

**REGULAR MEETING
DESTIN CITY COUNCIL
APRIL 17, 2023
ANNEX COUNCIL CHAMBERS
6:00 PM**

*****Core Value of the Month - Transparency*****

CALL TO ORDER

*** INVOCATION (Pastor Steve Farris, First Baptist Church of Destin)**

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL *(Matters not specifically listed on the agenda may be added and acted upon with a super-majority vote of the Council members present and eligible to vote on the matter)*

- 1. PROCLAMATIONS / RECOGNITIONS / SPECIAL / **PUBLIC PRESENTATIONS / ANNOUNCEMENTS**
- 2. PUBLIC COMMENTS (Section 5 - Public Hearings has separate public comments time for these items)** (Note: Individual speakers will be limited to 3 minutes. At the discretion of the mayor, this 3 minute allowance may be adjusted depending on the level of business coming before the City Council)
- 3. *** CONSENT AGENDA**
 - A. HydroGate 72"x72" for Harbor Pump, authorization to purchase
 - B. Capital Project Status
 - C. Operations Financial Report
 - D. Approval of minutes of April 3, 2023 Regular City Council Meeting
- 4. CITY MANAGER REPORTS**
 - A. Linear Park / 98 Palms Boulevard Extension - Design Engineer recommendation
 - B. Utility Wrapping Project- Update and Funding
 - C. Harbor District Paid Parking - Non-Resident Parking Pass
 - D. DRAFT Schedule of Fees Resolution 23-06
 - E. FY24 Budget Calendar
 - F. Welcome to Troy Williams, Code Compliance Director
 - G. Announcements
- 5. PUBLIC HEARINGS**
 - A. Single-Family Residential Marine Construction Proposed at 523 Norriego Rd
 - B. First reading of Ordinance 23-04-CC - which amends the code of ordinances to establish a code compliance lien reduction application process and criteria for the reduction of code compliance liens; amending chapter 14 "offenses and miscellaneous provisions", creating section 14-86, "application to the city council for reduction of existing code compliance lien"; creating section 14-87, "required criteria for the reduction of existing code compliance lien"

- C. First reading of Ordinance 23-05-LC - which amends the Land Development Code; amending Section 11.05.01 “Marina Siting” to prohibit the granting of variances to the maximum dock lengths set forth therein.
- D. First reading of Ordinance 23-06-LC - which amends the Land Development Code; amending Section 2.23.00 “reserved” to provide that applications for variances are to be granted or denied by the City Council and establishing a process and criteria for City Council consideration of variance applications; renaming Section 2.23.00 “variances”; amending Section 2.25.00 “Board of Adjustment” to remove the authority to consider variance applications from the Board of Adjustment.

6. COMMENTS / PRESENTATIONS FROM MAYOR, COUNCIL, LAND USE ATTORNEY AND CITY ATTORNEY

- A. Councilmember Sweetser
- B. Councilmember Geile
- C. Councilmember Destin
- D. Councilmember Bagby
- E. Councilmember Hebert
 - 1. Resident Parking Passes
- F. Councilmember King
- G. Councilmember Schmidt
 - 1. City streets speed humps
- H. Mayor Wagner
- I. Land Use Attorney
- J. City Attorney

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

8. ADJOURN

* Any invocation that is offered before the official start of the City Council meeting shall be the voluntary offering of a private person, to and for the benefit of the City Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council, or the City staff, and the City is not allowed by law to endorse the religious beliefs or views of this, or any other speaker. Persons in attendance at the City Council meeting are invited to stand during the opening invocation and Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered. A person may exit the City Council Chambers and return upon completion of the opening invocation if a person does not wish to participate in or witness the opening invocation.

** To be placed on the agenda under public presentations, citizens must contact the City Manager or City Clerk's office one (1) week prior to the scheduled City Council Meeting, completing a Speakers Request Form and providing any accompanying documentation as requested in the form's instructions.

*** All items listed under Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and may be considered separately.

If a person decides to appeal any decision made by the Council with respect to any matter considered at this meeting, he/she may need a record of the proceedings, and for such purpose, he/she may need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. FS 286.0105.

Persons with disabilities who require assistance to participate in City meetings are requested to notify the City Clerk's Office at (850) 837-4242 in advance. Hearing Impaired: TTY: 711. Assistance also available through Human Resources, Title VI Coordinator, at (850) 837-4242. Personas con discapacidades que necesitan asistencia o personas que necesiten ayuda con un idioma para participar en las reuniones de la ciudad, deberán notificar la oficina de la Secretaria Municipal al (850) 837-4242 antes de la reunión. Discapacidad auditiva: TTY: 711 (Solicitar Espanol CA). La ayuda tambien está disponible por Recursos Humanos, Coordinador del Título VI, al (850) 837-4242.

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CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023**TYPE OF AGENDA ITEM:** Action Item**AGENDA OUTLINE NUMBER:** 3.A.**TO:** City Council**THRU:** Lance Johnson, City Manager
Webb Warren, Deputy City Manager
Krystal Strickland, Finance Director**FROM:** Michael Burgess, Public Services Director**DATE:** 03/16/2023**SUBJECT:** HydroGate 72"x72" for Harbor Pump, authorization to purchase

I. BACKGROUND: The Destin Harbor Pump System, in operation since the late 1990s, has its original sluice gate used to shut off water coming in from the Gulf of Mexico. Once the gate is lowered, and the wet well pumped out, staff can work "in the dry" to maintain and make repairs on items such as the bar screen, pump housing, etc.

II. DISCUSSION: The current sluice gate has corroded due to its 30-year exposure to seawater and will not fully close. The City has received a quote from Southern Valves & Metals, the manufacturer of the gate for \$112,175 (ATT1, includes shipping). An information sheet for the gate is included as ATT2.

The new heavy-duty gate will be made from a corrosion resistant alloy called "Ni-Resist" and comes with other items as listed in the quote. This item is available from a sole source.

A. Link to Strategic Goals / Objectives: I. Financially Sound City providing Service Excellence

II. Enhanced Quality of Life and Safety for Families

IV. Effective, efficient, and Aesthetically Pleasing Infrastructure

VI. A Green and Sustainable Environment

B. Effect on Budget (EOB): Funding for this purchase was provided in the adopted FY23 budget under Renewal & Replacement RR053 (Physical Environment).

	12753700	
	NPEB	
30058585-564000-RRVEH		
Motorized Equip-Renew & Replace	\$	150,000
FY23 Adopted Budget		150,000
Prior Year Rollforward for encumbrances		-
Revised Budget		150,000
Previous Expenses/Encumbrances		(37,763)
Available Program Budget		112,237
This Agreement +(-)		(112,175)
FY23 Remaining Program Budget	\$	62

C. Level of Service (LOS): Access to Harbor Pump Systems to perform preventative maintenance and to make repairs in the dry.

D. Legislative Sponsor:

III. CONCLUSION: This request is consistent with the City's Renewal & Replacement Program.

IV. RECOMMENDED MOTION: I move that the City Manager be authorized to purchase a 72"x72" heavy duty sluice gate from Southern Valves & Metals in the amount of \$112,175.

Attachments:

1. ATT1: City of Destin 72x72 Ni-Resist Sluice Gate quote
2. ATT2: Hydro Gate Heavy Duty HG560 Sluice Gate Information Sheet

Southern Valve & Metals

P.O. Box 2240
Woodstock, GA 30188
(770) 591-4622
(770) 591-4620 FAX

QUOTE

DATE	QUOTE NO.
3/16/2023	6070

PROJECT
City of Destin Public Works Department

QTY	DESCRIPTION	UNIT	TOTAL:
1	Hydro Gate 72"x72" Sluice Gate Heavy duty sluice gate with Ni-Resist frame and slide Bronze seating faces and wedges Stainless Steel fasteners. Mounting : Stainless steel anchor bolts. Lift : Pedestal mounted geared crank lift with Type 316 Stainless Steel stem and plastic stem cover Mylar position indicator. H-Distance : 14.5' (from centerline) Freight is included Submittals 6-10 weeks after order receipt. Current Delivery is 32-40 weeks after approval and release. Thanks! Randall Kendrick	112,175.00	112,175.00

1. Any deviation can result in a change of price and availability
2. Price valid 20 days, unless otherwise stated.
3. Terms: 100% Net 30, No retainage allowed
4. Freight Is Not Included
5. Manufacturer's surcharge may apply at time of shipment.
6. Sales tax excluded.
7. Start-Up Services are NOT included.

TOTAL: \$112,175.00

We do not warrant the above quantities, descriptions or take-offs. We have submitted to the best of our knowledge and ability, but we will not be responsible for any incidental or consequential damages resulting from the incorrect quote.

HYDRO GATE[®]

a **MUELLER** brand

HEAVY DUTY HG560

Cast Iron Slide Gate



MUELLER

HYDRO GATE[®]

a **MUELLER** brand

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HEAVY DUTY HG560 CAST IRON SLIDE GATES

Description

DESCRIPTION

Cast iron slide gates, formerly known as sluice gates, are used to control the flow of fluid through openings under a face or seating head, and openings under a back or unseating head.

With seating or face pressure, fluid exerts a force on the front of the gate. The pressure of the water forces the gate slide against the frame. In the design of a structure where cast iron slide gates are used, place the gate so that it will be subjected to a higher seating head whenever possible. When this is done, a lighter gate can be used, and is usually more watertight.

Unseating or back pressure is encountered when the depth of fluid is greater on the back side of the gate. Under these conditions, the fluid force pushes the slide away from the frame and the total force must be resisted by the wedging devices and assembly bolts of the gate. Therefore, gates are designed for considerably less back pressure than they are for face pressure. The possibility of leakage increases with the fluid pushing the slide away from its seating surfaces.

GATE OPENINGS

Three types of openings are available.

1. Square
2. Rectangular (Width x Height)
3. Round Flange

Most cast iron slide gates are used with square openings; however, many standard sizes of rectangular gates are available. It is standard practice throughout the gate industry to first designate the width of the rectangular gate opening, followed by its height. Openings are normally shown in inches. Hydro Gate® cast iron slide gates are manufactured with circular openings with a round flange back for attaching to pipe flanges.

PRESSURE (HEAD) RATINGS

Heads are measured from the horizontal centerline of the gate opening to the surface of the water. The majority of gate applications can be handled by the Hydro Gate Heavy Duty HG560 Standard Head Series, which has a minimum seating rating of 55' and 20' unseating.

Our Engineering Department can design custom castings and analysis for applications requiring higher heads.



72" X 72" HEAVY DUTY HG560 CAST IRON SLIDE GATE

APPLICATIONS

- Municipal Sewage Treatment Plants
- Municipal Water Works
- Power Plants
- Flood Control Projects
- Dams
- Industrial Water Control Projects
- Fish Hatcheries

Description

Any given size of gate in any model may have an actual safe design rating exceeding the nominal 55-20 rating. Therefore, we reserve the right to furnish a gate that meets or exceeds the project operating requirements based on the gate's specific safe rating. Actual ratings can be obtained by calling your local sales representative or our Engineering Department.

Many unique sizes and configurations of gate patterns in Series HG560 have been developed, and we reserve the right to furnish them as appropriate for special applications.

GATE FRAME

The gate frame forms the shape of the opening (see Figure 1-1). Various types of frames have been available in years past. We have made the flange back frame the standard because it is the strongest and most universal of all of those that were used. The flange back frame has greater rigidity than other types of frames, which allows it to better withstand abnormal forces encountered during shipment, handling, and installation. Square and rectangular flange back frames can be installed with the minimal side and bottom clearances that normally would be needed for old-style flat back gates.

The frame is machined on its back face for attachment to a wall thimble. The frame also can be attached to a wall of the structure with anchor bolts, although this method usually takes longer than wall thimble mounting because the gate has to be carefully aligned and then grouted in place.

Cast iron gate frames can be made self-contained by either extending the guides and furnishing a yoke to close the top of the frame, or by mounting a yoke with extended legs to the tops of standard-length

guide bars. In either case, the tops of the guides are furnished with machine pads for mounting of a yoke.

SLIDE – GENERAL

The slide in any gate controls flow. Gates in the HG560 series have square or rectangular one-piece cast iron slides with vertical and horizontal ribs providing sufficient reinforcement to meet the design heads. (See Figure 1-2, page 4.) With the gate in the partially open position, the slide must have sufficient beam strength to transmit the total water pressure to the sides of the gate opening.

Wedge pads are cast as an integral part of the slide and each has a machined groove for the side wedge tongue. Guide tongues extend along each side of the slide for its full height and are fully machined. A heavy square or rectangular pocket is cast integrally with the slide to receive a stem block with a square or rectangular end for connecting the bottom end of the stem to the slide.

SLIDES FOR RISING OR NON-RISING STEM GATES

Rising stem gates are recommended for all applications. The stem is anchored to the slide with a stem block mounted in a heavy block pocket cast integrally on the vertical centerline of the slide. The stem block transmits the stem thrust load into the slide and also resists the torque reaction of the stem nut. The slide and stem move up and down as a unit. The stem does not rotate and is locked to the stem block.

Non-rising stem gate slides have the heavy stem block pocket cast on the vertical centerline and are above the perimeter of the opening. This is done so that the stem does not extend significantly into the flow stream when the gate is open. A non-rising stem rotates but does not move up or down. As the stem rotates, the stem block becomes the thrust nut and is pulled or pushed along the stem and, in turn, pulls or pushes the slide up or down. The stem block resists rotation, because it has a square end fitting into a square pocket.

Non-rising stems should be used only in those locations where there is limited headroom or where the stem will interfere with some other part of the installation, such as a ceiling. The major disadvantage of the non-rising stem gate is that the threaded operating nut and stem are always in the exposed position in the gate well. Lubrication of the threaded portion is difficult, and lack of lubrication may cause excessive wear on the bronze operating nut. Operation problems of gates with non-rising stems increase with gate size. Sizes larger than 36" x 36" usually require a lift larger than a rising stem design.

In non-rising stem applications, there is a greater potential for excess wear on the threads, especially when they are not properly maintained. Non-rising stem gates are shown as standard for gate sizes up to 60" x 60" maximum. The use of non-rising stems is not recommended for large-size gates.

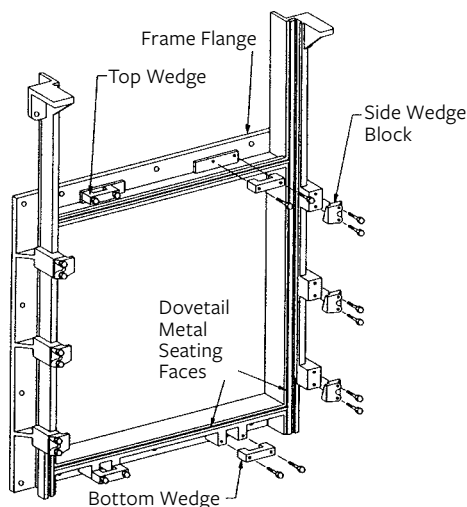


FIGURE 1-1
HYDRO GATE® HEAVY-DUTY CAST IRON SLIDE GATE FRAME

Description

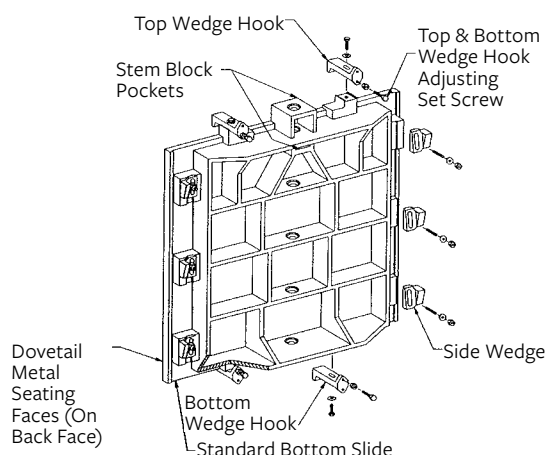


FIGURE 1-2
HYDRO GATE® HEAVY-DUTY CAST IRON SLIDE GATE SLIDE

STEM BLOCK

The Hydro Gate® design uses a block of metal, usually cast bronze, to connect the slide to the bottom end of the stem. The block is either a cube shape, a cylinder shape, or a cylinder shape with an integrally cast square flange on one end. The stem block is drilled and threaded for its full length. The stem block inserts into a pocket cast into the front of the gate slide. The lower end of the stem is threaded to match the block. For rising stem gates, the block is locked to the stem after it is screwed into place with a gib-type key. The stem block for a non-rising stem gate acts as a lift nut, and the stem is locked to the lift at the top of the stem. The threaded block for the non-rising stem gate raises or lowers on the stem as it turns and opens or closes the gate.

SLIDES FOR HIGH HEAD THROTTLING SERVICE

When cast iron slide gates are to be used under throttling conditions for seating heads greater than 55', a 45° bevel should be utilized at the bottom edge of the slide. The bottom rib of the slide is tipped up at a 45° angle to the face of the gate to form this bevel. The flow through the partially opened gate is improved as the water travels along the bevel formed at the bottom of the gate slide, reducing down pull and minimizing vibration, turbulence, and cavitation.

Gates mounted on closed conduits or that are not open to the atmosphere should be fitted with an air-intake pipe of sufficient size to supply the air demand directly downstream from the gate. This will further reduce turbulence and improve flow through the partially open gate.

STANDARD OR FLUSH-BOTTOM CLOSURE

Most cast iron slide gates are furnished with a flush bottom closure. This means the slide will fully engage a rubber seal along the bottom sealing surface of the gate frame in the closed position. The seal is attached to the frame and can be embedded in the floor of a structure to create a completely smooth transition through the gate. The frame mounted seal remains out of the flow path and is much less susceptible to damage than a slide mounted seal.

The flush bottom gate maintains the same strength, durability and performance of a standard bottom gate, while simultaneously allowing for greater adjustability and leakage control during assembly and installation. The flush bottom gate is designed in full compliance with all of the performance requirements of AWWA C560.

The standard bottom gate replaces the rubber flush bottom seal with a fourth seating face. Gates with high seating head (greater than 50ft) often perform better with a standard bottom closure.

GATE FRAME DESIGN

A gate frame forms the opening and constitutes the gate foundation on which all other parts are built. Frames are cast iron with a square, round, or rectangular configuration. The frames are of heavy, one-piece construction with integrally cast guides that support the slide. Grooves or guide slots are located in the frame, and the integrally cast guides are fully machined to receive the tongues on the sides of the slide. The machined guide slots are of sufficient length to support at least one-half the height of the slide when it is in the fully opened position. The top of each wedge block pad is machined, drilled, and tapped for mounting of wedge blocks. Each wedge block pad is supported by heavy cast iron gussets. The seating surface around the opening of the frame is machined to receive full-width dovetail facings of corrosion-resistant metal. Frame, guide groove, seating face, and wedge pads are machined on massive precision machines in a single setup to ensure precise fit and smooth operation of the gate.

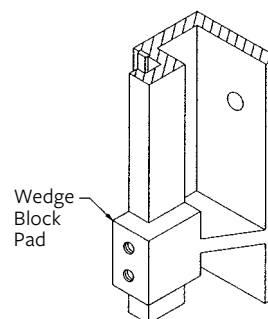


FIGURE 1-3
FLANGE-BACK FRAME SECTION

Gate Frame Design

FLANGE BACK

The flange-back frame is the strongest gate foundation available. (See Figure 1-3, page 3.) Because of the distribution of the material, the U-shaped section of the frame has a greater section modulus with minimal increase in weight. This extra strength reduces breakage and warping during handling, storage, and installation. The flange-back frame can be installed easily on a wall thimble. Attachment of this frame to a concrete wall or other flat surface using anchor bolts with double nuts (one nut in front, one in back of the flange) is also common practice. With either method, future removal of the gate is possible for maintenance or relocation.

The front flange is slightly narrower than the back flange all the way around its periphery. This allows direct access for placing nuts on studs or anchors to hold the gate in place on the thimble or wall. Minimum side and bottom clearances are needed for gate installation.

At each side wedge location, a heavy reinforcing rib or gusset is cast under the wedge pad between the front flange of the frame and the back flange. Additional rigidity eliminates deflection at the wedge point to improve water tightness under pressure.

CIRCULAR OPENINGS

Square slides are used with all circular opening cast iron slide gates. The square slide provides for mounting of an adequate number of wedging devices and gives the slide the required beam strength when the gate is partly open.

The round opening is formed by casting webs of iron in the four corners of the frame. A section of metal extends back from this round opening to connect to a round flange.

THE ONLY TIME CIRCULAR OPENING CAST IRON SLIDE GATES SHOULD BE USED IS FOR ATTACHMENT TO EXISTING OR NEW PIPE FLANGES.

For all other installations requiring a round opening through the wall, a square flange round opening wall thimble is strongly recommended. By using this type of wall thimble, construction is simplified and a good mounting surface is provided for a square gate. Size and bottom clearances needed for installation are minimized, which permits the design of a narrower, less expensive structure.

GATE SLIDE DESIGN

Hydro Gate® heavy-duty cast iron slide gate slides are integrally cast with square or rectangular configurations. Cast iron slide gate slides utilize vertical and horizontal ribs to provide sufficient strength to meet the required design heads. Each horizontal rib on the slide combines with a section of the face plate to act as a T beam. With the slide under seating head, the face plate section provides maximum strength to the T beam. Under unseating heads, the rib

design is critical. Height and thickness, as well as spacing, provide the properties necessary to minimize the tensile stresses and deflection. For this reason, the slide is always rated for a seating head that is greater than the unseating head rating.



SIDE WEDGE AND RIB REINFORCEMENT DETAIL

We have standardized on 55' seating and 20' unseating head ratings for our Series HG560 design. However, this is just a designated minimum rating and does not indicate the limits of a Hydro Gate heavy duty cast iron slide gate. Slides for higher heads are readily available and easily designed for specific applications. Please contact our Engineering Department for details.

OPTIONAL DESIGN FEATURES

Our engineers can design and furnish special features for specific applications. A partial list of optional engineered features includes:

1. Bronze guide liners for frequent unseating head operation.
2. Inverted gate operation (downward opening) to act as a weir.
3. Non-standard mounting position such as inclined or horizontal movement.

Contact our Engineering Department for other special applications.

Full-Width Dovetail Seating Faces

FULL-WIDTH DOVETAIL SEATING FACES

Hydro Gate® full-width, dovetail seating face is an exclusive feature that eliminates all fasteners and ensures positive and accurate attachment of seating faces. (See Figure 1-4, below.)

A dovetail slot or groove is machined in the cast iron face of both the gate slide and frame. Full-width, corrosion-resistant metal facings are placed in the grooves and securely seated by pneumatically hammering a specific number of blows per inch of length. The design of the original chevron-shape raw seating face is such that the dovetail grooves are completely filled and the facings are locked and held in position for the full width and length. After seating, the faces are machined perfectly flat to ensure proper contact with each other when the gate is closed.

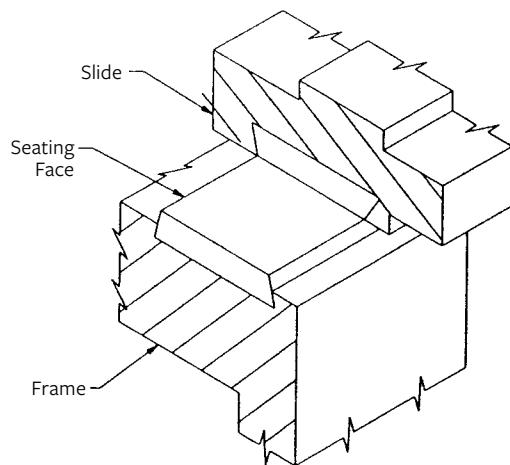


FIGURE 1-4
DOVETAIL SEATING FACE DETAIL

This method of mounting eliminates the possibility of leakage between the corrosion-resistant metal face and the casting because there are no voids or overhangs between the two, and the facing will not work loose during normal gate operation.

No fasteners are needed to hold seating faces in place, which avoids the possibility of fasteners allowing leakage or working loose and causing the gate to malfunction. With the full-width dovetail seating surface, the intersection of faces at the four corners is metal-to-metal and does not require fasteners, brazing, or other methods to seal them against leakage.

PAINTING

Painting of cast iron gates is primarily decorative. Cast iron by nature is corrosion resistant in water and waste-water. The high content of free carbon (graphite) in grey cast iron impedes progressive corrosion. Our standard paint for submerged gates and components is Ameron 400 High Solids Epoxy. We can paint gate products according to customers' specifications within the limits of environmental regulations and paint manufacturer's recommendation.

Painting of gates with multiple coat systems or special colors adds significantly to production time and costs. The long-term life of the gate is not improved with "exotic" paint systems.

Standard paint on non-submerged components, such as lifts, is Ameron 400 High Solids Epoxy with Ameron 450 Urethane Top Coat.

MATERIALS

Frames and slides are grey cast iron for most applications in normal water. Frames and slides for seawater or brackish water, such as water used in pulp mills, should be made of nickel containing cast iron (Ni-Resist) to avoid graphitization and loss of strength under these harsh environments.

All HG560 gates come standard with silicon bronze seat faces. Silicon bronze offers the best combination of strength, corrosion resistance and improved gate operation.

Unit pressures on the seating face are usually well below 2,000 psi, even under full wedge condition.

Wedging Devices



SIDE WEDGE ASSEMBLY

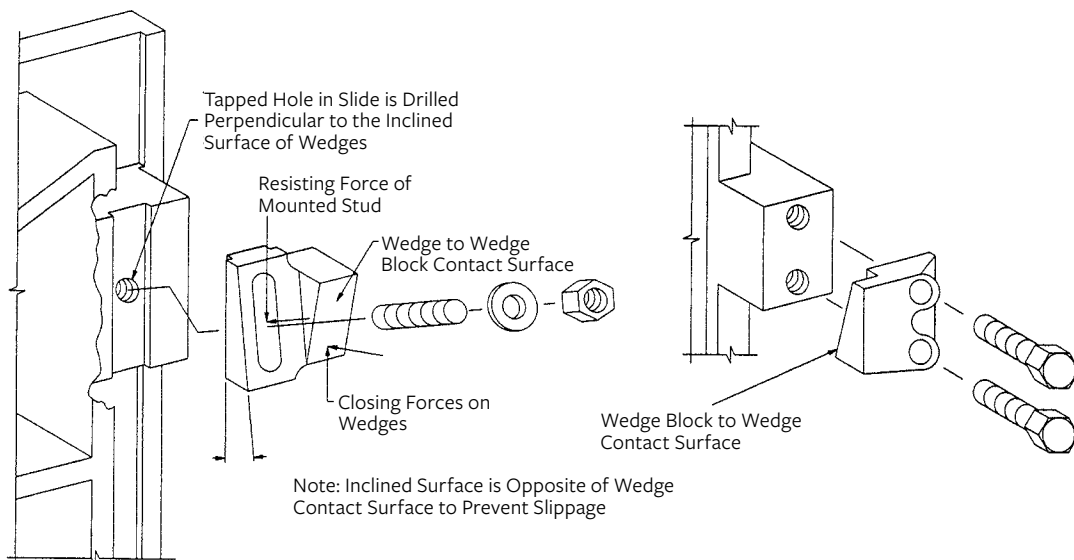
WEDGING DEVICE

Wedging devices are used to force seating surfaces together when the gate is closed. Pads for mounting wedges and wedge blocks are cast as integral parts of the slide and frame. These pads are machined and drilled as required to receive wedging devices. All Hydro Gate HG560 gates are provided with side wedging devices in sufficient number to force the seating faces together when the gate is fully closed. For heavy-duty cast iron slide gates 24" and wider, top and bottom wedging devices are added when unseating heads are encountered.

