



Town of Glen Ridge

1501 Glen Road • Glen Ridge, FL 33406

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TOWN COUNCIL MEETING AGENDA 4 JANUARY 2023, 7:00 P.M.

CALL TO ORDER: Town Council of the Town of Glen Ridge

ROLL CALL:

PBSO/PBC F/R MONTHLY REPORT:

PUBLIC COMMENT:

APPROVAL OF MINUTES: 7 December 2022

FINANCE REPORT: November 2022

MAYOR'S REPORT:

COUNCIL'S REPORT:

ATTORNEY'S REPORT:

CORRESPONDENCE:

CLERK'S REPORT: See attached printed report

OLD BUSINESS:

- Parking area lighting – Gary Sullivan
- Stub Canal Park update – Gary Sullivan
- No election needed
- 1275 Taylor – Special Magistrate Hearing - 1/18/23 Padgett in charge;

NEW BUSINESS:

- Auxiliary Dwelling Units; Cabrero completion
- 1625 Glen – Duffield; Plans to condemn structure
- Security Cameras
- Form 1s—due by February meeting; email to you soon; complete online

ADJOURNMENT:

SHOULD ANY PERSON SEEK TO APPEAL ANY DECISION MADE BY THE TOWN COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT THE MEETING, SUCH PERSON WILL NEED TO INSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THAT APPEAL IS TO BE MADE.



TOWN OF GLEN RIDGE
COUNCIL MEETING MINUTES
7 December 2022 --7:00 P.M.

President Ussery called the meeting to order at 7:00 p.m. John Deal called the roll. A quorum was attained. Council Member Minars was excused. Council Member Sullivan was absent.

Town Officials:	Matt Hadden	Council Member
	Gary Eckerson	Council Member
	Jim Ussery	Council President
	Alice McLane	Mayor

Also present: Town Attorney Doug MacGibbon, Town Manager John Deal.

PBSO/PBCFR MONTHLY REPORT

PBSO: Package theft in 1400 block of Shannondale; PBSO recommends neighbor watch and/or delivery to external pickup site; Suspicious person, Taylor Rd., 4 am; Search warrant executed Taylor Rd.; Stub Canal Park rangers to check locked gates at night; Report of someone going through garbage on Churchill; PBSO recommends shredding mail, including offers for credit cards; 1061 filed for deputies to swing through town when in area.

PBC F/R – No report

PUBLIC COMMENT:

- Enrique Guarin, new resident at 1300 W. Chandler, introduced himself.

APPROVAL OF MINUTES 2 November 2022 (Hadden /Eckerson, M/S/C unanimously).

FINANCE REPORT – Filed report for October 2022

MAYOR'S REPORT- Mayor cautioned residents to watch speed on eastbound Southern due to presence of motorcycle police units.

COUNCIL'S REPORT - None

ATTORNEY'S REPORT – None

CORRESPONDENCE – None

CLERK'S REPORT – See attached printed report

OLD BUSINESS

- Mayor received call from head of Parks and Rec re: noise at Stub Canal Park; Rangers will conduct inspections to ensure gates locked after hours.
- Manager reported on code enforcement issues; Special Magistrate hearing on 12/14 re: boat at 1285 Churchill; Manager and Mayor will meet with Code Enforcement Officer to coordinate schedules of surveillance and response; Code Enforcement will do swing through town looking specifically for boat storage issues.
- Town Picnic now scheduled for April 2; Committee will submit tentative plans and budget to Manager for further consideration by Council.
- Manager announced end of Qualifying Period, 12/13/22 at noon.
- Council Member Hadden directed Manager to contact PBSO for placement of decoy car in town due to increased reports of activity.

NEW BUSINESS

- Manager submitted a list of repairs and maintenance for Town Hall and asked Council to make recommendations of persons to do the work.
- Council instructed Manager to proceed with construction of speed hump on Churchill as per design created by Stormwater J as part of original parking project; Manager will contact Patrick Fejes in this regard. Manager will also obtain new warning signs for each speed bump location in town as per County code requirements.
- Manager reminded Council and residents in attendance of Cloud Lake Christmas Party at 2 pm on 12/10/22; All residents invited.
- Motion made to award the Manager a Christmas Bonus of \$4000 (Hadden/Eckerson M/S/C 3-1).

