AGENDA
PUBLIC WORKS/SAFETY COMMITTEE
TUESDAY, MAY 10, 2022
5:30 PM
DESTIN CITY HALL ANNEX CHAMBERS

1. **CALL TO ORDER**
2. **ROLL CALL/PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF MINUTES**
4. **NEW BUSINESS**
   - **A) Mid-Bay Bridge Authority Presentation, Q&A**
   - **B) DWU Update, Q&A - DWU staff**
   - **C) "We Love Our Children" signage, roadways for placement**
   - **D) Re-Striping of Luke Ave and John Ave**
   - E) Operations Financial Report
   - F) Capital Project Status
   - G) FY23 Budget Calendar
   - H) Okaloosa Half Penny Infrastructure Surtax
5. **CONTINUING BUSINESS**
   - **A) Stormwater/Floodplain Issues, items brought forward by Committee Members and the Public**
   - **B) Departmental Updates, PW & EM**
6. **DISCUSSION**
   - **A) Jim Wood, Chair**

     Pedestrian Crossings, HAWK Beacons

     Airport Road, Median Re-design at Industrial Park

     Sidewalk, Bayou Drive, east of Main St
   - **B) John Green, Vice-Chair**
   - **C) Marcie Bell**

D) Mark Brown

E) Sam Perman

F) John Stephens

G) Tom Weidenhamer

7. **PUBLIC COMMENTS** (Comments from the public on any matters considered at the meeting, or on any matters not on the agenda)

Any person requiring a special accommodation at this hearing because of a disability or physical impairment should contact the City Clerk at (850) 837-4242 at least 48 hours prior to the hearing. If a person decides to appeal any decision made with respect to any matter considered at such meeting, such person will need a record of the proceeding and for such purpose may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. (Sec. 286.0105, Florida Statutes)

PLEASE
DRIVE
SLOWLY
WE ❤ OUR
CHILDREN

EMERALD COAST
STRIPING, L.L.C.

1901 East Ave.
Panama City, FL 32405
Phone (850) 215-4875 Fax (850) 271-4875

Proposal

DATE February 21, 2022
Quotation # Luke Ave & John Ave Restripe
City of Destin

Proposal To:
Bidding Contractors

Comments or special instructions:
All Maintenance of Traffic to be provided by General Contractor.
ECS requires a daily minimum of $1,500 to be called out.
Waterblasting mobilization is $2,500 and daily minimum is $3,500.
Thermoplastic quantities do not include temporary paint unless otherwise noted.
0 Sf of Removal has been included.
Any Reduction in Scope to the quantities shown below may adjust the below listed Unit prices
This is a unit price bid, any additions will be paid at the unit prices given.
By accepting this proposal, you accept all terms with it.
Please allow two weeks advance notice for scheduling of crews

DESCRIPTION	UNIT	QUANTITY	PRICE	AMOUNT
Luke Ave				
6" White Solid Thermoplastic Striping	LF	4224	$1.00	$4,224.00
6" Yellow Solid Thermoplastic Striping	LF	4224	$1.00	$4,224.00
12" White Solid Thermoplastic Striping	SF	220	$4.00	$880.00
24" White Solid Thermoplastic Striping	SF	270	$4.00	$1,080.00
Thermoplastic "Stop" Message	SF	198	$4.00	$792.00
Thermoplastic Speed Hump Detail Striping	SF	96	$4.00	$384.00
Raised Pavement Marker	EA	106	$4.00	$424.00
			SUBTOTAL:	**$12,008.00**
John Ave				
6" White Solid Thermoplastic Striping	LF	1900	$1.00	$1,900.00
6" Yellow Solid Thermoplastic Striping	LF	1900	$1.00	$1,900.00
12" White Solid Thermoplastic Striping	SF	84	$4.00	$336.00
24" White Solid Thermoplastic Striping	SF	320	$4.00	$1,280.00
Thermoplastic "Stop" Message	SF	264	$4.00	$1,056.00
Raised Pavement Marker	EA	48	$4.00	$192.00
			SUBTOTAL:	**$6,664.00**
			TOTAL	**$18,672.00**

If you have any questions concerning this quotation, contact Alex Ross at (251)223-2974 or by email at
ARoss@ECStriping.com

THANK YOU FOR YOUR BUSINESS!

ITEM # **2022-5166**

CITY OF DESTIN

AGENDA ITEM

COUNCIL MEETING DATE: May 10, 2022
TYPE OF AGENDA ITEM: City Manager Report
AGENDA OUTLINE NUMBER: 4.E.

TO: City Council

THRU: Webb Warren, Deputy City Manager
Kyle Bauman, City Attorney
Lance Johnson, City Manager

FROM: Krystal Strickland, Finance Director

DATE: April 8, 2022

SUBJECT: Operations Financial Report

I. BACKGROUND: This item is informational only.

II. DISCUSSION: Year-to-date budget versus actuals for the General Fund and the two CRAs shall be provided to Council within forty-five days of the month end. Governmental funds are accounted for on a modified accrual basis.

Highlights as of 02/28/2022:

*We are 41% of the way through the fiscal year
* 94% of Ad Valorem Taxes have been received/recorded
* We have expended approximately 34% of Operating budget
* We have expended approximately 23% of Capital Outlay budget
*Current net change in total fund balance is a year-to-date increase of $7.1 million

Details for all funds are on file with the Finance Department, and are available upon request.

A. **Link to Strategic Goals / Objectives:** Goal #1: Financially sound city providing service excellence
B. **Effect on Budget (EOB):**
C. **Level of Service (LOS):**
D. **Legislative Sponsor (Land Use Items):**

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

1. 2022 0228 YTD Budget Vs Actuals

City of Destin, Florida

Balance Sheet - Governmental Funds

	01, 700	102	110	111	122, 125, 129	209, 213, 214, 221	300, 305, 315	
Period ended February 28,								**2022**
	General Fund	**1998-2028 or to 2037 Town Center CRA**	**2003-2043 Harbor CRA**	**Florida Building Code Fund**	**Other Special Revenue Funds**	**Debt Service Funds**	**Capital Project Funds**	**Total Governmental Funds**
Assets								
Cash and cash equivalents	$ 13,886,525	$ 1,261,960	$ -	$ -	$ 4,221,371	$ -	$ 2,380,526	$ 21,750,381
Investments	14,306,683	-	-	-	-	-	-	14,306,683
Due from other funds	265,319	-	-	-	-	-	186,233	451,552
Due from other governments	136,788	-	-	-	-	-	176,138	312,926
Advance to other funds	2,448,824	-	-	-	-	-	-	2,448,824
Accounts receivable - other	28,353	-	-	-	-	-	-	28,353
Prepaid expenditures	-	-	-	-	-	-	-	-
Restricted cash and cash equivalents	-	-	773,005	340,830	-	653,404	3,938,357	5,705,596
Total assets	**$ 31,072,492**	**$ 1,261,960**	**$ 773,005**	**$ 340,830**	**$ 4,221,371**	**$ 653,404**	**$ 6,681,253**	**$ 45,004,315**
Liabilities, deferred inflows of resources and fund balances								
Liabilities:								
Accounts payable	186,550	6,759	2,914	8,310	7,800	-	128,631	340,963
Accrued payroll	23,094	-	-	-	-	-	-	23,094
Due to other funds	186,233	-	-	6,047	-	1,363	257,908	451,552
Advance from other funds	-	2,448,824	-	-	-	-	-	2,448,824
Total liabilities	**395,877**	**2,455,583**	**2,914**	**14,357**	**7,800**	**1,363**	**386,539**	**3,264,433**
Deferred inflows of resources								
Deferred revenue	262,290	-	-	-	-	-	790,549	1,052,839
Total deferred inflows of resources	**262,290**	**-**	**-**	**-**	**-**	**-**	**790,549**	**1,052,839**
Fund balances:								
Nonspendable	2,561,840	-	-	-	-	-	-	2,561,840
Restricted	-	-	766,237	321,860	-	652,040	1,829,671	3,569,809
Committed	10,084,733	-	-	-	4,155,402	-	1,276,910	15,517,045
Assigned	1,737,850	6,938	3,854	4,613	58,169	-	2,397,585	4,209,009
Unassigned	16,029,901	(1,200,561)	-	-	-	-	-	14,829,340
Total fund balances (deficit)	**30,414,325**	**(1,193,623)**	**770,092**	**326,474**	**4,213,571**	**652,040**	**5,504,166**	**40,687,043**
Total liabilities, deferred inflows of resources and fund balances	$ 31,072,492	$ 1,261,960	$ 773,005	$ 340,830	$ 4,221,371	$ 653,404	$ 6,681,253	$ 45,004,315

Nonspendable = Long-term advance to TownCenter CRA $2,448,823.50 (in 01 fund) plus prepaid expenses

Restricted = Interlocal Agreements, State and Local Regulations (Harbor CRA 110, Florida Building Code Fund 111, Impact Fees 315), Bond covenants (2013, 2014, 2021 Debt Service Funds), Grant Agreements (305)

Committed = Council resolutions, motions, includes fund balance resolution for 1 yr debt service ($2.7m) + 3 mos emergency ops x 2 ($6.7m), Tech Fund balance (125), Oka Half Penny fund balance (129)

Assigned = Contracts, purchase orders, unofficial RR fund (300)

Unassigned = Funds with a negative balance (TC CRA 102), net assets not otherwise categorized.