SIDE WEDGE (MOUNTED ON SLIDE)

The Hydro Gate® side wedging device is completely adjustable and is firmly and easily locked in place. (See Detail 1-1, below, and Figure 1-6, page 8.) A groove is machined into each face of each wedge pad on the slide. A tongue on the back of the wedge fits into the groove and holds the wedge in alignment when it contacts the overhang portion of the wedge block. A slotted hole in the corrosion-resistant metal wedge allows for full adjustment. A unique design feature ensures positive locking of each side wedge in its correctly adjusted position. Opposing inclined surfaces are utilized to prevent slippage of the wedge and to eliminate the need for adjusting screws and lock nuts. The wedge mounting stud surface is machined at a taper in the opposite direction of the wedging face. The mounting stud is drilled and tapped into the slide at an angle which results in the stud being perpendicular to the opposing tapered surface on the wedge. As the gate is closed into the wedges, the side wedge position is fixed. The thicker section of metal resists being pushed under the nut and washer on the stud.

Side wedges and wedge blocks can be individually removed and replaced if damage should occur after the gate is in operation.



DETAIL 1-1
SERIES HG560 HEAVY-DUTY CAST IRON SLIDE GATE SLIDE WEDGE AND SIDE WEDGE BLOCK DETAILS

Wedging Devices

TOP WEDGING DEVICE

Wedging action is between the projection of the wedge and a stirrup securely attached to the back flange of the gate by two cap screws.

The adjustable portion of the wedge is held in place by a groove cut in the top wedge pad which prevents turning of the wedge hook by an outside force.

Adjustment is by a separate fastener bearing against the boss on the slide (see Figure 1-5).

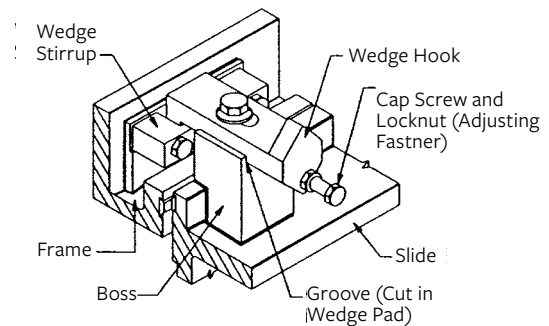


FIGURE 1-5
TOP WEDGING DEVICE

SIDE WEDGING DEVICE

A tongue on the back of the wedge fits into a machined groove on the slide and holds the wedge in alignment.

The stud holding the wedge to the slide is at an angle of less than 90° to the machined groove. When the nut on the stud is tightened, the wedge is firmly locked in position. Each wedge block is individually mounted on its pad on the gate frame with two fasteners (see Figure 1-6).

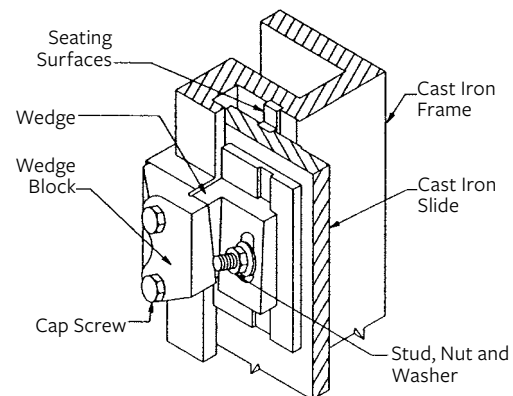


FIGURE 1-6
SIDE WEDGING DEVICE

BOTTOM WEDGING DEVICE

Wedging action occurs when the projection on the bottom wedge hook engages the tapered surface inside the wedge stirrup, which is securely mounted to the back flange of the gate frame by two cap screws.

A full-width groove is cut in the pad on the slide to hold the wedge hook in alignment. As with the top wedge, the wedge hook cannot turn when the gate is in the partially open position. Positive adjustment is accomplished by use of a cap screw and locknut (see Figure 1-7).

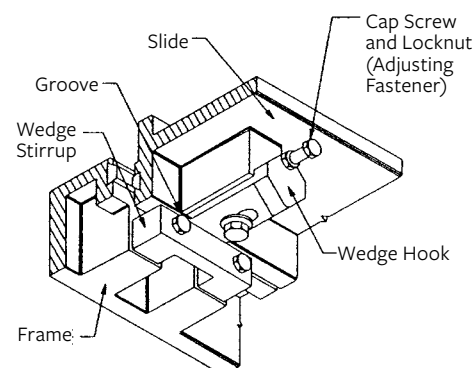


FIGURE 1-7
BOTTOM WEDGING DEVICE

Wedging Devices

WEDGE BLOCK (MOUNTED ON FRAME)

Hydro Gate® wedge blocks are attached to a wedge pad on the gate frame with two oversized fasteners. These cap screws are sized to resist the wedging thrust loads. Low clearances on cap screw holes and high clamp forces in the cap screws resist any tendency of the wedge block to rotate. (See Detail 1-1, page 7, and Figure 1-6, page 8.)

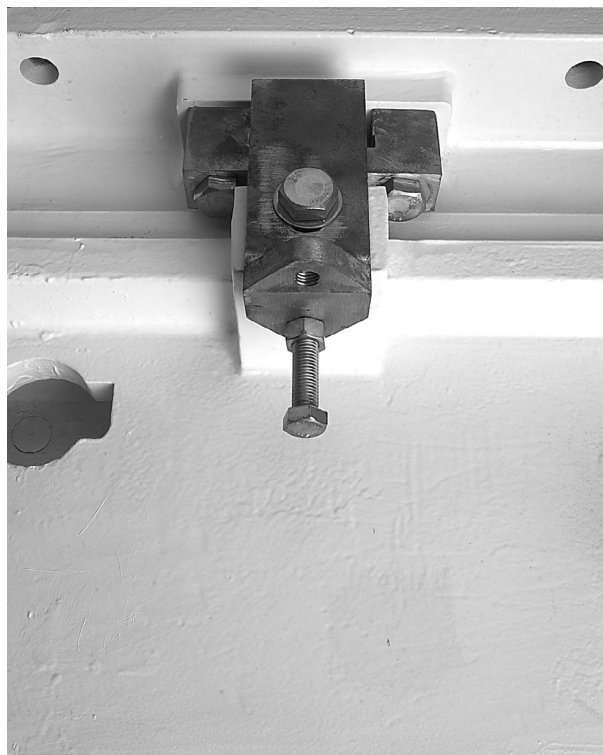
The wedge block is designed with generous safety factors. The wedge blocks are easily replaceable and interchangeable during refurbishment and do not require the entire replacement of the frame if the frame is in good condition.

TOP AND BOTTOM WEDGES

Top and bottom wedging devices are used when gates are subjected to unseating heads. The purpose of these wedging devices is to minimize deflection of the slide caused by pressure from the unseating head when the gate is in the fully closed position. The top and bottom wedges pull the seating faces together so water-tightness is improved. After the gate has been opened a fraction of an inch, these top and bottom wedges are no longer in contact with their mating surfaces and do not add to the strength of the slide.

Top and bottom wedges (hooks) are mounted in a machined slot on the side to keep them aligned. These wedges are mounted with a large corrosion-resistant cap screw and adjustment is maintained with an adjusting screw and jam nut. The adjusting screw bears against the slide casting to positively prevent rotation at all times.

Hydro Gate top and bottom wedging devices are adjustable. With the gate in a fully closed position and water on its back side, the adjusting screw can be tightened to pull the seating faces together. The design of the mounting pad and wedge hook prevent the adjusting screw from bearing against the mounting cap screw. This eliminates shear forces in the cap screw.



TOP WEDGE ASSEMBLY



BOTTOM WEDGE ASSEMBLY

Flush Bottom Closures

FLUSH BOTTOM CLOSURES

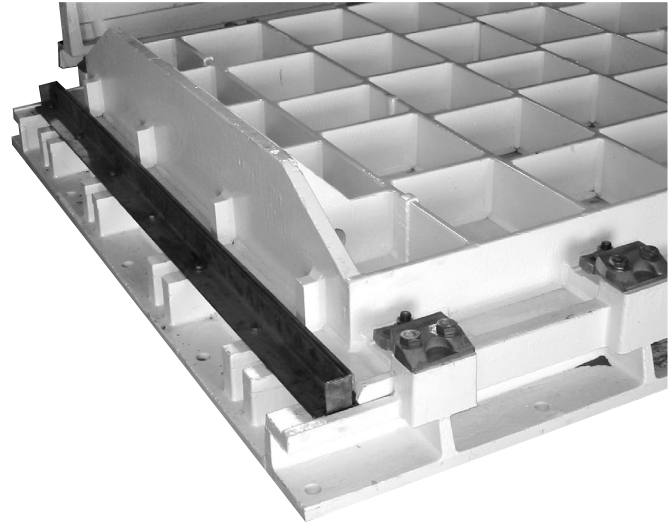
- Provides unimpeded flow not subject to damage from flowing debris
- Fully supported on three sides
- Replaceable uniform section throughout length
- Minimizes damage caused by sunlight and wet and dry cycles

FLUSH-BOTTOM CLOSURE DESIGN

For normal standard bottom configuration, it is necessary for the slide to project below the bottom of the gate opening. In many installations, it is desirable to eliminate the recess in the floor needed for standard gate closure. A recess in the floor of a continuous structure tends to collect foreign material such as gravel, debris, and stagnant water. These foreign materials not only interfere with the flow, but also may prevent closing of the gate.

The Hydro Gate® flush-bottom seal provides a flat plane across the bottom of the gate opening, with no part of the seal projecting into the opening to obstruct the flow. The seal is mounted on a stainless steel angle at the bottom of the frame and is held in place with a stainless steel retainer bar. The seal extends beyond the sides of the slide providing continuous contact across the bottom of the gate. This arrangement eliminates gaps and leakage at the sides of the gate opening as can be the case with flush-bottom seals mounted on the gate slide.

The rectangular rubber bulb seal is firmly supported on three sides. With only the top sealing surface exposed, damage from floating objects, wet / dry conditions, or sunlight is held to a minimum. Abrasion resistant rubber, along with a frame-mounted location, eliminates seat replacement problems. Slide mounted seals can be subject to these damaging problems. The knife edge across the bottom of the slide is rounded to prevent damage to the seal when the gate is closed. As the gate begins to seat, the seal conforms to the projection on the bottom of the slide. When the gate is closed tightly, the seal is compressed and reacts against the thrust of the slide to make a watertight seal across the bottom opening.



FLUSH BOTTOM SEAL ASSEMBLY

With only one surface of the rubber seal exposed, Hydro Gate flush-bottom seals are equally suited for operating heads in either direction. The flush-bottom seal takes the place of bottom wedges for unseating heads. With the gate slide in the fully closed position, the wide rubber seating face of the Hydro Gate flush-bottom seal makes firm contact with the machined sealing edge on the gate slide, regardless of the deflection of the slide under seating heads.

Following are typical installation type drawings that can be used for illustrative purposes in contact drawings or for brief submittals. Different options are available and applicable options wanted should be checked. For example, the gate should be either anchor bolt or wall thimble mounted. If mounted on a wall thimble, the type and overall length should be indicated.

Lifts are shown mounted on concrete or wall brackets. Please refer to the Lift and Lift Accessories brochure for details.

The dimension from centerline of gate to top of concrete should be indicated. This is the “H” dimension.

Flush Bottom Closures

INSTALLATION CLEARANCES FOR SERIES HG-560 FLUSH BOTTOM GATES

GATE HEIGHT (IN.)	RECESS DIMENSIONS (IN.)	
	RECESS HEIGHT (B)	RECESS DEPTH (C)
6-24	6	16
30-54	8	20
60-96	9	29
108-120	10	29

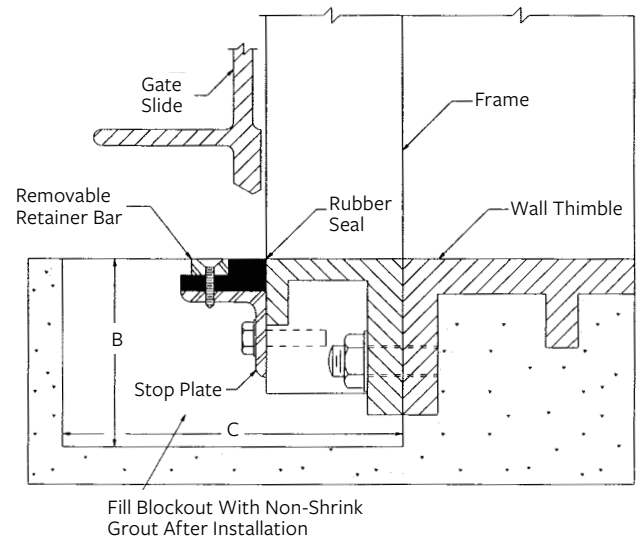
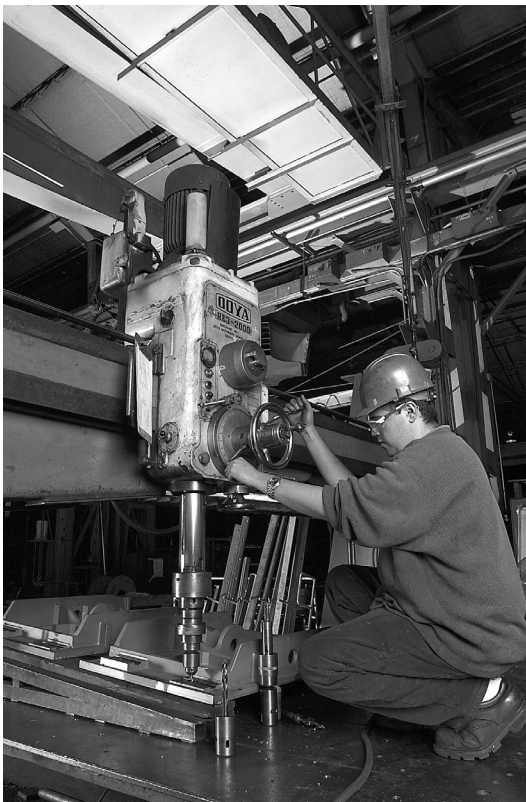
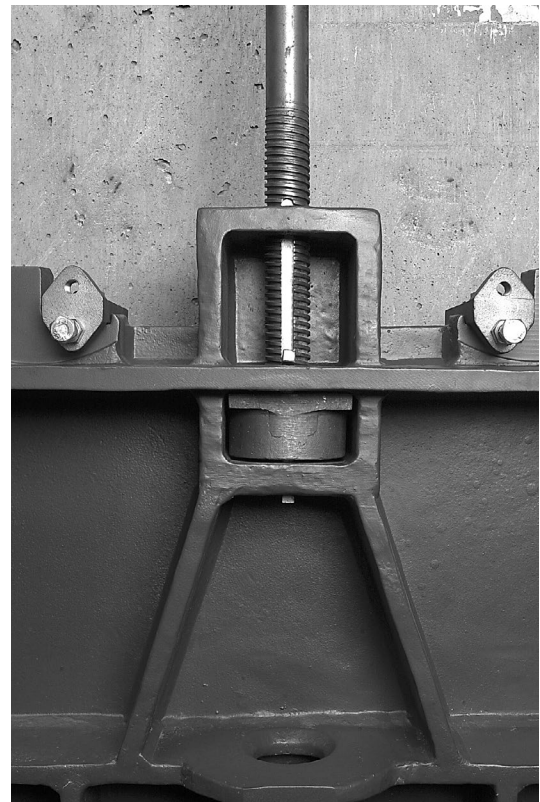


FIGURE 1-8
HEAVY-DUTY CAST IRON SLIDE GATE FLUSH-BOTTOM DETAIL



DRILLING SLIDE FOR WEDGES



STEM BLOCK INSERTED INTO STEM BLOCK POCKET WITH THREADED AND KEYED CONNECTION TO STEM.

HANDWHEEL PEDESTAL LIFT – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

Drawings and Dimensional Data

SELECT OPTIONS

☐ Rising Stems

☐ Non-Rising Stem

Wall Thimble Length (in inches) _____

Wall Thimble Type:

Wall Thimble Opening:

☐ Standard Bottom

☐ Flush Bottom

☐ F

☐ E

☐ Round

☐ Rectangular

☐ Wall Thimble Mount

☐ Anchor Bolt Mount

☐ Mechanical Joint

☐ Lift Mounted on Wall Bracket

☐ Lift Mounted on Concrete

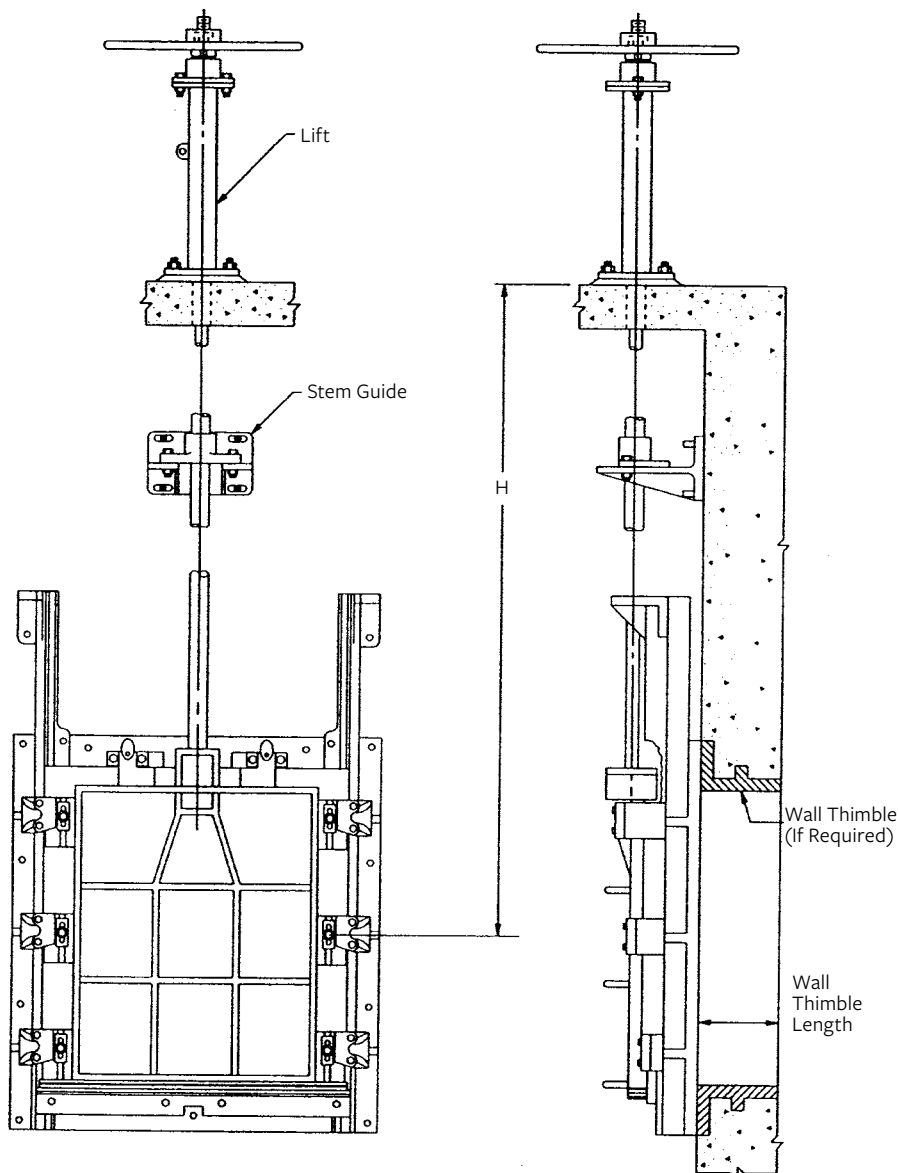


FIGURE 1-9
HANDWHEEL PEDESTAL LIFT – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

ENCLOSED GEARED PEDESTAL LIFT – HEAVY DUTY HG560 CAST IRON SLIDE GATE

Drawings and Dimensional Data

SELECT OPTIONS

☐ Rising Stems

☐ Non-Rising Stem

Wall Thimble Length (in inches) _____

Wall Thimble Type:

Wall Thimble Opening:

☐ Standard Bottom

☐ Flush Bottom

☐ F

☐ E

☐ Round

☐ Rectangular

☐ Wall Thimble Mount

☐ Anchor Bolt Mount

☐ Mechanical Joint

☐ Lift Mounted on Wall Bracket

☐ Lift Mounted on Concrete

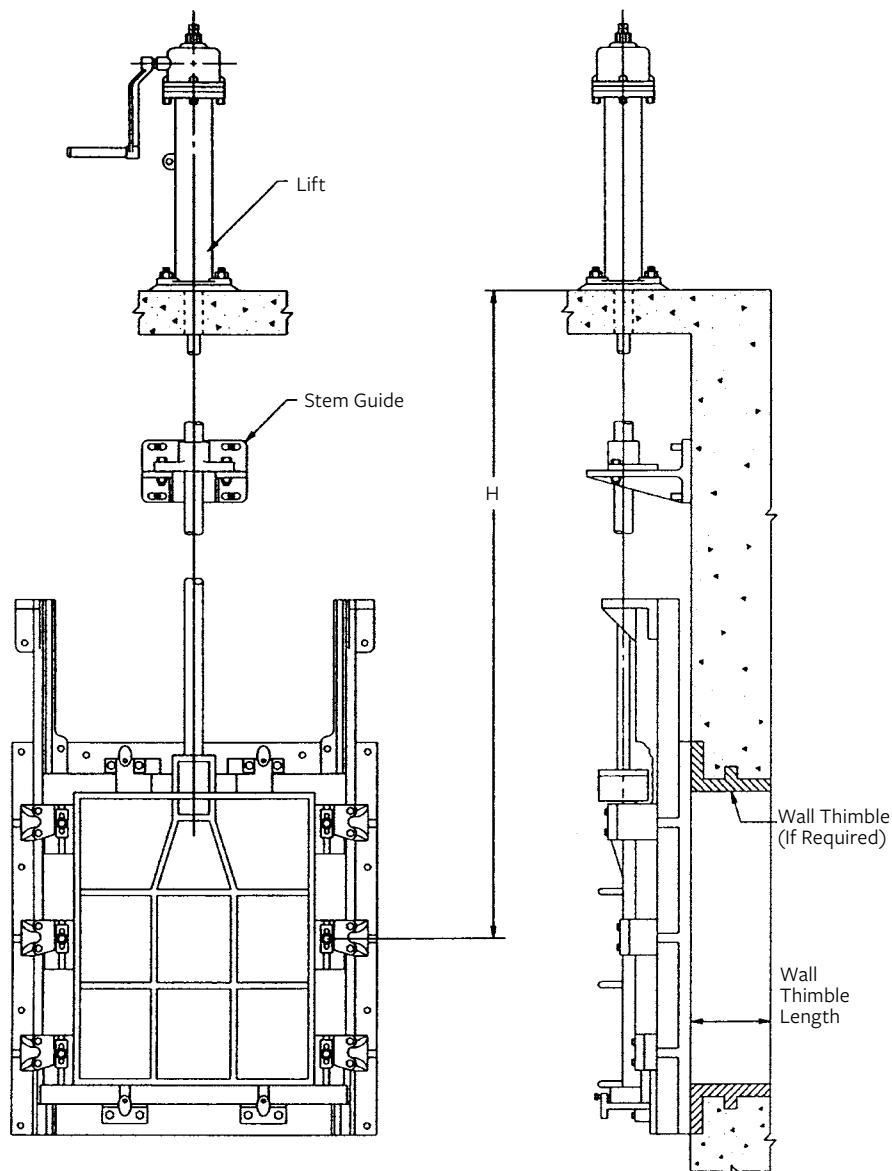


FIGURE 1-10
ENCLOSED GEARED PEDESTAL LIFT – HEAVY DUTY HG560 CAST IRON SLIDE GATE

ELECTRIC ACTUATOR – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

Drawings and Dimensional Data

SELECT OPTIONS

☐ Rising Stems

☐ Non-Rising Stem

Wall Thimble Length (in inches) _____

Wall Thimble Type:

Wall Thimble Opening:

☐ Standard Bottom

☐ Flush Bottom

☐ F

☐ E

☐ Round

☐ Rectangular

☐ Wall Thimble Mount

☐ Anchor Bolt Mount

☐ Mechanical Joint

☐ Lift Mounted on Wall Bracket

☐ Lift Mounted on Concrete

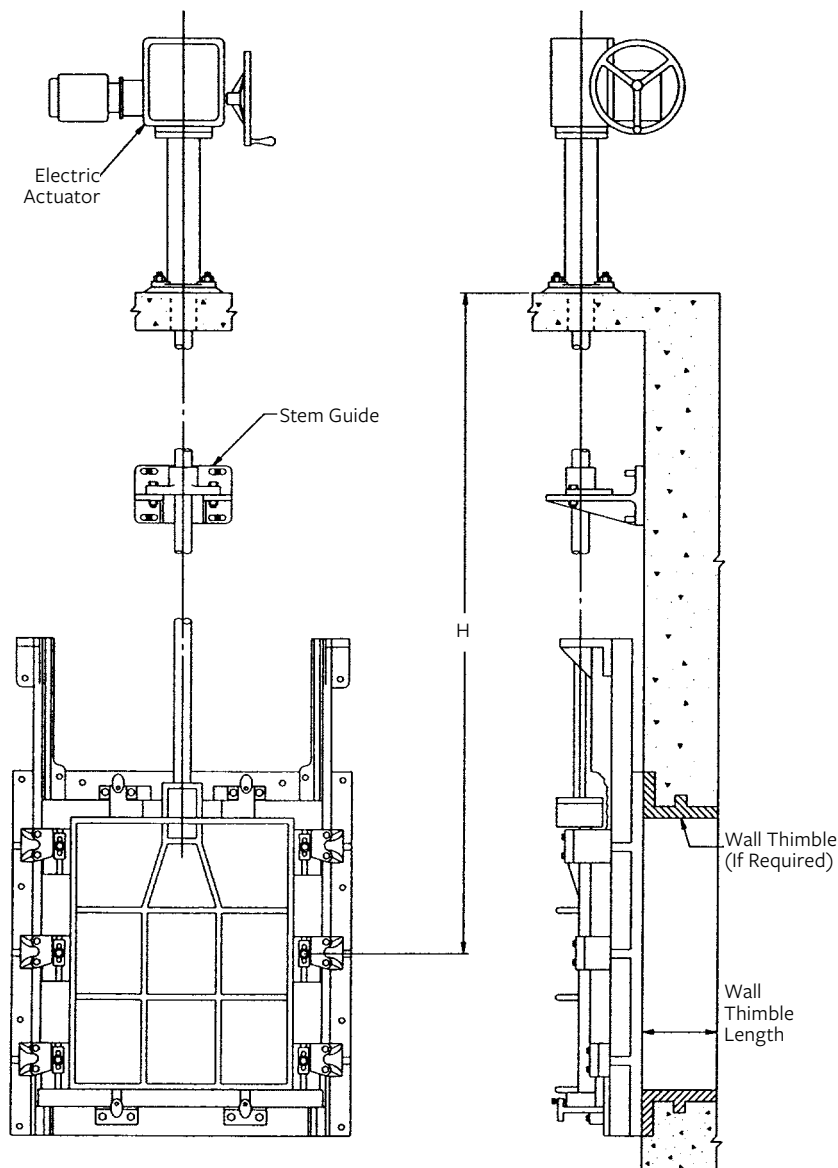


FIGURE 1-11
ELECTRIC ACTUATOR – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

HYDRAULIC CYLINDER MOUNTED ON A WALL BRACKET – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

Drawings and Dimensional Data

SELECT OPTIONS

☐ Rising Stems

☐ Non-Rising Stem

Wall Thimble Length (in inches) _____

Wall Thimble Type:

Wall Thimble Opening:

☐ Standard Bottom

☐ Flush Bottom

☐ F

☐ E

☐ Round

☐ Rectangular

☐ Wall Thimble Mount

☐ Anchor Bolt Mount

☐ Mechanical Joint

☐ Lift Mounted on Wall Bracket

☐ Lift Mounted on Concrete

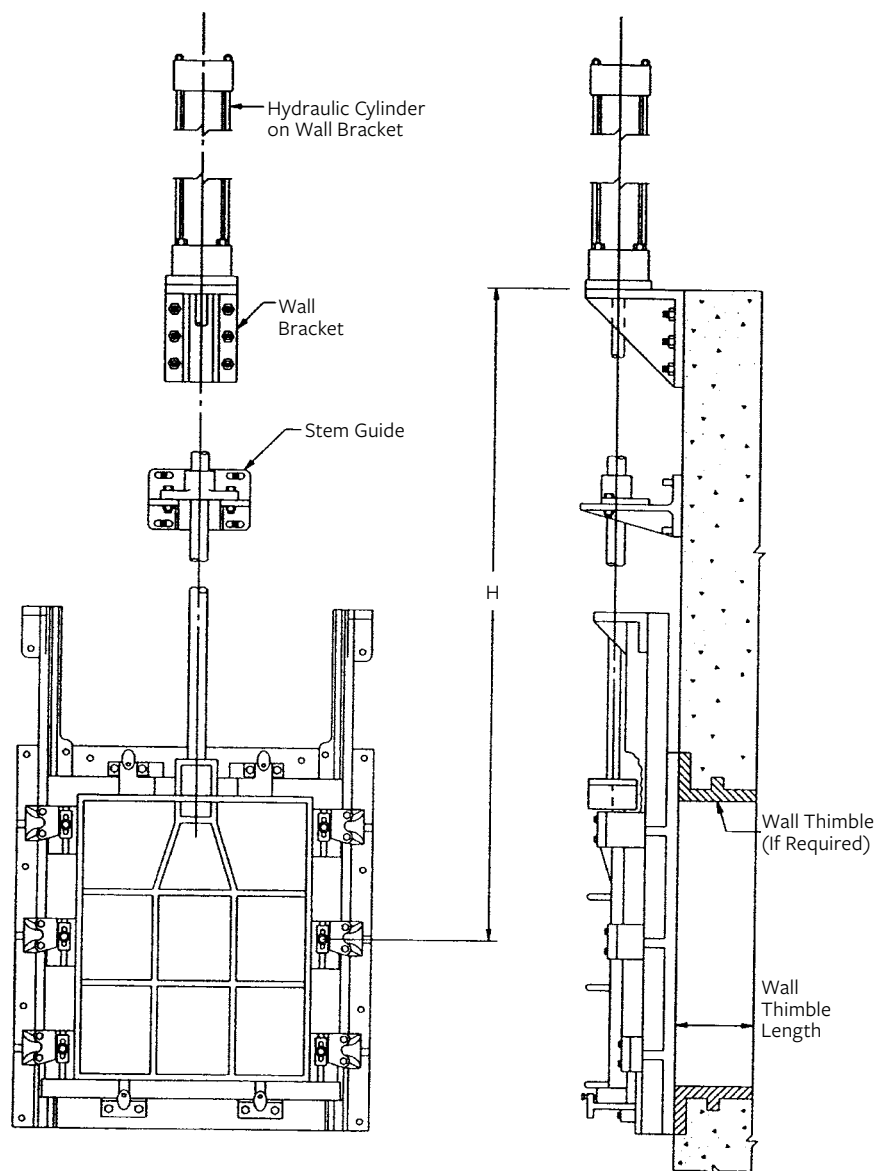


FIGURE 1-12
HYDRAULIC CYLINDER MOUNTED ON A WALL BRACKET – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

NON SELF CONTAINED FLOOR BOX – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

Drawings and Dimensional Data

SELECT OPTIONS

☐ Rising Stems

☐ Non-Rising Stem

Wall Thimble Length (in inches) _____

Wall Thimble Type:

Wall Thimble Opening:

☐ Standard Bottom

☐ Flush Bottom

☐ F

☐ E

☐ Round

☐ Rectangular

☐ Wall Thimble Mount

☐ Anchor Bolt Mount

☐ Mechanical Joint

☐ Lift Mounted on Wall Bracket

☐ Lift Mounted on Concrete

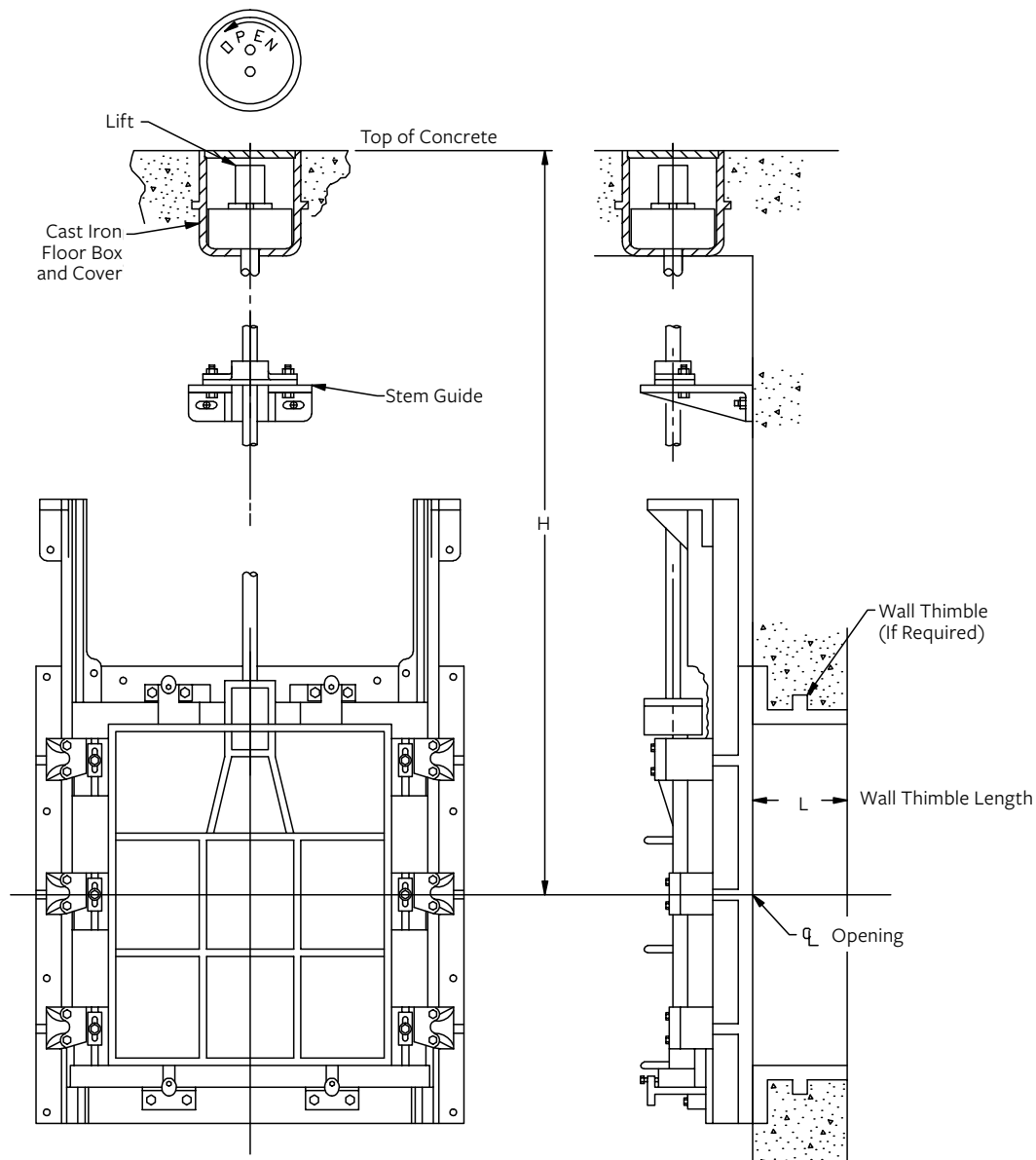


FIGURE 1-13
NON SELF CONTAINED FLOOR BOX – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

NON SELF CONTAINED ON WALL BRACKET – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

Drawings and Dimensional Data

SELECT OPTIONS

☐ Rising Stems

☐ Non-Rising Stem

Wall Thimble Length (in inches) _____

Wall Thimble Type:

Wall Thimble Opening:

☐ Standard Bottom

☐ Flush Bottom

☐ F

☐ E

☐ Round

☐ Rectangular

☐ Wall Thimble Mount

☐ Anchor Bolt Mount

☐ Mechanical Joint

☐ Lift Mounted on Wall Bracket

☐ Lift Mounted on Concrete

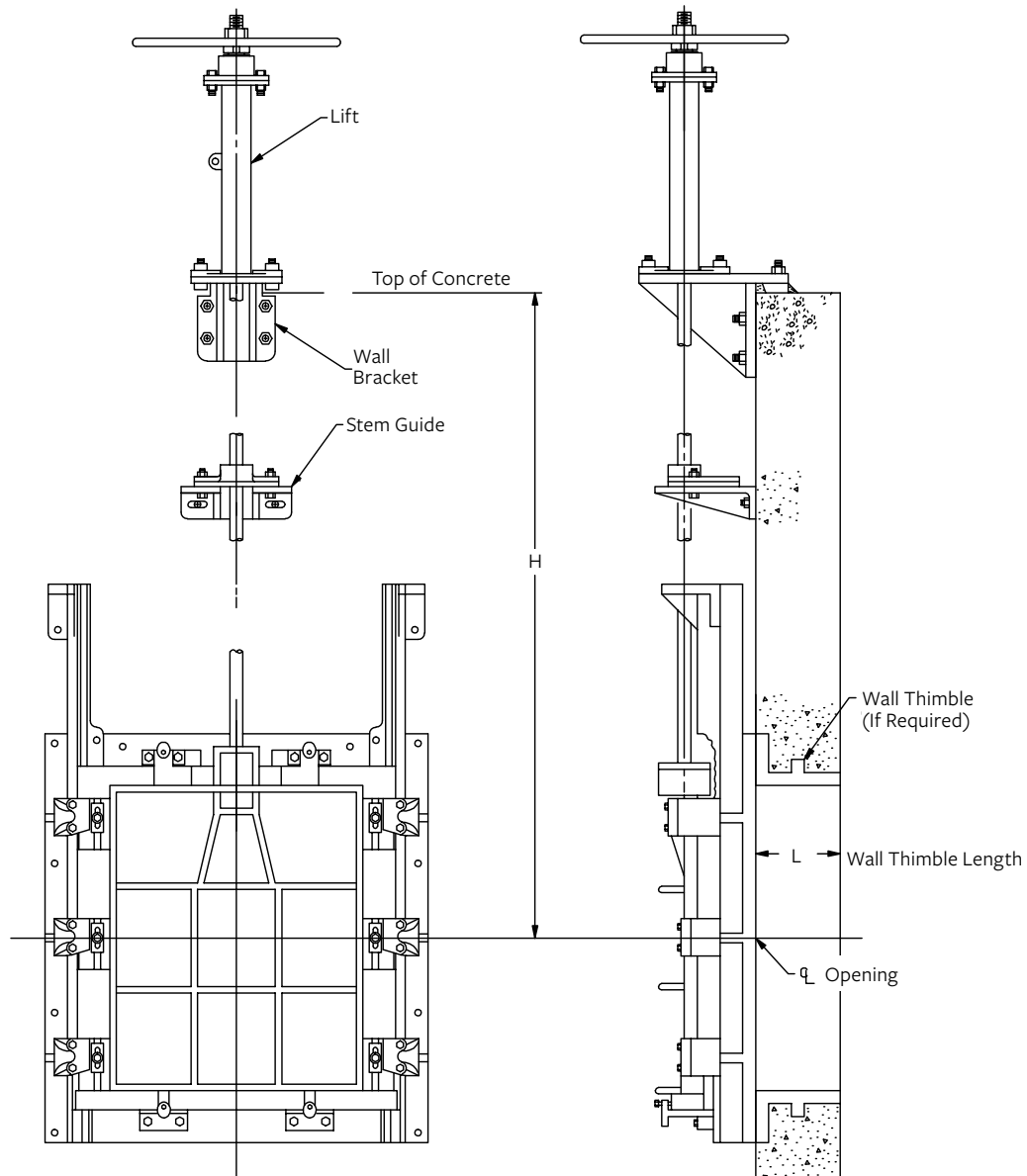


FIGURE 1-14
NON SELF CONTAINED ON WALL BRACKET – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

NON SELF CONTAINED SLOPE GATE – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

Drawings and Dimensional Data

SELECT OPTIONS

☐ Rising Stems

☐ Non-Rising Stem

Wall Thimble Length (in inches) _____

Wall Thimble Type:

Wall Thimble Opening:

☐ Standard Bottom

☐ Flush Bottom

☐ F

☐ E

☐ Round

☐ Rectangular

☐ Wall Thimble Mount

☐ Anchor Bolt Mount

☐ Mechanical Joint

☐ Lift Mounted on Wall Bracket

☐ Lift Mounted on Concrete

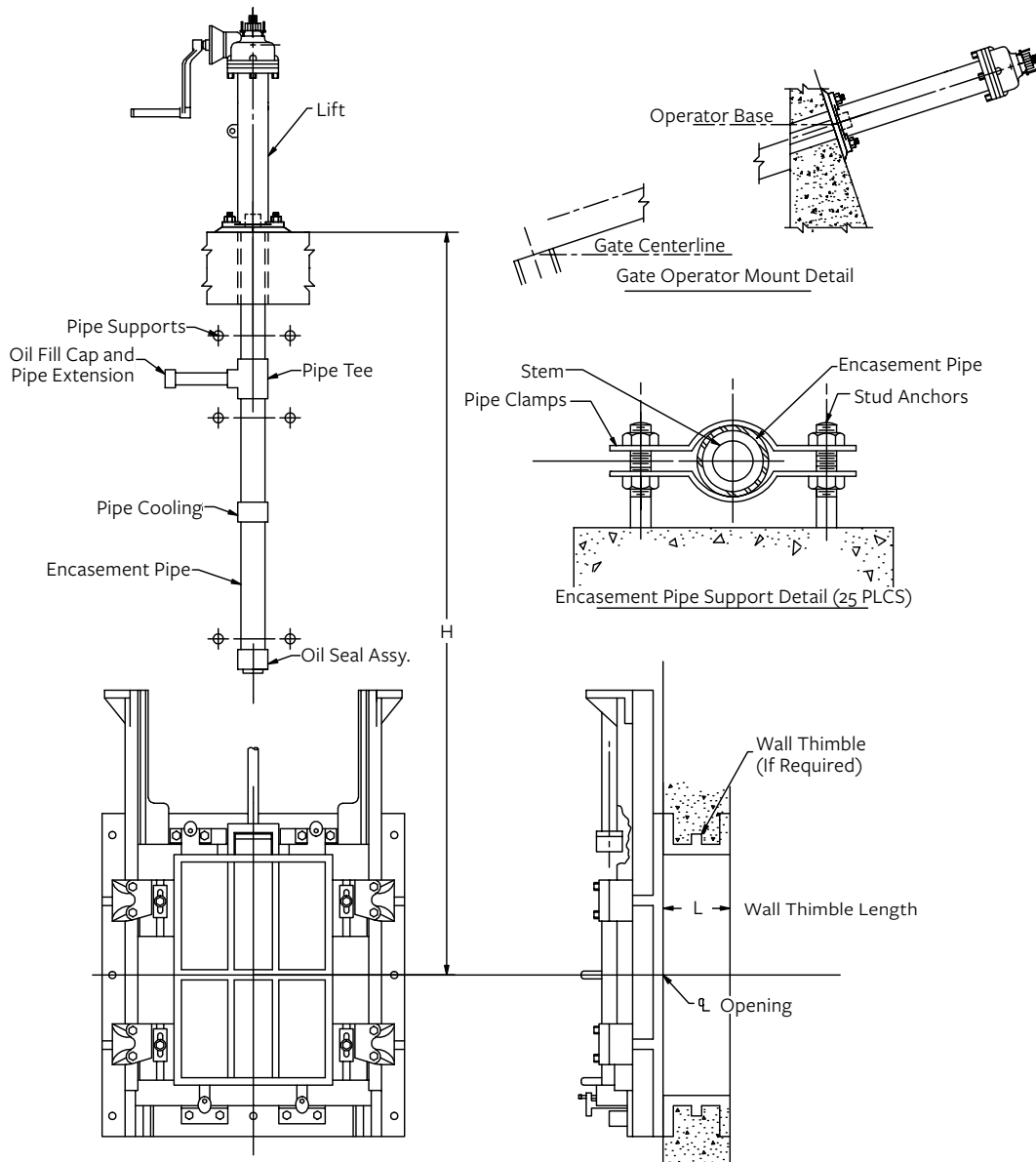


FIGURE 1-15
NON SELF CONTAINED SLOPE GATE – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

SELF CONTAINED – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

Drawings and Dimensional Data

SELECT OPTIONS

☐ Rising Stems

☐ Non-Rising Stem

Wall Thimble Length (in inches) _____

Wall Thimble Type:

Wall Thimble Opening:

☐ Standard Bottom

☐ Flush Bottom

☐ F

☐ E

☐ Round

☐ Rectangular

☐ Wall Thimble Mount

☐ Anchor Bolt Mount

☐ Mechanical Joint

☐ Lift Mounted on Wall Bracket

☐ Lift Mounted on Concrete

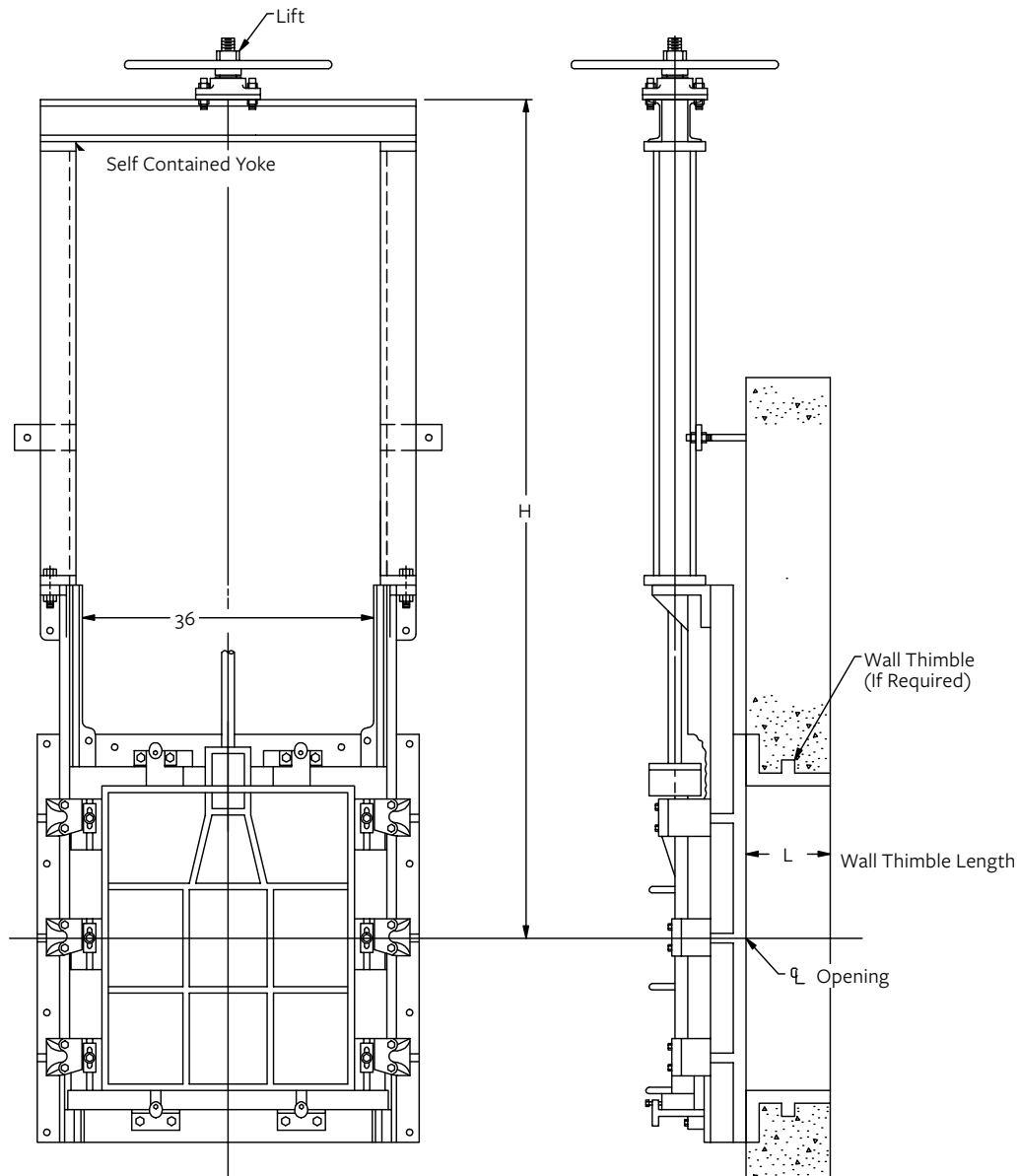


FIGURE 1-16
SELF CONTAINED – HEAVY-DUTY CAST IRON SLIDE GATE (SERIES HG560)

HEAVY-DUTY HG560 CAST IRON SLIDE GATES

Specifications

GENERAL

The contractor shall furnish and install the following cast iron slide gate assemblies as listed on the “Gate Schedule” and detailed on the manufacturer’s drawings. The cast iron slide gate assemblies shall include the gate, frame, wall thimble (if required), stem, stem guides, and lift. Cast iron slide gates and installation shall meet the requirements of AWWA C560 except as modified herein. The gate shall be Hydro Gate® or approved equal.

MATERIALS OF CONSTRUCTION

Hydro Gate Heavy Duty HG560 Cast Iron Slide Gates are manufactured in one standard material combination, as listed below. Various components of the gate are available in other materials when absolutely required by the customer. Any material variations are subject to additional costs. Optional materials listed below are not necessarily all inclusive. Please contact engineering for any additional clarification on optional materials.

Frame, Slide, Wall Thimble

Standard Material:

Cast Iron, A126, Class B

Optional Materials:

Austenitic Gray Iron (Ni-Resist), A436

Ductile Iron, A536 Grade 80-55-06

Cast Iron with 2% Nickel, A126, Class B

Pedestal, Wall Brackets and Stem Guide Brackets

Standard Material:

Cast Iron, A126, Class B

Optional Materials:

Carbon Steel, A36

Stainless Steel, A276, Type 304 or 316

Wedge, Wedge Block & Stem Block (Thrust Nut)

Standard Material:

Manganese Bronze, B584, Alloy C862

Optional Materials:

Silicon Bronze, B584, Alloy 873

Stainless Steel, A276, Type 304 or 316

Seating Faces (Guide Liners optional)

Standard Material:

Silicon Bronze, ASTM B98, Alloy 651

Stems & Stem Couplings

Standard Material:

Stainless Steel, A276, Type 304 or 316

Fasteners

Standard Material:

Stainless Steel, F593 (Bolts), Alloy Group 2, Type 316, F594 (Nuts), Alloy Group 2, Type 316

Optional Materials:

Silicon Bronze, F467, Alloy 651 or 655

Flush Bottom Seal

Standard Material:

Neoprene, D2000, Grade 1AA625

Flush Bottom Seal Retainer

Standard Material:

Stainless Steel, A276, Type 316

Lift Nut

Standard Material:

Manganese Bronze, B584, Alloy C865

HEAVY-DUTY HG560 CAST IRON SLIDE GATES

Specifications

SLIDE

The gate slide shall be cast iron and shall be of one-piece construction. The slide shall be square or rectangular in shape with integrally cast vertical and horizontal reinforcing ribs. A heavy reinforcing rib along each side shall be provided to ensure rigidity between side wedges. The slide shall be designed to operate under maximum specified unbalanced head with the minimum safety factor of five. Guide tongues along each side of the slide shall be machined all over. A nut pocket shall be cast on the vertical centerline of the gate and shall be provided with a threaded block for attaching the stem to the slide. Pads for side wedges and top and bottom wedges, when required, shall be integrally cast on the slide and machined to receive the adjustable wedges.

FRAME AND GUIDES

The gate frame and guides shall be cast iron and shall be a one-piece integral casting. Guide grooves shall be machined on all contact faces. Overall clearances with slide tongue shall be not more than 1/8". Faces for mounting of wedging devices shall be fully machined. Guide grooves shall be of such length as to support at least one-half of the slide when it is in the full open position. Frames shall be self-contained (S/C) or not self-contained (NS/C) as listed in the "Gate Schedule." Frames with a spigot-back arrangement are not allowed. Round opening gates shall have a circular flange cast as part of the frame for mounting to a wall or pipe flange. All wall thimble-mounted gates shall have a square or rectangular flanged-back frame. The frame shall be fully machined and drilled to match the wall thimble. Gates mounted on pipe flanges shall be furnished with partial drilling per manufacturer's recommendations.

YOKES

Yokes of self-contained gates shall be structural steel. They shall be designed to withstand the thrust of the manual lift when a 40 lbs. pull is placed on the handwheel or crank with a safety factor of 5 based on the ultimate strength of the material used. The yokes shall be bolted to machined pads on the gate frame.

SEATING FACES

Corrosion-resistant seating faces shall be mounted around the perimeter of the slide and frame. They shall be impacted into dovetail slots and held in position without use of screws or other fasteners. After mounting, they shall be machined to a plane with a 63 micro-inch finish or better. When the slide is in the fully closed position and wedged in position against the frame, maximum clearance between seating faces shall not exceed 0.004".

WEDGES

Each gate shall be provided with a sufficient number of wedges to provide a practical degree of water-tightness. Side wedging devices shall be designed to make full metal-to-metal contact with the

overhung portion of the frame-mounted wedge block. Wedges shall be fully adjustable and keyed to prevent any lateral rotation. Side wedges shall be machined with angled faces and secured with a stud bolt to prevent any slippage during operation of the gate. Gate shall be designed with adjustable top and bottom wedges attached to the frame and slide. The top and bottom wedges shall be mounted in a machined slot and bolted to the slide to prevent lateral rotation. All contact faces of wedges and wedge blocks shall be precision-finished with 63 micro-inch finish or better.

FLUSH-BOTTOM SEAL

Flush-bottom gates shall be provided with a frame-mounted flush-bottom seal. The solid bulb resilient rubber seal shall be firmly held in place using stainless steel retainers and corrosion-resistant fasteners. The full length of the bottom edge of the slide shall be machined for making uniform contact with the seal when it is mounted on the frame. The differential pressure on the rubber seal shall be variable by adjustment of wedges on the gate.

WALL THIMBLE

Wall thimble shall be a heavy, one-piece iron casting of an E, F or mechanical joint type configuration. A center ring or water stop shall be cast around the periphery of the thimble. The front face of the thimble shall be machined and holes drilled and tapped for attaching the gate with corrosion-resistant metal studs. The vertical centerline shall be clearly marked at top and bottom to permit alignment of the front face in the vertical plane. Wall thimbles shall be internally braced during concrete placement to prevent warping. Square thimbles shall be provided with holes in the invert to allow satisfactory concrete placement beneath the thimble. Holes shall be on centers of 24" or less. A rubber gasket of uniform thickness or a mastic shall be used to form a seal between the front face of the thimble and the back of the gate frame. E-type or mechanical joint wall thimbles shall have the back flange drilled and machined as shown in the plans or specified in the "Gate Schedule."

STEM AND STEM SPLICES

Stems shall be manufactured from stainless steel sized to withstand the axial compressive and tensile forces created during gate operation under the specified unbalanced heads and to transmit in compression at least two times the rated output of the lift with a 40 lbs. effort on the crank or handwheel, or 1.25 times the stall thrust of the electric actuator. Threading on stems shall be rolled with double-lead threads of the Acme type. Cut threads will not be allowed. The contact surfaces of the threads shall have a maximum 16 micro-inch finish. Stem couplings shall have internal threads for transmitting the full thrust of the stem and shall be held in place on the stem with a key, simultaneously engaging the coupling and both stems.