ADJOURNMENT: 7:45 PM (Hadden /Eckerson, M/S/C unanimously).

Glen Ridge Municipal Account

Balance Sheet

As of November 30, 2022

		TOTAL
ASSETS		
Current Assets		
Bank Accounts		
101.1 BBT Checking	150,984.92	
101.2 BBT Money Market	23,386.84	
200.1 Synovus	561,414.36	
Total Bank Accounts	\$735,786.12	
Total Current Assets	\$735,786.12	
Fixed Assets		
15000 Furniture and Fixtures	3,094.00	
15500 Building	298,321.00	
15550 New Roof	13,500.00	
16000 Land	70,000.00	
Total Fixed Assets	\$384,915.00	
TOTAL ASSETS	\$1,120,701.12	
LIABILITIES AND EQUITY		
Liabilities		
Total Liabilities		
Equity		
30000 Opening Balance Equity	595,661.92	
32000 Retained Earnings	148,751.43	
33000 Investment in Fixed Assets	371,415.00	
Net Income	4,872.77	
Total Equity	\$1,120,701.12	
TOTAL LIABILITIES AND EQUITY	\$1,120,701.12	

Glen Ridge Municipal Account

Budget vs. Actuals: Budget FY 22-23 - FY23 P&L

October 2022 - September 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
312.410 First Local Option Fuel Tax	1,556.44	9,898.00	-8,341.56	15.72 %
312.420 Second Local Opt Fuel Tax (New)	712.58	4,529.00	-3,816.42	15.73 %
312.630 Loc Govt Infrastructure Surtax	3,454.61	17,094.00	-13,639.39	20.21 %
314.100 Util Service Tax - Electricity	8,614.75	27,000.00	-18,385.25	31.91 %
315.100 Communication Services Taxes	1,995.36	7,500.00	-5,504.64	26.60 %
316.000 Local Business Tax (GR)	725.00	2,500.00	-1,775.00	29.00 %
316.100 Local Business Tax (PBC)	890.25	2,000.00	-1,109.75	44.51 %
322.000 Building Permits (Permit Fees)	9,573.50	32,000.00	-22,426.50	29.92 %
323.100 Franchise Fee - Electricity	4,961.43	20,100.00	-15,138.57	24.68 %
329.500 Other Permits, Fees, Spec Asses		300.00	-300.00	
335.180 State Rev Share- Local 1/2 Cent	3,386.75	18,827.00	-15,440.25	17.99 %
335.900 State Revenue Share - Proceeds	1,971.56	8,564.00	-6,592.44	23.02 %
343.400 Svc Chg - Garbage/Solid Waste		80.00	-80.00	
361.000 Interest	768.91	600.00	168.91	128.15 %
369.900 Other Misc Revenue	249.67	400.00	-150.33	62.42 %
Total Income	\$38,860.81	\$151,392.00	\$-112,531.19	25.67 %
GROSS PROFIT	\$38,860.81	\$151,392.00	\$-112,531.19	25.67 %
Expenses				
512.000 Executive (Town Manager)	8,273.50	30,000.00	-21,726.50	27.58 %
513.150 FinanceAdmin (Payroll Taxes)	2,156.00	8,000.00	-5,844.00	26.95 %
513.300 FinanceAdmin (Unemployment Tax)	6.00	50.00	-44.00	12.00 %
513.350 FinanceAdmi (Accounting/Audit)	80.00	950.00	-870.00	8.42 %
513.400 FinanceAdmin (Travel/Per Diem)		500.00	-500.00	
513.450 FinanceAdmin (Tel/SecCam-Corc)	1,287.00	4,600.00	-3,313.00	27.98 %
513.550 FinanceAdmin (Elec Town Hall)	521.18	1,600.00	-1,078.82	32.57 %
513.650 FinanceAdmin (Printing)		500.00	-500.00	
513.700 FinanceAdmin (Bank Fees)		75.00	-75.00	
513.750 FinanceAdmin (Office Expense)	778.17	19,000.00	-18,221.83	4.10 %
513.850 FinanceAdmin (Dues)	1,559.00	1,600.00	-41.00	97.44 %
514.000 Legal Counsel	2,400.00	12,000.00	-9,600.00	20.00 %
515.000 Comprehensive Planning		100.00	-100.00	
519.100 OtherGovtSvcs (Mayor Discr)		500.00	-500.00	
519.150 OtherGovtSvcs (Advertising)	542.99	1,600.00	-1,057.01	33.94 %
519.200 OtherGovtSvcs (Insurance)	2,191.75	7,800.00	-5,608.25	28.10 %
519.250 OtherGovtSvcs (Maintenance)	842.82	4,500.00	-3,657.18	18.73 %
524.000 Protective Inspections	435.50		435.50	
524.100 Protect Inspec (Bldg Official)	1,472.00	17,000.00	-15,528.00	8.66 %
524.150 Protect Inspec (Code Enforce)	1,040.00	3,000.00	-1,960.00	34.67 %
524.200 Protect Inspec (BDR Surcharge)	19.46	600.00	-580.54	3.24 %
525.000 Emerg Disaster Relief Services		1,000.00	-1,000.00	
534.000 Garbage/Solid Waste Control Svc	49.70	50.00	-0.30	99.40 %

