

**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
REGULAR MEETING
WEDNESDAY, JULY 13, 2022 - 6:00 P.M.
AGENDA**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

CONSENT AGENDA

APPROVAL OF MINUTES – Regular Meeting, April 13, 2022; Workshop Meeting April 27, Special Meeting May 4; Special Meeting May 9; Regular Meeting May 11; Workshop Meeting May 25; Regular Meeting, June 8; Special Meeting, June 29, 2022; Workshop Meeting June 29, 2022

APPEARANCES AND PRESENTATIONS

1. Paychex Vendor Presentation June Financial Report
2. June Financial Report

OLD BUSINESS

- 1.20-Year Wastewater Needs Analysis Discussion

NEW BUSINESS

1. First Reading and Advertised Public Hearing - Ordinance 22-10
2. Discussion and Direction- Town Administrator Contract Amendment-Retirement

PUBLIC COMMENTS

MISCELLANEOUS

Workshop Meeting – Wednesday, July 27, 2022 - 6:00 p.m.
Regular Meeting – Wednesday, August 10, 2022 - 6:00 p.m.

COMMISSION REPORTS

- (1) Mayor Henderson
- (2) Vice Mayor Krouk, Commissioner District No 2
- (3) Commissioner Blackburn, District No 1
- (4) Commissioner Later, District No 3
- (5) Commissioner Krajewski, Commissioner District No 4
- (6) Town Attorney
- (7) Town Administrator

ADJOURNMENT

“Persons are advised that, if they decide to appeal any decisions made at this meeting, they will need a record of the proceedings, and, for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.”

“The Town maintains a tape recorder for all public hearings. In the event that you wish to appeal a decision, the tape may or may not adequately ensure a verbatim record of the proceedings. Therefore, you may wish to provide a court reporter at your expense.”

**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
REGULAR MEETING MINUTES
WEDNESDAY APRIL 13, 2022, 6:00 P.M.**

Call To Order: 6:00 P.M. Pledge of Allegiance

Attendance: Commissioner Blackburn, Commissioner Krouk, Commissioner Krajewski, Mayor/Commissioner Henderson, Attorney Eschenfelder

Approval of Minutes: *Regular meeting, March 9, 2022; Special Meeting March 21, 2022; Special Meeting March 30, 2022; Workshop Meeting, March 30, 2022.* Commissioner Blackburn moved to approve minutes, 2nd by Commissioner Krajewski. No discussion from Commission or public comment. Vote taken: 4 yay.

Ratification of Bills: *March/April 2022.* Commissioner Krouk moved to ratify Bills, 2nd Commissioner Blackburn. Commission discussed. Vote taken: 3 nay 1 yay. **Action Item:** Schedule workshop for discussion of financial issues, **Person responsible:** Town Clerk.

Commission Reports: Mayor/Commissioner Henderson, Vice Mayor/Commissioner Krouk, Commissioner Blackburn, Commissioner Krajewski presented reports. Building Official Curtis, Police Chief Swann, Fire Chief Burford, also presented reports. During reports, the following occurred: Mayor/Commissioner Henderson appointed Commissioner Krouk Vice Mayor, Commissioner Krouk accepted.

Old Business:

- 1 *(item 3 moved forward on agenda)* **First Reading Ordinance 22-02 - Amending Sea Turtle Regulations** Attorney Eschenfelder read Ordinance by title, Commissioner Blackburn motioned to approve Ordinance 22-02, 2nd Commissioner Krajewski. No discussion from Commission, no public comment. Vote taken: 4 yay.
2. (previous item 1) **Second Reading Ordinance and Advertised Public Hearing - Ordinance 22-03 - Amending 90-116 Vacation Rental Ordinance** Attorney Eschenfelder read Ordinance 22-03 by title. Vice Mayor/Commissioner Krouk motioned to accept P&Z recommendations prior to approving 2nd reading of Ordinance. Recommendations were read. Commissioner Krouk amended motion to approve Ordinance 22 - 03 with sentence 1 & 2 in parking section being changed to reflect P& Z recommendations, 2nd Commissioner Blackburn. Commission discussed; public comment made. Vote taken: 4 yay.
3. **Second Reading Ordinance 22-01 - Repealing Chapter 5, Adopting New Chapter 5 related to Advisory Boards.** Attorney Eschenfelder read Ordinance 22-01 by title. Vice Mayor/Commissioner Krouk motioned to adopt Ordinance 22-01, 2nd Commissioner Blackburn. Commission discussed; public comment heard. Vote taken: 4 yay.
4. **Second Reading Ordinance 22-06 - Rental of Residential Amenities.** Attorney Eschenfelder read Ordinance 22-06 by title. Commissioner Blackburn moved to table Ordinance reading and move to workshop, 2nd Commissioner Krajewski. No discussion from Commission, no public comment made. Vote taken: 4 yay. **Action Item:** Move Ordinance to Workshop for discussion, **Person Responsible:** Town Clerk
5. **Appointment/re-appointment to Town Boards:**
 - Financial Advisory Committee - Michael Pearl, District 4 representative, motion to approve by Commissioner Krajewski, 2nd Vice Mayor/Commissioner Krouk, no commission discussion, no public comment. Vote Taken: 4 yay. David Grimes, District 1 representative, motion to approve by Commissioner Blackburn, 2nd Commissioner Krajewski. No Commission discussion, no public comment. Vote taken: 4 yay.
 - Parks and Recreation Committee: - Michelle Ganio, District 2 representative, motion to re-appoint by Vice Mayor/Commissioner Krouk, 2nd Commissioner Blackburn. No Commission discussion, no public comment. Vote taken: 4 yay.
 - Beautification Committee - Robert Francour, District 4 representative, motion to appoint by Commissioner Krajewski, 2nd Commissioner Blackburn. No discussion from Commission, no public comment. Vote taken: 4 yay.

Planning and Zoning Board - Cynthia Hoyt, District 2 representative, motion to re-appoint by Vice Mayor Commissioner Krouk, 2nd Commissioner Blackburn. No discussion from Commission, no public comment. Vote taken: 4 yay. Leslie Coppock as alternate, motion to re-appoint by Mayor/Commissioner Henderson, 2nd Commissioner Blackburn. Commission discussed; public comment made. Candidate Coppock withdrew. No vote taken.

Personnel Committee - Rich Perez, District 2 representative, motion to appoint by Vice Mayor/Commissioner Krouk, 2nd Commissioner Blackburn. No Commission discussion, no public comment. Vote taken: 4 yay.

Action Item: Workshop PPI committee for resolution, Person Responsible: Town Clerk.

6. (Added Item) Approval of Wind River Contract; Commissioner Krajewski moved to approve the Seminole Septic Wind River 2-year contract, 2nd Commissioner Blackburn. No Commission discussion, no public comment. Vote taken: 4 yay.

New Business:

1. (Item 9 moved forward) Approval of Intermedia as Email Provider - Adrian Wylie discussed rationale for Intermedia as email provider. Vice Mayor/Commissioner Krouk motioned to approve Intermedia as our provider, 2nd Commissioner Krajewski. Commission discussed; no public comment heard. Vote taken: 4 yay.
2. Duties and Responsibilities of the Board of Commissioners - Vice Mayor/Commissioner Krouk introduced the topic and motioned to rescind Policy Manual sections titled Mayor/Commissioner and Commissioners and comply with the Charter, 2nd Commissioner Blackburn. Commission discussed; public comment heard. Vote taken: 4 yay.
3. Review of Contract for Additional Special Magistrate Services - Attorney Eschenfelder explained the need for 3 magistrates and the additional requirements due to recusal issues with the current Town Magistrate. Commissioner Krajewski motioned to remove Attorney Denhardt at the conclusion of his work with the April 14th hearing, 2nd Commissioner Blackburn. Commission discussed; public comment heard. Vote taken: 4 yay. The town will seek 3 magistrates to cover the needs of the Town.
4. Appointment of Commissioner Blackburn to Forward Pinellas Sea Turtle Committee - Vice Mayor/Commissioner Krouk motioned to appoint Commissioner Blackburn as representative to the Forward Pinellas Sea Turtle Committee. 2nd Commissioner Krajewski. No Commission discussed, no public comment. Vote taken: 4 yay.
5. Making Meetings More Video Accessible to the Community - Commissioner Blackburn motioned to video tape Commission meetings for the Community, 2nd Vice Mayor/Commissioner Krouk. Commission Discussed, public comment made. Vote taken: 4 yay. Action Item: Information on technology and ADA solutions for meeting videotaping. Person Responsible: Attorney Eschenfelder.
6. Request for Commission to Act as Liaison Pertaining to Ethics Complaint/Mayor - Commissioner Blackburn explained request from Citizen. Commission discussed issue, Mayor/Commissioner Henderson read a prepared personal statement, public comment heard. Commissioner Blackburn indicated that citizen would need to complete all paperwork for the ethics complaint and provide to the Commission before any consideration for action would be taken by the Commission.
7. Acceptance of Resignation from Vice Mayor Robinson, District 3 - No action required.
8. Process to Fill unexpired term of District 3 Commissioner. Vice Mayor/Commissioner Krouk motioned to accept applications until 4/29, Commissioners to interview Candidates week of 5/2, schedule special meeting to appoint on 5/9 or 5/10, swear in at 5/13 meeting, 2nd Commissioner Blackburn. Commission discussed; public comment heard. Vote taken: 4 yay.

Public Comment: Sean Pregibon, new business/homeowner, introduced himself to Commissioners.

Miscellaneous:

Workshop Meeting – Wednesday, April 27th, 2022 – 6:00 p.m.

Regular Meeting – Wednesday, May 11th, 2022 - 6:00 p.m.

Adjournment: 10:24 P.M.

Respectfully Submitted,



Tracy Campbell
Interim Town Clerk

**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
WORKSHOP MEETING MINUTES
WEDNESDAY, APRIL 27, 2022 - 2:00 P.M.**

Call to Order: 2:00 P.M. Pledge of Allegiance.

Attendance: Commissioner Blackburn, Commissioner Krajewski, Vice Mayor/Commissioner Krouk, Mayor/Commissioner Henderson, Town Administrator Shoobridge.

Old Business:

1. Discussion, Proposed Amenity Ordinance - Commission discussed and gained consensus on necessary revisions. Attorney Eschenfelder will incorporate and prepare for 2nd reading at May regular Commission meeting.

2. Discussion, Proposed Solid Waste Ordinance - Commission discussed and gained consensus on necessary revisions. Attorney Eschenfelder will incorporate and prepare for 1st reading at May regular Commission meeting.

3. Discussion, Proposed Right of Way Ordinance - Attorney Eschenfelder provided a general overview of Ordinance. Commission discussed, clarified and gained consensus on necessary revisions. Building Official requested one additional revision, Commission agreed. Attorney Eschenfelder will incorporate and prepare for 1st reading at May regular Commission meeting.

4. Discussion, Additional Sections or Ordinances Needing Update in Code Book -

Commission gained consensus to have Attorney Eschenfelder update the following Ordinances:

1. Chapter 1: Penalties and Offenses.
2. Chapter 12: Elections.
3. Chapter 36: Procurement
4. Chapter 56: Animals
5. Chapter 70: Code Enforcement
6. Chapter 71: Curfew

Action Item: After Penalty and Offense Ordinance updated, replace Town parking lot signs to refer to code section vs. Ordinance # and include penalty (fine) on sign, Person Responsible: Town Administrator

5. Assignment of Oversight Areas - Commissioners agreed to the following areas of oversight:

1. Mayor/Commissioner Henderson: Administration, Social, Police, Fire, "Big C".
2. Vice Mayor/Commissioner Krouk: Emergency Management, Building, CRS, Flood Plain Management, PSTA, Forward Pinellas.
3. Commissioner Blackburn: Parks and Recreation, Beautification, Maintenance, Beaches and Shores
4. Commissioner Krajewski: Stormwater, Sewers, Finance, Library.

Action Item: Commissioners to update oversight assignment list in Policy Manual next workshop. Person Responsible: Clerk

New Business:

Commission agreed to amend the Town Administrator's contract to allow living within a 1-hour commute. Action Item: Amend Town Administrator's Contract, prepare for May 1st reading or resolution. Person responsible: Town Attorney

Miscellaneous:

Special Meeting, Wednesday, 5/4, 3 P.M.; Regular Meeting, Wednesday, 5/11, 6 P.M.; Workshop, Wednesday, 5/25, 6 P.M.

Adjournment: 4:12 P.M.

Respectfully Submitted,



Tracy Campbell
Interim Town Clerk

**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
SPECIAL WORKSHOP MEETING MINUTES
(ADVERTISED AS SPECIAL MEETING)
MONDAY, MAY 4TH, 2022 - 3:00 P.M.**

Call to Order: 3:00 P.M. Pledge of Allegiance

Attendance: In person, Commissioner Blackburn, Commissioner Krajewski, Vice Mayor/Commissioner Krouk, Town Administrator Shoobridge. By phone, Mayor/Commissioner Henderson

Old Business: Budget Discussion FY 2022-2023

Administrator Shoobridge coordinated the discussion to determine Commission Budget CIP priorities and overviewed his budget process. Commissioners provided Capitol Improvement priorities for fiscal 2022-2023 Year. Public commented on additional items to be considered.

