



**MONTVERDE TOWN COUNCIL  
REGULAR MEETING AGENDA  
JANUARY 9, 2024, AT 7:00 P.M.  
AT TOWN HALL – 17404 SIXTH STREET, MONTVERDE FL**

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The Montverde Staff and Council invite you to join the meeting in person, on your computer, or by dialing in to listen. You can watch and listen to the meeting from home by following the directions below. **(Note: you will not be able to ask any questions during the meeting if you attend by zoom or dialing in).** Join the Zoom Meeting by clicking on the link below, copying and pasting the link into your browser, or going directly to zoom on your browser. Once in zoom, enter the Meeting ID and Passcode to join the meeting. You may also call into the meeting by using the call-in number.

<https://us06web.zoom.us/j/83699855762?pwd=cGJ4UDRzdKNUl2J2NIU5b2JYaENnZz09>

Meeting ID: 836 9985 5762

Passcode: 820875

Call in Number: 646-558-8656

**TOWN COUNCIL MEMBERS**

Joe Wynkoop, Mayor

Jim Peacock, Vice Mayor

Jim Ley Councilmember

Allan Hartle, Councilmember

Carol Womack, Councilmember

**STAFF**

Paul Larino, Town Manager

Anita Geraci-Carver, Town Attorney

Sean Parks, Town Planner

Lisa Busto, Associate Planner

Sandra Johnson, Town Clerk

Mai Yang, Finance Director

**DISCLAIMER**

This booklet has been prepared for the convenience of the Montverde Town Council In discussing matters before them. Every effort has been made to include all items to be discussed at this Town Council Meeting, however, the Mayor or Council Members may add items, which are not part of this Agenda, or items may be removed from consideration. While it has been the goal to present error-free information, we do not represent that documentation is without errors or omissions.

**CALL TO ORDER AND OPENING CEREMONIES**

- Pledge of Allegiance
- Invocation
- Roll Call

**I. PRESENTATION AND ADMINISTRATIVE MATTERS**

- A. Appointment of Planning and Zoning Board members.
- B. Appointment of Visioning Committee members.
- C. Appointment of Public Safety Committee members.
- D. Appointment of MPO Board member.

**II. CITIZENS QUESTION/COMMENT PERIOD**

The Town Council invites the public to come forward with questions, comments, and concerns. Action will not be taken by the Council at this meeting, but questions may be answered by Staff or issues may be referred for appropriate Staff action. If further action is necessary, the item may be placed on a future agenda for further review and consideration.

NOTE: Public Comment will not be taken under Citizens Questions/Comment Period for matters listed on this agenda. Public Comment on such items will be taken once the agenda item is before the Council for consideration.

**III. DEPARTMENT & COMMITTEE REPORTS**

- A. Town Manager Larino’s Report.  
Review of 2023
- B. Town Attorney Geraci-Carver Report.
- C. Town Planner Parks Report.
- D. Lake County Commission Report.
- E. Town Council Reports.
- F. Mayor Wynkoop Report.

**IV. DECEMBER FINANCE REPORT**

Beginning Bank Balance	\$ 4,612,409.15
Revenues	\$ 1,113,600.31
Expenditures	\$ 599,654.89
Ending Balance	<u>\$ 5,126,354.57</u>
Grant Clearing Account	\$ 5,891,210.38
Total Bank Balance	\$10,864,825.69

**V. CONSENT AGENDA**

*The Council may take one vote to act on all items on the Consent Agenda or remove items for further discussion. If any member of the public desires to speak about an item on the consent agenda, you will need to step forward to the microphone and request that the item be pulled from the consent agenda before the town council votes to approve.*

- A. Minutes of the Town Council Regular Meeting held December 12, 2023.

**VI. DISCUSSION AND ACTION ITEM**

- A. Update from Montverde Academy
- B. Update on JPA & ISBA
- C. Discussion of Community Enhancement Projects funded by Code Enforcement fines
- D. Update on 17135 Franklin (burnt house)
- E. Approval for Town Manager to purchase new stage materials in the amount of \$82,610 from Pergola USA

**VII. PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS**

- A. **Ordinance No. 2023-31** An Ordinance of the Town of Montverde, Florida, amending Sec. 10-82 in Chapter 10 of the Town of Montverde Land Development Code to impose a maximum size of eight hundred square feet for accessory buildings, impose a maximum height for accessory buildings and clarify design requirements for certain accessory buildings within the Town of Montverde; providing for codification and severability; providing for the repeal of Ordinances in conflict herewith; and providing for an effective date. (**Second Reading**)

**VIII. REMINDERS AND ADJOURNMENT**

- A. Any further business from Town Manager or Councilmembers
- B. Motion to Adjourn

The Town Council reserves the right to move any Agenda item to an earlier time during the meeting as its schedule permits, except in the case of the items and appointments that have been advertised in a newspaper for a specific time.

Pursuant to the provisions of Chapter 286 Florida Statutes, Section 286.0105, if a person decides to appeal any decision made by the Town Council with respect to any matter considered at this Council meeting, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record may include the testimony and evidence upon which the appeal is to be based.

Persons with disabilities needed assistance to participate in any of these proceedings should contact Town Hall at (407) 469-2681, 48 business hours in advance of the scheduled meeting.

**APPOINTMENTS TO PLANNING AND ZONING BOARD**

**APPOINTMENTS TO VISIONING COMMITTEE**

**APPOINTMENTS TO PUBLIC SAFETY COMMITTEE**

**APPOINTMENTS TO MPO BOARD**

**CITIZENS QUESTIONS/COMMENTS**



## **TOWN MANAGER'S REPORT**

## **FINANCE REPORT – DECEMBER 2023**

**Town of Montverde**

**Cash Balance Finance Report**

**And**

**Budget to Actual Report**

**2023-2024**

<b>Date of Report:</b>	<b>January 3, 2024</b>
<b>Report Beginning Period:</b>	<b>December 1, 2023</b>
<b>Report Ending Period:</b>	<b>December 31, 2023</b>

**Prepared by: Mai Yang, Finance Director**  
**Reviewed by: Paul Larino, Town Manager**

**Cash Summary**

<b>Available Bank Cash - Fund Account:</b>	<b>\$4,973,615.31</b>
<b>Available Bank Cash - Grants Clearing Account:</b>	<b>\$5,891,210.38</b>
<b>Available Book Cash – Fund Account:</b>	<b>\$10,864,825.69</b>

**Fund Cash:**

<b>Restricted Funds:</b>	<b>\$8,176,700.24</b>
<b>Unrestricted Funds:</b>	<b>\$2,688,125.45</b>
<b><u>Total Cash:</u></b>	<b>\$10,864,825.69</b>

**TOWN OF MONTVERDE**  
**FINANCE CASH REPORT AS OF: FY December 2023 - December 2023**

Book and Cash Account

Operating Cash Account 1 and 2:

Beginning Bank Balance	\$4,612,409.15
Revenues	\$1,113,600.31
Expenditures	\$599,654.89
Ending Bank Balance	\$5,126,354.57
Pending/Outstanding Liabilities	\$152,739.26
Available Cash	\$4,973,615.31

Grant Clearing Cash Account:

Beginning Bank Balance	\$5,887,701.95
Revenues	\$3,508.43
Expenditures (Transfers)	\$0.00
Ending Bank Balance	\$5,891,210.38

Total Cash Account: \$10,864,825.69

Restricted Funds:

Parks & Recreation Impact Fee Fund	\$44,446.16
Fire Protection Impact Fee Fund	\$0.00
Road & Street Impact Fee Fund	\$55,392.06
Administrative Impact Fee Fund	\$122,356.42
Water Impact Fee Fund	\$566,941.64

Water Deposit	\$142,781.00
Water Cash	\$1,142,915.10

ARPA	\$854,267.35
County ARPA	\$5,000,000.00
Interest on the ARPA accounts	\$36,943.03
Capital Projects Appropriations	\$151,000.00
One Half Cent Sales Tax (Transportation Fee)	\$31,990.48
Police	\$6,436.00
Historical	\$3,636.00

Restricted Funds Total: \$8,159,105.24

Available Unrestricted Funds for General Account: \$2,705,720.45

### Budget to Actual Summary

Total Reporting Months in this Report: 3 OF 12  
Percentage of the Budget Year: 25.0%

#### Revenues – General Fund

General Revenue Budgeted: \$2,704,151.00  
General Revenue Budget Received YTD: \$1,071,770.18  
Percentage of Budget Received: 39.63%  
Remaining Revenue to be Received in FY 2024: \$1,632,380.82

#### Expenditures – General Fund

General Fund Expenditures Budgeted: \$2,704,151.00  
General Fund Expenditures Expended YTD: \$759,857.74  
Percentage of Budget Expended: 28.10%  
Remaining General Fund Budgeted to Expend: \$1,944,293.26

#### Revenues – Water Fund

Water Revenue Budgeted: \$929,100.00  
Water Revenue Budget Received YTD: \$261,704.08  
Percentage of Budget Received: 28.17%  
Remaining Revenue to be Received in FY 2024: \$667,395.92

Budget to Actual Summary

Expenditures – Water Fund

Water Fund Expenditures Budgeted:	\$929,100.00
Water Fund Expenditures Expended YTD:	\$173,300.35
Percentage of Budget Expended:	18.65%
Remaining Water Fund Budgeted to Expend:	\$755,799.65

Revenues – Sewer Fund

Sewer Revenue Budgeted:	\$218,091.00
Sewer Revenue Budget Received YTD:	\$21,150.27
Percentage of Budget Received:	9.70%
Remaining Revenue to be Received in FY 2024:	\$196,940.73

Expenditures – Sewer Fund

Sewer Fund Expenditures Budgeted:	\$218,091.00
Sewer Fund Expenditures Expended YTD:	\$23,184.84
Percentage of Budget Expended:	10.63%
Remaining Water Fund Budgeted to Expend:	\$194,906.16

Budget to Actual Summary

Revenues – Capital Fund

Capital Revenue Budgeted:	\$14,523,000.00
Capital Revenue Budget Received YTD:	\$104,254.80
Percentage of Budget Received:	0.72%
Remaining Revenue to be Received in FY 2024:	\$14,418,745.20

Expenditures – Capital Fund

Capital Fund Expenditures Budgeted:	\$14,523,000.00
Capital Fund Expenditures Expended YTD:	\$378,172.40
Percentage of Budget Expended:	2.6%
Remaining Capital Fund Budgeted to Expend:	\$14,144,827.60



