

**TOWN OF OCEAN BREEZE
REGULAR TOWN COUNCIL MEETING
AGENDA**

November 11, 2019, 10:30 am
Ocean Breeze Resort Clubhouse Pineapple Bay Room
700 NE Seabreeze Way, Ocean Breeze, FL

***PLEASE TURN OFF CELL PHONES –
SPEAK DIRECTLY INTO MICROPHONE***

1. Call to Order, President De Angeles

- Pledge of Allegiance
- Roll Call

2. Approval of Minutes – Regular Meeting, Monday, October 14, 2019 (Motion, second, all in favor)

3. Announcement of Town Council Election Results – Town Clerk, Pam Orr
Council Members Elect

- William E. Arnold
- Kenneth J. De Angeles
- Kevin Docherty

4. Oath of Office, Swearing in of Newly elected Town Council Members – Town Attorney, Rick Crary

5. Selection of Council President and Vice President

6. Presentation by Congressman Brian Mast

7. Holly Vath, Financial Advisor –

- A. Resolution #300-2019, Budget Amendment #2, year-end reconciliation of F/Y 2018/2019 Budget (Motion, second, public comment, roll call vote)
- B. Budget to Actual Report for F/Y 2018/2019
- C. Request for Council direction regarding Investment Policy for Town funds (Motion, second, public comment, roll call vote)

8. Discussion and consideration of draft resolution encouraging the Florida Legislature to repeal Sections 403.7033 and 500.90, Florida Statutes, so that local government can enact appropriate legislation relating to the regulation of plastic bags and polystyrene containers – Ann Kagdis

9. Comments from the public on topics not on the Agenda

10. Comments from the Council on topics not on the Agenda

11. Comments from Town Management Consultant Terry O'Neil – Update on West End Blvd.

12. Comments from Mayor Ostrand

13. Announcements – Regular Town Council Meeting – Monday, December 9, 2019 at 10:30 am to be held at Ocean Breeze Resort Clubhouse, Pineapple Bay Room, 700 NE Seabreeze Way, Ocean Breeze, FL

14. Adjourn (Motion, second, all in favor)

TOWN OF OCEAN BREEZE
MINUTES REGULAR TOWN COUNCIL MEETING
Monday, October 14, 2019

Ocean Breeze Jensen Beach Clubhouse, Pineapple Bay Room – 10:30 a.m.
700 NE Seabreeze Way, Ocean Breeze, FL 34957

1. **Call to Order** – President De Angeles called the meeting to order at 10:30 a.m.
 - Pledge of Allegiance – Mayor Ostrand led the Pledge of Allegiance
 - Roll Call – Mayor Karen M. Ostrand, President Ken De Angeles, Vice-President Ann Kagdis, Council Members Kevin Docherty, Richard Gerold, Terry Locatis and David Wagner
 - Staff Present – Town Management Consultant, Terry O’Neil; Town Attorney, Rick Crary, Town Clerk, Pam Orr, and Bookkeeper/Clerical Assistant, Kim Stanton

2. **Approval of Minutes** – Council Member Wagner, seconded by Council Member Locatis, made a Motion to approve the Minutes of the September 9, 2019 Regular Meeting.

All in favor; Yes: De Angeles, Kagdis, Gerold, Docherty, Locatis, Wagner; No: None; Motion Passed

3. **Presentation by Town Council Candidates for the November 5, 2019 Election**

William Arnold, Ken De Angeles, Kevin Docherty and Ann Kagdis gave a presentation about their qualifications for Town Council.

President De Angeles provided information on Vote by Mail and the polling location.

4. **Request by Sun Communities to reconfigure the layout of several private docks along the Indian River.** President De Angeles asked Mr. O’Neil, Town Management Consultant, to elaborate.

Mr. O’Neil stated that Marcela Cambolor, Representative for Sun Communities, had been delayed and asked if the Council would like to continue with the Agenda and come back to that item after her arrival.

5. **Comments from the public on topics not on the Agenda** – there were none.

6. **Comments from the Council on topics not on the Agenda** – President De Angeles recognized Council Member Locatis.

Council Member Locatis discussed concerns regarding hurricane preparedness and the meeting with Sun Communities he attended on September 25, 2019. He remarked that he was told by Gena May, Sun Communities, that Sun had a hurricane preparedness plan in place and he discussed the details. He mentioned that Sun Communities agreed to meet in February when more residents could be in attendance. He asked for approval by the Town Council to compile a list of practices and procedures to review prior to the meeting in February.

Mayor Ostrand added that the meeting in February would include a representative from Martin County Emergency Operations.

Vice-President Kagdis discussed West End Blvd., potential improvements and the current danger to motorists and pedestrians. She asked about resurrecting the issue with Martin County and discussed the local support of the surrounding areas.

President De Angeles stated that he had a meeting with County Commissioner Doug Smith about the damaged guardrail at West End Blvd. and suggested inviting Commissioner Smith to a Town Council meeting to provide an update.

Council Member Locatis, seconded by Council Member Gerold, made a Motion to invite Commissioner Smith, at his convenience, to attend a Town Council meeting to provide an update on West End Boulevard Project.

Mr. O'Neil stated that a feasibility study and analysis had not yet been conducted to determine if the necessary amount of space was available. He suggested the Town Council inquire of Martin County about their potential cooperation with the Town to begin a feasibility analysis.

President De Angeles stated that he spoke with Commissioner Smith about a feasibility study and Commissioner Smith relayed that he would speak with Marcela Camblor and added that the current situation was dangerous.

Council Member Gerold asked about the Town Council receiving a traffic study of Indian River Drive because the amount of traffic will soon be increasing.

President De Angeles stated that he believed a traffic study was part of the original discussion.

Roll Call:

Yes: De Angeles, Kagdis, Docherty, Gerold, Locatis, Wagner

No: None

Motion Passes: 6-0

Mr. O'Neil remarked that Staff would create a letter for the signature of President De Angeles and Mayor Ostrand.

4. Request by Sun Communities to reconfigure the layout of several private docks along the Indian River (Continued – upon arrival of Marcela Camblor). – Marcela Camblor introduced herself as the Planner for Sun Communities.

Mr. O'Neil explained the history of the matter stating that the Florida Department of Environmental Protection confirmed the design of the docks should be larger than were shown initially on the earlier PUD. He added that lengthening the docks to twenty-five feet and the installation of lifts was sensible and that the new dock design was an environmental and operational improvement. He reiterated that at an earlier meeting the Town Council indicated that they were in favor of the lifts. He stated that each individual tenant, through Sun, would have the dock built. He added that Staff recommended that the Town Council approve the changes to the original plan since FDEP was the primary permitting authority. He asked for Council approval for docks up to thirty feet. He commented that the decision to approve this change is predicated on an Agreement which provided for use by the tenant only, it was not to be loaned or leased to others and stated that Sun would have to come back for a PUD amendment if any dock exceeded the thirty-foot limit.

Ms. Camblor reiterated Mr. O'Neil's comments and added that Sun Communities decided that the "I" shape docks versus the "T" shape docks were safer and provided uniformity. She commented that the Prospectus stated that the docks could not be sub-leased as another level of reassurance.

Mayor Ostrand remarked that the latest Prospectus disclosed that information.

Ms. Camblor stated that the Agreement is currently with Sun's Attorney's.

Attorney Crary stated that he had spoken with Attorney David Eastman and gave an update.

Discussion ensued.

Council Member Gerold asked how the seawall was depicted in the drawing provided.

Discussion ensued.

Mr. Crary asked to add a legal clause to the Agreement and stated that he thought Sun's Attorney would agree.

Ms. Camblor asked if Sun could move forward subject to this Agreement being approved and executed as is; and, if there were any changes, the Agreement would have to come back before the Town Council.

Council Member Wagner asked about the location of the docks on the southside of the island; he was concerned that the river was shallow and wondered if the docks would interfere with the activities at the Environmental Studies Center.

Ms. Camblor answered that Sun Communities could not encroach on property that does not belong to them. She stated that the dock, which would go in that location, may have a deck only, and added that FDEP would have the ultimate decision.

President De Angeles asked for comments from the public.

Janet Galante, 217 NE Coastal Drive, Ocean Breeze, asked about the Prospectus and the number of docks allowed and the size limits of the boats.

Mayor Ostrand stated that the Prospectus she received spoke about these changes.

Ms. Galante stated that her Prospectus allowed for fourteen docks and asked about the size limit of the boats – length and height.

Mayor Ostrand stated that the maximum was twenty-eight feet long and stated that she did not know about the height limit.

Ms. Galante encouraged the Town Council to investigate this matter.

President De Angeles asked for further comments from the public.

(name not provided) stated that the material he received stated there would be a total of twenty-three docks and he did not understand why the Town Council does not know about this.

Town Clerk, Pam Orr, stated that the Town is separate from the Resort.

Mr. O'Neil stated that the number of docks permitted was fourteen because that is what the original PUD stated. He commented that Sun's Prospectus should be consistent with the PUD Agreement and that the only variance provided is for the length of the dock and use of lifts rather than the "T" design.

Mr. Crary confirmed that the number of docks was not increasing because the PUD allowed for fourteen docks.

Council Member Gerold, seconded by Vice-President Ann Kagdis, made a Motion to approve the changes requested by Sun Communities with regard to length and the boat lifts subject to the execution of the attached draft Agreement with the addition of modified language requested by Attorney Crary, prior to the issuance of any permits.

Mr. O'Neil asked if everyone understood the Motion as recited.

All answered "yes."

Roll Call:

Yes: De Angeles, Kagdis, Docherty, Wagner, Locatis, Gerold

No: None

Motion Passes: 6-0

President De Angeles asked Ms. Camblor to discuss possible improvements to West End Blvd.

Ms. Camblor stated that the Town's staff had reached out to her and the CRA to come up with a plan to improve certain areas of West End Blvd. She commented that she had spoken to Sun Communities and that they did not own the land in question. She added that she had heard that the CRA interest to improve West End Blvd. would be tied to an increase in public parking. She stated that she would reach out to Ms. Kores again and commented that she did not believe much parking would fit in that area.

Vice-President Kagdis pointed out that a portion of the east side of West End Blvd. was owned by Sun Communities and that portion did not have a sidewalk.

Ms. Camblor answered that she would bring this up before Sun and stated that there had been some legal issues regarding this area.

Discussion ensued.

Council Member Wagner mentioned his concern regarding the safety of pedestrians along West End Blvd.

President De Angeles agreed.

Ms. Camblor stated that a formal inquiry from the Town should be made to Martin County requesting that all parties come together to figure out how to improve the area, and added that Sun Communities had made the significant improvements.

Discussion ensued regarding Sun's property along West End Blvd. and the legal outcome.

Ms. Camblor stated that she would investigate the outcome of the legal issue and agreed with Attorney Crary that a settlement agreement, that included an easement, was probably the outcome.

7. Comments from Town Management Consultant Terry O'Neil – there were none.

8. Comments from Mayor Ostrand – there were none.

9. Announcements – Regular Town Council Meeting – Monday, November 11, 2019 at 10:30 am to be held at Ocean Breeze Resort Clubhouse, Pineapple Bay Room, 700 NE Seabreeze Way, Ocean Breeze

- Regular Election to be held at Langford Park, 2369 NE Dixie Hwy, Jensen Beach on Tuesday, November 5, 2019 from 7:00 am – 7:00 pm
- Canvassing Board Meeting Wednesday, November 6, 2019 at 10:00 am at Ocean Breeze Town office, 1508 NE Jensen Beach Blvd, Jensen Beach

10. Adjourn – Council Member Locatis, seconded by Council Member Docherty, made a Motion to adjourn the meeting at 11:55 a.m.

All in favor: De Angeles, Kagdis, Docherty, Gerold, Locatis, Wagner; Opposed: None; Motion Passed: (6-0)

Respectfully Submitted,

Pam Orr,

Town Clerk

Minutes approved: _____



CERTIFICATE OF RESULTS

STATE OF FLORIDA

COUNTY OF MARTIN


We, the undersigned, do hereby certify that the votes cast in the TOWN OF OCEAN BREEZE REGULAR ELECTION held at Langford Park, 2369 NE Dixie Hwy, Jensen Beach, Florida on the 5th day of November 2019 as shown by the results on file in the office of the Town Clerk and the Martin County Supervisor of Elections, respectively, are as follows:

The total number of votes cast in the Regular Election was:

66 machine + 23 absentee of which total 89

WILLIAM E. ARNOLD	received	<u>75</u> votes
KENNETH J. DE ANGELES	received	<u>64</u> votes
KEVIN DOCHERTY	received	<u>63</u> votes
ANN KAGDIS	received	<u>30</u> votes

Dated this 6th day of November, 2019.


