OFFICIAL MINUTES

Budget Workshop Meeting Thursday, July 24, 2025 8:30 a.m.

TOWN OF INDIAN RIVER SHORES

6001 HIGHWAY A1A INDIAN RIVER SHORES, FL 32963

There was a Budget Workshop held on July 24, 2025, in Council Chambers, Town Hall, 6001 Highway A1A, Indian River Shores. Brian T. Foley, Mayor; Bob Auwaerter, Vice Mayor; Sam Carroll, Councilmember; and William Dane, Councilmember. Also present were James Harpring, Town Manager; Heather Christmas, Deputy Town Manager/Town Treasurer; Peter Sweeney, Town Attorney and Janice C. Rutan, Town Clerk.

1. Call to Order

- a. Invocation
- b. Pledge of Allegiance
- c. Roll Call

Councilmember Carroll offered the Invocation. Mayor Foley led the Pledge of Allegiance. The Town Clerk called the roll. All members were present except Councilmember Altieri.

2. Budget Overview and Discussion

Mayor Foley opened the discussion by commending staff for their due diligence in preparing the budget. He added it was gratifying to work closely with the Council and staff in those budget preparations. He was proud to be able to continue to offer the highest customer service at the lowest cost to the taxpayers.

Town Manager Harpring announced the reduction in the proposed millage rate to 1.2810. Heather Christmas, Deputy Town Manager/Town Treasurer next addressed the Town Council. She noted the budget was at 10.5 million with none of the ongoing costs to be funded by reserves. She explained that the largest revenue stream for the Town was through property values and taxes. This year the property values increased by 8.73%.

Town Treasurer Christmas offered a detailed power point presentation that highlighted the changes to the budget including increased costs to include salaries and operating expenditures. Comparisons were also presented. Town Treasurer Christmas noted the revised budget was prepared ease the burden on taxpayers.

Councilmember Dane had no comment.

Mayor Foley expressed his appreciation to Deputy Town Manager/Town Treasurer. He reiterated the Town is only responsible for the municipal portion of the tax bill. It was the Council's obligation to be good stewards of taxpayers' dollars. The Town Council has been entrusted with the wise use of those dollars.

In response to Vice Mayor Auwaerter, Ms. Christmas explained that the Government's Finance Officer's Association (GFOA) has not set guidelines regarding reserves for beachside communities. She next confirmed that she was quite comfortable with the millage rate being set at 1.2810.

Vice Mayor Auwaerter echoed the message of the Mayor and further expressed his appreciation to the Town Manager, Town Treasurer and staff for their work. He had many offline discussions with staff. He reiterated that the Town's homesteaded properties will remain flat in their municipal tax assessment, with some properties even seeing a small decrease. Vice Mayor Auwaerter expressed his support in maintaining reserves in the event of a natural disaster. He next referred to pension contributions at 13% per actuarial evaluation.

Councilmember Carroll thanked Deputy Town Manager/Town Treasurer Christmas for her thoroughness in putting together the budget package and especially in her presentation of the budget to the Town Council.

3. Public Comment

None.

4. Recommendations

Mayor Foley obtained a consensus from Council for the recommendation to reduce the proposed millage rate to 1.2810 at the following regular Town Council meeting.

5. Adjournment

With no further matters to be discussed, the Budget Workshop adjourned at 8:48 a.m.

Approved: August 28, 2025

Janica C. Butan Town Clark

Janice C. Rutan, Town Clerk



OFFICAL MINUTES

REGULAR TOWN COUNCIL MEETING THURSDAY, AUGUST 28, 2025 – 9:00 AM TOWN OF INDIAN RIVER SHORES

6001 HIGHWAY A1A INDIAN RIVER SHORES, FL 32963

The regular monthly meeting of the Town of Indian River Shores Town Council was held on Thursday, August 28, 2025, at 9:00 a.m. in Council Chambers, 6001 Highway A1A, Indian River Shores, Florida. Councilmembers present were Brian T. Foley, Mayor; Bob Auwaerter, Vice Mayor; Sam Carroll, Councilmember and William Dane, Councilmember. Also present were James Harpring, Town Manager; Heather Christmas, Deputy Town Manager and Town Treasurer; Peter Sweeney, Town Attorney and Janice C. Rutan, Town Clerk.

1. Call to Order

- a. Invocation
- b. Pledge of Allegiance
- c. Roll Call

Councilmember Carroll offered the Invocation. Mayor Foley led in the Pledge of Allegiance. The Town Clerk called the roll. All members were present except Councilmember Altieri.

2. Agenda Reordering, Deletions, or Emergency Additions

There being no reordering, deletions or additions, a motion was made by Councilmember Carroll, seconded by Vice Mayor Auwaerter, and unanimously approved (4-0) to approve the agenda as presented.

Presentations/Proclamations

a. NPDES MS-4 Presentation

Due to a computer programming error, it was agreed to postpone the NPDES MS-4 presentation until after the Consent Agenda and Mayors Report.

3. Comments From the Public Regarding Agenda Items(s)

None.

4. Consent Agenda

- a. Approval of Regular Town Council Meeting Minutes dated July 24, 2025
- b. Approval of Resolution No. 25-08 Postal Center Mailbox Fees
- c. Approval of Write-Off for Ambulance Accounts Receivable

A motion was made by Councilmember Carroll to approve the Consent Agenda as presented. The motion was seconded by Vice Mayor Auwaerter. The Town Clerk called the roll. All Councilmembers voted in the affirmative with the motion passing unanimously (4-0).

5. Mayor's Report

Mayor Foley reported on the Town Manager's efforts to comply the State's Septic to Sewer mandate and expressed his appreciation to the Town Manager in negotiating with the City of Vero Beach to ensure deadlines are met. Mayor Foley next reported that he had received positive feedback from constituents in response to the Council lowering the millage rate. He reiterated the Town Council's desire to continue to be

fiscally responsible. He reported the Town Attorney would address limited jurisdictional responsibility for shark fishing later in the agenda.

6. Presentations/Proclamations

a. NPDES MS-4 Presentation

Kevin Roberson, Kimley Horn and Associates, introduced himself to the Town Council. He explained that Kimley Horn provides civil engineering services to the Town. Mr. Roberson then narrated a Power Point presentation that provided information that would educate staff and the public about the stormwater system and how to identify illicit discharges. The purpose of the educational program is to help the Town comply with its Stormwater Management Programs (NPDES and MS-4). In response to a question posed, Mr. Roberson confirmed that the Town does make notices available to contractors and spot inspections are completed to ensure compliance.

7. Councilmember Items

a. Florida League of Cities DOGE Presentation and General Recap

Vice Mayor Auwaerter narrated a Power Point Presentation on matters that had been presented at the annual Florida League of Cities conference he had attended on behalf of the Town. He discussed the proposed property tax reforms that had been introduced during the previous legislative session. He explained that if property taxes were to be eliminated, the Town would need to use alternative methods such as assessment or user fees to raise revenue. Presently, the Town does not charge utility franchise taxes or fees. He highlighted the areas of the proposed tax reform that would have been amended and added that the FLC had done an analysis to show the impact of those changes on other municipalities. He announced that he was appointed to sit on the Florida League of Cities Tax and Finance Committee where this matter will be discussed.

He next discussed the session at the conference entitled "Understanding Florida DOGE and what Cities Need to Know." Eric Soskin, The DOGE Team Lead was the speaker and highlighted areas that DOGE would be looking at within each municipality, specifically inappropriate expenditures. He next discussed another slide which focused on DEI and the January 15 legislative initiatives which may result in unfunded mandates. Vice mayor Auwaerter praised Town's staff for being a model for compliance with all DOGE concerns. Vice Mayor Auwaerter clarified that the only reason the Town did not pass a Resolution supporting DOGE was because it had no relevance to the Town.

Mayor Foley expressed his appreciation to Vice Mayor Auwaerter for attending the conference. Mayor Foley noted that the proposed tax reform legislation was simply a shell game for raising tax revenue in other ways. He will be interested in seeing what happens with proposed legislation, noting that a referendum could become a runaway train.

8. <u>Discussion with Possible or Probable Action Sam/Bob to amend agenda. A & B....</u>

Mayor Foley noted the numbering was incorrect and items 8b. and 8c. needed to correctly reflect items 8a. and 8b. A motion was made by Councilmember Carroll, seconded by Vice Mayor Auwaerter, and unanimously passed (4-0) to amend the agenda to correctly reflect the numbering of items 8a. and 8b.

a. Approval of Ordinance No. 580 Solid Waste, Recycling and Yard Waste - First Reading Town Manager Harpring offered Staff's report. He explained the amendment was needed to bring the current Ordinance into compliance with the recently adopted Franchise Agreement entered into with the County and WM. Attorney Sweeney read the title into the record. Councilmember Carroll then made a motion to

approve Ordinance No. 580 on first reading. The Town Clerk called the role. All members in attendance voted in the affirmative with the motion passing unanimously 4-0.

b. Approval of Ordinance No. 581 Non-Ad Valorem Capital Special Assessment – First Reading Town Manager Harpring offered Staff's report. He explained the Special Assessment was being assessed for specific properties and only for the septic to sewer conversion. Manager Harpring explained the 10-year non-ad valorem capital assessment would be included on the tax bill of those specific properties. The Interlocal Agreement with the City of Vero Beach and the Resolution announcing the Town's intent to assess a non-ad valorem assessment would be on the September agenda. Town Manager Harpring, in response to questions posed, did note that interest on the ten-year assessment would be at 6.3 percent, explaining that the 4% discount offered to those properties that pay taxes in full would result in a loss of revenue to the City of Vero Beach. The 6.3 percent charge results in a net 2.3% for those properties that pay in full.

Attorney Sweeney read the title into the record. Councilmember Carroll then made a motion to approve Ordinance No. 581 on first reading. The Town Clerk called the roll. All members in attendance voted in the affirmative with the motion passing unanimously 4-0.

Mayor Foley expressed his appreciation to the Town Manager for being proactive and ahead in this matter.

9. Staff Updates

a. Building Official Report & Statistics

No comment

b. Code Enforcement Report

Code Enforcement Officer Maikranz was available to answer questions. He responded that the Town does assess fines for repeat offenders violating the Town's sign Ordinance, adding it was not a great deterrent. Attorney Sweeney was asked to investigate tying violations of the business license of the offender.

c. Public Works Department Report

Town Manager Harpring expressed appreciation to Max Wiltzius for his work in the field. The Town maintains its ongoing relationship with FDOT for sidewalk and road repairs along A1A. The Town was also working with the City of Vero Beach to bring the vacant lot adjacent to the Town's southern boundary into property standards compliance. Mayor Foley noted he has received complaints about the condition of the sidewalks along A1A.

c. Town Treasurer Report

Deputy Town Manager/Town Treasurer Christmas presented her report and was available to answer questions.

d. Public Safety Department Report & Statistics

Director of Public Safety Tad Stone reported that the Fire Engine had been inspected and serviced. The Department has begun to collaborate with John's Island re: traffic and access schedule for the upcoming holiday season.

e. Town Clerk Report: MPO and Voter registration

Town Clerk Rutan announced that the Town Council appointed member to the Metropolitan Planning Organization's Bicycle and Pedestrian Committee was vacant due to the resignation of long-time member Frank Blaisdell. She would be including the announcement in the newsletter and on the Town's website. She then announced that "Real ID" drivers licensing requirements may require voters to also update their voter registration. Again, she would be placing the announcement in the Town's newsletter and on the Town's website.

10. Town Attorney Report

Attorney Sweeney reported on the concerns being raised about shark fishing activities happening off Beachcomber Lane. He explained that the Town has been enforcing the State Law prohibition against chumming from the shore, however shark fishing is permitted along beaches. Attorney Sweeney added that the Town, through its own Ordinances, can limit access to the beach between the hours of 9:00 p.m. and 6:00 a.m.

Town Manager Harpring explained the Public Safety Department monitors the beaches daily and makes personal contact with those individuals that are shark fishing.

Town Manager Harpring added that Town will enforce closing Town access to the beaches after 9:00 p.m. as well as parking on Fred Tuerk. Gates and fencing will be installed. Emergency vehicles, FWC and sea turtle inspectors will continue to have 24/7 access to the beach.

Charlottee Terry, Beachcomber Lane._Ms. Terry addressed the Town Council. She reported on recent encounters with shark fisherman who were setting up tents and chumming. She was pleased with the Town's efforts to resolve the problem, but expressed concern that homeowners along Beachcomber Lane would lose access to the beach or the crossover during the hours of 9:00 p.m. to 6:00 a.m.

11. Town Manager Report

Town Manager Harpring announced the installation of the Rotary Club's Drown Zero Throw Ring at the Beachcomber beach access. He reminded all to call 911 in the event of an emergency.

Town Staff have been working diligently in securing the domain name change and a new website provider. Manager Harpring reported that the final billing sent out by Republic Services had not been prorated and residents were now receiving late notices. A standalone newsletter would be sent with contact information for Republic Services.

Town Manager Harpring announced the installation of the sound attenuation panels in Council Chambers that were also aesthetically pleasing. Council commented on the improved acoustics in Council Chambers.

12. Council/Committee Reports or Non-Action Items

a. Call for Committee Reports, Informational Updates or Comments None.

12. Call to Audience

Charlotte Terry, Beachcomber Lane: Ms. Terry expressed her appreciation to Town Council for managing the Town.

13. Adjournment

With no further business to come before the Town Council, the meeting adjourned Adjourn at 10:17 a.m.

Approved:	September 23, 2025
Janice C. Rut	an Town Clerk



AGENDA ITEM

TO: Town Council

FROM: James Harpring, Town Manager

DATE: September 2, 2025

SUBJECT: Website Provider and Development Contract

BACKGROUND:

There is a need to redesign the Town's website to improve accessibility, compliance, and user experience. Multiple presentations were provided by three qualified vendors with extensive experience in providing website solutions for local governments. Revize, Granicus, and CivicPlus.

Following review, it is determined that Revize offers the best functionality for the scope of services identified by the Town, an appropriate implementation timeline, and cost efficiency. The Revize government-specific content management system and support model will enable Town staff to maintain and update content with minimal outside assistance. Additionally, the Revize proposal provides a first-year cost of \$29,150, and ongoing annual costs of \$11,750, for a total of \$76,150 over the five-year agreement. This includes free redesigning at Year 5. This was the lowest-priced proposal received.

Town Procurement policies normally require issuance of a formal Request for Proposals for this type of service. However, as noted above, Town staff conducted extensive reviews and received multiple presentations from three well qualified vendors specializing in government website solutions. Proposals were received from all vendors and the Revize proposal was the lowest priced and addresses all Town requirements. The Town Manager recommends Council approve an agreement with Revize due to the specialized nature of the project.

RECOMMENDATION:

Staff recommend Town Council approve the Revize Software System Proposal and authorize the Town Manager to negotiate and execute the necessary agreements.

ATTACHMENTS:



WEBSITE DESIGN & DEVELOPMENT PROPOSAL FOR

The Town of Indian River Shores, Florida

Revize is a Minority Business Enterprise (MBE)

Prepared by Christopher Gold Christopher.gold@revize.com 150 Kirts Blvd. Troy, MI 48084 Ph: 904-554-6989 Fax: 866-346-8880







Dear Janice Rutan,

For over two decades, Revize has been a leader in providing high quality, government-compliant web solutions for our clients. Located in Troy, Michigan, we have launched thousands of government, library, housing authority, and non-profit websites nationwide, and our myriad of industry awards and hundreds of satisfied clients stand as testament to the quality and value of our work.

Every member of the Revize team understands that this project is more than a website; It's a necessary resource that can help you provide important government information and a strong message to all residents. It will allow visitors to the site to see the full breadth of your community services, special events, marketing efforts and important information.

Visitors looking for the "digital front door" will be drawn to a website that is not only visually appealing, but is also functional, user-friendly, and can provide a plethora of services on a wide range of devices. A Revize website will allow your users to easily fill out and submit documents for employment, review local events and programs, read blog updates, perform curated searches to answer frequently asked questions and perform a suite of other tasks that would otherwise require staff assistance.

What's more; with Revize your website will enable you to increase staff productivity and decrease costs by reducing off-line departmental operations!

We will work closely with you to design and develop a dynamic, easy-to-navigate website that will perfectly fit your vision. The sites will empower you to control your digital presence with the industry's best administrative management applications, and our Revize training ensures that your teams will have the skills needed to expertly update and manage website content and delivery all in-house across all of your departments!

Government clients select Revize because we can help them

- Effectively engage website visitors.
- Enhance their web presence and build an online communications center.
- Empower non-technical web content editors and administrators to easily execute changes and provide interdepartmental workflow solutions.
- Implement a scalable solution that allows them to affordably grow their web presence for the long term.
- Enable AI apps on government websites to deliver faster, more personalized, and efficient public services—helping
 citizens get the right information at the right time while reducing administrative burden.

Please contact me if you have any questions at all.

Sincerely,

Christopher Gold

Account Manger Christopher.gold@revize.com 904-554-6989



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Experience and Qualifications

Executive Summary

Thank you for considering Revize Software Systems for your new website project. We understand the importance of this undertaking and know how motivated the Board is to select the right vendor; one who will work with you through all the steps required to create an excellent website to fully represent the services you offer.

In more than two decades of working with non-profit leaders and overseeing multiple government association/non-profit collective communication projects, we have learned that the key to choosing a website vendor is finding the right balance between the total cost of the solution and the quality of the design; including all the online applications and user functionality. In simpler terms: you need a solution that works for YOU and is tailored to accommodate any nuanced use-cases; whether it be document management of programs and applications, donation forms, listing directories for contacts, blogging platforms for news and events, or any other unique aspects you need!

About Us

Focused exclusively on creative web-design, government web apps and content management technologies, Revize continues to invest in its technology by continually adding new capabilities and features that manifest our vision. While many organizations choose Revize to develop and cost-effectively manage their website content, clients also use Revize as an information-sharing platform. Our suite of Revize web-based solutions has proven valuable as a powerful technology that empowers clients to build and maintain sophisticated web sites, all while using the Internet and internal Intranets/extranets to acquire, analyze, process, summarize and share information – ensuring that the right people always have the right information at the right time.

Our Innovative Responsive Web Design (RWD) and Web Apps

Revize has been a pioneer in implementing the latest trends in design by using Responsive Web Design (RWD): This technology ensures that site visitors have an optimal viewing experience — easy reading and navigation with minimal resizing, panning, and scrolling — across a wide range of devices; from desktop monitors to mobile phones. RWD provides flexible and fluid website layouts that adapt to almost any screen. When you implement a dynamic new website powered by Revize, you will not only get an outstanding look, layout and navigation, but will also receive 24/7 access to our Communication Center for residents, businesses and visitors.

Our Award-Winning Non-Profit CMS

Revize is renowned as a leader in providing practical, high-value, easy-to-use content management software. This powerful solution enables clients to manage their online presence with efficiency and style. With applications such as the online document center, our public service request app, frequently asked questions modules and more, Revize ensures that our clients have the tools they need to make information and services available for website users at the click of a mouse.

Quick Deployment, Personalized Training and Support

Revize addresses time concerns by completing websites in considerably less time, and because our software is so easy to use, we are able to effectively train our clients in less than half the time our competitors require. Our training program is customized based on each client's needs: we provide hands-on training the way you want





it! We pride ourselves on the skills of our support staff, who are responsive, knowledgeable and helpful. Our online support portal is available 24/7/365 for issue tracking and management, with a team dedicated specifically to your websites. We also provide phone and e-mail support during regular business hours.

Revize Project Management Team

Revize understands the importance of having a talented and experienced staff. We are proud of our well-respected team of top-notch experts in the field of government website design, development, analysis, content management, training and support. Here are just a few who will be working on your project!

Dylan Johnston

Client Success Manager

Dylan is a proven and experienced website design and IT services consultant. His attention to detail, assertive personality and general desire to help his clients make him a great asset to have and is someone you can truly trust to manage your website project. He has worked with a variety of clients in healthcare, non-profits and local governments across the US and has extensive knowledge on the current trends, industry standards, and advanced applications that help make Revize Government Websites a leader in municipal government web design.

- Education: Bachelor of Science and Bachelor of Communication Arts College of Santa Fe, Santa Fe NM.
- Expertise: 7+ years of experience in account management, project management, sales and marketing with a focus in consultative web design sales, server hardware/software implementation and digital marketing strategies including SEO, Google Adwords, and other digital solutions.
- Role on your website project: Account & Project Overseer

Joseph J Nagrant

Vice President/Business Development Director

Joseph is an accomplished professional internet and website design consultant with more than 25 years of successful business development and account management leadership experience. He has worked with well over 500 townships, cities, counties, educational institutions, companies, and non-profit organizations. He's a foremost expert in translating technical solutions into compelling living websites and other online community building opportunities. Additionally, he is a board member for Mott Community College (Flint, MI) MTEC Center, IT Advisory Council, Education Advisory Group. He also participates in many government discussions regarding the Internet for government use, including being a frequent guest on WDET (NPR) public radio and in The Detroit News. He has an excellent reputation for building and sustaining effective, long lasting client relationships.

- Education: BS in Electrical Engineering, Lawrence Tech University, MS in Business, Central Michigan University.
- Expertise: 30+ years of project, sales and marketing experience with government, education, corporate, and non-profit organizations.
- Role on your website project: Supervisor of account management between client and project team.

Ray Akshaya

Technical Director

Ray has 22+ years of extensive technical experience with internet and website solutions. He has worked on hundreds of government, non-profit and educational websites and has a keen eye for web visitor requirements, information architecture, and usability. He is also a long-time veteran of Revize Software Systems and our clients enjoy working with him. In his career, he has deployed and/or assisted with technical solutions for more than 500 websites. When working on a project, Ray always visualizes himself in the client's chair at the closing



stages of the project and makes sure that all decisions made on a project are in alignment with the client's vision and best practices for developing the system.

- Education: MS in Engineering Science, Louisiana State University, Baton Rouge
- Expertise: Client Management, Project Management, Technology Development for CMS & Web Apps

Samir Alley

Creative Director

Samir has more than a decade of experience in managing web site design projects. He has deployed 600+ municipal websites and has a solid background in web design and the latest web technologies. Formerly with Google, Samir is a leader equipped to handle any kind of sophisticated web project. He is an exceptional communicator with an innate listening skill that gives him the ability to understand and deploy a client's unspoken needs. Samir's blend of creativity, proficiency, and technical knowledge is unsurpassed in the industry.

- Expertise: Web Project Management Adobe Design Premium CS5.5: Photoshop, Illustrator, InDesign, Flash, DreamWeaver, Fireworks, HTML, CSS, CSS3, SEO, PHP, JavaScript, MySQL, JQuery and HTML5.
- Role on your website project: Graphic design of website and backup support.

Derek Ortiz

Website Developer / Front End Application Designer Manager

Derek is the senior front-end developer and designer manager for Revize with more than 13 years of experience in website development. He is highly skilled in his ability to leverage the latest technologies to create fast and innovative web solutions. He commands an intense, yet light-hearted creative presence at Revize, producing excellent website development work.

- Expertise: Skilled in Adobe Design Premium CS5.5: Photoshop, Illustrator, InDesign, Flash, DreamWeaver, Fireworks, HTML, CSS, CSS3, SEO, PHP, JavaScript, MySQL, JQuery and HTML5.
- Role on your website project: Web development of website templates and backup support.

Denise Brazier

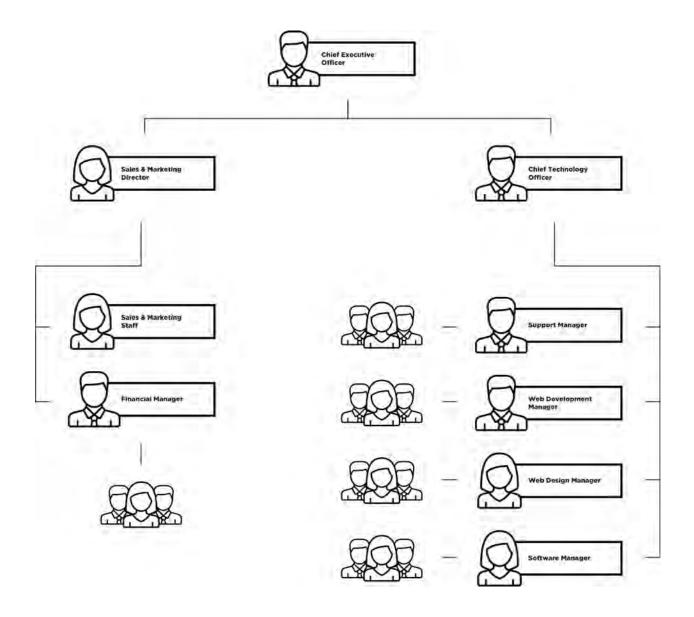
Project Manager/Trainer

Denise is an educator by nature. Her 20 years of experience in the public school system has made her a master of engaging participants during training. She effortlessly builds effective relationships with all clients. Denise has served as Advisory Counselor, Coordinator, Publicity Director, and Project Manager for several organizations in the education, non-profit and public sectors. She has been appointed to the state's quality committee evaluating organizational policies and procedures for recognition.

- Education & Training: MS in the Art of Education from Marygrove College. Certification in Secondary Education
- Expertise: Training, education, teaching, public affairs and project management.
- Role on your website project: Trainer for the Content Management toolset and project manager



Revize Organizational Chart





Website Project Experience Example



Details:

Revize created a modern, aesthetically pleasing website for the City of Cape Coral that truly captured the essence of the community. The website introduced a responsive design which now allows for an adaptive experience across all devices including smartphones and tablets, but also integrated a user-friendly content editing management system. This website brings together an amazing design with a full suite of web apps to engage residents. Smooth transitions from the home page to interior pages of this website allow users to find exactly what they are looking for easily. Their unique design, streamlined integration of web applications, and a high traffic featured news and headlines area top off this website!

Details:

Genoa Township is one of the fastest growing areas in the state. Because of this fact, the website needed to refocus its attention. In addition to resident services, this website has a focus on economic development. As you scroll down the website, this business-friendly atmosphere is intertwined with resident engagement features. Each department has their own icon that is used to identify them uniquely. The interior pages have distinctive features that make them stand out as if they were stand-alone websites. With its service for residents and its appeal to the business community, this is the next generation of government websites.







Details:

Largo, Florida wanted a website built from a collaboration between the city marketing team and Revize, and we were able to create this award-winning website. Each page in this website was designed to uniquely fit the needs of the community. We also built unique designs for the city parks, library, and theater. The navigation within this site is built based on services rather than department silos. Overall, this website brings together an amazing mix of design expertise and functional clarity to create a great user experience!

Details:

Lufkin wanted a design unlike any other. We pushed the limit of what people think when they see a city website. In addition to integrating a drone video that spans the full width of the homepage, this site features a strong mobile-ready design that showcases multiple aspects of the city they wanted visitors to see. Users are now, more than ever, viewing websites on their hand-held devices. Some estimates say this is as high as 60% of all internet usage! With more scrolling we are able to give the user a lot of information without having to squeeze it into such a small space. We use images, icons, and interactive features to create an experience for the user. This type of design also allows us to extend the city's brand in a way that is unmatched in the industry!





The City of San Carlos, California CITY HALL BUSINESS SERVICES SEARCH OUICK LINKS WANT AND THE SEARCH S

Details:

The City San Carlos, California chose Revize because they wanted a website that stood out from all of the others in California! For this site, we built unique designs for the city, with every page having a unique look and feel while maintaining their new brand. This site also includes our proprietary "curated search" feature. This feature puts you in control of the search results on the site. You get to decide which results display based on the search criteria your users input into the search. This allows them to find the results they are looking for instantly!

Details:

The City of Olympia, the capitol of Washington, presented a unique opportunity for Revize and the city's web team. This website features an extremely innovative homepage: As users scroll from one section to the next, they can explore different trending topics, services, news and much more in an extremely modern fashion. We built this website to be one of the most visually inspiring, but also most functional websites in the United States. With the unique design coupled with features such as a curated "smart search" feature and online interactive forms, this website makes a strong case for that title!





Website Account References

Client: City of Wylie, TX

Craig Kelly, Public Information Officer
Office: (972) 516-6016
Email: craig.kelly@wylietexas.gov
Website: www.ci.wylie.tx.us

Client: Borough of Prospect Park, NJ

Intashan Chowdhury, Borough Administrator
Phone: (973) 790-7902 x532
Email: chowdhuryi@prospectpark.net
Website: www.prospectpark.net

Client: City of Buena Park, CA

Simon Mikewicz, Information Systems Administrator
Office: 714-562-3931
Email: smikiewicz@bppd.com
Website: https://www.buenapark.com

Client: City of Sutherlin, OR

Contact: Diane Harris, CMC, City Recorder/HR Manager
Office: (541) 459-2857 ext. 207
Email: d.harris@ci.sutherlin.or.us
Website: https://www.ci.sutherlin.or.us/

Client: City of Conroe, TX

Andrew Yousse, Public Information Officer ayousse@cityofconroe.org
936-522-3002
www.cityofconroe.org

Client: City of Duluth, GA

Alisa Williams, Economic Development & Marketing Director

Office: (678) 475-3506

Email: awilliams@duluthga.net

Website: www.duluthga.net

Client: City of Olympia, WA

Joshua Linn, Website Administrator
Office: (360) 570-3782
Email: JLinn@ci.olympia.wa.us
Website: www.olympiawa.gov

Client: City of San Carlos, CA

Quinne Woolley, Management Analyst
Office: (650) 802-4212
Email: qwoolley@cityofsancarlos.org



Project Approach/Technical Capabilities

The following list the details of each project's goals:

1. Visually Appealing Sites for Your Major Target Audience

Revize clients have told us that Revize has one of the best creative design teams in the industry. We will create a branded style for the site with eye-catching, functional elements that will help your prospective users increase communication and promote awareness. Your website is your front-facing advertisement to the world and should appeal to wide-ranging communities to attract families and businesses considering utilizing your services. The award-winning Revize designs have been sought by municipalities, development boards, healthcare leaders and government organizations across the country to increase education, embrace new perspectives and foster collaboration! Our on-staff designers will create your logo and branding as you want it to be seen!

2. Easy to Find Content

Revize regularly conducts government web visitor usability studies, and as a result, we already know how web visitors want to navigate the website and get to the programs, services and information they desire in an easy-to-use manner! Revize has developed a navigation system to get to any web page in one click from the Home Page, and provides specific applications that allow for SEO optimized, functional directories and navigation that are as attractive as they are useful. The streamlined navigation includes elements such as drop-down menu navigations and mega-menus, content categorization, resource tabs and quick-links and the ability to create additions to website pages or link to all the third-party programs and online training platforms you need!

3. Increase Partner Engagement and Follow-Up

Our list of website features allows a plethora of features specifically tailored to increase interactivity with your local businesses, coalitions, and organizations. These applications include web forms for direct submissions with workflow, listing directories with keyword search, mapping and categorization for highlighting all your important partnerships, e-mail and text notifications, home page alerts, etc. We also design the website with



"Calls-to-Action" in mind to inspire web visitors to take advantage of programs and information offered. We will also include bookables/appointment setting capabilities as well.

4. Increase Search Engine Visibility

Every Revize website is programed to allow 100% of each page's content to be indexed by all the popular Search Engines. We also allow non-technical editors access to each web page's metadata so you can increase your web presence and contour the search so if someone enters a question in Bing or Google Search, it will try to pull them to the web page of your new website directly. This also includes allowing web crawling of the website, and you can even elect to implement a curated search function and categorization for all your internal searches! This can be especially important for your job postings that you can place in dedicated modules so users can see what is available quickly and easily! Additionally, we provide keyword directories to provide excellent representation for your staff as well as the community profiles you have created, which include mapping integration and can even embed your own third-party applications for increased functionality.

5. Seamless Integration with Social Media and Third-Party Applications

Revize: Revize will add Social Media icons and Social Media integration to your website's News Center. We will also create a social media wall or a clean looking social media center to show off your latest social media posts. More and more, younger populations seeking resources for career options find these elements through Facebook and other social media sites. With Revize, we incorporate these elements from the start!

6. Mobile and User-Friendly

Your new website will be functional on any electronic devices, including phones, tablets and PCs. Revize has made Responsive Website Design a standard for over 8 years. Because of this, we add additional responsive programming to take advantage of new mobile phone technologies and high-definition video cards to make your web visitors' website experience more enjoyable and smoother. This is especially important for low-income communities, as many cannot afford home computers and mobile devices are their best option.

7. Easy-to-Update Content and Integrations

The Revize CMS non-technical website editing solution has a 24-year maturity and was written for non-technical editors to edit the website in an easy-to-use "common-sense" manner through a methodology called Live-Page Editing. This allows for easy management of all functions of the website, including updating menus, removing content, embedding media, etc. The sites also all provide translations for every page with over 95 languages.

Clients have indicated that if you know about 5% of Microsoft Word, you should be able to fully edit and update a Revize Government Website! This includes implementations of your own custom server applications into the Revize CMS and providing consistent, high-speed connections and loading for every functionality!

8. ADA Compliant Website

Your new website will adhere to the new WCAG 2.1 AA requirements and Section 508. We will also train your content editors how to keep ADA compliance when writing content. With your approval, Revize will also install an ADA Accessibly Widget, free of charge. This widget brings the ADA software for reading and resizing text, change color contrasts, etc. on demand for the visually impaired and/or disabled web visitor.

Example – Double Click on the Man Icon in the lower right corner to see it in action:

https://www.olympiawa.gov

9. Cyber-Security

Revize has not had any website security intrusions for over a decade. Revize has partnered with Amazon Web Services (AWS) and the Oracle Cloud Service Platform (OCP) for its Live-Web server hosting infrastructure needs. Both AWS and OCP are industry leaders in high availability cloud server architecture, both server farm infrastructures are highly secured, scalable and redundant for 24/7/365 availability. Snapshot/Mirror Image backups of all of our cloud servers guarantees 100% data protection and recovery in case of any disaster.



Onsite/Offsite data backups of all of our dedicated servers are scheduled nightly with R1Soft backup service. Additionally, Revize utilizes multiple Tier 1 bandwidth providers such as Level 3, Wiltel, and Cogent for redundancy and continuous connectivity. These procedures provide our clients with up to 500Mbps of fast fiber optic up-stream connectivity.

The Revize Solution

Project Planning and Setup

What makes Revize unique in its project approach and experience is our thorough preparation for each individual community combined with the range of website deployments and creative, customized fit we implement for each client. From small to large, rural to urban, the Revize project management process guarantees a perfect fit between the concept of the deployment and the expectations of the client's level of engagement preferences.

We use a standard and effective process methodology: each client is unique and we tailor our process to fit their unique needs. For as long as you are our client you will have staff dedicated to your account and access to an online portal for communication, design process and on-going support.

24/7/365 Project Portal Access: From day one, your project and on-going support is tracked in the Revize On-line Project Portal. The main point of contact you select for the project will receive an invitation to register, including setting up a secure user name and password. The Project Portal serves as a communication tool for any matter pertaining to your website design, development and on-going support even after your website is launched.

Dedicated Accounts Manager: Your dedicated Account Manager will handle all issues related to your contract, pricing, future product add-ons, and general account satisfaction. During the initial kick-off meeting, your Account Manager will introduce you to the team, explain roles and responsibilities, and place you in the very capable hands of your Dedicated Project Manager and Designer.

Dedicated Project Manager: Your dedicated Project Manager will handle all issues related to the website design, development, navigation, content, training, timelines and deliverables, as well as ensuring that feedback and communication occurs promptly in order to keep the project on-track. Also, the dedicated project manager will be the point of contact for any future technical support or issues that need to be addressed during the deployment and post deployment of the site.

We don't use a "one size fits all" approach because it doesn't make sense.

The following steps are followed while designing new sites

- Establish Needs and Creative Direction: Understand your objectives and requirements, and provide
 recommendations for effective online branding pertinent to your requirements, existing branding and your
 web audience's needs. The Revize designer will also conduct his own research in order to capture the
 character and "feel" of your area, which will inspire ideas for the overall design direction of the website.
- Main Menu Navigation & Home Page Wireframes: Work with you to establish a main-level navigational
 architecture and identify key items accessible from your home page. This establishes a baseline for the
 navigational structure, as well as the preferred content structure (wireframe*) for the home page.

Revize Design Principles

Security

The Revize Web Application Developers are not only responsible for the look, functionality, and performance of your website. They are also responsible for the security of the web content and web-based applications they create. They ensure that the code supports secure authentication and authorization, and provides access control mechanisms as required.

Accessibility

Good design principles are always based on readability, taking into consideration appropriate font type and size for headlines and text area, as well as line height – ensuring all page elements are balanced. Our designers also pay meticulous attention to their use of shadows and gradients. To the layman's eye there may not appear to be a shadow, however on the website the font will appear sharper (or maybe softer depending on the amount of shadow used).

Color

Of course, color cannot be overlooked! Our designers first take the client's preferences, official logo colors and pictures into consideration to create a unique color scheme that balances good, marketable color contrast with simplicity of design. Starting with the basic 2-3 colors, we then expand and utilize variants and hues to create maximum visual appeal, ADA compliance contrast, eye-catching allure and invoke the overall feel the client wishes to display.

Functionality

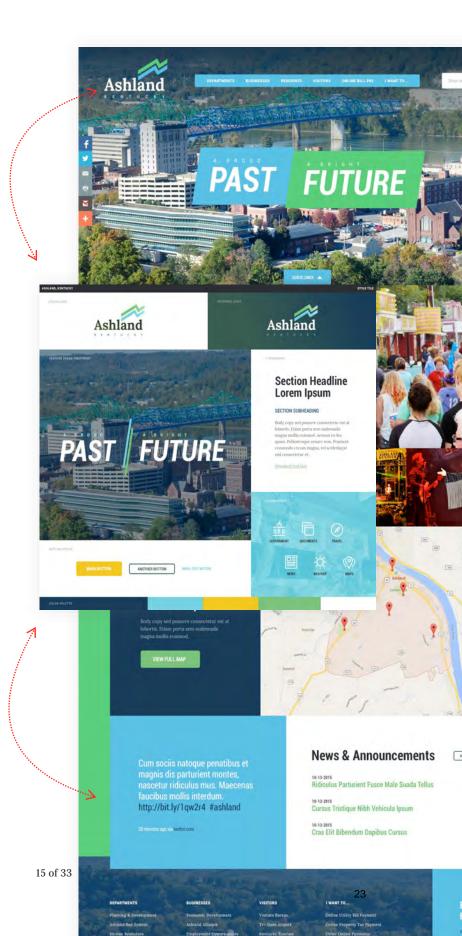
Last, but not least, are effective page elements such as call-to-action buttons, social sharing icons, e-mail newsletter sign-up submissions, and other promotional areas. The ultimate goal is to provide an easy to navigate webpage that is informative without being overwhelming. Therefore, it is the designer's job to guide the client in making appropriate placement choices for needed items.



Wireframe to Concept

- Design Deliverable: The design
 concepts for this phase will be based on
 one or possibly two home page layouts.
 The client will review and provide design
 feedback to the designer for changes.
 Revize asks that clients have no more
 than three iterations of changes up to
 the point that the final concept is
 approved.
- Final Home Page Sign Off: When all changes have been made, Revize will present your final home page design and layout for approval. Customer approval is required to proceed to the next phase, the inner pages of the website, and the process repeats itself before the actual HTML & CSS is written.
- Final Inner Page Sign Off: When all changes have been made, Revize will





present your final inner page designs and layouts for approval. Customer approval is required to proceed to the next phase, when the actual HTML & CSS is written

Please Note: The home page "wireframe" will simply serve as a realistic guideline in terms of content placement, but will not include the final text nor final imagery for this phase.

Revize Project Life Cycle

Phase 1: Initial Meeting, Communication Strategy, SOW

Your Revize Account Manager will set up the initial internal project planning meetings for each site where we will talk about the overall management of your projects, establish a timeline, and devise a Revize/Client Communication Strategy that will keep everyone engaged and up-to-date on the progress of the project. We will also discuss specific technical requirements of the project and determine the phases through which those requirements will be addressed. In addition, Revize will address the content strategy of each site, per your scope of work, any new content that needs to be written and how to fit the existing content into the new site. Additionally, Revize will discuss the process of conducting online surveys to gather feedback from your constituents for the new website layout and requirements. After this meeting, Revize will develop a Statement of Work and provide it to the client for review and approval for each design.

Prior to the design kick-off meeting, each organization will receive our questionnaire to complete with various answers that will help our designers gather information regarding their specific needs and preferences. Our team will also brainstorm ideas and suggestions with you during the meeting.

The guestionnaire addresses various issues such as:

- As a result of a new website design and navigation, what are the main improvements you hope to achieve?
- What are some key points and areas you may want featured on the Home Page?
- Do you need help with logo design? Image? Marketing & branding?
- What key modules do you want featured in your web site, like Document Center, Report a Request, News & Events, Events Calendar etc.
- Do you need social media features need to be highlighted in the new site? etc..

Phase 2: Discovery & Design

If there is client approval, we will collect feedback from the residents/members on the new design layout by setting up an online survey with a set of standard questions. The survey questions need to be approved by the client prior to our adding a link from your current website. This link can also be distributed through other



channels like email, newsletter or any other form of communications you need. Usually there is a 1-2 week survey period.

Once survey results have been tabulated and your needs have been determined, you and your Revize team will participate in a Design Kick-Off Meeting. A senior designer and team will conduct an in-depth interview, and brainstorm ideas with you about your vision for the look and feel of your custom website. Our efforts on this project will extend far beyond placement of provided information within a stunning design. It's about uncovering how your audience wants to be informed, and applying our 20+ years of web design and development expertise to create the most effective ways of displaying that information and getting users to access and use your website. We always strive for nothing less than an award-winning design!



Phase 3: Template Development, CMS Integration

First, the Revize development team will transform the approved designs from mere pictures into fully-functioning HTML/CSS and Revize Smart Tag enabled web page templates using the Revize Dreamweaver Extension. The Revize Smart Tags are fully customizable and allow customers to expand functionality as needed. To maximize this extensibility, the full Revize Java API is provided to clients with our Advanced Training Program.

Phase 4: CMS Modules Setup

In this phase, all of the features and modules the client has requested will be set up, e.g. calendar, document center, picture galleries, alert center, e-Notify, etc. are all brought to life and made functional while also being tested in the Revize CMS. Revize enhances current modules and adds new modules continuously, and you will receive all future updates to modules at no additional cost.

Phase 5: Custom Functionality Development

In this phase and according to your specifications, custom functionality of existing CMS modules, database scripting and programming, as well as any custom application development will be executed. The Revize development team will be interfacing directly with your technical staff to obtain information and test information exchange and application functionality. This phase may overlap phases 2 – 4.

Phase 6: Quality Assurance Testing

In our testing phase, we ensure that your website meets functionality, performance and security standards. Our QA team uses mock data to test navigation and interfaces of the templates, along with any custom developed applications or modules. Additionally, through a series of tests, we perform input validation to ensure that security mechanisms cannot be bypassed if anybody tampers with data he or she sends to the application, including HTTP requests, headers, query strings, cookies, and form fields. We also ensure that when errors do occur, they are processed in a secure manner to reduce or eliminate exposure of sensitive implementation information.