Account Number	Account Title	2023		Amended Budget	Revenue to be Received	% Of Budget
		December Actual	YTD Actual			
<b>GENERAL FUND</b>						
001-311100	Ad Valorem Taxes	335,950.22	370,694.20	466,311.00	95,616.80	79.50
001-311200	Delinquent Ad Valorem Taxes	.00	.00	10.00	10.00	0.00%
001-312410	Local Option Gas Tax	7,043.49	18,480.22	75,000.00	56,519.78	24.64
001-312600	Discretionary Tax	13,243.71	49,410.68	180,000.00	130,589.32	27.45
001-314100	Electric Service Tax	7,825.26	29,984.54	85,000.00	55,015.46	35.28
001-314400	Natural Gas Service Tax	660.55	1,468.99	3,600.00	2,131.01	40.81
001-315100	Communications Service Tax	6,197.62	18,129.16	57,000.00	38,870.84	31.81
001-316100	Prof. & Occup. License Tax	.00	.00	75.00	75.00	0.00%
001-323100	Electricity Franchise	12,477.48	41,127.40	140,000.00	98,872.60	29.38
001-323400	Gas Franchise	10.08	230.49	4,200.00	3,969.51	5.49%
001-324260	Lib Impact Fees Rev for County	.00	.00	.00	.00	0.00%
001-329504	Permit Fire Reivew Fee	300.00	470.00	500.00	30.00	94.00
001-329505	Reinspection Fees	2,025.00	20,325.00	7,500.00	12,825.00	271.00
001-329506	Plan Review	13,912.83	43,102.13	95,000.00	51,897.87	47.14
001-329507	Building Permit Fees	39,399.08	103,903.84	333,899.00	229,995.16	32.62
001-329508	Administrative Fee	13,897.86	22,826.89	115,000.00	92,173.11	21.41
001-329509	State Permit Surcharge	1,307.22	3,754.92	12,000.00	8,245.08	32.68
001-329510	Zoning/Permit Appl Fees	1,755.00	4,760.00	12,000.00	7,240.00	41.96
001-329515	Row Utilization Fees	85.00	397.50	500.00	102.50	79.50
001-334908	Bal Fwd Fund Apprprtn- General	.00	.00	125,000.00	125,000.00	0.00%
001-335150	Alcoholic Beverage License	.00	321.63	500.00	178.37	64.33
001-335180	1/2 Cent Sales Tax	11,012.62	31,990.48	130,000.00	98,009.52	24.61
001-335185	Grant And Donations	.00	.00	.00	.00	0.00%
001-335190	State Revenue Sharing	5,417.19	16,251.56	65,000.00	48,748.44	25.00
001-337700	Grants & Donations	.00	.00	500.00	500.00	0.00%
001-338000	Library Interlocal w/ Lake Co	3,064.00	12,256.00	35,000.00	22,744.00	35.02
001-338100	One Cent Gas Tax - Lake Co.	.00	608.64	7,500.00	6,891.36	8.12%
001-338190	Shared Revenue - Library	.00	.00	.00	.00	0.00%
001-341210	Notary, Copy, Fax Fees	1,285.38	1,907.50	200.00	1,707.50	960.23
001-341215	Public Record Requests	.00	10.00	50.00	40.00	20.00
001-341220	Mva Traffic Signal Maintenance	.00	.00	2,300.00	2,300.00	0.00%
001-341500	Lien Search Charge	100.00	525.00	1,500.00	975.00	38.33
001-343400	Garbage Service Charges	23,263.86	45,798.97	295,000.00	249,201.03	15.53
001-343410	Garbage Late Fee	.00	290.18	1,200.00	909.82	24.18
001-343500	Surcharges	315.81	315.81	.00	315.81	0.00%
001-347210	Trunk Or Treat	.00	.00	200.00	200.00	0.00%
001-347220	Montverde Day	7,500.00	28,325.00	48,000.00	19,675.00	59.01
001-347230	Easter Event	.00	.00	100.00	100.00	0.00%
001-347240	Light Up Montverde	.00	.00	100.00	100.00	0.00%
001-347254	Montverde Day Apprprtn-Car Fwd	.00	.00	.00	.00	0.00%
001-347260	License Plate Revenue	.00	.00	.00	.00	0.00%
001-347261	License Tax Collect-Hwy Safety	.00	.00	100.00	100.00	0.00%
001-350110	Court Fines	244.87	987.81	.00	987.81	0.00%
001-351100	Court Fines - Dept Hwy Safety	.00	.00	4,800.00	4,800.00	0.00%
001-352100	Library Fines	.00	39.10	150.00	110.90	26.07
001-354200	Code Compliance Fines	168,291.20	168,291.20	12,000.00	156,291.20	1402.4
001-361000	FEMA - Revenue	.00	.00	.00	.00	0.00%
001-361100	Interest Earnings	2,064.32	6,419.76	22,000.00	15,580.24	29.18
001-362100	17406 7Th Street Rental	1,137.63	3,565.35	14,000.00	10,434.65	25.47
001-362240	Ballfield Rental Revenue	.00	.00	200.00	200.00	0.00%
001-362260	Rental Income - Cell Tower	.00	.00	41,000.00	41,000.00	0.00%
001-362300	Post Office Rental Revenue	.00	4,799.75	18,100.00	13,300.25	26.52
001-364100	Asset Sales (Equip/Veh/Mchnry)	.00	.00	15,000.00	15,000.00	0.00%
001-366000	Donations	.00	.00	.00	.00	0.00%

Account Number	Account Title	2023		Amended Budget	Revenue to be Received	% Of Budget
		December Actual	YTD Actual			
001-366240	Community Building Renal	450.00	830.00	2,000.00	1,170.00	41.50
001-366245	Contributions To Cemetry	.00	200.00	6.00	194.00	3333.3
001-369900	Other Miscellaneous Rev	7,188.57	18,970.48	40,000.00	21,029.52	47.43
001-381200	Bal Fwd Fund Appropriation	.00	.00	235,000.00	235,000.00	0.00%
001-388800	Library Book Sales	.00	.00	50.00	50.00	0.00%
Total Revenue:		687,425.85	1,071,770.18	2,704,151.00	1,632,380.82	39.97
GENERAL FUND Revenue Total:		687,425.85	1,071,770.18	2,704,151.00	1,632,380.82	39.97
Net Total GENERAL FUND:		687,425.85	1,071,770.18	2,704,151.00	1,632,380.82	39.97

Account Number	Account Title	2023 December Actual	YTD Actual	Amended Budget	Revenue to be Received	% Of Budget
<b>PARKS &amp; RECREATION IMPACT FEE</b>						
140-347200	Parks & Recreation Fees	6,010.83	14,597.73	150,000.00	135,402.27	10.30
140-347201	Parks/Recreation Fees- Car Fwd	.00	.00	50,000.00	50,000.00	0.00%
Total Revenue:		6,010.83	14,597.73	200,000.00	185,402.27	7.73%
PARKS & RECREATION IMPACT FEE Revenue Total:		6,010.83	14,597.73	200,000.00	185,402.27	7.73%
Net Total PARKS & RECREATION IMPACT FEE:		6,010.83	14,597.73	200,000.00	185,402.27	7.73%

Account Number	Account Title	2023		Amended Budget	Revenue to be Received	% Of Budget
		December Actual	YTD Actual			
<b>ROAD &amp; STREET IMPACT FEE FUND</b>						
160-324218	Road & Streets Impact Fees	3,861.15	11,583.45	120,000.00	108,416.55	13.85
160-324219	Road/Street Impact Fees-Car Fd	.00	.00	120,000.00	120,000.00	0.00%
160-360324	Road & Street Impact Fee	1,544.46	1,544.46	.00	1,544.46-	0.00%
Total Revenue:		5,405.61	13,127.91	240,000.00	226,872.09	7.57%
ROAD & STREET IMPACT FEE FUND Revenue Total:		5,405.61	13,127.91	240,000.00	226,872.09	7.57%
Net Total ROAD & STREET IMPACT FEE FUND:		5,405.61	13,127.91	240,000.00	226,872.09	7.57%

Account Number	Account Title	2023	YTD	Amended	Revenue to	% Of
		December Actual	Actual	Budget	be Received	Budget
<b>ADMINISTRATIVE IMPACT FEE FUND</b>						
170-324250	Administrative Impact Fee	12,616.38	30,639.78	200,000.00	169,360.22	16.22
170-324251	Admin Impact Fee - Carry Fwd	.00	.00	250,000.00	250,000.00	0.00%
Total Revenue:		12,616.38	30,639.78	450,000.00	419,360.22	7.21%
ADMINISTRATIVE IMPACT FEE FUND Revenue Total:		12,616.38	30,639.78	450,000.00	419,360.22	7.21%
Net Total ADMINISTRATIVE IMPACT FEE FUND:		12,616.38	30,639.78	450,000.00	419,360.22	7.21%

Account Number	Account Title	2023		Amended Budget	Revenue to be Received	% Of Budget
		December Actual	YTD Actual			
<b>GRANTS</b>						
302-334700	State Department Grant	.00	.00	250,000.00	250,000.00	0.00%
302-334710	Intragovernmental Lake Co Park	.00	.00	100,000.00	100,000.00	0.00%
302-334711	Intragymntl Lake Co Water Auth	.00	.00	80,000.00	80,000.00	0.00%
Total Revenue:		.00	.00	430,000.00	430,000.00	0.00%
GRANTS Revenue Total:		.00	.00	430,000.00	430,000.00	0.00%
Net Total GRANTS:		.00	.00	430,000.00	430,000.00	0.00%

Account Number	Account Title	2023 December Actual	YTD Actual	Amended Budget	Revenue to be Received	% Of Budget
<b>Fund: 370</b>						
370-336000	Developer Donations	.00	.00	100,000.00	100,000.00	0.00%
Total Revenue:		.00	.00	100,000.00	100,000.00	0.00%
Fund: 370 Revenue Total:		.00	.00	100,000.00	100,000.00	0.00%
Net Total Fund: 370:		.00	.00	100,000.00	100,000.00	0.00%

Account Number	Account Title	2023		Amended Budget	Revenue to be Received	% Of Budget
		December Actual	YTD Actual			
<b>WATER</b>						
400-340320	Cut On/Off Fees	.00	.00	.00	.00	0.00%
400-343300	Water Service Chrgs - Potable	44,223.43	146,966.43	525,000.00	378,033.57	27.99
400-343301	Bulk Water Sales	.00	14,803.53	2,500.00	12,303.53-	592.14
400-343305	Sewer Service Charge	.00	6,451.85	.00	6,451.85-	0.00%
400-343310	Irrigation Water Service Chrgs	12,449.54	13,487.71	105,000.00	91,512.29	12.85
400-343320	Donations & Intergovernmental	.00	.00	.00	.00	0.00%
400-343330	Administrative Fee	350.00	17,962.36	7,800.00	10,162.36-	231.18
400-343331	Water Meter Install Charges	29,400.00	54,600.00	285,000.00	230,400.00	20.63
400-343332	Surcharge	.00	.00	.00	.00	0.00%
400-343390	Water Late Fees	.00	.00	3,200.00	3,200.00	0.00%
400-343500	Surcharge	.00	4,680.88	.00	4,680.88-	0.00%
400-361100	Interest Earnings	884.70	2,751.32	500.00	2,251.32-	550.26
400-369900	Other Miscellaneous Rev	.00	.00	100.00	100.00	0.00%
400-381200	Balance Forward Appropriation	.00	.00	.00	.00	0.00%
Total Revenue:		87,307.67	261,704.08	929,100.00	667,395.92	28.63
WATER Revenue Total:		87,307.67	261,704.08	929,100.00	667,395.92	28.63
Net Total WATER:		87,307.67	261,704.08	929,100.00	667,395.92	28.63