Karen M. Ostrand, Mayor


Pam Orr, Town Clerk


Kenneth J. De Angeles, President



TOWN OF OCEAN BREEZE

OATH OF OFFICE

STATE OF FLORIDA
COUNTY OF MARTIN

"I do solemnly swear (or affirm) that I will support, honor, protect and defend the Constitution and Government of the United States of America and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State and under the Charter of the Town of Ocean Breeze; and that I will faithfully perform the duties of the Town Council to the best of my abilities, so help me God."

(COUNCIL MEMBER)

STATE OF FLORIDA
COUNTY OF MARTIN

Sworn to and subscribed before me this _____ day of _____,
_____ A.D., personally appeared before me _____, personally
known by me _____ or produced driver's license or passport
_____.

Notary



MEMORANDUM

TO: Town Council and Mayor
FROM: Pam Orr, Town Clerk
DATE: November 11, 2019
RE: Annual Election of President and Vice President

After "Oath of Office" on your Agenda, you will need to elect a President and Vice President.

ANNUAL ELECTION OF PRESIDENT AND VICE PRESIDENT

Election of President:

1. The current President asks for nominations for the office of President.
2. The current President asks if there are any other nominations.
3. The current President asks for a Motion to close the nominations.
4. The current President asks for "all in favor" of closing nominations.

Election of Vice President:

1. The new President asks for nominations for the office of Vice President.
2. The new President asks if there are any other nominations.
3. The new President asks for a Motion to close the nominations.
4. The new President asks for "all in favor" of closing nominations.

townclerk@townofoceanbreeze.org

From: Ken De Angeles <psuken@msn.com>
Sent: Friday, October 25, 2019 2:23 PM
To: Town of Ocean Breeze
Cc: angel.robertson@mail.house.gov
Subject: Guest Speaker Cong. Brian Mast

Pam:

I have invited Cong. Brian Mast to speak at our Town Council meeting on Nov 11 (11am). Purpose of this invitation is to have our Congressman; Mr Mast, bring us up to date on the activities of Congress & the new regulations regarding the VA & the medical services for our veterans.

Ken De Angeles
President
Town of Ocean Breeze

Memorandum

TO: **OCEAN BREEZE TOWN COUNCIL AND MAYOR**

FROM: **HOLLY VATH, FINANCIAL CONSULTANT**

SUBJECT: **BUDGET AMENDMENT**

DATE: **OCTOBER 29, 2019**

Attached is the second budget amendment for fiscal year 2019. This budget amendment moves budgeted expenses between departmental functions. The Grant consultant and prior accountant had expenses related to the Indian River road grant which were not anticipated when the budget was adopted in September 2018. In addition, the cost for fire protection was greater than anticipated. Money is moving from Physical Environment to Public Safety and General Government. This is a balanced budget amendment. The total expenditure budget for fiscal year 2019 remains \$420,785.

[illegible]

ADOPTED this 11th day of November, 2019.

ATTEST:

PAM ORR
TOWN CLERK

KENNETH DE ANGELES
PRESIDENT

APPROVED AS TO FORM:

RICK CRARY, III
TOWN ATTORNEY

KAREN OSTRAND
MAYOR

TOWN OF OCEAN BREEZE
Budget Amendment #2
Fiscal Year 2018/2019

	<u>Original Budget</u>	<u>Change</u>	<u>Amended Budget</u>
GENERAL GOVERNMENT:			
GRANT MANAGEMENT CONSULTANT	\$ 15,120	\$ 18,300	\$ 33,420
ACCOUNTING	10,000	11,700	21,700
Total General Government		<u>30,000</u>	
PUBLIC SAFETY:			
FIRE OPERATING EXPENSES	66,200	8,900	75,100
BUILDING SERVICES	15,000	8,200	23,200
Total Public Safety		<u>17,100</u>	
PHYSICAL ENVIRONMENT:			
GRANTS - CONTRACT LABOR	80,000	(47,100)	32,900
Total Physical Environment		<u>(47,100)</u>	
Total Change		-	

Memorandum

TO: OCEAN BREEZE TOWN COUNCIL AND MAYOR

FROM: HOLLY VATH, FINANCIAL CONSULTANT

SUBJECT: QUARTERLY FINANCIAL REPORT

DATE: OCTOBER 29, 2019

Attached is the unaudited financial report for fiscal year 2019. The unaudited Profit and Loss statement increases the fund balance by \$133,489.

General Fund Revenue

The total budgeted revenue was \$393,296, the Town received \$141,437 more revenue than anticipated. The Town received \$74,960 from the FDEP for the Indian River Drive project. An additional \$13,150 was received in Ad Valorem revenue. \$53,931 additional building permit revenue was received, the Building Permit revenue is off-set by additional expenses relating to building activity.

General Fund Expenditures

The most significant negative variances are the Grant Management Consultant and the Accounting line items. These expenditures were a result of the Indian River Drive project. The line items for Fire Rescue and Building Official Services also have a negative variance. The Building Official Services will be offset by the additional building permit revenue and the Fire Rescue costs were offset by additional income received for charges for services. The negative variances will be offset by positive variances as described in Budget Amendment #2.

Special Revenue Fund

The Town Council had amended the Special Revenue Fund during the year in anticipation of some projects. The projects are complete and the Town decided not to pursue one project. Therefore the Special Revenue fund finishes the year with a positive variance. The unaudited Profit and Loss statement increases the special revenue fund balance by \$2,384.

11:18 AM

10/25/19

Accrual Basis

Town of Ocean Breeze General Fund

Profit & Loss Budget vs. Actual

October 2018 through September 2019

Ordinary Income/Expense	Oct '18 - Sep 19	Budget	\$ Over Budget
Income			
6001 • Taxes from other Governments			
314200 • Local Communications Svc Tax	6,334.48	4,000.00	2,334.48
335120 • State Revenue Sharing	13,994.77	14,000.00	-5.23
335140 • Mobile Home Tags	1,908.47	1,000.00	908.47
335150 • Alcoholic Beverage Licenses	1,468.32	1,000.00	468.32
335180 • 1/2 Cent Sales Tax	15,287.03	9,000.00	6,287.03
Total 6001 • Taxes from other Governments	38,993.07	29,000.00	9,993.07
6002 • Licenses & Permits			
322000 • Building Permits	108,931.43	55,000.00	53,931.43
338200 • Occupational Licenses	271.86	100.00	171.86
Total 6002 • Licenses & Permits	109,203.29	55,100.00	54,103.29
6003 • Other Fees for Services			
322001 • Fire Inspections	1,070.00	500.00	570.00
322004 • Charges for Services	74,616.78	57,760.00	16,856.78
Total 6003 • Other Fees for Services	75,686.78	58,260.00	17,426.78
6004 • Investment & Other Earnings			
361000 • Interest Income	900.78	100.00	800.78
Total 6004 • Investment & Other Earnings	900.78	100.00	800.78
6005 • Ad Valorum Revenue			
312100 • Ad Valorum	183,986.51	170,836.00	13,150.51
Total 6005 • Ad Valorum Revenue	183,986.51	170,836.00	13,150.51
6006 • Grants and Contributions			
361100 • Government Grants	74,960.00	0.00	74,960.00
362000 • Private Contributions	45,825.42	80,000.00	-34,174.58
362500 • Government Match	0.00	0.00	0.00
Total 6006 • Grants and Contributions	120,785.42	80,000.00	40,785.42
6007 • Miscellaneous Income			
369000 • Misc Inc - MCSB Admin Fee, Etc.	5,177.37	0.00	5,177.37
Total 6007 • Miscellaneous Income	5,177.37	0.00	5,177.37
Total Income	534,733.22	393,296.00	141,437.22

Town of Ocean Breeze General Fund

Profit & Loss Budget vs. Actual

October 2018 through September 2019

Expense	Oct '18 - Sep 19	Budget	\$ Over Budget
6101 • General Government			
513150 • Gross Payroll	73,983.72	77,400.00	-3,416.28
513155 • PTO Accrual	283.35	0.00	283.35
513297 • Grant Management Consultant	33,420.00	15,120.00	18,300.00
513301 • Management Consultant	25,461.00	25,000.00	461.00
513302 • Rent	11,790.36	12,300.00	-509.64
513304 • Communications / Website	8,749.95	6,700.00	2,049.95
513305 • Engineering	0.00	2,500.00	-2,500.00
513306 • Accountant	21,640.00	10,000.00	11,640.00
513308 • Insurance W/C	636.00	582.00	54.00
513309 • Insurance Package	8,654.00	9,418.00	-764.00
513311 • Public Advertising Notices	1,762.43	5,000.00	-3,237.57
513312 • Office Equipment & Supplies	8,872.65	8,000.00	872.65
513313 • Postage	595.45	700.00	-104.55
513315 • Audit	18,500.00	20,000.00	-1,500.00
513316 • Utilities	542.27	600.00	-57.73
513317 • Dues	1,346.00	1,250.00	96.00
513318 • Mileage Reimb. - Clerks	487.18	1,500.00	-1,012.82
513319 • Conferences & Travel - Council	5,131.18	9,000.00	-3,868.82
513320 • Bank Fees	0.00	0.00	0.00
513321 • Election Expenses	0.00	0.00	0.00
513323 • Special projects	0.00	0.00	0.00
513820 • Contributions	400.00		
514100 • Legal Counsel	22,718.47	24,000.00	-1,281.53
514200 • Computer Services	0.00	0.00	0.00
531110 • Payroll Taxes - Fica	4,587.02	4,800.00	-212.98
531111 • Payroll Taxes - Medicare	1,072.79	1,150.00	-77.21
531112 • Other Payroll Taxes & Benefits	18,112.63	18,065.00	47.63
Total 6101 • General Government	268,746.45	253,085.00	15,661.45
6102 • Public Safety			
522300 • M.C. Fire Rescue	75,070.26	66,200.00	8,870.26
524200 • Building Official Services	23,152.50	15,000.00	8,152.50
524210 • Building Code Compliance Ser	0.00	0.00	0.00
524220 • Code Compliance Legal	0.00	0.00	0.00
524300 • Fire Safety Inspector	905.00	500.00	405.00
524520 • Building Permit Surcharge	0.00	1,000.00	-1,000.00
Total 6102 • Public Safety	99,127.76	82,700.00	16,427.76
6200 • Physical Environment			
531000 • Grants - Contract Labor	32,120.60	80,000.00	-47,879.40
Total 6200 • Physical Environment	32,120.60	80,000.00	-47,879.40

11:18 AM

10/25/19

Accrual Basis

Town of Ocean Breeze General Fund
Profit & Loss Budget vs. Actual
October 2018 through September 2019

	Oct '18 - Sep 19	Budget	\$ Over Budget
6600 - Capital Outlay			
556000 - Furniture & Equipment	1,249.00	5,000.00	-3,751.00
Total 6600 - Capital Outlay	1,249.00	5,000.00	-3,751.00
Total Expense	401,243.81	420,785.00	-19,541.19
Net Ordinary Income	133,489.41	-27,489.00	160,978.41
Other Income/Expense			
Other Expense	0.00	0.00	0.00
80000 - Ask My Accountant	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00
Net Income	133,489.41	-27,489.00	160,978.41

Town of Ocean Breeze Special Revenue Fund **Profit & Loss Budget vs. Actual** October 2018 through September 2019

Ordinary Income/Expense	Oct '18 - Sep 19	Budget	\$ Over Budget
Income			
6001 • Taxes from other Governments			
312000 • State Fuel Tax	4,171.72	5,000.00	-828.28
312401 • Local Option Gas Tax	3,465.30	2,500.00	965.30
312402 • New Local Option Gas Tax	2,520.67	2,500.00	20.67
Total 6001 • Taxes from other Governments	10,157.69	10,000.00	157.69
6004 • Investment and Other Earnings			
361000 • Interest Income	692.86		
Total 6004 • Investment and Other Earnings	692.86		
Total Income	10,850.55	10,000.00	850.55
Expense			
6104 • Transportation			
541300 • Road and Street FACS	0.00	0.00	0.00
541301 • Street Lights	1,443.84	5,000.00	-3,556.16
Total 6104 • Transportation	1,443.84	5,000.00	-3,556.16
6600 • Capital Outlay			
555000 • Roads & Streets	7,022.50	13,000.00	-5,977.50
Total 6600 • Capital Outlay	7,022.50	13,000.00	-5,977.50
Total Expense	8,466.34	18,000.00	-9,533.66
Net Ordinary Income	2,384.21	-8,000.00	10,384.21
Net Income	2,384.21	-8,000.00	10,384.21

Memorandum

TO: **OCEAN BREEZE TOWN COUNCIL AND MAYOR**

FROM: **HOLLY VATH, FINANCIAL CONSULTANT**

SUBJECT: **INVESTMENTS**

DATE: **NOVEMBER 3, 2019**

The Town currently has investment accounts at three local banks, PNC Bank, Seacoast Bank and TD Bank. Florida Statute 218.415 allows a local government, without a written investment policy, to invest their surplus funds in the following types of investments:

- (a) The Local Government Surplus Funds Trust Fund, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act of 1969, as provided in s. 163.01.
- (b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency.
- (c) Interest-bearing time deposits or savings accounts in qualified public depositories, as defined in s. 280.02.
- (d) Direct obligations of the U.S. Treasury.

