

CITY OF EAGLE LAKE
REGULAR CITY COMMISSION MEETING
MONDAY, OCTOBER 4, 2021
7:00 P.M.
TO BE HELD IN THE COMMISSION CHAMBERS
LOCATED AT 675 E EAGLE AVE
EAGLE LAKE, FLORIDA 33839

AGENDA

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE TO THE FLAG

IV. ROLL CALL

V. AUDIENCE

VI. SPECIAL PRESENTATIONS/RECOGNITIONS/PROCLAMATIONS, REQUESTS

- A. Staff Reports
- B. City Manager Report

VII. PUBLIC HEARINGS

- A. Consideration of the second reading of Ordinance No.: O-22-01, An Ordinance of the City Commission of the City of Eagle Lake, Florida, Sunsetting the Library Board Established Via Article II, Boards, Committees and Commissions, Division III, Library Board Section 2-81 through 2-83; Providing for Codification; Providing for Conflicts; Providing for Severability; and Providing an Effective Date. effective upon reading

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. Approval of City Manager's Employment Agreement Amended
- B. Approval of City Clerk's Employment Agreement
- C. Consideration of Resolution No.: R-22-01, A Resolution of the City Commission of the City of Eagle Lake, Florida, approving the City of Eagle Lake Water and Wastewater Asset Management and Fiscal sustainability Plan ("FSAMP Plan); Authorizing the City Manager to Take all Actions Necessary to Effectuate the Intent of this Resolution; providing an effective date.
- D. Consideration of Resolution No.: R-22-02, A Resolution of the City Commission of the City of Eagle Lake, Florida, Approving Easement Agreement with TECO; Authorizing City Mayor to Sign Said Agreements and all Documents Related Thereto; and providing an effective date.

X. CONSENT AGENDA

- A. Approval of the Regular City Commission Minutes -----09/21/2021
- B. Approval of contract with Interim City Attorney Heather Maxwell

XI. AUDIENCE

XII. CITY ATTORNEY

XIII. CITY COMMISSION

XIV. ADJOURNMENT

Please be advised that if you desire to appeal any decisions made as a result of the above hearing or meeting, you will need a record of the proceedings and in some cases a verbatim record is required. You must make your own arrangements to produce this record. (Florida Statute 286.0105).

If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the City Clerk's Office at 75 North Seventh Street, P.O. Box 129, Eagle Lake, Florida 33839 or phone (863) 293-4141 within 2 working days of your receipt of this meeting notification; if you are hearing or voice impaired, call 1-800-955-8771.

POSTED AT CITY HALL AND THE EAGLE LAKE POST OFFICE ON TUESDAY, SEPTEMBER 28, 2021
BY CITY CLERK DAWN WRIGHT, MMC, FCRM, PHRP

Dawn

LIBRARY STATISTICS 2021

AUGUST 2021

PATRONS USING LIBRARY	176
TOTAL BOOKS CIRCULATED, RETURNED,	
RENEWED AND RESERVED	1130
PATRONS USING COMPUTERS	99
INQUIRIES OVER PHONE	117
EMPLOYMENT APPLICATION	1
RESUME	1 1/2HR

• Dawn

**LIBRARY STATISTICS 2021
JULY 2021**

PATRONS USING LIBRARY	650
TOTAL BOOKS CIRCULATED, RETURNED, RENEWED AND RESERVED	960
PATRONS USING COMPUTERS	92
INQUIRIES OVER PHONE OR HOUSE	124
NEW CARDS ISSUED	5
REPLACEMENT CARDS ISSUED	0
INTERNET ACCESS APPLICATIONS	0

Commission Report

08/28/2021 - 09/27/2021

Case #	Case Date	Name	Violation Address	Status	Follow up date	Violation(s)	Compliance Date	Case Disposition
210105	9/3/2021	JUDY H BAMBERGER	580 SE 6TH ST	Closed	9/20/2021	High Grass, Weeds, Overgrowth	9/13/2021	Compliance by Property Owner
210104	9/3/2021	TERRELL LYNN ROSE	87 S 5TH ST	Closed	9/20/2021	High Grass, Weeds, Overgrowth	9/14/2021	Compliance by property owner
210103	9/3/2021	James Harrison	681 MCLEOD AVE	Closed	9/7/2021	High Grass, Weeds, Overgrowth	9/7/2021	Compliance by Property Owner
210102	8/30/2021	BERNARDINA LOPEZ RAMOS	526 N Eagle Dr	Closed	9/4/2021	High Grass, Weeds, Overgrowth	9/7/2021	Compliance by Property Owner

Total Records: 4

9/27/2021

Page: 1 of 1



August 6, 2021

CASE # 210097

CERTIFIED MAIL (RRR) 0000 0000 0000 0000 0000

CITY OF EAGLE LAKE
P.O. BOX 129
EAGLE LAKE, FL. 33839-0129

RE: 56 7th St. N
PARCEL #: 26-29-07-679000-047010

NOTICE of VIOLATION / NOTICE of HEARING

Dear Property Owner/Occupant,

NOTICE IS HEREBY GIVEN OF VIOLATION(S) OF THE CITY OF EAGLE LAKE FLORIDA LAND DEVELOPMENT REGULATIONS (LDR) AND/OR ORDINANCE (ORD), FLORIDA BUILDING CODE (FBC), AND/OR 2015 INTERNATIONAL PROPERTY MAINTENANCE CODE, AS FOLLOWS:

VIOLATION AND DESCRIPTION WITH CORRECTIVE ACTION:

CHAPTER 4: - TABLE OF PERMITTED USES

ARTICLE 1: - GENERAL PROVISIONS

Section 2.4.1.10. - Purpose.

The table on the following page presents, in a quick-reference form, information regarding permitted, permitted with conditions, and special exception land uses. Permitted uses are designated by the letter "P." Uses permitted with conditions, designated by the letters "PC," are also permitted but have requirements that must be met prior to approval. Special exception uses, designated by the letters "SE," must receive approval from the planning commission as explained in division VI, chapter 2. Division II, chapter 6 governs the development standards for uses permitted with conditions and special exceptions. This table must be read in conjunction with the regulations for specific zoning districts in division II, chapter 3, the regulations for planned development districts in division III, chapter 1, and the regulations for flood hazard overlay district in division VII, chapter 1, sections 7.1.1.50 and 7.1.1.60.

CORRECTIVE ACTION:

** Property is Zoned RS-1. **

- 1. Private Clubs of fraternal or social character are not a permitted use in this zone
2. Home Occupations require a Special Exception
3. Storage and warehousing are not a permitted use in this zone

Section 4.3.2.80. - Prohibited Signs.

Except as otherwise permitted, the following types of signs are prohibited in all districts:

- 14. Temporary signs, except grand opening and special event;
15. Portable signs, except grand opening and special event;

CORRECTIVE ACTION:

** Property is Zoned RS-1. **

IPMC CHAPTER 1 SCOPE and ADMINISTRATION
SECTION 108 UNSAFE STRUCTURES AND EQUIPMENT

108.1 General.

When a structure or equipment is found by the *code official* to be unsafe, or when a structure is found unfit for human *occupancy*, or is found unlawful, such structure shall be *condemned* pursuant to the provisions of this code.

CORRECTIVE ACTION:

** Obtain all required permits as required by code for repair of structure or demolish **

108.1.1 Unsafe Structures.

An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the *occupants* of the structure by not providing minimum safeguards to protect or warn *occupants* in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible

CORRECTIVE ACTION:

** Obtain all required permits as required by code for repair of structure or demolish **

108.1.2 Unsafe Equipment.

Unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the *premises* or within the structure which is in such disrepair or condition that such equipment is a hazard to life, health, property or safety of the public or *occupants* of the *premises* or structure.

CORRECTIVE ACTION:

** Obtain all required permits as required by code for repair and remove all flammable liquid containers **

108.1.3 Structure Unfit for Human Occupancy.

A structure is unfit for human *occupancy* whenever the *code official* finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is insanitary, vermin or rat infested, contains filth and contamination, or lacks *ventilation*, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the *occupants* of the structure or to the public

CORRECTIVE ACTION:

** Obtain all required permits as required by code for repair of structure or demolish **

108.1.4 Unlawful Structure.

An unlawful structure is one found in whole or in part to be occupied by more persons than permitted under this code, or was erected, altered or occupied contrary to law.

CORRECTIVE ACTION:

** Obtain all required permits as required by code for repair of structure or demolish **

108.1.5 Dangerous structure or premises.

For the purpose of this code, any structure or *premises* that has any or all of the conditions or defects described below shall be considered dangerous:

1. Any door, aisle, passageway, stairway, exit or other means of egress that does not conform to the *approved* building or fire code of the jurisdiction as related to the requirements for existing buildings.
2. The walking surface of any aisle, passageway, stairway, exit or other means of egress is so warped, worn loose, torn or otherwise unsafe as to not provide safe and adequate means of egress.
6. The building or structure, or any portion thereof, is clearly unsafe for its use and *occupancy*.
9. A building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, *ventilation*, mechanical or plumbing system, or otherwise, is determined by the *code official* to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease.
10. Any building or structure, because of a lack of sufficient or proper fire-resistance-rated construction, fire protection systems, electrical system, fuel connections, mechanical system, plumbing system or other cause, is determined by the *code official* to be a threat to life or health.

CORRECTIVE ACTION:

** Obtain all required permits as required by code for repair of structure or demolish **

IPMC CHAPTER 3 GENERAL REQUIREMENTS
SECTION 302 EXTERIOR PROPERTY AREAS

302.3 Sidewalks and Driveways.

Sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.

CORRECTIVE ACTION:

** Repair or replace steps as required by code **

302.7 Accessory Structures.

Accessory structures, including *detached* garages, fences and walls, shall be maintained structurally sound and in good repair.

CORRECTIVE ACTION:

** Repair, remove, replace accessory structure as required by code **

SECTION 304 EXTERIOR STRUCTURE

304.1 - General.

The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

CORRECTIVE ACTION:

** Maintain exterior structure in good repair, structurally sound, and sanitary as required by current codes **

304.1.1 - Unsafe Conditions.

The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the International Building Code or the International Existing Building Code as required for existing buildings:

1. The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength;
2. The *anchorage* of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects;
3. Structures or components thereof that have reached their limit state;
4. Siding and masonry joints including joints between the building envelope and the perimeter of windows, doors and skylights are not maintained, weather resistant or water tight;
5. Structural members that have evidence of *deterioration* or that are not capable of safely supporting all nominal loads and load effects;
7. Exterior walls that are not *anchored* to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly *anchored* or are not capable of supporting all nominal loads and resisting all load effects;
8. Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of *deterioration*, fatigue or without proper anchorage and incapable of supporting all nominal loads and resisting all load effects;
9. Flooring and flooring components with defects that affect serviceability or flooring components that show signs of *deterioration* or fatigue, are not properly *anchored* or are incapable of supporting all nominal loads and resisting all load effects;
11. Overhang extensions or projections including, but not limited to, trash chutes, canopies, marquees, signs, awnings, fire escapes, standpipes and exhaust ducts not properly *anchored* or that are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects;
12. Exterior stairs, decks, porches, balconies and all similar appurtenances attached thereto, including *guards* and handrails, are not structurally sound, not properly *anchored* or that are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects; or
13. Chimneys, cooling towers, smokestacks and similar appurtenances not structurally sound or not properly *anchored*, or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects.

CORRECTIVE ACTION:

** Repair or replace all defective, exterior doors, windows, soffit, roofing, flooring components, and structural supports as required by current codes **

304.2 - Protective Treatment.

Exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. Siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors and skylights, shall be maintained weather resistant and water tight. Metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

CORRECTIVE ACTION:

** Repair, replace or maintain all exterior surfaces to eliminate holes, decay, and other defects as required by current codes **

304.3 - Address Identification.

Buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position to be visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numerals or alphabetical letters. Numbers shall not be spelled out. Each character shall be a minimum of 4 inches (102 mm) in height with a minimum stroke width of 0.5 inch (12.7 mm). Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

CORRECTIVE ACTION:

** Place address identification numbers in required location on residential structure as required by current codes. **

304.4 - Structural Members.

Structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

CORRECTIVE ACTION:

** Repair or replace all deteriorated or missing structural members as required by current codes. **

304.5 Foundation Walls.

Foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.

CORRECTIVE ACTION:

** Repair or replace all deteriorated or missing structural members as required by current codes. **

304.6 Exterior Walls.

Exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent *deterioration*.

CORRECTIVE ACTION:

** Repair or replace all deteriorated or missing structural members as required by current codes. **

304.7 - Roofs and Drainage.

The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

CORRECTIVE ACTION:

** Repair or replace all defective materials, deteriorated areas and maintain in good repair as required by current codes **

304.10 Stairways, Decks, Porches and Balconies.

Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

CORRECTIVE ACTION:

** Repair or replace all defective materials, deteriorated areas and maintain in good repair as required by current codes **

304.11 Chimneys and Towers.

Chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. Exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

CORRECTIVE ACTION:

** Repair or replace all defective materials, deteriorated areas and maintain in good repair as required by current codes **

304.12 Handrails and Guards.

Every handrail and *guard* shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

CORRECTIVE ACTION:

** Repair or replace all defective materials, deteriorated areas and maintain in good repair as required by current codes **

304.13 - Window, Skylight and Door Frames.

Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

CORRECTIVE ACTION:

** Repair, replace or install all defective or deteriorated window and door frames, and maintain in good repair as required by current codes **

304.13.1 - Glazing.

Glazing materials shall be maintained free from cracks and holes.

CORRECTIVE ACTION:

** Repair, replace or install missing, cracked, or deteriorated glazing material, and maintain in good repair as required by current codes. **

304.13.2 - Openable Windows.

Every window, other than a fixed window, shall be easily openable and capable of being held in position by window hardware.

CORRECTIVE ACTION:

** Repair, replace or install all openable windows and hardware, to allow easy operation as required by current codes **

304.14 - Insect Screens.

During the period from January 1 to December 31, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved tightly fitting screens of minimum 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

Exception: Screens shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.

CORRECTIVE ACTION:

** Repair, replace or install screens on all exterior doors and openable windows as required by current codes **

304.15 - Doors.

Exterior doors, door assemblies, operator systems if provided, and hardware shall be maintained in good condition. Locks at all entrances to dwelling units and sleeping units shall tightly secure the door. Locks on means of egress doors shall be in accordance with Section 702.3.

CORRECTIVE ACTION:

** Repair, replace or install proper hardware and locks on all exterior doors and sleeping unit doors to maintain secure and tight fit as required by current codes **

304.18 - Building Security.

Doors, windows or hatchways for dwelling units, room units or housekeeping units shall be provided with devices designed to provide security for the occupants and property within.

CORRECTIVE ACTION:

** Install proper locking devices on all exterior doors and sleeping unit doors and maintain in good repair as required by current codes **

304.18.1 - Doors.

Doors providing access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with a deadbolt lock designed to be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort and shall have a minimum lock throw of 1 inch (25 mm). Such deadbolt locks shall be installed according to the manufacturer's specifications and maintained in good working order. For the purpose of this section, a sliding bolt shall not be considered an acceptable deadbolt lock.

CORRECTIVE ACTION:

** Install proper deadbolt devices on all exterior doors and maintain in good repair as required by current codes **

304.18.2 - Windows.

Operable windows located in whole or in part within 6 feet (1828 mm) above ground level or a walking surface below that provide access to a dwelling unit, rooming unit or housekeeping unit that is rented, leased or let shall be equipped with a window sash locking device.

CORRECTIVE ACTION:

** Install proper locking devices on all openable windows and maintain in good repair as required by current codes **

SECTION 305 INTERIOR STRUCTURE

305.1- General.

The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Occupants shall keep that part of the structure that they occupy or control in a clean and sanitary condition. Every owner of a structure containing a rooming house, housekeeping units, a hotel, a dormitory, two or more dwelling units or two or more nonresidential occupancies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property.

CORRECTIVE ACTION:

** Maintain Interior structure in good repair, structurally sound, and in a clean and sanitary condition as required by current codes**

305.1.1 - Unsafe Conditions.

The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the International Building Code or the International Existing Building Code as required for existing buildings:

1. The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength; clean and sanitary condition, the shared or public areas of the structure and exterior property.
2. The anchorage of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects;
3. Structures or components thereof that have reached their limit state;
4. Structural members are incapable of supporting nominal loads and load effects;

5. Stairs, landings, balconies and all similar walking surfaces, including *guards* and handrails, are not structurally sound, not properly *anchored* or are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects;
6. Foundation systems that are not firmly supported by footings are not plumb and free from open cracks and breaks, are not properly *anchored* or are not capable of supporting all nominal loads and resisting all load effects.

Exceptions: 1. Where substantiated otherwise by an approved method.
2. Demolition of unsafe conditions shall be permitted when approved by the code official.

CORRECTIVE ACTION:

** Repair, replace or install all deteriorated and/or missing structural supports, and members as required by current codes**

305.2 - Structural Members.

Structural members shall be maintained structurally sound, and be capable of supporting the imposed loads.

CORRECTIVE ACTION:

** Repair, replace or install all deteriorated and/or missing structural supports, and members as required by current codes**

305.3 - Interior Surfaces.

Interior surfaces, including windows and doors, shall be maintained in good, clean and sanitary condition. Peeling, chipping, flaking or abraded paint shall be repaired, removed or covered. Cracked or loose plaster, decayed wood and other defective surface conditions shall be corrected

CORRECTIVE ACTION:

** Repair, replace, or install allowed materials to correct interior defects and deterioration and maintain in good repair and sanitary condition **

305.6 - Interior Doors.

Every interior door shall fit reasonably well within its frame and shall be capable of being opened and closed by being properly and securely attached to jambs, headers or tracks as intended by the manufacturer of the attachment hardware.

CORRECTIVE ACTION:

** Repair, replace and/or install all interior doors to fit into frames per manufacturer and maintain in good repair **

SECTION 306 COMPONENT SERVICEABILITY

306.1 - General.

The components of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition.

306.1.1 - Unsafe Conditions.

Where any of the following conditions cause the component or system to be beyond its limit state, the component or system shall be determined as unsafe and shall be repaired or replaced to comply with the International Building Code or the International Existing Building Code as required for existing buildings:

4. Masonry that has been subjected to any of the following conditions:
 - 4.1. *Deterioration;*
 - 4.3. Fractures in masonry or mortar joints;
6. Wood that has been subjected to any of the following conditions:
 - 6.1. Ultimate deformation;
 - 6.2. Deterioration;
 - 6.3. Damage from insects, rodents and other vermin;
 - 6.8. Inadequate support;
 - 6.9. Detached, dislodged or failing connections

SECTION 307 HANDRAILS AND GUARDRAILS

307.1 General.

Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface that is more than 30 inches (762 mm) above the floor or grade below shall have *guards*. Handrails shall be not less than 30 inches (762 mm) in height or more than 42 inches (1067 mm) in height measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. *Guards* shall be not less than 30 inches (762 mm) in height above the floor of the landing, balcony, porch, deck, or ramp or other walking surface.

CORRECTIVE ACTION:

** Repair, replace and/or install all required handrails and guardrails**

SECTION 309 PEST ELIMINATION

309.1 Infestation.

Structures shall be kept free from insect and rodent *infestation*. Structures in which insects or rodents are found shall be promptly exterminated by *approved* processes that will not be injurious to human health. After pest elimination, proper precautions shall be taken to prevent reinfestation.

CORRECTIVE ACTION:

** Remove or exterminate pests and repair or replace affected area as required **

IPMC CHAPTER 4 LIGHT, VENTILATION AND OCCUPANCY

SECTION 401 GENERAL

401.2 - Responsibility.

The owner of the structure shall provide and maintain light, ventilation and space conditions in compliance with these requirements. A person shall not occupy as owner-occupant, or permit another person to occupy, any premises that do not comply with the requirements of this chapter.

CORRECTIVE ACTION:

** Repair, replace and/or install light fixtures as required, openable/operable windows and declutter areas in front of all windows to allow natural lighting and allow for emergency egress **

IPMC CHAPTER 5 PLUMBING FACILITIES AND FIXTURE REQUIREMENTS

SECTION 502 REQUIRED FACILITIES

502.4 Employees' Facilities.

Not less than one water closet, one lavatory and one drinking facility shall be available to employees.

CORRECTIVE ACTION:

** Repair water closet, lavatory and drinking facility as required by code **

502.4.1 Drinking Facilities.

Drinking facilities shall be a drinking fountain, water cooler, bottled water cooler or disposable cups next to a sink or water dispenser. Drinking facilities shall not be located in *toilet rooms* or *bathrooms*.

CORRECTIVE ACTION:

** Repair drinking facility as required by code **

502.5 Public Toilet Facilities.

Public toilet facilities shall be maintained in a safe, sanitary and working condition in accordance with the *International Plumbing Code*. Except for periodic maintenance or cleaning, public access and use shall be provided to the toilet facilities at all times during *occupancy* of the *premises*.

CORRECTIVE ACTION:

** Repair or replace toilet facilities for public use as required by code **

SECTION 503 TOILET ROOMS

503.1 - Privacy.

Toilet rooms and bathrooms shall provide privacy and shall not constitute the only passageway to a hall or other space, or to the exterior. A door and interior locking device shall be provided for all common or shared bathrooms and toilet rooms in a multiple dwelling.

CORRECTIVE ACTION:

** Repair, replace or install required well-fitting door and locking device to provide privacy as required by current codes **

IPMC CHAPTER 6 MECHANICAL AND ELECTRICAL REQUIREMENTS

SECTION 601 GENERAL

601.2 - Responsibility.

The owner of the structure shall provide and maintain mechanical and electrical facilities and equipment in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any premises that does not comply with the requirements of this chapter.

CORRECTIVE ACTION:

** Provide and maintain proper electrical and mechanical facilities as required by current codes. **

SECTION 602 HEATING FACILITIES

602.1 - Facilities Required.

Heating facilities shall be provided in structures as required by this section.

CORRECTIVE ACTION:

** Provide proper required heating facilities as required by current codes. **

SECTION 604 ELECTRICAL FACILITIES

604.3 - Electrical System Hazards.

Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard.

CORRECTIVE ACTION:

** Remove/declutter area within thirty inches (30") of electrical service panel allowing proper access **

SECTION 605 ELECTRICAL EQUIPMENT

605.1 - Installation.

Electrical equipment, wiring and appliances shall be properly installed and maintained in a safe and approved manner.

CORRECTIVE ACTION:

** Remove, repair, or replace all improperly installed wiring and appliances **

605.2 - Receptacles.

Every habitable space in a dwelling shall contain not less than two separate and remote receptacle outlets. Every laundry area shall contain not less than one grounding-type receptacle or a receptacle with a ground fault circuit interrupter. Every bathroom shall contain not less than one receptacle. Any new bathroom receptacle outlet shall have ground fault circuit interrupter protection. All receptacle outlets shall have the appropriate faceplate cover for the location.

CORRECTIVE ACTION:

** Repair, replace, install proper light switches, receptacles, appropriate faceplate covers, and ground fault circuit interrupter protection (GFCI) receptacles in bathroom, kitchen, and laundry areas within six feet (6') of water **

605.4 - Wiring.

Flexible cords shall not be used for permanent wiring, or for running through doors, windows, or cabinets, or concealed within walls, floors, or ceilings.

CORRECTIVE ACTION:

** Remove all flexible (extension) cords being used as permanent wiring connections **

IPMC CHAPTER 7 FIRE SAFETY REQUIREMENTS

SECTION 701 General

701.1 Scope.

The provisions of this chapter shall govern the minimum conditions and standards for fire safety relating to structures and exterior *premises*, including fire safety facilities and equipment to be provided.

CORRECTIVE ACTION:

** Provide proper fire safety equipment as required **

701.2 - Responsibility.

The owner of the premises shall provide and maintain such fire safety facilities and equipment in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy any premises that do not comply with the requirements of this chapter.

CORRECTIVE ACTION:

** Remove/declutter all living areas to allow minimum three-foot (3') egress path **

SECTION 702 MEANS OF EGRESS

702.1 - General.

A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the International Fire Code.

CORRECTIVE ACTION:

** Remove/declutter all living areas to allow minimum three-foot (3') egress path **

702.2 Aisles.

The required width of aisles in accordance with the *International Fire Code* shall be unobstructed.

CORRECTIVE ACTION:

** Remove/declutter all living areas to allow minimum three-foot (3') egress path **

702.3 - Locked Doors.

Means of egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort, except where the door hardware conforms to that permitted by the International Building Code.

CORRECTIVE ACTION:

** Install proper locking devices to allow easy egress during an emergency **

702.4 - Emergency Escape Openings.

Required emergency escape openings shall be maintained in accordance with the code in effect at the time of construction, and the following. Required emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools. Bars, grilles, grates or similar devices are permitted to be placed over emergency escape and rescue openings provided the minimum net clear opening size complies with the code that was in effect at the time of construction and such devices shall be releasable or removable from the inside without the use of a key, tool or force greater than that which is required for normal operation of the escape and rescue opening.

CORRECTIVE ACTION:

** Remove/declutter all living areas to allow minimum three-foot (3') egress path **

SECTION 704 FIRE PROTECTION SYSTEMS

704.1 - General.

Systems, devices and equipment to detect a fire, actuate an alarm, or suppress or control a fire or any combination thereof shall be maintained in an operable condition at all times in accordance with the International Fire Code.

CORRECTIVE ACTION:

** Repair, replace. or install proper fire/smoke detectors in required locations **

704.2.4 Smoke Detection System.

Smoke detectors listed in accordance with UL 268 and provided as part of the building's fire alarm system shall be an acceptable alternative to single- and multiple-station smoke alarms and shall comply with the following:

1. The fire alarm system shall comply with all applicable requirements in Section 907 of the *International Fire Code*.
2. Activation of a smoke detector in a dwelling or sleeping unit shall initiate alarm notification in the *dwelling* or *sleeping unit* in accordance with Section 907.5.2 of the *International Fire Code*.
3. Activation of a smoke detector in a *dwelling* or *sleeping unit* shall not activate alarm notification appliances outside of the *dwelling* or *sleeping unit*, provided that a supervisory signal is generated and monitored in accordance with Section 907.6.5 of the *International Fire Code*.

When contacting agencies as part of the "Required Remedy" you must refer to the Case Number listed in the upper right corner of this letter.

IT IS YOUR RESPONSIBILITY TO CALL YOUR INVESTIGATOR BRIAN NADEAU, CODE ENFORCEMENT OFFICER 863-293-4141 AND REQUEST A RE-INSPECTION. If the above-described violation(s) is corrected and then recurs or the above-described violation(s) is not corrected by the date shown (below), the case shall be presented to the Special Magistrate as stated below even if the violation(s) has been corrected prior to the Special Magistrate hearing, AND PROSECUTION FEES MAY BE ASSESSED AGAINST YOU AT THAT TIME.

- 1) **You must clean, declutter, remove all junk, trash, and debris from the interior of the premises, remove, repair or replace all inoperative, improperly installed, or missing items required by code by 9/6/2021. It shall be the violator's responsibility to contact the Code Enforcement Office after these violation(s) are corrected for an inspection of the premises by the Code Enforcement Officer and Building Official,**

and

- 2) **Must have a licensed building contractor evaluate, apply for, and obtain all required permits by 10/15/2021 or demolish structure.**

PLEASE TAKE NOTICE that a Hearing will be conducted by the Special Magistrate in the above styled cause at 9:00 a.m. on 10/28/2021, in the Commission Chambers at the City Hall of Eagle Lake, FL, 675 E. Eagle Ave, Eagle Lake, Florida. The Special Magistrate will receive testimony and evidence pertaining to the matters alleged in this Notice of Violation. Your failure to appear may result in a judgment being entered against you.

If someone other than your attorney will be representing you at the hearing, that person must bring a letter that you have notarized giving them permission to represent you in this case.

PLEASE GOVERN YOURSELF ACCORDINGLY.

Brian Nadeau, Code Enforcement Officer 863-293-4141

Signature of Person Served, Owner/Occupant /Date Served

In accordance with the Americans with Disabilities Act, persons with disabilities needing special accommodations to participate in this proceeding should contact the City of Eagle Lake, City Clerk at 75 N. 7th St, Eagle Lake. Telephone (863) 293-4141 or 1-800-955-8770, via Florida Relay Service.

City of Eagle Lake Code Enforcement, PO Box 129 Eagle Lake, Florida 33839 Phone (863) 293-4141

FROM THE DESK OF THE CITY MANAGER

Memo To: Mayor and Commissioners

Date: October 4, 2021

Ref: Monthly Report

=====

Contracts – At our August meeting, we agreed to increase my spending limit to \$20,000 and we have amended my contract to reflect this. In addition, since the City Clerk is a Charter Position just like the City Manager and City Attorney, we have prepared a contract similar to the City Manager’s for the City Clerk. Our Labor Attorney, Don Wilson has reviewed both contracts and agreed that they are in proper form.

Debt Payments – Prior to the end of the fiscal year, we were able to make the approved debt payments of \$638,324.44 to the Series 2010BB Revenue Refunding Bond and \$250,000 toward the SRF Loan.

Power Washing – We are looking into having the city commission and city hall building power washed and we have budget for city hall to be repainted when the windows are replaced this year. The City Commission building may have to be repainted depending on the outcome of the it being cleaned.

Ruritan Building – This building locate across from city hall is in poor condition and an inspection has resulted in a serious number of building code violations. We probably need to have a discussion about the future of this building.

Website – We have been looking into various companies to redesign and host our website and we are recommending Municode with a cost of \$4,800 and a yearly hosting and maintenance fee of \$2,100.

ORDINANCE NO.: O-22-01

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EAGLE LAKE, FLORIDA, SUNSETTING THE LIBRARY BOARD ESTABLISHED VIA ARTICLE II, BOARDS, COMMITTEES AND COMMISSIONS, DIVISION III, LIBRARY BOARD, SECTIONS 2-81 THROUGH 2-83; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Article VIII of the State Constitution and Chapter 166 of the Florida Statutes provide that municipalities shall have the government, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, and render municipal services, and exercise any power for municipal purposes, except when expressly prohibited by law; and,

WHEREAS, the City of Eagle Lake established a Library Board to serve the needs of its residents in providing access to library materials maintained for the public benefit; and

WHEREAS, the City of Eagle Lake also established mechanisms for allowing residents to apply for appointment to the Library Board to administer the affairs of said Board under the oversight of the City Commission; and,

WHEREAS, the City has experienced a lack of the required number of participants to serve on the Library Board; thereby, rendering it unable to act; and,

WHEREAS, the City Commission believes it advisable and a prudent use of public funds to dissolve and sunset the Library Board.

NOW THEREFORE, BE IT ORDAINED by the City Commission of the City of Eagle Lake, Florida, as follows:

1. The City Commission of the City of Eagle Lake does hereby dissolve and sunset the Library Board established in Article II, Division III, Sections 2-81 through 2-83 of the Code of Ordinances of the City of Eagle Lake, Florida.

2. Henceforth, all recommendations, requisition requests, management, and other matters relating to the functioning and funding of the City Library shall be made by staff to either the City Manager or City Clerk who shall then transmit said information to the City Commission for determination.

3. It is the intent of the City Commission that the provisions contained herein shall become codified and made part of the Code of Ordinances of the City of Eagle Lake, and the sections cited in this Ordinance may be renumbered, reformatted or re-lettered to accomplish such intention.