Account Number	Account Title	2023	YTD	Amended	Revenue to	% Of
		December Actual	Actual	Budget	be Received	Budget
<b>WATER IMPACT FEE FUND</b>						
420-324210	Water Impact Fees	37,573.34	96,617.16	275,000.00	178,382.84	35.13
420-324211	Water Impact Fees - Carry Fwd	.00	.00	800,000.00	800,000.00	0.00%
Total Revenue:		37,573.34	96,617.16	1,075,000.00	978,382.84	8.99%
WATER IMPACT FEE FUND Revenue Total:		37,573.34	96,617.16	1,075,000.00	978,382.84	8.99%
Net Total WATER IMPACT FEE FUND:		37,573.34	96,617.16	1,075,000.00	978,382.84	8.99%

Account Number	Account Title	2023		Amended Budget	Revenue to be Received	% Of Budget
		December Actual	YTD Actual			
<b>SEWER-ENTERPRISE (WASTE WATER)</b>						
421-343307	Sewer Connection Fees	5,950.00	14,700.00	58,000.00	43,300.00	26.81
421-343320	Sewer Service Charge	6,450.27	6,450.27	48,000.00	41,549.73	13.44
421-343390	Sewer Late Fees	.00	.00	500.00	500.00	0.00%
421-343500	Surcharges Out of Town Limits	.00	.00	12,000.00	12,000.00	0.00%
421-361100	Interest Earnings	.00	.00	250.00	250.00	0.00%
421-369900	Other Miscellaneous Revenue	.00	.00	500.00	500.00	0.00%
421-381200	Balance Fwd Appropriations	.00	.00	98,841.00	98,841.00	0.00%
Total Revenue:		12,400.27	21,150.27	218,091.00	196,940.73	10.09
SEWER-ENTERPRISE (WASTE WATER) Revenue Total:		12,400.27	21,150.27	218,091.00	196,940.73	10.09
Net Total SEWER-ENTERPRISE (WASTE WATER):		12,400.27	21,150.27	218,091.00	196,940.73	10.09

Account Number	Account Title	2023 December Actual	YTD Actual	Amended Budget	Revenue to be Received	% Of Budget
<b>CAPITAL PROJ- SEWER ENTERPRISE</b>						
422-334350	Grants - Sewer	.00	.00	4,000,000.00	4,000,000.00	0.00%
422-334355	Intragovernmental Carry Fwd	.00	.00	4,850,000.00	4,850,000.00	0.00%
Total Revenue:		.00	.00	8,850,000.00	8,850,000.00	0.00%
CAPITAL PROJ- SEWER ENTERPRISE Revenue Total:		.00	.00	8,850,000.00	8,850,000.00	0.00%
Net Total CAPITAL PROJ- SEWER ENTERPRISE:		.00	.00	8,850,000.00	8,850,000.00	0.00%

Account Number	Account Title	2023		Amended Budget	Revenue to be Received	% Of Budget
		December Actual	YTD Actual			
<b>CAPITAL PROJECT - STORM WATER</b>						
430-334360	Grants	.00	.00	1,350,000.00	1,350,000.00	0.00%
430-334361	State Appropriation	.00	.00	.00	.00	0.00%
Total Revenue:		.00	.00	1,350,000.00	1,350,000.00	0.00%
CAPITAL PROJECT - STORM WATER Revenue Total:						
		.00	.00	1,350,000.00	1,350,000.00	0.00%
Net Total CAPITAL PROJECT - STORM WATER:						
		.00	.00	1,350,000.00	1,350,000.00	0.00%

Account Number	Account Title	2023		Amended Budget	Revenue to be Received	% Of Budget
		December Actual	YTD Actual			
<b>CAPITAL PROJECT</b>						
500-324660	Intragovernmental Grant - Lib	104,254.80	104,254.80	972,000.00	867,745.20	10.73
500-332000	MV ARPA Funds (w/ Interest)	.00	.00	856,000.00	856,000.00	0.00%
	Total Revenue:	104,254.80	104,254.80	1,828,000.00	1,723,745.20	5.70%
	CAPITAL PROJECT Revenue Total:	104,254.80	104,254.80	1,828,000.00	1,723,745.20	5.70%
	Net Total CAPITAL PROJECT:	104,254.80	104,254.80	1,828,000.00	1,723,745.20	5.70%
	Net Grand Totals:	952,994.75	1,613,861.91	18,374,342.00	16,760,480.09	8.90%

Report Criteria:

- Print Fund Titles
- Page and Total by Fund
- Include Departments: None
- Print Department Titles
- Total by Department
- Include Objects: None
- All Segments Tested for Total Breaks

Account Number	Account Title	2023	YTD	Variance	2024	% Of
		December			Current year	
		Actual	Actual		Budget	Budget
<b>GENERAL FUND</b>						
<b>TOWN COUNCIL</b>						
001-511-240	Workers Compensation	129.83	129.83	475.17	605.00	21.46
001-511-342	Council Stipends	3,050.00	9,150.00	27,450.00	36,600.00	25.00
001-511-400	Travel	.00	.00	400.00	400.00	0.00%
001-511-445	Election Expense	.00	.00	11,000.00	11,000.00	0.00%
001-511-450	Insurance	1,862.41	1,862.41	6,057.59	7,920.00	23.52
001-511-460	Repairs & Maintenance	.00	.00	100.00	100.00	0.00%
001-511-470	Printing & Copying	.00	.00	500.00	500.00	0.00%
001-511-490	Other Current Charges	.00	145.90	1,654.10	1,800.00	8.11%
001-511-491	Council Workshop & Comm Meals	1,072.03	4,388.82	11,611.18	16,000.00	27.43
001-511-510	Office Supplies	.00	.00	500.00	500.00	0.00%
001-511-521	Uniforms & Clothing	.00	85.98	514.02	600.00	14.33
001-511-540	Subscriptions & Memberships	.00	952.00	1,548.00	2,500.00	38.08
001-511-550	Seminars & Training	.00	.00	2,500.00	2,500.00	0.00%
001-511-551	Economic Development	.00	.00	500.00	500.00	0.00%
Total TOWN COUNCIL:		6,114.27	16,714.94	64,810.06	81,525.00	20.50
<b>TOWN MANAGER</b>						
001-512-110	Regular Salaries & Wages	.00	.00	.00	.00	0.00%
001-512-111	Cell Phone	.00	.00	.00	.00	0.00%
001-512-112	Car Allowance	.00	.00	.00	.00	0.00%
001-512-121	Christmas & Work Perform Bonus	.00	.00	.00	.00	0.00%
001-512-210	FICA Matching	.00	.00	.00	.00	0.00%
001-512-220	Retirement Plan	.00	.00	.00	.00	0.00%
001-512-230	Health Insurance	.00	.00	.00	.00	0.00%
001-512-234	Short-Term Disability	.00	.00	.00	.00	0.00%
001-512-240	Workers Compensation	.00	.00	.00	.00	0.00%
001-512-250	Uniforms & Clothing	.00	.00	.00	.00	0.00%
001-512-400	Travel	.00	.00	.00	.00	0.00%
001-512-410	Telephone	.00	.00	.00	.00	0.00%
001-512-450	Insurance	.00	.00	.00	.00	0.00%
001-512-492	Employee Apprectn/Trng Meals	.00	.00	.00	.00	0.00%
001-512-510	Office Supplies	.00	.00	.00	.00	0.00%
001-512-520	Operating Supplies	.00	.00	.00	.00	0.00%
001-512-540	Subscriptions, Membership	.00	.00	.00	.00	0.00%
001-512-550	Seminars And Training	.00	.00	.00	.00	0.00%
Total TOWN MANAGER:		.00	.00	.00	.00	0.00%
<b>FINANCE &amp; ADMINISTRATIVE</b>						
001-513-120	Regular Salaries & Wages	6,226.43	20,802.91	74,799.40	95,602.31	21.76
001-513-140	Overtime	479.95	1,838.97	3,761.03	5,600.00	32.84
001-513-210	FICA Matching	717.01	1,959.46	5,782.52	7,741.98	25.31
001-513-220	Retirement Plan	1,481.51	4,498.56	12,301.44	16,800.00	26.78
001-513-230	Health Insurance	1,384.38	4,249.66	16,940.34	21,190.00	20.06
001-513-234	Short-Term Disability	85.01	255.05	644.95	900.00	28.34
001-513-240	Workers Compensation	334.76	334.76	1,265.24	1,600.00	20.92
001-513-310	Professional Services	239.62	1,360.81	1,139.19	2,500.00	54.43
001-513-320	Accounting & Auditing	.00	.00	9,500.00	9,500.00	0.00%
001-513-340	Contractual Services	312.88	3,815.38	9,084.62	12,900.00	29.58
001-513-400	Travel	.00	78.08	1,421.92	1,500.00	5.21%
001-513-410	Telephone	76.46	376.68	3,123.32	3,500.00	10.76
001-513-411	Internet	.00	.00	2,500.00	2,500.00	0.00%