The Town can consolidate its surplus funds to gain additional interest by consolidating surplus funds. The two options are:

1. Consolidating all accounts into a FDIC insured sweep account at Seacoast bank would pay an interest rate of approximately 0.98% as of 10/18/2019. The monthly cost of this sweep arrangement is \$25. The advantage of utilizing a sweep account linked to the Town's checking account would allow for less administrative time for Town staff.
2. Join an intergovernmental investment pool. The Florida Cooperative Liquid Assets Securities System (FLCLASS) is an independent local government investment pool with an interest rate of 2.12% as of 10/18/2019. The Town would authorize staff to move money to and from FLCLASS as needed. The Town would keep approximately \$50,000 in the local checking account. The Town currently receives a majority of its annual revenue by December of each year. The tax proceeds would be transferred to FLCLASS when received and money transferred to the checking account as needed. This option would require cash management from the Town. I have attached information about FLCLASS.

Florida Cooperative Liquid Asset Securities System ("FLCLASS")

Investment Policy

Purpose

This Policy has been established to create the principles by which the Florida Cooperative Liquid Asset Securities System ("FLCLASS") will be invested and secured and to comply with the provisions of Florida law relating to the investment of public funds. Investment Funds may only be invested in a manner that is permitted pursuant to the laws of the State of Florida generally and Florida's Investment of Local Government Surplus Funds Act, Florida Statutes, Chapter 218, Part IV and the Florida Interlocal Cooperation Act of 1969.

Objective

The Fund's investment objectives are: 1) Safety & Preservation of Principal, 2) Daily Liquidity, 3) Transparency and 4) Competitive Yields.

The Fund's investments will conform to the Permitted Investments detailed in this Investment Policy to meet Standard & Poor's Principal Stability Fund AAAM rating requirements. The AAAM rating is the highest attainable rating for a Local Government Investment Pool.

General Provisions

The Administrator will invest FLCLASS assets in high-quality fixed income securities. To be considered high quality, a security must be rated in the two highest short-term rating categories by one or more Nationally Recognized Statistical Rating Organizations ("NRSROs"), or be deemed to be of comparable quality thereto by the Administrator. The Administrator also may enter into special transactions for FLCLASS, i.e. repurchase agreements.

FLCLASS will maintain a dollar-weighted average maturity to reset (WAMR) of 60 days or less and a dollar-weighted average maturity to final (WAMF) of 120 days or less.

FLCLASS shall at all times maintain a prudent diversification of its investment portfolio among eligible asset classes.

Procedures for Investment of Pool Monies

(a) Qualified Broker/Dealers.

The Administrator will maintain a list of qualified broker/dealers that FLCLASS may engage in investment transactions with which will be approved by the Board of Trustees, at least quarterly, and will be maintained separately from this Policy.

(b) Qualified Corporate Debt Issuers.

The Administrator will maintain a list of qualified corporate debt issuers that FLCLASS may purchase and which will be approved by the Board of Trustees, at least quarterly, and may be maintained separately from this Policy.

(c) Solicitation of Bids for Certificates of Deposit.

Bids for certificates of deposit may be solicited orally, in writing, electronically or in any combination of those methods. A record of such bids shall be maintained by the Administrator.

(d) Settlement Basis.

All purchases of investments, except investments in mutual funds or bank instruments, shall be made

on a delivery versus payment basis to a third party custodian. The safekeeping entity for all FLCLASS investments and for all collateral pledged to secure funds of FLCLASS shall be the Custodian.

Permitted Investments

Obligations of the United States Government and its Agencies and Instrumentalities.

Bills, notes and bonds issued by the U.S. Treasury and backed by the full faith and credit of the United States.

Obligations of any agency or instrumentality of the United States, including but not limited to, obligations of The Federal Farm Credit Bank, the Federal Land Bank, a Federal Home Loan Bank, the Federal Home Loan Mortgage Corporation, the Federal National Mortgage Association, the Export-Import Bank, the Tennessee Valley Authority, the Government National Mortgage Association, the World Bank, or an entity or organization that is not listed in this paragraph but that is created by, or the creation of which is authorized by, legislation enacted by the United States congress and that is subject to control by the federal government that is at least as extensive as that which governs an entity or organization listed in this paragraph.

Obligations issued by entities with liquidity support from the U.S. Government, or its agencies or instrumentalities. These support arrangements provide that the U.S. Government or its agencies or instrumentalities will advance funds to the entity to pay the obligations of the entity to the extent it has insufficient funds to pay amounts due on its obligations.

Floating-Rate and Variable-Rate Obligations.

Debt obligations purchased by the Fund may have interest rates that are periodically adjusted at specified intervals or whenever a benchmark rate or index changes.

Maximum final maturity per fixed-rate investment, non-sovereign government floating-rate investment, and sovereign floating-rate investments rated below 'AA-' - 13months (397 days).

Maximum final maturity per sovereign government (including sovereign government related/guaranteed) floating-rate security rated 'AA-' or higher - Two years (762 days).

Repurchase Agreements.

Repurchase Agreements with a termination date of 364 days or less collateralized by U.S. Treasury obligations, Federal Agency securities and Federal Instrumentality securities listed above. The purchased securities shall have a minimum market value including accrued interest of 102 percent of the dollar value of the transaction. Collateral shall be held by the PRIME custodian or a sub-custodian, and market value of the collateral securities shall be marked-to-the market daily. Repurchase Agreement counterparties, if rated, shall have a short-term credit rating of at least A-1 or the equivalent and a long-term rating of at least A or the equivalent by at least one Nationally Recognized Statistical Rating Organizations (NRSRO).

Commercial Paper.

FLCLASS may invest in "prime quality" commercial paper of corporations organized under the laws of the United States or any state thereof, including paper issued by bank holding companies and high-quality asset-backed securities, with a maturity of 365 days or less. "Prime quality" means that it shall be rated in the two highest ratings category of either S&P or Moody's or a comparable rating by a NRSRO with not more than 5% with any one issuer.

Corporate Notes and Bonds.

FLCLASS may invest in bonds, notes and other evidences of indebtedness or obligations issued by corporations organized under the laws of the United States or any state having a remaining maturity less than or equal to 397 days. All such debt obligations purchased by the Fund shall be rated at least A or better by Standard & Poor's, Moody's, or a comparable rating by another NRSRO with not more than 5% with any one issuer.

Obligations of Banks.

Bank instruments are unsecured interest bearing deposits with banks. Bank instruments include, but are not limited to, bank accounts, time deposits, certificates of deposit and banker's acceptances. Yankee instruments are denominated in U.S. dollars and issued by U.S. branches of foreign banks. Eurodollar instruments are denominated in U.S. dollars and issued by non-U.S. branches of U.S. or foreign banks.

Certificates of deposit and bank deposit notes with maturities of one year or less will be considered for purchase if rated in the top short-term rating category of either Moody's or S&P or a comparable rating by another NRSRO. Bank obligations with a remaining maturity of over one year will be considered for purchase if rated A or better by Standard & Poor's or a comparable rating by another NRSRO. The Fund will not invest in any bank obligation with a remaining maturity of greater than 397 days.

Asset Backed Securities

Asset Backed Securities that are payable from pools of obligations, most of which involve consumer or commercial debts. Asset backed securities may take the form of commercial paper, notes or pass-through certificates.

Insurance Contracts

Insurance Contracts that include guaranteed investment contracts, funding agreements and annuities. The company issuing the insurance contract must have an Insurance Financial Strength rating of A+ or equivalent by a nationally recognized rating agency. The company should have adjusted capital and surplus of at least \$250 million. Contracts with any one company should not exceed five percent of that company's capital and surplus.

Collateralized Certificates of Deposit.

FLCLASS may invest in collateralized certificates of deposit as permitted by Florida law.

FDIC Insured Certificates of Deposit.

FLCLASS may invest in certificates of deposit subject to applicable FDIC insurance limits in effect at the time of purchase.

Municipal Obligations.

Any security that is a general or revenue obligation of any state of the United States, the District of Columbia, or any territorial possession of the United States or of any political subdivision, institution, department, agency, instrumentality, or authority of any of such governmental entities. At the time of purchase, the security must be rated in one of its two highest rating categories by two or more NRSRO's that regularly rate such obligations.

The maximum exposure per municipal issuer is 5%

The maximum final maturity per municipal investment is 13 months (397 days)

Foreign Securities

Foreign securities issued in U.S. dollars by issuers based outside the United States. The Administrator considers an issuer to be based outside the United States if:

- it is organized under the laws of, or has a principal office located in, another country;
- the principal trading market for its securities is in another country; or
- it (or its subsidiaries) derived in its most current fiscal year at least 50% of its total assets, capitalization, gross revenue or profit from goods produced, services performed or sales made in another country.
- All such debt obligations purchased by the Fund shall be rated at least A or better by Standard & Poor's, Moody's, or a comparable rating by another NRSRO with not more than 5% with any one issuer. The maximum final maturity per foreign security investment is 13 months (397 days).

Mortgage-backed Securities

Mortgage-backed Securities with a final maturity not exceeding 397 days from the date of purchase that are collateralized first mortgage obligations or unstructured pass-through securities and rated at least AA, Aa or the equivalent by at least two NRSROs that rate the issue. The aggregate investment in mortgage-backed securities shall not exceed 25% of the total portfolio, and no more than 5% of the total portfolio shall be invested in any one issuer.

Securities Issued by Other Money Market Funds.

No-load money market mutual funds that (i) are registered with and regulated by the Securities and Exchange Commission, (ii) include in their investment objectives the maintenance of a stable net asset value of \$1.00, and (iii) are rated AAAM or equivalent by at least one NRSRO.

Section 218.415(16), Florida Statutes.

Without limited the foregoing, any investments authorized under Section 218.415(16), Florida Statutes.



Florida Cooperative Liquid Assets Securities System



Annual Report

DECEMBER 31, 2018
(REPORT OF INDEPENDENT AUDITORS WITHIN)

FLCLASS Rated AAAm by Standard & Poor's

Standard & Poor's Ratings in no way guarantee favorable performance results and should not be construed as safety in an investment.



Chairman's Letter

December 31, 2018

To the Participants of FLCLASS:

On behalf of the FLCLASS Board of Trustees and Public Trust Advisors, LLC (Public Trust), the pool administrator and investment advisor, we are pleased to present the audited financials for the period ending December 31, 2018.

The FLCLASS Audited Financial Statements offer us an opportunity to reflect on the past year of operations as we begin 2019. As expected, the U.S. economy continued to gain momentum, and the Federal Reserve target rate increased from 1.50% to 2.50% over the course of the previous year. For FLCLASS, assets under management grew year-over-year by approximately \$850 million, representing a 40% increase since December 31, 2017 while 30 new local governments joined FLCLASS in 2018, bringing the total number of Participants to 83. FLCLASS remains committed to providing its Participants with an exceptional investment experience designed to maximize the safety of the public's funds while providing daily liquidity, competitive earnings, transparency, and exceptional customer service.

Safety: The safety of the public's funds under our management will always be our top priority. As such, several FLCLASS marketing initiatives in the past year focused on providing Participants with the information necessary to ensure the ongoing security of their accounts. If you missed any of these important newsletters, they are available on the FLCLASS website.

Liquidity: The investment and operations departments at Public Trust have a well-developed understanding of the cash flow cycles related to the various participating entity types. This allows the teams to customize the portfolio to maximize yields without compromising Participant access to daily liquidity. In 2018, FLCLASS Participants requested 1,417 withdrawals totaling nearly \$3 billion! With average daily yields of 2.06%, FLCLASS accumulated an equally as impressive grand total of \$42 million interest earned in 2018!

Involvement: The FLCLASS team knows the importance of strong customer relations. To that end, our representatives make significant efforts to work alongside the Participants who put their trust in us each day. Whether it be at an educational seminar on public funds, a regional luncheon, or one of the dozens of conferences and events our staff attends each year, please know that we are always available to you.

It is a pleasure and an honor to represent the FLCLASS Board of Trustees. The Board is devoted to providing our Participants with transparent oversight, meeting regularly to monitor the funds and operations on your behalf. Each year reminds us that the FLCLASS Participants are in fact our greatest asset.