4. All ordinances or resolutions in conflict herewith are hereby repealed to the extent necessary to give this Ordinance full force and effect.

5. 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.

6. This Ordinance shall take effect immediately upon its adoption by the City Commission of the City of Eagle Lake, Florida.

INTRODUCED on first reading this 21st day of September, 2021.

PASSED on second reading this 4th day of October, 2021.

CORY COLER
MAYOR/COMMISSIONER

ATTEST:

CITY CLERK DAWN WRIGHT

APPROVED AS TO FORM:

INTERIM CITY ATTORNEY HEATHER R. MAXWELL

CITY MANAGER EMPLOYMENT AGREEMENT - AMENDED

THIS CITY MANAGER EMPLOYMENT AGREEMENT (hereinafter "Agreement"), made and entered into this ____ day of _____ 2021, by and between the City of Eagle Lake, a Florida municipal corporation, (hereinafter "Employer") as party of the first part, and Thomas Ernharth, (hereinafter "Employee") as party of the second part, as follows:

WHEREAS, Employer desires to continue to employ the services of Employee as City Manager, as provided by the Charter of the City of Eagle Lake Florida; and

WHEREAS, it is the desire of the Governing Board of Employer, hereinafter called "Commission" to provide certain benefits, to establish certain conditions of employment and to set working conditions of Employee as City Manager; and

WHEREAS, it is the desire of Commission to: (1) secure and retain the services of Employee and to provide inducement for Employee to remain in such employment; (2) make possible full work productivity by assuring Employee's morale and peace of mind with respect to future security; (3) deter against malfeasance or dishonesty for personal gain on the part of Employee; and (4) provide a just means for terminating Employee's services at such time as Employee may be unable to fully discharge Employee's duties or when Employer may otherwise desire to terminate Employee; and

WHEREAS, Employee desires to accept and continue employment as City Manager of Employer;

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree to the following:

SECTION 1 EMPLOYMENT RELATIONSHIP

1.1 City Manager

Employee shall be the City Manager of the Employer, shall be the chief administrative officer of Employer and a Chartered Officer of the City.

1.2 Duties and Responsibilities

1.21 Employee, as City Manager, shall be responsible to Commission for the administration of all Employer's affairs placed in Employee's charge by or under Employer's Charter. As set forth in the Charter these responsibilities are as follows:

- (a) Employee shall appoint, and when Employee deems it necessary for the good of Employer, suspend or remove all Employer employees and

appointive administrative officers provided for by or under the charter, except as otherwise provided by law, the charter or personnel rules adopted pursuant to the charter. Employee may authorize any administrative officer who is subject to Employee's direction and supervision to exercise these powers with respect to subordinates in the officer's department, office or agency;

- (b) Employee shall direct and supervise the administration of all departments, offices and agencies of Employer, except as otherwise provided by charter or by law;
- (c) Employee shall attend all Commission meetings and shall have the right to take part in discussion by may not vote;
- (d) Employee shall see that all laws, provision of the charter and acts of Commission, subject to enforcement by Employee or by officers subject to Employee's direction and supervision, are faithfully executed;
- (e) Employee shall prepare and submit the annual budget, budget message, and capital program to Commission in a form provided by ordinance;
- (f) Employee shall submit to Commission and make available to the public a complete report on the finances and administrative activities of Employer as of the end of each fiscal year;
- (g) Employee shall make such other reports as Commission may require concerning the operation of Employer's departments, offices and agencies subject to Employee's direction and supervision;
- (h) Employee shall keep Commission advised as to the financial condition and future needs of Employer and make such recommendations to Commission concerning the affairs of Employer as Employee deems desirable;
- (i) Employee shall sign contracts on behalf of Employer after obtaining written Commission approval;
- (j) Employee shall establish rules, regulations and guidelines for the administration of each municipal department, including minimum standards for hiring and job descriptions;

(k) Employee shall perform such other duties as are specified in the City Charter or as may be required by Commission.

1.22 Employee, as City Manager, further shall be responsible to perform the functions and duties specified in Employer's Ordinances, Resolutions and Polices in existence and hereinafter enacted or adopted by Commission, where applicable.

1.23 Employee, as City Manager, is hereby authorized to make purchases on Employer's behalf, without further Commission approval, provided the amount of each said purchases does not exceed \$20,000, as may be changed by the Commission as Commission deems appropriate within its discretion.

1.24 Employee, as City Manager, further shall be responsible for perform other legally permissible and proper duties and functions as directed by Employer's Commission.

1.3 Employment Relationship

Employee is hereby hired as a full-time, salaried Employee of Employer as Employer's City Manager. Employee agrees to remain in the exclusive employ of the Employer through its Commission. Employee shall not accept employment, on a full-time or part-time basis, with any other person, firm, agency, or entity while Employee is gainfully employed with Employer. Notwithstanding the above, Employee shall be permitted to occasionally teach, write or consult for other persons, firms, agencies or entities provided said activity does not: 1) involve specific parties or activities of Employer which could potentially result in a conflict of interest; and 2) interfere with Employee's ability to perform and fulfill Employee's responsibilities and obligations to Employer.

Nothing contained herein shall prevent, limit or otherwise conflict or interfere with Employee's right to resign from employment with Employer. However, Employee shall provide notice as set forth at 8.4. As well, nothing contained herein shall prevent, limit or otherwise conflict or interfere with Employer's right to terminate Employee's employment with Employer, consistent with the terms and conditions of Employer's Charter.

Employer, through its Commission, in consultation with Employee, shall be permitted to determine any other terms and conditions of Employment, as Employer may deem reasonable provided such terms and conditions are consistent with the provisions of this agreement, Employer's Charter, Ordinances, Resolutions and Policies and any other applicable law, rule or regulation.

SECTION 2 SALARY

2.1 Employer shall pay Employee for Employee's services rendered pursuant hereto, at Employee's current rate of pay and payable in periodic installments at intervals as other employees of Employer are paid.

2.2 Employee's salary may be increased each year of employment, on October 1st, by an amount to be determined by Commission and said increase shall be no less than the cost-of-living adjustment increase afforded to other personnel of Employer. Commission shall also consider a merit pay adjustment to Employee's salary on or about October 1st of each year. The amount of merit pay adjustment shall be based on Employee's performance of Employee's duties and responsibilities as set forth at paragraph 1.2 above and Manager's Annual Performance Evaluation as described hereinafter. At no time during the course of this Agreement shall Employee's wages be reduced. In such event Employee, at Employee's option, may treat said reduction as a termination of this Agreement by Employer.

SECTION 3 PERFORMANCE EVALUATION

3.1 Commission shall review and evaluate the performance of Employee at least once annually. (hereinafter "Manager's Annual Performance Evaluation" or "MAPE") Said review and evaluation shall be administered, performed and reviewed in accordance with specific criteria, methodology and format as developed jointly by Employer and Employee. Said criteria, methodology and format may be modified, adjusted or changed from year to year as Commission may from time to time determine, in consultation with Employee. The MAPE will be done no later than September 1st of each year. Employee shall be entitled to discuss and review Employee's MAPE with Commission and Employee is duty bound to remind Commission to perform MAPE.

3.2 If, as a result of Employee's MAPE a salary increase is merited as determined within the sole discretion of Commission, said increase shall become effective on the first day of October.

SECTION 4 DISABILITY

If Employee during Employee's tenure as an employee for Employer becomes permanently disabled to such an extent that Employee is not qualified to perform Employee's duties or responsibilities as set forth at paragraph 1.2 above, Employer may terminate this Agreement. If Employee becomes temporarily disabled because of sickness, accident, injury, mental incapacity or health and is unable to perform Employee's duties for a period of four successive weeks beyond any accrued sick leave, or for twenty (20) working days, beyond any accrued sick leave, over a thirty (30) working day period, Employer may terminate this Agreement. If Employee is terminated because of a permanent or temporary disability, then, Employee shall be entitled to the Severance Benefits set forth at Section 8. Employee shall be compensated for any accrued sick leave, vacation, holidays, and other benefits, in accordance with Employer's Personnel Policy Manual.

SECTION 5 AUTOMOBILE ALLOWANCE

Employer shall reimburse Employee for travel based on actual mileage in a manner consistent with law and at a rate authorized by the Internal Revenue Service (IRS). Mileage reimbursement shall not be reported on Employee's W-2 and shall not be subject to withholdings. Employee shall provide proof of insurance to Commission, who shall in Commission's discretion determine the adequacy of same.

SECTION 6 RELOCATION EXPENSES

Employer agrees to contribute to Employee's relocation expense. The Employee has twelve (12) months to relocate within the City Limits of Eagle Lake. In this regard, Employer agrees to pay one hundred (100) percent of Employee's documented out-of-pocket expenses for a moving truck and related expenses attributed to relocation of Employee to City to take employment with City. However, Employer's contribution shall not exceed \$3,000.00. Should Employee voluntarily terminate employment within 1 year of Commencement Date, Employee shall reimburse City 100% of relocation amounts paid by City to Employee. Should Employee voluntarily terminate employment within 2 years of Commencement Date, Employee shall reimburse City 50% of relocation amounts paid by City to Employee. If Employee fails to relocate within City Limits of Eagle Lake within twelve (12) month time frame the Employee will be required to reimburse the Employer for relocation expenses paid unless Employer and Employee mutually agree that repayment is waived. (Repayment clause was waived by Employer (City Commission) on January 2, 2018 for Employee).

SECTION 7 VACATION AND SICK TIME

7.1 Upon commencing employment, Employee will be credited with 10 vacation days and shall then accrue vacation leave on an annual basis pursuant to the City of Eagle Lake Personnel Policy. Upon commencing employment, Employee will accrue sick leave in accordance with the City's Personnel Policy Manual.

7.2 The Employee is entitled to accrue leave, in accordance with the City's Personnel Policy and in the event the Employee's employment is terminated, the Employee shall be compensated for all sick leave, vacation time, all paid holidays, and other benefits accrued to date in accordance with the City's Personnel Policy Manual.

SECTION 8 SEVERANCE BENEFITS

8.1 If employment is terminated by a vote of the Commission pursuant to Section 4.02 of the City's Charter, Employee shall receive Severance Pay, as that term is defined in §215.025(4)(d) of the Florida Statutes, together with accrued sick and vacation pay as permitted by the City's personnel policies and applicable Florida law. Severance Pay shall be calculated in accordance with Table 8.11, below:

Table 8.11

Period of Time Employed with Employer	Severance Pay
1-90 Days	2 weeks
Over 90 days to 2 years	8 weeks
Over 2 years to 4 years	13 weeks
Over 4 years to 6 years	17 weeks
Over 6 years	20 weeks

8.2 If the Employee is terminated for other than cause, then for a period of three (3) months following termination, the Employer shall pay the cost to continue the following benefits:

1. Health, Dental and Vision Insurance
2. Life Insurance
3. Short-term Disability

8.3 In the event Employee voluntarily terminates employment with the City or is terminated for misconduct as defined in Section 443.036(29) of the Florida Statutes or because of charges and/or arrest for any illegal act which shall reflect adversely upon the City, then in those events the City shall have no obligation to pay that portion of the severance sum that represents compensation as defined in Section 215.425(4)(d) of the Florida Statute unless and until such time as the Employee is found not guilty of any charges by a court of competent jurisdiction or any charges are completely dismissed for reason of innocence or insufficient evidence of guilt to warrant continuation of prosecution and/or as may be further provided for under applicable Florida law.

8.4 Except as otherwise provided in Subparagraph 8.1 and/or 8.2 above, severance shall be paid to Employee in a lump sum when employment is terminated by a majority vote of all Commission members, pursuant to §4.02 of the City's Charter.

8.5 Employee shall give at least a 30-day notice of any intention to separate employment with the City.

8.6 Employer shall be permitted to deduct from Severance Pay any monies due from Employee pursuant to Section 6 hereof.

SECTION 9 OTHER BENEFITS, RIGHTS AND OBLIGATIONS OF THE PARTIES

Employer currently has in existence a comprehensive Personnel Policy Manual which sets forth the details of the Employer/Employee relationship. As such, except as otherwise provided herein, Employee shall be entitled to the benefits set forth in the Personnel Policy Manual in accordance with the terms and conditions set forth therein. Correspondingly, where applicable,

Employee shall comply with the terms and conditions of the Personnel Policy Manual. For purposes of this Agreement and the application of the Personnel Policy Manual reference hereinabove, Commission shall be considered Employee's supervisor. Notwithstanding the above and the Personnel Policy Manual, Employee shall not be entitled to compensatory time a/k/a "comp time", and shall be entitled to a salary only.

SECTION 10 DUES AND SUBSCRIPTIONS

The Employer agrees to pay the reasonable professional dues and subscriptions of Employee for continuation and full participation in national, regional, state and local associations or organizations which the Employer and Employee agree are necessary and desirable for Employee's continued professional participation, growth and advancement, and for the good to the Employer. Such dues and subscriptions include but are not limited to the International City/County Management Association, Florida City and County Management Association, Florida Government Finance Officers Association and Polk County/City Managers' Association.

SECTION 11 PROFESSIONAL DEVELOPMENT

11.1 Employer agrees to pay the reasonable travel, registration and subsistence expenses of Employee for travel, meetings, and occasions adequate to continue the professional development of Employee and to adequately pursue appropriate functions for Employer. This may include the Annual Conference to the International City Manager Association, Florida League of Cities, Florida City/County Managers' Association, and such other national, regional, state and local governmental groups and committees thereof on which Employee serves as a member.

11.2 Employer agrees to pay for the reasonable travel, registration and subsistence expense of Employee for short courses, institutes and seminars that are necessary for Employee's professional development and for the good of Employer.

11.3 Employer agrees to pay Employee Per Diem for Meals and Incidentals based on U.S. General Services Administration (hereinafter referred to as "GSA").

SECTION 12 RESIDENCY

Employee shall have until 12 months from Commencement Date to relocate within a 20-mile radius of the city limits of Employer. A termination of employment based on Employee's breach of this provision shall result in the denial of Employee Severance Benefits to which Employee may have been otherwise entitled pursuant to the terms of this Agreement, Employer's Personnel Policy Manual or as a matter of law.

SECTION 13 COMMENCEMENT OF EMPLOYMENT; PROBATION; REMOVAL AND SUSPENSION; RESIGNATION

13.1 Commencement of Employment. Employee shall continue to work as a full-time Employee of Employer as its City Manager. Employee's employment commenced on **January 9, 2017**. ("hereinafter Commencement Date") and shall be an "at will" employee of Employer and shall serve as City Manager at the pleasure of Employer's Commission subject to applicable provisions of the Employer's Charter and this Agreement.

13.2 Removal and Suspension

- (a) The Commission, at a regular meeting after the regular meeting wherein the preliminary resolution is adopted, may adopt a final resolution of removal after a public hearing, which may be made effective immediately, by affirmative vote of a majority of all its members at any time after.
- (b) Employee shall continue to receive Employee's salary until the effective date of a final resolution of removal. The date of Employee's termination of Employment with Employer shall be Employee's "Separation Date".

13.3 Resignation

In the event Employee resigns Employee's position with Employer, Employee shall provide Employer with no less than thirty (30) days advanced notice of the Separation Date.

SECTION 14 INDEMNIFICATION/BOND

14.1 To the extent permitted by law, without waiver of Employer's sovereign immunities, Employer shall defend, save harmless and indemnify Employee against any tort, professional liability claims or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as City Manager.

14.2 Employer shall bear the full cost of any fidelity or other bonds required of Employee as a condition of employment or as required by law.

14.3 This provision constitutes a term agreed to between the parties hereto and shall not: (1) serve as an independent basis of liability to third parties; (2) serve as a provision which benefits third parties; (3) be relied upon by third parties; and (4) extend to persons or entities not parties to this Agreement.

14.4 Notwithstanding paragraph 13.1 above, Employer shall not be liable in tort for the acts or omissions of Employee committed while acting outside the course and scope of Employee's Employment or committed in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. Nor shall the above

stated indemnification extend to the vicarious liabilities of Employee or third parties as owner of any vehicle driven by Employee during the course and scope of Employee's employment.

SECTION 15 OTHER TERMS AND CONDITIONS OF EMPLOYMENT

The Commission and Employee may mutually agree to modify, amend or fix such other terms and conditions of employment as may be determined, from time to time, to be necessary or appropriate, provided that such terms and conditions are not inconsistent with or in conflict with the provisions of Charter or any other law.

SECTION 16 GENERAL PROVISIONS

16.1 This agreement, from the time it shall take effect, shall supersede any and all prior Agreements, whether claimed to be oral or in writing. The parties have incorporated in this Agreement their entire understanding. No oral statement or prior written matter extrinsic to this Agreement shall have any force or effect.

16.2 This Agreement shall be binding upon and inure to the benefit of the heirs, administrators, and executors of the Employee.

16.3 In the event any clause or portion of this Agreement shall be held invalid by a Court, it is understood and agreed that such invalid clause or portion of this Agreement shall have no effect upon the validity of other portions of this Agreement, and all of the other provisions of this Agreement shall be valid and enforceable.

16.4 In the event that it becomes necessary for any reason to construe this Agreement as permitted by the rules of evidence of the State of Florida, this Agreement will be construed as being jointly prepared and written by all parties hereto.

16.5 The laws of Florida shall govern the validity, construction, interpretation and effect of this agreement.

16.6 Any number of counterparts of this Agreement may be signed and delivered, each of which shall be considered an original and all of which, together, shall constitute one and the same instrument.

16.7 Wherever possible the terms of the Personnel Policy Manual, this Agreement and the Charter shall be read and interpreted as consistent with each other. In the event the terms of the Personnel Policy Manual conflicts with the terms of this Agreement, the terms of this Agreement shall control. In the event the terms of the Personnel Policy Manual or this Agreement conflict with the terms of the Charter, the terms of the Charter shall control.

IN WITNESS WHEREOF, the City of Eagle Lake, Florida has caused this Agreement to be signed and executed in its behalf by its Mayor and duly attested by its City Clerk and the Employee has signed and executed this Agreement, both in duplicate, the day and year first written above.

CITY OF EAGLE LAKE, FLORIDA

MAYOR/COMMISSIONER CORY COLER

THOMAS ERNHARTH

VICE MAYOR/ COMMISSIONER SUZY WILSON

COMMISSIONER RANDY BILLINGS

COMMISSIONER STEVEN METOSH

COMMISSIONER D. SCOTT CLARK

ATTEST:

CITY CLERK DAWN M WRIGHT

Approved as to form:

CITY ATTORNEY JEFFREY S. DAWSON

CITY CLERK EMPLOYMENT AGREEMENT

THIS CITY CLERK EMPLOYMENT AGREEMENT (hereinafter "Agreement"), made and entered into this ____ day of _____ 2021, by and between the City of Eagle Lake, a Florida municipal corporation, (hereinafter "Employer") as party of the first part, and Dawn Wright, (hereinafter "Employee") as party of the second part, as follows:

WHEREAS, Employer desires to continue to employ the services of Employee as City Clerk, as provided by the Charter of the City of Eagle Lake Florida; and

WHEREAS, it is the desire of the Governing Board of Employer, hereinafter called "Commission" to provide certain benefits, to establish certain conditions of employment and to set working conditions of Employee as City Clerk; and

WHEREAS, it is the desire of Commission to: (1) secure and retain the services of Employee and to provide inducement for Employee to remain in such employment; (2) make possible full work productivity by assuring Employee's morale and peace of mind with respect to future security; (3) deter against malfeasance or dishonesty for personal gain on the part of Employee; and (4) provide a just means for terminating Employee's services at such time as Employee may be unable to fully discharge Employee's duties or when Employer may otherwise desire to terminate Employee; and

WHEREAS, Employee desires to accept and continue employment as City Clerk of Employer;

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree to the following:

SECTION 1 EMPLOYMENT RELATIONSHIP

1.1 City Clerk

Employee shall be the City Clerk of the Employer and a Chartered Officer of the Municipality.

1.2 Duties and Responsibilities

1.21 Employee agrees to perform the functions and duties specified in the City of Eagle Lake Charter and by the City of Eagle Lake Code of Ordinances and to perform other legally permissible and proper duties and functions as the City Commission shall, from time to time, assign.

1.3 Employment Relationship

Employee is hereby hired as a full-time, salaried Employee of Employer as Employer's City Clerk. Employee agrees to remain in the exclusive employ of the Employer through its Commission. Employee shall not accept employment, on a full-time or part-time basis, with any other person, firm, agency, or entity while Employee is gainfully employed with Employer. Notwithstanding the above, Employee shall be permitted to occasionally teach, write or consult for other persons, firms, agencies or entities provided said activity does not: 1) involve specific parties or activities of Employer which could potentially result in a conflict of interest; and 2) interfere with Employee's ability to perform and fulfill Employer's responsibilities and obligations to Employer.

Nothing contained herein shall prevent, limit or otherwise conflict or interfere with Employee's right to resign from employment with Employer. However, Employee shall provide notice as set forth at 7.4. As well, nothing contained herein shall prevent, limit or otherwise conflict or interfere with Employer's right to terminate Employee's employment with Employer, consistent with the terms and conditions of Employer's Charter.

Employer, through its Commission, in consultation with Employee, shall be permitted to determine any other terms and conditions of Employment, as Employer may deem reasonable provided such terms and conditions are consistent with the provisions of this agreement, Employer's Charter, Ordinances, Resolutions and Policies and any other applicable law, rule or regulation.

SECTION 2 SALARY

2.1 Employer shall pay Employee for Employee's services rendered pursuant hereto, at Employee's current rate of pay and payable in periodic installments at intervals as other employees of Employer are paid.

2.2 Employee's salary may be increased each year of employment, on October 1st, by an amount to be determined by Commission and said increase shall be no less than the cost-of-living adjustment increase afforded to other personnel of Employer. Commission shall also consider a merit pay adjustment to Employee's salary on or about October 1st of each year. The amount of merit pay adjustment shall be based on Employee's performance of Employee's duties and responsibilities as set forth at paragraph 1.2 above and Clerk's Annual Performance Evaluation as described hereinafter. At no time during the course of this Agreement shall Employee's wages be reduced. In such event Employee, at Employee's option, may treat said reduction as a termination of this Agreement by Employer.

SECTION 3 PERFORMANCE EVALUATION

3.1 Commission shall review and evaluate the performance of Employee at least once annually. (hereinafter “Clerk’s Annual Performance Evaluation” or “CAPE”) Said review and evaluation shall be administered, performed and reviewed in accordance with specific criteria, methodology and format as developed jointly by Employer and Employee. Said criteria, methodology and format may be modified, adjusted or changed from year to year as Commission may from time to time determine, in consultation with Employee. The CAPE will be done no later than September 1st of each year. Employee shall be entitled to discuss and review Employee’s CAPE with Commission and Employee is duty bound to remind Commission to perform CAPE.

3.2 If, as a result of Employee’s CAPE a salary increase is merited as determined within the sole discretion of Commission, said increase shall become effective on the first day of October.

SECTION 4 DISABILITY

If Employee during Employee’s tenure as an employee for Employer becomes permanently disabled to such an extent that Employee is not qualified to perform Employee’s duties or responsibilities as set forth at paragraph 1.2 above, Employer may terminate this Agreement. If Employee becomes temporarily disabled because of sickness, accident, injury, mental incapacity or health and is unable to perform Employee’s duties for a period of four successive weeks beyond any accrued sick leave, or for twenty (20) working days, beyond any accrued sick leave, over a thirty (30) working day period, Employer may terminate this Agreement. If Employee is terminated because of a permanent or temporary disability, then, Employee shall be entitled to the Severance Benefits set forth at Section 7. Employee shall be compensated for any accrued sick leave, vacation, holidays, and other benefits, in accordance with Employer’s Personnel Policy Manual.

SECTION 5 AUTOMOBILE ALLOWANCE

Employer shall reimburse Employee for travel based on actual mileage in a manner consistent with law and at a rate authorized by the Internal Revenue Service (IRS). Mileage reimbursement shall not be reported on Employee’s W-2 and shall not be subject to withholdings. Employee shall provide proof of insurance to Commission, who shall in Commission’s discretion determine the adequacy of same.

SECTION 6 VACATION AND SICK TIME

6.1 The Employee shall continue to accrue sick and vacation leave on an annual basis in accordance with the City’s Personnel Policy Manual.

6.2 The Employee is entitled to accrue leave, in accordance with the City’s Personnel Policy and in the event the Employee’s employment is terminated, the Employee shall be

compensated for all sick leave, vacation time, all paid holidays, and other benefits accrued to date in accordance with the City's Personnel Policy Manual.

SECTION 7 SEVERANCE BENEFITS

7.1 If employment is terminated by a vote of the Commission pursuant to Section 4.06 of the City's Charter, Employee shall receive Severance Pay, as that term is defined in §215.025(4)(d) of the Florida Statutes, together with accrued sick and vacation pay as permitted by the City's personnel policies and applicable Florida law. Severance Pay shall be calculated in accordance with Table 7.11, below:

Table 7.11

Period of Time Employed with Employer	Severance Pay
1-90 Days	2 weeks
Over 90 days to 2 years	8 weeks
Over 2 years to 4 years	13 weeks
Over 4 years to 6 years	17 weeks
Over 6 years	20 weeks

7.2 If the Employee is terminated for other than cause, then for a period of three (3) months following termination, the Employer shall pay the cost to continue the following benefits:

1. Health, Dental and Vision Insurance
2. Life Insurance
3. Short-term Disability

7.3 In the event Employee voluntarily terminates employment with the City or is terminated for misconduct as defined in Section 443.036(29) of the Florida Statutes or because of charges and/or arrest for any illegal act which shall reflect adversely upon the City, then in those events the City shall have no obligation to pay that portion of the severance sum that represents compensation as defined in Section 215.425(4)(d) of the Florida Statute unless and until such time as the Employee is found not guilty of any charges by a court of competent jurisdiction or any charges are completely dismissed for reason of innocence or insufficient evidence of guilt to warrant continuation of prosecution and/or as may be further provided for under applicable Florida law.

7.4 Except as otherwise provided in Subparagraph 7.1 and/or 7.2 above, severance shall be paid to Employee in a lump sum when employment is terminated by a majority vote of all Commission members, pursuant to §4.06 of the City's Charter.

7.5 Employee shall give at least a 30-day notice of any intention to separate employment with the City.

SECTION 8 OTHER BENEFITS, RIGHTS AND OBLIGATIONS OF THE PARTIES

Employer currently has in existence a comprehensive Personnel Policy Manual which sets forth the details of the Employer/Employee relationship. As such, except as otherwise provided herein, Employee shall be entitled to the benefits set forth in the Personnel Policy Manual in accordance with the terms and conditions set forth therein. Correspondingly, where applicable, Employee shall comply with the terms and conditions of the Personnel Policy Manual. For purposes of this Agreement and the application of the Personnel Policy Manual reference hereinabove, Commission shall be considered Employee's supervisor. Notwithstanding the above and the Personnel Policy Manual, Employee shall not be entitled to compensatory time a/k/a "comp time", and shall be entitled to a salary only; however, the Employee is currently allowed to use comp time previously earned or to be paid out for that time (comp time for Employee stopped accruing in December of 2015).

SECTION 9 DUES AND SUBSCRIPTIONS

The Employer agrees to pay the reasonable professional dues and subscriptions of Employee for continuation and full participation in national, regional, state and local associations or organizations which the Employer and Employee agree are necessary and desirable for Employee's continued professional participation, growth and advancement, and for the good to the Employer. Such dues and subscriptions include but are not limited to the International Institute of Municipal Clerks, Florida Association of City Clerks, Florida Records Management Association, Florida Public Human Resources Association and Polk County Clerk's Association.

SECTION 10 PROFESSIONAL DEVELOPMENT

10.1 Employer agrees to pay the reasonable travel, registration and subsistence expenses of Employee for travel, meetings, and occasions adequate to continue the professional development of Employee and to adequately pursue appropriate functions for Employer. This may include the Annual Conference to the International Institute of Municipal Clerks, Florida Association of City Clerks, Florida League of Cities, Florida Records Management Association, Florida Public Human Resources Association, and such other national, regional, state and local governmental groups and committees thereof on which Employee serves as a member.

10.2 Employer agrees to pay for the reasonable travel, registration and subsistence expense of Employee for short courses, institutes and seminars that are necessary for Employee's professional development and for the good of Employer.

10.3 Employer agrees to pay Employee Per Diem for Meals and Incidentals based on U.S. General Services Administration (hereinafter referred to as "GSA").

SECTION 11 RESIDENCY

Employee is not required to reside in the city.

SECTION 12 COMMENCEMENT OF EMPLOYMENT; PROBATION; REMOVAL AND SUSPENSION; RESIGNATION

12.1 Commencement of Employment. Employee shall continue to work as a full-time Employee of Employer as its City Clerk. Employee's employment commenced on **December 5, 2005**. ("hereinafter Commencement Date") and shall be an "at will" employee of Employer and shall serve as City Clerk at the pleasure of Employer's Commission subject to applicable provisions of the Employer's Charter and this Agreement.

12.2 Removal and Suspension

(a) The Commission, at a regular meeting after the regular meeting wherein the preliminary resolution is adopted, may adopt a final resolution of removal after a public hearing, which may be made effective immediately, by affirmative vote of a majority of all its members at any time after.

(b) Employee shall continue to receive Employee's salary until the effective date of a final resolution of removal. The date of Employee's termination of Employment with Employer shall be Employee's "Separation Date".

12.3 Resignation

In the event Employee resigns Employee's position with Employer, Employee shall provide Employer with no less than thirty (30) days advanced notice of the Separation Date.

SECTION 13 INDEMNIFICATION/BOND

13.1 To the extent permitted by law, without waiver of Employer's sovereign immunities, Employer shall defend, save harmless and indemnify Employee against any tort, professional liability claims or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as City Clerk.

13.2 Employer shall bear the full cost of any fidelity or other bonds required of Employee as a condition of employment or as required by law.

13.3 This provision constitutes a term agreed to between the parties hereto and shall not: (1) serve as an independent basis of liability to third parties; (2) serve as a provision which benefits third parties; (3) be relied upon by third parties; and (4) extend to persons or entities not parties to this Agreement.

13.4 Notwithstanding paragraph 13.1 above, Employer shall not be liable in tort for the acts or omissions of Employee committed while acting outside the course and scope of Employee's Employment or committed in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. Nor shall the above stated indemnification extend to the vicarious liabilities of Employee or third parties as owner of any vehicle driven by Employee during the course and scope of Employee's employment.

SECTION 14 OTHER TERMS AND CONDITIONS OF EMPLOYMENT

The Commission and Employee may mutually agree to modify, amend or fix such other terms and conditions of employment as may be determined, from time to time, to be necessary or appropriate, provided that such terms and conditions are not inconsistent with or in conflict with the provisions of Charter or any other law.

SECTION 15 GENERAL PROVISIONS

15.1 This agreement, from the time it shall take effect, shall supersede any and all prior Agreements, whether claimed to be oral or in writing. The parties have incorporated in this Agreement their entire understanding. No oral statement or prior written matter extrinsic to this Agreement shall have any force or effect.

15.2 This Agreement shall be binding upon and inure to the benefit of the heirs, administrators, and executors of the Employee.

15.3 In the event any clause or portion of this Agreement shall be held invalid by a Court, it is understood and agreed that such invalid clause or portion of this Agreement shall have no effect upon the validity of other portions of this Agreement, and all of the other provisions of this Agreement shall be valid and enforceable.

