

# Village of Indiantown

Where Great Things Grow



B i - M o n t h l y R e p o r t a n d U p d a t e :  
S a t u r d a y , A u g u s t 7 , 2 0 2 1

**To:** Honorable Mayor & Members of the Village Council

**Thru:** Howard W. Brown, Jr., Village Manager

**From:** Daniel W. Eick, Management Analyst/PIO

**CC:** Village Staff

**Date:** August 5, 2021

In the interest of keeping the public informed of administrative matters on a regular basis, I am providing this report for your review and consideration:

## Administration

- Staff is developing a strategy for addressing cleanliness, landscape, and order along the Warfield Boulevard/SR 710 Corridor. I have attached a memorandum from our Management Analyst on this issue.
- We recently were notified by the Martin County Property Appraiser that our first public hearing on the budget could not be held on Thursday, September 9, 2021. We have since requested that the date be changed to Wednesday, September 8, 2021 at 6:30 PM. State law will not allow a municipality to hold public hearings on the budget on the same dates the School Board or Board of County Commissioners. This is the reason why our first public budget hearing was changed.

## Village Manager's Office

### Village Schedule

A schedule of upcoming events is included below:

- The next Special Magistrate Hearing is scheduled for Tuesday, August 17, at 10:00 AM. The meeting will be held in the Village Council Chambers.
- The next Regular Council Meeting is scheduled for Thursday, August 19, at 6:30 PM. The meeting will be held in a hybrid format utilizing the Village's Council chambers and Zoom.
- The month's second Special Magistrate Hearing is scheduled for Tuesday, August 24, at 10:00 AM. The meeting will be held in the Village Council Chambers.
- The second Budget Workshop of 2021 is scheduled for Thursday, August 26, at 6:30 PM. The meeting will be held in a hybrid format utilizing the Village's Council chambers and Zoom.

Members of the public are encouraged to attend meetings. For a closer look at upcoming events, or for further information on meetings and attendance, please click on the image to the right or contact the Deputy Village Clerk at [dhamburger@indiantownfl.gov](mailto:dhamburger@indiantownfl.gov).



### Important Information

On Wednesday, July 21, the Village Manager received a Liability/Property Member Loss Report from the Florida Municipal Insurance Trust (FMIT). The document provided by the FMIT is provided below for those wishing to review. If you have questions or concerns, please contact the Village's Management Analyst, Daniel Eick, at [deick@indiantownfl.gov](mailto:deick@indiantownfl.gov).

On Friday, July 23, the Village Manager sent an article to Council that details additional information on the American Rescue plan Act. Information in the article extrapolates on usages, timelines, and possible projects municipalities can choose to fund. The article in question is attached.

On Monday, August 2, the Village Manager sent a memorandum to Council answering questions raised during the Thursday, July 29, Budget workshop held at Mount Zion Baptist Church. A copy of that memorandum is attached to this document for those wishing to review.

As of Wednesday, August 4, the Village Manager has retained the services of Robert C. Busch with Aclarian LLC to serve as the Village's Interim Financial Services Director. Mr. Busch's Biography and Resume of Experience is attached.

As of Wednesday, August 5, staff finished publishing the latest edition of the Indiantown Newsletter. Residents should expect to receive a copy in their residential mailboxes shortly if they have not already received it.



At the request of Mayor Hernandez, staff prepared a timeline for the Booker Park Roadway and Stormwater Drainage Improvement Project. The document is attached for those wishing to review. Alternatively, it is available on the Village's website and our social media platforms.

## Village Clerk's Office

### Human Resources Updates

Several updates regarding ongoing hiring processes within the Village can be found below. If you have questions or concerns, please contact the Assistant to the Village Clerk, Jennifer Norris, at [jnorris@indiantownfl.gov](mailto:jnorris@indiantownfl.gov).

The Village is currently conducting interviews for four (4) job openings. These positions include:

- Public Works & Utilities Director
- Utilities Manager
- Financial Services Director
- Economic Development Specialist.



Further information on these opportunities will be provided shortly.

### Codification Updates

The Village Clerk's Office has completed codification of the Village's Charter, Comprehensive Plan, and Land Development Regulations. Residents can expect the documents to be uploaded onto Municode systems shortly. Further information will be provided shortly.

### Procurement Updates

The Village Clerk's Office recently released an Invitation to Bid (ITB), No. 2021-002, for the Booker Park Roadway and Drainage Improvement project. All organizations desiring to bid must do so by Tuesday, August 10, at 10:00 AM at the latest.

The Village Clerk's Office recently released a Request for Qualifications (RFQ), No. 2021-0010, for Architectural and Engineering Services for the Village Hall Construction Project. The initial RFQ was released on Friday, August 6, and all responses are due by Tuesday, September 7, at 10:00 AM at the latest.

Please note, all bids must be made to the Village through the DemandStar platform. Bids made outside of DemandStar will not be accepted. For more information visit [www.demandstar.com](http://www.demandstar.com) or contact the Village Clerk's Office at [dhamburger@indiantownfl.gov](mailto:dhamburger@indiantownfl.gov) with questions.



## Community and Economic Development Department

The most recent monthly Report provided by Community and Economic Development Director, Althea Jefferson, is attached to this document for review.

### Code Compliance Division

In an effort to ensure the welfare of the community, Code Compliance Division staff is developing a plan to assist and remedy the accumulation of bulk trash, and illegal dumping, throughout the Village. Further information on specific strategies will be provided shortly.

### Building and Permits Division

Nothing to report at this time.

### Planning and Development Division

Nothing to report at this time.

## Financial Services Department

Departmental staff is working to develop and prepare the FY 2021-2022 budget for the upcoming fiscal year. As such, regular updates will be provided to Council as the process continues into September 2021. As of now, the Village has two (2) budget meetings remaining:

- Thursday, August 26 at 6:30 PM, at Village Hall in the Council's Chambers.
- Wednesday, September 1 at 6:30 PM, at Village Hall in the Council's Chambers.

Attached to this report is the grants report with several grant acceptance letters.

## Parks and Recreation Department

Departmental staff is working with contractors to develop an agreement to open the restrooms at the Booker Park Fire Station on the weekends and to lock the restrooms for security every night at Post Family Park.

## Public Works and Engineering Department

The Village's Public Works Director, William Archebelle, has several items to highlight. If you have questions, concerns, or wish to report a public works related issue, please contact [publicworks@indiantownfl.gov](mailto:publicworks@indiantownfl.gov).

- PRP Construction has been retained to perform emergency stormwater and drainage repairs at the intersection of Palm Beach Road and 168<sup>th</sup> Street.
- Departmental staff is working with Village consultants to finalize our five-year growth projections and coordinate State Revolving Fund (SRF) grant submittals.
- Finally, staff estimates construction for the Booker Park Roadway and Stormwater Drainage Improvement Project will begin in October 2021. Further information will be provided when available.

## Water + Wastewater Utilities Department

The Water + Wastewater Utilities Department recently hired two new employees, Jonathon Pablo and Angel Pascual. Both employees have been working for two weeks and Utilities Manager, Jim Hewitt, reports they are doing well. Mr. Pablo has been assigned to the water utility while Mr. Pascual has been assigned to the wastewater utility. Both employees will eventually cross train to work in either utility service as needed.

Departmental staff would like to report that as of Friday, August 6, Mr. Robert Guerrero has officially retired. Mr. Guerrero was hired by the Utility company in 1992 and has been a long serving valuable employee. The Village Council plans to honor Robert Guerrero with a plaque at the August 19th Village Council meeting.

Staff ordered approximately 127 additional radio read meters to enhance our customer service and reduce hourly turnover associated with manually reading meters. It is our hope these changes will help the department better serve customers by increasing meter read accuracy and reducing the possibility of human error.

## Village of Indiantown

Village Hall:

15516 SW Osceola Street,

Indiantown, FL 34956

Mailing Address:

PO Box 398

Indiantown, FL 34956



Digital copies of this, and previous, Manager Reports can be found by [clicking here](#).

To sign up for e-notices and alerts from the Village via Constant Contact please [click here](#).

Questions or comments? E-mail us at [villagehall@indiantownfl.gov](mailto:villagehall@indiantownfl.gov) or call 772-597-9900



# Village of Indiantown

## Office of the Village Manager

### MEMORANDUM

**To:** Howard W. Brown, Jr., ICMA-CM, Village Manager

**From:** Daniel Eick, Management Analyst *D. W. E*

**Date:** August 4, 2021

**Topic:** Village Roadway Maintenance Strike Team

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#### **Summary**

Following the Village Manager's (Manager) directions, staff has drafted the plan of action for roadway maintenance and cleaning. This plan of action is primarily focused on Warfield Boulevard and aims to coordinate cleanup response among agencies with multiple jurisdictions. In the short term, staff has developed notification procedures, as well as the appointment of a representative, to report issues, in real time, to the agencies with the appropriate jurisdiction. In the long term, staff intends to draft and follow reporting procedures that will be integrated into the future use of technology by the Village.