Phase 7: Content Development / Content Migration

Revize will develop all of the pages for your site to make the initial content available upon site deployment. Our content development and migration experts use the latest standard formatting practices to develop the navigation and create the most effective content possible for your website. This includes spelling and style corrections into the new website.

Revize will implement an effective website architecture with the latest technology and usability trends so your website visitors can find information in an instant. We will also assess your current website content and incorporate what you currently have with additional content to maximize interest and excitement for your readers. Our content experts are educated in proper writing and terminology, and will use correct grammar, spelling and punctuation.

Our web designers use creative typography which makes the website more visually appealing and also plays a role in defining the hierarchy of content to be placed on the web page. Variations in size and color are used, as well as strategic placement on the page to highlight certain site areas so the visitors can easily navigate the site. Effective typography also ensures that your website will look good on desktop, laptop, mobile and tablet devices.



Phase 8: Training Your Staff (in-person or web-based training)

Once your website is ready for you to begin editing, you will be able to easily revise your content as often as needed. Revize will train you on how to operate the Administrative and Content Editor functions so you can manage your website. We typically provide this training on-site; however, we can also provide on-line training for your staff if you prefer. For your convenience, training materials can be downloaded from the Revize website.

Final Phase: You Go Live!

At last, your website content is complete and your staff is sufficiently trained! The final phase in the process is to redirect your website domain name from your old site to your beautiful new one. Once this is completed, Revize will closely monitor the transfer for the first 24 hours to ensure that everything is working properly. Any issues that arise will be immediately resolved.

Marketing & Ongoing Consultation

Revize seizes on every effort to make our clients' sites highly visible. We draft press releases for posting on our website and for distribution locally and will continuously monitor your site after it goes live so that you can take advantage of all marketing opportunities. We also look to submit your site for different awards and recognition competitions to further maximize your site's exposure.

Search Engine Registration and Marketing

Revize will input all the targeted keywords to make your web pages search engine friendly, thus enabling users to find targeted information when they do a Google, Yahoo or any other search on your site.



Did you know?

Revize will provide a 100% from scratch design with a satisfaction guarantee!



Standard Training Agenda

Basic Administrator Training (How to)

- Sign-in
- Create users
- Assign roles
- Set page level permissions
- Set section level permissions
- Configure and set up workflow approval process

Content Editor Training (How to)

- Sign-in
- Edit page content
- Copy/paste content or add new
- Create a file link
- Create a link to another web page or external web site
- Create a new page and link to it
- Insert/update a picture
- Insert/update a table
- Spell check
- Save and Save as Draft
- History of the page content (content archive)
- Create a survey form or any other type of online web form
- Create navigation pages (top/left menus)
- Create new calendar and create/edit calendar events
- Edit metadata

Advanced Administrator Training (How to)



Specific Modules

- Emergency Notification Center
- Web Calendar
- E-Notify
- Quick Links
- Document Center
- Form Center
- News Center
- Frequently Asked Questions
- Visitor Request Center
- Library Bid Posting Center
- Job Posting Application
- RSS
 And more....

Revize Maintenance Covers

- Quarterly CMS upgrades
- Software and module upgrades (Automatically Installed)
- Server Hardware & OS upgrades
- Immediate bug fixes/patches
- Round the clock server monitoring
- Data Center network upgrades
- Security and antivirus software upgrades
- Firewall and router upgrades
- Bandwidth and network infrastructure upgrades
- Remote backup of all website assets
- Tape backup of all website assets
- Quarterly newsletters on major feature updates

Timeline Summary

Phase	When	Duration
 Phase 1: Initial Meeting, Communication Strategy, SOW Revize will conduct a staff interview and website design kickoff meeting with the client. After the meeting, Revize will provide a detailed project plan that assesses key findings and details. 	Weeks 1 through 3	3 Weeks
 Phase 2: Discovery & Design Within (5) five weeks of the kick-off meeting Revize will provide (1) one custom homepage mockup, (1) one basic interior page mockup, and (1) one navigation mockup. Revize will provide revisions to each mockup based on the feedback received from the client, and will begin site-mapping process when client approves design 	Weeks 4 through 8	5 Weeks
 Phase 3 and 4: Template Development and CMS Integration Mockups will be developed into HTML pages making them clickable and resizable. Following HTML Development, Revize will add in the Revize Content Management System which makes the website easily editable. Integration of any 3rd party software will begin during this phase 	Phase 3: Weeks 9 12 Phase 4: Weeks 12- 16	4 Weeks 5 Weeks
 Phase 5 and 6: Quality Assurance, Accessibility and Custom Development Revize will review all developed assets for functionality. The development team will review functionality, style sheet, and formatting checking for errors and verifying that site matches approved design mockups. Any custom needs identified earlier in the project will be executed during this phase and tested for quality assurance. ADA programming and beta site review with the client 	Phase 5 Weeks 15-16 Phase 6: Week 17	2 Weeks
 Phase 7: Sitemap Development / Content Migration Revize will deliver a suggested sitemap, in Excel format, for the website prior to this phase (Unless the client has chosen to create their sitemap). Client and Revize will review and provide updated versions for approval. Pages will be built out one-by-one according to this previously approved sitemap architecture. Pages that are not linked in the sitemap will be created as blank pages. Migration includes up to all webpages, documents, and new content up to the relevant amount on the current website. 	Weeks 18- 24	7 Weeks
 Phase 8: Content Editor and Web Administrator Training and Go Live preparation Revize will conduct a review of the beta site followed by a core team training (smaller group). After the beta site review, the client may request tweaks to the functionality of the website. Revize will conduct Website Usability testing and a separate full staff training for all CMS editors on-site in a classroom style setting. The training schedule will include editor training, and administrator training with a question-and-answer period. Results of the user experience testing will be provided to the client for review. Any change requests will be reviewed by Revize for feasibility and scope conformance before they are completed. Revize will conduct meeting with client IT department before go live to discuss the process and establish pre-go-live checklist (e.g. SSL certificates, redirects, subdomains, etc.) Retraining is available any time after Go Live. 	Weeks 25-27	3 Weeks

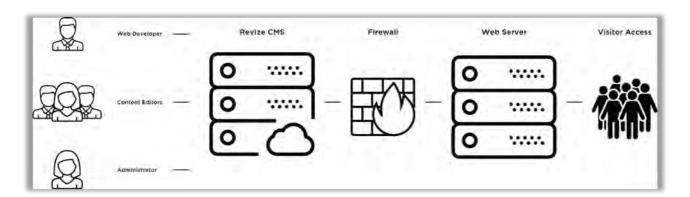


Phase	When	Duration
Go-Live (Average)		24-30 Weeks

Hosting Service and Technology Architecture

Revize has partnered with Amazon Web Services (AWS) and Google Cloud Service Platform (GCP) for its LIVE WEB server hosting infrastructure needs. Both AWS and GCP are industry leaders in high availability cloud server architecture, both server farm infrastructure is highly secured, scalable and redundant for 24/7/365 availability. Snapshot/Mirror Image backups of all of our cloud servers guarantees 100% data protection and recovery in case of any disaster. Also, Revize has dedicated CMS servers in two state-of-the-art physical data centers located in Chicago and Detroit. Onsite/Offsite data backups of all of our dedicated servers are scheduled nightly with R1Soft backup service. Additionally, Revize utilizes multiple Tier 1 bandwidth providers such as Level 3, Wiltel, and Cogent for redundancy and continuous connectivity. These procedures provide our clients with up to 500Mbps of fast fiber optic up-stream connectivity.

Revize hosts your web sites and web applications on redundant (3 TB Hard Drive, 3.2 GHz CPU and 32 GB RAM) servers in order to provide enhanced performance and reliability. The Revize technology architecture physically separates the CMS from the website in order to provide another layer of redundancy/security. With this model,



we keep an up-to-the-minute exact duplicate of your website in the event your site must be restored. Revize support staff will simply republish your site within a guaranteed two hours (as opposed to a timeframe of several hours or days our competitors offer).

Revize Intelligent Publishing WCM

We provide complete maintenance of your website, which includes, but not limited to: OS patches, intrusion prevention, antivirus, and software upgrades!

The Revize Government CMS is a standards-based, open architecture software product without any proprietary restrictions. Revize uses leading technologies to avoid integration problems with existing systems and comes complete with its own Integrated Publishing Engine, Embedded Relational DB, JSP/Servlet Engine, and Application Server.



Security

Revize takes website security very seriously and we provide our clients with the very best website protection protocols. Our data centers are located on secure premises equipped with card-reader access, security cameras and guards on duty 24/7 to ensure the physical protection from unauthorized entry.

Our web and network administrators monitor network activity 24-hours-a-day to ensure system integrity and protection against threats such as Denial of Service (DoS) attacks that could corrupt your website or block user access. Maintaining the secure configuration of our web servers is managed through application of appropriate patches and upgrades, security testing, vulnerability scans, monitoring of logs, and backups of data and OS.

Security Controls, SSL, and Active Directory (LDAP)

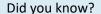
- Anti-malware software such as antivirus software, anti-spyware software, and rootkit detectors
- Shield Plus Security Bundle to prevent DDoS attacks
- Intrusion detection and prevention software (such as file integrity checking software)
- Host-based firewalls to protect CMS servers from unauthorized access
- Patch management software
- Security and Authentication Gateways
- Content filters, which can monitor traffic to and from the web server for potentially sensitive or inappropriate data and take action as necessary
- HTTPS (Hypertext Transfer Protocol over SSL), which provides encryption and decryption for user page requests that require more secure online transactions
- SSL (Secure Socket Layer) provides an encrypted end-to-end data path between a client and a server regardless of platform or OS
- If you have an existing SSL certificate, we can transfer it to the new website. Otherwise, if included, we will install a new SSL Certificate upon go live.
- Active Directory (LDAP) is compatible with the Revize CMS. It can be set up in a variety of configurations.

 As part of the process, we will work with you to determine which configuration will best meet your needs.

Application Security Authentication

- Role-Based Security: Role-based authentication to add individual user accounts and assign them system roles like Editor, Developer, Administrator, Workflow Approvers, etc., or department roles and empower the department to assign specific roles to users.
- Permission-Based Security: Ability to set up Content Owners/Editors and restrict which site pages they are authorized to update

Global & Department Workflow Management: Create workflow management and approval processes where authorized department personnel become approvers



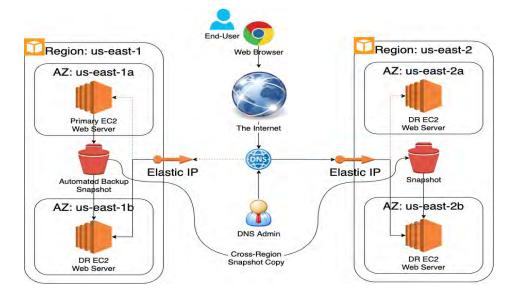
Revize will host your website and CMS in at least two completely separate geographic locations!

Revize Security/Disaster Recovery Architecture:

Revize uses the following AWS services to provide the most secure and reliable server infrastructure to its clients:

- AWS Server infrastructure is built in with AWS Shield Standard service to prevent layer1 thru layer 6
 security attacks. Shield Standard defends against the most common, frequently occurring network and
 transport layer DDoS attacks that targets websites or applications. AWS WAF (Web Application
 Firewall) is used to prevent Application Layer security attacks like HTTP Floods, SQL Injections etc
- 2. AWS Global Accelerator service is used to allocate global IP, client's website points to one of the global ips within the whole AWS infrastructure
- 3. Primary webserver instances runs in one of the geographic regions: US-East(Virginia), US-East (Ohio) and US-West(Oregon)
- 4. Each primary webserver has a corresponding failover webserver across regions
- Load balancers are deployed in all regions that directs the traffic to corresponding EC-2 instances (primary web server)
- Each Load Balancer is associated with a Web ACL (AWS Firewall service)
- 7. Web server Elastic Block Storage (EBS) data volume is snapshotted every night and copied to another geographic region in AWS data center, the failover webserver is connected with the copied data volume.
- 8. Global accelerator always points to two different regions, if the traffic direction to one region fails because of a region wide issue or server specific issue, accelerator service automatically redirects the traffic to the failover instance in another region. Therefore, there is zero down time in the case of a server/zone/region wide failure.
- 9. For Clients who expect their sites to have unusual high-volume traffic at peak load time, AWS Cloudfront service is deployed for CDN and caching.

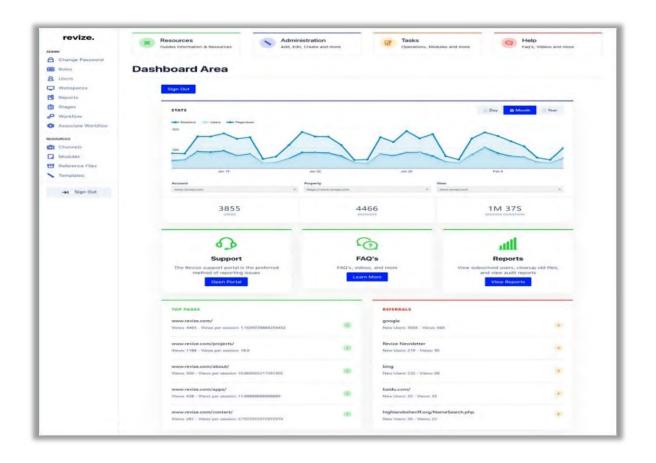
Revize Disaster Recovery Infrastructure Diagram. AZ stands for Availability Zones





Revize Website Analytics

Revize has Custom APIs for Google Web Analytics that is integrated in each of our client's websites. Analytics makes it easy to understand how your site and app users are engaging with your content, so you know what's working and what's not. Revize CMS dashboard for Analytics provides an overall picture of how residents are interacting with your site, which pages/documents are being viewed most, how much traffic you are getting in your site across different geographic regions etc. You can filter and download all sorts of analytics reports for your IT Team and Management to analyze the data and effectiveness of your website content and services offered. Below is an example graphical view of our analytics dashboard!





- 8 AM 8 PM EST Phone Support (Monday thru Friday)
- 24/7/365 Portal and Email Support
- Staff provides assistance and answers all questions
- Dedicated support staff
- New/existing user training
- Free Training Refreshers
- Video tutorials and online training manual
- Automatic integration of enhancements
- Automatic upgrade of CMS modules, such as Calendar, Document Center, etc.
- Four major CMS upgrades per year
 Software and modules upgrades (automatic install)

- Server hardware and OS upgrades
- Immediate bug fixes/patches
- Round the clock server monitoring
- Data Center Network upgrades
- Security and antivirus software upgrades
- Firewall and router upgrades
- Bandwidth and network infrastructure upgrades
- Remote backup of all website assets
- Tape backup of all website assets
- Quarterly Newsletters on major feature updates
- Regular webinars on CMS features and web site trends

Revize Support Includes

Software Maintenance

As a Revize Client, you will receive full access to all enhancements to the core components and modules within the Revize CMS at no additional charge!

Revize rolls out two new versions of the Revize CMS, and six to eight product updates every year. The Revize CMS is continuously enhanced to keep pace with cutting edge technologies and industry trends. When a software update or new version is rolled out, Revize will automatically update all servers used by our subscription service clients.

Maximum Response Times

1 hour for crisis issues

4-6 hours for critical issues

24 hours for normal issues





Revize Custom Design Cost Proposal

Phase 1: Project Planning and Analysis and SOW as outlined by stakeholder and user feedback.

Phase 2: Discovery & Design from scratch - One concept, three rounds of changes, home page design, up to 1 Special Purpose template designs, and inner page design, includes Responsive Web Programming for great viewing on mobile screens.

Phase 3 & 4: Revize Template Development - Set-up all CMS modules listed on the following page with I-framing or linking to any additional 3rd party web applications. You also receive all updates to all CMS modules for the life of your Revize relationship. You own the technology, design and content!

Phase 5 & 6: Quality Assurance, Accessibility and Custom Development, including integration of internal custom applications and SQL datasets.

Phase 7: Site map development/content reorganization and migration from old website into new website including spell checking and style corrections up to 200 pages and documents. To help remove stale content, Revize will not be moving over old announcements, events or calendar items. Additional content migration, if requested, is available for \$3 per webpage and document. Content to be migrated estimated from current web-crawl of site.

Phase 8: Content editing and site administration training via web conference for content editors (6 hours)

Go live!

	Custom Website Design Subtotal	\$17,400
Revize Annual Maintenance Fee (1st Year pre-paid during si	ite development)	
Includes Unlimited Tech Support, CMS software updates (up to 3 users), security software updates, SSL security certificates and website health checks. Website hosting up to 10 GB web content storage with 100 GB monthly bandwidth included free of charge with pre-paid annual fee.		\$11,750/yr
	Grand Total (1 st Year) 5-Year Agreement	\$29,150

Revize AI ChatBot, AI Search, and AI Content Writing tools Available!



Optional Interest-Free Payment Plans

Option 1: Revize Year One Payment Plan

During year one the client reserves the option to pay for the website upon completion of certain project phases. The first payment would be collected upon project start, second payment upon completion of Phase 2: Design Concept, and the final payment after completion of Phase 7: Client Training.

Payment Amount	Due Date	Payment Includes
\$ 17,490	Start of Project	60% of Project Cost and Year 1 Annual Hosting and Maintenance
\$ 11,660	Upon delivery of website at Phase 7 Training	40% of Project Cost and Year 1 Annual Hosting and Maintenance
\$ 11,750	Year 2	Year 2 Annual Hosting & Maintenance
\$ 11,750	Year 3	Year 3 Annual Hosting & Maintenance
\$ 11,750	Year 4	Year 4 Annual Hosting & Maintenance
\$ 11,750	Year 5	Year 5 Annual Hosting & Maintenance
		Free Website Redesign!

Option 2: Revize Five-Year Interest-Free Payment Plan

Instead of paying for the total project cost in year one, Revize would spread out the total first year cost over five years of service.

Payment Amount	Due Date	Payment Includes
\$ 15,230	Year 1	20% of Project Cost + Year 1 Annual Hosting & Maintenance
\$ 15,230	Year 2	20% of Project Cost + Year 2 Annual Hosting & Maintenance
\$ 15,230	Year 3	20% of Project Cost + Year 3 Annual Hosting & Maintenance
\$ 15,230	Year 4	20% of Project Cost + Year 4 Annual Hosting & Maintenance
\$ 15,230	Year 5	20% of Project Cost + Year 5 Annual Hosting & Maintenance
		Free Redesign!



Additional Services (Included)

Online Interactive Forms App & Facilities Reservation System Interactive forms - payment widget vendor- Stripe only	\$2,900 One-Time Fee \$1,500 Annual Fee
Public Service Request App	\$1,500 One-Time Fee \$3,950 Annual Fee
Intranet – Employee Portal single Login and password for all Intranet viewers	\$1,500 One-Time Fee \$500 Annual Fee
Tier 1: Revize AI Chatbot • Up to 5,000 monthly queries • Up to 4,000 trained pages/documents Revize retraining of content up to 10 times max per year	\$2,900 Annual Fee
Revize Email Newsletter App	\$1,900 One-Time Fee \$600 Annual Fee



Custom Design Website Features Included

In addition to the Government Content Management System that enables non-technical staff to easily and quickly create/update content in the new web site, Revize provides a suite of applications and features specifically designed for government. The applications and features are grouped into five categories:

VISITOR'S COMMUNCIATION CENTER APPS

- Home Page Alert
- Document Center with keyword search
- FAQs with keyword search
- Staff/Listing Directory with keyword search
- Online Interactive Forms App & Facilities Reservation System
- Multi-Use Listing Directories with keyword search and Google Mapping

Example:

https://www.largo.com/facilities_directory/index.php

- News Center with Facebook/Twitter Integration
- "Share This" Social Media App
- Photo Galleries
- Quick Link Buttons
- Web Calendars with monthly grid and listing view
- Sliding Feature Bar
- Language Translator over 100 languages

VISITOR'S ENGAGEMENT CENTER APPS:

- Citizen Request Center with Captcha
- RSS Feed
- Online Bill Pay linked to your Third-Party Payment Provider (if required)
- Revize AI Chatbot with Artificial Intelligence
- Revize Email Newsletter App
- Public Service Request App

STAFF PRODUCTIVITY APPS

- Image Manager
- iCal Integration
- Link Checker
- Menu Manager
- CMS Web Form Builder with drag & drop text fields
- Website Content Archiving
- Website Content Scheduling
- Intranet Employee Portal single login and password for all Intranet viewers

SITE ADMIN & SECURITY APPS

- Audit Trail
- Drag and Drop Menu Management
- Drag and Drop Picture Management
- Drag and Drop Document Management
- History Log
- URL Redirect Setup
- Roles and Permission-based Security Mode
- Secure Site Gateway
- SSL Security Certificate
- Unique Login/Password for each Content Editor
- Web Statistics and Analysis with Google Analytics

MOBILE DEVICE AND ACCESSIBILITY FEATURES

- ADA Compliant WCAG 2.2AA
- ADA Accessibility Widget
- Responsive Website Design (RWD) for great Mobile Device viewing i.e SMART phones, PC Tablets, iPads, iPhones, Windows and Android devices





Service Level Agreement

Revize Maximum Response Times via Severity Level

- 1 hour for crisis issues
- 4-6 hours for critical issues
- 24 hours for normal issues

Crisis issues, determined by Revize, are defined as when a website error renders the CMS program or website completely unusable or nearly unusable or introduces a high degree of operational risk and no workaround is available. Until this error is resolved, the website is essentially halted. A large number of users and or core program functionality are severely impacted.

Critical issues are defined as website errors that are an inconvenience, or causes an inconsistent behavior of the website, which does not impede the normal functioning of the website. It could be an error that occurs consistently and affects non-essential functions and is an inconvenience which impacts a small number of users. May also contain visual errors for the graphical display of the website that is not ideal but still functioning correctly.

Normal issues are defined as an error that has a small degree of significance or is a minor cosmetic issue, or is a one-off case. A one-off case occurs when the error occurs and cannot be reproduced easily. These are errors that do not impact the daily use of the website. A low error is something that does not affect normal use, and can be accepted for a period of time, but the ser would eventually want changed.

Technical Support Escalation:

If an issue cannot be remedied by the Tech Support technician within 3 days, it will be escalated to the CTO, Ray Akshaya. If the problem is not resolved within 3 business days, then the Business Development Director, Joseph Nagrant, will assemble a team to work on the issue and have a conference call with the client explaining the resolution path the company will take to resolve the issue. If additional time is needed, the Business Development Director will contact the client and notify the client with an explanation and a follow up date as agreed by both the client and Revize.

Revize Support

- 8 a.m. 8 p.m. EST Phone Support (Monday thru Friday)
- 24/7/365 Portal & Email Support
- Dedicated support staff to provide assistance and answer all questions
- Training refreshers



Thank you

For Considering Revize

Prepared by Christopher Gold 150 Kirts Blvd., Suite B, Troy, MI 48084 Ph: 904-554-6989 Fax: 866-346-8880

www.revize.com





Revize Web Services Sales Agreement

This Sales Agreement is between <u>Indian River Shores, Florida</u> ("CLIENT") and Revize LLC, aka Revize Software Systems, ("Revize"). Federal Tax ID# 20-5000179 Date: 08-28-2025

This sales agreement contains the pricing extension from the Pasco County Supervisor of Elections, FL sales agreement approved and signed on 3/21/2025.

CLIENT INFORMATION: Client Name: Client Address: Client Address 2:	Town of Indian River Shores 6001 Highway A1A	REVIZE LLC: Revize Software Systems 150 Kirts Blvd., Suite B Troy, MI 48084
Client City/State/Zip:	Indian River Shores, FL 32963	248-269-9263
Contact Name:	James Harpring (772)-231-1771 Jharpring@Irshores.com	
Billing Dept. Contact:	James Harpring (772)-231-1771 Jharpring@Irshores.com	
Client Website Address:	https://www.irshores.com/index.html	

The CLIENT agrees to purchase the following products and services provided by REVIZE:

Quantity	<u>Description</u>	<u>Price</u>
1	Phase 1 – Project Planning and Analysis, onetime fee:	\$17,400
1	Phase 2 – Discovery & Design from scratch - One concept, three rounds of changes, home page, reusable department home page with side navigation, and interior page designs and layout, includes Responsive Web Design.	Included
1	Phase 3 & 4 – Revize Template Development - Set-up all CMS modules listed on the following page with I-framing or linking to any additional 3rd party web applications and CMS module updates, onetime fee:	Included
1	Phase 5 – Quality Assurance Testing, onetime fee:	Included
1	Phase 6 – Site map development/content migration from old website into new website including spell checking and style corrections – up to 1,300 webpages and documents (approximate number on your website today). To help remove stale content, Revize will not me moving over any event or calendar items.	Included
1	Phase 7 - Content Editing/Administrator Training, one-day session, remote, onetime fee:	Included
1	Phase 8 – Go Live, onetime fee:	Included
1	Revize Annual Fee, pre-paid: Includes unlimited tech support, CMS software updates (up to 3 users), Online Interactive Forms App & Facilities Reservation System, reusable department home page with side navigation, Public Service Request App, Intranet – Employee Portal, Tier 1: Revize AI Chatbot, Revize Email Newsletter App, security software updates, unlimited training, and 24-hour website health monitoring. Website hosting on 3 redundant server farms included free of charge with SSL security certificate (10 GB storage space, 100 GB monthly bandwidth limit) with pre-paid annual fee:	\$11,750
	Grand Total	\$29,150

Five-year agreement with free website design refresh during year four. The annual fee will be a locked-in rate of \$11,750 for the first 5 years. If client cancels this sales agreement, without cause, before the sales agreement expiration date, the full amount of the 5-year agreement is still due. This agreement will automatically renew each year after five years of service, unless either party gives notice of cancelation by email and letter 60 days before the end of the annual one-year anniversary date.

Revize requires a check for \$17,490 to start this Initiative. Remaining balance due upon website delivered for content editor training or the first-year anniversary of the kick off meeting, whichever comes first. Annual services and website hosting start the day of the Kick Off project meeting. For project timeline and details please refer to our proposal dated 08-13-2025.

CLIENT understands that the project completion date is highly dependent on their timely communication with REVIZE. CLIENT also agrees and understands that:

a. The primary communication tool for this project and future tech support is the REVIZE customer portal



found at https://support.revize.com.

- b. During the project, CLIENT will respond to REVIZE inquiries within 48 hours of the request to avoid any delay in the project timeline.
- c. CLIENT understands that project timelines will be delayed if they do not respond to Revize inquiries in a timely manner.

Terms:

- Payments: All Invoices are due upon receipt. Work begins upon receiving initial payment.
- 2. Additional content migration, if requested, is available for \$4 per web page or document.
- 3. Unless otherwise agreed, Revize does not migrate irrelevant records, calendar events, low quality images, or data that can reasonably be considered non-conforming to new website layout.
- 4. Video/audio files are not permitted to be uploaded to web server. You can use a free service like YouTube or Revize offers streaming video server at additional cost.
- 5. Unless otherwise noted in this agreement, if e-notify and Revize Newsletter system are included, a monthly allowance of 5,000 texts and 10,000 email sends are included for E-notify. 5,000 monthly email sends for Revize newsletter.
- 6. This Sales Agreement is the only legal document governing this sale. If the contract is terminated before the expiration date, the full amount of the contract is still owed.
- 7. Both parties must agree in writing to any changes or additions to this Sales Agreement.
- Proper jurisdiction and venue for any legal action or dispute relating to this Agreement shall be the State of Michigan.
- 9. Pricing expires in 30 days

AGREED TO BY:	CLIENT	REVIZE
Signature of Authorized Person:		
Name of Authorized Person:		Christopher Gold
Title of Authorized Person		Account Manager
Date:		08/27/2025
Please sign and return to:	Christopher Gold	Email Christopher.gold@revize.com

The Following Applications & Features will be integrated into Your Website Project

Revize provides applications and features specifically designed for government websites. The applications and features are grouped into five categories:

- Citizen's Communication Center Apps
- Citizen's Engagement Center Apps
- Staff Productivity Apps
- Site Administration and Security Features
- Mobile Device and Accessibility Features

Citizen's Communication Center Apps

- Home Page Alert
- E-Notification Center with Email Alerts
- Document Center with keyword search
- FAQs Center with keyword search
- Staff Directory with keyword search
- News Center with Facebook/Twitter Integration



- "Share This" Social Media App
- Online Web Forms
- Photo/YouTubeVideo Galleries
- Changeable Home Page Photo Carousel or Video
- Quick Link Buttons
- Web Calendar App unlimited number of calendars
- Sliding Feature/Subject Bar
- Language Translator over 100 languages

Citizen's Engagement Center Apps

- Citizen Request Center with Captcha
- Multi-use Listing Directory with picture, phone, email, Google navigator example: https://www.largo.com/facilities_directory/index.php
- RSS Feed
- Online Interactive Forms App & Facilities Reservation System
- Reusable Department Home Page With Side Navigation
- Public Service Request App
- Tier 1: Revize AI Chatbot
- Revize Email Newsletter App

Staff Productivity Apps

- Reusable Department Home Page
- Image Manager
- iCal Integration
- Link Checker
- Menu Manager
- Online Web Form Builder with drag & drop text fields
- Website Content Archiving
- Website Content Scheduling

Site Administration and Security Features

- Audit Trail
- Drag and Drop Menu Management
- Drag and Drop Picture Management
- Drag and Drop Document Management
- History Log
- URL Redirect Setup
- Roles and Permission-based Security Mode
- Secure Site Gateway
- Unique Login/Password for each Content Editor
- Web Statistics and Analytics Dashboard



• Intranet – Employee Portal

Mobile Device and Accessibility Features

- ADA Compliant WCAG 2.1 AA
- ADA Accessibility Widget
- Responsive Website Design (RWD) for great mobile phone viewing

Service Level Agreement

Revize Maximum Response Times via Severity Level

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Technical Support Escalation:

If an issue cannot be remedied by the Tech Support technician within 3 days, it will be escalated to the CTO, Derek Ortiz. If the problem is not resolved within 3 business days, then the Business Development Director will assemble a team to work on the issue and have a conference call with the client explaining the resolution path the company will take to resolve the issue. If additional time is needed, the Business Development Director will contact the client and notify the client with an explanation and a follow up date as agreed by both the client and Revize.

Revize Support

- 8 a.m. 8 p.m. EST Phone Support (Monday thru Friday)
- 24X7X365 Portal & Email Support
- Dedicated support staff to provide assistance and answer all questions



- Training refreshers
- Video tutorials and online training manual



AGENDA ITEM

TO: Town Council

FROM: James Harpring, Town Manager

DATE: September 2, 2025

SUBJECT: Approval of Fire Engine Purchase

BACKGROUND:

As reflected in the Capital Improvement Plan, the Town is on schedule to replace the existing fire engine. Justifications are contained in the attached memorandum.

RECOMMENDATION:

Staff recommend Council approve the purchase of a 2026 E-One, VM8 Spartan FC-94 fire engine. Estimated cost is \$763,334. Accounting for trade in value for the current engine of \$150,000, total amount request for approval is \$613,344. The purchase will occur after October 1, 2025.

Considering the Capital Asset Schedule, as of September 30, 2025, the current engine will have a net book value of approximately \$103,000. Pursuant to Town policy, any sale or disposal of Town property with a depreciated book values exceeding \$1,000 requires prior Council approval.

ATTACHMENTS:

- 1. Fire Engine Purchase Justification Memorandum
- 2. Estimate for 2026 E-One, VM8 Spartan FC-94



AGENDA ITEM

TO: James Harpring, Town Manager

FROM: Tad Stone, Public Safety Director

DATE: September 2, 2025

SUBJECT: Justification - Fire Engine Purchase

Background

The fire engine and the ladder truck were purchased in 2014 from Pierce Manufacturing through its Florida vendor, Ten-8 Equipment. Pierce has a long history as a manufacturer of custom emergency vehicles and continues to hold its fair share of the custom market throughout the state. With this, Pierce has secured it's after sale repair and maintenance market with proprietary parts that can only be secured through Pierce or their authorized dealers.

The typical rotation or life expectancy of a fire engine is about the 10-year mark being in service, it is taken off the front line and placed in reserve status for about another 5 years. While this is typical for engines that are far more active than the units operated by the Town, there are a few factors that have shortened the life of our units:

- Maintenance is a continuous and ongoing process. That has not been the case with our firefighting fleet historically.
- In a typical fire department setting, one person per shift is assigned as the
 engineer whose responsibility is to ensure that the unit is maintained at the
 station level as well as knowing every operating function of that unit. Our staffing
 levels as well as the constant rotation of job duties between law enforcement,
 fire, and EMS assignments do not offer this level of consistency not only in the
 operation of these vehicles but the typical daily maintenance objectives
- With our coastal community, as beautiful as it is, it is hard on any vehicle but it
 is especially hard on emergency vehicles and its components. Electrical
 systems, pump components, and valves are all impacted by this salt air
 environment.

The replacement of the engine has been in the CIP for the past several years. The primary reason for moving the purchase to subsequent years within the CIP was the typical construction lead time of 2 years from the time of order. We believe we have found a work around for this lag time that will more than meet the needs of the Town and ensure the reliability of the firefighting fleet.

Identification of Department Needs

There are several requirements I believe are essential to meet the needs of this unique community while at the same time meeting the modern firefighting requirements of any piece of new equipment.

- Shorter wheelbase than the current engine,
- · Reduce the overall height,
- 1000-gallon tank,
- 1500 GPM pumping capacity,
- Basic unit with no frills,
- Limited proprietary addons that require direct purchase from the manufacturer,
- Piggyback an existing contract (state, sheriffs, or another municipality),
- Meets NFPA 1901,
- Trade in value for the existing unit

Department research

Over the past several months the Department has been doing research on several different manufacturers reviewing their specifications and the overall price for the replacement of the engine for the Town. One of the additional components we looked at was the availability of service, repair and warranty work with the vendor required to have a service center within the State of Florida. We continued, to the best of our abilities, to make an apple-to-apples comparison with likewise minimum requirements to meet the above items mentioned.

Below are the comparisons that have been gathered.

- Pierce Enforcer/Saber \$920,00 and higher
- E-One VM8 Spartan FC-94 Fire Engine \$763,344
- HME Ahrens-Fox \$825,00 No local distributor and does not make Aerial apparatus
- Fouts Brothers FC -94 Spartan \$725,000 Not well built, issues with them in SLC, and final product is not solid
- Rosenbauer \$911, 716
- Sutphen >1\$ Million and two years wait to get on the list

You will notice that the information for E-One and Fouts Brothers both indicate an FC-94 Spartan. Spartan is the manufacturer of the Cab and Chassis, and the pump, tank, and cabinetry are completed by the individual manufacturer of the finished engine. These are also considered line production units with minimum custom work needed.

Department Recommendation

The Department of Public Safety is recommending the purchase of the following engine:

2026 E-One VM8 Spartan FC-94 Fire Engine - \$763,344 450- HP Engine 1000-gallon water tank 1500 GPM Hale Q-Max Pump Delivered with new 10', 14' and 24' aluminum ladders

The Town would also separately purchase a new deluge master stream device. Because this is not a custom unit and considered a line production unit the delivery date can be within 60 days of the issuance of an executed purchase order. The E-One manufacturing facility is located in Ocala, FL.



MATHENY MOTOR TRUCK CO. Established 1922

725 SW 46th Ave. Ocala, FL 34474 (P) 352-629-6305 www.mathenyfire.com

Apparatus Proposal

DATE: September 11, 2025

Proposal has been prepared for:

Indian River Shores Public Safety Department 6001 N Highway A1A Indian River Shores, Florida 32963

Matheny Fire and Emergency is pleased to offer Indian River Shores Public Safety one (1) E-ONE VM8 Pumper. This vehicle shall be in accordance with the attached specifications and is priced according to this specification. The purchase price shall include all vehicle components and NFPA equipment as requested by the fire department as detailed in the Matheny Fire and Emergency Proposal.

Delivery will be F.O.B. Customer Location and will be made approximately 10 Calendar days after receipt of Purchase Order and completion of service work. Terms of payment shall be net 30 at delivery.

 VM8 Pumper
 \$763,344

 Trade-In
 -\$150,000

 Total
 \$613,344

This quote is valid for 30 days unless extended in writing.

CONTINGENCIES: Matheny will not be liable for any delay, failure to make delivery, or other default due to strikes or labor unrest, war, riot, federal, state, or local government action, fire, flood or other disaster or acts of God, accidents, breakdown of machinery, lack of or inability to obtain materials, commercial chassis', parts or supplies, or any other causes or circumstances beyond the reasonable control of Company which prevent or hinder Company's manufacture and/or delivery of the apparatus. Additionally, the quoted pricing may be subject to manufacturer price adjustment for any unforeseen materials and/or component cost increases incurred at time of materials acquisition and/or production in the form of a material cost increase. Supporting documentation shall be provided detailing any changes that may impact final pricing and delivery.

<u>TARIFFS:</u> This bid price does not include the impact of tariffs on imported goods implemented since March 01, 2025, as the application or impact of such tariffs is not currently clear. Matheny (or OEM) reserves the right to change the price in accordance with contract terms in reference to tariffs implemented by the Federal Government.

<u>CHANGES IN REGULATIONS/INDUSTRY STANDARDS:</u> The Pricing is subject to adjustment for changes to the Apparatus necessitated by changes in applicable government regulations (such as FMVSS or emissions regulations), industry standards (such as NFPA standards), replacement of discounted models or components from vendors, or freight charges. Buyer is responsible for any cost increases due to such changes beyond Matheny control and is above and beyond standard annual price increases.



















MATHENY MOTOR TRUCK CO. Established 1922

725 SW 46th Ave. Ocala, FL 34474 (P) 352-629-6305 www.mathenyfire.com

This proposal is deemed acceptable by the undersigned. In witness whereof, The Company and the Purchaser shall execute and agreement to this proposal with signatures and authorizations representatives as of the date set forth by each.

Both M	09/09/2025
Brad Mummaw – Territory Sales Manager	Date
	09/09/2025
Tim Allaband – Vice President of Sales	<u>05/05/2025</u> Date

















5e.



AGENDA ITEM

TO: Town Council

FROM: James Harpring, Town Manager

DATE: September 10, 2025

SUBJECT: 2025-2026 Liability, Property and Worker's Compensation Coverage

BACKGROUND:

Town coverage for property, liability (general/professional, cyber, and automobile), and workers' compensation coverage is provided through the Florida Municipal Insurance Trust (FMIT). Renewal for the FY 2025–2026 policy year is effective October 1, 2025.

The total renewal premium for FY 2025–2026 is \$317,074. The premium last year was \$308,185. This reflects an increase of \$8,889 or 2.9%.

This renewal constitutes a deviation from the Town's normal procurement process, as competitive bids were not solicited. This is appropriate given that FMIT is a specialized pooled risk program established for Florida municipalities which offers comprehensive coverage and pricing that is not readily available in the commercial market.

RECOMMENDATION:

It is recommended Council approve renewal of the Town's insurance coverage with FMIT for FY 2025–2026 at a total premium of \$317,074 and authorize the Town Manager to execute the renewal documents.

ATTACHMENTS:

Florida Municipal Insurance Trust 2025-2026 Proposal



RENEWAL QUOTE FOR 2025-2026

Town of Indian River Shores FMIT 0274

<u>Coverage</u>	<u>Deductible</u>	<u>Limit</u>	Premium
General/Professional Liability	\$0	\$2,000,000	\$81,041
Cyber Liability	\$0	\$2,000,000	\$2,189
Automobile Liability	\$0	\$2,000,000	\$14,103
Automobile Physical Damage	Per Schedule		\$6,263
Property Named Storm Deductible	\$1,000 5.00%	\$6,235,020	\$99,393
Workers' Compensation Experience Modification 1.00	\$0 10/1/25	Total Payroll \$4,598,058	\$114,084

TOTAL NET PREMIUM \$317,074

*Includes: Drug Free Credit: <u>Yes</u> Safety Credit: <u>Yes</u>

Please Note: All descriptions of coverage provided herein are intended for illustration and general discussion purposes. Do not rely upon this communication for coverage. Refer to the FMIT Coverage Agreement(s) for applicable coverage terms, conditions, limits and obligations.

The premiums quoted above are priced according to the coverage lines presented. Any change or deletion of coverages may result in re-pricing of remaining coverage lines.

^{*}Please see next page for options if applicable.

Town of Indian River Shores FMIT Comparison 25-26

	Current	R	Renewal				
	24-25		25-26	\$ lı	ncrease	% Increase	2
General Liability	\$ 72,342	\$	81,041	\$	8,699	12.0%	
Cyber Liability	2,085		2,189		104	5.0%	
Auto Liability	11,808		14,103		2,295	19.4%	
Auto Physical Damage	6,669		6,263		(406)	-6.1%	
Property	105,690		99,393		(6,297)	-6.0%	Valuation occurred during FY 2025
Workers Comp	109,591		114,084		4,493	4.1%	
	\$ 308,185	\$	317,073	\$	8,888	2.9%	



AGENDA ITEM

TO: Town Council

FROM: James Harpring, Town Manager

DATE: September 15, 2025

SUBJECT: Approval of Variance Request – John's Island Club, Chapin Lot

BACKGROUND:

John's Island Club is requesting approval of a non-residential parking location variance to Section 162.01(C), Code of Ordinances at the "Chapin Lot", northwest of the Golf Clubhouse. The applicant seeks to develop additional parking for the clubhouse and fitness center

Section 162.01 (C) provides the following:

(C) Non-residential parking location. Required off-street parking for other than a residential use shall be either on the same lot or within 100 feet of the building or use it is intended to serve, measured without crossing a major thoroughfare, from the nearest point of the building or use to the nearest point of the required off-street parking facility. The principal use shall be permitted to continue only so long as the off-street requirements of this chapter remain in compliance.

PLANNING, ZONING & VARIANCE BOARD (PZV) RECOMMENDATION:

The PZV by a vote of 3-0 recommended approval of the requested variance.

RECOMMENDATION:

Staff recommend approval of the requested variance.

ATTACHMENTS:

- 1. 09/05/2025 Staff Memorandum to PZV
- 2. Variance Application
- 3. Plans and Specifications Chapin Lot

MAYOR BRIAN T. FOLEY

VICE MAYOR BOB AUWAERTER

COUNCIL: JAMES ALTIERI JESSE L. "SAM" CARROLL, JR. WILLIAM DANE



6001 Highway A1A, Indian River Shores, FL 32963 (772) 231-1771

TOWN MANAGER
JAMES HARPRING, JD

TOWN CLERK JANICE C. RUTAN

TOWN ATTORNEY PETER J. SWEENEY, JR.

