Town of Lake Hamilton

Town Council Regular Meeting Agenda – September 9, 2025

Time: 6:00 P.M.
Location: Chambers 100 Smith Avenue

Phyllis Hall, Mayor
Robert Mathis, Vice Mayor
Cora Perry Roberson, Council Member Seat 1
Carmen Demanche, Council Member Seat 4

1. CALL TO ORDER

2. INVOCATION

3. PLEDGE TO ALLEGIANCE

4. ROLL CALL

5. PRESENTATION

A. Kokomo Groves conceptual plan presentation

6. CONSENT AGENDA

Note: Members of the Council may remove items from the Consent Agendas if they wish to discuss them. Requests for removal need to be made known to the Mayor under the Approval of the Order of Business at the beginning of the meeting.

A. August 5, 2025, Regular Council Meeting minutes

B. August 12, 2025, Budget Workshop Meeting minutes

C. August 26, 2025, Budget Workshop meeting minutes

D. Board of Adjustment Application

7. PUBLIC COMMENT – NON-AGENDA ITEMS (Limited to 3 Minutes)

Your Town Council welcomes and invites citizens to comment on items (Non- Agenda Items) of community interest/concern or to bring forth areas of personal attention which may not have been fully addressed by Town Staff after prior contact to Town Hall, the Council may immediately act on any item or may request it be placed on a future agenda for further consideration.

8. OLD BUSINESS

A. Public Hearing: Second reading and adoption of Ordinance O-2025-XX regarding amending/repealing Town Code, Sections 16-236 and 16-237 to comply with SB 784.

B. Public Hearing: Second reading and adoption hearing for Ordinance O-2025-XX regarding Chapter 8, Buildings and Building Regulations, Section 8.1 regarding Certificates of Competency and Chapter 28, Taxation, Section 28.1.

C. Council discussion for the White Clay subdivision regarding access at the request of the

developer, Cassidy Holdings LLC.

9. NEW BUSINESS

A. First Reading of Ordinance O-2025-XX Amending the Onsyte Performance Systems current rate and replacing with the existing wastewater rates already adopted.

B. First Reading of Ordinance O-2025-XX Amending Section 32-16 of the Towns Utility Code regarding leak adjustments.

C. Consider renewal of Republic Services contract for refuse services.

D. Resolution R-2025-XX Budget Amendment to transfer funds within the Police Department Budget. A Resolution of the Town Council of the Town of Lake Hamilton, Polk County, Florida, adopting a budget amendment for the Town of Lake Hamilton for Fiscal Year 2024-2025; delineating an amendment to the expenditures by department of activity; repealing all provisions in conflict herewith; providing for severability; and providing for an effective date.

E. Request to Purchase Vehicle for the Police Department.

F. Continued discussion regarding the Citrus Connection Bus Shelters.

G. Legislative intent and staff direction to rewrite Section 16-108 regarding C-1 Commercial zoning District standards uses; Section 16-109 regarding C-2 Neighborhood Commercial District standards and uses; Sec. 16-103. - Establishment of zoning districts; Sec. 16-103.1. - Zoning district summary tables; Section 16-103.1(A) Table of Land Uses.

H. Discussion for options to improve the functionality of the new parking area at Veterans Park.

I. Approve Town Administrator Evaluation and consider merit increase.

10. STAFF REPORTS

TOWN ADMINISTRATORS REPORT

TOWN CLERK REPORT

TOWN ATTORNEY REPORT

TOWN COUNCIL COMMENTS

11. ADJOURNMENT

12. Any opening invocation that is offered before the official start of the Town Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Town Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Town Council or the town staff, and the Town is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Person in attendance at the Town Council meeting are invited to stand during the opening ceremony. However, such invitation shall not be construed as a demand, order, or any other type of

command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the Town Council Chambers or exit the Town Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance.

Any person desiring to appeal any decision made by the Town Council, with respect to any matter considered at such meeting or hearing, will need a record of the proceedings, and for such purposes, must ensure that a verbatim record and transcript of the proceeding is made in a form acceptable for official court proceedings, which record includes the testimony and evidence upon which the appeal is to be based. It shall be the responsibility of the person desiring to appeal any decision to prepare a verbatim record and transcript at his/her own expense, as the Town does not provide one. (F.S.286.26.105)
ATTN: PERSONS WITH DISABILITIES. In accordance with the American with Disabilities Act and Section 286.26, Florida Statutes, persons needing special accommodations to participate in this proceeding, please contact the Town Clerks Office at 863-439-1910, at least forty-eight (48) hours prior to the meeting, provide a written request to the Office of the Town Clerk. If you are hearing or speech impaired, please contact the
Florida Relay Service by dialing 7-1-1 or 1-800- 955-8771 (TTY) / 1-800-955-8770 (Voice).

5.A

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Britney Sandoval, Town Administrator

FROM: Jeffrey Ball, AICP, Community Development Director

AGENDA ITEM: Kokomo Groves conceptual plan presentation

DATE: September 9, 2025

SUMMARY & RECOMMENDATION: The proposed conceptual plan shows 70 40' wide lots and 77 50' wide lots. Lot total is 147 single-family residential homes with access along the south side of Kokomo Rd. just East of US 27. Please see attached plan.

Please note that the conceptual plan is non-binding and has not been reviewed for compliance with the Town's Land Development Code or other regulatory agencies.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☐ NO: ☒ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☒

If Yes, Please Explain: N/A

RECOMMENDATION:

ATTACHMENT(S):
Site Plan 2025-08-19 Kokomo Grove.pdf

LAKE HAMILTON GROVE

A SINGLE FAMILY HOME SUBDIVISION
TOWN OF LAKE HAMILTON, FLORIDA

SITE INFORMATION

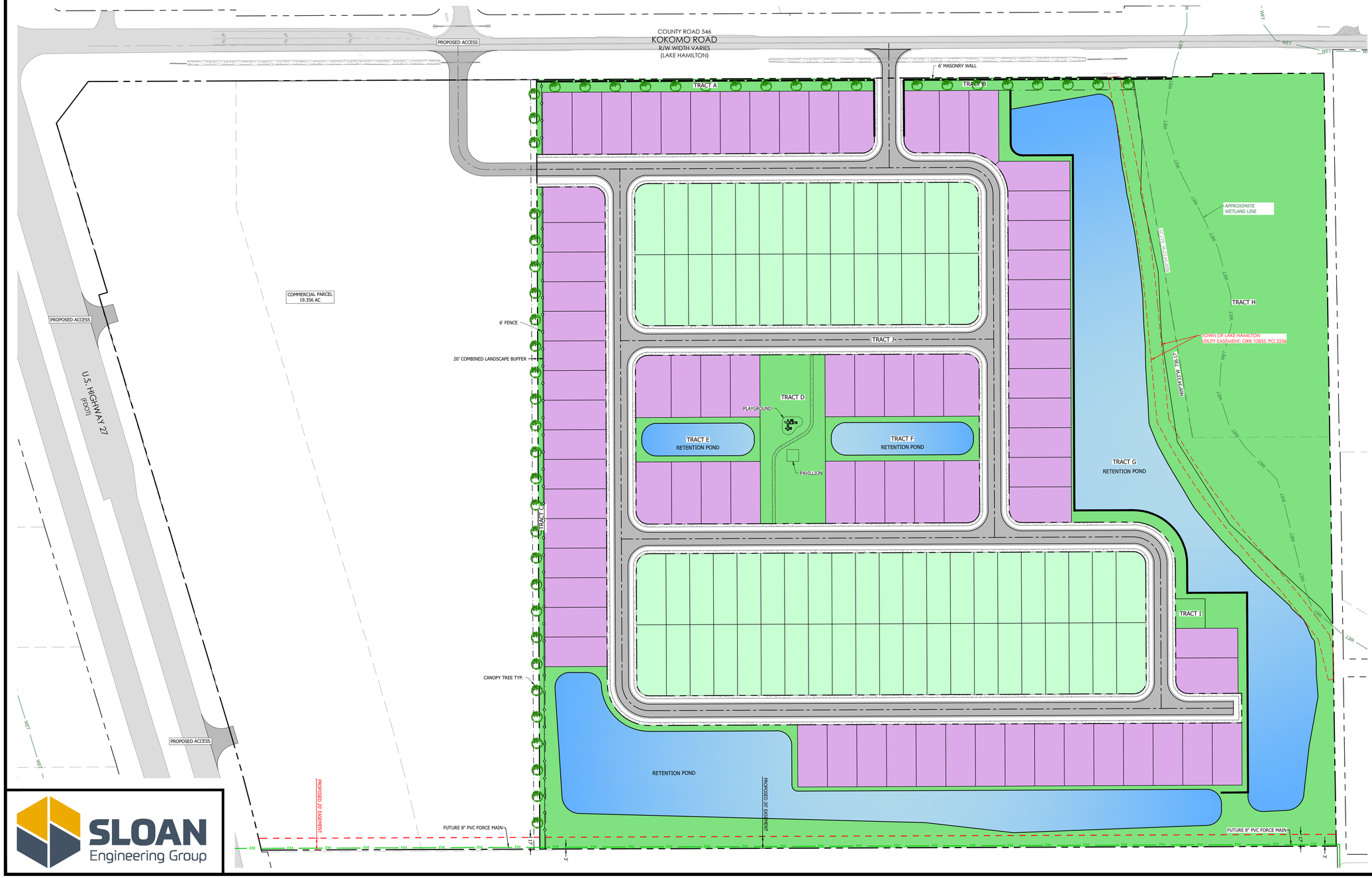
PARCEL ID:	272817-000000-011030 & 272817-000000-011010
PROPOSED USE:	SINGLE FAMILY HOME, RESIDENTIAL
FUTURE LAND USE:	AGRICULTURAL LANDS / CONSERVATION LANDS / COMMERCIAL / SERVICE
PROPOSED ZONING:	PUD (PLANNED UNIT DEVELOPMENT)
PROJECT AREA:	39.923 AC
PROPOSED LOTS:	147
PROPOSED DENSITY:	3.68 DU/AC
PROPOSED OPEN SPACE:	16.55 AC
LOT SIZE:	SINGLE FAMILY DETACHED (50' x 105') & (40' x 120')

UNIT COUNT

50' x 105' SINGLE FAMILY HOME LOTS:	77 LOTS
40' x 120' SINGLE FAMILY HOME LOTS:	70 LOTS
TOTAL LOTS:	147 LOTS

PROPOSED SETBACKS
TYPICAL LOTS

PRINCIPAL STRUCTURE
FRONT = 20'
REAR = 10'
SIDE = 5'



NORTH

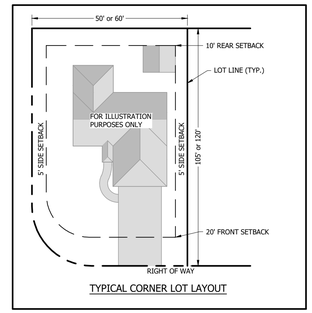
SCALE: 1" = 80'

0' 80' 160'

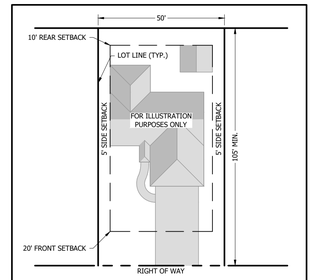
LEGEND

- OPEN SPACE
- RETENTION POND
- 40' x 120' SINGLE FAMILY HOME LOTS
- 50' x 105' SINGLE FAMILY HOME LOTS

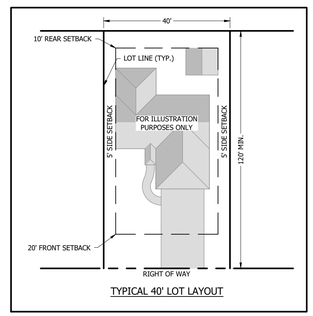
TRACT TABLE		
TRACT	AREA	DESCRIPTION
TRACT A	0.305 AC	OPEN SPACE / LANDSCAPE BUFFER
TRACT B	0.192 AC	OPEN SPACE / LANDSCAPE BUFFER
TRACT C	0.257 AC	OPEN SPACE / LANDSCAPE BUFFER
TRACT D	0.720 AC	OPEN SPACE / RECREATION
TRACT E	0.362 AC	OPEN SPACE / STORMWATER
TRACT F	0.448 AC	OPEN SPACE / STORMWATER
TRACT G	9.300 AC	OPEN SPACE / STORMWATER
TRACT H	5.160 AC	OPEN SPACE / PRESERVATION
TRACT I	0.057 AC	LIFT STATION
TRACT J	5.901 AC	RIGHT-OF-WAY RIGHT-OF-WAY



TYPICAL CORNER LOT LAYOUT



TYPICAL 50' LOT LAYOUT



TYPICAL 40' LOT LAYOUT

SLOAN Engineering Group

6.A

Town of Lake Hamilton

Town Council
Agenda Summary Report

TO:

THROUGH:

FROM:

AGENDA ITEM: August 5, 2025, Regular Council Meeting minutes

DATE: September 9, 2025

SUMMARY & RECOMMENDATION:

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☐

If Yes, Please Explain:

RECOMMENDATION:

ATTACHMENT(S):
August 5, 2025 Regular Council Meeting minutes .pdf

TOWN OF LAKE HAMILTON MINUTES TOWN COUNCIL REGULAR MEETING TUESDAY, AUGUST 5, 2025 6:00 PM

The Town Council of Lake Hamilton held a Town Council Regular Meeting on Tuesday, August 5, 2025, at 100 Smith Ave., Lake Hamilton, FL 33851.

CALL TO ORDER

Mayor Hall called the meeting to order at 6:00pm.

INVOCATION

Led by Slavens.

PLEDGE TO ALLEGIANCE

Led by all.

ROLL CALL

Hall, Roberson, Mathis, Slavens, were present. Demanche was absent.
Motion made by Slavens and a second by Mathis to authorize Council Member Demanche to join meeting via teams meeting if she could connect.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and . **Motion passed 4-0.**

PRESENTATION

Employee of the Quarter Presentation
Town Administrator Sandoval presented award to Joey Foley.

Citrus Connection Presentation
Citrus Connection representative presented to Council.

Juneteenth Presentation, Samantha Johnson
The organization representative presented awards to the Council.

Presentation by Evergreen Solutions.
Rob with evergreen solutions presented to Council.

Police Department Presentation
Captain Jose Ortiz presented award to officer Diovanni, Castro and Albert.

CONSENT AGENDA

Note: Members of the Council may remove items from the Consent Agendas if they wish to discuss them. Requests for removal need to be made known to the Mayor under the Approval of the Order of Business at the beginning of the meeting.

Motion made by Slavens and a second by Roberson to approve consent agenda with July 1, 2025, Regular Council meeting minutes, July 8, 2025, Budget Workshop meeting minutes, July 22, 2025, Special meeting minutes and planning commission meeting minutes.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and . **Motion passed 4-0.**

July 1, 2025, Regular Council meeting minutes

July 8, 2025, Budget Workshop meeting minutes.

July 22, 2025, Special Meeting minutes

Planning Commission Application

PUBLIC COMMENT – NON-AGENDA ITEMS (Limited to 3 Minutes)

Michel Demanche commented.
Richard Swanson commented.
John Meyers commented.
Howard Cone commented.
Jonathan Stokes commented.

OLD BUSINESS

Second reading and adoption of Ordinance O-2025-XX regarding residential driveway aprons and pavers.
Town Attorney read title for the record.
Mayor Hall opened the hearing for public comments.
No public comments were made; the hearing was closed.
Motion made by Slavens and a second by Mathis to approve Second reading and adoption of Ordinance O-2025-XX regarding residential driveway aprons and pavers.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and . **Motion passed 4-0.**

NEW BUSINESS

Resolution R-2025-XX Adopting the 2025 Polk County Multi-Jurisdictional Local Mitigation Strategy Update.
A Resolution of the Town Council of the Town of Lake Hamilton, Polk County, Florida, adopting the 2025 Polk County Multi-Jurisdictional Local Mitigations Strategy Update.
A representative with Polk County Multi-Jurisdictional Local Mitigation Strategy presented.
Mayor Hall read the title for the record.
Mayor Hall opened the hearing for public comments. No
public comments were made; the hearing was closed.
Motion made by Slavens and a second by Mathis to approve Resolution R-2025-XX Adopting the 2025 Polk County Multi-Jurisdictional Local Mitigation Strategy Update. A Resolution of the Town Council of the Town of Lake Hamilton, Polk County, Florida, adopting the 2025 Polk County Multi-Jurisdictional Local Mitigations Strategy Update.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and . **Motion passed 4-0.**

Continued from July 1, 2025 Regular Council Meeting- First Reading of Ordinance O-2025- 04 changing the Future Land Use (FLU) from Commercial\Service (CS) to Residential Land M (RL-M) for the Quintana Development.

This item was continued from the July 1, 2025 Town Council meeting for the applicant to address traffic and school concurrency concerns.
Community Development Director Ball presented.
Representative of the applicant David Schmuttes presented.

Mayor Hall opened the hearing for public comments.
Josh Collier commented.
Howard Cone commented.
Public Hearing was closed.
Motion made by Slavens and a second by Mathis to decline First Reading of Ordinance O-2025-04 changing the Future Land Use (FLU) from Commercial Service (CS) to Residential Land M (RL-M) for the Quintana Development.
A roll call vote was taken. Hall aye, Roberson nay, Mathis aye, Slavens aye, and . **Motion passed 3-1.**

Continued from July 1, 2025 Regular Meeting- First Reading of Ordinance O-2025-05 changing the zoning district from Highway Commercial (C-1) to Planned Unit Development (PUD) for the Quintana development.

This item was continued from the July 1, 2025 Regular Town Council meeting for the applicant to address traffic and school capacity concerns.
Community Development Director Ball presented.
Representative of the applicant David Schmuttes presented.
Mayor Hall opened the hearing for public comments.
Josh Collier commented.
Howard Cone commented.
Public Hearing was closed.
Motion made by Slavens and a second by Mathis to decline First Reading of Ordinance O-2025-05 changing the zoning district from Highway Commercial (C-1) to Planned Unit Development (PUD) for the Quintana development.
A roll call vote was taken. Hall aye, Roberson nay, Mathis aye, Slavens aye, and . **Motion passed 3-1.**

First Reading of Ordinance O-2025-XX regarding amending/repealing Town Code, Sections 16-236 and 16-237 to comply with SB784.
Community Development Director Ball presented.
Mayor Hall read the title for the record.
Mayor Hall opened the hearing for public comments. No
public comments were made; the hearing was closed.
Motion made by Slavens and a second by Mathis to approve First Reading of Ordinance O-2025-XX regarding amending/repealing Town Code, Sections 16-236 and 16-237 to comply with SB784.
A roll call vote was taken. Hall aye, Roberson nay, Mathis aye, Slavens aye, and . **Motion passed 3-1.**

First reading of Ordinance O-2025-XX regarding Chapter 8, Buildings and Building Regulations Section 8.1 regarding Certificates of competency and Chapter 28 Taxation, Section 28.21.
Community Development Director Ball presented.
Mayor Hall read the title for the record.
Mayor Hall opened the hearing for public comments.
No public comments were made; the hearing was closed.
Motion made by Slavens and a second by Mathis to approve First reading of Ordinance O- 2025-XX regarding Chapter 8, Buildings and Building Regulations Section 8.1 regarding Certificates of competency and Chapter 28 Taxation, Section 28.21.
A roll call vote was taken. Hall aye, Roberson nay, Mathis aye, Slavens aye, and . **Motion passed 3-1.**

Resolution authorizing a budget amendment to transfer funds within the Public Works Departments.

Resolution of the Town of Lake Hamilton Council of the Town of Lake Hamilton, Polk County, Florida, adopting a budget amendment for the Town of Lake Hamilton for fiscal year 2024-2025; delineating an amendment to the expenditures by department of activity; repealing all provisions in conflict herewith; providing severability; and providing for an effective date.
Public Works Director Henry presented.
Town Attorney read the title for the record.

Motion made by Roberson and a second by Slavens to approve Resolution authorizing a budget amendment to transfer funds within the Public Works Departments. Resolution of the Town of Lake Hamilton Council of the Town of Lake Hamilton, Polk County, Florida, adopting a budget amendment for the Town of Lake Hamilton for fiscal year 2024- 2025; delineating an amendment to the expenditures by department of activity; repealing all provisions in conflict herewith; providing severability; and providing for an effective date.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and . **Motion passed 4-0.**

Consider Interlocal Agreement with Polk County Regarding the Collection of Impact Fees.
Town Administrator Sandoval presented.

Motion made by Roberson and a second by Slavens to approve Interlocal Agreement with Polk County Regarding the Collection of Impact Fees.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and . **Motion passed 4-0.**

Police Department Officers Rifle Purchase Program
Chief of Police Votour presented.
Motion made by Mathis and a second by Slavens to approve Police Department Officers Rifle Purchase Program
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and . **Motion passed 4-0.**

Consider improvements for Veteran's Park and Detour Park for application of the FRDAP Grant.
Public Works Director Henry and Town Administrator Sandoval presented.
Kieth Pence commented.
Motion made by Mathis and a second by Roberson to direct staff to apply for the FRDAP Grant application with staff recommendations for the improvements of Veteran's Park and Detour Park. A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and . **Motion passed 4-0.**

Approve Damage Claim for Preferred Muni- Town of Lake Hamilton/ CAT 78- Hurricane Milton/ Date of Loss: October 10,2024/ PGCS Claim # 432411
Town Administrator Sandoval presented.
Motion made by Mathis and a second by Roberson to approve Damage Claim for Preferred Muni- Town of Lake Hamilton/ CAT 78- Hurricane Milton/ Date of Loss: October 10,2024/ PGCS Claim # 432411
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and . **Motion passed 4-0.**

Discussion Regarding Traffic Concerns on Omaha Street, New Traffic Pattern by Veterans Park.
Tammy Pence and Charlotte Rubush presented to the Council.
Kieth Pence commented.
Motion made by Mathis and a second by Slavens to direct Town Attorney and staff to draft a plan and options to the next meeting.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and . **Motion passed 4-0.**

STAFF REPORTS

Town Administrator Sandoval: Presented staff reports to Council. She announced Budget workshop will be on August 12, 2025 at 5:00 pm and on August 26, 2025 at 5:00 pm.She also mentioned she emailed the Council Members the presentation of the 2023-2024 Financial statement by CPA Mike. She also asked Council to review the Sample performance evaluation for town administration and requested approval. The Council was in all in consensus.

Town Clerk Borja: She informed the Council of upcoming dates. The Chamber Luncheon will be on August 21st, 2025, at 11:30 am to 1pm in Lake Eva Center, Haines City. No Ridge Dinner, The Florida League of Cities Conference will be next week on August 14 through August 16, 2025.

Town Attorney: No comments.

Council Member Roberson commented on concerns of loitering in a vacant property on MLK road

Motion made by Mathis and a second by Slavens to authorize Staff to follow the reimbursement policy to aid John's Meyers highest bill usage and use the average of the last 3 bills.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and . **Motion passed 4-0.**
Motion made by Mathis and a second by Slavens to authorize Staff to write a draft with changes to the Reimbursement policy for utilities with edits and bring it back to Council.
A roll call vote was taken. Hall aye, Roberson aye, Mathis aye, Slavens aye, and . **Motion passed 4-0.**

ADJOURNMENT

Mayor Hall adjourned the meeting at 8:38 pm.