15.4 In the event that it becomes necessary for any reason to construe this Agreement as permitted by the rules of evidence of the State of Florida, this Agreement will be construed as being jointly prepared and written by all parties hereto.

15.5 The laws of Florida shall govern the validity, construction, interpretation and effect of this agreement.

15.6 Any number of counterparts of this Agreement may be signed and delivered, each of which shall be considered an original and all of which, together, shall constitute one and the same instrument.

15.7 Wherever possible the terms of the Personnel Policy Manual, this Agreement and the Charter shall be read and interpreted as consistent with each other. In the event the terms of the Personnel Policy Manual conflicts with the terms of this Agreement, the terms of this

Agreement shall control. In the event the terms of the Personnel Policy Manual or this Agreement conflict with the terms of the Charter, the terms of the Charter shall control.

IN WITNESS WHEREOF, the City of Eagle Lake, Florida has caused this Agreement to be signed and executed in its behalf by its Mayor and duly attested by its City Clerk and the Employee has signed and executed this Agreement, both in duplicate, the day and year first written above.

CITY OF EAGLE LAKE, FLORIDA

MAYOR/COMMISSIONER CORY COLER

DAWN M WRIGHT

VICE MAYOR/ COMMISSIONER SUZY WILSON

COMMISSIONER RANDY BILLINGS

COMMISSIONER STEVEN METOSH

COMMISSIONER D. SCOTT CLARK

ATTEST:

CITY CLERK DAWN M WRIGHT

Approved as to form:

CITY ATTORNEY JEFFREY S. DAWSON

RESOLUTION NO. R-22-01

A RESOLUTION OF THE CITY OF EAGLE LAKE, FLORIDA, APPROVING THE CITY OF EAGLE LAKE WATER AND WASTEWATER ASSET MANAGEMENT AND FISCAL SUSTAINABILITY PLAN (“FSAMP PLAN”); AUTHORIZING THE CITY MANAGER TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE THE INTENT OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Florida Statutes provide for financial assistance to local government agencies to finance construction of the municipal utility system improvements and

WHEREAS, the Florida Department of Environmental Protection State Revolving Fund (SRF) has designated the City of Starke Utility System Improvements, listed under Project Number DW58091, as eligible for available funding; and

WHEREAS, as a condition of obtaining funding from the SRF, the City is required to implement an FSAMP Plan for the City’s Utility System Improvements; and

WHEREAS, the City Council of the City of Eagle Lake has determined that approval of the attached FSAMP Plan for the proposed improvements, in order to obtain necessary funding in accordance with SRF guidelines, is in the best interest of the City.

NOW, THEREFORE, THE CITY OF EAGLE LAKE CITY COMMISSION HEREBY RESOLVES:

Section 1. That the Utility Asset Management & Fiscal Sustainability Plan (“FSAMP Plan”), attached hereto as Exhibit A, is hereby approved and incorporated herein by this reference.

Section 2. That the City Manager is authorized to take all actions necessary to effectuate the intent of this resolution and to implement the FSAMP Plan in accordance with applicable Florida law and City Commission direction in order to obtain funding from the SRF.

Section 3. That the Utility will implement an automatic annual rate increase equal to the Consumer Price Index or 2%, whichever is greater.

Section 4. That this resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED on this _____ day of _____, 2021.

City of Eagle Lake, FLORIDA

Cory Coler, Mayor

REVIEWED AND APPROVED:

City Attorney Heather Maxwell

ATTEST:

Dawn Wright, City Clerk

FLORIDA RURAL WATER ASSOCIATION

2970 WELLINGTON CIRCLE • TALLAHASSEE, FL 32309-7813

(850) 668-2746

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Tom Ernharth
City Manager Eagle Lake
75 North 7th Street
Eagle Lake, Florida 33839
TErnharth@eaglelake-fla.com

Re: Water & Wastewater Asset Management and Fiscal Sustainability Plan City of Eagle Lake- Polk County, PWS 6530492

Mr. Ernharth,

The Florida Rural Water Association (FRWA) is pleased to submit the following Water and Wastewater System Asset Management and Fiscal Sustainability Plan (AMFSP) to Eagle Lake for your use and systematic implementation. The AMFSP is funded and supported by the Florida Department of Environmental Protection, State Revolving Fund (FDEP-SRF) program.

After an extensive review of your utility, the Professionals within FRWA have identified, quantified, and prioritized your water system's most urgent needs. Eagle Lake's water and wastewater systems represent critical infrastructure for the City. The identified needs are related to Capital, Operations & Maintenance, and Renewal & Replacement items. We ask that key stakeholders (Mayor, Council, City Manager, Public Works Director, Finance Personnel, and others) carefully review the Preliminary Action List within the Executive Summary of this document. This outlines specific steps we recommend the City implement to achieve program success. It is important that all stakeholders engage in a collaborative effort to achieve program success.

The following report is considered the initial phase of Eagle Lake's ongoing, long-term AMFSP program. An electronic copy is provided for your review and use. If required, FRWA is available to assist Eagle Lake Staff in amending this AMFSP. It is in the Utility's interest to develop a strategic plan which accepts and implements this study to the maximum extent feasible.

Sincerely,



Paul Thompson

FRWA Utility Asset Management

cc: Shanin Speas-Frost, Drinking Water State Revolving Fund
Garv Williams. FRWA Executive Director

City of Eagle Lake Water & Wastewater System Asset Management and Fiscal Sustainability Plan

Prepared for:

EAGLE LAKE WATER & WASTEWATER DEPARTMENTS
EAGLE LAKE, FLORIDA
PWS 6530492



Prepared by:

FLORIDA RURAL WATER ASSOCIATION

Asset Management Program

In partnership with

Florida Department of Environmental Protection

&

Drinking Water State Revolving Fund Program

DiamondMaps
.com



RevPlan

Contents

Executive Summary 4

1 Introduction 14

2 Asset Management Plan 16

3 System Description 21

4 Current Asset Conditions 22

5 Operations and Maintenance Strategies (O&M) 32

6 Capital Improvement Plan 36

7 Financial 38

8 Conclusions 46

9 Additional Information 49

FDEP Rule 62-552.700(7), F.A.C. 66



Executive Summary

1. AMP Defined

An *Asset Management Plan* (AMP) is the systematic process of maintaining critical assets at the lowest life cycle cost within a predetermined desired level of service (as determined by Utility Staff, Customers, Commissioners, Regulators, etc.). Lowest life cycle cost refers to the best appropriate cost for rehabilitating, repairing or replacing an asset. Asset management is implemented through an ongoing, evolving program which includes a written plan and daily activities by utility staff using dedicated computerized software.

2. Benefits of an AMP

Implementing and maintaining an active Asset Management Plan will provide numerous benefits to the Utility and its Customers:

- Prolonging asset life and aiding in rehabilitate/repair/replacement decisions through efficient and focused operations and maintenance.
- Meeting consumer demands with a focus on system sustainability.
- Setting rates based on sound operational and financial planning.
- Budgeting focused on activities critical to sustained performance.
- Meeting service expectations and regulatory requirements.
- Improving response to emergencies.
- Improving security and safety of assets.
- Reducing overall costs for both operations and capital expenditures

3. State Revolving Fund Requirement

An active Asset Management Plan (AMP) is a recommended for participation in the State Revolving Fund Program (SRF). Asset Management and Fiscal Sustainability (AMFS) program details are identified in the Florida Administrative Code (FAC) 62-503.700(7).

4. AMP Development Stakeholders

The development of this AMP involved the collective efforts of the Florida Department of Environmental Protection, the State Revolving Fund (FDEP-SRF), Florida Rural Water Association (FRWA) personnel, and your utility staff.



5. Preliminary Action List

The following table contains a listing of the City of Eagle Lake’s Critical Assets and Processes that were found to need Capital and/or Operational funding to operate as designed and within Regulatory Compliance. Detailed descriptions can be found in sections 4 and 8.

CITY OF EAGLE LAKE PRELIMINARY ACTION LIST				
Adoption Date:				
ACTION ITEM	RESPONSIBLE	Anticipated	Target	Actual Completion
	PARTIES	Cost	Date	Date
Pass Resolution supporting AMFS Plan	City Manager, Mayor & Commissioners	No cost	within 60 days of receipt of final FSAMP	
Determine LOS goals, targets, and metrics and prepare LOS Agreement	Customers, City Manager, Public Works Director, Mayor, Commissioners, and Public Works Staff	No cost	60 days after adoption of FSAMP	
Prepare Capital Improvement Program Plan	City Manager, Public Works Director, Commissioners, and Public Works Staff	No cost	60 days after adoption	
Begin using AMFS Tools such as Diamond Maps for Asset Management & CMMS (CMMS is vitally important)	City Manager, Public Works Director, Mayor, Commissioners, and Public Works Staff	\$3,000	3-4 months after adoption	
Engage a Florida Registered Engineer to assist with planning, designing, specifying needed improvements	City Manager, Public Works Director, Mayor, Commissioners	Varies	3-6 months after adoption	
Conduct Rate Sufficiency Study & Adjust as Needed	City Manager, Consultant, Mayor, Commissioners, Public Works Director	Varies	6 months after adoption	
Conduct Energy Audit	City Manager, Public Works Director, Public Works Staff and Consultant	No cost	6-12 months after adoption	
Inspect 33 manholes	Public Works Director, Public Works staff	No cost	6-12 months after adoption	



Replace hydrant valve bonnet and two missing lids	Public Works Director, and Public Works Staff	minimal	6-12 months after adoption	
Inspect 16 hydrants, develop plan to correct issues	Public Works Director, Public Works staff	No cost	6-12 months after adoption	
Begin planning replacement of lift stations #2 and #5.	City Manager, Public Works Director, Public Works Staff and Consultant	Varies	6-12 months after adoption	
Replace 17 distribution isolation wheel valves	City Manager, Public Works Director, and Public Works Staff	\$5,200	6-12 months after adoption	
Replace lift station #6 control panel and disconnect	Public Works Director, Public Works staff	\$7,000	12-18 months after adoption	
Replace Well #1 disconnect and breaker panel, replace well #2 disconnect and control panel	Public Works Director, Public Works staff	\$7,000	6-12 months after adoption	
Plan for additional staffing as needed	Customers, City Manager, Public Works Director, Mayor, Commissioners, and Public Works Staff	no initial cost	6-12 months after adoption	

NOTE: Costs in the Preliminary Action List above and the Capex/Opex table that follows are based on numerous factors but are *estimates*. Actual costs associated with these items will vary based on project scope, materials and equipment chosen, labor costs, etc. Additionally, these numbers may differ from those listed in RevPlan due to RevPlan being much more in depth.



6. Capex/Opex Table

The following table gives a cursory overview of capital expense projects (Capex) and also operational expense projects (Opex) based on our recommendations as well as those provided by Eagle Lake. The year of projected financial impact is based on best available information, urgency of project, and Eagle Lake supplied data. NOTE: The increase in debt service in year 2023 (CAPEX line 2) is essentially a placeholder for Green Acres WTP improvements. True costs will vary depending on actual loan amount and grant percentage. The year these costs occur is also uncertain. 2023 was chosen as a likely timeline.

City of Eagle Lake Proposed Improvements & Associated Projects										
Item No.	Major Asset	Recommended Action (in excess of current O&M, R&R)	Years Until Action	Five Year Cost (\$)	Projected CAPEX & OPEX Expenses by Year					
<u>CAPEX</u>					2021	2022	2023	2024	2025	
1	Water Facilities	Green Acres Planning	1	\$5,435	\$1,087	\$1,087	\$1,087	\$1,087	\$1,087	
2	Water Facilities	Green Acres Improvements (\$3,267,520 - 80% grant, finance \$653,504/20 years)	3	\$81,688			\$16,338	\$32,675	\$32,675	
3	Lift Stations	Replace Lift Stations #2 and #5 (\$500,000 - 80% grant, finance \$100,000/20 years)	3	\$15,000			\$5,000	\$5,000	\$5,000	
4			2	\$0						
5			2	\$0						
6			2	\$0						
7			4	\$0						
8			4	\$0						
<u>OPEX</u>					2021	2022	2023	2024	2025	
1	All Assets	Begin CMMS Program (example: Diamond Maps and equipment, annual subscription)	1	\$7,000	\$3,000	\$1,000	\$1,000	\$1,000	\$1,000	
2	Distribution System	Implement Valve Exercise Program	1	\$0	\$0	\$0	\$0	\$0	\$0	
3	Distribution system	Implement Hydrant Inspection Program	1	\$0						
4	Collection System	Implement Manhole Inspection Program	1	\$0	\$0	\$0	\$0	\$0	\$0	
Totals					\$109,123	\$6,108	\$4,109	\$25,448	\$41,786	\$41,787



7. RevPlan Tables

RevPlan is a financial modelling tool that utilizes asset data, financial information, rates, etc. to help utilities with financial planning. FRWA staff completed a financial sustainability study through Revplan. Complete details of Revplan can be found in Section 7.4. A final AMP workshop RevPlan will be turned over to the system at no cost and Login credentials will be generated. System will then be able to access all Rate Study Models by going to <https://frwa.revplan.net/Overview>.

Using the projected revenue/expenses, it was determined that the following rate adjustments would place the City of Eagle Lake on firm financial footing as seen in the proceeding charts.

The two scenarios that follow were created in RevPlan and depict Full Loan and 50% Grant. Additional RevPlan info can be found in Sections 7.4 and 9.6. It is important to note that grant percentages as well as actual loan amount are uncertain at this time.



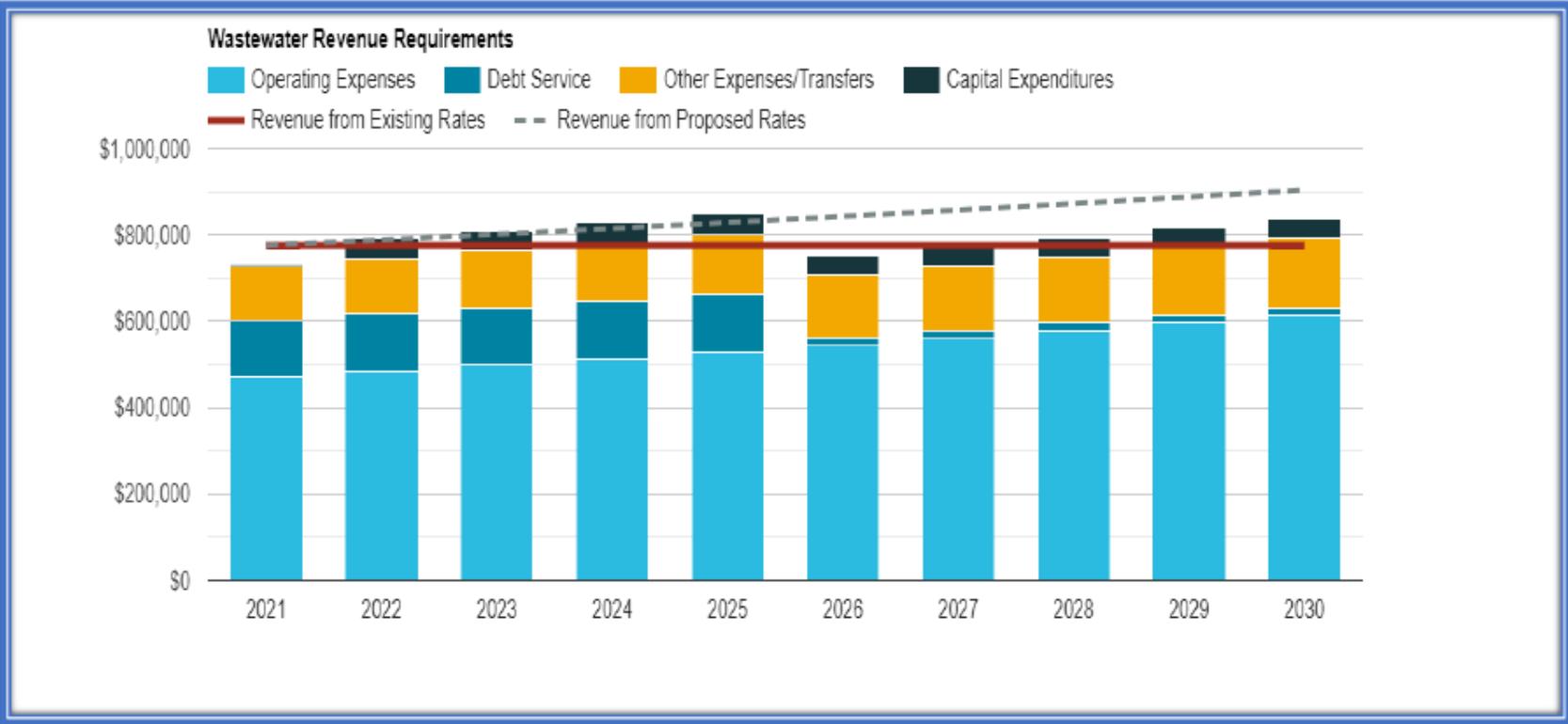
Scenario 1 Full Loan

For this scenario, proposed water rates are increased 15% in years two thru six and 3% in years seven thru ten. Proposed wastewater rates are at 3% beginning in year two thru year ten.

Eagle Lake, City of
Scenario 1 Eagle Lake DW&WW FY21 (Full Loan)
Fiscal Year: 2021
Adjustments & Graphs Pg 2
Drinking Water Revenue Requirements



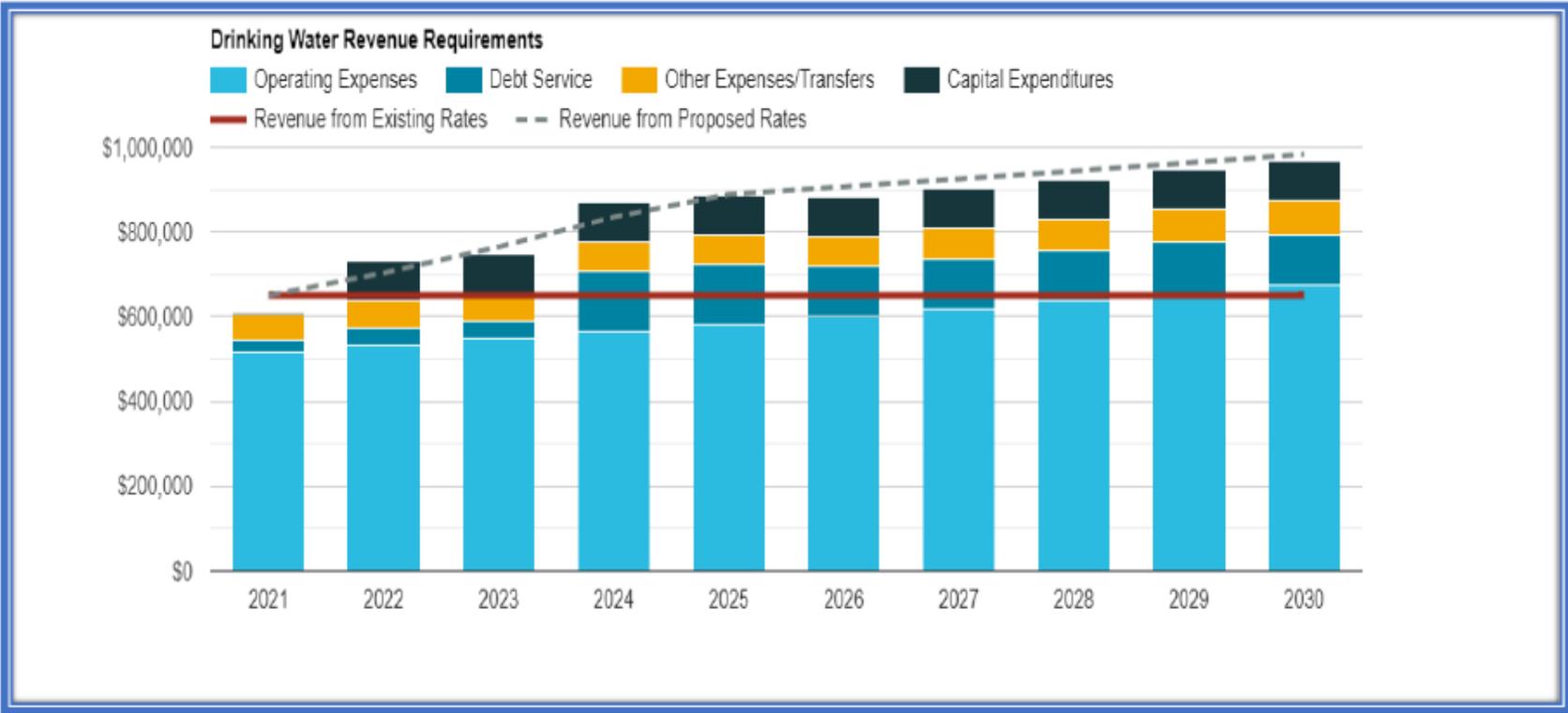
Eagle Lake, City of
 Scenario 1 Eagle Lake DW&WW FY21 (Full Loan)
 Fiscal Year: 2021
 Adjustments & Graphs Pg 3
 Wastewater Revenue Requirements



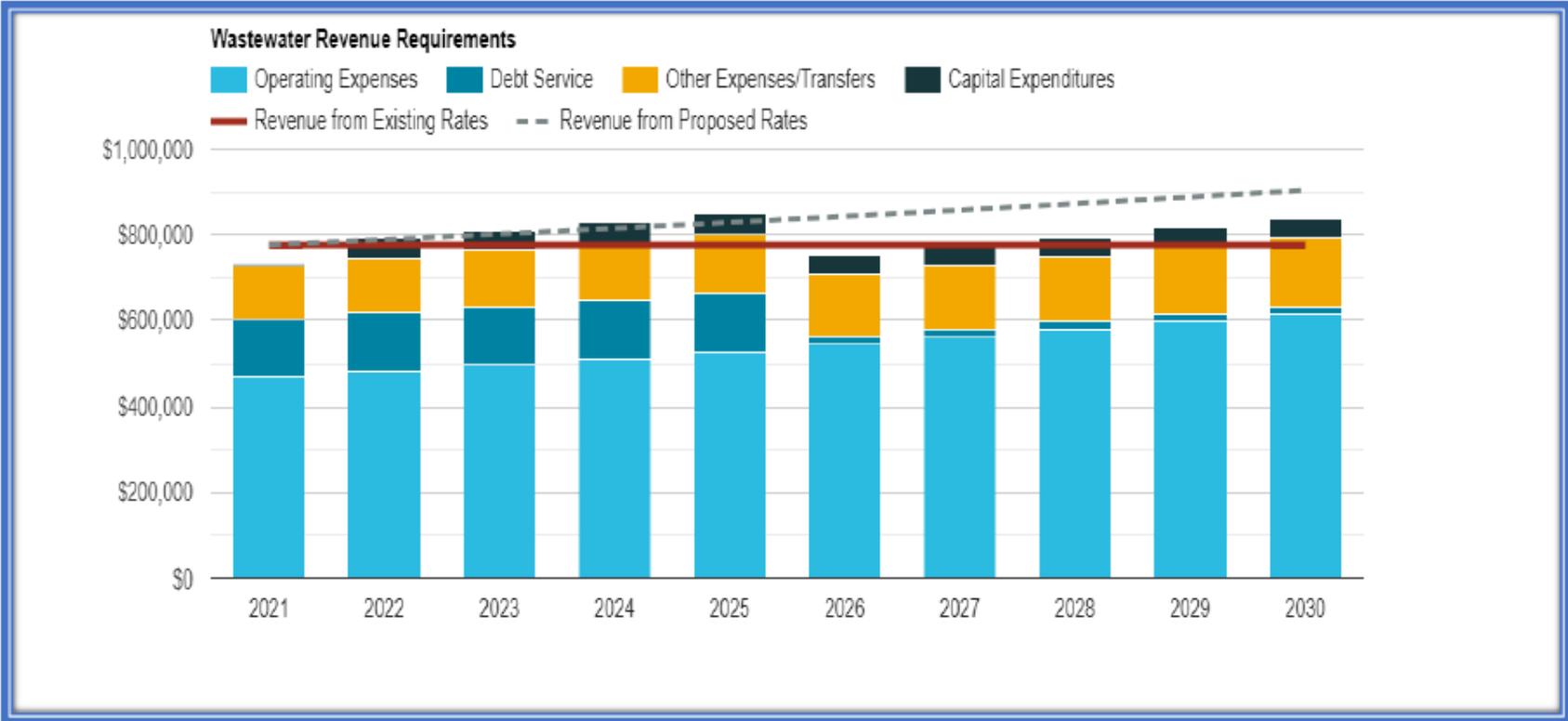
Scenario 2 50% Grant

For this scenario, proposed water rates are increased 15% in years two thru four, 10% in year five, and 3% in years six thru ten. Proposed wastewater rates remain at a 3% increase in years two thru ten.

Eagle Lake, City of
 Scenario 2 Eagle Lake DW&WW FY21 (50% SRF)
 Fiscal Year: 2021
 Adjustments & Graphs Pg 2
 Water Revenue Requirements



Eagle Lake, City of
 Scenario 2 Eagle Lake DW&WW FY21 (50% SRF)
 Fiscal Year: 2021
 Adjustments & Graphs Pg 3
 Wastewater Revenue Requirements



8. Fiscal Strategy and AMP Process Recommendations.

Based on this asset management and fiscal sustainability study, specific recommended action items related to Capital Expenditures (CAPEX) and Operating Expenditures (OPEX) and over the next five years are as follows:

1. Adopt this Asset Management and Fiscal Sustainability (AMFS) study in the form of a Resolution (see *Appendix A* for an example AMFS Resolution)
2. Engage a Florida Registered Engineer to support the Utility in review, funding, planning, design, permitting, and construction of critical CAPEX and OPEX as recommended in this AMFS study.
3. Make funding applications as needed to the following programs/agencies in support of Utility System Upgrades/Improvements as recommended by this AMFS study (a synopsis of these and other water and wastewater utility funding programs can be found at these sites:

<http://www.frwa.net/funding.html>

<http://efcnetwork.org/wp-content/uploads/2017/05/FL-Water-Wastewater-Funds-2017.pdf>.

Also, explore these resources for potential funding:

- a. FDEP-State Revolving Fund
- b. Water Management District
- c. Community Development Block Grant
- d. Community Budget Issues Request
4. Evaluate and Adopt a Utility rate structure that will ensure rate sufficiency as necessary to implement capital improvements.
5. Begin Asset Management Planning (AMP) and begin a maintenance program utilizing a Computerized Maintenance Management System (CMMS) or similar method.
6. Continue to build your asset management program by:
 - a. Collecting critical field data and attributes on any remaining assets not included in this report
 - b. Improving on processes which provide cost savings and improved service
 - c. Implementing a checklist of routine maintenance measures
 - d. Benchmarking critical processes, annually
 - e. Develop policies that will support funding improvements
 - f. Develop manuals and guidelines for critical processes
 - g. Identify responsible persons or groups to implement critical assets and processes
 - h. Hold asset management training for staff annually.



1 Introduction

In accordance with FDEP Rule 62-503.700(7), F.A.C., State Revolving Fund (SRF) recipients are encouraged to implement an asset management plan to promote utility system long-term sustainability. Additionally, to be accepted for the ***financing rate adjustment and to be eligible for reimbursement***, an asset management plan must:

- A. Be adopted by ordinance or resolution;
- B. Have written procedures in place to implement the plan;
- C. Be implemented in a timely manner.

The plan must include each of the following:

1. Identification of all assets within the project sponsor's (utility) system;
2. An evaluation of utility system assets' current:
 - a. Age
 - b. Condition and
 - c. Anticipated useful life of each asset;
3. Current value of utility system assets;
4. Operation and maintenance cost of all utility system assets;
5. A Capital Improvement Program Plan (CIPP) based on a survey of industry standards, life expectancy, life cycle analysis and remaining useful life;
6. An analysis of funding needs;
7. The establishment of an adequate funding rate structure;
8. An asset preservation plan:
 - a. Renewal
 - b. Replacement
 - c. Repair of asset as necessary and
 - d. A risk-benefit analysis to determine optimum renewal or replacement timing;
9. An analysis of population growth and water treatment demand projections for the utility's planning area and an impact fee model, if applicable, for commercial, industrial and residential rate structures and;
10. A threshold rate set to ensure proper water system operation and maintenance; if the potential exists for the project sponsor to transfer *any* of the system proceeds to other funds, rates must be set higher than the threshold rate to facilitate the transfer and maintain proper operation of the system.

Fiscal Sustainability represents the accounting and financial planning process needed for proper management of WS assets. It assists in determining such things as:

- a. Asset maintenance, repair, or replacement cost
- b. Accurate and timely capital improvement project budgeting



- c. Forecasting near and long-term capital improvement needs
- d. Whether the WS is equipped for projected growth
- e. Adequate reserves exist to address emergency operations.

Fiscal sustainability analysis requires a thorough understanding of the WS's assets' current condition and needs. Therefore, fiscal sustainability follows asset management and is improved by sound asset management. Conversely, asset management requires a healthy fiscal outlook, because servicing and care of current assets is not free. Timely expenditures for proper servicing and care of current assets are relatively small when compared to repair and replacement expenditures that inevitably occur with component failure due to neglect.

Having a solid AMFSP in place will also benefit Eagle Lake in determining which assets are to be insured and for what amount. *Additionally, the Drinking Water State Revolving Fund (DWSRF) recommends a WS adopt and implement an AMFSP to qualify for loan interest rate reduction.* An AMFSP helps a system more effectively and efficiently identify its capital improvement needs and solutions.

The AMFSP's intended approach is to assist the WS with conducting a basic inventory and condition assessment of its current assets. It is expected the WS will periodically re-evaluate the condition of its assets (suggested at least annually) to determine asset remaining useful life. A reminder/tickler can be established to remind staff that a given component is nearing time for servicing, repair, or replacement. Furthermore, major capital improvement needs can be reassessed periodically as they are met or resolved. In short, this plan is not designed to be set in stone, but is intended to be a living, dynamic, evolving document. It is prudent for annual review and revision as necessary, resulting in a practical and useful tool for Eagle Lake Staff.

Data collection and inspections were performed using Diamond Maps, our tool of choice for this purpose as well as CMMS and work order creation.



2 Asset Management Plan

2.1 Asset Management Defined

Asset Management can be described as *'a process for maintaining a desired level of customer service at the best appropriate cost'*. Within that statement, *'a desired level of service'* is simply what the utility wants their assets to provide. *'Best appropriate cost'* is the lowest cost for an asset throughout its life. The goal is providing safe, reliable service while at the same time being conscious of the costs involved both short and long term. In layman's terms, if you take care of your assets they will last longer and save you money.

Asset Management includes building an inventory of the utility's assets followed by developing and implementing a program that schedules and tracks all maintenance tasks (generally through work orders). Next, you must develop a set of financial controls that will help manage budgeted and actual expenses and revenue. By performing these tasks, targeting the system's future needs will be much easier.

Asset Management will give the utility documentation that aids in understanding what assets they have, how long these assets will last, and how much it will cost to maintain or replace these assets. It also provides financial projections which show the utility if rates and other revenue mechanisms are sufficient to supply the utility's needs for the future, 5, 10, even 20 years ahead.