#### **Background**

During the June 24, Village Council (Council) meeting, the Manager advised the Council that he would create a strike team to investigate the state of roadway cleanliness throughout the Village, primarily on Warfield Boulevard. The strike team's objective will be to note the aesthetics of the Village roadway. While roads may be functionally sound, they are frequently poorly landscaped, cleaned, or maintained by agencies whose jurisdiction covers those roads.

#### **Action Strategies**

1. Staff developed a contact list of state and county agencies, including their respective contractors. This list will be used internally for reporting issues to the appropriate agencies.
2. Staff has developed notification procedures. As such, each Village Department can be trained on how to clearly notify the appropriate state or county officials, including their respective contractors.
3. In the long term, the Village is working on purchasing technology that will be used to remotely file complaints to the appropriate agencies and their contractors. Staff

recommends that this reporting technology be integrated with this process. Once installed, the designated staff representative can remain, and undergo training, or shift to other programs as required. Alternatively, staff could investigate the possibility of inheriting maintenance along the relevant roadways and corridors. This solution would allow the Village to directly maintain the questionable areas, such as Warfield Blvd., but would require additional research and negotiations.

### **Pros and Cons**

The greatest advantage of the first scenario is that staff can maintain, direct, and negotiate services with relevant agencies as needed. This will allow complaints from the public to be handled properly and remove the onus of pressure from residents who may be confused or upset by the process. However, the Village cannot control the speed at which outside organizations respond to complaints or alter their procedures. Once a complaint is filed, staff will have to wait for action and follow up accordingly.

In the second scenario, where the Village takes ownership of these services, many of those concerns are removed. The Village has ample contractors and resources to provide service to residents. However, staff expect that substantial negotiations with partner agencies will be required and additional resources will be mobilized to maintain relevant areas. As such, the Village should expect a currently unidentified cost burden in this situation.

**END OF MEMORANDUM**





DOUGLAS RISSING/ISTOCK/GETTY IMAGES PLUS/GETTY IMAGES

**FEDERAL**

# ARPA Funds Ready to Go

State and Local Recovery Fund is critical piece – What you need to know

**A**fter a year of unprecedented challenges for local leaders across the nation, the American Rescue Plan Act (ARPA) provides a critical lifeline for cities reeling from the devastating fiscal impacts of COVID-19. Never before has the federal government given direct allocation to cities before the money was spent. The **National League of Cities** (NLC) is extremely proud to have worked hand-in-hand with state municipal leagues, including the **Florida League of Cities**, to secure more than \$65 billion in direct federal aid for municipalities across the country.

“Now it is time to put these funds into action,” said **Clarence E. Anthony**, **CEO and Executive Director** of the NLC. “We understand that navigating the ARPA local recovery funds can be daunting and want to help ensure every city is prepared to use these essential funds to support the recovery of communities and our nation.”

Within ARPA, the Coronavirus State and Local Recovery Fund provides \$350 billion in grants for states, municipalities, counties, tribes and territories, including \$130 billion for local governments split evenly between municipalities and

by **Irma Esparza Diggs**  
**National League of Cities**

counties. Every municipal government in the nation is entitled to receive a calculated share of the \$65.1 billion for cities, towns and villages. Municipalities in Florida have been allocated a combined \$2.9 billion in direct relief funds.

## WHAT CITIES NEED TO DO TO RECEIVE FUNDS

Florida cities with populations greater than 50,000 are set to receive a combined total of more than \$1.5 billion. To receive funds, these cities must have a valid Data Universal Number System (DUNS) number and an active System for Award Management (SAM) registration and must submit payment account information to the **U.S. Department of the Treasury**. Cities can enter a request for funds directly through the Treasury Department’s online submission portal at [bit.ly/34B4Tr1](https://bit.ly/34B4Tr1).

Florida municipalities with populations of less than 50,000 are set to receive a

combined \$1.4 billion in relief funds. These municipalities must have a valid DUNS number and SAM registration to meet reporting requirements.

If your municipality does not have a valid DUNS number, you can visit the DUNS web form at [fedgov.dnb.com/webform](https://fedgov.dnb.com/webform) or call 866.705.5711 to begin the registration process. Municipalities can register for SAM at [SAM.gov](https://SAM.gov).

## HOW ARPA RELIEF FUNDS CAN BE USED BY CITIES

In May, the Treasury Department issued updated guidance that provides substantial flexibility for local governments to address their unique needs and challenges according to the most pressing priorities. These include:

- ▶ Supporting public health expenditures by funding COVID-19 mitigation efforts
- ▶ Addressing negative economic impacts of the pandemic by providing: worker assistance; household nutrition, rent, mortgage and utility assistance; and small business assistance
- ▶ Improving access to clean drinking



water, supporting vital wastewater and stormwater infrastructure and expanding access to broadband internet

- ▶ Providing premium pay for essential workers
- ▶ Covering costs associated with re-hiring public sector staff to pre-pandemic levels
- ▶ Replacing lost revenues incurred as a result of business closures during the pandemic.


The Treasury Department recently issued additional guidance for non-entitlement units of local governments (NEUs) on how they should expect to receive Coronavirus Local Fiscal Recovery Fund payments through their state governments.

We encourage you to read NLC's guide on how to use ARPA funds to avoid cuts to essential government services as you continue to support your residents through the recovery from the COVID-19 pandemic. See resources, p. 27.

## REPORTING REQUIREMENTS

Cities with populations greater than 50,000 will receive relief funds in the first tranche of disbursement. These cities must submit an interim report by August 31, 2021, as well as quarterly project and expenditure reports through December 31, 2026. Municipalities with populations less than 50,000 are not required to submit an interim report. All municipalities, regardless of size, will need a valid DUNS number and SAM registration to meet the reporting requirements for the Coronavirus Local Fiscal Recovery Fund.

We remain committed to ensuring all cities in Florida and across the nation have the information and resources they need to put these relief funds into immediate action to help American communities recover from the pandemic. We encourage you to read our answers to Frequently Asked Questions about ARPA relief funds at [bit.ly/3iak2rk](https://bit.ly/3iak2rk). Reach out to NLC and our experts using the form at [bit.ly/3uGlcgI](https://bit.ly/3uGlcgI) if you have any additional questions or need immediate assistance.

Irma Esparza Diggs is the Senior Executive and Director, Federal Advocacy at the National League of Cities. 

## ARPA Frequently Asked Questions

### How was my municipality classified as a non-entitlement unit (NEU) or metropolitan (metro) city?

Based on statutory definitions, the **U.S. Department of the Treasury** classified metropolitan cities as those with populations above 50,000, those that are currently metropolitan cities under the Community Development Block Grant (CDBG) program and cities that relinquish or defer their status as a metropolitan city for the purposes of the CDBG program. The Treasury classified all other cities as NEUs.

### My municipality has questions about the eligibility of a specific project. Whom do I contact about determining if this is an eligible use of funds?

Municipalities with questions regarding the eligibility of specific projects should visit the Treasury's Coronavirus State and Local Fiscal Recovery Funds webpage at [bit.ly/3iRmhQM](https://bit.ly/3iRmhQM) or reach out to the Treasury directly to open a case inquiry at [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov) or 844.529.9527.

### Whom do I contact with the State of Florida for questions regarding the American Rescue Plan Act?

Municipalities with questions can contact the **Division of Emergency Management** at [LFRF@em.myflorida.com](mailto:LFRF@em.myflorida.com).

### How can I stay up to date with the American Rescue Plan Act implementation process?

Visit [flcities.com/rescueplan](https://flcities.com/rescueplan) to view all the latest guidance from the Treasury, allocation amounts, FAQs and more.

**Sources:** U.S. Department of the Treasury [bit.ly/2S7zpGj](https://bit.ly/2S7zpGj) and [bit.ly/2SIELrY](https://bit.ly/2SIELrY).

## Key Dates

- ▶ **March 3, 2021:** Costs incurred on or after this date are eligible for payment by Coronavirus State and Local Fiscal Recovery Funds if they otherwise meet requirements.
- ▶ **August 2021:** Documentation verifying top-line budget figure due to state.
- ▶ **October 31, 2021:** Initial Annual Project and Expenditure report due to **U.S. Department of the Treasury**. This report should cover all activity from the date of award to September 30, 2021. Subsequent Project and Expenditure reports due annually on October 31.
- ▶ **Summer 2022:** Second tranche of funding to be released.
- ▶ **December 31, 2024:** Date by which all Coronavirus State and Local Fiscal Recovery Funds are available.
- ▶ **December 31, 2026:** Date by which all Coronavirus State and Local Fiscal Recovery Funds must be expended.