Any opening invocation that is offered before the official start of the Town Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Town Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Town Council or the town staff, and the Town is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Person in attendance at the Town Council meeting are invited to stand during the opening ceremony. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the Town Council Chambers or exit the Town Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance.

Any person desiring to appeal any decision made by the Town Council, with respect to any matter considered at such meeting or hearing, will need a record of the proceedings, and for such purposes, must ensure that a verbatim record and transcript of the proceeding is made in a form acceptable for official court proceedings, which record includes the testimony and evidence upon which the appeal is to be based. It shall be the responsibility of the person desiring to appeal any decision to prepare a verbatim record and transcript at his/her own expense, as the Town does not provide one. (F.S.286.26.105)
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ATTEST:

_____
Phyllis Hall, Mayor

_____
Jacqueline Borja, Town Clerk

_____
Brittney Sandoval, Town Administrator

6.B

Town of Lake Hamilton

Town Council
Agenda Summary Report

TO:

THROUGH:

FROM:

AGENDA ITEM: August 12, 2025, Budget Workshop Meeting minutes

DATE: September 9, 2025

SUMMARY & RECOMMENDATION:

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☐

If Yes, Please Explain:

RECOMMENDATION:

ATTACHMENT(S):
August 12, 2025 Budget Workshop Meeting minutes.pdf

TOWN OF LAKE HAMILTON
MINUTES
TOWN COUNCIL BUDGET WORKSHOP MEETING
TUESDAY, AUGUST 12, 2025
5:00 PM

The Town Council of Lake Hamilton held a Workshop Meeting on Tuesday, August 12, 2025, at 100 Smith Ave., Lake Hamilton, FL 33851.

CALL TO ORDER

Mayor Hall called the meeting to order at 5:02 p.m.

ROLL CALL

Council Member Patrick Slavens, Cora Roberson and Mayor Phyllis Hall were present.

Vice Mayor Robert Mathis arrived at 5:06 pm. Council Member Carmen Demanche was absent.

Staff: Town Administrator Brittney Sandoval, Town Clerk Jacqueline Borja, Accountant Nancy Oaks, Community Development Director Jeff Ball, Chief of Police Chris Votour and Public Works Director Patrick Henry.

BUDGET WORKSHOP BUSINESS

Town Administrator Sandoval presented to Council the Capital Improvements plan budget.

Council Discussed with staff.

ADJOURNMENT:

Mayor Hall adjourned the meeting at 6:55 PM.

ATTEST:

_____
Phyllis Hall, Mayor

_____
Jacqueline Borja, Town Clerk

_____
Brittney Sandoval, Town Administrator

Minutes prepared by Jacqueline Borja

6.C

Town of Lake Hamilton

Town Council

Agenda Summary Report

TO:

THROUGH:

FROM:

AGENDA ITEM: August 26, 2025, Budget Workshop meeting minutes

DATE: September 9, 2025

SUMMARY & RECOMMENDATION:

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☐

If Yes, Please Explain:

RECOMMENDATION:

ATTACHMENT(S):
August 26, 2025 Budget Workshop Meeting minutes.pdf

TOWN OF LAKE HAMILTON
MINUTES
TOWN COUNCIL BUDGET WORKSHOP MEETING
TUESDAY, AUGUST 26, 2025
5:00 PM

The Town Council of Lake Hamilton held a Workshop Meeting on Tuesday, August 26, 2025, at 100 Smith Ave., Lake Hamilton, FL 33851.

CALL TO ORDER

Mayor Hall called the meeting to order at 5:00 p.m.

ROLL CALL

Council Member Patrick Slavens, Council Member Cora Roberson and Mayor Phyllis Hall were present. Vice Mayor Robert Mathis and Council Member Carmen Demanche were absent.
Staff: Town Administrator Brittney Sandoval, Town Clerk Jacqueline Borja, Accountant Nancy Oaks, Community Development Director Jeff Ball and Public Works Director Patrick Henry.

BUDGET WORKSHOP BUSINESS

Town Administrator Sandoval presented to the Council the Capital Improvements budget updates.

Council Discussed with staff.

ADJOURNMENT:

Mayor Hall adjourned the meeting at 5:45 PM.

ATTEST:

_____
Phyllis Hall, Mayor

_____
Jacqueline Borja, Town Clerk

_____
Brittney Sandoval, Town Administrator

Minutes prepared by Jacqueline Borja

6.D

Town of Lake Hamilton

Town Council
Agenda Summary Report

TO:

THROUGH:

FROM:

AGENDA ITEM: Board of Adjustment Application

DATE: September 9, 2025

SUMMARY & RECOMMENDATION:

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☐

If Yes, Please Explain:

RECOMMENDATION:

ATTACHMENT(S):
20250828111714.pdf

RECEIVED 8/8/25

TOWN OF LAKE HAMILTON
ADVISORY BOARD
APPLICATION

Select One Advisory Board: ☑

☐ *Planning and Zoning Board* ☐ *Charter Review Committee*
☑ *Zoning Adjustments & Appeals Board* ☐ *Parks & Recreation Advisory Board*

ONLY Lake Hamilton Residents shall be appointed to Town Advisory Boards.

Name: FREDDIE L. CORBIT *Email:* FREDDIE L. CORBIT
Physical Address: 1059 MARTIN ST FREDDIECORBIT@AOL.COM
Mailing Address: 340 MARTIN ST HAINES CITY
Home Phone #: _____ *Cell #:* 863-873-8381
Employer: RETIRED

Please answer the following Questions:

Are you a resident in the Town of Lake Hamilton? *Yes* ☑ *No* ☐
Are you currently a Homeowner ☑ *or Renter* ☐ *in the Town of Lake Hamilton?*
Are you a registered voter in the Town of Lake Hamilton? *Yes* ☑ *No* ☐
How long have you lived in Lake Hamilton? Years/Months: 10 YEARS PLUS
Are you currently or have you ever served on any government Advisory Board? *Yes* ☑ *No* ☐
If yes, which government agency? PLANNING COMM
Are you currently employed by a government agency? *Yes* ☐ *No* ☑
If yes, which government agency? _____
Have you ever been convicted of a felony? *Yes* ☐ *No* ☑
If yes, please provide documentation of restoration of rights from the state clemency board.

Please note: *Per Florida Statutes 112.3145, any individual appointed to an advisory board within a municipality shall be required to submit a Disclosure of Financial Interest Statement, CE Form 1, annually to the Supervisor of Elections of Polk County on or before July 1st of each year.*

Applicant's Signature: Freddie L. Corbit *Date:* Aug 8, 2025

When completed and filed with the Town Clerk's Office, this document is a public record under Chapter 119, Florida Statutes, and therefore is open to public inspection.

Return form to: Town Clerk's Office
Town Hall
100 Smith Avenue - P.O. Box 126
Lake Hamilton Florida, 33851

OFFICE USE ONLY

Mayor's recommendation for applicant to serve on selected advisory board? *Yes* ☐ *No* ☐

Adviory Board Appointment: _____ ☐ *Appointment* ☐ *Reappointment*

Date of Appointment: _____ ☐ *Primary* ☐ *Alternate*

Mayor's Signature _____ *Date* _____

8.A

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Britney Sandoval, Town Administrator

FROM: Jeffrey Ball, AICP, Community Development Director

AGENDA ITEM: Public Hearing: Second reading and adoption of Ordinance O-2025-XX regarding amending/repealing Town Code, Sections 16-236 and 16-237 to comply with SB 784.

DATE: September 9, 2025

SUMMARY & RECOMMENDATION:

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA; AMENDING CHAPTER 16, ARTICLE IV., DIVISION 2., "PLATS"; REMOVING TOWN COUNCIL FROM THE PLAT APPROVAL PROCESS IN COMPLIANCE WITH SB 784; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Staff presentenced this ordinance change at the August 5, 2025 Council meeting. Council did not recommend any changes.

CONSENT AGENDA ☐ **OLD BUSINESS** ☒ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☒

If Yes, Please Explain: N/A

RECOMMENDATION:

ATTACHMENT(S):
Plat Ordinance.pdf
Lake Ham Ordinance RE Plat Clean Copy.pdf

ORDINANCE 2025-XX

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA; AMENDING CHAPTER 16, ARTICLE IV., DIVISION 2., "PLATS"; REMOVING TOWN COUNCIL FROM THE PLAT APPROVAL PROCESS IN COMPLIANCE WITH SB 784; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on February 17, 2025, the Florida Senate first considered Senate Bill 784, which removes the governing body of municipalities and counties from the process of approving plats and replats; and

WHEREAS, the Bill was subsequently passed and signed into law by the Governor and codified as Section 177.071(1)(a), Florida Statutes; and

WHEREAS, over the years, the platting process has become largely a ministerial act, meaning that once the statutory provisions were met by the applicant, the approval of the plat or replat did not require any decision-making on the part of the governing body; and

WHEREAS, in recognition of this situation, the Florida Legislature took its affirmative action.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are true and correct and incorporated herein by reference.

Section 2. Amendments. Chapter 16, Article IV., Division 2. "Plats" is hereby amended to read as follows:

(Underlined words are additions to original text; words ~~stricken through~~ are deletions from original text)

Sec. 16-236. - Review by the development director.

The development director shall, within five working days of receiving the plat, determine whether the plat conforms to the approved development plan and the requirements of F.S. ch. 177. If the department determines that the plat so

conforms, ~~it shall place the plat on the next available agenda of the town council allowing for the required notice.~~the development director shall approve the plat. If it does not conform, the development director shall explain the deficiency in the plat to the developer and inform him that a corrected plat may be resubmitted for approval.

Sec. 16-237. Reserved. ~~- Review by the town council.~~

~~Review of the plat by the town council shall be strictly limited to whether the plat conforms to the requirements of F.S. ch. 177. A conforming plat shall be approved and the development director shall forthwith issue the development order allowing development to proceed. The town council shall return nonconforming plats to the developer with an explanation of deficiencies and a notice that a corrected plat may be resubmitted for approval.~~

Section 3. Conflicts. All ordinances in conflict herewith are repealed to the extent necessary to give this ordinance full force and effect.

Section 4. Severability. Should any section, paragraph, clause, sentence, item, word or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part hereof, not so declared to be invalid.

Section 5. Codification. It is the intent of Town Council that the provisions of this Ordinance shall become codified and made part of the Land Development Regulations of the Town of Lake Hamilton, Florida, and the sections cited in this Ordinance may be renumbered, reformatted, or re-lettered to accomplish such intention.

Section 6. Effective Date. This Ordinance shall take effect immediately upon passage.

INTRODUCED AND PASSED on first reading at the regular meeting of the Town Council of Lake Hamilton, Florida, held this ____ day of _____ 2025.

PASSED AND ADOPTED on second reading at the Regular meeting of the Town Council of Lake Hamilton, Florida, held this ____ day of _____ 2025.

TOWN OF LAKE HAMILTON, FLORIDA

_____
Phyllis Hall, Mayor

Attest with Seal:

_____
Jacqueline Borja, Town Clerk

Approved as to Form:

_____
Anthony Sabatini, Town Attorney

ORDINANCE 2025-XX

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA; AMENDING CHAPTER 16, ARTICLE IV., DIVISION 2., "PLATS"; REMOVING TOWN COUNCIL FROM THE PLAT APPROVAL PROCESS IN COMPLIANCE WITH SB 784; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on February 17, 2025, the Florida Senate first considered Senate Bill 784, which removes the governing body of municipalities and counties from the process of approving plats and replats; and

WHEREAS, the Bill was subsequently passed and signed into law by the Governor and codified as Section 177.071(1)(a), Florida Statutes; and

WHEREAS, over the years, the platting process has become largely a ministerial act, meaning that once the statutory provisions were met by the applicant, the approval of the plat or replat did not require any decision-making on the part of the governing body; and

WHEREAS, in recognition of this situation, the Florida Legislature took its affirmative action.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are true and correct and incorporated herein by reference.

Section 2. Amendments. Chapter 16, Article IV., Division 2. "Plats" is hereby amended to read as follows:

(Underlined words are additions to original text; words ~~stricken through~~ are deletions from original text)

Sec. 16-236. - Review by the development director.

The development director shall, within five working days of receiving the plat, determine whether the plat conforms to the approved development plan and the requirements of F.S. ch. 177. If the department determines that the plat so

conforms, the development director shall approve the plat. If it does not conform, the development director shall explain the deficiency in the plat to the developer and inform him that a corrected plat may be resubmitted for approval.

Sec. 16-237. Reserved.

Section 3. Conflicts. All ordinances in conflict herewith are repealed to the extent necessary to give this ordinance full force and effect.

Section 4. Severability. Should any section, paragraph, clause, sentence, item, word or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part hereof, not so declared to be invalid.

Section 5. Codification. It is the intent of Town Council that the provisions of this Ordinance shall become codified and made part of the Land Development Regulations of the Town of Lake Hamilton, Florida, and the sections cited in this Ordinance may be renumbered, reformatted, or re-lettered to accomplish such intention.

Section 6. Effective Date. This Ordinance shall take effect immediately upon passage.

INTRODUCED AND PASSED on first reading at the regular meeting of the Town Council of Lake Hamilton, Florida, held this ____ day of _____ 2025.

PASSED AND ADOPTED on second reading at the Regular meeting of the Town Council of Lake Hamilton, Florida, held this ____ day of _____ 2025.

TOWN OF LAKE HAMILTON, FLORIDA

_____

Phyllis Hall, Mayor

Attest with Seal:

_____

Jacqueline Borja, Town Clerk

Approved as to Form:

_____

Anthony Sabatini, Town Attorney

8.B

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Britney Sandoval, Town Administrator

FROM: Jeffrey Ball, AICP, Community Development Director

AGENDA ITEM: Public Hearing: Second reading and adoption hearing for Ordinance O-2025-XX regarding Chapter 8, Buildings and Building Regulations, Section 8.1 regarding Certificates of Competency and Chapter 28, Taxation, Section 28.1.

DATE: September 9, 2025

SUMMARY & RECOMMENDATION: AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA, PERTAINING TO CHAPTER 8, BUILDINGS AND BUILDING REGULATIONS, ARTICLE I, SECTION 8.1, CERTIFICATES OF COMPETENCY: BY CHANGING THE AUTHORIZING AGENT; ARTICLE II; CHAPTER 28; TAXATION; SECTION 28.21; ACTS DEEMED CONCLUSIVE EVIDENCE OF LIABILITY FOR OCCUPATIONAL LICENSE TAX BY CHANGING THE NOMENCLATURE TO BUSINESS TAX RECEIPT OF THE CODE OF ORDINANCES OF THE TOWN OF LAKE HAMILTON; DECLARING THIS ORDINANCE IS INTENDED TO SECURE AND PROMOTE THE PUBLIC HEALTH, SAFETY, WELFARE AND QUALITY OF LIFE OF THE PUBLIC; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

Council considered this ordinance during the August 5, 20225 meeting. There were no recommended changes. The proposed amendment is a name change and a reappropriation of duties.

CONSENT AGENDA ☐ **OLD BUSINESS** ☒ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☒

If Yes, Please Explain: N/A

RECOMMENDATION:

ATTACHMENT(S):
BO Ordinance Underline and Strikethrough.pdf

BO Ordinance Clean.pdf

ORDINANCE 0-25-XX

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA, PERTAINING TO CHAPTER 8, BUILDINGS AND BUILDING REGULATIONS, ARTICLE I, SECTION 8.1, CERTIFICATES OF COMPETENCY: BY CHANGING THE AUTHORIZING AGENT; ARTICLE II; CHAPTER 28; TAXATION; SECTION 28.21; ACTS DEEMED CONCLUSIVE EVIDENCE OF LIABILITY FOR OCCUPATIONAL LICENSE TAX BY CHANGING THE NOMENCLATURE TO BUSINESS TAX RECIPT OF THE CODE OF ORDINANCES OF THE TOWN OF LAKE HAMILTON; DECLARING THIS ORDINANCE IS INTENDED TO SECURE AND PROMOTE THE PUBLIC HEALTH, SAFETY, WELFARE AND QUALITY OF LIFE OF THE PUBLIC; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

Whereas, Section 163.3167(c) Florida Statutes, empowers the Town to adopt land development regulations to guide the growth and development of the Town, and to amend such regulations from time to time; and

Whereas, the Town Council of the Town of Lake Hamilton has determined it necessary and desirable to revise and amend the regulations encompassed by the Land Development Code of the Town relating to certificates of competency; and

Whereas, pursuant to Section 166.041(c)2 Florida Statutes, the Town Council has held two public hearings to amend the Land Development Code of the Town of Lake Hamilton; and

Whereas, the public hearings were advertised and held with due public notice to obtain public comment; and having considered all written and oral comments received during the public hearings the Town Council finds that the changes are necessary and appropriate to the needs of the Town

NOW THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, AS FOLLOWS:

1. Chapter 8, Buildings and Building Regulations Section 8.1 regarding Certificates of competency and Chapter 28 Taxation, Section 28.21 regarding Acts deemed conclusive evidence of liability of occupational license is hereby amended and shall read as shown in Exhibit "A" attached hereto and made a part hereof.
2. All ordinances in conflict herewith are repealed to the extent necessary to give this ordinance full force and effect.
3. Should any section, paragraph, clause, sentence, item, word or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part hereof, not so declared to be invalid.
4. It is the intent of the Town Council that the provisions of Exhibit "A" to this Ordinance shall become codified and made a part of the Code of Ordinances of the Town of Lake Hamilton, Florida, and the sections cited in this Ordinance and set forth in Exhibit "A" hereto may be renumbered, reformatted or re-lettered to accomplish such intention.
5. This Ordinance shall take effect immediately upon its adoption by the Town of Lake Hamilton, Florida.

INTRODUCED AND PASSED on first reading at the regular meeting of the Town Council of Lake Hamilton, Florida, held this _ day of _____ 2025.

PASSED AND ADOPTED on second reading at the Regular meeting of the Town Council of Lake Hamilton, Florida, held this _ day of _____ 2025.

TOWN OF LAKE HAMILTON, FLORIDA

_____
Phyllis Hall, Mayor

Attest with Seal:

_____
Jacqueline Borja, Town Clerk

Approved as to Form:

_____
Anthony Sabatini, Town Attorney

Record of Vote	**Yes**	**No**
Hall	____	____
Roberson	____	____
Mathis	____	____
Slavin	____	____
Demanche	____	____

Sec. 8-1. Certificates of competency.

(a) *Agent designated to handle competency examinations.* In addition to any other provisions in this Code dealing with the recognition of certificates of competency for the different construction trades, the town does hereby enter into the membership of the Board of Examiners of Polk County and Municipalities, Inc., for the express purpose of allowing that board to handle competency examinations for the certification of construction trades of plumbing, electrical, mechanical and building construction and for the issuance of certificates of competency for those to engage in general contracting within the town.

(b) *Rules and regulations.* The ~~town clerk~~ Building Official will promulgate rules and regulations for the purpose of setting up a system of reciprocity for the examination of plumbing, electrical, mechanical and building contracts and for the various participating municipalities in the county. Such rules and regulations shall provide for a joint board of examiners by all participating municipalities in the county, and may provide a method for the examination of the qualifications of persons wishing to engage in the business of general contracting in the town, and may provide that those who pass such examinations are entitled to the issuance of a certificate of competency as a general contractor by the town, and may provide for the issuance of such certificate of competency by the ~~town clerk~~ Building Official to the successful applicants.

(c) ~~*Occupational license*~~ *Business Tax Receipt (BTR) dependent upon possession of certification of competency.* No ~~occupational license~~(BTR) shall be issued to any person for the purpose of engaging in or working at or carrying on the business of general contracting in the town unless such person is in possession of a proper and valid certificate of competency as required under this section. If through an inadvertence or error an occupational license should be so issued, the town clerk shall immediately revoke same.

(d) *Testing agency or method permitted.* The Board of Examiners of Polk County and Municipalities, Inc. may use any recognized testing agency or testing method that is available.

Sec. 28-21. Acts deemed conclusive evidence of liability for ~~occupational license tax~~ Business Tax Receipt (BTR).

(a) The fact that any person reports himself to be engaged in any profession, occupation or industry for the transaction of which a ~~license~~ (BTR) is required under this article by exhibiting a sign or advertisement, or by advertising in any newspaper or any other publication or periodical, or by the distribution of any advertising matter or material, or in any other way indicating engagement in such business, profession or occupation, shall be conclusive evidence of the liability of such person to pay a business tax under this article, regardless of whether any business has actually been transacted or not.

(b) In the case of any contractor, the fact that any person makes any bid for any contract shall be conclusive evidence of the liability of such person to pay a business tax under this article, regardless of whether or not any such contract is let.

ORDINANCE 0-25-XX

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA, PERTAINING TO CHAPTER 8, BUILDINGS AND BUILDING REGULATIONS, ARTICLE I, SECTION 8.1, CERTIFICATES OF COMPETENCY: BY CHANGING THE AUTHORIZING AGENT; ARTICLE II; CHAPTER 28; TAXATION; SECTION 28.21; ACTS DEEMED CONCLUSIVE EVIDENCE OF LIABILITY FOR OCCUPATIONAL LICENSE TAX BY CHANGING THE NOMENCLATURE TO BUSINESS TAX RECIEPT OF THE CODE OF ORDINANCES OF THE TOWN OF LAKE HAMILTON; DECLARING THIS ORDINANCE IS INTENDED TO SECURE AND PROMOTE THE PUBLIC HEALTH, SAFETY, WELFARE AND QUALITY OF LIFE OF THE PUBLIC; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

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Whereas, the Town Council of the Town of Lake Hamilton has determined it necessary and desirable to revise and amend the regulations encompassed by the Land Development Code of the Town relating to certificates of competency; and

Whereas, pursuant to Section 166.041(c)2 Florida Statutes, the Town Council has held two public hearings to amend the Land Development Code of the Town of Lake Hamilton; and

Whereas, the public hearings were advertised and held with due public notice to obtain public comment; and having considered all written and oral comments received during the public hearings the Town Council finds that the changes are necessary and appropriate to the needs of the Town

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2. All ordinances in conflict herewith are repealed to the extent necessary to give this ordinance full force and effect.
3. Should any section, paragraph, clause, sentence, item, word or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part hereof, not so declared to be invalid.
4. It is the intent of the Town Council that the provisions of Exhibit "A" to this Ordinance shall become codified and made a part of the Code of Ordinances of the Town of Lake Hamilton, Florida, and the sections cited in this Ordinance and set forth in Exhibit "A" hereto may be renumbered, reformatted or re-lettered to accomplish such intention.
5. This Ordinance shall take effect immediately upon its adoption by the Town of Lake Hamilton, Florida.

INTRODUCED AND PASSED on first reading at the regular meeting of the Town Council of Lake Hamilton, Florida, held this _ day of _____ 2025.