CITY OF DESTIN - MONTHLY FINANCIAL REPORT
Actuals 10/01/2021 - 02/28/2022

SUMMARY ALL FUNDS	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
Ad Valorem Taxes	$ 9,333,671	$ 8,771,915		$ 9,450,097	$ 561,756
Tax Increment Financing (TIF)	1,310,929	1,313,239		1,313,239	(2,310)
Delinquent Ad Valorem Taxes	5,000	111		3,028	4,889
Sales and Use Taxes	3,230,855	1,366,243		3,208,848	1,864,612
Licenses and Permits	3,463,479	1,692,009		4,536,872	1,771,470
Impact Fees	115,500	4,200		71,575	111,300
Intergovernmental	10,059,280	1,205,565		5,557,970	8,853,714
Charges for services	749,898	244,420		900,431	505,478
Fines and Forfeitures	59,957	15,020		75,768	44,937
Investment Income	60,120	(332,477)		(285,481)	392,597
Contributions	2,500	5,215		5,215	(2,715)
Miscellaneous income	2,701	18,277		18,790	(15,576)
TOTAL REVENUES	**28,393,890**	**14,303,737**	**-**	**24,856,351**	**14,090,152**
General Government	4,350,974	1,466,698	403,976	4,077,609	2,480,299
Public Safety	4,527,264	1,612,181	1,260,283	4,068,148	1,654,801
Physical Environment	198,821	71,601	4,514	195,018	122,706
Transportation	1,937,012	619,705	17,268	1,865,873	1,300,039
Economic Environment	321,636	57,268	10,792	285,477	253,576
Health & Human Services	101,254	18,480	30,650	50,180	52,124
Culture and Recreation	3,718,780	1,267,626	78,225	3,502,842	2,372,929
Capital Outlay	16,247,905	1,262,057	2,458,239	8,289,925	12,527,609
Debt Service	2,669,656	825,583	-	2,677,156	1,844,073
TOTAL EXPENDITURES	**34,073,302**	**7,201,198**	**4,263,947**	**25,012,227**	**22,608,157**
Excess (deficiency) of revenues over expenditures	**(5,679,412)**	**7,102,540**		**(155,876)**	
Proceeds from issuance of debt	-	-		-	-
Transfers In	6,162,075	2,755,980		5,969,337	3,406,095
Transfers Out	(6,162,075)	(2,687,392)		(5,900,748)	(3,474,683)
Total other financing sources (uses)	**0**	**68,589**	**-**	**68,589**	**(68,588)**
Net change in fund balances	(5,679,412)	7,171,128		(87,287)	
Fund Balance, Beginning	33,515,915	33,515,915		33,515,915	
Fund Balance, Ending	27,836,503	**40,687,043**		33,428,627	

** FY2022 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

CITY OF DESTIN - MONTHLY FINANCIAL REPORT
Actuals 10/01/2021 - 02/28/2022

01 GENERAL FUND	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
01-31 Ad Valorem Taxes	8,574,910	8,013,154		8,691,336	561,756
01-31 Delinquent Ad Valorem Taxes	5,000	111		3,028	4,889
01-31 Sales and Use Taxes	1,608,694	683,975		1,607,195	924,719
01-32 Licenses and Permits	2,826,871	1,175,148		2,977,391	1,651,723
01-32 Impact Fees	-	-		-	-
01-33 Intergovernmental	2,763,870	1,029,428		2,846,784	1,734,442
01-34 Charges for Services	331,398	187,918		456,448	143,480
01-35 Fines and Forfeitures	59,957	15,020		75,768	44,937
01-36 Investment Income	58,084	(337,536)		(291,810)	395,620
01-36 Contributions	2,500	5,215		5,215	(2,715)
01-36 Miscellaneous Revenue	2,201	18,277		18,499	(16,076)
TOTAL REVENUES	**16,233,485**	**10,790,710**	**-**	**16,389,854**	**5,442,775**
01-51 General Government	4,350,974	1,466,698	403,976	4,077,609	2,480,299
01-52 Public Safety	3,247,402	1,258,343	1,233,329	2,987,327	755,730
01-53 Physical Environment	198,821	71,601	4,514	195,018	122,706
01-54 Transportation	1,849,512	605,237	17,268	1,787,192	1,227,007
01-55 Economic Environment	14,200	7,226	-	7,226	6,974
01-56 Health & Human Services	101,254	18,480	30,650	50,180	52,124
01-57 Culture and Recreation	3,718,780	1,267,626	78,225	3,502,842	2,372,929
01-59 Capital Outlay	109,250	14,574	-	99,404	94,676
01-59 Debt Service Principal	78,405	55,968	-	83,310	22,437
01-59 Debt Service Interest	2,511	1,866	-	5,106	645
TOTAL EXPENDITURES	**13,671,109**	**4,767,619**	**1,767,963**	**12,795,213**	**7,135,527**
Excess (deficiency) of revenues over expenditures	**2,562,376**	**6,023,091**		**3,594,641**	
01-38 Proceeds from Issuance of Debt	-	-		-	-
01-38 Transfers In	-	68,589		68,589	(68,589)
01-58 Transfers Out	(4,533,306)	(1,996,790)		(4,239,385)	(2,536,516)
Total other financing sources (uses)	**(4,533,306)**	**(1,928,201)**		**(4,170,796)**	**(2,605,105)**
01 Net change in fund balances	(1,970,930)	4,094,890		(576,155)	
01 Fund Balance (deficit), Beginning	26,319,435	26,319,435		26,319,435	
01 Fund Balance (deficit), Ending	24,348,505	30,414,325		25,743,280	

** FY2022 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

CITY OF DESTIN - MONTHLY FINANCIAL REPORT
Actuals 10/01/2021 - 02/28/2022

102 TOWN CENTER CRA 1998-2028 OR until Debt Paid 2037 (RESTRICTED; ECON DEV)	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
102-31 County TIF	954,620	957,717		957,717	(3,097)
102-31 City TIF (Ad Valorem	402,452	402,452		402,452	-
102-36 Investment Income	1,301	268		1,108	1,033
TOTAL REVENUES	**1,358,373**	**1,360,437**		**1,361,277**	**(2,064)**
102-55 Economic Environment	151,257	32,909	6,938	144,909	111,411
102-59 Capital Outlay	-	-	-	-	-
TOTAL EXPENDITURES	**151,257**	**32,909**	**6,938**	**144,909**	**111,411**
Excess (deficiency) of revenues over expenditures	**1,207,116**	**1,327,528**		**1,216,368**	
102-38 Transfers In	-	-		-	-
102-58 Transfers Out	(731,418)	(304,758)		(731,489)	(426,660)
Total other financing sources (uses)	**(731,418)**	**(304,758)**		**(731,489)**	**(426,660)**
102 Net change in fund balances	475,698	1,022,771		484,879	
102 Fund Balance (deficit), Beginning	(2,216,394)	(2,216,394)		(2,216,394)	
102 Fund Balance (deficit), Ending	(1,740,696)	(1,193,623)		(1,731,515)	