**Source:** Department of the Treasury. Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule, effective May 17, 2021. [bit.ly/35B1B7z](https://bit.ly/35B1B7z).

## ARPA for Florida Cities

Florida's 411 cities, towns and villages fall into one of two categories to receive direct American Rescue Plan Act (ARPA) funds:

- ▶ Seventy-seven Florida cities are identified as a **metropolitan (metro) city**. These metro cities will receive ARPA funding directly from the **U.S. Department of the Treasury**. Metro cities in Florida will receive \$1.5 billion.
- ▶ All other Florida cities, towns and villages are listed as a **non-entitlement unit of government (NEU)**. These cities will receive ARPA funding through the **State of Florida**. There is a provision under ARPA that caps the amount a NEU city can receive to no more than 75% of the city's pre-pandemic budget.

Additionally, the State of Florida will receive \$8.8 billion, and Florida counties will receive \$4.1 billion.

### Metro Cities

Apopka	Miramar
Avon Park	Naples
Boca Raton	North Miami
Bonita Springs	North Port
Boynton Beach	Ocala
Bradenton	Orlando
Cape Coral	Ormond Beach
Clearwater	Palm Bay
Cocoa	Palm Beach
Coconut Creek	Gardens
Coral Gables	Palm Coast
Coral Springs	Panama City
Crestview	Pembroke Pines
Davie	Pensacola
Daytona Beach	Pinellas Park
DeLand	Plantation
Deerfield Beach	Pompano Beach
Delray Beach	Port Orange
Deltona	Port St. Lucie
Destin	Punta Gorda
Doral	Sanford
Fort Lauderdale	Sarasota
Fort Myers	Sebastian
Fort Pierce	Sebring
Fort Walton	St. Cloud
Beach	St. Petersburg
Gainesville	Sunrise
Hialeah	Tallahassee
Hollywood	Tamarac
Homestead	Tampa
Jacksonville	Titusville
Jupiter	Venice
Kissimmee	Vero Beach
Lakeland	Wellington
Largo	West Palm Beach
Lauderhill	Weston
Marco Island	Winter Haven
Margate	
Melbourne	
Miami	
Miami Beach	
Miami Gardens	

### Non-Entitlement Units of Local Government

Alachua	Callaway	Eustis
Alford	Campbellton	Everglades City
Altamonte Springs	Cape Canaveral	Fanning Springs
Altha	Carrabelle	Fellsmere
Anna Maria	Caryville	Fernandina Beach
Apalachicola	Casselberry	Flagler Beach
Arcadia	Cedar Key	Florida City
Archer	Center Hill	Fort Meade
Astatula	Century	Fort Myers Beach
Atlantic Beach	Chattahoochee	Fort White
Atlantis	Chiefland	Freeport
Auburndale	ChIPLEY	Frostproof
Aventura	Cinco Bayou	Fruitland Park
Bal Harbour	Clermont	Glen Ridge
Baldwin	Clewiston	Glen Saint Mary
Bartow	Cloud Lake	Golden Beach
Bascom	Cocoa Beach	Golf
Bay Harbor Islands	Coleman	Graceville
Bay Lake	Cooper City	Grand Ridge
Bell	Cottdendale	Grant-Valkaria
Belle Glade	Crescent City	Green Cove
Belle Isle	Cross City	Springs
Belleair	Crystal River	Greenacres
Belleair Beach	Cutler Bay	Greensboro
Belleair Bluffs	Dade City	Greenville
Belleair Shore	Dania Beach	Greenwood
Bellevue	Davenport	Gretna
Beverly Beach	Daytona Beach	Groveland
Biscayne Park	Shores	Gulf Breeze
Blountstown	DeBary	Gulf Stream
Bonifay	DeFuniak Springs	Gulfport
Bowling Green	Dundee	Haines City
Bradenton Beach	Dunedin	Hallandale Beach
Branford	Dunnellon	Hampton
Briny Breezes	Eagle Lake	Havana
Bristol	Eatonville	Haverhill
Bronson	Ebro	Hawthorne
Brooker	Edgewater	Hialeah Gardens
Brooksville	Edgewood	High Springs
Bunnell	El Portal	Highland Beach
Bushnell	Estero	Highland Park
Callahan	Esto	Hillcrest Heights



## Non-Entitlement Units of Local Government, continued

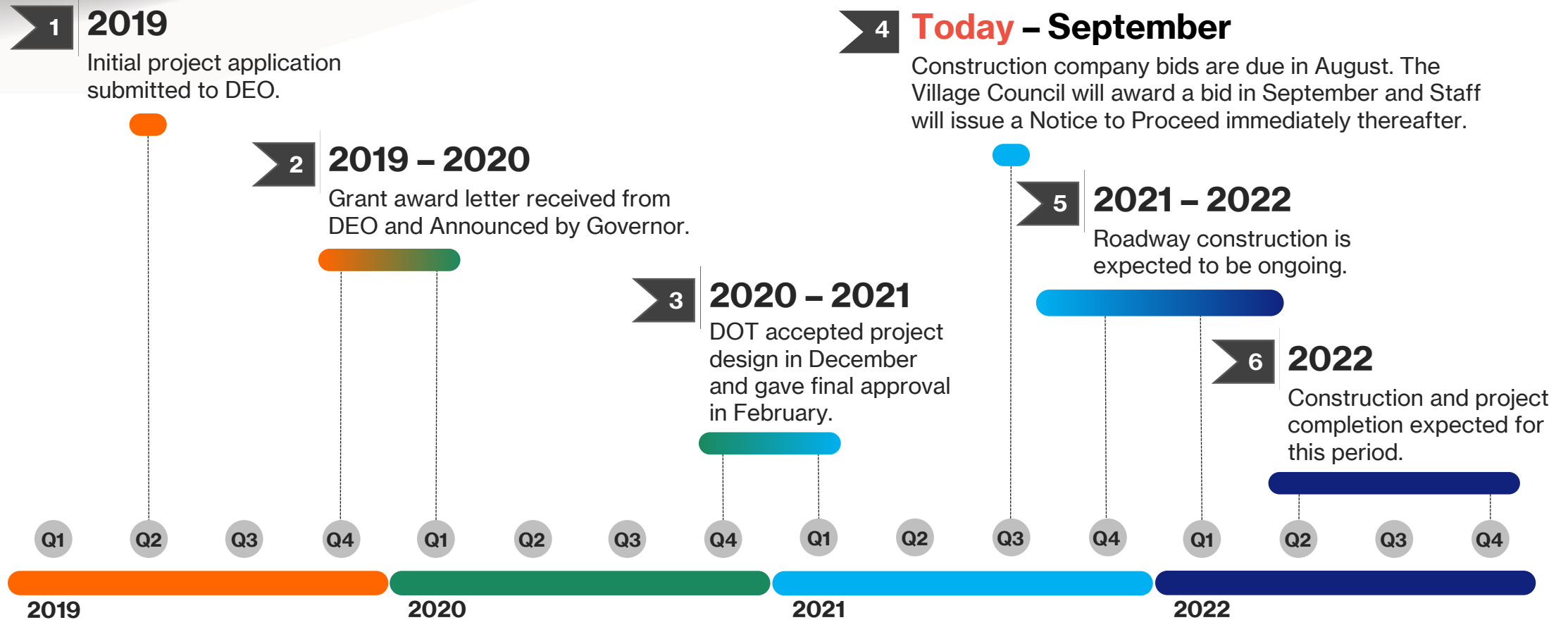
Hilliard	Lake Butler	Miami Lakes	Palmetto Bay	St. Lucie Village
Hillsboro Beach	Lake City	Miami Shores	Panama City Beach	St. Marks
Holly Hill	Lake Clarke	Miami Springs	Parker	St. Pete Beach
Holmes Beach	Shores	Micanopy	Parkland	Starke
Horseshoe Beach	Lake Hamilton	Midway	Paxton	Stuart
Howey-in-the-Hills	Lake Helen	Milton	Pembroke Park	Sunny Isles Beach
Hypoluxo	Lake Mary	Minneola	Penney Farms	Surfside
Indialantic	Lake Park	Monticello	Perry	Sweetwater
Indian Creek	Lake Placid	Montverde	Pierson	Tarpon Springs
Indian Harbour Beach	Lake Wales	Moore Haven	Pinecrest	Tavares
Indian River Shores	Lake Worth Beach	Mount Dora	Plant City	Temple Terrace
Indian Rocks Beach	Lauderdale Lakes	Mulberry	Polk City	Tequesta
Indian Shores	Lauderdale-By-The-Sea	Neptune Beach	Pomona Park	Treasure Island
Indiantown	Laurel Hill	New Port Richey	Ponce De Leon	Trenton
Inglis	Lawtey	New Smyrna Beach	Ponce Inlet	Umatilla
Interlachen	Layton	Newberry	Port Richey	Valparaiso
Inverness	Lazy Lake	Niceville	Port St. Joe	Vernon
Islamorada, Village of Islands	Lee	Noma	Quincy	Virginia Gardens
Jacksonville Beach	Leesburg	North Bay Village	Raiford	Waldo
Jacob City	Lighthouse Point	North Lauderdale	Reddick	Wauchula
Jasper	Live Oak	North Miami Beach	Redington Beach	Wausau
Jay	Longboat Key	North Palm Beach	Redington Shores	Webster
Jennings	Longwood	North Redington Beach	Riviera Beach	Welaka
Juno Beach	Loxahatchee Groves	Oak Hill	Rockledge	West Melbourne
Jupiter Inlet Colony	Lynn Haven	Oakland	Royal Palm Beach	West Miami
Jupiter Island	Maccleenny	Oakland Park	Safety Harbor	West Park
Kenneth City	Madeira Beach	Ocean Breeze	San Antonio	Westlake
Key Biscayne	Madison	Ocean Ridge	Sanibel	Westville
Key Colony Beach	Maitland	Ocoee	Satellite Beach	Wewahitchka
Key West	Malabar	Okeechobee	Sea Ranch Lakes	White Springs
Keystone Heights	Malone	Oldsmar	Seminole	Wildwood
La Crosse	Manalapan	Opa-locka	Sewall's Point	Williston
LaBelle	Mangonia Park	Orange City	Shalimar	Wilton Manors
Lady Lake	Marathon	Orange Park	Sneads	Windermere
Lake Alfred	Marianna	Orchid	Sopchoppy	Winter Garden
Lake Buena Vista	Marineland	Otter Creek	South Bay	Winter Park
	Mary Esther	Oviedo	South Daytona	Winter Springs
	Mascotte	Pahokee	South Miami	Worthington Springs
	Mayo	Palatka	South Palm Beach	Yankeetown
	McIntosh	Palm Beach	South Pasadena	Zephyrhills
	Medley	Palm Beach Shores	Southwest Ranches	Zolfo Springs
	Melbourne Beach	Palm Shores	Springfield	
	Melbourne Village	Palm Springs	St. Augustine	
	Mexico Beach	Palmetto	St. Augustine Beach	
			St. Leo	