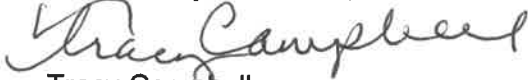
Action Item: Structural Engineering RFP from Attorney Eschenfelder, **Person Responsible:** Town Administrator. **Action Item:** Update on Utility Under-grounding, **Person Responsible:** Mayor/Commissioner.

Miscellaneous: (additional discussion added to meeting)

1. Kirby Howell reviewed FAC responsibilities and project activities with Commission.
2. Vice Mayor/Commissioner Krouk clarified process for selection of District 3 Commissioner. Commission set Special Meeting for 5-9-22 @ 11am for appointment of Commissioner District 3.

Adjournment: 5:10 P.M.

Respectfully Submitted,



Tracy Campbell
Interim Town Clerk

**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
SPECIAL MEETING MINUTES
MONDAY, MAY 9, 2022 - 11:00 A.M.**

Call to Order: 11:00 A.M. Pledge of Allegiance.

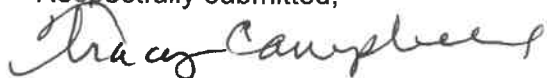
Attendance: Commissioner Blackburn, Commissioner Krajewski, Vice Mayor/Commissioner Krouk, Mayor/Commissioner Henderson. Absent: Administrator Shoobridge.

Old Business: *Selection of District 3 Commissioner -*

Commissioner Blackburn moved to appoint District 3 Commissioner, 2nd Vice Mayor/Commissioner Krouk. Commission discussed; public comment heard. No vote Taken. Commissioner Blackburn moved to appoint Kenny Later as District 3 Commissioner, 2nd Vice Mayor/Commissioner Krouk. No Commission or public comment. Vote taken: 3 Yay 1 Nay. Mr. Later addressed the Commission.

Adjournment: 11:17 A.M.

Respectfully submitted,



Tracy Campbell
Interim Town Clerk

**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
REGULAR MEETING MINUTES
WEDNESDAY, MAY 11, 2022 - 6:00 P.M.**

Call to Order: 6:00 P.M. Pledge of Allegiance.

Attendance: Commissioner Blackburn, Commissioner Krajewski, Commissioner Later, Vice Mayor/Commissioner Krouk, Mayor/Commissioner Henderson, Town Administrator Shoobridge, Attorney Jay Daigneault. Quorum present.

Oath of Office - District 3 Commissioner: Ken Later sworn in as District 3 Commissioner by Attorney Daigneault. Commissioner Later is seated at 6:02 P.M.

Approval of Minutes: *Regular Meeting, 4/13/22; Workshop Meeting 4/27/22* - Vice Mayor/Commissioner Krouk motioned to adopt a concise minute format reflective of decisions made and actions required and to rewrite current minutes to reflect this format, 2nd Commissioner Blackburn. Vote taken: 5 yay.

Ratification of Bills: No action needed. *Action Item:* Bill summary to be put in Regular meeting agenda packet for information only, *Person Responsible:* Town Administrator/ Town Clerk

Commission Reports:

Mayor/Commissioner Henderson, Vice Mayor/Commissioner Krouk, Commissioner Blackburn, Commissioner Later, Commissioner Krajewski presented reports. Fire Chief Burford, Police Chief Swann, Town Administrator Shoobridge also presented reports. As a result of the reports, the following action items were identified:

1. *Action Item:* Schedule Clearwater Marine Turtle Presentation at Constitution Park, *Person Responsible:* Town Administrator.
2. *Action Item:* Post sewer repair calendars on Town Website, *Person Responsible:* Town Clerk.
3. *Action Item:* Schedule Stormwater master plan presentation with Cardio Engineering for next workshop, *Person Responsible:* Town Clerk.
4. *Action Item:* Coordinate Library children's reading, July 8, time TBA, Town's community room, *Person Responsible:* Jeff Shoobridge.
5. *Action Item:* Add inspection assistance in building department, Person Responsible: Town Administrator
6. *Action Item:* Pursue A/C repair/replace, *Person Responsible:* Town Administrator.
7. *Action Item:* Obtain agreement for cubicle furnishings to be used by Indian Shores for EOC and other, *Person Responsible:* Town Administrator

Old Business:

1. 2nd Reading and Advertised Hearing Ordinance 22-02 - Sea Turtle Lighting Regulations - Attorney Daigneault read Ordinance 22-02 by title. Commissioner Blackburn moved to approve Ordinance 22-02, 2nd by Commissioner Krajewski. No Commission discussion, public comment was heard. Vote taken: 5 yay. *Action Item:* Jessica Bibsa can fund and create turtle outreach materials for RS, *Person Responsible:* Town Administrator
2. 1st Reading Ordinance 22-07 - Amending Chapter 127 Solid Waste Ordinance - Attorney Daigneault read Ordinance 22-07 by title. Vice Mayor/Commissioner Krouk moved to approve Ordinance 22-07, 2nd Commissioner Blackburn. No Commission comment, no public comment. Vote taken: 5 yay.

3. 1st Reading Ordinance 22-08 - Right of Way Management - Attorney Daigneault read Ordinance 22-08 by title. Vice Mayor/Commissioner motioned to accept, 2nd Commissioner Krajewski. No Commission discussion, public comment heard. Vote taken: 5 yay.
 4. Discussion and Approval of Amendment to Town Administrator's Contract - Commissioner Krajewski motioned to amend housing requirement to 50-mile radius, 2nd Commissioner Later. *Action Item:* Amend contract to include mileage requirement, *Person Responsible:* Attorney Eschenfelder.
 5. Approve Gulf Beaches Library Funding: Commissioner Krajewski tabled item.
 6. Committee Appointments: Commissioner Krajewski motioned to modify Ordinance 22-01 Boards and Committees to eliminate the in-person requirement for board and committee appointments, 2nd Commissioner Later. Commission discussed, no public comment. Vote taken: 5 yay. Commissioner Krajewski motioned to accept email or phone call verification to confirm appointments to boards and Committees, 2nd Commissioner Later. Commission discussed, no public comment. Vote taken: 5 yay.
Board and Committee Appointments:
Finance Committee: Paul Herzfeld D4; Christy Herig Alternate, D2.
Beautification Committee: Loretta Fricks, D2
Planning and Zoning Board: Merry Dickerson D4, Christy Herig Alternate, D4.
Parks and Recreation: Emily Schrader D4.
- Commissioner Krajewski moved to accept all appointments, 2nd Commissioner Later.
No commission discussion, no public comment. Vote taken: 5 yay
7. Update, State & Local Fiscal Recovery Fund Report - Report was filed on time

Miscellaneous Additions

1. Commissioners discussed follow through concerns with follow through on Commission decisions and consensus requests made at meetings. Town Administrator will address.
2. Commissioner Krajewski motioned to move Workshop Meetings to 6:00 P.M., 2nd Commissioner Blackburn. Commission discussed, no public comment. Vote taken: 5 yay.
3. *Action Item:* Monthly finance reports will be included in regular meeting agenda packets. *Person Responsible:* Town Administrator Shoobridge.


New Business: None

Public Comment: Public comment was heard.

Miscellaneous: Next Workshop, 5/25/2022 6:00 P.M.
Next Regular Meeting, 6/8/2022 6:00 P.M.

Adjournment: 7:56 P.M.

Respectfully Submitted,


Tracy Campbell
Interim Town Clerk

**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
WORKSHOP MEETING MINUTES
WEDNESDAY, MAY 25, 2022 - 6:00 P.M.**

Call to Order: 6:00 P.M. Pledge of Allegiance

Attendance: Commissioner Blackburn, Commissioner Krajewski, Commissioner Later, Vice Mayor/Commissioner Krouk, Mayor/Commissioner Henderson, Town Administrator Jeff Shoobridge.

Moment of Silence: Texas Shooting Victims

Old Business:

1. *Discussion, Proposed Ordinance 22-09, Amending Chapter 36, Procurement Procedures* - Commission Discussed Ordinance. In the absence of the Town Attorney, Town Administrator, Jeff Shoobridge took responsibility to clarify Commission questions and will present any recommendations to the Town Attorney. *Action Item:* 2nd draft, Ordinance to Commission for review, *Person Responsible:* Town Administrator.
2. *Discussion, Leadership/Oversight Areas* - Commission updated assignment of areas of oversight for Commissioner Later, them being: PSTA, Florida Shores and Beaches, TBRPC, Emergency Management, Social/Special Functions. Mayor Henderson to continue oversight for Code Enforcement. *Action Item:* Notify Big C with update: Vice Mayor/Commissioner Krouk Alternate 1, Commissioner Krajewski Alternate 2, *Person Responsible:* Town Administrator Shoobridge

Additional Discussion:

1. *Christmas Tree Purchase or Rental* - Commission discussed. Town Administrator will research and make proposal to Commission
2. *Employee COLA* - Commission discussed. Town Administrator will research and make proposal to Commission.

Miscellaneous:

Next Regular Meeting: 6/8/2022 at 6:00 P.M.

Next Workshop Meeting: 6/29/2022 at 6:00 P.M.

Adjournment: 5:44 P.M.

Respectfully Submitted,



Tracy Campbell
Interim Town Clerk

**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
REGULAR MEETING MINUTES
WEDNESDAY, JUNE 8, 2022 - 6:00 P.M.**

Call To Order: 6 PM Pledge of Allegiance

Attendance:

In person, Commissioner Blackburn, Commissioner Krajewski, Vice Mayor/Commissioner Krouk, Attorney Eschenfelder, Town Administrator Shoobridge, Commissioner Later (by phone). Absent, Mayor/Commissioner Henderson. Quorum is present .

Agenda Revision:

Meeting Agenda order revised by Town Administrator

Consent Agenda removed:

Item 1: minutes tabled to 6/13

Item 2: 2nd reading Solid Waste Ordinance 22-07 moved to 4th item old Business

Item 3: 2nd reading of ROW Ordinance 22-08 moved to 5th Item of old Business

Finance Report:

Heather Guadagnoli, CPA presented and reviewed the April finance report along with Old Business item 3: Finance Update.

Suspension of Rules:

Motion by Vice-Mayor/Commissioner Krouk to suspend the rules and move Old Business Item #2: Separation of Town Clerk Mary Palmer, forward for immediate action. 2nd by Commissioner Blackburn. Vote taken: All Yay.

New Business Item 2: Separation of Town Clerk, Mary Palmer

Town Administrator Jeff Shoobridge informed the Commission that a separation agreement had been executed with Clerk Palmer. He asked the Commission to table New Business item 2 and ratify this separation agreement.

Commissioner Blackburn moved to ratify the Separation agreement, 2nd by Commissioner Krajewski. Commission discussed the ratification, public comment was heard. Vote taken: 4 Yay.

Old Business:

1. *FY 2022/2023 Library Funding.* Commissioner Krajewski gave background to Library budget and motioned to adopt the 2022/2023 Gulf Beaches Library budget, 2nd by Commissioner Blackburn. No Commission discussion, no public comment made. Vote taken, 4 yay

2 *Stormwater Presentation.* Chris Knot, Cardino Engineering discussed overview of Stormwater Master plan that will determine our stormwater collection deficiencies and provide resolutions. Action Item: hold public information meetings (July), Responsible Person: Chris Knot, Cardino Engineering.

3. *Finance Update.* Previously provided by Heather Guadagnoli during Finance Report Commission discussion identified 2 action items: Action Item 1: obtain new financial Software, Responsible Person: Town Administrator; Action Item 2: financial report submitted monthly to Commission, Person Responsible: Town Administrator

4. *Second Reading and Advertised Public Hearing - Ordinance 22-08 - Amending Chapter 127- Solid Waste Ordinance.* Attorney Eschenfelder read Ordinance title. Commissioner

Blackburn motioned to approve Ordinance 22-07 amending chapter 127, Solid Waste Ordinance. 2nd by Commissioner Krajewski. Commission discussed, no public comment was heard, Vote taken, 4 yay.

5. *Second Reading and Advertised Public Hearing - Ordinance 22-07- Right of Way Management.* Attorney Eschenfelder Ordinance title. Commissioner Krajewski motioned to approve Ordinance 22-08. 2nd by Commissioner Blackburn. Commission discussed. Action Item: Ensure all Town ROW's are properly documented, Person Responsible: Town Administrator. No public comment. Vote taken, 4 yay.

New Business:

1. *Records Disposition Request Per State Division of Library Services.* Commissioner Krajewski motioned to dispose of suggested records, 2nd by Commissioner Blackburn. Commission discussed, public comment was heard. Vote taken: 4 yay.