**FY2022 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

110 HARBOR CRA 2003-2043 (RESTRICTED; ECON DEV)	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
110-31 County TIF	356,309	355,522		355,522	787
110-31 City TIF (Ad Valorem)	356,309	356,309		356,309	-
110-36 Investment Income	300	206		381	94
TOTAL REVENUES	**712,918**	**712,037**		**712,212**	**881**
110-55 Economic Environment	156,179	17,133	3,854	133,342	135,191
110-59 Capital Outlay	-	-	-	-	-
TOTAL EXPENDITURES	**156,179**	**17,133**	**3,854**	**133,342**	**135,191**
Excess (deficiency) of revenues over expenditures	**556,739**	**694,903**		**578,870**	
110-38 Transfers In	-	-		-	-
110-58 Transfers Out	(481,057)	(201,055)		(481,057)	(280,002)
Total other financing sources (uses)	**(481,057)**	**(201,055)**		**(481,057)**	**(280,002)**
110 Net change in fund balances	75,682	493,848		97,812	
110 Fund Balance (deficit), Beginning	276,243	276,243		276,243	
110 Fund Balance (deficit), Ending	351,925	770,092		374,056	

**FY2022 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

CITY OF DESTIN - MONTHLY FINANCIAL REPORT
Actuals 10/01/2021 - 02/28/2022

111 FLORIDA BUILDING CODE FUND (RESTRICTED; PUBLIC SAFETY)	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
111-32 Licenses and Permits	636,608	374,264		961,884	262,344
111-36 Investment Income	60	-		35	60
TOTAL REVENUES	**636,668**	**374,264**		**961,919**	**262,404**
111-52 Public Safety	1,152,362	321,318	4,613	972,836	826,431
111-59 Capital Outlay	-	-	-	-	-
TOTAL EXPENDITURES	**1,152,362**	**321,318**	**4,613**	**972,836**	**826,431**
Excess (deficiency) of revenues over expenditures	**(515,694)**	**52,946**		**(10,916)**	
111-38 Transfers In	328,507	-		-	328,507
111-58 Transfers Out	(63,210)	(37,222)		(95,733)	(25,988)
Total other financing sources (uses)	**265,297**	**(37,222)**		**(95,733)**	**302,519**
111 Net change in fund balances	(250,397)	15,724		(106,649)	
111 Fund Balance (deficit), Beginning	310,750	310,750		310,750	
111 Fund Balance (deficit), Ending	60,353	326,474		204,101	

**FY2022 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

CITY OF DESTIN - MONTHLY FINANCIAL REPORT
Actuals 10/01/2021 - 02/28/2022

122 PARKING FUND (IN GF; TRANSPORTATION)	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
122-34 Charges for Services	418,500	56,502		443,983	361,998
122-36 Investment Income	25	-		15	25
TOTAL REVENUES	**418,525**	**56,502**		**443,997**	**362,023**
122-54 Transportation	87,500	14,468	-	78,681	73,032
122-59 Capital Outlay	126,000	-	-	73,500	126,000
TOTAL EXPENDITURES	**213,500**	**14,468**	**-**	**152,181**	**199,032**
Excess (deficiency) of revenues over expenditures	**205,025**	**42,035**		**291,816**	**162,990**
122-38 Transfers In	-	-		-	-
122-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	**-**	**-**		**-**	**-**
122 Net change in fund balances	205,025	42,035		291,816	
122 Fund Balance (deficit), Beginning	-	-		-	
122 Fund Balance (deficit), Ending	205,025	42,035		291,816	

**FY2022 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

125 TECH FUND (COMMITTED; IN GF; PUBLIC SAFETY)	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
125-36 Investment Income	-	98		98	(98)
TOTAL REVENUES	**-**	**98**		**98**	**(98)**
125-52 Public Safety	127,500	32,520	22,340	107,985	72,640
125-59 Capital Outlay	-	-	-	-	-
TOTAL EXPENDITURES	**127,500**	**32,520**	**22,340**	**107,985**	**72,640**
Excess (deficiency) of revenues over expenditures	**(127,500)**	**(32,422)**		**(107,887)**	
125-38 Transfers In	139,982	69,512		184,110	70,470
125-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	**139,982**	**69,512**		**184,110**	**70,470**
125 Net change in fund balances	12,482	37,089		76,223	
125 Fund Balance (deficit), Beginning	201,406	201,406		201,406	
125 Fund Balance (deficit), Ending	213,888	238,496		277,629	

**FY2022 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

CITY OF DESTIN - MONTHLY FINANCIAL REPORT
Actuals 10/01/2021 - 02/28/2022

129 OKA 1/2 PENNY 01/01/2019-12/31/2029 (COMMITTED; IN GF; CAPITAL OUTLAYS)	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
129-31 Sales and Use Taxes	1,390,761	574,255		1,358,657	816,506
129-36 Investment Income	150	1,729		1,816	(1,579)
TOTAL REVENUES	**1,390,911**	**575,984**		**1,360,473**	**814,927**
129-59 Capital Outlay	3,324,756	74,837	55,829	988,084	3,194,090
TOTAL EXPENDITURES	**3,324,756**	**74,837**	**55,829**	**988,084**	**3,194,090**
Excess (deficiency) of revenues over expenditures	**(1,933,845)**	**501,146**		**372,389**	
129-38 Transfers In	-	(0)		(0)	0
129-58 Transfers Out	(353,084)	(147,567)		(353,084)	(205,517)
Total other financing sources (uses)	**(353,084)**	**(147,567)**		**(353,085)**	**(205,517)**
129 Net change in fund balances	(2,286,929)	353,579		19,304	
129 Fund Balance (deficit), Beginning	3,579,462	3,579,462		3,579,462	
129 Fund Balance (deficit), Ending	1,292,532	3,933,041		3,598,766	

**FY2022 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

213 DEBT SERVICE 2013 NOTE (RESTRICTED; DEBT SERVICE)	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
213-36 Investment Income	100	102		161	(2)
TOTAL REVENUES	**100**	**102**		**161**	**(2)**
213-59 Debt Service Principal	412,531	-	-	412,531	412,531
213-59 Debt Service Interest	142,713	71,357	-	142,713	71,357
TOTAL EXPENDITURES	**555,245**	**71,357**	**-**	**555,245**	**483,888**
Excess (deficiency) of revenues over expenditures	**(555,145)**	**(71,254)**		**(555,084)**	
213-38 Transfers In	555,245	231,352		555,245	323,893
213-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	**555,245**	**231,352**		**555,245**	**323,893**
213 Net change in fund balances	100	160,098		161	
213 Fund Balance (deficit), Beginning	93,097	93,097		93,097	
213 Fund Balance (deficit), Ending	93,197	253,195		93,258	

CITY OF DESTIN - MONTHLY FINANCIAL REPORT
Actuals 10/01/2021 - 02/28/2022

214 DEBT SERVICE 2014 NOTE (RESTRICTED; DEBT SERVICE)	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
214-36 Investment Income	100	159		217	(59)
TOTAL REVENUES	**100**	**159**		**217**	**(59)**
214-59 Debt Service Principal	427,021	-	-	427,021	427,021
214-59 Debt Service Interest	304,397	152,199	-	304,397	152,199
TOTAL EXPENDITURES	**731,418**	**152,199**	**-**	**731,418**	**579,220**
Excess (deficiency) of revenues over expenditures	**(731,318)**	**(152,040)**		**(731,201)**	
214-38 Transfers In	731,418	304,758		731,489	426,660
214-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	**731,418**	**304,758**		**731,489**	**426,660**
214 Net change in fund balances	100	152,718		288	
214 Fund Balance (deficit), Beginning	245,566	245,566		245,566	
214 Fund Balance (deficit), Ending	245,666	398,283		245,853	

221 DEBT SERVICE 2021 NOTE (RESTRICTED; DEBT SERVICE)	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
221-36 Investment Income	-	25		25	(25)
TOTAL REVENUES	**-**	**25**		**25**	**(25)**
221-59 Debt Service Principal	1,200,000	500,000	-	1,200,000	700,000
221-59 Debt Service Interest	102,077	44,193	-	102,077	57,884
221-51 General Government	-	-	-	-	-
TOTAL EXPENDITURES	**1,302,077**	**544,193**	**-**	**1,302,077**	**757,884**
Excess (deficiency) of revenues over expenditures	**(1,302,077)**	**(544,168)**		**(1,302,052)**	
221-38 Transfers In	1,302,077	544,193		1,302,077	757,884
221-58 Transfers Out	-	-		-	-
221-38 Proceeds from issuance of debt	-	-		-	-
Total other financing sources (uses)	**1,302,077**	**544,193**		**1,302,077**	**757,884**
221 Net change in fund balances	-	25		25	
221 Fund Balance (deficit), Beginning	538	538		538	
221 Fund Balance (deficit), Ending	538	563		563	