## Resources

- **Florida League of Cities:** [flcities.com/rescueplan](http://flcities.com/rescueplan).
- **National League of Cities.** Coronavirus Local Fiscal Recovery Fund Guidance. [bit.ly/3pb2CMT](http://bit.ly/3pb2CMT).
- **Department of the Treasury.** How American Rescue Plan Act funds can be used: [bit.ly/3x1F4gb](http://bit.ly/3x1F4gb). Compliance and reporting responsibilities under the Local Fiscal Recovery Fund: [bit.ly/3wKstOF](http://bit.ly/3wKstOF). Non-entitlement units of local governments: [bit.ly/3wNgDTh](http://bit.ly/3wNgDTh).

# Booker Park: Planned Progress

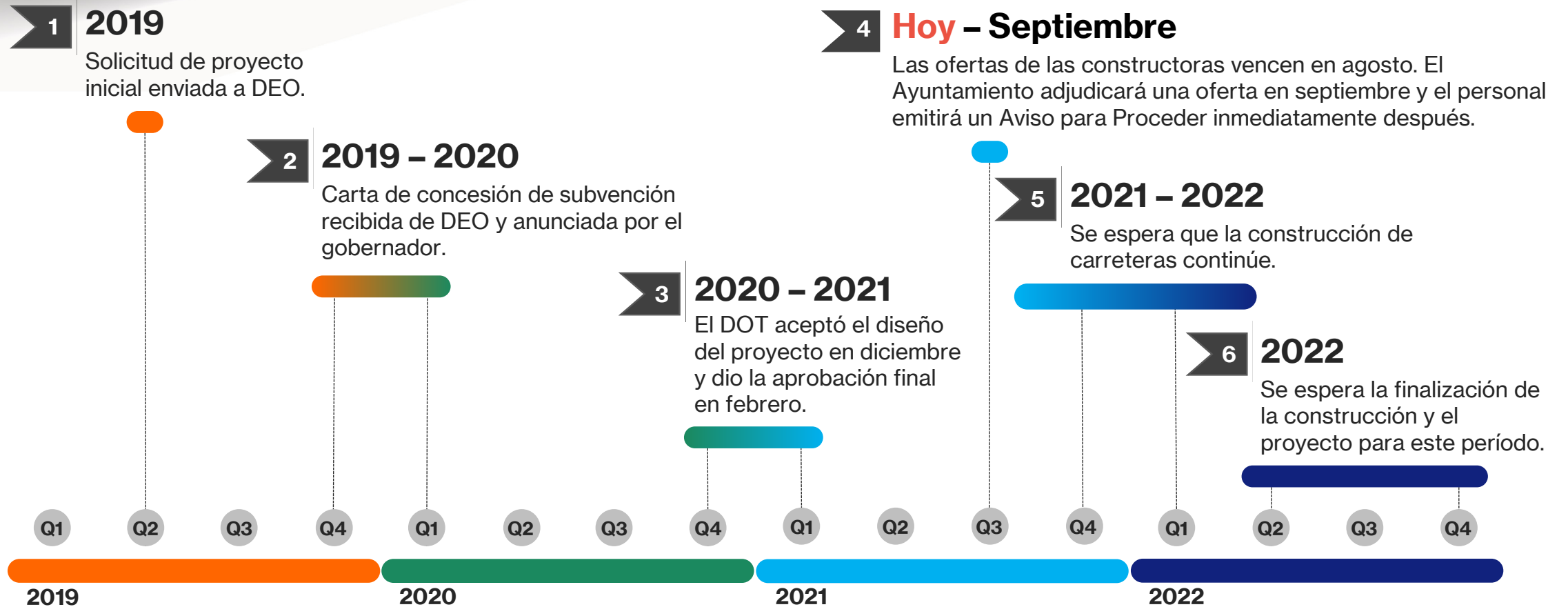
## Road/Storm Water Drainage Reconstruction Project