2. *Separation of Town Clerk, Mary Palmer.* Agenda item was moved before Old Business on agenda

3. *Mid Year COLA.* Town Administrator introduced feasibility of employee COLA and suggested 5-6% increase to be implemented with the first payroll period in July 2022. Commissioner Krajewski motioned to provide a 6% COLA to all Town Employees, 2nd by Commissioner Later. Commission discussed motion, public comment was heard. Vote taken, 4 yay. Action Item: Implement in 1st payroll of July 2022, Person Responsible: Town Administrator.

Public Comment:

Citizen asked to hold off on disposing of item 23 in record disposal report. Town Administrator indicated he would clarify what is being disposed and inform Citizen.

Miscellaneous:

Next Commission Workshop 6/29/2022, 6 :00 P.M.
Next Commission Meeting 7/13/2022, 6:00 P.M.

Commission Reports:

Commissioners Blackburn, Krajewski, Later, Vice Mayor/Commissioner Krouk presented reports. Town Attorney Eschenfelder, Police Chief Swann, Town Administrator Shoobridge also presented reports. As result of reports the following motions were made and action items identified: Commissioner Krouk motioned to move Forward Pinellas Responsibilities to Commissioner Later. 2nd by Bill Krajewski . No commission discussion, no public comments. Vote taken, 4 yay. Commissioner Krajewski motioned to move Paul Hertsfield from FAC alternate, to District 4 FAC Representative. 2nd by Commissioner Blackburn. no commission discussion, no public comments, Vote taken, 4 yay. Action Item: Attorney Eschenfelder asked to place Land Development Code Ordinance for review on 6/29/2022 Workshop Agenda with Louis Serna to present his work, all agreed, Person Responsible: Interim Clerk. Action Item: Town to advertise for Magistrate for 30 days on Town website and to identify and invite any prospective firms to be considered. Person Responsible Town Administrator. Action Item: Update Clerk job description with commissioners input, Person Responsible: Town Administrator, draft to Commissioners by 6/9/22.

ADJOURNMENT: 8:55 P.M.

Respectfully Submitted,


Tracy Campbell
Interim Town Clerk

**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
SPECIAL MEETING MINUTES
WEDNESDAY JUNE 29, 2022 - 6:00 P.M.**

Call To Order: 6:00 P.M. Pledge of Allegiance

Attendance:

In person, Mayor/Commissioner Henderson, Vice Mayor/Commissioner Krouk, Commissioner Blackburn, Commissioner Later, Attorney Eschenfelder, Town Attorney Shoobridge. By video, Commissioner Krajewski. Quorum is present.

Discussion Preliminary SaltMarsh Audit:

Review of preliminary SaltMarsh Audit 2020-2021 by Chuck Landers, CPA Managing Partner. Major points were reviewed. Saltmarsh opined that Town is in strong financial position, numbers materially correct, no auditory compliance issues identified. Saltmarsh indicated they were not able to submit final version of financial audit report to the Town in order to be timely to the State. Commissioners asked questions and conducted discussion. Final Audit should be delivered to the Town for State submission in July 2022.

Adjournment: 6:30 P.M.

Respectfully submitted,



Tracy Campbell
Interim Town Clerk

**BOARD OF COMMISSIONERS
TOWN OF REDINGTON SHORES
WORKSHOP MEETING MINUTES
WEDNESDAY, JUNE 29, 2022, 6:30 P.M.
IMMEDIATELY FOLLOWING 6:00 P.M. SPECIAL MEETING**

Old Business:

1. Discussion, Sanitary Sewer Ordinance: Ordinance revision introduced by Attorney Eschenfelder, presented by Commissioner Krajewski. Based on sewer problems and issues the Ordinance revised to provide clarity with sewer responsibilities for both residents and Town. Commissioners discussed revisions. Clarification was requested to define easements in relation to sewer maintenance and repair. Action Item: Ordinance to include easement update, set for 1st reading at 7/13 Commission Meeting. Person Responsible: Attorney Eschenfelder, & Interim Clerk
2. Discussion, Land Development Code: Louis Serna presented overview of Land Development Code revisions. Revisions made to ensure codes were current and consistent with legal requirements, organized for ease of use, language modernized, and content updated when deemed necessary. Commission discussed, identified 9 action items. Items are as follows:
 - 1). Action Item: Re-write new item 90-159 B, pool setback and elevation to be consistent with Town intent, Person Responsible: Building Official
 - 2). Action Item: Review 90-159 D create language for accessory (pool) structures in relation to CCCL line, Person Responsible: Building Official
 - 3). Action Item: Ensure all relevant PUD ordinances are listed in PUD section, Person Responsible: Interim Clerk
 - 4). Action Item: PP. 91-92, remove repeated section, Person Responsible: Lou Serna
 - 5). Action Item: Identify additional signs prohibited in new ordinance, Person Responsible: Lou Serna
 - 6). Action Item: P.159, G & E, evaluate practicality and applicability to Redington Shores, Person Responsible: Lou Serna
 - 7). Action Item: Determine signs to be included and excluded from code, Responsible Party: Commission next workshop
 - 8). Action Item: Include Pinellas County Vulnerability Study to elevation requirements p. 42, 90-82 C, Person Responsible: Building Official
 - 9). Action Item: 1-8 items Commission to workshop on 7/13/22.
Responsible parties: per 1-8, Lou Serna, Building Official, CommissionersSend final draft to P& Z for approval/recommendations and public hearing.

New Business:

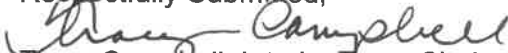
1. Discussion, Holiday Tree: Town Administrator presented holiday tree information, cost estimates for purchase and rental of 22 ft tree. Commission discussed subject. Tree rental preferred. Action Item: obtain 18 ft and 20 ft rental tree cost, maintenance and replacement guarantees, annual theme options, Person Responsible: Town Administrator
2. Discussion, Budget, CIP, FRS, Stormwater estimate: Town Administrator reviewed progress with budget preparation, new format, budget considerations, and strategies. New CIP template was presented. Town Administrator identified high cost of FRS retirement for executive category, requested Commission consider alternatives. Commissioner Krajewski discussed annual budget inclusion for stormwater maintenance and repair. Commission discussed. Action item: Cost reduction options to current FRS executive plan, Person Responsible: Town Administrator.

Miscellaneous:

Workshop Meeting – Wednesday, June 29, 2022 - 6:00 p.m.
Regular Meeting – Wednesday, July 13, 2022 - 6:00 p.m.

Adjournment: 8:27 PM

Respectfully Submitted,


Tracy Campbell, Interim Town Clerk

PAYCHEX[®]



Preferred Provider of
Payroll & Retirement Plan Services for

AICPA business solutions



Shane Monto
Sales Consultant

Phone: 813-486-2516
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Payroll Service (included)

- Simple reporting by phone, fax, email or online
- You are assigned one payroll specialist to assist with managing your payroll process
- Your rep will assist you with obtaining any Federal and State ID numbers (if needed)

Taxpay Service (included)

- Paychex will assume full liability for the accuracy and timeliness of all federal and state tax compliance as follows:
- Deposits of all federal tax liability
- Deposits of all state tax liability
- Deposits of all federal and state unemployment taxes
- Preparation and filing of the quarterly 941 tax return and the annual 940 tax return
- Preparation and filing of the UCT-6 quarterly tax return.
- Preparation and filing of the annual W-2's and W-3 filing (1099's included if applicable)

Employee Pay Package (included)

Paychex will pay your employees with various options for you and your employees as follows:

- Direct Deposit: Employees can deposit into multiple accounts
- Pay Card: Employees wages are deposited onto this VISA card and acts just like a debit card
- Check Insertion: Checks or stubs will be inserted in envelopes to protect confidentiality
- Check Signing: Checks are laser signed with your signature and drawn off your account or
- Readychex: Checks are pre-signed and drawn off the Paychex bank account to protect the confidentiality of your employer bank account and eliminate bank reconciliation

Labor Compliance Poster Kit (included)

State and Federal Labor Law posters, including any updates

HR Benefits Essentials Website (included)

Access a library filled with comprehensive coverage of HR, employee benefits, state and federal employment laws, tax and financial planning, and employee safety. HR tool also includes over 100 downloadable forms and basic employee handbook you can customize.

Employee Online Access (included)

All employees will have online access to their earnings statements and W2's.

Online Reporting (included)

Paychex will automatically set up both you and your accountant to view all your reports online; Paychex will archive up to four years of payroll history so you will be able to date range any specific employee payroll or company payroll information needed immediately; you will also have access to all federal and state tax returns, as well as W-2's filed for prior years; Mac Compatible

New Hire Reporting *(included)*

All employers are required to report information about their new hires to the state within 20 days of the date of hire. Paychex helps businesses stay in compliance by ensuring that all new employees are reported to the proper state agency.

401(k) Report *(included)*

For employers who have a 401(k), Paychex will provide you with a report that breaks down employee and employer contributions per pay period, month, quarter and year-to-date

Logo Service *(included)*

Employers who elect our check signing service and would like their logo in the upper left corner of our checks can do so by providing a picture of at least 300 dpi resolution or a nice printed copy. Please note this service is not available to those that elect our Readychex service.

Optional Services:

PST 1000 Time Clock *(\$60 per month)*

Paychex PST 1000 is an internet based time clock that includes an office clock with swipe card functionality. It allows for flexibility and efficiency in collecting your employee's hours. This time keeping device provides a solution for clients of all sizes to handle the administrative responsibility of tracking your employee's hours.

Vacation Tracking *(\$3 Weekly; \$5 BW/SM; \$10 Monthly; \$35 Set-up)*

Paychex will track your employees' vacation and sick time off and report them on the employees' earning statement as well as provide you with a Benefit Tracking Report.

Premium Only Plan *(\$40 per month)*

Paychex will assist you in setting up your health and dental insurance premiums pre-tax.

Cobra Administration Coverage

Paychex will help reduce the administrative burden associated with COBRA administration laws, as well as your risk of costly violations.

Health Insurance As one of the top insurance firms in America, Paychex Insurance Agency has the plan types and carrier connections to make it easy to offer and manage a group health plan for your employees.

Shane Monto

Phone: 813-486-2516

Smmonto@paychex.com

Attachment A

**WORK ASSIGNMENT No.
SCOPE OF SERVICES**

**ENGINEERING CONSULTING SERVICES
Contract No.
(BASE CONSULTANT AGREEMENT)**

**Professional Engineering Services
For
Storm Water Master Plan Project**

Prepared for:



**Town of Redington Shores
17425 Gulf Blvd
Redington Shores, FL 33708**

Prepared by:

**Cardno, Inc.
380 Park Place Blvd., Suite 300
Clearwater, Florida 33759**

April 2022

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SCOPE OF SERVICES FOR CONSULTING ENGINEERING SERVICES

This Exhibit forms an integral part of the agreement between Town of Redington Shores (hereinafter referred to as the TOWN) and Cardno, Inc. (hereinafter referred to as the CONSULTANT) relative to the stormwater master plan described as follows:

I. PROJECT TITLE

Professional Engineering Services for the Stormwater Master Plan project located in the Town of Redington Shores, Pinellas County, Florida.

II. OBJECTIVE

The overall objective of this project is to perform stormwater management, flood resiliency, community outreach, and master planning to develop a Town-wide Stormwater Master Plan ("SWMP"). This plan will include but is not limited to; identifying and mapping structural and nonstructural stormwater assets, developing a hydrologic and hydraulic stormwater model of the Town's existing and proposed stormwater drainage basins, developing a capital improvement program of recommended stormwater management improvements, and evaluating the existing stormwater system to develop strategies and a prioritized phased improvement program with projected costs to address current and future stormwater infrastructure needs.

III. PROJECT DESCRIPTION

The Town of Redington Shores covers 220 acres with 1.19 miles of shoreline and a total of 6.33 road miles. It is situated on Sand Key in west-central Pinellas County and is bound by the Gulf of Mexico to the west and by Boca Ciega Bay, a protected aquatic preserve, to the east. The Town recognizes the risk of Sea Level Rise (SLR) and climate change induced hydrological changes and is developing an SLR and stormwater master plan for resiliency to address the problem. The overall goal of this project is to establish a baseline for adaptation and future resiliency of buildings and infrastructure throughout the Town. The overall result will reduce flood risk for development and re-development, while increasing the sustainability of structures over their lifespan.

Location of Project



IV. SCOPE OF WORK

The general scope of this project is to develop a SWMP for the Town that takes into account future tidal conditions based on the projections identified in the Pinellas County Sea Level Rise and Storm Surge Vulnerability Assessment (2021) and in accordance with Pinellas County Standards (<http://www.pinellascounty.org/plan/SurfaceWaterMgmt.htm>) as applicable. In addition, the general scope of work shall include:

1. Development of a project management plan (PMP) that includes a list of deliverables, schedules, and a quality assurance/quality control (QA/QC) plan.
2. An existing conditions watershed evaluation, which will include field evaluations of the stormwater asset inventory.
3. Inundation analyses.
4. Level of Service (LOS) Analysis.
5. Develop responses to Town Reviews of the geodatabase construction and ICPR v4 model.
6. Best management practices (BMP) alternatives to minimize flooding and address sea level rise (SLR).