HEAVY-DUTY HG560 CAST IRON SLIDE GATES

Specifications

STEM GUIDES

Stem guides shall be fully adjustable, heavy duty castings, with 2 piece cast bronze removable collars. The stem guides shall be properly spaced to support the stem as a long column, with maximum spacing not to exceed an l/r of 200.

LIFTS

Manual Lifts – The lifts shall be of the direct drive or enclosed gear type. Gears shall be steel with machine-cut teeth designed for smooth operation. The gearing and lift nut shall be mounted in a cast housing which, in turn, shall be supported by a cast iron or structural steel pedestal to place the input shaft approximately 36" above the floor. Lubrication fittings shall be provided in the gear housing to permit lubrication of all gears and bearings. A maximum effort of 40 lbs. shall be required to operate the gate after it is unseated from its wedging devices. All rising stem gates shall be supplied with a clear plastic stem cover. Geared lifts shall be suitable for manual and portable motor operation. Lift nuts shall be high-strength bronze. Oil bath lubrication shall not be allowed.

Stem Covers – Rising stem gates shall be provided with clear plastic stem covers that will not discolor, crack or become opaque for at least 5 years after installation. The covers shall be capped, vented, and long enough to allow full travel of the gate.

Electric Powered Lifts – Motor actuator shall be a 460-V, 3-phase, 60-Hz motor with precision reduction gearing enclosed in a weatherproof housing. The actuator shall be designed to raise the gate at a rate of approximately 12 in./min. Integral controls shall include a control power transformer, reversing controller, torque and limit switches required for controls and remote indication, space heater to prevent condensation, open-stop-close push-buttons, and gate position indicator. Where applicable, the controls shall also include a local-off-remote selector switch. Motor reduction helical gear and pinion shall be of heat-treated alloy steel. Final reduction worm shall be of alloy steel and worm gear of machined high-tensile-strength bronze. All gearing shall be proportioned for 100% overload condition. Operator shall have a declutch lever and handwheel for manual operation.

GATE SCHEDULE

QUANTITY REQUIRED	SIZE OF OPENING (IN.) (W X H)	GATE TYPE: SELF-CONTAINED OR NOT SELF-CONTAINED	MAXIMUM OPERATING HEAD (FT.)		BOTTOM TYPE FLUSH / STD.	OPERATOR MANUAL/ ELECTRIC	“H” DISTANCE	REMARKS
			SEATING DESIGN / OPERATING	UNSEATING DESIGN / OPERATING				

WALL THIMBLE-MOUNTED GATE SCHEDULE

QUANTITY REQUIRED	SIZE OF OPENING (IN.) (W X H)	GATE TYPE: SELF-CONTAINED OR NOT SELF-CONTAINED	MAXIMUM OPERATING HEAD (FT.)		BOTTOM TYPE FLUSH / STD.	OPERATOR MANUAL/ ELECTRIC	“H” DISTANCE	REMARKS
			SEATING DESIGN / OPERATING	UNSEATING DESIGN / OPERATING				

FASTENERS

All anchor bolts, studs, assembly bolts, cap screws, nuts, and adjusting screws shall be of ample section size to withstand the force created by operation of the gate under full heads of water specified and shall be stainless steel.

INSTALLATION

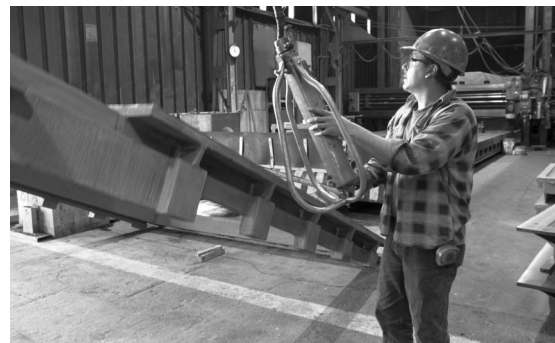
All parts shall be installed and adjusted by the contractor in a workmanlike manner. The manufacturer shall furnish necessary drawings and detailed installation, operation and maintenance instructions for all components. It shall be the contractor's responsibility to handle, store, and install all parts and adjust switches and controls in accordance with the manufacturer's detailed written recommendations. Stem threads shall be lubricated prior to operation of the gate.

CLEANING AND COATING

Cleaning and coating shall be performed at the manufacturer's plant. Rust, mill scale, dirt and grease shall be removed by commercial blast cleaning (SSPC SP-10) method. Paint shall be manufacturer's standard.

LEAKAGE

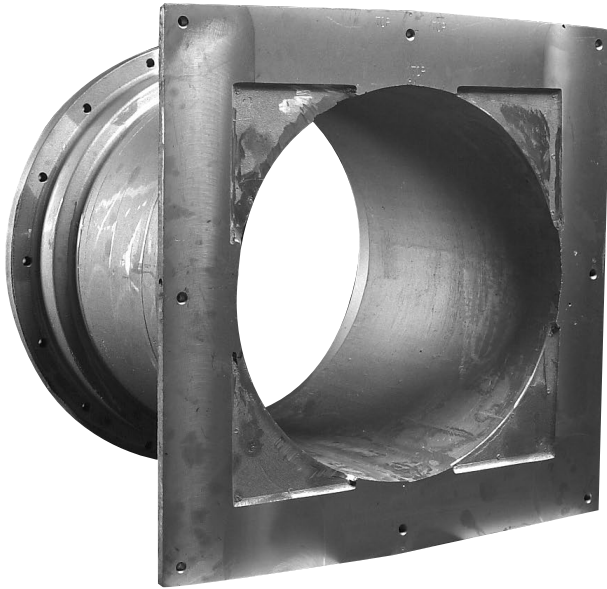
After installation and before the gates are put into operation, a leakage test shall be performed on all cast iron slide gates in accordance with AWWA C560. Excess leakage shall be reduced to this maximum by adjusting the gate and its wedges.



POSITIONING LARGE CAST FRAME FOR MACHINING

WALL THIMBLES

Description



SQUARE FLANGE WITH MECHANICAL JOINT WALL THIMBLE

FEATURES

- Cast Iron
- Machined Faces, Drilled, and Tapped for Gate Attachment
- Forms Opening Through Wall

DESCRIPTION

A wall thimble is an entirely separate part from the gate proper and is made of cast iron. Its front face is machined and drilled for attachment of a gate frame. Its spigot runs parallel to the direction of flow and is of varying length depending upon the thickness of the concrete wall. Thimbles are embedded in concrete, preferably in the original pour, and are one-piece castings.

TYPES OF THIMBLES

Thimble types derive their names from the shapes of their cross sections. The most frequently used thimble, and our standard, is the F-type. The front machined face (top of the F) mates with the gate frame and holes are drilled and tapped to receive studs for holding the gate to the thimble. The small staff of the letter F acts as a cleat to hold the thimble in the wall under back pressure conditions. Except when gates are subjected to a very high unseating head, this cleat on the F is adequate to distribute the load evenly to the concrete. It also forms a water stop to prevent percolation of water around the thimble.

A thimble similar to the F is the E-type. Another full flange is added to the F and used when the back of the thimble is attached to an extension liner, another flange, a trash rack, or a flap gate. The E-type thimble may also be required when slide gates are subjected to very high unseating heads. (See figure 4-1, p. 31).

Mechanical joint thimbles are available in round openings for attachment of ductile iron pipe. Fasteners, packing, and follower rings are available from pipe suppliers.

Hydro Gate® designs furnish grout holes along the bottom barrel surface of all square and rectangular wall thimbles with widths greater than 30". Thimbles with round barrels do not require grout holes and are not provided for standard applications. If custom grout holes or vent connections are required, please contact us to discuss options.

Standard lengths are 12" to 18" and use of standard lengths will facilitate early delivery.

Thimbles are stamped "Top" and have the vertical centerline located to aid in alignment.

Types of Thimbles

ADVANTAGES

Because a thimble is an entirely separate part, it can be shipped prior to the gate so that it can be included in the construction forms before the concrete is poured.

A thimble has a machined flange for mounting of the gate. Special thimbles, such as E-type and the mechanical joint (MJ) thimbles, have surfaces for attaching pipe or equipment on the other end. Embedment of the thimble results in an iron-lined opening and a flat machined face for gate mounting. Thimbles provide a solid mounting for gates under high heads to resist the hydraulic and operating forces to which gates are subjected. Mounting a gate directly on concrete with anchor bolts and a sealing grout pad is not satisfactory for moderate and high heads, since the dynamic loads can cause fatigue failure of the grout. Reasonable care must be exercised in forming, aligning, and bracing of the thimble to prevent warping of the flange face during concrete placement.

When a thimble is used, nearly all anchor bolts are omitted. Only those anchor bolts needed above the gate opening to support the top ends of the gate are required. Problems associated with mounting a gate directly on concrete can be avoided with thimbles. These problems include:

1. The large amount of time required to place and secure anchor bolts in the forms;
2. The likelihood of placing anchor bolts in the wrong location; and
3. The need to realign anchors after removal of forms.

When a thimble is used and the gate arrives on the job, a good machined surface is already in place for attachment of the gate flange. Studs are used for attaching the gate frame to the thimble. These are quickly installed and the back of the machined frame is pulled up against the front face of the thimble. This simple procedure eliminates the time-consuming job of installing the gate on anchor bolts, aligning it, and grouting behind the frame.

A thimble permits the gate to be removed and transferred to another location for cleaning and painting. Future gate installations can be provided for by placing thimbles when the concrete is poured, then covering the openings with blind plate flanges until the gates themselves are required.

SEALANT

There are two options for sealing the joint between the face of the thimble and the back of the gate frame. The first option is to apply a mastic between the machined surfaces. Excess mastic is squeezed out as nuts on studs are uniformly tightened until the flanges are metal to metal. This thin film of mastic provides a watertight joint between the machined flanges. The second option is to use a 1/8" rubber gasket, but extra care must be taken to obtain uniform tightening of nuts on the studs. Otherwise, warping of the gate frame may result.

Cloth-inserted gaskets are not recommended, as the fabric has a tendency to rot.

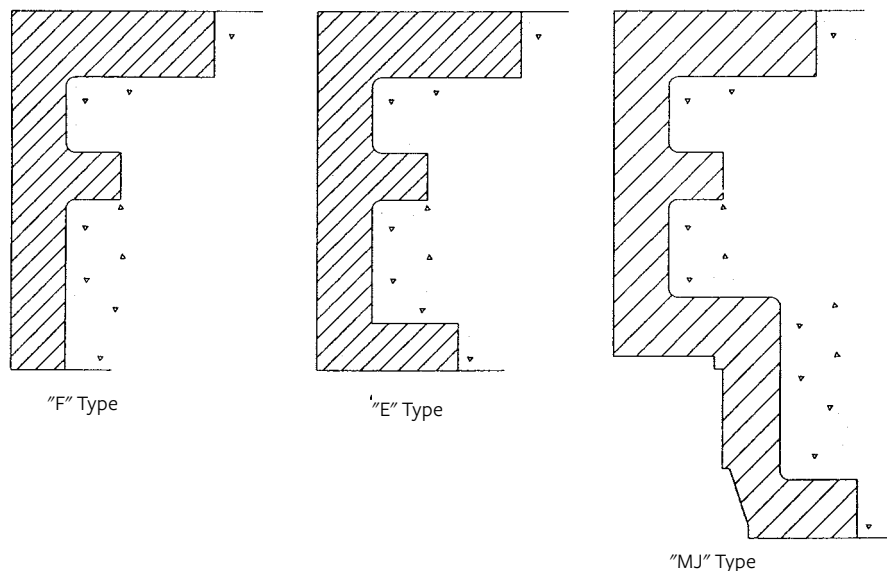


FIGURE 4-1
TYPICAL WALL THIMBLE SECTIONS

Types of Openings

TYPES OF OPENINGS

SQUARE FLANGE – SQUARE OPENING AND RECTANGULAR FLANGE - RECTANGULAR OPENING

These thimbles, used with square or rectangular opening slide or flap gates, are commonly of the F-type, supplied in standard lengths of 12" and 18", depending on the gate size and wall thickness.

SQUARE FRONT FLANGE – ROUND OPENING

Locations requiring round openings through the wall should utilize this type of thimble. The front face is cast with a square flange to receive the square gate. The opening through the thimble is round. All four corners are cast with webs of iron to convert from the square flange to the round opening. Four reinforcing ribs are cast on the back of the thimble to give the corners the stiffness and strength required. This reinforcing is embedded in the wall when the concrete is poured.

Gate installation is simplified with the square flange. All studs are around the outside square where they are readily accessible. When a flange-back gate is used, and installation clearances are to be kept at a minimum, studs can be projected through the frame of the gate to reduce side and bottom clearances needed.

ROUND FRONT FLANGE – ROUND OPENING

This thimble consists of a round flange attached to the round opening portion of the thimble. It is recommended with round opening flap gates only. Openings for slide gates are best provided through use of square flange, round opening thimbles.

Round flange-back gates can be attached to round flange thimbles, but much larger clearances along the side and bottom of the gate and wall thimble are necessary.

THIMBLES FOR ATTACHING GATE AND PIPE

We can furnish two styles of special thimbles to facilitate attachment of incoming or outgoing pipelines from treatment plants. Both styles utilize the square front flange for attaching the square slide gate. The opening through the thimble and wall is converted to round to match the pipe. The other end of the E-type thimble has a round flange which can be drilled to match the commercially available flange for various cast iron, steel, or concrete pipes or pipe made from other materials. This round flange is drilled and tapped for ease of field assembly to the flange on the pipe. The length of the E thimble can be varied to match the thickness of the wall and thus avoid any other special concrete forming or adaptation.

MECHANICAL JOINT THIMBLES

The mechanical joint end of the thimble is bored to receive ductile iron pipe, packing and followers. The end is drilled and tapped for studs.



SQUARE FLANGE WITH MECHANICAL JOINT WALL THIMBLE

NOTES

HYDRO GATE®

a MUELLER brand

OUR MISSION IS TO BE THE LEADING WATER CONTROL GATE MANUFACTURER IN THE WORLD, THROUGH CONTINUOUS DEVELOPMENT OF AN ORGANIZATION WHICH PROMOTES EXTRAORDINARY CUSTOMER SERVICE, SUPERIOR ENGINEERING, QUALITY PRODUCTS AND ON-TIME DELIVERY.

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MUELLER

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023

TYPE OF AGENDA ITEM: Presentation

AGENDA OUTLINE NUMBER: 3.B.

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 7, 2023

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.

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:

III. CONCLUSION:

IV. RECOMMENDED MOTION: Not applicable. Informational only.

Attachments:

1. 2023 0410 Capital Projects

CITY OF DESTIN CAPITAL IMPROVEMENT PLAN - Monthly Status Report

COUNCIL/ MGMT OBJECTIVE	October 1, 2022 - April 10, 2023		FY2023 Budget*	YTD Actuals	YTD Encumbrances	FY2023 Available Budget	Status	Notes
PRIORITY	Citizen/Council Directed							
1.3	EN615	Cross-Town Connector	\$ 8,850,202	\$ 836,233	\$ 245,567	\$ 7,768,401	Ongoing	Atkins has completed the stormwater retention pond re-design. Accomplished 8 of 9 ROW acquisitions.
1.4	CM001	Beach Acquisition	19,565,504	14,233,886	157,181	5,174,436	Ongoing	Tarpon Beach purchased and cleared. TDC has presented the 30% beach park design.
1.2	EVENT	City Center Feasibility/Planning/Design	50,000	-	-	50,000		
1.5	UNDER	Undergrounding	11,956,015	119,919	21,096	11,815,000	Ongoing	Survey was ordered and completed. 70/114 easements have letters of intent. Waiting on a binding cost estimate from FPL (late May/early June 2023).
1.8	TR621	Transit Trolley	-	-	-	-	In process	This is being reviewed as part of the mobility study in process with 3TP Ventures.
1.9	MARINA	City Marina	-	-	-	-		
1.7	ANNEX	Annexation Study	10,000	-	-	10,000	In process	Enclave annexation process - final draft of policy to be presented to Council April/May 2023.
	Renewal & Replacement		-	-	-	-		
3.2	RR051	General Government	39,693	27,999	1,207	10,488	Ongoing	Replaced HVAC Unit in Annex. Replaced gas and diesel tanks at Maintenance Facility.
3.2	RR052	Public Safety	286,000	-	-	286,000	Ongoing	Replaced service panel and troubleshot HVAC at Sherriff's Substation.
3.2	RR053	Physical Environment (Stormwater, Cemetery)	150,000	-	37,763	112,237	Ongoing	Harbor Sluice Gate will go to Council in April 2023.
3.7	RR054	Roads, Sidewalks, Street Lighting (Gas Tax 1)	1,246,506	115,580	617,045	513,882	On Hold	Sidewalk repairs underway. Resurface Scenic 98 approved. Restriping Crystal Beach Dr approved. Airport Rd asphalt repairs. Main Street and Indian Trail restriping complete.
3.2	RR057	General Culture & Recreation (contracted items rolled forward from FY22)	66,484	63,309	6,175	(3,000)	Ongoing	Library Gutters replaced. Library shutters powered coated.
3.2	RR571	Library	224,000	3,726	-	220,274	Ongoing	
3.2	RR572	Parks and Recreation	508,718	22,455	93,100	393,163	Ongoing	AC unit replaced at Com Ctr. Backstop at Elementary School. Outfield netting at elementary. Sod ordered for Morgan Sport Center.
3.2	RR573	Other Facilities (i.e. Museum)	39,500	-	-	39,500	Started	Staff did dumpster enclosure. Side repairs are pending. Exterior repairs pending.
3.2	RRVEH	Vehicles	769,412	12,200	747,212	10,000	Ongoing	Received: Power Tilt Trailer; Mini Excavator; Gator. Ordered: Tractor, Gator and Sprayer, F-150, Bronco Sport; Dumptruck purchased in FY21 should be received by Fall FY23.

COUNCIL/ MGMT OBJECTIVE	October 1, 2022 - April 10, 2023		FY2023 Budget*	YTD Actuals	YTD Encumbrances	FY2023 Available Budget	Status	Notes
	Growth Necessitated & Comp Plan		-	-	-	-		
	CE002	Code Enforcement Equipment	10,000	-	-	10,000		
	LB002	Library Impact Fee Projects	140,000	-	-	140,000		
	NORG1	Norriego Point Road	-	-	-	-	Ongoing	Road design complete; developer beginning construction.
1.6	TR618	Zerbe-Calhoun Pedestrian Pathway	149,571	-	149,571	-	Tabled	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 gas utility lines. Consider refocus to Stahlman.
1.10	TR619	Sibert-Zerbe Parking Lot Consolidation	150,000	-	-	150,000		Finalizing design and requested quotes.
	TR620	ADA Transition - Pedestrian Facilities	96,993	22,963	74,031	-	Ongoing	Phase 2 (prioritization; engineering estimate of costs) underway.
1.10	TR622	General Parking Improvements	250,000	-	-	250,000		For paid-parking facilities. Roll to FY 2024 (source = parking fund)
	Other Capital Projects		-	-	-	-		
4.15	ARP	Stormwater Infrastructure Projects	1,454,763	102,208	274,679	1,077,876	Started	One IT Security project and one Stormwater project approved to date. Collecting pricing for additional stormwater projects (Hickory, Sibert, Indian Bayou subdivision).
4.9	CRH63	Captain Royal Melvin Heritage Park and Plaza (RESTORE)	192,722	44,380	22,612	125,730	Ongoing	GLC contract is closed. City is completing last touches to include irrigation and landscaping. The park opening may take place in May if the project stays on the current schedule.
	CRT64	Wayfinding	100,000	-	-	100,000		
4.16	CRT17	Town Center CRA Easement Trail/Linear Park	540,000	-	-	540,000	Started	Request for Qualifications reviewed by bid committee to be presented to Council April 2023
	HURRC	Hurricane Response	100,000	-	-	100,000		
	IT002	Tech Fund Hardware/Software Replacements	157,000	-	-	157,000	Ongoing	
	IT003	Other Hardware/Software Replacements	65,000	1,255	1,255	62,491	Ongoing	
	RC101	Harbor Boardwalk Improvements	339,469	193,931	-	145,537	Completed	
	RC124	Morgan's Children's Park Playground Structure	100,000	-	-	100,000	In Process	Plaground contractor is working on a design (and quote) to best fit our budget.
	RC125	Buck Destin Restrooms	200,000	-	-	200,000	In Process	Location is chosen. Reviewing modular options. Permits being reviewed. Budget moved to FY 2023.
4.17	RC127	Pickleball Court	400,000	-	-	400,000		Mayor and staff are planning with Emerald Coast Fitness Foundation with moral support from the Mattie Kelly Arts Foundation.
	RC128	Morgan's Bathrooms/Storage/Fieldhouse	345,000	-	-	345,000		Staff is drafting a tentative layout for an engineering firm to start a design.
4.12	RC216	Clement Taylor Park Renovations	764,918	17,915	12,790	734,213		New Construction Project manager will be tasked to draft construction RFP after closeout of Captain Royal Melvin park project.

COUNCIL/ MGMT OBJECTIVE	October 1, 2022 - April 10, 2023		FY2023 Budget*	YTD Actuals	YTD Encumbrances	FY2023 Available Budget	Status	Notes
	SW53	Stormwater Master Plan	4,023	-	6,148	(2,125)	Completed	
	TRSAF	Intersection Safety	169,270	106,770	-	62,500	Ongoing	Last encumbrances for the year approved at 04/03/23 council meeting
	XMAS	Holiday Decorations	50,000	-	-	50,000		Staff meeting with both CRAs April 2023
		Total Projects	49,540,762	15,924,730	2,467,429	31,148,603		

*Includes encumbrances rolled forward from prior years.

CITY OF DESTIN 5-YEAR CAPITAL IMPROVEMENT PLAN

			PY Encumbrances rolling forward 08/21/2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Total
STRATEGIC OBJECTIVE	PRIORITY	Citizen/Council Directed							
	1.3	EN615 Cross-Town Connector	\$ 325,366	\$ 6,877,809	\$ -	\$ -	\$ -	\$ -	\$ 6,877,809
	1.4	CM001 Beach Acquisition	95,364	25,357,849	-	-	-	-	25,357,849
	1.2	EVENT City Center Feasibility/Planning/Design	-	50,000	-	-	-	-	50,000
	1.5	UNDER Undergrounding	171,421	11,815,000	5,775,000	5,400,000	8,375,000	325,000	31,690,000
	1.8	TR621 Transit Trolley	-	-	-	-	-	-	-
	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	3,669	30,000	53,500	30,500	30,500	30,500	175,000
	3.2	RR052 Public Safety	20,666	286,000	184,044	128,044	239,500	239,500	1,077,089
	3.2	RR053 Physical Environment (Stormwater, Cemetery)	69,048	150,000	26,307	1,117,307	100,307	26,307	1,420,227
	3.7	RR054 Roads, Sidewalks, Street Lighting (Gas Tax 1)	440,420	1,147,000	1,031,667	1,011,667	1,011,667	1,044,167	5,246,167
	3.2	RR057 General Culture & Recreation	118,434	-	-	-	-	-	-
	3.2	RR571 Library	-	224,000	90,833	50,833	50,833	50,833	467,332
	3.2	RR572 Parks and Recreation	-	508,718	733,978	265,978	298,978	258,978	2,066,631
	3.2	RR573 Other Facilities (i.e. Museum)	-	39,500	24,701	9,701	9,701	9,701	93,303
	3.2	RRVEH Vehicles	419,326	598,000	-	-	-	-	598,000
		Growth Necessitated & Comp Plan							
		CE002 Code Enforcement Equipment	-	10,000	-	-	-	-	10,000
		LB002 Library Impact Fee Projects	-	140,000	235,000	-	-	-	375,000
		NORG1 Norriego Point Road	6,981	-	-	-	-	-	-
		SW54 Stormwater Cleanouts	14,995	-	-	-	-	-	-
	1.6	TR618 Zerbe-Calhoun Pedestrian Pathway	149,571	-	-	-	-	-	-
	1.10	TR619 Sibert-Zerbe Parking Lot Consolidation	-	150,000	-	-	-	-	150,000
		TR620 ADA Transition - Pedestrian Facilities	109,475	-	-	-	-	-	-
	1.10	TR622 General Parking Improvements	4,426	250,000	100,000	-	-	-	350,000
		Other Capital Projects							
	4.15	ARP Stormwater Infrastructure Projects	483,779	1,135,133	-	-	-	-	1,135,133
		CE001 Code Compliance Boat Trailer	7,500	-	-	-	-	-	-
	4.9	CRH63 Captain Royal Melvin Heritage Park and Plaza (REST	70,815	90,000	-	-	-	-	90,000
		CRH64 Harbor CRA Wayfinding Plan Signage	-	-	150,000	-	-	-	150,000
	4.16	CRT17 Town Center CRA Easement Trail/Linear Park	-	540,000	50,000	1,000,000	-	-	1,590,000
		CRT64 Town Center CRA Wayfinding Plan Signage	-	100,000	-	-	-	-	100,000
		TR64 General Wayfinding Plan Signage	-	-	-	-	-	-	-
	HURRIC	Hurricane Response	-	100,000	-	-	-	-	100,000
	IT002	Tech Fund Hardware/Software Replacements	-	157,000	-	-	-	-	157,000

STRATEGIC OBJECTIVE			PY Encumbrances rolling forward 08/21/2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Total
	IT003	Other Hardware/Software Replacements	-	65,000	85,000	-	-	-	150,000
	LB001	Library Tablet Station & Biblioteca RFID and Mobil A	4,853	-	-	-	-	-	-
3.9	MM001	Multimodal expansion program	-	-	-	-	-	-	-
	PW015	Vehicle WashDown Station	-	-	-	-	-	-	-
	RC101	Harbor Boardwalk Improvements	313,904	21,500	-	-	-	-	21,500
	RC124	Morgan's Children's Park Playground Structure	-	100,000	-	-	-	-	100,000
	RC125	Buck Destin Restrooms	-	200,000	-	-	-	-	200,000
4.17	RC127	Pickleball Court	-	400,000	-	-	-	-	400,000
	RC128	Morgan's Bathrooms/Storage/Fieldhouse	-	345,000	-	-	-	-	345,000
4.12	RC216	Clement Taylor Park Renovations	-	764,918	-	-	-	-	764,918
	SALLY	Hurricane Sally	2,457	-	-	-	-	-	-
	SW53	Stormwater Master Plan	4,023	-	-	-	-	-	-
4.15	SW56	Stormwater Swale Work	-	-	-	-	-	-	-
4.15	SW57	Stormwater Basin Studies	-	-	-	-	-	-	-
	TRSAF	Intersection Safety	37,470	100,000	100,000	100,000	100,000	100,000	500,000
	XMAS	Holiday Decorations	-	50,000	-	-	-	-	50,000
Total Projects			\$ 2,873,961	\$ 51,812,427	\$ 8,715,030	\$ 9,114,030	\$10,216,486	\$ 2,084,986	\$ 81,942,958