September 8, 2025

To: Planning, Zoning & Variance Board

From: James Harpring - Town Manager

Re: Application for Variance – John's Island Club

PZV Meeting – September 15, 2025

AGENDA ITEM - JOHN'S ISLAND CLUB - "CHAPIN LOT"

John's Island Club is requesting approval of a non-residential parking location variance to Section 162.01(C), Code of Ordinances at the "Chapin Lot", northwest of the Golf Clubhouse. The applicant seeks to develop additional parking for the clubhouse and fitness center

Section 162.01 (C) provides the following:

(C) Non-residential parking location. Required off-street parking for other than a residential use shall be either on the same lot or within 100 feet of the building or use it is intended to serve, measured without crossing a major thoroughfare, from the nearest point of the building or use to the nearest point of the required off-street parking facility. The principal use shall be permitted to continue only so long as the off-street requirements of this chapter remain in compliance.

Section 168.02 (C) provides the following:

- (2) Criteria. The Planning, Zoning and Variance Board shall approve a variance only after the applicant has demonstrated justification for the granting of a variance in conformance with the following criteria:
- (a) Special conditions. That special conditions and circumstances exist affecting the land, structure or building involved preventing the reasonable use of said land, structure or building.
- (b) *Unique*. That the circumstances which cause the hardship are peculiar to the property, or to such a small number of properties that they clearly constitute marked exceptions to other properties in the district.
- (c) Hardship. That the literal interpretation of the provisions of this chapter would deprive the applicant of a substantial property right that is enjoyed by other property owners in the district. It is of no importance whatsoever that the denial of the variance might deny to the property owner some opportunity to use the property in a more profitable way, or to sell it at a greater profit than is possible under the terms of this chapter.

- (d) Self-created. That the hardship is not self-created or the result of mere disregard for or ignorance of the provisions of this chapter.
- (e) *Minimum* variance. That the variance is the minimum variance that will make possible the reasonable use of the property.
- (f) Adjacent property. That granting the variance requested will not be detrimental to adjacent property or adversely affect the public welfare and will be in harmony with the general intent of this chapter.
- (g) Use variance. Under no circumstances shall the Board grant a variance to permit a use not generally permitted in the district involved, or any use expressly or by implication prohibited by the terms of this chapter in said district.

The Applicant has satisfactorily addressed the applicable criteria established in Section 168.09(2) for a variance in their filings.

STAFF RECOMMENDATION

Staff recommend approval of the request.

Attachments:

- 1. Applicant Information
- 2. Variance Application
- 3. Variance Criteria Memo KMA Engineering and Surveying



08/27/2025

DATE:

TOWN OF INDIAN RIVER SHORES VARIANCE APPLICATION

INFORMATION	FOR ALL APPLICAL	NTS REQUESTING A	VARIANCE PURSU	ANT TO SECTION	168 09 CODE C
	INDIAN RIVER SHO		VARIANCE PONSON	ANT TO SECTION	100.05, CODE C

- Special conditions exist affecting the land, structure or building which prevent reasonable use.
- Unique circumstances which exist are peculiar to the property or to such a small number of properties so as to constitute a marked exception.
- > A hardship exists such that literal application of the code would deprive the applicant of a substantial property right enjoyed by other property owners in the district.
- Any hardship is not self-created.
- > The variance request is the minimum variance allowing for reasonable use of the property.
- > The variance will not be detrimental to adjacent property owners, adversely affect the public welfare and will be consistent with the general intent of the code.

REQUIRED CHECKLIST FOR SUBMISSION:

- Variance application with <u>all</u> supporting data including survey, photos, homeowner association approval or any other item that you believe is relevant.
- Attached to application, you must address in writing, the criteria listed above as outlined in section 168.09(2), (a-f), Code of Ordinances, Indian River Shores.
- The variance package must be emailed to <u>inspections@irshores.com</u>. For larger submissions, including building plans or large format paper, a USB flash drive is required.
- FOR DOCKS ONLY: Copies of Notice to adjoining Property Owner(s) MUST accompany this application.
- FOR APPLICANTS OTHER THAN THE PROPERTY OWNER: A Power of Attorney MUST accompany this
 application authorizing the applicant to act on behalf of the property owner.

*DOCK REQUESTS:						
PURSUANT TO TOWN ORDINANCE 100.3	37. IF THE V	ARIANCE I	REQUEST	ED IS FOR	A DOCK.	WRITTEN NOTICE
SHALL BE GIVEN TO IMMEDIATELY ADJO						
Is this Variance Request for a dock?	Yes	No_	X			
Have copies of the Notice(s) to adjoinin	g property	owners b	een atta	ched?	Yes	No
*TREES OF SPECIAL CONCERN						
PLEASE REFER TO FLORIDA STATUTE 163	.045, TO DE	TERMINE	IF YOU A	ARE REQUI	RED TO S	SUBMIT AN
APPLICATION OR PAY A FEE FOR PRUNIN	IG, TRIMMII	NG, OR RE	MOVING	A TREE C	N A RESI	DENTIAL PROPERTY

APPLICANT INFORMATION

Rex V Applicant Name: John's	Vilson for s Island Club Inc	Chapin Lot Variance Site Address: (NW of Golf Clubhouse)
Applicant Email: rwilson1	54@johnsislandclub.org	Applicant Phone: (772) 231-8589
Property Owner Name:	John's Island Club, Inc.	Owner Phone: (772) 231-8589
	APPLICANT IS NOT THE PROP ANT TO ACT ON BEHALF OF T	PERTY OWNER, A POWER OF ATTORNEY <u>MUST</u> BE SUBMITTED THE PROPERTY OWNER.
Describe with specificity	the variance sought:	
John's Island Club Inc.	is seeking a 'non-residential	parking location' variance to Section 162.01(C), allowing
the Chapin Lot remote	parking lot to be located on t	he west side of Clarkson Lane and over 100 feet from
the building or use it is	intended to serve.	
	and the second s	
•		of new construction that has impacts on <u>ANY/ALL</u> existing ct on Abutting Property" section below.
	IMPACT ON	ABUTTING PROPERTY
Changes in setback:	Current:	Proposed:
Distance between lot lines	: Current:	Proposed:
Distance between structur	re(s) on adjoining property: (Current: Proposed:
Additional notes:		
_		
placed on the agenda is	Friday morning, 2 weeks	ne 2nd Tuesday of every month. The <u>deadline</u> for items to be <u>prior</u> to the meeting date. There must be a representative in nent at 772-231-4453 or <u>inspections@irshores.com</u> with any
Applicant Name:	Rex Wilson (Please Print)	Applicant Signature:



KMA Engineering & Surveying, LLC 1176 25th Street Vero Beach, Fl. 32960 772.569.5505

August 27th, 2025

Non-residential Parking Location Variance Criteria

In accordance with Section 168.09, below are statements addressing the criteria described in Section 168.09(2) of the town's code.

<u>Special conditions:</u> That special conditions and circumstances exist affecting the land, structure or building involved preventing the reasonable use of said land, structure or building.

The Chapin lot is an existing remote parking lot located on the west side of Clarkson Lane, across from the Golf Clubhouse & Fitness Center.

<u>Unique</u>: That the circumstances which cause the hardship are peculiar to the property, or to such a small number of properties that they clearly constitute marked exceptions to other properties in the district.

The Chapin lot is the closest available parcel to the north side of the clubhouse & fitness center.

<u>Hardship:</u> That the literal interpretation of the provisions of this chapter would deprive the applicant of substantial property right that is enjoyed by other property owners in the district. It is of no importance whatsoever that the denial of the variance might deny to the property owner some opportunity to use the property in a more profitable way, or to sell it at a greater profit than is possible under the terms of this chapter.

The only land available to John's Island Club Inc. that could be developed for parking, that is not already parking or occupied and does not require a non-residential parking location variance request, would be the tees, holes & practice greens adjacent to the Golf Clubhouse, thereby removing or diminishing the intended use of the site.

<u>Self-created</u>: That the hardship is not self-created or the result of mere disregard for or ignorance of the provisions of this chapter.

John's Island Club Inc. has sought and acquired additional parking spaces at the Golf Clubhouse with every major site plan design and multiple minor site plan modifications.

<u>Minimum variance</u>: That the variance is the minimum variance that will make possible the reasonable use of the property.

The requested variance will allow the members to safely use the existing Clarkson Lane crosswalk, minimizing the risk of pedestrians crossing unprotected.

<u>Adjacent property:</u> That granting the variance requested will not be detrimental to adjacent property or adversely affect the public welfare and will be in harmony with the general intent of this chapter.

The adjacent residential property to the west shall be screened from the parking lot via a 3'-6" high block & stucco screening wall, a 6' high landscape barrier w/ 12'+ tall sabal palms.

MAYOR BRIAN T. FOLEY VICE MAYOR BOB AUWAERTER COUNCIL JAMES ALTIERI JESSE L. "SAM" CARROLL, JR.

WILLIAM DANE



6001 Highway A1A, Indian River Shores, FL 32963 (772) 231-1771

TOWN MANAGER JAMES HARPRING, JD.

TOWN CLERK JANICE C. RUTAN

TOWN ATTORNEY PETER J. SWEENEY, JR

September 8, 2025

To: Planning, Zoning & Variance Board

From: James Harpring - Town Manager

Re: Application for Variance – John's Island Club

PZV Meeting - September 15, 2025

AGENDA ITEM - JOHN'S ISLAND CLUB - "CHAPIN LOT"

John's Island Club is requesting approval of a non-residential parking location variance to Section 162.01(C), Code of Ordinances at the "Chapin Lot", northwest of the Golf Clubhouse. The applicant seeks to develop additional parking for the clubhouse and fitness center

Section 162.01 (C) provides the following:

(C) Non-residential parking location. Required off-street parking for other than a residential use shall be either on the same lot or within 100 feet of the building or use it is intended to serve, measured without crossing a major thoroughfare, from the nearest point of the building or use to the nearest point of the required off-street parking facility. The principal use shall be permitted to continue only so long as the off-street requirements of this chapter remain in compliance.

Section 168.02 (C) provides the following:

- (2) Criteria. The Planning, Zoning and Variance Board shall approve a variance only after the applicant has demonstrated justification for the granting of a variance in conformance with the following criteria:
- (a) Special conditions. That special conditions and circumstances exist affecting the land, structure or building involved preventing the reasonable use of said land, structure or building.
- (b) Unique. That the circumstances which cause the hardship are peculiar to the property, or to such a small number of properties that they clearly constitute marked exceptions to other properties in the district.
- (c) Hardship. That the literal interpretation of the provisions of this chapter would deprive the applicant of a substantial property right that is enjoyed by other property owners in the district. It is of no importance whatsoever that the denial of the variance might deny to the property owner some opportunity to use the property in a more profitable way, or to sell it at a greater profit than is possible under the terms of this chapter.

- (d) Self-created. That the hardship is not self-created or the result of mere disregard for or ignorance of the provisions of this chapter.
- (e) *Minimum* variance. That the variance is the minimum variance that will make possible the reasonable use of the property.
- (f) Adjacent property. That granting the variance requested will not be detrimental to adjacent property or adversely affect the public welfare and will be in harmony with the general intent of this chapter.
- (g) Use variance. Under no circumstances shall the Board grant a variance to permit a use not generally permitted in the district involved, or any use expressly or by implication prohibited by the terms of this chapter in said district.

The Applicant has satisfactorily addressed the applicable criteria established in Section 168.09(2) for a variance in their filings.

STAFF RECOMMENDATION

Staff recommend approval of the request.

Attachments:

- 1. Applicant Information
- 2. Variance Application
- 3. Variance Criteria Memo KMA Engineering and Surveying



REVISIONS: COMMENT: : DATE:

21000000001.0 FLORIDA 32963 32400700021 SHORES, F

INDIAN

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PROJECT No.: DRAWN BY: CHECKED BY: LAST FIELD DATE: SCALE:

3/6/2025 SHEET NUMBER:

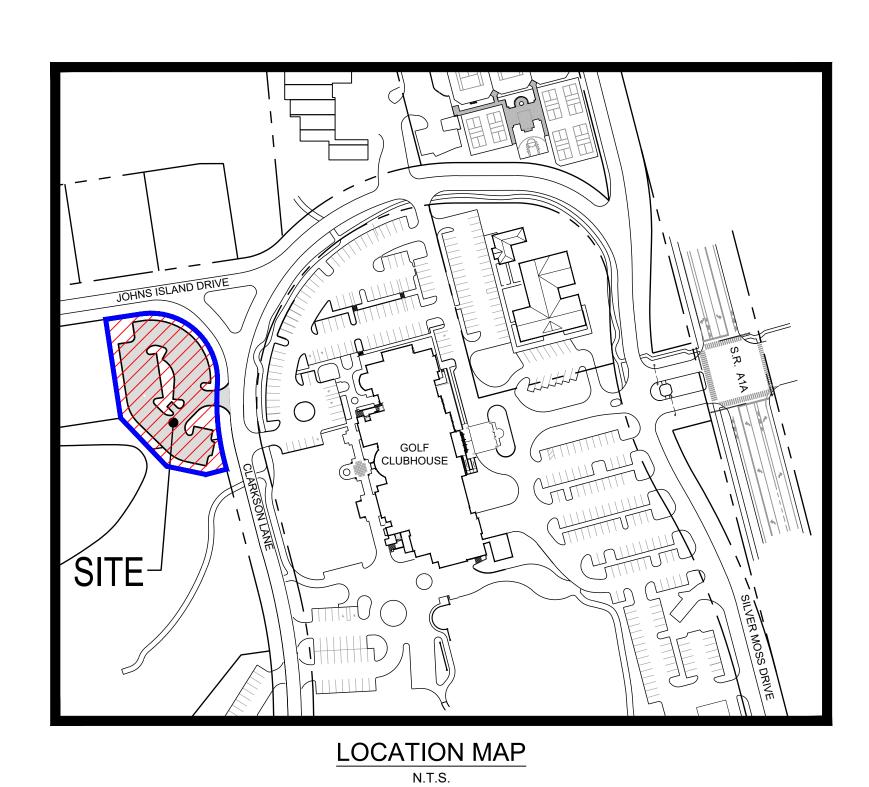
22-1006

WEH

JOHN'S ISLAND GOLF CLUBHOUSE CHAPIN LOT REMOTE PARKING

CIVIL PLANS & SPECIFICATIONS

SECTION 07, TOWNSHIP 32, RANGE 40 TOWN OF INDIAN RIVER SHORES, FLORIDA





PROJECT INFORMATION

OWNER	REX WILSON for JOHN'S ISLAND CLUB INC 3 JOHN'S ISLAND DRIVE INDIAN RIVER SHORES, FL 32963 (772) 231-8589
ENGINEER	BLAINE BERGSTRESSER P.E. KMA ENGINEERING & SURVEYING LLC 3001 INDUSTRIAL AVENUE 2 FT. PIERCE, FL 34946 (772) 569-5505
SITE ADDRESS	CHAPIN LOT (NORTHWEST OF GOLF CLUBHOUSE)
PARCEL ID #	32-40-07-00021-0000-00001.0
ZONING	R-1A
EXISTING USE	42 DIRT PARKING SPACES
PROPOSED USE	57 PAVED PARKING SPACES (MIN 9.5' x 20')

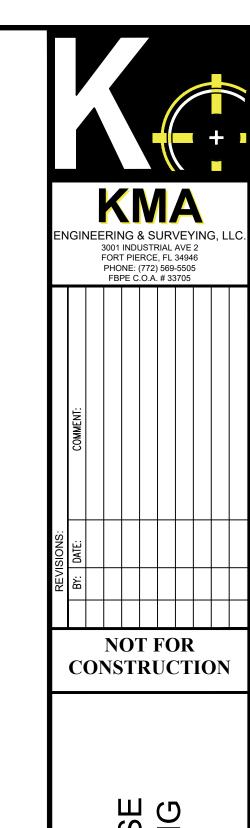
INDEX OF DRAWINGS				
Sheet Number	Sheet Title			
C-000	Cover			
C-001	Existing Conditions Plan			
C-002	Demolition Plan			
C-003	SWPP Plan			
C-100	Site Plan			
C-200	Paving, Grading & Drainage Plan			
C-201	Miscellaneous Details			

ENGINEER & SURVEYOR



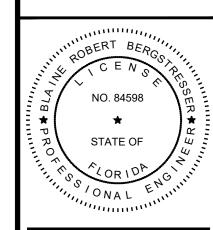
3001 INDUSTRIAL AVENUE 2 FT. PIERCE, FL 34946 PHONE: (772) 569-5505 FBPE C.O.A. # 33705

ENGINEER'S PROJECT NO. 22-1006



GOLF CLUBHOUSE REMOTE PARKING CHAPIN LOT

JOHN'S ISLAND



BLAINE BERGSTRESSER, P FLORIDA LICENSE No. 8459 7/7/2025

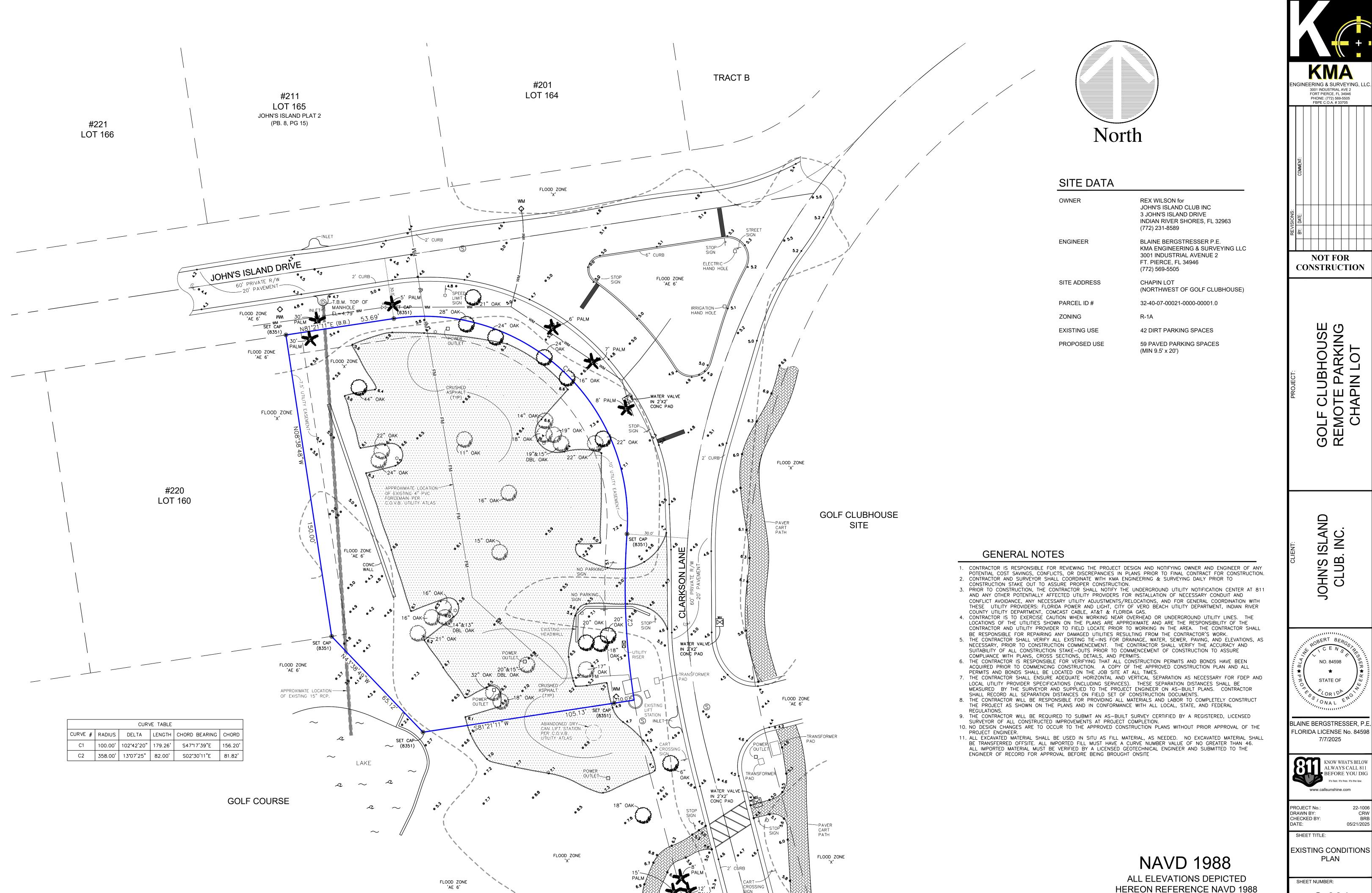


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SHEET TITLE:

COVER

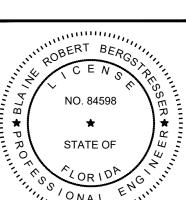
C-000



KMA NGINEERING & SURVEYING, 3001 INDUSTRIAL AVE 2 FORT PIERCE, FL 34946 PHONE: (772) 569-5505 FBPE C.O.A. # 33705

HOUSE

ISLAND S. INC. JOHN'S I CLUB.



BLAINE BERGSTRESSER, P FLORIDA LICENSE No. 84598 7/7/2025

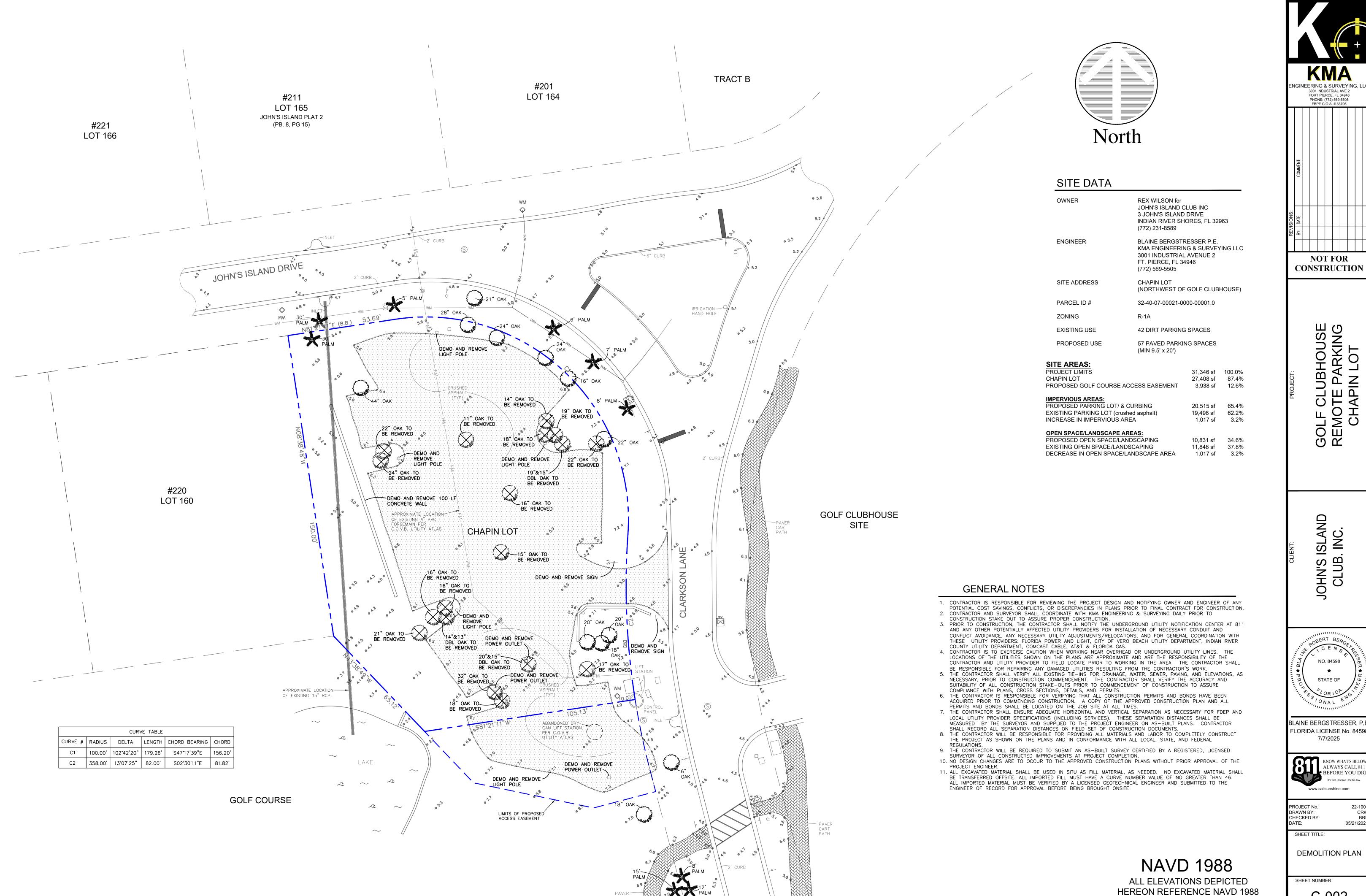


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SHEET TITLE:

SHEET NUMBER:

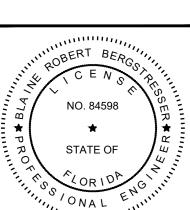
C-001



KMA NGINEERING & SURVEYING, 3001 INDUSTRIAL AVE 2 FORT PIERCE, FL 34946 PHONE: (772) 569-5505 FBPE C.O.A. # 33705

UBHOUSE E PARKING

ISLAND INC. JOHN'S I CLUB.

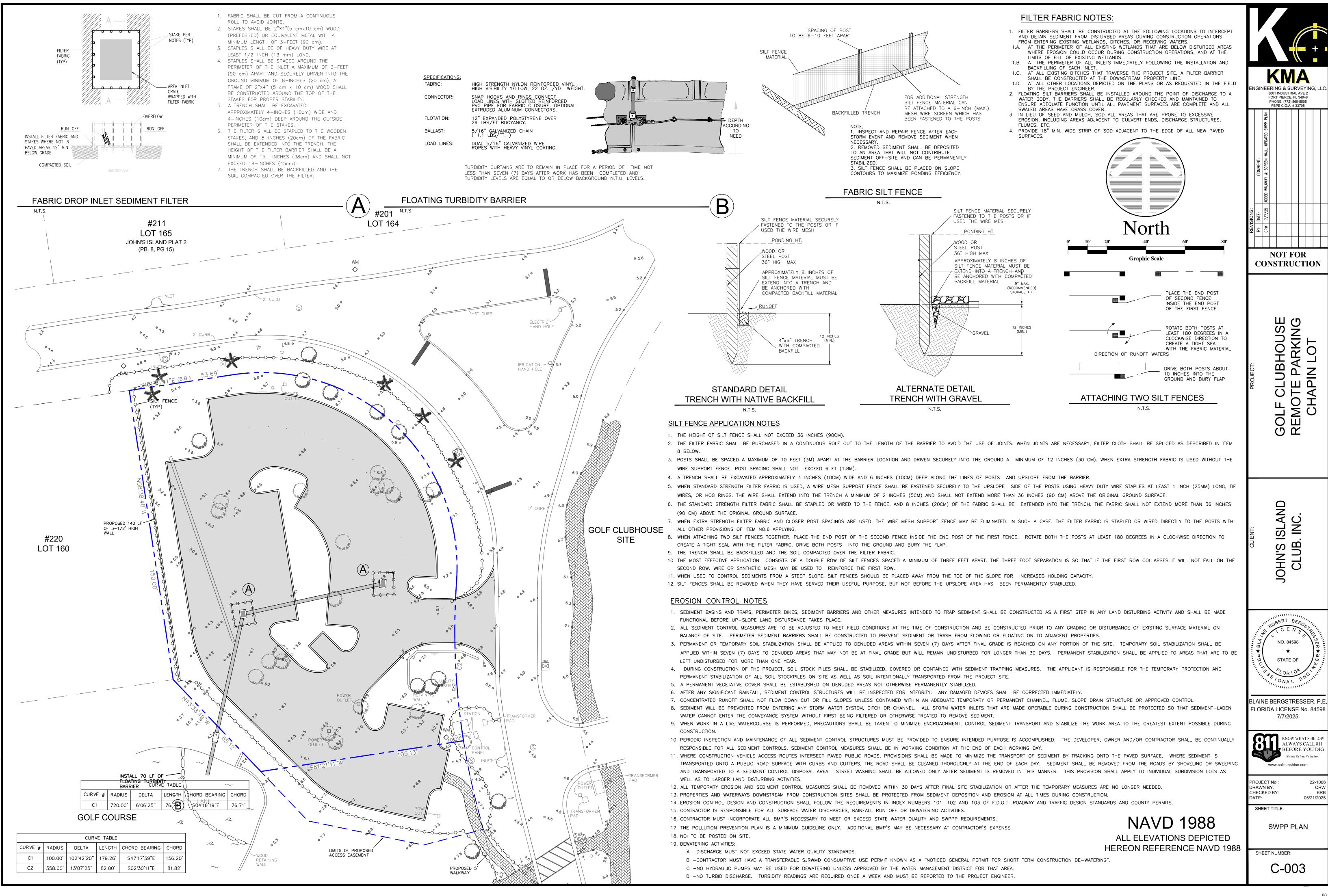


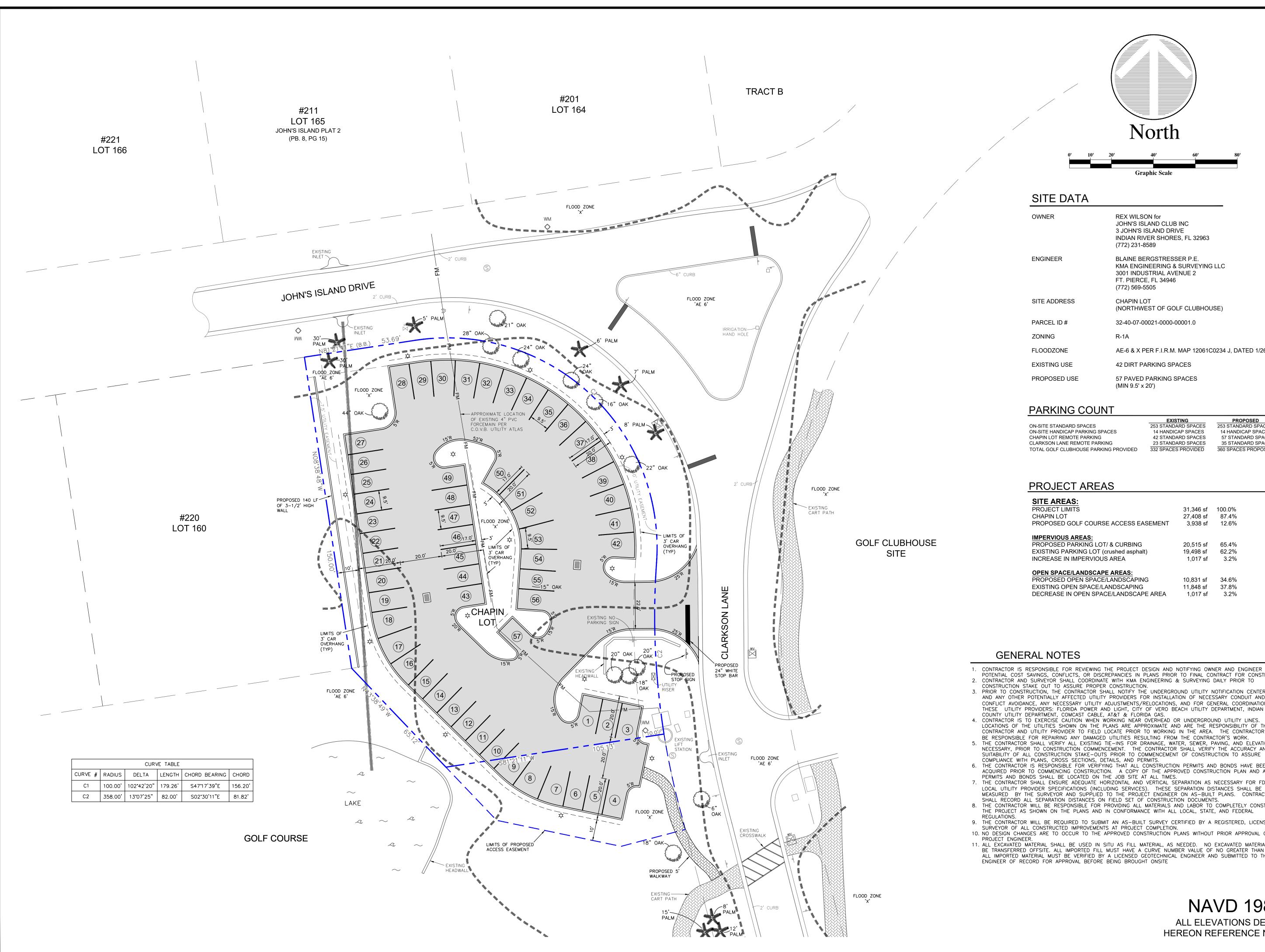
BLAINE BERGSTRESSER, P FLORIDA LICENSE No. 84598 7/7/2025



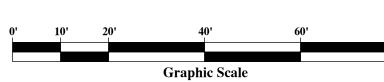
DEMOLITION PLAN

C-002









SITE DATA

ENGINEER

OWNER REX WILSON for JOHN'S ISLAND CLUB INC 3 JOHN'S ISLAND DRIVE

INDIAN RIVER SHORES, FL 32963 (772) 231-8589 BLAINE BERGSTRESSER P.E.

KMA ENGINEERING & SURVEYING LLC 3001 INDUSTRIAL AVENUE 2 FT. PIERCE, FL 34946 (772) 569-5505

SITE ADDRESS CHAPIN LOT (NORTHWEST OF GOLF CLUBHOUSE)

PARCEL ID # 32-40-07-00021-0000-00001.0

ZONING

FLOODZONE AE-6 & X PER F.I.R.M. MAP 12061C0234 J, DATED 1/26/2023

42 DIRT PARKING SPACES **EXISTING USE** PROPOSED USE 57 PAVED PARKING SPACES

(MIN 9.5' x 20')

PARKING COUNT

	EXISTING	PROPOSED
ON-SITE STANDARD SPACES	253 STANDARD SPACES	253 STANDARD SPACES
ON-SITE HANDICAP PARKING SPACES	14 HANDICAP SPACES	14 HANDICAP SPACES
CHAPIN LOT REMOTE PARKING	42 STANDARD SPACES	57 STANDARD SPACES
CLARKSON LANE REMOTE PARKING	23 STANDARD SPACES	35 STANDARD SPACES (via separate application)
TOTAL GOLE CLUBHOUSE PARKING PROVIDED	332 SPACES PROVIDED	360 SPACES PROPOSED

1,017 sf 3.2%

PROJECT AREAS

PROJECT LIMITS	31,346 sf	100.0%
CHAPIN LOT	27,408 sf	87.4%
PROPOSED GOLF COURSE ACCESS EASEMENT	3,938 sf	12.6%
IMPERVIOUS AREAS:		
PROPOSED PARKING LOT/ & CURBING	20,515 sf	65.4%
EXISTING PARKING LOT (crushed asphalt)	19,498 sf	62.2%
INCREASE IN IMPERVIOUS AREA	1,017 sf	3.2%
OPEN SPACE/LANDSCAPE AREAS:		
PROPOSED OPEN SPACE/LANDSCAPING	10,831 sf	34.6%
EXISTING OPEN SPACE/LANDSCAPING	11.848 sf	37.8%

GENERAL NOTES

1. CONTRACTOR IS RESPONSIBLE FOR REVIEWING THE PROJECT DESIGN AND NOTIFYING OWNER AND ENGINEER OF ANY POTENTIAL COST SAVINGS, CONFLICTS, OR DISCREPANCIES IN PLANS PRIOR TO FINAL CONTRACT FOR CONSTRUCTION.

2. CONTRACTOR AND SURVEYOR SHALL COORDINATE WITH KMA ENGINEERING & SURVEYING DAILY PRIOR TO

DECREASE IN OPEN SPACE/LANDSCAPE AREA

- CONSTRUCTION STAKE OUT TO ASSURE PROPER CONSTRUCTION. 3. PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE UNDERGROUND UTILITY NOTIFICATION CENTER AT 811 AND ANY OTHER POTENTIALLY AFFECTED UTILITY PROVIDERS FOR INSTALLATION OF NECESSARY CONDUIT AND CONFLICT AVOIDANCE, ANY NECESSARY UTILITY ADJUSTMENTS/RELOCATIONS, AND FOR GENERAL COORDINATION WITH THESE UTILITY PROVIDERS: FLORIDA POWER AND LIGHT, CITY OF VERO BEACH UTILITY DEPARTMENT, INDIAN RIVER
- COUNTY UTILITY DEPARTMENT, COMCAST CABLE, AT&T & FLORIDA GAS. 4. CONTRACTOR IS TO EXERCISE CAUTION WHEN WORKING NEAR OVERHEAD OR UNDERGROUND UTILITY LINES. THE LOCATIONS OF THE UTILITIES SHOWN ON THE PLANS ARE APPROXIMATE AND ARE THE RESPONSIBILITY OF THE CONTRACTOR AND UTILITY PROVIDER TO FIELD LOCATE PRIOR TO WORKING IN THE AREA. THE CONTRACTOR SHALL
- BE RESPONSIBLE FOR REPAIRING ANY DAMAGED UTILITIES RESULTING FROM THE CONTRACTOR'S WORK.

 5. THE CONTRACTOR SHALL VERIFY ALL EXISTING TIE-INS FOR DRAINAGE, WATER, SEWER, PAVING, AND ELEVATIONS, AS NECESSARY, PRIOR TO CONSTRUCTION COMMENCEMENT. THE CONTRACTOR SHALL VERIFY THE ACCURACY AND
- COMPLIANCE WITH PLANS, CROSS SECTIONS, DETAILS, AND PERMITS.

 6. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THAT ALL CONSTRUCTION PERMITS AND BONDS HAVE BEEN ACQUIRED PRIOR TO COMMENCING CONSTRUCTION. A COPY OF THE APPROVED CONSTRUCTION PLAN AND ALL
- PERMITS AND BONDS SHALL BE LOCATED ON THE JOB SITE AT ALL TIMES. 7. THE CONTRACTOR SHALL ENSURE ADEQUATE HORIZONTAL AND VERTICAL SEPARATION AS NECESSARY FOR FDEP AND LOCAL UTILITY PROVIDER SPECIFICATIONS (INCLUDING SERVICES). THESE SEPARATION DISTANCES SHALL BE MEASURED BY THE SURVEYOR AND SUPPLIED TO THE PROJECT ENGINEER ON AS—BUILT PLANS. CONTRACTOR SHALL RECORD ALL SEPARATION DISTANCES ON FIELD SET OF CONSTRUCTION DOCUMENTS.
- 8. THE CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDING ALL MATERIALS AND LABOR TO COMPLETELY CONSTRUCT THE PROJECT AS SHOWN ON THE PLANS AND IN CONFORMANCE WITH ALL LOCAL, STATE, AND FEDERAL REGULATIONS.
- 9. THE CONTRACTOR WILL BE REQUIRED TO SUBMIT AN AS-BUILT SURVEY CERTIFIED BY A REGISTERED, LICENSED SURVEYOR OF ALL CONSTRUCTED IMPROVEMENTS AT PROJECT COMPLETION.
- 10. NO DESIGN CHANGES ARE TO OCCUR TO THE APPROVED CONSTRUCTION PLANS WITHOUT PRIOR APPROVAL OF THE
- 11. ALL EXCAVATED MATERIAL SHALL BE USED IN SITU AS FILL MATERIAL, AS NEEDED. NO EXCAVATED MATERIAL SHALL BE TRANSFERRED OFFSITE. ALL IMPORTED FILL MUST HAVE A CURVE NUMBER VALUE OF NO GREATER THAN 46. ALL IMPORTED MATERIAL MUST BE VERIFIED BY A LICENSED GEOTECHNICAL ENGINEER AND SUBMITTED TO THE ENGINEER OF RECORD FOR APPROVAL BEFORE BEING BROUGHT ONSITE

NAVD 1988

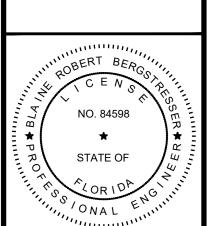
ALL ELEVATIONS DEPICTED HEREON REFERENCE NAVD 1988



NOT FOR CONSTRUCTION

> HOUSE GOLF

ISLAND INC. JOHN'S I CLUB.