The SWMP shall provide an evaluation of the Town's conveyance system, identify problems requiring management of resources, and recommend solutions to improve flooding LOS. The SWMP shall address localized flooding situations, erosion, sedimentation, SLR, and stormwater pollution. The SWMP shall include the evaluation of the existing 2.33 mean-annual, 10-year, 25-year, 50-year and 100-year 24-hour design storm flood elevations as well as the 100-year 24-hour design storm for future conditions. Future conditions shall include 2040, 2070, and 2100 intermediate, intermediate-high, and high SLR projection impacts on the stormwater system. In addition to SLR, climate change scenarios such as changes in rainfall patterns should also be considered. The SWMP shall provide recommendations for policy changes (e.g. pervious surface ratios, setbacks, low impact development, etc.) and non-structural (e.g. living shorelines) and site-specific structural improvements (e.g., tidal backflow valves, regional stormwater facilities, etc.). The Town's preference is to model the watershed using ICPR4.

The SWMP shall include, as feasible, the conceptual design for recommended structural alternatives that will be necessary to determine permitting and construction feasibility, and cost-effectiveness at the planning level. This plan does not include preparing information for permit applications. Up to 8 conceptual BMPs will be developed using model results, highwater marks where available, and flood prone areas (due to rainfall) as identified by field staff and public outreach. Flooding as a product of surge conditions will not be considered. Proposed improvements shall adhere to the requirement of the Southwest Florida Water Management District (SWFWMD), Florida Department of Environmental Protection (FDEP), United States Army Corps of Engineers (USACOE), etc. to support the maintenance activities of ponds, ditches, and pipes to leverage Green Infrastructure techniques to achieve stormwater pollution load reduction as part of the design, as well as consideration of Sea Level Rise. The CONSULTANT shall also make an assessment and recommendation pertaining to any sea level rise mitigation needs including, but not limited to, sea wall height adjustments, backflow preventers, and other mitigations elements.

The following tasks will be required to complete the evaluation of the TOWN's existing drainage systems, recommendations for resolving flooding due to rain events, and potential future measures to address Sea Level Rise (SLR).

Task 1: General Tasks

Meetings and Field Reviews: Up to four (4) meetings will be held with the TOWN for TOWN involvement during development of the Master Stormwater Plan. The CONSULTANT shall conduct field reviews to confirm the design survey and evaluate site conditions. The CONSULTANT shall perform contract maintenance on a monthly basis providing the TOWN with progress reports, invoices, and milestone dates as required.

Quality Assurance/Quality Control: It is the CONSULTANT's responsibility to independently and continually QC their plans and other deliverables. The CONSULTANT should regularly communicate with the TOWN's Design Project Manager to discuss and resolve issues or solicit opinions from those within designated areas of expertise.

The CONSULTANT shall be responsible for the professional quality, technical accuracy, and coordination of all surveys, designs, drawings, specifications, and other services furnished by the CONSULTANT and their sub-consultant(s) under this contract. The plan shall also include subcontractor and subconsultant reviews, response to comments and any resolution meetings if required, preparation of submittals for review, and other tasks as needed.

The CONSULTANT shall, without additional compensation, correct all errors or deficiencies in the designs, maps, drawings, specifications, and/or other products and services.

Supervision: The CONSULTANT shall supervise all technical design activities.

Coordination: The CONSULTANT shall coordinate with all disciplines of the project to produce a final set of construction documents.

Task 2: Asset Management / Data Collection

This task will involve the collection of data required to support the development of a Hydrologic and Hydraulic (H&H) Study.

- Drainage data collection in support of GIS database and model development. Data collection will consist of:
 - Southwest Florida Water Management District (SWFWMD) permit research.
 - Obtain best available topographic information (DEM data, aerial)
 - Obtain Land use mapping (current & future)
 - Groundwater, Soils, Pervious & Impervious feature classes.
 - Review available information regarding current/future tailwater elevations
 - Obtain relevant flooding complaints/High water elevations + resident photos (not tide/storm surge influenced)
- Existing drainage structure inventory

- Staff will verify the locations of existing drainage structure inventory and add missing structure locations to the geodatabase as needed. Survey will be performed as needed to obtain missing data. A Good/Fair/Poor visual observations will be performed and documented with a photograph to collect maintenance-related conditions such as silt, vegetation, structural condition, etc.).
- Select survey will be provided for missing or validating data (Included in Task 7)
- Designing/Updating Geographic Information System (GIS) geodatabase
 - Fill-in stormwater system data gaps (desktop)
 - Modified GWIS geodatabase setup

Task 3: Hydrologic and Hydraulic Model Development/Analysis

This task will involve the analysis and development of a Hydrologic and Hydraulic (H&H) Study. The Town will be divided into many catchments to reflect a level of detail necessary to model all 8-inch and larger pipes.

- Development of an ICPR4 model of the existing drainage conditions for the Town of Redington Shores. This will include the following:
 - Delineation of existing sub-basins and assignment of hydrologic characteristics.
 - Incorporation of stage-areas from topographic information.
 - Node and reach connectivity will be established using existing contour data and best available culvert data (includes pipes 8" and larger).
 - Cross section characteristics including manning's roughness coefficients.
 - Model calibration will be performed to correlate with best available flow and max stage data (ic. existing rainfall flooding complaints, HW marks, existing permit data, etc).
 - The SWMP shall include the evaluation of existing 2.33 mean-annual, 10-year, 25-year, 50-year and 100-year, 24 hour design storms
 - Geodatabase will be a modified GWIS format.
- Town Review
 - The Town and Pinellas County may review the preliminary results and provide one (1) preliminary review with guidance and comments to CONSULTANT. The CONSULTANT will take guidance and comments into consideration to amend the model and report as appropriate. The Town and Pinellas County may provide the CONSULTANT with up to one (1) final draft review to provide comments back to CONSULTANT for modeling and report amends.
- BMP Alternatives Analysis and Recommendations
 - The Existing Condition Model results will be evaluated to determine areas within the TOWN experiencing substandard drainage conditions.
 - Provide alternative analysis to provide solutions to remedy areas of flooding.
 - Develop/Recommend up to 8 conceptual BMPs to alleviate flooding.
 - Develop an opinion of probable construction cost for each BMP.

Task 4: Inundation Analysis/Mapping (Existing Condition & SLR Assessment)

The CONSULTANT will utilize the model to evaluate the overall performance and capacity of the stormwater systems throughout the TOWN. The CONSULTANT will identify potential flooding problems and create Town-wide flood inundation maps (current and future)

Existing condition inundation map will be developed for the 100-year, 24-hour storm event. In addition, future conditions analysis and inundation maps will be performed using the H & H model developed for the Town. Flood elevations for the 100-year, 24-hour storm event will be demonstrated for the 2040, 2070, and 2100 intermediate, intermediate-high, and high SLR projection. Climate change scenarios such as changes in rainfall patterns shall also be considered (upper level rainfall data from NOAA will be assessed for future scenarios).

Based on inundation caused by sea level rise, the Town's owned and maintained waterways embankments will be evaluated (based on best available topographic information) and recommendations will be provided.

Task 5: Level of Service

Flood Protection Level of Service (FPLOS) consists of tasks related to identifying and providing alternatives to flooding areas utilizing the results from the Floodplain Analysis. The tasks are related to developing a Level of Service (LOS) determination to identify roads affected by flooding; and Best Management Practice Alternatives Analysis to provide solutions to the affected areas identified during the FPLOS determination. The CONSULTANT will work with the Town to confirm the FPLOS criteria to be used for this analysis.

Task 6: Public Outreach Meetings – Sharing Results/Acquiring Public Input

Public Outreach Meetings (2): The CONSULTANT shall provide assistance to the TOWN in preparation of (2) public meetings. The CONSULTANT shall conduct an Educational Workshop and facilitate the gathering of historical flood data. The CONSULTANT shall provide powerpoint slide results for display in the public meetings. The Town will advertise for public meetings and provide any additional printed materials as needed.

Task 7: Survey (Sub-Consultant)

Sub-consultant services will be provided by Cumby & Fair, Inc. for the design survey as-needed (Time and Materials/not to exceed \$8,000) and will comply with pertinent Florida Statutes and applicable rules in the Florida Administrative Code. Select survey will be provided for missing or validating data as needed. (see attached Survey Scope)

V. SCHEDULE

CONSULTANT shall commence professional services upon written receipt of Notice to Proceed (NTP) from TOWN. A project schedule in Microsoft Project format shall be provided to the TOWN within 14 days of the Notice to Proceed. The schedule assumes a fourteen day turnaround for the TOWN to review deliverables.

CONSULTANT shall complete the final design in accordance with the following or better project schedule:

<u>Milestone</u>	<u>Project Schedule</u>	<u>Due Date After receive the NTP</u>
Inventory / GIS Database Development		60 Calendar Days
Public Meeting #1		80 Calendar Days
Draft H&H Model Development		170 Calendar Days

Draft Inundation Mapping / BMP Analysis	250 Calendar Days
Level of Service	330 Calendar Days
Sea Level Rise (SLR) Analysis	360 Calendar Days
Final Report	390 Calendar Days
Public Meeting #2	420 Calendar Days
Signed & Sealed Deliverable	450 Calendar Days

TOWN design review period is fourteen calendar days from the date of the milestone submittal. The CONSULTANT shall also provide responses to comments for the required submittal.

VI. INVOICES & PROGRESS REPORTS

Invoicing must take place monthly and will include a progress report summarizing the work completed during the invoice period as well as a schedule update. The CONSULTANT must pre-submit invoices to the Project Manager prior to an official monthly submittal. The final invoice will be marked "FINAL" on the invoice and be accompanied by a letter from the CONSULTANT stating that this is the Final Invoice and that compensation for tasks completed, as described in the Scope of Services Agreement, is now concluded.



CUMBEY & FAIR, INC.

2463 ENTERPRISE ROAD, CLEARWATER, FLORIDA 33762
(727) 797-8982 Clearwater (813) 223-4333 Tampa (727) 791-8752 Fax WWW.CUMBEYFAIR.COM

April 19, 2022

Town of Redington Shores Stormwater Manhole Survey Data

Survey Scope:

Survey Services include the following items:

- The CONSULTANT shall provide Survey data on approximately 30 stormwater sewer manholes and field verify a few manholes throughout the project.
- Data collection includes the following: Horizontal and vertical position on the center of the manhole, pipe size, pipe type, measure down from the center of the manhole, condition of the pipe(s), color photographs of the pipes, manhole material (prefab/standard, brick, and fiberglass), manhole type (inside drop, outside drop, and saddle box).
- To increase positional accuracy levels, the horizontal and vertical positions will be stored utilizing Survey grade GPS units with dual occupation RTK receiving real time corrections from the Florida Permanent Reference Network (FPRN). The expected accuracy with 95% confidence with minimally obstructed skies is approximately 0.10' horizontally and 0.15' vertically.
- NOTE: When dual occupation RTK is not available because of overhead obstructions the following survey workflow will be utilized:
 - Set a minimum of two (2) secondary control points in areas without overhead obstructions within line of sight of the manhole(s).
 - Perform RTK dual occupation observations on the secondary control points with Survey grade GPS units.
 - Record the results of the GPS positions from the RTK sessions.
 - Occupy the control points with a Total Station theodolite and measure angles and distance to the center of the manhole(s).
 - Record measurement in a field book and/or data collector.
 - Process the data from the angle and distance measurements and GPS occupations from the secondary control to calculate the manhole position.
- Horizontal Datum: NAD 83 (2011) epoch 2010.000
- Vertical Datum: NAVD 88 (GPS derived using Geoid 18)
- Deliverables will include a signed/sealed Surveyor's Report with accuracy statement, CAD File, copies of all field notes, and pictures of the manholes/pipes.
- All survey work will be performed pursuant to Chapter 5J-17, Florida Administrative Code.

CUMBEY & FAIR, INC. will provide the above-mentioned survey services for a total "not-to-exceed" limiting amount fee of **\$8,000.00**.