CITY OF DESTIN - MONTHLY FINANCIAL REPORT
Actuals 10/01/2021 - 02/28/2022

300 RENEWAL AND REPLACEMENT FUND (IN GF; CAPITAL OUTLAYS)	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
300-36 Investment Income	-	901		901	(901)
TOTAL REVENUES	**-**	**901**		**901**	**(901)**
300-59 Capital Outlay	2,784,199	305,334	993,169	1,298,503	1,485,696
TOTAL EXPENDITURES	**2,784,199**	**305,334**	**993,169**	**1,298,503**	**1,485,696**
Excess (deficiency) of revenues over expenditures	**(2,784,199)**	**(304,433)**		**(1,297,602)**	
300-38 Transfers In	1,410,814	1,136,728		1,434,703	274,086
300-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	**1,410,814**	**1,136,728**		**1,434,703**	**274,086**
300 Net change in fund balances	(1,373,385)	832,294		137,100	
300 Fund Balance (deficit), Beginning	1,402,960	1,402,960		1,402,960	
300 Fund Balance (deficit), Ending	29,575	2,235,254		1,540,060	

**FY2022 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

305 GRANT AND GF CAPITAL PROJECT FUND (IN GF; CAPITAL OUTLAYS)	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
305-33 Intergovernmental	7,295,410	176,138		2,711,186	7,119,272
TOTAL REVENUES	**7,295,410**	**176,138**		**2,711,186**	**7,119,272**
305-59 Capital Outlay	8,477,576	713,120	1,017,802	4,404,310	6,746,654
TOTAL EXPENDITURES	**8,477,576**	**713,120**	**1,017,802**	**4,404,310**	**6,746,654**
Excess (deficiency) of revenues over expenditures	**(1,182,167)**	**(536,983)**		**(1,693,125)**	
305-38 Transfers In	1,694,032	400,850		1,693,125	1,293,182
305-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	**1,694,032**	**400,850**		**1,693,125**	**1,293,182**
305 Net change in fund balances	511,866	(136,133)		0	
305 Fund Balance (deficit), Beginning	(1)	(1)		(1)	
305 Fund Balance (deficit), Ending	511,865	(136,133)		(0)	

**FY2022 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

CITY OF DESTIN - MONTHLY FINANCIAL REPORT
Actuals 10/01/2021 - 02/28/2022

315 IMPACT AND OTHER RESTRICTED FUND (RESTRICTED IN GF; CAPITAL OUTLAYS)	FY2022 BUDGET*	FY2022 YTD Actuals	FY2022 ENCUMBRANCES	FY2022 PROJECTION	FY2022 AVAILABLE BUDGET
315-32 Impact Fees	115,500	4,200		71,575	111,300
315-32 Licenses and Permits	-	142,597		597,597	(142,597)
315-31 Sales and Use Taxes	231,400	108,013		242,996	123,387
315-36 Investment Income	-	1,572		1,572	(1,572)
315-36 Miscellaneous Revenue	500	-		292	500
TOTAL REVENUES	**347,400**	**256,382**		**914,032**	**91,018**
315-59 Capital Outlay	1,426,123	154,191	391,438	1,426,123	880,494
TOTAL EXPENDITURES	**1,426,123**	**154,191**	**391,438**	**1,426,123**	**880,494**
Excess (deficiency) of revenues over expenditures	**(1,078,723)**	**102,191**		**(512,091)**	
315-38 Transfers In	-	(0)		(0)	0
315-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	**-**	**(0)**		**(0)**	**0**
315 Net change in fund balances	(1,078,723)	102,191		(512,091)	
315 Fund Balance (deficit), Beginning	3,302,853	3,302,853		3,302,853	
315 Fund Balance (deficit), Ending	2,224,130	3,405,044		2,790,762	

**FY2022 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

ITEM # 2022-5169

CITY OF DESTIN

AGENDA ITEM

COUNCIL MEETING DATE: May 10, 2022
TYPE OF AGENDA ITEM: City Manager Report
AGENDA OUTLINE NUMBER: 4.F.

TO: City Council

THRU: Jeffrey Cozadd, Grants Manager
Webb Warren, Deputy City Manager
Kyle Bauman, City Attorney
Lance Johnson, City Manager

FROM: Krystal Strickland, Finance Director

DATE: April 12, 2022

SUBJECT: Capital Project Status

I. BACKGROUND: Informational Item Only

II. DISCUSSION: Please find attached a summary of the current capital improvement projects, showing status and Year-to-Date expenditures and encumbrances.

Updates to Capital Improvement Spreadsheet:
3.2 RR053, the Harbor Pump's VFD has been installed and the unit hasoperated flawlessly for over a month (6 hrs/day-7 days a week)
3.2 RRVEH, Council authorized the purchase of a new Brush Chipper for Public Works replacing a 20+ year old unit

A. Link to Strategic Goals / Objectives: Financially sound City providing Service Excellence
B. Effect on Budget (EOB):
C. Level of Service (LOS):
D. Legislative Sponsor (Land Use Items):

III. CONCLUSION:

IV. RECOMMENDED MOTION: Not applicable. Informational only.

Attachments:

ITEM # 2022-5169

1. Mar 2022 Capital Projects2

CITY OF DESTIN CAPITAL IMPROVEMENT PLAN - Monthly Status Report

COUNCIL/ MGMT OBJECTIVE		October 1, 2021 - March 31, 2022	FY2022 Budget*	YTD Actuals	YTD Encumbrances	FY2022 Available Budget	Status	Notes
PRIORITY	**Citizen/Council Directed**							
1.2	EN615	Cross-Town Connector	$ 2,963,036	$ 114,534	$ 537,509	$ 2,310,993	Ongoing	Atkins working on design and ROW acquisitions
1.3, 2.2	CM001	Beach Acquisition	4,478,269	-	39,701	4,438,569	Ongoing	TDC working on beach park design. TPL working towards 3rd parcel acquisition.
1.6	EVENT	Multi-Use Convention/Sports/Comm Ctr	-	-	-	-		
1.4, 2.3	UNDER	Undergrounding	608,629	103,700	255,213	249,716	Ongoing	Electric Franchise agreement increment for undergrounding is signed. Utility Consultants of Florida working on opinion of probable cost, phase maps, and gulf power input.
1.8	TR621	Transit Trolley	25,000	-	-	25,000		
1.9	MARIN	City Marina	75,000	-	-	75,000		
1.7	ANNEX	Annexation Study	10,000	-	-	10,000		
	Renewal & Replacement							
3.2	RR051	General Government	204,752	17,591	-	187,162	Ongoing	
3.2	RR052	Public Safety	217,044	(580)	-	217,624	Ongoing	*YTD is negative because prior year insurance claim is higher than current YTD actual expenditures*
3.2	RR053	Physical Environment (Stormwater, Cemetery)	295,868	231,600	69,048	(4,780)	Ongoing	Harbor Pump has been rebuilt and re-installed. Waiting on VFD (March 2022).
1.10, 3.2, 3.7	RR054	Roads, Sidewalks, Street Lighting (Gas Tax 1)	957,727	18,241	458,899	480,587	Ongoing	Benning Drive Striping complete; Azalea Dr PO issued; Scenic 98 milling/resurfacing/striping scheduled.
3.2	RR057	Parks and Recreation	681,765	20,553	76,159	585,052		
3.2	RRVEH	Vehicles	523,044	62,079	356,381	104,584	Ongoing	All FY21 vehicles have been received. FY22: ordered: F150 for Code Compliance, JD 410L Loader & JD Utility Tractor
	Growth Necessitated & Comp Plan							
	LB002	Library Impact Fee Projects	24,000	-	-	24,000		
4.10	NORG1	Norriego Point Road	380,000	8,181	51,819	320,000	Ongoing	Council-approved development order. Jenkins (engineer) is working on parking and road design. A construction road should be in place by Spring 2022.
	RC004	Park Impact Fee Projects	-	-	-	-		
4.14	SW54	Stormwater Improvements	60,000	-	-	60,000		
1.5, 4.8	TR618	Zerbe-Calhoun Pedestrian Pathway (under the Marler Bridge)	155,932	6,361	149,571	-	Ongoing	Baskerville-Donovan engineering firm presented 60% design. FDOT is not supporting pathway development under the Marler Bridge due to bridge renovation plans and location of critical utility lines. Consider refocus to Stahlman.
1.10	TR619	Sibert-Zerbe Parking Lot Consolidation	150,000	-	-	150,000		
3.9	TR620	ADA Transition - Pedestrian Facilities	142,000	7,876	133,164	960	Ongoing	Kickoff meeting held. Phase 1 complete; Phase 2 underway.
1.10	TR622	General Parking Improvements (FY22 kiosk)	30,000	-	-	30,000		
	Other Capital Projects							