BLAINE BERGSTRESSER, F FLORIDA LICENSE No. 84598 7/9/2025

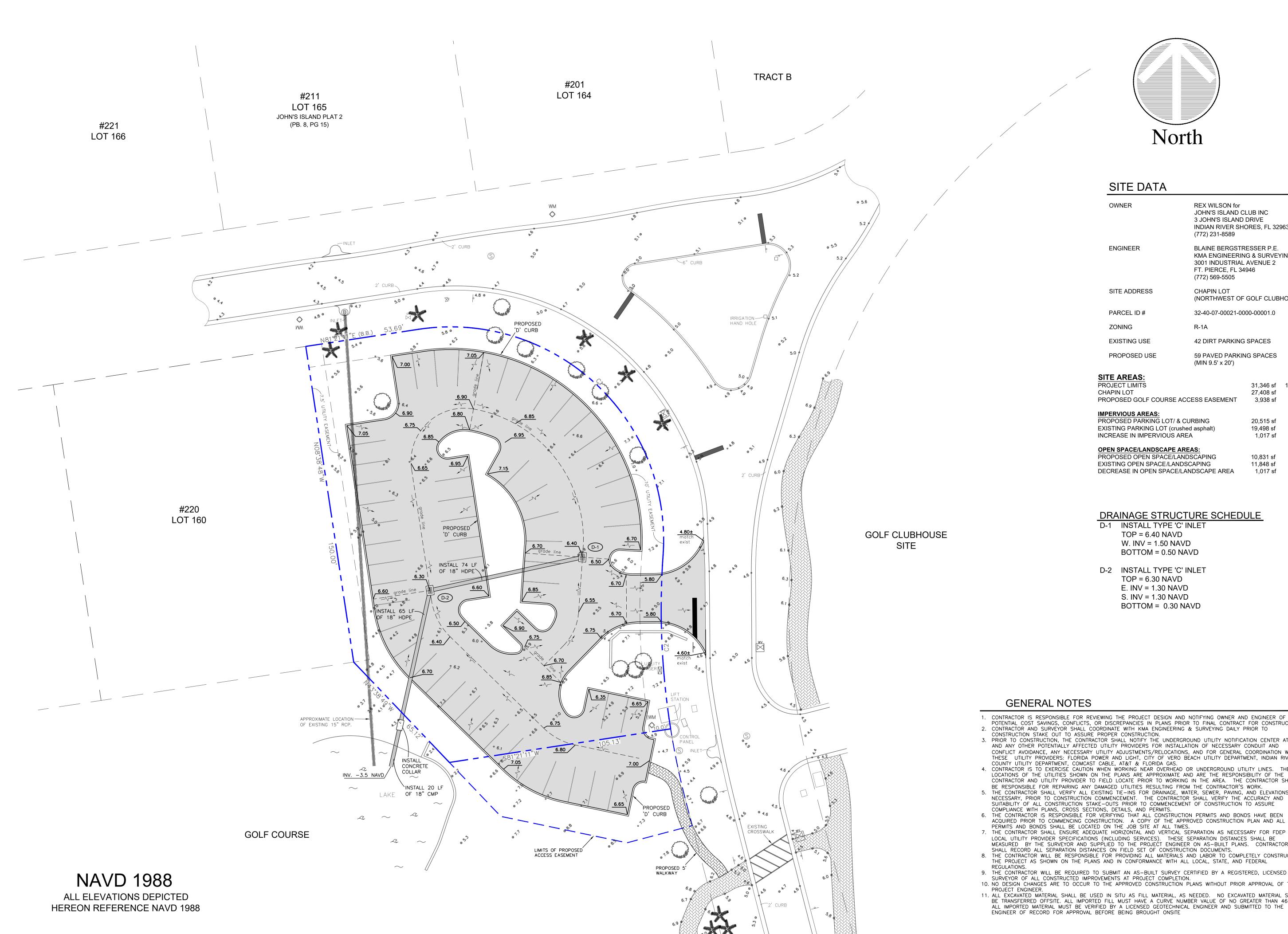


www.callsunshine.com PROJECT No. DRAWN BY:

CHECKED BY: SHEET TITLE:

SITE PLAN

SHEET NUMBER: C-100





SITE DATA

OWNER REX WILSON for JOHN'S ISLAND CLUB INC 3 JOHN'S ISLAND DRIVE INDIAN RIVER SHORES, FL 32963 (772) 231-8589 **ENGINEER** BLAINE BERGSTRESSER P.E. KMA ENGINEERING & SURVEYING LLC 3001 INDUSTRIAL AVENUE 2 FT. PIERCE, FL 34946 (772) 569-5505 SITE ADDRESS CHAPIN LOT (NORTHWEST OF GOLF CLUBHOUSE) PARCEL ID# 32-40-07-00021-0000-00001.0 ZONING R-1A **EXISTING USE** 42 DIRT PARKING SPACES PROPOSED USE 59 PAVED PARKING SPACES (MIN 9.5' x 20') **SITE AREAS:** PROJECT LIMITS 31,346 sf 100.0% 27,408 sf 87.4% CHAPIN LOT PROPOSED GOLF COURSE ACCESS EASEMENT 3,938 sf 12.6%

IMPERVIOUS AREAS:
PROPOSED PARKING LOT/ & CURBING

20,515 sf 65.4% EXISTING PARKING LOT (crushed asphalt) 19,498 sf 62.2% INCREASE IN IMPERVIOÙS AREA 1,017 sf 3.2%

10,831 sf 34.6%

11,848 sf 37.8%

1,017 sf 3.2%

OPEN SPACE/LANDSCAPE AREAS: PROPOSED OPEN SPACE/LANDSCAPING

EXISTING OPEN SPACE/LANDSCAPING DECREASE IN OPEN SPACE/LANDSCAPE AREA

DRAINAGE STRUCTURE SCHEDULE

D-1 INSTALL TYPE 'C' INLET TOP = 6.40 NAVDW. INV = 1.50 NAVD BOTTOM = 0.50 NAVD

D-2 INSTALL TYPE 'C' INLET TOP = 6.30 NAVDE. INV = 1.30 NAVD S. INV = 1.30 NAVD BOTTOM = 0.30 NAVD

GENERAL NOTES

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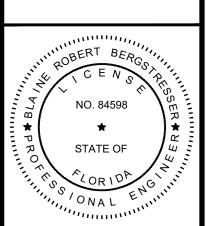
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- 4. CONTRACTOR IS TO EXERCISE CAUTION WHEN WORKING NEAR OVERHEAD OR UNDERGROUND UTILITY LINES. THE LOCATIONS OF THE UTILITIES SHOWN ON THE PLANS ARE APPROXIMATE AND ARE THE RESPONSIBILITY OF THE CONTRACTOR AND UTILITY PROVIDER TO FIELD LOCATE PRIOR TO WORKING IN THE AREA. THE CONTRACTOR SHALL
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- 6. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THAT ALL CONSTRUCTION PERMITS AND BONDS HAVE BEEN ACQUIRED PRIOR TO COMMENCING CONSTRUCTION. A COPY OF THE APPROVED CONSTRUCTION PLAN AND ALL
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- 8. THE CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDING ALL MATERIALS AND LABOR TO COMPLETELY CONSTRUCT THE PROJECT AS SHOWN ON THE PLANS AND IN CONFORMANCE WITH ALL LOCAL, STATE, AND FEDERAL
- 9. THE CONTRACTOR WILL BE REQUIRED TO SUBMIT AN AS-BUILT SURVEY CERTIFIED BY A REGISTERED, LICENSED SURVEYOR OF ALL CONSTRUCTED IMPROVEMENTS AT PROJECT COMPLETION.
- 10. NO DESIGN CHANGES ARE TO OCCUR TO THE APPROVED CONSTRUCTION PLANS WITHOUT PRIOR APPROVAL OF THE 11. ALL EXCAVATED MATERIAL SHALL BE USED IN SITU AS FILL MATERIAL, AS NEEDED. NO EXCAVATED MATERIAL SHALL BE TRANSFERRED OFFSITE. ALL IMPORTED FILL MUST HAVE A CURVE NUMBER VALUE OF NO GREATER THAN 46.

KMA NGINEERING & SURVEYING, 3001 INDUSTRIAL AVE 2 FORT PIERCE, FL 34946 PHONE: (772) 569-5505 FBPE C.O.A. # 33705

NOT FOR CONSTRUCTION

> 3HOUSE ARKING GOLF (REMO) CH,

> > ISLAND INC. JOHN'S I CLUB.



BLAINE BERGSTRESSER, P FLORIDA LICENSE No. 84598 7/7/2025



PROJECT No.: DRAWN BY:

CHECKED BY: SHEET TITLE:

PAVING, GRADING & DRAINAGE PLAN

SHEET NUMBER: C-200

SPECIFICATIONS

CLEARING/GRADING/PAVING/DRAINAGE/UTILITY CONSTRUCTION

GENERAL

- IT IS INTENDED THAT THE FLORIDA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION", LATEST REVISIONS, BE USED WHERE APPLICABLE FOR VARIOUS WORK, AND THAT WHERE SUCH WORDING THEREIN REFERS TO THE STATE OF FLORIDA AND ITS DEPARTMENT OF TRANSPORTATION AND PERSONNEL, SUCH WORDING IS INTENDED TO BE REPLACED WITH THAT WORDING WHICH WOULD PROVIDE PROPER TERMINOLOGY, THEREBY MAKING SUCH "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" AS THE "STANDARD SPECIFICATIONS" FOR THIS PROJECT. IN ADDITION THE CONTRACTOR SHALL REFER TO THE "FDOT ROADWAY AND TRAFFIC DESIGN STANDARDS", LATEST REVISIONS. IF WITHIN THAT PARTICULAR SECTION
- ANOTHER SECTION, ARTICLE OR PARAGRAPH IS REFERRED TO, IT SHALL BE A PART OF THE STANDARD SPECIFICATIONS, ALSO. ALL WORK SHALL BE IN A WORKMANLIKE MANNER AND SHALL CONFORM WITH ALL APPLICABLE CITY, COUNTY, STATE, AND FEDERAL REGULATIONS AND/OR CODES. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR OBTAINING ALL PERMITS AND LICENSES REQUIRED TO BEGIN WORK.
- THE CONTRACTOR SHALL GIVE THE ENGINEER 24 HOURS NOTICE PRIOR TO REQUESTING REQUIRED INSPECTIONS AND SHALL SUPPLY ALL EQUIPMENT NECESSARY TO PROPERLY TEST AND INSPECT THE COMPLETED WORK. THE CONTRACTOR SHALL GUARANTEE ALL WORK AND MATERIALS FOR A PERIOD OF ONE YEAR FROM THE DATE OF PROJECT ACCEPTANCE, DURING WHICH ALL FAULTY CONSTRUCTION AND/OR MATERIALS SHALL BE CORRECTED AT THE CONTRACTOR'S EXPENSE.

CLEARING/GRUBBING

• THE CONTRACTOR SHALL COMPLETELY REMOVE AND DISPOSE OF ALL BUILDING, TIMBER, BRUSH, STUMPS, ROOTS, RUBBISH, DEBRIS, INCLUDING SEPTIC TANK, BUILDING FOUNDATIONS, PIPES, ETC., WITHIN THE LIMITS OF THE ROADWAY CONSTRUCTION, ALL AREAS WHERE STRUCTURES WILL BE CONSTRUCTED INCLUDING PIPE CULVERTS, AND AS OTHERWISE DEPICTED IN THE PLANS, ALL IN ACCORDANCE WITH SECTION 110 OF THE STANDARD SPECIFICATIONS.

- THE CONTRACTOR SHALL PERFORM ALL GRADING NECESSARY TO ACHIEVE THE PROPOSED PLAN GRADES, FINAL DRESSING SHALL HAVE A TOLERANCE OF 0.2 Ft.± FROM THE PLAN CROSS SECTIONS. GRADING SHALL INCLUDE ALL SHAPING, ROUGH GRADING, ROADWAY EXCAVATION AND FINAL DRESSING REQUIRED FOR THE PROPOSED ROADWAY AND ROAD EMBANKMENTS WITHIN THE LIMITS DEPICTED
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING THE FINISHED GRADES UNTIL CONTRACT CLOSE-OUT. AND MUST RE-GRADE AS REQUIRED WHEN EROSION OR OTHER DISTURBANCES OCCUR. SEED/MULCH AND/OR SODDING SHALL BE INCORPORATED TO ASSIST IN THIS REGARD. HOWEVER, ANY LOSS OF SOD OR SEED/MULCH DURING THESE OCCURRENCES SHALL BE REPLACED AT THE CONTRACTORS EXPENSE.

- SOD SHALL BE ARGENTINE BAHIA, UNLESS OTHERWISE INDICATED. SOD SHALL BE WELL MATTED WITH ROOTS AND SHALL BE SUFFICIENTLY THICK TO SECURE A DENSE STAND OF LIVE GRASS. THE SOD SHALL BE LIVE, FRESH AND UNINJURED AT THE TIME OF PLANTING AND SHALL BE REASONABLY FREE OF WEEDS AND OTHER GRASSES. THE RECEIVING GROUND SURFACE SHALL BE GRADED TO PROPER ELEVATIONS, FREE OF LARGE VOIDS, ROOTS, WEEDS OR PATCHES OF EXISTING GRASS. UPON LAYING, THE ENTIRE AREA SHALL BE ROLLED THOROUGHLY.
- ALL SODDED AREAS ARE TO BE WATERED TO KEEP SOD ALIVE UNTIL THE CONTRACTOR IS CLOSED OUT, DEAD SOD SHALL BE REPLACED BY CONTRACTOR.

EMBANKMENT CONSTRUCTION

- ROADWAY EMBANKMENT CONSTRUCTION SHALL CONSIST OF ALL THE EMBANKMENT CONSTRUCTION REQUIRED FOR THE PROPOSED ROADWAY AND/OR PARKING LOT, BUILDING PADS, DITCHES AND SWALES IN ACCORDANCE WITH SECTION 120 OF THE STANDARD SPECIFICATIONS, EMBANKMENTS SHALL BE CONSTRUCTED FROM MATERIAL CONTAINING NO MUCK, STUMPS, ROOTS, BRUSH, VEGETABLE MATTER, RUBBISH, OR OTHER DELETERIOUS MATERIALS THAT WILL NOT COMPACT TO A SUITABLE ENDURING ROAD BED.
- MATERIAL: SELECT GRADE; A.A.S.H.T.O. M-145 DESIGNATION A-1, A-3, A-2-4. (REFERENCE F.D.O.T. INDEX 120-001) COMPACTION: 12" COMPACTED LIFTS, MINIMUM 98% MAXIMUM DRY DENSITY (A.A.S.H.T.O. T-180). COMPENSATION: COMPENSATION FOR THE EMBANKMENT CONSTRUCTION SHALL BE MADE FULLY BY THE BID ITEMS FOR BORROW EXCAVATION (PER C.Y.), GRADING (PER L.F. OF ROADWAY OR PER ACRE OF SITE), AND SUBSOIL EXCAVATION (PER C.Y.) WHEN APPLICABLE.

STAKING

CONSTRUCTION STAKING SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.

STABILIZED SUBGRADE SHALL BE CONSTRUCTED TO THE FLORIDA BEARING VALUE AS PER PLAN FOR THE DEPTH AND LIMITS SHOWN ON THE PLAN, AND IN ACCORDANCE WITH SECTION 160 OF THE STANDARD SPECIFICATIONS, ALL STABILIZED AREAS SHALL BE COMPACTED TO AT LEAST 98% OF THE MAXIMUM DENSITY AS DETERMINED BY AASHTO T-180.

- THE CONTRACTOR SHALL RETAIN THE SERVICES OF AN APPROVED INDEPENDENT TESTING LABORATORY TO CONDUCT ALL REQUIRED TESTS ON EMBANKMENT, SUBGRADE, BASE, PIPE BACKFILL AND SURFACE COURSE MATERIALS. TEST RESULTS MUST BE SUBMITTED PRIOR TO
- ANY REQUEST FOR PAYMENT ON THE ABOVE ITEMS. • THE SCHEDULE FOR TESTING THE ROAD/PAVEMENT AREAS CONSTRUCTION SHALL BE AS FOLLOWS: A. FMBANKMENT:
- (1) DENSITY TESTS SHALL BE TAKEN AT A MAXIMUM OF 200 Ft. INTERVALS FOR EACH 12" LIFTS CONSTRUCTED.
- B. SUBGRADE (1) FLORIDA BEARING VALUE TESTS SHALL BE TAKEN AT INTERVALS OF NOT MORE THAN 200 FEET, OR CLOSER AS MIGHT BE NECESSARY IN THE EVENT OF VARIATIONS IN SUBSOIL CONDITIONS.
- (2) DENSITY TESTS SHALL BE TAKEN AT INTERVALS OF NOT MORE THAN 200 FEET OR CLOSER AS MIGHT BE NECESSARY
- (1) DENSITY TESTS SHALL BE TAKEN AT INTERVALS OF NOT MORE THAN 200 FEET OR CLOSER AS MIGHT BE NECESSARY.
- D. PIPE BACKFILL: (1) DENSITY TESTS SHALL BE TAKEN AT A MAXIMUM OF 200 Ft. INTERVALS.
- E. STRUCTURES:
- (1) A MINIMUM OF 1 DENSITY TEST SHALL BE PERFORMED IN THE STABILIZED SUBGRADE ADJACENT TO EACH STRUCTURE INSTALLED. BUILDING PAD:
- (1) AS SPECIFIED IN ARCHITECTURAL PLANS.
- ALL TESTS SHALL BE PAID FOR BY THE CONTRACTOR.

• THE CONTRACTOR MUST PROVIDE CLEAN-UP OF EXCESS CONSTRUCTION MATERIAL UPON COMPLETION OF THE PROJECT. THE SITE MUST BE LEFT IN A NEAT, CLEAN, GRADED CONDITION.

- UNLESS OTHERWISE SPECIFIED OR INDICATED, ALL CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH AT 28-DAYS OF 3000
- ALL WORK SHALL COMPLY WITH THE CURRENT EDITION OF THE AMERICAN CONCRETE INSTITUTE (ACI) BUILDING CODE AND THE APPLICABLE BUILDING CODES HAVING JURISDICTION IN THE AREA.

- CONTRACTOR SHALL KEEP AND MAINTAIN RECORD DRAWINGS ON THE PROJECT SITE AT ALL TIMES WHICH SHALL BE ANNOTATED BY THE CONTRACTOR DEPICTING ANY CHANGES MADE IN THE FIELD WHICH DIFFER FROM THE CONTRACT DRAWINGS. RECORD DRAWINGS SHALL INCLUDE, BUT ARE NOT LIMITED TO, HORIZONTAL LOCATION, INVERT AND TOP ELEVATIONS OF CULVERTS, SEWER MANHOLES, DRAINAGE STRUCTURES, INLETS, AND UTILITY MAINS. CONTRACTOR SHALL SUBMIT COMPLETE AND FINAL RECORD DRAWINGS TO ENGINEER
- UPON COMPLETION OF PROJECT AND PRIOR TO FINAL INSPECTION AND FINAL PAYMENT. THE CONTRACTOR SHALL BE REQUIRED TO HAVE A SURVEYOR PROVIDE CERTIFIED RECORD DRAWINGS.

INSPECTION

MINIMUM CONSTRUCTION INSPECTION CHECKPOINTS

- THE ENGINEER SHALL BE NOTIFIED: A. PRIOR TO ANY MAJOR DEVIATION FROM THE APPROVED PLANS.
- B. PRIOR TO BACKFILLING ANY PIPE TRENCHES.
- C. UPON COMPLETION OF SUBGRADE AND COMPACTION. D. UPON BEGINNING OF SPREADING OF ROCK BASE MATERIAL.
- . UPON COMPLETION OF GRADING AND COMPACTION OF BASE MATERIAL AND PRIOR TO PRIMING. IMMEDIATELY PRIOR TO AND UPON APPLICATION OF A.C.S.C. G. UPON COMPLETION OF CONSTRUCTION.

INSPECTION NOTIFICATION:

THE RESPECTIVE TOWN DIVISION SHALL BE NOTIFIED, IN WRITING, WITH COPIES TO THE COMMUNITY DEVELOPMENT DIVISION OF THE COMMENCEMENT AND COMPLETION OF THE FOLLOWING ITEMS OF CONSTRUCTION SO THAT AN IMMEDIATE INSPECTION CAN BE PERFORMED TO ENSURE CONSTRUCTION IN CONFORMANCE WITH SAID APPROVED CONSTRUCTION PLANS AND SPECIFICATIONS AND THE REQUIREMENTS OF CHAPTER 913. IF THE COUNTY NOTIFIES THE DEVELOPER THAT NO COUNTY INSPECTOR IS AVAILABLE TO INSPECT WITHIN FORTY-EIGHT (48) HOURS OF AN INSPECTION REQUEST AND IF A DELAY IN INSPECTION WOULD CAUSE A DELAY IN THE PROJECT. THEN THIS REQUIREMENT MAY BE MET BY SUBMISSION OF A CERTIFICATE FROM THE ENGINEER OF RECORD THAT ALL CONSTRUCTION WAS COMPLETED IN ACCORDANCE WITH THE LAND DEVELOPMENT PERMIT:

- WATER LINE AND SANITARY SEWER LINES PRIOR TO BACKFILLING (UTILITIES DIVISION)
- STABILIZED SUBGRADE (PUBLIC WORKS DIVISION)
- CURB AND CONCRETE WORK (PUBLIC WORKS DIVISION) ROADWAY BASE (PUBLIC WORKS DIVISION)
- SURFACE COURSE (PUBLIC WORKS DIVISION) PERMANENT REFERENCE MONUMENTS AND PERMANENT CONTROL POINTS (PUBLIC WORKS DIVISION)

THE FAILURE TO NOTIFY THE RESPECTIVE DIVISIONS OF THE COMMENCEMENT AND COMPLETION OF CONSTRUCTION OF SUCH ITEMS SHALL BE GOOD CAUSE TO REFUSE TO ISSUE A CERTIFICATION OF COMPLETION UNTIL SUCH FURTHER INVESTIGATION IS CONDUCTED TO VERIFY COMPLIANCE WITH THE LAND DEVELOPMENT PERMIT. ALL WATER AND SEWER IMPROVEMENTS MUST BE INSPECTED BY THE INDIAN RIVER COUNTY UTILITIES DIRECTOR OR HIS REPRESENTATIVE OR THE APPROPRIATE MUNICIPAL OR PRIVATE UTILITY REPRESENTATIVE PRIOR TO BACKFILLING

TRAFFIC/PAVEMENT MARKING NOTES:

MARKING

- ALL PARKING SPACE MARKINGS WITH THE EXCEPTION TO THE HANDICAPPED PARKING SPACES SHALL BE MARKED IN WHITE REFLECTORIZED TRAFFIC PAINT AND BE IN ACCORDANCE WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION'S STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, 2019, SECTION 710.
- ALL HANDICAPPED PARKING SPACES SHALL BE PROPERLY SIGNED AND MARKED IN ACCORDANCE WITH THE F.D.O.T.'s STANDARD INDEX NO. 711-001.
- TRAFFIC FLOW ARROWS THRU PARKING AREAS ARE FOR DIRECTION AND ARE TO BE PAINTED. USE EXTRUDED TYPE, ALKYD BASE THERMOPLASTIC DIRECTION ARROWS (SEE SITE PLAN). STOP BARS SHALL BE 24" WIDE. USE EXTRUDED TYPE, ALKYD BASE THERMOPLASTIC.
- ALL SIGNS AND PAVEMENT MARKINGS SHALL BE IN CONFORMANCE WITH F.D.O.T. TRAFFIC DESIGN STANDARDS AND THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
- FOR ROAD AND BRIDGE CONSTRUCTION, 2019, SECTION 711. SPECIAL MARKINGS (CROSS WALK, STOP BARS, ROADWAY CONTINUOUS STRIPING, THRU ARROWS, PAVEMENT MARKINGS FOR TRAFFIC SEPARATORS, ETC. SHALL BE IN ACCORDANCE WITH THE F.D.O.T.'S STANDARD INDEX No.

- ALL SIGNS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES. ALL SIGNS SHALL BE SINGLE COLUMN GROUND SIGNS IN ACCORDANCE WITH F.D.O.T.'s STANDARD INDEX No.
- 700-010. WIND LOAD SHALL BE IN ACCORDANCE WITH CURRENT ASCE STANDARDS.
- ALL SIGNS PLACEMENT SHALL BE IN ACCORDANCE WITH F.D.O.T.'s STANDARD INDEX No. 700-101. 30" STOP SIGN SHALL BE IN ACCORDANCE WITH THE MUTCD LATEST EDITION.

GREEN/LANDSCAPE AREA

PROPOSED 6" HIGH

MIN. 9.5'

THE HANDICAP PARKING STALL STRIPING.

2'-3 5/8"

PLAN VIEW

TIRE STOPS ARE SHOWN FOR INFORMATION ONLY. SEE SITE PLAN

ALL HANDICAP SPACES SHALL BE PROPERLY SIGNED AND MARKED IN ACCORDANCE WITH F.D.O.T. STANDARD INDEX #17358.

PARKING SPACE DIMENSIONS

N.T.S.

A Moo STEEL

GRATE

2'-3 5/8"

GRATE

SECTION

TYPE "C" & "E" INLETS

N.T.S.

STEEL S GRATE

ALL PAVEMENT MARKINGS SHALL BE WHITE WITH THE EXCEPTION OF

FOR LOCATION AND NUMBER OF PROPOSED TIRE STOPS.

-4" STRIPING (TYPICAL)

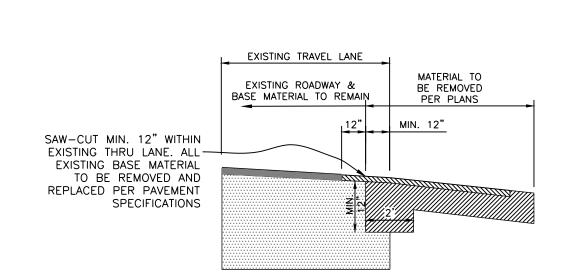
 ALL PAVEMENT MARKINGS FOR THE PROPOSED ROADWAYS SHALL BE EXTRUDED TYPE ALKYD BASE THERMOPLASTIC AND SHALL BE IN ACCORDANCE WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION'S SPECIFICATIONS FOR ROAD PAVEMENT TYPE 'D' CURB

FDGE OF PAVEMENT -

ELEVATION REFERS TO THIS POINT

CONTROL CUTS @ 10' O.C

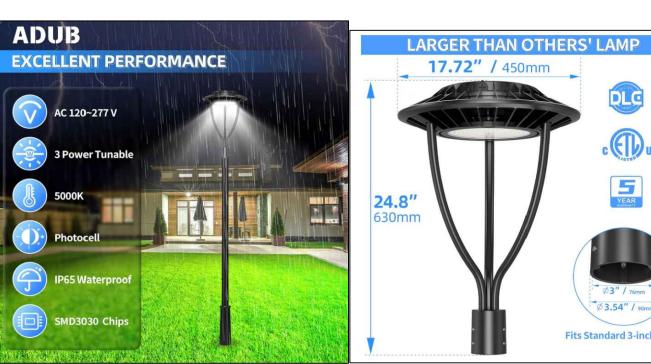
3/4" DEEP MINIMUM WITHIN 48 HOURS OF POURING.



N.T.S.

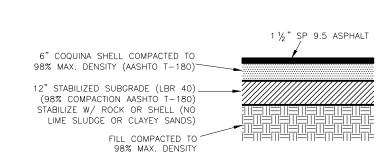
NOTE: ALL NEW PAVEMENT JOINTS SHALL INCLUDE A MIN. 12" WIDE ASPHALT OVERLAY OVER EXISTING BASE AND A MIN. 12" DEEP BASE FOR THE FIRST 2 FEET OF NEW CONSTRUCTION.

SAW CUT DETAIL



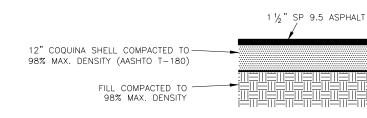
LIGHT POLE DETAIL N.T.S.





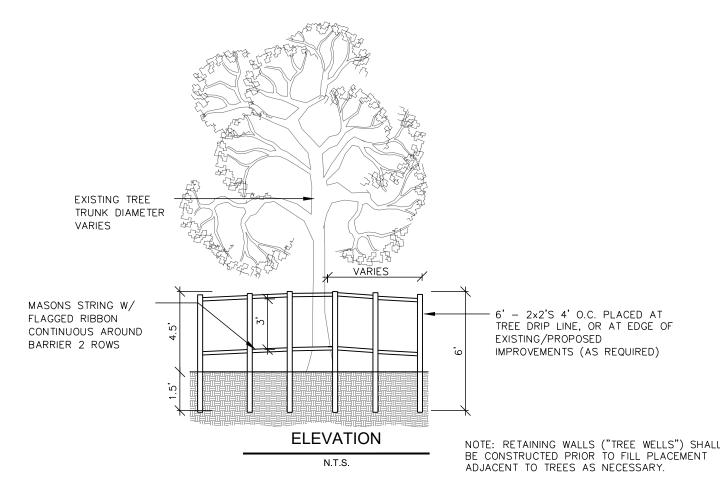
SEE SPECIFICATIONS THIS SHEET FOR ADDITIONAL PAVEMENT AND TESTING REQUIREMENTS TYPICAL ASPHALTIC CONCRETE PAVING SECTION

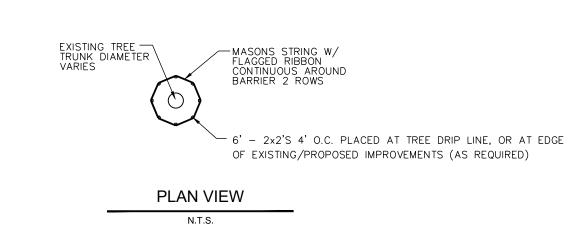




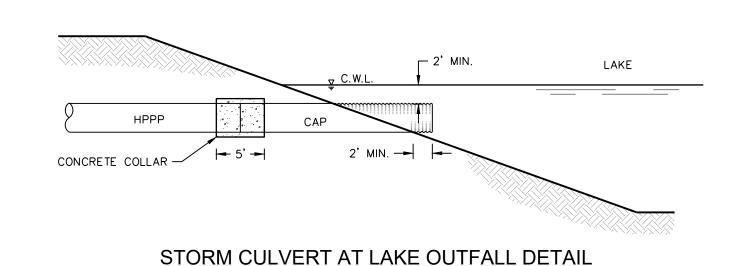
SEE SPECIFICATIONS THIS SHEET FOR ADDITIONAL PAVEMENT AND TESTING REQUIREMENTS. OPTIONAL ASPHALTIC CONCRETE PAVING SECTION

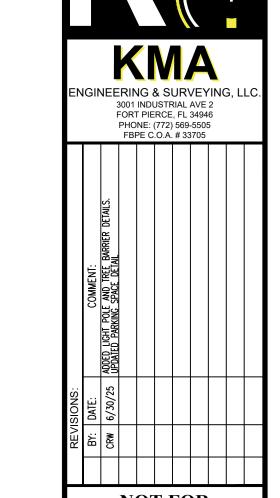
N.T.S.





TREE PROTECTION BARRIER N.T.S.



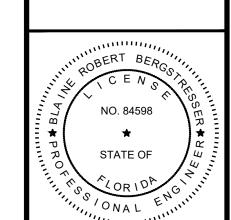


NOT FOR **CONSTRUCTION**

HOUSE

Ú K

OHN'S CLUB.



BLAINE BERGSTRESSER, F FLORIDA LICENSE No. 84598 7/7/2025

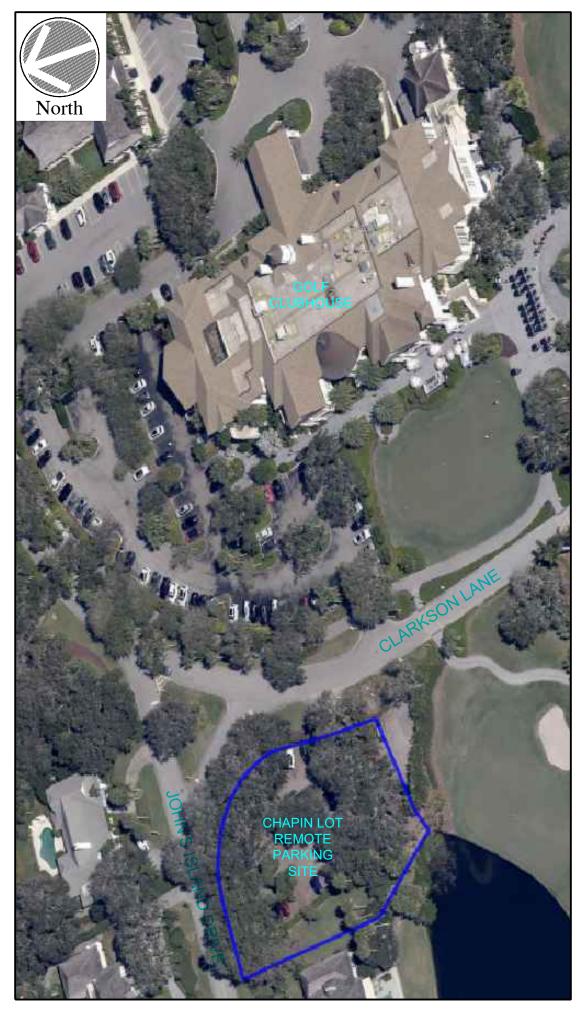


www.callsunshine.com PROJECT No.

DRAWN BY: CHECKED BY: SHEET TITLE:

> MISCELLANEOUS DETAILS

SHEET NUMBER: C-201



AERIAL OF SITE



AGENDA ITEM

TO: Town Council

FROM: James Harpring, Town Manager

DATE: September 15, 2025

SUBJECT: Approval of Variance Request – John's Island Club, Clarkson Lane

BACKGROUND:

John's Island Club is requesting approval of a non-residential parking location variance to Section 162.01(C), Code of Ordinances at the Clarkson Lane site. The applicant seeks to develop additional parking for the clubhouse and fitness center

Section 162.01 (C) provides the following:

(C) Non-residential parking location. Required off-street parking for other than a residential use shall be either on the same lot or within 100 feet of the building or use it is intended to serve, measured without crossing a major thoroughfare, from the nearest point of the building or use to the nearest point of the required off-street parking facility. The principal use shall be permitted to continue only so long as the off-street requirements of this chapter remain in compliance.

PLANNING, ZONING & VARIANCE BOARD (PZV) RECOMMENDATION:

The PZV by a vote of 3-0 recommended approval of the requested variance.

RECOMMENDATION:

Staff recommend approval of the requested variance.

ATTACHMENTS:

- 1. 09/05/2025 Staff Memorandum to PZV
- 2. Variance Application
- 3. Plans and Specifications Clarkson Lane

MAYOR BRIAN T. FOLEY

VICE MAYOR BOB AUWAERTER

COUNCIL: JAMES ALTIERI JESSE L. "SAM" CARROLL, JR. WILLIAM DANE



6001 Highway A1A, Indian River Shores, FL 32963 (772) 231-1771

TOWN MANAGER JAMES HARPRING, JD

TOWN CLERK JANICE C. RUTAN

TOWN ATTORNEY PETER J. SWEENEY, JR.

September 8, 2025

To: Planning, Zoning & Variance Board

From: James Harpring - Town Manager

Re: Application for Variance – John's Island Club

PZV Meeting – September 15, 2025

AGENDA ITEM - JOHN'S ISLAND CLUB - "CLARKSON LANE"

John's Island Club is requesting approval of a non-residential parking location variance to Section 162.01(C), Code of Ordinances at "Clarkson Lane", northwest of the Golf Clubhouse. The applicant seeks to develop additional parking for the clubhouse and fitness center

Section 162.01 (C) provides the following:

(C) Non-residential parking location. Required off-street parking for other than a residential use shall be either on the same lot or within 100 feet of the building or use it is intended to serve, measured without crossing a major thoroughfare, from the nearest point of the building or use to the nearest point of the required off-street parking facility. The principal use shall be permitted to continue only so long as the off-street requirements of this chapter remain in compliance.

Section 168.02 (C) provides the following:

- (2) Criteria. The Planning, Zoning and Variance Board shall approve a variance only after the applicant has demonstrated justification for the granting of a variance in conformance with the following criteria:
- (a) Special conditions. That special conditions and circumstances exist affecting the land, structure or building involved preventing the reasonable use of said land, structure or building.
- (b) *Unique*. That the circumstances which cause the hardship are peculiar to the property, or to such a small number of properties that they clearly constitute marked exceptions to other properties in the district.
- (c) Hardship. That the literal interpretation of the provisions of this chapter would deprive the applicant of a substantial property right that is enjoyed by other property owners in the district. It is of no importance whatsoever that the denial of the variance might deny to the property owner some opportunity to use the property in a more profitable way, or to sell it at a greater profit than is possible under the terms of this chapter.

- (d) Self-created. That the hardship is not self-created or the result of mere disregard for or ignorance of the provisions of this chapter.
- (e) *Minimum* variance. That the variance is the minimum variance that will make possible the reasonable use of the property.
- (f) Adjacent property. That granting the variance requested will not be detrimental to adjacent property or adversely affect the public welfare and will be in harmony with the general intent of this chapter.
- (g) Use variance. Under no circumstances shall the Board grant a variance to permit a use not generally permitted in the district involved, or any use expressly or by implication prohibited by the terms of this chapter in said district.

The Applicant has satisfactorily addressed the applicable criteria established in Section 168.09(2) for a variance in their filings.

STAFF RECOMMENDATION

Staff recommend approval of the request.

Attachments:

- 1. Applicant Information
- 2. Variance Application
- 3. Variance Criteria Memo KMA Engineering and Surveying



TOWN OF INDIAN RIVER SHORES VARIANCE APPLICATION

DATE:	08/21/2025		
		 -	

INFORMATION FOR ALL APPLICANTS REQUESTING A VARIANCE PURSUANT TO SECTION 168.09, CODE OF ORDINANCES, INDIAN RIVER SHORES.

- Special conditions exist affecting the land, structure or building which prevent reasonable use.
- Unique circumstances which exist are peculiar to the property or to such a small number of properties so as to constitute a marked exception.
- > A hardship exists such that literal application of the code would deprive the applicant of a substantial property right enjoyed by other property owners in the district.
- > Any hardship is not self-created.
- > The variance request is the minimum variance allowing for reasonable use of the property.
- The variance will not be detrimental to adjacent property owners, adversely affect the public welfare and will be consistent with the general intent of the code.

REQUIRED CHECKLIST FOR SUBMISSION:

- Variance application with <u>all</u> supporting data including survey, photos, homeowner association approval or any other item that you believe is relevant.
- Attached to application, you must address in writing, the criteria listed above as outlined in section 168.09(2), (a-f), Code of Ordinances, Indian River Shores.
- The variance package must be emailed to <u>inspections@irshores.com</u>. For larger submissions, including building plans or large format paper, a USB flash drive is required.
- o FOR DOCKS ONLY: Copies of Notice to adjoining Property Owner(s) MUST accompany this application.
- FOR APPLICANTS OTHER THAN THE PROPERTY OWNER: A Power of Attorney MUST accompany this
 application authorizing the applicant to act on behalf of the property owner.

*DOCK REQUESTS: PURSUANT TO TOWN ORDINANCE 100.37, IF THE VARIANCE REQUESTED IS FOR A DOCK, WRITTEN NOTICE SHALL BE GIVEN TO IMMEDIATELY ADJOINING PROPERTY OWNERS ON EITHER SIDE OF THE PROPERTY. Is this Variance Request for a dock? Yes _____ No__X Have copies of the Notice(s) to adjoining property owners been attached? Yes _____ No___

*TREES OF SPECIAL CONCERN

PLEASE REFER TO FLORIDA STATUTE 163.045, TO DETERMINE IF YOU ARE REQUIRED TO SUBMIT AN APPLICATION OR PAY A FEE FOR PRUNING, TRIMMING, OR REMOVING A TREE ON A RESIDENTIAL PROPERTY.

Rex Wilson for	NT INFORMATION Clarkson Lane
Applicant Name: John's Island Club Inc.	Variance Site Address: (West of Golf Clubhouse)
Applicant Email: rwilson154@johnsislandclub.org	Applicant Phone:(772) 231-8589
Property Owner Name: John's Island Club, Inc.	Owner Phone: (772) 231-8589
IMPORTANT NOTE: IF THE APPLICANT IS NOT THE PROP AUTHORIZING THE APPLICANT TO ACT ON BEHALF OF TH	ERTY OWNER, A POWER OF ATTORNEY <u>MUST</u> BE SUBMITTED HE PROPERTY OWNER.
Describe with specificity the variance sought: John's Island Club Inc. is seeking a 'non-residential p	parking location' variance to Section 162.01(C), allowing
the Clarkson Lane remote parking lot to be located o	n the west side of Clarkson Lane and over 100 feet from
the building or use it is intended to serve.	
Note: If the requested Variance involves ANV type of	of new construction that has impacts on <u>ANY/ALL</u> existing
property setbacks, you <u>MUST</u> complete the "Impact	
IMPACT ON A	ABUTTING PROPERTY
Changes in setback: Current:	Proposed:
Distance between lot lines: Current:	Proposed:
Distance between structure(s) on adjoining property: Co	urrent: Proposed:
Additional notes:	

Planning, Zoning & Variance meetings are held the 2nd Tuesday of every month. The <u>deadline</u> for items to be placed on the agenda is <u>Friday morning</u>, 2 <u>weeks prior</u> to the meeting date. There must be a representative in attendance. Please contact the Building Department at 772-231-4453 or <u>inspections@irshores.com</u> with any questions or concerns.

Applicant Name: Rex Wilson Applicant Signature: (Please Print)



KMA Engineering & Surveying, LLC 1176 25th Street Vero Beach, Fl. 32960 772.569.5505

August 27th, 2025

Non-residential Parking Location Variance Criteria

In accordance with Section 168.09, below are statements addressing the criteria described in Section 168.09(2) of the town's code.

<u>Special conditions:</u> That special conditions and circumstances exist affecting the land, structure or building involved preventing the reasonable use of said land, structure or building.

The Clarkson Lane parcel is an existing remote parking lot located on the west side of Clarkson Lane, across from the Golf Clubhouse.

<u>Unique</u>: That the circumstances which cause the hardship are peculiar to the property, or to such a small number of properties that they clearly constitute marked exceptions to other properties in the district.

The Clarkson Lane remote parking lot parcel is the closest available parcel to the south side of the Golf Clubhouse.

<u>Hardship:</u> That the literal interpretation of the provisions of this chapter would deprive the applicant of substantial property right that is enjoyed by other property owners in the district. It is of no importance whatsoever that the denial of the variance might deny to the property owner some opportunity to use the property in a more profitable way, or to sell it at a greater profit than is possible under the terms of this chapter.

The only land available to John's Island Club Inc. that could be developed for parking, that is not already parking or occupied and does not require a non-residential parking location variance request, would be the tees, holes & practice greens adjacent to the Golf Clubhouse, thereby removing or diminishing the intended use of the site.

<u>Self-created</u>: That the hardship is not self-created or the result of mere disregard for or ignorance of the provisions of this chapter.

John's Island Club Inc. has sought and acquired additional parking spaces at the Golf Clubhouse with every major site plan design and multiple minor site plan modifications.

Minimum variance: That the variance is the minimum variance that will make possible the reasonable use of the property.

The requested variance will allow the members to safely use the existing Clarkson Lane crosswalk, minimizing the risk of pedestrians crossing unprotected.

<u>Adjacent property:</u> That granting the variance requested will not be detrimental to adjacent property or adversely affect the public welfare and will be in harmony with the general intent of this chapter.

The adjacent residential property to the south is screened from the existing parking lot and shall continue to be screened from the expanded parking lot via the existing 5'+ high concrete & stucco screening wall, 8'+ tall continuous podocarpus hedge and 6'+ tall viburnum hedge.

MAYOR BRIAN T FOLEY VICE MAYOR BOB AUWAERTER COUNCIL: JAMES ALTIERI JESSE L. "SAM" CARROLL, JR WILLIAM DANE



6001 Highway A1A, Indian River Shores, FL 32963 (772) 231-1771

TOWN MANAGER JAMES HARPRING, JO

TOWN CLERK JANICE C. RUTAN

TOWN ATTORNEY PETER J. SWEENEY, JR.

September 8, 2025

To: Planning, Zoning & Variance Board

From: James Harpring - Town Manager

Re: Application for Variance – John's Island Club

PZV Meeting - September 15, 2025

AGENDA ITEM - JOHN'S ISLAND CLUB - "CLARKSON LANE"

John's Island Club is requesting approval of a non-residential parking location variance to Section 162.01(C), Code of Ordinances at "Clarkson Lane", northwest of the Golf Clubhouse. The applicant seeks to develop additional parking for the clubhouse and fitness center

Section 162.01 (C) provides the following:

(C) Non-residential parking location. Required off-street parking for other than a residential use shall be either on the same lot or within 100 feet of the building or use it is intended to serve, measured without crossing a major thoroughfare, from the nearest point of the building or use to the nearest point of the required off-street parking facility. The principal use shall be permitted to continue only so long as the off-street requirements of this chapter remain in compliance.

Section 168.02 (C) provides the following:

- (2) Criteria. The Planning, Zoning and Variance Board shall approve a variance only after the applicant has demonstrated justification for the granting of a variance in conformance with the following criteria:
- (a) Special conditions. That special conditions and circumstances exist affecting the land, structure or building involved preventing the reasonable use of said land, structure or building.
- (b) *Unique*. That the circumstances which cause the hardship are peculiar to the property, or to such a small number of properties that they clearly constitute marked exceptions to other properties in the district.
- (c) Hardship. That the literal interpretation of the provisions of this chapter would deprive the applicant of a substantial property right that is enjoyed by other property owners in the district. It is of no importance whatsoever that the denial of the variance might deny to the property owner some opportunity to use the property in a more profitable way, or to sell it at a greater profit than is possible under the terms of this chapter.