Account Number	Account Title	2023	YTD	Variance	2024	% Of
		December			Current year	
		Actual	Actual		Budget	Budget
001-513-420	Postage & Freight	500.00	1,000.00	500.00	1,500.00	66.67
001-513-430	Utilities	475.48	1,126.52	3,673.48	4,800.00	23.47
001-513-440	Rentals & Leases Building Repr	87.18	389.95	8,510.05	8,900.00	4.38%
001-513-450	Insurance	4,409.12	4,409.12	14,340.88	18,750.00	23.52
001-513-460	Repair & Maintenance	425.00	1,994.50	6,005.50	8,000.00	24.93
001-513-470	Printing & Copying	.00	.00	3,500.00	3,500.00	0.00%
001-513-490	Other Current Charges	2.13	171.35	2,328.65	2,500.00	6.85%
001-513-492	EE Christmas & Perform Bonus	7,925.00	8,816.00	2,684.00	11,500.00	76.66
001-513-495	Bank Finance Charges	37.50	132.50	267.50	400.00	33.13
001-513-510	Office Supplies	.00	96.02	3,403.98	3,500.00	2.74%
001-513-513	TM Allowance	203.08	609.24	3,830.76	4,440.00	13.72
001-513-520	Operating Supplies	.00	53.00	2,747.00	2,800.00	1.89%
001-513-521	Uniforms & Clothing	.00	.00	1,200.00	1,200.00	0.00%
001-513-540	Subscriptions, Membership	.00	291.12	2,608.88	2,900.00	10.04
001-513-550	Seminars And Training	.00	245.37	3,254.63	3,500.00	7.01%
001-513-560	Small Tools & Equipment	.00	.00	500.00	500.00	0.00%
<b>Total FINANCE &amp; ADMINISTRATIVE:</b>		<b>25,402.50</b>	<b>58,905.01</b>	<b>201,619.28</b>	<b>260,524.29</b>	<b>22.61</b>
<b>LEGAL COUNSEL</b>						
001-514-310	Professional Services	2,415.00	5,630.00	66,870.00	72,500.00	7.77%
001-514-311	Lgl Srvc Dvlpmnt-Zoning Review	.00	.00	.00	.00	0.00%
001-514-490	Other Current Charges	.00	.00	.00	.00	0.00%
001-514-510	Office Supplies	.00	.00	500.00	500.00	0.00%
<b>Total LEGAL COUNSEL:</b>		<b>2,415.00</b>	<b>5,630.00</b>	<b>67,370.00</b>	<b>73,000.00</b>	<b>7.71%</b>
<b>PERMITTING</b>						
001-519-120	Regular Salaries & Wages	6,391.56	20,944.54	74,576.74	95,521.28	21.93
001-519-140	Overtime	898.50	3,152.80	847.20	4,000.00	78.82
001-519-210	FICA Matching	752.09	2,052.71	5,560.67	7,613.38	26.96
001-519-220	Retirement Plan	1,465.46	4,458.35	8,147.65	12,606.00	35.37
001-519-230	Health Insurance	1,597.31	5,094.63	16,140.87	21,235.50	23.99
001-519-234	Short-Term Disability	70.34	211.02	468.98	680.00	31.03
001-519-240	Workers Compensation	96.57	96.57	663.43	760.00	12.71
001-519-310	Professional Services	.00	5,657.50	12,342.50	18,000.00	31.43
001-519-315	Building Official Fees	28,690.58	105,192.08	119,807.92	225,000.00	46.75
001-519-340	Contractual Services-Citizense	1,280.75	5,431.26	23,568.74	29,000.00	18.73
001-519-350	Municode	.00	.00	4,800.00	4,800.00	0.00%
001-519-410	Telephone	.00	515.19	84.81	600.00	85.87
001-519-411	Internet	.00	.00	400.00	400.00	0.00%
001-519-440	Rentals & Leases	.00	302.77	897.23	1,200.00	25.23
001-519-450	Insurance	1,234.55	1,234.55	4,015.45	5,250.00	23.52
001-519-470	Printing & Copying	.00	.00	750.00	750.00	0.00%
001-519-490	Other Current Charges	.00	20.00	230.00	250.00	8.00%
001-519-495	Bank Finance Charges	824.88	1,992.31	492.31-	1,500.00	132.82
001-519-510	Office Supplies	.00	715.59	34.41	750.00	95.41
001-519-513	TM Allowances	138.46	415.38	2,884.62	3,300.00	12.59
001-519-520	Operating Supplies	.00	252.95	247.05	500.00	50.59
001-519-521	Uniforms & Clothing	.00	.00	250.00	250.00	0.00%
001-519-540	Subscriptions, Membership	.00	221.60	278.40	500.00	44.32
001-519-550	Seminars And Training	.00	50.20	3,449.80	3,500.00	1.43%
001-519-605	Capital Equipment & Buildings	.00	.00	85,000.00	85,000.00	0.00%
<b>Total PERMITTING:</b>		<b>43,441.05</b>	<b>158,012.00</b>	<b>364,954.16</b>	<b>522,966.16</b>	<b>30.21</b>

Account Number	Account Title	2023 December Actual	YTD Actual	Variance	2024 Current year Budget	% Of Budget
<b>PUBLIC SAFETY</b>						
001-520-240	Workers Compensation	40.77	40.77	409.23	450.00	9.06%
001-520-343	Contract Srvc Highway Patrol	3,547.36	13,774.90	72,225.10	86,000.00	16.02
001-520-344	Contract Srvc LCSO or HP	.00	4,060.65	49,939.35	54,000.00	7.52%
001-520-410	Telephone	40.39	121.17	378.83	500.00	24.23
001-520-411	Internet	.00	1,357.80	8,142.20	9,500.00	14.29
001-520-430	Utilities	117.38	288.90	1,311.10	1,600.00	18.06
001-520-442	Equipment Leases (Vehicles)	.00	13,487.40	12.60	13,500.00	99.91
001-520-450	Insurance	451.49	451.49	1,468.51	1,920.00	23.52
001-520-460	Repair & Maintenance	.00	299.00	2,501.00	2,800.00	10.68
001-520-490	Other Current Charges	2.13	2.13	497.87	500.00	0.43%
001-520-493	Volunteer Appreciation	.00	.00	500.00	500.00	0.00%
001-520-520	Operating Supplies	.00	.00	500.00	500.00	0.00%
001-520-521	Uniforms & Clothing	.00	.00	500.00	500.00	0.00%
001-520-524	Fuel	55.39	93.18	2,406.82	2,500.00	3.73%
Total PUBLIC SAFETY:		4,254.91	33,977.39	140,792.61	174,770.00	19.44
<b>FIRE CONTROL</b>						
001-522-430	Utilities	115.60	155.99	155.99-	.00	0.00%
001-522-450	Insurance	1,693.10	1,693.10	5,506.90	7,200.00	23.52
001-522-460	Repair & Maintenance	.00	749.00	11,751.00	12,500.00	5.99%
Total FIRE CONTROL:		1,808.70	2,598.09	17,101.91	19,700.00	13.19
<b>CODE COMPLIANCE</b>						
001-524-120	Regular Salaries & Wages	284.52	1,207.60	4,792.40	6,000.00	20.13
001-524-140	Overtime	.00	.00	.00	.00	0.00%
001-524-210	FICA Matching	41.55	116.43	342.57	459.00	25.37
001-524-220	Retirement Plan	133.84	401.52	1,338.48	1,740.00	23.08
001-524-230	Health Insurance	45.63	147.75	1,152.25	1,300.00	11.37
001-524-234	Short-Term Disability	4.36	13.08	106.92	120.00	10.90
001-524-240	Workers Compensation	65.45	65.45	124.55	190.00	34.45
001-524-310	Professional Services	700.00	700.00	10,800.00	11,500.00	6.09%
001-524-313	Legal Service	72.00	270.00	7,730.00	8,000.00	3.38%
001-524-420	Postage & Freight	.00	.00	900.00	900.00	0.00%
001-524-450	Insurance	752.49	752.49	2,447.51	3,200.00	23.52
001-524-490	Other Current Charges	15.00	150.50	99.50	250.00	60.20
001-524-510	Office Supplies	.00	.00	100.00	100.00	0.00%
001-524-513	TM ALLOWANCE	27.70	83.10	576.90	660.00	12.59
001-524-550	Seminars And Training	.00	.00	500.00	500.00	0.00%
Total CODE COMPLIANCE:		2,142.54	3,907.92	31,011.08	34,919.00	11.19
<b>GARBAGE/SOLID WASTE SERVICES</b>						
001-534-340	Contractual Services	18,177.50	36,131.89	198,868.11	235,000.00	15.38
001-534-490	Bad Debt	.00	.00	500.00	500.00	0.00%
Total GARBAGE/SOLID WASTE SERVICES:		18,177.50	36,131.89	199,368.11	235,500.00	15.34
<b>PUBLIC WORKS</b>						
001-539-120	Regular Salaries & Wages	1,423.84	4,256.64	27,022.30	31,278.94	13.61
001-539-140	Overtime	95.34	376.59	4,123.41	4,500.00	8.37%
001-539-210	FICA Matching	136.24	373.45	2,363.64	2,737.09	13.64
001-539-220	Retirement Plan	206.13	628.71	4,262.83	4,891.54	12.85
001-539-230	Health Insurance	338.79	1,078.91	5,811.09	6,890.00	15.66



Account Number	Account Title	2023	YTD	Variance	2024	% Of
		December Actual	Actual		Current year Budget	Budget
001-539-234	Short-Term Disability	19.43	58.27	142.73	201.00	28.99
001-539-240	Workers Compensation	116.95	116.95	188.05	305.00	38.34
001-539-250	Uniforms & Clothing	.00	.00	750.00	750.00	0.00%
001-539-340	Contractual Services	.00	.00	1,000.00	1,000.00	0.00%
001-539-400	Travel	.00	15.68	234.32	250.00	6.27%
001-539-410	Telephone	40.39	121.17	428.83	550.00	22.03
001-539-430	Utilities	.00	.00	1,500.00	1,500.00	0.00%
001-539-442	Equipment Leases (Vehicles)	.00	26,800.00	.00	26,800.00	100.00
001-539-450	Insurance	1,834.19	1,834.19	5,965.81	7,800.00	23.52
001-539-460	Repair & Maintenance	147.29	1,925.49	10,074.51	12,000.00	16.05
001-539-490	Other Current Charges	2.13	104.54	395.46	500.00	20.91
001-539-510	Office Supplies	43.53	67.64	132.36	200.00	33.82
001-539-520	Operating Supplies	.00	437.65	562.35	1,000.00	43.77
001-539-521	Fuel	147.48	678.16	5,821.84	6,500.00	10.43
001-539-522	Small Tools & Equipment	.00	433.95	433.95-	.00	0.00%
001-539-524	Fuel	.00	11.57	11.57-	.00	0.00%
001-539-540	Subscriptions, Membership	.00	24.00	226.00	250.00	9.60%
001-539-560	Small Tools & Equipment	.00	.00	500.00	500.00	0.00%
001-539-606	Hurricane Repairs	.00	.00	.00	.00	0.00%
001-539-640	Machinery & Equipment	.00	.00	25,000.00	25,000.00	0.00%
<b>Total PUBLIC WORKS:</b>		<b>4,551.73</b>	<b>39,343.56</b>	<b>96,060.01</b>	<b>135,403.57</b>	<b>29.06</b>
<b>ROAD &amp; STREET FACILITIES</b>						
001-541-120	Regular Salaries & Wages	2,535.55	7,606.70	25,834.05	33,440.75	22.75
001-541-140	Overtime	10.70	591.90	3,908.10	4,500.00	13.15
001-541-210	FICA Matching	256.48	688.90	2,213.57	2,902.47	23.73
001-541-220	Retirement Plan	345.53	1,112.56	3,705.92	4,818.48	23.09
001-541-230	Health Insurance	901.34	2,729.34	4,940.66	7,670.00	35.58
001-541-234	Short-Term Disability	36.92	110.76	297.24	408.00	27.15
001-541-240	Workers Compensation	128.76	128.76	416.24	545.00	23.63
001-541-310	Professional Services	.00	.00	2,000.00	2,000.00	0.00%
001-541-340	Contractual Services	.00	1,501.90	14,498.10	16,000.00	9.39%
001-541-430	Utilities	.00	41.53	7,958.47	8,000.00	0.52%
001-541-431	Street Lighting - Power	1,744.85	8,729.10	33,270.90	42,000.00	20.78
001-541-450	Insurance	2,186.92	2,186.92	7,113.08	9,300.00	23.52
001-541-460	Repair & Maintenance	.00	1,727.50	16,272.50	18,000.00	9.60%
001-541-461	Signal Maintenance	.00	.00	.00	.00	0.00%
001-541-462	Lakes Drain Repair/Maintenance	.00	.00	7,800.00	7,800.00	0.00%
001-541-463	Stormwater	.00	.00	2,500.00	2,500.00	0.00%
001-541-490	Other Current Charges	.00	.00	2,000.00	2,000.00	0.00%
001-541-520	Operating Supplies	.00	1,179.91	1,320.09	2,500.00	47.20
001-541-521	Uniforms & Clothing	.00	.00	500.00	500.00	0.00%
001-541-523	Decorations And Flags	.00	.00	5,500.00	5,500.00	0.00%
001-541-530	Road Materials & Supplies	.00	.00	7,000.00	7,000.00	0.00%
001-541-630	Infrastructure-Street Repair	.00	.00	126,630.00	126,630.00	0.00%
001-541-640	Vehicle, Equipment & Machinery	.00	.00	6,500.00	6,500.00	0.00%
<b>Total ROAD &amp; STREET FACILITIES:</b>		<b>8,147.05</b>	<b>28,335.78</b>	<b>282,178.92</b>	<b>310,514.70</b>	<b>9.13%</b>
<b>CEMETERY</b>						
001-569-240	Workers Compensation	79.40	79.40	240.60	320.00	24.81
001-569-420	Postage & Freight	.00	.00	125.00	125.00	0.00%
001-569-450	Insurance	611.40	611.40	1,988.60	2,600.00	23.52
001-569-460	Repair & Maintenance	.00	.00	2,500.00	2,500.00	0.00%
001-569-490	Other Current Charges	.00	.00	500.00	500.00	0.00%