Glen Ridge Municipal Account

Budget vs. Actuals: Budget FY 22-23 - FY23 P&L

October 2022 - September 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
536.000 Water/Sewer Combination Svcs	100.92	400.00	-299.08	25.23 %
537.000 ConservResMgt (Aquatic Control)	343.20	1,000.00	-656.80	34.32 %
538.000 Flood/StormwaterMgt (NPDES)	9,732.60	22,000.00	-12,267.40	44.24 %
541.100 RoadStFacil (Street Lighting)	946.41	3,700.00	-2,753.59	25.58 %
541.150 RoadStFacil (DrainRepair Maint)		6,400.00	-6,400.00	
541.200 RoadStFacil (Road Street Maint)		2,000.00	-2,000.00	
572.000 Parks and Recreation		433.00	-433.00	
574.000 Special Events		434.00	-434.00	
Total Expenses	\$34,778.20	\$151,392.00	\$-116,613.80	22.97 %
NET OPERATING INCOME	\$4,082.61	\$0.00	\$4,082.61	0.00%
NET INCOME	\$4,082.61	\$0.00	\$4,082.61	0.00%

Glen Ridge Municipal Account

Transaction List by Date

November 2022

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
11/02/2022	Deposit		Yes	Florida Power and Light		101.1 BBT Checking	323.100 Franchise Fee - Electricity	2,485.71
11/03/2022	Check	1863	Yes	John J. Deal		101.1 BBT Checking	512.000 Executive (Town Manager)	-768.50
11/03/2022	Expense	976323	Yes	Jack Homiman		101.1 BBT Checking	538.000 Flood/StormwaterMgt (NPDES)	-4,812.50
11/03/2022	Expense	976321	Yes	Preventive Fire Services		101.1 BBT Checking	519.250 OtherGovtSvcs (Maintenance)	-87.82
11/03/2022	Expense	976322	Yes	El Latino		101.1 BBT Checking	519.150 OtherGovtSvcs (Advertising)	-228.00
11/03/2022	Deposit		Yes	Florida Public Utilities		101.1 BBT Checking	316.000 Local Business Tax (GR)	55.00
11/07/2022	Deposit		Yes	State of Florida		101.1 BBT Checking	312.630 Loc Govt Infrastructure Surtax	776.38
11/09/2022	Deposit		Yes	Palm Beach County Tax Collector		101.1 BBT Checking	316.100 Local Business Tax (PBC)	185.63
11/10/2022	Deposit		Yes	Florida Power and Light		101.1 BBT Checking	314.100 Util Service Tax - Electricity	2,827.70
11/13/2022	Expense		Yes	Intuit		101.1 BBT Checking	513.750 FinanceAdmin (Office Expense)	-85.00
11/14/2022	Expense	ref1876	Yes	Comcast		101.1 BBT Checking	513.450 FinanceAdmin (Tel/SecCam-Comc)	-123.30
11/14/2022	Expense	ref1877	Yes	Palm Beach County Water Utilities		101.1 BBT Checking	536.000 Water/Sewer Combination Svcs	-33.49
11/14/2022	Expense	ref1878	Yes	Florida Power and Light		101.1 BBT Checking	541.100 RoadStFacil (Street Lighting)	-289.37
11/14/2022	Expense	cc9165	Yes	BB & T Credit Card		101.1 BBT Checking	513.750 FinanceAdmin (Office Expense)	-203.34
11/15/2022	Expense	irs9428	Yes	Internal Revenue Service		101.1 BBT Checking	513.150 FinanceAdmin (Payroll Taxes)	-616.00