- (d) Self-created. That the hardship is not self-created or the result of mere disregard for or ignorance of the provisions of this chapter.
- (e) *Minimum* variance. That the variance is the minimum variance that will make possible the reasonable use of the property.
- (f) Adjacent property. That granting the variance requested will not be detrimental to adjacent property or adversely affect the public welfare and will be in harmony with the general intent of this chapter.
- (g) Use variance. Under no circumstances shall the Board grant a variance to permit a use not generally permitted in the district involved, or any use expressly or by implication prohibited by the terms of this chapter in said district.

The Applicant has satisfactorily addressed the applicable criteria established in Section 168.09(2) for a variance in their filings.

STAFF RECOMMENDATION

Staff recommend approval of the request.

Attachments:

- 1. Applicant Information
- 2. Variance Application
- 3. Variance Criteria Memo KMA Engineering and Surveying

ENGINEERING & SURVEYING, I 3001 INDUSTRIAL AVE 2 FT. PIERCE, FL 34946 PHONE: (772) 569-5505 L.B. NO. 8351 REVISIONS: : DATE: COMMENT:

LEGEND OF ABBREVIATIONS

CONCRETE MONUMENT & DISK (AS NOTED)

CONCRETE MONUMENT

IRON ROD & CAP AS NOTED

OFFICIAL RECORDS BOOK

PARCEL IDENTIFICATION NUMBER POINT OF BEGINNING POINT OF COMMENCEMENT

MONUMENTATION AS NOTED

PERMANENT REFERENCE MONUMENT RIGHT OF WAY

A.K.A. ALSO KNOWN AS AVE. AVENUE B.B. BEARING BASE

BENCH MARK 5/8" IRON ROD & CAP STAMPED "KMA ENG & SURVEY LB 8351" CONCRETE BLOCK STRUCTURE

DEED BOOK

ELEVATION

EASEMENT FINISHED FLOOR

IDENTIFICATION MEASURED MANHOLE M.H.W.L. MEAN HIGH WATER LINE

MONUMENT

NUMBER NOT INCLUDED

NAIL & DISK NORTH

PLAT BOOK

SECTION SQUARE FEET

SUBDIVISION TRACT TOWNSHIP

LIGHT POLE

SEWER MANHOLE DRAINAGE MANHOLE IRRIGATION VALVE SEWER VALVE WATER VALVE HYDRANT WATER METER OAK TREE

EXISTING ELEVATION

1. BEARINGS SHOWN HEREON ARE BASED ALONG THE WEST RIGHT-OF-WAY LINE OF CLARKSON LANE, HAVING A BEARING OF NO1"13'07"W. ALL OTHER BEARINGS ARE RELATIVE THERETO. 2. ELEVATIONS ARE IN FEET AND RELATED TO THE INDIAN

RIVER COUNTY BENCHMARK "JBAIRD", HAVING A PUBLISHED ELEVATION= 7.56 NAVD (NORTH AMERICAN VERTICAL DATUM,). ALL OTHER ELEVATIONS ARE RELATIVE THERETO.

3. PROPERTY LIES IN F.I.R.M. ZONE AE 5, AE 6 & X, AS PER MAP NUMBER 12061C0234 J, DATED 1/26/2023. FLOOD ZONES ARE APPROXIMATE AS SCALED FROM FLOOD INSURANCE RATE

4. UTILITIES SHOWN HEREON ARE VISIBLE ABOVE GROUND FEATURES. ADDITIONAL SUBSURFACE UTILITIES AND OR

5. LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR RIGHTS-OF-WAY AND/OR EASEMENTS OF RECORD. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT SHOWN ON THIS SURVEY, THAT MAY BE FOUND IN THE PUBLIC RECORDS

7. THE EXPECTED USE OF THE SURVEY AND MAP IS

8. ALL DISTANCES AND ELEVATIONS SHOWN ARE IN ACCORD WITH THE UNITED STATES STANDARD USING FEET.

9. ALL DIRECTIONAL MEASUREMENTS SHOWN ARE IN THE FORMAT OF DEGREES, MINUTES AND SECONDS.

10. LEGAL DESCRIPTION IS UNSUPPORTED BY DEED BOOK AND

12. HORIZONTAL LOCATIONS WERE ESTABLISHED BY GLOBAL NAVIGATION SATELLITE SYSTEM (GNSS) REAL TIME KINEMATICS (RTK) USING FLORIDA DEPARTMENT OF TRANSPORTATION -FLORIDA PERMANENT REFERENCE NETWORK (FDOT - FPRN) WITH REDUNDANCY OF MEASUREMENTS PERFORMED. ALL HORIZONTAL ACCURACY IS 0.05 FOOT PLUS OR MINUS.

13. LAST DATE OF FIELD DATA ACQUISITION (BOUNDARY & TOPOGRAPHIC SURVEY) 3/6/2025.

15. ALL DIMENSIONS ARE PLAT AND MEASURED UNLESS OTHERWISE NOTED.

NORTHERLY PORTION OF AREA A, ALSO KNOWN AS 1-B;

RUN NO1"13'07"W ALONG THE WESTERLY BOUNDARY OF CLARKSON LANE FOR 120 FEET FOR THE POINT OF

BEGINNING AT THE NORTHEAST CORNER OF LOT 1; THENCE

BEGINNING; THENCE CONTINUE NO1"13'07"W 102.58 FEET TO A POINT OF CURVATURE; THENCE 76.74 FEET ALONG SAID

WESTERLY RIGHT-OF-WAY OF CLARKSON LANE ON ARC OF 720 FEET RADIUS CURVE CONCAVE TO THE WEST THRU A CENTRAL ANGLE OF 6°06'25", TO A POINT ON SAID CURVE; THENCE S82'40'28"W ON A LINE OF RADIAL CURVE 43.31 FEET; THENCE S 38°46'53" W FOR 160 FEET; THENCE S01"3'07"E FOR 52 FEET; THENCE N88'46'53"E FOR 150 FEET TO THE POINT OF BEGINNING.

THIS SURVEY MAP AND REPORT OR COPIES THEREOF ARE NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OR ELECTRONIC SIGNATURE OF A FLORIDA LICENSED

PART OF GOVERNMENT LOT 4 DESCRIBED AS FOLLOWS:

14. ALL SET CAPS LABELED KMA LB 8351 ARE SUPPORTED WITH AN 18" LONG #5 REBAR. ALL FOUND CAPS ARE A 5/8" ROD WITH A CAP OR 4"X4" CONCRETE MONUMENT ON AS

11. SUBJECT PARCEL CONTAINS 19,896 SQUARE FEET.

× X.X PROPOSED ELEVATION × X.X ASBUILT ELEVATION

SURVEY NOTES

FEATURES MAY EXIST.

LABELED SURVEY.

(UNSUPPORTED)

LEGAL DESCRIPTION

CONTAINING 0.46 ACRES MORE OR LESS.

WILLIAM E. HAYHURST

PROFESSIONAL SURVEYOR & MAPPER FLORIDA REGISTRATION NO 4416

CERTIFICATIONS: JOHN'S ISLAND CLUB, INC.

SURVEYOR AND MAPPER.

OF INDIAN RIVER COUNTY, FLORIDA. 6. PUBLIC WATER & SEWER AVAILABLE.

STREET

FOUND HIGH POINT

ESMT. F.F. FND.

MON. N&D

S. SEC. SQ.FT. ST.

-00003.0 A 32963 000-0040-0 FLORIDA :-40-07-0 SHORE

INDIAN

PROJECT No.: CHECKED BY: LAST FIELD DATE:

SHEET NUMBER:

3/6/2025

JOHN'S ISLAND GOLF CLUBHOUSE CLARKSON LANE REMOTE PARKING

CIVIL PLANS & SPECIFICATIONS

SECTION 07, TOWNSHIP 32, RANGE 40 TOWN OF INDIAN RIVER SHORES, FLORIDA





PROJECT INFORMATION

OWNER	REX WILSON for JOHN'S ISLAND CLUB INC 3 JOHN'S ISLAND DRIVE INDIAN RIVER SHORES, FL 32963 (772) 231-8589
ENGINEER	BLAINE BERGSTRESSER P.E. KMA ENGINEERING & SURVEYING LLC 3001 INDUSTRIAL AVENUE 2 FT. PIERCE, FL 34946 (772) 569-5505
SITE ADDRESS	WEST OF GOLF CLUBHOUSE
PARCEL ID#	32-40-07-00000-0040-00003.0
ZONING	R-1A
EXISTING USE	23 PAVED PARKING SPACES
PROPOSED USE	38 PAVED PARKING SPACES (MIN 10' x 20')

INDEX OF DRAWINGS				
Sheet Number	Sheet Title			
C-000	COVER			
C-001	Existing Conditions Plan			
C-002	Demolition Plan			
C-003	SWPP Plan			
C-100	Site Plan			
C-200	Paving Grading & Drainage Plan			
C-201	Miscellaneous Details			

ENGINEER & SURVEYOR



3001 INDUSTRIAL AVENUE 2 FT. PIERCE, FL 34946 PHONE: (772) 569-5505 FBPE C.O.A. # 33705

ENGINEER'S PROJECT NO. 22-1006

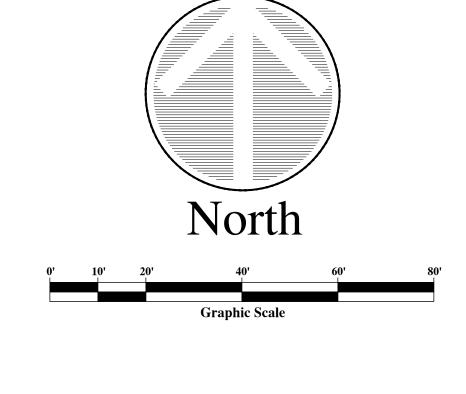


PROJECT No.: DRAWN BY: CHECKED BY: DATE:	22-100 CRV BRI 05/28/202
SHEET TITLE:	

EET NUMBER:

COVER

92



PARCEL ID#

GOLF CLUBHOUSE

SITE

BACK FLOW PREVENTOR

UNDERGROUND

POWER LINE

ENGINEER BLAINE BERGSTRESSER P.E.

FT. PIERCE, FL 34946

SITE ADDRESS CHAPIN LOT

32-40-07-00021-0000-00001.0

REMOTE PARKING (35 SPACES) PROPOSED USE

DRAINAGE STRUCTURE SCHEDULE D-1 EXISTING TYPE 'D' INLET

GENERAL NOTES

CONSTRUCTION STAKE OUT TO ASSURE PROPER CONSTRUCTION.

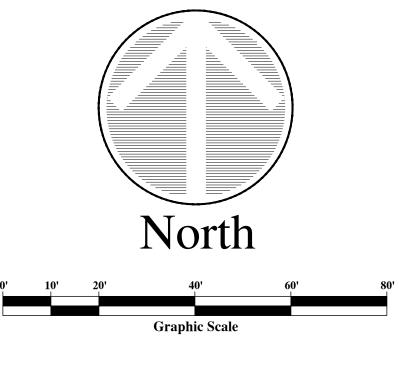
- 1. CONTRACTOR IS RESPONSIBLE FOR REVIEWING THE PROJECT DESIGN AND NOTIFYING OWNER AND ENGINEER OF ANY POTENTIAL COST SAVINGS, CONFLICTS, OR DISCREPANCIES IN PLANS PRIOR TO FINAL CONTRACT FOR CONSTRUCTION.

 2. CONTRACTOR AND SURVEYOR SHALL COORDINATE WITH KMA ENGINEERING & SURVEYING DAILY PRIOR TO
- 3. PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE UNDERGROUND UTILITY NOTIFICATION CENTER AT 811 AND ANY OTHER POTENTIALLY AFFECTED UTILITY PROVIDERS FOR INSTALLATION OF NECESSARY CONDUIT AND CONFLICT AVOIDANCE, ANY NECESSARY UTILITY ADJUSTMENTS/RELOCATIONS, AND FOR GENERAL COORDINATION WITH THESE UTILITY PROVIDERS: FLORIDA POWER AND LIGHT, CITY OF VERO BEACH UTILITY DEPARTMENT, INDIAN RIVER COUNTY UTILITY DEPARTMENT, COMCAST CABLE, AT&T & FLORIDA GAS.
- 4. CONTRACTOR IS TO EXERCISE CAUTION WHEN WORKING NEAR OVERHEAD OR UNDERGROUND UTILITY LINES. THE LOCATIONS OF THE UTILITIES SHOWN ON THE PLANS ARE APPROXIMATE AND ARE THE RESPONSIBILITY OF THE CONTRACTOR AND UTILITY PROVIDER TO FIELD LOCATE PRIOR TO WORKING IN THE AREA. THE CONTRACTOR SHALL
- BE RESPONSIBLE FOR REPAIRING ANY DAMAGED UTILITIES RESULTING FROM THE CONTRACTOR'S WORK.

 5. THE CONTRACTOR SHALL VERIFY ALL EXISTING TIE-INS FOR DRAINAGE, WATER, SEWER, PAVING, AND ELEVATIONS, AS NECESSARY, PRIOR TO CONSTRUCTION COMMENCEMENT. THE CONTRACTOR SHALL VERIFY THE ACCURACY AND SUITABILITY OF ALL CONSTRUCTION STAKE-OUTS PRIOR TO COMMENCEMENT OF CONSTRUCTION TO ASSURE
- COMPLIANCE WITH PLANS, CROSS SECTIONS, DETAILS, AND PERMITS. 6. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THAT ALL CONSTRUCTION PERMITS AND BONDS HAVE BEEN ACQUIRED PRIOR TO COMMENCING CONSTRUCTION. A COPY OF THE APPROVED CONSTRUCTION PLAN AND ALL PERMITS AND BONDS SHALL BE LOCATED ON THE JOB SITE AT ALL TIMES.
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- 9. THE CONTRACTOR WILL BE REQUIRED TO SUBMIT AN AS-BUILT SURVEY CERTIFIED BY A REGISTERED, LICENSED SURVEYOR OF ALL CONSTRUCTED IMPROVEMENTS AT PROJECT COMPLETION.
- 10. NO DESIGN CHANGES ARE TO OCCUR TO THE APPROVED CONSTRUCTION PLANS WITHOUT PRIOR APPROVAL OF THE PROJECT ENGINEER.
- 11. ALL EXCAVATED MATERIAL SHALL BE USED IN SITU AS FILL MATERIAL, AS NEEDED. NO EXCAVATED MATERIAL SHALL BE TRANSFERRED OFFSITE. ALL IMPORTED FILL MUST HAVE A CURVE NUMBER VALUE OF NO GREATER THAN 46. ALL IMPORTED MATERIAL MUST BE VERIFIED BY A LICENSED GEOTECHNICAL ENGINEER AND SUBMITTED TO THE ENGINEER OF RECORD FOR APPROVAL BEFORE BEING BROUGHT ONSITE

NAVD 1988

ALL ELEVATIONS DEPICTED HEREON REFERENCE NAVD 1988



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OWNER

REX WILSON for JOHN'S ISLAND CLUB INC 3 JOHN'S ISLAND DRIVE INDIAN RIVER SHORES, FL 32963 (772) 231-8589

KMA ENGINEERING & SURVEYING LLC 3001 INDUSTRIAL AVENUE 2

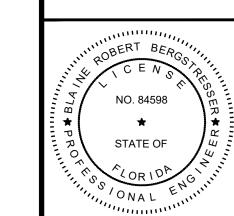
(772) 569-5505

(NORTHWEST OF GOLF CLUBHOUSE)

ZONING R-1A

EXISTING USE REMOTE PARKING (22 SPACES)

TOP = 5.90 NAVD



ISLAND INC.

JOHN'S I CLUB.

KMA

NGINEERING & SURVEYING, 3001 INDUSTRIAL AVE 2 FORT PIERCE, FL 34946 PHONE: (772) 569-5505 FBPE C.O.A. # 33705

NOT FOR

CONSTRUCTION

BLAINE BERGSTRESSER, F FLORIDA LICENSE No. 84598 8/27/2025



PROJECT No. DRAWN BY: CHECKED BY:

SHEET TITLE:

EXISTING CONDITIONS PLAN

SHEET NUMBER: C-001

		CURV	E TABLE		
CURVE #	RADIUS	DELTA	LENGTH	CHORD BEARING	CHORD
C1	720.00'	6°06'25"	76.74	S04°16'19"E	76.71

FLOOD ZONE

PAVER — CART PATH

GOLF COURSE

FLOOD ZONE

6" MISC

CLUSTER

FLOOD ZONE

'AE 5

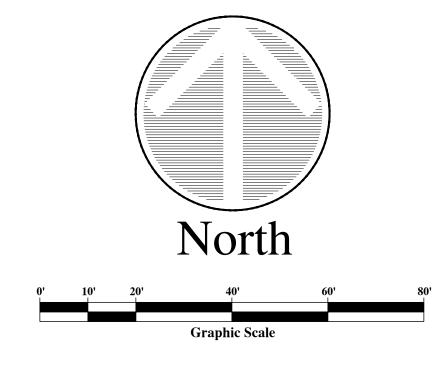
17"&19"— DBL OAK

TREE

FLOOD ZONE

PARCEL #32-40-07-00000-0040-00002.0

05/28/2025



SITE DATA

ENGINEER

OWNER

REX WILSON for
JOHN'S ISLAND CLUB INC
3 JOHN'S ISLAND DRIVE
INDIAN RIVER SHORES, FL 32963
(772) 231-8589

BLAINE BERGSTRESSER P.E. KMA ENGINEERING & SURVEYING LLC

3001 INDUSTRIAL AVENUE 2 FT. PIERCE, FL 34946 (772) 569-5505

SITE ADDRESS CHAPIN LOT (NORTHWEST OF GOLF CLUBHOUSE)

PARCEL ID # 32-40-07-00021-0000-00001.0

ZONING R-1A

EXISTING USE REMOTE PARKING (22 SPACES)

PROPOSED USE REMOTE PARKING (35 SPACES)

SITE AREAS:
PROJECT LIMITS
PROJECT LIMITS
CLARKSON LANE REMOTE PARKING PARCEL (EXISTING)
PROPOSED GOLF COURSE ACCESS EASEMENT

IMPERVIOUS AREAS:

AREA
24,337 sf
100.0%
19,896 sf
81.8%
18.2%

EXISTING ASPHALT PARKING LOT

PROPOSED PARKING LOT/ & CURBING
INCREASE IN IMPERVIOUS AREA

OPEN SPACE/LANDSCAPE AREAS:

EXISTING OPEN SPACE/LANDSCAPING OF PROJECT LIMITS

16,027 sf

65.8%

EXISTING OPEN SPACE/LANDSCAPING OF PROJECT LIMITS 16,027 sf 65.8% PROPOSED OPEN SPACE/LANDSCAPING OF PROJECT LIMITS 11,883 sf 48.8% DECREASE IN OPEN SPACE/LANDSCAPE AREA 4,144 sf 17.0%

GENERAL NOTES

- CONTRACTOR IS RESPONSIBLE FOR REVIEWING THE PROJECT DESIGN AND NOTIFYING OWNER AND ENGINEER OF ANY
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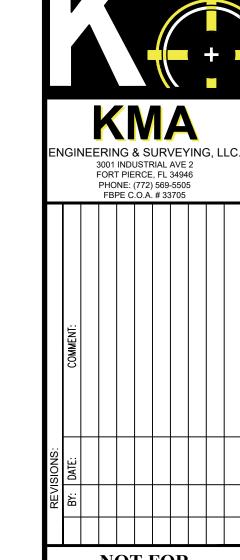
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ENGINEER OF RECORD FOR APPROVAL BEFORE BEING BROUGHT ONSITE

NAVD 1988

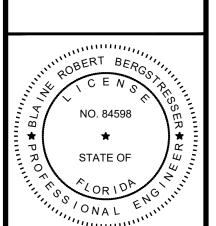
ALL ELEVATIONS DEPICTED HEREON REFERENCE NAVD 1988



NOT FOR CONSTRUCTION

> SOLF CLUBHOUSE REMOTE PARKING

JOHN'S ISLAND CLUB. INC.



BLAINE BERGSTRESSER, P.E FLORIDA LICENSE No. 84598 8/27/2025



PROJECT No.: DRAWN BY: CHECKED BY:

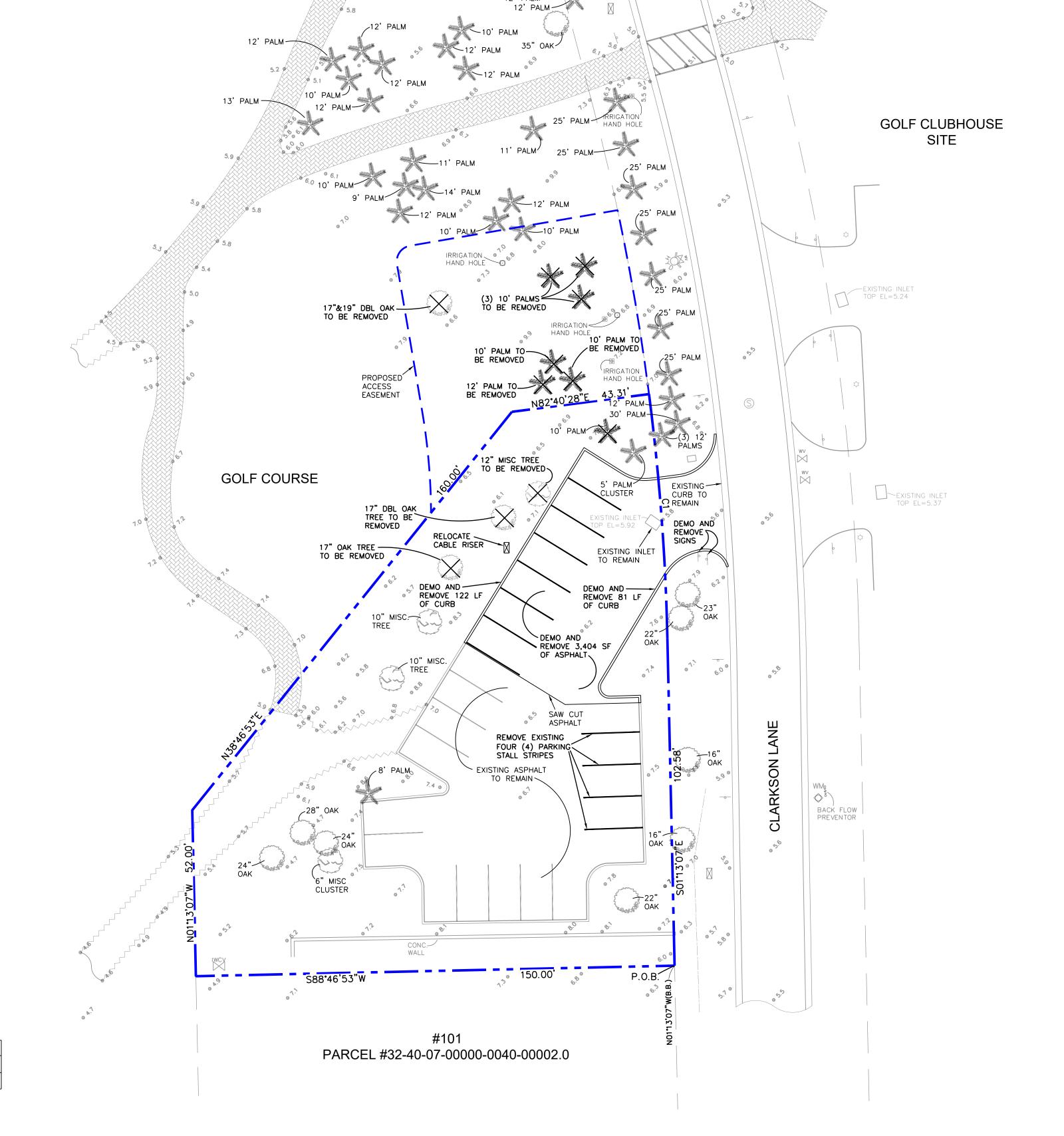
HECKED BY:
ATE:
SHEET TITLE:

DEMOLITION PLAN

SHEET NUMBER:

C-002

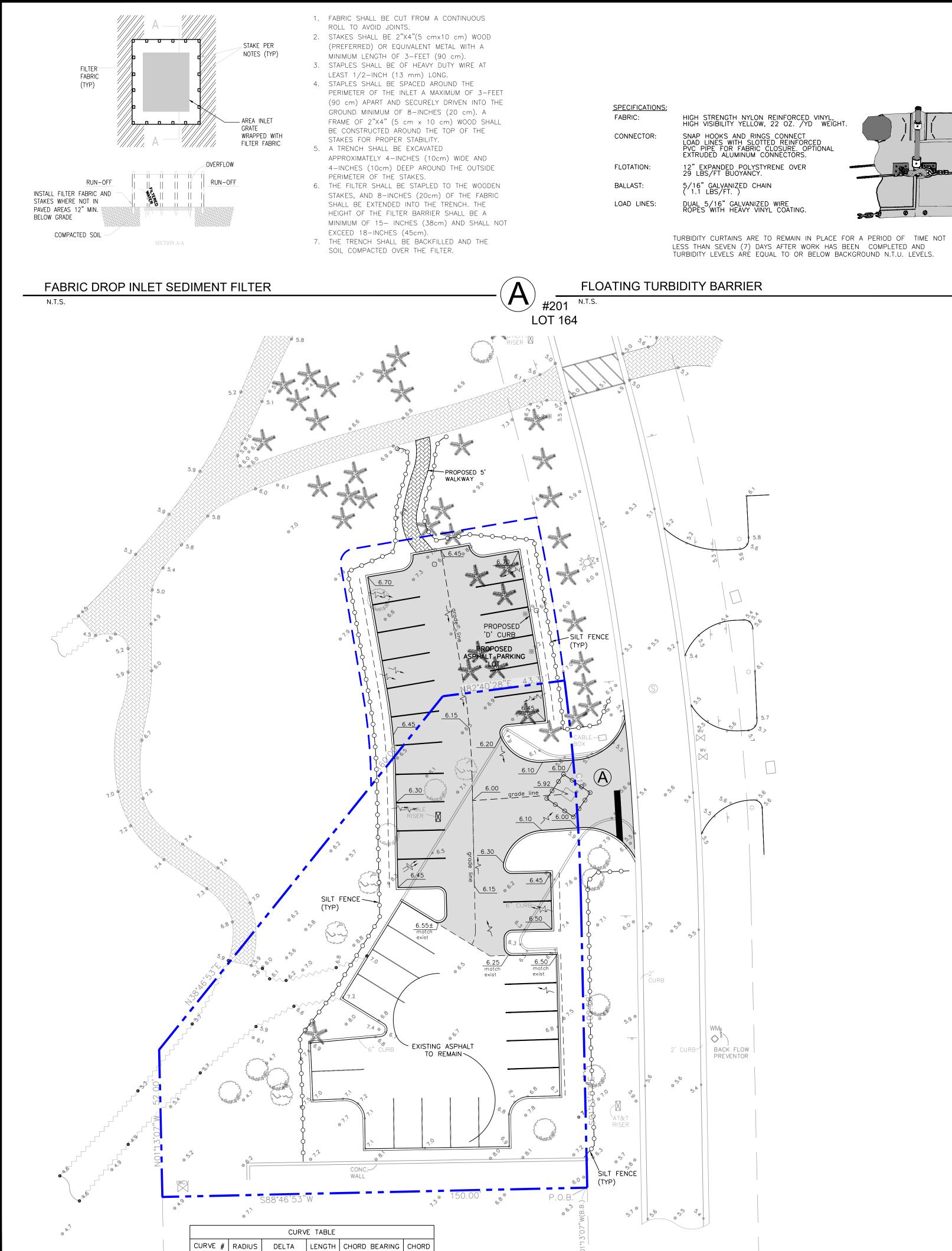
05/28/2025



CURVE TABLE

CURVE # RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD

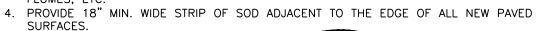
C1 | 720.00' | 6°06'25" | 76.74' | S04°16'19"E | 76.71

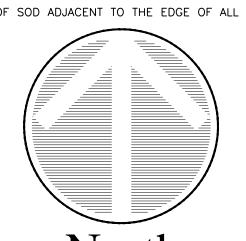


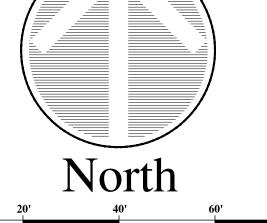
C1 | 720.00' | 6°06'25" | 76.74' | S04°16'19"E | 76.71'

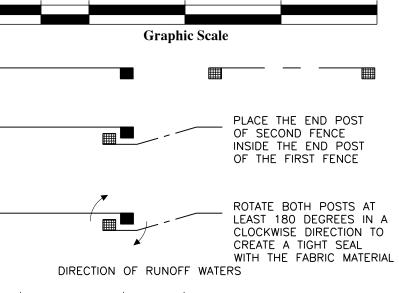
FILTER FABRIC NOTES:

- 1. FILTER BARRIERS SHALL BE CONSTRUCTED AT THE FOLLOWING LOCATIONS TO INTERCEPT AND DETAIN SEDIMENT FROM DISTURBED AREAS DURING CONSTRUCTION OPERATIONS FROM ENTERING EXISTING WETLANDS. DITCHES. OR RECEIVING WATERS.
- 1.A. AT THE PERIMETER OF ALL EXISTING WETLANDS THAT ARE BELOW DISTURBED AREAS WHERE EROSION COULD OCCUR DURING CONSTRUCTION OPERATIONS, AND AT THE LIMITS OF FILL OF EXISTING WETLANDS.
- 1.B. AT THE PERIMETER OF ALL INLETS IMMEDIATELY FOLLOWING THE INSTALLATION AND BACKFILLING OF EACH INLET.
- 1.C. AT ALL EXISTING DITCHES THAT TRAVERSE THE PROJECT SITE, A FILTER BARRIER SHALL BE CONSTRUCTED AT THE DOWNSTREAM PROPERTY LINE. 1.D. AT ALL OTHER LOCATIONS DEPICTED ON THE PLANS OR AS REQUESTED IN THE FIELD BY THE PROJECT ENGINEER.
- 2. FLOATING SILT BARRIERS SHALL BE INSTALLED AROUND THE POINT OF DISCHARGE TO A WATER BODY. THE BARRIERS SHALL BE REGULARLY CHECKED AND MAINTAINED TO ENSURE ADEQUATE FUNCTION UNTIL ALL PAVEMENT SURFACES ARE COMPLETE AND ALL
- SWALED AREAS HAVE GRASS COVER. 3. IN LIEU OF SEED AND MULCH, SOD ALL AREAS THAT ARE PRONE TO EXCESSIVE EROSION, INCLUDING AREAS ADJACENT TO CULVERT ENDS, DISCHARGE STRUCTURES,









ATTACHING TWO SILT FENCES

NAVD 1988

ALL ELEVATIONS DEPICTED

HEREON REFERENCE NAVD 1988

DRIVE BOTH POSTS ABOUT

10 INCHES INTO THE GROUND AND BURY FLAP

SILT FENCE APPLICATION NOTES

1. THE HEIGHT OF SILT FENCE SHALL NOT EXCEED 36 INCHES (90CM).

STANDARD DETAIL

TRENCH WITH NATIVE BACKFILL

N.T.S.

- 2. THE FILTER FABRIC SHALL BE PURCHASED IN A CONTINUOUS ROLE CUT TO THE LENGTH OF THE BARRIER TO AVOID THE USE OF JOINTS. WHEN JOINTS ARE NECESSARY, FILTER CLOTH SHALL BE SPLICED AS DESCRIBED IN ITEM
- 3. POSTS SHALL BE SPACED A MAXIMUM OF 10 FEET (3M) APART AT THE BARRIER LOCATION AND DRIVEN SECURELY INTO THE GROUND A MINIMUM OF 12 INCHES (30 CM). WHEN EXTRA STRENGTH FABRIC IS USED WITHOUT THE WIRE SUPPORT FENCE, POST SPACING SHALL NOT EXCEED 6 FT (1.8M).

ALTERNATE DETAIL

TRENCH WITH GRAVEL

N.T.S.

FOR ADDITIONAL STRENGTH

1. INSPECT AND REPAIR FENCE AFTER EACH

STORM EVENT AND REMOVE SEDIMENT WHEN

2. REMOVED SEDIMENT SHALL BE DEPOSITED TO AN AREA THAT WILL NOT CONTRIBUTE

SILT FENCE SHALL BE PLACED ON SLOPE

CONTOURS TO MAXIMIZE PONDING EFFICIENCY.

FABRIC SILT FENCE

N.T.S.

SEDIMENT OFF-SITE AND CAN BE PERMANENTLY

SILT FENCE MATERIAL CAN

BE ATTACHED TO A 6-INCH (MAX.)

SILT FENCE MATERIAL SECURELY FASTENED TO THE POSTS OR IF

APPROXIMATELY 8 INCHES OF

SILT FENCE MATERIAL MUST BE EXTEND INTO A TRENCH AND

BE ANCHORED WITH COMPAÇTED

(RECOMMENDED

STORAGE HT.

USED THE WIRE MESH

PONDING HT

BACKFILL MATERIAL

WOOD OR STEEL POST

36" HIGH MAX

MESH WIRE SCREEN WHICH HAS

BEEN FASTENED TO THE POSTS

4. A TRENCH SHALL BE EXCAVATED APPROXIMATELY 4 INCHES (10CM) WIDE AND 6 INCHES (10CM) DEEP ALONG THE LINES OF POSTS AND UPSLOPE FROM THE BARRIER.

SPACING OF POST

BACKFILLED TRENCH

TO BE 6-10 FEET APART

SILT FENCE MATERIAL SECURELY

FASTENED TO THE POSTS OR IF

APPROXIMATELY 8 INCHES OF

SILT FENCE MATERIAL MUST BE EXTEND INTO A TRENCH AND

COMPACTED BACKFILL MATERIAL

4"x6" TRENCH

WITH COMPACTED

BACKFILL

USED THE WIRE MESH

PONDING HT.

BE ANCHORED WITH

WOOD OR

STEEL POST

36" HIGH MAX

SILT FENCE

CCORDING

NEED

B

MATERIAL

- 5. WHEN STANDARD STRENGTH FILTER FABRIC IS USED, A WIRE MESH SUPPORT FENCE SHALL BE FASTENED SECURELY TO THE UPSLOPE SIDE OF THE POSTS USING HEAVY DUTY WIRE STAPLES AT LEAST 1 INCH (25MM) LONG, TIE WIRES, OR HOG RINGS. THE WIRE SHALL EXTEND INTO THE TRENCH A MINIMUM OF 2 INCHES (5CM) AND SHALL NOT EXTEND MORE THAN 36 INCHES (90 CM) ABOVE THE ORIGINAL GROUND SURFACE.
- 6. THE STANDARD STRENGTH FILTER FABRIC SHALL BE STAPLED OR WIRED TO THE FENCE, AND 8 INCHES (20CM) OF THE FABRIC SHALL BE EXTENDED INTO THE TRENCH. THE FABRIC SHALL NOT EXTEND MORE THAN 36 INCHES (90 CM) ABOVE THE ORIGINAL GROUND SURFACE.
- 7. WHEN EXTRA STRENGTH FILTER FABRIC AND CLOSER POST SPACINGS ARE USED, THE WIRE MESH SUPPORT FENCE MAY BE ELIMINATED. IN SUCH A CASE, THE FILTER FABRIC IS STAPLED OR WIRED DIRECTLY TO THE POSTS WITH ALL OTHER PROVISIONS OF ITEM NO.6 APPLYING.
- 8. WHEN ATTACHING TWO SILT FENCES TOGETHER, PLACE THE END POST OF THE SECOND FENCE INSIDE THE END POST OF THE FIRST FENCE. ROTATE BOTH THE POSTS AT LEAST 180 DEGREES IN A CLOCKWISE DIRECTION TO CREATE A TIGHT SEAL WITH THE FILTER FABRIC. DRIVE BOTH POSTS INTO THE GROUND AND BURY THE FLAP.
- 9. THE TRENCH SHALL BE BACKFILLED AND THE SOIL COMPACTED OVER THE FILTER FABRIC
- 10. THE MOST EFFECTIVE APPLICATION CONSISTS OF A DOUBLE ROW OF SILT FENCES SPACED A MINIMUM OF THREE FEET APART. THE THREE FOOT SEPARATION IS SO THAT IF THE FIRST ROW COLLAPSES IT WILL NOT FALL ON THE SECOND ROW. WIRE OR SYNTHETIC MESH MAY BE USED TO REINFORCE THE FIRST ROW.
- 11. WHEN USED TO CONTROL SEDIMENTS FROM A STEEP SLOPE, SILT FENCES SHOULD BE PLACED AWAY FROM THE TOE OF THE SLOPE FOR INCREASED HOLDING CAPACITY.
- 12. SILT FENCES SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR USEFUL PURPOSE, BUT NOT BEFORE THE UPSLOPE AREA HAS BEEN PERMANENTLY STABILIZED.

EROSION CONTROL NOTES

- 1. SEDIMENT BASINS AND TRAPS, PERIMETER DIKES, SEDIMENT BARRIERS AND OTHER MEASURES INTENDED TO TRAP SEDIMENT SHALL BE CONSTRUCTED AS A FIRST STEP IN ANY LAND DISTURBING ACTIVITY AND SHALL BE MADE FUNCTIONAL BEFORE UP-SLOPE LAND DISTURBANCE TAKES PLACE.
- 2. ALL SEDIMENT CONTROL MEASURES ARE TO BE ADJUSTED TO MEET FIELD CONDITIONS AT THE TIME OF CONSTRUCTION AND BE CONSTRUCTED PRIOR TO ANY GRADING OR DISTURBANCE OF EXISTING SURFACE MATERIAL ON
- BALANCE OF SITE. PERIMETER SEDIMENT BARRIERS SHALL BE CONSTRUCTED TO PREVENT SEDIMENT OR TRASH FROM FLOWING OR FLOATING ON TO ADJACENT PROPERTIES. 3. PERMANENT OR TEMPORARY SOIL STABILIZATION SHALL BE APPLIED TO DENUDED AREAS WITHIN SEVEN (7) DAYS AFTER FINAL GRADE IS REACHED ON ANY PORTION OF THE SITE. TEMPORARY SOIL STABILIZATION SHALL BE
- APPLIED WITHIN SEVEN (7) DAYS TO DENUDED AREAS THAT MAY NOT BE AT FINAL GRADE BUT WILL REMAIN UNDISTURBED FOR LONGER THAN 30 DAYS. PERMANENT STABILIZATION SHALL BE APPLIED TO AREAS THAT ARE TO BE LEFT UNDISTURBED FOR MORE THAN ONE YEAR. 4. DURING CONSTRUCTION OF THE PROJECT, SOIL STOCK PILES SHALL BE STABILIZED, COVERED OR CONTAINED WITH SEDIMENT TRAPPING MEASURES. THE APPLICANT IS RESPONSIBLE FOR THE TEMPORARY PROTECTION AND
- PERMANENT STABILIZATION OF ALL SOIL STOCKPILES ON SITE AS WELL AS SOIL INTENTIONALLY TRANSPORTED FROM THE PROJECT SITE. 5. A PERMANENT VEGETATIVE COVER SHALL BE ESTABLISHED ON DENUDED AREAS NOT OTHERWISE PERMANENTLY STABILIZED.
- 6. AFTER ANY SIGNIFICANT RAINFALL, SEDIMENT CONTROL STRUCTURES WILL BE INSPECTED FOR INTEGRITY. ANY DAMAGED DEVICES SHALL BE CORRECTED IMMEDIATELY.
- 7. CONCENTRATED RUNOFF SHALL NOT FLOW DOWN CUT OR FILL SLOPES UNLESS CONTAINED WITHIN AN ADEQUATE TEMPORARY OR PERMANENT CHANNEL, FLUME, SLOPE DRAIN STRUCTURE OR APPROVED CONTROL.
- 8. SEDIMENT WILL BE PREVENTED FROM ENTERING ANY STORM WATER SYSTEM, DITCH OR CHANNEL. ALL STORM WATER INLETS THAT ARE MADE OPERABLE DURING CONSTRUCTION SHALL BE PROTECTED SO THAT SEDIMENT-LADEN WATER CANNOT ENTER THE CONVEYANCE SYSTEM WITHOUT FIRST BEING FILTERED OR OTHERWISE TREATED TO REMOVE SEDIMENT.
- 9. WHEN WORK IN A LIVE WATERCOURSE IS PERFORMED, PRECAUTIONS SHALL BE TAKEN TO MINIMIZE ENCROACHMENT, CONTROL SEDIMENT TRANSPORT AND STABILIZE THE WORK AREA TO THE GREATEST EXTENT POSSIBLE DURING
- 10. PERIODIC INSPECTION AND MAINTENANCE OF ALL SEDIMENT CONTROL STRUCTURES MUST BE PROVIDED TO ENSURE INTENDED PURPOSE IS ACCOMPLISHED. THE DEVELOPER, OWNER AND/OR CONTRACTOR SHALL BE CONTINUALLY RESPONSIBLE FOR ALL SEDIMENT CONTROLS. SEDIMENT CONTROL MEASURES SHALL BE IN WORKING CONDITION AT THE END OF EACH WORKING DAY.
- 11. WHERE CONSTRUCTION VEHICLE ACCESS ROUTES INTERSECT PAVED PUBLIC ROADS, PROVISIONS SHALL BE MADE TO MINIMIZE THE TRANSPORT OF SEDIMENT BY TRACKING ONTO THE PAVED SURFACE. WHERE SEDIMENT IS TRANSPORTED ONTO A PUBLIC ROAD SURFACE WITH CURBS AND GUTTERS, THE ROAD SHALL BE CLEANED THOROUGHLY AT THE END OF EACH DAY. SEDIMENT SHALL BE REMOVED FROM THE ROADS BY SHOVELING OR SWEEPING AND TRANSPORTED TO A SEDIMENT CONTROL DISPOSAL AREA. STREET WASHING SHALL BE ALLOWED ONLY AFTER SEDIMENT IS REMOVED IN THIS MANNER. THIS PROVISION SHALL APPLY TO INDIVIDUAL SUBDIVISION LOTS AS WELL AS TO LARGER LAND DISTURBING ACTIVITIES.
- 12. ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES SHALL BE REMOVED WITHIN 30 DAYS AFTER FINAL SITE STABILIZATION OR AFTER THE TEMPORARY MEASURES ARE NO LONGER NEEDED.
- 13. PROPERTIES AND WATERWAYS DOWNSTREAM FROM CONSTRUCTION SITES SHALL BE PROTECTED FROM SEDIMENT DEPOSITION AND EROSION AT ALL TIMES DURING CONSTRUCTION.
- 14. EROSION CONTROL DESIGN AND CONSTRUCTION SHALL FOLLOW THE REQUIREMENTS IN INDEX NUMBERS 101, 102 AND 103 OF F.D.O.T. ROADWAY AND TRAFFIC DESIGN STANDARDS AND COUNTY PERMITS.
- 15. CONTRACTOR IS RESPONSIBLE FOR ALL SURFACE WATER DISCHARGES, RAINFALL RUN OFF OR DEWATERING ACTIVITIES. 16. CONTRACTOR MUST INCORPORATE ALL BMP'S NECESSARY TO MEET OR EXCEED STATE WATER QUALITY AND SWPPP REQUIREMENTS.
- 17. THE POLLUTION PREVENTION PLAN IS A MINIMUM GUIDELINE ONLY. ADDITIONAL BMP'S MAY BE NECESSARY AT CONTRACTOR'S EXPENSE.
- 18. NOI TO BE POSTED ON SITE.
- 19. DEWATERING ACTIVITIES:
- A -DISCHARGE MUST NOT EXCEED STATE WATER QUALITY STANDARDS. B -CONTRACTOR MUST HAVE A TRANSFERABLE SJRWMD CONSUMPTIVE USE PERMIT KNOWN AS A "NOTICED GENERAL PERMIT FOR SHORT TERM CONSTRUCTION DE-WATERING"
- C -NO HYDRAULIC PUMPS MAY BE USED FOR DEWATERING UNLESS APPROVED BY THE WATER MANAGEMENT DISTRICT FOR THAT AREA.
- D -NO TURBID DISCHARGE. TURBIDITY READINGS ARE REQUIRED ONCE A WEEK AND MUST BE REPORTED TO THE PROJECT ENGINEER.