PASSED AND ADOPTED on second reading at the Regular meeting of the Town Council of Lake Hamilton, Florida, held this _ day of _____ 2025.

TOWN OF LAKE HAMILTON, FLORIDA

_____
Phyllis Hall, Mayor

Attest with Seal:

_____
Jacqueline Borja, Town Clerk

Approved as to Form:

_____
Anthony Sabatini, Town Attorney

Record of Vote	**Yes**	**No**
Hall	____	____
Roberson	____	____
Mathis	____	____
Slavin	____	____
Demanche	____	____

Sec. 8-1. Certificates of competency.

(a) *Agent designated to handle competency examinations.* In addition to any other provisions in this Code dealing with the recognition of certificates of competency for the different construction trades, the town does hereby enter into the membership of the Board of Examiners of Polk County and Municipalities, Inc., for the express purpose of allowing that board to handle competency examinations for the certification of construction trades of plumbing, electrical, mechanical and building construction and for the issuance of certificates of competency for those to engage in general contracting within the town.

(b) *Rules and regulations.* The Building Official will promulgate rules and regulations for the purpose of setting up a system of reciprocity for the examination of plumbing, electrical, mechanical and building contracts and for the various participating municipalities in the county. Such rules and regulations shall provide for a joint board of examiners by all participating municipalities in the county, and may provide a method for the examination of the qualifications of persons wishing to engage in the business of general contracting in the town, and may provide that those who pass such examinations are entitled to the issuance of a certificate of competency as a general contractor by the town, and may provide for the issuance of such certificate of competency by the Building Official to the successful applicants.

(c) *Business Tax Receipt (BTR) dependent upon possession of certification of competency.* No BTR) shall be issued to any person for the purpose of engaging in or working at or carrying on the business of general contracting in the town unless such person is in possession of a proper and valid certificate of competency as required under this section. If through an inadvertence or error an occupational license should be so issued, the town clerk shall immediately revoke same.

(d) *Testing agency or method permitted.* The Board of Examiners of Polk County and Municipalities, Inc. may use any recognized testing agency or testing method that is available.

Sec. 28-21. Acts deemed conclusive evidence of liability for a Business Tax Receipt (BTR).

(a) The fact that any person reports himself to be engaged in any profession, occupation or industry for the transaction of which a (BTR) is required under this article by exhibiting a sign or advertisement, or by advertising in any newspaper or any other publication or periodical, or by the distribution of any advertising matter or material, or in any other way indicating engagement in such business, profession or occupation, shall be conclusive evidence of the liability of such person to pay a business tax under this article, regardless of whether any business has actually been transacted or not.

(b) In the case of any contractor, the fact that any person makes any bid for any contract shall be conclusive evidence of the liability of such person to pay a business tax under this article, regardless of whether or not any such contract is let.

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Britney Sandoval, Town Administrator

FROM: Jeffrey Ball, AICP, Community Development Director

AGENDA ITEM: Council discussion for the White Clay subdivision regarding access at the request of the developer, Cassidy Holdings LLC.

DATE: September 9, 2025

SUMMARY & RECOMMENDATION:

The developer (Cassidy Holdings LLC.) for the White Clay Subdivision is requesting three access points along Kokomo Rd. with three turn lanes and intersections. This portion of Kokomo Rd. is owned and maintained by the Town of Lake Hamilton. The Town will not receive any impact fees for the future maintenance of the turn lanes or impacts to the Town's roadways.

The proposed subdivision is solely within the limits of Haines City. The proposed subdivision will have 767 Single-family homes. See plan attached. While the proposed subdivision does show other accesses to Hughes Rd., White Clay Pit Rd. and the future Powerline Rd. extension, these roadways are not yet constructed nor is there a timeline for construction.

The CFRPC reviewed the traffic study and is attached. Staff's comment is included as an option for Council to consider.

Council may consider:

- Restricting all access to Kokomo Rd;
- Consider limiting the number of access points to Kokomo Rd.;
- Require a Developer's Agreement to establish a funding mechanism for maintenance of the turn lanes and a timeframe of when the other accesses are required based on the impacts to Kokomo Rd.;
- Postpone until the Town's Traffic Modeling Study/Action Plan is approved Town Council;
- Approve Phase 1 only with 266 single-family homes and prior to construction of Phase 2 the developer shall conduct an updated traffic study.

This item was discussed at the July 2, 2025 Council meeting. At that time, Council directed staff not to allow access to Kokomo Rd.

CONSENT AGENDA ☐ **OLD BUSINESS** ☒ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: The cost of maintaining the Town's roadways.

RECOMMENDATION:

ATTACHMENT(S):
White Clay Pit Supplemental Analysis comments CFRPC.pdf
Master Plan White Clay Subdivsion.pdf

August 8, 2025

Jeffrey Ball, AICP
Community Development Director
Town of Lake Hamilton
100 Smith Ave. PO Box 126
Lake Hamilton, Florida 33851

RE: White Clay Pit Subdivision

Mr. Ball:

Central Florida Regional Planning Council (CFRPC) staff have reviewed the White Clay Pit Subdivision Traffic Study Supplement (November 8, 2024) and associated documents. Based on this review, we provide the following comments:

Site Plan

The site plan provided considers the existence of roads that aren't funded for construction. The site plan also assumes access to those roads. Therefore, such roads and subsequent access can't be considered in the site plan. Similarly, any analysis that assumes this condition is not valid unless the developer commits to funding their construction.

Turn Lanes and Access

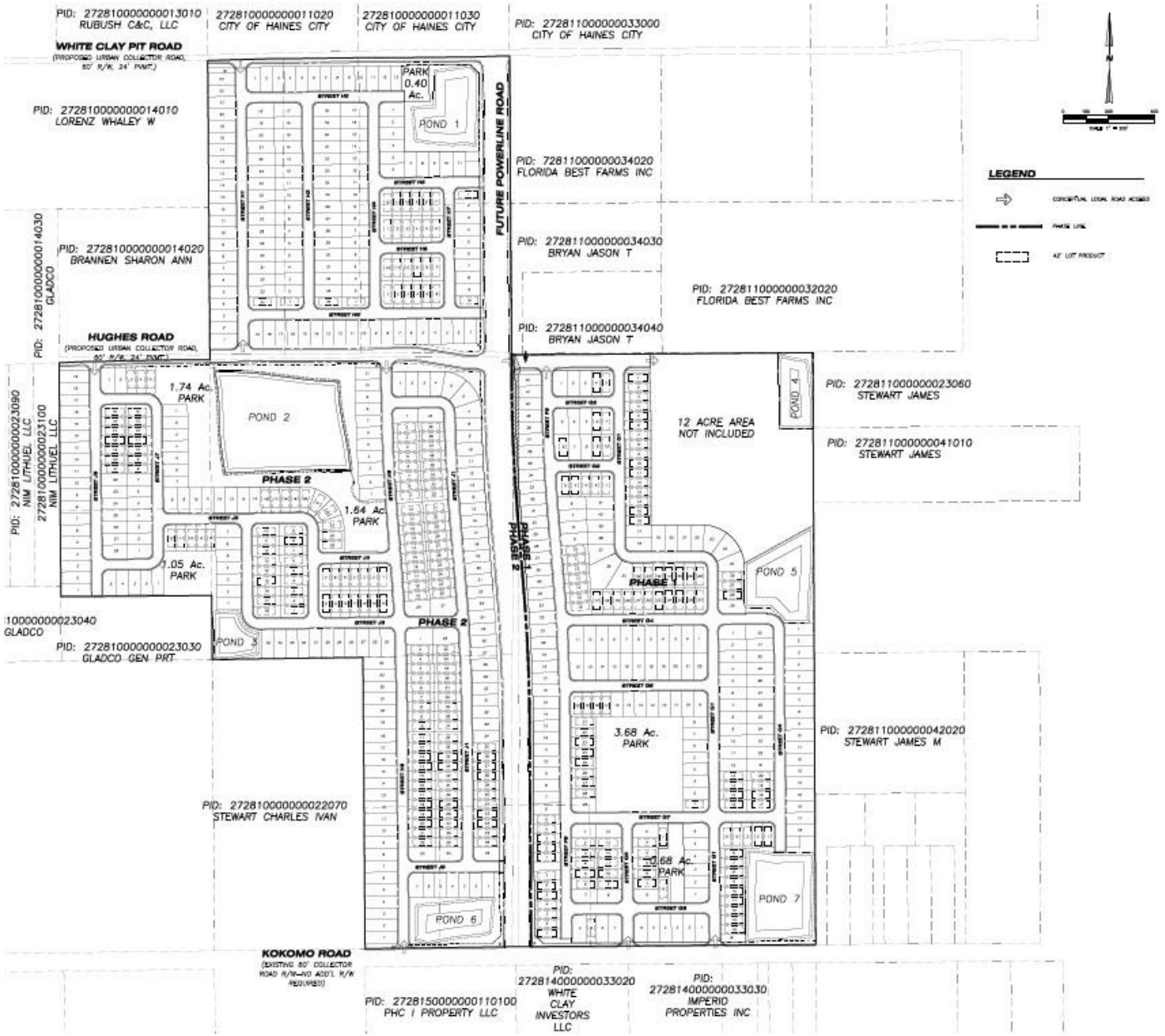
The reference to westbound to northbound left turn lanes into the development should say "right turn lanes" instead.

Staff recognize that the city has a concern with the number of site access points proposed on Kokomo Road. With no additionally funded roads that would provide alternative access, all development traffic would be channeled to Kokomo Road. Therefore, it is recommended that the City consider Phase 1 approval only, or some similar level of development with a single access point to Kokomo Road. Upon completion of the development and an agreed upon level of occupancy, supplemental data collection at the access driveway would need to be conducted to determine trip distribution and impact to the adjacent street system. Should the observed distribution of trips vary greatly from that provided by the previous analysis, a new traffic study would be required.

Sincerely,



Richard F. Ranck, PE
Program Manager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RUBUSH C&C, LLC
272810000000011020
CITY OF HAINES CITY
272810000000011030
CITY OF HAINES CITY
PID: 272811000000033000
CITY OF HAINES CITY
WHITE CLAY PIT ROAD
(PROPOSED URBAN COLLECTOR ROAD, 80' R/W, 24' PVMT.)
PARK 0.40 Ac.
POND 1
PID: 272810000000014010
LORENZ WHALEY W
FUTURE POWERLINE ROAD
PID: 728110000000034020
FLORIDA BEST FARMS INC
PID: 272811000000034030
BRYAN JASON T
PID: 272810000000014030
GLADCO
PID: 272810000000014020
BRANNEN SHARON ANN
PID: 272811000000032020
FLORIDA BEST FARMS INC
HUGHES ROAD
(PROPOSED URBAN COLLECTOR ROAD, 80' R/W, 24' PVMT.)
PID: 272811000000034040
BRYAN JASON T
LEGEND
CONCEPTUAL LOCAL ROAD ACCESS
PHASE LINE
42' LOT PRODUCT
PID: 272810000000023090
NIM LITHUEL LLC
PID: 272810000000023100
NIM LITHUEL LLC
1.74 Ac. PARK
POND 2
PHASE 2
1.64 Ac. PARK
1.05 Ac. PARK
POND 3
PID: 272810000000023040
GLADCO
PID: 272810000000023030
GLADCO GEN PRT
PHASE 2
PHASE 1
12 ACRE AREA NOT INCLUDED
POND 4
PID: 272811000000023060
STEWART JAMES
PID: 272811000000041010
STEWART JAMES
PHASE 1
POND 5
3.68 Ac. PARK
0.68 Ac. PARK
POND 7
PID: 272811000000042020
STEWART JAMES M
PID: 272810000000022070
STEWART CHARLES IVAN
POND 6
KOKOMO ROAD
(EXISTING 50' COLLECTOR ROAD R/W-NO ADD'L R/W REQUIRED)
PID: 272815000000110100
PHC I PROPERTY LLC
PID: 272814000000033020
WHITE CLAY INVESTORS LLC
PID: 272814000000033030
IMPERIO PROPERTIES INC

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Brittney Sandoval, Town Administrator

FROM: Patrick Henry, Public Works Director

AGENDA ITEM: First Reading of Ordinance O-2025-XX Amending the Onsyte Performance Systems current rate and replacing with the existing wastewater rates already adopted.

DATE: September 9, 2025

SUMMARY & RECOMMENDATION: The Town staff is recommending the approval of Council for Ordnance 0-25-xx. Removing the current OnSyte Performance Systems monthly fee and replace it with the current utility sewer fee structure.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: The new fee structure will allow the Town to recover the cost of providing this service.

RECOMMENDATION:

ATTACHMENT(S):
Ordinance O-2025-XX removal of Onsyte Performance System monthly fee.pdf

ORDINANCE O-25-XX

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, POLK COUNTY, FLORIDA, AMENDING THE TOWN OF LAKE HAMILTON CODE OF ORDINANCES BY ADDING SECTION 32-15 (4) REMOVAL OF THE MISCELLANEOUS RATE FOR ACCOUNTS WITH ONSYTE PERFORMANCE SYSTEMS MONTHLY FEE OF $37.52 TO BE REPLACED WITH THE CURRENT RESIDENTAL WASTEWATER RATE AND BASE FEE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CORRECTION OF SCRIVENER'S ERRORS; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Hamilton hereby removes the monthly fee associated with Onsyte Performance Systems and replaces it with the current wastewater base rates and fees.

NOW THEREFORE, BE IT ENACTED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, AS FOLLOWS:

SECTION 1. TITLE; FINDINGS

(a) Findings. In adopting this Ordinance and modifying the Town Code, the Town Council of Lake Hamilton, Florida, hereby makes the following findings:

1. The Town is authorized, pursuant to general and special law and its home rule powers contained in statutes and the Florida Constitution, to own, manage, operate, provide and extend central water, wastewater, and reclaimed water services both within and without the Town of Lake Hamilton, Florida.

2. In furtherance thereof, the Town declared beginning in 2013 and continuously thereafter an exclusive water and wastewater service aera both within and without the Town limits.

3. The Town is authorized by its Charter, Section 166.201, Florida Statutes, and Section 180.13 and 180.191, Florida Statutes, to establish and fix rates, fees, and charges for customers within and without the boundaries of the Town.

4. The rates, fees, and charges established herein provide funding for water and wastewater utility services which promote the health, safety, and general welfare of the Town's customers as therefore beneficial to the rate payers of the Town's water and wastewater utility system.

5. The Town has provided the required public notice and held the necessary public hearing(s) in order to adopt these rules.

SECTION 2. REVISION TO SECTION 32-16, LAKE HAMILTON CODE.

Section 32-15 of the code of Code of Ordinances of the Town of Lake Hamilton, Florida. (the "Lake Hamilton Code") is hereby amended to read as follows: (~~strikethrough~~ language deleted, underline language added):

Sec. 32-15. User charges, billing, delinquent accounts.

All customers of the town's water and sewer systems shall pay all applicable monthly user charges, connection fees, lines extension charges and all related charges at rates established by the town council. Billing for water and sewer service shall be rendered monthly, or as otherwise determined by the town council. Requests for re-connection after service has been terminated shall be accompanied by payment of a re-connection service fee established by resolution of the town council. Payment of the entire amount of the delinquent bill and additional payment to offset any deficiencies in the required deposit account shall be required. Re-institution of service shall be accomplished only by the department of public works. Any unauthorized connection shall subject the violator to the full penalties of the law.

(1) *Adoption of water system rates.* The town hereby establishes and adopts the following water rates:

a. Users of potable water for residences located inside the corporate limits of the Town of Lake Hamilton shall pay a minimum monthly sum, which shall be known as the "service fee," plus the per thousand-gallon consumption charges as adopted by Ordinance No. O-2014-07 of the Town of Lake Hamilton, and as may be amended by ordinance from time to time.

b. Users of potable water for residences located outside the corporate limits of the Town of Lake Hamilton and all non-residential uses whether located inside or outside the corporate limits shall pay a minimum monthly sum, which shall be known as the "service fee", plus the per thousand-gallon consumption charges as adopted by Ordinance No. O-2014-07 of the Town of Lake Hamilton, and as may be amended by ordinance from time to time.

(2) *Adoption of wastewater system rates.* The town council of the Town of Lake Hamilton hereby establishes a retail wastewater service base rate of $48.51 and a usage rate in the amount of $13.61 per thousand gallons of wastewater, as measured by retail water meter reading. A current schedule of the wholesale wastewater service rate shall be on file in the office of the town clerk.

(3) *Annual indexing adjustment of rates.* That each October 1 from and after October 1, 2021, the latest water and wastewater charges shall be adjusted by the greater of (1) three percent, or (2) the amount of the annual increase in the index numbers of based upon the change in that year's consumer price index for all urban consumers: water, sewer, and trash collection services in U.S. City Average.

(4) *Miscellaneous rates.* The town adopts the following miscellaneous rates:

Utility Service Fees and Charges for Residents and Business

Service Charge Description Note: Water turn/off are conducted the next business day unless same day service is requested and paid by 4:00 p.m.	Amount
New Account Admin Charge (to open an account)	$30.00
Closing Account Admin Charge added to the account prior to return of Deposit	$30.00
New Account Water Deposit - required to open a new account	$200.00
Non-Sufficient Fund Fee	$30.00
Delinquent Account increased deposit	$400.00

Delinquent Account meter turn off Fee	$30.00
Account holder request for temporary meter turn on/off service.	$30.00
Optional Same day meter turn on service fee in addition to all other fees applicable. Not available for accounts with payment plan.	$30.00
After Hours Emergency Meter Service Response Fee - Outside of Normal Hours: Monday through Friday from 8:00am to 5:00pm	$60.00
Emergency Service Response Visit Fee - During Business Hours: Monday through Friday from 8:00am to 5:00pm	$30.00
Labor - Emergency Response:	
During Business Hours: Mon-Fri (8:00am to 5:00pm) - Technician	$45.00/hr
During Business Hours: Mon-Fri (8:00AM to 5:00PM) - Supervisor	$65.00/hr
Outside Business Hours: Mon-Fri (8:00AM to 5:00PM) - Technician	$67.50/hr
Outside Business Hours: Mon-Fri (8:00AM to 5:00PM) - Supervisor	$97.50/hr
Materials/Supplies - Emergency Response/Repair	Materials Cost Only
In person or over the phone service fee in addition to credit card fees	$5.00
Late Fee is 10% of unpaid water use balance assessed after the 20th COB	10%
Water audit and/or disputed meter reading if results of audit determine meter is working accurately. This Fee is Waived if Meter is not Registering within AWWA Standards	$25.00
~~Accounts with OnSyte Performance System - Monthly fee~~	~~$37.52~~
New meter and connection set fee ¾" (new meters installed 4 business days minimum after application is submitted).	$200.00 labor + cost of parts
New meter and connection set fee 1" (new meters installed 4 business days minimum after application is submitted). Maximum Residential size.	$200.00 labor + cost of parts
New meter and connection set fee 2" (new meters installed 4 business days minimum after application is submitted).	$300.00 labor + cost of parts
New Meter and connection above 2" will need to be included in building permit and approved by the town. The installation and cost will be the responsibility of the account holder and must be done by a licensed professional.	
Relocating Existing meter.	Based on New Meter Set Fee costs Breakdown minus the cost of the meter
Construction Meter - Admin new account and closing fee ($60.00) + Set up and take down fee ($60.00) + monthly Base charge and water usage Billed monthly. + equipment deposit ($1500.00) + Water Deposit ($200.00). Any Construction Meter Account not paid on time	

monthly will be discontinued, unpaid charges will be deducted from the deposit and meter will be reclaimed. A new account will need to be opened at that time.	
Damage to Meter Box, Damage to Meter, Damage to any appurtenances to the water system.	Labor and replacement cost
Penalty for Meter Tampering/Theft of Service 1st infraction	Statutory
Penalty for Meter Tampering/Theft of Service 2nd infraction	Statutory
Penalty for Meter Tampering/Theft of Service 3rd infraction	Statutory
Penalty for Obscured Meter	Statutory
Penalty for Cross Connection	Statutory
Penalty for Connection to Other Systems	Statutory

INTRODUCED AND PASSED on first reading this 9th day of September 2025.

PASSED AND ADOPTED on second reading this 7th day of October 2025.

TOWN OF LAKE HAMILTON, FLORIDA

_____
Phyllis Hall, Mayor

ATTEST:

_____
Jacqueline Borja, Town Clerk

Approved as to form:

_____
TOWN ATTORNEY

Record of Vote	**Yes**	**No**
Hall		
Mathis		
Slavens		
Roberson		
Demanche		

9.B

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Brittney Sandoval, Town Administrator

FROM: Patrick Henry, Public Works Director

AGENDA ITEM: First Reading of Ordinance O-2025-XX Amending Section 32-16 of the Towns Utility Code regarding leak adjustments.

DATE: September 9, 2025

SUMMARY & RECOMMENDATION: An Ordinance of the Town Council of the Town of Lake Hamilton, Polk County, Florida, amending the Town of Lake Hamilton Code of Ordinances by adding section 32-16 (13) establishing for payment for water service in the event of a leak; providing for severability; providing for codification; providing for correction of scrivener's errors; providing for conflict; and providing for an effective date.

Council directed staff to amend the leak policy located in the Code of Ordinances. Staff has revised the current Code Section 32-16 to eliminate certain requirements regarding leaks and giving staff discretion when applying relief to customers. There were also a few errors found regarding previous changes made to this code that did not reflect in the policy.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☒ NO: ☐ N/A: ☐

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: Utility water and wastewater revenue reduction as a result in payment credits for customers that qualify for the policy.

RECOMMENDATION:

ATTACHMENT(S):
ORDINANCE O-2025-XX UTILITY SERVICES POLICY UPDATE.pdf

ORDINANCE O-25-XX

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, POLK COUNTY, FLORIDA, AMENDING THE TOWN OF LAKE HAMILTON CODE OF ORDINANCES BY AMENDING SECTION 32-16 (13) ESTABLISHING FOR PAYMENT FOR WATER SERVICE IN THE EVENT OF A LEAK; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CORRECTION OF SCRIVENER'S ERRORS; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Hamilton hereby amends section 32-16 (13) regarding the leak policy.

NOW THEREFORE, BE IT ENACTED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, AS FOLLOWS:

SECTION 1. TITLE; FINDINGS

(a) Findings. In adopting this Ordinance and modifying the Town Code, the Town Council of Lake Hamilton, Florida, hereby makes the following findings:

1. The Town is authorized, pursuant to general and special law and its home rule powers contained in statutes and the Florida Constitution, to own, manage, operate, provide and extend central water, wastewater, and reclaimed water services both within and without the Town of Lake Hamilton, Florida.

2. In furtherance thereof, the Town declared beginning in 2013 and continuously thereafter an exclusive water and wastewater service aera both within and without the Town limits.

3. The Town is authorized by its Charter, Section 166.201, Florida Statutes, and Section 180.13 and 180.191, Florida Statutes, to establish and fix rates, fees, and charges for customers within and without the boundaries of the Town.

4. The rates, fees, and charges established herein provide funding for water and wastewater utility services which promote the health, safety, and general welfare of the Town's customers as therefore beneficial to the rate payers of the Town's water and wastewater utility system.