# Booker Park: Progreso Planificado

## Proyecto de Reconstrucción de Drenaje de Aguas Pluviales/Carreteras



Community & Economic Development Department						
Bi-Monthly Report						
August 4, 2021						
Planning & Zoning Development Review Services						
PROJECT NAME: Parkview Apartments						
Application Type	Applicant	Location	Request	Status		
Major Site Plan Approval	Atway and Sehayik	06-40-39-001-005-00080-2	A proposed two-story 36 unit multifamily live/work apartment building located on 1.08 acres on the corner of SW Adams and SW 153 <sup>rd</sup> .	DRC meeting was held on January 22, 2021. Re-submittal was received on May 26, 2021.		
PROJECT NAME: Indiantown DRI PUD						
Application Type	Applicant	Location	Request	Status		
Pre-Application Meeting Request to discuss a potential Master Site Plan modification and amendments to the DRI and PUD Agreements	Warfield Investments, LLC	31-39-39-000-000-00019-0 32-39-39-000-000-00020-5 06-40-39-000-000-00010-9 06-40-39-003-002-00260-9	Master site plan approval for approximately 805 acre DRI/PUD (2,488 residential units; 100,000 square feet of commercial space); and, Major site plan approval for Phase 1a (228 single family units; 174 townhomes) of the PUD.	A pre-application meeting has been held. Submittal and mini DRC was held on June 22, 2021. Re-submittal was received on June 29, 2021.		
PROJECT NAME: Seminole Junction						
Application Type	Applicant	Location	Request	Status		
Pre-Application Request to discuss a potential Minor Site Plan development	Gino Francovilla	17000 SW Railroad Avenue	Minor Site Plan Approval for a mixed-use development consisting of 20 residential units and 8 live/work units.	A pre-application meeting has been held. Staff is awaiting a formal application submittal for the development.		
PROJECT NAME: River Oak						
Application Type	Applicant	Location	Request	Status		
Pre-Application Meeting Request to discuss a potential Major Site Plan development	Ecoventures Capital Fund, LLC	08-40-39-000-000-00190-7; part of 07-40-39-000-000-00011-0 So of Warfield Blvd., between Famel Blvd. and Fernwood Forest Road.	Major Site Plan development approval for a residential rental community consisting of 153 (3- and 4-bedroom) single-family homes.	A pre- application meeting has been held. The major site plan application was received and found to be incomplete. The applicant will be resubmitting a completed application after all required forms and plans.		
PROJECT NAME: Barrera						
Application Type	Applicant	Location	Request	Status		
Minor Site Plan Application	Albert Barrera	36-39-38-000-000-00000-0	Minor Site Plan Approval to for outdoor equipment storage.	Application for Minor Administrative Development has been approved with conditions.		
PROJECT NAME: Citrus- Residential						
Application Type	Applicant	Location	Request	Status		
Pre-Application Request to discuss a potential Minor Site Plan Development	Jesus Rodriguez	04-40-39-000-000-00120-1	Minor Site Plan Approval consisting of 11 single family homes each on 0.5 acres on an existing lot of 6.3 acres.	A pre-application meeting has been held. Staff is awaiting a formal application submittal for the development.		
PROJECT NAME: Indiantown Go Kart						
Application Type	Applicant	Location	Request	Status		
Major Site Plan Approval	CSV Palm Beach, Inc.	06-40-39-001004-00010-0	Major Site Plan Approval for a new Go-Kart track with 3,170 square feet shop/ office.	DRC meeting was held on 6/8/2021. Applicant is preparing a resubmittal.		
PROJECT NAME: Grindhard Ammunition						
Application Type	Applicant	Location	Request	Status		
Pre-Application Request to discuss a potential Major Site Plan Development	Austin Weiss	35-39-38-000-000-00030-8	Major Site Plan Approval for a new manufacturing ammunition facility that will be 20,000 square feet, with a 160 square feet accessory storage facility.	Pre-application meeting was held on 7/6/2021. Applicant is preparing for Major Site Plan application, and a Special Exception application for an outdoor firing range.		
PROJECT NAME: RCC Construction						
Pre-Application request to discuss a potential Major Site Plan Development	RCC Construction, LLC	26-39-38-002-000-00090-0, 26-39-38-002-000-00100-0, 26-39-38-002-000-00110-0, 0, 26-39-38-002-000-00120-0, 0, 26-39-38-002-000-00130-0, 0, 26-39-38-002-000-00140-0	Major Site Plan Approval for a new modular construction manufacturing facility that will be 25,000 square feet, with 5 acres dedicated to concrete casting areas.	Pre-application meeting was held on 7/28/2021. Applicant is preparing for Major Site Plan application, and a potential parking variance. Staff is to determine if a PUD amendment is needed, or if the applicant can just go through a unity of title to unite the individual lots 10-14		
Business Services						
BUSINESS APPLICATIONS, CONSULTATIONS, AND OUTREACH						
Certificate of Use Applications	Consultations	Zoning Verification App.	Community/Joint/Business Development Board Meetings	Special Events		
2	7	2	2	2		
Consultations In Person	Building Services		Business Services	Planning & Zoning		
	21		6	21		
BUSINESS SERVICES HIGHLIGHTS						
The Village continues to review business applications for zoning compliance and certificate of use.						
The Village will be sending notices to all Indiantown Businesses to notify them to obtain a Certificate of Use.						
Economic Development- Retail Recruitment Update						
Retailer/ Restaurant	Status	Status Date	Feedback			
7-Eleven	Contacted - Pending Feedback	6/28/2021				
ALDI	Contacted - Pending Feedback	6/28/2021				
Anytime Fitness	Not Right Now	6/30/2021	6/30/21: "Thanks for reaching out and sending these over. At this point I don't have any activity in or around Indiantown unfortunately. If that does change I will certainly reach out to you though." -Bob			
Arby's	Not Interested	6/28/2021	6/28/21: "No interest. Thank you." - Michael			
Checkers	Contacted - Pending Feedback	6/28/2021				
CVS	Contacted - Pending Feedback	6/28/2021				
Dairy Queen	Contacted - Pending Feedback	6/28/2021				
Dominos	Contacted - Pending Feedback	6/29/2021				
Fairfield Inn	Not Interested	6/30/2021	6/30/21: "Thank you for your inquiry and interest in Marriott, but there is not enough demand in this area for any of our hotel brands to pencil." -Tim			
Hampton Inn	Need Franchisee	7/19/2021	7/19/21: "Thank you for reaching out to me. Hilton is now a 100% franchised company; therefore, any hotel development is generated by our franchisees. If you find a hotel developer interested in investing \$8 to \$10 million in a hotel in Indiantown, please send them our way." -Gary			
Holiday Inn Express	Contacted - Pending Feedback	6/28/2021				
Papa Johns	Not Right Now	6/30/2021	6/30/21: "Thanks for reaching out. We are not targeting this area at this time but I'm sure this will change over the next 6-12 months. Let's stay in touch." -Mark			
Popeye's						
Publix	Contacted - Pending Feedback	6/30/2021	6/30/21: "I appreciate the feedback and information about the Indiantown area; however, unless you have a site that you control (owned, under contract, etc.), I cannot speak to our interest about any particular market." -John			
RaceTrac	Interested - Requested Available Sites	6/29/2021	6/29/21: "Chris Klein helps us with this market, if you have any sites you're listing please send them his way to take a look at. Thanks for keeping us in mind" -Spencer			
Sonic	Not Interested	6/28/2021	6/28/21: "No interest. Thank you." - Michael			
Starbucks	Contacted - Pending Feedback	6/29/2021				
T-Mobile	Contacted - Pending Feedback	6/28/2021				
Taco Bell	Contacted - Pending Feedback	6/28/2021				
Tropical Smoothie Café	Need Franchisee	6/29/2021	6/29/21: "I am in receipt of your information on Indiantown, FL. I am the real estate manager covering Florida. Indiantown would be too small of a market for us currently. We need significant retail activity (grocery, big box, fast casual, etc.) in the trade areas we target. I also don't have an active franchisee in that part of the market as well." Don			
Walgreens	Contacted - Pending Feedback	6/28/2021				
Wawa	Contacted - Pending Feedback	6/28/2021				
Wendy's	Not Right Now	6/29/2021	6/29/21: "We have looked at Indiantown but comp performance, traffic counts and pop. just aren't at the levels we like to see." -Jerrit			
Winn-Dixie	Contacted - Pending Feedback	6/28/2021				
Zaxby's	Contacted - Pending Feedback	6/28/2021				
Code Compliance Services						
CODE COMPLIANCE CASES						
Total Code Cases	Total Nuisance Abatement Cases	New Cases Opened - Current Reporting Period	Field Consultations	Cases Initiated by Complaint	Cases Initiated Through Inspector Observation	Courtesy Notices Issued
143	4	15	14	8	7	25
SPECIAL MAGISTRATE SUMMARY - August 17, 2021						
Total Cases Scheduled for Magistrate	Total Cases Heard by Magistrate	Total Cases Requesting Continuance	Compliance Level (Cases Resolved Prior to Magistrate)		Other Actions	Next Meeting Date and Projected Number of Cases
15	Pending	Pending	Pending		Pending	August 17, 2021 (15 Cases)
TOP FIVE (5) VIOLATIONS						



Building Permits Required	Illegal Snipe Signs	Property Maintenance/ Outdoor Storage	Displaying Addresses	Overgrown Properties
8	15	10	12	8

SUMMARY OF VILLAGE IMPOSED LIENS

Case	Address	Owner	Status	Final Order Date	Imposition Date	Violations	Daily Fine Amount	Fines Started	Total Days	Admin.	Current Fee Due-to-date
19-006	14636 SW 170th Avenue	Claudius Taylor Jr	Active	3/10/2020	8/18/2020	3	\$300.00	5/11/2020	449	\$75.00	\$134,700.00
19-007	14637 SW 170th Avenue	Claudius Taylor Jr	Active	3/10/2020	8/18/2020	3	\$300.00	5/11/2020	449	\$75.00	\$134,700.00
19-008	14636 SW 169th Drive	Claudius Taylor Jr	Active	3/10/2020	8/18/2020	3	\$300.00	5/11/2020	449	\$75.00	\$134,700.00
19-009	14626 SW 169th Drive	Carletta L Woody	Active	3/10/2020	8/18/2020	3	\$300.00	5/11/2020	449	\$75.00	\$134,700.00
20-013	14896 SW Indian Mound Drive	Lucas Rivera	Complied	3/10/2020	8/18/2020	2	\$200.00	4/11/2020	431	\$200.00	\$86,200.00

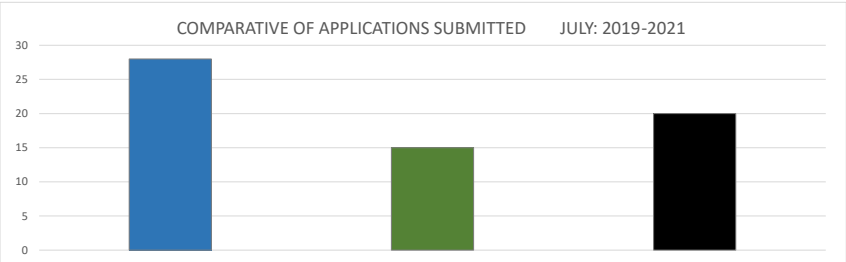
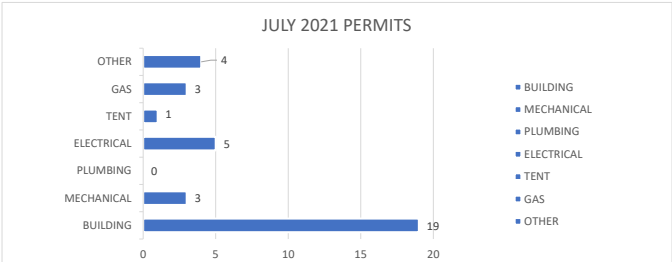
CODE COMPLIANCE HIGHLIGHTS

In an effort to ensure the welfare of the community, the Code Compliance staff will be developing a plan to assist and remedy the accumulation of bulk trash, and illegal dumping throughout the Village.