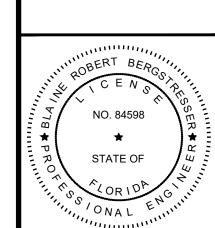
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HN'S CLUB.



BLAINE BERGSTRESSER, P FLORIDA LICENSE No. 84598 8/27/2025



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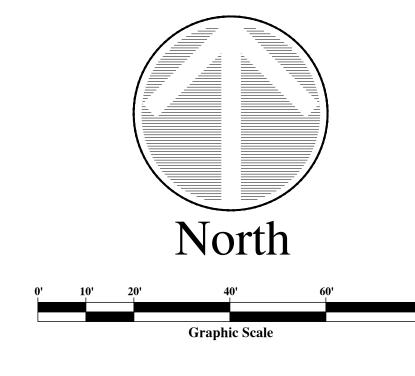
> DRAWN BY: CHECKED BY: SHEET TITLE:

SWPP PLAN

SHEET NUMBER:

C-003

05/28/2025



SITE DATA

ENGINEER

OWNER REX WILSON for JOHN'S ISLAND CLUB INC 3 JOHN'S ISLAND DRIVE INDIAN RIVER SHORES, FL 32963

(772) 231-8589

BLAINE BERGSTRESSER P.E. KMA ENGINEERING & SURVEYING LLC 3001 INDUSTRIAL AVENUE 2

FT. PIERCE, FL 34946 (772) 569-5505

SITE ADDRESS CHAPIN LOT (NORTHWEST OF GOLF CLUBHOUSE)

PARCEL ID# 32-40-07-00021-0000-00001.0

ZONING R-1A

FLOODZONE AE-5, AE-6 & X PER F.I.R.M. MAP 12061C0234 J, DATED 1/26/2023

EXISTING USE REMOTE PARKING (22 SPACES) PROPOSED USE REMOTE PARKING (35 SPACES)

PARKING COUNT

	EXISTING	PROPOSED	
ON-SITE STANDARD SPACES	253 STANDARD SPACES	253 STANDARD SPACES	
ON-SITE HANDICAP PARKING SPACES	14 HANDICAP SPACES	14 HANDICAP SPACES	
CHAPIN LOT REMOTE PARKING	42 STANDARD SPACES	57 STANDARD SPACES (via separate application	on)
CLARKSON LANE REMOTE PARKING	23 STANDARD SPACES	35 STANDARD SPACES	
TOTAL GOLF CLUBHOUSE PARKING PROVIDED	332 SPACES PROVIDED	360 SPACES PROPOSED	

PROJECT AREAS

SITE AREAS:	AREA	% PROJECT LIMITS
PROJECT LIMITS	24,337 sf	100.0%
CLARKSON LANE REMOTE PARKING PARCEL (EXISTING)	19,896 sf	81.8%
PROPOSED GOLF COURSE ACCESS EASEMENT	4,441 sf	18.2%
IMPERVIOUS AREAS:		
EXISTING ASPHALT PARKING LOT	8,309 sf	34.1%
PROPOSED PARKING LOT/ & CURBING	12,454 sf	51.1%
INCREASE IN IMPERVIOUS AREA	4,415 sf	17.0%
OPEN SPACE/LANDSCAPE AREAS:		
EXISTING OPEN SPACE/LANDSCAPING OF PROJECT LIMITS	16,027 sf	65.8%
PROPOSED OPEN SPACE/LANDSCAPING OF PROJECT LIMITS	11,883 sf	48.8%
DECREASE IN OPEN SPACE/LANDSCAPE AREA	4,144 sf	17.0%

GENERAL NOTES

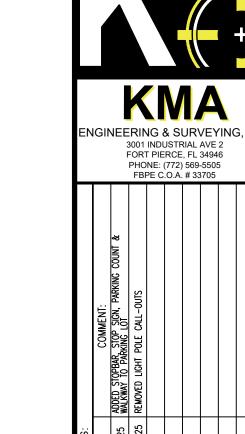
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 2. CONTRACTOR AND SURVEYOR SHALL COORDINATE WITH KMA ENGINEERING & SURVEYING DAILY PRIOR TO CONSTRUCTION STAKE OUT TO ASSURE PROPER CONSTRUCTION.
- 3. PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE UNDERGROUND UTILITY NOTIFICATION CENTER AT 811 AND ANY OTHER POTENTIALLY AFFECTED UTILITY PROVIDERS FOR INSTALLATION OF NECESSARY CONDUIT AND CONFLICT AVOIDANCE, ANY NECESSARY UTILITY ADJUSTMENTS/RELOCATIONS, AND FOR GENERAL COORDINATION WITH THESE UTILITY PROVIDERS: FLORIDA POWER AND LIGHT, CITY OF VERO BEACH UTILITY DEPARTMENT, INDIAN RIVER COUNTY UTILITY DEPARTMENT, COMCAST CABLE, AT&T & FLORIDA GAS.
- 4. CONTRACTOR IS TO EXERCISE CAUTION WHEN WORKING NEAR OVERHEAD OR UNDERGROUND UTILITY LINES. THE LOCATIONS OF THE UTILITIES SHOWN ON THE PLANS ARE APPROXIMATE AND ARE THE RESPONSIBILITY OF THE CONTRACTOR AND UTILITY PROVIDER TO FIELD LOCATE PRIOR TO WORKING IN THE AREA. THE CONTRACTOR SHALL
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 5. THE CONTRACTOR SHALL VERIFY ALL EXISTING TIE-INS FOR DRAINAGE, WATER, SEWER, PAVING, AND ELEVATIONS, AS NECESSARY, PRIOR TO CONSTRUCTION COMMENCEMENT. THE CONTRACTOR SHALL VERIFY THE ACCURACY AND SUITABILITY OF ALL CONSTRUCTION STAKE-OUTS PRIOR TO COMMENCEMENT OF CONSTRUCTION TO ASSURE
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- 9. THE CONTRACTOR WILL BE REQUIRED TO SUBMIT AN AS-BUILT SURVEY CERTIFIED BY A REGISTERED, LICENSED SURVEYOR OF ALL CONSTRUCTED IMPROVEMENTS AT PROJECT COMPLETION.
- 10. NO DESIGN CHANGES ARE TO OCCUR TO THE APPROVED CONSTRUCTION PLANS WITHOUT PRIOR APPROVAL OF THE PROJECT ENGINEER.
- 11. ALL EXCAVATED MATERIAL SHALL BE USED IN SITU AS FILL MATERIAL, AS NEEDED. NO EXCAVATED MATERIAL SHALL BE TRANSFERRED OFFSITE. ALL IMPORTED FILL MUST HAVE A CURVE NUMBER VALUE OF NO GREATER THAN 46. ALL IMPORTED MATERIAL MUST BE VERIFIED BY A LICENSED GEOTECHNICAL ENGINEER AND SUBMITTED TO THE ENGINEER OF RECORD FOR APPROVAL BEFORE BEING BROUGHT ONSITE

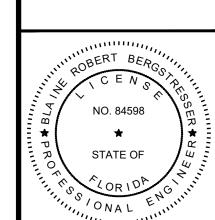


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NOT FOR CONSTRUCTION

JOHN'S I CLUB.



BLAINE BERGSTRESSER, F FLORIDA LICENSE No. 84598 8/27/2025

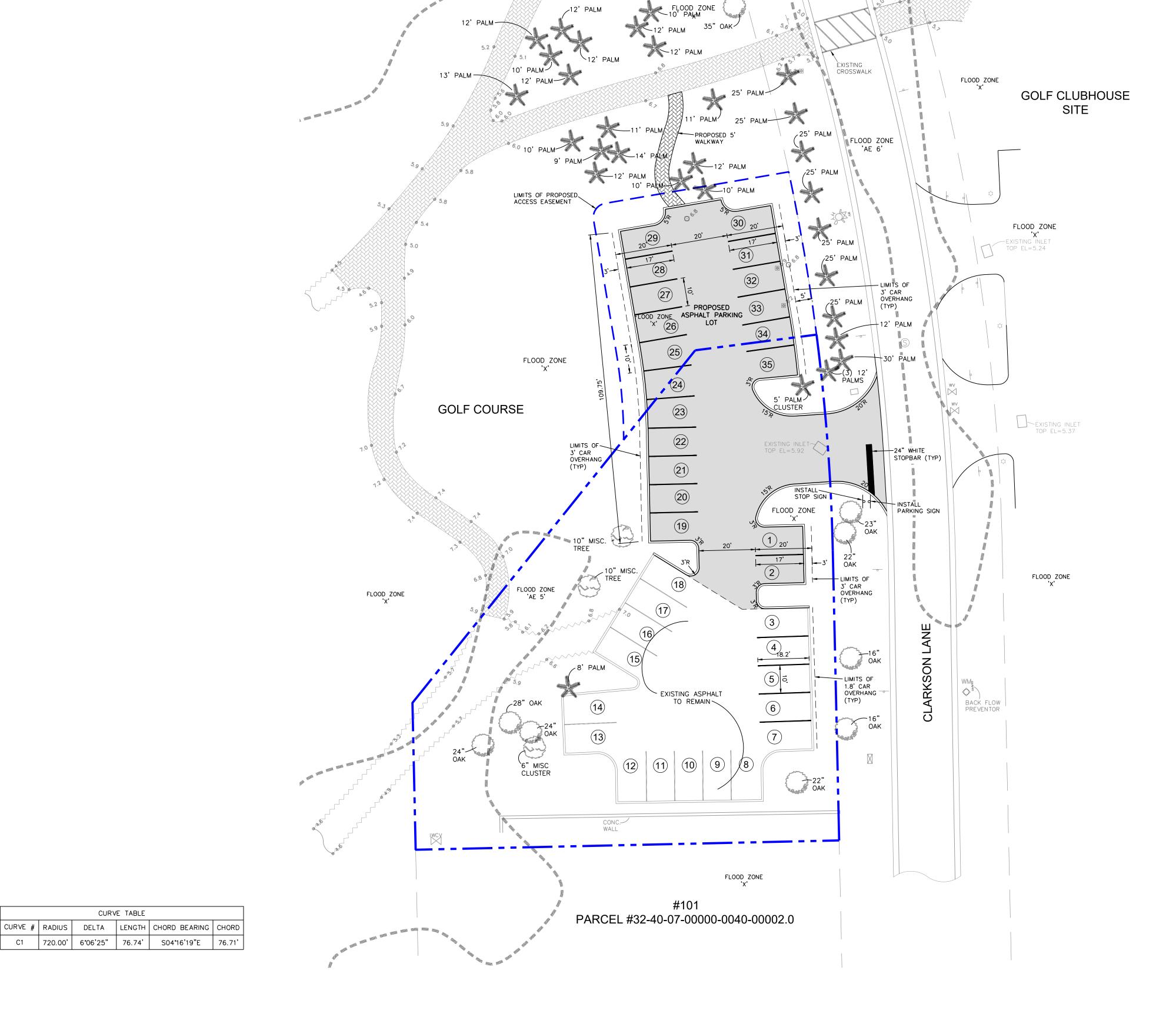


PROJECT No. DRAWN BY: CHECKED BY: 05/28/2025

SHEET TITLE:

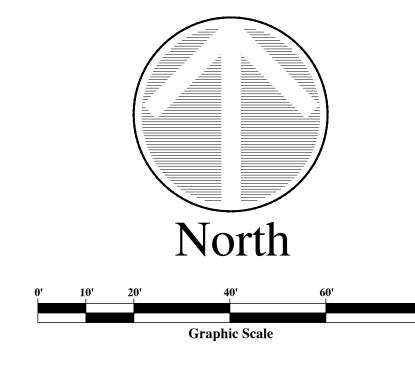
SITE PLAN

SHEET NUMBER: C-100



FLOOD ZONE

CURVE TABLE



SITE DATA

REX WILSON for JOHN'S ISLAND CLUB INC OWNER 3 JOHN'S ISLAND DRIVE INDIAN RIVER SHORES, FL 32963 (772) 231-8589

ENGINEER BLAINE BERGSTRESSER P.E. KMA ENGINEERING & SURVEYING LLC

3001 INDUSTRIAL AVENUE 2 FT. PIERCE, FL 34946 (772) 569-5505

SITE ADDRESS CHAPIN LOT (NORTHWEST OF GOLF CLUBHOUSE)

PARCEL ID# 32-40-07-00021-0000-00001.0

ZONING R-1A

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REMOTE PARKING (35 SPACES) PROPOSED USE

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EXISTING OPEN SPACE/LANDSCAPING OF PROJECT LIMITS	16,027 sf	65.8%
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DRAINAGE STRUCTURE SCHEDULE D-1 EXISTING TYPE 'D' INLET

TOP = 5.90 NAVD

CONSTRUCTION STAKE OUT TO ASSURE PROPER CONSTRUCTION.

ENGINEER OF RECORD FOR APPROVAL BEFORE BEING BROUGHT ONSITE

DECREASE IN OPEN SPACE/LANDSCAPE AREA

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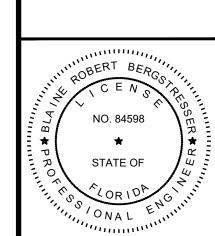
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			PHO FBI	NE: ((772)	-5505		
	COMMENT:	7/7/25 ADDED STOPBAR, STOP SIGN & WALKWAY TO PARKING LOT						
REVISIONS:	BY: DATE:	27/1/2						
REVI	BY:	CRW						
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NOT FOR CONSTRUCTION

ISLAND INC. JOHN'S I CLUB.



BLAINE BERGSTRESSER, F FLORIDA LICENSE No. 84598 8/27/2025

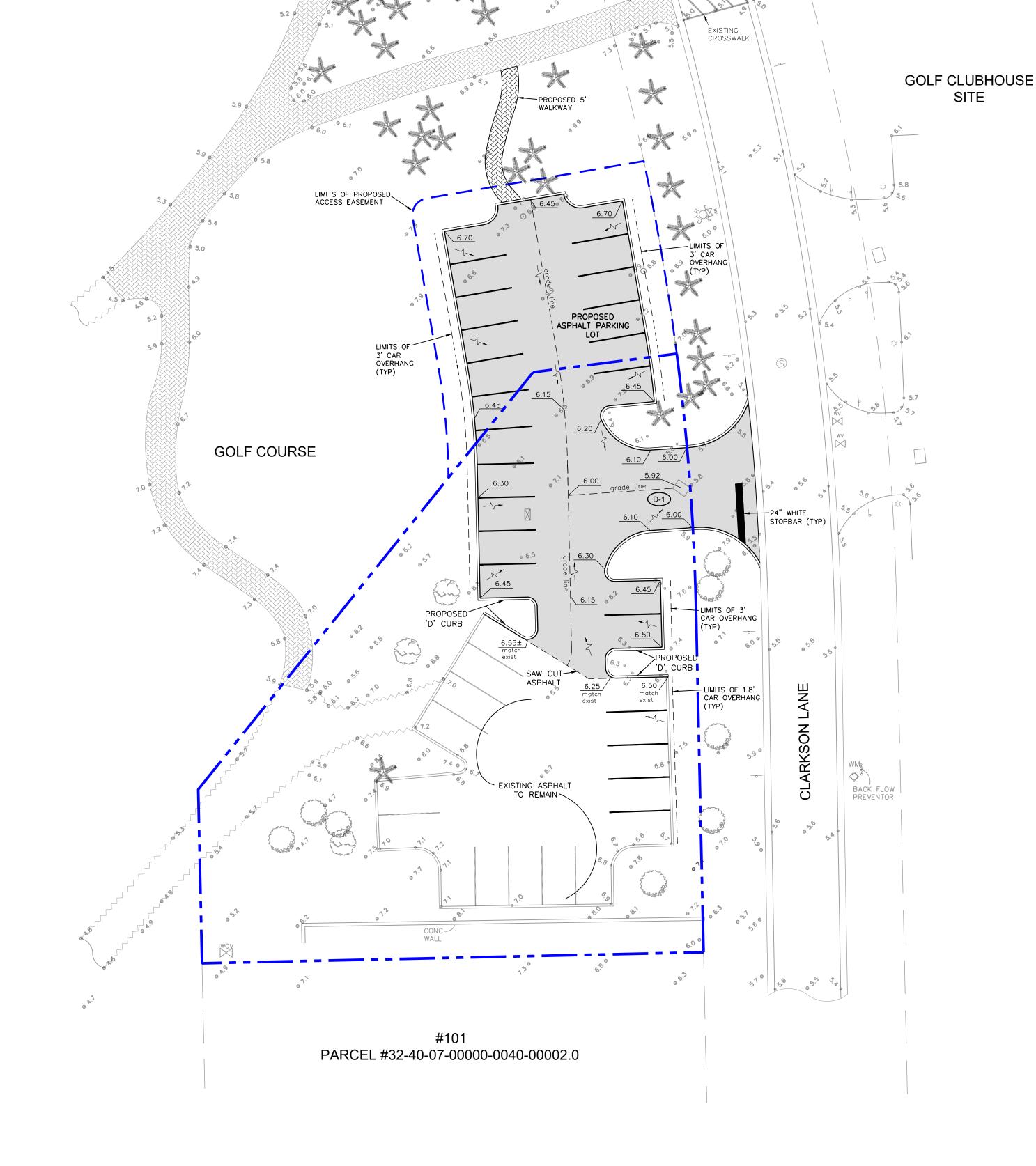


PROJECT No. DRAWN BY: CHECKED BY: 05/28/2025

SHEET TITLE:

PAVING GRADING & DRAINAGE PLAN

SHEET NUMBER: C-200



CURVE TABLE

CURVE # RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD

C1 720.00' 6'06'25" 76.74' S04'16'19"E 76.71

SPECIFICATIONS

CLEARING/GRADING/PAVING/DRAINAGE/UTILITY CONSTRUCTION

GENERAL

- IT IS INTENDED THAT THE FLORIDA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION", LATEST REVISIONS, BE USED WHERE APPLICABLE FOR VARIOUS WORK, AND THAT WHERE SUCH WORDING THEREIN REFERS TO THE STATE OF FLORIDA AND ITS DEPARTMENT OF TRANSPORTATION AND PERSONNEL, SUCH WORDING IS INTENDED TO BE REPLACED WITH THAT WORDING WHICH WOULD PROVIDE PROPER TERMINOLOGY, THEREBY MAKING SUCH "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" AS THE "STANDARD SPECIFICATIONS" FOR THIS PROJECT. IN ADDITION THE CONTRACTOR SHALL REFER TO THE "FDOT ROADWAY AND TRAFFIC DESIGN STANDARDS", LATEST REVISIONS. IF WITHIN THAT PARTICULAR SECTION
- ANOTHER SECTION, ARTICLE OR PARAGRAPH IS REFERRED TO, IT SHALL BE A PART OF THE STANDARD SPECIFICATIONS, ALSO. ALL WORK SHALL BE IN A WORKMANLIKE MANNER AND SHALL CONFORM WITH ALL APPLICABLE CITY, COUNTY, STATE, AND FEDERAL REGULATIONS AND/OR CODES. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR OBTAINING ALL PERMITS AND LICENSES REQUIRED TO BEGIN WORK.
- THE CONTRACTOR SHALL GIVE THE ENGINEER 24 HOURS NOTICE PRIOR TO REQUESTING REQUIRED INSPECTIONS AND SHALL SUPPLY ALL EQUIPMENT NECESSARY TO PROPERLY TEST AND INSPECT THE COMPLETED WORK. THE CONTRACTOR SHALL GUARANTEE ALL WORK AND MATERIALS FOR A PERIOD OF ONE YEAR FROM THE DATE OF PROJECT ACCEPTANCE, DURING WHICH ALL FAULTY CONSTRUCTION AND/OR MATERIALS SHALL BE CORRECTED AT THE CONTRACTOR'S EXPENSE.

CLEARING/GRUBBING

• THE CONTRACTOR SHALL COMPLETELY REMOVE AND DISPOSE OF ALL BUILDING, TIMBER, BRUSH, STUMPS, ROOTS, RUBBISH, DEBRIS, INCLUDING SEPTIC TANK, BUILDING FOUNDATIONS, PIPES, ETC., WITHIN THE LIMITS OF THE ROADWAY CONSTRUCTION, ALL AREAS WHERE STRUCTURES WILL BE CONSTRUCTED INCLUDING PIPE CULVERTS, AND AS OTHERWISE DEPICTED IN THE PLANS, ALL IN ACCORDANCE WITH SECTION 110 OF THE STANDARD SPECIFICATIONS.

- THE CONTRACTOR SHALL PERFORM ALL GRADING NECESSARY TO ACHIEVE THE PROPOSED PLAN GRADES, FINAL DRESSING SHALL HAVE A TOLERANCE OF 0.2 Ft.± FROM THE PLAN CROSS SECTIONS. GRADING SHALL INCLUDE ALL SHAPING, ROUGH GRADING, ROADWAY EXCAVATION AND FINAL DRESSING REQUIRED FOR THE PROPOSED ROADWAY AND ROAD EMBANKMENTS WITHIN THE LIMITS DEPICTED
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING THE FINISHED GRADES UNTIL CONTRACT CLOSE-OUT. AND MUST RE-GRADE AS REQUIRED WHEN EROSION OR OTHER DISTURBANCES OCCUR. SEED/MULCH AND/OR SODDING SHALL BE INCORPORATED TO ASSIST IN THIS REGARD. HOWEVER, ANY LOSS OF SOD OR SEED/MULCH DURING THESE OCCURRENCES SHALL BE REPLACED AT THE CONTRACTORS EXPENSE.

- SOD SHALL BE ARGENTINE BAHIA, UNLESS OTHERWISE INDICATED. SOD SHALL BE WELL MATTED WITH ROOTS AND SHALL BE SUFFICIENTLY THICK TO SECURE A DENSE STAND OF LIVE GRASS. THE SOD SHALL BE LIVE, FRESH AND UNINJURED AT THE TIME OF PLANTING AND SHALL BE REASONABLY FREE OF WEEDS AND OTHER GRASSES. THE RECEIVING GROUND SURFACE SHALL BE GRADED TO PROPER ELEVATIONS, FREE OF LARGE VOIDS, ROOTS, WEEDS OR PATCHES OF EXISTING GRASS. UPON LAYING, THE ENTIRE AREA SHALL BE ROLLED THOROUGHLY.
- ALL SODDED AREAS ARE TO BE WATERED TO KEEP SOD ALIVE UNTIL THE CONTRACTOR IS CLOSED OUT, DEAD SOD SHALL BE REPLACED BY CONTRACTOR.

EMBANKMENT CONSTRUCTION

- ROADWAY EMBANKMENT CONSTRUCTION SHALL CONSIST OF ALL THE EMBANKMENT CONSTRUCTION REQUIRED FOR THE PROPOSED. ROADWAY AND/OR PARKING LOT, BUILDING PADS, DITCHES AND SWALES IN ACCORDANCE WITH SECTION 120 OF THE STANDARD SPECIFICATIONS, EMBANKMENTS SHALL BE CONSTRUCTED FROM MATERIAL CONTAINING NO MUCK, STUMPS, ROOTS, BRUSH, VEGETABLE MATTER, RUBBISH, OR OTHER DELETERIOUS MATERIALS THAT WILL NOT COMPACT TO A SUITABLE ENDURING ROAD BED.
- MATERIAL: SELECT GRADE; A.A.S.H.T.O. M-145 DESIGNATION A-1, A-3, A-2-4. (REFERENCE F.D.O.T. INDEX 120-001) COMPACTION: 12" COMPACTED LIFTS, MINIMUM 98% MAXIMUM DRY DENSITY (A.A.S.H.T.O. T-180). COMPENSATION: COMPENSATION FOR THE EMBANKMENT CONSTRUCTION SHALL BE MADE FULLY BY THE BID ITEMS FOR BORROW EXCAVATION (PER C.Y.), GRADING (PER L.F. OF ROADWAY OR PER ACRE OF SITE), AND SUBSOIL EXCAVATION (PER C.Y.) WHEN APPLICABLE.

STAKING

CONSTRUCTION STAKING SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.

 STABILIZED SUBGRADE SHALL BE CONSTRUCTED TO THE FLORIDA BEARING VALUE AS PER PLAN FOR THE DEPTH AND LIMITS SHOWN ON THE PLAN, AND IN ACCORDANCE WITH SECTION 160 OF THE STANDARD SPECIFICATIONS, ALL STABILIZED AREAS SHALL BE COMPACTED TO AT LEAST 98% OF THE MAXIMUM DENSITY AS DETERMINED BY AASHTO T-180.

- THE CONTRACTOR SHALL RETAIN THE SERVICES OF AN APPROVED INDEPENDENT TESTING LABORATORY TO CONDUCT ALL REQUIRED TESTS ON EMBANKMENT, SUBGRADE, BASE, PIPE BACKFILL AND SURFACE COURSE MATERIALS. TEST RESULTS MUST BE SUBMITTED PRIOR TO
- ANY REQUEST FOR PAYMENT ON THE ABOVE ITEMS. • THE SCHEDULE FOR TESTING THE ROAD/PAVEMENT AREAS CONSTRUCTION SHALL BE AS FOLLOWS: A. FMBANKMENT:
- (1) DENSITY TESTS SHALL BE TAKEN AT A MAXIMUM OF 200 Ft. INTERVALS FOR EACH 12" LIFTS CONSTRUCTED.
- B. SUBGRADE (1) FLORIDA BEARING VALUE TESTS SHALL BE TAKEN AT INTERVALS OF NOT MORE THAN 200 FEET, OR CLOSER AS MIGHT BE NECESSARY IN THE EVENT OF VARIATIONS IN SUBSOIL CONDITIONS.
- (2) DENSITY TESTS SHALL BE TAKEN AT INTERVALS OF NOT MORE THAN 200 FEET OR CLOSER AS MIGHT BE NECESSARY
- (1) DENSITY TESTS SHALL BE TAKEN AT INTERVALS OF NOT MORE THAN 200 FEET OR CLOSER AS MIGHT BE NECESSARY.
- D. PIPE BACKFILL: (1) DENSITY TESTS SHALL BE TAKEN AT A MAXIMUM OF 200 Ft. INTERVALS.
- E. STRUCTURES:
- (1) A MINIMUM OF 1 DENSITY TEST SHALL BE PERFORMED IN THE STABILIZED SUBGRADE ADJACENT TO EACH STRUCTURE INSTALLED. BUILDING PAD:
- (1) AS SPECIFIED IN ARCHITECTURAL PLANS.
- ALL TESTS SHALL BE PAID FOR BY THE CONTRACTOR.

• THE CONTRACTOR MUST PROVIDE CLEAN-UP OF EXCESS CONSTRUCTION MATERIAL UPON COMPLETION OF THE PROJECT. THE SITE MUST BE LEFT IN A NEAT, CLEAN, GRADED CONDITION.

- UNLESS OTHERWISE SPECIFIED OR INDICATED, ALL CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH AT 28-DAYS OF 3000
- . ALL WORK SHALL COMPLY WITH THE CURRENT EDITION OF THE AMERICAN CONCRETE INSTITUTE (ACI) BUILDING CODE AND THE APPLICABLE BUILDING CODES HAVING JURISDICTION IN THE AREA.

RECORD DRAWINGS

- CONTRACTOR SHALL KEEP AND MAINTAIN RECORD DRAWINGS ON THE PROJECT SITE AT ALL TIMES WHICH SHALL BE ANNOTATED BY THE CONTRACTOR DEPICTING ANY CHANGES MADE IN THE FIELD WHICH DIFFER FROM THE CONTRACT DRAWINGS. RECORD DRAWINGS SHALL INCLUDE, BUT ARE NOT LIMITED TO, HORIZONTAL LOCATION, INVERT AND TOP ELEVATIONS OF CULVERTS, SEWER MANHOLES, DRAINAGE STRUCTURES, INLETS, AND UTILITY MAINS. CONTRACTOR SHALL SUBMIT COMPLETE AND FINAL RECORD DRAWINGS TO ENGINEER
- UPON COMPLETION OF PROJECT AND PRIOR TO FINAL INSPECTION AND FINAL PAYMENT. THE CONTRACTOR SHALL BE REQUIRED TO HAVE A SURVEYOR PROVIDE CERTIFIED RECORD DRAWINGS.

INSPECTION

MINIMUM CONSTRUCTION INSPECTION CHECKPOINTS

- THE ENGINEER SHALL BE NOTIFIED: A. PRIOR TO ANY MAJOR DEVIATION FROM THE APPROVED PLANS.
- B. PRIOR TO BACKFILLING ANY PIPE TRENCHES. C. UPON COMPLETION OF SUBGRADE AND COMPACTION.
- D. UPON BEGINNING OF SPREADING OF ROCK BASE MATERIAL. . UPON COMPLETION OF GRADING AND COMPACTION OF BASE MATERIAL AND PRIOR TO PRIMING.
- IMMEDIATELY PRIOR TO AND UPON APPLICATION OF A.C.S.C. G. UPON COMPLETION OF CONSTRUCTION.

INSPECTION NOTIFICATION:

THE RESPECTIVE TOWN DIVISION SHALL BE NOTIFIED, IN WRITING, WITH COPIES TO THE COMMUNITY DEVELOPMENT DIVISION OF THE COMMENCEMENT AND COMPLETION OF THE FOLLOWING ITEMS OF CONSTRUCTION SO THAT AN IMMEDIATE INSPECTION CAN BE PERFORMED TO ENSURE CONSTRUCTION IN CONFORMANCE WITH SAID APPROVED CONSTRUCTION PLANS AND SPECIFICATIONS AND THE REQUIREMENTS OF CHAPTER 913. IF THE COUNTY NOTIFIES THE DEVELOPER THAT NO COUNTY INSPECTOR IS AVAILABLE TO INSPECT WITHIN FORTY-EIGHT (48) HOURS OF AN INSPECTION REQUEST AND IF A DELAY IN INSPECTION WOULD CAUSE A DELAY IN THE PROJECT. THEN THIS REQUIREMENT MAY BE MET BY SUBMISSION OF A CERTIFICATE FROM THE ENGINEER OF RECORD THAT ALL CONSTRUCTION WAS COMPLETED IN ACCORDANCE WITH THE LAND DEVELOPMENT PERMIT:

- WATER LINE AND SANITARY SEWER LINES PRIOR TO BACKFILLING (UTILITIES DIVISION)
- STABILIZED SUBGRADE (PUBLIC WORKS DIVISION) CURB AND CONCRETE WORK (PUBLIC WORKS DIVISION)
- ROADWAY BASE (PUBLIC WORKS DIVISION)
- SURFACE COURSE (PUBLIC WORKS DIVISION)
- 6. PERMANENT REFERENCE MONUMENTS AND PERMANENT CONTROL POINTS (PUBLIC WORKS DIVISION)

THE FAILURE TO NOTIFY THE RESPECTIVE DIVISIONS OF THE COMMENCEMENT AND COMPLETION OF CONSTRUCTION OF SUCH ITEMS SHALL BE GOOD CAUSE TO REFUSE TO ISSUE A CERTIFICATION OF COMPLETION UNTIL SUCH FURTHER INVESTIGATION IS CONDUCTED TO VERIFY COMPLIANCE WITH THE LAND DEVELOPMENT PERMIT. ALL WATER AND SEWER IMPROVEMENTS MUST BE INSPECTED BY THE INDIAN RIVER COUNTY UTILITIES DIRECTOR OR HIS REPRESENTATIVE OR THE APPROPRIATE MUNICIPAL OR PRIVATE UTILITY REPRESENTATIVE PRIOR TO BACKFILLING

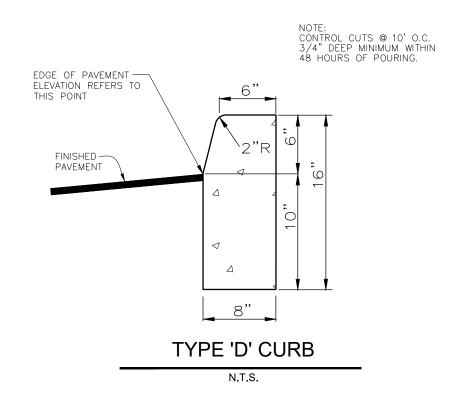
TRAFFIC/PAVEMENT MARKING NOTES:

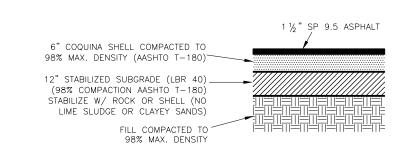
MARKING

- ALL PARKING SPACE MARKINGS WITH THE EXCEPTION TO THE HANDICAPPED PARKING SPACES SHALL BE MARKED IN WHITE REFLECTORIZED TRAFFIC PAINT AND BE IN ACCORDANCE WITH THE FLORIDA DEPARTMENT OF
- TRANSPORTATION'S STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, 2019, SECTION 710. ALL HANDICAPPED PARKING SPACES SHALL BE PROPERLY SIGNED AND MARKED IN ACCORDANCE WITH THE F.D.O.T.'s
- STANDARD INDEX NO. 711-001. TRAFFIC FLOW ARROWS THRU PARKING AREAS ARE FOR DIRECTION AND ARE TO BE PAINTED. USE EXTRUDED TYPE, ALKYD BASE THERMOPLASTIC DIRECTION ARROWS (SEE SITE PLAN).
- STOP BARS SHALL BE 24" WIDE. USE EXTRUDED TYPE, ALKYD BASE THERMOPLASTIC. ALL SIGNS AND PAVEMENT MARKINGS SHALL BE IN CONFORMANCE WITH F.D.O.T. TRAFFIC DESIGN STANDARDS AND THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
- ALL PAVEMENT MARKINGS FOR THE PROPOSED ROADWAYS SHALL BE EXTRUDED TYPE ALKYD BASE THERMOPLASTIC AND SHALL BE IN ACCORDANCE WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION'S SPECIFICATIONS FOR ROAD FOR ROAD AND BRIDGE CONSTRUCTION, 2019, SECTION 711. SPECIAL MARKINGS (CROSS WALK, STOP BARS, ROADWAY CONTINUOUS STRIPING, THRU ARROWS, PAVEMENT

MARKINGS FOR TRAFFIC SEPARATORS, ETC. SHALL BE IN ACCORDANCE WITH THE F.D.O.T.'S STANDARD INDEX No.

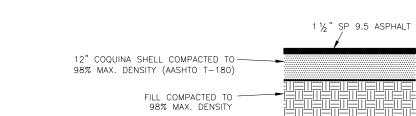
- ALL SIGNS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES. ALL SIGNS SHALL BE SINGLE COLUMN GROUND SIGNS IN ACCORDANCE WITH F.D.O.T.'s STANDARD INDEX No.
- 700-010. WIND LOAD SHALL BE IN ACCORDANCE WITH CURRENT ASCE STANDARDS.
- 30" STOP SIGN SHALL BE IN ACCORDANCE WITH THE MUTCD LATEST EDITION.
- ALL SIGNS PLACEMENT SHALL BE IN ACCORDANCE WITH F.D.O.T.'s STANDARD INDEX No. 700-101.





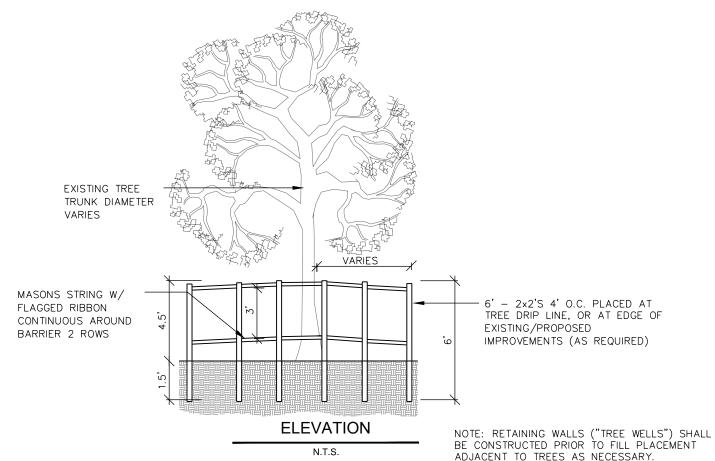
SEE SPECIFICATIONS THIS SHEET FOR ADDITIONAL PAVEMENT AND TESTING REQUIREMENTS TYPICAL ASPHALTIC CONCRETE PAVING SECTION

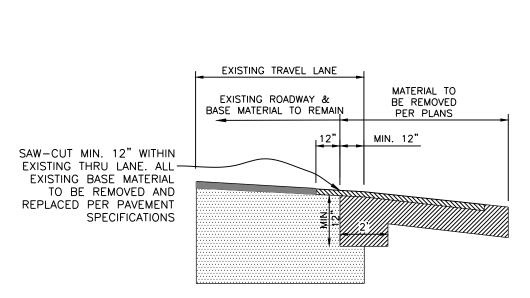
N.T.S.



SEE SPECIFICATIONS THIS SHEET FOR ADDITIONAL PAVEMENT AND TESTING REQUIREMENTS. OPTIONAL ASPHALTIC CONCRETE PAVING SECTION

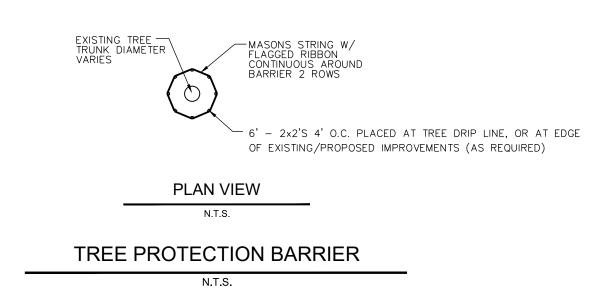
N.T.S.

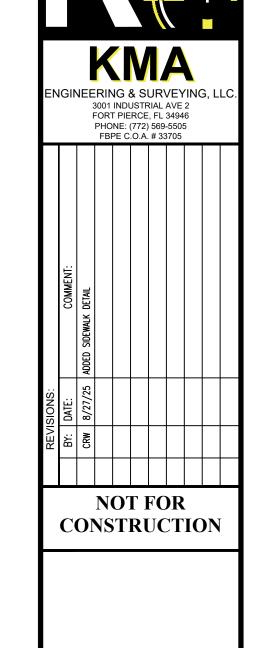




NOTE: ALL NEW PAVEMENT JOINTS SHALL INCLUDE A MIN. 12" WIDE ASPHALT OVERLAY OVER EXISTING BASE AND A MIN. 12" DEEP BASE FOR THE FIRST 2 FEET OF NEW CONSTRUCTION.

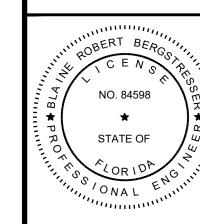
SAW CUT DETAIL





<u>S</u>

HN'S CLUB.



BLAINE BERGSTRESSER, F FLORIDA LICENSE No. 84598 8/27/2025

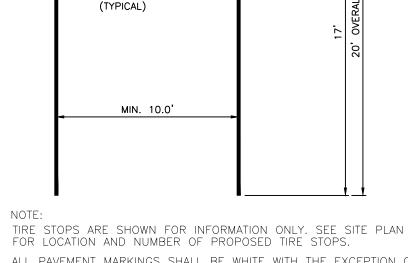
KNOW WHAT'S BELOW **ALWAYS CALL 81** BEFORE YOU DIC It's fast. It's free. It's the law www.callsunshine.com

PROJECT No. DRAWN BY: CHECKED BY: 05/28/2025

SHEET TITLE:

DETAILS

SHEET NUMBER



-4" STRIPING

GREEN/LANDSCAPE AREA

PROPOSED 6" HIGH

ALL PAVEMENT MARKINGS SHALL BE WHITE WITH THE EXCEPTION OF THE HANDICAP PARKING STALL STRIPING. ALL HANDICAP SPACES SHALL BE PROPERLY SIGNED AND MARKED IN ACCORDANCE WITH F.D.O.T. STANDARD INDEX #17358.

PARKING SPACE DIMENSIONS

N.T.S.



4" THICK CONCRETE SIDEWALK WITH FIBER REINFORCEMENT

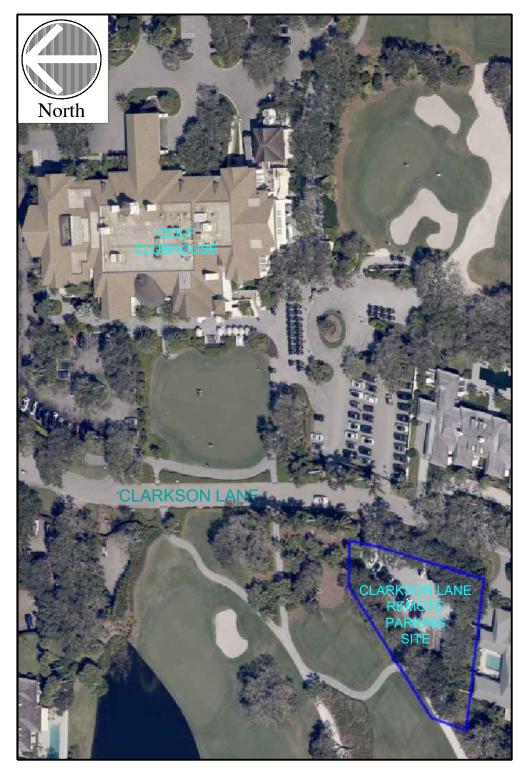
MINIMUM. 3,000 P.S.I. @ 28 DAYS

SIDEWALK NOTES:

- 1. ALL MATERIALS AND CONSTRUCTION PROCEDURES SHALL BE IN ACCORDANCE WITH THE "SUGGESTED SPECIFICATIONS FOR CONCRETE AREAS" PREPARED BY THE PORTLAND CEMENT ASSOCIATION.
- 2. CONTROL JOINTS SHALL BE CONSTRUCTED AT A MAXIMUM OF 8-FEET.
- 3. AT LEAST THREE (3) COMPRESSIVE STRENGTH CYLINDER SAMPLES SHALL BE TAKEN FOR EACH 10,000 SQUARE FEET OF PAVEMENT OR FIVE (5) PER JOB, WHICHEVER IS GREATER. SLUMP SHALL BE 2 TO 4 INCHES (AASHTO T-119). COMPRESSIVE STRENGTH SHALL BE REPORTED AT 7, 14, AND 28 DAYS.
- 4. CONSTRUCT UPON FIRM, STABILIZED GROUND, COMPACTED TO 95% MAXIMUM DRY DENSITY.
- 6. SIDEWALK LOCATION AND DETAILS PER FDOT INDEX #310, LATEST EDITION.