11/17/2022	Check	1865	Yes	John J. Deal		101.1 BBT Checking	512.000 Executive (Town Manager)	-768.50
11/17/2022	Deposit		Yes	State of Florida		101.1 BBT Checking	315.100 Communication Services Taxes	713.96
11/17/2022	Deposit		Yes	State of Florida		101.1 BBT Checking	335.900 State Revenue Share - Proceeds	700.04
11/17/2022	Expense	976331	Yes	CA Florida Holdings LLC		101.1 BBT Checking	519.150 OtherGovtSvcs (Advertising)	-194.48
11/17/2022	Expense	ref1880	Yes	Florida Power and Light		101.1 BBT Checking	513.550 FinanceAdmin (Elec Town Hall)	-147.61
11/17/2022	Expense	ref1881	Yes	Florida Power and Light		101.1 BBT Checking	513.550 FinanceAdmin (Elec Town Hall)	-30.09
11/17/2022	Expense	ref1882	Yes	Florida Power and Light		101.1 BBT Checking	541.100 RoadStFacil (Street Lighting)	-26.10
11/17/2022	Expense	976327	Yes	Ertle Exterminating		101.1 BBT Checking	519.250 OtherGovtSvcs (Maintenance)	-25.00
11/17/2022	Deposit		Yes	Ohio State Life Ins		101.1 BBT Checking	316.000 Local Business Tax (GR)	55.00
11/22/2022	Expense	ref1884	Yes	Comcast		101.1 BBT Checking	513.450 FinanceAdmin (Tel/SecCam-Comc)	-305.70
11/28/2022	Deposit		Yes	State of Florida		101.1 BBT Checking	312.420 Second Local Opt Fuel Tax (New)	351.41
11/28/2022	Deposit		Yes	State of Florida		101.1 BBT Checking	312.410 First Local Option Fuel Tax	745.59
11/28/2022	Deposit		Yes	State of Florida		101.1 BBT Checking	312.630 Loc Govt Infrastructure Surtax	1,357.12
11/28/2022	Deposit		Yes	State of Florida		101.1 BBT Checking	335.180 State Rev Share- Local 1/2 Cent	1,673.47
11/30/2022	Expense	ref1885	Yes	B. Douglas MacGibbon, P.A.		101.1 BBT Checking	514.000 Legal Counsel	-800.00
11/30/2022	Expense	ref1886	Yes	Jack Lucas		101.1 BBT Checking	537.000 ConservResMgt (Aquatic Control)	-50.00
11/30/2022	Deposit	INTEREST	Yes		Interest Earned	200.1 Synovus	361.000 Interest	411.29
11/30/2022	Deposit	INTEREST	Yes		Interest Earned	101.2 BBT Money Market	361.000 Interest	0.19

Glen Ridge Municipal Account

101.1 BBT Checking, Period Ending 11/30/2022

RECONCILIATION REPORT

Reconciled on: 12/13/2022

Reconciled by: glenridgetownof@bellsouth.net

Any changes made to transactions after this date aren't included in this report.

Summary

	USD
Statement beginning balance	152,723.42
Checks and payments cleared (27)	-12,790.51
Deposits and other credits cleared (12)	11,927.01
Statement ending balance	151,859.92
Uncleared transactions as of 11/30/2022	-875.00
Register balance as of 11/30/2022	150,984.92
Cleared transactions after 11/30/2022	0.00
Uncleared transactions after 11/30/2022	1,214.50
Register balance as of 12/13/2022	152,199.42