In the interest and safety of Indiantown residents, the Code Compliance team will continue to inform the public of potential hazards throughout the hurricane season that may result from excessive/ loose outdoor storage of miscellaneous materials and objects. Residents will be provided with an informational hand-out detailing hurricane safety.

Building Services

BUILDING PERMITS				
Permits Applications Received 35	Certificate of Occupancy (CO) Issued for Residential 3	Certificate of Occupancy (CO) Issued for Non-Residential 0	Building Permit Application Trends JULY: 202120202019	
Permits Issued 16	Inspections Completed 38		35	1624



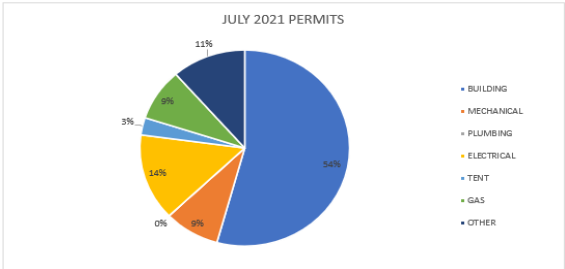
BUILDING SERVICES HIGHLIGHTS



2021 BUILDING PERMIT REPORT

Prepared by: Permit Technician.  
Date: July 2021

PERMIT NUMBER	FEE	CONSTRUCTION VALUE	ADDRESS	PARCEL NUMBER ID	DESCRIPTION	TYPE OF PERMIT	APPLIED	APPROVED	DATE OF LAST INSPECTION	COMPLETED DATE
<a href="#">156-2021E</a>	\$833.69	N/A	15935 SW Warfield Blvd	05-40-39-005-012-00010-1	Installation of 4 electric vehicle charge post and 4 charging cabinets with associated utility equipment	E	7/1/2021	7/6/2021		
<a href="#">156-2021</a>	N/A	\$94,000.00	15935 SW Warfield Blvd	05-40-39-005-012-00010-1	Installation of 4 electric vehicle charge post and 4 charging cabinets with associated utility equipment	E	7/1/2021	7/6/2021		
<a href="#">157-2021</a>	\$139.59	\$1,000.00	15875 SW Osceola St	05-40-39-005-028-00010-7	Installation of a 22kw Generac Generator with 200 AMP transfer switch	E	7/6/2021	7/8/2021		
<a href="#">158-2021</a>	\$139.59	\$3,950.00	16376 SW Indianwood Circle	31-39-39-001-002-00060-0	Replace ductless 2 ton with new ductless 2 ton	M	7/6/2021	7/6/2021		
<a href="#">159-2021</a>	\$139.59	\$7,747.00	14789 SW 173rd Dr	01-40-38-009-000-00280-0	Install a 2.5 ton 16 seer tempstar split system with 7kw heat	M	7/7/2021	7/8/2021		
<a href="#">160-2021</a>	\$416.85	\$10,400.00	15088 SW Fox St.	05-40-39-003-010-00080-2	Remove existing shingle roof & replace with new standing seam roof	B	7/8/2021	7/8/2021		
<a href="#">161-2021</a>	\$164.84	\$6,000.00	14715 SW Sandy Oaks Loop	05-40-39-009-000-00660-0	Install Fence	B	7/8/2021	7/13/2021		
<a href="#">162-2021</a>	\$0.00	\$0.00	15451 SW 150th St.	05-40-39-003-014-00010-9	Garage Sale	O	7/8/2021	7/8/2021	N/A	N/A
<a href="#">163-2021</a>		\$39,000.00	15798 SW Warfield Blvd.	05-40-39-005-007-00270-6	Paving Parking lot	B	7/8/2021			
<a href="#">164-2021</a>	\$308.77	\$4,000.00	14875 SW Seminole Dr.	05-40-39-004-017-00170-7	Install Shed	B	7/9/2021			
<a href="#">165-2021</a>			15875 SW Osceola St	05-40-39-005-028-00010-7	Underground fuel line from natural gas meter to generator	G	7/13/2021			
<a href="#">166-2021GN</a>	N/A	\$1,198.00	16465 SW Three Wood Way	31-39-39-001-018-00100-0	Installation of (2) 420 A/G tanks and line	G	7/13/2021			
<a href="#">166-2021E</a>	\$416.85	\$10,675.00	16465 SW Three Wood Way	31-39-39-001-018-00100-0	Installation of a 22kw Generac Generator with transfer switch	E	7/13/2021			
<a href="#">167-2021GN</a>	N/A	\$2,500.00	14497 SW Golf Club Dr	31-39-39-001-015-00210-0	Installation of a 500 U/G Tank and 25' of line	G	7/13/2021			
<a href="#">167-2021E</a>	\$416.85	\$10,925.00	14497 SW Golf Club Dr	31-39-39-001-015-00210-0	Installation of a 22kw generator and transfer switch	E	7/13/2021			
<a href="#">168-2021</a>	\$416.85	\$2,000.00	14563 SW Little Indian Ave.	05-40-39-004-020-00300-4	Re-Roof	B	7/15/2021	7/20/2021	7/27/2021	7/27/2021
<a href="#">168-2021</a>	\$416.85	\$2,000.00	14563 SW Little Indian Ave.	05-40-39-004-020-00300-4	Re-Roof	B	7/15/2021	7/20/2021	7/27/2021	7/27/2021
<a href="#">169-2021</a>	\$282.90	\$2,350.00	14789 SW Dr. Martin Luther King Jr. Dr	01-40-38-002-006-00080-2	Replace (6) existing windows like for like	B	7/15/2021			
<a href="#">170-2021</a>	\$416.85	\$12,100.00	14940 SW 169th Dr.	01-40-38-002-012-00370-9	Tear off existing roof material & replace with Metal	B	7/15/2021	7/20/2021		
<a href="#">171-2021</a>	\$0.00	N/A	15803 SW Farm Road	06-40-39-001-001-00030-0	Yard Sale 7/17-7/19/2021	O	7/16/2021	7/16/2021		
<a href="#">172-2021</a>	\$303.77	\$2,400.00	14594 SW 169th Dr	01-40-38-002-017-00230-8	Remove and Replace of existing concrete driveway (20 x 43)	B	7/16/2021	7/23/2021	8/3/2021	
<a href="#">173-2021</a>	\$164.84	\$2,000.00	14701 SW Sonora Ter	08-40-39-004-000-00120-8	48 Linear ft of board fence Approx. 52" tall.	B	7/19/2021			
<a href="#">174-2021</a>	\$416.85	\$2,000.00	14462 SW Martin Luther King Dr.	01-40-38-002-024-00020-8	Replace existing roof shingles with Aluminum	B	7/22/2021			
<a href="#">175-2021</a>	\$139.59	\$7,431.00	1607 SW Indianwood Cir	31-9-39-001-010-00380-0	Replace A/C Like for Like	M	7/21/2021	7/22/2021		
<a href="#">176-2021</a>		\$5,900.00	15935 SW Warfield Blvd.	05-40-39-005-012-00010-1	Remove existing & Install new illuminated wall sign connect to existing electric service	B	7/21/2021			
<a href="#">177-2021</a>		\$3,600.00	15925 SW Warfield Blvd.	05-40-39-005-013-00130-4	Remove existing wall sign & install new individual Acrylic letters	B	7/22/2021			
<a href="#">178-2021</a>	\$416.85	\$8,750.00	16447 SW Two Wood Way	31-39-39-001-016-00150-0	Re-Roof	B	7/23/2021	7/27/2021		
<a href="#">179-2021</a>	\$0.00	N/A	15803 SW Farm Road	06-40-39-001-001-00020-4	Yard Sale 7/24/21 to 7/26/21	O	7/23/2021	7/23/2021		
<a href="#">180-2021</a>	\$0.00	\$0.00	Osceola St. - Btw SW Citrus & SW Indian Mound Dr.		Right -of -Way: Pole Installation	O	7/27/2021			
<a href="#">181-2021</a>	\$416.85	\$10,600.00	14935 SW Seminole Dr.	05-40-39-004-017-00140-4	Re-Roof	B	7/29/2021			
<a href="#">182-2021</a>	\$277.90	\$8,328.00	16396 SW Indianwood Cir.	31-39-39-001-002-00010-0	Roof Over mobile home with Single Ply membrane	B	7/29/2021			
<a href="#">183-2021</a>	\$31,625.72	\$2,000,000.00	0 Warfield Blvd.	06-40-39-000-000-00030-5	New Construction of Tractor Supply	B	7/1/3021			
<a href="#">184-2021</a>	\$139.59	\$0.00	0 SW Warfield Blvd	05-40-39-006-015-00120-0	Tent	T	7/30/2021			
<a href="#">185-2021</a>	\$416.85	\$6,000.00	15374 SW Seminole Dr.	05-40-39-001-004-00070-9	Re-Roof Remove existing and replace with 5v Metal	B	8/3/2021			
<a href="#">186-2021</a>	\$139.59	\$5,445.00	14474 SW Rake Dr.	31-39-39-001-011-00060-0	Covering 11 openings with accordion Hurricane Shutters	B	8/3/2021			
<a href="#">187-2021</a>	\$139.59	\$3,424.00	16385 SW Rake Dr	31-39-39-001-014-00260-0	Install Accordion Hurricane Shutters	B	8/3/2021			
Grand Total	\$38,691.21	\$2,273,723.00								