SIDEWALK DETAIL

N.T.S.



AERIAL OF SITE

5h.



AGENDA ITEM

TO: Town Council

FROM: James Harpring, Town Manager

DATE: August 20, 2025

SUBJECT: Resolution No. 2025-13 Plats and Replats

BACKGROUND:

Chapter 2025-164, Laws of Florida, requires the governing body of a municipality to designated an administrative authority to receive, review and process plat or replat submittals.

RECOMMENDATION:

Staff recommend authorizing the Building Official as the administrative authority to receive, review and process plat or replat submittals.

ATTACHMENTS:

1. Resolution 2025-13

RESOLUTION NO. 25-13

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF INDIAN RIVER SHORES, FLORIDA, PURSUANT TO CHAPTER 2025-164, LAWS OF FLORIDA, DESIGNATING THE BUILDING OFFICIAL AS THE ADMINISTRATIVE AUTHORITY TO RECEIVE, REVIEW, PROCESS AND ADMINISTRATIVELY APPROVE PLAT AND REPLAT APPLICATIONS THAT COMPLY WITH SECTION 177.091, FLORIDA STATUTES, WITHOUT FURTHER ACTION BY THE TOWN COUNCIL; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Florida Legislature has adopted Chapter 2025-164, Laws of Florida, effective July 1, 2025, which amends section 177.071, Florida Statutes; and

WHEREAS, the pursuant to the new law, a plat or replat submitted under Part 1, Chapter 177, Florida Statutes, must be administratively approved without further action by the governing body of a municipality; and

WHEREAS, section 177.071, Florida Statutes, requires the governing body of a municipality to designate an administrative authority to receive, review and process plat or replat submittals; and

WHEREAS, the Town of Indian River Shores seeks to ensure timely and efficient processing of plats and replats in accordance with State Law; and

WHEREAS, the acceptance of such plats or replats may grant Indian River Shores, certain interests in the property described in the plat or replat.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Indian River Shores, Florida:

SECTION 1. The foregoing recitals are hereby affirmed and ratified as being true and correct.

SECTION 2. The Town Council hereby designates the Town of Indian River Shores Building Official as the administrative authority to receive, review, process and administratively approve plat and replat applications that comply with section 177.091, Florida Statutes, without further action by the Town Council, and further authorizes the Building Official to accept all dedications to the Town of Indian River Shores on such plats and replats by affixing his signature to the documents prior to recording in the public records of Indian River County.

SECTION 3. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED this 23rd day of September, 2025.

ST:	Brian T. Foley, Mayor
51.	

8a.



AGENDA ITEM

TO: Town Council

FROM: James Harpring, Town Manager

DATE: August 28, 2025

SUBJECT: Ordinance No. 580 – Amendment to Chapter 54 Garbage Collection

Second Reading

BACKGROUND:

The Town entered into a Franchise Agreement for solid waste, recycling and yard waste collection with Waste Management (WM) in conjunction with Indian River County. Billing for these services is through a non-ad valorem assessment. The new Franchise Agreement takes effect on October 1, 2025. Chapter 54, Garbage Collection of the Code of Ordinance requires amendments reflecting these changes.

RECOMMENDATION:

Staff recommend approval of Ordinance No. 580 on Second Reading.

ATTACHMENTS:

- 1. Ordinance No. 580
- 2. Business Impact Estimate (BIE) for Ordinance No. 580

ORDINANCE NO. 580

AN ORDINANCE OF THE TOWN OF INDIAN RIVER SHORES, FLORIDA, AMENDING AND REPEALING SECTIONS OF THE CODE OF ORDINANCES OF THE TOWN OF INDIAN RIVER SHORES, CHAPTER 54 GARBAGE COLLECTION, TO REFLECT CHANGES CONSISTENT WITH A NEW FRANCHISE AGREEMENT; PROVIDING FOR A BUSINESS IMPACT ESTIMATE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SCRIVENOR'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The Town Council of the Town of Indian River Shores ("Town") established mandatory collection service and billing and collection fees for garbage services through enactment of Chapter 54 Garbage Collection through Ordinance No. 400, Ordinance No. 416 and Ordinance No. 537 and,

WHEREAS, amendment of Chapter 54 Garbage Collection is required based on the new Solid Waste and Recyclables Collection Franchise Agreement between Indian River County Solid Waste Disposal District ("SWDD"), the Town and Waste Management, Inc. of Florida ("WM") entered into on July 2, 2024;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF INDIAN RIVER SHORES, FLORIDA, THAT:

Section 1: Revisions,

Sec. 54.02. Mandatory collection service; contracts with franchise.

The town mandates that every residential and commercial unit within the town shall be required to contract for and pay for garbage and trash collection service. The contract shall be between the unit owner and the franchisee, subject to the regulations and restrictions as imposed by the town.

Sec. 54.03. Billing and collection of fees by franchisee; failure to pay.

All billing for collection services for solid waste, recycling, and yard waste for single family homes shall be collected through a non-ad valorem assessment on a property owner's tax bill.

All costs and billing for collection of solid waste, recycling or yard waste shall be negotiated by the franchisee and The franchisee shall bill and collect from each commercial or multi-family unit owner or such unit owner's designee shall. and ffailure to pay in a timely fashion shall create a debt owed from the commercial or multi-family unit owner to the franchisee. To the extent permitted by law, the franchisee shall be entitled to attorney's fees and costs for the collection of unpaid bills and any other remedies as provided by law.

Sec. 54.04. Removal of yard trash.

(a) Definition. Yard trash as covered in this section shall mean grass clippings, leaves, hedge trimmings, plant and tree debris, palm fronds and similar vegetative debris.

- (b) *Pickup*. There shall be mandatory yard trash pickup and removal from all areas within the Town limits unless excluded by the provisions of this section. The areas excluded from mandatory pickup removal are:
 - (1) All commercially zoned property;
 - (2) All condominiums;
- (3) All residential developments providing for yard trash removal under contract for the entire development or for residential developments otherwise requiring the removal of yard waste.
- (c) Identification of residential areas. The town manager shall identify the residential areas to receive yard waste pickup and removal under the terms of this section. A list of properties to be covered shall be presented to the town council which shall include the name and address of the property owner.
- (d) Franchisee. The existing franchisee (collector) for garbage pickup within the town shall have the franchise and obligation of pickup and removal of yard trash for the areas designated for mandatory pickup and removal.
- (e) Frequency and quantity of collection. The collector shall collect up to four cubic yards of yard trash from residences within the residential collection service area at least one time per week.
- (f)(c) Location of pickup of yard trash. Collection of yard trash shall be at curbside unless otherwise designated by the Franchisee or such other locations as will provide ready accessibility for the collector's collection crew and vehicles not to exceed five feet from the curb.
- (g) Pickup of yard trash. The collector shall pickup all yard trash generated from residential units which has been placed adjacent to the pavement or travelled way of the street in containers less than 40 pounds in weight or in bundles of biodegradable paper bags less than 40 pounds each with no dimension over four feet. At no time is yard trash to be mixed with other types of solid waste nor is it to be collected in plastic bags.
- (h) Initial charge. The initial charge for the yard trash shall be \$1.50 per month which shall be added to the charge for garbage pickup by the franchisee. Any change in the monthly charge shall be by resolution of the town council after notice to the affected residences.
 - Sec. 54.05. Mandatory residential recycling.
- (a) Recycling within the town limits shall be mandatory for all residential dwellings as defined and referenced in this ordinance. Residential dwellings shall include one family and multiple family dwellings as defined in the town's Land Development Code.
- (b) Each residential dwelling shall be charged for recyclable collection services through a non-ad valorem assessment. Charges shall be pursuant to the terms and conditions of a fFranchise agreement entered between the Town and a recyclable hauler the franchisee. The franchise agreement may be modified from time to time, which may cause rates to vary over a period of time.

- (c) The recyclables contemplated by this ordinance shall be the same as those defined and accepted by the SWDD. It shall be the policy of the town to make a reasonable effort to inform residents of changes adopted by the State of Florida or SWDD that affect the collection effort.
- (d) The manner of collection, including containers utilized, dates and times of collection and all other details shall be included in a franchise agreement with the hauler.

<u>Section 2</u>: Pursuant to Section 166.041(4), Florida Statutes, the Town is required to prepare a business impact estimate for certain proposed ordinances. This proposed ordinance establishes procedures for the levy and collection of a non-ad valorem assessment for solid waste services for owners of single-family homes in the Town of Indian River Shores. The establishment of these non-ad valorem assessment solid waste services

- 1) serves a public purpose by serving the public health, safety, morals, and welfare of the Town,
- 2) has no direct negative economic impact on private, for-profit businesses in the Town,
- 3) will not result in direct compliance costs by businesses,

Janice C. Rutan, Town Clerk

- 4) does not impose any new charge or fee for which businesses will be financially responsible, and
- 5) does not create any additional municipal regulatory cost which is not recovered appropriately and lawfully by the Town.

Thus, it is estimated that neither residents nor any business will incur additional costs that are not appropriately levied pursuant to valid state statute according to the Uniform Collection Method. The Town does not seek to impose any additional user or regulatory fees or charges, nor are any direct compliance costs expected. The Business Impact Estimate form for this ordinance is on file with the Town Clerk.

<u>Section 3</u>: Severability. In the event that any portion of this Ordinance is determined to be invalid, illegal, or unconstitutional by a court of competent jurisdiction, such a decision shall in no manner affect the remaining portions of sections of this Ordinance which shall remain in full force and effect.

Section 4: Effectivity. This Ordinance shall become effective October 1, 2025.

ATTES	Т:		Brian T. Foley, Mayor
of Indi		at the foregoing Ordinance was a, on this day of Septemb	passed by the Town Council of the Town er 2025.
	2 nd Reading:	September 23, 2025	
	Published:	September 7, 2025	
	1 st Reading:	August 28, 2025	

MAYOR BRIAN T. FOLEY

VICE MAYOR BOB AUWAERTER

COUNCIL: JAMES ALTIERI JESSE L. "SAM" CARROLL, JR. WILLIAM DANE



6001 Highway A1A, Indian River Shores, FL 32963 (772) 231-1771 TOWN MANAGER JAMES HARPRING, JD TOWN CLERK

JANICE C. RUTAN

TOWN ATTORNEY
PETER J. SWEENEY, JR.

BUSINESS IMPACT ESTIMATE

ORDINANCE NO. 580

The following Business Impact Estimate is provided pursuant to Section 166.041, Florida Statutes.

TOPIC

Ordinance No. 580 amends Chapter 54 of the Code of Ordinances, Town of Indian River Shores relating to Solid Waste.

PURPOSE

The purpose of Ordinance No. 580 is to amend the Town Code for consistency with a new Franchise Agreement for solid waste, recycling and yard waste collection services within the Town.

The ordinance:

- 1. serves a public purpose by serving the public health, safety and welfare of the Town.
- 2. has no direct negative economic impact on private, for-profit businesses in the Town. The ordinance does not change the relationship between the vendor in the new Franchise Agreement and any private, for-profit business in the Town, wherein the vendor negotiates collection rates with the business.
- 3. will not result in direct compliance costs by businesses.
- 4. does not impose any new charge or fee for which businesses will be financially responsible, and
- 5. does not create any additional municipal regulatory cost which is not recovered appropriately and lawfully by the Town.

Peter J. Sweeney	
Date:	



AGENDA ITEM

TO: Town Council

FROM: James Harpring, Town Manager

DATE: August 28, 2025

SUBJECT: Ordinance No. 581 Creating Chapter 103 Non-Ad Valorem Capital

Special Assessment for Septic to Sewer Conversion

Second Reading

BACKGROUND:

In 2023 the Florida Legislature mandated any commercial or residential property within the Town with an existing septic system connect to central sewer, if available, by July 1, 2030. The Town desires that its residents have the option to pay for the required conversion in a single lump sum payment or on an installment basis by non-ad valorem capital special assessment collected pursuant to the Uniform Method.

Ordinance No. 581 creates in Title IX, General Provisions of the Code of Ordinances Chapter 103 authorizing the collection of the non-ad valorem capital special assessment pursuant to the Uniform Method.

RECOMMENDATION:

Staff recommends approval of Ordinance No. 581 on Second Reading

ATTACHMENT(S):

- 1. Ordinance No. 581
- 2. Business Impact Estimate

ORDINANCE NO. 581

AN ORDINANCE OF THE TOWN OF INDIAN RIVER SHORES, FLORIDA, A MUNICIPAL CORPORATION, RELATING TO SPECIAL ASSESSMENTS; CREATING A NEW CHAPTER 103 IN TITLE IX OF THE CODE OF THE TOWN OF INDIAN RIVER SHORES, FLORIDA (THE "CODE") ENTITLED "SPECIAL ASSESSMENTS"; PROVIDING FINDINGS AND PROCEDURES FOR LEVYING SPECIAL ASSESSMENTS; PROVIDING A BUSINESS IMPACT ESTIMATE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SCRIVENOR'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF INDIAN RIVER SHORES, FLORIDA, THAT:

Section 1. Creation.

Chapter 103, Special Assessments, of Title IX, General Provisions, is hereby created to read as follows:

TITLE IX, GENERAL PROVISIONS CHAPTER 103: SPECIAL ASSESSMENTS

Section 2. Findings.

The Town Council of the Town of Indian River Shores, Florida ("Town Council") hereby ascertains, finds and declares that:

- (1) The conversion of properties utilizing septic systems to a conventional central sewer system ("Sewer Improvements") can reduce or eliminate septic system effluent reaching the groundwater through seepage as well as reduce or eliminate overflows from septic systems and would thereby reduce or eliminate nutrient inputs to the Indian River Lagoon ecosystem from such properties.
- (2) In 2023 the Florida Legislature passed a new law, codified in Chapter 2023-169, Laws of Florida, that places the Town within the Indian River Lagoon Protection Program, and among other things requires any commercial or residential property in the Town with an existing onsite sewage and disposal system (septic system) to connect to central sewer if available by July 1, 2030.
- (3) The Town has granted the City of Vero Beach ("the City") the exclusive franchise to construct, maintain, and operate water, wastewater, and reuse water utility systems within the corporate limits of the Town and provide water, wastewater, and reuse water utility service to customers in the Town pursuant to a franchise agreement dated October 1, 2012 ("Franchise Agreement").
- (4) The City, as a franchisee under the Franchise Agreement, currently provides water, wastewater, and reuse water utility service to customers in the Town and is implementing a

program to convert existing water utility customers in the Town that use septic systems into City wastewater utility customers via connection to a City-owned central sewer system to comply with Chapter 2023-169, Laws of Florida ("Septic to Sewer Program").

- (5) In order to encourage participation in its Septic to Sewer Program, the City provides property owners in the City and any other customers located in unincorporated areas of Indian River County (the "County") seeking to convert their septic systems to the City's central sewer system the option to pay for the conversion in a single lump sum payment or on an installment basis by non-ad valorem capital special assessments ("Assessments") collected pursuant to the "uniform method for the levy, collection, and enforcement of non-ad valorem assessments," Section 197.3632, Florida Statutes (hereafter "Uniform Collection Method").
- (6) The Town desires that its residents seeking to convert their septic systems to the central sewer system of the City have the option to pay for the conversion in a single lump sum payment or on an installment basis by non-ad valorem capital special assessments collected pursuant to the Uniform Method.
- (7) The Florida Supreme Court has determined that municipalities like the Town possess the home rule authority within their municipal boundaries to levy non-ad valorem special assessments to provide capital facilities including, but not limited to, Sewer Improvements, as set forth generally in *City of Boca Raton v. State*, 595 So.2d 25 (Fla. 1992).
- (8) The Town recognizes that connecting a property owner's septic system to a central sewer system can be costly to the property owner and disruptive to Town residents. Accordingly, the Town adopts this Ordinance to (i) minimize those costs to property owners and mitigate those disruptions to residents, and (ii) provide consolidated procedures and standards for the imposition of non-ad valorem special assessments within the Town by resolution under the Town's general home rule powers.
- (9) It is the express intent of the Town Council in adopting this Chapter that non-ad valorem special assessments levied by the Town shall be, to the extent practicable, collected and administered in accordance with the Uniform Collection Method.

Section 3. Adoption of "Findings".

The foregoing "FINDINGS" clauses are hereby adopted and incorporated herein as forming the legislative findings, purpose, and intent of this Ordinance.

Section 4. Creation of Assessment Areas.

The Town is authorized to establish by resolution a geographic area within which non-ad valorem special assessments to recover the costs of Sewer Improvements may be levied by the Town on Owners whose property benefits from the construction of the Sewer Improvements. These assessment areas shall be known and may be referred to as the "Septic to Sewer Conversion Special Assessment Benefit Area" or "Assessment Area".

Section 5. Administration.

Funds for Sewer Improvements contemplated by this Ordinance may be provided by special assessments which shall be levied by the Town Council. The special assessments authorized herein shall constitute non-ad valorem assessments within the meaning and intent of the Uniform Assessment Collection Act. Unless directed otherwise by the Town Council, assessments under this Ordinance shall be levied and collected pursuant to the Uniform Collection Method in the Uniform Assessment Collection Act, and the Town shall comply with all applicable provisions thereof. For purposes of this ordinance, Uniform Assessment Collection Act means F.S. §§ 197.3632 and 197.3635, as amended from time-to-time, or any successor statutes authorizing the collection of non-ad valorem assessments on the same bill as ad valorem taxes, and any applicable regulations promulgated thereunder.

Section 6. Interlocal Agreements.

The Town is authorized to enter into interlocal agreements with the City (or other franchisees providing sewer service within the Town), providing for, among other things, the Town's obligation to levy capital special assessments for the design, permitting, and construction of the Sewer Improvements and to have such special assessments collected pursuant to the Uniform Collection Method. In addition, the Town may enter into interlocal agreements with the City (or other franchisees providing sewer service within the Town), the Indian River County Tax Collector, and other governmental entities providing for the computation, levy and collection of the special assessments pursuant to the Uniform Collection Method, and the remittance of the special assessment revenues to the City to pay for the design, permitting, and construction costs of Sewer Improvements

<u>Section 7</u>. Responsibility for Enforcement.

The Town and its agents, if any, shall maintain the duty to have the Assessments collected pursuant to the Uniform Collection Method.

Section 8. Effectivity.

This Ordinance shall remain in full force and effect until supplemented, amended, repealed or otherwise altered.

Section 9. Repeal.

This Ordinance hereby repeals all Ordinances in conflict herewith.

Section 10. Business Impact Statement.

Pursuant to Section 166.041(4), Florida Statutes, the Town is required to prepare a business impact estimate for certain proposed ordinances. This proposed ordinance establishes procedures for the levy and collection of a capital special assessment for owners of certain properties in the Town that will specially benefit from the conversion of septic tanks to central sewer service. The establishment of these capital special assessments for the conversion of septic tanks to central sewer service:

- 1) serves a public purpose by serving the public health, safety, morals, and welfare of the Town,
- 2) has no direct negative economic impact on private, for-profit businesses in the Town,
- 3) will not result in direct compliance costs by businesses,

- 4) does not impose any new charge or fee for which businesses will be financially responsible, and
- 5) does not create any additional municipal regulatory cost which is not recovered appropriately and lawfully by the Town.

Thus, it is estimated that neither residents nor any business will incur additional costs that are not appropriately levied pursuant to valid state statute pursuant to the Uniform Collection Method. The Town does not seek to impose any additional user or regulatory fees or charges, nor are any direct compliance costs expected. The Business Impact Estimate form for this ordinance is on file with the Town Clerk.

Section 11. Severability.

In the event that any portion of this Ordinance is determined to be invalid, illegal, or unconstitutional by a court of competent jurisdiction, such a decision shall in no manner affect the remaining portions of sections of this Ordinance which shall remain in full force and effect.

Section 12. Effective Date.

This ordinance shall take effect as provided by state law within ten (10) days of adoption.

1st Reading: August 28, 2025Published: September 7, 2025

2nd Reading: September 23, 2025

I HEREBY CERTIFY that the foregoing Ordinance was passed by the Town Council of the Town of Indian River Shores, Florida, on this 23rd day of September, 2025.

	Brian T. Foley, Mayor
ATTEST:	
Janice C. Rutan, Town Clerk	

MAYOR BRIAN T. FOLEY

VICE MAYOR BOB AUWAERTER

COUNCIL: JAMES ALTIERI JESSE L. "SAM" CARROLL, JR. WILLIAM DANE



6001 Highway A1A, Indian River Shores, FL 32963 (772) 231-1771

TOWN MANAGER JAMES HARPRING, JD

TOWN CLERK JANICE C. RUTAN

TOWN ATTORNEY PETER J. SWEENEY, JR.

BUSINESS IMPACT ESTIMATE

ORDINANCE NO. 581

The following Business Impact Estimate is provided pursuant to Section 166.041.

TOPIC

Ordinance No. 581 – Special Assessments, creates Chapter 103 in Title IX of the Code of Ordinances, Town of Indian River Shores relating to Non-Ad Valorem Capital Special Assessments for Sewer Improvements.

PURPOSE

In 2023 the Florida Legislature pass a new law, codified in Chapter 2023-169, Laws of Florida, which required any commercial or residential property in the Town with an existing on-site septic system to connect to central sewer if available, by July 1, 2030.

The Town has a franchise with the City of Vero Beach to provide, among other things, wastewater services to Town residents. To minimize disruption to Town residents, the Town and City are coordinating City sewer improvements with Town road improvements. The Town desires that its residents seeking to convert their septic systems to the central sewer system of the City have the option to pay for the conversion in a single lump sum payment or on an installment basis by non-ad valorem capital special assessment collection pursuant to the Uniform Method.

The proposed ordinance establishes procedures for the levy and collection of a capital special assessment for the owners of property in the Town specifically benefiting from the conversion from septic to sewer. The establishment of these capital special assessments for the conversion of septic tanks to central sewer:

- 1. serves a public purpose by serving the public health, safety and welfare of the Town,
- 2. has no direct negative economic impact on private, for-profit businesses in the Town.
- 3. will not result in direct compliance costs by businesses,
- 4. does not impose any new charge or fee for which businesses will be financially responsible, and
- 5. Does not create any additional municipal regulatory const which is not recovered appropriately and lawfully by the Town.

Peter J. Sweeney	
Date:	



AGENDA ITEM

TO: Town Council

FROM: James Harpring, Town Manager

DATE: September 10, 2025

SUBJECT: Ordinance No. 584 – Amendment to Chapter 165.16

Substantial Improvements – First Reading

BACKGROUND:

As amended by SB 180 (2025), section 163.31795 prohibits certain local governments from adopting Ordinances for substantial improvements or repairs to structures which include cumulative substantial improvement periods. The one-year time frame for considering substantial improvement will be deleted from Section 165.16, Code of Ordinances.

RECOMMENDATION:

Staff recommend approval of Ordinance No. 584 on First Reading.

ATTACHMENTS:

1. Ordinance No. 584

ORDINANCE NO. 584

AN ORDINANCE OF THE TOWN OF INDIAN RIVER SHORES, FLORIDA, A MUNICIPAL CORPORATION, AMENDING SECTION 165.16 – BUILDING AND STRUCTURES (C) FLORIDA BUILDING CODE, TECHNICAL AMENDMENTS (1); PROVIDING FOR A BUSINESS IMPACT ESTIMATE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SCRIVENOR'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Senate Bill 180 was enacted into law during the 2025 Legislative Session, and;

WHEREAS, Senate Bill 180 prohibits certain local governments from adopting Ordinances for substantial improvements or repairs to structures which include cumulative substantial improvement periods; and

NOW THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF INDIAN RIVER SHORES, FLORIDA, THAT:

Section 1. Revisions.

Section 165.16 - Buildings and Structures (C) Florida Building Code, Technical Amendments. (1) Substantial improvement shall mean the combination of repair, reconstruction, rehabilitation, alteration, addition or other improvement of a building or structure taking place during a one-year period, the cost of which equals or exceeds 50 percent of the market value of the building or structure before the improvement or repair is started.

Section 2. Business Impact Statement.

Pursuant to Section 166.041(4), Florida Statutes, the Town is required to prepare a business impact estimate for certain proposed ordinances. This proposed Ordinance is exempt from the requirement of a business impact estimate pursuant to Section 166.041(4)(c)1, as the ordinance is required for compliance with Section 163.31795(2), Florida Statutes.

Section 3. Severability.

In the event that any portion of this Ordinance is determined to be invalid, illegal, or unconstitutional by a court of competent jurisdiction, such a decision shall in no manner affect the remaining portions of sections of this Ordinance which shall remain in full force and effect.

Section 4. Effectivity.

This Ordinance shall take effect as provided by state law within ten (10) days of adoption.

1st Reading: September 23, 2025

Published: October 5, 2025

2nd Reading: October 23, 2025

I HEREBY CERTIFY that the foregoing Ordina	nce was passed by the Town Council of the Town
of Indian River Shores, Florida, on this day of	October, 2025.
	Brian T. Foley, Mayor
ATTEST:	
Janice C. Rutan, Town Clerk	



AGENDA ITEM

TO: Town Council

FROM: James Harpring, Town Manager

DATE: September 16, 2025

SUBJECT: Interlocal Cooperation and Coordination Agreement

BACKGROUND:

In 2023 the Florida Legislature mandated any commercial or residential property within the Town with an existing septic system connect to central sewer, if available, by July 1, 2030. The Town has scheduled road and stormwater improvements for Beachcomber Lane and Pebble Lane and intends to coordinate with the City of Vero Beach on installation of sanitary sewer connections during the road and stormwater improvement project. The Interlocal Cooperation and Coordination Agreement:

- 1. Provides a project description.
- 2. Establishes Town obligations for road improvements.
- 3. Establishes Town obligations related to actions necessary to implement, levy and collect a non-ad valorem capital special assessment through ordinance and resolution pursuant to the "uniform method for the levy, collection, and enforcement of non-ad valorem assessments" set for in Section 197.3632, Florida Statutes.
- 4. Establishes City obligations for sanitary sewer work and connections to individual properties.
- 5. Determines competitive procurement and contract award process.
- 6. Other items as outlined in the agreement.

Final bid sets for this project are complete and all preliminary permits from FDEP and FDOT have been approved. This is scheduled for approval by the City of Vero Beach on September 23, 2025.

RECOMMENDATION:

Staff recommend approval of the Interlocal Cooperation and Coordination Agreement

ATTACHMENT(S):

- Interlocal Cooperation and Coordination Agreement Between the Town of Indian River Shores and the City of Vero Beach for Transportation and Wastewater Utility Improvements
- 2. Composite Exhibit A

INTERLOCAL COOPERATION & COORDINATION AGREEMENT BETWEEN

THE TOWN OF INDIAN RIVER SHORES AND THE CITY OF VERO BEACH FOR TRANSPORTATION AND WASTEWATER UTILITY IMPROVEMENTS

THIS INTERLOCAL COOPERATION & COORDINATION AGREEMENT ("Agreement") is entered into between the Town of Indian River Shores, Florida, a municipal corporation acting by and through its Town Council, hereinafter referred to as "TOWN; and the City of Vero Beach, Florida, a municipal corporation, acting by and through its City Council, hereinafter referred to as "CITY," collectively referred to as the "Parties".

RECITALS

- Chapter 163, Part I, Florida Statutes, provides for and directs the cooperation between local governments to engage in joint efforts that results in the welfare of their citizenry.
- 2. The TOWN has an approved and funded transportation program project to construct road improvements to Beachcomber Lane and Pebble Lane in the Town ("Road Improvements") as depicted on the diagram attached to and incorporated as Composite Exhibit "A".
- 3. The CITY provides water, wastewater, and reuse water utility service to customers in the CITY, the TOWN, and certain areas in unincorporated Indian River County (the "County"), and has a program to convert existing water utility customers in the TOWN using septic systems into TOWN wastewater utility customers via connection to a CITY-owned central sewer system to comply with state legislation passed in 2023 ("Septic to Sewer Program").
- 4. The TOWN has granted CITY the exclusive franchise to construct, maintain, and operate water, wastewater, and reuse water utility systems within the corporate limits of the TOWN and provide water, wastewater and reuse water utility service to customers in the TOWN pursuant to a franchise agreement dated October 1, 2012 ("Franchise Agreement").
- 5. As part of its Septic to Sewer Program, the CITY intends to convert those existing water utility customers in the TOWN using septic systems located along Beachcomber Lane and Pebble Lane ("Benefited Property Owners") into wastewater utility customers via connection to a CITY-owned central sewer system ("Sewer Improvements") as depicted in the diagram attached and incorporates as Composite Exhibit "A".

- The TOWN requires assurances that CITY's Sewer Improvements are constructed and timely completed in a way that minimizes costs and disruption to the Town's residents.
- 7. The CITY requires assurances that the design, permitting, and construction costs of the Sewer Improvements will be timely paid by the Benefitted Property Owners either a) single lump-sum payment or b) a non-ad valorem capital special assessments to be levied by the TOWN on the real property owned by water utility customers in the TOWN now using septic systems.
- 8. In order to encourage participation in the Septic to Sewer Program, CITY provides property owners in the City and any other customers located in unincorporated areas of the County seeking to convert their septic systems to the CITY's central sewer system the option to pay for the conversion in a single lump sum payment or on an installment basis by non-ad valorem capital special assessments collected pursuant to the "uniform method for the levy, collection, and enforcement of non-ad valorem assessments". Section 197.3632, Florida Statutes (hereafter "Uniform Method).
- 9. The TOWN desires that Benefited Property Owners in the TOWN have the option to pay for the conversion of their septic systems to the CITY's central sewer system in a single lump sum payment or on an installment basis by non-ad valorem capital special assessments collected pursuant to the Uniform Method.
- 10. The TOWN and CITY desire to have CITY's Sewer Improvements completed in coordination and conjunction with the TOWN's Road Improvements all as part of one overall project (the "PROJECT").
- 11. The CITY agrees to initially pay for the design, permitting, and construction of Sewer Improvements the cost of which will be repaid by the Benefited Property Owners in a single lump sum payment or on an installment basis by non-ad valorem capital special assessments collected by the TOWN pursuant to the Uniform Method.
- 12. The TOWN agrees to pay for the design, permitting, and construction of the Road Improvements.
- 13. Under such authority, it is the mutual desire of the TOWN and CITY to enter this interlocal agreement to cooperate in the design, permitting, and construction of the Road Improvements and the Sewer Improvements with the allocation of responsibilities for the PROJECT as detailed below.
- 14. Both parties desire assurances that the non-ad valorem capital special assessments are timely levied by the TOWN and the Sewer Improvements are constructed and timely completed in a way that minimizes costs and disruption to the TOWN's residents, and that the CITY administers its Septic to Sewer Program to customers in the TOWN at the same prices, terms and conditions that it administers any Septic to

Sewer Program to its customers whether served inside the CITY'S corporate boundaries or outside its corporate boundaries and fairly and reasonably apportions such costs based on the benefit received by each participant

ACCORDINGLY, the premise being in general as stated in the foregoing recitals, and in consideration of the terms, conditions and covenants as set forth below, the Parties hereto agree as follows:

SECTION 1. RECITALS. The above Recitals are true and correct and form a material part of this Agreement.

SECTION 2. AUTHORITY AND PURPOSE. This Interlocal Agreement is entered into pursuant to the powers and authority granted to the parties hereto under the Constitution and laws of the State of Florida, including expressly (but not limited to) Section 2 of Article VIII of the Constitution of the State of Florida, Chapter 166 and Section 163.01 of Florida Statutes, and any applicable Special Acts. The purpose of this Agreement is to set forth the terms and conditions under which the TOWN and the CITY are to coordinate and cooperate in the design, permitting, and construction of the Road Improvements and the Sewer Improvements in and around Beachcomber Lane and Pebble Lane.

SECTION 3. PROJECT DESCRIPTION. The PROJECT shall consist of two components: (1) a Road Improvements component to be designed, permitted, financed, and constructed by the TOWN, and (2) a Sewer Improvements component to be designed, permitted, initially financed, and constructed by the CITY.

- **3.1.** The TOWN'S Road Improvements shall include design, permitting, preparing contract documents, and construction and reconstruction of road facilities, paving, widening, curbs, drainage, traffic control, water quality improvements, other related improvements on and along Beachcomber Lane and Pebble Lane.
- **3.2** The CITY's Sewer Improvements consist of upgrading and extending the existing sanitary system including sewer laterals and connecting those Benefited Property Owners along Beachcomber Lane and Pebble Lane to the CITY's central sewer system. This work includes design, permitting, preparing contract documents, and construction of improvements.

SECTION 4. TOWN OBLIGATIONS RELATED TO ROAD IMPROVEMENTS. The TOWN shall be responsible for the following:

- **4.1.** TOWN shall, upon execution of this Agreement, assign a Project Manager to be responsible for coordination of the PROJECT with CITY.
- **4.2**. TOWN's Project Manager shall perform, or cause to be performed, all actions necessary for the design, permitting, and construction of the Road Improvements including project management, design and construction engineering, right-of-way acquisition,

regulatory and land use permits and approvals, public information, contract administration, and construction management. TOWN shall coordinate the design of, advertise for, award, and administer the construction contract for Road Improvements component of the PROJECT.

- **4.3**. The TOWN shall provide CITY with the opportunity for design review of final plans for the Road Work component of the PROJECT prior to bidding. TOWN agrees to incorporate CITY comments that do not significantly impact Road Improvements component costs and/or schedule and that are approved by the PROJECT engineer.
- **4.4.** The TOWN shall pay for the design, permitting, and construction of the Road Improvements.
- 4.5. As further explained in Sections 6.1 and 6.2 hereof, the TOWN shall be obligated to implement and adopt a non-ad valorem capital special assessment pursuant to the authority provided by its home rule powers, its Charter, any relevant ordinance, and the Uniform Method. As a condition precedent to the CITY's obligations under this Agreement, the TOWN shall take all actions necessary to implement, levy, and collect these non-ad valorem special assessments on the benefitted lot and parcel owners along Beachcomber Lane and Pebble Lane pursuant to the Uniform Method on or before October 1, 2026. These actions include (1) adopting an ordinance authorizing the levy and collection of a non-ad valorem capital special assessment for the purpose of ensuring that the CITY is repaid by the Benefited Property Owners all costs of the design, permitting, and construction of the Sewer Improvements (hereafter "Purpose"), (2) entering into a three-party agreement with the CITY and the Indian River County Tax Collector to utilize the March 1 date for the deadline to adopt a resolution stating the TOWN's intent to use the uniform method of collecting capital special assessments, and providing for the reimbursement of administrative costs, (3) timely prepare and adopt a resolution stating the TOWN's intent to use the Uniform Method of collecting capital special assessments, the need for the levy, and a legal description of the boundaries of the property subject to the levy, (4) timely publishing 4 times in the appropriate newspaper the notice of intent to use the Uniform Method of collecting capital special assessments, (5) conducting a public hearing on and adopt a resolution declaring the TOWN's intent to use the Uniform Method of capital special assessments for the Purpose, (6) sending the Indian River Property Appraiser, Indian River Tax Collector and the Florida Department of Revenue a certified copy of the adopted resolution on the TOWN's intent to use the Uniform Method of capital special assessments, a copy of the entire page of the newspaper advertisement, and proof of publication on Form DR-413, (7) timely providing the Indian River County Property Appraiser with a draft list of parcel ID numbers and legal descriptions of parcels subject to the special assessment, and amounts of special assessments, (8) finalizing assessment methodology report and actual assessment value per unit with assistance from the CITY as provided in Section 6.1, (9) preparing notices to be mailed and published for the public hearing on the non-ad valorem assessment roll containing information required by the Uniform Method, (10) prepare resolution for the TOWN council public hearing to adopt the non-ad valorem capital assessment roll, certify

the assessment roll to the County Property Appraiser, identify by parcel numbers the property to be assessed, and the amount of benefit to and the assessment against each lot or parcel, (11) timely mail notices regarding the public hearing on the non-ad valorem assessment roll to each person owning property subject to the assessment, (12) timely publish notice in newspaper regarding the public hearing to adopt the non-ad valorem assessment roll, (13) timely hold public hearing and adopt resolution adopting the non-ad valorem assessment roll and to certify the non-ad valorem assessment roll to the County Tax Collector, and (14) timely provide the final non-ad valorem capital assessment roll to the County Property Appraiser and County Tax Collector. If the TOWN fails to comply with the obligation to timely and lawfully implement the non-ad valorem special assessments, the CITY's obligations to construct the Sewer Improvements shall terminate.

SECTION 5. CITY OBLIGATIONS. In addition to its obligations otherwise set forth herein, CITY shall be responsible for the following:

- **5.1** CITY shall, upon execution of this Agreement, assign a Project Manager to be responsible for coordination of PROJECT with TOWN.
- **5.2.** CITY's Project Manager shall perform, or cause to be performed, all actions necessary for the design and construction of the Sanitary Sewer Work including project management, design and construction engineering, right-of-way acquisition, regulatory and land use permits and approvals, public information, contract administration, and construction management. CITY shall coordinate the design of, advertise for, award, and administer the construction contract for Sanitary Sewer Work component of the PROJECT.
- **5.3.** CITY shall provide TOWN with the opportunity for design review of final plans for the Sanitary Sewer Work component of the PROJECT prior to bidding. TOWN agrees to incorporate CITY comments that do not significantly impact Road Work component costs and/or schedule.
- **5.4.** CITY shall, prior to beginning any SANITARY SEWER WORK, execute and comply with the requirements of the ROW Utilization Application attached as Composite Exhibit A.
- **5.5.** CITY shall assist TOWN in finalizing the assessment methodology report and actual assessment value per unit as provided in Section 6.1.

SECTION 6. COST OF SANITARY SEWER WORK

6.1. Payment for Sanitary Sewer Work. The cost of the Sanitary Sewer Work, also known as the "Project Costs," including materials, labor, and installation, shall be paid for by the individual Benefited Property Owners in a single lump sum or in installments pursuant to non-ad valorem capital special assessments levied on a per parcel/lot basis that are based on the benefits allocated to each Benefited Property and fairly and reasonably apportioned. Because CITY will perform the Sanitary Sewer Work, CITY shall be responsible

for calculating the Project Costs and allocating the benefits, and it shall do so in the same manner that it calculates Project Costs and allocates benefits for those customers inside or outside the CITY's corporate boundaries that are subject to its Septic to Sewer Program. Payment shall be made on the terms and conditions set forth herein by the TOWN and the CITY. Payment may be made prior to start of construction by the individual Benefited Property Owners or payment of a non-ad valorem capital special assessment as provided in chapter 197, Florida Statutes, for the benefited real property at the rate of assessment based on the special-benefit accruing to such property from such improvements.—Such special assessment shall be so-declared by Resolution by the TOWN. The resolution shall state the TOWN's intent to use the uniform method of collecting such assessment set forth in section 197.3632, Florida Statutes. TOWN and CITY agree to enter an interlocal agreement County Tax Collector to use the Uniform Method to collect the special assessment from the Benefited Property Owners and remit said assessment to CITY, less any administrative costs of the tax collector.

- 6.2. Further Action By TOWN. As provided in Section 4.5 hereof, TOWN shall adopt any required resolution or ordinance required by law to levy a special-assessment lien on each applicable Benefited Property located within the TOWN limits, stating the nature of the proposed improvement,-designating the location of said sanitary sewers as required by statute, the lands upon which shall designate the lands upon which the capital special assessments shall be levied, and shall also state the-total estimated cost of the improvements and allocated to each participant on a fair and reasonable basis, based on reports and certifications that shall be provided by CITY. Such estimated costs, which shall be calculated and provided by the CITY in a non-discriminatory manner, may, to the extent permitted by law, include the cost of-construction or reconstruction, the cost of all labor and materials, the cost of all lands, property, rights, easements, and franchises acquired, financing charges, interest prior to and during construction and for 1 year after completion of construction, discount on the sale of special assessment bonds, cost of plans and specifications, surveys of estimate of costs and of revenues, costs of engineering and legal services, and all to the expenses necessary or incident to determining the feasibility or practicability of such construction or reconstruction, administrative expenses, and such other expense as may be necessary or incidental to the-financing therein.
- **6.3.** Notwithstanding anything to the contrary contained in this Agreement, the TOWN covenants and agrees that it shall take no action or fail to take action that prevents or hinders payment of any capital special assessments levied by the TOWN under the Uniform Method for payment of the CITY's Sewer Improvements. Once the TOWN has adopted a resolution levying non-ad valorem special assessments for payment of the CITY's Sewer Improvements, the TOWN covenants and agrees to take all necessary actions each year required under the Uniform Method to continue to collect the non-ad valorem special assessments previously levied until payment of all such special assessments has been made to the CITY. Should the TOWN fail to take all such necessary actions that results in the TOWN being unable or unwilling to collect all said special assessments, then the TOWN shall become liable for the remaining unpaid portion of the said special assessments.

SECTION 7. COMPETITIVE PROCUREMENT AND CONTRACT AWARD. The Parties agree that the construction of the PROJECT should be awarded to a qualified general contractor ("General Contractor") agreed upon and selected by the TOWN and CITY pursuant to a competitive bid process that the TOWN will administer in consultation with CITY. The Parties further agree that General Contractor will be responsible for the construction of the Road Improvements and Sewer Improvements components of the PROJECT. The TOWN shall be primarily responsible for preparing the bid documents for the Road Improvements component of the PROJECT and shall provide CITY with the opportunity for design review of final plans for the Road Improvements prior to bidding. TOWN agrees to incorporate CITY comments that do not significantly impact Road Improvements component costs and/or schedule and that are approved by the PROJECT engineer. The CITY shall be primarily responsible for preparing the bid documents for the Sewer Improvements component of the PROJECT and shall provide TOWN with the opportunity for design review of final plans for the Sewer Improvements prior to bidding. CITY agrees to incorporate TOWN comments that do not significantly impact Sewer Improvements component costs and/or schedule. The Road Improvements and Sewer Improvements shall be bid as a single PROJECT. The General Contractor shall bill the Town for the Road Improvements component of the PROJECT and shall bill the CITY for the Sewer Improvements component of the Project.