Respectfully,



Ken Burke, CPA

Chairman, Board of Trustees



CliftonLarsonAllen

CliftonLarsonAllen LLP
CLAAconnect.com

INDEPENDENT AUDITORS' REPORT

Board of Trustees
Florida Cooperative Liquid Assets Securities System
C/O Public Trust Advisors
Denver, Colorado

We have audited the accompanying financial statements of Florida Cooperative Liquid Assets Securities System (FLCLASS), which comprise the statement of net assets as of December 31, 2018, and the related statements of operations and changes in net assets for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Board of Trustees
Florida Cooperative Liquid Assets Securities System

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of FLCLASS as of December 31, 2018, the results of its operations and the changes in net assets for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

The statement of changes in net assets of FLCLASS for the year ended December 31, 2017, and the amounts included in Notes 6 and 7 for the years ended December 31, 2015 through 2017, were audited by other auditors whose report dated March 9, 2018, expressed an unmodified opinion on that statement and related footnotes.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Chairman's letter, which is the responsibility of management, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the financial statements, and, accordingly, we do not express an opinion or provide any assurance on it.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Denver, Colorado
March 13, 2019

STATEMENT OF NET ASSETS – DECEMBER 31, 2018

INVESTMENTS, AT VALUE

	Principal Amount	Coupon Rate	Maturity	Effective Yield	Market Value
Repurchase Agreements (4%)*					
JP Morgan Tri-Party (1%)* (Collateralized by U.S. Agency Obligations with coupon rates of 3.50% and maturing between 08/01/2047 and 01/01/2048.) Market value plus accrued interest: \$25,500,186	\$25,000,000	3.00%	01/07/19	3.00%	\$25,000,000
RBC Tri-Party (3%)* (Collateralized by U.S. Agency Obligations with coupon rates between 2.50% and 5.00% and maturing between 07/01/2027 and 10/20/2064.) Market value plus accrued interest: \$99,324,831	97,377,286	2.85	01/02/19	2.85	97,377,286
Cost of (\$122,377,286)					<u>122,377,286</u>
Certificates of Deposit (1%)*					
Standard Chartered Bank Cost of (\$25,000,000)	25,000,000	2.67 - Var.	03/19/19	2.67	<u>25,000,000</u> <u>25,000,000</u>
Commercial Paper (86%)*					
Svenska Handelsbanken AB	43,500,000	Disc**	01/04/19	2.44	43,488,064
CDPPIB Capital Inc.	25,000,000	Disc**	01/07/19	2.32	24,988,868
Kells Funding LLC	15,000,000	Disc**	01/07/19	2.38	14,993,175
LMA Americas LLC	23,000,000	Disc**	01/07/19	2.40	22,989,445
Nieuw Amsterdam Rec. Corp.	40,000,000	Disc**	01/09/19	2.55	39,974,900
Antalis SA	17,440,000	Disc**	01/10/19	2.51	17,428,034
CDPPIB Capital Inc.	25,000,000	Disc**	01/10/19	2.54	24,982,640
Gotham Funding Corp.	35,000,000	Disc**	01/10/19	2.59	34,975,210
La Fayette Asset Securitization LLC	25,000,000	Disc**	01/10/19	2.54	24,982,918
NRW. Bank	25,000,000	Disc**	01/11/19	2.60	24,980,445
DBS Bank Ltd.	20,000,000	Disc**	01/14/19	2.42	19,981,488
Erste Abwicklungsanstalt	24,000,000	Disc**	01/15/19	2.44	23,976,000
PSP Capital Inc.	25,000,000	Disc**	01/15/19	2.49	24,974,480
DBS Bank Ltd.	25,000,000	Disc**	01/17/19	2.41	24,972,020
Concord Minuteman Cap Co.	11,268,000	Disc**	01/18/19	2.64	11,253,352
Bedford Row Funding Corp.	21,000,000	2.77 - Var.	01/22/19	2.77	21,000,000
JP Morgan Securities	25,000,000	Disc**	01/28/19	2.56	24,951,000
Manhattan Asset Funding Co.	25,000,000	Disc**	01/28/19	2.75	24,947,500
Toyota Motor Credit Corp.	25,000,000	2.51 - Var.	01/28/19	2.68	25,000,000
Bennington Stark Capital Co.	25,000,000	Disc**	01/31/19	2.75	24,941,875
Halkin Finance LLC	25,000,000	Disc**	01/31/19	2.67	24,943,383
Atlantic Asset Securitization LLC	24,000,000	Disc**	02/01/19	2.51	23,947,306
Atlantic Asset Securitization LLC	24,500,000	2.53 - Var.	02/04/19	2.69	24,500,000
Caisse des Depot et Consignations	25,000,000	Disc**	02/04/19	2.46	24,941,180
Gotham Funding Corp.	26,600,000	Disc**	02/04/19	2.73	26,530,691
Mizuho Bank Ltd.	25,000,000	Disc**	02/05/19	2.68	24,934,125
NRW. Bank	30,000,000	Disc**	02/05/19	2.74	29,919,300
Sumitomo Mitsui Banking	25,000,000	Disc**	02/05/19	2.64	24,935,000

* Denotes percentage of net assets ** Denotes securities purchased at a discount from par
The accompanying notes are an integral part of these financial statements

STATEMENT OF NET ASSETS – DECEMBER 31, 2018

INVESTMENTS, AT VALUE

	Principal Amount	Coupon Rate	Maturity	Effective Yield	Market Value
Australia & New Zealand Banking Group Ltd.	\$15,000,000	Disc**	02/07/19	2.63%	\$14,958,992
Oversea-Chinese Banking Co. Ltd.	25,000,000	Disc**	02/07/19	2.52	24,934,555
Kells Funding LLC	25,000,000	Disc**	02/08/19	2.75	24,926,875
Concord Minuteman Cap Co.	25,000,000	Disc**	02/11/19	2.75	24,921,250
Crown Point Capital Co.	25,000,000	Disc**	02/11/19	2.57	24,926,208
Atlantic Asset Securitization LLC	25,000,000	Disc**	02/12/19	2.67	24,921,765
Concord Minuteman Cap Co.	25,000,000	Disc**	02/12/19	2.72	24,920,270
Kells Funding LLC	22,500,000	Disc**	02/13/19	2.72	22,426,576
CRC Funding LLC	25,000,000	Disc**	02/14/19	2.54	24,921,875
Nordea Bank AB	20,000,000	Disc**	02/14/19	2.67	19,934,500
NRW. Bank	24,950,000	Disc**	02/14/19	2.70	24,867,353
Bedford Row Funding Corp.	25,000,000	2.60 - Var.	02/19/19	2.60	25,000,000
Concord Minuteman Cap Co.	25,000,000	Disc**	02/19/19	2.80	24,904,515
Kells Funding LLC	30,000,000	Disc**	02/19/19	2.70	29,889,582
National Australia Bank Ltd.	25,000,000	Disc**	02/19/19	2.67	24,909,028
Nederlandse Waterschaps	25,000,000	2.59 - Var.	02/19/19	2.59	25,000,000
DZ Bank AG NY	25,000,000	Disc**	02/20/19	2.70	24,906,145
NRW. Bank	20,000,000	Disc**	02/20/19	2.45	19,931,716
Sumitomo Mitsui Banking	26,000,000	Disc**	02/22/19	2.75	25,896,650
Kells Funding LLC	27,000,000	Disc**	02/26/19	2.80	26,882,437
Oversea-Chinese Banking Co. Ltd.	25,000,000	Disc**	02/26/19	2.49	24,903,418
Mizuho Bank Ltd.	30,000,000	Disc**	02/27/19	2.81	29,866,842
Nordea Bank AB	30,000,000	Disc**	02/27/19	2.74	29,872,158
Victory Receivables Corp.	35,000,000	Disc**	02/27/19	2.78	34,846,060
Barton Capital SA	25,000,000	Disc**	03/04/19	2.77	24,881,000
Swedbank	25,000,000	Disc**	03/04/19	2.58	24,889,313
Victory Receivables Corp.	30,000,000	Disc**	03/04/19	2.81	29,855,100
Erste Abwicklungsanstalt	25,000,000	Disc**	03/06/19	2.48	24,892,118
United Overseas Bank Ltd. Singapore	25,000,000	Disc**	03/06/19	2.86	24,873,610
CDP Financial Inc.	28,750,000	Disc**	03/07/19	2.70	28,610,324
Australia & New Zealand Banking Group Ltd.	25,000,000	2.65 - Var.	03/08/19	2.78	25,000,000
Crown Point Capital Co.	20,000,000	2.62 - Var.	03/08/19	2.75	20,000,000
Oversea-Chinese Banking Co. Ltd.	25,000,000	2.52 - Var.	03/08/19	2.65	25,000,000
Collateralized Commercial Paper Co.	15,000,000	2.56 - Var.	03/11/19	2.56	15,000,000
La Fayette Asset Securitization LLC	15,000,000	2.55 - Var.	03/11/19	2.55	14,999,250
LMA Americas LLC	22,000,000	Disc**	03/11/19	2.56	21,892,627
Nordea Bank AB	25,000,000	Disc**	03/11/19	2.80	24,866,563
United Overseas Bank Ltd. Singapore	20,000,000	Disc**	03/11/19	2.52	19,907,056
Toronto Dominion Bank	30,000,000	Disc**	03/14/19	2.82	29,832,099
Crown Point Capital Co.	20,000,000	2.68 - Var.	03/18/19	2.69	20,000,000
DBS Bank Ltd.	18,250,000	Disc**	03/18/19	2.81	18,142,655
Ontario Teachers' Finance Trust	22,550,000	Disc**	03/18/19	2.53	22,430,386
Concord Minuteman Cap Co.	30,000,000	2.93	03/19/19	2.93	29,999,814
Starbird Funding Corp.	29,000,000	Disc**	03/19/19	2.92	28,820,296
United Overseas Bank Ltd. Singapore	30,000,000	Disc**	03/19/19	2.76	29,824,500
Old Line Funding LLC	26,950,000	Disc**	03/20/19	2.82	26,786,772

* Denotes percentage of net assets ** Denotes securities purchased at a discount from par
The accompanying notes are an integral part of these financial statements

STATEMENT OF NET ASSETS – DECEMBER 31, 2018

INVESTMENTS, AT VALUE

	Principal Amount	Coupon Rate	Maturity	Effective Yield	Market Value
United Overseas Bank Ltd. Singapore	\$21,250,000	Disc**	03/20/19	2.83%	\$21,120,830
Manhattan Asset Funding Co.	49,350,000	Disc**	03/21/19	2.88	49,042,934
JP Morgan Securities	25,000,000	2.67 - Var.	03/22/19	2.67	25,000,000
LMA Americas LLC	30,000,000	Disc**	03/27/19	2.93	29,794,317
CDP Financial Inc.	30,000,000	Disc**	04/01/19	2.81	29,791,458
NRW. Bank	25,000,000	Disc**	04/01/19	2.62	24,837,590
Gotham Funding Corp.	25,000,000	Disc**	04/02/19	2.88	24,819,833
Ridgefield Funding Co. LLC	25,000,000	Disc**	04/04/19	2.89	24,815,265
United Overseas Bank Ltd. Singapore	20,000,000	Disc**	04/05/19	2.91	19,849,584
DBS Bank Ltd.	25,000,000	Disc**	04/15/19	2.91	24,792,918
Old Line Funding LLC	20,000,000	2.63 - Var.	04/15/19	2.63	20,000,000
Anglesea Funding LLC	25,000,000	2.83 - Var.	04/24/19	2.83	25,000,000
Collateralized Commercial Paper Co.	25,000,000	2.80 - Var.	04/29/19	2.80	25,000,000
Toronto Dominion Bank	40,000,000	Disc**	05/13/19	2.88	39,585,484
Anglesea Funding LLC	30,000,000	2.84 - Var.	05/15/19	2.84	30,000,000
Starbird Funding Corp.	43,000,000	Disc**	05/20/19	3.04	42,505,023
Toronto Dominion Bank	25,000,000	Disc**	05/20/19	2.92	24,723,403
Old Line Funding LLC	25,000,000	2.79 - Var.	05/28/19	2.79	25,000,000
Crown Point Capital Co.	25,000,000	Disc**	06/07/19	3.08	24,670,833
Antalis SA	20,000,000	Disc**	06/10/19	3.09	19,731,666
Atlantic Asset Securitization LLC	25,000,000	Disc**	06/10/19	3.09	24,664,583
Chariot Funding LLC	25,000,000	Disc**	06/10/19	3.06	24,666,820
Ridgefield Funding Co. LLC	25,000,000	Disc**	06/11/19	3.10	24,661,375
Ridgefield Funding Co. LLC	25,000,000	Disc**	06/12/19	3.09	24,660,418
Societe Generale SA	30,000,000	2.85 - Var.	06/14/19	2.85	30,000,000
Ontario Teachers' Finance Trust	30,000,000	Disc**	06/19/19	2.93	29,596,251
Collateralized Commercial Paper II Co.	25,000,000	Disc**	06/24/19	3.05	24,640,278
Australia & New Zealand Banking Group Ltd.	25,000,000	2.68 - Var.	07/08/19	2.82	25,000,000
Cost of (\$2,596,525,311)					<u>2,596,375,515</u>
Money Market Funds (8%)*					
RBC US Government	72,316,768			2.43	72,316,768
State Street Government Portfolio	154,235,717			2.11	<u>154,235,717</u>
Cost of (\$226,552,485)					<u>226,552,485</u>
Total Investments in Securities					
Cost of (\$2,970,455,082)					<u>2,970,305,286</u>
Deposit Balances in Custodian Banks (1%)*					
Wells Fargo Bank, N.A.	1,009,742	1.30	01/02/19	1.30	<u>1,009,742</u>
					<u>1,009,742</u>