Account Number	Account Title	2023	YTD Actual	Variance	2024	% Of Budget
		December Actual			Current year Budget	
001-569-494	Benevolence	.00	175.00	325.00	500.00	35.00
001-569-510	Office Supplies	.00	.00	100.00	100.00	0.00%
<b>Total CEMETERY:</b>		<b>690.80</b>	<b>865.80</b>	<b>5,779.20</b>	<b>6,645.00</b>	<b>13.03</b>
<b>LIBRARY</b>						
001-571-120	Regular Salaries & Wages	5,322.23	16,002.93	59,238.09	75,241.02	21.27
001-571-140	Overtime	44.69	1,509.46	490.54	2,000.00	75.47
001-571-210	FICA Matching	520.74	1,444.54	4,464.40	5,908.94	24.45
001-571-220	Retirement Plan	728.29	2,376.42	7,433.19	9,809.61	24.23
001-571-230	Health Insurance	8.74	542.78	4,457.22	5,000.00	10.86
001-571-234	Short-Term Disability	46.62	139.86	560.14	700.00	19.98
001-571-240	Workers Compensation	139.49	139.49	230.51	370.00	37.70
001-571-340	Contractual Services	303.82	2,261.35	8,988.65	11,250.00	20.10
001-571-400	Travel	.00	.00	250.00	250.00	0.00%
001-571-410	Telephone	.00	112.05	2,087.95	2,200.00	5.09%
001-571-411	Internet	.00	.00	16,000.00	16,000.00	0.00%
001-571-420	Postage & Freight	.00	.00	250.00	250.00	0.00%
001-571-430	Utilities	.00	.00	3,000.00	3,000.00	0.00%
001-571-440	Rentals & Leases	.00	105.18	105.18-	.00	0.00%
001-571-450	Insurance	1,928.25	1,928.25	6,271.75	8,200.00	23.52
001-571-460	Repair & Maintenance	.00	1,105.52	105.52-	1,000.00	110.55
001-571-480	Promotional Activities	.00	.00	100.00	100.00	0.00%
001-571-490	Other Current Charges	2.15	39.72	460.28	500.00	7.94%
001-571-510	Office Supplies	.00	.00	2,600.00	2,600.00	0.00%
001-571-520	Operating Supplies	.00	.00	2,500.00	2,500.00	0.00%
001-571-521	Uniforms & Clothing	.00	.00	250.12	250.12	0.00%
001-571-540	Subscriptions, Membership	.00	24.00	476.00	500.00	4.80%
001-571-640	Vehicle, Equipment & Machinery	.00	.00	500.00	500.00	0.00%
001-571-660	Library Books & Material	.00	.00	12,500.00	12,500.00	0.00%
<b>Total LIBRARY:</b>		<b>9,045.02</b>	<b>27,731.55</b>	<b>132,898.14</b>	<b>160,629.69</b>	<b>17.26</b>
<b>PARKS &amp; RECREATION</b>						
001-572-240	Workers Compensation	1,244.64	1,244.64	594.64-	650.00	191.48
001-572-340	Contractual Services	1,090.00	2,499.05	12,500.95	15,000.00	16.66
001-572-345	Contract Mowing/Landscaping Se	4,800.00	14,400.00	67,600.00	82,000.00	17.56
001-572-410	Telephone	.00	.00	250.00	250.00	0.00%
001-572-411	Internet	.00	.00	4,700.00	4,700.00	0.00%
001-572-430	Utilities	.00	1,563.46	4,636.54	6,200.00	25.22
001-572-440	Rentals & Leases	145.00	145.00	145.00-	.00	0.00%
001-572-450	Insurance	4,938.21	4,938.21	16,061.79	21,000.00	23.52
001-572-460	Repair & Maintenance	550.00	4,142.67	25,857.33	30,000.00	13.81
001-572-470	Printing & Copying	.00	.00	1,000.00	1,000.00	0.00%
001-572-490	Other Current Charges	.00	563.33	1,436.67	2,000.00	28.17
001-572-520	Operating Supplies	.00	2,632.41	4,867.59	7,500.00	35.10
001-572-521	Fuel	.00	.00	1,000.00	1,000.00	0.00%
001-572-605	Capital Outlay	.00	.00	.00	.00	0.00%
001-572-606	Capital Projects-Stage & Gazebo	.00	202,907.77	160,092.23	363,000.00	55.90
001-572-640	Machine & Equipment	.00	.00	2,500.00	2,500.00	0.00%
<b>Total PARKS &amp; RECREATION:</b>		<b>12,767.85</b>	<b>235,036.54</b>	<b>301,763.46</b>	<b>536,800.00</b>	<b>43.78</b>
<b>SPECIAL EVENTS</b>						
001-574-240	Workers Compensation	68.67	68.67	531.33	600.00	11.45
001-574-450	Insurance	600.49	600.49	1,953.11	2,553.60	23.52

Account Number	Account Title	2023	YTD Actual	Variance	2024	% Of Budget
		December Actual			Current year Budget	
001-574-481	Montverde Day	3,430.80	60,101.35	13,898.65	74,000.00	81.22
001-574-482	Light Up Montverde	3,880.83	47,494.80	10,505.20	58,000.00	81.89
001-574-483	Fall & Spring Concert Series	.00	.00	7,500.00	7,500.00	0.00%
001-574-484	Easter Event	.00	.00	5,000.00	5,000.00	0.00%
001-574-485	Trunk or Treat	.00	4,401.96	801.96-	3,600.00	122.28
Total SPECIAL EVENTS:		7,980.79	112,667.27	38,586.33	151,253.60	74.49
GENERAL FUND Expenditure Total:		146,939.71	759,857.74	1,944,293.27	2,704,151.01	28.10
Net Total GENERAL FUND:		146,939.71-	759,857.74-	1,944,293.27-	2,704,151.01-	28.10

Account Number	Account Title	2023 December Actual	YTD Actual	Variance	2024 Current year Budget	% Of Budget
<b>Fund: 330</b>						
<b>Department: 572</b>						
330-572-630	Capital Projects-Boat Ramp	.00	.00	430,000.00	430,000.00	0.00%
Total Department: 572:		.00	.00	430,000.00	430,000.00	0.00%
Fund: 330 Expenditure Total:		.00	.00	430,000.00	430,000.00	0.00%
Net Total Fund: 330:		.00	.00	430,000.00-	430,000.00-	0.00%

Account Number	Account Title	2023 December Actual	YTD Actual	Variance	2024 Current year Budget	% Of Budget
<b>CAPITAL PROJ - WATER PUMPS/TWR</b>						
<b>WATER UTILITY SERVICES</b>						
340-533-634	Engineering & Design	.00	17,595.00	332,405.00	350,000.00	5.03%
340-533-639	Water Tower Replacement	.00	.00	725,000.00	725,000.00	0.00%
Total WATER UTILITY SERVICES:		.00	17,595.00	1,057,405.00	1,075,000.00	1.64%
CAPITAL PROJ - WATER PUMPS/TWR Expenditure Total:						
		.00	17,595.00	1,057,405.00	1,075,000.00	1.64%
Net Total CAPITAL PROJ - WATER PUMPS/TWR:						
		.00	17,595.00-	1,057,405.00-	1,075,000.00-	1.64%

Account Number	Account Title	2023 December Actual	YTD Actual	Variance	2024 Current year Budget	% Of Budget
<b>MUNICIPAL/STREETS PARKING EXP</b>						
<b>PARKS &amp; RECREATION</b>						
350-572-520	Capital Projects-Sports Courts	.00	23,515.00	23,515.00-	.00	0.00%
350-572-630	Capital Projects-Municipal/Str	.00	.00	240,000.00	240,000.00	0.00%
Total PARKS & RECREATION:		.00	23,515.00	216,485.00	240,000.00	9.80%
MUNICIPAL/STREETS PARKING EXP Expenditure Total:		.00	23,515.00	216,485.00	240,000.00	9.80%
Net Total MUNICIPAL/STREETS PARKING EXP:		.00	23,515.00-	216,485.00-	240,000.00-	9.80%

Account Number	Account Title	2023 December Actual	YTD Actual	Variance	2024 Current year Budget	% Of Budget
<b>SPORTS COURTS &amp; PARK ADDITION</b>						
<b>PARKS &amp; RECREATION</b>						
360-572-520	Operating Supplies	.00	23,635.09	23,635.09-	.00	0.00%
360-572-630	Infrastructure	3,059.70	63,659.70	63,659.70-	.00	0.00%
360-572-634	Engineering	.00	11,451.00	11,451.00-	.00	0.00%
360-572-635	Construction	135.78	135.78	199,864.22	200,000.00	0.07%
Total PARKS & RECREATION:		3,195.48	98,881.57	101,118.43	200,000.00	49.44
SPORTS COURTS & PARK ADDITION Expenditure Total:		3,195.48	98,881.57	101,118.43	200,000.00	49.44
Net Total SPORTS COURTS & PARK ADDITION:		3,195.48-	98,881.57-	101,118.43-	200,000.00-	49.44