	CE001	Code Compliance Vessel	41,000	-	-	41,000	Completed	Sheriff's office donated a vessel. Code Compliance team updating equipment needs list for potential budget transfer.
3.3, 4.7	CRH63	Captain Royal Melvin Heritage Park and Plaza (RESTORE)	921,344	443,413	339,768	138,164	Ongoing	Should be substantially complete by mid March 2022.
3.5	CRH64	Harbor CRA Wayfinding Plan Signage	-	-	-	-		See 2023 budget.
4.2	CRH65	Harbor Capacity Study	250,000	250,000	-	-	Ongoing	March 15 Army Corps will present their progress at Harbor Capacity Steering Committee meeting. Contractor procurement is underway for ground surveys and aerial imagery.
4.15	CRT17	Town Center CRA Easement Trail/Linear Park	-	-	-	-		Grant application for state appropriation in process.
3.5	CRT64	Town Center CRA Wayfinding Plan Signage	-	-	-	-		See 2023 budget.
3.5	TR64	General Wayfinding Plan Signage	100,000	-	-	100,000		Coordinating with TDC.
3.2	IT002	CD Tech Fund Hardware/Software Replacements	75,000	16,168	-	58,832	Ongoing	
	IT003	Other Hardware/Software Replacements	50,000	22,576	-	27,424	Ongoing	
	LB001	Library Tablet Station & Biblioteca RFID and Mobil Ap	27,704	19,246	1,833	6,626	Ongoing	Tablet station is open to public. RFID tagging is complete.
	NPDES	National Pollutant Discharge Elimination System (NPDES)	32,500	-	32,500	-	Started	
	PW015	Vehicle WashDown Station	-	-	-	-		
	RC124	Morgan's Children's Park Playground Structure	51,745	-	-	51,745		
	RC125	Buck Destin Restrooms	135,000	-	-	135,000		
4.16	RC127	Pickleball Court	400,000	-	-	400,000		
	RC128	Morgan's Bathrooms/Storage/Fieldhouse	250,000	-	-	250,000		Staff is drafting a tentative layout for an engineering firm to start a design.
	RC129	World's Luckiest Fishing Pond at X-Town Park	-	-	-	-		
	RC130	Cultural Facilities Grant Bldg Improvements	-	-	-	-	Cancelled	Grant not awarded
3.3, 4.11	RC216	Clement Taylor Park Renovations	764,918	-	-	764,918		Construction RFP to be drafted Spring 2022
	ARP	Infrastructure Project TBD	790,000	-	-	790,000	Started	One IT Security project and one Stormwater project approved to date. Encumbrances to be entered.
	TRSAF	Intersection Safety	100,000	-	17,241	82,759	Ongoing	
	SW55	Mobile Pumps and Hoses (Flood Prevention)	96,619	83,718	-	12,901	Ongoing	Received (2) 6" pumps and hoses and (1) 4" pump
	SALLY	Hurricane Sally Repairs	58,951	57,234	2,457	(740)	Ongoing	Started Sept 2020
	SW53	Stormwater Master Plan	6,148	-	4,023	2,125	Ongoing	Started in 2018 Jenkins Engineering
	XMAS	Christmas Decorations (capital items)	68,160	69,846	-	(1,686)	Complete	
		Total Funded Projects	**$ 16,201,155**	**$ 1,552,338**	**$ 2,525,283**	**$ 12,123,534**		

CITY OF DESTIN 5-YEAR CAPITAL IMPROVEMENT PLAN

COUNCIL/ MGMT OBJECTIVE			FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
PRIORITY	**Citizen/Council Directed**							
1.2	EN615	Cross-Town Connector	$ 2,700,000	$ -	$ 1,650,000	$ 1,650,000	$ -	$ 6,000,000
1.3, 2.2	CM001	Beach Acquisition	6,585,000	-	-	-	11,346,132	17,931,132
1.6	EVENT	Multi-Use Convention/Sports/Comm Ctr	75,000	-	-	-	-	75,000
1.4, 2.3	UNDER	Undergrounding	250,000	780,000	375,000	-	-	1,405,000
1.8	TR621	Transit Trolley	25,000	-	-	-	-	25,000
1.9	MARINA	City Marina	75,000	-	-	-	-	75,000
1.7	ANNEX	Annexation Study	10,000	-	-	-	-	10,000
	Renewal & Replacement							
3.2	RR051	General Government	195,000	22,500	51,500	28,500	142,500	440,000
3.2	RR052	Public Safety	217,044	259,544	132,544	128,044	239,500	976,678
3.2	RR053	Physical Environment (Stormwater, Cemetery)	26,307	26,307	26,307	26,307	26,307	131,533
1.10, 3.2, 3.7	RR054	Roads, Sidewalks, Street Lighting (Gas Tax 1)	1,018,000	1,011,667	1,031,667	1,011,667	1,011,667	5,084,667
3.2	RR057	Parks and Recreation	602,751	331,512	537,512	329,512	362,512	2,163,799
3.2	RRVEH	Vehicles	463,427	-	-	-	-	463,427
	Growth Necessitated & Comp Plan							
	LB002	Library Impact Fee Projects	24,000	10,000	120,000	-	-	154,000
4.10	NORG1	Norriego Point Road	350,000	-	-	-	-	350,000
	RC004	Park Impact Fee Projects	-	-	-	-	-	-
4.14	SW54	Stormwater Improvements	60,000	60,000	-	-	-	120,000
1.5, 4.8	TR618	Zerbe-Calhoun Pedestrian Pathway	-	-	-	-	-	-
1.10	TR619	Sibert-Zerbe Parking Lot Consolidation	150,000	-	-	-	-	150,000
3.9	TR620	ADA Transition - Pedestrian Facilities	142,000	-	-	-	-	142,000
1.10	TR622	General Parking Improvements (FY22 kiosk)	30,000	75,000	100,000	-	-	205,000
	Other Capital Projects							
	CE001	Code Compliance Vessel	41,000	-	-	-	-	41,000
3.3, 4.7	CRH63	Captain Royal Melvin Heritage Park and Plaza (R	706,530	-	-	-	-	706,530
3.5	CRH64	Harbor CRA Wayfinding Plan Signage	-	150,000	-	-	-	150,000
4.2	CRH65	Harbor Capacity Study	-	-	-	-	-	-
4.15	CRT17	Town Center CRA Easement Trail/Linear Park	-	270,000	50,000	1,000,000	-	1,320,000
3.5	CRT64	Town Center CRA Wayfinding Plan Signage	-	100,000	-	-	-	100,000
3.5	TR64	General Wayfinding Plan Signage	100,000	-	-	-	-	100,000
3.2	IT002	CD Tech Fund Hardware/Software Replacement	75,000	225,000	-	-	-	300,000
	IT003	Other Hardware/Software Replacements	50,000	-	-	100,000	-	150,000

	LB001	Library Tablet Station & Biblioteca RFID and Mo	57,904	-	-	-	-	57,904
	NPDES	National Pollutant Discharge Elimination Systen	32,500	32,500	32,500	32,500	32,500	162,500
	PW015	Vehicle WashDown Station	-	-	-	-	-	-
	RC124	Morgan's Children's Park Playground Structure	51,745	-	-	-	-	51,745
	RC125	Buck Destin Restrooms	135,000	-	-	-	-	135,000
4.16	RC127	Pickleball Court	400,000	-	-	-	-	400,000
	RC128	Morgan's Bathrooms/Storage/Fieldhouse	250,000	-	-	-	-	250,000
	RC129	World's Luckiest Fishing Pond at X-Town Park	-	-	-	-	-	-
	RC130	Cultural Facilities Grant Bldg Improvements	-	-	-	-	-	-
3.3, 4.11	RC216	Clement Taylor Park Renovations	764,918	-	-	-	-	764,918
	SW55	Mobile Pumps and Hoses (Flood Prevention)	-	-	-	-	-	-
	ARP	Infrastructure Project TBD	790,000	790,000	-	-	-	1,580,000
	TRSAF	Intersection Safety	100,000	-	-	-	-	100,000
		Total Projects	**$ 16,553,126**	**$ 4,144,030**	**$ 4,107,030**	**$ 4,306,530**	**$ 13,161,117**	**$ 42,271,832**