Asset Management is made up of five core questions. They are:

1. What is the current status and condition of the utility's assets? (What assets do I have, where are they, and what is their condition?)
2. What Level of Service is required? (How do I want the utility to operate?)
3. What assets are considered critical to meeting the required Level of Service?
4. What are the utility's Capital Improvement Program Plan (CIPP), Operations and Maintenance plan (O&M), and asset's Minimum Life Cycle Cost strategies? (What is our plan to maintain and eventually replace our assets when needed?)
5. What is the utility's long term financial strategy? (How will we pay for all this?)



2.2 Why is Asset Management so Important?

There are many benefits when an Asset Management Plan is adopted and adhered to. These include:

- Your assets will last longer
- You can make operational decisions regarding maintaining and replacing your assets
- Your customers will have better service
- You can plan and pay for future repairs and replacements with confidence
- You'll know where your assets are
- You'll better understand which assets are critical to the utility and which are not
- Your utility will operate more efficiently
- You can be set rates based on sound information
- You can plan capital improvement projects that meet the true needs of the system
- You'll improve your response to emergencies

2.3 Implementation

Asset Management and Work Order Software (Required):

Asset Management (AM) and Work Order (WO) development requires dedicated software to manage the ongoing program. Without dedicated software, Utility Staff will be unable to access any infrastructure attribute data and maintenance management activities, hence rendering the entire AM and WO process unusable. The Utility may use an AMP and WO software of their choice. Florida Rural Water Association (FRWA) utilizes Diamond Maps, a cloud based geographical information system (GIS), to collect data within your system. FRWA, in partnership with FDEP has contracted with Diamond Maps to develop Asset Management software specifically for small systems at an affordable cost. Continuing with Diamond Maps will cost \$19 per month for a single license, or as many licenses as necessary at the rates listed in the following table.

Meter Count	Unlimited Use Subscription
250	\$15/month
500	\$20/month
1,000	\$30/month
2,000	\$45/month
3,000	\$60/month
4,000	\$75/month
5,000	\$90/month
10,000	\$165/month



Should a Utility choose to use an alternate software, integration of the attributes collected and populated by FRWA Staff, within Diamond Maps, may require an integrator/developer to transfer the data.

In addition to the CMMS tool, Diamond Maps, the Florida Rural Water Association (FRWA) has partnered with the Florida Department of Environmental Protection (FDEP) State Revolving Loan (SRF) program and Raftelis Financial Consultants to create an online financial tracking and revenue sufficiency modeling tool, RevPlan.

RevPlan is designed to enhance asset and financial management for small/medium Florida water and wastewater utilities. It provides a free-to-member online tool to achieve financial resiliency, and to maintain utility assets for long-term sustainability. Additionally, RevPlan is programmed to populate asset information directly from Diamond Maps, but can also be manually populated should you choose not to use Diamond Maps.

By inputting your accurate budgetary, operation and maintenance costs, capital improvement plan costs, existing asset and Revenue information, this tool assists the user in identifying any rate adjustments and/or external funding necessary to meet the utility finance requirements, and the impact rate increases/borrowing may have on customers.

There are a few important elements of a successful RevPlan outcome:

- The tool is only as accurate as the information entered.
- One to two people should be assigned the task of annual RevPlan updates.
- Updating asset information in Diamond Maps & RevPlan is essential.

FRWA staff has entered a preliminary model into Revplan to help the utility get started. The assets collected along with financial information provided by the system were entered to create the model. Each year (or as projects come about) the system is encouraged to update Revplan and use it to help understand the impacts of future projects and rate increases. Details from the model are located in the financial section of the plan.

2.4 Level of Service (LOS)

As a provider of water and/or wastewater service, a utility must decide what Level of Service (LOS) is required for its customers.

There are four key elements regarding LOS:

- I. Provide safe and reliable water/wastewater service while meeting regulatory requirements.
- II. Budgeting improvement projects that are focused on assets critical to sustained performance and based on sound operational and financial planning.



- III. Maintain realistic rates and adjust as necessary to ensure adequate revenue reserves for targeted asset improvement.
- IV. Ensure long-term water system resilience and sustainability.

Setting targets for individual parameters and metrics will help the utility direct their efforts and resources towards a previously agreed on goal. Though not required, these goals can be set in an agreement between the utility and its customers appropriately called a 'Level of Service Agreement'.

The goals that are established take into account costs, budgets, rates, service levels, and level of risk.

Guidelines for setting these goals include:

- Make the goals specific and well defined. It should be clear to anyone with even a basic knowledge of the utility.
- Make the goals measurable. You have to know if you are successful or not and must be able to see where completion lies ahead. You must also be able to determine when success is achieved.
- The goals must be attainable. Setting a goal to have no water outages whatsoever is great but unrealistic. A better choice would be to set a goal that no outage would exceed six hours, for example.
- The goals must be realistic. The staff and resources of the utility must be considered when setting goals. Available personnel, equipment, materials, funds, and time play a huge part in setting realistic targets.
- The goals must be time based. Adequate time must be included to meet the target. However, too much time can lead to apathy and affect the utility's performance.

The idea is to set goals and meet them. They should not be terribly easy. Effort should be involved. They should also include areas that have been lacking and a need exists. If the bar is set too low, the process is pointless.

The following are sample Level of Service goals for Eagle Lake. Each plays a role in improving the performance of the utility and is beneficial to both the utility and the utility's customers.



Eagle Lake Level of Service Goals			
Attribute & Service Area	Goal	Performance Target	Timeframe/Reporting
Quality of Service	Reduce response time for leaks and trouble calls	Provide staff with training necessary to improve efficiency in handling these situations	Monthly meetings, annual overview
System Operational Stability	Improve system wide preventive maintenance	Develop a comprehensive Preventive Maintenance Plan for all assets	Monthly reports to City Manager
Quality of Service, Responsible Stewardship	Develop and asset replacement strategy	Develop an asset replacement strategy to be updated at least annually, including financing options	Monthly reports to City Manager
Quality of Service, Responsible Stewardship	Assure that the utility is financially self-sustaining	Perform an annual utilities rate analysis and make any needed rate adjustments	Annual report to City Manager, Mayor, and Commissioners
System Financial Stability	Implement automatic inflationary rate adjustments	Annual evaluation of the adequacy of inflationary rate adjustments	Annual report to City Manager, Mayor, and Commissioners
System Financial Stability, Quality of Service, Responsible Stewardship	Minimize Life of Asset Ownership costs	Regular evaluation of unexpected equipment repairs, compare to the Preventive Maintenance Schedule and adjust as needed	Annual report to City Manager, Mayor, and Commissioners

2.5 Best Management Practices (BMP)

Utility owners, managers, and operators are expected to be good stewards of the system. Every decision must be based on sound judgment. Using Best Management Practices (BMP) is an excellent tool and philosophy to implement. BMP can be described as *utilizing methods or techniques found to be the most effective and practical means in achieving an objective while making optimum use of the utility’s resources.*



The purpose of an Asset Management Plan (AMP) is to help the utility operate and maintain their system in the most effective and financially sound manner. An AMP is a living document and is not intended to sit on a shelf. It must be maintained, updated, and modified as conditions and situations change. Experience will help the utility fine tune the plan through the years.

3 System Description

3.1 Overview

The City of Eagle Lake is located in Polk County Florida. It is approximately 10 miles southeast of Lakeland. Eagle Lake provides water service for residential and commercial customers.

The system includes:

1,578 Water and 1,183 wastewater customer connections

Water facilities and water distribution piping

Fire hydrants

Distribution isolation valves

Wastewater lift stations and collection system piping

Manholes

3.2 Staffing

Eagle Lake’s government is comprised of the Mayor and four Commissioners.

They are:

Corey Coler	Mayor
Suzy Wilson	Vice Mayor
Randy Billings	Commissioner
Steven Metosh	Commissioner
Daryl Scott Clark	Commissioner

Eagle Lake’s administrative staff includes:

Tom Ernharth	City Manager
Dawn Wright	City Clerk
Brian Fletcher	Public Works Director



Jody Mcleod	Accounts Payable
Patti Richardson	Permits and Building
Samantha Ethridge	Utility Department

Eagle Lake’s water and wastewater systems are under the direction of Brian Fletcher, Public Works Director. Brian and his staff perform the day-to-day tasks to operate and maintain the plants and distribution system. These individuals, along with Eagle Lake’s administrative staff, effectively become the "the asset management team." The City Manager and Public Works Director are tasked with asset management planning responsibilities. The team is also responsible for preparing, implementing, and updating this plan.

To the extent that staff such as the Mayor, Commissioners, City Manager, and others are involved with this or other projects, the asset management team is responsible for coordinating such involvement in the AMFSP adoption, as well as ongoing development and implementation.

4 Current Asset Conditions

4.1 Assets Critical to Sustained Performance

Every water and wastewater system is made up of assets. Some you can see, some you can’t. These are the physical items such as valves, pipes, tanks, motors, manholes, buildings, etc. Each is important in its own way and serves a function to make the system operate as it should.

One trait common to all assets is that they lose value over time. With age comes deterioration. With deterioration comes a lessened ability to provide the appropriate level and type of service to the utility’s customers. Another trait common to assets is that they must be maintained. Maintenance costs increase as these assets age. Operation costs can rise with age as equipment becomes worn and less efficient. Increased equipment failure can lead to issues such as customer problems and negative environmental impacts. At some point, it is wise to replace components rather than continue with ever more frequent and costly repairs. Managing these assets properly helps a utility make better decisions regarding their system’s many parts.

Another unfortunate fact is that all assets will fail if not properly maintained. How the utility manages the consequences of these failures is vital. Not every asset presents the same failure risk. Not every asset is equally critical to the performance of the utility. For example, a fence surrounding a well site or lift station, though important, is not as vital or ‘critical’ to the utility as a well pump or lift station pump.

Factors that contribute to asset failure are numerous and include age, environment (weather, corrosive environments), excessive use, improper maintenance, etc.



Replacement versus rehabilitation is always a consideration. What is best for the utility? What is best for the customer? The proper decision must be made based on information gleaned from all available resources.

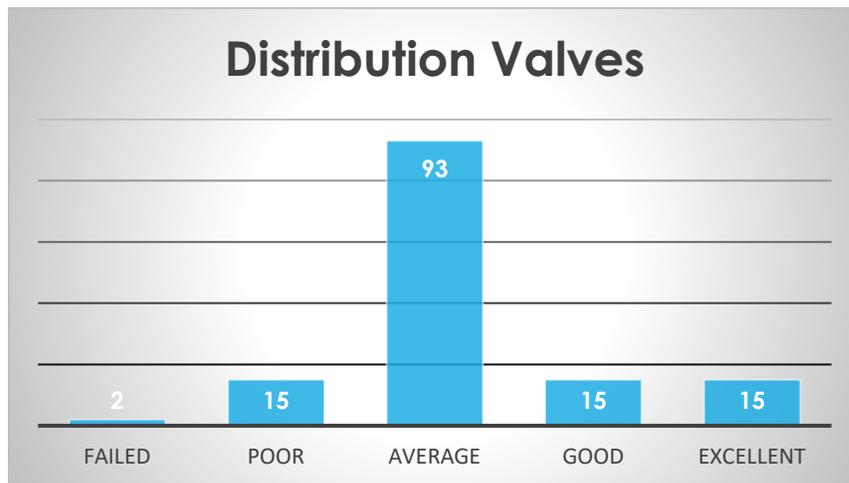
Implementing CMMS at this stage will ensure the City’s assets last longer, perform better, and provide more reliable service.

Maintenance schedules can be created following both manufacturer’s recommendations as well as those of industry professionals. Work orders can be created and scheduled to make sure the work is assigned and completed. FRWA staff can assist Eagle Lake in creating these lists.

4.2 Current Needs

4.2.1 Distribution Isolation Valves

140 distribution isolation valves were included in our data collection efforts. 2 have failed and 15 were in poor condition. These are listed in the following table. Their replacement is warranted. It is also recommended that staff inspect any remaining valves to fully verify the condition of those assets.

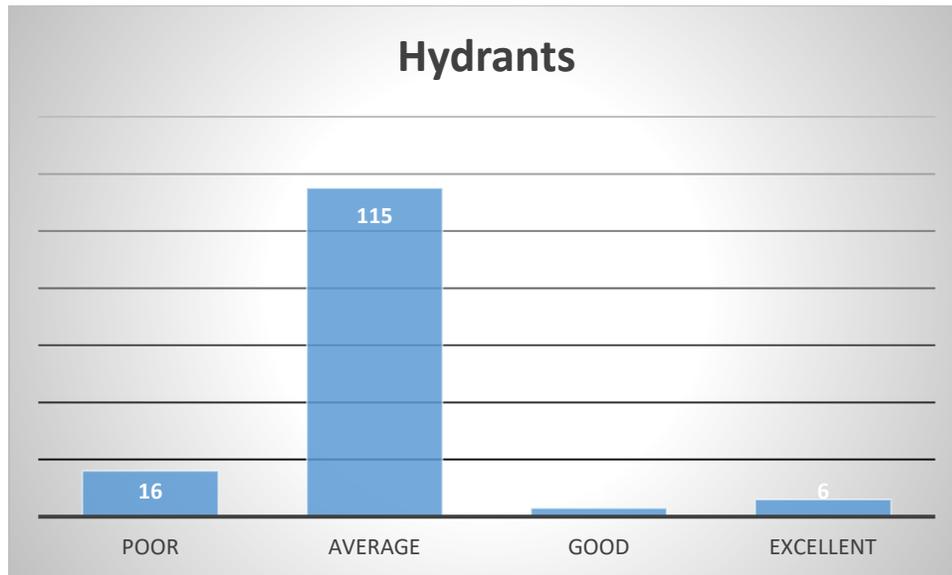


Asset Name	Valve Type	DIAMETER	Replacement Cost	Design Life	Condition
N Eagle Drive & Gilbert St E	Gate-Wheel	2	400	25	Failed
Cooley Rd & W Assembly St	Gate-Wheel	2	400	25	Failed
W McLeod Ave A	Gate-Wheel	2	400	25	poor
W McLeod Ave B	Gate-Wheel	2	400	25	poor
W McLeod Ave C	Gate-Wheel	2	1900	25	poor
Lake Ave A	Gate-Wheel	2	400	25	poor
W Central Ave mid	Gate-Wheel	2	400	25	poor
W Eagle Ave Mid A	Gate-Wheel	2	400	25	poor
W Eagle Ave mid B	Gate-Wheel	2	400	25	poor
N Eagle Drive & Gilbert St W	Gate-Wheel	2	400	25	poor
Old 9 Foot Rd & W Assembly St N	Gate-Wheel	4	800	25	poor
N 8th and E Eagle 2" 01	Gate-Wheel	2	400	25	poor
N 8th and E Eagle 2" 02	Gate-Wheel	2	400	25	poor
N 7th St and N 8th	Gate-Wheel	2	400	25	poor
S 7th and E Central	Gate-Wheel	4	800	25	poor
S 7th and E Central east 2	Gate-Wheel	4	800	25	poor
1245 E Eagle 02	Gate-Wheel	2	400	25	poor



4.22 Hydrants

142 fire hydrants were included in our data collection efforts. 16 were found to be in poor condition. These are listed in the following table along with comments. It is recommended that staff inspect any remaining hydrants to verify the condition of these assets.

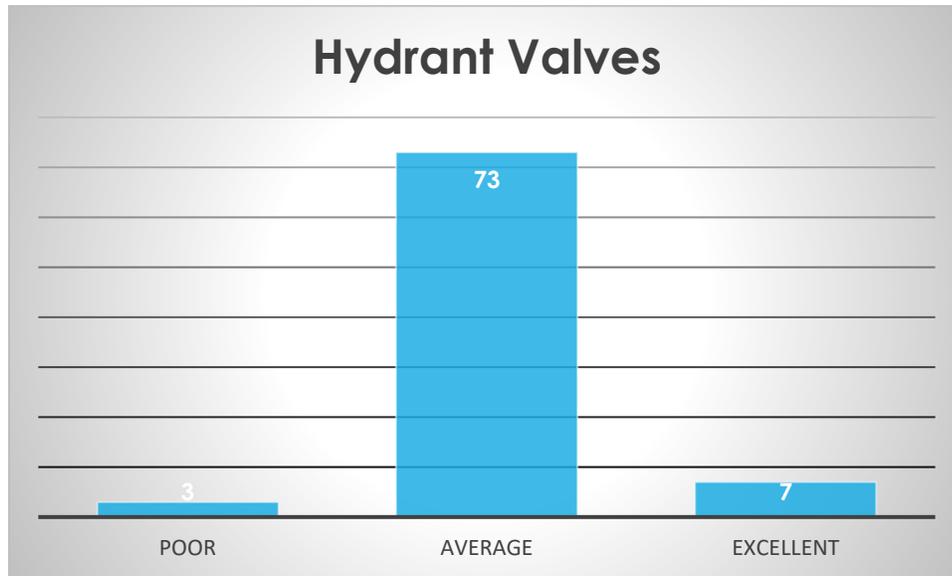


Asset Name	Condition	Condition Comment	Replacement Cost	Install Year	Manufacturer
E. Eagle Ave & N. 10th St.	Poor	Does not meet 18" clearance requirement	3,500	unknown	Mueller Company
1055 N. 11th St.	Poor	Does not meet 18" clearance requirement	3,500	1975	M&H Valve / Dresser
283 Pine St.	Poor	Old, deteriorated	3,500	1985	Kennedy Valve
105 Cypress St.	Poor	Old. Looks rough. Painting may be all that's needed but unsure.	3,500	1985	Kennedy Valve
625 Gerber Dairy Rd.	Poor	Old, looks rough	3,500	unknown	Kennedy Valve
N. 3rd St. & W. Gilbert St.	Poor	Leaning badly. Old.	3,500	unknown	Unknown
779 N. 3rd St.	Poor	Does not meet 18" clearance requirement	3,500	unknown	Mueller Company
S. 3rd St. & W. McLeod Ave	Poor	Significant lean forward and to right	3,500	unknown	Dresser
Across from 610 S. Lakeside Terrace	Poor	Does not meet 18" clearance requirement	3,500	unknown	Mueller Company
430 S. Tangerine Ct.	Poor	Does not meet 18" clearance requirement	3,500	unknown	Mueller Company
S. Bingham's St. & S. Shore Dr.	Poor	Does not meet 18" clearance requirement	3,500	unknown	Mueller Company
485 S. Terrace Dr.	Poor	Does not meet 18" clearance requirement	3,500	unknown	Mueller Company
Madera Dr. & Cedro Court	Poor	Heavy vegetation surrounding hydrant	3,500	1988	Kennedy Valve
Bomber Rd. Catholic Church Gerber entrance	Poor	Old, deteriorated, missing one cap	3,500	1988	Mueller Company
189 Vista View Ave.	Poor	Significant corrosion and rust	3,500	2003	US Pipe
17 S & McLeod Ave	Poor	Missing cap	3,500	1989	Mueller Company



4.23 Hydrant Valves

83 fire hydrant valves were included in our data collection efforts. 3 were found to be in poor. These are listed in the following table along with comments. It is recommended that staff inspect any remaining hydrant valves to verify the condition of these assets.



Asset Name	Condition	Condition Comment	Replacement Cost	Install Year
Gerber Dairy Rd @ Cuthone Rd.	Poor	Bonnet askew. Needs to be repositioned	1,200	2013
313 Pine St.	Poor	Lid gone, tube filled with dirt	1,200	1985
279 Eagle Lake	Poor	New but lid missing	1,200	2020



4.24 Water Plants

Two facilities provide water for Eagle Lake customers.

Eagle Lake WTF

The main plant is located on South 3rd Street between Lake Avenue and West Central Avenue. This site contains a plant building, elevated storage tank, ground storage tank with aerator, two high service pumps, electrical controls, chlorination equipment, and auxiliary power. Two off site wells supply water. The first is immediately behind the facility. The second is behind the facility across South 2nd Street.

Items of concern are listed below:

Asset Name	Elec Equip Type	Replace Cost	Condition	Condition Comment
Well 2 panel	Panel - Control	5,000	Poor	Very old
Well 2 disconnect	Disconnect Switch	500	Poor	Very old
Well 1 disconnect switch	Disconnect Switch	500	Poor	Old, service rust
Well 1 breaker panel	Panel - Power Distribution	500	Poor	Door missing, old

Asset Name	MANUFACTURER	Install Year	Replacement Cost	Condition	Condition Comment
Well 1 motor	US Motors	Unknown	8,000	Poor	Old

Asset Name	Pump Type	MANUFACTURER	Install Year	Replacement Cost	Condition
Well 1 pump	Vertical Turbine	Goulds	Unknown	8,000	Poor



Green Acres WTF

Green Acres is located a little over two miles to the southeast of Eagle Lake north of Varnadoe Road. This site contains a building, two wells, pumping equipment (submersible and vertical turbine), one hydro-pneumatic tank, electrical equipment, chlorination equipment, and an auxiliary drive unit for the vertical turbine well pump.

This site is in the beginning processes of being substantially renovated. This work should include a new ground storage tank, new high service pumps, new operations building, new piping, new chlorination system, and various other site improvements. In light of this information, any assets at this site should be maintained as best as possible to minimize unnecessary expenditures. Of course, should the need arise, items may need to be replaced. It is recommended that all equipment at Green Acres WTF be given extra attention to prolong their operation as long as possible.

Items of concern identified during data collection are listed in the following tables:

Asset Name	Elec Equip Type	Replace Cost	Condition	Condition Comment
Green Acres control panel	Panel - Control	10,000	Poor	Old, corrosion evident
Green Acres breaker panel	Panel - Power Distribution	500	Poor	Old

Equip or Tool Type	Asset Name	Install Year	Replace Cost	Condition
SCBA	Green Acres SCBA	Unknown	3,000	Poor
Other Tools	Green Acres PPE	Unknown	300	Poor
Other Heavy Equipment	Green Acres well 1 auxiliary drive	Unknown	5,000	Poor

4.25 Wastewater Lift Stations

Eagle Lake has no wastewater treatment facility. Their collection system (piping, manholes and lift stations) transports wastewater to the City of Bartow for treatment.

11 lift stations were assessed during data collection. Items of concern are listed in the following tables:



Note: Assets contained in Lift Stations #2 and #5 are not included in these tables. These two stations are underground style lift stations. To safely enter these stations, confined space procedures must be followed to safeguard employees. Review OSHA document ‘Permit Required Confined Spaces’ at this link for additional information:

<https://www.osha.gov/sites/default/files/publications/osha3138.pdf>

Full replacement of these stations is strongly recommended.

Asset Name	Elec Equip Type	Install Year	Replace Cost	Condition	Condition Comment
Lift station 6 main disconnect	Disconnect Switch	Unknown	500	Poor	Very old, deteriorated
Lift station 6 control panel	Panel - Control	Unknown	3,000	Poor	Old, deteriorated

4.26 Manholes

82 manholes were included in our data collection process. The following table lists issues that were observed. Essentially, this work is investigative to determine if problems exist. It is recommended Eagle Lake staff complete these tasks when possible.

Asset Name	Install Year	Cover Type	Cover Condition	Replace Cost	Design Life	Condition	Condition Comment
Gerber Dairy at Galloway	Unknown	Standard	Normal	4,000	50	Average	Debris on bench. Likely due to service lateral entering high to southwest. Manhole is at high point on no flow to wash home debris thru.
114 Grove Branch	2005	Standard	Sealed Shut	3,500	50	Unknown	Could not remove lid
123 Lake McLeod Dr.	2006	Standard	Sealed Shut	3,500	50	Unknown	Could not remove lid
210 Grove Branch	2005	Standard	Paved Over	3,500	50	Unknown	Asphalt sealing lid. Cannot remove
180 Grove Branch	2005	Standard	Paved Over	3,500	50	Unknown	Asphalt sealing lid. Cannot remove
132 Grove Branch	2005	Standard	Paved Over	3,500	50	Unknown	Asphalt sealing lid. Cannot remove
470 Squires Grove	2005	Standard	Normal	3,500	50	Unknown	Car parked on lid. Could not assess
504 Honey Bell	2005	Standard	Normal	3,500	50	Unknown	Could not remove lid



City of Eagle Lake Asset Management Plan

227 Fall Glo	2005	Standard	Normal	3,500	50	Unknown	Could not remove lid
1210 N 12th St.	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
1130 N 12th St.	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
1015 N 12th St.	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
1115 N 11th St.	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
1010 N 115h St.	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
910 N 11th St.	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
N 10th and E Pearce	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
955 N 10th St.	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
N 10th and E Bay Ave.	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
10th St N of bend	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
Thomas Fish Company	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
651 N 10th St.	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
N 10th St. South of E 5th Ave	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
555 N 10th St.	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
515 N 10th St	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
S 7th St. and Central Ave	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
S 7th St. and E Lake Ave	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
S 7th St and E McLeod Ave	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
S 7th St and E Brookins Ave	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
S 7th St and E Laurel Ave	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
876 S Terrace Drive	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
725 S Terrace Drive	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
715 S Terrace Drive	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
689 S Terrace Drive	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
685 S Terrace Drive	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid
675 S Terrace Drive	Unknown	Oversize	Normal	3,500	50	Unknown	Could not remove lid



5 Operations and Maintenance Strategies (O&M)

O&M consists of preventive and emergency / reactive maintenance. In this section, the strategy for O&M varies by the asset, criticality, condition and operating history.

All assets have a certain failure risk associated with them. This risk must be used as the basis for establishing a maintenance program to make sure that the utility addresses the highest risk assets. In addition, the maintenance program should address level of service requirements to ensure that the utility is running at a level acceptable to the customer. Unexpected incidents could require changing the maintenance schedule for some assets. This is because corrective action must be taken in response to unexpected incidents, including those found during routine inspections and O&M activities. Utility staff will record condition assessments when maintenance is performed, at established intervals, or during scheduled inspections. As an asset is repaired or replaced, its condition will improve and therefore it can reduce the overall risk of the asset failing. The maintenance strategy should be revisited annually by Eagle Lake staff.

5.1 Preventive Maintenance

Preventive maintenance is the day-to-day work necessary to keep assets operating properly and includes the following:

1. Regular and ongoing annual tasks necessary to keep the assets at their required service level.
2. Day-to-day and general upkeep designed to keep the assets operating at the required levels of service
3. Tasks that provide for the normal care and attention of the asset including repairs and minor replacements
4. The base level of preventative maintenance is defined in the equipment owner's manual. These preventative maintenance guidelines are supplemented by industry accepted best management practices.

Equipment must be maintained according to manufacturer's recommendations to achieve maximum return on investment. By simply following the manufacturer's suggested preventive maintenance the useful life of equipment can be increased 2 to 3 times when compared to run till failure mode of operation. Communities that have eliminated preventive maintenance practices from their operating budget can achieve positive returns from a relatively small additional investment. Deferred maintenance tasks that have not historically been performed because of inadequate funding or staffing must be projected into future operating budgets to achieve life expectancy projected by the manufacturer and engineer.



Table 5.1 is a portion of a generic O&M Program and is based on BMPs, manufacturers’ recommended service intervals, staff experience, and other sources. *This schedule is only an example.* The true schedule must be created by Eagle Lake staff based on their historical knowledge, information gleaned from plant O&M Manuals, and other sources. Input from Eagle Lake’s operations and maintenance staff is vital.

Eagle Lake staff should schedule all maintenance tasks. Recurring items (such as annual flow meter calibrations for instance) can be set up in advance. In fact, all maintenance activities should be coordinated in a work order format.

Table 5.2 is a **generic** example of a spreadsheet created using information FRWA will make available to Eagle Lake to create a simple maintenance schedule. Such a schedule could be used to create work orders for employees for Asset Management tasks.

A Master Inventory Spreadsheet will be provided to Eagle Lake containing all data collected during our work in the water system. This will be useful in creating a myriad of tools needed for performing Asset Management tasks.

Performing the work is important. Tracking the work is also important. Being able to easily check on when specific maintenance tasks were performed or are scheduled will make the utility run more efficiently.

Table 5.1

Preventive Maintenance Frequency		
Asset Category	Frequency	Preventive Maintenance
Valves	Annually	a. Exercise and inspect valves for proper operation, leaks, etc. b. Inspect check valves, strainers, etc. for proper operation, leaks, etc. c. Check packing, seals, etc. replace as necessary
Motors	Annually	a. Inspect motors for proper operation b. Check temperature, vibration, rust, corrosion, unusual odors, etc. c. Lubricate, paint, etc. as required d. Check amps, voltage, etc.
Electrical	Annually	a. Visually inspect all electrical components for obvious issues



		<ul style="list-style-type: none"> b. Remove dust, debris, cobwebs, etc. from components c. Check all connections and lugs for proper tightness
Pumps	Annually	<ul style="list-style-type: none"> a. Check for proper operation b. Check for signs of corrosion, vibration, excessive temperatures, etc. c. Check seals, packing, etc. and replace as needed
Disinfection Equipment	Quarterly	<ul style="list-style-type: none"> a. Inspect pumps for proper operation b. Check for leaks, piping/tubing issues, etc. c. Check any valves for proper operation d. Inspect chemical storage for issues
Piping	Quarterly	<ul style="list-style-type: none"> a. Inspect all visible piping b. Check for corrosion, rust, leaks, etc. c. Clean and paint as needed
Tanks	Annually	<ul style="list-style-type: none"> a. Inspect all tanks for proper operation b. Check for structural integrity, cracks, rust, etc. Repair as needed



Table 5.2

Asset	Task	Details	Frequency	Dates Performed	Comments
114 Grove Branch	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
123 Lake McLeod Dr.	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
210 Grove Branch	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
180 Grove Branch	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
132 Grove Branch	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
470 Squires Grove	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
504 Honey Bell	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
227 Fall Glo	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
1210 N 12th St.	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
1130 N 12th St.	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
1015 N 12th St.	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
1115 N 11th St.	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
1010 N 115h St.	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
910 N 11th St.	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
N 10th and E Pearce	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
955 N 10th St.	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
N 10th and E Bay Ave.	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
10th St N of bend	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		
Thomas Fish Company	Routine Inspection	ck structure, signs of corrosion, lid, ring, infiltration, debris, etc	Annually		



5.2 Proactive vs Reactive Maintenance

Reactive maintenance is often carried out because of customer requests or sudden asset failures. The required service and maintenance to fix the customer's issue(s) or asset failure is identified by staff inspection and corrective action is then taken.

Proactive maintenance consists of preventive and predictive maintenance. Assets are monitored frequently and routine maintenance is performed to increase asset longevity and prevent failure.

Upon adoption of this Asset Management Plan or any DEP-approved WAMP, FRWA Utility Asset Management (UAM) intends to upload Eagle Lake's asset data definition file into "Diamond Maps", described in Section 2.3, and populate with field data.

5.3 Staff Training

Utility maintenance is quite unique. It can involve water and sewer main repairs, customer service issues, lift station troubleshooting and repair, blower and motor repairs, and even tank repairs. This skill set is not common. Training staff, whether they are new or long-term employees, is very important. It is recommended that the City initiate a training program for its employees. Electrical safety, troubleshooting panel boxes, trenching and shoring, confined space, etc. are just a few of the topics that could benefit Eagle Lake and its staff.

FRWA personnel can provide some of this. Other options are also possible. For example, nearby municipalities might allow shadowing of their lift station crews to gain knowledge and experience.

You cannot receive too much training. A more knowledgeable and capable staff makes the utility even better.