Account Number	Account Title	2023 December Actual	YTD Actual	Variance	2024 Current year Budget	% Of Budget
<b>Fund: 370</b>						
<b>Department: 572</b>						
370-572-630	Fosgate Trail Connection	.00	.00	100,000.00	100,000.00	0.00%
Total Department: 572:		.00	.00	100,000.00	100,000.00	0.00%
Fund: 370 Expenditure Total:		.00	.00	100,000.00	100,000.00	0.00%
Net Total Fund: 370:		.00	.00	100,000.00-	100,000.00-	0.00%



Account Number	Account Title	2023	YTD	Variance	2024	% Of
		December			Current year	
		Actual	Actual		Budget	Budget
<b>WATER</b>						
<b>WATER UTILITY SERVICES</b>						
400-533-120	Regular Salaries & Wages	11,766.46	36,888.43	173,173.07	210,061.50	17.56
400-533-140	Overtime	627.89	2,352.63	6,647.37	9,000.00	26.14
400-533-210	FICA Matching	1,235.29	3,307.20	13,451.00	16,758.20	19.73
400-533-220	Retirement Plan	2,301.63	6,941.77	22,889.42	29,831.19	23.27
400-533-230	Health Insurance	2,197.09	6,879.29	32,720.71	39,600.00	17.37
400-533-234	Short-Term Disability	132.70	398.14	1,801.86	2,200.00	18.10
400-533-239	Other Employer Contributions	.00	.00	.00	.00	0.00%
400-533-240	Workers Compensation	253.23	253.23	5,546.77	5,800.00	4.37%
400-533-250	Uniforms & Clothing	.00	.00	3,500.00	3,500.00	0.00%
400-533-310	Professional Services	.00	.00	3,960.00	3,960.00	0.00%
400-533-320	Accounting & Auditing	.00	.00	9,800.00	9,800.00	0.00%
400-533-340	Contractual Services	7,604.53	28,681.43	39,318.57	68,000.00	42.18
400-533-350	Municode	.00	.00	2,500.00	2,500.00	0.00%
400-533-400	Travel	.00	.00	1,500.00	1,500.00	0.00%
400-533-410	Telephone	116.85	478.91	5,521.09	6,000.00	7.98%
400-533-411	Internet	.00	1,091.50	4,408.50	5,500.00	19.85
400-533-420	Postage & Freight	.00	.00	3,500.00	3,500.00	0.00%
400-533-430	Utilities	3,640.15	9,936.44	20,063.56	30,000.00	33.12
400-533-440	Rentals & Leases	87.18	389.95	2,610.05	3,000.00	13.00
400-533-450	Insurance	13,638.85	13,638.85	44,361.15	58,000.00	23.52
400-533-460	Repair & Maintenance	745.28-	20,959.21	24,040.79	45,000.00	46.58
400-533-465	Repair & Replace (Retain)	.00	.00	95,639.10	95,639.10	0.00%
400-533-470	Printing & Copying	.00	.00	1,200.00	1,200.00	0.00%
400-533-490	Other Current Charges	2.13	135.88	2,364.12	2,500.00	5.44%
400-533-495	Bank Finance Charges	176.36	1,615.16	7,384.84	9,000.00	17.95
400-533-510	Office Supplies	.00	77.60	1,422.40	1,500.00	5.17%
400-533-513	TM Allowance	193.82	581.46	581.46-	.00	0.00%
400-533-520	Operating Supplies	1,601.36	4,963.59	17,036.41	22,000.00	22.56
400-533-521	Fuel	173.32	624.01	6,625.99	7,250.00	8.61%
400-533-522	Small Tools & Equipment	.00	433.95	433.95-	.00	0.00%
400-533-540	Subscriptions, Membership	299.40	600.04	899.96	1,500.00	40.00
400-533-550	Seminars And Training	.00	50.20	2,449.80	2,500.00	2.01%
400-533-560	Small Tools & Equipment	.00	.00	7,500.00	7,500.00	0.00%
400-533-577	Bulk Water	1,396.66	4,152.88	70,847.12	75,000.00	5.54%
400-533-609	Water Meter Replacement	24,973.60	27,868.60	122,131.40	150,000.00	18.58
400-533-640	Machinery & Equipment	.00	.00	.00	.00	0.00%
Total WATER UTILITY SERVICES:		71,673.22	173,300.35	755,799.64	929,099.99	18.65
WATER Expenditure Total:		71,673.22	173,300.35	755,799.64	929,099.99	18.65
Net Total WATER:		71,673.22-	173,300.35-	755,799.64-	929,099.99-	18.65

Account Number	Account Title	2023 December Actual	YTD Actual	Variance	2024 Current year Budget	% Of Budget
<b>SEWER-ENTERPRISE (WASTE WATER)</b>						
<b>SEWER UTILITY ENTERPRISE</b>						
421-535-120	Regular Salaries & Wages	6,590.34	10,766.31	20,068.95	30,835.26	34.92
421-535-140	Overtime	23.29	336.80	336.80-	.00	0.00%
421-535-210	FICA Matching	213.84	559.40	1,799.50	2,358.90	23.71
421-535-220	Retirement Plan	361.15	1,112.76	2,803.32	3,916.08	28.42
421-535-230	Health Insurance	382.88	1,169.00	8,971.00	10,140.00	11.53
421-535-234	Short-Term Disability	18.82	56.42	1,223.58	1,280.00	4.41%
421-535-239	Other Employer Contributions	.00	.00	100.00	100.00	0.00%
421-535-240	Workers Compensation	.00	.00	380.00	380.00	0.00%
421-535-250	Uniforms & Clothing	.00	.00	250.00	250.00	0.00%
421-535-340	Contractual Services	.00	.00	6,728.67	6,728.67	0.00%
421-535-410	Telephone	.00	.00	.00	.00	0.00%
421-535-430	Utilities	.00	92.14	24,907.86	25,000.00	0.37%
421-535-460	Repair & Maintenance Res	.00	.00	102,282.09	102,282.09	0.00%
421-535-470	Printing & Copying	.00	.00	1,500.00	1,500.00	0.00%
421-535-490	Other Current Charges	.00	.00	.00	.00	0.00%
421-535-513	TM Allowance	27.70	83.10	1,236.90	1,320.00	6.30%
421-535-540	Subscriptions, Membership	.00	79.04	79.04-	.00	0.00%
421-535-576	Bulk Sewer Charges To Clermont	.00	8,929.87	23,070.13	32,000.00	27.91
Total SEWER UTILITY ENTERPRISE:		7,618.02	23,184.84	194,906.16	218,091.00	10.63
SEWER-ENTERPRISE (WASTE WATER) Expenditure Total:						
		7,618.02	23,184.84	194,906.16	218,091.00	10.63
Net Total SEWER-ENTERPRISE (WASTE WATER):						
		7,618.02-	23,184.84-	194,906.16-	218,091.00-	10.63

Account Number	Account Title	2023 December Actual	YTD Actual	Variance	2024 Current year Budget	% Of Budget
<b>CAPITAL PROJ- SEWER ENTERPRISE</b>						
<b>SEWER UTILITY ENTERPRISE</b>						
422-535-621	Generator	.00	.00	5,350,000.00	5,350,000.00	0.00%
422-535-630	Infrastructure	.00	141,665.60	3,358,334.40	3,500,000.00	4.05%
422-535-634	Engineering	.00	43,391.30	43,391.30-	.00	0.00%
Total SEWER UTILITY ENTERPRISE:		.00	185,056.90	8,664,943.10	8,850,000.00	2.09%
CAPITAL PROJ- SEWER ENTERPRISE Expenditure Total:						
		.00	185,056.90	8,664,943.10	8,850,000.00	2.09%
Net Total CAPITAL PROJ- SEWER ENTERPRISE:						
		.00	185,056.90-	8,664,943.10-	8,850,000.00-	2.09%

Account Number	Account Title	2023 December Actual	YTD Actual	Variance	2024 Current year Budget	% Of Budget
<b>CAPITAL PROJECT - STORM WATER</b>						
<b>WATER UTILITY SERVICES</b>						
430-533-630	Infrastructure	.00	.00	1,350,000.00	1,350,000.00	0.00%
430-533-634	Engineering	15,832.00	17,800.00	17,800.00-	.00	0.00%
Total WATER UTILITY SERVICES:		15,832.00	17,800.00	1,332,200.00	1,350,000.00	1.32%
CAPITAL PROJECT - STORM WATER Expenditure Total:		15,832.00	17,800.00	1,332,200.00	1,350,000.00	1.32%
Net Total CAPITAL PROJECT - STORM WATER:		15,832.00-	17,800.00-	1,332,200.00-	1,350,000.00-	1.32%

Account Number	Account Title	2023 December Actual	YTD Actual	Variance	2024 Current year Budget	% Of Budget
<b>CAPITAL PROJECT</b>						
<b>LIBRARY</b>						
500-571-120	Regular Salaries & Wages	185.20	1,277.60	1,277.60-	.00	0.00%
500-571-210	FICA Matching	14.17	97.73	97.73-	.00	0.00%
500-571-340	Capital Project- Library	.00	2,000.00	2,000.00-	.00	0.00%
500-571-410	Telephone	45.39	45.39	45.39-	.00	0.00%
500-571-470	Printing & Copying	.00	54.95	54.95-	.00	0.00%
500-571-520	Capital Project- Library	.00	835.42	835.42-	.00	0.00%
500-571-634	Engineering	.00	30,837.84	30,837.84-	.00	0.00%
500-571-635	Construction	.00	175.00	2,277,825.00	2,278,000.00	0.01%
Total LIBRARY:		244.76	35,323.93	2,242,676.07	2,278,000.00	1.55%
CAPITAL PROJECT Expenditure Total:		244.76	35,323.93	2,242,676.07	2,278,000.00	1.55%
Net Total CAPITAL PROJECT:		244.76-	35,323.93-	2,242,676.07-	2,278,000.00-	1.55%
Net Grand Totals:		245,503.19-	1,334,515.33-	17,039,826.67-	18,374,342.00-	7.26%

Report Criteria:

- Print Fund Titles
- Page and Total by Fund
- Include Sources: None
- Print Source Titles
- Total by Source
- Include Revenues: None
- Exclude Departments: 559
- Print Department Titles
- Total by Department
- All Segments Tested for Total Breaks

**MINUTES OF TOWN COUNCIL REGULAR MEETING  
DECEMBER 12, 2023**

## **CONSENT AGENDA**

**MONTVERDE TOWN COUNCIL  
REGULAR MEETING MINUTES  
DECEMBER 12, 2023, AT 7:00 P.M.**

**TOWN COUNCIL MEMBERS PRESENT**

Joe Wynkoop, Mayor  
Jim Peacock, Vice Mayor  
Jim Ley, Councilmember  
Allan Hartle, Councilmember  
Carol Womack, Councilmember

**STAFF PRESENT**

Paul Larino, Town Manager  
Anita Geraci-Carver, Town Attorney  
Sean Parks, Town Planner  
Lisa Busto, Associate Planner  
Sandra Johnson, Town Clerk

**CALL TO ORDER AND OPENING CEREMONIES**

Pledge of Allegiance  
Invocation  
Roll Call

**Attendance 23**

**PRESENTATION AND ADMINISTRATIVE MATTERS**

None

**CITIZENS QUESTION/COMMENT PERIOD**

Matthew Baumann, 1122 Imperial Eagle Street, Groveland concerned about vandalism in downtown area.