Details

Checks and payments cleared (27)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/20/2022	Expense	976310	CA Florida Holdings LLC	-120.51
10/25/2022	Expense	976313	Florida League of Cities	-573.00
10/25/2022	Expense	976312	PBC Municipal Clerks Association	-35.00
10/27/2022	Expense	976317	Jack Lucas	-50.00
10/27/2022	Expense	976318	William Denison	-1,472.00
10/27/2022	Check	976316	Solid Waste Authority	-49.70
10/27/2022	Expense	976319	CivicPlus	-225.00
10/27/2022	Expense	976315	B. Douglas MacGibbon, P.A.	-800.00
10/27/2022	Check	976320	Tom Lisi	-435.50
10/27/2022	Expense	976314	Greenworks	-250.00
10/31/2022	Check	1864	Malinda Carter	-60.00
11/03/2022	Expense	976322	El Latino	-228.00
11/03/2022	Expense	976321	Preventive Fire Services	-87.82
11/03/2022	Expense	976323	Jack Horniman	-4,812.50
11/03/2022	Check	1863	John J. Deal	-768.50
11/13/2022	Expense		Intuit	-85.00
11/14/2022	Expense	cc9165	BB & T Credit Card	-203.34
11/14/2022	Expense	ref1876	Comcast	-123.30
11/14/2022	Expense	ref1877	Palm Beach County Water Utilities	-33.49
11/14/2022	Expense	ref1878	Florida Power and Light	-289.37
11/15/2022	Expense	irs9428	Internal Revenue Service	-616.00
11/17/2022	Check	1865	John J. Deal	-768.50
11/17/2022	Expense	ref1882	Florida Power and Light	-26.10

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/17/2022	Expense	ref1881	Florida Power and Light	-30.09
11/17/2022	Expense	ref1880	Florida Power and Light	-147.61
11/17/2022	Expense	976331	CA Florida Holdings LLC	-194.48
11/22/2022	Expense	ref1884	Comcast	-305.70
Total				-12,790.51

Deposits and other credits cleared (12)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/02/2022	Deposit		Florida Power and Light	2,485.71
11/03/2022	Deposit		Florida Public Utilities	55.00
11/07/2022	Deposit		State of Florida	776.38
11/09/2022	Deposit		Palm Beach County Tax Collector	185.63
11/10/2022	Deposit		Florida Power and Light	2,827.70
11/17/2022	Deposit		State of Florida	700.04
11/17/2022	Deposit		State of Florida	713.96
11/17/2022	Deposit		Ohio State Life Ins	55.00
11/28/2022	Deposit		State of Florida	351.41
11/28/2022	Deposit		State of Florida	745.59
11/28/2022	Deposit		State of Florida	1,357.12
11/28/2022	Deposit		State of Florida	1,673.47
Total				11,927.01

Glen Ridge Municipal Account

101.2 BBT Money Market, Period Ending 11/30/2022

RECONCILIATION REPORT

Reconciled on: 12/13/2022

Reconciled by: glenridgetownof@bellsouth.net

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	23,386.65
Interest earned	0.19
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	23,386.84
Register balance as of 11/30/2022	23,386.84

Glen Ridge Municipal Account

200.1 Synovus, Period Ending 11/30/2022

RECONCILIATION REPORT

Reconciled on: 12/13/2022

Reconciled by: glenridgetownof@bellsouth.net

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	561,003.07
Interest earned	411.29
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	561,414.36
Register balance as of 11/30/2022	561,414.36

Clerk Report

4 January 2023

- Corresponded with Kayla Schnell re: PBSO decoy car; they will send one.
- Completed election qualifying cycle; reported NO ELECTION to SOE.
- Paid November payroll taxes.
- Set up hearing with Max Lohman on Jan. 18 for 1275 Taylor; repeat violation.
- Reported streetlight out at 1275 Taylor.
- Updated permit spreadsheet for 2023.
- Researched procedure for condemning property.



John J. Deal

4 January 2023

Julio Cabrera
4050 Windham

- Permit for ADU submitted on 8/5/19
- Project cost: \$48,000
- Permit fee of \$1440 paid 8/21/19
- Permit renewed on 11/10/21—permit fee of \$1440 paid
- Two inspections to date:
 - Windows
 - Framing (partial) – 8/10/22
- Construction has been underway for 3 years, 4 months

Permit application states: *Permit invalid if no inspection within 180 days from approval or if more than 6 months have elapsed between inspections.*