ATTACHMENT B COST BREAKDOWN SUMMARY - SCOPE OF SERVICES

Cardno
Stormwater Master Plan
Town of Redding Shore

Submitted: 4/22/2022

TASK DESCRIPTIONS	Personnel										Line Item Hours	Task Total	Sub-Consultant Fees	
	Chief Engineer	Project Manager	Senior Engineer	Chief GIS Analyst	Project Engineer	GIS Technician	Designer	Checker						
GEC Approved Job Classification														
GEC Billable Rate (Hourly)														
1.0 Task 1 - General Tasks / Meetings														
1.1 Project/owner meetings (4 meetings)	0.0	24.0	0.0	24.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	48.0
1.2 Town review/coordination / Responses to Comments	0.0	18.0	8.0	18.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	48.0
1.3 Project Management (Contract Management, Coordination)	2.0	30.0	8.0	8.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	48.0
Task 1 Hours		70.0		48.0										128.00
TASK 1 Costs	\$450,000	\$14,000,000	\$1,400,000	\$7,200,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$23,000,000
2.0 Task 2 - Asset Management / Data Collections														
2.1 Configure/verify GIS data DEM, contours, inundation features, etc.	0.0	0.0	0.0	4.0	0.0	0.0	18.0	0.0	0.0	0.0	0.0	0.0	0.0	20.0
2.2 Review existing permit data	0.0	4.0	0.0	0.0	0.0	12.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	18.0
2.3 Existing drainage structure inventory (2 staff)	0.0	4.0	0.0	0.0	0.0	32.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	38.0
2.4 Designing/Updating Geospatial Information System (GIS) geodatabase	0.0	4.0	0.0	32.0	0.0	0.0	48.0	0.0	0.0	0.0	0.0	0.0	0.0	80.0
2.5 Data/Review hydraulic structure elevations	0.0	4.0	0.0	2.0	0.0	0.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	14.0
2.6 Determination of inlet/outlet elevations (current / future)	0.0	0.0	2.0	0.0	0.0	0.0	38.0	0.0	6.0	0.0	0.0	0.0	0.0	46.0
Task 2 Hours		12.0		38.0			44.0		42.0					80.0
Task 2 Costs	\$0,000	\$2,400,000	\$350,000	\$5,700,000	\$0,000,000	\$0,000,000	\$8,000,000	\$3,990,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$218,000
3.0 Task 3 - Existing Hydrologic & Hydraulic Model Development / Analysis														
3.1 Catchment delineation and hydraulic characteristics	0.0	4.0	6.0	8.0	12.0	12.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	44.0
3.2 Storm area, storage, volume computations	0.0	4.0	4.0	4.0	4.0	24.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	40.0
3.3 Model development - ArcSWATCH.competit	0.0	18.0	24.0	12.0	32.0	32.0	24.0	0.0	0.0	0.0	0.0	0.0	0.0	140.0
3.4 Model Calibration (10-, 25-, 50-, 100-year, 24-hour storm events)	0.0	20.0	24.0	16.0	8.0	24.0	24.0	0.0	0.0	0.0	0.0	0.0	0.0	140.0
3.5 HUP Analysis (6 locations)	0.0	4.0	12.0	8.0	32.0	12.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	88.0
3.6 Sea Level Rise Model (Tidalwater for 2040/2070/2100, Increased rainfall)	0.0	16.0	24.0	8.0	32.0	8.0	16.0	0.0	0.0	0.0	0.0	0.0	0.0	104.0
3.7 Decommission/Report	0.0	4.0	12.0	8.0	12.0	12.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	40.0
3.8 Engineer's cost estimate (6 BMP locations)	0.0	8.0	8.0	8.0	16.0	16.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	60.0
3.9 O&M	0.0	8.0	8.0	8.0	16.0	16.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	60.0
Task 3A Hours		88.0		94.0		788.0		144.0		80.0				20.0
Task 3A Costs	\$900,000	\$17,800,000	\$21,380,000	\$14,100,000	\$22,580,000	\$14,000,000	\$7,600,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$716,000
4.0 Task 4 - Inundation Analysis/Mapping														
4.1 Inundation Analysis (GIS Arch.)	0.0	8.0	4.0	16.0	0.0	32.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	60.0
4.2 Inundation Mapping (Examine BMP files, SLR 2040/2070/2100, increased rainfall)	0.0	4.0	8.0	24.0	0.0	24.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	60.0
4.3 Town perimeter analysis (Barrs, embankments, seawall)	0.0	4.0	8.0	8.0	0.0	8.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	28.0
4.4 Flood Profiles	0.0	8.0	0.0	12.0	0.0	10.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	30.0
4.5 O&M	4.0	4.0	0.0	8.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	18.0
Task 3B Hours		28.0		68.0		74.0		0.0						194.00
Task 3B Costs	\$900,000	\$0,000,000	\$3,200,000	\$10,200,000	\$0,000	\$7,400,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$27,800,000
5.0 Task 5 - Level of Service (LOS)														
5.1 LOS Methodology Determination	0.0	8.0	4.0	16.0	0.0	32.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	80.0
5.2 LOS Analysis	0.0	20.0	0.0	140.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	190.0
5.3 LOS Conditions and Recommendations	0.0	0.0	16.0	10.0	0.0	20.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	46.0
5.4 O&M and Report Revisions	2.0	0.0	8.0	6.0	0.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	20.0
Task 5 Hours		0.0		48.0		180.0		0.0						276.00
Task 5 Costs	\$0,000	\$1,600,000	\$8,400,000	\$24,000,000	\$0,000	\$8,000,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$410,000,000

Project Consultant
 PROJECT NAME:
 Municipality:
 Contract #

Ordina
 Stormwater Master Plan
 Town of Redington Shores

Submitted:

4/22/2022

TASK DESCRIPTIONS	GEG Approved Job Classification										Line Item Hours	Task Total	Sub Consultant Fees	
	Chief Engineer	Project Manager	Senior Engineer	Chief GIS Analyst	Project Engineer	Technician	GIS	Designer	Chief	Other				
6.0 Task 6 - Public Outreach Meetings	\$225.00	\$200.00	\$175.00	\$150.00	\$120.00	\$100.00	\$95.00	\$40.00						
6.1 Meeting Preparation (1/1)	0.0	8.0	0.0	8.0	0.0	0.0	4.0	4.0	0.0	0.0	0.0	0.0	24.0	
6.2 Meeting at Town Hall (2 month/1)	0.0	16.0	0.0	16.0	0.0	16.0	16.0	16.0	0.0	0.0	0.0	0.0	64.0	
Task 6 Hours	0.0	24.0	0.0	24.0	0.0	16.0	20.0	4.0	0.0	0.0	0.0	0.0	88.00	
Rate \$ / Hour	\$0.00	\$4,800.00	\$0.00	\$3,800.00	\$0.00	\$1,900.00	\$2,000.00	\$950.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,700.00	
Total Hours	10.0	230.0	20.0	432.0	248.0	374.0	126.0	0.0	0.0	0.0	0.0	0.0	1,620.00	
Total Costs (Lump Sum)	\$2,250.00	\$49,000.00	\$35,000.00	\$64,800.00	\$39,760.00	\$7,400.00	\$11,970.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$227,180.00	
Survey (Curbcut & Pave) (1 & 1)														\$8,000.00
Total Sub Consultant Costs														\$8,000.00
TOTAL PROJECT COST														\$235,180.00

July 5, 2022



Mr. Jeff Shoobridge
Town Administrator
Town of Redington Shores (the Town)
17425 Gulf Blvd.
Redington Shores, FL 33708

Cardno

380 Park Place Blvd
Suite 300
Clearwater, FL 33759
USA
Phone 727.431.1582
Fax 727 539 1294
Email
tanya.camecho@cardno.com

RE: HB53: 20-Year Wastewater Needs Analysis

www.cardno.com

Dear Mr. Shoobridge,

Per the Town's request, Cardno (now Stantec) is pleased to submit this proposal to assist the Town in developing the state required 20-year wastewater needs analysis per House Bill 53, 2021. Section 403.9301, Florida Statutes, direct municipalities, counties, and independent special districts that own, operate, maintain or provide a wastewater management system or program to develop a 20-year needs analysis every five (5) years.

For the first cycle of reports, the Town must submit its report to Pinellas County (the County) by June 30, 2022 or before July 31, 2022 as instructed by the County. The County must compile all its local reports (including their own) and submit them to the state's Office of Economic and Demographic Research (OEDR) and the Secretary of the Department of Environmental Protection (DEP) by July 31, 2022. OEDR will then publish an analysis of the wastewater submissions in the 2023 edition of the Annual Assessments of Florida's Water Resources and Conservation Lands. The next reporting cycle will begin in 2027.

I. Scope of Services

The state has provided a questionnaire template, with supporting document(s) as shown in Appendix A, in an Excel workbook that must be completed for actual submission to the County. Cardno will use and complete this Excel workbook while conducting a remote interview with the requisite Town staff that can assist with responding to said questionnaire. An estimate or industry standard will be used for any quantitative or qualitative item not known by staff or documented at the time of the interview.

Cardno's senior engineer and Town staff will review the draft document for accuracy and completeness once the Excel workbook and accompanying documentation is compiled. A final document will be prepared. Cardno will submit the requisite final document(s) to the County via email on the Town's behalf, copying the Town on the electronic submission.

II. Compensation

Cardno will conduct the scope of work for a lump sum fee of \$2,460.

III. Schedule

Cardno is prepared to start immediately upon receipt of a Purchase Order, which will be our Notice to Proceed. The final document(s) will be prepared and submitted to the County before July 31, 2022.

Mr. Jeff Shoobridge
Page 2
July 5, 2022

IV. Disclaimers

Cardno performs the professional services described herein in accordance with the agreement between the Town of Redington Shores and Cardno, Inc. - Master Services Agreement dated August 21, 2017.

Should this proposal meet with your acceptance, please return a purchase order to tanya.camacho@cardno.com We look forward to working with you on this project and should you have any questions please contact me at any time.

Sincerely,

Cardno



Tanya Camacho, GISP
Project Manager

cc: Craig Payne, GISP

Appendix A

**TEMPLATE FOR LOCAL GOVERNMENTS AND SPECIAL DISTRICTS FOR PERFORMING A WASTEWATER NEEDS
ANALYSIS PURSUANT TO SECTION 403.9301, FLORIDA STATUTES**

INTRODUCTION

As part of the 2021 regular session, the Florida Legislature recognized the need for a long-term planning process for domestic wastewater. Section 403.9301, Florida Statutes, requires a 20-year needs analysis from the local governments providing wastewater services. Because this planning document is forward-looking, it will necessarily include a large number of assumptions about future actions. These assumptions should be based on the best available information coupled with the best professional judgment of the individuals completing the document.

Completing this template by June 30, 2022, will fulfill the statutory requirements for the first round of 20-year needs analyses for wastewater. The template was generated by the Office of Economic & Demographic Research (EDR) in cooperation with local governments and representatives of the Florida Water Environment Association Utility Council, private consultants, and others. Use of this tool will help ensure that information is compiled consistently for EDR's report to the Legislature.

For the purposes of this document, wastewater services are as defined in statute s. 403.9301(2)(d), F.S., to mean service to a sewerage system as defined in s. 403.031(9), F.S., or service to a domestic wastewater treatment facility. The "facility" comprises the physical infrastructure, meaning "any equipment, structure, or other property, including sewerage systems and treatment works, used to provide wastewater services."

For the purposes of this document, the following guiding principles and assumptions have been adopted:

- Wastewater facilities used to provide wastewater services owned and operated by any of the following are excluded from reporting requirements for local governments and special districts:
 - o Private entities or citizens
 - o Federal government
 - o State government, including the Florida Department of Transportation (FDOT)
 - o Water Management Districts
 - o School districts
 - o State universities or Florida colleges
- Local government expenditures associated with routine operation and maintenance are fully funded prior to commencing new projects and initiatives.
- Local government submissions will include the activities of dependent special districts. Only independent special districts report separately. For a list of all special districts in the state and their type (i.e., dependent or independent), please see the Department of Economic Opportunity's Official List of Special Districts at the following link: www.FloridaJobs.org/OfficialList.
- With respect to federal and state statutes and rulemaking, current law and current administration prevails throughout the 20-year period. In other words, it should be assumed that the state's present legal framework (i.e., the status quo) continues throughout the period.
- The term "utility" is generally used for ease of reference in the following document and is not limited by the distinctions applicable to specific statutory references, the jurisdiction of the Public Service Commission, or legal status as a governmental entity, nonprofit corporation, or private contractor. Instead, the term "utility" refers broadly to the provision of wastewater services.

GENERAL INSTRUCTIONS FOR USING THE TEMPLATE

Instructions for submitting the template are still under development. Additional information regarding submission and answers to frequently asked questions will be posted on EDR's website, along with other useful materials, here: <http://edr.state.fl.us/Content/natural-resources/stormwaterwastewater.cfm>

This template is broadly organized in accordance with s. 403.9301, Florida Statutes. This template asks that you group your recent and projected expenditures in prescribed categories. A detailed list of the categories is provided in part 5.

When reporting cost information, please only include the expenditures that have flowed, are flowing, or will flow through your jurisdiction's budget. Further, the same project should not appear on multiple tables in the jurisdiction's response unless the project's expenditures are allocated between those tables. All expenditures should be reported in \$1,000s (e.g., five hundred thousand dollars should be reported as \$500).

For any jurisdiction that is contracting with another jurisdiction where both could be reporting the same expenditure, please contact EDR for additional guidance. In situations where a reporting jurisdiction contracts with a non-reporting jurisdiction, (i.e., FDOT, the water management districts, the state or federal government), the reporting jurisdiction should include the expenditures.

These projections are necessarily speculative and do not represent a firm commitment to future budget actions by the jurisdiction.