Mike Furin, 17175 Ridgewood, attended Montverde Day, light up Montverde as a new resident he is enjoying all the Town events.

Banks Helfrich, 9100Sams Lake Rd, mental health epidemic, strong community helps. Farm tours can be found on EVENTBRIGHT.

Debra Salvi, 17416 Fourth St. loves all the activities the town has. Light post needs repaired at end of fourth St at Lakeside



## **DEPARTMENT & COMMITTEE REPORTS**

### **Town Manager Larino's Report**

Thanked staff, volunteers and Council for another great year. Thanks to the Council for the staff appreciation dinner.

Fiber optic high speed is being installed in the town; will keep you informed as to progress.

We closed on the house on Franklin that burned, hopefully we can demo first of year.

Sports courts are coming along.

### **Town Attorney Geraci-Carver Report**

Nothing to report, thank you for dinner Friday night.

Had to get Bella Collina's CCD name changed for ISBA.

### **Town Planner Parks Report**

Working hard, slowed down a little this month with zoning clearances. Working on comprehensive plan

### **Lake County Commission Report**

Have been to a lot of cities this Christmas season, Montverde is a Hallmark movie with its decorations.

### **Town Council Reports**

**Councilmember Hartle** driving down Porter the other morning, light fog, the trees and setting looked like an Ansel Adams picture. Enjoyed playing Santa, thanks to Kalena for her help.

**Vice Mayor Peacock** thank you to the Public Works guys and Paul for their hard work decorating the Town. Concerned about the vandalism, Mr. Baumann discussed.

**Councilmember Womack** agrees with what everyone is saying. Light up Montverde was great. Vandalism – we need more volunteers to help with patrolling the town. Sign up!

**Councilmember Ley**, thank you to Councilmember Hartle for his hard work on getting the clean-up of the property. MPO activist from the Villages, want sound barriers up on the Turnpike, sound comes through.

This would be a great idea for our area. Brief discussion on Turnpike noise.

### **Mayor Wynkoop Report**

Nothing to report tonight.

**NOVEMBER FINANCE REPORT**

Beginning Bank Balance	\$ 4,868,599.13
Revenues	\$ 430,931.08
Expenditures	\$ 687,121.07
Ending Balance	<u>\$ 4,612,409.14</u>
Grant Clearing Account	\$ 5,887,701.95
Total Bank Balance	\$ 10,420,211.75

**CONSENT AGENDA**

Minutes of the Town Council Regular Meeting held November 14, 2023. Councilmember Ley moved to approve. Councilmember Hartle seconded. Minutes approved 5-0.

**DISCUSSION AND ACTION ITEM**

Town Manager Larino briefly discussed Southlake TV cost for videoing the Council meetings. Matthew Baumann thinks this is a good idea. Council agreed to have Town Manager Larino move forward with this.

Town Manager Larino showed drawings for the new stage in Kirk Park. It will be a 20x40 concrete elevated. The drawings show the roof line and beams. Council all approved of the design.

Town Manager presented an update to the water system upgrade and the Consumption Use Permit from St. Johns River Water Management District.

**PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS**

**Ordinance No. 2023-31** An Ordinance of the Town of Montverde, Florida, amending Sec. 10-82 in Chapter 10 of the Town of Montverde Land Development Code to impose a maximum size of eight hundred square feet for accessory buildings, impose a maximum height for accessory buildings and clarify design requirements for certain accessory buildings within the Town of Montverde; providing for codification and severability; providing for the repeal of Ordinances in conflict herewith; and providing for an effective date.

Town Attorney Geraci-Carver read the Ordinance by title only.

Town Manager Larino explained the Ordinance.

Mayor Wynkoop opened the public hearing. Matthew Baumann, 1122 Imperial Eagle Street, has questions on 800 square feet.

Town Manager Larino, it is 15% of the size of the main structure not to exceed 800 sq ft. Councilmember Womack says this is long overdue.

Haroon Rasid, 17424 Fourth Street, asked if this would apply to a garage.

Town Manager Larino, no.

Mayor Wynkoop closed the public hearing.

Councilmember Womack moved to approve the Ordinance by title only and set January 9, 2024, as a Public Hearing. Councilmember Ley seconded. Approved 5-0.

**Resolution No. 2023-84** A Resolution of the Town Council of the Town of Montverde, Florida, granting a variance from Section 10-91 in Chapter 10 of the Montverde Land Development Code from the minimum fifty-foot setback from the delineation of the seasonal high-water elevation or jurisdictional wetland line, whichever is higher, to allow the existing concrete boat ramp to remain on the real property located at 16233 Four Lakes Lane, Montverde, Florida, owned by Mark and Rachel Duncan; providing for conditions; and providing for an effective date.

Town Attorney Geraci-Carver read the Resolution by title only.

Town Manager Larino explained the Resolution and reason for the variance request.

Alan Lait CR 455 was the existing dock put in without a permit?

Mayor Wynkoop opened the public hearing.

John Arellano, contractor for the petitioner, will be installing a drainage fixture that will flow to the swales.

Mayor Wynkoop closed the public hearing.

Councilmember Ley moved to approve Resolution 2023-84. Vice Mayor Peacock seconded. Resolution 2023-84 approved 5-0.

**Resolution No. 2023-85** A Resolution of the Town Council of the Town of Montverde, Florida, granting a Conditional Use Permit in an Commercial C-1 zoning district in the Town of Montverde to permit a manufacturing business with product storage that employs ten or fewer persons on the herein described property located at 17521 County Road 455, Montverde, Florida, owned by Dermastart Labs, LLC; providing for conditions; providing for an expiration date; and providing for an effective date.

Town Attorney Geraci-Carver read the Resolution by title only.

Town Manager Larino explained the Resolution.

Mayor Wynkoop opened the public hearing.

Cherie Dobbs, owner of Dermastart stated the manufacturing of her beauty products are done at a different location. This location is for the bottling of the product for automated packaging. Waste generated in vessels which is taken to the Ocoee Recycle Center.

Alan Lait, 17569 CR 455 hoping you are going to paint the building.

Steve Crowley, 17545 CR 455, concerned about the noise.

Cherie Dobbs, Owner, I cannot hear the bottling noise just outside of the building.

Brad Long, Montverde Academy where the trucks that will deliver supplies to you, unload?

Cherie Dobbs, Owner, UPS delivers and picks up, once a month semi, usually a box truck.  
Mayor Wynkoop closed the public hearing.

Mayor Wynkoop stated he would like the periodic inspections which will be managed by the Council and the hours to be between 8:00 am and 8:00 pm. Town has right to inspect operations on an as needed basis.

Vice Mayor Peacock moved to approve Resolution 2023-85 as amended for periodic inspections managed by the Council. Move peacock periodic inspections and hours. Mayor Wynkoop seconded. Resolution 2023-85 approved 4-1 (Mayor Wynkoop voted nay)

Councilmember Ley left the meeting at 8:23 p.m.

**Resolution No. 2023-86** A Resolution of the Town Council of the Town of Montverde, Florida, granting a Conditional Use permit in a Single Family Low Density Zoning District in the Town of Montverde to permit a RV to be parked on and lived in for a period not to exceed 24 months, in order to allow for the care of an ill family member on the herein described property located at 16342 Cardy Street, Montverde, Florida, owned by Wayne and Sandra Fields; providing for conditions; providing for an expiration date; and providing for an effective date.

Town Attorney Geraci-Carver read the Resolution by title only.

Town Manager Larino explained the Resolution and the reason for the conditional use.

Mayor Wynkoop opened the public hearing.  
No one spoke in favor of or against the Resolution.  
Mayor Wynkoop closed the public hearing.

There was brief discussion.

Mayor Wynkoop moved to approve Resolution No. 2023-86. Vice Mayor Peacock seconded. Resolution 2023-86 approved 4-0. (Councilmember Ley absent for the vote).

**Resolution No. 2023-97** A Resolution of the Town Council of the Town of Montverde, Florida approving Task Order Proposal dated November 16, 2023 for design, permitting, bidding and contract administration, and funding administration and project management of the Phase 2 Stormwater Improvements between the Town of Montverde and Woodard & Curran, Inc. issued pursuant to RFQ 21-02; authorizing the Town Manager to execute the agreement; providing for an effective date.

Town Attorney Geraci-Carver read the Resolution by title only.

Town Manager Larino explained the proposal for Stormwater Improvements.

Mayor Wynkoop opened the public hearing.

No one spoke in favor of or against the Resolution.

Mayor Wynkoop closed the public hearing.

Councilmember Hartle moved to approve Resolution No. 2023-97. Councilmember Womack seconded. Resolution No. 2023-97 approved 4-0. (Councilmember Ley absent for the vote).

**Resolution No. 2023-98** A Resolution of the Town Council of the Town of Montverde, Florida, approving Task Order #2 for Wastewater Collection System and Treatment Design System dated December 13, 2023 to conduct a comprehensive topographic survey and to accurately locate existing utilities within the Town's boundary limits relating to the collection system and wastewater treatment plant pursuant to the consultant service agreement dated May 31, 2022 between the Town of Montverde and Woodard & Curran, Inc; authorizing the Town Manager to execute the Agreement; providing for an effective date.

Town Attorney Geraci-Carver read the Resolution by title only.

Town Manager Larino explained the necessity of the survey.

Mayor Wynkoop opened the public hearing.

Scott Shannon, Woodard and Curran 4-5 weeks to complete.

Steven Crowley, 17545 CR 455, Sounds good.

John Arellano, 17531 CR 455 grateful you are moving forward.

Mayor Wynkoop closed the public hearing.

There was brief discussion.

Councilmember Hartle moved to approve. Vice Mayor Peacock seconded. Resolution No. 2023-98 approved 4-0. (Councilmember Ley absent for the vote).

**Resolution No. 2023-99** A Resolution of the Town Council of the Town of Montverde, Florida, Approving the amended and restated contract for municipal inspection services between the Town of Montverde, Florida and Alpha Inspections, Inc.; amended to exclude town buildings and town projects, to extend the terms of agreement, and to include statutorily required language since the original agreement was approved; and providing for an effective date.

Town Attorney Geraci-Carver read the Resolution by title only.

Town Manager Larino explained the changes in the agreement with Alpha Inspections.

Mayor Wynkoop opened the public hearing.  
No one spoke in favor of or against the Resolution.  
Mayor Wynkoop closed the public hearing.

There was brief discussion.