* Denotes percentage of net assets ** Denotes securities purchased at a discount from par
The accompanying notes are an integral part of these financial statements

STATEMENT OF NET ASSETS – DECEMBER 31, 2018

INVESTMENTS, AT VALUE

	Principal Amount	Coupon Rate	Maturity	Effective Yield	Market Value
Other Assets					
Accrued Interest Receivable					\$ 545,416
Total Assets					<u>2,971,860,444</u>
Less Liabilities					
Administration and Investment Advisory Fees					<u>182,058</u>
Total Liabilities					<u>182,058</u>
Net Assets					<u>\$2,971,678,386</u>
Components of Capital					
Capital (Par Value)					\$2,971,828,182
Unrealized Depreciation on Investments					<u>(149,796)</u>
Net Assets					<u>\$2,971,678,386</u>
Outstanding Participant Shares					<u>2,971,828,182</u>
Net Asset Value per Share					<u>\$1.00</u>

The accompanying notes are an integral part of these financial statements

STATEMENT OF OPERATIONS

(Year Ended December 31, 2018)

Investment Income	\$44,636,096
Expenses:	
Administration and Investment Advisory Fees	\$3,070,746
Administration and Investment Advisory Fees Waived	(790,120)
Administration and Investment Advisory Fees Net	<u>2,280,626</u>
Net Investment Income	<u>42,355,470</u>
Net Realized Gain on Investments	9,431
Change in Net Unrealized Appreciation on Investments	<u>58,151</u>
Net Realized Gain and Unrealized Gain on Investments	<u>67,582</u>
Net Increase in Net Assets Resulting from Operations	<u>\$42,423,052</u>

STATEMENTS OF CHANGES IN NET ASSETS

Years Ended December 31, 2018 and December 31, 2017

	<u>2018</u>	<u>2017</u>
From Investment Activities:		
Net Investment Income	\$ 42,355,470	\$ 15,567,904
Net Change in Unrealized Appreciation/(Depreciation) on Investments	58,151	(334,596)
Realized Gain on Investments	<u>9,431</u>	<u>8,215</u>
Net Increase in Net Assets Resulting from Operations	42,423,052	15,241,523
Distributions to Participants from Net Investment Income	(42,355,470)	(15,567,904)
Distributions to Participants from Net Realized Gain	(9,431)	(8,215)
Net Increase in Net Assets from Share Transactions	<u>849,942,598</u>	<u>448,229,961</u>
Net Increase in Net Assets	850,000,750	447,895,365
Net Assets:		
Beginning of Year	<u>2,121,677,637</u>	<u>1,673,782,272</u>
End of Year	<u>\$2,971,678,386</u>	<u>\$2,121,677,637</u>

The accompanying notes are an integral part of these financial statements

Notes to Financial Statements - December 31, 2018

Note 1. Description of FLCLASS and Significant Accounting Policies

The Florida Cooperative Liquid Assets Securities System Trust ("FLCLASS") is a common law trust established, created and authorized by an Interlocal Agreement by and among participating Florida public agencies. FLCLASS is an authorized investment pool under Section 218.415(16)(a), Florida Statutes, and was established for participating Florida agencies on April 1, 2015 under the Interlocal Agreement and commenced operations on July 15, 2015 (inception). FLCLASS is available for investment by any unit of local government within the State of Florida. The purpose of FLCLASS is to enable such units to cooperate in the investment of their available funds. FLCLASS operates like a money market mutual fund with each share valued at \$1.00.

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts and disclosures in the financial statements. Actual results could differ from those estimates. The following significant accounting policies are also in conformity with accounting principles generally accepted in the United States of America for investment companies. Such policies are consistently followed by FLCLASS in the preparation of the financial statements.

FLCLASS is rated AAAM by Standard and Poor's.

Securities Valuation

Securities, other than repurchase agreements, are valued at the most recent market bid price as obtained from one or more market makers for such securities. Repurchase agreements are recorded at cost, which approximates market value.

Securities Transactions and Investment Income

Securities transactions are accounted for on a trade date basis. Realized gains and losses from securities transactions are recorded on a specific identification basis. Interest income is recognized on the accrual basis and includes amortization of premiums and accretion of discounts. The amortization of premium and accretion of discount accrual method utilized is straight line and it is deemed that there is no significant difference compared to the effective interest method.

Derivative Instruments

FLCLASS's investment policies do not allow for investments in derivatives and, for the year ended December 31, 2018, FLCLASS held no financial instruments which meet the definition of a derivative according to Financial Accounting Standards Board ("FASB") Accounting Standards Topic (ASC) 815 "Derivative Instruments and Hedging Activities".

Distributions to Participants

Distributions from net investment income are declared and paid daily. FLCLASS's policy is to distribute net realized capital gains, if any, in a reasonable time frame after the gain is realized.

Income Taxes

FLCLASS is not subject to federal, state, or local income taxes, and accordingly no tax provision has been made.

FLCLASS files tax returns annually. FLCLASS is not aware of any tax positions for which it is reasonably possible that the total amounts of unrecognized tax benefits will significantly change in the next twelve months. FLCLASS' federal tax returns for the prior three fiscal years remain subject to examination by the Internal Revenue Service.

Note 2. Fair Value Measurements

In accordance with FASB guidance, FLCLASS utilizes ASC 820 "Fair Value Measurement and Disclosure" to define fair value, establish a framework for measuring fair value, and expand disclosure requirements regarding fair value measurements. ASC 820 does not require new fair value measurements, but is applied to the extent that other accounting pronouncements require or permit fair value measurements. The standard emphasizes that fair value is a market-based measurement that should be determined based on the assumptions that market participants would use in pricing an asset or liability. Various inputs are used in determining the value of FLCLASS's portfolio investments defined pursuant to this standard.

These inputs are summarized into three broad levels:

- Level 1 – Quoted prices in active markets for identical securities.
- Level 2 – Prices determined using other significant observable inputs. Observable inputs are inputs that reflect the assumptions market participants would use in pricing a security and are developed based on market data obtained from sources independent of the reporting entity. These may include quoted prices for similar securities, interest rates, prepayment speeds, credit risk, and others. Debt securities are valued in accordance with the evaluated bid price supplied by the pricing service and are generally categorized as Level 2 in the hierarchy. Securities that are categorized as Level 2 in the hierarchy include, but are not limited to, repurchase agreements, U.S government agency securities, corporate securities, and commercial paper.

- Level 3 – Prices determined using significant unobservable inputs. In situations where quoted prices or observable inputs are unavailable or deemed less relevant (for example, when there is little or no market activity for an investment at the end of the period), unobservable inputs may be used. Unobservable inputs are inputs that reflect the reporting entities own assumptions about the factors market participants would use in pricing the security and would be based on the best information available under the circumstances.

There have been no significant changes in valuation techniques used in valuing any such positions held by FLCLASS since the beginning of the fiscal year. The inputs or methodology used for valuing securities are not necessarily an indication of the risk associated with investing in those securities. The summary of inputs used as of December 31, 2018 to value FLCLASS's investments in securities and other financial instruments is included in the "Valuation Inputs Summary" and "Level 3 Valuation Reconciliation of Assets" (if applicable) as noted below.

Valuation Inputs Summary (as of December 31, 2018)

FLCLASS Portfolio

Investments in Securities at Value*	Valuation Inputs			
	Level 1	Level 2	Level 3	Total
Repurchase Agreements	\$ -	\$ 122,377,286	\$ -	\$ 122,377,286
Money Market Funds	226,552,485	-	-	226,552,485
Certificate of Deposit	-	25,000,000	-	25,000,000
Commercial Paper	-	2,596,375,515	-	2,596,375,515
Total	<u>\$226,552,485</u>	<u>\$2,743,752,801</u>	<u>\$ -</u>	<u>\$2,970,305,286</u>

* For the years ended December 31, 2018 and December 31, 2017, the FLCLASS Portfolio did not have significant unobservable inputs (Level 3) used in determining fair value. Thus, a reconciliation of assets in which significant unobservable inputs (Level 3) were used in determining fair value is not applicable.

Note 3. Investments

Custodian

Wells Fargo Bank, N.A. serves as the custodian for FLCLASS portfolios pursuant to a custodian agreement. The custodian acts as safekeeping agent for FLCLASS's investment portfolio and provides services as the depository in connection with direct investment and withdrawals. The custodian's internal records segregate investments owned by FLCLASS.

Risk Disclosure

The portfolios are subject to the following risks:

- Counterparty Risk – Counterparty risk is the risk that the counterparty or a third party will not fulfill its obligation to FLCLASS.
- Interest Rate Risk – Interest rate risk is the risk that the value of fixed-income securities will generally decline as prevailing interest rates rise, which may cause FLCLASS's Net Asset Value ("NAV") to likewise decrease, and vice versa.
- Market Risk – Market risk is the daily potential for an investor to experience losses from fluctuations in securities prices. This risk cannot be diversified away.
- Credit Risk – Credit risk is the risk an issuer will be unable to make principal and interest payments when due, or will default on its obligations.

FLCLASS attempts to minimize its exposure to market and credit risk through the use of various strategies and credit monitoring techniques. FLCLASS limits its investments in any issuer to the top two ratings issued by nationally recognized statistical rating organizations. FLCLASS's policy is to limit its exposure to any non-government issuer to 5% of net assets.

Investments in Securities

Florida Statutes specify that public funds only be invested in a manner that is permitted pursuant to the laws of the State of Florida generally; Florida's Investment of Local Government Surplus Funds Act; Florida Statutes, Chapter 218, Part IV; and the Florida Interlocal Cooperation Act of 1969. The Board of Trustees has adopted an Investment Policy that further limits the investment instruments of FLCLASS. As summarized below, FLCLASS may invest in:

1. Bills, notes and bonds issued by the U.S. Treasury and backed by the full faith and credit of the United States; obligations of any agency or instrumentality of the United States; and obligations issued by entities with liquidity support from the U.S. Government, or its agencies or instrumentalities.
2. Floating-rate and variable-rate debt obligations with interest rates that are periodically adjusted at specified intervals or whenever a benchmark rate or index changes; with maximum final maturity of 13 months (397 days) if rated below AA-, or for sovereign debt with maximum final maturity of two years (762 days) if rated AA- or higher.
3. Repurchase agreements with a termination date of 364 days or less; collateralized by U.S. Treasury obligations, federal agency securities, and federal instrumentality securities; and with a minimum market value, including accrued interest, of 102 percent of the dollar value of the transaction.
4. Commercial paper of corporations organized under the laws of the United States or any state thereof, including paper issued by bank holding

companies and high-quality asset-backed securities, with a maturity of 365 days or less, rated in the two highest ratings categories of either Standard & Poor's, Moody's, or a comparable rating by another nationally recognized statistical rating organization ("NRSRO"), and with not more than 5% with any one issuer.

5. Corporate bonds, notes, and other evidences of indebtedness or obligations issued by corporations organized under the laws of the United States or any state, having a remaining maturity less than or equal to 397 days; rated at least A or better by Standard & Poor's, Moody's, or a comparable rating by another NRSRO; and with not more than 5% with any one issuer.
6. Obligations of banks, including, but not limited to: bank accounts, time deposits, certificates of deposit and banker's acceptances.
7. Asset backed securities that are payable from pools of obligations, most of which involve consumer or commercial debts.
8. Insurance contracts, including guaranteed investment contracts, funding agreements and annuities, and with the issuing company having an insurance financial strength rating of A+ or equivalent by a national recognized rating agency.
9. Collateralized certificates of deposit as permitted by Florida law.
10. FDIC insured certificates of deposit.
11. Municipal obligations of any state of the United States, the District of Columbia, or any territorial possession of the United States or of any political subdivision, institution, department, agency, instrumentality, or authority of any of such governmental entities, rated in one of its two highest rating categories by two or more NRSROs, with maximum exposure per municipal issuer of 5%, and maximum final maturity per municipal investment of 13 months (397 days).
12. Foreign securities issued in U.S. dollars by issuers based outside the United States, rated at least A or better by Standard & Poor's, Moody's, or a comparable rating by another NRSRO, with not more than 5% with any one issuer, and with maximum final maturity per foreign security investment of 13 months (397 days).
13. Mortgage-backed securities with a final maturity not exceeding 397 days from the date of purchase that are collateralized first mortgage obligations or unstructured pass-through securities and rated at least AA, Aa or the equivalent by at least two NRSROs that rate the issue; aggregate investment in mortgage-backed securities not exceeding 25% of the total portfolio; and no more than 5% of the total portfolio invested in any one issuer.
14. No-load money market mutual funds that are registered with and regulated by the Securities and Exchange Commission that include in their investment objectives the maintenance of a stable net asset value of \$1.00, and are rated AAAM or equivalent by at least one NRSRO.