Permits Application Submitted & Approved	
Building Permit (B) Total	19
Mechanical Permit (M) Total	3
Plumbing Permit (P) Total	0
Electrical Permit (E ) Total	5
Tent Permit ( T ) Total	1
Gas Permit ( G ) Total	3
Other Permit ( O ) Total	4
Grand Total of Permits	35

Funds Received For Permits	
Village Building Permit Fee	\$38,691.21
Right of Way Use Permit - Surety Bond	
Grand Total	\$38,691.21

Construction Project Values For the Month	
Construction Value	\$2,273,723.00
Grand Total	\$2,273,723.00

New Housing Units		
Type of Structure	Valuation of Construction	Qty.
Single-Family Dwelling		0
Multi-Family Dwelling		0
New Commercial Building		0
Grand Total		0

FLORIDA MUNICIPAL INSURANCE TRUST  
MEMBERS LOSS REPORT - LIABILITY/PROPERTY

Member: 1497 - VILLAGE OF INDIANTOWN  
Activity Period: 04/01/2021 - 06/30/2021

POLICY YEAR 2020  
AS OF JUNE 30, 2021

NO OPEN ACTIVITY FOR POLICY YEAR 2020

SUMMARY TOTALS FOR POLICY YEAR 2020

	Claim Count	Activity For This Period				Total As of Date			
		Payments	Reserves	Recoveries	Incurred	Payments	Reserves	Recoveries	Incurred
OPEN CLAIMS SUMMARY:	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CLOSED CLAIMS SUMMARY:	2	\$70.00	\$0.00	\$0.00	\$70.00	\$70.00	\$0.00	\$0.00	\$70.00
OPEN & CLOSED CLAIMS SUMMARY:	2	\$70.00	\$0.00	\$0.00	\$70.00	\$70.00	\$0.00	\$0.00	\$70.00





## MEMORANDUM

To: Mayor and Council

From: Howard W. Brown, Jr., City Manager

CC: Village Staff

Date: August 2, 2021

Re: **Follow-up From July 29<sup>th</sup> Budget Workshop**

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Mayor and Council:

During our second budget workshop on July 29, 2021, the Council discussed several topics related to the budget. The Mayor requested that other uses and miscellaneous be further broken out and explained. I am therefore providing the following to you for your review and convenience:

<b>General Fund Revenues (Miscellaneous Category)</b>		
Interest Income	\$10,000	Earned interest on the cash in the bank. The revenue received in the current year is above \$3,500; however interest is usually credited on a quarterly basis and additional revenue is anticipated to be received through Sep 30, 2021.
Transfer from Water/Waste Water Fund	\$90,600	Administrative fees paid to the General Fund from the Water Wastewater Fund for administrative operations, such as financial management, human resources, procurement, facilities maintenance, etc. This transfer will be moved towards the end of the fiscal year.
Miscellaneous Revenue	\$5,000	Revenues that are not usually categorized in any other category. The revenue received in the current fiscal year is above \$5,208.
Miscellaneous Contributions	\$1,000	Revenues from donations or contributions from private-sector organizations for special uses, functions or activities. It anticipated this revenue will be collected as major Village events recreation programming normalizes.
	<b>\$106,600</b>	

<b>General Fund Expenditures (Other Uses Category):</b>		
Transfer to CIP	\$351,000	This funding is transferred into the CIP fund for the capital improvement projects. Usually funds are only moved into the CIP fund once expenditures are incurred.
Contingencies:		
Administrative Services	\$79,949	These funds are set aside for emergencies or unanticipated priorities.
Public Works	\$25,000	
	<b>\$455,949</b>	

It is my desire to be open and transparent with managing the Village's financials. Both the revenues and expenditures explained in this memorandum were the results of a trend analysis and estimation of performance.

I look forward to the next Budget Workshop, August 26, 2021. In the interim, if you have questions or need additional information, please do not hesitate to contact me.





## Robert C. Busch, CPA

Aclarian LLC ([www.aclarian.com](http://www.aclarian.com))

Consultant  
West Palm Beach, Florida

561-312-0040  
[rbusch@aclarian.com](mailto:rbusch@aclarian.com)



### Profile

Upon completing a career of over 31 years with the Palm Beach County Board of County Commissioners (PBC), finishing as Director of Finance and Administration in the Information Systems Services (ISS) Department, Robert retired from governmental accounting in 2018. In early 2020, the FGFOA Temporary Finance Professional Network reached out to Robert to assist a local South Florida municipality with FY closing activities. Robert joined Aclarian in 2020 to provide outsourcing, consulting, and advisory resources to serve Florida local governments. Aclarian also provides a workflow automation and dashboard reporting software solution that provides local governments with an efficient alternative to manual, paper-based processes and offers real time reporting of relevant, meaningful data among multiple users across various departments.

Robert has spoken at various local and state-wide conferences throughout Florida during his career, primarily affiliated with the Florida Government Finance Officers Association (FGFOA).

### Consultant / Project Experience

e-Rate Telecommunications Filing  
Information technology contract negotiation  
PBC / ISS IT Cost Allocation / Recovery Plan  
PBC Financial System Leader  
PBC / ISS Agenda Coordinator  
PBC / ISS Audit Coordinator  
PBC / ISS Procurement Administrator  
PBC / ISS Fiscal Policy Management  
Assist with Audit Prep, Town of Starke, FL,  
Aclarian L.L.C.

Operating and Capital Budget Development  
Operating and Capital Budget Administration  
A/P, A/R Management  
PBC BCC Financial System Trainer  
PBC / ISS Personnel / Payroll Management  
PBC / ISS Financial System Developer  
PBC Policy and Procedure Management  
PBC Non-Profits First Executive Volunteer  
Assist with Audit Prep, City of Lake Worth  
Beach

### Education and Professional Involvement

- Bachelor of Science, Business Administration and Computer Information Systems, Rollins College, Winter Park, FL
- Master of Business Administration, Florida Atlantic University, Boca Raton, FL
- Bachelor of Science, Accounting, Florida Atlantic University, Boca Raton, FL
- PBC Management Assessment & Training Program
- Florida Institute of Certified Public Accountants
- Certified Public Accountant, State of Florida Certificate 35231
- Florida Government Finance Officers Association (FGFOA)
- Certified Government Finance Officer, FGFOA, Certificate # 431



**Ron DeSantis**  
GOVERNOR



**Dane Eagle**  
SECRETARY

July 12, 2021

The Honorable Janet Hernandez  
Mayor, Village of Indiantown  
15516 Southwest Osceola Street, Suite B  
Indiantown, Florida 34956

RE: Small Cities Community Development Block Grant (CDBG) Program  
Federal Fiscal Year (FFY) 2019 Neighborhood Revitalization Funding  
Contract Number: 22DB-OP-10-53-02-N05

Dear Mayor Hernandez:

The Florida Department of Economic Opportunity (DEO) is pleased to inform you that the Village of Indiantown has been awarded \$700,000 through the Small Cities Community Development Block Grant (CDBG) program.