			PY Encumbrances rolling forward 08/21/2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Total
Funding Sources									
General Fund	0151212	GENERAL FUND	\$ -	-	-	-	-	-	-
General Fund	30058585	RR GENERAL	695,523	\$ 2,228,218	\$ 1,615,363	\$ 2,084,363	\$ 1,211,819	\$ 1,097,819	\$ 8,237,582
General Fund	30558500	GENERAL FUND	208,095	905,000	160,000	-	-	-	1,065,000
TC CRA	10258500	TOWN CENTER CRA	-	920,000	50,000	1,000,000	4,000,000	-	5,970,000
Harbor CRA	11058500	HARBOR CRA	-	6,000,000	150,000	-	-	-	6,150,000
Parking Fund	12254500	PARKING FUND	4,426	496,000	120,667	20,667	20,667	20,667	678,667
Tech Fund	12552400	TECHNOLOGY FUND	-	112,000	-	-	-	-	112,000
Oka 1/2 Penny	12953831	OKA 1/2 STORMWATER	-	-	-	-	-	-	-
Oka 1/2 Penny	12953931	OKA 1/2 UNDERGROUNDING	171,421	1,940,000	2,400,000	2,400,000	1,375,000	325,000	8,440,000
Oka 1/2 Penny	12954100	OKA 1/2 PUBLIC WORKS & SAFETY	-	100,000	100,000	100,000	100,000	100,000	500,000
Oka 1/2 Penny	12957231	OKA 1/2 BEACH ACQ	71,941	982,997	-	-	-	-	982,997
Gas Taxes	30054131	GAS TAX#1 RR ROADS	376,039	509,000	509,000	509,000	509,000	541,500	2,577,500
Gas Taxes	31554031	GAS TAX#2 COMP PLAN	4,023	500,000	-	-	-	-	500,000
Impact Fees	31552000	POLICE IMPACT FEES	7,500	10,000	-	-	-	-	10,000
Impact Fees	31554032	MULTI-MODAL IMPACT FEES	109,475	140,000	-	-	-	-	140,000

			PY Encumbrances rolling forward						Total
STRATEGIC OBJECTIVE			08/21/2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	
Impact Fees	31554132	ROAD IMPACT FEES	61,072	1,600,000	-	-	-	-	1,600,000
Impact Fees	31557132	LIBRARY IMPACT FEES	-	140,000	235,000	-	-	-	375,000
Impact Fees	31557232	PARK IMPACT FEES	5,412	422,000	-	-	-	-	422,000
Restricted	12753700	NPEB	-	150,000	-	-	-	-	150,000
Restricted	31553833	STORMWATER TRUST FUND	14,995	-	-	-	-	-	-
Franch fees	31553977	ELECTRIC FRANCHISE UNDERGROUNDING	-	3,375,000	3,375,000	3,000,000	3,000,000	-	12,750,000
Grant	30554100	BOCC XTOWN CONSTRUCTION	-	3,300,000	-	-	-	-	3,300,000
Grant	30554036	DEVELOPER CONTRIBUTION	3,491	-	-	-	-	-	-
Grant	30554133	FDOT TRIP GRANT	267,785	1,337,809	-	-	-	-	1,337,809
Grant	30554200	STATE GRANT LINEAR TRL	-	270,000	-	-	-	-	270,000
Grant	30557133	LIBRARY/MUSEUM GRANTS	4,853	-	-	-	-	-	-
Grant	30557233	RESTORE PARK GRANT	46,806	729,918	-	-	-	-	729,918
Grant	30557212	TDC 12.5% (includes Advanced Funding)	313,904	11,032,045	-	-	-	-	11,032,045
Grant	30557237	BOCC (TDC) BEACH ACQ GRANT	23,423	13,454,307	-	-	-	-	13,454,307
Grant	30555900	AMERICAN RESCUE PLAN	483,779	1,135,133	-	-	-	-	1,135,133
Grant	31557236	MORGANS KID PARK GRANT	-	23,000	-	-	-	-	23,000
Total Sources			\$ 2,873,961	\$ 51,812,427	\$ 8,715,030	\$ 9,114,030	\$10,216,486	\$ 2,084,986	\$ 81,942,958
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

		5-Year Capital Budget Amount
Council Objectives		
1.1	Offer livable wages & benefits to attract and maintain high caliber, qualified staff	\$ -
1.2	Work with stakeholders to pursue the Destin City Center	50,000
1.3	Complete two-lane Crosstown Connector	6,877,809
1.4	Public Beachfront acquisition initiative	25,357,849
1.5	Underground Utilities	31,690,000
1.6	Stahlman/US 98 pedestrian and vehicle improvements in cooperation with FDOT	-
1.7	Annexation of unincorporated enclaves	10,000
1.8	Transit/Trolley system	-
1.9	City Marina (phase 1 Feasibility Study)	75,000
1.10	Improve parking, explore options (i.e., parking garage, surface parking)	500,000
1.11	Beach re-nourishment, planning and scheduling	-
Management Objectives		
2.1-2.11	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	5,897,582
3.3	Monitor & Manage current grant & funding awards	-
3.4	Find and secure new funding opportunities for city services and city projects	-
3.5	Complete Land Development Code (LDC) revisions	-
3.6	Develop/Implement Wayfinding Program; Improve the City's gateways	-
3.7	Implement a pavement management program	5,246,167
3.8	Provide orientation and key training to Board and Committee members	-
3.9	Improve sidewalks (wider, more walkable)	-
3.10	Redevelopment (Update CRA's Master Plans)	-
3.11	Reestablish environmental committee	-
Major Projects		
4.1	Implement and manage COMPASS software (in progress)	-
4.2	Harbor Capacity Study (USACE) (in progress)	-
4.3	Land Development Code revision (in progress)	-
4.4	Impact Fee Study (in progress)	-
4.5	Building Permit Fee Study (in progress)	-
4.5	Building Permit Fee Study (in progress)	-
4.6	Develop and implement the Mobility Plan and associated Fees (in progress)	-
4.7	Update Business Tax Receipts (BTR) Fee Schedule and processes	-
4.8	Research Stormwater Utility options and Funding	-

4.9	Construct Capt Royal Melvin Heritage Park (in progress)	90,000
4.10	FDOT Median Improvement project (in progress)	-
4.11	Norriego Point Park improvements Phase III - Recreation Components (Pending GSD Roadway extension) (in progress)	-
4.12	Renovate Clement Taylor Park	764,918
4.13	Redevelop Joe's Bayou Recreation Area (in progress)	-
4.14	Continuity of streetlights/Conversion to LEDS (in progress)	-
4.15	Implement prioritized stormwater improvements based on the Stormwater Master Plan (in progress)	1,135,133
4.16	Linear Park: (In partnership with FPL) Secure additional funding, complete design, secure required easements, construct phase 1 Mattie Kelly Blvd to 98 Palms	1,590,000
4.17	Pickleball Courts: Secure additional funding, acquire land, complete design and construct	400,000
	TOTAL	\$ 79,684,458

TOTAL FY2023-2027 CAPITAL BUDGET \$ 81,942,958
% FOR STRATEGIC PLAN 97%

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023

TYPE OF AGENDA ITEM: Consent Agenda

AGENDA OUTLINE NUMBER: 3.C.

TO: City Council

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

FROM: Krystal Strickland, Finance Director

DATE: April 11, 2023

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 42% of the way through the fiscal year
- * 91% of Ad Valorem Taxes have been received/recorded
- * We expended approximately 28% of Operating budget
- * We expended approximately 32% of Capital Outlay budget
- *The net change in total fund balance is a year-to-date increase of \$9.5 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:

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

1. 2023p05 February YTD Actual
TREND NEW MUNIS

CITY OF DESTIN

Actuals 10/01/2022 - 02/28/2023

SUMMARY ALL FUNDS	FY2023 ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	FY2023 AVAILABLE BUDGET
Ad Valorem Taxes	\$ 10,691,777	\$ 9,705,625		\$ 11,115,809	\$ 986,152
Tax Increment Financing (TIF)	1,597,791	1,592,119		1,592,119	5,672
Delinquent Ad Valorem Taxes	5,000	69,096		68,225	(64,096)
Sales and Use Taxes	3,565,731	1,415,415		3,770,844	2,150,316
Licenses and Permits	4,938,550	1,935,951		4,973,768	3,002,599
Impact Fees	105,500	275,744		404,150	(170,244)
Intergovernmental	24,605,770	8,959,882		14,404,288	15,645,887
Charges for services	906,500	285,893		925,553	620,607
Fines and Forfeitures	71,500	28,212		69,326	43,288
Investment Income	243,369	133,179		301,067	110,191
Contributions	3,766	1,475		2,467	2,290
Miscellaneous income	3,601	22,401		27,976	(18,800)
TOTAL REVENUES	46,738,854	24,424,992	-	37,655,593	22,313,862
	46,738,854	24,424,992	-	37,655,593	22,317,179
General Government	4,867,036	1,345,325	174,208	4,043,454	3,347,504
Public Safety	4,757,837	1,689,720	1,517,036	4,412,665	1,551,081
Physical Environment	335,296	64,167	34,460	239,453	236,669
Transportation	2,186,078	698,440	127,341	2,111,796	1,360,297
Economic Environment	356,856	92,462	186,461	335,974	77,934
Health & Human Services	90,085	19,133	49,665	120,407	21,287
Culture and Recreation	4,452,820	1,435,185	75,255	3,932,057	2,942,379
Capital Outlay	49,652,852	15,914,622	8,561,537	33,712,305	25,176,693
Debt Service	3,355,098	750,736	-	2,588,346	2,604,362
TOTAL EXPENDITURES	70,053,957	22,009,788	10,725,963	51,496,457	37,318,206
	70,053,957	22,009,789	10,725,963	51,496,457	37,147,206
Excess (deficiency) of revenues over expenditures	(23,315,103)	2,415,204		(13,840,865)	
Proceeds from issuance of debt	27,545,000	7,020,863		7,065,863	20,524,138
Transfers In	34,078,246	8,700,420		26,447,840	25,365,598
Transfers Out	(34,078,246)	(8,700,420)		(12,640,285)	(25,377,827)
Total other financing sources (uses)	27,545,000	7,020,863	-	20,873,418	20,511,909
Net change in fund balances	4,229,897	9,436,067		7,032,553	
Fund Balance, Beginning	38,771,829	38,771,829		38,771,829	
Fund Balance, Ending	43,001,726	48,207,896		45,804,383	

* FY2023 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward

FUND BALANCE SUMMARY ALL FUNDS	FY2023		
	ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 PROJECTION
Nonspendable	2,361,624	2,581,251	2,581,251
Restricted	10,847,195	4,960,481	8,980,825
Committed	17,588,423	6,530,204	17,389,390
Assigned	1,000,000	4,445,208	1,000,000
<i>Unassigned</i>	<i>11,204,485</i>	<i>29,690,752</i>	<i>15,852,917</i>
Ending Fund Balance	43,001,726	48,207,896	45,804,383
		(0)	

01 GENERAL FUND	FY2023				FY2023 AVAILABLE BUDGET
	ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	
01-31 Ad Valorem Taxes	9,779,417	8,793,265		10,203,449	986,152
01-31 Delinquent Ad Valorem Taxes	5,000	69,096		68,225	(64,096)
01-31 Sales and Use Taxes	1,745,054	720,015		1,805,226	1,025,039
01-32 Licenses and Permits	2,962,950	1,246,259		3,030,757	1,716,691
01-32 Impact Fees	-	-		-	-
01-33 Intergovernmental	3,141,375	968,998		3,228,437	2,172,377
01-34 Charges for Services	463,700	226,103		496,595	237,597
01-35 Fines and Forfeitures	71,500	28,212		69,326	43,288
01-36 Investment Income	235,100	127,775		288,250	107,325
01-36 Contributions	1,700	1,475		2,467	225
01-36 Miscellaneous Revenue	3,601	22,401		22,401	(18,800)
TOTAL REVENUES	18,409,397	12,203,598	-	19,215,132	6,205,799
01-51 General Government	4,717,036	1,345,325	174,208	4,043,454	3,197,504
01-52 Public Safety	3,540,743	1,353,788	1,512,708	3,387,320	674,248
01-53 Physical Environment	314,296	64,167	34,460	227,203	215,669
01-54 Transportation	2,050,178	682,690	127,341	2,016,771	1,240,147
01-55 Economic Environment	14,500	7,226	-	15,684	7,274
01-56 Health & Human Services	90,085	19,133	49,665	120,407	21,287
01-57 Culture and Recreation	4,452,820	1,435,185	75,255	3,932,057	2,942,379
01-59 Capital Outlay	86,654	22,099	-	70,859	64,556
01-59 Debt Service Principal	19,254	2,214	-	15,552	17,040
01-59 Debt Service Interest	3,390	20	-	3,015	3,370
TOTAL EXPENDITURES	15,288,956	4,931,846	1,973,636	13,832,323	8,383,474
Excess (deficiency) of revenues over expenditures	3,120,441	7,271,752		5,382,809	
01-38 Proceeds from Issuance of Debt	45,000	-		45,000	45,000
01-38 Transfers In	87,200	-		87,200	87,200
01-58 Transfers Out	(3,856,969)	(675,661)		(2,796,152)	(3,181,308)
Total other financing sources (uses)	(3,724,769)	(675,661)		(2,663,952)	(3,049,108)
01 Net change in fund balances	(604,327)	6,596,092		2,718,857	
01 Fund Balance (deficit), Beginning	28,088,861	28,088,861		28,088,861	
01 Fund Balance (deficit), Ending	27,484,533	34,684,953		30,807,718	

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102 TOWN CENTER CRA 1998-2037 (RESTRICTED; ECON DEV)	FY2023				FY2023
	ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	AVAILABLE BUDGET
102-31 County TIF	1,185,012	1,184,650		1,184,650	362
102-31 City TIF (Ad Valorem)	499,581	499,581		499,581	-
102-36 Investment Income	1,100	377		976	723
TOTAL REVENUES	1,685,693	1,684,608		1,685,207	1,085
102-55 Economic Environment	204,848	54,033	112,087	194,446	38,728
102-59 Capital Outlay	920,000	-	270,000	820,000	650,000
TOTAL EXPENDITURES	1,124,848	54,033	382,087	1,014,446	688,728
Excess (deficiency) of revenues over expenditures	560,845	1,630,574		670,761	
102-38 Transfers In	-	-		-	-
102-58 Transfers Out	(818,831)	(304,846)		(818,631)	(513,985)
Total other financing sources (uses)	(818,831)	(304,846)		(818,631)	(513,985)
102 Net change in fund balances	(257,986)	1,325,728		(147,869)	
102 Fund Balance (deficit), Beginning	(1,663,709)	(1,663,709)		(1,663,709)	
102 Fund Balance (deficit), Ending	(1,921,695)	(337,980)		(1,811,578)	

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110 HARBOR CRA 2003-2043 (RESTRICTED; ECON DEV)	FY2023				FY2023
	ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	AVAILABLE BUDGET
110-31 County TIF	412,779	407,469		407,469	5,310
110-31 City TIF (Ad Valorem)	412,779	412,779		412,779	-
110-36 Investment Income	500	208		571	292
TOTAL REVENUES	826,058	820,456		820,819	5,602
110-55 Economic Environment	137,508	31,202	74,374	125,844	31,932
110-59 Capital Outlay	6,000,000	-	6,000,000	6,000,000	-
TOTAL EXPENDITURES	6,137,508	31,202	6,074,374	6,125,844	31,932
Excess (deficiency) of revenues over expenditures	(5,311,450)	789,254		(5,305,026)	
110-38 Transfers In	5,950,000	-		5,950,000	5,950,000
110-58 Transfers Out	(479,995)	(198,948)		(478,945)	(281,047)
Total other financing sources (uses)	5,470,005	(198,948)		5,471,055	5,668,953
110 Net change in fund balances	158,555	590,306		166,030	
110 Fund Balance (deficit), Beginning	469,117	469,117		469,117	
110 Fund Balance (deficit), Ending	627,672	1,059,423		635,147	

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111 FLORIDA BUILDING CODE FUND (RESTRICTED; PUBLIC SAFETY)	FY2023 ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	FY2023 AVAILABLE BUDGET
111-32 Licenses and Permits	1,195,100	341,740		943,805	853,360
111-36 Investment Income	30	58		108	(28)
TOTAL REVENUES		341,797		943,913	853,333
111-52 Public Safety	1,209,094	335,932	4,328	1,020,679	868,833
111-59 Capital Outlay	-	-	-	-	-
TOTAL EXPENDITURES		335,932	4,328	1,020,679	868,833
Excess (deficiency) of revenues over expenditures		5,865		(76,765)	
111-38 Transfers In	-	-		-	-
111-58 Transfers Out	(119,050)	(16,294)		(85,739)	(102,756)
Total other financing sources (uses)		(16,294)		(85,739)	(102,756)
111 Net change in fund balances	(133,014)	(10,429)		(162,505)	
111 Fund Balance (deficit), Beginning	446,495	446,495		446,495	
111 Fund Balance (deficit), Ending	313,481	436,066		283,990	

**FY2023 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

122 PARKING FUND (COMMITTED; TRANSPORTATION)	FY2023 ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	FY2023 AVAILABLE BUDGET
122-34 Charges for Services	442,800	59,790		428,958	383,010
122-36 Investment Income	44	147		221	(103)
TOTAL REVENUES	442,844	59,937		429,179	382,907
122-54 Transportation	135,900	15,749	-	95,024	120,151
122-59 Capital Outlay	496,000	-	-	289,333	496,000
TOTAL EXPENDITURES	631,900	15,749	-	384,358	616,151
Excess (deficiency) of revenues over expenditures	(189,056)	44,187		44,821	(233,243)
122-38 Transfers In	-	-		-	-
122-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	-	-		-	-
122 Net change in fund balances	(189,056)	44,187		44,821	
122 Fund Balance (deficit), Beginning	347,845	347,845		347,845	
122 Fund Balance (deficit), Ending	158,789	392,032		392,666	

**FY2023 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

125 TECH FUND (COMMITTED; PUBLIC SAFETY)	FY2023 ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	FY2023 AVAILABLE BUDGET
125-36 Investment Income	100	149		313	(49)
TOTAL REVENUES	100	149		313	(49)
125-52 Public Safety	8,000	-	-	4,667	8,000
125-59 Capital Outlay	112,000	-	-	65,333	112,000
TOTAL EXPENDITURES	120,000	-	-	70,000	120,000
Excess (deficiency) of revenues over expenditures	(119,900)	149		(69,687)	
125-38 Transfers In	197,995	28,384		143,189	169,611
125-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	197,995	28,384		143,189	169,611
125 Net change in fund balances	78,095	28,532		73,502	
125 Fund Balance (deficit), Beginning	351,126	351,126		351,126	
125 Fund Balance (deficit), Ending	429,221	379,658		424,627	

**FY2023 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

127 WATER QUALITY IMPROVEMENT FUND (ENVIRONMENT; RESTRICTED)	FY2023 ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	FY2023 AVAILABLE BUDGET
127-32 Licenses and Permits	500	3,825		4,117	(3,325)
127-36 Investment Income	150	142		229	8
TOTAL REVENUES	650	3,967	-	4,346	(3,317)
127-53 Physical Environment	21,000	-	-	12,250	21,000
127-53 Capital Outlay	150,000	-	-	87,500	150,000
TOTAL EXPENDITURES	171,000	-	-	99,750	171,000
Excess (deficiency) of revenues over expenditures	(170,350)	3,967		(95,404)	
127-38 Transfers In	350,008	337,779		337,779	12,229
127-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	350,008	337,779		337,779	12,229
127 Net change in fund balances	179,658	341,746		242,375	
127 Fund Balance (deficit), Beginning	-	-		-	
127 Fund Balance (deficit), Ending	179,658	341,746		242,375	

**129 OKA 1/2 PENNY
01/01/2019-12/31/2029
(COMMITTED; CAPITAL OUTLAYS)**

	FY2023 ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	FY2023 AVAILABLE BUDGET
129-31 Sales and Use Taxes	1,556,293	592,050		1,722,595	964,243
129-36 Investment Income	2,100	1,928		4,284	172
TOTAL REVENUES	1,558,393	593,978		1,726,879	964,415
129-59 Capital Outlay	3,164,012	136,003	139,405	1,340,915	2,888,604
TOTAL EXPENDITURES	3,164,012	136,003	139,405	1,340,915	2,888,604
Excess (deficiency) of revenues over expenditures	(1,605,619)	457,975		385,964	
129-38 Transfers In	2,950,000	-		1,720,833	2,950,000
129-58 Transfers Out	(353,394)	(146,029)		(352,176)	(207,365)
Total other financing sources (uses)	2,596,606	(146,029)		1,368,658	2,742,635
129 Net change in fund balances	990,987	311,946		1,754,622	
129 Fund Balance (deficit), Beginning	4,642,445	4,642,445		4,642,445	
129 Fund Balance (deficit), Ending	5,633,432	4,954,391		6,397,067	

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**213 DEBT SERVICE 2013 NOTE
(RESTRICTED; DEBT SERVICE)**

	FY2023 ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	FY2023 AVAILABLE BUDGET
213-36 Investment Income	200	87		258	113
TOTAL REVENUES	200	87		258	113
213-59 Debt Service Principal	424,247	-	-	412,531	424,247
213-59 Debt Service Interest	130,172	65,086	-	136,443	65,086
TOTAL EXPENDITURES	554,419	65,086	-	548,974	489,333
Excess (deficiency) of revenues over expenditures	(554,219)	(64,999)		(548,716)	
213-38 Transfers In	554,420	231,415		555,441	323,005
213-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	554,420	231,415		555,441	323,005
213 Net change in fund balances	201	166,416		6,725	
213 Fund Balance (deficit), Beginning	93,504	93,504		93,504	
213 Fund Balance (deficit), Ending	93,705	259,920		100,229	

214 DEBT SERVICE 2014 NOTE (RESTRICTED; DEBT SERVICE)	FY2023				FY2023
	ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	AVAILABLE BUDGET
214-36 Investment Income	200	136		312	64
TOTAL REVENUES	200	136		312	64
214-59 Debt Service Principal	441,795	-	-	427,021	441,795
214-59 Debt Service Interest	289,836	144,918	-	297,116	144,918
TOTAL EXPENDITURES	731,631	144,918	-	724,137	586,713
Excess (deficiency) of revenues over expenditures	(731,431)	(144,781)		(723,825)	
214-38 Transfers In	731,631	304,846		731,578	426,785
214-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	731,631	304,846		731,578	426,785
214 Net change in fund balances	200	160,065		7,753	
214 Fund Balance (deficit), Beginning	245,972	245,972		245,972	
214 Fund Balance (deficit), Ending	246,172	406,036		253,724	

221 DEBT SERVICE 2021 NOTE (RESTRICTED; DEBT SERVICE)	FY2023				FY2023
	ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	AVAILABLE BUDGET
221-36 Investment Income	25	14		29	11
TOTAL REVENUES	25	14		29	11
221-59 Debt Service Principal	1,208,000	500,000	-	1,200,000	708,000
221-59 Debt Service Interest	88,404	38,498	-	96,667	49,906
221-51 General Government	-	-	-	-	-
TOTAL EXPENDITURES	1,296,404	538,498	-	1,296,667	757,906
Excess (deficiency) of revenues over expenditures	(1,296,379)	(538,485)		(1,296,638)	
221-38 Transfers In	1,296,403	538,498		1,296,382	757,905
221-58 Transfers Out	-	-		-	-
221-38 Proceeds from issuance of debt	-	-		-	-
Total other financing sources (uses)	1,296,403	538,498		1,296,382	757,905
221 Net change in fund balances	24	13		(256)	
221 Fund Balance (deficit), Beginning	577	577		577	
221 Fund Balance (deficit), Ending	602	591		322	

223 DEBT SERVICE 2023 NOTE (RESTRICTED; DEBT SERVICE)	FY2023 ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	FY2023 AVAILABLE BUDGET
223-36 Investment Income	-	-		-	-
TOTAL REVENUES	-	-		-	-
223-59 Debt Service Principal	750,000	-	-	-	750,000
223-59 Debt Service Interest	-	-	-	-	-
223-51 General Government	150,000	-	-	-	150,000
TOTAL EXPENDITURES	900,000	-	-	-	900,000
Excess (deficiency) of revenues over expenditures	(900,000)	-		-	
223-38 Transfers In	750,000	-		-	750,000
223-58 Transfers Out	(27,350,000)	(7,020,863)		(7,020,863)	(20,329,138)
223-38 Proceeds from issuance of debt	27,500,000	7,020,863		7,020,863	20,479,138
Total other financing sources (uses)	900,000	-		-	900,000
223 Net change in fund balances	-	-		-	
223 Fund Balance (deficit), Beginning	-	-		-	
223 Fund Balance (deficit), Ending	-	-		-	

300 RENEWAL AND REPLACEMENT (COMMITTED; CAPITAL OUTLAYS)	FY2023 ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	FY2023 AVAILABLE BUDGET
300-36 Investment Income	1,900	851		2,183	1,049
TOTAL REVENUES	1,900	851		2,183	1,049
300-59 Capital Outlay	3,114,344	225,827	1,221,939	2,727,007	1,666,579
TOTAL EXPENDITURES	3,114,344	225,827	1,221,939	2,727,007	1,666,579
Excess (deficiency) of revenues over expenditures	(3,112,444)	(224,976)		(2,724,824)	
300-38 Transfers In	1,633,748	147,945		1,539,309	1,485,803
300-58 Transfers Out	-	-		-	-
Total other financing sources (uses)	1,633,748	147,945		1,539,309	1,485,803
300 Net change in fund balances	(1,478,696)	(77,031)		(1,185,515)	
300 Fund Balance (deficit), Beginning	1,900,750	1,900,750		1,900,750	
300 Fund Balance (deficit), Ending	422,055	1,823,720		715,235	

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305 GRANT AND GF CAPITAL PROJECT FUND (RESTRICTED; CAPITAL OUTLAYS)	FY2023				FY2023
	ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	AVAILABLE BUDGET
305-33 Intergovernmental	21,464,395	7,990,885		11,175,852	13,473,510
305-36 Contributions	2,066	-		-	2,066
TOTAL REVENUES	21,466,460	7,990,885		11,175,852	13,475,575
305-53 Physical Environment	-	-	-	-	-
305-59 Capital Outlay	29,254,179	15,404,143	780,966	18,328,108	13,069,071
TOTAL EXPENDITURES	29,254,179	15,404,143	780,966	18,328,108	13,069,071
Excess (deficiency) of revenues over expenditures	(7,787,719)	(7,413,258)		(7,152,257)	
305-38 Transfers In	8,626,841	7,111,552		8,036,408	1,515,289
305-58 Transfers Out	(750,000)	-		(750,000)	(750,000)
Total other financing sources (uses)	7,876,841	7,111,552		7,286,408	765,289
305 Net change in fund balances	89,122	(301,706)		134,152	
305 Fund Balance (deficit), Beginning	(140,925)	(140,925)		(140,925)	
305 Fund Balance (deficit), Ending	(51,803)	(442,631)		(6,773)	

*FY2023 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward

315 IMPACT AND OTHER RESTRICTED (CAPITAL OUTLAYS)	FY2023				FY2023
	ADOPTED BUDGET*	FY2023 YTD Actuals	FY2023 ENCUMBRANCES	FY2023 PROJECTION	AVAILABLE BUDGET
315-32 Impact Fees	105,500	275,744		404,150	(170,244)
315-32 Licenses and Permits	780,000	344,128		995,089	435,872
315-31 Sales and Use Taxes	264,384	103,350		243,024	161,034
315-36 Investment Income	1,920	1,308		3,333	612
315-36 Miscellaneous Revenue	-	-		5,575	-
TOTAL REVENUES	1,151,804	724,529		1,651,171	427,275
315-53 Physical Environment	-	-	-	-	-
315-59 Capital Outlay	6,355,662	126,551	149,228	3,983,248	6,079,883
TOTAL EXPENDITURES	6,355,662	126,551	149,228	3,983,248	6,079,883
Excess (deficiency) of revenues over expenditures	(5,203,858)	597,978		(2,332,078)	
315-38 Transfers In	10,950,000	-		6,387,500	10,950,000
315-58 Transfers Out	(350,008)	(337,779)		(337,779)	(12,229)
Total other financing sources (uses)	10,599,992	(337,779)	-	6,049,721	10,937,771
315 Net change in fund balances	5,396,134	260,199		3,717,643	
315 Fund Balance (deficit), Beginning	3,989,771	3,989,771		3,989,771	
315 Fund Balance (deficit), Ending	9,385,905	4,249,970		7,707,414	

*FY2023 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward

City of Destin, Florida

Balance Sheet - Governmental Funds

	01, 700	102	110	111	122, 125, 127, 129	209, 213, 214, 221	300, 305, 315	2022
Period ended February 28,								
	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	\$ 15,426,870	\$ -	\$ -	\$ -	\$ 5,833,251	\$ -	\$ 1,988,678	\$ 23,248,799
Investments	16,167,820	-	-	-	-	-	-	16,167,820
Due from other funds	1,689,783	-	-	183,041	283,479	-	386,099	2,542,402
Due from other governments	(130,781)	-	-	-	92,203	-	841,488	802,910
Advance to other funds	2,448,824	-	-	-	-	-	-	2,448,824
Accounts receivable - other	135,925	-	-	-	-	-	63,079	199,004
Prepaid items	920	-	-	-	-	-	-	920
Restricted cash and cash equivalents	-	2,159,111	1,085,749	494,331	-	666,547	5,464,506	9,870,245
Total assets	\$ 35,739,360	\$ 2,159,111	\$ 1,085,749	\$ 677,372	\$ 6,208,934	\$ 666,547	\$ 8,743,849	\$ 55,280,923
Liabilities, deferred inflows of resources and fund balances								
Liabilities:								
Accounts payable	331,215	20,080	12,782	29,757	68,938	-	303,808	766,579
Accrued payroll	(128,626)	-	-	-	-	-	-	(128,626)
Unearned Revenue	928	-	-	-	-	-	1,443,505	1,444,433
Due to other funds	850,892	28,188	13,543	211,550	72,168	-	1,365,478	2,541,819
Advance from other funds	-	2,448,824	-	-	-	-	-	2,448,824
Total liabilities	1,054,409	2,497,091	26,325	241,306	141,106	-	3,112,790	7,073,027
Deferred inflows of resources								
Deferred revenue	-	-	-	-	-	-	-	-
Total deferred inflows of resource:	-	-	-	-	-	-	-	-
Fund balances:								
Nonspendable	2,581,251	-	-	-	-	-	-	2,581,251
Restricted	-	-	985,050	431,737	-	666,547	2,877,146	4,960,481
Committed	-	-	-	-	5,928,423	-	601,781	6,530,204
Assigned	1,962,882	112,087	74,374	4,328	139,405	-	2,152,132	4,445,208
Unassigned	30,140,818	(450,067)	-	-	-	-	-	29,690,752
Total fund balances (deficit)	34,684,952	(337,980)	1,059,425	436,066	6,067,828	666,547	5,631,059	48,207,896
Total liabilities, deferred inflows of resources and fund balances	\$ 35,739,360	\$ 2,159,111	\$ 1,085,749	\$ 677,372	\$ 6,208,934	\$ 666,547	\$ 8,743,849	\$ 55,280,923
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (0)	\$ (0)

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

**MINUTES
REGULAR MEETING
DESTIN CITY COUNCIL
APRIL 3, 2023
CITY HALL ANNEX COUNCIL CHAMBERS
6:00 PM**

The Council of the City of Destin met in regular session with the following members and staff present:

Destin City Council

Mayor Bobby Wagner
Councilmember Torey Geile
Councilmember Terésa Hebert
Councilmember Kevin Schmidt

Councilmember Jim Bagby
Councilmember Dewey Destin
Councilmember Johnny King

Destin City Staff

City Manager Lance Johnson
City Clerk Rey Bailey
Finance Director Krystal Strickland
Building Official Noell Bell
Human Resources Director Jamie Dittmer
Deputy Public Works Director JT Hart
Land Use Attorney Kimberly Kopp

Deputy City Manager Webb Warren
Principal Planner Steve O'Connor
Public Information Manager Tamara Young
City Engineer Ryan Scott
Grants/Project Manager Jeffrey Cozadd
City Attorney Kyle Bauman)

CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Bobby Wagner called the meeting to order at 6:00 p.m., which was then followed by the recitation of the Pledge of Allegiance.