	Funding Sources		**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Total**
TC CRA	10258500	TOWN CENTER CRA	$ -	$ 370,000	$ 50,000	$ 1,000,000	$ -	$ 1,420,000
Harbor CRA	11058500	HARBOR CRA	-	150,000	150,000	-	-	300,000
Parking Fund	12254500	PARKING FUND	126,000	95,667	120,667	20,667	20,667	383,667
Tech Fund	12552329	TECHNOLOGY FUND	-	-	-	-	-	-
Oka 1/2 Penny	12953831	OKA 1/2 STORMWATER	-	-	-	-	-	-
Oka 1/2 Penny	12953931	OKA 1/2 UNDERGROUNDING	250,000	780,000	225,000	-	-	1,255,000
Oka 1/2 Penny	12957231	OKA 1/2 BEACH ACQ	2,699,850	-	-	-	4,651,914	7,351,764
Gas Taxes	30054131	GAS TAX#1 RR ROADS	440,000	509,000	509,000	509,000	509,000	2,476,000
Half Cent	30058585	RR GENERAL	1,986,529	1,121,863	1,249,863	994,363	1,252,819	6,605,437
Grant	30553833	FL DEM STRMWTR GRANT	-	-	-	-	-	-
Grant	30554133	FDOT TRIP GRANT	2,700,000	-	-	-	-	2,700,000
Grant	30554137	OKA BOCC X-TOWN GRANT	-	-	1,650,000	1,650,000	-	3,300,000
Grant	30557133	LIBRARY/MUSEUM GRANTS	57,904	-	-	-	-	57,904
Grant	30557233	RESTORE PARK GRANT	1,286,448	-	-	-	-	1,286,448
Grant	30557237	TDC BEACH ACQ GRANT	3,885,150	-	-	-	6,694,218	10,579,368
General Fund	30558500	GENERAL FUND	1,205,700	225,000	-	100,000	-	1,530,700
Impact Fees	31552000	POLICE IMPACT FEES	11,300	-	-	-	-	11,300
Impact Fees	31553732	NPEB IMPACT FEES	36,500	32,500	32,500	32,500	32,500	166,500
Grant	31553833	STORMWATER	60,000	60,000	-	-	-	120,000
Gas Taxes	31554031	GAS TAX#2 COMP PLAN	150,000	-	-	-	-	150,000
Impact Fees	31554032	MULTI-MODAL IMPACT FEES	142,000	-	-	-	-	142,000

Impact Fees	31554132	ROAD IMPACT FEES	350,000	-	-	-	-	350,000
Impact Fees	31557132	LIBRARY IMPACT FEES	24,000	10,000	120,000	-	-	154,000
Impact Fees	31557232	PARK IMPACT FEES	325,000	-	-	-	-	325,000
Grant	31557236	MORGANS KID PARK GRANT	26,745	-	-	-	-	26,745
Grant	30555900	AMERICAN RESCUE PLAN	790,000	790,000	-	-	-	1,580,000
		Total Sources	**$ 16,553,126**	**$ 4,144,030**	**$ 4,107,030**	**$ 4,306,530**	**$ 13,161,117**	**$ 42,271,832**

*30558500 GF CIP PROJECTS includes General Fund excess cash balances

		5-Year Capital Budget Amount
Council Objectives		
1.1	Offer livable wages & benefits to attact and maintain high caliber, quality staff	$ 355,000
1.2	Complete two-lane Crosstown Connector	6,000,000
1.3	Public Beachfront acquisition initiative	17,931,132
1.4	Underground Utilities	1,405,000
1.5	Zerbe St/Calhoun Ave Phase II - Design pedestrian pathway under Marler Bridge	-
1.6	Research viability of Multi-use Convention/Sports/Community Center (phase 1 Feasibility study)	75,000
1.7	Annexation of unincorporated enclaves	10,000
1.8	Transit/Trolley system	25,000
1.9	City Marina (phase 1 Feasibility Study)	75,000
1.10	Improve parking	355,000
1.11	Beach re-nourishment, planning and scheduling	-
Management Objectives		
2.1-2.8	These are management-related, not capital project related	-
Management in Progress		
3.1	Memorialize institutional knowledge	-
3.2	Plan for renewal and replacement of city facilities and infrastructure	4,475,437
3.3	Monitor RESTORE Act grants	-
3.4	Implement enhanced signage control	-
3.5	Develop/implement wayfinding program	350,000
3.6	Update golf cart/low speed vehicle rules	-
3.7	Implement a roadway striping program	5,084,667
3.8	Provide training to Board and Committee members	-
3.9	Improve sidewalks (wider, more walkable)	142,000
3.10	Enforce residential boat and RV parking regulations	-
3.11	Monitor beach cleaning with Okaloosa County	-
3.12	Redevelopment (citywide)	-
3.13	Reestablish environmental committee	-
Major Projects		
4.1	Implement and manage COMPASS software	-
4.2	Harbor Capacity Study (USACE)	-
4.3	Land Development Code revision	-
4.4	Impact Fee Study	-
4.5	Building Permit Fee Study	-
4.6	Update BTR Fee Schedule and processes	-
4.7	Construction of Capt Royal Melvin Heritage Park	706,530
4.8	Zerbe St/Calhoun Ave Phase II - Design pedestrian pathway under Marler Bridge	-
4.9	Hwy 98 Median Improvement project (w/FDOT)	-
4.10	Norriego Point Recreation components (w/FDEP)	350,000

4.11	Renovate Clement Taylor Park		764,918
4.12	Redevelop Joe's Bayou Recreation Area (w/FDEP)		-
4.13	Continuity of streetlights/Conversion to LEDs		-
4.14	Implement prioritized stormwater improvements based on the Stormwater Master Plan		120,000
4.15	Design and construct Gulf Power Easement Trail/Linear Park		1,320,000
4.16	Design and construct pickleball courts		400,000
	TOTAL	$	39,944,683

TOTAL FY2022-2026 CAPITAL BUDGET	$	42,271,832
% FOR COUNCIL OBJECTIVES		94%

ITEM # 2022-5172

CITY OF DESTIN

AGENDA ITEM

COUNCIL MEETING DATE: May 10, 2022
TYPE OF AGENDA ITEM: City Manager Report
AGENDA OUTLINE NUMBER: 4.G.

TO: City Council

THRU: Rey Bailey, City Clerk
Webb Warren, Deputy City Manager
Kyle Bauman, City Attorney
Lance Johnson, City Manager

FROM: Krystal Strickland, Finance Director

DATE: April 8, 2022

SUBJECT: FY23 Budget Calendar

I. BACKGROUND: Each year the City must publish a Budget Adoption calendar, establishing dates for the two budget and millage public hearings. The budget calendar includes dates of budget hearings, budget workshops, deadlines for budget entry and review processes, and statutory deadlines.

II. DISCUSSION: Two Budget and Millage public hearings must be set each fiscal year. The first budget and millage public hearing requires notice by mail to all citizens. It is best practice to announce the date, time, and location of Public Hearing #1 on the TRIM notice that is mailed to all property owners by the Property Appraiser by August 24th of each year. To accomplish this, the millage rate must be certified to the Property Appraiser by August 4th.

Budget and Millage Public Hearing #1 can take place 10-15 days (September 3 - 18) after the TRIM notice has been sent to property owners. After review schedules of other Budget Public Hearings, committee meetings, and legal counsel schedules, Staff recommend holding the Budget Millage Public Hearing #1 on September 8, 2021 at 5:30pm in the City Hall Annex council chambers.

Some important dates:

- Tuesday, May 17th: Budget Workshop #1 Operations
- Thursday, June 23rd: Budget Workshop #2 5-year Capital Improvement Program
- Friday, July 1st: Property Appraiser certifies taxable property values

- Thursday, July 14: Tentative Budget Workshop #3 Total Sources vs Uses
- July 27-July 29: Individual Council Member Budget Briefings
- Monday, August 1st: Motion to confirm Millage rate and Public Hearing #1 for TRIM Notices
- Monday, September 5th: Labor Day
- Tuesday, September 6th: Okaloosa Board of County Commissioners Budget Public Hearing #1
- Thursday, September 8th 5:30pm: Public Hearing #1 to adopt Millage Rate and Budget
- Monday, September 19th 6pm: Public Hearing #1 to adopt Millage Rate and Budget and Regular Council Meeting

The full calendar is attached for review and comment.