Your community may begin working and incurring costs on your project beginning August 1, 2021 through January 31, 2024; however, reimbursements for any costs incurred can only be requested after the subgrant agreement has been signed by all parties.

DEO will hold an **onboarding training webinar on August 12, 2021, from 9:00 a.m. to noon**, providing information about the requirements that must be completed during the first six months of the subgrant agreement. In addition, DEO anticipates conducting an **implementation training webinar in October 2021**, providing more information about program monitoring throughout the life of the subgrant agreement. It is required that one representative attend both of the webinars; however, we encourage any employees or elected officials working on this project to attend the trainings.

Enclosed is a copy of the program conditions for the subgrant (Attachment D). DEO looks forward to continuing its partnership with the Village of Indiantown. If there are any questions about this letter, please contact Andrea Pelton at Andrea.Pelton@deo.myflorida.com or (850) 717-8401.

Sincerely,

Mario Rubio, Director  
Division of Community Development  
MR/ap

Enclosure

cc: Howard W. Brown, Jr., Village Manager, Village of Indiantown  
Fred D. Fox, President, Fred Fox Enterprises, Inc.

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399  
850.245.7105 | [www.FloridaJobs.org](http://www.FloridaJobs.org) | [www.twitter.com/FLDEO](https://twitter.com/FLDEO) | [www.facebook.com/FLDEO](https://www.facebook.com/FLDEO)

An equal opportunity employer/program. Auxiliary aids and service are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TTD equipment via the Florida Relay Service at 711.

**Ron DeSantis**  
GOVERNOR



**Dane Eagle**  
SECRETARY

July 13, 2021

Howard W. Brown, Jr., Village Manager  
Village of Indiantown  
15516 SW Osceola Street, Suite B  
Indiantown, FL 34956

Re: FY 2021-2022 Community Planning Technical Assistance Grants

Dear Mr. Brown:

We appreciate your interest in the Florida Department of Economic Opportunity's Community Planning Technical Assistance grant program and we are pleased to inform you that your grant proposal to *develop the Indiantown Combined Mobility Plan and Mobility Fee Project* was selected for funding in the amount up to **\$50,000**.

The Department will provide additional information to finalize the scope of work and complete the grant agreement. For your convenience, we have enclosed a copy of our grant agreement template for you to begin your internal review. Beginning on or after July 1, 2021, any invoice for work specifically related to the grant project will be eligible for reimbursement after the grant agreement has been fully executed. If for any reason the grant agreement is not executed by both parties, cost reimbursement for work performed will not be available.

We look forward to our continued partnership, and if you have any questions, please do not hesitate to contact Kelly Corvin, Regional Planning Administrator, by telephone at 850-717-8503 or by email at [Kelly.Corvin@deo.myflorida.com](mailto:Kelly.Corvin@deo.myflorida.com).

Sincerely,

Mario Rubio, Director  
Division of Community Development

MR/ai

Enclosure

cc: Tracy Bryant, Grants Writer and Administrator, Village of Indiantown  
Christopher Quirk, Financial Services Director, Village of Indiantown  
Amanda Iscrupe, Agreement Manager, Florida Department of Economic Opportunity

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399  
850.245.7105 | [www.FloridaJobs.org](http://www.FloridaJobs.org)  
[www.twitter.com/FLDEO](https://www.twitter.com/FLDEO) | [www.facebook.com/FLDEO](https://www.facebook.com/FLDEO)

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**Village of Indiantown  
Grant and Contract Tracking List**

	Funder and Name of Grant	Purpose of Grant	Grant/Contract	Amount of Grant	Status	Comments
1	DEO - CDBG-2019	Uptown- Seminole	Grant	\$700,000	Open	7/14/21 -Received signed award letter from DEO that the grant was awarded; waiting for grant agreement.
2	DEO - CDBG-CV	Pedestrian Master Plan	Grant	\$340,000	Open	7/8/21 - Waiting for DEO to announce the application date; pre-app previously reviewed by DEO.
3	DEO CDBG-MIT	Civic Center	Grant	\$350,000	Open	7/16/21 - Received signed Resolution will forward to DEO. 7/14/21 - Waiting for signed Resolution to submit with Environmental Review. 7/7/21- Had meeting with DEO to review scope of work.
4	Enterprise Florida - Site Preparedness Program	Reimbursement for construction of Village Hall	Grant	\$25,000	Open	7/16/21 - Received notice from Enterprise Florida that reimbursement has been processed. 7/14/21 - submitted invoice for \$25,000 to Enterprise Florida; waiting for reimbursement.
5	FDOT - HB 5001/SB2500 Appropriation Grant	Improvement for Booker Park along MLK Blvd and surrounding	Grant	\$2,000,000	Open	07/14/21 -BID opening is scheduled for Aug.10th
6	DEO - CPTA- Stormwater Master Plan	Stormwater Master Plan-2	Grant	\$50,000	Open	7/14/21 - Final invoice \$18,000 submitted to DEO; waiting for reimbursement.
7	FDOT Public Transit Service Development	Saturday Bus Transportation	Grant	\$100,000	Open	7/16/21 - Sent email to Bill A. to request status on reimbursement to FDOT. 6/23/2021 - Submitted to Darren H for VOI record. 6/22/2021 - Received excuted amended agreement from FDOT.
8	Enterprise Florida - CPTA- Consulting Services	Reimbursement for consultant fee for Strategic Planning	Grant	\$3,762	Open	7/16/21 - Received notice from Enterprise Florida that reimbursement has been processed. 7/14/21 - invoice for \$3,762 submitted to Enterprise Florida; waiting for reimbursement.
9	DEO CPTA-Mobility Plan	Reimbursement for Mobility Plan and Mobility Fee Project	Grant	\$50,000	Open	7/14/21 - Received award letter from DEO that grant was awarded; waiting for the grant agreement.
10	T-Mobile Hometown Grant-playground resurfacing	Resurface the playground for 3 parks (Booker, Big Mound and Post)	Grant	\$50,000	Applied	Working with Albie to write a proposal to resurface the playground for 3 parks (Booker, Big Mound, and Post).
11	DEO - Competitive Partnership Grant #P0333	Economic Development Strategy/ Growth management implementation	Grant	\$25,000	Closed	This grant was from 7/1/18 to 6/30/19
12	DEO - Rural Infrastructure Extension Project	Citrus Blvd Corridor extension of water and sewer near Martin County Fairgrounds	Grant	\$150,000	Not Awarded	This grant was not awarded by the DEO. Need more solid job estimates from people along the corridor.
13	FDEM - Florida Recreation Development Assistance Program	Enhancement to Booker and Big Mound Park	Grant	\$200,000	Applied	Waiting to hear back from FDEM once the state complete their budget in July. The Village Ranked 38 and 39 (each grant was written for \$200,000 each).

**Footnote:**

DEO - Department of Economic Opportunity  
FDEM - Florida Department of Emergency Management  
FDOT - Florida Department of Transportation  
1- Loan - not included in total

**Applied:** Applied or applying  
**Open:** Awarded  
**Closed:** Awarded and completed  
**Not Awarded**

Prepared By: Tracy Bryant  
Date:



**Village of Indiantown  
Grant and Contract Tracking List**

<b>14</b>	<b>American Rescue Act</b>	Various projects	Grant	\$3,000,000	Open	Waiting for funds to be released.
<b>15</b>	Captec Engineering <sup>1</sup>	Water Utility Master Plan	Loan	\$145,000	Open	Captec Engineering to provide professional engineering services for the Water Utility Master Plan
<b>16</b>	Kimley-Horn and Associates <sup>1</sup>	Water Treatment Plan	Loan	\$93,577	Open	Kimley-Horn to provide professional Water Treatment Plan
<b>17</b>	Holtz Consulting Engineers <sup>1</sup>	Wastewater Treatment Facility	Loan	\$83,975	Open	Holtz Consulting to work on a preliminary design evaluation for wastewater treatment facility
<b>18</b>	Captec Engineering <sup>1</sup>	Wastewater Utility Master Plan	Loan	\$160,700	Open	6/25/21 - New proposal not yet approved by Council. Captec Engineering to provide professional engineering services for the Water Utility Master Plan
<b>19</b>	Kimley-Horn and Associates <sup>1</sup>	Railroad Avenue Water Main	Loan	\$171,400	Applied	6/25/21 - New proposal not yet approved by Council. Engineering for replacement of water main along Railroad
<b>20</b>	Kimley-Horn and Associates <sup>1</sup>	SW 151st Street Water Main	Loan	\$59,800	Applied	6/25/21 - New proposal not yet approved by Council. Engineering for replacement of water main along SW 151st Street

**Grants Total:**  
**Applied:       \$7,043,762**  
**Awarded:       \$6,303,762**

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