Note 4. Repurchase Agreements

Funds are released from FLCLASS's portfolio for repurchase agreements only when collateral has been wired to the custodian bank, and during the year ended December 31, 2018, FLCLASS held no uncollateralized repurchase agreements. The custodian bank reports the market value of the collateral securities to FLCLASS at least on a weekly basis. If the seller of the agreement defaults and the value of the collateral declines, the immediate realization of the full amount of the agreement by FLCLASS may be limited. FLCLASS may use Bank of America NA, BMO Harris Bank NA, Goldman Sachs & Co, JPM Securities LLC, Merrill Lynch Pierce Fenner & Smith, RBC Capital Markets LLC, UBS Securities LLC and Wells Fargo Securities as a counterparty for repurchase agreements. Interest earned on repurchase agreements as a percentage of total interest earned accounted for 5% for the year ended December 31, 2018.

Note 5. Administration and Investment Advisory Fees

Investment advisory and administration and marketing services are provided by Public Trust Advisors, LLC (Public Trust). Fees are calculated daily and paid monthly in arrears and prorated for any portion of the month in which the investment services agreement with Public Trust is in effect. The daily fee shall be calculated as follows: the investment property value is multiplied by the applicable fee rate and is divided by 365 or 366 days in the event of a leap year to equal the daily fee accrual. The Investment Property Value shall be based on the current day's shares outstanding. For weekend days and holidays, the shares outstanding for the previous business day will be utilized for the calculation of fees. The applicable Fee Rate shall be determined monthly on the first business day of each month and shall be at an annual rate up to fifteen (15) basis points.

Fees may be waived or abated at any time, or from time to time, at the sole discretion of Public Trust. Any such waived fees may be restored by the written agreement of the Board of Trustees. Public Trust pays all fees associated with other services as mutually agreed upon with the Board of Trustees.

Note 6. Share Transactions

Transactions in shares during the twelve months ended December 31, 2018 and 2017 for the FLCLASS portfolio were as follows:

	2018	2017
Shares sold	3,766,900,893	2,586,111,608
Shares issued on reinvestment of distributions	42,355,468	15,553,382
Shares redeemed	(2,959,313,763)	(2,153,435,029)
Net increase	849,942,598	448,229,961

At December 31, 2018, five participants held a 5% or greater participation interest in FLCLASS. The holdings of these five participants is approximately 54% of the portfolio at December 31, 2018. Investment activities of these participants could have a material impact on FLCLASS.

Note 7. Financial Highlights for a Share Outstanding Throughout Each Period

Financial highlights for the years ended December 31, 2018, December 31, 2017, December 31, 2016 and the period July 15, 2015 (Inception) through December 31, 2015 are presented as follows:

	2018	2017	2016	2015
Per Share Data				
Net Asset Value - Beginning of Period	\$1.00	\$1.00	\$1.00	\$1.00
Net Investment Income Earned and Distributed to Shareholders	\$0.021	\$0.011	\$0.007	\$0.001
Net Asset Value - End of Period	\$1.00	\$1.00	\$1.00	\$1.00
TOTAL RETURN	2.077%	1.142%	0.661%	0.096%
RATIOS				
Net Assets - End of period (\$000 Omitted)	\$2,971,678	\$2,121,678	\$1,673,782	\$190,121
Ratio of Expenses to Average Net Assets Gross	0.150%	0.150%	0.149%	0.078%
Ratio of Expenses to Average Net Assets Waived	0.039%	0.051%	0.066%	0.035%
Ratio of Expenses to Average Net Assets	0.111%	0.099%	0.083%	0.043%
Ratio of Net Investment Income to Average Net Assets	2.069%	0.251%	0.704%	0.114%

Note 8. Subsequent Events

In accordance with the provisions set forth in ASC 855-10, Subsequent Events, Management has evaluated the possibility of subsequent events existing in FLCLASS's financial statements. Management has determined that there were no material events that would require disclosure in FLCLASS's financial statements as of March 13, 2019.

Note 9. Related Parties

All trustees of FLCLASS are officers of participating governments.

BOARD OF TRUSTEES

Ms. Sharon Bock
Clerk of the Circuit Court and Comptroller, Palm Beach County

Mr. Ken Burke, CPA
Clerk of the Circuit Court and Comptroller, Pinellas County

Mr. Jim Cooke
City Treasurer - Clerk, City of Tallahassee

Ms. Cindy Valentine, CGFO, CFCA
Assistant Tax Collector, Orange County Tax Collector

Mr. Phong "Tony" Vu
Treasurer, Miami-Dade School District



201 E. Pine Street, Suite 750
Orlando, FL 32801
(844) 220-7600
www.flclass.com

townclerk@townofoceanbreeze.org

From: Ann Kagdis <annkagdis@gmail.com>
Sent: Wednesday, October 23, 2019 10:41 AM
To: Pam Orr
Subject: Fwd: Consideration of a resolution

Hi Pam,

I would like to have Consideration of a resolution supporting efforts to remove state statute preemptions of local law relating to the regulation of auxiliary containers, wrappings or plastic bags or use or sale of polystyrene placed on the agenda for our November town council meeting.

Thanks,
Ann Kagdis
Council Member
Town of Ocean Breeze

THOMAS G. BRADFORD
44 CHESTNUT TRAIL
TEQUESTA, FL 33469
(561) 744-7640 | tgbradford3@gmail.com

October 20, 2019

To the Attention of Elected Florida Municipal Officials

Re: Consideration of Adoption of a Resolution Supporting Efforts to Remove State Statute Preemptions of Local Law Relating to Regulation of Auxiliary Containers, Wrappings or Plastic Bags or Use or Sale of Polystyrene

Dear Elected Municipal Official:

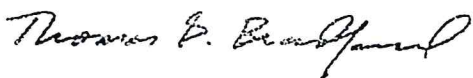
By way of introduction, I am the former manager of Tequesta and Palm Beach. Today, I serve as a volunteer on the Tequesta Environmental Advisory Committee. However, I am writing to you today as a private citizen and not in any official capacity.

As a native Floridian, I have witnessed the growth of this state and its transition from an agricultural economy to a primarily service sector economy with ever expanding urbanization and a decreasing interconnectedness between man and the environment in which we live, work and play. This results in many environmental problems for the air, the land and our waters. All one has to do is walk the tideline and you will see that our oceans have become a human dumping ground, particularly for plastics that either do not breakdown or are slow in doing so. Single-use and other plastic products create unique problems for landfill management and marine life. It is time Florida localities, particularly Florida coastal communities, have the right to regulate these materials that create these problems should they so choose. Our new Governor has stated he is of this same opinion.

The content of the attached resolution was approved by the Palm Beach Town Council on October 10 and is being distributed around the state and can easily be amended to fit the resolution format of your community. It enumerates many of the problems of various plastic products. The resolution urges our Florida legislators to support the adoption of SB 182, which, if adopted, will give local government the ability to regulate these materials to help begin the process of restoring the integrity of our waters and help protect the marine life affected by said materials. If SB 182 is signed into law each community can decide to do so or not. The following link will take you to SB 182 for your review: <http://www.flsenate.gov/Session/Bill/2020/182/BillText/Filed/PDF>

Will you consider pursuing adoption of a similar resolution by your governing board? If you do so, could you also send a copy to the Governor, the state legislators serving your municipality, the other municipalities in your area and a copy to me for tracking purposes in order to help build momentum for this important cause? If your community has already issued a resolution on this matter, a reminder letter to your local legislative delegation of your position on preemption of local law in regard to plastics detrimental to our environment and marine life may prove to be important in the 2020 Legislative Session. Your time and efforts in this regard are greatly appreciated.

Sincerely,



Thomas G. Bradford

Enclosures:

TPB Res. No. 122-2019

*Pam - Can you
print out the attached
resolution -*
Pam

RESOLUTION NO. 122-2019

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA, STRONGLY ENCOURAGING THE STATE LEGISLATURE TO APPROVE SENATE BILL 182, AND ANY COMPANION HOUSE BILLS RELATING TO THE PREEMPTION OF RECYCLABLE AND POLYSTYRENE MATERIALS BY AMENDING SECTION 403.7033 AND SECTION 500.90, , FLORIDA STATUTES, REPEALING THE PREEMPTION OF LOCAL LAWS REGARDING THE USE OR SALE OF SINGLE-USE PLASTIC BAGS AND POLYSTYRENE MATERIALS.

WHEREAS, the Town Council of the Town of Palm Beach is diligent in its efforts to preserve the beautiful environment that supports the tourism industry which is so vital to the economy of the Town of Palm Beach and the State of Florida; and

WHEREAS, plastic bags and polystyrene are detrimental because they do not fully degrade in our oceans or land environment and they introduce unsafe chemicals into our environment; and

WHEREAS, plastic bags and polystyrene create the potential for death of land and marine animals through entanglement and ingestion; and

WHEREAS, the expansive usage of single-use shopping bags and polystyrene containers and their typical disposal rates creates an impediment to the Town's waste reduction and recycling goals while creating unsightly litter; and

WHEREAS, single-use plastic bags and polystyrene containers are difficult to recycle and frequently contaminate material that is processed through the Town's curbside recycling and composting programs; and

WHEREAS, reusable bags and biodegradable containers are considered to be the best option to reduce waste and litter, protect wildlife and conserve resources; and

WHEREAS, Council acknowledges that some businesses have taken affirmative steps to accomplish this goal and recognizes their proactive efforts; and

WHEREAS, it is in the public interest for the Council to encourage and enable the location of a viable reusable bag manufacturing operation in the State of Florida; and

WHEREAS, it is in the public interest for the Florida Legislature to provide statewide deregulation of the proliferation of single-use shopping bags and polystyrene containers; and

WHEREAS, the Florida Legislature under "The Energy, Climate Change, and Economic Security Act of 2008", enacted House Bill 7135, creating Sections 403.7033 and 500.90, Florida Statutes; and

WHEREAS, Section 403.7033 requires the Florida Department of Environmental Protection (DEP) to perform an analysis and submit a report to the Legislature by February 1, 2010, regarding the necessity and efficacy of both statewide and local regulation of bags used by consumers to carry products from retail establishments; and

WHEREAS, the statute also provides that until such time that the Legislature adopts the recommendations of DEP, no local or state government may enact any regulation or tax on the use of such retail bags; and

WHEREAS, the DEP analysis determined a need for new or different regulations of bags used by customers to carry products from retail establishments and recommends the implementation of new standards requiring the prohibition of plastic carryout bags encourages the use of reusable bags to the benefit of the State's environment; and

WHEREAS, Section 500.90 preempts local regulation of the use or sale of polystyrene products; and

WHEREAS, the Town Council supports the efforts to repeal Sections 403.7033 and 500.90, Florida Statutes, so that local government can enact appropriate legislation relating to the regulation of plastic bags and polystyrene containers.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF PALM BEACH, PALM BEACH COUNTY, FLORIDA:

Section 1. The Mayor and Town Council support efforts to repeal Sections 403.7033 and 500.90, Florida Statutes, so that local governments are no longer preempted from enacting appropriate legislation relating to the regulation of plastic bags and polystyrene containers.

Section 2. The Mayor and Town Council encourages approval of Senate Bill 182 and all companion House Bills eliminating preemption language in Sections 403.7033 and 500.90, Florida State Statutes.

Section 3. This Resolution shall become effective immediately upon passage.

PASSED AND ADOPTED in a regular, adjourned session of the Town Council of the Town of Palm Beach assembled this 10th day of October 2019.

Gail L. Coniglio, Mayor

Danielle H. Moore, Town Council President

Margaret A. Zeidman, Council President Pro Tem

Julie Araskog, Town Council Member

ATTEST:

Lew Crampton, Town Council Member

Kathleen Dominguez, CMC
Town Clerk

Bobbie Lindsay, Town Council Member

townclerk@townofoceanbreeze.org

From: Kathleen Boden <comaide1@martin.fl.us>
Sent: Tuesday, November 5, 2019 5:19 PM
To: townclerk@townofoceanbreeze.org
Cc: twoneil@aol.com
Subject: RE: West End Blvd

Hi Pam,

I hope you're doing well and having a great week so far! I'm confirming that I received your voicemail message regarding West End Blvd. and I relayed it to Commissioner Smith. Have a great night! 😊

Best regards,

Kathy Boden
 Executive Aide, District 1
 Commissioner Doug Smith
 Martin County Board of County Commissioners
 2401 SE Monterey Road
 Stuart, FL 34996
 (o) 772-221-2359 (f) 772-288-5432

-----Original Message-----

From: townclerk@townofoceanbreeze.org <townclerk@townofoceanbreeze.org>
 Sent: Tuesday, November 5, 2019 12:48 PM
 To: Kathleen Boden <comaide1@martin.fl.us>
 Cc: twoneil@aol.com
 Subject: West End Blvd

This Email Sent From External Sender

Hi Kathy:

I am writing to confirm that you received my voice message regarding West End Blvd. Please find attached correspondence from Sun Communities which indicates they do not have further interest. Consequently, there will be no need for Commissioner Smith to come to a meeting to discuss it.