A. **Link to Strategic Goals / Objectives:** Goal #1: Financially sound city providing service excellence

B. **Effect on Budget (EOB):** None

C. **Level of Service (LOS):** Same

D. **Legislative Sponsor (Land Use Items):**

III. CONCLUSION: Staff recommends approval of the attached budget calendar which sets the first millage and budget public hearing for Thursday, September 8, 2022 at 5:30pm in the regular council chambers at 4100 Indian Bayou Trail. This calendar also sets the recommended dates for Budget Workshops.

IV. RECOMMENDED MOTION: I move to approve the FY 2023 Budget Calendar and to set Budget and Millage Adoption Public Hearing #1 for September 8, 2022 at 5:30pm in the regular council chambers at 4100 Indian Bayou Trail.

Attachments:

1. FY23 Budget Calendar

City of Destin

as of 3/30/2022 **Calendar to Adopt FY 2023 Budget**

Date	Event/Deadlines	Truth-In-Millage Compliance Schedule
1/27/2022	Strategic Visioning Session	
April Events/Deadlines		
4/6/2022	Senior Leader and Admin Assistant - Budgeting Overview and MUNIS Budget Entry Training	
04/05/2022 to 04/08/2022	Review Current Year Projection Estimates with Directors	
4/11/2022	Open in MUNIS (Define/Start Budget Projection; Budget Setting Default Adjustment)	
04/12/2022 to 04/13/2022	Review Current Year Projection Estimates with City Manager	
4/15/2022	All Personnel Budget requests due to HR (Tuition Reimbursements, OT, FTEs, Position Reclassifications)	
4/22/2022	Operating Budget Submissions Due to Program Monitors	
4/28/2028	City Manager requests budget from Sheriff and Fire Department	
4/30/2022	Program Monitors Complete Initial Operating Budget Input into MUNIS	
May Events/Deadlines		
05/02/2022 to 05/06/2022	City Manager Budget Review of Budget Projections	
5/17/2022	**City Council Budget Workshop #1 Operations**	
5/19/2022	Grant Revenue Estimate Review (Grants Manager and Finance Director)	
5/19/2022	Vehicle and Motorized Equipment Requests Due to Public Works Director	
5/24/2022	PRT Meeting - Review Capital Project Forms and prioritization	
5/30/2022	*MEMORIAL DAY*	
June Events/Deadlines		
6/7/2022	PRT Meeting - Review Capital Project Forms and prioritize	
6/8/2022	Program/Functional Stmt, Goals & Obj, Accomplishments/Challenges Due	
6/15/2022	5-year Capital Improvement Plan Review with City Manager	
6/23/2022	**City Council Budget Workshop #2 5-Year Capital Project Plan**	

City of Destin

as of 3/30/2022 **Calendar to Adopt FY 2023 Budget**

Date	Event/Deadlines	Truth-In-Millage Compliance Schedule
July Events/Deadlines		
7/1/2022	**Property Appraiser Certifies Taxable Value (Day 1)**	**Day 1: Property Appraiser Certifies Taxable Value**
7/4/2022	*INDEPENDENCE DAY*	
7/5/2022	Discuss Tentative Millage Rate & Revenue Figures with City Manager	
7/6/2022	Revise and Update Operating and 5-Year CIP Budgets	
7/13/2022	Harbor CRA 1st Review of Tentative Budget	
7/14/2022	**City Council Budget Workshop #3 Millage**	
7/20/2022	Town Center CRA 1st Review Tentative Budget	
7/21/2022 to 7/22/2022	Post Workshop Budget review with City Manager	
7/21/2022	Dept Charts in Budget Doc, Budget Book Text Revisions due	
7/24/2022	Budget Document Draft Due	
7/26/2022	Distribute City Manager's Recommeded Budget to Council	
7/27/2022 to 7/29/2022	Individual Budget Briefs with City Council	
August Events/Deadlines		
8/1/2022	**Final Budget Totals & Tentative Millage Rate due to Council for Adoption (Adopt before August 4th)**	
8/4/2022	**Certify Millage Rate and Public Hearing#1 Date with Property Apprasier Form DR420 (Day 35)**	**Day 35 (Aug 4th): Certify Millage Rate and Public Hearing #1 with Property Appraiser**
8/10/2022	Harbor CRA 2nd Review of Tentative Budget	
8/11/2022	**Budget Workshop #4 with Council - Optional**	
8/17/2022	Town Center CRA 2nd Review Tentative Budget	
8/23/2022	Publish Tentative Budget online	
8/24/2022	**TRIM Notice mailed by Property Appraiser to property owners (Day 55)**	**Day 55 (Aug 24th): TRIM Notices mailed by Property Appraiser to property owners**
8/25/2022	Send draft budget ad to DOR for review	

City of Destin
Calendar to Adopt FY 2023 Budget

as of 3/30/2022

Date	Event/Deadlines	Truth-In-Millage Compliance Schedule
September Events/Deadlines		
9/5/2022	*LABOR DAY*	
9/6/2022	**Post Tentative Budget to Website**	**Tentative Budget must be posted to Website at least 2 days before Public Hearing #1 FS 166.241**
9/6/2022	Okaloosa County Budget Public Hearing #1)	Budget Public Hearings cannot be on same day as hearings for the County and for the School District
9/8/2022 @5:30pm	**1st Public Hearing - Millage Rate & Budget Ordinances**	**Days 65-80 (September 3-18): Public Hearing #1 (aka Tentative Budget and Proposed Millage Rate Hearing)**
9/13/2022	Budget Ad submitted to Destin Log for publication	Send budget ad on the Friday before the Wednesday printing (or on Wednesday for a Friday printing)
9/16/2022	Budget Ad Published and distributed by Destin Log	**Day 95 (Sept 18-Oct 3): Within 15 days after Public Hearing #1, advertise intent to adopt final millage and budget**
9/19/2022	**Final Public Hearing - Millage Rate & Budget Ordinances and Regular Council Meeting**	**Days 97-100: Hold Final Public Hearing to adopt final millage and budget 2-5 days after the newspaper advertisement**
9/21/2022	Ordinances adopting Millage Rate & Budget sent to Property Appraiser and Tax Collector	**Within 3 days after the Final Budget Hearing, send the resolution/ordinance adopting final millage to property appraiser, tax collector and DOR**
9/23/2022	Certification of Final Taxable Rev (DR-422 sent to Property Appraiser, Tax Collector, and Department of Revenue (FDOR)	**Within 3 days after receving DR-422, the taxing authority certifies final millage to the property appraiser.**
October Events/Deadlines		
10/18/2022	**Remit DR-487 Certification of TRIM compliance**	

Other Important Dates

07/25/22	School Board 1st Budget Hearing
09/06/22	Okaloosa County 1st Budget Hearing
09/12/22	School Board Final Budget Hearing
09/20/22	Okaloosa County Final Budget Hearing

City of Destin

as of 3/30/2022 **Calendar to Adopt FY 2023 Budget**

Date	Event/Deadlines	Truth-In-Milllage Compliance Schedule
Acronyms and Form Descriptions		
Form A	Fee Schedule Change Form	
Form B	New Revenue Proposal Form	
Form C	Revenue Change Explanations	
Form D	Vehicle & Motorized Equip Form	
Form E	CIP O&M Expenses Form	
Form F	Consolidated BP Submission Form	

ITEM # **2022-5223**

CITY OF DESTIN

AGENDA ITEM

COUNCIL MEETING DATE: May 10, 2022
TYPE OF AGENDA ITEM: Presentation
AGENDA OUTLINE NUMBER: 4.H.

TO: Public Works / Public Safety Committee

THRU: Jeffrey Cozadd, Grants Manager
Michael Burgess, Public Services Director
Webb Warren, Deputy City Manager
Kyle Bauman, City Attorney
Lance Johnson, City Manager

FROM: Krystal Strickland, Finance Director

DATE: May 3, 2022

SUBJECT: Okaloosa Half Penny Infrastructure Surtax

I. BACKGROUND: At the January 27, 2020 Special Workshop, the City estimated it would receive $12.8 million from the Okaloosa Half Penny Infrastructure Surtax that was voted in for the 10-year period January 2019 - December 2029. Council moved to allocate this Infrastructure Surtax for the following uses:

- Beach Acquisition - 75% - $9,600,000
- Underground Utilities - 10% - $1,280,000
- Public Works/Safety Committee identified projects - 10% - $1,280,000
- Other projects as designated by Council - 5% - $640,000

In the fall of 2021, the City signed a new interlocal agreement with Okaloosa County confirming 12.5% of the Okaloosa Tourist Development District proceeds to be dedicated for tourism-related projects in Destin, estimated at $30 million ($1.5 million per year x 20 years). Given the respective expenditure limitations of these revenue sources, staff's analysis suggests that the undergrounding of utilities is a better use of the Infrastructure Surtax, and that Tourist Development dollars are a better fit for beach acquisitions. Consequently, staff proposes to change the allocation of the Okaloosa Half Penny Infrastructure Surtax. In addition, staff now estimates the City will collect over $16 million from the Okaloosa Half Penny.