5. The Town has provided the required public notice and held the necessary public hearing(s) in order to adopt these rules.

SECTION 2. REVISION TO SECTION 32-16, LAKE HAMILTON CODE.

Section 32-16 of the code of Code of Ordinances of the Town of Lake Hamilton, Florida. (the "Lake Hamilton Code") is hereby amended to read as follows: (~~strikethrough~~ language deleted, <u>underline</u> language added):

"Sec. 32-16. Utility service policies.

The town council hereby adopts user service rules, regulations, policies and fees as set forth below. The administrator/clerk may for convenience publish these utility service policies in a document containing the utility service application with instructions for completing it, referencing pertinent state laws affecting water customers, and specifying the current fees for deposits, impact fees and setting meters, and other information that the administrator or clerk may determine is needed from time to time.

(1) *Establishment of water service.* Every residential dwelling unit and every non-residential land use, be it a business, an industrial operation, a non-profit or a church, shall apply to the Town for water service. Upon payment of deposits and fees by the applicant, the town will establish the water service connection, which shall be the only potable water connection for the customer. Water service will be immediate and continuous as long the account remains current.

a. A water meter set fee, based on the size of the meter that has been chosen by the customer, shall be charged by the town for tapping the water main and furnishing and installing a water meter. The fee is the same whether the property and the customer are located within or outside the town.

b. The town will construct, extend and provide water service from the water main adjacent to the property requesting water service; shall set the water meter and check valve, and shall connect the water meter to the water service.

c. If the property is on the opposite side of the road from the water main, the applicant shall hire a licensed plumber or underground utilities contractor to tap the main and bore a water service line under the road. The plumber or contractor is responsible for applying for and receiving an approved permit from the town, or in the case of crossing a Polk County or Florida State road or highway, a permit from the appropriate agency. Materials and methods employed shall be specified by the permitting agency.

(2) *Water application and fees.*

a. The applicant must apply for water service from the town as a new applicant. They shall complete a water service application provided by the town, provide required documentation, and pay to the utility billing office a deposit in the amount established by the town council as amended from time to time, which is currently $200.00. An administrative fee of $30.00 is also due at time of application.

b. As a part of the application, the applicant shall provide a picture ID; and documents' showing the applicant is authorized to reside or conduct business at the address shown on the application.

c. The town will have water turned on at said address the next business day of completed application being accepted by the utility billing office. Applicants may pay an additional service fee to have service established sooner. Applications made on a Friday may not be turned on until the next Monday.

d. Water may be turned on for inspection purposes with an application and a $60.00 fee. Service will remain on for 48 hours.

(3) *Other services provided.* Upon the opening of a utility account, the account holder agrees to be charged for other municipal services provided by the town. For residential properties located in the town limits, the services and charges include: Water, sewer, and associated taxes and service, garbage and recycle, trash, and stormwater. For commercial customers, charges include: Water and associated taxes and stormwater. For accounts located outside the town limits, charges include: Water, sewer and associated taxes and service.

(4) *Rates.* Water rates are set forth in section 32-14 of the town code. Other utility charges are determined by adoption the annual budget.

(5) *Payment for services.* Water meters are read on/or near the 20th of every month. Users are billed monthly on the last business day of each month. Payments are due on the 20th of every month.

a. Payments can be made by cash, check, money order or credit card (service fees apply). A credit card company convenience fee will be charged for all credit/debit card payments. An administrative service processing charge is collected for all in-person or over the phone credit/debit card payments. Payments can also be dropped in the after-hours payment box located outside of Town Hall.

b. User and service charges not paid on or before the 20th of the month will have a late charge assessed to the account and said fee shall be payable by the 20th day of the next month. If the 20th falls on a weekend or a holiday, the late charge will be applied to the unpaid bill on the next business day following the due date.

(6) *Delinquent accounts/disconnect water.* Accounts will be considered delinquent if any account balance is 30 days past due and will be subject to water service being discontinued with no further notice. A $30.00 disconnect fee will be applied to the account. Monthly water base fee and all other service charges will continue to be billed.

a. *Hardship status.* The town understands that some customers may not be able to pay the full balance due to a hardship. If that is the case, the account holder must request a payment plan with the finance office. If a payment plan is approved, late fees during the plan period will be waived if the payment plan is being adhered to. If the account holder defaults on the terms of the payment plan, service will be disconnected. Payment plans cannot extend past 90 days.

(7) *Restore water.* Upon receipt of payment of the full past due amount and disconnect fee from the customer, or in case of a hardship, an approved payment plan with specified payment being received and recorded, the utilities department shall have the water service restored to the customer the next business day. Re-connection payments made on a Friday may result in restoration of services on the following Monday.

(8) *Non-sufficient Funds.* Should a payment made by check not be accepted by the bank, all future payments must be paid by cash, money order, cashier's check or credit card. A $30.00 non-sufficient fund fee plus the amount of the unpaid bill will be charged to the account holder.

a. Should a payment be made by credit card and the account holder initiates a credit card chargeback with their financial institution without first attempting to resolve a payment issue with the town (referred to as "merchant") a $30.00 credit card chargeback fee, plus the amount of the unpaid bill, will be charged to the account holder. Thereafter, the customer will not be eligible to make future credit card payments.

(9) *Destruction and tampering.* By opening an account for services, you agree not to maliciously, willfully or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the water system of the town.

a. If you or any person using your property willfully tampers with, damages, or illegally connects to, diverts or extends the system without first applying for and receiving service from the town, you are in violation of F.S. §§ 812.14(2)—(5) and can be charged with a misdemeanor of the first degree, which is punishable by a fine of $1,000.00.

b. If a meter has been locked by staff because of a delinquent account or no application for service on file to the property and it is determined that the lock was removed without staff authorization, the meter will be removed, the account will be considered delinquent and all past balances must be paid to reestablish a new account and all fees must be paid to reinstall the meter.

(10) *Putting account on vacation mode/transfer account.* You may submit an application to modify your account for any time you will be away from your residence for more than six months. This will take off

the charges for garbage and trash. The bill will still show the water base rate and stormwater charges. If you relocate to another property which is served by the Town of Lake Hamilton, you must file an application to establish services at the new property. You do not need to pay another deposit, but your account must be current in order to transfer.

(11) *Reporting a possible leak/dispute a high bill/zero consumption.* If a water customer desires the town to check their meter for a leak or possible defective meter or service line, they should report it to the utility billing specialist and a work order will be completed and given to the water department. If there is no issue with the meter or town service line, the customer will be billed $60.00. The water customer should follow up with the clerk's office to determine the outcome.

a. The town is not responsible for service lines beyond the meter.

b. If there is an issue with the meter and components, the town will repair the meter and components at no cost to the customer.

(12) *Water meter maintenance.* Water meters are maintained on a set schedule. As a result of these maintenance activities, the meter or the register(s) may be changed. The new meter reading shall be brought to the attention of utility billing. If a change in register numerical sequencing causes an error in the consumptive calculations, the customer's account may not be charged correctly. Once discovered, the customer will be notified of the error and if any adjustments are due they will be posted. Accounts shall be adjusted as described below:

a. The period in question may not be any greater than the previous six months.

b. If the payment(s) was less than the average, the customer shall be sent a corrected bill.

c. The customer will be allowed to pay this amount over the same number of months as the months in question, up to a maximum of six months.

d. If the payment(s) was greater than the average, the customer's account shall be credited the difference.

(13) *Payment for water service in the event of a leak.* Plumbing problems beyond the meter outlet are the responsibility of the customer. There are instances when the customer's plumbing system may develop a leak. As a courtesy by the town, this policy is intended to offer the customer some billing relief in the form of a credit while the town recovers a portion of the cost to treat and deliver the water. In the event an inordinate increase in water usage by any customer is discovered in the billing process, it is the duty of the customer to immediately determine if there is a leak within the building or buildings on his property or in the service line from the meter to the building(s) and make immediate repairs.

The customer may recognize the leak and initiate repairs, or utility billing may issue a work order if "HIGH CONSUMPTION" is detected through the billing system. If utility billing issues a work order the water meter will be read a second time. If the reading is correct, a door tag will be left notifying the customer that a leak may exist on their system. A water audit will be recommended and scheduled upon the customer's request and ~~$60.00~~ $5.00 billed to the account. Once the customer has been notified, they will have until the next billing cycle to correct the leak for any monetary adjustment to be considered. Any high consumption that occurs beyond that time will not be considered for adjustment/credit because the customer should be proactive with making repairs once they are alerted to a problem, either by a high consumption invoice or a notification from staff. Hence, from the time of the first high consumption invoice until repaired should be no more than three months. The three-month period will be the only period considered for the leak credit review. Once the customer repairs the leak and provides a written request explaining the problem, which should include proof of repairs (with proper dates), they can request an adjustment to offer some financial relief in the form of a courtesy credit. The customer shall pay all current charges and NOT delay payment during the leak credit review process. If a credit is authorized, it will appear on a future bill. Only one credit per a 12-month period shall be considered per property. This policy is NOT intended to address repetitive

plumbing problems. The Town Administrator and or the Utility Director shall have additional discretion to apply customer billing relief.

a. The base service charge shall not be included in determining the credit.

b. The utility maintenance division shall determine the average water consumption for a six-month period prior to the leak to establish a "base-line."

c. Utility billing division shall determine which invoices constitute the high usage to use in the calculations associated with the adjustment.

d. Utility billing division is authorized to provide the customer a credit for three months of high usage amount over the amount as calculated in (b) above at current water rates, based upon the following criteria:

1. The customer has properly completed the repair and submitted documentations for the credit request form; and
2. The cause of the high consumption was found during the billing cycle or water audit; and/or
3. The customer recognized the leak; and
4. The cause was such that a reasonable and prudent customer could not recognize the problem in a timely manner.

e. Only these leaks may be considered:

1. Above and underground domestic pipe leaks.
2. Under the structure domestic pipe leaks.
3. Above and underground irrigation pipe leaks.
4. Leaks in the fitting connecting to the water meter.
5. Toilet, faucet or other fixture leaks.
6. Sprinkler equipment problems, (timers/controllers, sprinkler heads, etc.)

f. Leaks that will NOT be considered:

1. ~~Toilet, faucet or other fixture leaks~~
2. Swimming pool problems, (piping, pumps, filters, etc.)
3. ~~Sprinkler equipment problems, (timers/controllers, sprinkler heads, etc.)~~
4. Customer negligence
5. Water theft
6. ~~Unknown or unexplained water consumption~~

(14) *Payment for zero consumption.* Water consumption is measured through mechanical water meters. These meters are owned by the town and maintained on a specified schedule. The maintenance schedule has been established to promote accurate readings and protect the interest of the customer and the investment of the town. Being a mechanical device, there are instances when a meter may "slow down" or may fail completely and stop totalizing water flow. The utility billing system normally detects these problems and provides a "Zero Consumption - Low Meter Use Report". This report checks the latest meter reading and lists those active accounts with zero consumption. Utility maintenance staff reviews this report and generates a work order to have field personnel investigate. The meter is then checked, replaced and/or repaired, and the results given utility billing via the

completed work order form. Based on that information, the customer will be "BACK BILLED" for all water consumed but not registered as follows:

a. The period in question may not be any greater than the previous 12 months.

b. The average water consumption per month will be determined.

c. The average water consumption per month, totaled for the number of months in question will be the amount the customer will be back billed.

d. It shall be determined if the monthly base charge was paid or should be back billed.

e. The customer will be allowed to pay the total amount due over the same number of months as the months in question, up to a maximum of 12 months.

(15) *Closing an account.* The town must receive a signed application or electronic communication from the account holders verified email to modify or close an account. When the application is received a final meter reading will take place and the applicant's deposit will be used to pay the final bill, disconnect fee and any delinquent charges. If the deposit is not enough to pay the outstanding balance an invoice will be mailed to the applicant and payment must be received within 15 days of date the invoice was mailed.

INTRODUCED AND PASSED on first reading this 9th day of September 2025.

PASSED AND ADOPTED on second reading this 7th day of October 2025.

TOWN OF LAKE HAMILTON, FLORIDA

_____
Phyllis Hall, Mayor

ATTEST:

_____
Jacqueline Borja, Town Clerk

Approved as to form:

_____
TOWN ATTORNEY

Record of Vote	**Yes**	**No**
Hall		
Mathis		
Slavens		
Roberson		
Demanche		

9.C

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH:

FROM: Brittney Sandoval, Town Administrator

AGENDA ITEM: Consider renewal of Republic Services contract for refuse services.

DATE: September 9, 2025

SUMMARY & RECOMMENDATION: Republic Services has provided a proposed contract to continue refuse collection for the Town.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☐ NO: ☒ N/A: ☐

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: There is a projected increase in cost for services, the Town would also need to provide notice to residents of the increase if Council approves the contract.

RECOMMENDATION:

9.D

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Britney Sandoval, Town Administrator

FROM: Chris Votour, Chief of Police

AGENDA ITEM: Resolution R-2025-XX Budget Amendment to transfer funds within the Police Department Budget.

A Resolution of the Town Council of the Town of Lake Hamilton, Polk County, Florida, adopting a budget amendment for the Town of Lake Hamilton for Fiscal Year 2024-2025; delineating an amendment to the expenditures by department of activity; repealing all provisions in conflict herewith; providing for severability; and providing for an effective date.

DATE: September 9, 2025

SUMMARY & RECOMMENDATION: Requesting Council approval of a budget amendment to transfer funds within our current budget. This transfer is to continue police services for the remainder of the fiscal year.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☐ NO: ☒ N/A: ☐

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: The transfer is moving funds within the current approved police department budget.

RECOMMENDATION:

ATTACHMENT(S):
Resolution R-2025-XX budget amendment for PD expenditures.pdf

RESOLUTION R-2025-XX

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, LAKE HAMILTON, POLK COUNTY, FLORIDA, ADOPTING A BUDGET AMENDMENT FOR THE TOWN OF LAKE HAMILTON FOR FISCAL YEAR 2024-2025; DELINEATING AN AMENDMENT TO THE EXPENDITURES BY DEPARTMENT OF ACTIVITY; REPEALING ALL PROVISIONS IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, after a duly noticed meeting of the Town Council of the Town of Lake Hamilton, Florida, the 2024-2025 budget amendment was presented to the people of the Town of Lake Hamilton on September 9, 2025; and

WHEREAS, public comments and input were considered by the Town Council in approving the attached budget amendment.

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, AS FOLLOWS:

SECTION 1.
The attached General Fund budget amendment request in "Exhibit A" for the Town of Lake Hamilton is hereby adopted and incorporated by reference.

SECTION 2.
The sums of money delineated therein, or as much as may be authorized by law, or as may be needed or deemed necessary to defray the expenses and liabilities of the Town are herein confirmed, ratified, and appropriated for the corporate purposes and objects of said Town herein specified.

SECTION 4. CONFLICTS.
All Resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 5. SEVERABILITY.
If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidated or impair the validity, force, or effect or any other section or part of this Resolution.

SECTION 6. EFFECTIVE DATE.
This Resolution shall take effect upon its approval and adoption by the Town Council.

INTRODUCED and PASSED at the regular meeting of the Town Council of Lake Hamilton, Florida, held this 9th day of September 2025.

TOWN OF LAKE HAMILTON, FLORIDA

PHYLLIS HALL, MAYOR

ATTEST:

JACQUELINE BORJA, TOWN CLERK

Approved as to form:

ANTHONY SABATINI. TOWN ATTORNEY

Record of Vote	Yes	No
Roberson		
Mathis		
Slavens		
Demanche		
Hall		

Exhibit "A"

Town of Lake Hamilton
100 Smith Avenue - P.O. Box 126
Lake Hamilton, Florida 33851
(863) 439-1910
www.townoflakehamilton.com

BUDGET AMENDMENT REQUEST FORM

"FR0M ACCOUNT"			"TO ACCOUNT"		
Account Number	**Current Balance**	**Amount Transfer**	**Account Number**	**Amount Transferred**	**New Balance**
GL-ACCT#:001-521-054	8560.84	4000.00	GL-ACCT#:001-521-521	$4,000	$1466.70
GL-ACCT#:001-521-055	5589.46	$281.60	GL-ACCT#:001-521-040	$281.60	$0.00
GL-ACCT#:001-521-311	1906.00	1906.00	GL-ACCT#:001-521-522	$1906.00	$1122.49
GL-ACCT#:001-521-055	5307.86	5307.86	GL-ACCT#:001-521-523	$5307.86	$3049.35
GL-ACCT#:001-521-044	2101.45	1000.00	GL-ACCT#:001-521-051	$1000.00	$1152.27
GL-ACCT#:001-521-054	4560.87	4560..87	GL-ACCT#:001-521-523	$4560.87	$7610.22

JUSTIFICATION: This request is to continue police services for the remainder of the fiscal year.

APPROVALS:

_____
Brittney Sandoval, Town Administrator, *Signature / Date*

_____
Mayor Phyllis Hall *Signature /Date*

Entry Control # _____

Fiscal Year _____

Transaction Date: ____/____/____

(For Finance Department Use Only)

_____
Finance Officer's - Signature / Date

9.E

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Britney Sandoval, Town Administrator

FROM: Chris Votour, Chief of Police

AGENDA ITEM: Request to Purchase Vehicle for the Police Department.

DATE: September 9, 2025

SUMMARY & RECOMMENDATION: Requesting council to approve the purchase of administrative vehicle, the funds are in the department budget for equipment for a estimated cost of $40,000. With the purchase of an administrative vehicle it would reduce cost for a full patrol vehicle as the current vehicles used by the administrative staff are fully equipped and would be passed down to the Sergeants.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☐ NO: ☒ N/A: ☐

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: The cost of the new vehicle is estimated around $40,000 to be used from G/L 001-521-641. This was in the next year's budget but there are additional funds left over in this years budget. If approved, we would remove that cost from the draft budget for 25-26.

RECOMMENDATION:

ATTACHMENT(S):
20250826085513.pdf

Request for Payment $25,000 and Over

Deparment:	Police
Request Date:	8/25/2025
Requested Amou	$40,000.00

Purchase Description

2025 Administrative Vehicle

GL-ACCT#:001-521-641

Only Use The Line Below If Funds Are Being Transsferred From Another GL-Account

GL-ACCT#:		GL-ACCT#:
FROM		TO

Dept. Director:	
Administrator:	Brittney Sandoval
Finance Director:	

Approved Date:

Town Clerk:

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Brittney Sandoval, Town Administrator

FROM: Matthew Jones, Public Services Superintendent

AGENDA ITEM: Continued discussion regarding the Citrus Connection Bus Shelters.

DATE: September 9, 2025

SUMMARY & RECOMMENDATION: Council has requested more information about adding shelters to our Citrus Connection bus stops. Citrus Connection staff discovered that Lake Hamilton has four (4) bus stops within its limits. These bus stops are currently serviced by the Route 17X . All four bus stops are not recommended by Citrus Connection to have shelters in the stops current condition. Reasons consist of as follows;

Due to the lack of ADA-compliant curbs/gutters as well as lack of space for an adequate shelter pad, a bus shelter would not be considered safe or accommodating to people with disabilities. Additionally, the lack of space for a compliant boarding and alighting (B&A) pad also raises concern. Second, two of the stops encroach on private property without adequate right of way. Staff is looking for guidance from Council whether to pursue potential relocation and or modification to bus stops in order to facilitate Shelters.

CONSENT AGENDA ☐ **OLD BUSINESS** ☒ **NEW BUSINESS** ☐

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☒

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: Citrus Connection does not help financially with any of the work that will be completed therefore, the Town will have to use their own funds to install the shelters.

RECOMMENDATION:

ATTACHMENT(S):
Lake Hamilton Bus Shelters - Staff Report.docx
Abstract Grade A Way Bid 2300.pdf
Boarding and Alighting Pad Requirements - FY24-25.pdf

Lake Hamilton Bus Shelters – Staff Report

The City of Lake Hamilton reached out to Citrus Connection to inquire about adding shelters to their existing transit stops. After researching, Citrus Connection staff discovered that Lake Hamilton has four (4) bus stops within its limits. These bus stops are currently serviced by the Route 17X and have been listed below. Also listed below are the analyses performed by Citrus Connection staff in terms of recommendations on shelter installation.

1. 210 Monroe Ln. – Stop ID 1760



A bus shelter is **not recommended** by staff at this location. Due to the lack of ADA-compliant curbs/gutters as well as lack of space for an adequate shelter pad, a bus shelter would not be considered safe or accommodating to people with disabilities. Additionally, the lack of space for a compliant boarding and alighting (B&A) pad also raises concern.

2. Detour Rd. & Tangerine Dr. – Stop ID 1759



A bus shelter is **not recommended** by staff at this location. There are several reasons, including the lack of ADA-accessible sidewalks and encroachment onto privately-owned property. Additionally, there would not be adequate space for an ADA boarding and alighting (B&A) pad, which would not allow ADA accessibility.

3. Broad Way & Smith Ave. – Stop ID 1650



A bus shelter is **not recommended** by staff at this location. Due to the lack of sidewalks, curbs, and gutters, this location would not allow safe accessibility for passengers with and without disabilities. Additionally, due to the recreational complex's pavilion in the background, staff finds adding a bus shelter at this location redundant.

4. Hamilton Blvd. & E. Grove Dr. – Stop ID 1646



A bus shelter is **not recommended** by staff at this location. The area lacks sidewalks and curbs, making it inaccessible for people with disabilities. Additionally, encroachment on privately-owned property raises concerns. The lack of space also does not allow for an accessible boarding and alighting (B&A) pad. Because of these reasons, a bus shelter at this location would not be ideal.

BID SHEET:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

THIS BID SHALL BE VALID FOR SIXTY (60) DAYS FROM DATE OF OPENING

Company Name GRADE-A-WAY, LLC

***Company Address** PO Box 91809

City Lakeland **State** FL **Zip** 33804

***If claiming Local Vendor Preference, a valid Local Business Tax Receipt must be provided at the time the response is submitted in order to qualify for such consideration.**

Telephone (863) 606-9308 **Fax** (863) 668-9409

E-Mail Address scray@gradeaway.com

The following Bid is in strict accordance with the **City of Lakeland Invitation to Bid No. 2300, dated October 13, 2022, and all attachments as referenced therein:**

This Bid shall be **F.O.B. Delivered with Full Freight Allowed** and a **Total Firm Price** for all of the work outlined in the attached specifications.

CATEGORY "A": The following items of work may be accomplished as a part of New Construction or Reconstruction of Streets performed by City forces. Category "A" will be for form and pour, curb machine pour, finish, and saw/expansion joint only. City forces will remove and dispose of existing concrete, excavate, grade, backfill and restore vegetation.

Item Description	Bid Price
A1. CONCRETE CURBING: (City Of Lakeland Standard)	
a.) For projects less than 100 Lineal Feet:	$ 58.00 /Lin. Ft.
b.) For projects 100 Lineal Feet to 300 Lineal Feet:	$ 37.00 /Lin. Ft.
c.) For projects 300 Lineal Feet to 1,500 Lineal Feet:	$ 29.00 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$ 25.00 /Lin. Ft.
A2. CONCRETE CURBING: (Alternate Miami Curb Design)	
a.) For projects less than 100 Lineal Feet:	$ 58.00 /Lin. Ft.
b.) For projects 100 Lineal Feet to 300 Lineal Feet:	$ 37.00 /Lin. Ft.
c.) For projects 300 Lineal Feet to 1,500 Lineal Feet:	$ 29.00 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$ 25.00 /Lin. Ft.