This Excel workbook contains four worksheets for data entry. (Along the bottom of the screen, the four tabs are highlighted green.) Empty cells with visible borders are unlocked for data entry. In the first tab, titled "Background through Part 3," the information requested is generally either text, a dropdown list (e.g., Yes or No), or a checkbox, as well as inventory and customer tables. The next tabs contain tables for expenditure or revenue data as well as some follow-up questions that may have checkboxes, lists, or space for text.

In Part 5, the expenditure tables have space for up to 10 projects per category. More projects can be listed in the "Additional Projects" tab. This tab contains a table with space for up to 200 additional projects. In order for these additional projects and expenditures to be correctly classified and included in the final totals, each project must be assigned a Funding Source Type, Category, and Subcategory from the dropdown lists in columns B through D.

Links to Template Parts:

[Background](#)

[Part 1](#)

[Part 2](#)

[Part 3](#)

[Part 4](#)

[Part 5](#)

[Part 6](#)

[Part 7](#)

[Additional Projects](#)

	A	B	C	D	E	F	G	H	I	J	K	L
1	Background Information											
2	All respondents should provide utility, contact, and location information, then proceed to Part 1.											
3	For wastewater, it is possible that the respondent is not a local government official. EDR is providing the option for a wastewater contractor to respond on behalf of one or more local governments. Multiple local governments can be included on one response if the service area, and therefore infrastructure and investments, is fully integrated and affects multiple jurisdictions that are spatially connected.											
4	<input type="checkbox"/> Check here if this needs analysis has been submitted by a wastewater contractor on behalf of a single local government.											
5	<input type="checkbox"/> Check here if this needs analysis has been submitted by a wastewater contractor on behalf of multiple local governments.											
6	Name(s) of Local Government(s) addressed by this response:											
7	<input type="text"/>											
8	<input type="text"/>											
9	<input type="text"/>											
10	Name of wastewater utility:											
11	<input type="text"/>											
12	Respondent Contact Information:											
13	Name:											
14	Position/Title:											
15	Email Address:											
16	Phone Number:											
17	<input type="text"/>											
18	Indicate the Water Management District(s) in which your service area is located.											
19	<input type="checkbox"/> Northwest Florida Water Management District (NFWFWM)											
20	<input type="checkbox"/> Suwannee River Water Management District (SRWMD)											
21	<input type="checkbox"/> St. Johns River Water Management District (SJRWMD)											
22	<input type="checkbox"/> Southwest Florida Water Management District (SWFWMD)											
23	<input type="checkbox"/> South Florida Water Management District (SFWMD)											
24	<input type="checkbox"/> Florida Department of Environmental Protection (DEP) District in which your service area is located.											
25	<input type="checkbox"/> Northwest District											
26	<input type="checkbox"/> Northeast District											
27	<input type="checkbox"/> Central District											
28	<input type="checkbox"/> Southwest District											
29	<input type="checkbox"/> South District											
30	<input type="checkbox"/> Southeast District											
31	<input type="checkbox"/>											
32	Indicate the type(s) of local government(s):											
33	<input type="checkbox"/> Municipality											
34	<input type="checkbox"/> County											
35	<input type="checkbox"/> Independent Special District											
36	<input type="checkbox"/>											

	A	B	C	D	E	F	G	H	I	J	K	L
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Does your utility both collect and treat wastewater?
 If your collected wastewater is treated by a different utility, what is the name of that utility? That is, if you are the wholesale customer of another utility that treats your wastewater what is the name of that utility?

Does your utility treat wastewater collected by another utility? That is, do you have wholesale customers?
 If yes, what is the name of that utility (or those utilities)?

Part 1. Detailed description of the facilities used to provide wastewater services (Section 403.9301(3)(a - c), F.S.)

A wastewater facility, as defined in the Introduction, includes the entire set of site design features and infrastructure for collection, conveyance, storage, infiltration, treatment, and disposal of wastewater, as well as any reuse of reclaimed water and any beneficial use or disposal of biosolids.

Please provide answers to the following questions regarding your wastewater system inventory and wastewater facility. Enter zero (0) if your system does not include the component. For questions regarding treatment, please include all facilities, including those that serve wholesale customers. For questions regarding population and wastewater collection within your service area, exclude customers served by and infrastructure owned/operated by wholesale utility customers.

How many domestic wastewater treatment facilities does your utility own that are currently in operation?

How many domestic wastewater treatment facilities owned by your utility are currently under construction (and not in operation)?

The total combined annual average daily influent flow design capacity of your treatment facilities (MGD):

The total combined annual average daily influent flow permitted capacity of your treatment facilities (MGD):

The total combined annual average daily influent flow of your treatment facilities (MGD):

Enter the percentage of the permanent population within your current service area in the following categories. Note that for this question, service area population is defined as total permanent residents residing within the geographic boundaries of the area being served directly by your collection system. If you have any wholesale utility customers, the population within their service area should be excluded from these calculations. The sum of percentages should total 100%:

- Percentage that is connected to the existing system:
- Percentage that is able to connect to the existing system but has yet to do so—e.g., an establishment or residence considered "available for connection" under a definition used by either a local ordinance or under s. 381.00655, F.S., but has not connected (such as a property with a collection main in an easement or right of way abutting the property line is still dependent on septic but will connect after an upcoming special assessment):
- Percentage that is not able to connect to the existing system:

Number	Unit of Measurement
	MGD
	MGD
	MGD

Total:	0%
Adjustment Still Needed:	100%

	A	B	C	D	E	F	G	H	I	J	K	L
98												
99	Please indicate which resources or documents you used when answering these questions (check all that apply).											
100												
101			<input type="checkbox"/>	Asset management system								
102			<input type="checkbox"/>	GIS program								
103			<input type="checkbox"/>	Wastewater facility permit application								
104			<input type="checkbox"/>	Aerial photos								
105			<input type="checkbox"/>	Past or ongoing budget investments								
106			<input type="checkbox"/>	Water quality projects								
107				Other(s):								
108												
109												
110												
111	Part 2. The number of current and projected connections and residents served calculated in 5-year increments (Section 403.99301(3)(b), F.S.)											
112	Complete the following table for the current and projected number of retail connections and residents served by your collection system and treatment facilities. In this part, only include retail connections (both residential and non-residential connections) and retail customers for both the collection and treatment projections. Exclude wholesale utility customers entirely. If needed, municipal and unincorporated county population projections are available in the Optional Growth Rate Schedules workbook posted on EDR's website.											
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122												

A	B	C	D	E	F	G	H	I	J	K	L
123	Part 3. The current and projected service area for wastewater services (Section 403.9301(3)(c), F.S.)										
124	Rather than providing detailed legal descriptions or maps, this part asks that you to provide the population(s) within your service area by jurisdiction for complete services (both wastewater collection and wastewater treatment) and partial service for collection only (i.e., your utility is a wholesale customer of another utility for wastewater treatment). For utilities with wholesale customers, we also ask that you provide the list of jurisdictions for which you only treat wastewater in the last table.										
125	First, what is the total permanent population that falls into these two categories? Exclude permanent residents who rely on septic tanks. If you do not provide one type of service, please enter zero.										
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133											
134	In the following tables, you will be asked to allocate the total populations reported above into the municipalities and/or unincorporated (county) areas served by your utility either with full service (collection and treatment) or partial (collection only). The Percent of Served Population column will automatically calculate the percentage based on the total permanent population reported above. In the final table, list the jurisdictions for which your utility contracts to treat their wastewater. If you do not provide one type of service, please leave that section blank.										
135											
136											
137	Full Service: Collection and Treatment										
138	Jurisdiction Information										
139	Type	Name	Service Area Includes Entire Jurisdiction?	Permanent Population							
140				Number Served	Percent of Served Population						
141											
142											
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164												
165												
TOTAL												
167	Partial Service: Collection Only											
168	Jurisdiction Information											
169	Type		Name		Service Area Includes Entire Jurisdiction?		Permanent Population		Number Served		Percent of Served Population	
170												
171												
172												
173												
174												
175												
176												
TOTAL												

Adjustment Still Needed (Based on Percent of Total Population Accounted For):

Adjustment Still Needed (Based on Percent of Total Population Accounted For):

A	B	C	D	E	F	G	H	I	J	K	L
178	Partial Service: Treatment Only (Wolesale Wastewater Treatment Customers)										
179	Jurisdiction Information										
180	Type	Name	Service Area Includes Entire Jurisdiction?								
181											
182											
183											
184											
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196	<p>If your service area is expected to change within the 20-year horizon, please describe the changes (e.g., the expiration of an interlocal agreement, introduction of an independent special district, etc.). Maps may be provided to further describe areas beyond the geographic limits of your jurisdiction.</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>										
197											
198											
199											
200											
201											

[Continue to Part 4](#)

	A	B	C	D	E	F	G	H	I	J	K																										
1																																					
2	Part 4.0 The current and projected cost of providing wastewater services calculated in 5-year increments (Section 403.9301(3)(d), F.S.)																																				
3	Given the volume of services, jurisdictions should use the template's service groupings rather than reporting the current and projected cost of each individual service. Therefore, for the purposes of this document, "services" means:																																				
4	1. Routine operation and maintenance (including ongoing administration, and non-structural programs) of a wastewater facility.																																				
5	2. Expansion of a wastewater facility.																																				
6																																					
8	For the purposes of this template, the term "expansion" means capital improvements, new work, new projects, retrofitting, and significant upgrades. Within the template, there are six categories of expansion projects that are explained in Part 5. Briefly, they are: Effluent Management, Water Quality, Reuse Development, Resiliency, End of Useful Life Replacements, and Septic to Sewer Conversions.																																				
10	Part 4.1 deals solely with routine operation and maintenance. Expansion is dealt with in Part 5.																																				
12	All answers should be based on local fiscal years (October 1 through September 30). An inflation index is included in the Optional Growth Rate Schedules Excel workbook.																																				
13																																					
14	Part 4.1 Routine Operation and Maintenance																																				
15	Please complete the table below, indicating the cost of operation and maintenance activities for the current year and subsequent five-year increments throughout the 20-year horizon. Your response to this part should exclude future O&M costs associated with reuse development and resiliency initiatives. O&M costs for these activities are included in later tables. However, O&M costs associated with all other project categories as well as non-structural programs like public outreach and education should be included in your Routine O&M projections.																																				
16	If specific cost data is not available, the most recent (2020-21) O&M value can be entered into the Optional Growth Rate Schedules workbook and grown using the provided options for inflation, population growth, or by some other metric of your choosing. If the growth in your projected O&M total costs is more than 15% over any five-year increment, please provide a brief explanation of the major drivers.																																				
18																																					
19																																					
20	Routine Operation and Maintenance																																				
21	Expenditures (in \$thousands)																																				
22	<table border="1"> <thead> <tr> <th rowspan="2">LFY 2021-2022</th> <th colspan="2">2022-23 to 2026-27</th> <th colspan="2">2027-28 to 2031-32</th> <th colspan="2">2032-33 to 2036-37</th> <th colspan="2">2037-38 to 2041-42</th> </tr> <tr> <th>2026-27</th> <th>2031-32</th> <th>2036-37</th> <th>2041-42</th> <th></th> <th></th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>											LFY 2021-2022	2022-23 to 2026-27		2027-28 to 2031-32		2032-33 to 2036-37		2037-38 to 2041-42		2026-27	2031-32	2036-37	2041-42													
LFY 2021-2022	2022-23 to 2026-27		2027-28 to 2031-32		2032-33 to 2036-37		2037-38 to 2041-42																														
	2026-27	2031-32	2036-37	2041-42																																	
23	Operation and Maintenance Costs																																				
24	Brief description of growth greater than 15% over any 5-year period:																																				
25																																					

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Part 5. The current and projected cost of providing wastewater services calculated in 5-year increments (Section 403.9301(3)(c), F.S.)

As briefly explained in the introduction to Part 4, "expansion" means new work, new projects, retrofitting, and significant upgrades to a collection system, wastewater treatment facility or other component. In this template, there are six broad categories for expansion projects. Expansion projects are further characterized as currently having either a committed funding source or no identified funding source. Examples of a committed funding source include the project's capital cost within current budget levels or forecasted revenue growth; financing that is underway or anticipated (bond or loan); known state or federal funding (appropriation or grant); special assessment; or dedicated cash reserves for future expenditure. Projects with No Identified Funding Source include those that would necessitate rate increases, would require the delay of other needed projects, and/or in which state or federal funding has not yet been secured. Please note that there are separate tables for projects with a committed funding source and those with no identified funding source.

Of the six broad expansion categories discussed below, two (Effluent Management and Water Quality) are grouped together in Part 5.1. While the last four categories (Reuse Development, Resiliency, End of Useful Life Replacements, and Septic to Sewer Conversions) have components that may otherwise fit into the first categories, they are separately treated given their overall importance to the Legislature.

In the tables that follow, please list each expansion project under only one category. Choose the category which is the greatest driver for the project.