II. DISCUSSION: The City's Council's Strategic Plan includes Beach Acquisition and Undergrounding Utilities in the top three highest priority projects. The beach acquisition program is currently estimated to cost just over $32 million, and each of the phases for undergrounding utilities is estimated at $10 - $13 million, for a total greater than $60 million. With the expansion of the Okaloosa Tourist District, and the new interlocal agreement dedicating 12.5% of tourist tax dollars to the City of Destin, staff recommend reallocating the usage of Okaloosa Half Penny Infrastructure Surtax dollars to cover more of the Undergrounding project, and to allow the new TDD funds to cover beach acquisition. Use of the revenues in this manner is the more natural fit for each and will encounter fewer hurdles to clear. This should ultimately reduce unnecessary transaction costs. In addition, the City has experienced significant issues with our stormwater infrastructure, and staff recommend using some of this infrastructure surtax to address the stormwater infrastructure issues.

Below is a synopsis of the Okaloosa Half Penny collections and usage from the beginning (January 2019) to current:

	BEACH	UNDERGROUND	PUBLIC WORKS/ SAFETY	OTHER	TOTAL
01/27/2020 RESOLUTION FOR USES	75%	10%	10%	5%	100%
Original Est Revuenue to 12/31/2029	9,600,000	1,280,000	1,280,000	640,000	12,800,000
	75%	*10%*	*10%*	*5%*	*100%*
Total Collected	3,297,641	439,685	439,685	219,843	4,396,855
Total Expended & Encumbered	2,989,392	507,118			3,496,510
Cash Balance as of 02/28/2022	308,249	(67,433)	439,685	219,843	900,345

The City has collected nearly $4.4 million of Okaloosa Half Penny surtax in the first 3 years,and has expended or encumbered nearly $3.5 million.

At the May 2, 2022 Regular Council meeting, staff recommended reallocating the usage for the Okaloosa Half Penny surtax to reduce the amount dedicated to Beach and to increase the amount for Undergrounding, and to change the last 5% from discretionary to Stormwater. Based upon actual receipts to date, staff estimates the city will receive over $16 million during the 10-year life of this surtax. Council members recommended adjusting the amount for the Public Works and Safety Committee down from 10% to 5%, and to increase the commitment towards Stormwater to 10% (from the 5% discretionary amount). The following table is our newly adopted allocation and the estimated revenues for each commitment.

REVISED RECOMMENDED USES	**BEACH**	**UNDERGROUND**	**STORMWATEI**	**PUBLIC WORKS/ SAFETY**	**TOTAL**
Percentage	25%	60%	*10%*	5%	100%
Estimated Revenues	4,000,000	9,600,000	1,600,000	800,000	16,000,000

This proposed usage of Okaloosa Half Penny Surtax in conjunction with FPL Franchise fees should allow the city to fund two phases of undergrounding which will likely take several years to complete. In the meantime, Staff continue to apply for grants and to research funding strategies to fully fund our utility undergrounding efforts.

REVISED RECOMMENDED USES	BEACH	UNDERGROUND	STORMWATER	PUBLIC WORKS/ SAFETY	TOTAL
Percentage	25%	60%	*10%*	5%	100%
Estimated Revenues	4,000,000	9,600,000	1,600,000	800,000	16,000,000
Estimated Collections to 09/30/2022	1,279,714	3,071,313	511,886	255,943	5,118,855
LESS: Est Expended to 09/30/2022	(3,318,445)	(707,148)			(4,025,593)
Estimated Cash Balance at 09/30/2022	(2,038,731)	2,364,165	511,886	255,943	1,093,262

Staff estimate collections of the Surtax will exceed $5 million by September 2022. The Public Works and Safety Committee may recommend projects up to $256,000 for FY 2023. Recommendations need to be submitted for City Manager review by June 15th for incorporation into the June 23, 2022 Capital Project Budget Workshop.

A. Link to Strategic Goals / Objectives: Financially sound city providing service excellence

B. Effect on Budget (EOB): No effect on budget. This item is informational only.

C. Level of Service (LOS): Improves funding available for undergrounding and stormwater.

D. Legislative Sponsor (Land Use Items):

III. CONCLUSION: Council has revised the percentage of Okaloosa Half Penny Infrastructure Surtax that is to be managed by the Public Works and Safety Committee down to 5%. Staff estimate collections of the Surtax will exceed $5 million by September 2022. The Public Works and Safety Committee may recommend projects up to $256,000 for FY 2023. Recommendations need to be submitted for City Manager review by June 15th for incorporation into the June 23, 2022 Capital Project Budget Workshop.

IV. RECOMMENDED MOTION:

Attachments:

1. 2022 0418 Budget Txfr for Beach Acquisition

CITY OF DESTIN Budget Internal Transfer Form

Fiscal Year	2022	Short Decription	OKA 1/2 AND TDC 12.5%	Entity Code	1
Period	7	Effective Date	4/18/2022	Amendment Type*	1
Ref 1	BUA	Budget Year Code	1	Budget Projection Inclusion	One Time
Ref 2	ADJ				

*AMENDMENT TYPE: 1 = Exp/Exp or Rev/Rev, 2 = Exp/Rev, 3 = Exp/Rev one sided, 7 = Exp/Rev Inter fund, 8 = Exp/Exp Inter Fund

ORG	OBJECT	PROJECT	LINE DESCRIPTION	(I)ncrease (D)ecrease	AMOUNT	CURRENT AVAILABLE BUDGET	REVISED AVAILABLE BUDGET
12957231 OKA 1/2 PENNY	561000 LAND	CM001 BEACH	CHANGE BEACH FUNDING SOURCE FROM OKA 1/2 TO TDC 12.5%	D	$ 2,320,395.00	$ 2,699,850.00	$ 379,455.00
30557212 TDC 12.5%	561000 LAND	CM001 BEACH	CHANGE BEACH FUNDING SOURCE FROM OKA 1/2 TO TDC 12.5%	I	$ 2,320,395.00	$ -	$ 2,320,395.00
							$ -

	Initials	Date
Created by:	____	____
Entered by:	____	____
Approved by:	____	____

Note
Change source of funds for FY 2022 Beach Acquisition from Okaloosa Half Penny Infrastructure Surtax to TDC 12.5%

City of Destin
Department of Public Works
Public Works/Public Safety Committee
Public Works & Emergency Management Update
May 10, 2022

Public Works Update

Departmental Update

Currently have one vacancy (Maintenance Technician/Mechanic) – no qualified applicants to date (>1 year), Base Salary at $15.50/hr.

Director, CAD-Field Technician, and Administrative Assistant are relocating to the Maintenance Facility at 3949 Commons Drive by Friday May 13. Code Compliance moving from Annex to City Hall subsequently.

Operational Update

Recent & Upcoming Council Agenda Items

- February 21 – Re-Striping of Azalea Drive + RPMs, approved
- April 18 – Submission of Floodplain Program Annual Report to Council and Public
- April 18 – Facilities Condition Assessment approved, kickoff May 6, inspections May 18-20
- May 2 – Proclamation of National Public Works Week (May 15-21)
- May 2 – Purchase of a 12" Brush Chipper
- May 2 – Repair of Stormwater Pipe under Airport Road (15' deep)

Project Update

- Sidewalk Repairs, Underway
- Installation of Stormwater Swales, Underway
- Speed Tables on Calhoun, completed awaiting cure period to stripe
- Legion Sinkhole, May 8th start date
- US98 Median Improvements, underway – plant removal, irrigation, wells
- Pavement Assessment for 2022, completed
- Sidewalk Assessment for 2022, underway
- Signage Assessment for 2022, on-deck

Emergency Management Update

Operational Update

- Hurricane Season starts June 1
- Hurricane Guide for 2022, strategic partners are reviewing, for distribution by end of the month
- EM OIs are all up to date
- Debris Removal Contracts were renewed months ago