Bid Sheet continued on the next page:

ANNUAL CURB AND SIDEWALK SERVICES

For the

CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CLARIFICATIONS AND/OR EXCLUSIONS

1. Our bid does not include mobilization. Mobilization will be added to each job when invoiced.
2. Our bid does not include short fees for concrete. Short fees will be added to each job if required when invoiced.

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

NOVEMBER 19, 2021

BID NO. 1342

CATEGORY "A": The following items of work may be accomplished as a part of new construction or reconstruction of streets performed by City forces. Category "A" will be for form and pour, curb machine pour, finish, and saw/expansion joint only. City forces will remove and dispose of existing concrete, excavate, grade, backfill and restore vegetation. (Continued):

Item Description	Bid Price
A3. CONCRETE CURBING: (D.O.T. Type B)	
a.) For projects less than 100 Lineal Feet:	$ 58.00 /Lin. Ft.
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	$ 37.00 /Lin. Ft.
c.) For projects 300 Lineal Feet To 1,500 Lineal Feet:	$ 29.00 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$ 25.00 /Lin. Ft.
A4. CONCRETE CURBING: (D.O.T. Type D)	
a.) For projects less than 100 Lineal Feet:	$ 58.00 /Lin. Ft.
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	$ 37.00 /Lin. Ft.
c.) For projects 300 Lineal Feet To 1,500 Lineal. Feet:	$ 29.00 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$ 25.00 /Lin. Ft.
A5. CONCRETE CURBING: (D.O.T. Type F)	
a.) For projects less than 100 Lineal Feet:	$ 61.00 /Lin. Ft.
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	$ 41.00 /Lin. Ft.
c.) For projects 300 Lineal Feet To 1,500 Lineal Feet:	$ 32.00 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$ 29.00 /Lin. Ft.

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CATEGORY "B": The following items of work may be accomplished as a part of new construction or reconstruction of streets performed by City forces. Category "B" will be for the contractor to remove and dispose of existing concrete, excavate, grade, pour, finish, saw/expansion joint, backfill and restore vegetation.

Item Description	Bid Price
B1. CONCRETE CURBING: (City Of Lakeland Standard)	
a.) For projects less than 100 Lineal Feet:	**$ 81.00 /Lin. Ft.**
b.) For projects 100 Lineal Feet to 300 Lineal Feet:	**$ 50.00 /Lin. Ft.**
c.) For projects 300 Lineal Feet to 1,500 Lineal Feet:	**$ 41.00 /Lin. Ft.**
d.) For projects in excess of 1,500 Lineal Feet:	**$ 37.00 /Lin. Ft.**
B2. CONCRETE CURBING: (Alternate Miami Curb Design)	
a.) For projects less than 100 Lineal Feet:	**$ 81.00 /Lin. Ft.**
b.) For projects 100 Lineal Feet to 300 Lineal Feet:	**$ 50.00 /Lin. Ft.**
c.) For projects 300 Lineal Feet to 1,500 Lineal Feet:	**$ 41.00 /Lin. Ft.**
d.) For projects in excess of 1,500 Lineal Feet:	**$ 37.00 /Lin. Ft.**
B3. CONCRETE CURBING: (D.O.T. Type B)	
a.) For projects less than 100 Lineal Feet:	**$ 81.00 /Lin. Ft.**
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	**$ 50.00 /Lin. Ft.**
c.) For projects 300 Lineal Feet To 1,500 Lineal Feet:	**$ 41.00 /Lin. Ft.**
d.) For projects in excess of 1,500 Lineal Feet:	**$ 37.00 /Lin. Ft.**

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CATEGORY "B": The following items of work may be accomplished as a part of new construction or reconstruction of streets performed by City forces. Category "B" will be for the contractor to remove and dispose of existing concrete, excavate, grade, pour and finish, saw/expansion joint, backfill and restore vegetation (Continued):

B4. CONCRETE CURBING: (D.O.T. Type D)

a.) For projects less than 100 Lineal Feet: $ 81.00 /Lin. Ft.

b.) For projects 100 Lineal Feet To 300 Lineal Feet: $ 50.00 /Lin. Ft.

c.) For projects 300 Lineal Feet To 1,500 Lineal. Feet: $ 41.00 /Lin. Ft.

d.) For projects in excess of 1,500 Lineal Feet: $ 37.00 /Lin. Ft.

B5. CONCRETE CURBING: (D.O.T. Type F)

a.) For projects less than 100 Lineal Feet: $ 85.00 /Lin. Ft.

b.) For projects 100 Lineal Feet To 300 Lineal Feet: $ 53.00 /Lin. Ft.

c.) For projects 300 Lineal Feet To 1,500 Lineal Feet: $ 45.00 /Lin. Ft.

d.) For projects in excess of 1,500 Lineal Feet: $ 41.00 /Lin. Ft.

CATEGORY "C": The following items of work may be accomplished as separate projects or as a part of new construction or reconstruction of streets performed by City forces. Category "C" will be for form, pour, finish and saw/expansion joint only. City forces will excavate, grade, backfill and restore vegetation.

Item Description	Bid Price
C1. CONCRETE DRIVEWAYS, APRONS, AND SIDEWALK THICK)	$ 226.00 /Sq. Yd. (6"
C2. CONCRETE SIDEWALK (4" THICK)	$ 166.00 /Sq. Yd.
C3. CURB RAMPS (6" THICK) (Exclude detectable warning mat)	$ 324.00 Sq. Yd. C4.
CONCRETE RETAINING AND/OR GRAVITY WALLS (NON TRAFFIC LOADING)	$ 1600.00 /Cu. Yd.

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CATEGORY "D": The following items of work may be accomplished as separate projects or as a part of new construction or reconstruction of streets performed by City forces. Category "D" will be for the contractor to remove and dispose of existing concrete, excavate, grade, pour, and finish, saw/ expansion joint, backfill and restore vegetation.

Item Description	Bid Price
D1. CONCRETE DRIVEWAYS, APRONS, AND SIDEWALK (6" THICK)	$270.00 /Sq. Yd.
D2. CONCRETE SIDEWALK (4" THICK)	$208.00 /Sq. Yd.
D3. CURB RAMPS (6" THICK) (Exclude detectable warning mat)	$369.00 /Sq. Yd.
D4. CONCRETE RETAINING AND/OR GRAVITY WALLS (NON TRAFFIC LOADING)	$1900.00 Cu. Yd.

***Note: EXCAVATION AND FILL QUANTITIES will be determined from cross section and agreed upon by both parties on a project-by-project basis prior to the work being performed.**

E. Please State the Name, Address and Telephone Number of the Branch Office that Serves the Lakeland, Florida Area where Technical Expertise is Available.

Name	Address	Telephone
GRADE-A-WAY, LLC	PO Box 91809, LAKELAND, FL 33804	863-606-9308

F. Additional Materials over and above the written Scope of Work shall be billed at Cost Plus 20% of sales **Percent (%) and substantiated with paid invoices. Note: This is not a time and materials contract. The cost plus material.rate will only be utilized for materials purchased outside of the written scope of work and Owner approved in writing prior to ordering.**

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

G. Please List All Anticipated Subcontractors:

Name of Company	Address & Telephone	Type of Craft
TBD		

H. Rates for Each Classification of Labor (please list below):

Note: These rates will only be utilized for work outside of the written scope of work that has been Owner Approved in Writing prior to commencement.

Classification	Straight Time	Overtime
See attached hourly rates	$_____/Hr.	$_____/Hr.
	$_____/Hr.	$_____/Hr.
	$_____/Hr.	$_____/Hr.
	$_____/Hr.	$_____/Hr.

I. Please List a Minimum of Three (3) Projects that Your Company Has Successfully Completed Within the Past Three (3) Years which are of Equal Size, Scope, Magnitude and Complexity as the Project to be Done for the City of Lakeland. This List shall be Specifically Prepared for this Bid Submittal and Should Include the Name of the Entity and the Name and Telephone Number of a Responsible Individual Qualified to Respond to Questions Concerning Your Company's Abilities, Costs, Schedules, etc. Note: Prior successful accomplishment of such equal work will be a consideration in determining whether the Bidder is qualified to perform the work specified herein.

Company Name	Contact Person	Telephone Number
1. Schmid Construction	Brian Roehn	407-709-4128
2. Rayco Industrial	Craig Spitznagle	334-418-6940
3. Stultz, Inc.	Jeff Stultz	239-590-3033

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

J. Schedule:

Work can be started in calendar day(s) after notification of award.

Vendor requests 5 calendar day(s) notice of need prior to the normal required services.

Vendor can respond in 5 calendar day(s) notice of need for emergency services.

Note: Failure to meet the agreed service times may be caused for the City of Lakeland to look to an alternate source to meet the required needs. A second failure to meet the City's requirements may be cause for cancellation of the service at no further cost or obligation to the City of Lakeland.

K. PLEASE ATTACH THE FOLLOWING REQUIREMENTS:

FURNISH A LIST OF QUALIFIED PERSONNEL WHICH WILL BE UTILIZED TO ACCOMPLISH THE WORK.

FURNISH A LIST OF PROJECTS ACCOMPLISHED IN THE PREVIOUS THREE (3) YEARS.

FURNISH A LIST OF CURB MACHINES WHICH ARE OWNED BY YOUR COMPANY.

FURNISH A LIST OF FORMS AVAILABLE FOR CONCRETE CONSTRUCTION OWNED BY YOUR COMPANY.

FURNISH A LIST OF CURRENT CONTRACTS AND DOLLAR AMOUNT OF CONTRACT.

FURNISH A NAME AND ADDRESS OF A CONTACT PERSON, DAYTIME AND AFTER-HOURS TELEPHONE NUMBERS.

Bid Sheet continued on the next page:

ANNUAL CURB AND SIDEWALK SERVICES

For the

CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

QUALIFIED PERSONNEL

NAME

Scooter Hampton

Tom Sheffield

Rodrigo Cruz

ANNUAL CURB AND SIDEWALK SERVICES

For the

CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

LIST OF PROJECTS ACCOMPLISHED

2022

Culver's North Lakeland
Fishhawk Town Centre
Cadak Transportation
Publix Dispatch Center
Publix Round About

2021

Plant City Dog Park
Multi-Tenant Shell (Lakeland)
Publix Mill & Pave
Fishhawk Medical Center
Bridgewater Substation
Heartland Dental & TD Bank
New Life Assembly of God
Publix Dispatch Center

2020

Astoria Skilled Nursing Home
Balmoral Events Center
Bartow Market Place
Burger King (Loughman)
Cooling Tower MCC Relocation
Estates at Carpenters
Lakeland FSER
Mach 1 Carwash
McIntosh Power Plant Relocation
Palm Garden @ Sun City
The Club at Lake Gibson

ANNUAL CURB AND SIDEWALK SERVICES

For the

CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CURRENT CONTRACTS

PROJECT NAME	AMOUNT
Culver's Highland City	$566,040
ALDI Lakeland	$1,207,782
Preferred Drilling	$389,524
Circle K	$673,545
Academir Charter School	$2,015,307
Culver's Christina	$1,068,098

ANNUAL CURB AND SIDEWALK SERVICES

For the

CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CONTACT LIST (listed in order of contact)

NAME	PHONE NUMBER (mobile)
Scooter Hampton	863-581-3941
Tom Sheffield	863-255-3499
Rick Herrold	813-713-1366
Stanley Croy	813-991-8111

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

Terms of Payment Offered Standard City of Lakeland

Note: Payment shall be made within forty-five (45) days of receipt of invoice in accordance with Florida Statute §218.74, the Local Government Prompt Payment Act.

"I hereby certify that I understand and am aware that the City of Lakeland at its sole discretion reserves the right to waive technicalities or irregularities, to reject any or all bids, and/or to accept that bid which is in the best interest of the City. The award of this bid, if made, may be based on considerations other than total cost and may be awarded based on various considerations, including without limitation; Bidder's experience and/or qualifications, past experience, administration cost, standardization, technical evaluation and oral and/or written presentations as required. The City reserves the right to accept all or part, or to decline the whole, and to award this bid to one (1) or more Bidders. There is no obligation to buy. The bid, if awarded, will be in the judgement of the City the most responsive to the City's needs. The City of Lakeland encourages the use of minority and women-owned businesses as subcontractors or in joint venture arrangements.

If claiming Local Vendor Preference, I certify that the company satisfies each of the following criteria at the time of their submission of a response to the solicitation necessary to qualify as a "Local Business": a vendor, supplier or contractor that: (i) conducts business within the jurisdictional limits of Lakeland Electric's service territory by providing goods, services or construction; (ii) maintains a physical business location within the jurisdictional limits of Lakeland Electric's service territory in an area legally zoned for conducting such business; (iii) conducts business on a daily basis from the local business location; (iv) has conducted business from such location for at least twelve (12) consecutive months prior to the due date for the applicable bid or proposal; and (v) provides a copy of its local business tax receipt, if located within the City of Lakeland, or a copy of its Polk County local business tax receipt, if located outside of the City limits but within Lakeland Electric's service territory."

Please put an "X" or mark N/A: X Local Business

Note: If claiming Local Vendor Preference, a valid Local Business Tax Receipt must be provided at the time the response is submitted in order to qualify for such consideration.

GRADE A WAY, LLC
Company Name

Stanley Croy
Authorized Signature

Oct 27, 2022
Date Signed

Stanley Croy
Name of Contact for Questions
(Please Print or Type)

863-606-9308
Telephone No. of Contact

Indemnification
Contractor

To the fullest extent permitted by laws and regulations, and in consideration of the amount stated on any Purchase Order, the Contractor shall defend, indemnify, and hold harmless the City, its officers, directors, agents, guests, invitees, and employees from and against all liabilities, damages, losses, and costs, direct, indirect, or consequential (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals and court and arbitration costs) arising out of or resulting from any acts of negligence, gross negligence or intentional wrongful misconduct in the performance of the work by the Contractor, any Subcontractor, or any person or organization directly or indirectly employed by any of them to perform or furnish any of the work or anyone for whose acts any of them may be liable.

In any and all claims against the City, or any of its officers, directors, agents, or employees by any employee of the Contractor, any Subcontractor, any person or organization directly or indirectly employed by any of them to perform or furnish any of the work or anyone for whose acts any of them may be liable, this indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any such Subcontractor or other person or organization under workers' or workmen's compensation acts, disability benefit acts, or other employee benefit acts, nor shall this indemnification obligation be limited in any way by any limitation on the amount or type of insurance coverage provided by the City, the Contractor, or any of his Subcontractors. To the extent this Indemnification conflicts with any provision of Florida Law or Statute, this indemnification shall be deemed to be amended in such a manner as to be consistent with such Law or Statute.

Applicability: It is the express intent of the Contractor that this agreement shall apply for the project(s) or time period indicated below. (Check and complete one):

X **Agreement is applicable to all contracts, purchase orders and other work performed for the City of Lakeland for the time period of not more than five (5) years.**

October 27, 2022 (Date) **to** October 27, 2027. (Date)

(OR)

_____ **Agreement is limited to Bid #, Purchase Order #, Requisition #**_____, **or Contract dated** _____.

Subrogation: The Contractor and his Subcontractors agree by entering into this contract to a Waiver of Subrogation for each required policy herein. When required by the insurer, or should a policy condition not permit Contractor or Subcontractor to enter into a pre-loss agreement to waive subrogation without an endorsement, then Contractor or Subcontractor agrees to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which includes a condition specifically prohibiting such an endorsement, or voids coverage should Contractor or Subcontractor enter into such an agreement on a pre-loss basis.

Release of Liability: Acceptance by the Contractor of the last payment shall be a release to the City and every officer and agent thereof, from all claims and liability hereunder for anything done or furnished for, or relating to the work, or for any act or neglect of the City or of any person relating to or affecting the work of which Contractor has knowledge at the time.

Savings Clause: The parties agree that to the extent the written terms of this Indemnification conflict with any provisions of Florida laws or statutes, in particular Sections 725.06 and 725.08 of the Florida Statutes, the written terms of this indemnification shall be deemed by any court of competent jurisdiction to be modified in such a manner as to be in full and complete compliance with all such laws or statutes and to contain such limiting conditions, or limitations of liability, or to not contain any unenforceable, or prohibited term or terms, such that this Indemnification shall be enforceable in accordance with and to the greatest extent permitted by Florida Law.

GRADE A WAY, LLC
Name of Organization

BY: Stanley Croy
Signature of Owner or Officer

scroy@gradeaway.com
E-mail Address

STATE OF : Florida

COUNTY OF: Polk

863-606-9308
Organization Phone Number

The foregoing instrument was acknowledged before me, by means of physical presence this 27th day of October, 2022.

by _____, of _____.
Printed Name of Owner / Officer — Corporate or Company Name

He/She is personally known to me or has produced _____ as
State Drivers License Number

identification, and did _____ / did not _____ take an oath.

M. N. H.
Signature of Person Taking Acknowledgment

Marion N. Hampton
Printed Name of Person Taking Acknowledgment

MARION N. HAMPTON
Notary Public, State of Florida
My comm. expires Feb. 22, 2026
Commission Number HH 232362

_____
Notary Seal

CITY OF LAKELAND

BY: _____ **DATE** _____
Joyce Dias, Risk Management & Purchasing Director

Revised: January 4, 2022

ANNUAL CURB AND SIDEWALK SERVICES

For the

CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

HOURLY RATE TABLE

ITEM DESCRIPTION	UNIT	UNIT RATE
EQUIPMENT (without operator)		
BACKHOES		
Mini Excavator	HR	$62.00
Komatsu PC 200 (or equivalent)	HR	$82.00
COMPACTORS		
Bomag BW3R-Traffic Roller	HR	$38.00
Bomag BW120 47" Asphalt Roller	HR	$44.00
CAT CB43B Vibratory Roller	HR	$55.00
Ingersoll Rand SD100 84" Vibratory Roller	HR	$66.00
SKIDSTEERS		
Tracked	HR	$62.00
DOZERS		
Komatsu D39P Dozer	HR	$68.00
MOTOR GRADERS		
New Holland RG100	HR	$74.00
Cat 120G	HR	$103.00
Cat 12H	HR	$103.00
FRONT END LOADERS		
Komatsu WA150L	HR	$46.00
Komatsu WA200	HR	$56.00
Komatsu WA250	HR	$56.00
TRUCKS		
Pickup	HR	$26.00
Ford F-750 Dump Truck	HR	$54.00
18 CY Dump Truck	HR	$90.00
Ford F-750 Water Truck	HR	$59.00
Asphalt Patch Truck	HR	$129.00
Transport	HR	$152.00
TRACTORS		
Tractor W/ Broom	HR	$53.00
Tractor W/ Box Blade	HR	$53.00
Tractor W/ Bush Hog Mower	HR	$53.00
PAVING EQUIPMENT		
Blaw Knox Tack Distribution Trailer	HR	$63.00
Soil Stabilizer/Mixer	HR	$169.00
LeeBoy 8500 Asphalt Paver	HR	$103.00

GRADE-WAY, LLC
Hourly Rate Table

ITEM DESCRIPTION	UNIT	UNIT RATE
EQUIPMENT (without operator)		
MISCELLANEOUS		
Milling Head (Skid Steer)	HR	$85.00
Grapple Forks (Skid Steer)	DAY	$103.00
Root Rake (Frontend Loader)	DAY	$103.00
Demo Saw	DAY	$61.00
Walk Behind / Street Saw	DAY	$121.00
Chain Saw	DAY	$61.00
Walk Behind Plate Tamp	DAY	$61.00

NOTES:

a. We do not have daily or weekly rates.
b. The above rates are for "owned" equipment only and are subject to availability. Rented equipment will be at actual invoice plus markup plus operational costs (fuel, etc.).

HOURLY RATE TABLE

DESCRIPTION	UNIT	UNIT RATE	
PERSONNEL		**S.T.**	**O.T.**
Truck Driver	HR	$41.85	$57.21
Common Labor	HR	$34.17	$46.56
Skilled Labor	HR	$40.82	$55.88
Concrete Finisher	HR	$42.72	$58.54
Operator	HR	$48.74	$66.52
Skilled Operator	HR	$58.24	$79.82
Foreman	HR	$80.81	$109.76
Supervisor	HR	$92.68	$126.39

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/27/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER M. E. Wilson Company, LLC 300 W. Platt St. Ste 200 Tampa, FL 33606 1-813-229-8021	CONTACT NAME: Cindy Jett, ARM, CRIS PHONE (A/C, No, Ext): 813-349-2231 FAX (A/C, No): 813-349-2240 E-MAIL ADDRESS: cjett@mewilson.com
INSURED Grade-A-Way, LLC PO Box 91809 Lakeland, FL 33804	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: WESTFIELD INS CO — 24112 INSURER B: BRIDGEFIELD EMPLOYERS INS CO — 10701 INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** 66996171 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR	X	X	CMM0667131	10/01/22	10/01/23	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 500,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [X] PRO-JECT [ ] LOC						GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY	X	X	CMM0667131	10/01/22	10/01/23	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	X OWNED AUTOS ONLY / X HIRED AUTOS ONLY / X SCHEDULED AUTOS / X NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
							PIP	$ 10,000
A	X UMBRELLA LIAB X OCCUR	X	X	CMM0667131	10/01/22	10/01/23	EACH OCCURRENCE	$ 2,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 2,000,000
	DED X RETENTION $ 0							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] N/A If yes, describe under DESCRIPTION OF OPERATIONS below		X	83039972	10/01/22	10/01/23	X PER STATUTE / OTH-ER	
							E.L. EACH ACCIDENT	$ 500,000
							E.L. DISEASE - EA EMPLOYEE	$ 500,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Lakeland is named as an additional insured for General Liability and Auto Liability coverages on a primary and non-contributory basis. Waiver of subrogation is provided in favor of City of Lakeland for General Liability, Auto and workers' compensation coverages. Umbrella follows form of General Liability and Auto Liability Coverages.
Bid #2300 - Annual Curb and Sidewalk Services

CERTIFICATE HOLDER

City of Lakeland

1140 East Parker Street

Lakeland, FL 33801

USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Robert B. Nathan

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/27/2022

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PRODUCER 1-813-229-8021 M. E. Wilson Company, LLC 300 W. Platt St. Ste 200 Tampa, FL 33606	CONTACT NAME: Cindy Jett, ARM, CRIS PHONE (A/C, No, Ext): 813-349-2231 FAX (A/C, No): 813-349-2240 E-MAIL ADDRESS: cjett@mewilson.com
INSURED Grade-A-Way, LLC PO Box 91809 Lakeland, FL 33804	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : WESTFIELD INS CO — 24112 INSURER B : BRIDGEFIELD EMPLOYERS INS CO — 10701 INSURER C : INSURER D : INSURER E : INSURER F :

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY [X] PRO-JECT [ ] LOC OTHER:	X	X	CMM0667131	10/01/22	10/01/23	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 500,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY	X	X	CMM0667131	10/01/22	10/01/23	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) PIP	$ 1,000,000 $ $ $ $ 10,000
A	X UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED [X] RETENTION $ 0	X	X	CMM0667131	10/01/22	10/01/23	EACH OCCURRENCE AGGREGATE	$ 2,000,000 $ 2,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [N] N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		X	83039972	10/01/22	10/01/23	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 500,000 $ 500,000 $ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Lakeland is named as an additional insured for General Liability and Auto Liability coverages on a primary and non-contributory basis. Waiver of subrogation is provided in favor of City of Lakeland for General Liability, Auto and workers' compensation coverages. Umbrella follows form of General Liability and Auto Liability Coverages.
Bid #2300 - Annual Curb and Sidewalk Services

CERTIFICATE HOLDER

City of Lakeland

1140 East Parker Street

Lakeland, FL 33801 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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BID SHEET:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

THIS BID SHALL BE VALID FOR SIXTY (60) DAYS FROM DATE OF OPENING

Company Name Larson's Grading and Paving

***Company Address** 3655 US HWY 17 N.

City Bartow **State** Florida **Zip** 33830

***If claiming Local Vendor Preference, a valid Local Business Tax Receipt must be provided at the time the response is submitted in order to qualify for such consideration.**

Telephone (863) 533.1155 **Fax** (863) 533.1154

E-Mail Address larsonsgradingandpaving@gmail.com

The following Bid is in strict accordance with the **City of Lakeland Invitation to Bid No. 2300, dated October 13, 2022, and all attachments as referenced therein:**

This Bid shall be **F.O.B. Delivered with Full Freight Allowed** and a **Total Firm Price** for all of the work outlined in the attached specifications.