The six categories are:

1. **Effluent Management:** This includes capital projects intended for effluent management to meet regulatory and statutory mandates such as compliance with SB 64 (s. 403.064(17), F.S.). For this category, the subcategory options refer to recent statutory requirements. If a project falls outside of those provisions and their accompanying regulations, please select "other." The statutory options are: s. 403.064(17), F.S. (surface water discharge elimination), s. 403.086(10), F.S. (ocean outfalls legislation), Clean Waterways Act, 2016 Springs and Aquifer Protection Act, other.
2. **Water Quality Projects:** This includes projects to meet regulatory requirements to improve water quality such as advanced wastewater treatment, surface water discharge, biosolids, etc. If a project addresses multiple governmental purposes (beyond those directly related to wastewater), the projected expenditures should reflect only those costs associated with the wastewater components. Projects may be associated with impaired waters or waters with total maximum daily loads (TMDLs), BMAPs, state adopted Restoration Plans, Alternative Restoration Plans, other statutory or regulatory requirements, or other local water quality needs. Subcategories for Water Quality include: advanced wastewater treatment, surface water discharge, biosolids, nutrient removal, and other.
 - o If you are party to an adopted BMAP, please include the capital projects associated with wastewater in this table. Include BMAP project number, cost to your jurisdiction, and year(s) that capital improvement costs are to be incurred. For reference, DEP publishes a complete list of adopted BMAP projects as an appendix in their Annual STAR Report.
3. **Reuse Development Projects:** This includes projects to improve or expand reuse as an alternative water supply, such as potable reuse projects, expansion of existing reuse systems, aquifer recharge, etc. If the project addresses multiple governmental purposes, the projected expenditures should reflect only those costs associated with wastewater components. Include O&M costs for these projects and investment in this table (not in part 4.1). Subcategories for Reuse Development include: alternative water supply, potable reuse, construction of new reuse systems, expansion of existing reuse systems, and aquifer recharge, and other.
4. **Resiliency Initiatives Related To Climate Change:** This category includes initiatives or projects undertaken to avoid or minimize adverse effects of climate change. Include O&M costs for these future resiliency projects and investments in this table (not in part 4.1). If your jurisdiction participates in a Local Mitigation Strategy, include expenditures associated with your wastewater management system in this category. Subcategories for Resiliency Initiatives refer to the primary inspiration (i.e., what the project is undertaken to avoid or minimize the effects of): sea-level rise, increased flood events, drought, increased inflow / infiltration, severe storm impact / mitigation, and other.
5. **End of Useful Life Replacement Projects:** Rather than reporting the exact number of useful years remaining for individual components, this section is constructed to focus on infrastructure components that are targeted for replacement and will be major expenses within the 20-year time horizon. Major replacements may include pipe networks, treatment units, pump stations, physical/biological filter media, biosolids dryers, etc. In order to distinguish between routine maintenance and replacement projects as used in this part, only major expenses are included here. A major expense is defined as any single replacement project greater than 5% of the jurisdiction's total O&M expenditures over the most recent five-year period (fiscal years 2016-2017 to 2020-2021). Subcategories refer to the part of the wastewater system being replaced: collection system (pipes), lift station or component, treatment facility, and other.

	A	B	C	D	E	F	G	H	I	J	K					
78	No Identified Funding Source															
79																
80	Project ID Information															
81	Category		Subcategory		Project Name		LFY 2021-2022		2022-23 to 2026-27		2027-28 to 2031-32		2032-33 to 2036-37		2037-38 to 2041-42	
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103	Please indicate which resources or documents you used to complete table 5.1 (check all that apply).															
104	<input type="checkbox"/> Wastewater Master Plan															
105	<input type="checkbox"/> Basin Studies or Engineering Reports															
106	<input type="checkbox"/> Adopted BMAP															
107	<input type="checkbox"/> Adopted Total Maximum Daily Load															
108	<input type="checkbox"/> Wastewater Facility Capacity Report															
109	<input type="checkbox"/> Regional or Basin-specific Water Quality Improvement Plan or Restoration Plan															
110	Specify:															
111	<input type="checkbox"/> Other(s):															

	A	B	C	D	E	F	G	H	I	J	K
112											
113	Part 5.2 Reuse Development Projects										
114	Please list any reuse development projects. Include O&M costs for these projects in this table (not in part 4.1).										
115											
116											
117	Committed Funding Source										
118			Project ID Information				Expenditures (in \$thousands)				
119		Subcategory	Project Name		LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
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128											
129											
130											
131											
132			Project ID Information				Expenditures (in \$thousands)				
133		Subcategory	Project Name		LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
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145	Part 5.3 Wastewater projects that are part of resiliency initiatives related to climate change										
146	Please list any wastewater infrastructure relocation or modification projects and new capital investments undertaken to avoid or minimize any adverse effects of climate change. Include O&M costs for these future resiliency projects and investments in this table (not in part 4.1).										
147	Committed Funding Source										
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164	No Identified Funding Source										
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177	Part 5.4 The estimated remaining useful life of each facility or its major components (Section 403.9301(3)(e), F.S.)									
178	Please list major replacement projects for aging infrastructure. Major replacements may include pipe networks, treatment units, pump stations, physical/biological filter media, biosolids dryers, etc. A major project is one with expenses greater than 5% of the jurisdiction's total O&M expenditures over the most recent five-year period (fiscal years 2016-2017 to 2020-2021).									
179	Committed Funding Source									
180	Subcategory	Project ID Information	Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
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194										
195	No Identified Funding Source									
196	Subcategory	Project ID Information	Project Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
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208												
209	Part 5.5 Septic to Sewer Conversion Initiatives											
210	List any septic to sewer initiatives in the following tables. Unlike other parts of this needs analysis, this section distinguishes between the utility's direct expenses (e.g., for collection mains) and the projected infrastructure costs associated with new connections typically borne by customers. Additionally, a new column has been added to these tables to indicate the estimated number of new connections for each initiative.											
211	Committed Funding Source											
212												
213												
214												
215	Initiative Name	Initiative Information				Estimated Number of Connections	Expenditures (in \$thousands)					
216						LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
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226												
227	No Identified Funding Source											
228												
229	Initiative Name	Initiative Information				Estimated Number of Connections	Expenditures (in \$thousands)					
230						LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
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	A	B	C	D	E	F	G	H	I	J	K
240	All Customer Expenses										
241	Initiative Information										
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[Continue to Part 6](#)

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1 **Part 6.0 The most recent 5-year history of annual contributions to, expenditures from, and balances of any capital account for maintenance or expansion of any facility or its major components. (Section 403.9301(3)(f), F.S.)**

2

3

4 This part of the template also addresses a portion of s. 403.9301(3)(g), F.S., by including historical expenditures. Many local governments refer to these as "actual" expenditures.

5

6 Consistent with expenditure projections, the jurisdiction's actual expenditures are categorized into routine O&M, effluent management, water quality, reuse development, resiliency projects, replacement of aging infrastructure, and septic to sewer conversion initiatives. Additionally, the table includes space for reserve accounts. EDR's interpretation of subparagraph 403.9301(3)(f), F.S., is that "capital account" refers to any reserve account developed specifically to cover future expenditures.

7

8 Unlike Part 5, historical expenditures are aggregated by individual year and category; they are not separated by individual project.

9 Note that for this table:

- 10 • Expenditures for local fiscal year 2020-21 can be estimated based on the most current information if final data is not yet available.
- 11 • Current Year Revenues include tax and fee collections budgeted for that fiscal year; state and federal grants; and unexpended balances from the prior year (balance forward or carry-over) unless they are earmarked for the rainy day or a dedicated reserve as explained in the following bullets.
- 12 • Bond proceeds should reflect only the amount expended in the given year. The term includes the proceeds from any form of debt, including public and private loans.
- 13 • A reserve is a dedicated account to accumulate funds for a specific future expenditure. If you have a reserve account but it does not fit into a specific category, please assign it to the O&M category.
- 14 • An all-purpose rainy day fund is a type of working capital fund typically used to address costs associated with emergencies or unplanned events.

15

16 The sum of the values reported in the "Funding Sources for Actual Expenditures" columns should equal the total "Actual Expenditures" amount. The cells in the "Funding Sources for Actual Expenditures" section will be highlighted red if their sum does not equal the "Actual Expenditures" total.

17

18 If you do not have a formal reserve dedicated to your wastewater system, please enter zero for the final two reserve columns.

19 **Routine O&M**

	Total Actual Expenditures	Funding Sources for Actual Expenditures				Contributions to Reserve Account	Balance of Reserve Account
		Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund		
20 2016-17							
21 2017-18							
22 2018-19							
23 2019-20							
24 2020-21							

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30	Effluent Management																																																																																																					
31	<table border="1"> <thead> <tr> <th colspan="12">Funding Sources for Actual Expenditures</th> </tr> <tr> <th>Total</th> <th>Amount Drawn from Current Year Revenues</th> <th>Amount Drawn from Bond Proceeds</th> <th>Amount Drawn from Dedicated Reserve</th> <th>Amount Drawn from All-Purpose Rainy Day Fund</th> <th>Contributions to Reserve Account</th> <th>Balance of Reserve Account</th> <th colspan="6"></th> </tr> </thead> <tbody> <tr> <td>2016-17</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2017-18</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2018-19</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2019-20</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2020-21</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>												Funding Sources for Actual Expenditures												Total	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account							2016-17													2017-18													2018-19													2019-20													2020-21												
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57		Resiliency									
58			Total	Funding Sources for Actual Expenditures							
59			Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account		
60		2016-17									
61		2017-18									
62		2018-19									
63		2019-20									
64		2020-21									
65											
66		Replacement of Aging Infrastructure									
67			Total	Funding Sources for Actual Expenditures							
68			Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account		
69		2016-17									
70		2017-18									
71		2018-19									
72		2019-20									
73		2020-21									
74											
75		Septic to Sewer Initiatives									
76			Total	Funding Sources for Actual Expenditures							
77			Actual Expenditures	Amount Drawn from Current Year Revenues	Amount Drawn from Bond Proceeds	Amount Drawn from Dedicated Reserve	Amount Drawn from All-Purpose Rainy Day Fund	Contributions to Reserve Account	Balance of Reserve Account		
78		2016-17									
79		2017-18									
80		2018-19									
81		2019-20									
82		2020-21									
83											

Part 7.0 The local government's plan to fund the maintenance or expansion of any facility or its major components. The plan must include historical and estimated future revenues and expenditures with an evaluation of how the local government expects to close any projected funding gap (Section 403.9301(3)(g), F.S.)

In this template, the historical data deemed necessary to comply with s. 403.9301(3)(g), F.S., was included in part 6.0. This part is forward looking and includes a funding gap calculation. The first two tables will be auto-filled from the data you reported in prior tables. To do this, EDR will rely on this template's working definition of projects with committed funding sources, i.e., EDR assumes that all committed projects have committed revenues. Those projects with no identified funding source are considered to be unfunded. EDR has automated the calculation of projected funding gaps based on these assumptions.

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In the table below, please list any specific strategies that will close or lessen a projected funding gap. For each strategy, also include the expected new revenue within the five-year increments.