Have a great day!

Pam Orr
 Town Clerk

Town of Ocean Breeze
 P. O. 1025
 Jensen Beach, FL 34958

townclerk@townofoceanbreeze.org

From: Terry O'Neil <twoneil@aol.com>
Sent: Wednesday, October 30, 2019 11:48 AM
To: townclerk@townofoceanbreeze.org
Subject: FW: West End Feasibility Study

Pam,

In light of Sun having changed its mind, please advise President De Angeles and, unless he thinks otherwise, get in touch with Commissioner Smith's aid and withdraw the Town's recent invitation for the commissioner to discuss the West End project at an upcoming town council meeting.

Thanks,

Terry

Sent from [Mail](#) for Windows 10

From: [Chris Walters](#)
Sent: Tuesday, October 29, 2019 3:12 PM
To: twoneil@aol.com
Subject: West End Feasibility Study

Hi Terry,
I have just received communication that Sun Communities does not have an interest at this time in partnering in the feasibility study for the West End.

Christopher Walters
Resort Manager
Ocean Breeze Resort
3000 N.E. Indian River Drive
Jensen Beach, Florida 34957
Phone 772-334-2494



www.oceanbreezeresortfl.com



townclerk@townofoceanbreeze.org

From: townclerk@townofoceanbreeze.org
Sent: Wednesday, October 23, 2019 1:48 PM
To: 'comaide1@martin.fl.us'
Subject: Letter for Commissioner Smith
Attachments: doc02192820191023102412.pdf

Hi Kathy:

Attached please find a letter from President De Angeles for Commissioner Smith. We are sending the email and I will drop off the original. Thank you for forwarding it to Commissioner Smith.

Have a great day!

Pam Orr
Town Clerk

Town of Ocean Breeze
P. O. 1025
Jensen Beach, FL 34958
772-334-6826 Office
772-334-6823 Fax
townclerk@townofoceanbreeze.org
Please make note of our new email address

*Under Florida Law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic email to this entity.

-----Original Message-----

From: townclerk@townofoceanbreeze.org <townclerk@townofoceanbreeze.org>
Sent: Wednesday, October 23, 2019 10:24 AM
To: townclerk@townofoceanbreeze.org
Subject: Copier Scans

CS 2551ci
[00:17:c8:25:92:48]



Town of Ocean Breeze

October 21, 2019

Doug Smith, Commissioner
Martin County Board of County Commissioners
2401 SE Monterey Road
Stuart, Florida 34996

Re: West End Boulevard

Dear Commissioner Smith:

I am following up on an earlier correspondence with Taryn Kryzda and her staff concerning the possibility of a collaborative effort to improve West End Boulevard (copies attached), the Ocean Breeze Town Council has asked that I extend to you an invitation to discuss the matter, at your convenience, at one of our upcoming council meetings. The Council's next three regular meetings are scheduled for November 11 and December 9, 2019 and January 13, 2020. Of course, whether the project is feasible at all will depend upon an initial design analysis, something we hope can be jointly funded at a reasonable cost. To this end, we have made an initial inquiry of the Treasure Coast Regional Planning Council to see if they might be of assistance.

Thank you for considering our request and please let us know if you'll be able to join us at a future meeting by advising our Town Clerk, Pam Orr, at (772) 334-6826 or townclerk@townofoceanbreeze.org

If you have any questions of me, please do not hesitate to call at (772) 208-0334.

Best Wishes,

A handwritten signature in black ink, appearing to read "Ken", written over a horizontal line.

Ken De Angeles
Town Council President

cc: Town Council and Mayor
Town Mgmt. Consultant
Town Clerk
Sun Communities
Taryn Kryzda

Attachments: Correspondence Taryn Kryzda
Aerial Photo of West End Blvd
May 8, 2017 Ocean Breeze Town Council Minutes
Correspondence Beth Beltran



Town of Ocean Breeze

July 6, 2017

Ms. Taryn Kryzda
Martin County Administrator
2401 Southeast Monterey Rd.
Stuart, FL 34996

Re: Improvements to West End Boulevard

Dear Taryn,

I am writing at the direction of the Ocean Breeze Mayor and Town Council, (with the concurrence of Sun Communities, Inc.) regarding West End Boulevard and the possibility that a joint planning effort, including Martin County, Jensen Beach NAC, Jensen Beach Chamber and others, may result in a better-designed roadway, particularly in terms of pedestrian access and on-street parking. Please see the attached minutes of the Town Council Meeting May 8, 2017, specifically Agenda items numbers 9 and 10.

If you think such an effort is worthwhile, please let me know and we will pull together a meeting of the relevant players.

Sincerely,

Terry O'Neil
Town Management Consultant
(772) 486-2190

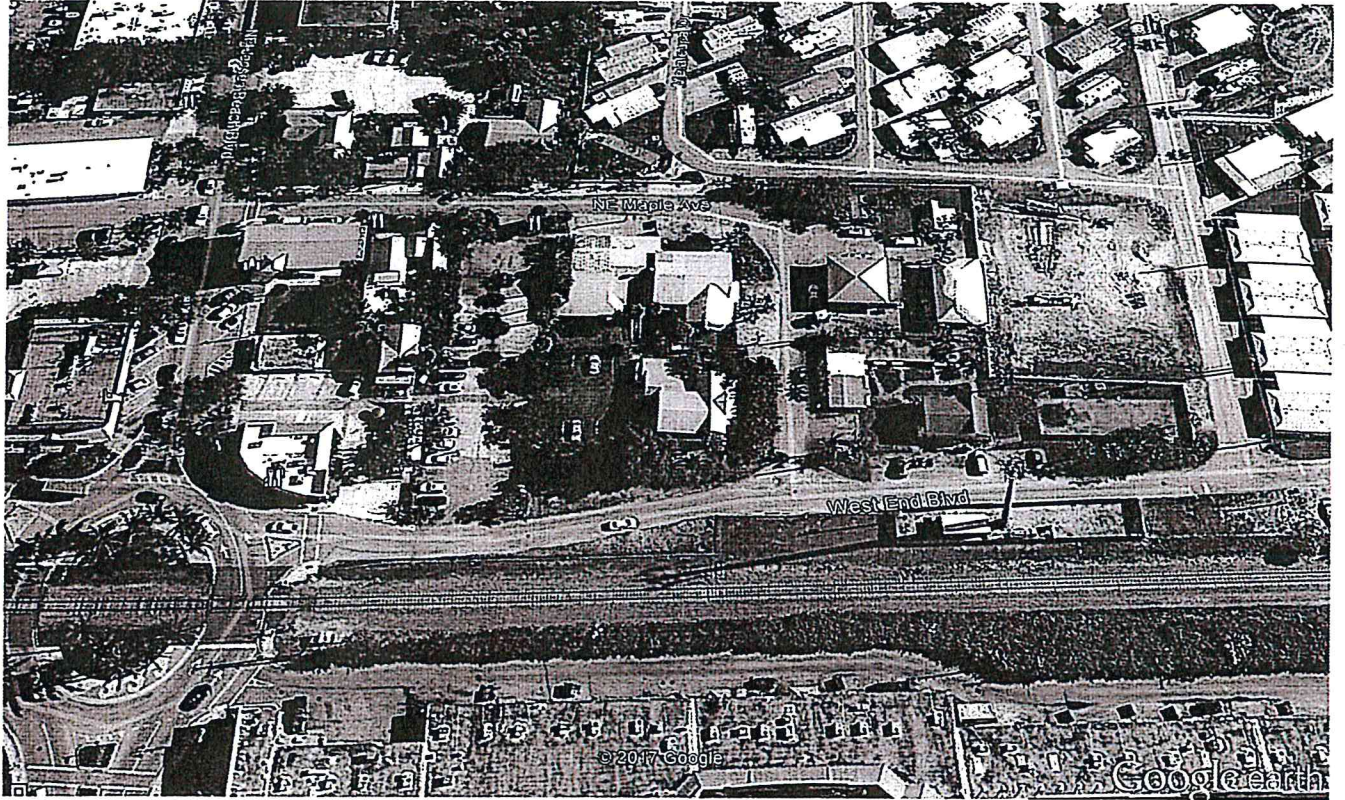
CC: Ocean Breeze Mayor and Town Council
Doug Smith, Chairman, Martin County BOCC
Lisa Wichser, Martin County Engineer
George Stokus, Director, Office of the CRA
Ron Rose, Jensen Beach Chamber of Commerce
Gary Timmons, Sun Communities Inc.

Attachments:

Aerial photo of West End Boulevard
May 8, 2107 Ocean Breeze Town Council Minutes

P. O. Box 1025 • Jensen Beach, FL 34958
Office: 772-334-6826 • Fax: 772-334-6823 • townofoceانبreez@bellsouth.net

WEST END BOULEVARD



TOWN OF OCEAN BREEZE
EXCERPT FROM MINUTES TOWN COUNCIL REGULAR MEETING
Monday, May 8, 2017

9. Comments from the Council on topics not on the Agenda – Council Member Wagner discussed the road congestion and cars blocking West End Blvd. and the problem it may cause with emergency vehicles. He expressed his concern that the parked cars would block Fire/EMS entry into the Town.

Mr. Timmons clarified the property lines and explained that Ocean Breeze Resort allows public parking in that area and that he was open to possible solutions. He added that all gates are fully accessible by EMS and that there would be signs indicating that entry was for residents only and that there would be no parking in the area of the gate.

Council Member Wagner clarified that the issue was the parking on the west side of the road.

Mr. Timmons stated that if directed by the Town Council, Sun would put up signs, but not on FEC property.

Vice-President De Angeles stated that he would not be opposed to eliminating parking there because it was a safety hazard.

Mr. Timmons discussed possible solutions to the problem and that he would work with the Town.

Vice-President De Angeles asked about barriers to prevent parking in that area.

Mr. Timmons stated that at one time side-walks were considered for connectivity in that area and he explained the configuration plans of the walks. He discussed an easement previously granted for parking. He commented that he did not know if he needed to work with the Town or the County regarding the issue, but that he would find out. He stated that connectivity to downtown and Publix were important.

Council Member Locatis reported on his attendance at the Treasure Coast Council of Local Governments and gathered information for the Town Clerk to distribute. He stated that Ocean Breeze was not a member.

Mayor Ostrand stated that she supported the Town's membership in the Treasure Coast Council of Local Governments. She spoke about the parking issue in Jensen Beach and suggested, to deter parking, that signs be posted stating that West End Blvd. was used for emergency vehicles.

10. Comments from Town Management Consultant Terry O'Neil – Mr. O'Neil stated his support for Sun to allow the public to park by West End Blvd. and added that Sun should have an expectation that the parking was well managed. He suggested talking to Martin County, stating to let them know that it would mean additional parking for downtown Jensen Beach, the Chamber, CRA, etc. He stated that, if Sun was willing to fold this into their plans, the Town would not be out of line asking Martin County for enforcement and proper signage. He added that the Town could have a conversation with the CRA and County staff to see if parking would be a good use of that space and not burden Sun, the residents, or jeopardize access.

WEST END

townofoceanbreez@bellsouth.net

From: Taryn Kryzda <tkryzda@martin.fl.us>
Sent: Tuesday, August 1, 2017 10:15 AM
To: 'twoneil@aol.com'
Cc: townofoceanbreez@bellsouth.net; Sarah Woods; Terry Rauth; Don Donaldson
Subject: RE: **West End Letter** and Agenda Budget Workshop

I believe we are focusing on the other road issue at the moment.

Taryn G. Kryzda, MPA, CPM
County Administrator
Martin County Board of County Commissioners
2401 SE Monterey Road
Stuart, FL 34996
772-288-5939 (o)

"Florida has a very broad public records law. As a result, any written communication created or received by Martin County Board of County Commissioners' employees is subject to disclosure to the public and the media, upon request, unless otherwise exempt. Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing."

-----Original Message-----

From: twoneil@aol.com [mailto:twoneil@aol.com]
Sent: Monday, July 31, 2017 12:08 PM
To: Taryn Kryzda
Cc: townofoceanbreez@bellsouth.net
Subject: Fwd: West End Letter and Agenda Budget Workshop

Hello Taryn

Any feedback on joint improvements to West End Blvd.?