CATEGORY "A": The following items of work may be accomplished as a part of New Construction or Reconstruction of Streets performed by City forces. Category "A" will be for form and pour, curb machine pour, finish, and saw/expansion joint only. City forces will remove and dispose of existing concrete, excavate, grade, backfill and restore vegetation.

Item Description	Bid Price
A1. CONCRETE CURBING: (City Of Lakeland Standard)	
a.) For projects less than 100 Lineal Feet:	$175.00 /Lin. Ft.
b.) For projects 100 Lineal Feet to 300 Lineal Feet:	$28.50 /Lin. Ft.
c.) For projects 300 Lineal Feet to 1,500 Lineal Feet:	$26.50 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$24.50 /Lin. Ft.
A2. CONCRETE CURBING: (Alternate Miami Curb Design)	
a.) For projects less than 100 Lineal Feet:	$275.00 /Lin. Ft.
b.) For projects 100 Lineal Feet to 300 Lineal Feet:	$32.50 /Lin. Ft.
c.) For projects 300 Lineal Feet to 1,500 Lineal Feet:	$30.50 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$28.50 /Lin. Ft.

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CATEGORY "A": The following items of work may be accomplished as a part of new construction or reconstruction of streets performed by City forces. Category "A" will be for form and pour, curb machine pour, finish, and saw/expansion joint only. City forces will remove and dispose of existing concrete, excavate, grade, backfill and restore vegetation. (Continued):

Item Description	Bid Price
A3. CONCRETE CURBING: (D.O.T. Type B)	
a.) For projects less than 100 Lineal Feet:	$185.00 /Lin. Ft.
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	$28.50 /Lin. Ft.
c.) For projects 300 Lineal Feet To 1,500 Lineal Feet:	$26.50 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$24.50 /Lin. Ft.
A4. CONCRETE CURBING: (D.O.T. Type D)	
a.) For projects less than 100 Lineal Feet:	$185.00 /Lin. Ft.
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	$28.50 /Lin. Ft.
c.) For projects 300 Lineal Feet To 1,500 Lineal. Feet:	$26.50 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$24.50 /Lin. Ft.
A5. CONCRETE CURBING: (D.O.T. Type F)	
a.) For projects less than 100 Lineal Feet:	$200.00 /Lin. Ft.
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	$32.50 /Lin. Ft.
c.) For projects 300 Lineal Feet To 1,500 Lineal Feet:	$30.50 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$28.50 /Lin. Ft.

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CATEGORY "B": The following items of work may be accomplished as a part of new construction or reconstruction of streets performed by City forces. Category "B" will be for the contractor to remove and dispose of existing concrete, excavate, grade, pour, finish, saw/expansion joint, backfill and restore vegetation.

Item Description	Bid Price
B1. CONCRETE CURBING: (City Of Lakeland Standard)	
a.) For projects less than 100 Lineal Feet:	$195.00 /Lin. Ft.
b.) For projects 100 Lineal Feet to 300 Lineal Feet:	$52.50 /Lin. Ft.
c.) For projects 300 Lineal Feet to 1,500 Lineal Feet:	$50.50 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$48.50 /Lin. Ft.
B2. CONCRETE CURBING: (Alternate Miami Curb Design)	
a.) For projects less than 100 Lineal Feet:	$210.00 /Lin. Ft.
b.) For projects 100 Lineal Feet to 300 Lineal Feet:	$65.75 /Lin. Ft.
c.) For projects 300 Lineal Feet to 1,500 Lineal Feet:	$63.75 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$61.75 /Lin. Ft.
B3. CONCRETE CURBING: (D.O.T. Type B)	
a.) For projects less than 100 Lineal Feet:	$195.00 /Lin. Ft.
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	$52.50 /Lin. Ft.
c.) For projects 300 Lineal Feet To 1,500 Lineal Feet:	$50.50 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$48.50 /Lin. Ft.

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CATEGORY "B": The following items of work may be accomplished as a part of new construction or reconstruction of streets performed by City forces. Category "B" will be for the contractor to remove and dispose of existing concrete, excavate, grade, pour and finish, saw/expansion joint, backfill and restore vegetation (Continued):

B4. CONCRETE CURBING: (D.O.T. Type D)

a.) For projects less than 100 Lineal Feet:	**$** 195.00 **/Lin. Ft.**
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	**$** 52.50 **/Lin. Ft.**
c.) For projects 300 Lineal Feet To 1,500 Lineal. Feet:	**$** 50.50 **/Lin. Ft.**
d.) For projects in excess of 1,500 Lineal Feet:	**$** 48.50 **/Lin. Ft.**

B5. CONCRETE CURBING: (D.O.T. Type F)

a.) For projects less than 100 Lineal Feet:	**$** 210.00 **/Lin. Ft.**
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	**$** 65.75 **/Lin. Ft.**
c.) For projects 300 Lineal Feet To 1,500 Lineal Feet:	**$** 63.75 **/Lin. Ft.**
d.) For projects in excess of 1,500 Lineal Feet:	**$** 61.75 **/Lin. Ft.**

CATEGORY "C": The following items of work may be accomplished as separate projects or as a part of new construction or reconstruction of streets performed by City forces. Category "C" will be for form, pour, finish and saw/expansion joint only. City forces will excavate, grade, backfill and restore vegetation.

Item Description	**Bid Price**
C1. CONCRETE DRIVEWAYS, APRONS, AND SIDEWALK THICK)	**$** 175.00 **/Sq. Yd. (6"**
C2. CONCRETE SIDEWALK (4" THICK)	**$** 110.00 **/Sq. Yd.**
C3. CURB RAMPS (6" THICK) (Exclude detectable warning mat)	**$** 265.00 **/Sq. Yd. C4.**
CONCRETE RETAINING AND/OR GRAVITY WALLS (NON TRAFFIC LOADING)	**$** 400.00 **/Cu. Yd.**

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CATEGORY "D": The following items of work may be accomplished as separate projects or as a part of new construction or reconstruction of streets performed by City forces. Category "D" will be for the contractor to remove and dispose of existing concrete, excavate, grade, pour, and finish, saw/ expansion joint, backfill and restore vegetation.

Item Description	Bid Price
D1. CONCRETE DRIVEWAYS, APRONS, AND SIDEWALK (6" THICK)	$ 200.00 /Sq. Yd.
D2. CONCRETE SIDEWALK (4" THICK)	$ 160.00 /Sq. Yd.
D3. CURB RAMPS (6" THICK) (Exclude detectable warning mat)	$ 365.00 /Sq. Yd.
D4. CONCRETE RETAINING AND/OR GRAVITY WALLS (NON TRAFFIC LOADING)	$ 475.00 /Cu. Yd.

***Note: EXCAVATION AND FILL QUANTITIES will be determined from cross section and agreed upon by both parties on a project-by-project basis prior to the work being performed.**

E. Please State the Name, Address and Telephone Number of the Branch Office that Serves the Lakeland, Florida Area where Technical Expertise is Available.

Name	Address	Telephone
Larson Earnest	3655 US HWY 17 N. Bartow, FL. 33830	863.533.1155

F. Additional Materials over and above the written Scope of Work shall be billed at Cost Plus 10% Percent (%) and substantiated with paid invoices. Note: This is not a time and materials contract. The cost plus material rate will only be utilized for materials purchased outside of the written scope of work and Owner approved in writing prior to ordering.

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

G. Please List All Anticipated Subcontractors:

Name of Company	Address & Telephone	Type of Craft
A&L Materials	P.O. Box 248 Auburndale, FL. 33823 863-551-0980	Ready Mix Concrete
Cemex	3770 Maine Ave Lakeland, FL. 863.665.7533	Ready Mix Concrete
SRM	2835 SR 60 East Bartow, FL. 863.533.7533	Ready Mix Concrete

H. Rates for Each Classification of Labor (please list below):

Note: These rates will only be utilized for work outside of the written scope of work that has been Owner Approved in Writing prior to commencement.

Classification	Straight Time	Overtime
Superintendent	$29.00 /Hr.	$34.00 /Hr.
Skilled Labors	$18.74 /Hr.	$29.76 /Hr.
	$ /Hr.	$ /Hr.
	$ /Hr.	$ /Hr.

I. Please List a Minimum of Three (3) Projects that Your Company Has Successfully Completed Within the Past Three (3) Years which are of Equal Size, Scope, Magnitude and Complexity as the Project to be Done for the City of Lakeland. This List shall be Specifically Prepared for this Bid Submittal and Should Include the Name of the Entity and the Name and Telephone Number of a Responsible Individual Qualified to Respond to Questions Concerning Your Company's Abilities, Costs, Schedules, etc. Note: Prior successful accomplishment of such equal work will be a consideration in determining whether the Bidder is qualified to perform the work specified herein.

	Company Name	Contact Person	Telephone Number
1.	Doster Construction	Mitchell Jones	205-443-3874
2.	Stansell Properties	John Stege	727-372-0781
3.	Killebrew, Inc.	Ian Lund	863-701-0273

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

J. Schedule:

Work can be started in 1 calendar day(s) after notification of award.

Vendor requests 1 calendar day(s) notice of need prior to the normal required services.

Vendor can respond in 1 calendar day(s) notice of need for emergency services.

Note: Failure to meet the agreed service times may be caused for the City of Lakeland to look to an alternate source to meet the required needs. A second failure to meet the City's requirements may be cause for cancellation of the service at no further cost or obligation to the City of Lakeland.

K. PLEASE ATTACH THE FOLLOWING REQUIREMENTS:

FURNISH A LIST OF QUALIFIED PERSONNEL WHICH WILL BE UTILIZED TO ACCOMPLISH THE WORK.

FURNISH A LIST OF PROJECTS ACCOMPLISHED IN THE PREVIOUS THREE (3) YEARS.

FURNISH A LIST OF CURB MACHINES WHICH ARE OWNED BY YOUR COMPANY.

FURNISH A LIST OF FORMS AVAILABLE FOR CONCRETE CONSTRUCTION OWNED BY YOUR COMPANY.

FURNISH A LIST OF CURRENT CONTRACTS AND DOLLAR AMOUNT OF CONTRACT.

FURNISH A NAME AND ADDRESS OF A CONTACT PERSON, DAYTIME AND AFTER-HOURS TELEPHONE NUMBERS.

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

Terms of Payment Offered 30 Days

Note: Payment shall be made within forty-five (45) days of receipt of invoice in accordance with Florida Statute §218.74, the Local Government Prompt Payment Act.

"I hereby certify that I understand and am aware that the City of Lakeland at its sole discretion reserves the right to waive technicalities or irregularities, to reject any or all bids, and/or to accept that bid which is in the best interest of the City. The award of this bid, if made, may be based on considerations other than total cost and may be awarded based on various considerations, including without limitation; Bidder's experience and/or qualifications, past experience, administration cost, standardization, technical evaluation and oral and/or written presentations as required. The City reserves the right to accept all or part, or to decline the whole, and to award this bid to one (1) or more Bidders. There is no obligation to buy. The bid, if awarded, will be in the judgement of the City the most responsive to the City's needs. The City of Lakeland encourages the use of minority and women-owned businesses as subcontractors or in joint venture arrangements.

If claiming Local Vendor Preference, I certify that the company satisfies each of the following criteria at the time of their submission of a response to the solicitation necessary to qualify as a "Local Business": a vendor, supplier or contractor that: (i) conducts business within the jurisdictional limits of Lakeland Electric's service territory by providing goods, services or construction; (ii) maintains a physical business location within the jurisdictional limits of Lakeland Electric's service territory in an area legally zoned for conducting such business; (iii) conducts business on a daily basis from the local business location; (iv) has conducted business from such location for at least twelve (12) consecutive months prior to the due date for the applicable bid or proposal; and (v) provides a copy of its local business tax receipt, if located within the City of Lakeland, or a copy of its Polk County local business tax receipt, if located outside of the City limits but within Lakeland Electric's service territory."

Please put an "X" or mark N/A: X Local Business

Note: If claiming Local Vendor Preference, a valid Local Business Tax Receipt must be provided at the time the response is submitted in order to qualify for such consideration.

Larsons Grading and Paving
Company Name

Authorized Signature

October 25, 2022
Date Signed

Larson Earnest
Name of Contact for Questions
(Please Print or Type)

863.533.1155 or
863.581.3931
Telephone No. of Contact

Indemnification
Contractor

To the fullest extent permitted by laws and regulations, and in consideration of the amount stated on any Purchase Order, the Contractor shall defend, indemnify, and hold harmless the City, its officers, directors, agents, guests, invitees, and employees from and against all liabilities, damages, losses, and costs, direct, indirect, or consequential (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals and court and arbitration costs) arising out of or resulting from any acts of negligence, gross negligence or intentional wrongful misconduct in the performance of the work by the Contractor, any Subcontractor, or any person or organization directly or indirectly employed by any of them to perform or furnish any of the work or anyone for whose acts any of them may be liable.

In any and all claims against the City, or any of its officers, directors, agents, or employees by any employee of the Contractor, any Subcontractor, any person or organization directly or indirectly employed by any of them to perform or furnish any of the work or anyone for whose acts any of them may be liable, this indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any such Subcontractor or other person or organization under workers' or workmen's compensation acts, disability benefit acts, or other employee benefit acts, nor shall this indemnification obligation be limited in any way by any limitation on the amount or type of insurance coverage provided by the City, the Contractor, or any of his Subcontractors. To the extent this Indemnification conflicts with any provision of Florida Law or Statute, this indemnification shall be deemed to be amended in such a manner as to be consistent with such Law or Statute.

Applicability: It is the express intent of the Contractor that this agreement shall apply for the project(s) or time period indicated below. (Check and complete one):

_____ **Agreement is applicable to all contracts, purchase orders and other work performed for the City of Lakeland for the time period of not more than five (5) years.**

_____ **to** _____.
(Date) **(Date)**

(OR)

X **Agreement is limited to Bid #, Purchase Order #, Requisition #** 2300 **,**
or Contract dated _____.

Subrogation: The Contractor and his Subcontractors agree by entering into this contract to a Waiver of Subrogation for each required policy herein. When required by the insurer, or should a policy condition not permit Contractor or Subcontractor to enter into a pre-loss agreement to waive subrogation without an endorsement, then Contractor or Subcontractor agrees to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which includes a condition specifically prohibiting such an endorsement, or voids coverage should Contractor or Subcontractor enter into such an agreement on a pre-loss basis.

Release of Liability: Acceptance by the Contractor of the last payment shall be a release to the City and every officer and agent thereof, from all claims and liability hereunder for anything done or furnished for, or relating to the work, or for any act or neglect of the City or of any person relating to or affecting the work of which Contractor has knowledge at the time.

Savings Clause: The parties agree that to the extent the written terms of this Indemnification conflict with any provisions of Florida laws or statutes, in particular Sections 725.06 and 725.08 of the Florida Statutes, the written terms of this indemnification shall be deemed by any court of competent jurisdiction to be modified in such a manner as to be in full and complete compliance with all such laws or statutes and to contain such limiting conditions, or limitations of liability, or to not contain any unenforceable, or prohibited term or terms, such that this Indemnification shall be enforceable in accordance with and to the greatest extent permitted by Florida Law.

Larson's Grading and Paving
Name of Organization

BY: Larson Earnest
Signature of Owner or Officer

larsonsgradingandpaving@gmail.com
E-mail Address

STATE OF : Florida

863-533-1155
Organization Phone Number

COUNTY OF: Polk

The foregoing instrument was acknowledged before me, by means of physical presence this 27 day of October, 2022.

by Larson Earnest, of Larson's Grading and Paving.
Printed Name of Owner / Officer **Corporate or Company Name**

He/She is personally known to me or has produced _____ as
State Drivers License Number

identification, and did _____ / did not XX take an oath.

Robert Grant
Signature of Person Taking Acknowledgment

Robert Grant
Printed Name of Person Taking Acknowledgment

ROBERT GRANT
Notary Public, State of Florida
My comm. expires Sept. 4, 2026
Commission Number HH 294960
Notary Seal

CITY OF LAKELAND

BY: _____ **DATE** _____
Joyce Dias, Risk Management & Purchasing Director

Revised: January 4, 2022

POLK COUNTY LOCAL BUSINESS TAX RECEIPT

ACCOUNT NO. 155828 **CLASS: A** **EXPIRES: 09/30/2023**

OWNER NAME	LOCATION
LARSON M EARNEST	3655 N US HWY 17 BARTOW

BUSINESS NAME AND MAILING ADDRESS

LARSON'S GRADING AND PAVING
LARSON'S GRADING AND PAVING
3655 HWY 17 N
BARTOW, FL 33830

CODE	ACTIVITY TYPE
230000	LTD NON-LICENSED CONSTRUCTION ONLY

OFFICE OF JOE G. TEDDER, CFC * TAX COLLECTOR	THIS POLK COUNTY LOCAL BUSINESS TAX RECEIPT MUST BE CONSPICUOUSLY DISPLAYED AT THE BUSINESS LOCATION

PAID - 844825 07/20/2022 HSP TP 31.50 LARSON'S GRADING AND PAVING

TC301F

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/25/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Stahl & Associates Insurance Inc. 91 Lake Morton Drive P O Box 3608 Lakeland FL 33802	**CONTACT NAME:** Nancy Fahlsing **PHONE (A/C, No, Ext):** (863) 688-5495 **FAX (A/C, No):** (863) 688-4344 **E-MAIL ADDRESS:** nancy.fahlsing@stahlinsurance.com
INSURED Larson's Grading and Paving LLC 3655 US Hwy 17 N Bartow FL 33830	**INSURER(S) AFFORDING COVERAGE** — **NAIC #** **INSURER A:** Southern Owners Insurance Co — 10190 **INSURER B:** Auto Owners Insurance Co — 18988 **INSURER C:** Insurance Co of the West — 27847 **INSURER D:** **INSURER E:** **INSURER F:**

COVERAGES **CERTIFICATE NUMBER:** Master **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR [X] Contractual Liability [X] XCU Coverage GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC [ ] OTHER:	Y		72261692	06/30/2022	06/30/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Employment Practices	$ 1,000,000 $ 300,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ 250,000
B	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY	Y		4992387102	06/30/2022	06/30/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) PIP-Basic	$ 1,000,000 $ $ $ $ 10,000
A	[X] UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED [ ] RETENTION $			4992387103	06/30/2022	06/30/2023	EACH OCCURRENCE AGGREGATE	$ 4,000,000 $ 4,000,000 $
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WFL504419403	11/27/2021	11/27/2022	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
A	Rented/Leased Equipment			72261692	06/30/2022	06/30/2022	Limit	250,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Seal Bid No. 2300

City of Lakeland is an additional insured in regards to General & Auto Liability if required by written contract.

CERTIFICATE HOLDER

City of Lakeland
1140 E Parker Street
Lakeland FL 33801

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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Original

BID SHEET:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

THIS BID SHALL BE VALID FOR SIXTY (60) DAYS FROM DATE OF OPENING

Company Name PSG Concrete & Excavation, LLC

***Company Address** 2101 Stratford Drive

City Deland **State** Florida **Zip** 32724

***If claiming Local Vendor Preference, a valid Local Business Tax Receipt must be provided at the time the response is submitted in order to qualify for such consideration.**

Telephone (386)847-4988 or 386-804-4678 **Fax** ( ) NONE

E-Mail Address nlowden@psgconcrete.com or kwood@psgpiperehab.com

The following Bid is in strict accordance with the **City of Lakeland Invitation to Bid No. 2300, dated October 13, 2022, and all attachments as referenced therein:**

This Bid shall be **F.O.B. Delivered with Full Freight Allowed** and a **Total Firm Price** for all of the work outlined in the attached specifications.

CATEGORY "A": The following items of work may be accomplished as a part of New Construction or Reconstruction of Streets performed by City forces. Category "A" will be for form and pour, curb machine pour, finish, and saw/expansion joint only. City forces will remove and dispose of existing concrete, excavate, grade, backfill and restore vegetation.

Item Description	Bid Price
A1. CONCRETE CURBING: (City Of Lakeland Standard)	
a.) For projects less than 100 Lineal Feet:	$ 35.97 /Lin. Ft.
b.) For projects 100 Lineal Feet to 300 Lineal Feet:	$ 34.97 /Lin. Ft.
c.) For projects 300 Lineal Feet to 1,500 Lineal Feet:	$ 33.97 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$ 25.94 /Lin. Ft.
A2. CONCRETE CURBING: (Alternate Miami Curb Design)	
a.) For projects less than 100 Lineal Feet:	$ 36.97 /Lin. Ft.
b.) For projects 100 Lineal Feet to 300 Lineal Feet:	$ 35.97 /Lin. Ft.
c.) For projects 300 Lineal Feet to 1,500 Lineal Feet:	$ 34.97 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$ 25.94 /Lin. Ft.