AGENDA APPROVAL

Motion by Councilmember Destin, seconded by Councilmember Hebert, to approve the agenda passed 6-0 (Council members Schmidt, King, Hebert, Bagby, Destin, and Geile voted “yes”; Councilmember Sweetser was absent from the meeting).

1. PROCLAMATIONS / RECOGNITIONS / SPECIAL / PUBLIC PRESENTATIONS / ANNOUNCEMENTS

A. TDD Presentation - Jennifer Adams

Tourist Development Director Jennifer Adams provided an update on the current TDC initiatives, through their partnerships with the City of Destin.

- Third year doing the in-market campaign offering more opportunities for visitors through advertising campaigns in key markets.

- Last year's goal: increase visitor spending by 10%.
 - ❖ Increased spending by 32% in 2022.
 - ❖ Put incremental money back into local economy.

Popsicle Carts

3 Locations



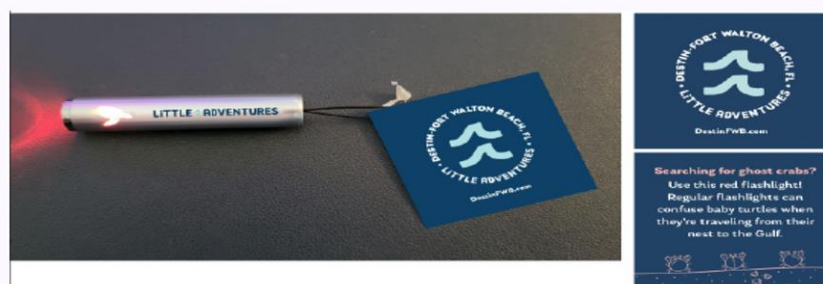
- Will continue with providing free popsicles to the public in 2023.
- Will be working with two local vendors in 2023 to provide/distribute the popsicles on Okaloosa Island and Destin.

Surfboard Signs



- Working with the City of Destin to find the right locations for surfboard signs that provide Little Adventures message and QR codes.
 - ❖ QR codes give information to parents on what they can do while they are here.

Red Flashlights



- Handing out red flashlights on the beach in honor of turtle season, and also for kids hunting in the summertime.
- Adventure message in the tag to learn more about coastal resources on the website.

Elevators



- QR codes on elevators that can be downloaded into the phones to gain more information about different activities.

Permanent Signage



- Signage to provide locations for different adventures

Beach Flags Text Program Expansion



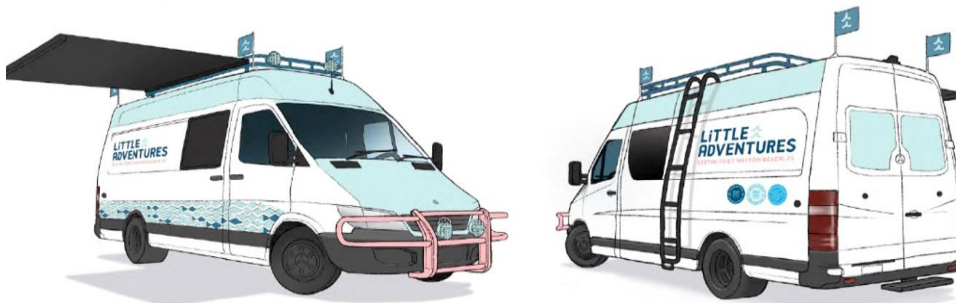
- Beach Flags Text Program implemented last year. Work with DFCD, Okaloosa County Emergency Operations, and the state park. Gather pertinent information and put out an alert each day on beach condition.

Outpost #1



- Outpost #1 back at Crystal Shores. It is in its third year.
- The program gives free lessons to children who want to learn about the local culture.
- Employees local scouts, local experts. Conducted 150 classes last year. The goal this year is 500 classes beginning in May through end of summer.

Outpost #2



- Outpost #2 are roving vehicle that can go on the beach.

Mobile Units



- Mobile units that can go anywhere including the state park if allowed and do smaller “popups” from there.

- B. Destin Pickleball Courts - Kathi Hippi, Treasurer, Emerald Coast Fitness Foundation / Demetrius Fuller, Mattie Kelly Arts Foundation

Ms. Kathi Hippi, Treasurer of the Emerald Coast Fitness Foundation (ECFF), gave the following presentation:

Pickleball continues to grow into one of America's most popular sports:

- Professional Leagues and Teams (Tom Brady and LeBron James own pickleball teams)
- Numerous successful regional tournaments and fundraisers
- Extremely popular activity among active senior citizens, middle-aged and young people.
- Provides healthful, wholesome activity
- School P.E. programs are incorporating pickleball into their curriculum – Varsity sports can't be far behind
- Tracey Clinkscales, USA Pickleball Ambassador, made a very comprehensive presentation to the Council on May 16, 2022
- Communities all across the USA are building courts, repurposing tennis courts, and investing in pickleball court facilities

Current Court Availability

- Buck Destin Park
- Condos & Subdivisions
- Indoors at Destin Community Center
- Destin United Methodist Life Center
- Niceville Senior Center
- Ft. Walton Beach (Jet Dr., Mooney Rd., FWB Tennis Center, FWB Rec Ctr.)
- Beach Weekend private court (\$100/2 hrs)

Limitations of existing facilities

- Small number of courts
- Often restricted to residents, owners, pass-holders
- Driving to FWB is very unpopular
- Lack of available restroom facilities
- Heavy usage – lack of availability
- Lack of supervision, personnel to provide aid in emergency

Destin City Council: Calls for Pickleball Courts

- Since at least September of 2018, and several times since then, the Destin City Council has been approached by individuals requesting that the city include pickleball courts in its recreational sports offering.

- Council members have made positive comments and expressed interest in providing courts for residents.
- The FY 2021 budget included \$30,000 for pickleball courts, which, as was discussed in council minutes, is not enough money to construct more than one court.
- The FY 2022 budget included \$400,000 for pickleball courts, as set aside by the council, but with no clear plans for where, when, or how to build courts. Finding available land has been the largest challenge.
- The Taj Renee Community Aquatic Center (TRCAC) is the former Destin Family YMCA, which sits on a sizeable parcel of land on Commons Drive. It is managed and operated by the Emerald Coast Fitness Foundation, Inc., a local non-profit charity.
- The ECFF leases the TRCAC property from the Mattie Kelly Arts Foundation and operates the facility for the benefit of the public, serving locals and visitors, seniors and school children and providing safe guarded pools and swim training and instruction. The lease started in 2017 for 10 years with a 10-year extension option.
- The usage of the land is governed by the Mattie Kelly Testamentary Trust, which requires that the facilities thereon be used for “providing aquatic programs, and recreational activities for children under the age of 21, the elderly over the age of 55, and the public in general.”

Concept Drawings

The space available on the property can accommodate up to 10 pickleball courts.



ECFF Proposal

- There is space on the property to construct as many as 10 pickleball courts. Engineering evaluation has determined that existing parking spaces for the Aquatic Center are adequate for development of pickleball courts.
- These courts would be adjacent to existing ample bathroom/locker room facilities with ADA facilities.
- Courts would be constructed in a fence-in area immediately south of the current locker room building. Single entry point at the Aquatic Center entrance will provide control and security.
- Usage of the courts would be managed by the ECFF, which will also provide supervision, lighting, maintenance, and security.
- City of Destin provides the \$400,000 it currently has budgeted for pickleball courts, and ECFF will construct as many courts as possible for that amount.
- City of Destin commits to annual support stipend to ECFF: 50% of which will go into a reserve fund for court repairs, maintenance, upgrades, expansion, etc. Other 50% will go to ECFF genal fund for operations of the TRCAC
- Pickleball participation fees will be very reasonable, in order to encourage as much participation as possible.
- Guests and Snowbirds will be welcomed.
 - ❖ Opportunities for engagement with visitors at events, locations, etc., to give out coupons or passes.
 - ❖ Partnerships with hotels/condos to offer pickleball playing opportunities to guests.
 - ❖ Pickleball lessons – group and private
- Teams and Leagues
 - ❖ Local groups
 - ❖ Business sponsors
 - ❖ Community Activity – teams and leagues
 - ❖ Inclusiveness
 - ❖ School, P.E. Programs, Clubs, and Teams
- Hosting Tournaments
 - ❖ Attract participants from throughout the region.
 - ❖ Support tourism
 - ❖ Fundraisers for ECFF and other charities
- Year-round usage is possible. Outdoor courts in the area are busy year-round.
- ECFF will assume costs related to operation of the courts.
 - ❖ Subscription to online scheduling application.
 - ❖ Hire additional staff to provide service to pickleball patrons.
 - ❖ Provide electricity for lighting.
 - ❖ Maintain the courts.
 - ❖ Absorb additional expenses related to restroom/locker room usage.
 - ❖ Provide first-aid and emergency response by qualified individuals.

Beneficiaries

- ECFF: Proceeds from all fees/rentals paid for participation would go to ECFF. Also, expanded exposure and member opportunities for the Aquatic center.
- City of Destin: Credit for providing pickleball courts for residents and guests. Provide a venue for community league sports.
- Destin Residents: Discounts or free participation for open pay.
- Local Businesses: Opportunities for local businesses to sponsor and advertise on fence screens and signs around the court area. Another opportunity to host guest in hotels and restaurants.
- Pickleball Community: An accessible, reliable facility for people to learn, practice, play, compete and grow the sport.

Construction Costs

- Destin Parks & Rec staff obtained an all-inclusive cost estimate on a prepared site of \$75,000 per court. \$400,000 would build 4-5 courts at that price depending upon engineering and site work costs.
- ECFF is working to obtain pricing estimates from local suppliers, which we feel will allow us to construct more than 5 courts for the \$400,000.
- The ECFF cannot provide any of its funding for this construction project and will not enter into any sort of debt arrangement.
- Additional donations from other organizations and citizens to enhance or expand the project would be accepted.
- ECFF will not conduct any fundraising activities to raise additional capital to construct courts.

Summary

- Pickleball Courts at the Taj Renee Community Aquatic Center would be a “Win-Win” for the City of Destin and the ECFF
- ECFF can provide land, locker rooms, operational support, and safety staff, which are not collectively available anywhere else.
- City of Destin can apply dedicated funds to a project that has been discussed for years and obtain a far superior result than could be obtained for that amount of funding in any other location.
- Our community will benefit from this facility across age, gender, racial, socioeconomic, and residency categories. That benefit will include healthy, wholesome, fun activity for families and individuals of all ages.
- This facility will improve the attractiveness of Destin as a vacation, sports tourism, and residential destination.
- The ECFF will benefit from increased revenue and facility exposure to the community, while sustaining and even elevating Mattie Kelly’s intended usage of the property for community recreation and fitness opportunities

Councilmember Destin moved to direct the City Manager to enter into negotiations with the Emerald Coast Fitness Foundation and the Mattie Kelly Arts Foundation and bring back for council's approval by the first meeting in May a proposed interlocal agreement to go forward with this project; seconded by Councilmember Hebert.

Councilmember Schmidt asked about some of the estimates the city has received lately for the construction of pickle board courts.

According to Ms. Pam Brasseth, ECFF Secretary, they have received various estimates ranging from \$62,500 to \$80,000 for each court. She stated that a company in Milton provided an estimate of \$330,000 for 10 courts, which is their goal for the initial phase of this project. However, the plans show the fences are not high enough and there is no lighting. It is estimated it would cost approximately \$137,000 to light up the 10 courts. They plan to go back to this company and request a bid that would include lighting and a 6-foot fence all the way around the 10 courts. They expect that bid to be between \$400,000 to \$500,000.

Councilmember Schmidt questioned the proposed annual support stipend to ECFF, stating he would be cautious setting aside that money in the general fund on an annual basis.

Ms. Hippi explained that they will incur an increased cost of electricity, maintenance, supplies, and possibly for additional staffing needs, and that the \$400,000 they will receive from the city will not cover all these costs.

Councilmember Schmidt reasoned that it is part of ECFF's responsibility to budget appropriately and have the finances to support the daily functions of the organization.

Councilmember Bagby stated that this matter should have been brought before the Parks and Recreation Committee so they could have given their recommendations to the city council. He asked that they obtain the committee's input on this proposal. He also stated that the \$400,000 which is to be used to fund this project belongs to the citizens of Destin and they should be provided at least a citizen's discount for using the facility. He also added that ECFF should charge more, if necessary, to cover the increased costs they will incur for building the pickleball courts.

Councilmember Bagby noted there is currently enough parking for the normal use of the pool. He wants to make sure there is a plan to add more parking to accommodate the pickleball court users.

Councilmember Destin stated that he expects the interlocal agreement to address all the questions and comments from the council members.

Motion passed 6-0 (Council members Schmidt, King, Hebert, Bagby, Destin, and Geile voted "yes"; Councilmember Sweetser was absent from the meeting).

2. PUBLIC COMMENTS

Capt. Gary Jarvis, a Destin resident, expressed his support for approving the purchase of two properties for the crosstown connector, which is an item listed on tonight's agenda. He also stated that he is a strong proponent of the Destin City Center and very interested in learning whether the new owners of the property where the new Publix Shopping Center will be built are interested in selling part of that property to the City of Destin to be used as a future site for the city center.

According to the City Manager, the city's Community Development Director has reached out to the Publix representatives about potentially selling the city parts of the property. They have indicated that they are not interested in doing so at this time. They are currently pursuing their own ideas for that site.

Mr. Ron Sandstead, a Destin resident and business owner, urges the council to preserve Destin's natural beauty. He stated that beach access is fast becoming a thing of the past, available only to the privileged few. He stated that he likes the idea of purchasing properties for beach access and urges the council to continue doing so. He also noted that Linear Park has always been intended to be a park; however, the current plan shows it basically being a roadway with medians and crosswalks. There will be no such things as bike or jogging trail, available parking for park goers, picnic areas, arts, and ability for people to relax and enjoy nature. He further stated that the roadway is connected to US Hwy 98 in two places which would guarantee a lot of traffic for what is supposed to be a park. He urged the council to stop the construction of the roadway and give the residents a real linear park.

Mr. Jim Wood, a Destin resident and Chairman of the Public Works and Safety Committee, addressed an item under Consent Agenda tonight which is a request to purchase 6 flashing pedestrian crossings for \$60,000. He reported that the city recently installed 4 pedestrian crossing systems – 3 at mid-block crossings on Airport Road and one at a mid-block crossing on Legion Drive. He continued that if these fixtures are authorized for purchase, they can be placed at Beach Access crossings in the Crystal Beach area, or at alternate locations to include Beach Drive at Spring Lake Drive by the Destin Elementary School and Benning Drive at Azalea. He recommends approval of the request.

Councilmember Hebert asked the committee to consider placing a flashing pedestrian crossing in front of Main Street Park. She stated there is a lot of vehicular traffic in that area and pedestrians going into and leaving the park are constantly crossing the street with their dog.

Ms. Jan Rapper, a Destin resident, stated that the placement of the flashing stop signs on Kelly and Main following an accident that killed a young child has worked for a while to slow down traffic. However, the speeding and passing of other vehicles are out of control once motorists pass the Main Street Park. There are a lot of pedestrians and people riding their bicycles in that area. She stated that placing two speed humps just north of Main Street Park will help slow traffic down and ensure the safety of pedestrians.

3. CONSENT AGENDA

- A. Budget transfer of \$50,000 from the fund balance to the council contingency
- B. Miscellaneous Concrete Services Contract, unit price schedule adjustment
- C. Floodplain Management Program, 2022-2023 Annual Progress Update, informational item
- D. Lighted Pedestrian Crossing Fixtures, authorization to purchase
- E. TDC FY24 Expenditure Plans for the promotion of tourism
- F. Approval of minutes of March 20, 2023, Regular City Council Meeting
- G. Approval of minutes of March 20, 2023, City Council Executive Session
- H. Approval of minutes of February 23, 2023, City Council Workshop
- I. Minutes of Board & Committees

Motion by Councilmember Hebert, seconded by Councilmember King, to approve Consent Agenda items 3A thru 3I, as printed above, passed 6-0 (Council members Schmidt, King, Hebert, Bagby, Destin, and Geile voted “yes”; Councilmember Sweetser was absent from the meeting).

4. CITY MANAGER REPORTS

- A. Acquisition of Property for the Crosstown Connector

The City Manager noted that the staff is seeking approval for the purchase of 602 and 604 Sandalwood Drive. If approved, it will leave just one more piece of property to acquire.

Councilmember Destin noted that it is stated in the agenda report that they are building the crosstown connector to relieve traffic congestion on U.S. Highway 98. He asked whether that would be a stipulation for the city to qualify for the FDOT TRIP funding.

Staff will review the FDOT TRIP funding agreement and provide a response.

Councilmember Hebert moved to approve the purchase of 602 Sandalwood Drive and authorize the City Manager to execute the purchase agreement and proceed with closing; seconded by Councilmember King. Motion passed 6-0. (Council members Schmidt, King, Hebert, Bagby, Destin, and Geile voted “yes”; Councilmember Sweetser was absent from the meeting).

Councilmember Hebert moved to approve the purchase of 604 Sandalwood Drive and authorize the City Manager to execute the purchase agreement and proceed with closing; seconded by Councilmember King. Motion passed 6-0. (Council members Schmidt, King, Hebert, Bagby, Destin, and Geile voted “yes”; Councilmember Sweetser was absent from the meeting).

Councilmember Schmidt asked staff to provide its plan to obtain the last piece of property necessary to move forward with the project by the next council meeting.

B. Announcements

1. The Harbor Capacity Study Steering Committee will meet on Monday, April 10th, 5:30 p.m, in the Annex Council Chamber. Army Corp of Engineers will be in attendance to present the draft Harbor Carrying Capacity Study Report. In preparation for the report, vessel traffic patterns were assessed at the Destin Harbor entrance over the 2022 summer season as well as observations of usage at several key harbor facilities.
2. Easter Egg Hunt at the Destin Library on Wednesday, April 5th, 10:00 a.m., for toddlers and preschoolers .
3. Annual City of Destin Easter Egg Hunt on Saturday, April 8th, at Morgan's Sports Center, beginning at 9:00 a.m., for youths ages 12 and under.
4. Twenty-eight Parks and Recreation employees received training and obtained their CPR certification last week. Twenty-eight out of 32 departmental employees are now CPR-certified.
5. Seven articles were written and submitted to local and regional magazines. The city had a 100-pickup rate.
6. A video created by the city featuring Henderson Beach State Park is now being used by the Florida State Park system as part of their state-wide promotions.
7. Sick leave usage by city staff this quarter was down 10% from the first quarter.
8. There were 5 training sessions on health, wellness, and policy education for staff.
9. Performance evaluations showed 18% were "meeting expectations"; 36% were "exceeding expectations"; and 45% were "clearly outstanding."
10. Nine full-time and 3 part-time employees were hired last quarter, and the city had 6% organizational growth from the first quarter.
11. The Public Works Director and the city's Emergency Management Director is currently attending the National Hurricane Conference.
12. There will be a community yard sale on Saturday, April 15th, from 8:00 a.m. to noon at Buck Destin Park. Those who wish to be a vendor can reserve a spot by calling the Destin Community Center.

5. PUBLIC HEARINGS

A. Jake Hebert of Custom Tower LLC, on behalf of Destin Water Users, Inc. and Okaloosa County, is requesting approval of a Minor Development Order. The project scope consists of the construction of a new 911/P25 communication tower and the associated site infrastructure. The project is proposed at 218T Main Street (Parcel ID: 00-2S-22-0000-0058-0110)

The City Attorney asked whether there have been any ex-parte communications that have taken place pertaining to this project.

Each mayor and council member expressed that they could render an unbiased decision on this matter tonight regardless of any discussion they might have had regarding it.

The City Attorney sworn in the following individuals for testimony:

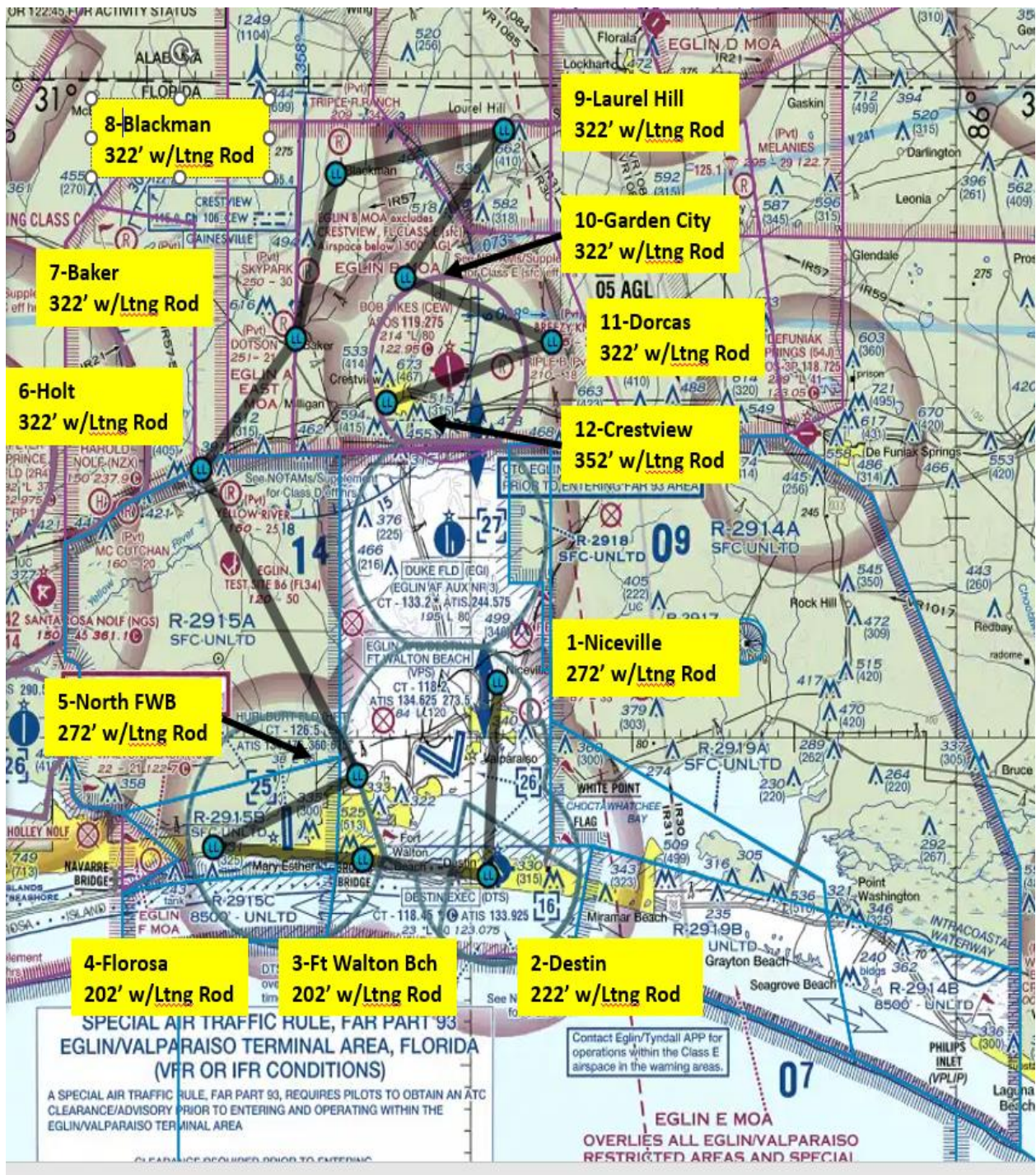
- Principal Planner Steve O'Connor
- Craig Coffey, Deputy Okaloosa County Administrator
- Mike Buckingham
- Patrick Maddox, Okaloosa County Emergency Management Director
- Major David Allen, Administration Bureau of Okaloosa County Sheriff's Office
- Cristina Girardi, Williams Communications, Inc.