6 Capital Improvement Plan

A Capital Improvement Plan is a vital asset for any utility. This is a short-range plan, typically 4 to 10 years, which identifies future capital projects. Capital improvement projects generally create a new asset that previously did not exist or upgrades or improves an existing component's capacity. The projects can result from growth or environmental needs, such as:

1. Any expenditure that purchases or creates a new asset or in any way improves an asset beyond its original design capacity.
2. Any upgrades that increase asset capacity.
3. Any construction designed to produce an improvement in an asset's standard operation beyond its present capacity.



Capital improvement projects, such as Lift Station Replacements, Green Acres WTP Improvements, and others, will populate this list.

Renewal expenditures are anything that does not increase the asset's design capacity but restores an existing asset to its original capacity. Any improvement projects that require more than simply restoring an asset to its original capacity are deemed to be a renewal project, such as:

1. Any activities that do not increase the capacity of the asset. (i.e., activities that do not upgrade and enhance the asset but merely restore them to their original size, condition and capacity)
2. Any rehabilitation involving improvements and realignment or anything that restores the assets to a new or fresh condition.

In making renewal decisions, the utility considered several categories other than the normally recognized physical, failure or breakage. Such renewal decisions include the following:

1. Structural
2. Capacity
3. Level of service failures
4. Outdated functionality
5. Cost or economic impact

The utility staff and management typically know of potential assets that need to be repaired or rehabilitated. Reminders can be set up to let the staff members know when the condition of an asset begins to decline according to the manufacturer's life cycle recommendations. The utility staff can take these reminders and recommendations into account.

Because the anticipated needs of the utility will change each year, the CIP is updated annually to reflect those changes.



7 Financial

7.1 Population and Growth

Population of the City of Eagle Lake in 2019:	2,517
Population change since 1990:	+42.3%
Median age	40.6
Estimated median household income in 2019:	\$50,625
Estimated per capita income in 2017:	\$13,249

Source: <https://datausa.io/profile/geo/eagle-lake-fl>

7.2 Income Streams / Financial Planning

An enterprise fund should exist to separate the water account/budget category from other City operations. WTP and WCS CIPP, O&M/PM and R&R required reserve budgeting worksheets are traditionally prepared and can help determine appropriate amounts for these funds. Items considered are:

- WS annual revenues from fees, loans and grants, interest from any accounts, and other sources of income.
- The City’s annual expenditures on maintenance, utilities, salaries and benefits, office supplies, professional services, taxes, and loan payments.
- The City’s net income.
- The amount of additional funding Eagle Lake will need to continue to operate and maintain the WS and replace and repair WS assets.

Worksheets of this nature should be completed/updated annually. They would provide an accurate assessment of the Eagle Lake’s financial situation and help properly plan for future needs. The budgeting worksheets would help understanding the financial position of the City’s WS and forecast any potential shortfalls. They would help determine whether or not the WS reserve account is adequately funded and whether or not Eagle Lake should begin searching for additional funding sources.



7.3 Rates

A ‘rule of thumb’ we subscribe to regarding rates is that base charges pay for operational expenses and usage charges fund the CIPP/R&R/PM/and O&M reserves. Usage fluctuates and does not always provide a reliable funding source for operations.

If a large rate increase is implemented, rate shock can occur and lead to issues with customers. We recommend a stepped approach featuring gradual increases spread out over a specified timeframe. This allows customers to acclimate themselves to each increase. However, this method will likely not meet current needs. Positive advertising such as notifying customers that the City is complying with the LOS agreement and success stories related to the Asset Management Plan will certainly help. Keeping customers informed is always a worthwhile endeavor. Using bill inserts or mailings that advertise utility accomplishments and successes with LOS items and listing any system improvements that have been made will demonstrate Eagle Lake’s commitment to proper system stewardship.

The current residential and commercial rate structure is as follows:

Customer Class	Base Rate Inside City	# of Connections Inside City	Billed Usage Inside City (Kgal)	Base Rate Outside City	# of Connections Outside City	Billed Usage Outside City (Kgal)
Residential DW	\$15.79	1247	8120	\$19.73	242	1474
Residential WW	\$28.42	1001	6100	\$35.54	111	452
Commercial DW	\$17.79	75	897	\$22.23	14	325
Commercial WW	\$28.42	71	691	\$35.54	0	0



7.4 RevPlan

The Florida Rural Water Association has partnered with Raftelis to offer the systems of Florida a free online tool called RevPlan.

RevPlan is designed to enhance the asset and financial management for small water utilities. The idea behind RevPlan is to provide an online tool for small water utilities to achieve financial resiliency and to maintain their utility assets for long-term sustainability. RevPlan will assist users in identifying the various utility funding requirements over a five, ten, fifty or twenty-year planning window. These funding requirements include capital funding, operating costs, and debt repayment. RevPlan allows the user to identify any rate adjustments necessary to meet the utility funding requirements and the impact rate increases may have on ratepayers.

RevPlan is easy to use, integrates with Diamond Maps, "feels" like Turbo Tax, and is financially feasible. RevPlan will help your system to:

- Replace aging asset management financial planning software supplied by the EPA
- Strengthen usage of web-based asset management mapping tool (Diamond Maps)
- Provide a reality check on the resources needed to maintain these small systems

Eagle Lake asset data collected by FRWA staff along with financial information provided by the system were entered into RevPlan to create a preliminary financial sufficiency model for the utility. Each year (or as projects come up) the system is encouraged to update RevPlan and use it to help understand the impacts of future projects and rate increases.

The use of RevPlan can allow the system to input current financial data and see a projection up to twenty years out for financial planning. Eagle Lake will have the ability to modify the rate structure to determine different rate scenarios that support current and upcoming debt and expenses.

Based on financial information, water reports and billing information, FRWA developed **two** rate scenarios.

Scenario 1 shows rate increases needed to maintain reserves if CIP projects for System Improvements require Full Loans from SRF/FDEP.

Scenario 2 assumes the system receives at least 50% principle forgiveness (grant) for both Design and Construction loans.

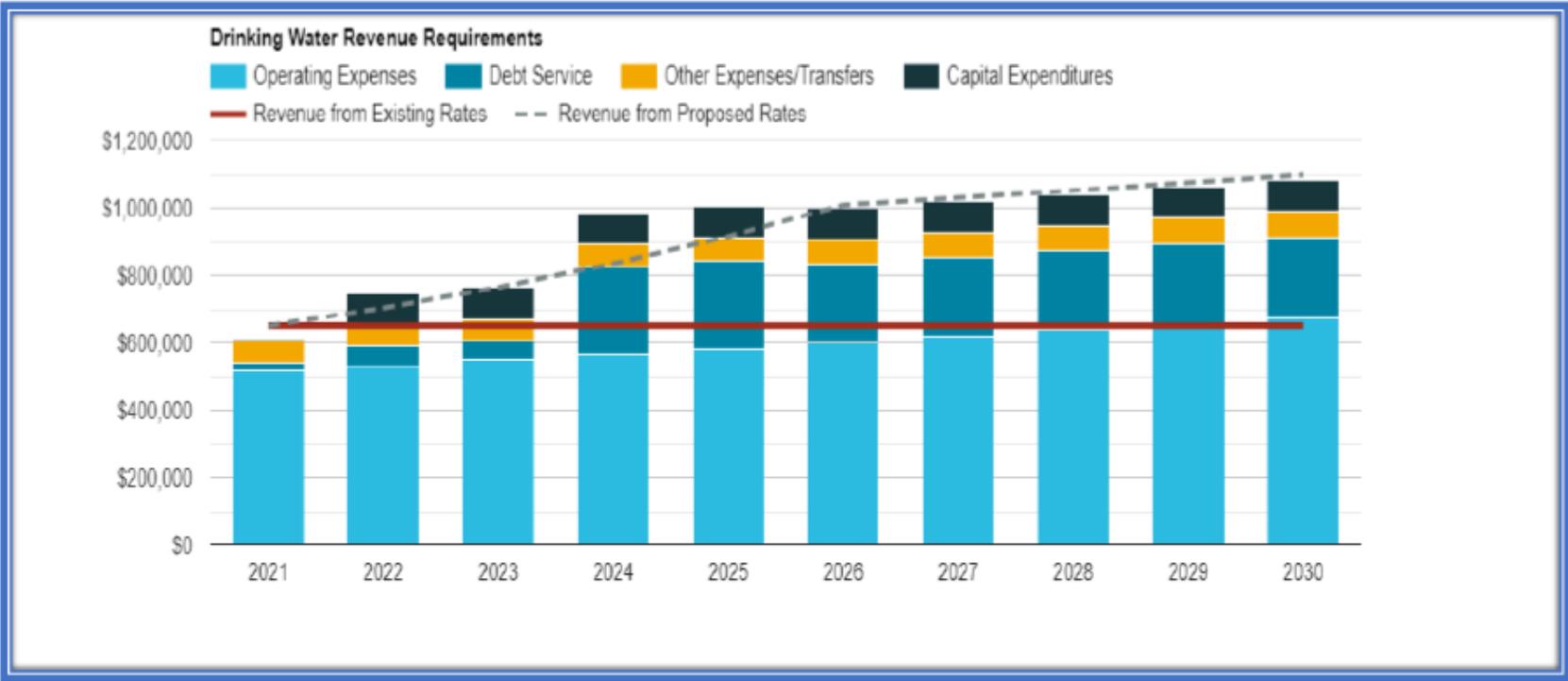
Additional RevPlan tables can be found in Section 9.6 of this plan.



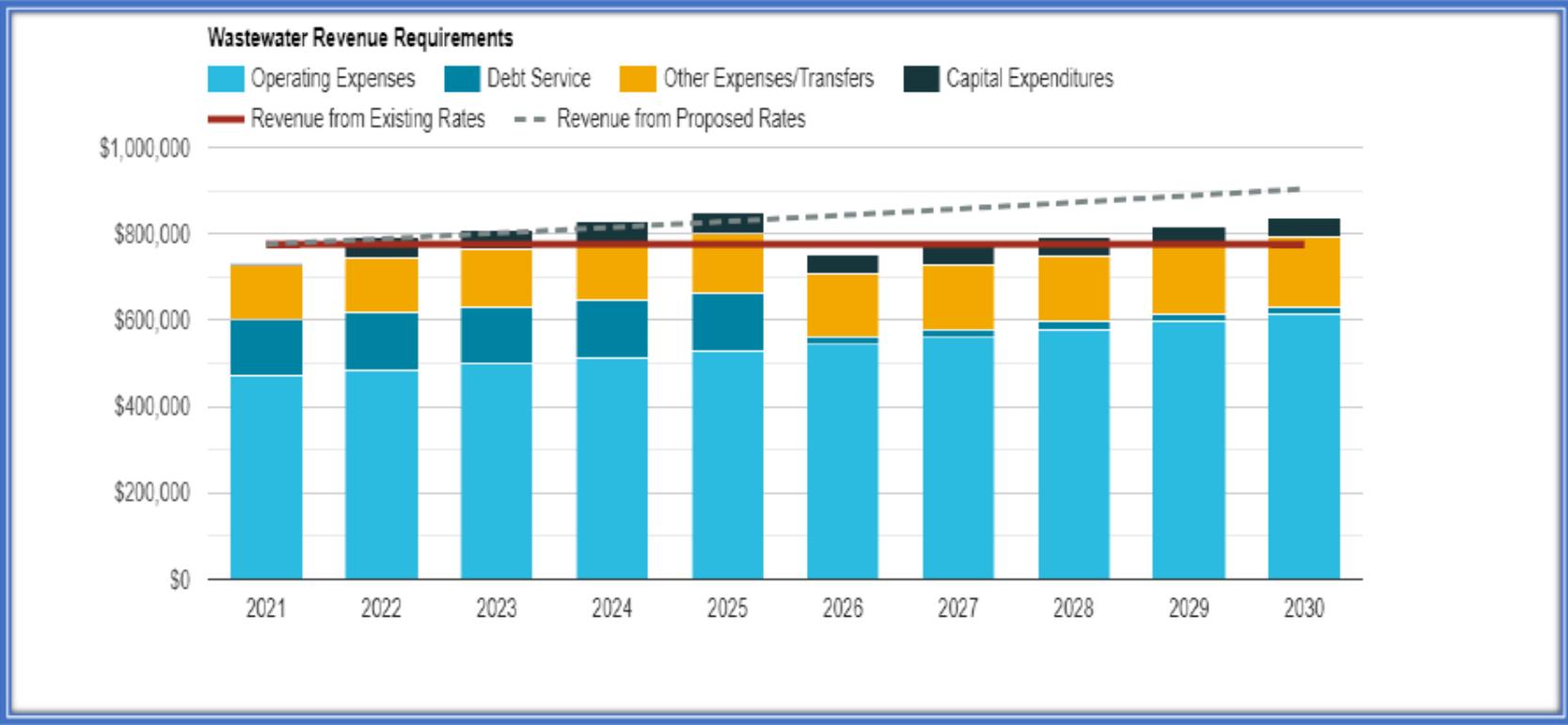
Scenario 1 Full Loan

For this scenario, proposed water rates are increased 15% in years two thru six and 3% in years seven thru ten. Proposed wastewater rates are at 3% beginning in year two thru year ten.

Eagle Lake, City of
Scenario 1 Eagle Lake DW&WW FY21 (Full Loan)
Fiscal Year: 2021
Adjustments & Graphs Pg 2
Drinking Water Revenue Requirements



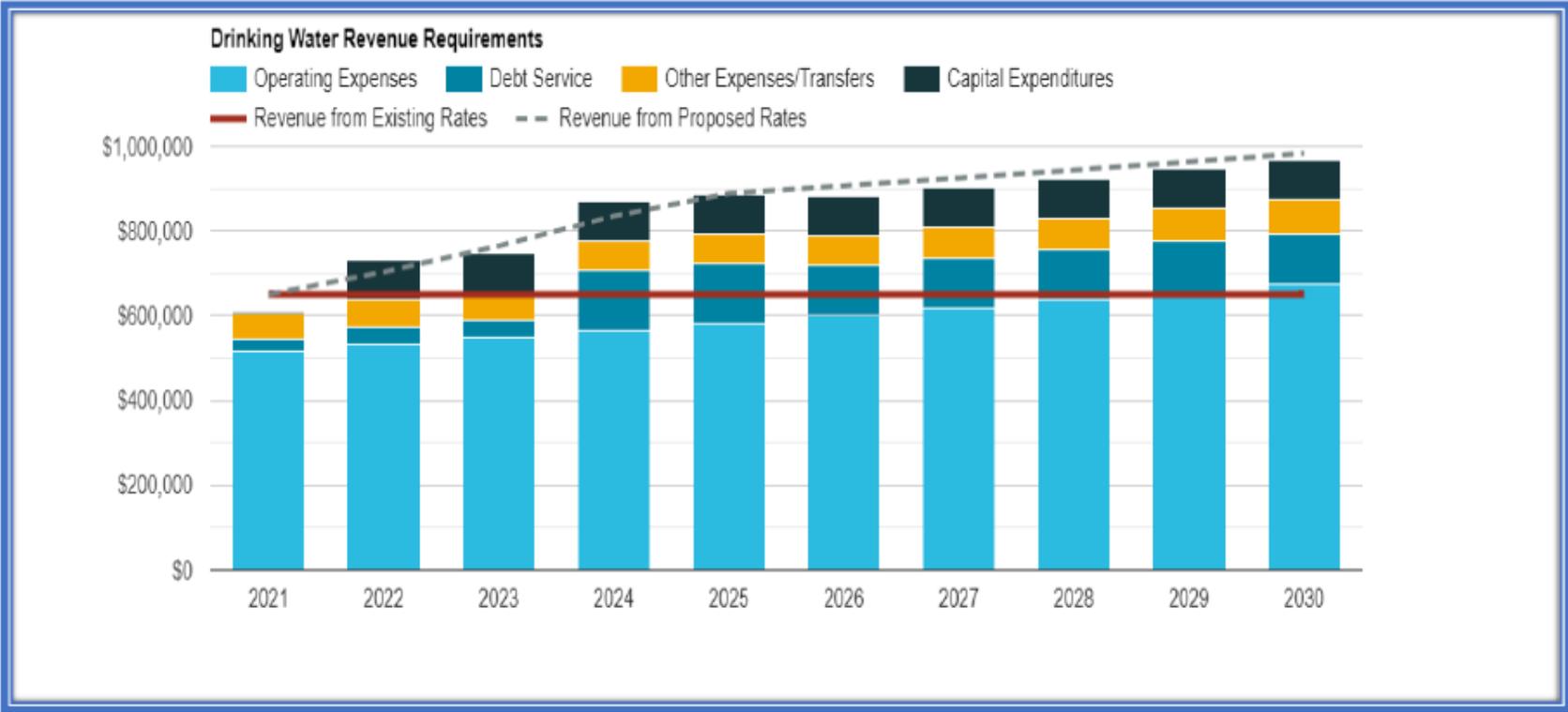
Eagle Lake, City of
 Scenario 1 Eagle Lake DW&WW FY21 (Full Loan)
 Fiscal Year: 2021
 Adjustments & Graphs Pg 3
 Wastewater Revenue Requirements



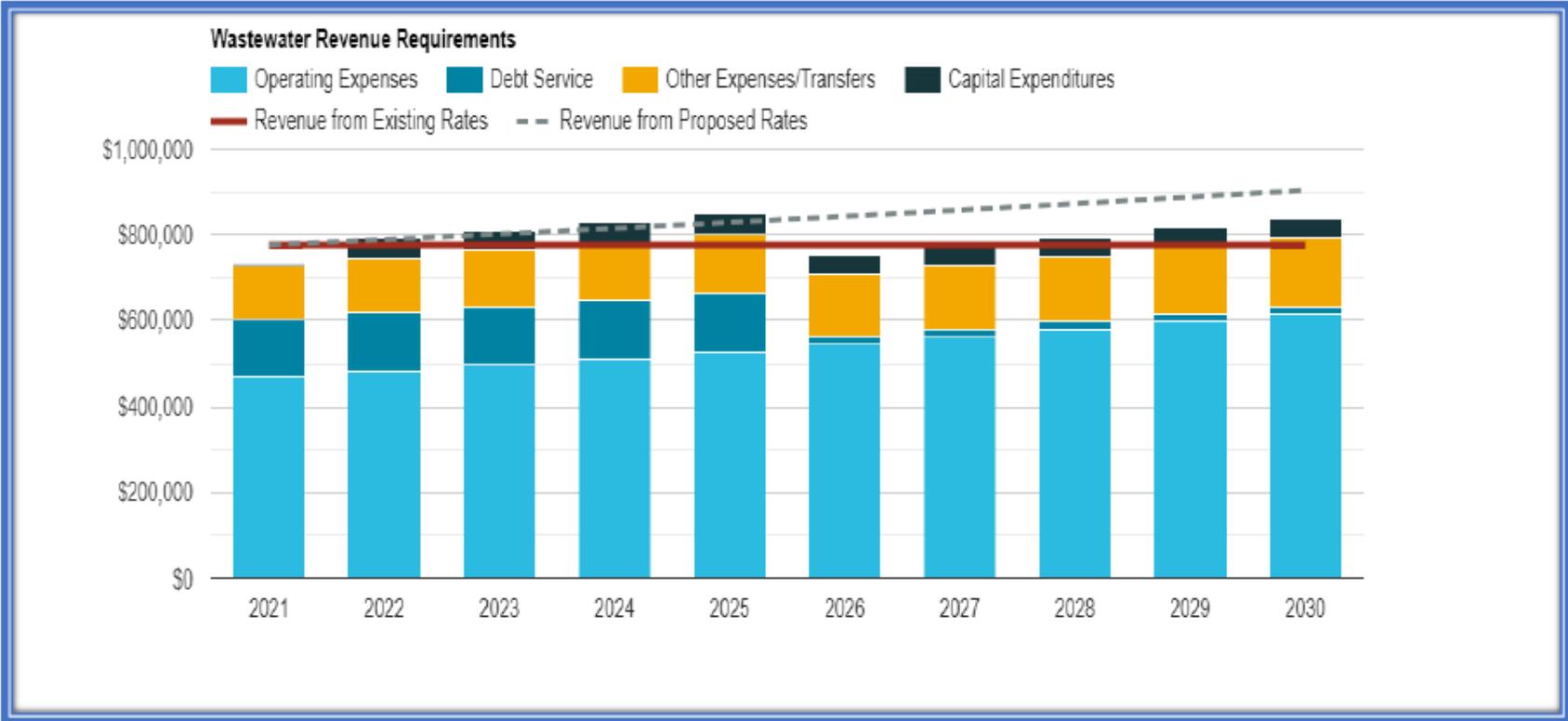
Scenario 2 50% Grant

For this scenario, proposed water rates are increased 15% in years two thru four, 10% in year five, and 3% in years six thru ten. Proposed wastewater rates remain at a 3% increase in years two thru ten.

Eagle Lake, City of
 Scenario 2 Eagle Lake DW&WW FY21 (50% SRF)
 Fiscal Year: 2021
 Adjustments & Graphs Pg 2
 Water Revenue Requirements



Eagle Lake, City of
 Scenario 2 Eagle Lake DW&WW FY21 (50% SRF)
 Fiscal Year: 2021
 Adjustments & Graphs Pg 3
 Wastewater Revenue Requirements



Comprehensive RevPlan charts begin on page xx.



Proper rates, once established, will satisfy:

- The existing operational expenses of the system;
- The existing debt service requirements.
- The annual replacement costs for the system’s assets and future capital improvement costs;
- New operating expenses that may arise;
- The future debt needed to adequately replace and sustain the assets of the system;
- The system’s annual reserve requirements; and,
- The need to preserve the existing amount of funds in retained earnings.

The utility should review the model projections at least annually to determine if additional rate increases are needed.

Funding Sources for Water and Wastewater Systems

Below is a table of common funding sources, including web links and contact information. All municipal systems should be making the effort to secure funding, which can be in the form of low or no interest loans, grants or a combination.

Agency/Program	Website	Contact
FDEP Drinking Water State Revolving Fund Program (DWSRF)	https://floridadep.gov/wra/srf/content/dwsrf-program	Shanin Speas-Frost shanin.speasfrost@floridadep.gov 850-245-2991
FDEP Clean Water State Revolving Fund Loan Program (CWSRF)	https://floridadep.gov/wra/srf/content/cwsrf-program	Tim Banks Timothy.Banks@dep.state.fl.us 850-245-2966
USDA Rural Development- Water and Wastewater Direct Loans and Grants	https://www.rd.usda.gov/programs-services/rural-economic-development-loan-grant-program https://www.rd.usda.gov/programs-services/water-waste-disposal-loan-grant-program	Michael Langston michael.langston@fl.usda.gov 352-338-3440
Economic Development Administration- Public Works and Economic Adjustment Assistance Programs	https://www.eda.gov/resources/economic-development-directory/states/fl.htm https://www.grants.gov/web/grants/view-opportunity.html?oppld=294771	Greg Vaday gvaday@eda.gov 404-730-3009
National Rural Water Association- Revolving Loan Fund	https://nrwa.org/initiatives/revolving-loan-fund/	Gary Williams Gary.Williams@frwa.net 850-668-2746



<p>Florida Department of Economic Opportunity- Florida Small Cities Community Development Block Grant Program</p>	<p>http://www.floridajobs.org/community-planning-and-development/assistance-for-governments-and-organizations/florida-small-cities-community-development-block-grant-program</p>	<p>Roger Doherty roger.doherty@deo.myflorida.com 850-717-8417</p>
<p>Northwest Florida Water Management City- Cooperative Funding Initiative (CFI)</p>	<p>https://www.nfwwater.com/Water-Resources/Funding-Programs</p>	<p>Christina Coger Christina.Coger@nfwwater.com 850-539-5999</p>

8 Conclusions

Conclusions are based on observations made during the data collection procedure, discussions with Eagle Lake staff, regulatory inspection data, and our experience related to similar assets.

Areas needing attention (detailed in Section 4.2) include:

Green Acres WTF – Rehabilitation of the Green Acres WTF is planned. A new ground storage tank, high service pumps, plant operations building, piping, and other necessary items are included in this project. Any issues listed in the above plan for this facility should be addressed with this in mind. Maintenance of these assets to minimize large expenditures is prudent. The cost of the plant improvements/replacements will be, based on State Revolving Fund documents, \$3,267,520.

Eagle Lake WTF – The disconnect and breaker panel for well #1 and the disconnect and control panel for well #2 control panel are in poor condition and should be replaced. Estimated cost: \$7,000.

Distribution system isolation valves– 17 distribution isolation valves (14 - 2” and 3 - 4”) were in poor condition. Each of these are wheel valves and all should be replaced. Estimated cost: \$5,200

Hydrants – 16 hydrants were in poor condition. Issues included leaning, inadequate clearance for proper use, missing components such as caps, and others were simply old and deteriorated. Each should be evaluated by staff and a remedy chosen (straightening the lean, raising the hydrant, replacing components, refurbishment, or replacement). Cost estimate: ≤ \$56,000.

Hydrant valves – Three items were found. One bonnet was broken and two lids were missing. Cost: negligible.



Collection system

Lift stations: The most pressing issues are Stations #2 and #5. These underground ‘can’ lift stations should be replaced with more conventional stations as soon as possible. They are confined spaces and pose a significant risk to City personnel. Estimated cost depends on the design of the new stations but could easily be \$3-500,000

Lift station #6 control panel and disconnect are in poor condition and should be replaced. Estimated cost: \$7,000

Manholes – 33 need to be evaluated by Eagle Lake staff. Based on observations made during other manholes assessments, significant issues may be unlikely. However, verification is wise.

Staffing – Performing the tasks described in the plan takes time and personnel. Simply adding this work to what is likely an already overloaded work force is a recipe for failure. Eagle Lake must do whatever is necessary to insure sufficient and adequately trained staff exist to implement this plan.

General:

A CMMS program must begin to maintain assets efficiently and effectively. **Diamond Maps** is an excellent choice and is highly recommended.

Rates must be examined to make sure they continue to provide adequate funding for operations and system improvements. When provided, RevPlan information can be valuable in making financial and rate decisions.

An automatic Minimum annual Rate increase of the Consumer Price Index (CPI) should be applied and is recommended by the FRWA and should be reviewed by Eagle Lake.

Energy Management is recommended as well. Even small changes in energy use can result in large savings. Additional information can be found in Section 9.3.

The Asset Management Plan must be adopted by resolution or ordinance. This demonstrates the utilities commitment to the plan.

After adoption, implementation of the AMP must occur.

8.1 Implementing the Asset Management Plan

Implementing an Asset Management Plan requires several items:

1. **Assign specific personnel** to oversee and perform the tasks of Asset Management.



2. **Develop and use a CMMS program (Computerized Maintenance Management System)**. The information provided in this AMP will give the utility a good starting point to begin this. Utilize the exhaustive asset list provided to plan maintenance tasks. Properly maintaining assets will ensure their useful life is extended and will ultimately save money. Asset maintenance tasks are scheduled and tracked, new assets are captured, and assets removed from service are retired properly using CMMS. Transitioning from reactive to preventive and predictive maintenance philosophies will net potentially huge savings for the utility. FRWA can help with selection, set up, and implementation. Target the items listed in this AMP and devise a plan to address them.
3. **Develop specific Level of Service items**. Create a list of LOS items. You may want to inform customers of the Utility’s commitment to providing the stated LOS. Successes can also be shared with customers. This can dramatically improve customer relations. This also gives utility employees goals to strive for and can positively impact morale.
4. **Develop specific Change Out/ Repair/ Replacement Programs**. As is the case with the Eagle Lake water system, manholes need work, inflow issues need to be addressed, and plant equipment needs to be repaired or replaced. All of these represent large monetary outlays. Examples might include budgeting for five manhole refurbishments each year or Phase 1 of a collection system inflow study to control I&I (Inflow and Infiltration).
5. **Modify the existing rate structure** as recommended to make sure adequate funds are available to properly operate and maintain the facility. Rate increases, when required, can be accomplished in a stepped fashion rather than an ‘all now’ approach to lessen the resulting customer impact.
6. **Explore financial assistance options**. This can be especially useful in the beginning stages of Asset Management since budget shortfalls likely exist and high cost items may be needed quickly.
7. **Revisit the AMP annually**. An Asset Management Plan is a living document. It can be revised at any time but must be revisited and evaluated at least once each year. Updates may be needed such as changes to your asset management team, asset inventory, updating condition and criticality ranking charts, asset condition and criticality assessment procedures may need to be revisited, evolving O&M activities may warrant changes, financial strategies and long-term funding plan may need to change, etc.

8.2 Closing

This Asset Management and Fiscal Sustainability Plan is presented to The City of Eagle Lake for adoption and implementation. Its creation would not be possible without the cooperation of Eagle Lake’s excellent staff. Their assistance was invaluable and is greatly appreciated. The Florida Rural Water Association will assist in making a ‘plan of action’ to help make Eagle Lake’s Asset Management Plan a success.



9 Additional Information

9.1 Additional Level of Service (LOS) Information

The City of Eagle Lake must decide what level of service it will provide. The following table shows *examples* of what might be included. The LOS items for Eagle Lake must be specific to the system and be discussed and agreed upon by management and staff. Ideally, these goals would be conveyed to the utility’s customers via a ‘Level of Service Agreement’. This document is a demonstration of the accountability of the utility in meeting the customer’s needs and its commitment to do so. Use the items below and those listed in section 2 as templates to establish worthwhile LOS goals for your utility.

Service Area	Levels of Service		Achieved
	Goal	Performance Targets	
Health, Safety and Security	Reduce the number, frequency and duration of boil advisories.	Reduce the number of water leaks by 20%. Reduce the average length of utility outage to less than a day.	Major performance deficiencies
Asset Preservation and Condition	Improve Preventative Maintenance	Complete all scheduled preventative maintenance tasks within 10 days.	Considerable performance deficiencies
Asset Preservation and Condition	Establish a Predictive Maintenance program	Complete all scheduled monitoring tasks within 10 days. Escrow \$1,445 monthly for predictive maintenance expenses.	Major performance deficiencies
Asset Preservation and Condition	Development an Asset Replacement Strategy	Escrow \$25,500 annually for Asset Replacement.	Major performance deficiencies
Service Quality and Cost	Increase utility rate to improve sustainability and absorb the up-front cost of asset management planning.	Utility Rate Adjustment Pending	Major performance deficiencies
Service Quality and Cost	Enact automatic inflationary rate adjustments	Utility Rate Adjustment Pending	Major performance deficiencies
Service Quality and Cost	Minimize life-of-asset ownership cost	Begin monitoring the cost of unplanned (emergency) repairs relative to scheduled preventative maintenance.	Meets no performance objectives
Conservation, Compliance and Enhancement	Improve reliability of water distribution through the distribution system	Hire engineer to perform preliminary engineering report and begin project design. Prepare project funding applications for construction start in fall of 2011.	Major performance deficiencies



9.2 Maintenance Plan

Maintaining assets is obviously important. As the number of assets grows, scheduling, performing, and tracking this work becomes complicated. Having a system in place to ensure staff knows what is due, how often it must be done, and a means of tracking this is vital.

Asset Management can seem overwhelming. However, most of the tasks are being done now. The key is scheduling the work and documenting that it was completed.

9.3 Energy Conservation and Cost Savings

Energy Management

Energy costs often make up 25 to 30 percent of a utility's total operation and maintenance (O&M) costs. They also represent the largest controllable cost of providing water and wastewater services. EPA's [*Energy Management Guidebook for Wastewater and Water Utilities*](#) provides details to support utilities in energy manage and cost reduction by using the steps described in this guidebook. The Guidebook takes utilities through a series of steps to analyze their current energy usage, use energy audits to identify ways to improve efficiency, and measure the effectiveness of energy projects.