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CATEGORY "A": The following items of work may be accomplished as a part of new construction or reconstruction of streets performed by City forces. Category "A" will be for form and pour, curb machine pour, finish, and saw/expansion joint only. City forces will remove and dispose of existing concrete, excavate, grade, backfill and restore vegetation. (Continued):

Item Description	Bid Price
A3. CONCRETE CURBING: (D.O.T. Type B)	
a.) For projects less than 100 Lineal Feet:	$35.97 /Lin. Ft.
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	$34.97 /Lin. Ft.
c.) For projects 300 Lineal Feet To 1,500 Lineal Feet:	$33.97 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$25.94 /Lin. Ft.
A4. CONCRETE CURBING: (D.O.T. Type D)	
a.) For projects less than 100 Lineal Feet:	$35.97 /Lin. Ft.
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	$34.97 /Lin. Ft.
c.) For projects 300 Lineal Feet To 1,500 Lineal. Feet:	$33.97 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$25.94 /Lin. Ft.
A5. CONCRETE CURBING: (D.O.T. Type F)	
a.) For projects less than 100 Lineal Feet:	$36.97 /Lin. Ft.
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	$35.97 /Lin. Ft.
c.) For projects 300 Lineal Feet To 1,500 Lineal Feet:	$34.97 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$25.94 /Lin. Ft.

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CATEGORY "B": The following items of work may be accomplished as a part of new construction or reconstruction of streets performed by City forces. Category "B" will be for the contractor to remove and dispose of existing concrete, excavate, grade, pour, finish, saw/expansion joint, backfill and restore vegetation.

Item Description	Bid Price
B1. CONCRETE CURBING: (City Of Lakeland Standard)	
a.) For projects less than 100 Lineal Feet:	$40.97 /Lin. Ft.
b.) For projects 100 Lineal Feet to 300 Lineal Feet:	$39.97 /Lin. Ft.
c.) For projects 300 Lineal Feet to 1,500 Lineal Feet:	$38.97 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$30.94 /Lin. Ft.
B2. CONCRETE CURBING: (Alternate Miami Curb Design)	
a.) For projects less than 100 Lineal Feet:	$41.97 /Lin. Ft.
b.) For projects 100 Lineal Feet to 300 Lineal Feet:	$40.97 /Lin. Ft.
c.) For projects 300 Lineal Feet to 1,500 Lineal Feet:	$39.97 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$30.94 /Lin. Ft.
B3. CONCRETE CURBING: (D.O.T. Type B)	
a.) For projects less than 100 Lineal Feet:	$40.97 /Lin. Ft.
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	$39.97 /Lin. Ft.
c.) For projects 300 Lineal Feet To 1,500 Lineal Feet:	$38.97 /Lin. Ft.
d.) For projects in excess of 1,500 Lineal Feet:	$30.94 /Lin. Ft.

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CATEGORY "B": The following items of work may be accomplished as a part of new construction or reconstruction of streets performed by City forces. Category "B" will be for the contractor to remove and dispose of existing concrete, excavate, grade, pour and finish, saw/expansion joint, backfill and restore vegetation (Continued):

B4. CONCRETE CURBING: (D.O.T. Type D)

a.) For projects less than 100 Lineal Feet:	**$** 40.97 **/Lin. Ft.**
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	**$** 39.97 **/Lin. Ft.**
c.) For projects 300 Lineal Feet To 1,500 Lineal. Feet:	**$** 38.97 **/Lin. Ft.**
d.) For projects in excess of 1,500 Lineal Feet:	**$** 30.94 **/Lin. Ft.**

B5. CONCRETE CURBING: (D.O.T. Type F)

a.) For projects less than 100 Lineal Feet:	**$** 41.97 **/Lin. Ft.**
b.) For projects 100 Lineal Feet To 300 Lineal Feet:	**$** 40.97 **/Lin. Ft.**
c.) For projects 300 Lineal Feet To 1,500 Lineal Feet:	**$** 39.97 **/Lin. Ft.**
d.) For projects in excess of 1,500 Lineal Feet:	**$** 30.94 **/Lin. Ft.**

CATEGORY "C": The following items of work may be accomplished as separate projects or as a part of new construction or reconstruction of streets performed by City forces. Category "C" will be for form, pour, finish and saw/expansion joint only. City forces will excavate, grade, backfill and restore vegetation.

Item Description	**Bid Price**
C1. CONCRETE DRIVEWAYS, APRONS, AND SIDEWALK THICK)	**$** 62.79 **/Sq. Yd. (6"**
C2. CONCRETE SIDEWALK (4" THICK)	**$** 53.79 **/Sq. Yd.**
C3. CURB RAMPS (6" THICK) (Exclude detectable warning mat)	**$** 423.00 **/Sq. Yd. C4.**
CONCRETE RETAINING AND/OR GRAVITY WALLS (NON TRAFFIC LOADING)	**$** 794.00 **/Cu. Yd.**

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

CATEGORY "D": The following items of work may be accomplished as separate projects or as a part of new construction or reconstruction of streets performed by City forces. Category "D" will be for the contractor to remove and dispose of existing concrete, excavate, grade, pour, and finish, saw/ expansion joint, backfill and restore vegetation.

Item Description	Bid Price
D1. CONCRETE DRIVEWAYS, APRONS, AND SIDEWALK (6" THICK)	$ 98.79 /Sq. Yd.
D2. CONCRETE SIDEWALK (4" THICK)	$ 89.79 /Sq. Yd.
D3. CURB RAMPS (6" THICK) (Exclude detectable warning mat)	$ 623.00 /Sq. Yd.
D4. CONCRETE RETAINING AND/OR GRAVITY WALLS (NON TRAFFIC LOADING)	$ 1,097.00 /Cu. Yd.

***Note: EXCAVATION AND FILL QUANTITIES will be determined from cross section and agreed upon by both parties on a project-by-project basis prior to the work being performed.**

E. Please State the Name, Address and Telephone Number of the Branch Office that Serves the Lakeland, Florida Area where Technical Expertise is Available.

Name	Address	Telephone
PSG Concrete & Excavation, LLC	Ken Wood, Managing Member 2101 Stratford Drive, DeLand, FL 32724	386-804-4678

F. Additional Materials over and above the written Scope of Work shall be billed at Cost Plus 24.9 Percent (%) and substantiated with paid invoices. Note: This is not a time and materials contract. The cost plus material rate will only be utilized for materials purchased outside of the written scope of work and Owner approved in writing prior to ordering.

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

G. Please List All Anticipated Subcontractors:

Name of Company	Address & Telephone	Type of Craft
NONE		

H. Rates for Each Classification of Labor (please list below):

Note: These rates will only be utilized for work outside of the written scope of work that has been Owner Approved in Writing prior to commencement.

Classification	Straight Time	Overtime
Supervisor/PM/foreman	$ 118.00 /Hr.	$ 198.00 /Hr.
Skidsteer/Excavator operator (no machine)	$ 105.00 /Hr.	$ 198.00 /Hr.
Concrete Finisher	$ 65.00 /Hr.	$ 119.00 /Hr.
Concrete laborer	$ 55.00 /Hr.	$ 108.00 /Hr.

I. Please List a Minimum of Three (3) Projects that Your Company Has Successfully Completed Within the Past Three (3) Years which are of Equal Size, Scope, Magnitude and Complexity as the Project to be Done for the City of Lakeland. This List shall be Specifically Prepared for this Bid Submittal and Should Include the Name of the Entity and the Name and Telephone Number of a Responsible Individual Qualified to Respond to Questions Concerning Your Company's Abilities, Costs, Schedules, etc. Note: Prior successful accomplishment of such equal work will be a consideration in determining whether the Bidder is qualified to perform the work specified herein.

Company Name	Contact Person	Telephone Number
1. Volusia County Road & Bridge	Lori Koontz (New Hampshire ave and Flemming ave project)	386-882-6422 lkoontz@volusia.org
2. Okaloosa BOCC	Steve Schmidt (Commons Drive project)	850-423-4886 sschmidt@myokaloosa.com
3. Stetson Baptist Church	Brad Gwartney parking lot/curbing	850-559-3340 brad@stetson.church

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

J. Schedule:

Work can be started in calendar day(s) after notification of award. 30 days

Vendor requests 10 **calendar day(s) notice of need prior to the normal required services.**

Vendor can respond in 2 **calendar day(s) notice of need for emergency services.**

Note: Failure to meet the agreed service times may be caused for the City of Lakeland to look to an alternate source to meet the required needs. A second failure to meet the City's requirements may be cause for cancellation of the service at no further cost or obligation to the City of Lakeland.

K. PLEASE ATTACH THE FOLLOWING REQUIREMENTS:

FURNISH A LIST OF QUALIFIED PERSONNEL WHICH WILL BE UTILIZED TO ACCOMPLISH THE WORK.
Anthony Zwierkowski. Concrete Finisher
Daniel Velez. Concrete Laborer
Johnathan Cortez. Concrete Finisher, Laborer
Ken Wood, Supervisor, Heavy Equipment Operator,
Finisher

FURNISH A LIST OF PROJECTS ACCOMPLISHED IN THE PREVIOUS THREE (3) YEARS.
*Previous Page under I

FURNISH A LIST OF CURB MACHINES WHICH ARE OWNED BY YOUR COMPANY.
Curb Fox

FURNISH A LIST OF FORMS AVAILABLE FOR CONCRETE CONSTRUCTION OWNED BY YOUR COMPANY. D and F Curb.

FURNISH A LIST OF CURRENT CONTRACTS AND DOLLAR AMOUNT OF CONTRACT.
Alachua County Schools, $40,000 Lake County Schools, $50,000. City of Daytona Beach 3 Yr. $900,000.00, City of Winter Park Just Won
ADA compliant sidewalks, Driveways, Ramps, Curb, Gutter, Maintenance Contracts (all 4) that are on-going

FURNISH A NAME AND ADDRESS OF A CONTACT PERSON, DAYTIME AND AFTER-HOURS TELEPHONE NUMBERS. Ken Wood, 2101 Stratford Drive, Deland, FL 32724

Bid Sheet continued on the next page:

BID SHEET CONTINUED:

ANNUAL CURB AND SIDEWALK SERVICES
For the
CONSTRUCTION AND MAINTENANCE DIVISION

OCTOBER 13, 2022

BID NO. 2300

Terms of Payment Offered Net 30 Days

Note: Payment shall be made within forty-five (45) days of receipt of invoice in accordance with Florida Statute §218.74, the Local Government Prompt Payment Act.

"I hereby certify that I understand and am aware that the City of Lakeland at its sole discretion reserves the right to waive technicalities or irregularities, to reject any or all bids, and/or to accept that bid which is in the best interest of the City. The award of this bid, if made, may be based on considerations other than total cost and may be awarded based on various considerations, including without limitation; Bidder's experience and/or qualifications, past experience, administration cost, standardization, technical evaluation and oral and/or written presentations as required. The City reserves the right to accept all or part, or to decline the whole, and to award this bid to one (1) or more Bidders. There is no obligation to buy. The bid, if awarded, will be in the judgement of the City the most responsive to the City's needs. The City of Lakeland encourages the use of minority and women-owned businesses as subcontractors or in joint venture arrangements.

If claiming Local Vendor Preference, I certify that the company satisfies each of the following criteria at the time of their submission of a response to the solicitation necessary to qualify as a "Local Business": a vendor, supplier or contractor that: (i) conducts business within the jurisdictional limits of Lakeland Electric's service territory by providing goods, services or construction; (ii) maintains a physical business location within the jurisdictional limits of Lakeland Electric's service territory in an area legally zoned for conducting such business; (iii) conducts business on a daily basis from the local business location; (iv) has conducted business from such location for at least twelve (12) consecutive months prior to the due date for the applicable bid or proposal; and (v) provides a copy of its local business tax receipt, if located within the City of Lakeland, or a copy of its Polk County local business tax receipt, if located outside of the City limits but within Lakeland Electric's service territory."

Please put an "X" or mark N/A: N/A Local Business

Note: If claiming Local Vendor Preference, a valid Local Business Tax Receipt must be provided at the time the response is submitted in order to qualify for such consideration.

PSG Concrete & Excavation, LLC
Company Name

Authorized Signature

10/25/22
Date Signed

Ken Wood, Managing Member
Name of Contact for Questions
(Please Print or Type)

386-804-4678
Telephone No. of Contact

Indemnification
Contractor

To the fullest extent permitted by laws and regulations, and in consideration of the amount stated on any Purchase Order, the Contractor shall defend, indemnify, and hold harmless the City, its officers, directors, agents, guests, invitees, and employees from and against all liabilities, damages, losses, and costs, direct, indirect, or consequential (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals and court and arbitration costs) arising out of or resulting from any acts of negligence, gross negligence or intentional wrongful misconduct in the performance of the work by the Contractor, any Subcontractor, or any person or organization directly or indirectly employed by any of them to perform or furnish any of the work or anyone for whose acts any of them may be liable.

In any and all claims against the City, or any of its officers, directors, agents, or employees by any employee of the Contractor, any Subcontractor, any person or organization directly or indirectly employed by any of them to perform or furnish any of the work or anyone for whose acts any of them may be liable, this indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any such Subcontractor or other person or organization under workers' or workmen's compensation acts, disability benefit acts, or other employee benefit acts, nor shall this indemnification obligation be limited in any way by any limitation on the amount or type of insurance coverage provided by the City, the Contractor, or any of his Subcontractors. To the extent this Indemnification conflicts with any provision of Florida Law or Statute, this indemnification shall be deemed to be amended in such a manner as to be consistent with such Law or Statute.

Applicability: It is the express intent of the Contractor that this agreement shall apply for the project(s) or time period indicated below. (Check and complete one):

_____ **Agreement is applicable to all contracts, purchase orders and other work performed for the City of Lakeland for the time period of not more than five (5) years.**

_____ **to** _____.
(Date) **(Date)**

(OR)

_✓_ **Agreement is limited to Bid #, Purchase Order #, Requisition #** 2300 **,**
or Contract dated _____.

Subrogation: The Contractor and his Subcontractors agree by entering into this contract to a Waiver of Subrogation for each required policy herein. When required by the insurer, or should a policy condition not permit Contractor or Subcontractor to enter into a pre-loss agreement to waive subrogation without an endorsement, then Contractor or Subcontractor agrees to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which includes a condition specifically prohibiting such an endorsement, or voids coverage should Contractor or Subcontractor enter into such an agreement on a pre-loss basis.

Release of Liability: Acceptance by the Contractor of the last payment shall be a release to the City and every officer and agent thereof, from all claims and liability hereunder for anything done or furnished for, or relating to the work, or for any act or neglect of the City or of any person relating to or affecting the work of which Contractor has knowledge at the time.

Savings Clause: The parties agree that to the extent the written terms of this Indemnification conflict with any provisions of Florida laws or statutes, in particular Sections 725.06 and 725.08 of the Florida Statutes, the written terms of this indemnification shall be deemed by any court of competent jurisdiction to be modified in such a manner as to be in full and complete compliance with all such laws or statutes and to contain such limiting conditions, or limitations of liability, or to not contain any unenforceable, or prohibited term or terms, such that this Indemnification shall be enforceable in accordance with and to the greatest extent permitted by Florida Law.

PSG Concrete & Excavation, LLC
Name of Organization

BY: _____
Signature of Owner or Officer

nlowden@psgconcrete.com or kwood@psgpiperehab.com
E-mail Address

STATE OF : Florida

386-804-4678 OR 386-847-4988
Organization Phone Number

COUNTY OF: Volusia

The foregoing instrument was acknowledged before me, by means of physical presence this 26 day of October, 2022.

by Ken Wood, Managing Member, of PSG Concrete & Excavation, LLC.
Printed Name of Owner / Officer **Corporate or Company Name**

He/She is personally known to me or has produced _____ as
State Drivers License Number

identification, and did ✓ / did not ___ take an oath.

_____
Signature of Person Taking Acknowledgment

Robert K Truba
Printed Name of Person Taking Acknowledgment

ROBERT K. TRUBA
MY COMMISSION # GG 310616
EXPIRES: June 29, 2023
Bonded Thru Notary Public Underwriters

_____
Notary Seal

CITY OF LAKELAND

BY: _____ **DATE** _____
Joyce Dias, Risk Management & Purchasing Director

Revised: January 4, 2022

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/08/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	**CONTACT NAME:** Pamela Thompson
Brown & Brown of Florida, Inc.	**PHONE (A/C, No, Ext):** (386) 252-9601 **FAX (A/C, No):** (386) 239-5729
P.O. Box 2412	**E-MAIL ADDRESS:** Pam.Thompson@bbrown.com
Daytona Beach FL 32115-2412	**INSURER(S) AFFORDING COVERAGE** / **NAIC #**
INSURED	**INSURER A:** Auto-Owners Insurance Group 18988
PSG CONCRETE & EXCAVATION, LLC	**INSURER B:** American Builders Insurance Company 11240
2101 STRATFORD DRIVE	**INSURER C:**
DELAND FL 32724	**INSURER D:**
	INSURER E:
	INSURER F:

COVERAGES **CERTIFICATE NUMBER:** CL2222819122 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:			72748067	02/28/2022	02/28/2023	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 50,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			53-748067-00	02/28/2022	02/28/2023	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) Uninsured motorist	$ 1,000,000 $ $ $ $ 1,000,000
A	☒ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION $			53-748067-01	02/28/2022	02/28/2023	EACH OCCURRENCE AGGREGATE	$ 1,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WCV-0329312-00	02/28/2022	02/28/2023	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

FOR INFORMATION ONLY

CERTIFICATE HOLDER

PSG Concrete & Excavation, LLC
2101 Stratford Dr
Deland FL 32724

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

PSG Concrete & Excavation, LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☑ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

2101 Stratford Drive

Requester's name and address (optional)

6 City, state, and ZIP code

Deland, FL 32724

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-			-				

or

Employer identification number

8	7	-	2	7	5	9	9	0	7

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person** ▶ _____ **Date** ▶ 10/1/2022

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

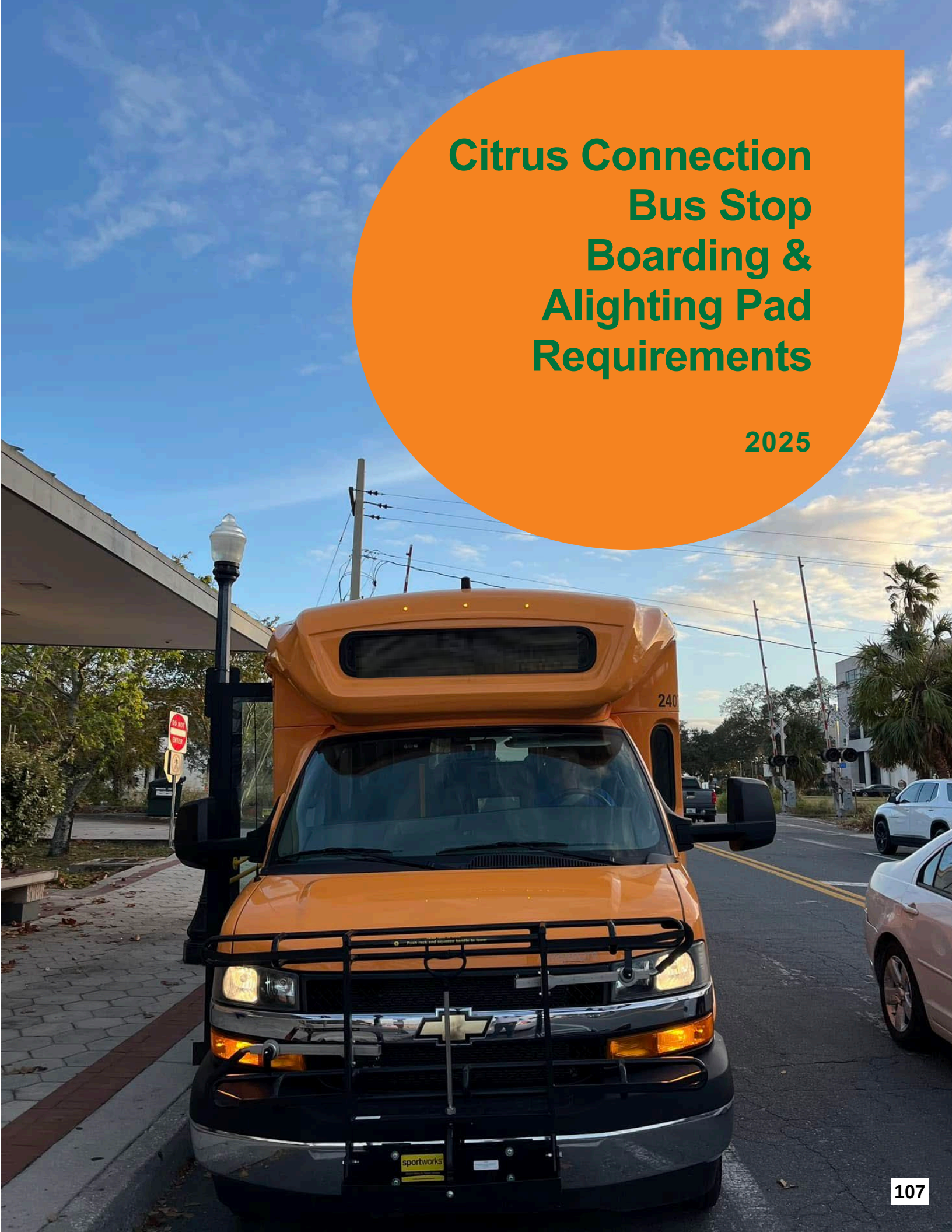
Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*



Citrus Connection Bus Stop Boarding & Alighting Pad Requirements

2025

BOARD OF DIRECTORS
POLK CO. COMMISSIONERS: Martha Santiago and George Lindsey
CITY OF LAKELAND COMMISSIONERS: Bill Mutz, Sara McCarley and Guy Lalonde, Jr.
GENERAL MANAGER: Tom Phillips

1212 GEORGE JENKINS BLVD., LAKELAND, FL 33815 | 855-POLKBUS (765-5287) | WWW.RIDECITRUS.COM

Boarding and Alighting Pad (B&A) Requirements

From FDOT's Accessing Transit 2023

01 Introduction
02 Requirements
03 Examples

01 Introduction

Boarding and Alighting (B&A) pads benefit all transit riders, but especially those riders that utilize mobility aids like walkers and rollators. This transit amenity allows those with disabilities to easily board and alight Citrus Connection busses on a clear and stable surface. B&A pads allow passengers to have a safer and more enjoyable experience while using public transit throughout Polk County. By using the Florida Department of Transportation's (FDOT) Accessing Transit Design Handbook as a guide, Citrus Connection has ensured that their regulations are in line with the state's.









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02 Requirements

Design

- B&A Pads must:
  - Have a firm, stable, and slip-resistant surface,
  - Have an accessible path leading to the B&A pad, designed to maintain a minimum clear width of sixty (60) inches and a vertical clearance of eighty-four (84) inches,
  - Be connected to streets, sidewalks, or pedestrian paths by an accessible route,
  - Be constructed of reinforced concrete over an aggregate base,
    - An alternative is a pad made of recycled plastic or rubber aggregate.
  - Be at a minimum of 6-inches thick,
    - This can vary according to the design of anchoring material.
    - Ramps and level landings must be 6-inches thick as well if being built with the B&A pad.
  - Be at a minimum five (5) feet parallel to roadway and eight (8) feet perpendicular to roadway.