Deputy Okaloosa County Administrator Craig Coffey presented the project:

Okaloosa P25 Public Safety Radio Communications System Destin Tower

12 Tower Countywide System





Tower Location Search Area

Green Circle – 150ft tower
Search Area

Red Circle – 200ft tower
Search Area

Note:

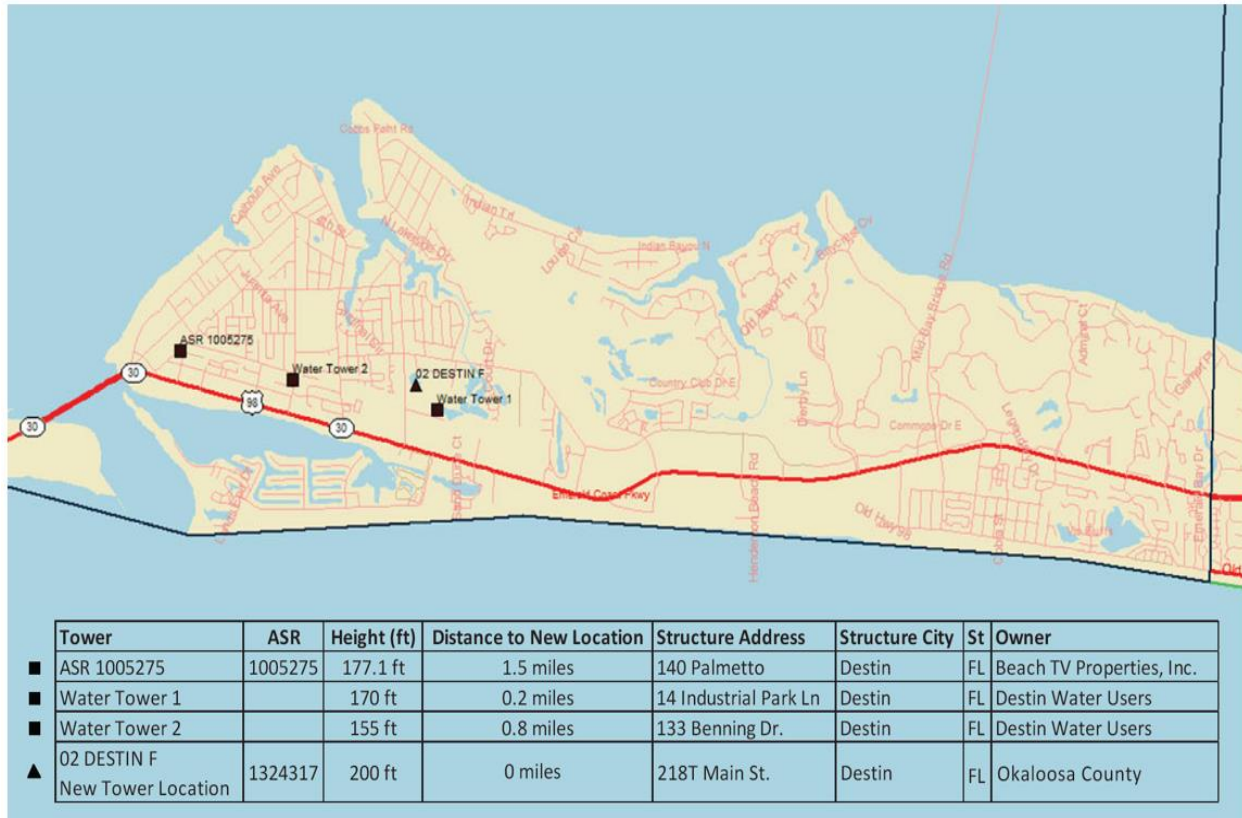
Any location outside
the red circle would
**require 2 separate
towers in Destin**



Considered Tower Locations

	Address	Property Type	Assessment Results
1	Indian Trail	Vacant/County	Did not clear airport flight path
2	1001 Airport Rd	Airport	Airport did not approve tower in their parcel
3	100 Indian Bayou Trail	Country Club	Did not clear airport flight path
4	1 Country Club Dr E	Country Club	Did not clear airport flight path
5	14 Industrial Park Ln	170ft Water Tank	Height did not meet system coverage Requirements / Would Need Second tower in East Destin
6	3950 Commons Dr	Recreational Park	City of Destin did not approve tower in this location
7	218 Main St	DWU	Cleared Airport, Eglin, FAA, FCC, Environmental and Historical; (1) 200ft tower needed with top mounted antennas
8	133 Benning Dr.	155ft Water Tank	Height did not meet system coverage Requirements / Would Need Second tower in East Destin (Outside search area)
9	140 Palmetto	177ft Tower	Height did not meet system coverage Requirements / Would Need Second tower in East Destin (Outside search area)
10	Mid-Bay Bridge Rd	Elementary School	Would Need Second tower in West Destin to meet coverage requirement (Outside search area)

Existing Towers in Destin



Existing Tower Collocation Considerations

- Existing Tower Not Designed as Category III Exposure
 - May not be able to survive hurricane speed winds
- Depend on space available on the tower to place equipment
- Cost to reinforce the tower to support new equipment
- Depend on space available on the ground to add Shelter/Generator and LP tank
- Ongoing lease expense
- Lack of control over lease increase
- Lack of control on who access the site and climb the tower
- Need to upgrade site grounding if it does not meet manufacturer requirement
- Lack of ability to expand

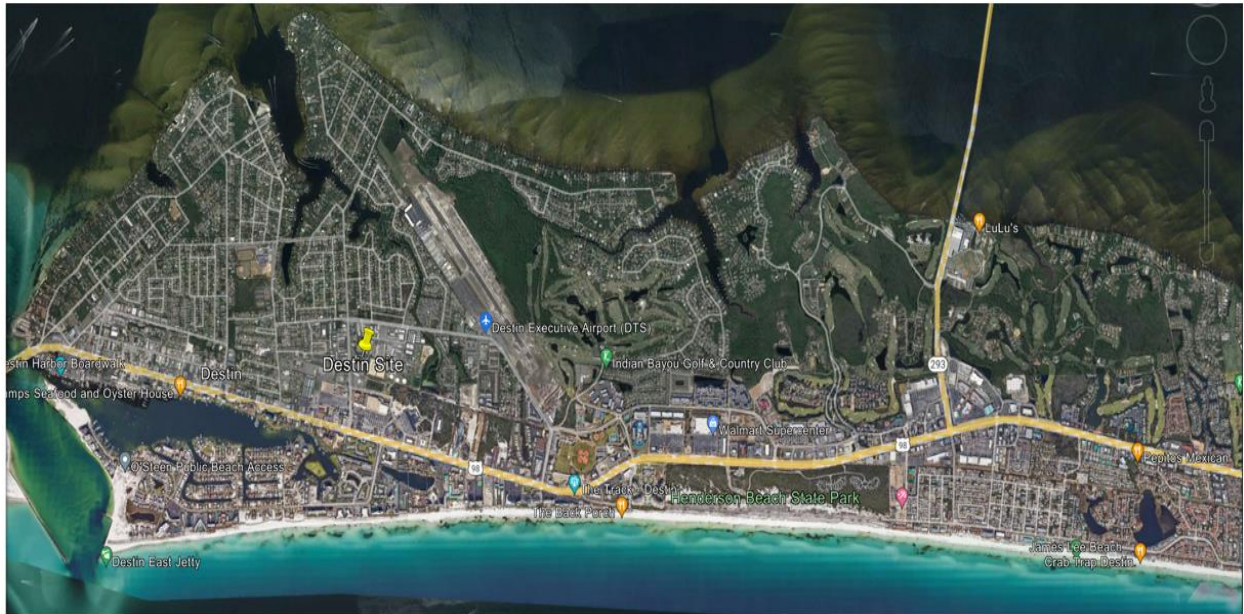
Water Tower Collocation Considerations

- All concerns related to a regular tower collocation in last slide still apply, in addition:
- Need engineered antenna structure on the top of the tank that will survive hurricane wind speeds
- Reinforcement of a Water Tower may not be possible or financially feasible to survive hurricane wind speeds
- Water tank steel interferes and reduces antenna signal
- Underground pipelines can be in the way of grounding and electrical system
- Forced Public Safety Radio System **down time** during water tank maintenance
- Re-occurring cost to remove and reinstall equipment every time tower is repainted

Minimum Regulatory and Permit Process Timeline for any new Site 1 Year

- Secure Site Location by County – 2 to 3 months
- Federal, State and Local Regulatory and Permitting Timeline after Site is Secured – 8 to 9 months
 - Gather information for NEPA/SHPO/FAA/FCC Applications – 1.5 months
 - Survey, Archeological soil borings and analysis, Environmental Assessment
 - NEPA/SHPO/FAA/FCC Processes – 4 to 5 months
 - After FAA Determination and NEPA complete, FCC issues Antenna Structure Registration (ASR)
 - Destin Variance Process – 1 month
 - Destin Development Order Process – 1 month
 - Destin Building Permit process – 3 weeks

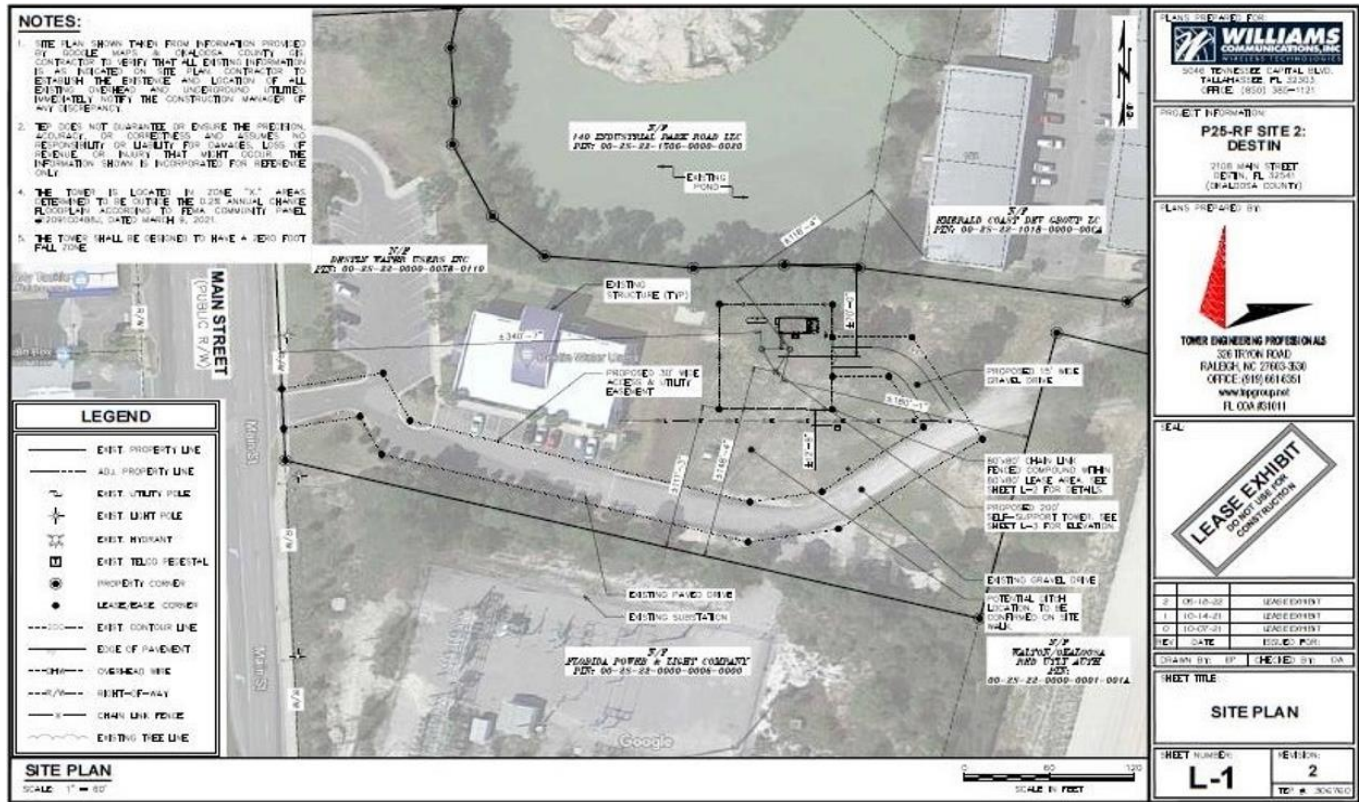
Pinned Location



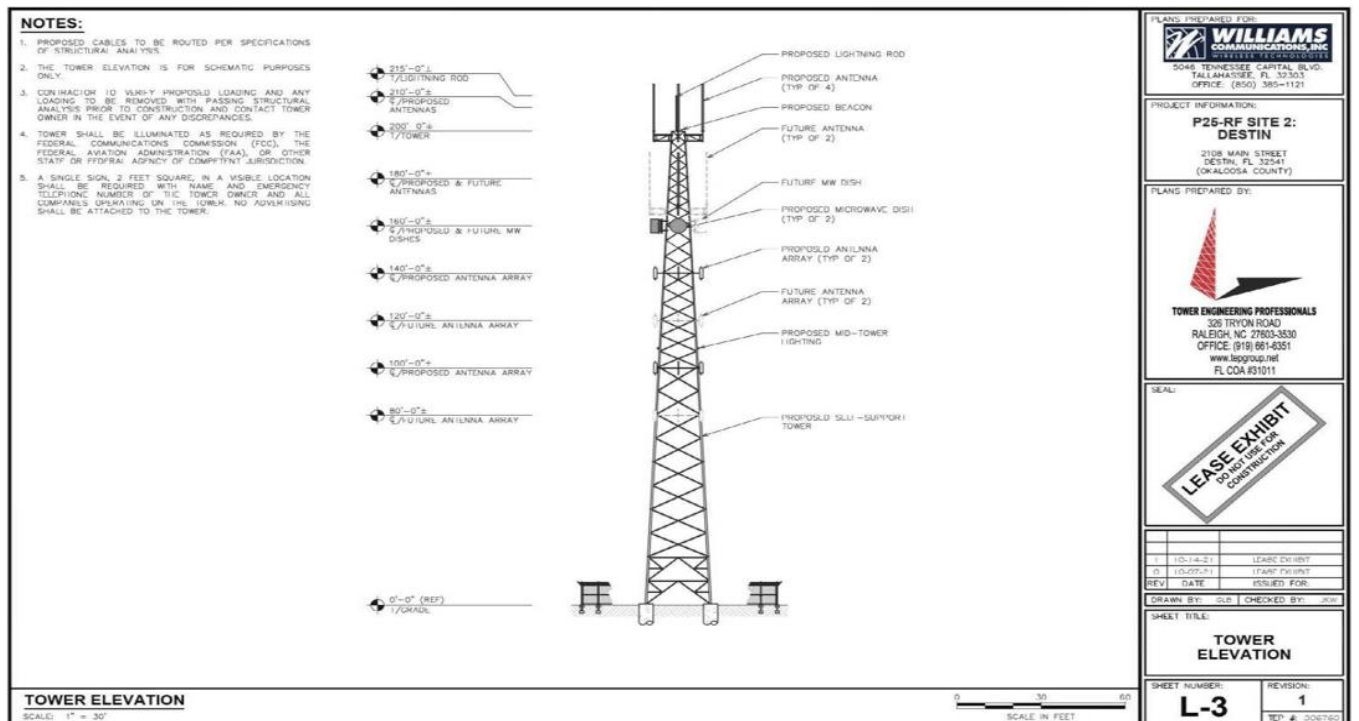
PORTABLE RADIO IN-BUILDING COVERAGE
DWU SITE - 200FT TOWER COVERAGE **97.7%**
(95% IS MINIMUM RFP REQUIREMENT)



Destin Tower Site Layout



Initial Destin Tower Apparatus



FAA Clearance - Feb 16, 2023



Mail Processing Center
Federal Aviation Administration
Southwest Regional Office
Obstruction Evaluation Group
10101 Hillwood Parkway
Fort Worth, TX 76177

Aeronautical Study No.
2022-ASO-39598-OE

Issued Date: 02/16/2023

Zan Fedorak
Okaloosa County
1759 S Ferdon Blvd
Crestview, FL 32536

**** DETERMINATION OF NO HAZARD TO AIR NAVIGATION ****

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure:	Antenna Tower Destin
Location:	Destin, FL
Latitude:	30-23-40.20N NAD 83
Longitude:	86-28-56.10W

Eglin Clearance Partial email

- Here is the email from Eglin confirming clearance for our of our 12 towers. As you know, we did intensive tower location research before meeting with Eglin in May 2021 and provided all the information they requested.
- The attachment shows the Eglin analysis of the tower locations in relation to their flight paths and communications signals impact. Eglin modified an internal procedure in order to allow Niceville tower to be at 272' overall height in support to the proposed public safety radio system.
- Richard Morgan approves or rejects an FAA Hazard Request on behalf of Eglin after reviewing all documents submitted by the FAA. For Destin he approved the FAA request as "No Hazard".

*From: MORGAN, RICHARD A GS-12 USAF AFMC 96
OSS/OSAR <richard.morgan.2@us.af.mil>
Sent: Wednesday, June 1, 2022 7:54 AM*

To: Cristina Girardi <cgirardi@wmscom.com>

*Subject: FW: Follow up::RE: Okaloosa P25: Tower and
Antenna Height Air force Clearance Request*

Cristina,

*I don't see any issues with these towers, except the one in
Niceville, but I can mitigate that one. Here is also a document
Hastings put together, looks fine.*

FCC Tower Registration



**UNITED STATES OF AMERICA
FEDERAL COMMUNICATIONS COMMISSION
ANTENNA STRUCTURE REGISTRATION**



OWNER: Okaloosa County

FCC Registration Number (FRN): 0024540205

ATTN: Mr. Dan Sambenedetto Okaloosa County 1250 Eglin Pkwy N Suite 303 Shalimar, FL 32579	Antenna Structure Registration Number 1324317
	Issue Date 03/28/2023
Location of Antenna Structure Off Industrial Park Road Destin, FL 32541 County: OKALOOSA	Ground Elevation (AMSL) 4.9 meters
	Overall Height Above Ground (AGL) 68.0 meters
Latitude 30- 23- 40.2 N	Longitude 086- 28- 56.1 W
NAD83	
Overall Height Above Mean Sea Level (AMSL) 72.9 meters	
Center of Array Coordinates	
Type of Structure	

Following the presentation, the mayor opened a public hearing to receive comments for or against the proposed project.

Major David Allen, Administration Bureau at Okaloosa County Sheriff's Office, noted that during Parkland and Uvalde school shooting situations, the communities knew there was a problem with their radio system. After these tragedies happened was when things started moving forward with this project. A similar tragedy could come into this community, and although they have contingencies and plans to be able to deal with this type of situation and still will be able to provide that service; however, having this system in place will result in improved efficiency. He urged the council not to delay approval of this project.

Mike Buckingham, a Destin resident, and a Destin Fire Control District (DFCD) Board Commissioner stated that this proposed tower is badly needed in this community. The radio frequency will be much stronger with the new system. He stated that DFCD fully supports this structure.

Mr. Patrick Maddox, Okaloosa County Public Safety Director, stated that a radio system such as this with a great capability that it has moving into the future is badly needed in this community and will definitely enhance their disaster preparedness.

Having no further comments from the public, the mayor closed the public hearing portion and turned the matter over to the city council for their discussion and consideration.

Councilmember Bagby explained that the main issue at Eglin AFB is the Gulf Coast Test and Training Range, more so than the air operations, which is why he reached out to the Eglin Test Wing. There have been concerns in the past about some tall structures the city approved that would inhibit their capabilities. And though he is a big proponent of public safety, he cannot support this project until he hears back from Ms. Sally Curran, lead civilian, or General Geraghty, Commander, 96th Test Wing at Eglin, stating they have no issues with this particular tower.

Councilmember Bagby moved to continue this item to the next city council meeting, seconded by Councilmember Schmidt.

Councilmember Destin wants to know how a two-week delay could affect the project.

Mr. Coffey requests approval of the project tonight, stating it was publicly advertised almost 6 months ago. He stated they are building 11 towers, and that AT&T and Verizon are building towers all over the county. The county has followed all the rules, especially the City of Destin's and the FAA's. He continued that this tower will not affect Eglin's mission. They have met with Eglin representatives and discussed this matter several times. He added that every delay adds months to this process and that they cannot afford to wait.

Councilmember Schmidt asked whether Destin Airport is a better location for the tower.

Cristina Girardi, Williams Communications, Inc., stated that Airports Director Tracy Stage had some concerns and expressed his reservations about placing this tower anywhere near the airport control tower.

According to Mr. Coffey, they have looked at certain airport locations for this tower. With the height they needed they would have had to place the tower near the residential areas which they had chosen not to do.

Councilmember Schmidt asked whether 908 Airport Road, which is the City of Destin property, was considered for the tower location.

Mr. Coffey noted that various locations were discussed during initial meetings with staff several months ago, and that he was not sure whether it involved this particular property.

Councilmember Destin offered a substitute motion to approve this project contingent upon not receiving adverse comments about it from Eglin AFB prior to the next council meeting; seconded by Councilmember Hebert.

Councilmember Bagby stated that he would have considered this motion had it not been for the fact that the county considered placing the tower at the airport but that the airport's director had some reservations about it.

Councilmember Destin stated that potentially looking for another site for this tower would delay the project for a lot more than two weeks.

Councilmember Geile recommends going forward with this project for the welfare and safety of the citizens and to assist the first responders who risk their lives for the public daily.

The mayor called for a vote on the substitute motion, which passes 5-1 (Council members Schmidt, King, Hebert, Destin, and Geile voted "yes"; Councilmember Bagby voted "no"; Councilmember Sweetser was absent from the meeting).

B. Ed Stanford of CORE Engineering & Consulting, Inc., on behalf of Heron's Nest LLC, is requesting approval of a Minor Deviation to a Minor Development Order. The project scope includes the construction of a new commercial dock that houses twenty-five (25) slips plus one (1) transient slip, for a total of 26 slips total. The project is proposed at 105 & 109 Calhoun Avenue (Parcel IDs: 00-2S-22-0630-0000-1211 & 00-2S-22-0630-0000-1210).

The City Attorney asked if there have been any ex-parte communications that have taken place pertaining to this project.

Each mayor and council member stated they have not been involved in any ex-parte communications regarding this project.

The City Attorney sworn in the following individuals for testimony:

- Principal Planner Steve O'Connor
- Ed Stanford, Core Engineering & Consulting, Inc.
- Mike Buckingham, applicant

The Land Use Attorney requests staff enter the staff report into the record as Staff's Exhibit A.

With no objections from the applicant, the mayor entered the staff report into the record as Staff's Exhibit A.

Mr. Mike Buckingham noted that this project as outlined in the staff report was approved by the Harbor and Waterways Board, and that he is available to answer any questions from the council.

Councilmember Geile asked whether the applicant has any objections to adding a stipulation in the development order that there would only be one vessel per slip.

Mr. Buckingham stated he has no objections.

The mayor opened a public hearing to receive comments for or against the project.

Capt. Gary Jarvis, a Destin resident, stated that the added stipulation that there would only be one vessel per slip would alleviate some of the people's concerns.

Having no further comments from the public, the mayor closed the public hearing and turned the matter over to the city council for their discussion and consideration.

Councilmember Geile moved to approve the development order for the dock with a written stipulation that there would only be one vessel per slip; seconded by Councilmember Hebert. Motion passed 6-0 (Council members Schmidt, King, Hebert, Bagby, Destin, and Geile voted "yes"; Councilmember Sweetser was absent from the meeting).

6. COMMENTS / PRESENTATIONS FROM MAYOR, COUNCIL, LAND USE ATTORNEY AND CITY ATTORNEY

A. Councilmember Sweetser

B. Councilmember Geile

1. Staff pay and personnel positions

Councilmember Geile requests the following information be presented to council for their consideration at the next budget workshop:

- Written justification to hire a lobbyist.
- Written justification for an assistant to the Public Information Manager
- Clear cut plan to fill the positions in Public Works that have been vacant for a long period of time
- Clear cut plan to fill the vacant IT Director position
- Written justification for an engineering tech position at the CD Department

2. Unlicensed Contracting

Councilmember Geile gave the following presentation:

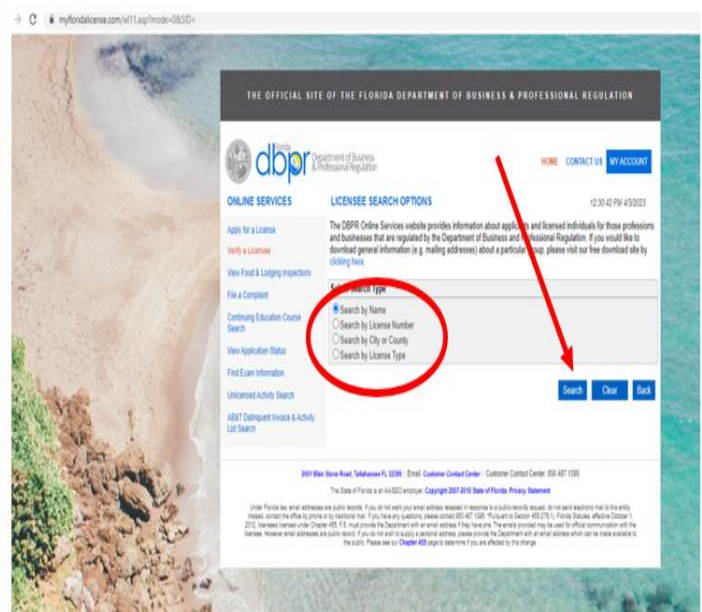
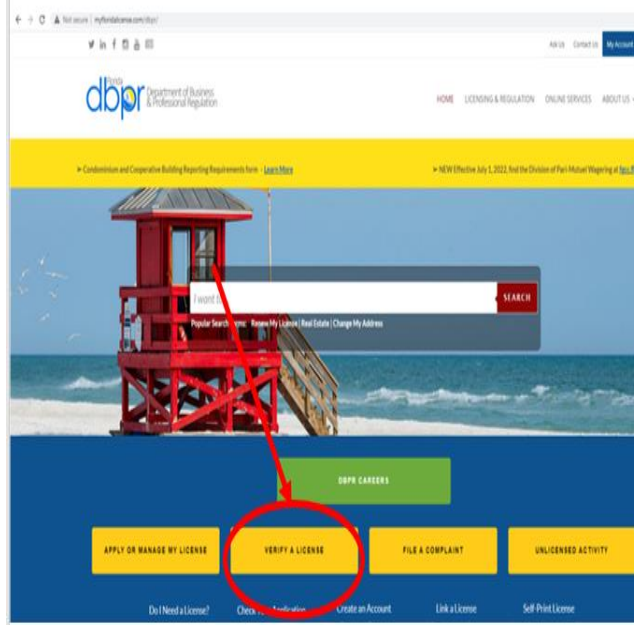
Licensed Contractor

- State Certified – Meets the State of Florida’s Requirements to Perform Contracting Associated with Licensure.
 - Can work anywhere in the state of Florida
- Registered – Meets County’s requirements to Perform Contracting Associated with Licensure.
 - Can only work in the county issuing the license or counties accepting reciprocity.

How to Verify A Contractor is Licensed

www.myfloridalicense.com

Begin the Search



Enter Information on the Contractor

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION

dbpr Department of Business & Professional Regulation

HOME CONTACT US MY ACCOUNT

12:33:43 PM 4/9/2023

LICENSEE SEARCH OPTIONS

Search License by Name

Name Information

Search By Individual Name

Last Name:

First Name:

Middle Name:

Or Search By Organization/Establishment Name

Organization/Establishment Name:

☐ Search Names Beginning with Exactly What You Typed

☐ Include Names With Alternate Spellings To What You Typed

Additional Search Criteria

License Category:

License Type:

Special Qualification:

City:

County:

State:

☐ Include Historic Licenses

Licenses Per Page: 10

Penalties for Unlicensed Contracting

- **ACCORDING TO FLORIDA STATUTE 489.127**
- 1st Offense is a 3rd degree Misdemeanor under section 775.082
- Multiple Offenses are a 1st degree Misdemeanor under 775.083
- During State of Emergency 3rd degree Felony under section 775.083

Problems With Unlicensed Contracting

- Unlicensed Contractors can not apply for a permit.
 - Insurance Companies will not accept unlicensed/unpermitted work.