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1	Additional Projects Table									
2	Choose from the drop-down lists for Project & Type information, then fill in the project name and expenditure estimates									
3	Projects in this table are automatically added to the totals aggregated in part 7. The only subcategory that will not be included in the "Septic to Sewer Conversions" category									
4	Rows that are highlighted RED are either missing information in a "Project & Type Information" column or have zero expenditures									
5	Link to associated table to crosscheck for missing Project & Type information									
6										
7										
8	Project & Type Information									
9	Funding Source Type	Category	Subcategory	Project/Initiative Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42	
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8	Funding Source Type	Category	Project & Type Information Subcategory	Project/Initiative Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42	
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8	9	A		B		C		D		E		F		G		H		I		J		K		
		Funding Source Type	Category	Subcategory	Project/Initiative Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42														
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8	Funding Source Type	Category	Project & Type Information Subcategory	Project/Initiative Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42	
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A	B	C	D	E	F	G	H	I	J	K	
											Expenditures (in \$thousands)
Funding Source Type		Category	Project & Type Information		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
212-Aggregated Table with Category Totals		Subcategory	Project/Initiative Name		2021-2022	2026-27	2031-32	2036-37	2041-42		
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			Project & Type Information		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
214											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
215											
Committed Funding Source			Effluent Management	Aggregated Total	\$	-	\$	-	\$	-	\$
Committed Funding Source			Water Quality	Aggregated Total	\$	-	\$	-	\$	-	\$
Committed Funding Source			Reuse Development	Aggregated Total	\$	-	\$	-	\$	-	\$
Committed Funding Source			Resiliency/Initiatives	Aggregated Total	\$	-	\$	-	\$	-	\$
Committed Funding Source			End of Useful Life Replacement	Aggregated Total	\$	-	\$	-	\$	-	\$
Committed Funding Source			Septic to Sewer Conversions	Aggregated Total	\$	-	\$	-	\$	-	\$
216											
No Identified Funding Source			Effluent Management	Aggregated Total	\$	-	\$	-	\$	-	\$
No Identified Funding Source			Water Quality	Aggregated Total	\$	-	\$	-	\$	-	\$
No Identified Funding Source			Reuse Development	Aggregated Total	\$	-	\$	-	\$	-	\$
No Identified Funding Source			Resiliency/Initiatives	Aggregated Total	\$	-	\$	-	\$	-	\$
No Identified Funding Source			End of Useful Life Replacement	Aggregated Total	\$	-	\$	-	\$	-	\$
No Identified Funding Source			Septic to Sewer Conversions	Aggregated Total	\$	-	\$	-	\$	-	\$
217											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
218											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
219											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
220											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
221											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
222											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
223											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
224											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
225											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
226											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
227											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
228											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
229											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
230											
			Project/Initiative Name		LFY	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
			Subcategory		2021-2022	2026-27	2031-32	2036-37	2041-42		
					Total of Projects without funding Source Type, Category, and/or Subcategory						
					0	0	0	0	0		

B	A	Funding Source Type	C	D	E	Expenditures (in \$ thousands)					K
						F	G	H	I	J	
9		Category	Subcategory	Project/Initiative Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
231	Aggregated Table with Individual Subcategories										
232											
233											
234											
235		Committed Funding Source	Effluent Management	s. 403.064(17), F.S. (surface water discharge elimination)	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
236		Committed Funding Source	Effluent Management	s. 403.065(10), F.S. (ocean outfalls legislation)	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
237		Committed Funding Source	Effluent Management	Clean Waterways Act	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
238		Committed Funding Source	Effluent Management	2016 Springs and Aquifer Protection Act	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
239		Committed Funding Source	Effluent Management	Other	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
240		Committed Funding Source	Water Quality	Advanced Wastewater Treatment	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
241		Committed Funding Source	Water Quality	Surface Water Discharge	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
242		Committed Funding Source	Water Quality	Biosolids	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
243		Committed Funding Source	Water Quality	Nutrient Removal	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
244		Committed Funding Source	Water Quality	Other	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
245		Committed Funding Source	Reuse Development	Potable Reuse Projects	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
246		Committed Funding Source	Reuse Development	Creation of New Reuse Systems	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
247		Committed Funding Source	Reuse Development	Expansion of Existing Reuse Systems	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
248		Committed Funding Source	Reuse Development	Aquifer Recharge	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
249		Committed Funding Source	Reuse Development	Other	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
250		Committed Funding Source	Resiliency Initiatives	Sea Level Rise	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
251		Committed Funding Source	Resiliency Initiatives	Inland Flooding	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
252		Committed Funding Source	Resiliency Initiatives	Drought	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
253		Committed Funding Source	Resiliency Initiatives	Reduce Inflow / Infiltration	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
254		Committed Funding Source	Resiliency Initiatives	Severe Storm Impact / Mitigation	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
255		Committed Funding Source	Resiliency Initiatives	Other	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
256		Committed Funding Source	End of Useful Life Replacement	Collection System (Pipes)	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
257		Committed Funding Source	End of Useful Life Replacement	Lift Station Or Component	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
258		Committed Funding Source	End of Useful Life Replacement	Treatment Facility	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
259		Committed Funding Source	End of Useful Life Replacement	Other	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
260		Committed Funding Source	Septic to Sewer Conversions	Utility Expenditures	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	
261		Committed Funding Source	Septic to Sewer Conversions	Customer Expenses	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -	

A	B	C	D		E	Expenditures (in \$'thousands)					K
			Project & Type Information			F	G	H	I	J	
8	Funding Source Type	Category	Subcategory	Project/Initiative Name	LFY 2021-2022	2022-23 to 2026-27	2027-28 to 2031-32	2032-33 to 2036-37	2037-38 to 2041-42		
9	No Identified Funding Source	Effluent Management	Effluent Management	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
262	No Identified Funding Source	Effluent Management	Effluent Management	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
263	No Identified Funding Source	Effluent Management	Effluent Management	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
264	No Identified Funding Source	Effluent Management	Effluent Management	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
265	No Identified Funding Source	Effluent Management	Effluent Management	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
266	No Identified Funding Source	Effluent Management	Effluent Management	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
267	No Identified Funding Source	Water Quality	Water Quality	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
268	No Identified Funding Source	Water Quality	Water Quality	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
269	No Identified Funding Source	Water Quality	Water Quality	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
270	No Identified Funding Source	Water Quality	Water Quality	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
271	No Identified Funding Source	Water Quality	Water Quality	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
272	No Identified Funding Source	Reuse Development	Reuse Development	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
273	No Identified Funding Source	Reuse Development	Reuse Development	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
274	No Identified Funding Source	Reuse Development	Reuse Development	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
275	No Identified Funding Source	Reuse Development	Reuse Development	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
276	No Identified Funding Source	Resiliency Initiatives	Resiliency Initiatives	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
277	No Identified Funding Source	Resiliency Initiatives	Resiliency Initiatives	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
278	No Identified Funding Source	Resiliency Initiatives	Resiliency Initiatives	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
279	No Identified Funding Source	Resiliency Initiatives	Resiliency Initiatives	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
280	No Identified Funding Source	Resiliency Initiatives	Resiliency Initiatives	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
281	No Identified Funding Source	Resiliency Initiatives	Resiliency Initiatives	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
282	No Identified Funding Source	Resiliency Initiatives	Resiliency Initiatives	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
283	No Identified Funding Source	End of Useful Life Replacement	End of Useful Life Replacement	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
284	No Identified Funding Source	End of Useful Life Replacement	End of Useful Life Replacement	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
285	No Identified Funding Source	End of Useful Life Replacement	End of Useful Life Replacement	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
286	No Identified Funding Source	End of Useful Life Replacement	End of Useful Life Replacement	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
287	No Identified Funding Source	Septic to Sewer Conversions	Septic to Sewer Conversions	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
288	No Identified Funding Source	Septic to Sewer Conversions	Septic to Sewer Conversions	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		
289	No Identified Funding Source	Septic to Sewer Conversions	Septic to Sewer Conversions	Aggregated Total	\$ -	\$ -	\$ -	\$ -	\$ -		

ORDINANCE NO. 2022-10

AN ORDINANCE OF THE TOWN OF REDINGTON SHORES, FLORIDA, AMENDING § 124-12 OF THE TOWN CODE CONCERNING MAINTENANCE AND CLEANOUT REQUIREMENTS FOR PRIVATE SANITARY SEWER LINES; MAKING RELATED FINDINGS, PROVIDING FOR CODIFICATION, SEVERABILITY, AND FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 124 of the Town Code regulates sewage and sewage systems; and

WHEREAS, § 124-12 of the Town Code currently provides for certain requirements for the maintenance and repair of privately-owned sanitary sewer infrastructure located on private property and connected to the Town's sanitary sewer infrastructure; and

WHEREAS, the Town's recent experiences have revealed that the current version of § 124-12 of the Town Code does not adequately provide for the requirements which should be maintained by the owners, tenants and occupants of buildings within the Town which are connected to the Town's sanitary sewer infrastructure; and

WHEREAS, certain provisions of the current version of § 124-12 of the Town Code only apply to residential properties whereas the Town's intention is that all structures within the Town which are connected to the Town's sanitary sewer system, regardless of use, must comply with the requirements of § 124-12 so as to best protect the significant investment made by many generations of Town taxpayers and rate payers in creating and maintaining the Town's sanitary sewer infrastructure; and

WHEREAS, the Town's recent experience has demonstrated that privately-owned sections of sewer lateral lines either do not include properly placed cleanout plugs, or that such cleanout plugs have been paved over or otherwise been allowed to become buried, lost or obstructed so as to make diagnosing and remedying sewage flow problems more difficult and expensive for owners; and

WHEREAS, the Board of Commissioners has discussed the revisions to § 124-12 set forth herein and finds that it is in the best interest of the Town, its residents, and property owners, to approve the regulatory measures set forth in this Ordinance.

NOW, THEREFORE BE IT ORDAINED by the Board of Commissioners of the Town of Redington Shores, Florida, that:

Section 1. Section 124-12 of the Redington Shores Town Code is hereby amended to read as follows:

Sec. 124-12. — Sanitary sewer line cleanout access and User's maintenance responsibilities; failure to comply.

A. The owner, and tenant, or occupant of any building having plumbing fixtures installed and intended for human habitation, occupancy or use the property shall be jointly and continuously responsible for maintaining and keeping the portions of the sanitary sewer fixtures, pipes and lines located on private property, including properties covered by town easements, and which lead to the town's sanitary sewer infrastructure leading to and between the plumbing system of his or her premises to the town's main sewer clean and free from obstructions. Such owners, tenants or occupants and shall not cause, suffer or permit any article or substance thing to be introduced into the portions of the sanitary sewer fixtures, pipes and lines located on private property said pipe which causes, or is reasonably likely to cause a blockage or obstruction stoppage thereof. Such owners, tenants or occupants shall also promptly repair or replace portions of the sanitary sewer fixtures, pipes and lines located on private property where such infrastructure has been found to have structurally failed or to be leaking.

A.B. In addition to the general code enforcement penalties set forth in the town code, failure of an owner, tenant or occupant to comply with the requirements of subsection (A) above keep the sewer pipe leading from the plumbing system to the sewer main clean and maintained in proper condition, free from leaks and infiltration, will give the town the right to disconnect the property from the town's cut-off the sanitary sewer connection, and to maintain such disconnection until the owner, tenant or occupant demonstrates to the town that compliance with the requirements of subsection (A) has been achieved which shall not be reconnected until the sewer pipe is cleaned and maintained properly.

C. While multiple tenants or buildings on the same lot are not prohibited from connecting to a common sanitary sewer lateral line, all portions of the privately-owned portions of a sanitary sewer system, including all lateral lines, shall be located within the owner's lot lines. In the event historical privately-owned portions of the system were allowed to encroach into town property, prior to the owner's undertaking of work on that portion of the lateral or other private system component in town property, the owner shall apply to the building official for a right-of-way permit. All work on such private infrastructure located in town property shall be performed according to the requirements of the issued permit, and must be inspected and approved by the building official or his/her designee.

B.D. Any structural repair, renovation or modification to a building having plumbing fixtures installed and intended for human habitation, occupancy or use which have a construction value (as measured by the permit(s) obtained for the project) of ten (10) residential property totaling 25 percent or more of the market structural value of the property, or any bathroom or kitchen renovation that requires changing or modifying sewer connections within the structure regardless of value, will require the owner to install, or demonstrate to the town building official the current existence of, an adequate sewer cleanout plug located at intervals of not more than 100 feet (or such alternative interval as may be required by the current state building code) to provide access for cleaning to be installed within the sanitary sewer lateral line for the purpose of cleaning out the line. The first such cleanout plug shall be installed proximate to the building's foundation at a location provided for in the adopted building code and approved by the building official as

~~close to the owner's property line as may be reasonably appropriate. Where a sanitary sewer lateral line on private property makes a change in direction greater than fourth five (45) degrees, a cleanout shall be installed at the location of the change of direction.~~

~~C. Any bathroom or kitchen renovation that requires changing or modifying sewer connections within the structure will require at least one cleanout plug be installed within the existing sanitary line for the purpose of cleaning out the line. Such plug shall be installed as close to the owner's property line as may be reasonably appropriate.~~

~~E. All cleanout plugs required by this code or the Florida Building Code may not be paved over or covered with cement, asphalt, pavers, natural or artificial grass, fabric weed barrier, or any other structure or product which would prohibit its being viewed and located by the town's building official, code enforcement deputy, or a private contractor attempting to perform an inspection, maintenance, repairs, or a cleanout of the sanitary sewer line served by the cleanout plug.~~

Section 2. For purposes of codification of any existing section of the Redington Shores Code herein amended, words underlined represent additions to original text, words ~~stricken~~ are deletions from the original text, and words neither underlined nor stricken remain unchanged.

Section 3. If any section, subsection, sentence, clause, provision or word of this Ordinance is held unconstitutional or otherwise legally invalid, same shall be severable and the remainder of this Ordinance shall not be affected by such invalidity, such that any remainder of the Ordinance shall withstand any severed provision, as the Board of Commissioners would have adopted the Ordinance and its regulatory scheme even absent the invalid part.

Section 4. The Codifier shall codify the substantive amendments to the Redington Shores Code contained in Section 1 of this Ordinance as provided for therein, and shall not codify the exordial clauses nor any other sections not designated for codification.

Section 5. Pursuant to Florida Statutes § 166.041(4), this Ordinance shall take effect immediately upon adoption.

ADOPTED ON FIRST READING on the __ day of _____, 2022, by the Board of Commissioners of the Town of Redington Shores, Florida.

ADOPTED ON SECOND AND FINAL READING on the __ day of _____, 2022, by the Board of Commissioners of the Town of Redington Shores, Florida.

Attest:

MaryBeth Henderson, Mayor Commissioner

Tracy Campbell, Acting Town Clerk