SECTION 8. DEFAULT. Time is of essence in the performance of the Agreement. Either party shall be deemed to be in default if it fails to comply with any provisions of this Agreement. The non-defaulting party shall provide the other party with written notice of default and allow thirty (30) days within which to cure the defect.

SECTION 9. INDEMNIFICATION. This Agreement is for the benefit of the Parties only and shall not inure to the benefit of any third party. Each party agrees to indemnify and hold harmless the other party, and its officers, employees, and agents, from and against all claims, demands and causes of actions and suits of any kind or nature for personal injury, death or damage to property on account of or arising out of services performed, the omissions of services or in any way resulting from the negligent or wrongful acts or omissions of the indemnifying party and its officers, employees and agents. In addition, each party shall be solely responsible for any contract claims, delay damages or similar items arising from or caused by the action or inaction of the party under this Agreement.

SECTION 10. SOVEREIGN IMMUNITY. Each party to this Agreement expressly retains all rights, benefits, and immunities of sovereign immunity that they presently enjoy under the Constitution and Statutes of the State of Florida, and particularly with respect to Chapter 768, Florida Statutes. Notwithstanding anything set forth in any article of this Agreement to the contrary, nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of either party beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature or may be adopted by the Florida Legislature and any liability of either party for damages shall not exceed the statutory limits of liability, regardless of the number or nature of any claim which

may arise including but not limited to a claim sounding in tort, equity or contract. Nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim against any party, which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

SECTION 11. GOVERNING LAW, VENUE, AND REMEDIES. This Agreement shall be governed by and construed in accordance with laws of the State of Florida. Venue for any action arising out of or related to this Agreement shall be in the Circuit Court for the Nineteenth Judicial Circuit in Indian River County, Florida. In the event a party deems it necessary to take legal action to enforce any provisions of this Agreement, each party shall bear its own attorney's fees and costs at both the trial and appellate levels.

SECTION 12. FORCE MAJEURE. In addition to the specific provisions of this Agreement, performance by any party shall not be in default where delays or default is due to war, insurrection, strikes, walkouts, riots, floods, drought, earthquakes, fires, casualties, acts of God, governmental restrictions imposed or mandated by governmental entities other than the Parties, enactment of conflicting state or federal laws or regulations, new or supplementary environmental regulation, litigation or similar bases for excused performance that are not within the reasonable control to the party to be excused.

SECTION 13. TERM OF AGREEMENT. This Agreement shall become effective when approved by the governing bodies of the TOWN and the CITY. This Agreement shall remain in effect until the completion of the PROJECT, but no longer than two (2) years after its effective date; provided, however, that the parties' obligations related to maintenance of the capital special assessments shall survive the termination of this Agreement until all such capital special assessments are paid in full to the CITY. This Agreement may be amended or extended for periods of up to one (1) year by mutual written consent of the Parties. It may be canceled or terminated for any reason by either Party. Termination or cancellation shall be effective thirty (30) days after written notice to the other party, or at such time as the Parties may otherwise agree. The Parties shall, in good faith, agree to such reasonable provisions for winding up the PROJECT and paying for any additional costs as necessary. Notwithstanding anything to the contrary contained herein, if the three-party agreement contemplated by subsection 6.1 is not executed by February 28, 2026, this Agreement shall terminate. Furthermore, if the capital special assessments are not levied on or before October 1, 2027, then this Agreement shall terminate unless the Parties otherwise agree in writing.

SECTION 14. DISPUTE RESOLUTION. In the event a dispute pertaining to this Agreement should arise, the parties agree to promptly schedule a meeting to discuss the dispute in an effort to resolve the dispute informally. If the dispute is not resolved through informal discussion and negotiation between the parties, the dispute shall be submitted to mandatory mediation, the cost of which shall be split evenly between both parties. In the event that the CITY or TOWN is required to enforce this Agreement or bring an action for breach of the Agreement by court proceedings or otherwise, by instituting suit or otherwise,

then the prevailing party shall be entitled to recover all costs incurred, including reasonable attorney's fees.

SECTION 15. AMENDMENTS. Amendments to this Agreement must be in writing and executed by both parties hereto.

SECTION 16. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties hereto with respect to the transaction contemplated hereby, and it supersedes all prior oral understandings or agreements between the parties pertaining to the subject matter of this Agreement.

SECTION 17. NOTICES. All notices, requests, consents and other communications under this Agreement ("Notices") shall be in writing and shall be delivered, mailed by First Class Mail, postage prepaid, or overnight delivery service, to the parties, as follows:

A. If to CITY: City Manager

City of Vero Beach 1053 20th Place

Vero Beach, FL 32960-5359

B. If to TOWN: Town Manager

Town of Indian River Shores

6001 Hwy. A1A

Indian River Shores, FL 32963

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Respective counsel for the parties hereto may deliver Notice on behalf of that party. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the parties and addressees set forth in this Agreement.

SECTION 18. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the parties and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the

sole benefit of and shall be binding upon the parties and their respective representatives, successors, and assigns.

SECTION 19. REPRESENTATIONS. Each represents and warrants for the benefit and reliance of the other its respective authority to enter into this Agreement and acknowledges the validity and enforceability of this Agreement. The parties hereby represent, warrant and covenant this Agreement constitutes a legal, valid and binding contract enforceable by the parties in accordance with its terms and conditions, and that the enforceability is not subject to any impairment by the applicability of any public policy or police powers.

SECTION 20. BINDING EFFECT. This Agreement shall be binding on the parties hereto, as well as on their lawful successors and assigns.

SECTION 21. SEVERABILITY. If any portion of this Agreement is declared invalid or unenforceable, then to the extent it is possible to do so without destroying the overall intent and effect of this Agreement, the portion deemed invalid or unenforceable shall be severed here from and the remainder of this Agreement shall continue in full force and effect as if it were enacted without including the portion found to be invalid or unenforceable.

SECTION 22. RECORDATION & FILING OF AGREEMENT. As required by Section 163.01(11), Florida Statutes, the CITY Clerk is hereby authorized and directed, after approval of this Agreement by the TOWN and the CITY, and execution thereof by the duly qualified and authorized representatives of each of the parties hereto, to file this Agreement with the Clerk of the Circuit Court of Indian River County, Florida, for recording in the public records of Indian River County, Florida.

SECTION 23. TIME IS OF THE ESSENCE. Time is of the essence in this Agreement and the performance of all obligations hereunder.

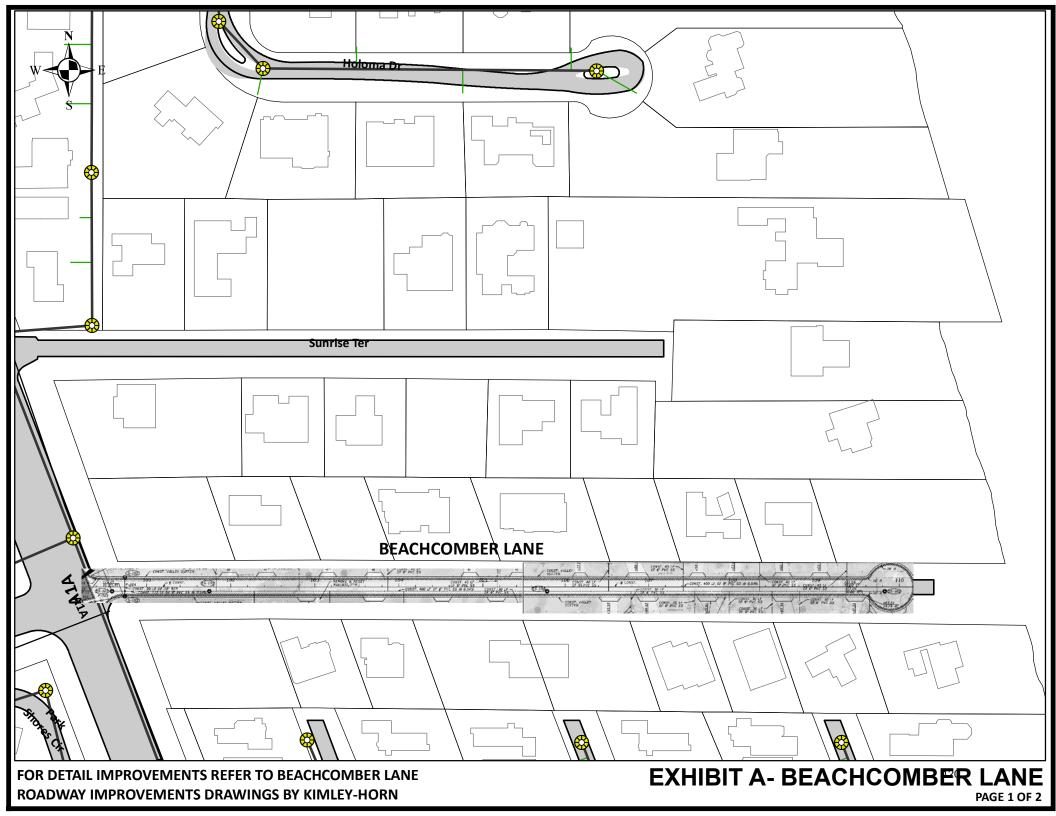
SECTION 24. FUTURE COOPERATION AND COORDINATION. The Parties intend to use the structure and authority of this Agreement if appropriate to coordinate and implement future road improvements by the TOWN with the CITY'S Septic to Sewer Program activities in the TOWN. The Parties likewise intend to use the structure and authority of this Agreement if appropriate to coordinate and implement future Septic to Sewer Program Improvements within other portions of the TOWN, subject to joint approval by the CITY council and TOWN council of the details of the future improvements and levy and collection of the necessary non-ad valorem special assessments in accordance with the terms of this Agreement.

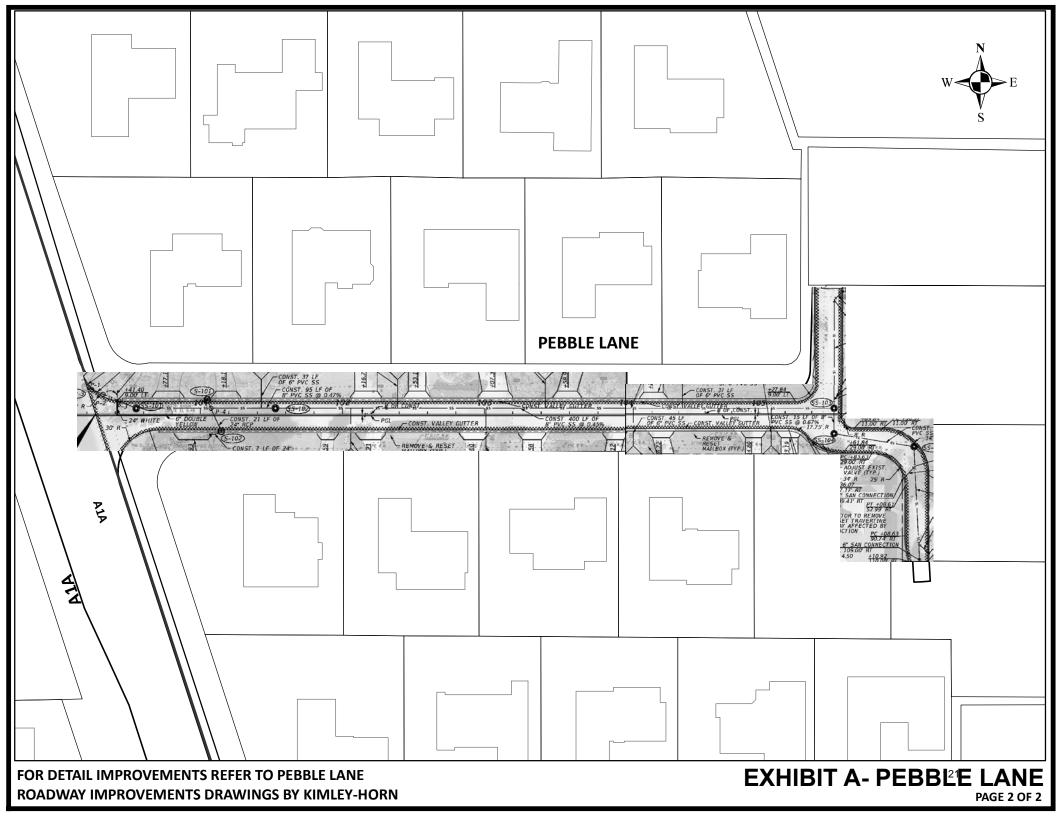
IN WITNESS WHEREOF, the Parties hereto acknowledge that they understand the terms and conditions of this Agreement and agree to be bound to those terms and conditions.

ATTEST: CITY OF VERO BEACH, FLORIDA

	By:
Sherri Philo City Clerk	John E. Cotugno, Mayor
(SEAL)	Date:
Reviewed as to form and legal sufficiency (for reliance of COVB only):	Approved as conforming to municipal policy:
John S. Turner City Attorney	Monte K. Falls, P.E. City Manager
ATTEST:	TOWN OF INDIAN RIVER SHORES, FLORIDA
Janice C. Rutan, Town Clerk	By: Brian T. Foley, Mayor
(SEAL)	Date:
Reviewed as to form and legal sufficiency (for reliance of COVB only):	Approved as conforming to municipal policy:
Peter J. Sweeney, Jr. Town Attorney	James Harpring Town Manager

COMPOSITE EXHIBIT A





Town of Indian River Shores Building Department

(Intersection Street Name

UTILIZATION PERMIT

	PERMIT NO:
THE TOWN OF INDIAN RIVER SHORES, a political Permitter, hereby grants to	subdivision of the State of Florida, hereinafter called the
(Name)	(Street Address, City, State, Zip)
nereinafter called the Permittee, a Permit to cons	truct □, operate □, maintain □, renew □ and/or remove □
on attached plan along, across, beneath, or over righ	nt of way and/or property of Permitter at the following location:
	between
(Street Name)	(Intersection Street Name)
and	_ subject to the following provisions and conditions:

- 1. Construction, operation, and maintenance of such utility shall not interfere with property and rights of prior occupant.
- 2. The construction, operation and maintenance of such utility shall not create obstruction or conditions which are or may become dangerous to the traveling public.
- 3. All work must be done in keeping with standards of the Florida Department of Transportation Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways, Roadway and Traffic Design Standards, Florida Department of Transportation Standard Specifications for Road and Bridge Construction, AASHTO and by the Town Building Official or his agent.
- 4. All materials and equipment shall be subject to inspection by an Engineer of the Town or his agent.
- 5. Prior to beginning any work hereunder, Permittee shall, through the State of Florida's Department of Environmental Protection Online Contamination Locator Map, first evaluate the property herein as to any environmental risks. If after the start of any work herein Permittee encounters any environmental hazard or abnormal conditions, Permittee shall immediately cease work and notify the Town. Permittee may only resume work upon written notification by Town.
- 6. The Permittee shall and does hereby agree to indemnify, pay the cost of defense, and save harmless the Permitter from and against payment of all claims, suits, actions, costs, attorneys' fees, expenses, damages, judgments, or decrees by reason of any person or persons or property being damaged or injured by the Permittee, its employees, agents or sub-contractors or in any way attributable to the performance, prosecution, construction, operation, or maintenance of work herein permitted by Permitter and resulting from negligent acts or omissions of said Permittee in connection with the work herein permitted.
- 7. The Permittee shall repair any damage or injury to the road or highway or other Town property by reason of the exercise of any of the privileges granted in this Permit, and shall repair the same promptly, within seven (7) days of opening, restoring it to a condition at least equal to that which existed immediately prior to the infliction of such damage or injury. (Note: All portions of the right of way other than paved areas disturbed by the construction of this utility will be compacted, grassed, and mulched or sodded as required.)
- 8. All overhead installations shall conform to clearance standards of the State Utilities Accommodation Guide and all underground crossing installations shall be laid at a minimum depth of 36" below pavement, or at such greater depth as Permitter may require.
- 9. In the event of widening, repair, or reconstruction of said road, the Permittee shall move or remove said utility installation at no cost to the Permitter.
- 10. This permit creates a permissive use only and the placing of facilities upon Town property pursuant hereto shall

Rev 10/01/23

not operate to create or to vest any property rights in said Permittee and is granted in perpetuity subject to termination by the Permitter upon the giving of 30-days' notice in writing to the Permittee.

- 11. The Permittee shall furnish the Permitter with a survey showing the exact locations of all facilities to be installed pursuant to this permit, said survey to be sufficiently detailed to allow location of said installation by reference thereto. The attached plan, covering details of this installation, shall be a part of this permit. Upon completion of installation, if field adjustments are made, an as-built drawing will have to be submitted.
- 12. Section corner monuments and other permanent references subject to displacement shall first be referenced and later reset by a Florida Registered Land Surveyor.
- 13. All activities in accordance with this permit will require conformance to the "Manual on Traffic Control and Safe Practices for Street and Highway Construction, Maintenance and Utility Operations." (Chapter 316 Florida Statutes)
- 14. The Permittee's attention is directed to the provisions of the Trench Safety Act (Florida Statutes, Section 553.60 et. seq.) and the Occupational Safety and Health Administration Excavation Safety Standards (29 C.F.R. Section 1926.650, Subpart P) which shall apply to construction, operation, and maintenance pursuant to this permit.
- 15. Compaction within right of way to meet standards reviewed/approved in accordance with the Town's Engineer and/or Engineering standards.
- 16. The Town Building Department must be notified a minimum of 48 hours prior to beginning work at 772-231-4453, otherwise the Permit will be voided.
- 17. If this permit is for a monitor well, copies of all testing reports are to be forwarded to Town of Indian River Shores Building Department.
- 18. The Permittee shall commence construction within 60 days from the date of this permit and it shall be completed within days.
- 19. This permit does not create any vested rights, and except for governmental entities and utilities, is revocable at will upon reasonable prior written notice. Permittee bears all risk of loss as to monies expended in furtherance of the permitted use. Upon revocation, the permittee shall promptly modify, relocate or remove the permitted use and properly restore the right of way to the Town's satisfaction. In the event of failure to so comply within the specified time, the Town may remove the permitted use and permittee shall be responsible for all removal and restoration costs.
- 20. For non-Town run projects, the permittee shall post a cash or other acceptable surety as a performance guarantee with the Town. The guarantee will be based on a cost estimate for the project prepared by the permittee's engineer and approved by the Town. In the event a surety bond is posted, the said surety bond shall be made payable to the Town of Indian River Shores and shall obligate the surety to hold the Town harmless in the event the holder of this permit should fail to meet any of its obligations, hereunder. The bond shall also indemnify the Town of Indian River Shores for all court costs and reasonable attorney fees in the event legal action is required to collect on said bond.
- 21. It is the obligation of the applicant/permittee to obtain proper permitting/permission from additional affected property owners, including, but not limited to, municipalities, Florida Department of Transportation, Homeowner's Associations, and private property owners.

Print Name & Title:	Signature:
Mailing Address	
Phone:	Email:

Application Submittal Instructions

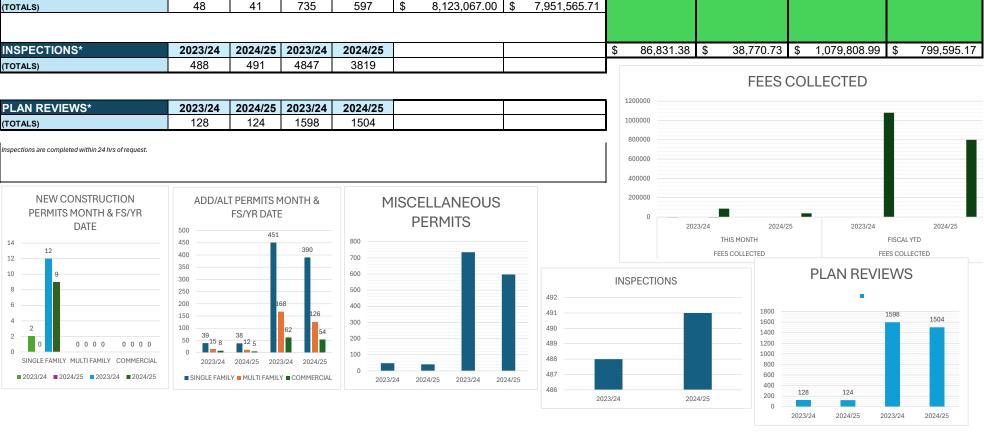
- 1. Description and nature of the proposed installation shall be attached with all appropriate reference documents to this application.
- 2. The Application shall be signed by applicant or their agent.
- 3. On the attached plan, the following data shall be supplied:
 - a. The plan shall show the right of way lines and the widths of right of way. The offset distance from the centerline of the proposedinstallation shall be shown and the scope of the proposed project, with all the distances and sizes clearly indicated.
 - b. Typical cross section shall be furnished showing width of pavement, width of right of way on each side, offset distance from centerline to proposed installation and any pertinent data to sidewalks, curbs and gutters, etc.
 - c. Indicate type of installation on both typical cross section and plan view.
 - d. All pertinent drainage information and calculations or justification for size of pipe and/or grading.
 - e. MOT (Maintenance of Traffic) Plan.
- 4. All improvements within Town maintained right of way shall conform to Florida Department of Transportation requirements and/or Town of Indian River Shores requirements.
- 5. All applications for water and sewer lines must be separate applications and countersigned by the utility involved prior to submittal.
- 6. This form is to be returned to the Building Department with two (2) drawings as well as one electronic (PDF) copy; one fully executed copy will be returned to you after approval.
- 7. There is a \$154 .00 fee that must be received prior to the issuance of the permit. A check may be made payable to the Town of Indian River Shores. We accept all major credit cards.
- 8. Prior to permit approval, the permittee shall deliver proof of insurance Town of Indian River Shores Building Department.

THE UTILITY NOTIFICATION CENTER "CALL SUNSHINE" (1-800-432-4770) MUST BE NOTIFIED TWO FULL BUSINESS DAYS IN ADVANCE OF CONSTRUCTION.

TO) B	E FI	LLE	ou	T B	/ TOW	n of	FINDIA	N RIVE	R SH	ORES	BUIL	_DING	DEP	ART	MEN	ŧΤ

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	ed	Jack and bore Yes No Directional bore Yes No
Town of Indian River Sho	ores, FLORIDA	
Date:	for Building Department	. 124

9a. **AUGUST (2025)** FEES COLLECTED **FEES COLLECTED PERMITS ISSUED CONSTRUCTION VALUATION FS/YR PERMITS ISSUED** PERMITS*** THIS MONTH **FISCAL YTD** THIS MONTH **FS/YR TO DATE** TO DATE 2023/24 2024/25 2023/24 2024/25 **NEW CONSTRUCTION** 2024/25 2023/24 2024/25 2023/24 2023/24 2024/25 SINGLE FAMILY 39,222,863.10 \$ 23,186,750.00 **MULTI FAMILY** 0 \$ 0 0 0 \$ COMMERCIAL 0 0 0 0 \$ \$ 2 39,222,863.10 \$ 23,186,750.00 (SUB-TOTAL) 0 12 9 \$ **ADDITIONS / ALTERATIONS** 2023/24 2024/25 2023/24 2024/25 2023/24 2024/25 SINGLE FAMILY \$ 45.008.340.62 \$ 39 38 451 390 43.141.996.22 MULTI FAMILY \$ 15 168 11,704,835.35 \$ 12 126 10,236,949.53 COMMERCIAL 8 5 62 54 \$ 7,564,328.33 \$ 7,814,820.28 62 55 681 570 64,277,504.30 \$ 61,193,766.03 (SUB-TOTAL) OTHER PERMITS (MISC.) 2023/24 2024/25 2023/24 2024/25 *2023/24 2024/25 48 41 735 597 \$ 8,123,067.00 \\$ 7,951,565.71 2023/24 2024/25 2023/24 2024/25 86,831.38 38,770.73 1,079,808.99 799,595.17 \$ 488 491 4847 3819 FEES COLLECTED 1200000 2023/24 2024/25 2023/24 2024/25



MAYOR BRIAN T. FOLEY VICE MAYOR BOB AUWAERTER COUNCIL: JAMES M. ALTIERI JESSE L. "SAM" CARROLL. JR

WILLIAM DANE



JAMES HARPRING TOWN CLERK JANICE RUTAN

PETER J. SWEENEY, JR.

TOWN ATTORNEY

TOWN MANAGER

6001 Highway A1A, Indian River Shores, FL 32963 (772) 231-1771

To: Town Manager Jim Harpring

From: Fire Marshal/Code Enforcement Official/Building Inspector, Jacob Maikranz

Date: August 20, 2025 - September 16, 2025

Ref: Monthly Code Enforcement Report

The following Code Enforcement violations were observed and rectified:

ANNUAL FIRE & LIFE SAFETY INSPECTIONS

Annual fire and life safety inspections were completed at the Fountains Condominium and 7-Eleven. Fire Code violations (if any) were observed, inspection reports were emailed to the respective property management company and were given 30 days to rectify the violations and become compliant with the Fire Code.

- FIRE CODE VIOLATIONS:

- 1) Three (3) violations were observed during the annual fire safety inspections. All violations have been rectified.
- 2) 9/11/2025 A written notice was sent to a resident regarding a fire hydrant that was being obstructed by bushes. The resident was thankful for the notification as he was unaware of the fire code violation. The resident advised this will be taken care of as soon as possible.

- KNOX BOX INSPECTIONS:

- 1) During the annual fire and life safety inspections, all Knox Boxes and Knox Gate Access Switches (if applicable) were inspected and compliant with the fire code.
- 2) The inoperable Knox Gate Access Switch at Mariner Village has been replaced with a new one and is now compliant with the Fire Code.
- 3) The existing Knox Gate Access Switch at Palm Island Plantation has been replaced with a new switch that now operates both entry gates into the community permitting easier access for first responders.

BUILDING CODE VIOLATIONS

- N/A

SIGN VIOLATIONS

- 8/25/2025 Advertisement sign removed from A1A/Fred R Tuerk. The business was notified, and the signs were picked up shortly after. A written warning and a copy of the Town's Ordinance was issued.
- 8/28/2025 Received a call from a realtor who had questions regarding the Town's Sign Ordinance. The realtor was educated on the permitted signs and the requirements per the ordinance.

ORDINANCE COMPLAINTS

- 7/29/2025 – Received a complaint about overgrown invasive plants that are encroaching within 100 feet of another subdivision. A Code Enforcement investigation was opened. UPDATE – 8/18/2025 – Contact information on the property in violation is being investigated. Once the appropriate information is obtained, the property owner/HOA will be notified. UPDATE – 8/22/2025 – Email and a notice of violation was sent to Keystone Property Management to schedule an on-site meeting. UPDATE – 9/8/2025 – Met with the complainant and discussed the progress of this Code Case. UPDATE – 9/11/2025 – Met with the property management from Ocean Pearl II East on-site to discuss the violations. After re-inspection, a site survey was requested to properly determine where the boundaries exist. Ongoing investigation.

SHORT-TERM VACATION RENTALS

- Seven (7) notices were sent to the previously registered STVR applicants, advising them of their delinquency status with the Building Department. A copy of their current FL Department of Business and Professional Regulation (DBPR) license, local business tax receipt and STVR tax receipt was requested to maintain compliance with the Town Ordinance.

LIEN REQUESTS

- Between August 20, 2025-September 16/2025, eight (8) lien requests were processed.

OTHER

- 9/10/2025 MS4 inspection completed with Max from Public Works at 4596 Pebble Bay South. A small plant and yard debris was cleared away from the stormwater access cover.
- Reviewed fire plans and building plans for code compliance for renovated, altered, existing and new buildings. After review, on-site inspections were conducted. Re-inspections were scheduled, if needed, when deficiencies were observed. All properties met compliance after re-inspection.

MAYOR BRIAN T. FOLEY

VICE MAYOR BOB AUWAERTER

COUNCIL: JAMES ALTIERI JESSE L. "SAM" CARROLL, JR. WILLIAM DANE



6001 Highway A1A, Indian River Shores, FL 32963 (772) 231-1771

9c.

TOWN MANAGER

TOWN CLERK

TOWN ATTORNEY PETER J. SWEENEY, JR.

Public Works Department STATUS REPORT 09/16/2025

NPDES MS4

- Completed inspections post rain events on September 8th, 9th, 10th, and 11th. Completion of stormwater pollution prevention plan reports for compliance with NPDES M4 permit requirements.
- Posted notice to resident of plant at 4596 Pebble Bay South obstructing storm drain. Scheduled inspection date with Code Enforcement Officer to determine course of action. Removal of section of plant and yard debris blocking storm drain.
- Swale mowing at Old Winter Beach Road.
- COMPLETED PROJECT: Storm drain marker plotting project to comply with NPDES/MS4 permit.

CEMETERY

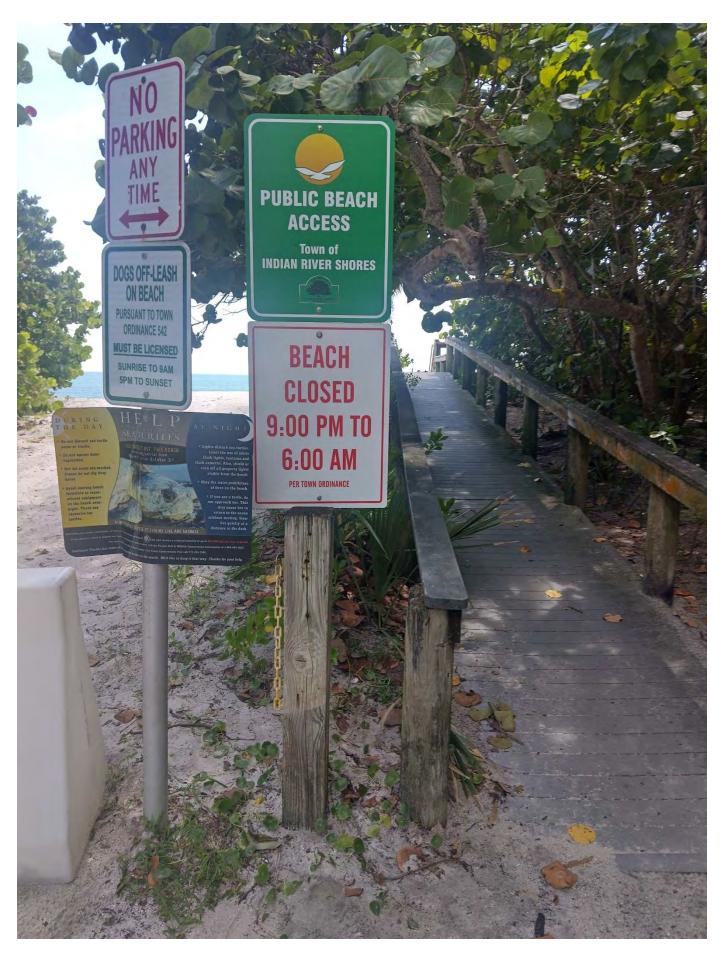
- Onsite cemetery meeting with Cutting Edge landscapers to discuss sod project.
- Two onsite cemetery visits with Town Clerk to locate and mark grave markers for two burial services.

BEACH, SR A1A AND ROADS

- ONGOING: Continuing to monitor FDOT sidewalk repair project Palm Island Plantation.
- Installation of "Beach Closed 9:00 PM to 6:00 AM" sign at Beachcomber Lane beach access.
- A1A light survey inspection completed; communicated issues to FDOT.
- Inspections to monitor clean up at 7-11 post-meeting with Town Manager and business representatives.

TOWN HALL AND PSD

- Onsite visit with pressure washing vendors to review new project (walkways, PSD entrance, and employee and visitor parking lots). Reviewed proposals and selected vendor to complete project. Monitored project and inspection of areas upon completion.
- Overseeing Complete Electric electrical and lighting project.



9d.

TOWN MANAGER JAMES HARPRING

TOWN CLERK JANICE RUTAN

TOWN ATTORNEY PETER J. SWEENEY, JR.



BOB AUWAERTER

COUNCIL:

JAMES ALTIERI
JESSE L. "SAM" CARROLL, JR.

WILLIAM DANE

MAYOR BRIAN T. FOLEY

VICE MAYOR

6001 A1A, Indian River Shores, FL 32963 (772) 231-1771

Memorandum

TO: Jim Harpring, Town Manager

FROM: Heather Christmas, Town Treasurer

DATE: September 9, 2025

SUBJECT: August 2025 Budget Analysis

The August 2025 budget analysis is based on information available as of September 9, 2025. To date, three amendments have been made to the FY 2024–2025 budget. These amendments should be reviewed alongside this report. A final amendment will be made in November to address any discrepancies. The forecast amounts include estimated accruals expected after year-end; however, these figures are based on estimates and actual results may differ. The following summarizes significant variances (greater than \$25,000) and other items of note:

- Operating Revenues The Town received more in ad valorem revenues than originally budgeted – these include delinquent taxes and interest and penalties on these taxes. In addition, we earn higher investment income since the federal funds rate has not decreased as originally anticipated. Finally, we have received funds for the sale of assets and insurance proceeds that were not included within the budget. Insurance proceeds for the ambulance were not included in the forecast.
- Public Works There has been a restructuring within the department, and it is not expected that the vacant position will be filled prior to the end of the fiscal year. Additionally, while the Town had originally budgeted \$50,000 for improvements at the offsite lot, it has since been determined that those funds will not be needed for that purpose. Instead, the funds will be redirected to a higher-priority project aimed at protecting the dunes at Beachcomber, which has been identified as a more urgent need, however due to timing it is not expected to be completed before the end of the fiscal year. A budget amendment will be implemented in November 2025 to add these funds to next year's budget.

- 3. Public Safety Earlier this year, the Town experienced several resignations among full-time public safety officers. During this period, per diem personnel were utilized to maintain appropriate staffing levels. The department is now fully staffed; however, one employee has been called to active duty and another will begin attending police academy. These absences have been addressed, and coverage for the positions has been arranged to ensure continuity of service. Finally, certain travel and training courses that had been budgeted were not used.
- 4. Legal Fees Attorney costs related to ongoing utility matters are speculative at this time. Adjustments, if needed, will be reflected in the unreserved fund balance. The Town has also consulted specialized attorneys regarding pension and labor matters.
- 5. Capital Revenue Earlier this year, the Town Council approved the continued use of the Town's financial software system. In accordance with GASB standards, the related long-term agreement is classified as a capital lease. Additionally, the Town entered into a separate capital lease for the acquisition of two new vehicle cameras. As required by accounting standards, the proceeds from these lease arrangements are recognized as capital revenue and offset by corresponding lease expenditures. Finally, the Town received a grant for the speed trailer that was not originally budgeted. A year-end budget amendment will be prepared to reflect any necessary updates related to capital activity.
- 6. Water Transportation The work for the Anchoring Limitation Area has been established with the County. It is expected that the Town will be invoiced for work completed, if any, through September 30, 2025 sometime in October 2025.
- 7. Capital Expenditures The obligation for a second ambulance remains in the budget but may be adjusted depending on the outcome of an ongoing insurance review. The newly acquired ambulance recently experienced an electrical fire, and staff are awaiting the insurer's determination. The needed replacement could still proceed this year and would be offset by insurance proceeds. This category also reflects the capital lease activity noted above. Additionally, the Town does not anticipate initiating the budgeted road improvement projects before fiscal year-end. A year-end budget amendment will be prepared to reflect all necessary adjustments to capital expenditures. Finally, a budget amendment will be implemented in November 2025 to add these funds to next year's budget.
- 8. Building Department Revenue Building activity continues to fluctuate based on the volume and valuation of permits issued. The Town will continue to monitor the Building Fund closely to ensure ongoing compliance with applicable state statutes. Based on current projections provided by the Building Department, no adjustments to building fees are warranted for FY 2026 at this time. However, the fee structure will be re-evaluated mid-year and adjusted if necessary.

FUND/Department	_ As c	of 08/31/2025	Pro	rated Budget		ifference to rated Budget		Amended 025 Budget		Forcasted Actual		ifference to 025 Budget	Notes	% of Budget Utilized*
GENERAL FUND Operating revenues	\$	8,324,624		8,233,764	\$	90,860	\$	8,521,007	\$	8,615,037	\$	94,030	1	98%
Town Council		61 212		67.022		6 722		60 130		62.200		6.940		89%
Town Manager		61,212 281,240		67,933 284,605		6,722 3,365		69,130 317,611		62,290 313,856		6,840 3,755		89%
Finance Department		351,567		351,567		3,303		389,532		391,161		(1,629)		90%
Town Clerk		158,498		165,001		6,503		183,819		176,574		7,245		86%
Postal Center		100,400		100,001		0,000		100,010		170,074		7,240		0070
Operating		85,669		83,641		(2,028)		94,249		96,534		(2,285)		91%
Cost of Stamps sold		156,680		168,669		11,989		170,300		158,195		12,105		92%
Public Works		407,422		481,976		74,554		543,946		459,806		84,140	2	75%
Public Safety		4,253,511		4,415,535		162,024		5,020,508		4,836,285		184,223	3	85%
General Administration		343,249		374,034		30,785		271,951		249,568		22,383		126%
Information Tech		200,501		208,273		7,772		293,280		282,336		10,944		68%
Town Attorney		284,171		361,010		76,839		435,000		342,413		92,587	4	65%
Code Enforc/PZB Board		95,235		113,952		18,717		134,502		112,409		22,093		71%
Town Engineer		224,995		227,525		2,529		273,030		269,995		3,035		82%
Waterway Transportation		· -		-		-		55,000		55,000		-	5	0%
Cemetery		74,052		74,500		448		75,478		75,024		454		98%
Community Center		19,553		26,900		7,347		30,690		22,308		8,382		64%
Total Expenditures		6,997,554		7,405,120		407,566		8,358,026		7,903,754		454,272		84%
Operating Surplus	\$	1,327,070	\$	828,643	\$	498,426	\$	162,981	\$	711,283	\$	548,302		0 470
Operating Surptus	Ψ	1,327,070	Ψ	020,043	Ψ	430,420	Ψ	102,301	Ψ	711,203	Ψ	340,302		
Capital Activity														
Capital source revenues	\$	726,210	\$	665,203	\$	61,007	\$	839,404	\$	916,387	\$	76,983	6	87%
Capital Expenditures	Ψ	1,630,561	Ψ	2,675,830	Ψ	1,045,269	Ψ	3,164,580	Ψ	1,928,389	Ψ	1,236,191	7	52%
Capitat Exponditures	\$	(904,351)	\$	(2,010,627)	\$	1,106,276	\$	(2,325,176)	\$	(1,012,002)	\$	1,313,174	•	0270
		(66.,66.)	<u> </u>	(2,010,027)	Ť	.,,275	_	(2,020,170)	Ť	(1,012,002)	<u> </u>	.,6.6,.7.		
Estimated Surplus/Conting	ency						\$	(2,162,195)	\$	(300,719)	\$	1,861,476		
ROAD AND OFFSITE DRAINA	GF													
Total Revenues	\$	92,858	\$	96,794	\$	(3,936)	\$	120,076	\$	115,193	\$	(4,883)		77%
		02,000		33,731	<u> </u>	(0,000)		.20,070		,	<u> </u>	(1,000)		,,,,
Total Expenditures	-	87,485		104,422		16,937		117,445		98,395		19,050		74%
Surplus	\$	5,373	\$	(7,628)	\$	13,001	\$	2,631	\$	16,798	\$	14,167		
,	<u> </u>			(1,122)	_	,	_		_	,	_	,		
ARPA														
Total Revenues	\$	240,156	\$	240,156	\$		\$	240,156	\$	240,156	\$			100%
	<u> </u>													
Total Expenditures	-	240,156		240,156		_		240,156		240,156		_		100%
Surplus	\$		\$		\$		\$		\$	-	\$			
Curpius			<u> </u>		Ť		_		Ť		<u> </u>			
PLANNING. ZONING AND BU	III DING	FUND												
Total Revenues	\$	923,006	\$	947,946	\$	(24,940)	\$	1,044,500	\$	1,017,020	\$	(27,480)	8	88%
Total Novollado	Ψ	020,000	Ψ	047,040	<u> </u>	(24,040)	Ψ_	1,044,000	<u> </u>	1,017,020	Ψ_	(27,400)	·	0070
Building Department		731,205		752,372		21,167		840,801		817,146		23,655		87%
Capital Expenditures		42,911		50,000		7,089		50,000		42,911		7,089		86%
General Administration		66,246		71,032		4,786		78,592		73,297		5,295		84%
	-				-				-		-			87%
Total Expenditures	ф.	840,362	Φ.	873,404	_	33,042	_	969,393	_	933,354		36,039		0/70
Surplus	\$	82,644	\$	74,542	\$	8,102	\$	75,107	\$	83,666	\$	8,559		

TOWN OF INDIAN RIVER SHORES FINANCIAL CASH REPORT FOR AUGUST 2025

CASH AND INVESTMENTS ON DEPOSIT:	
Beginning Balance	\$ 9,493,722
ADD: Receipts	655,942
LESS: Disbursements	(1,172,344)
TOTAL ON DEPOSIT	\$ 8,977,320
ACCOUNTS DETAILED:	
SouthState Bank (0.08% interest rate)**	\$ 680,506
State & Local Government Investment Pool:	8,296,814
Florida Prime (4.44% interest rate)	
TOTAL ALL ACCOUNTS	 0.077.000
TOTAL ALL ACCOUNTS	\$ 8,977,320
FUND BREAKOUT*	
General Fund	\$ 8,169,077
Road & Bridge Fund	42,769
Bike Path & Pedestrian Way	29,263
Bike Path & Pedestrian Way Planning Zoning & Building Fund	29,263 736,192
	•
Planning Zoning & Building Fund	•

TOWN OF INDIAN RIVER SHORES PUBLIC SAFETY REMODEL AS OF 09/12/2025

	ORIGINAL	CHANGE	CURRENT	PAID TO	REMAINING TO		
	ESTIMATES	ORDERS*	ESTIMATES	DATE**	COMPLETION		
ENGINEER	\$ 54,000	\$ 72,930	\$ 126,930	125,730	1,200		
CONSTRUCTION	1,088,882	213,856	1,302,738	1,221,059	81,679		
ACCESS CONTROL	152,843	7,300	160,143	160,143	-		
CONTINGENCY	300,000	(221,156)	78,844	-	78,844		
TOTAL COST	\$ 1,595,725	\$ 72,930	\$ 1,668,655	\$ 1,506,932	\$ 161,723		

Change orders									
	# of Council Approved	\$ of Council Approved	# of Town Manager Approved	\$ of Town Manager Approved	% of Town Manager				
Engineer	1	64,680	1	8,250	7%				
Construction	2	165,086	2	48,770	4%				
Access Control	-	-	1	7,300	5%				

The Town Manager is authorized to approve change orders to contracts executed under the Town Manager's authority and the total value of the contract does not exceed 15 percent.

Changes in excess of 15 percent of the total contract price or any change in excess of \$35,000 must have the prior approval of the Town Council.

Key Vendors:

Engineer Kimley Horn and Associates, Inc.

Construction De La Hoz Builders, Inc.

Access Control Indian River Camera and Access

** Amounts paid-to-date include retainage

Current retainage balance: \$ 122,107