Flush Shoulder Roadways

- B&A Pads must:
  - Be constructed at the shoulder break to create an accessible bus stop,
    - For roadways with a posted speed of 45 mph. or less, a B&A Pad on the edge of the shoulder pavement is permitted.
  - Use a Type E Curb and Gutter (5'' curb height),
  - Be connected to the sidewalk along the roadway, or the roadway when no sidewalk is present.
- Except for the area adjacent to the 5'' curb, the areas surrounding the B&A Pad shall be flush with the adjacent shoulder and slide slopes.
  - They should also be designed to be traversable by errant vehicles.
  - On the upstream side of the B&A Pad's landing, a maximum slope of 1:12 should be provided.
    - This can be grass or a hardened surface.

Other B&A Pad Construction Information

- If building a sidewalk or ramp with a B&A pad, it must be a minimum of five (5) feet in width.
- The ramp must not exceed a slope of 1:12.

- A detectible warning surface is required where a sidewalk associated with a B&A Pad connects to the roadway at a grade.
- Parallel to the roadway, the slope of the B&A Pad shall be the same as the roadway, to the maximum extent practicable.
- Perpendicular to the roadway, the slope of the B&A Pad must not be steeper than 1:50.
- A slope at this rate is only allowed for drainage purposes.
- In Urban Areas, the recommended dimensions for sheltered stop per the Florida Department of Education is: eight (8) feet parallel to roadway by forty (40) feet perpendicular to the roadway.
- If the B&A Pad will have a bus shelter, it must extend six (6) inches beyond the area under the shelter canopy to prevent erosion.
- Any easement of right-of-way (ROW) obtained for a B&A Pad should extend two (2) feet beyond the pad.

Different Scenarios

Figure 1: Dimensions of a Rural Bus Stop B&A Pad

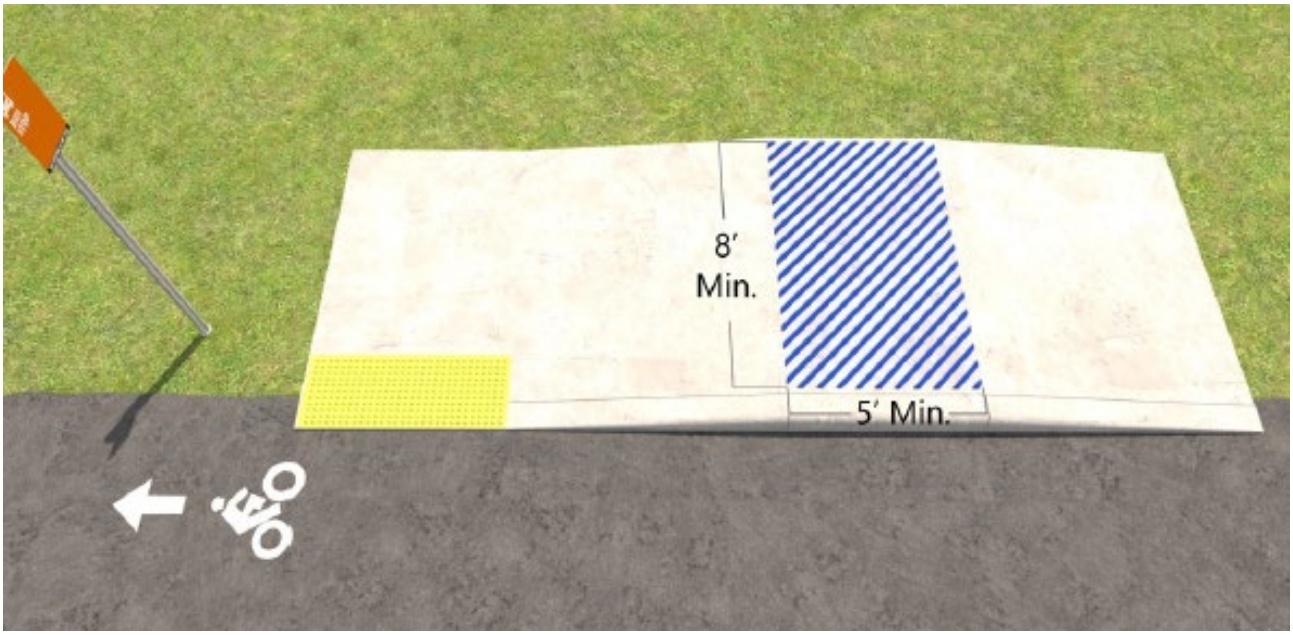

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Figure 2: Bus Stop B&A Pad With Shelter

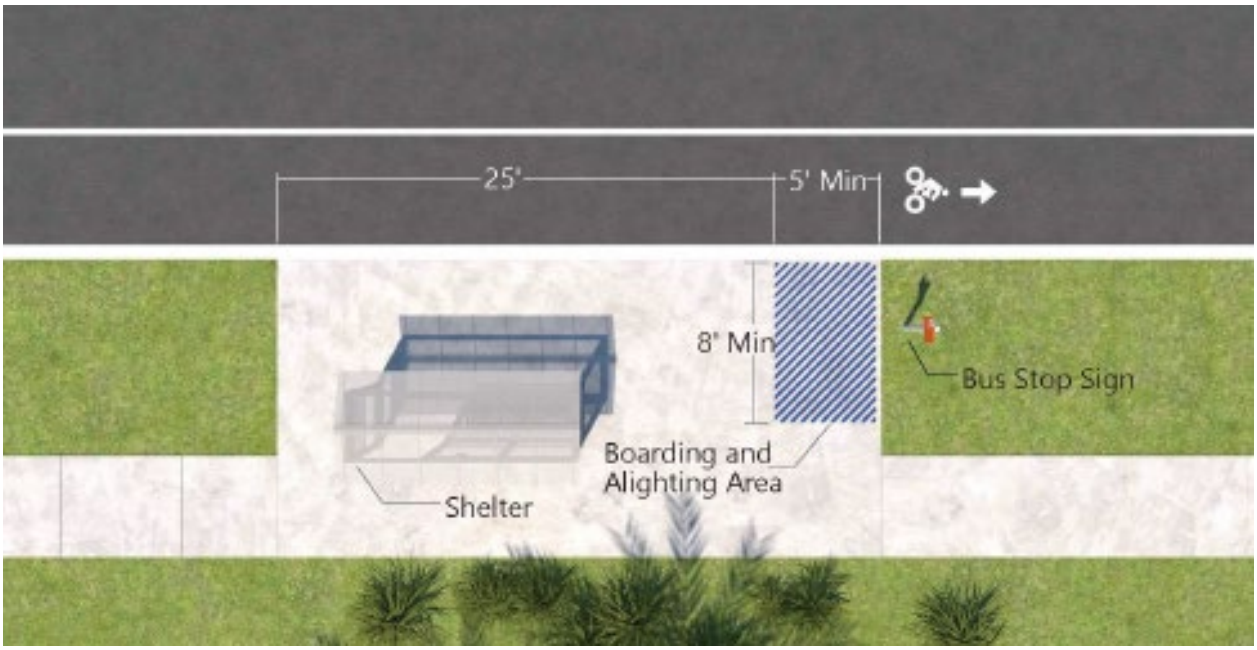


Figure 3: Bus Stop B&A Pad without Shelter and Bench

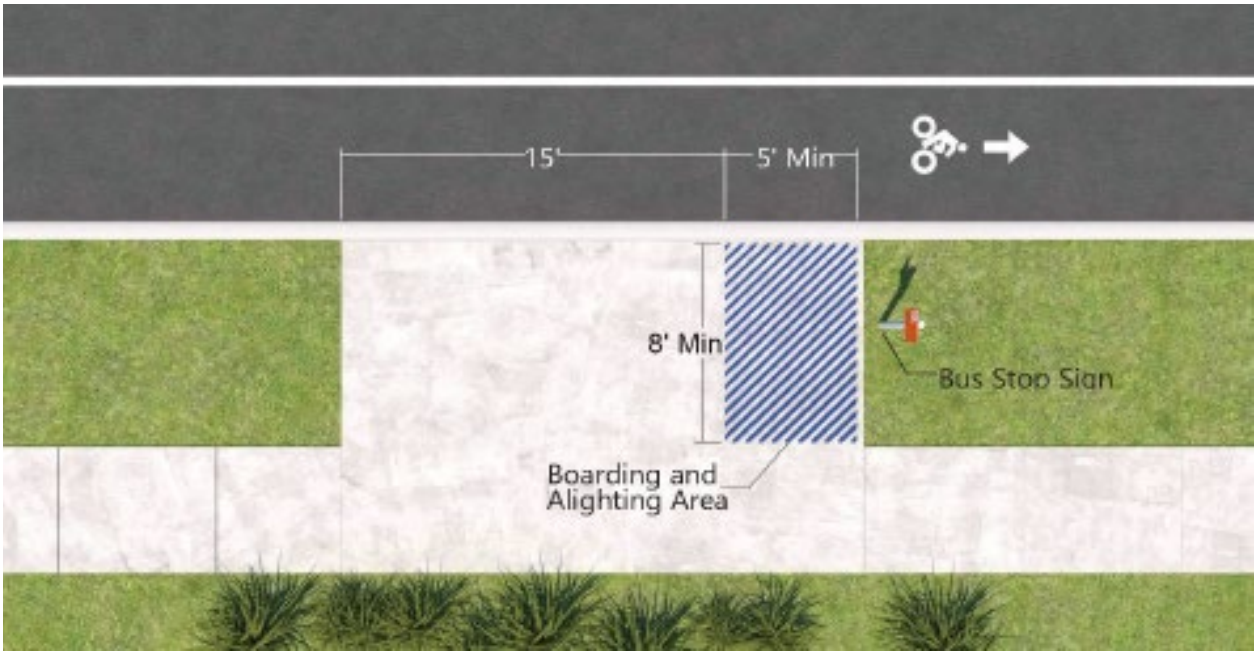


Figure 4: Bus Stop B&A Pad with an Adjacent Bench

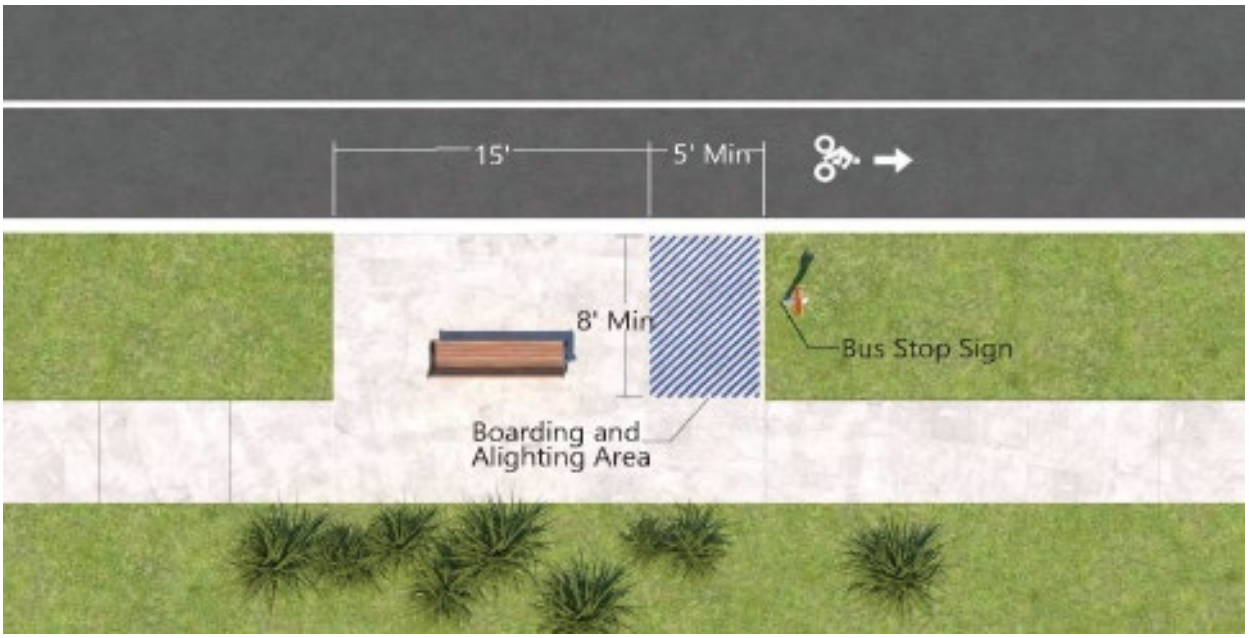


Figure 5: Bus Stop B&A Pad when the Sidewalk is Directly Adjacent to Curb

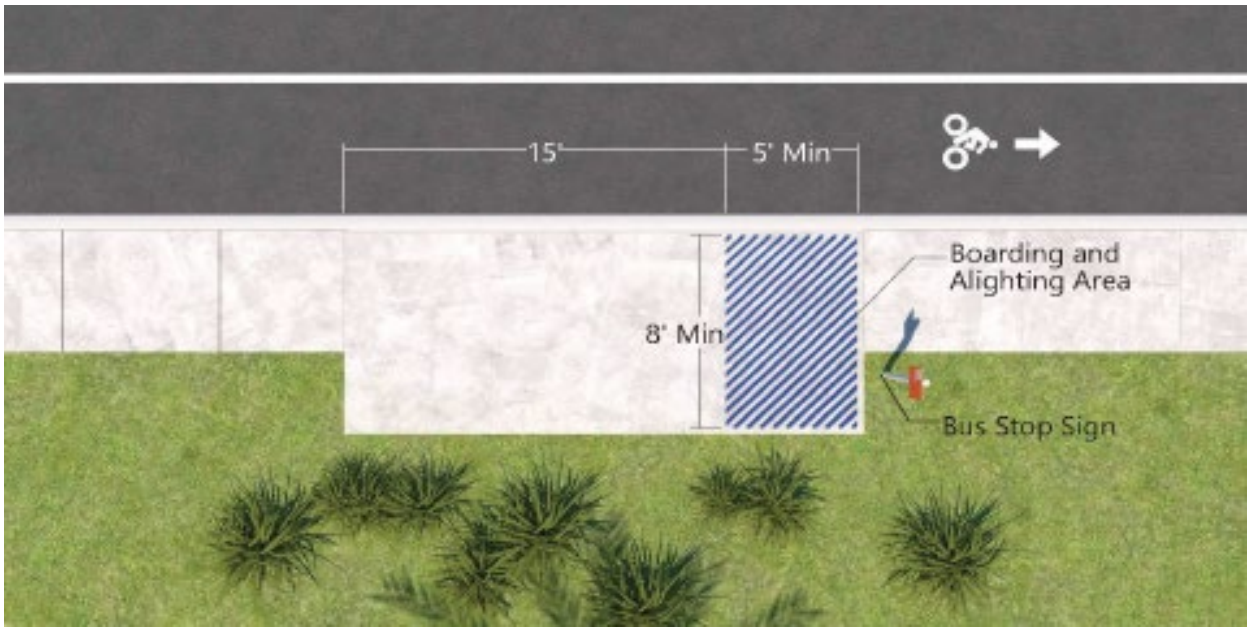


Figure 6: Layout of a B&A Pad at a Suburban Bus Stop with a Shelter and Bench

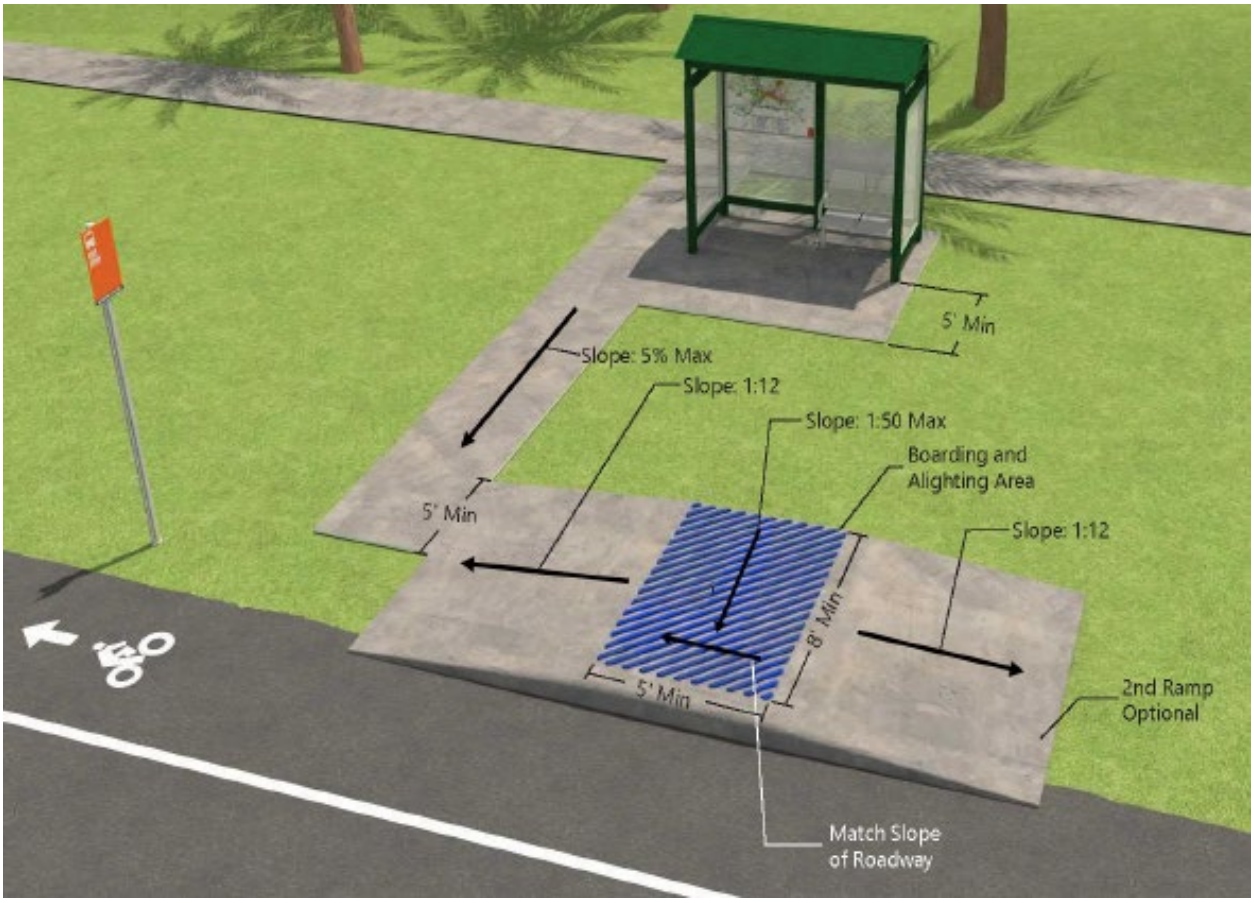
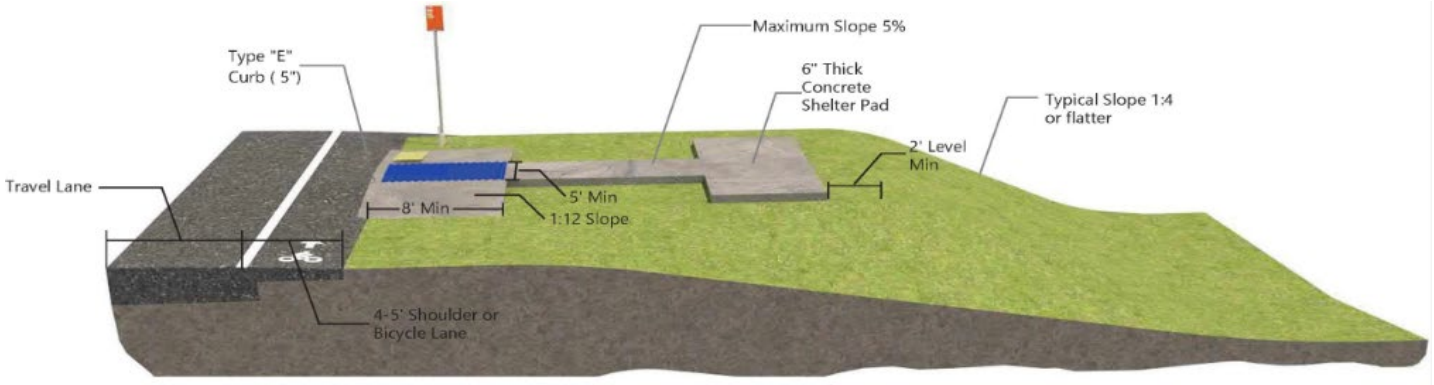


Figure 7: Cross-section of a B&A Pad at a Rural Bus Stop with No Shelter or Bench



Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Britney Sandoval, Town Administrator

FROM: Jeffrey Ball, AICP, Community Development Director

AGENDA ITEM: Legislative intent and staff direction to rewrite Section 16-108 regarding C-1 Commercial zoning District standards uses; Section 16-109 regarding C-2 Neighborhood Commercial District standards and uses; Sec. 16-103. - Establishment of zoning districts; Sec. 16-103.1. - Zoning district summary tables; Section 16-103.1(A) Table of Land Uses.

DATE: September 9, 2025

SUMMARY & RECOMMENDATION: There have been several requests for development utilizing the C-1 zoning district standards. In reviewing the current code, it does not address all setback requirements, no minimum lot size required, the allowable uses need to be expanded, to in include permitted uses, uses permitted with conditions, and conditional uses. The approval process needs to be revamped as it is not user friendly.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☐ NO: ☒ N/A: ☐

FINANCIAL IMPACT: YES: ☐ NO: ☒

If Yes, Please Explain: N/A

RECOMMENDATION:

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH: Brittney Sandoval, Town Administrator

FROM: Patrick Henry, Public Works Director

AGENDA ITEM: Discussion for options to improve the functionality of the new parking area at Veterans Park.

DATE: September 9, 2025

SUMMARY & RECOMMENDATION: Council to direct staff on action to improve the parking.
Staff suggestions:
1. Remove stop bars to add additional room for cars to pull up into parking spots. Cost negligible
2. Remove painted street markings and parking spots and convert into parallel parking. Estimated cost $10,000
3. Remove all parking from road and relocate to empty lot next to the Woman's Club. Estimated cost with design, engineering, and construction $250,000
4. Action suggested by Council.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☐ NO: ☒ N/A: ☐

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: Council would need to appropriate funds to cover cost of modifications requested to the Veterans Park parking area.

RECOMMENDATION:

Town of Lake Hamilton
Town Council
Agenda Summary Report

TO: Town Council

THROUGH:

FROM: Phyllis Hall, Mayor

AGENDA ITEM: Approve Town Administrator Evaluation and consider merit increase.

DATE: September 9, 2025

SUMMARY & RECOMMENDATION: Evaluations for the anniversary of the Town Administrator have been received and tabulated. The tabulation sheet will be provided to Council at the meeting. Approval of the tabulation is needed and also to consider the merit increase.

CONSENT AGENDA ☐ **OLD BUSINESS** ☐ **NEW BUSINESS** ☒

ATTORNEY REVIEW: YES: ☐ NO: ☐ N/A: ☒

FINANCIAL IMPACT: YES: ☒ NO: ☐

If Yes, Please Explain: Any merit increase would be a financial impact. Noted that merit increases are included in the budget therefore the standard merit increase has been budgeted.

RECOMMENDATION: