
- Report Secondary Income if, during the disclosure period, you:
  1. Owned more than 5% of the total assets or capital stock of a business entity, **and**
  2. You received more than \$1,000 in gross income from that business entity during the period.
  3. If both are true, you must disclose every source of income for the business entity that exceeds 10% of the business entity's gross income for the most recently completed fiscal year.
  4. You do not have to disclose the amount of income derived from that major source.

# Interests in Specified Business (Part E)

- Must disclose if you own or owned (either directly or indirectly in the form of an equitable or beneficial interest) at any time during the disclosure period, more than 5% of the total assets or capital stock of certain types of businesses.
  - State and federally chartered banks; state and federal savings and loan associations; cemetery companies; insurance companies; mortgage companies; credit unions; small loan companies; alcoholic beverage licensees; pari-mutuel wagering companies, utility companies; entities controlled by the Public Service Commission; entities granted a franchise to operate by either a city or a county government.
- Must disclose if you are or were at any time during the reporting period an officer, director, partner, proprietor, or agent (other than a resident agent solely for service of process) of any of the above types of businesses.
- Not require to disclose the value of your interest under this section.

# Penalties for Failure to Comply: § 112.317 and § 112.324

The COE may recommend that the Governor impose any of the following:

- Suspension
- Removal (must be approved by the Senate)
- Public censure and reprimand
- Forfeiture of salary (no more than one-third of salary per month for no more than 12 months)
- Civil penalty (not exceeding \$20,000)

# Sources

2023 Form 6 Instructions (by Florida Commission on Ethics):

<https://disclosure.floridaethics.gov/2023/form/6/instructions/print>

Form 6 Training Video (by Florida Commission Ethics):

<https://www.youtube.com/watch?v=GuDc1zJVDuM>

Tips for eFiling (by Florida Commission on Ethics):

<https://www.ethics.state.fl.us/Documents/Ethics/Tips.pdf?cp=20231218>

Link for Electronic Filing of Disclosure Forms:

<https://disclosure.floridaethics.gov/Account/Login>

Frequently Asked Questions (by Florida Commission on Ethics):

<https://disclosure.floridaethics.gov/Faq>

2023-2024 Form 1 to Form 6 Transition Fact Sheet (by Florida Commission on Ethics):

<https://www.floridaleagueofcities.com/docs/default-source/advocacy/form1form6transitionfactsheet.pdf>

# Thank You!

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Town of Sewall's Point Grants Log		Last Updated: January 23, 2024							
Project Title	Grant Program	Agency	State/Federal Dollars	Date Due	Date Submitted	Amount Requested	Awarded	Amount Awarded	Notes
South Sewall's Point Road Phase 3	Florida Resilient Grant Program	FDEP	Federal	September 2021	September 2021	\$3,419,525.00	Yes	\$3,419,525.00	
South Sewall's Point Road Phase 2	Florida Resilient Grant Program	FDEP	Federal	September 2022	September 2022	\$2,900,000.00	Yes	\$2,900,000.00	
South Sewall's Point Septic to Sewer	Florida Resilient Grant Program	FDEP	Federal	September 2022	September 2022	\$8,400,000.00	Yes	\$8,400,000.00	
South Sewall's Point Road Phase 3	Florida Resilient Grant Program	FDEP	State	September 2023	September 2023	\$5,500,000.00	TBD		
South Sewall's Point Road Phase 2	Florida Resilient Grant Program	FDEP	State	September 2023	September 2023	\$5,300,000.00	TBD		
South Sewall's Point Septic to Sewer	Florida Water Quality	FDEP	State	September 2023	September 2023	\$4,000,000.00	No		FDEP indicated that only S2S projects with mandatory hookups would be funded in this cycle.
South River Road	Florida Water Quality	FDEP	State	September 2023	September 2023	\$4,000,000.00	TBD		
South Sewall's Point Septic to Sewer	IRLNEP Small Grants FY24	IRL Council	Federal	January 6, 2024	January 6, 2024	\$169,000.00	TBD		
Arbor Day Event	FDACS Arbor Day Tree Grant	FDACS	State	Rolling Grant	TBD	TBD	TBD		
South Sewall's Point Road Phase 3	2023 Legislative Appropriations	FDOT	Federal			\$1,000,000.00	Yes	\$1,000,000.00	
TBD	RAISE Grant	DOT	Federal	February 26, 2024		TBD	TBD		
South Sewall's Point Road Phase 2	2024 Legislative Appropriations	TBD	TBD	November 2023	November 2023	\$1,000,000.00	TBD		
							<b>Total Awarded</b>	<b>\$15,719,525.00</b>	