Vice Mayor Peacock moved to approve Resolution No. 2023-99. Councilmember Womack seconded the motion. Resolution No. 2023-99 approved 4-0 (Councilmember Ley absent for the vote)

**REMINDERS AND ADJOURNMENT**

Vice Mayor Peacock moved to adjourn the meeting. Mayor Wynkoop seconded.  
Meeting adjourned at 8:45 p.m.

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Joe Wynkoop, Mayor

Attest:

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Sandy Johnson, Town Clerk

## **DISCUSSION AND ACTION ITEMS**

**UPDATE FROM MONTVERDE ACADEMY**



## **UPDATE ON JPA AND ISBA**

**DISCUSSION ON COMMUNITY ENHANCEMENT PROJECTS  
FUNDED BY CODE ENFORCEMENT FINES**

**UPDATE ON 17135 FRANKLIN (BURNT HOUSE)**

**APPROVAL FOR TOWN MANAGER TO PURCHASE NEW STAGE  
MATERIALS FROM PERGOLA USA**



Paul Larino

Quoted Price	Specification
\$ 57,790	20x50 Grand Cedar Pavilion
\$ 2,960	(8) 10x10 post 11' tall
\$ 6,720	5x11 glulam beams, wrapped in cedar 1x boards
\$ 3,250	metal roof, color TBD
\$ 5,580	stain color TBD
\$ -	30' open span at front and back
\$ 760	HD post brackets
\$ 3,300	20' third gable on 1 50' side
\$ 2,250	stamped engineered drawings (FL)
\$ -	free shipping to FL
\$ 82,610	Pre-tax total

Orders shipped to the following 18 states are subject to state sales tax:  
CA, CO, GA, IL, MD, MA, MI, MN, NJ, NY, NC, OH, PA, SC, VA, WA.



**PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS**

**ORDINANCE NO. 2023-31**

**ORDINANCE NO. 2023-31**

**AN ORDINANCE OF THE TOWN OF MONTVERDE, FLORIDA, AMENDING SEC. 10-82 IN CHAPTER 10 OF THE TOWN OF MONTVERDE LAND DEVELOPMENT CODE TO IMPOSE A MAXIMUM SIZE OF EIGHT HUNDRED SQUARE FEET FOR ACCESSORY BUILDINGS, IMPOSE A MAXIMUM HEIGHT FOR ACCESSORY BUILDINGS AND CLARIFY DESIGN REQUIREMENTS FOR CERTAIN ACCESSORY BUILDINGS WITHIN THE TOWN OF MONTVERDE; PROVIDING FOR CODIFICATION AND SEVERABILITY; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town finds that accessory buildings of a certain square footage should be aesthetically consistent with the architectural style of the principal structure by using similar materials and colors as the primary structure and therefore clarification of the code is needed; and

**WHEREAS**, the Town of Montverde also finds that accessory buildings exceeding the height of the primary structure is not aesthetically appealing and should not exceed 14-ft. or the height of the primary structure, whichever is less; and

**WHEREAS**, the Town Council is authorized pursuant to Ch. 166, and 163, Florida Statutes, to adopt this ordinance, and recognize municipal authority to enact regulations to protect health, safety, and welfare; and

**WHEREAS**, the Planning and Zoning Board of the Town of Montverde considered this ordinance at a public meeting and has made a recommendation to Town Council; and

**WHEREAS**, the Town Council of the Town of Montverde held a public hearing which was advertised in accordance with law and held such public hearing no less than 10 days after the day advertisement was published.

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council of the Town of Montverde, Florida, as follows:

**SECTION 1. Legislative Findings and Intent.** The findings set forth in the recitals above are hereby adopted as legislative findings pertaining to this Ordinance.

**SECTION 2.** That Section 10-82 of Article III in Chapter 10, Part III (Land Development Code) of the Montverde Code of Ordinances shall be amended to read as follows:

**Sec. 10-82. Location, design and maximum floor area of accessory buildings and uses in residential districts.**

- (a) The first floor area of an accessory building structure within a residential district shall be no greater than 800 square feet or 50% of the square footage of the primary structure



whichever is lesser and shall not exceed a height of 14-ft. or the height of the primary structure whichever is lesser. the first floor area of the primary structure.

- (b) When an accessory building is attached to a main structure by a breezeway or any other structure requiring a Town of Montverde building permit it shall comply with the setback requirements of the main building.
- (c) All accessory buildings must be issued a permit by the town prior to installation or construction.
- (d) Accessory buildings ~~90~~ 120 square feet or less shall be set back and located a minimum of seven and one-half feet from ~~any~~ the side and rear property lines. Accessory buildings greater than ~~90~~ 120 square feet shall conform to the applicable zoning setbacks.
- (e) Accessory buildings greater than ~~150~~ 120 feet<sup>2</sup> must be constructed or installed to be similar to the architectural style, colors and materials of the ~~principle~~-principal structure. Properties located in agriculture zoning district are exempt from this requirement.
- (f) Each residential lot (determined by ALT key or parcel identification number) may have no more than two accessory buildings.
- (g) Temporary storage structures shall be limited to 60 consecutive days and no more than 120 days in any calendar year and shall be located a minimum of ten feet from all property lines.
- (h) Accessory buildings may not be placed in the front yard. Accessory buildings shall be placed in side or rear yards only, except if a corner lot, then accessory buildings shall only be placed in the rear yard.

**SECTION 3. Codification.** It is the intent of the Town Council of the Town of Montverde that the provisions of this Ordinance shall be codified. The codifier is granted broad and liberal authority in renumbering and codifying the provision of this Ordinance.

**SECTION 4. Severability.** If any section, sentence, phrase, word or portion of this Ordinance is determined to be invalid, unlawful or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word or portion of this Ordinance not otherwise determined to be invalid, unlawful or unconstitutional.

**SECTION 5. Conflicts.** In any case where a provision of this Ordinance is found to be in conflict with a provision of any other ordinance of this Town, the provision of this Ordinance shall govern.

**SECTION 6. Effective Date.** This Ordinance shall become effective immediately upon adoption.

**PASSED AND DULY ADOPTED** by the Town of Montverde, Lake County, Florida this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Joe Wynkoop, Mayor

Attest:

\_\_\_\_\_  
Sandy Johnson, Town Clerk

Approved as to form and legality:

\_\_\_\_\_  
Anita Geraci-Carver, Town Attorney

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

Council Member \_\_\_\_\_ moved the passage and adoption of the above and foregoing Ordinance. Motion was seconded by Council Member \_\_\_\_\_ and upon roll call on the motion the vote was as follows:

	YEA	NAY
Jim Peacock, Vice Mayor		
Jim Ley, Councilmember		
Allan Hartle, Councilmember		
Carol Womack, Councilmember		
Joe Wynkoop, Mayor		



# STAFF REPORT

**TO:** Town Council  
**FROM:** Sean M Parks, AICP, QEP Town Planner  
**DATE:** January 9, 2024  
**SUBJECT:** Ordinance 2023-31 - Code Revision for Accessory Buildings  
**APPLICANT:** Town of Montverde

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**REQUESTED ACTION / RECOMMENDATION:**

Staff recommends **APPROVAL** of the revised code for Accessory Buildings, Section 10-82.

The proposed code protects property rights and is not an economic burden to potentially affected parties. The proposed ordinance protects the Town's quality of life and small-town charm.

There were two (2) recommended changes by the Planning & Zoning committee on 7/12/23, which are incorporated in the following revised Ordinance. It was approved by Town Council at the first hearing on 12/13/23.

**ORDINANCE NO. 2023-31**

**AN ORDINANCE OF THE TOWN OF MONTVERDE, FLORIDA, AMENDING SEC. 10-82 IN CHAPTER 10 OF THE TOWN OF MONTVERDE LAND DEVELOPMENT CODE TO IMPOSE A MAXIMUM SIZE OF EIGHT HUNDRED SQUARE FEET FOR ACCESSORY BUILDINGS, IMPOSE A MAXIMUM HEIGHT FOR ACCESSORY BUILDINGS AND CLARIFY DESIGN REQUIREMENTS FOR CERTAIN ACCESSORY BUILDINGS WITHIN THE TOWN OF MONTVERDE; PROVIDING FOR CODIFICATION AND SEVERABILITY; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town finds that accessory buildings of a certain square footage should be aesthetically consistent with the architectural style of the principal structure by using similar materials and colors as the primary structure and therefore clarification of the code is needed; and



# STAFF REPORT

**WHEREAS**, the Town of Montverde also finds that accessory buildings exceeding the height of the primary structure is not aesthetically appealing and should not exceed 14-ft. or the height of the primary structure, whichever is less; and

**WHEREAS**, the Town Council is authorized pursuant to Ch. 166, and 163, Florida Statutes, to adopt this ordinance, and recognize municipal authority to enact regulations to protect health, safety, and welfare; and

**WHEREAS**, the Planning and Zoning Board of the Town of Montverde considered this ordinance at a public meeting and has made a recommendation to Town Council; and

**WHEREAS**, the Town Council of the Town of Montverde held a public hearing which was advertised in accordance with law and held such public hearing no less than 10 days after the day advertisement was published.

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council of the Town of Montverde, Florida, as follows:

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**SECTION 2.** That Section 10-82 of Article III in Chapter 10, Part III (Land Development Code) of the Montverde Code of Ordinances shall be amended to read as follows:

**Sec. 10-82. Location, design and maximum floor area of accessory buildings and uses in residential districts.**

- (a) The first floor area of an accessory building structure within a residential district shall be no greater than 800 square feet or 50% of the square footage of the primary structure whichever is lesser and shall not exceed a height of 14-ft. or the height of the primary structure whichever is lesser. ~~the first floor area of the primary structure.~~
- (b) When an accessory building is attached to a main structure by a breezeway or any other structure requiring a Town of Montverde building permit it shall comply with the setback requirements of the main building.
- (c) All accessory buildings must be issued a permit by the town prior to installation or construction.



# STAFF REPORT

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**SECTION 5. Conflicts.** In any case where a provision of this Ordinance is found to be in conflict with a provision of any other ordinance of this Town, the provision of this Ordinance shall govern.

**SECTION 6. Effective Date.** This Ordinance shall become effective immediately upon adoption.



# STAFF REPORT

**PASSED AND DULY ADOPTED** by the Town of Montverde, Lake County, Florida this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Joe Wynkoop, Mayor

Attest:

\_\_\_\_\_  
Sandy Johnson, Town Clerk

Approved as to form and legality:

\_\_\_\_\_  
Anita Geraci-Carver, Town Attorney

First Reading \_\_\_\_\_

Second Reading \_\_\_\_\_

Council Member \_\_\_\_\_ moved the passage and adoption of the above and foregoing Ordinance. Motion was seconded by Council Member \_\_\_\_\_ and upon roll call on the motion the vote was as follows:

	YEA	NAY
Bill Bates, Councilmember		
Allan Hartle, Vice Mayor		
Jim Ley, Councilmember		
Jim Peacock, Councilmember		
Joe Wynkoop, Mayor		

## **REMINDERS AND ADJOURNMENT**