Also available from the EPA in support of energy efficiency, "Ensuring a Sustainable Future": An Energy Management Guidebook for Wastewater and Water Utilities. [*Ensuring a Sustainable Future: An Energy Management Guidebook for Wastewater and Water Utilities \(PDF\)*](#)

Eagle Lake's WS should ensure all assets, not just those connected to a power source, are evaluated for energy efficiency. It is highly recommended the City conduct an energy assessment or audit. The following are common energy management initiatives Eagle Lake should implement going forward:

1. Load management
2. Replace weather-stripping and insulation on buildings.
3. Installation of insulated metal roofing over energy inefficient shingle roofing
4. On-demand water heaters
5. Variable frequency driven pumps and electrical equipment
6. Energy efficient infrastructure
7. LED lighting
8. Meg electric motors
9. MCC electrical lug thermal investigation
10. Flag underperforming assets for rehabilitation or replacement



An energy audit is intended to evaluate how much energy is consumed and identify measures that can be taken to utilize energy more efficiently. The primary goal is reducing power consumption and cost through physical or operational changes. Each system will have unique opportunities to reduce energy use or cost depending on system specific changes and opportunities within the power provider’s rate schedules. An audit of an individual water treatment plant (WTP) is an attempt to pinpoint wasted or unneeded facility energy consumption. With the cost of electricity on the rise, reducing energy use should be a priority for municipalities. A key part of energy audits is thorough analysis of the effects of overdesign on energy efficiency. Plants are designed to perform at maximum flow and loading conditions. Unfortunately, most plants are not efficient at average conditions. Aging infrastructure is another source of inefficient usage of energy in WTPs across the country. The basis for addressing aging infrastructure related energy waste is also included in the energy audit process. It is recommended to perform an energy audit every 2-3 years to analyze return on investment.

9.4 Energy Conservation Measures

The following table provides typical water and wastewater high-use energy operations and associated potential energy saving measures.

High Energy Using Operations	Energy Saving Measures
Pumping	<ul style="list-style-type: none"> • Reduce load • Manage load • Water to wire efficiency • Pump selection • Motor and drive selection • Automated control
Aeration	<ul style="list-style-type: none"> • Fine bubble • Improved mechanical surface aerators • Premium motors • High efficiency motor drive • Blower variable frequency drives • Automatic DO control
Dewatering	<ul style="list-style-type: none"> • Replace vacuum systems • Premium motors • Variable frequency drives for plant water pump



High Energy Using Operations	Energy Saving Measures
Lighting	<ul style="list-style-type: none">• Motion sensors• T5 low and high bay fixtures• Pulse start metal halide• Indirect fluorescent• Super-efficient T8s• Comprehensive control for large buildings
Heating, Ventilation, Air Conditioning (HVAC)	<ul style="list-style-type: none">• Water source heat pumps• Prescriptive incentives for remote telemetry units• Custom incentives for larger units• Low volume fume hood• Occupancy controls• Heat pump for generator oil sump



9.5 Energy Audit Approach Checklist

A water system energy audit approach checklist similar to the one below can be a useful tool to identify areas of potential concern and to develop a plan of action to resolve them.

Water System Energy Audit Approach Checklist

Determine type of audit

Pumping, HVAC, lighting, and/or process

Determine audit team members, everyone will have different goals

Engineers - reduce energy cost

Plant staff - reduce disruption to system

Electric utility - reduce peak demand

Collect data

Power bills - get actual bills that show energy use, demand charges, cost adjustments, etc

Electric rate schedules - get current rate schedules

Alternative rate schedules - are alternate rates available that will benefit the water system?

Flow data - include booster stations, wells, high service pumps, anything with a flow meter

Meter data - sold vs produced, bulk purchases or sales, water loss data

Pump curves - collect pump curves to verify pumps are operating near their design point

Process flow diagrams, design summary - useful to help understand operation of the system

Water quality standards - any unique processes required?

Previous audit findings - have energy audits been performed in the past?

System pressure - operating pressures with distribution system

Pressure zones - how are different zones operated, how is water moved around the system?

PRVs - amount of head removed, number in the system, any way to limit wasting head?

Reservoirs - storage capacity, elevation, head range

Compressed air systems - horsepower, receiver tank size, devices consuming compressed air

HVAC - efficiency and performance of existing equipment

Gas bills - HVAC audit

Lighting - efficiency and performance of existing lights

Conduct Site Visit

Meet with staff and operators

Q&A session - discuss operations, gain understanding of how system is operated

Seek input from operators and those familiar with the system

Walk through - tour facilities, more Q&A

Obtain any missing info, check motor sizes, observe valve positions

Focus on big power consumers, they will offer best payback opportunity

Raw water pumping, wells, HSP, air compressors - typically largest power consumers

Seek energy efficiency ideas from plant staff

Develop Energy Conservation Measures

Estimate energy or cost savings

Determine capital cost

Consider operational impacts to the plant

Look for rebates or incentives



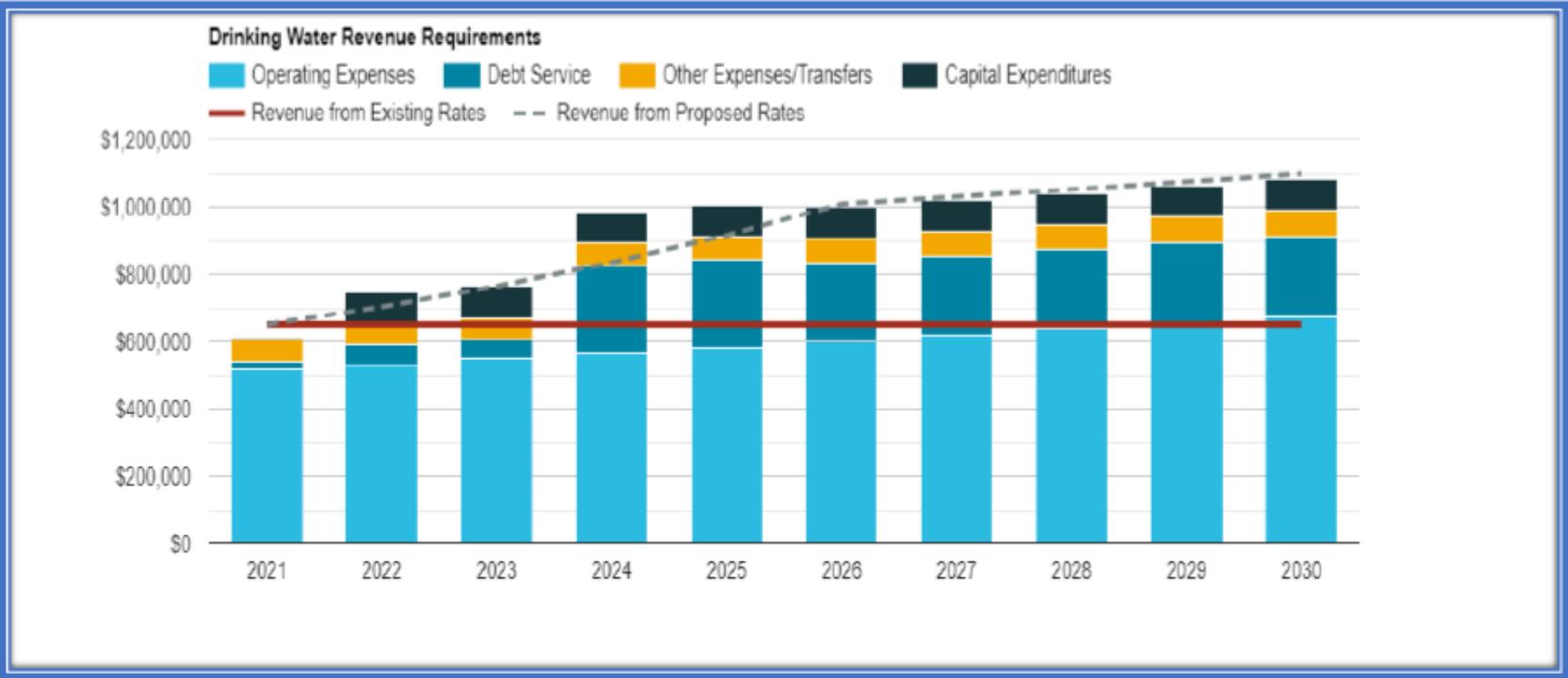
9.6 RevPlan Documents

Eagle Lake, City of
 Scenario 1 Eagle Lake DW&WW FY21 (Full Loan)
 Fiscal Year: 2021
 Adjustments & Graphs Pg 1
 Proposed Rate Increases

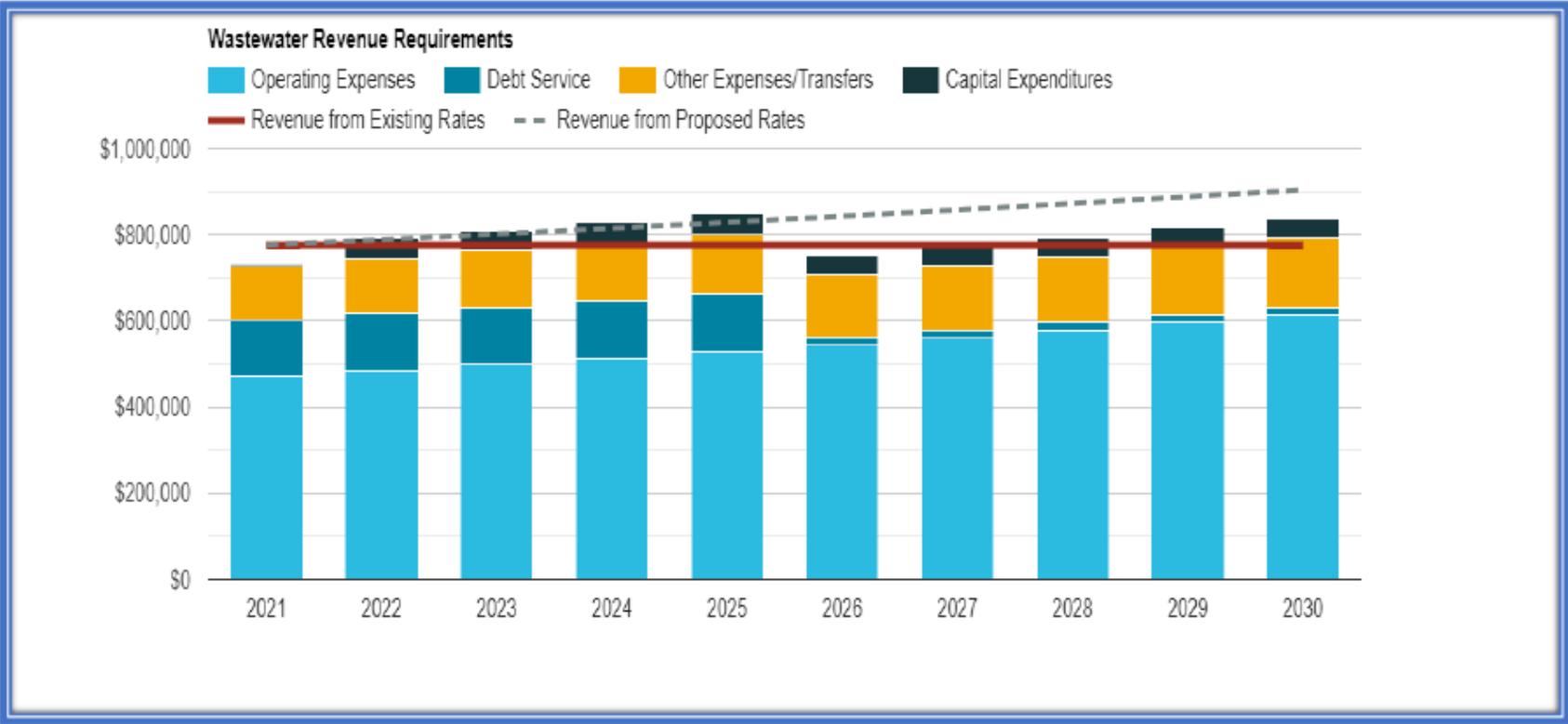
Adjustments ?										
	Fiscal Year									
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Base Charge Adjustments										
Drinking Water	0 %	15 %	15 %	15 %	15 %	15 %	3 %	3 %	3 %	3 %
Wastewater	0 %	3 %	3 %	3 %	3 %	3 %	3 %	3 %	3 %	3 %
Usage Charge Adjustments										
Drinking Water	0 %	15 %	15 %	15 %	15 %	15 %	3 %	3 %	3 %	3 %
Wastewater	0 %	3 %	3 %	3 %	3 %	3 %	3 %	3 %	3 %	3 %
Connection and Usage Growth Adjustments										
Drinking Water	- %	- %	- %	- %	- %	- %	- %	- %	- %	- %
Wastewater	- %	- %	- %	- %	- %	- %	- %	- %	- %	- %



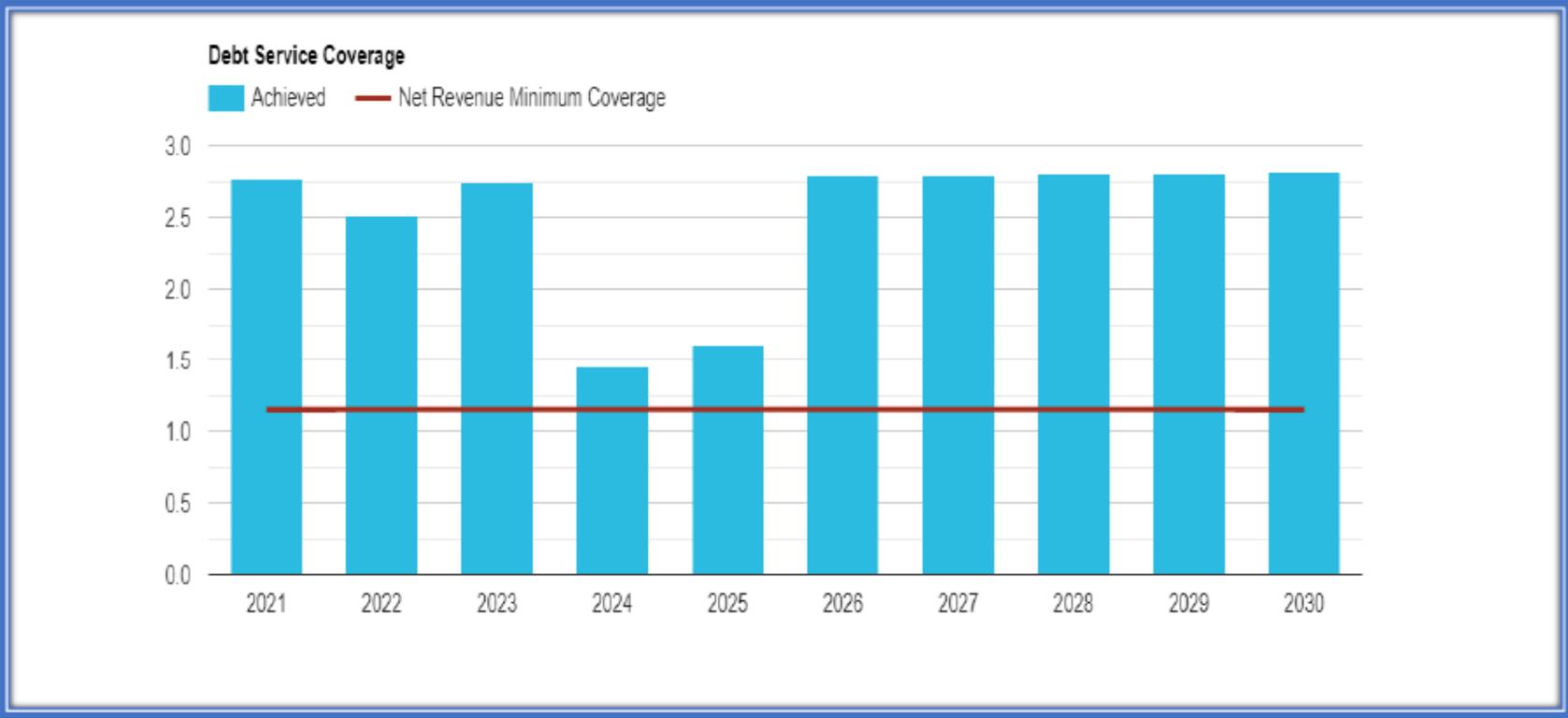
Eagle Lake, City of
Scenario 1 Eagle Lake DW&WW FY21 (Full Loan)
Fiscal Year: 2021
Adjustments & Graphs Pg 2
Drinking Water Revenue Requirements



Eagle Lake, City of
Scenario 1 Eagle Lake DW&WW FY21 (Full Loan)
Fiscal Year: 2021
Adjustments & Graphs Pg 3
Wastewater Revenue Requirements



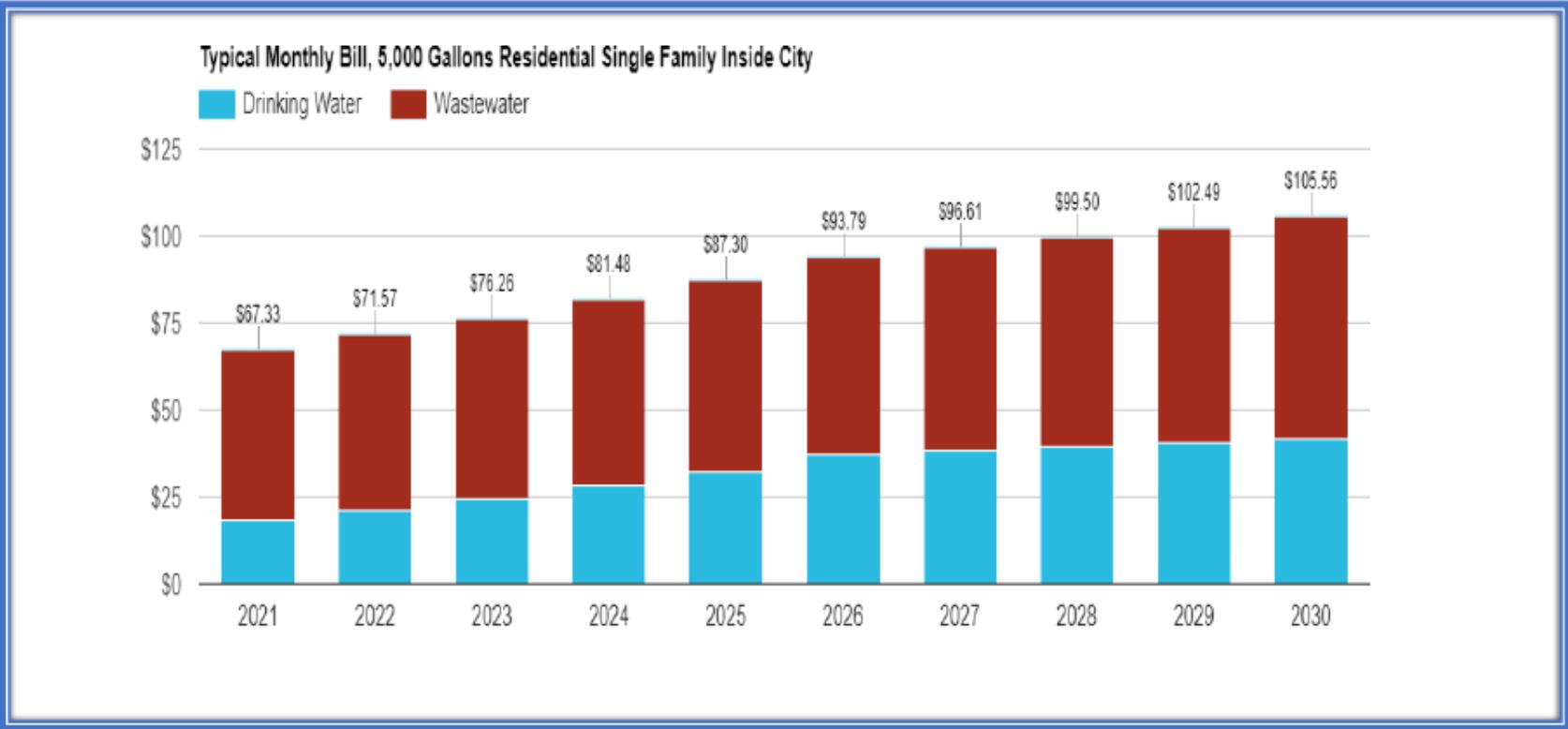
Eagle Lake, City of
Scenario 1 Eagle Lake DW&WW FY21 (Full Loan)
Fiscal Year: 2021
Adjustments & Graphs Pg 4
Debt Service Coverage



Eagle Lake, City of
Scenario 1 Eagle Lake DW&WW FY21 (Full Loan)
Fiscal Year: 2021
Adjustments & Graphs Pg 5
Unrestricted Fund Balance



Eagle Lake, City of
Scenario 1 Eagle Lake DW&WW FY21 (Full Loan)
Fiscal Year: 2021
Adjustments & Graphs Pg 6
Typical Monthly Bill, 5,000 Gallons Residential Single Family Inside City

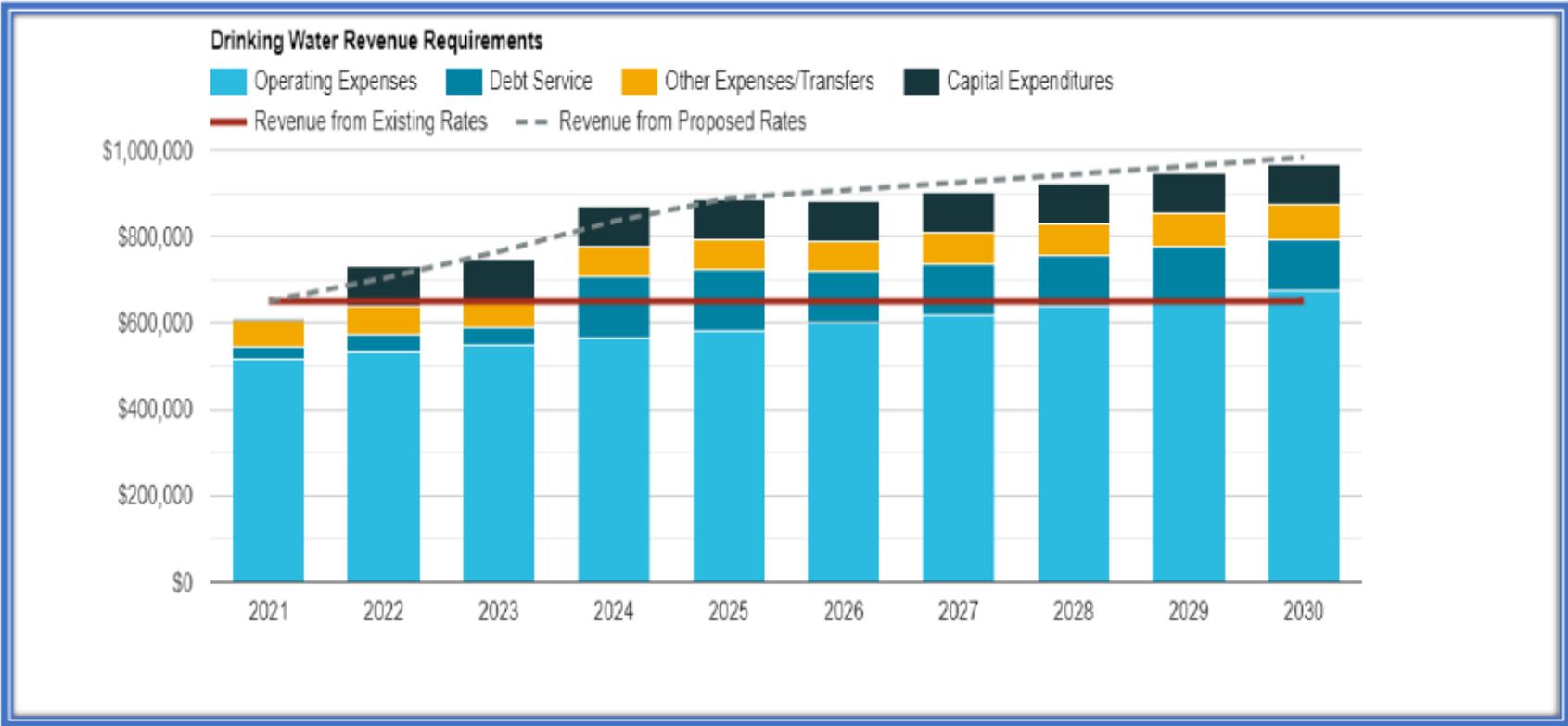


Eagle Lake, City of
 Scenario 2 Eagle Lake DW&WW FY21 (50% SRF)
 Fiscal Year: 2021
 Adjustments & Graphs Pg 1
 Proposed Rate Adjustments

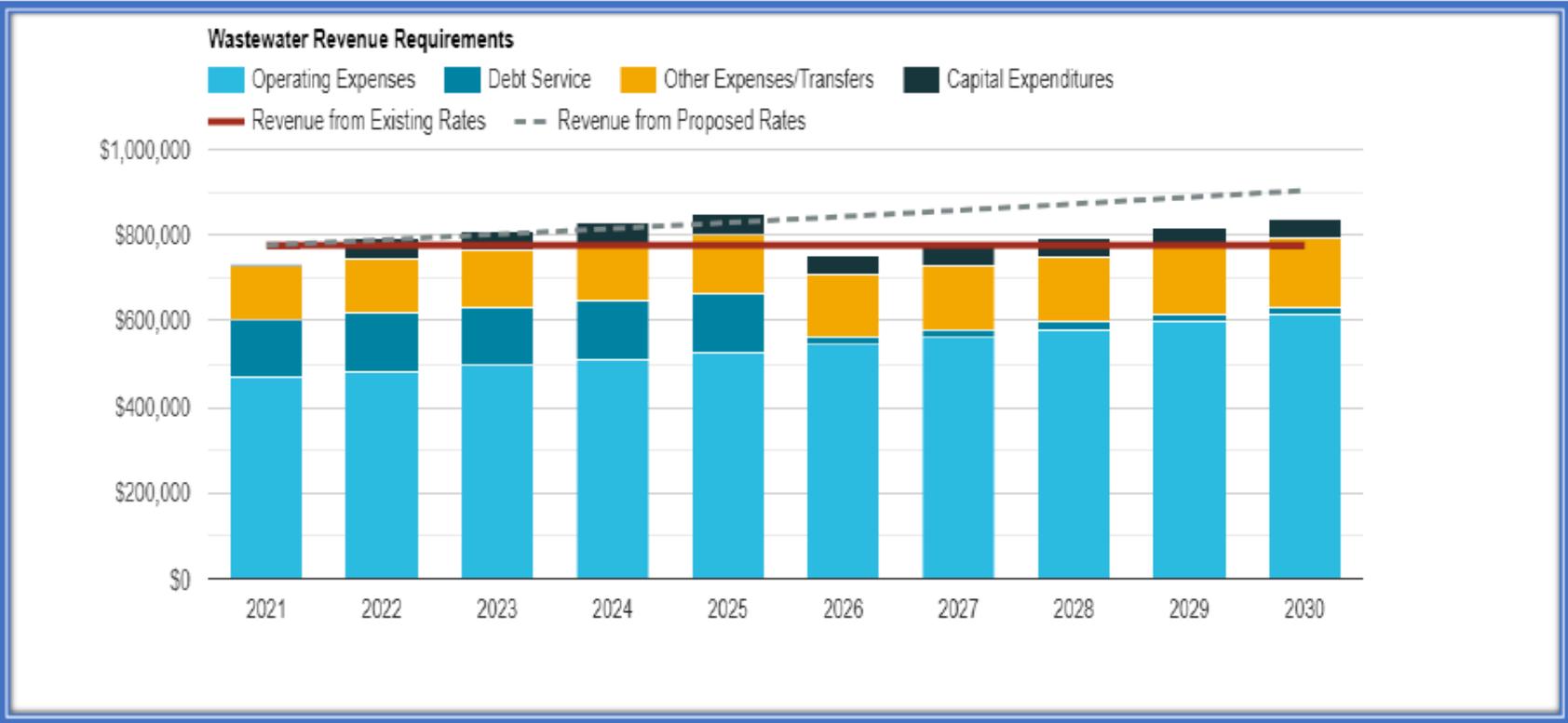
Adjustments ?										
	Fiscal Year									
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Base Charge Adjustments										
Drinking Water	0 %	15 %	15 %	15 %	10 %	3 %	3 %	3 %	3 %	3 %
Wastewater	0 %	3 %	3 %	3 %	3 %	3 %	3 %	3 %	3 %	3 %
Usage Charge Adjustments										
Drinking Water	0 %	15 %	15 %	15 %	10 %	3 %	3 %	3 %	3 %	3 %
Wastewater	0 %	3 %	3 %	3 %	3 %	3 %	3 %	3 %	3 %	3 %
Connection and Usage Growth Adjustments										
Drinking Water	- %	- %	- %	- %	- %	- %	- %	- %	- %	- %
Wastewater	- %	- %	- %	- %	- %	- %	- %	- %	- %	- %



Eagle Lake, City of
Scenario 2 Eagle Lake DW&WW FY21 (50% SRF)
Fiscal Year: 2021
Adjustments & Graphs Pg 2
Water Revenue Requirements