Thanks

Terry

Sent from AOL Mobile Mail
Get the new AOL app: mail.mobile.aol.com

On Monday, July 31, 2017, townofoceanbreez <townofoceanbreez@bellsouth.net> wrote:

Hi Terry:

As per your request, please find attached the letter to Taryn Kryzda regarding West End Blvd.
Also attached is the Agenda for the Budget Workshop tomorrow night. Please let me know if there are any changes or revisions needed.

Thanks!

Pam Orr
Town Clerk

Town of Ocean Breeze
P. O. 1025
Jensen Beach, FL 34958
772-334-6826 Office
772-334-6823 Fax
townofoceanbreez@bellsouth.net

*Under Florida Law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic email to this entity.

-----Original Message-----

From: townclerk@townofoceanbreeze.org [mailto:townclerk@townofoceanbreeze.org]
Sent: Monday, July 31, 2017 10:29 AM
To: townofoceanbreez@bellsouth.net
Subject: Copier Scans

CS 2551ci
[00:17:c8:25:92:48]

The comments and opinions expressed herein are those of the author of this message and may not reflect the policies of the Martin County Board of County Commissioners. Under Florida Law, email addresses are public records. If you do not want your email address released in response to a public records request do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

From: Taryn Kryzda
Sent: Tuesday, October 16, 2018 12:59 PM
To: 'twoneil@aol.com'
Subject: RE: West End

I will check with staff and the Commissioner to see

Taryn G. Kryzda, MPA, CPM
County Administrator
Martin County Board of County Commissioners
2401 SE Monterey Road
Stuart, FL 34996
772-288-5939 (o)



"Florida has a very broad public records law. As a result, any written communication created or received by Martin County Board of County Commissioners' employees is subject to disclosure to the public and the media, upon request, unless otherwise exempt. Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing."

From: twoneil@aol.com [mailto:twoneil@aol.com]
Sent: Tuesday, October 16, 2018 12:41 PM
To: Taryn Kryzda
Cc: townclerk@townofoceanbreeze.org
Subject: Fw: West End

Dear Taryn, in July last year the OB Town Council asked that I send a letter to the County raising the possibility of collaborating on improvements to West End Blvd. See attached.
At the time you wanted to hold off until the White Pine Terrace access issue was resolved.

Any thoughts on resurrecting a discussion of West End?

Thanks,

Terry

townclerk@townofoceanbreeze.org

From: twoneil@aol.com
Sent: Monday, November 26, 2018 10:35 AM
To: bbeltran@martin.fl.us
Cc: townclerk@townofoceanbreeze.org; akagdis@townofoceanbreeze.org;
tkryzda@martin.fl.us; skores@martin.fl.us; jpastorias@martin.fl.us;
mayor@townofoceanbreeze.org
Subject: West End Boulevard, Town of Ocean Breeze
Attachments: West End Blvd Correspondence.pdf

Dear Beth,

In 2017, the Town of Ocean Breeze wrote to Taryn K. exploring the possibility of a small joint venture to make pedestrian (and perhaps other) improvements to West End Blvd. - a short segment located along the FEC right-of-way immediately south of the Jensen Beach Boulevard roundabout. Please see attached letter, etc. West End consists of county right-of-way and land owned by Sun Communities, operator of the newly refurbished Ocean Breeze Resort. FEC right-of-way, if leased, could also come into play.

With a lot on its plate, including a recently-completed partnership with the Town to make water quality and other improvements on Indian River Drive, the County has had to understandably hold off on our West End idea until some of the dust has cleared. Apparently that's happened and Taryn has kindly asked the County's CRA director and staff to start West End discussions with the Town, which should begin soon.

As for my purpose in getting in touch? Ann Kagdis, Vice President of the Town Council, recently spoke to the MPO Chair, who in turn suggested that there may be some MPO resources available for West End. I want to: (1) make you aware of Ann's discussion and (2) stress that we are at the very early stages of a project that's yet to be conceptualized or discussed in any real detail. That said, any thoughts you might have about potential MPO funding are welcome. More soon.

Please call if you have any questions.

Regards,

Terry O'Neil
Town Mgr.
772 486 2190

GENERAL INFORMATION ITEMS

The attached items (i.e.: correspondence, e-mails, reports, etc.) are provided as general information and are not necessarily subject to discussion during this morning's meeting unless Council Members or the Mayor wish to do so.

From: Karen M. Ostrand <mayor@townofoceanbreeze.org>
Sent: Friday, November 1, 2019 1:42 PM
To: pwestwood@aol.com
Cc: Terry O'Neil; townclerk; bookkeeper; RCI@crarybuchanan.com; kdeangeles; akagdis; rgerold; kdocherty@tmsreinc.com; tlocatis; dwagner
Subject: Fwd: Questions
Attachments: Forwarded Message (16.2 KB); Response to Questions Attachments.pdf

Dear Paul:

Please see the response to the questions from your phone call to the Town office.

1. Why are certain Council Members in the Town office beyond regular business hours?

As sworn officials mandated in the Town Charter, the Town's elected officials have, to my knowledge, always had unrestricted access (possession of a key) to the Town office at their own discretion.

2. Why do certain Council Members have keys and others do not?

See answer above.

3. Do Council Members have access to public records, including names and telephone numbers of electors?

Just as any citizen, Council Members may ask for access to any public record that the Town possesses (subject to certain state-mandated redaction). With regard to whether the Town's records include names and telephone numbers of electors, the answer is yes, including, the attached two documents entitled "*Getting to know each other, Connecting Neighbor-2-Neighbor*" and *Supervisor of Elections Voter List (Residence Address)*" which I believe the Town Clerk provided to you via email on October 28, 2019.

4. Are all the records in the Town office open to the public?

Yes, subject to certain state-mandated redaction.

5. You requested copies of the Town office phone records for Saturday and Sunday, October 19th and 20th.

A copy of the record you requested was provided by the Town Clerk and attached. The document appears to indicate that no phone calls were made from the Town office telephones over the weekend of Saturday and Sunday, October 19th and 20th.

6. Who gives out keys to the office and may anyone, including yourself, request one?

The Town Clerk provides keys to the Town office. Only Town officials/employees are provided keys.

I appreciate you bringing your concerns to my attention.

Sincerely,
Karen M. Ostrand, Mayor
Town of Ocean Breeze

Reminder to Council Members, if you respond to this email, Please do not "REPLY ALL."

From: townclerk@townofoceanbreeze.org
Sent: Monday, October 28, 2019 2:41 PM
To: 'PAUL DICENSO'
Cc: Karen Ostrand (Mayor@townofoceanbreeze.org); 'twoneil@aol.com'; 'Rick Crary II'; 'bookkeeper@townofoceanbreeze.org'; Ann Kagdis (akagdis@townofoceanbreeze.org); David Wagner; kdocherty@townofoceanbreeze.org; Kenneth De Angeles; Richard Gerold (rgerold@townofoceanbreeze.org); Terry Locatis
Subject: Questions

Dear Mr. DiCenso:

On Thursday, October 24, 2019, you contacted this office and spoke to Ms. Stanton and the following day you called twice and spoke to me regarding questions and concerns you have regarding council member access to the Town office. I asked if you would like to submit the questions and concerns in writing and you declined. Nevertheless, Ms. Stanton and I made notes of your questions and concerns, as outlined below, which, by copy of this email, have been forwarded to the Mayor for her response.

1. Why are certain Council Members in the Town office beyond regular business hours?
2. Why do certain Council Members have keys and others do not?
3. Do Council Members have access to public records, including names and telephone numbers of electors?
4. Are all the records in the Town office open to the public?
5. You requested copies of the Town office phone records for Saturday and Sunday, October 19th and 20th.
6. Who gives out keys to the office and may anyone, including yourself, request one?

Note to Council Members: Please do not "REPLY ALL" to this email.

Sincerely,

Pam Orr
Town Clerk



Town of Ocean Breeze
P. O. 1025
Jensen Beach, FL 34958
772-334-6826 Office
772-334-6823 Fax
townclerk@townofoceanbreeze.org
Please make note of our new email address

*Under Florida Law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic email to this entity.

October 23, 2019

Terry O'Neil, Town Manager
Town of Ocean Breeze
1508 NE Jensen Beach Blvd
Jensen Beach, Florida 34957

Dear Terry:

Attached is the final reconciliation for the Indian River Drive project. The Town received the last payment from the Florida Department of Environmental Protection. The Town can consider this project closed as of September 30, 2019.

Sincerely,

A handwritten signature in blue ink, appearing to read "Holly Vath", with a stylized flourish at the end.

Holly Vath
Accountant
Town of Ocean Breeze

**Town of Ocean Breeze
Indian River Blvd Project**

	Funding Source						
	Sun						
	Communities	Martin County	Ocean Breeze	SFWMD	IRL	FDEP	Total
Captec	83,076.10		10,000.00			24,803.31	117,879.41
Sunshine Land Design - Through Martin County	21,098.49	252,000.00	120,000.00	66,171.00	180,000.00	540,000.00	1,179,269.49
Cape Canaveral Scientific			13,200.00			90,040.00	103,240.00
Contribution - Sun Communities	27,147.84					-	27,147.84
Total thru 09/30/2018	131,322.43	252,000.00	143,200.00	66,171.00	180,000.00	654,843.31	1,427,536.74
Captec	16,923.90					15,196.70	32,120.60
Cape Canaveral Scientific			(1,540.00)			34,960.00	33,420.00
Total Project Costs	148,246.33	252,000.00	141,660.00	66,171.00	180,000.00	705,000.01	1,493,077.34

	Project Cost
Captec	117,879.41
Sunshine Land Design - Through Martin County	1,179,269.49
Cape Canaveral Scientific	103,240.00
Contribution - Sun Communities	27,147.84
Total thru 09/30/2018	1,427,536.74
Captec	32,120.60
Cape Canaveral Scientific	33,420.00
Total Project Costs	1,493,077.34



September 9, 2019
1543.2

Town of Ocean Breeze
1508 NE Jensen Beach Boulevard
Jensen Beach, Florida 34957
(772) 334-6826

RE: Specific Authorization No. 1 / Indian River Drive Stormwater Quality Retrofit Project
Pre / Post Construction Services; Contract Dated May 11, 2017 between the Town of
Ocean Breeze and CAPTEC Engineering, Inc. – Contract Completion Notice

Dear Town of Ocean Breeze Town Council:

This letter confirms that CAPTEC Engineering, Inc., has fulfilled all obligations under its contract with the Town of Ocean Breeze; dated May 11, 2017), for the Indian River Drive Stormwater Retrofit Project Pre / Post Construction Services.

Should you require any additional information, please contact our office.

Sincerely,



Joseph W. Capra, P.E.
President

JWC/kk



Letter of Release from Contract

September 13, 2019

Terry O'Neil, Town Manager
Town of Ocean Breeze
Post Office Box 1025
Jensen Beach, FL 34958

Re: Cape Canaveral Scientific, Inc. Letter of Release of Contract

Dear Terry:

As president of Cape Canaveral Scientific, Inc., I am confirming the **Release of Contract** with our firm to provide grant management services for the Indian River Drive project once the Town receives notice from DEP's Project Officer Aziz Taufiqul via phone or email closing-out the NS012 contract.

Once the final DEP disbursement request is submitted early next week, I anticipate Florida DEP will confirm the closeout of NS012 contract with the Town, requiring no further need for our firm's grant management services.

It has been a pleasure working with you and your fine staff throughout the past two years.

Best regards,


Amy Adams
President, Cape Canaveral Scientific, Inc.

bookkeeper@townofoceanbreeze.org

From: Amy Adams <authoramyadams@gmail.com>
Sent: Tuesday, October 15, 2019 2:43 PM
To: bookkeeper@townofoceanbreeze.org
Cc: townclerk@townofoceanbreeze.org; twoneil@aol.com
Subject: FINAL DEP payment. Re: Copier Scans

Perfect. Thank you, Kim.

Glad we spoke and you were able to confirm that the Town received DEP's final reimbursement payment check.

This final payment check officially closes out the DEP NS012 project file.

Please let me know if you have any further questions.

Amy A.

On Oct 15, 2019, at 2:37 PM, <bookkeeper@townofoceanbreeze.org>
<bookkeeper@townofoceanbreeze.org> wrote:

Hi Amy,

Attached is the receipt from the State reporting that the Town has been paid the amount requested with Pay App #11 = \$74.960.

FYI

Kim

-----Original Message-----

From: townclerk@townofoceanbreeze.org
[<mailto:townclerk@townofoceanbreeze.org>]
Sent: Tuesday, October 15, 2019 2:48 PM
To: townclerk@townofoceanbreeze.org
Subject: Copier Scans

CS 2551ci
[00:17:c8:25:92:48]

<doc02169720191015144802.pdf>