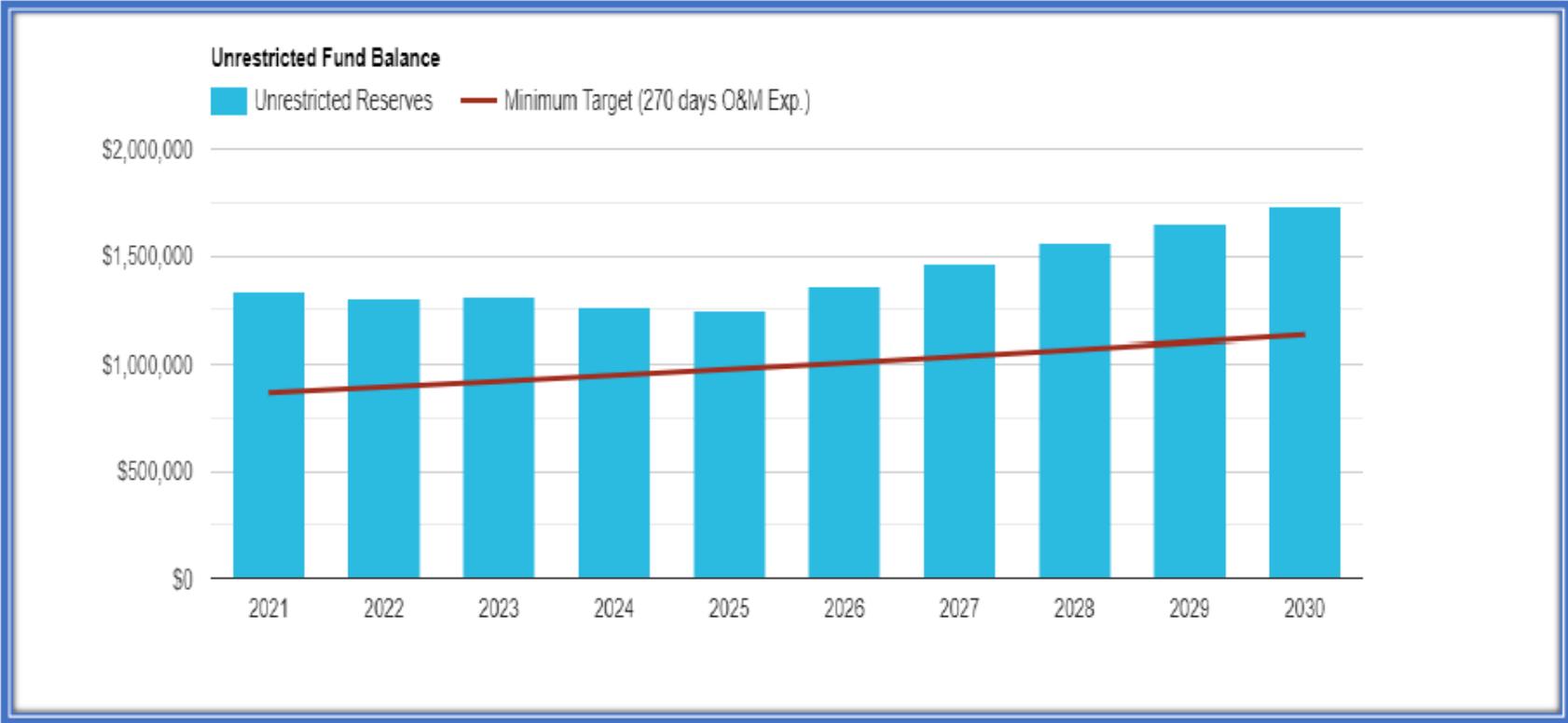
Eagle Lake, City of
 Scenario 2 Eagle Lake DW&WW FY21 (50% SRF)
 Fiscal Year: 2021
 Adjustments & Graphs Pg 3
 Wastewater Revenue Requirements



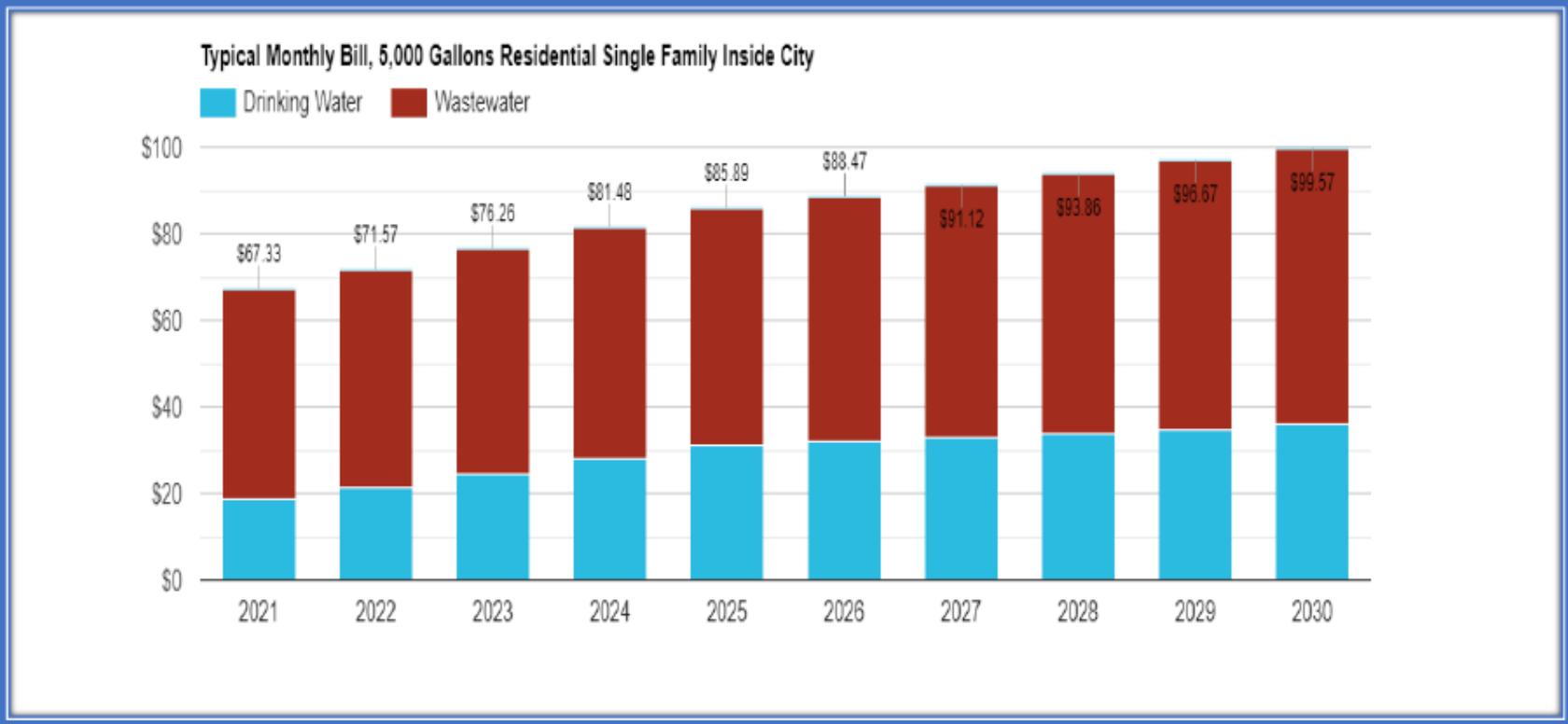
Eagle Lake, City of
Scenario 2 Eagle Lake DW&WW FY21 (50% SRF)
Fiscal Year: 2021
Adjustments & Graphs Pg 4
Debt Service Coverage



Eagle Lake, City of
Scenario 2 Eagle Lake DW&WW FY21 (50% SRF)
Fiscal Year: 2021
Adjustments & Graphs Pg 5
Unrestricted Fund Balance



Eagle Lake, City of
Scenario 2 Eagle Lake DW&WW FY21 (50% SRF)
Fiscal Year: 2021
Adjustments & Graphs Pg 6
Typical Monthly Bill, 5,000 Gallons Residential Single Family Inside City



FDEP Rule 62-552.700(7), F.A.C.**ASSET MANAGEMENT PLAN**

(7) Asset Management Plans. Loan recipients are encouraged to implement an asset management plan to promote long term sustainability of the system. To be accepted for the financing rate adjustment and to be eligible for reimbursement (*grants*), an asset management plan must be adopted by ordinance or resolution and written procedures must be in place to implement the plan and it shall be implemented timely. The plan must include each of the following:

- (a) Identification of all assets within the project sponsor's system;
- (b) An evaluation of the current age, condition, and anticipated useful life of each asset;
- (c) The current value of the assets;
- (d) The cost to operate and maintain all assets;
- (e) A capital improvement plan based on a survey of industry standards, life expectancy, life cycle analysis, and remaining useful life;
- (f) An analysis of funding needs;
- (g) An analysis of population growth and wastewater or stormwater flow projections, as applicable, for the sponsor's planning area, and a model, if applicable, for impact fees; commercial, industrial and residential rate structures; and industrial pretreatment fees and parameters;
- (h) The establishment of an adequate funding rate structure;
- (i) A threshold rate set to ensure the proper operation of the utility, if the sponsor transfers any of the utility proceeds to other funds, the rates must be set higher than the threshold rate to facilitate the transfer and proper operation of the utility; and,
- (j) A plan to preserve the assets; renewal, replacement, and repair of the assets as necessary, and a risk-benefit analysis to determine the optimum renewal or replacement time.

Failure to adopt and implement the above plan prior to the final disbursement of the Loan will reduce the principal forgiveness percentage to 0%.



Master Inventory

Well 2 panel	1900	5,000	20	Moderate	Poor	High Risk - Immediate Attention
Well 2 disconnect	1900	500	20	Moderate	Poor	High Risk - Immediate Attention
Well 1 disconnect switch	1900	500	20	Moderate	Poor	High Risk - Immediate Attention
Well 1 breaker panel	1900	500	20	Moderate	Poor	High Risk - Immediate Attention
Green Acres control panel	1900	10,000	20	Moderate	Poor	High Risk - Immediate Attention
Green Acres breaker panel	1900	500	20	Moderate	Poor	High Risk - Immediate Attention
Well 1 motor	1900	8,000	20	Major	Poor	High Risk - Immediate Attention
Green Acres SCBA	1900	3,000	20	Moderate	Poor	High Risk - Immediate Attention
Green Acres PPE	1900	300	20	Moderate	Poor	High Risk - Immediate Attention
Green Acres well 1 auxiliary drive	1900	5,000	20	Moderate	Poor	High Risk - Immediate Attention
Well 1 pump	1900	8,000	20	Major	Poor	High Risk - Immediate Attention
wHyd-16	1900	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-18	1975	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-39	1985	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-46	1985	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-47	1900	3,500	50	Moderate	Poor	High Risk - Immediate Attention



wHyd-65	1900	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-67	1900	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-74	1900	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-77	1900	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-79	1900	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-86	1900	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-88	1900	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-99	1988	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-104	1988	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-109	2003	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wHyd-130	1989	3,500	50	Moderate	Poor	High Risk - Immediate Attention
wwValvInFac-24	2013	1,200	25	Moderate	Poor	High Risk - Immediate Attention
wwValvInFac-26	1985	1,200	25	Moderate	Poor	High Risk - Immediate Attention
wwValvInFac-82	2020	1,200	25	Moderate	Poor	Low Risk – Routine Monitoring
S Terrace Dr End E	Unknown	1,200	25	Moderate	poor	High Risk - Immediate Attention
S Terrace & Second Dr	Unknown	1,200	25	Moderate	poor	High Risk - Immediate Attention
S Terrace Dr & Felton St W	Unknown	1,200	25	Moderate	poor	High Risk - Immediate Attention



S Shore Dr. & Lynn St	Unknown	1,200	25	Moderate	poor	High Risk - Immediate Attention
540 & Eagle Lake Rd	Unknown	1,600	25	Moderate	poor	High Risk - Immediate Attention
RaceTrac E	Unknown	1,200	25	Moderate	poor	High Risk - Immediate Attention
Cooley Rd & W Assembly St	Unknown	400	25	Moderate	poor	High Risk - Immediate Attention
N 3rd St & Gilbert St	Unknown	1,200	25	Moderate	Failed	High Risk - Immediate Attention
Gilbert St N of 4th A	Unknown	1,200	25	Moderate	poor	High Risk - Immediate Attention
Eagle Lake off 17 N Rear	Unknown	1,200	25	Moderate	poor	High Risk - Immediate Attention
Across from Living Waters Church	Unknown	1,200	25	Moderate	Failed	High Risk - Immediate Attention
E Eagle near N 10th	Unknown	2,000	25	Moderate	poor	High Risk - Immediate Attention
N 11th and Eagle	Unknown	800	25	Moderate	poor	High Risk - Immediate Attention
1245 E Eagle 01	Unknown	1,200	25	Moderate	poor	High Risk - Immediate Attention
Gerber Dairy and Thomas 02	Unknown	1,200	25	Moderate	poor	High Risk - Immediate Attention
405 Squires Grove	Unknown	1,600	25	Moderate	poor	High Risk - Immediate Attention
Squires Grove and Fall Glo west	Unknown	1,600	25	Moderate	poor	High Risk - Immediate Attention
Lift station 2 can/dry well	Unknown		50	Moderate	Good	High Risk - Immediate Attention
Lift station 5 dry well	Unknown		50	Moderate	Average	High Risk - Immediate Attention
Lift station 5 main disconnect	1900	500	20	Moderate	Poor	High Risk - Immediate Attention



Lift station 6 main disconnect	1900	500	20	Moderate	Poor	High Risk - Immediate Attention
Lift station 6 control panel	1900	3,000	20	Moderate	Poor	High Risk - Immediate Attention
Lift station 2 control panel	1900	5,000	20	Moderate	Unknown	Medium Risk - Increased Monitoring
Lift station 5 control panel	1900		20	Moderate	Unknown	Medium Risk - Increased Monitoring
Lift station 2 pump 1	1900	5,000	20	Moderate	Unknown	Medium Risk - Increased Monitoring
Lift station 2 pump 2	1900	5,000	20	Moderate	Unknown	Medium Risk - Increased Monitoring
Lift station 5 pump 1	1900	5,000	20	Moderate	Unknown	Medium Risk - Increased Monitoring
Lift station 5 pump 2	1900	5,000	20	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-02	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-11	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-20	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-23	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-24	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-25	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-26	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-34	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-45	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring



wwManH-46	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-47	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-48	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-49	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-50	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-51	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-52	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-53	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-54	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-55	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-56	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-57	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-58	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-59	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-68	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-69	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-70	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring



wwManH-71	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-72	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-77	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-78	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-79	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-80	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-81	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
wwManH-82	Unknown	3,500	50	Moderate	Unknown	Medium Risk - Increased Monitoring
WTP building	1900	11,250	50	Moderate	Average	Low Risk – Routine Monitoring
Well 2 building	1900	4,000	50	Moderate	Average	Low Risk – Routine Monitoring
Well 2 building	1900	9,000	50	Moderate	Average	Low Risk – Routine Monitoring
Green Acres building	1900	22,500	50	Moderate	Average	Low Risk – Routine Monitoring
Workshop	1900	150,000	50	Moderate	Average	Low Risk – Routine Monitoring
Storage	1900	75,000	50	Moderate	Average	Low Risk – Routine Monitoring
Green Acres well 2 air release	1900	500	20	Moderate	Average	Low Risk – Routine Monitoring
Genset	2006	40,000	20	Moderate	Good	Low Risk – Routine Monitoring
Transfer switch	2006	5,000	20	Moderate	Good	Low Risk – Routine Monitoring



Vacuum alarm system panel	1900	500	20	Moderate	Average	Low Risk – Routine Monitoring
Well control center	1900	10,000	20	Moderate	Average	Low Risk – Routine Monitoring
WTP breaker panel	1900	750	20	Moderate	Average	Low Risk – Routine Monitoring
Green Acres well 2 disconnect	1900	500	20	Moderate	Average	Low Risk – Routine Monitoring
Green Acres transformer	1900	500	20	Moderate	Average	Low Risk – Routine Monitoring
Green Acres battery charger	1900	200	20	Moderate	Average	Low Risk – Routine Monitoring
Green Acres surge protector	1900	1,000	20	Moderate	Average	Low Risk – Routine Monitoring
Portable generator	1900	700	20	Moderate	Average	Low Risk – Routine Monitoring
Portable generator	1900	700	20	Moderate	Average	Low Risk – Routine Monitoring
Portable generator	1900	1,200	20	Moderate	Average	Low Risk – Routine Monitoring
Portable generator	1900	3,500	20	Moderate	Average	Low Risk – Routine Monitoring
Portable generator	1900	3,500	20	Moderate	Average	Low Risk – Routine Monitoring
Portable generator	1900	1,100	20	Moderate	Average	Low Risk – Routine Monitoring
Portable generator	1900	1,100	20	Moderate	Average	Low Risk – Routine Monitoring
Green Acres Hydro Tank	1900	40,000	30	Major	Good	Low Risk – Routine Monitoring
Dual chlorine scales	1900	500	20	Moderate	Average	Low Risk – Routine Monitoring
RTU	1900	1,400	20	Moderate	Average	Low Risk – Routine Monitoring



Well 1 flow meter	1900	3,500	20	Moderate	Average	Low Risk – Routine Monitoring
Green Acres dual chlorine scales	1900	500	20	Moderate	Average	Low Risk – Routine Monitoring
Green Acres auto dialer	1900	500	20	Moderate	Average	Low Risk – Routine Monitoring
Green Acres chart recorder	1900	700	20	Moderate	Average	Low Risk – Routine Monitoring
Flow meter	1900	3,000	20	Moderate	Average	Low Risk – Routine Monitoring
Booster pump motor	1900	500	20	Moderate	Average	Low Risk – Routine Monitoring
HSP 1 motor	1900	4,000	20	Major	Average	Low Risk – Routine Monitoring
HSP 2 motor	1900	4,000	20	Major	Average	Low Risk – Routine Monitoring
Well 2 motor	1900	9,000	20	Major	Average	Low Risk – Routine Monitoring
Green Acres well 1 motor	1900	6,000	20	Major	Average	Low Risk – Routine Monitoring
Chlorine room exhaust fan	1900	500	20	Moderate	Average	Low Risk – Routine Monitoring
Chlorine alarm	1900	1,000	20	Moderate	Average	Low Risk – Routine Monitoring
Well 1 backflow assembly	1900	3,000	20	Moderate	Good	Low Risk – Routine Monitoring
Green Acres chlorine repair kit	1900	2,500	20	Moderate	Average	Low Risk – Routine Monitoring
Portable heater	1900	500	20	Moderate	Average	Low Risk – Routine Monitoring
Portable table saw	1900	500	20	Moderate	Average	Low Risk – Routine Monitoring
Ice machine	1900	5,000	20	Moderate	Average	Low Risk – Routine Monitoring



20 ton press	1900	600	20	Moderate	Average	Low Risk – Routine Monitoring
200 Amp charger	1900	300	20	Moderate	Average	Low Risk – Routine Monitoring
48" fan	1900	600	20	Moderate	Average	Low Risk – Routine Monitoring
Tool cabinet	1900	2,000	20	Moderate	Average	Low Risk – Routine Monitoring
Chop saw	1900	1,500	20	Moderate	Average	Low Risk – Routine Monitoring
Roto rooter machine	1900	3,000	20	Moderate	Average	Low Risk – Routine Monitoring
Chop saw	1900	1,500	20	Moderate	Average	Low Risk – Routine Monitoring
Portable pump	1900	2,000	20	Moderate	Average	Low Risk – Routine Monitoring
Zero turn mower	1900	7,500	20	Moderate	Average	Low Risk – Routine Monitoring
Zero turn mower	1900	7,500	20	Moderate	Average	Low Risk – Routine Monitoring
Zero turn mower	1900	7,500	20	Moderate	Average	Low Risk – Routine Monitoring
Backhoe	1900	100,000	20	Moderate	Good	Low Risk – Routine Monitoring
Bush hog	1900	5,000	20	Moderate	Good	Low Risk – Routine Monitoring
Tractor	1900	30,000	20	Moderate	Average	Low Risk – Routine Monitoring
Pressure washer	1900	500	20	Moderate	Average	Low Risk – Routine Monitoring
Lift	1900	15,000	20	Moderate	Average	Low Risk – Routine Monitoring
Portable pump	1900	15,000	20	Moderate	Good	Low Risk – Routine Monitoring



Trailer	1900	3,500	20	Moderate	Average	Low Risk – Routine Monitoring
Tiller	1900	3,500	20	Moderate	Average	Low Risk – Routine Monitoring
Hoist	1900	5,000	20	Moderate	Good	Low Risk – Routine Monitoring
Dump truck	1900	100,000	20	Moderate	Average	Low Risk – Routine Monitoring
Zero turn mower	1900	7,500	20	Moderate	Average	Low Risk – Routine Monitoring
Riding mower	1900	1,750	20	Moderate	Average	Low Risk – Routine Monitoring
Welder	1900	4,500	20	Moderate	Average	Low Risk – Routine Monitoring
Chlorine booster pump	1900	1,250	20	Moderate	Average	Low Risk – Routine Monitoring
HSP 1	1900	2,000	20	Major	Average	Low Risk – Routine Monitoring
HSP 2	1900	2,000	20	Major	Average	Low Risk – Routine Monitoring
Well 2 pump	1900	8,000	20	Major	Average	Low Risk – Routine Monitoring
Green Acres well 2 pump	1900	10,000	20	Major	Average	Low Risk – Routine Monitoring
Green Acres well 1 pump	1900	8,000	20	Major	Average	Low Risk – Routine Monitoring
Green Acres chlorine booster pump 1	1900	1,200	20	Moderate	Average	Low Risk – Routine Monitoring
Green Acres chlorine booster pump 2	1900	1,200	20	Moderate	Average	Low Risk – Routine Monitoring
WTP Fence	1900	8,000	20	Moderate	Average	Low Risk – Routine Monitoring
Green Acres WTP fence	1900	5,000	20	Moderate	Average	Low Risk – Routine Monitoring



Elevated Storage Tank	1975	500,000	30	Major	Average	Low Risk – Routine Monitoring
Ground Storage Tank	1975	500,000	30	Major	Average	Low Risk – Routine Monitoring
Green Acres propane tank	1984	3,000	30	Major	Average	Low Risk – Routine Monitoring
Chlorinator 1	1900	1,500	25	Moderate	Average	Low Risk – Routine Monitoring
Chlorinator 2	1900	1,500	25	Moderate	Average	Low Risk – Routine Monitoring
Green Acres chlorinator 1	1900	1,500	25	Moderate	Average	Low Risk – Routine Monitoring
Green Acres chlorinator 2	1900	1,500	25	Moderate	Average	Low Risk – Routine Monitoring
Green Acres chlorine room exhaust fan	1900	500	25	Moderate	Average	Low Risk – Routine Monitoring
Green Acres compressor	1900	500	25	Moderate	Average	Low Risk – Routine Monitoring
Portable compressor	1900	500	25	Moderate	Average	Low Risk – Routine Monitoring
Compressor	1900	3,000	25	Moderate	Good	Low Risk – Routine Monitoring
Compressor	1900	500	25	Moderate	Average	Low Risk – Routine Monitoring
Compressor	1900	2,500	25	Moderate	Average	Low Risk – Routine Monitoring
Well 1	1924	40,000	50	Major	Average	Low Risk – Routine Monitoring
Well 2	1965	48,000	50	Major	Average	Low Risk – Routine Monitoring
Green Acres Well 3	2014	32,000	50	Moderate	Good	Low Risk – Routine Monitoring
Green Acres Well 2	1985	40,000	50	Moderate	Average	Low Risk – Routine Monitoring



Hsp valve 1	1900	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
HSP valve 2	1900	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
HSP valve 3	1900	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Well 2 check valve	1900	1,600	25	Moderate	Good	Low Risk – Routine Monitoring
Well 2 discharge valve	1900	1,600	25	Moderate	Good	Low Risk – Routine Monitoring
Well 1 check valve	1900	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Well 1 discharge valve	1900	1,200	25	Moderate	Good	Low Risk – Routine Monitoring
Green Acres well 2 check valve	1900	800	25	Moderate	Good	Low Risk – Routine Monitoring
Green Acres hydro tank valve 1	1900	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Green Acres hydro tank valve 2	1900	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Green Acres hydro tank drain valve	1900	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wHyd-1	1978	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-2	1978	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-3	1991	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-4	2021	3,500	50	Moderate	Excellent	Low Risk – Routine Monitoring
wHyd-5	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-6	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring



wHyd-7	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-8	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-9	1959	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-10	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-11	1973	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-12	1989	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-13	1900	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-14	1900	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-15	1989	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-17	2021	3,500	50	Moderate	Excellent	Low Risk – Routine Monitoring
wHyd-19	2021	3,500	50	Moderate	Excellent	Low Risk – Routine Monitoring
wHyd-20	1975	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-21	1975	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-22	2006	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-23	2005	3,500	50	Moderate	Good	Low Risk – Routine Monitoring
wHyd-24	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-25	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring



wHyd-26	2006	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-27	2006	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-28	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-29	2013	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-30	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-31	2013	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-32	2014	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-33	1987	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-34	1900	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-35	1900	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-36	2013	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-37	1987	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-38	1987	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-40	1985	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-41	1900	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-42	1900	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-43	1900	3,500	50	Moderate	Average	Low Risk – Routine Monitoring



wHyd-44	1900	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-45	1900	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-48	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-49	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-50	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-51	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-52	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-53	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-54	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-55	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-56	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-57	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-58	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-59	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-60	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-61	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-62	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring



wHyd-63	1900	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-64	1900	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-66	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-68	1965	3,500	50	Major	Good	Low Risk – Routine Monitoring
wHyd-69	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-70	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-71	1964	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-72	2008	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-73	1978	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-75	1900	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-76	1973	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-78	1976	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-81	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-82	2000	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-83	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-84	1973	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-85	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring



wHyd-87	1979	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-89	2020	3,500	50	Moderate	Excellent	Low Risk – Routine Monitoring
wHyd-90	1978	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-91	2020	3,500	50	Moderate	Excellent	Low Risk – Routine Monitoring
wHyd-92	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-93	1972	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-94	1972	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-95	2020	3,500	50	Moderate	Excellent	Low Risk – Routine Monitoring
wHyd-96	1988	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-97	1988	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-98	1988	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-100	1988	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-101	1988	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-102	1988	3,500	50	Moderate	Good	Low Risk – Routine Monitoring
wHyd-103	2001	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-105	2003	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-106	2003	3,500	50	Moderate	Average	Low Risk – Routine Monitoring



wHyd-107	2003	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-108	2003	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-110	2003	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-111	2003	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-112	1992	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-113	1999	3,500	50	Major	Average	Low Risk – Routine Monitoring
wHyd-114	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-115	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-116	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-117	2000	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-118	2011	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-119	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-120	1989	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-121	1989	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-122	1989	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-123	1989	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-124	1989	3,500	50	Moderate	Average	Low Risk – Routine Monitoring



wHyd-125	1989	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-126	2000	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-127	1989	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-128	1978	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-129	1989	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-131	1989	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-132	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-133	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-134	2005	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-135	2020	3,500	50	Moderate	Excellent	Low Risk – Routine Monitoring
wHyd-136	2020	3,500	50	Moderate	Excellent	Low Risk – Routine Monitoring
wHyd-137	2007	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-138	1999	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-139	2000	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-140	1965	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-141	2000	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wHyd-142	2000	3,500	50	Moderate	Average	Low Risk – Routine Monitoring



wHyd-143	1999	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-01	1978	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-02	1978	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-03	1991	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-04	2021	1,200	25	Moderate	Excellent	Low Risk – Routine Monitoring
wwValvInFac-05	1965	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-06	1965	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-07	1965	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-08	1965	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-09	1989	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-10	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-11	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-12	1989	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-13	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-14	2021	1,200	25	Moderate	Excellent	Low Risk – Routine Monitoring
wwValvInFac-15	2021	1,200	25	Moderate	Excellent	Low Risk – Routine Monitoring
wwValvInFac-16	2006	1,200	25	Moderate	Average	Low Risk – Routine Monitoring



wwValvInFac-17	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-18	2006	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-19	2006	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-20	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-21	2013	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-22	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-23	2013	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-25	1987	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-27	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-28	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-29	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-30	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-31	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-32	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-33	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-34	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-35	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring



wwValvInFac-36	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-37	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-38	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-39	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-40	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-41	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-42	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-44	1965	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-46	1965	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-47	2000	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-48	1965	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-50	2020	1,200	25	Moderate	Excellent	Low Risk – Routine Monitoring
wwValvInFac-51	1978	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-52	2020	1,200	25	Moderate	Excellent	Low Risk – Routine Monitoring
wwValvInFac-53	1972	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-54	2020	1,200	25	Moderate	Excellent	Low Risk – Routine Monitoring
wwValvInFac-55	1988	1,200	25	Moderate	Average	Low Risk – Routine Monitoring



wwValvInFac-56	1988	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-57	2003	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-58	2003	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-59	2003	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-60	2003	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-61	2003	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-62	2003	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-63	1999	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-64	2000	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-65	2011	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-66	1965	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-67	1989	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-68	1989	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-69	1989	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-70	1989	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-71	1989	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-72	2000	1,200	25	Moderate	Average	Low Risk – Routine Monitoring



wwValvInFac-73	1989	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-74	1978	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-75	1989	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-76	1989	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-77	1989	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-78	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-79	2005	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-80	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-81	2020	1,200	25	Moderate	Excellent	Low Risk – Routine Monitoring
wwValvInFac-83	1999	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-84	1965	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-85	2000	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
wwValvInFac-86	2000	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
W. Marshall & S 3rd St.	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
W Crystal Beach Rd. @ S Tangerine Ct.	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
W Crystal Beach Rd. @ S Tangerine 2	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
W Crystal Beach Rd & S Avocado Ct.	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring



W Brookins Ave & S 3rd St.	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
W McLeod Ave & S 3rd St	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
W McLeod Ave A	Unknown	400	25	Moderate	Average	Low Risk – Routine Monitoring
W McLeod Ave B	Unknown	400	25	Moderate	Average	Low Risk – Routine Monitoring
W McLeod Ave C	Unknown	1,900	25	Moderate	Average	Low Risk – Routine Monitoring
Lake Ave & S 3rd St	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Lake Ave A	Unknown	400	25	Moderate	Average	Low Risk – Routine Monitoring
Lake Ave & S 2nd St	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
S 2nd St @ Well 2	Unknown	2,000	25	Moderate	Average	Low Risk – Routine Monitoring
S 2nd St across from shop	Unknown	2,000	25	Moderate	Average	Low Risk – Routine Monitoring
S Bingham St @ 3rd Ct	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
S Bingham near S Shore Dr.	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
S Bingham St & S Shore Dr	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
3rd Ct End	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
S Bingham St & Felton St	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
East of 2nd Dr	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Second Dr. SE	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring



Second Dr S	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Second Dr SW	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
S Terrace Dr W of Second Dr.	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
S Terrace Dr End W	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
S Terrace Dr & Felton St E	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
W Central Ave mid	Unknown	400	25	Moderate	Average	Low Risk – Routine Monitoring
N 3rd St & W Eagle Ave	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
S 4th St & W Eagle Ave	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
N 2nd St & W Eagle Ave	Unknown	1,200	25	Moderate	Excellent	Low Risk – Routine Monitoring
W Eagle Ave Mid A	Unknown	400	25	Moderate	Excellent	Low Risk – Routine Monitoring
W Eagle Ave mid B	Unknown	400	25	Moderate	Average	Low Risk – Routine Monitoring
N 1st St & W Eagle Ave	Unknown	1,200	25	Moderate	Excellent	Low Risk – Routine Monitoring
N Eagle Dr & Gilbert St	Unknown	1,200	25	Moderate	Excellent	Low Risk – Routine Monitoring
N Eagle Dr & Gilbert St E	Unknown	400	25	Moderate	Excellent	Low Risk – Routine Monitoring
N Eagle Dr & Gilbert St W	Unknown	400	25	Moderate	Excellent	Low Risk – Routine Monitoring
Old 9 Foot Rd & W Assembly St S	Unknown	2,000	25	Moderate	Excellent	Low Risk – Routine Monitoring
Old 9 Foot Rd & W Assembly St N	Unknown	800	25	Moderate	Excellent	Low Risk – Routine Monitoring



Old 9 Foot Rd N A	Unknown	2,000	25	Moderate	Excellent	Low Risk – Routine Monitoring
Old 9 Foot Rd N B	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
540 Near Old 9 Foot Rd	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
540 W of Cooley Rd B	Unknown	1,600	25	Moderate	Excellent	Low Risk – Routine Monitoring
540 W of Cooley Rd A	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
540 & Cooley Rd A	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
540 & Cooley Rd B	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
540 Near Tracks	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
540 & 17	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
RaceTrac W	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Cooley Rd N of W Assembly	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Cooley Rd S of L/S	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Gilbert St N of 4th B	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
W. Eagle Ave. & N. 1st St.	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
534 Old 9 Foot Rd.	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
N. 3rd St. & W. Willow Ave.	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Across from from Badcock 1	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring



Across from Badcock 2	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Cameron and Shaw	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Cameron and Gilbert south	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Cameron and Gilbert north	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Eagle Pines entrance	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
1842 Eagle Pines Circle	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
1770 Eagle Lake Circle	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
1722 Eagle Lake Circle	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Clover Ridge Court entrance	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Thunder Road	Unknown	2,000	25	Moderate	Average	Low Risk – Routine Monitoring
Gilbert and 17 north	Unknown	2,000	25	Moderate	Average	Low Risk – Routine Monitoring
N 10th and Old Gilbert 1	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
N 10th and Old Gilbert 2	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
N 10th near hydrant	Unknown	1,200	25	Moderate	Excellent	Low Risk – Routine Monitoring
N 10th at E Bay	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
N 10th and E Eagle	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
N 9th and E Pearce	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring



17 and n 9th Street	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
N 8th and E Eagle 2" 01	Unknown	400	25	Moderate	Average	Low Risk – Routine Monitoring
N 8th and E Eagle 2" 02	Unknown	400	25	Moderate	Excellent	Low Risk – Routine Monitoring
S 8th and E Eagle	Unknown	2,000	25	Moderate	Average	Low Risk – Routine Monitoring
N 7th St and N 8th	Unknown	400	25	Moderate	Average	Low Risk – Routine Monitoring
N 6th and Eagle	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
N 6th and Eagle 2	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
N 6th and Eagle 3	Unknown	800	25	Moderate	Average	Low Risk – Routine Monitoring
E Laurel and S 7th	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
S 7th and E Lake	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
S 7th and E Central	Unknown	800	25	Moderate	Average	Low Risk – Routine Monitoring
S 7th and E Central east	Unknown	800	25	Moderate	Average	Low Risk – Routine Monitoring
S 7th and E Central east 2	Unknown	800	25	Moderate	Average	Low Risk – Routine Monitoring
S 7th and Eagle 01	Unknown	400	25	Moderate	Average	Low Risk – Routine Monitoring
S 7th and Eagle 02	Unknown	400	25	Moderate	Average	Low Risk – Routine Monitoring
S 7th and Eagle 03	Unknown	2,000	25	Moderate	Average	Low Risk – Routine Monitoring
S 7th and Eagle north 01	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring



N 7th and Eagle Lake 02	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
N 7th and Eagle 03	Unknown	400	25	Moderate	Average	Low Risk – Routine Monitoring
840 Eagle Ave	Unknown	2,000	25	Moderate	Average	Low Risk – Routine Monitoring
N 12th and E Eagle	Unknown	800	25	Moderate	Average	Low Risk – Routine Monitoring
1245 E Eagle 02	Unknown	400	25	Moderate	Average	Low Risk – Routine Monitoring
1245 E Eagle south	Unknown	2,000	25	Moderate	Average	Low Risk – Routine Monitoring
Lake McLeod and Eagle Lake Loop	Unknown	2,000	25	Moderate	Average	Low Risk – Routine Monitoring
Lake McLeod and Thomas	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Gerber Dairy and Thomas 01	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Gerber Dairy and Thomas 03	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Across from 405 Squires Grove	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Squires Grove and Honey Bell	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Eagle Lake Loop and Honey Bell	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Grove Branch and Honey Bell	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Grove Branch and Honey Bell	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Grove Branch and Honey Bell east	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Grove Branch and Honey Bell west	Unknown	1,600	25	Moderate	Excellent	Low Risk – Routine Monitoring



Squires Grove and Honey Bell	Unknown	1,600	25	Moderate	Excellent	Low Risk – Routine Monitoring
Squires Grove and Honey Bell east	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
633 Squires Grove	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Grove Branch and Fall Glo	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Fall Glo and Honey Bell 01	Unknown	1,600	25	Moderate	Excellent	Low Risk – Routine Monitoring
Honey Bell and Fall Glo	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Honey Bell and Fall Glo 02	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Gerber Dairy at Galloway	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Green Acres bypass middle	Unknown	1,600	25	Moderate	Average	Low Risk – Routine Monitoring
Green Acres Bypass inlet	Unknown	2,000	25	Moderate	Average	Low Risk – Routine Monitoring
Green Acres Bypass outlet	Unknown	2,000	25	Moderate	Good	Low Risk – Routine Monitoring
Cuthone near Gerber Dairy	Unknown	1,200	25	Moderate	Good	Low Risk – Routine Monitoring
Vista Way and Lake Hills Lane	Unknown	1,200	25	Moderate	Good	Low Risk – Routine Monitoring
Vista Way and Lake Hills Lane north	Unknown	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Lake Hills Lane at Vista View	Unknown	1,200	25	Moderate	Good	Low Risk – Routine Monitoring
Vista View at Lake Hills east	Unknown	1,200	25	Moderate	Good	Low Risk – Routine Monitoring
Vista View at Lake Hills west	Unknown	1,200	25	Moderate	Good	Low Risk – Routine Monitoring



Lift station 10 backflow	2006	300	25	Moderate	Average	Low Risk – Routine Monitoring
Lift station 1 d air release	2015	1,200	25	Moderate	Average	Low Risk – Routine Monitoring
Lift station 3 air release	2015	1,200	25	Moderate	Good	Low Risk – Routine Monitoring
Lift station 11 backflow	2005	300	25	Moderate	Average	Low Risk – Routine Monitoring
Lift station 10 valve pit	2006	7,500	50	Moderate	Good	Low Risk – Routine Monitoring
Lift station 7 flow meter pit	Unknown	3,000	50	Moderate	Good	Low Risk – Routine Monitoring
Lift station 7 valve pit	2004	5,000	50	Moderate	Good	Low Risk – Routine Monitoring
Lift station 8 valve pit	2005	5,000	50	Moderate	Good	Low Risk – Routine Monitoring
Lift station 8 flow meter pit	2005	3,000	50	Moderate	Average	Low Risk – Routine Monitoring
Lift station 11 valve pit	2005	5,000	50	Moderate	Average	Low Risk – Routine Monitoring
Lift station 11 meter pit	2005	10,000	50	Moderate	Average	Low Risk – Routine Monitoring
Lift station 6 valve pit	Unknown	3,000	50	Moderate	Average	Low Risk – Routine Monitoring
Lift station 9 valve pit	2006	5,000	50	Moderate	Average	Low Risk – Routine Monitoring
Lift station 10 main disconnect	2006	1,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 10 control panel	2006	7,500	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 7 flow meter control panel	1900	3,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 7 main disconnect	1900	1,000	20	Moderate	Average	Low Risk – Routine Monitoring



Lift station 7 control panel	2004	7,500	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 1 main disconnect	2015	1,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 1 surge protector 1	2015	5,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 1 surge protector 2	2015	5,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 1 transfer switch	2015	5,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 1 genset	2015	40,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 1 transformer	2015	3,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 1 control panel	2015	10,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 2 disconnect panel	1900	1,500	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 8 main disconnect	2005	1,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 8 control panel	2005	5,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 8 flow meter panel	2005	2,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 3 genset	2015	30,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 3 main disconnect	2015	500	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 3 transfer switch	2015	5,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 3 surge protector	2015	5,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 3 control panel	2015	7,500	20	Moderate	Good	Low Risk – Routine Monitoring



Lift station 11 main disconnect	2005	500	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 11 flow meter control	2005	4,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 11 control panel	2005	7,500	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 4 genset	2015	30,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 4 main disconnect	2015	1,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 4 transfer switch	2015	5,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 4 surge protector	2015	4,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 4 control panel	2015	7,500	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 9 main disconnect	2006	500	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 9 control panel	2006	7,500	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 7 flow meter	1900	4,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 1 flow meter	2015	7,500	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 8 flow meter	2005	3,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 10 pump 1	2006	5,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 10 pump 2	2006	5,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 7 pump 1	2004	10,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 7 pump 2	2004	10,000	20	Moderate	Average	Low Risk – Routine Monitoring



Lift station 1 pump 1	2015	20,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 1 pump 2	2015	20,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 1 pump 3	2015	20,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 8 pump 1	2005	12,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 8 pump 2	2005	12,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 3 pump 1	2015	10,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 3 pump 2	2015	10,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 11 pump 1	2005	25,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 11 pump 2	2005	25,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 4 pump 1	2015	10,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 4 pump 2	2015	10,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 6 pump 1	1900	5,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 6 pump 2	1900	5,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 9 pump 1	2006	10,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 9 pump 2	2006	10,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 10 fence	2006	2,400	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 7 fence	1900	2,400	20	Moderate	Average	Low Risk – Routine Monitoring



Lift station 1 fence	1900	4,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 6 fence	1900	2,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 4 fence	2015	2,000	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 8 fence	2005	3,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 9 fence	2006	3,500	20	Moderate	Average	Low Risk – Routine Monitoring
Lift station 11 fence	1900	2,500	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 3 fence	2015	2,000	20	Moderate	Good	Low Risk – Routine Monitoring
Lift station 10 wetwell	Unknown	30,000	50	Moderate	Average	Low Risk – Routine Monitoring
Lift station 7 wetwell	Unknown	20,000	50	Moderate	Average	Low Risk – Routine Monitoring
Lift station 1 wetwell	Unknown	50,000	50	Moderate	Good	Low Risk – Routine Monitoring
Lift station 2 wetwell	Unknown	20,000	50	Moderate	Average	Low Risk – Routine Monitoring
Lift station 8 wetwell	Unknown	30,000	50	Moderate	Good	Low Risk – Routine Monitoring
Lift station 3 wetwell	Unknown	30,000	50	Moderate	Good	Low Risk – Routine Monitoring
Lift station 11 wetwell	2005	50,000	50	Moderate	Average	Low Risk – Routine Monitoring
Lift station 5 wetwell	Unknown	40,000	50	Moderate	Average	Low Risk – Routine Monitoring
Lift station 4 wetwell	2015	40,000	50	Moderate	Good	Low Risk – Routine Monitoring
Lift station 6 wetwell	Unknown	30,000	50	Moderate	Good	Low Risk – Routine Monitoring



Lift station 9 wetwell	Unknown	30,000	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-01	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-03	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-04	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-05	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-06	Average	3,900	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-07	Average	7,400	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-08	Average	8,150	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-09	Average	8,700	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-10	Average	7,300	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-12	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-13	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-14	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-15	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-16	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-17	Average	4,650	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-18	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring



wwManH-19	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-21	Average	7,300	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-22	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-27	Average	6,600	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-28	Average	5,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-29	Average	4,200	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-30	Average	4,200	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-31	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-32	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-33	Average	5,800	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-35	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-36	Average	7,100	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-37	Average	6,900	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-38	Average	5,600	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-39	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-40	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-41	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring



wwManH-42	Average	4,000	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-43	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-44	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-60	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-61	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-62	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-63	Average	7,100	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-64	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-65	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-66	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-67	Average	3,500	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-73	Average	4,200	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-74	Average	6,900	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-75	Average	5,700	50	Moderate	Average	Low Risk – Routine Monitoring
wwManH-76	Average	7,400	50	Moderate	Average	Low Risk – Routine Monitoring



RESOLUTION NO.: R-22-02

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EAGLE LAKE, FLORIDA, APPROVING EASEMENT AGREEMENT WITH TECO; AUTHORIZING CITY MAYOR TO SIGN SAID AGREEMENTS AND ALL DOCUMENTS RELATED THERETO; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Eagle Lake is authorized to enter into easement agreements with public utility providers for the benefit of its residents and surrounding non-residents;

WHEREAS, the City of Eagle Lake believes it prudent and financially beneficial to the City of Eagle Lake to grant the attached easements to TECO;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF EAGLE LAKE, FLORIDA:

1. The City Commission hereby approves Easement Agreement # 1,
2. The City Commission hereby authorizes and directs the City Mayor to execute the Easements, and all other necessary documents, on behalf of the City of Eagle Lake.

This Resolution shall take effect immediately upon its passage.

INTRODUCED AND PASSED by the City Council of the City of Eagle Lake, Florida, in regular session this 4th day of October, 2021.

ATTEST:

CITY OF EAGLE LAKE, FLORIDA

DAWN WRIGHT, CITY CLERK

CORY COLER MAYOR/COMMISSIONER

By: _____
HEATHER R. MAXWELL, CITY ATTORNEY

SEC. 06 TWP. 29 S. RGE. 26 E.
PARCEL ID NO. 26-29-06-672000-000050
W.O. NO. 2310751

PREPARED BY
AND RETURN TO:

Ron Alcide
Team Fishel
3804 Coconut Palm Drive
Suite 150
Tampa, FL 33619

EASEMENT

KNOW ALL MEN BY THESE PRESENTS, that **CITY OF EAGLE LAKE f/k/a THE TOWN OF EAGLE LAKE**, a municipal corporation, whose address is Eagle Lake, Polk County, Florida (“Grantor”), in consideration of One Dollar and other valuable considerations paid to Grantor by **TAMPA ELECTRIC COMPANY**, a Florida corporation, P.O. Box 111, Tampa, Florida 33601 (“Company”), receipt whereof is hereby acknowledged, has given and granted unto the Company, its successors and assigns, a perpetual easement over and the right to enter upon the land in Polk County, Florida, described as follows:

See Exhibit “A” attached hereto and by reference made a part hereof (“Easement parcel”)

together with the right of ingress and egress to and from the same, and all rights therein and all privileges thereon which are or may be necessary or convenient for the full use and enjoyment of such easement, which is for the purposes of placing, constructing, operating, maintaining, repairing, replacing on and removing from said land, installations described as follows:

Aboveground and underground lines of wires, cables, data transmission and communication facilities, supporting structures, and necessary appurtenances (“Facilities”).

The aforesaid rights and privileges granted shall include the right and privilege to trim or remove any and all trees or shrubs upon said land, and the Company shall also have the right and privilege to trim or remove any and all trees or shrubs upon the Grantor’s lands adjacent to said land, wherever the Company may deem it necessary or desirable to do so for the protection of said installations.

The Grantor may use said land for any purpose which will not interfere or conflict in any manner with the use of the same by the Company for the purposes enumerated above and which will not endanger any person or property, except that in no event shall any improvement or structure be installed or constructed thereon, grade changed, or water impounded thereon.

With respect to underground Facilities, Grantor acknowledges that under the “Underground Facility Damage Prevention and Safety Act” (ch. 556 Fla. Stat.), that Grantor is obligated to notify “Sunshine State One-Call of Florida, Inc.” of its intent to engage in excavation or demolition prior to commencing any work, and Grantor may be held responsible for costs and expenses incurred due to damage of Company’s Facilities in the event Grantor fails to so notify.

The Company agrees, at the sole expense of Grantor, to relocate its Facilities, over, under and upon subject parcel upon the request of Grantor, and the vacated portion of this easement being released and conveyed back to Grantor and the

site of the relocated Facilities being conveyed and included in this easement grant as though it had been included ab initio.

The terms "Grantor" and "Company" herein employed shall be construed to include the words "heirs, executors, administrators and assigns" and "successors and assigns" of the respective parties hereto, wherever the context so admits or requires. This Grant of Easement constitutes the entire agreement and understanding between the parties with respect to the subject matter hereof. This Grant of Easement may not be changed, altered or modified except by an instrument in writing signed by the party against whom enforcement of such change would be sought. This Grant of Easement shall be binding upon the parties hereto and their respective successors and assigns.

Grantor warrants to Company that it is duly formed, validly existing and in good standing under the laws of its state of formation, and Grantor has all requisite right, power, and authority to enter into this Easement, Grantor owns the Easement Parcel, and no consent of any other person is required to render this Easement a valid and binding instrument.

IN WITNESS WHEREOF, the Grantor has executed this Grant of Easement this __ day of _____, 20__.

SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF WITNESSES TO EXECUTION BY GRANTOR:

**GRANTOR:
CITY OF EAGLE LAKE f/k/a THE TOWN OF EAGLE LAKE,
a municipal corporation,**

Signature

Print or Type Name

Signature

Print or Type Name

By: _____

Its: _____

Print name

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20__ by _____ as _____ of CITY OF EAGLE LAKE f/k/a THE TOWN OF EAGLE LAKE, a municipal corporation, on behalf of said corporation by means of physical presence or online notarization who is personally known to me or has produced _____ as identification.

Witness my hand and official seal the date aforesaid.

Notary Public, State of _____ at Large

Notary: Print or Type Name

My Commission Expires:

EXHIBIT "A"

Strips of land 15 feet wide lying 7.50 feet on each side of the centerline of power lines as constructed or to be constructed on the following described parcel of land that is not improved with any buildings.

Lots 5 and 6 of W.M. HAMPTON'S SUBDIVISION being a part of the NE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 6, Township 29 South, Range 26 East, as shown by plat recorded in Polk County, Florida, Plat Book 2, page 36.

CITY OF EAGLE LAKE
REGULAR CITY COMMISSION MEETING
TUESDAY, SEPTEMBER 21, 2021
7:00 P.M.
COMMISSION CHAMBERS
675 E EAGLE AVE
EAGLE LAKE, FLORIDA 33839

I. CALL TO ORDER

Mayor Coler called the meeting to order at 7:00 p.m.

II. INVOCATION

Commissioner Metosh gave the invocation.

Mayor Coler, Commission, staff and audience observed a Moment of Silence to honor City Attorney Jeffrey S. Dawson.

III. PLEDGE OF ALLEGIANCE TO THE FLAG

The Commission and audience said the Pledge of Allegiance to the Flag.

IV. ROLL CALL

PRESENT: Billings, Wilson, Metosh, Clark, Coler

ABSENT: None

V. AUDIENCE

There were no comments from the audience.

VI. SPECIAL PRESENTATIONS/RECOGNITIONS/PROCLAMATIONS, REQUESTS

A. Staff Reports

There were no staff reports.

Commissioner Wilson asked Deputy Teal to have night shift document pole numbers of street lights that are out and get list to City Manager.

B. City Manager Report

Mr. Ernharth stated Mr. Blackburn has asked the City to close the alley behind his restaurant; Mr. Ernharth stated we have allowed this in the past with the understanding that the City would not be responsible for the replacement costs of beautification done to the property if the City has to do infrastructure repairs.

MOTION was made by Mayor Coler and seconded by Commissioner Billings to approve the alley closure behind his restaurant with the understanding the city would have access to the property to perform infrastructure work as needed and the city would not be responsible for replacement cost of beautification done to the property by Mr. Blackburn.

Mayor Coler asked for discussion from audience and Commission; there was none.

The vote was as follows:

AYES: 5

NAYS: 0

City Manager Ernharth advised Lake Region will be having their Homecoming Parade on October 21, 2021 at 4 pm; the parade will begin at the Eagle Lake Ballfield and continue on 3rd Street and end at the Elementary Bus Loop

MOTION was made by Commissioner Billings and seconded by Commissioner Metosh to approve the Lake Region Homecoming Parade on October 21, 2021 at 4:00 p.m.

Mayor Coler asked for audience and Commission discussion; there was none.

The vote was as follows:

AYES: 5

NAYS: 0

City Manager Ernharth stated Attorney Heather Maxwell (Christman) has agreed to serve as our Interim City Attorney; she advised she will honor the term of Attorney Dawson's contract and her previous contract that she had with the City.

MOTION was made by Commissioner Wilson and seconded by Commissioner Billings to appoint Attorney Heather Maxwell (Christman) as Interim City Attorney.

Mayor Coler asked for audience and Commission discussion; there was none.

The vote was as follows:

AYES: 5

NAYS: 0

VII. PUBLIC HEARINGS

- A. Consideration of the second reading of Resolution No.: R-21-06, A Resolution of the City of Eagle Lake, Florida Adopting the Millage Rate for the City of Eagle Lake, Florida for Fiscal Year 2021-2022; Providing for Conflicts, Severability and Effective Date. effective upon second reading

Mayor Coler read Resolution No.: R-21-06 by title only.

City Manager Ernharth stated the name of the taxing authority is the City of Eagle Lake. The rolled-back rate is 7.2072; the percentage of increase over the rolled-back rate is 6.17%. The Millage rate to be levied is 7.6516.

The reason for the millage being higher than the rolled-back rate is to provide for the additional revenues for cash balances.

MOTION was made by Commissioner Wilson and seconded by Commissioner Metosh to approve Resolution No.: R-21-06.

Mayor Coler asked for audience and Commission discussion; there was none.

The vote was as follows:

AYES: Billings, Wilson, Metosh, Clark, Coler

NAYS: None

- B.** Consideration of the second reading of Resolution No.: R-21-07, A Resolution of the City of Eagle Lake, Florida Adopting a Budget for the City of Eagle Lake for Fiscal Year 2021-2022 Reflecting the Revenue Generated Together with the Sources of the Revenue; Delineating the Expenditures by Department of Activity; Approving a Personnel Budget; Providing for Conflicts, Severability and Effective Date. effective upon second reading

Mayor Coler read Resolution No.: R-21-07 by title only.

City Manager Ernharth stated the total revenues are \$4,333,597 and total expenditures are \$4,333,597.

MOTION was made by Commissioner Wilson and seconded by Commissioner Metosh to approve Resolution No.: R-21-07.

Mayor Coler asked for audience and Commission discussion; there was none.

The vote was as follows:

AYES: Billings, Wilson, Metosh, Clark, Coler

NAYS: None

- C.** Consideration of the second reading of Ordinance No.: O-21-05, An Ordinance amending the City of Eagle Lake 2030 Comprehensive Plan by revising the future Land Use Map Series to assign Low-Density Residential Future Land Use to Five (5) annexed parcels; amending the City of Eagle Lake, Florida Zoning Map to apply Planned Development – Housing (PD-H) Zoning to the same certain parcels; Repealing all Ordinances in Conflict Herewith; and, Providing an Effective Date. (General Location: A parcel of land, approximately 109.6 acres in size, lying north of Eagle Lake Loop Road, with a street address of 1065 Eagle Lake Loop Road, Eagle Lake, Florida 33839 and referenced as the “Thousand Oaks Development”) effective upon second reading

Mayor Coler read Ordinance No.: O-21-05 by title only.

MOTION was made by Commissioner Wilson and seconded by Commissioner Metosh to approve Ordinance No.: O-21-05.

Mayor Coler asked for audience and Commission discussion, there was none.

The roll call vote was as follows:

AYES: Billings, Wilson, Metosh, Clark, Coler

NAYS: None

- D.** Consideration of the second reading of Ordinance No.: O-21-11, An Ordinance of the City of Eagle Lake, Florida Extending the Corporate Limits of the City of Eagle Lake, to Include Therein Additional Territory Lying Contiguous and Adjacent to the Present Boundaries of the City of Eagle Lake; Describing said Additional Territory; Repealing all Ordinances

Conflicting Herewith and Providing an Effective Date. (General Location: A parcel of land, approximately 0.99 acres in size, lying north of Eagle Lake Loop Road, with a street address of 1057 Eagle Lake Loop Road, Eagle Lake, Florida 33839 and referenced as the “Thousand Oaks Development”) effective upon second reading

Mayor Coler read Ordinance No.: O-21-11 by title only.

MOTION was made by Commissioner Wilson and seconded by Commissioner Metosh to approve Ordinance No.: O-21-11.

Mayor Coler asked for audience and Commission discussion, there was none.

The roll call vote was as follows:

AYES: Billings, Wilson, Metosh, Clark, Coler

NAYS: None

- E. Consideration of the second reading of Ordinance No.: O-21-12, An Ordinance Amending the City of Eagle Lake, Florida 2030 Comprehensive Plan by Revising the Future Land Use Map Series to Assign Low-Density Residential Future Land Use to One (1) Annexed Parcel; Repealing all Ordinances in Conflict Herewith; and, Providing an Effective Date. (General Location: A parcel of land, approximately 0.99 acre in size, lying north of Eagle Lake Loop Road, with a street address of 1057 Eagle Lake Loop Road, Eagle Lake, Florida 33839 and referenced as the “Thousand Oaks Development”) effective upon second reading

Mayor Coler read Ordinance No.: O-21-12 by title only.

MOTION was made by Commissioner Wilson and seconded by Commissioner Metosh to approve Ordinance No.: O-21-12.

Mayor Coler asked for audience and Commission discussion, there was none.

The roll call vote was as follows:

AYES: Billings, Wilson, Clark, Coler

NAYS: None

- F. Consideration of the second reading of Ordinance No. O-21-13, An Ordinance Amending the City of Eagle Lake, Florida Land Development Regulations by Revising the Zoning Map to Assign Planned Development – Housing (PD H) to Six (6) Annexed Parcels; Repealing all Ordinances in Conflict Herewith; and Providing an Effective Date. (General Location: A parcel of land, approximately 109.16 acres in size, lying north of Eagle Lake Loop Road, with a street address of 1057 and 1065 Eagle Lake Loop Road, Eagle Lake, Florida 33839 and referenced as the “Thousand Oaks Development”) effective upon second reading

Mayor Coler read Ordinance No.: O-21-13 by title only.

MOTION was made by Commissioner Wilson and seconded by Commissioner Metosh to approve Ordinance No.: O-21-13.

Mayor Coler asked for audience and Commission discussion, there was none.

The roll call vote was as follows:

AYES: Billings, Wilson, Clark, Coler

NAYS: None

- G.** Consideration of the second reading of Ordinance No.: O-21-14, An Ordinance of the City Commission of the City of Eagle Lake, Florida, Repealing Chapter 8 of Its Code of Ordinances, Entitled Local Business Taxes and Business Regulations, in Its Entirety; Providing for Codification; Providing for Conflicts; Providing for Severability; and Providing an Effective Date, effective upon second reading

Mayor Coler read Ordinance No.: O-21-14 by title only.

MOTION was made by Commissioner Wilson and seconded by Commissioner Metosh to approve Ordinance No.: O-21-14.

Mayor Coler asked for audience and Commission discussion, there was none.

The roll call vote was as follows:

AYES: Billings, Wilson, Metosh, Clark, Coler

NAYS: None

- H.** Consideration of the first reading of Ordinance No.: O-22-01, An Ordinance of the City Commission of the City of Eagle Lake, Florida, Sunsetting the Library Board Established Via Article II, Boards, Committees and Commissions, Division III, Library Board Section 2-81 through 2-83; Providing for Codification; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Mayor Coler read Ordinance No.: O-22-01 by title only.

MOTION was made by Commissioner Wilson and seconded by Commissioner Metosh to approve Ordinance No.: O-22-01.

Mayor Coler asked for audience and Commission discussion, there was none.

The roll call vote was as follows:

AYES: Billings, Wilson, Metosh, Clark, Coler

NAYS: None

VIII. OLD BUSINESS

There was no old business.

IX. NEW BUSINESS

- A.** Approval of Asset Management Plan

City Manager Ernharth stated this is a requirement of our SRF funding. This plan is a guideline to keep on top of our utility system and making sure it is properly maintained.

Paul Thompson, Asset Management Program with Florida Rural Water Association, stated the asset management plan is required if you are applying for grants. He stated without the plan you can get loans but wouldn't be eligible for grant funding.

MOTION was made by Commissioner Wilson and seconded by Commissioner Metosh to approve the Asset Management Plan.

Mayor Coler asked for audience and Commission discussion; there was none.

The vote was as follows:

AYES: 5

NAYS: 0

X. CONSENT AGENDA

- A.** Approval of the Regular City Commission Minutes -----09/08/2021
- B.** Approval of Financials

MOTION was made by Commissioner Wilson and seconded by Commissioner Clark to approve the Consent Agenda, Items A. the Regular City Commission Minutes of 08/02/2021, B. the Financials.

Mayor Coler asked for discussion from the audience and Commission; there was none.

The vote was as follows:

AYES: 5

NAYS: 0

XI. AUDIENCE

There were no comments from the audience.

XII. CITY ATTORNEY

XIII. CITY COMMISSION

Commissioner Wilson ask if Attorney Maxwell can research if the City can hire someone to pressure wash the City Hall Complex and use CRA funds to pay as the complex is in the CRA. Commissioner Wilson asked if we have worked on getting an inter-connection for water. Mr. Ernharth stated Public Works Director has been in contact with Winter Haven as an inter-connect was part of the settlement agreement with Winter Haven.

Commissioner Metosh had no report.

Commissioner Billings had no report.

Commissioner Clark had no report.

Mayor Coler asked if Mr. Ernharth has had any luck with grants. Mr. Ernharth stated he is currently researching available grants.

XIV. ADJOURNMENT

MOTION was made by Mayor Coler and seconded by Commissioner Metosh to adjourn at 7:22 p.m.

The vote was as follows:

AYES: 5

NAYS: 0

MAYOR CORY COLER

ATTEST:

CITY CLERK DAWN WRIGHT

INTERIM CITY ATTORNEY CONTRACT

THIS CITY ATTORNEY CONTRACT (hereinafter "Contract"), made and entered into this ____ day of _____, 2021, by and between the City of Eagle Lake, a Florida municipal corporation, (hereafter "City") as a party of the first part, and _____ (Heather R. Maxwell, Esq.), (hereinafter "City Attorney") as party of the second part, as follows:

In consideration of the mutual covenants herein contained, the parties agree as follows:

1. RATE

For all services rendered, City Attorney's office shall be paid a reduced hourly rate of \$150 per hour from September 22, 2021 to September 30, 2022. Due to Attorney location outside of Polk County, the City will not pay portal-to-portal. Thereafter, the above hourly rate shall increase in an amount equal to the cost of living paid to the employees of the City of Eagle Lake.

2. SEMINARS, CONFERENCES AND CONTINUING EDUCATION

City agrees to pay reasonable travel, registration, hotel, and subsistence expenses of no more than two (2) attorney attendees, providing services to City, for travel, meetings and occasions adequate to continue the professional development of City Attorney, including the Florida Municipal Attorneys Association seminar, and short courses, institutes and seminars offered from time to time. In the event City Attorney voluntarily resigns within three (3) months after the City Attorney's attendance to any seminar, conference, or continuing education program, City Attorney shall reimburse the City for the full amount paid by City for said attendance including but not limited to travel, registration, hotel and subsistence expense, whether paid directly or reimbursed.

3. FUTURE AMENDMENTS

Except as otherwise stated hereinabove, any request to amend the professional services contract of the City Attorney, as to any term and condition, including price, shall be presented for Commission consideration, whenever possible, by May 1st prior to the fiscal year in which said amendment will be effective.

4. HEALTH INSURANCE

City recognizes the City Attorney as a Charter Officer of the City of Eagle Lake. As such, City has no objection to, and does hereby authorize, the City Attorney, and City Attorney staff members providing services to the City, becoming members of the City's group health insurance policy on the same terms and conditions as provided to

City employees, except City Attorney shall pay, or reimburse, City 100% of the premium costs related hereto. City's consent hereto is subject to the approval of the City's insurance carrier whenever said insurance coverage may be sought.

5. CITY RETREAT AND SIMILAR FUNCTIONS

City Attorney agrees to make his best efforts to attend City's retreat, to participate in Student government day and such other civic activities, as City Attorney has done in the past, at no fee/charge to City.

IN WITNESS WHEREOF, the City of Eagle Lake, Florida and City Attorney have caused this Contract to be signed and executed, in duplicate, the day and year first written above.

ATTEST:

CITY OF EAGLE LAKE, FLORIDA

DAWN WRIGHT, CITY CLERK

CORY COLER MAYOR/COMMISSIONER

Heather R. Maxwell, Esq.

By: _____
HEATHER R. MAXWELL, Esq.