Insurance Will Require Remediation

- Homeowner contracts an Unlicensed contractor to perform work.
- Homeowner sells the home after the work is performed.
- Buyer has no knowledge the work was unlicensed and not permitted.
- BUYER IS RESPONSIBLE TO RECTIFY THE DISCREPANCY OR
INSURANCE COMPANY CAN REFUSE COVERAGE!!!

Problems With Unlicensed Contracting

- Unlicensed Contractors can not apply for a permit.
 - Insurance Companies will not accept unlicensed/unpermitted work
- Unlicensed Contractors are not properly insured.
 - Makes the homeowner potentially liable for injuries or damages.
- No Repercussions for Poor Ethics/Workmanship.
 - **FLORIDA UNIFORM FEDERAL LIEN REGISTRATION ACT**

FLORIDA UNIFORM FEDERAL LIEN REGISTRATION ACT

• ACCORDING TO FLORIDA'S CONSTRUCTION LIEN LAW (SECTIONS 713.001-713.37, FLORIDA STATUTES), THOSE WHO WORK ON YOUR PROPERTY OR PROVIDE MATERIALS AND SERVICES AND ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YOUR PROPERTY. THIS CLAIM IS KNOWN AS A CONSTRUCTION LIEN. IF YOUR CONTRACTOR OR A SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUB-SUBCONTRACTORS, OR MATERIAL SUPPLIERS, THOSE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE ALREADY PAID YOUR CONTRACTOR IN FULL. IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY. THIS MEANS IF A LIEN IS FILED YOUR PROPERTY COULD BE SOLD AGAINST YOUR WILL TO PAY FOR LABOR, MATERIALS, OR OTHER SERVICES THAT YOUR CONTRACTOR OR A SUBCONTRACTOR MAY HAVE FAILED TO PAY. TO PROTECT YOURSELF, YOU SHOULD STIPULATE IN THIS CONTRACT THAT BEFORE ANY PAYMENT IS MADE, YOUR CONTRACTOR IS REQUIRED TO PROVIDE YOU WITH A WRITTEN RELEASE OF LIEN FROM ANY PERSON OR COMPANY THAT HAS PROVIDED TO YOU A "NOTICE TO OWNER." FLORIDA'S CONSTRUCTION LIEN LAW IS COMPLEX, AND IT IS RECOMMENDED THAT YOU CONSULT AN ATTORNEY.

Problems With Unlicensed Contracting

- Unlicensed Contractors can not apply for a permit.
 - Insurance Companies will not accept unlicensed/unpermitted work
- Unlicensed Contractors are not properly insured
 - Makes the homeowner potentially liable for injuries or damages.
- No Repercussions for Poor Ethics or Workmanship.
 - **FLORIDA UNIFORM FEDERAL LIEN REGISTRATION ACT**
 - **FLORIDA HOMEOWNERS' CONSTRUCTION RECOVERY FUND**

FLORIDA HOMEOWNERS' CONSTRUCTION RECOVERY FUND

• YOU HAVE CERTAIN RIGHTS UNDER FLORIDA LAW IF YOU HAVE SUFFERED DAMAGES CAUSED BY THE FINANCIAL MISMANAGEMENT OF A **LICENSED CONTRACTOR OR CONSTRUCTION COMPANY** WITH WHOM YOU HAVE SIGNED A CONSTRUCTION CONTRACT.

• YOU MAY BE ELIGIBLE IF YOU SUFFERED MONETARY LOSS DUE TO CERTAIN ACTS BY THE CONTRACTOR, FINANCIALLY RESPONSIBLE OFFICER, OR BUSINESS ORGANIZATION LICENSED UNDER CHAPTER 489, PART I, s. 489.105(3) FLORIDA STATUTES. SEE INTERNET WEBSITE: <http://www.leg.state.fl.us>.

• YOU ARE NOT COVERED BY THIS FUND IF YOU UTILIZE A "HANDYMAN" OR A CONTRACTOR THAT IS PERFORMING A FUNCTION IN WHICH THEY ARE NOT LICENSED. KNOWINGLY UTILIZING UNLICENSED CONTRACTORS TO PERFORM A SCOPE OF WORK REQUIRING A LICENSED CONTRACTOR CAN RESULT IN A \$10,000 FINE TO THE OWNER OR OWNERS' REPRESENTATIVE.

Poor Workmanship

- Homeowner paid an Unlicensed Contractor (UL) fix a leak
- ULC covered up existing damage
- Area began to leak again
- Licensed contractor found the issue was exacerbated by poor workmanship
- \$4,000 simple repair became \$55,000 avoidable nightmare

Work that can be performed without a license

Handyman scope of work or work not requiring a licensed contractor according to the City of Destin.

HANDYMAN SCOPE OF WORK

Handyman (General Maintenance) can be issued as an occupational license and/or a specialty contractor registration to perform non regulated work as defined in FS 489.

NOTE: All work which falls under **“Not Allowed”** is required to obtain a permit from the City of Destin.

1) Building

Allowed: Pressure washing, caulking, painting, changing locks, carpentry work such as trim, interior door replacement and fences. **(fence requires permitting)**

Not Allowed: Any type of structural work on any building, to include sheetrock replacement, exterior window or door replacement.

2) Plumbing

Allowed: Replace faucet washers, water heater elements, clean sewer lines, replace and repair sink traps.

Not Allowed: Installation or moving of water or drain/sewer lines; installation or replace water heaters or plumbing fixtures (water closets, sinks, etc.)

3) Mechanical

Allowed: Replace window A/C units, A/C filters or cleaning air conditioning lines and replacement of thermostats.

Not Allowed: Replace or repair Central A/C, installation of duct work and recharging refrigerant.

4) Electrical

Allowed: Replace existing switches and receptacles. Replace fuses/breakers of the same size and type in a disconnect only.

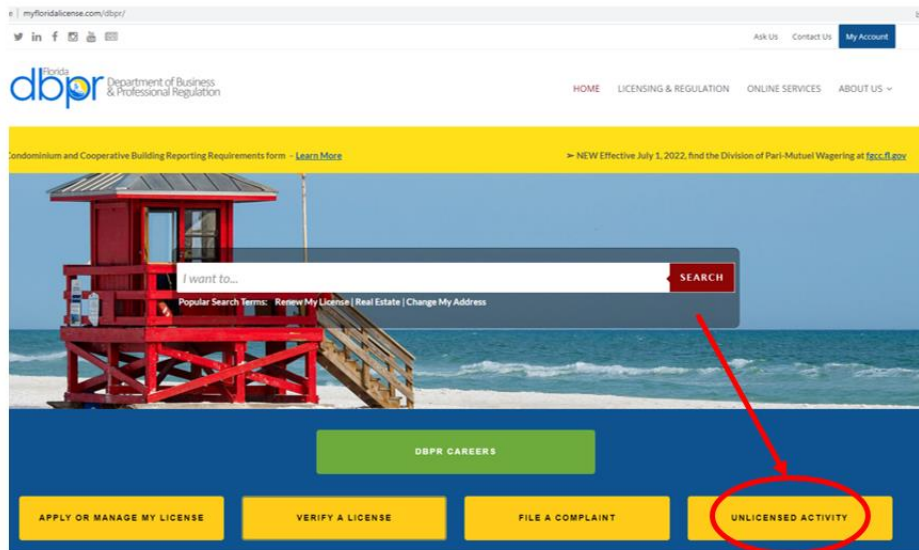
Not Allowed: Adding wiring, switches, receptacles or adding ceiling fans, lighting and subpanels.

Be a Good Neighbor

- We have an obligation as a good neighbor to protect our community
- Destin is already expensive without unlicensed predators
- Need to report unlicensed contracting !

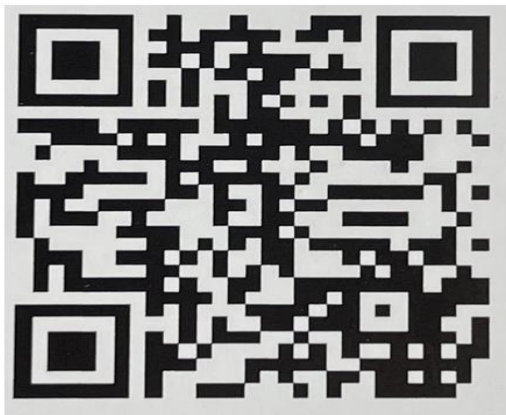
REPORT UNLICENSED CONTRACTING

www.myfloridalicense.com



REPORT UNLICENSED CONTRACTING

MOBILE APP



Click Report



Report Unlicensed Contracting

- Call DBPR at 1-866-532-1440
- Email DBPR at ULA@myfloridalicense.com
- TGeile@CityofDestin.com
 - Email a copy of the contract and your contact information
 - Will get the information and file the complaint for you.

C. Councilmember Destin

Councilmember Destin requested an update on the Linear Park project.

The City Manager noted that a bid opening was conducted on Thursday, March 30th. The city receives one submission from DAG Architects. The city staff is currently reviewing the bid submission and will soon ask the council's approval to move forward with the design work.

D. Councilmember Bagby

E. Councilmember Hebert

1. Placement of speed humps on Main Street north of Main Street Park

Councilmember Hebert moved to direct staff to place speed humps on Main Street north of Main Street Park; seconded by Councilmember Geile.

There were some discussions relative to the process involved in requesting the placement of speed humps.

Councilmember Destin pointed out that the city council always has the right to place a speed hump on roadways if they feel one is necessary for safety. The process which involves a petition is for organized neighborhood. He added that speeding on Main Street is out of control, and it is a good place to put a speed hump.

Motion passed 5-1 (Council members Schmidt, Hebert, Bagby, Destin, and Geile voted "yes"; Councilmember King voted "no"; Councilmember Sweetser was absent from the meeting).

F. Councilmember King

G. Councilmember Schmidt

Councilmember Schmidt requested an update on the RFQ for the Town Center Conceptual Site Master Planning.

The City Clerk reported that the city conducted a bid opening on Thursday, March 30th, and received 11 submissions.

Councilmember Schmidt requests a staff update on the following directions previously given by the council at the next council meeting:

- Forming an advisory committee within the city consisting of city staff members, a member of the Destin City Council, a representative from Gulf Power, Destin Water Users, and Parks and Recreation Committee for the development design of the linear park project.
- Staff to bring back some ideas and information on what other municipalities in Florida are doing to regulate electric bicycles, and work with the Public Works/Safety Committee on possibly creating a similar ordinance in the City of Destin.
- The Recreation Department to bring back ideas for adjusting the recreational program which the City of Destin provides, as well as pursuing options for outside organizations to assist and provide.

1. Wind signs/banners in the Harbor District

Councilmember Schmidt stated there has been a lot of discussion about wind signs, flags, and banners, and they were also discussed during a previous meeting, which he missed. There are businesses in the Destin area that use these items but are not cited probably because it is not a priority. He stated that it may be beneficial to hold a workshop focusing on this and some of the other items he previously brought up.

Councilmember Schmidt moved to direct the City Manager and staff to schedule a public workshop within the next 60 days focusing on the following topics:

- **Wind signs/banners in the Harbor District**
- **Food truck rewrite**
- **Electric bicycles on sidewalks**

Motion was seconded by Councilmember Geile and passed 6-0 (Council members Schmidt, King, Hebert, Bagby, Destin, and Geile voted “yes”; Councilmember Sweetser was absent from the meeting).

H. Mayor Wagner

Mayor Wagner stated that he would like to push for the city’s annexation policy to be presented and voted on at the next council meeting.

Principal Planner pointed out there is an annexation procedure that has been included in the draft Article 2 of the Land Development Code. It is not necessary a policy that sets the process involve in annexation and properties that will be targeted; but how they are going to annex when annexations happen.

Next, Mayor Wagner reported having several people that reached out to him regarding the 4-prong lake and the flooding and stormwater issues they are experiencing. He hopes they could potentially provide them with some assistance using some of the city’s grant money.

Mayor Wagner also recommends possibly hiring a very qualified IT Director to work remotely since they are having such a hard time hiring one full time.

Councilmember Destin stated he would rather have an IT Director that can work and interact with other members of staff on a daily basis.

Councilmember Bagby stated that he would prefer contracting the position rather than having an IT Director that works remotely. It has worked very well with a lot of other successful businesses.

I. Land Use Attorney

J. City Attorney

7. PUBLIC COMMENTS

ADJOURNMENT

Having no further business at this time, the meeting was adjourned at 9:25 PM.

Bobby Wagner, Mayor

ATTEST:

Rey Bailey, City Clerk

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023**TYPE OF AGENDA ITEM:** Action Item**AGENDA OUTLINE NUMBER:** 4.A.**TO:** City Council**THRU:** lisa Firth, Parks & Rec Director
Louis Zunguze, Community Development Director
Krystal Strickland, Finance Director
Kyle Bauman, City Attorney
Lance Johnson, City Manager**FROM:** Jeffrey Cozadd, Grants Manager**DATE:** 4/13/23**SUBJECT:** Linear Park / 98 Palms Boulevard Extension - Design Engineer recommendation

I. BACKGROUND: The City requested a State Appropriation in the FY23 state budget for the engineering design and ROW identification of phases one through three of the Destin Multi-Use Trail at Linear Park. This request was approved and included the FY23 state budget. Representative Maney and Senator Gainer supported this request. The amount of the appropriation is \$270,000 and it is a matching grant, so the City will also need to provide \$270,000 toward this project. Both the grant funding and matching funds are included in the City budget for FY23.

In addition to the Linear Park design, the city would also like to have the 98 Palms Boulevard Extension designed since the two projects are directly related. The roadway design would be considered a secondary objective and not be prioritized ahead of the park design.

II. DISCUSSION: RFQ 23-02-CD Proposal for Linear Park & 98 Palms Boulevard Extension Design & Permitting Services was released on February 17, 2023. A bid opening was held on March 30th, 2023. One proposal was received. It was from DAG Architects, Inc.

The bid committee met on April 7, 2023, to evaluate the proposal from DAG Architects Inc. It was agreed that the proposal was responsible and conformed to all the terms and conditions in the RFQ. All voting members recommended that we forward this proposal to the city manager for consideration. The city manager agreed and recommended the proposal go before the council for their consideration.

The design of the Linear Park will be considered Objective 1 of this project and the design of 98 Palms Boulevard Extension will be Objective 2. Objective 1 will be the priority as the terms and deadline for the grant agreement with FDOT require that the Linear Park design work be completed by October 2023.

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

II. Enhanced quality of life and safety for families

III. Economic development and revitalization

IV. Effective, efficient, and aesthetically pleasing infrastructure

V. Improve mobility and connectivity

VI. A green and sustainable environment

B. Effect on Budget (EOB): A service agreement will be negotiated and brought back to the council for their consideration. Funding for the linear park design is in the adopted budget tracked by project number CRT17, with half of the funding being provided by the State of Florida (not to exceed \$270,000) and half provided by the Town Center CRA.

C. Level of Service (LOS): Level of service will be increased as this project will have a positive impact on all the city's strategic goals.

D. Legislative Sponsor:

III. CONCLUSION: The design of the first three phases of this project will bring it closer to being a reality. Once the design is complete, additional funding sources can be sought for the construction phases.

IV. RECOMMENDED MOTION: I move to authorize the City Manager to negotiate the terms of a service agreement with DAG Architects Inc. for the design of the Linear Park and 98 Palms Boulevard extension and bring that back to the council for consideration at the next Council meeting.

Attachments:

1. Linear Park & 98 Palms Blvd - DAG Architects

ORIGINAL



City of Destin, Florida

LINEAR PARK & 98 PALMS BLVD

Extension Design & Permitting Services

Submitted by



1223 Airport Road, Destin, FL 32541 | (850) 837-8152 | DAGarchitects.com



01 LETTER OF INTENT

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DAG Architects Inc.
FL License #AAC00745
1223 Airport Road
Destin, FL 32541
850.837.8152
DAGarchitects.com

March 30, 2023

C/O Lance Johnson, City Manager
The City of Destin
4200 Indian Bayou Trail
Destin, Florida 32541
(850) 837-4242

Re: (RFQ) NO. 23-02-CD, Proposal for Design & Permitting Services for the Linear Park & 98 Palms Blvd. Extension

To the Members of the Selection Committee, to our friends, and our community,

In the early 2000s, former State Senator Charlie Clary (founding principal of DAG Architects) approached the City of Destin about a green belt connector from Airport Road to Main Street. Now, 20 years later, we are excited to see the idea become a reality with the release of RFQ 23-02-CD. The Park will start at our office's front door, near the corner of Commons and Airport Roads.

Over the decades, DAG has continued to show a dedication to the success of our community. We collaborated with the city to deliver some of Destin's most significant projects, such as the Library, Leonard Destin Park, and Joe's Bayou. We hope to build on that relationship and trust as team members of the Linear Park project.

Our legacy of quality work, commitment to our community, and work with public agencies is rooted in our full design approach, including engineering, master planning, landscaping, coordination, and architecture.

We recognize the urgency and critical timeline of this project. We are familiar with grants, navigating alternate funding, and a phased delivery approach. The speed of the project will require an active knowledge of Destin, the community, and similar park projects. We have carefully selected team members who are dedicated to the long-term success of the City of Destin.

The Linear Park project, in combination with the planned Town Center development project, provides the City with a very special opportunity. The Park and the Town Center can be delivered together to enhance both projects. As Destin residents, we can help the City develop cohesive connections that bring together the local community, including businesses, visitors, and residents.

DAG Architects (formerly known as Destin Architecture Group) will lead the team. We are proud to have continuously served the Destin community for more than 40 years. We are regional leaders in architecture and design with award-winning projects across the country. We have teamed with international design leaders, been part of design competitions, and have been awarded AIA Florida Firm of the Year twice. The team we selected is made up of local firms extremely familiar with the City of Destin and nation experts in urban design:

- » Horton-Hodges, landscape architecture: proven working relationship with Destin on some of the City's newest park projects
- » O'Connell Engineers, civil engineering: extensive experience in our city and located at the Commons
- » Hart Howerton, urban planning, and design: international experience in creating connected and beautiful communities
- » HG Engineers and Watford Engineering, MEP engineers: work directly with our municipal providers and have long-standing team relationships with DAG.

We will coordinate the input and design of all our consultants for a plan that enhances the character of the community.

We assign tasks to proper consultants for the best possible design input and to deliver the job quickly. We'll divide the project into concurrent efforts that make the most of stakeholder collaboration, funding sources, and team member expertise. We see the project as being divided into multiple concurrent efforts, each addressing the innovation and collaboration on a new public amenity with grant money and the engineered construction documents needed to deliver the project.

In conjunction with the Town Center project, we see how this Linear Park and Boulevard extension will unify tourist and resident communities. This is a significant step to improve connectivity, traffic, green spaces, and infrastructure. We can create a family-centric amenity that builds community and connects to the Marler Park Complex. DAG and our team can help navigate the perception and presentation of this forward-minded initiative.

Together, we can build a place for families, commerce, and guests to all thrive. We genuinely believe in the City. Our team can deliver a thoughtful and beautiful design to better our community.

Regards,

A handwritten signature in black ink, appearing to read 'LWiegand'.

Levi Wiegand AIA

Project Manager



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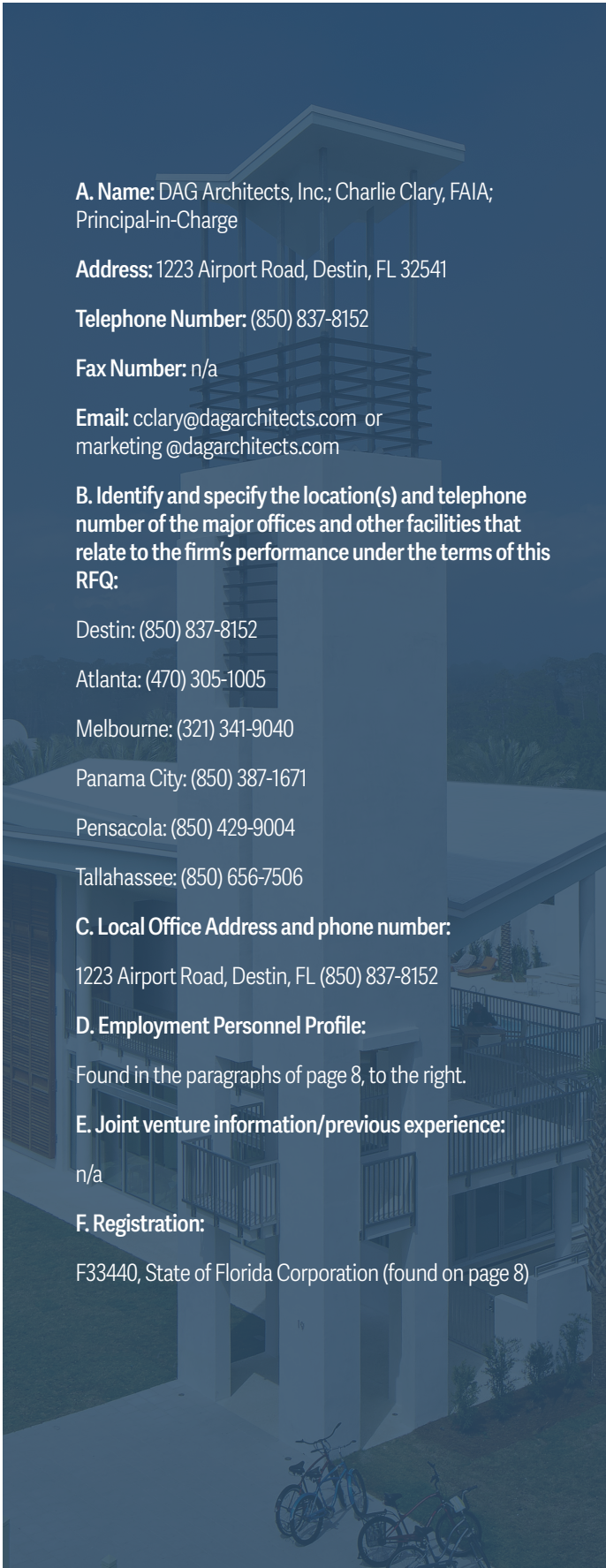
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03 JOINT VENTURES, BACKGROUND INFO, & BUSINESS CREDENTIALS



A. Name: DAG Architects, Inc.; Charlie Clary, FAIA;
Principal-in-Charge

Address: 1223 Airport Road, Destin, FL 32541

Telephone Number: (850) 837-8152

Fax Number: n/a

Email: cclary@dagarchitects.com or
marketing@dagarchitects.com

B. Identify and specify the location(s) and telephone number of the major offices and other facilities that relate to the firm's performance under the terms of this RFQ:

Destin: (850) 837-8152

Atlanta: (470) 305-1005

Melbourne: (321) 341-9040

Panama City: (850) 387-1671

Pensacola: (850) 429-9004

Tallahassee: (850) 656-7506

C. Local Office Address and phone number:

1223 Airport Road, Destin, FL (850) 837-8152

D. Employment Personnel Profile:

Found in the paragraphs of page 8, to the right.

E. Joint venture information/previous experience:

n/a

F. Registration:

F33440, State of Florida Corporation (found on page 8)

WHERE DESIGN MATTERS.

Dedicated to improving the built environment for over 40 years.

DAG Architects began as two designers in a local Destin, Florida office in 1981. Today, we are a full service design firm employing 65 architecture professionals in six offices across the southeast. We are a regional architecture leader, delivering design excellence for developers, tenants, local governments, school districts, and many other client types.

Our professionals include Florida registered architects with NCARB and AIA certifications, LEED Accredited Professionals, certified CPTED Practitioners, WELL Accredited Professionals, and other specialists. Our broad range of expertise provides outstanding resources and exceptional depth for all our clients.

Our projects are functional, meet budget expectations, and last for generations. Our portfolio includes award-winning mixed use, multi-family, hospitality, community buildings, public safety facilities, healthcare, libraries, offices, K-12 Schools, Higher Education, and private residences. Our design expertise is applied through master planning, programming, feasibility studies, schematic design, design development, interior architecture, and construction administration and management.

DAG Architects is proud to be honored twice as the AIA Florida Firm of the Year (2007 and 2020). Our commitment to elevated design, to our community, and to our clients earned us these accolades.



State of Florida

Department of State

I certify from the records of this office that DAG ARCHITECTS, INC. is a corporation organized under the laws of the State of Florida, filed on May 8, 1981.

The document number of this corporation is F33440.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on February 13, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Thirteenth day of February,
2023*




Secretary of State

Tracking Number: 3528495304CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



04 EXECUTIVE SUMMARY

In our response to the RFQ for Linear Park & 98 Palm Boulevard Extension, you will find that DAG Architects is responsive to the requirements because we provide the bandwidth, qualifications, and experience to complete your project. We are qualified because our firm has completed 10 similar projects and over 80 projects for the City of Destin since 1981. DAG has a long-standing relationship with the city and wants to continue assisting in its growth.

In sections one through six, you will find that our firm has over 42 years of experience, six offices across the southeast region, and that we provide a broad range of architectural



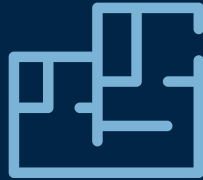
We have the experience you need for a successful park and road extension project.

services, including the specific requirements of the Linear Park project scope of work. Our team members for this project include Hart Howerton as our design consultant, Horton-Hodges as the landscape architect, O'Connell & Associates as our Civil engineer, Watford Engineering for mechanical and plumbing, and HG Engineering for electrical engineering. Our accomplishments, demonstrate that DAG has the experience to perform the services needed by the City of Destin.

Sections seven and eight show 15 project examples that are relevant to your scope and showcase our expertise and community connection. Each of our firms have been involved in at least three projects for the City of Destin. Each team member for the Linear Park and 98 Palms project are accredited professionals and collectively have 105 years of experience. The resumes in section eight exhibit the exceptional qualifications of DAG Architect's key personnel. Three of these individuals are AIA members and are each registered architects in the State of Florida. You will also find attached licenses for the design team and its subconsultants.

The references and additional information found in sections nine through ten solidifies our team's experience through clients who will verify our work and their experience during the process. Although our additional information shows over 80 projects completed since 1981, our firm continues to work with the city on new projects that will be completed soon. We look forward to the possibility of adding the Linear Park and 98 Palms Boulevard Extension to our list.

In the final eight sections of our proposal, each form is signed by our principal in charge, Charlie Clary, the Founding Principal of our firm. DAG does not object to any terms that are specified in the Destin Linear Park and 98 Palms Boulevard Extension RFQ.



DESIGN



PLANNING



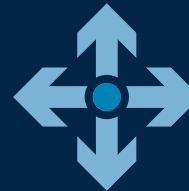
CONSULTING



INTERIORS



ARCHITECTS



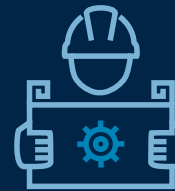
GRAPHICS



CONCEPT
VISUALIZATION



BUDGETING



CONSTRUCTION
ADMINISTRATION

IN-HOUSE SERVICES

05 AREAS OF EXPERTISE

A. Number of years in business.

» 42 years in business

B. Number of years' experience with providing the types of services sought by the RFQ to include the number of professionals specializing in project planning, grant experience, design, and implementation.

» DAG has provided the services sought by in RFQ for 42 years.

» DAG has 65 architectural professionals who have experience in project planning, grant experience (including DEP, EPA, DOT, FAA, NWFWM, SRF, EDA, and Triumph Funding Application Process), design, and implementation.



C. Describe the level of technical experience in providing the types of services sought by the RFQ.

- » Our firm possesses professional level expertise providing master planning and design services. Our design expertise is applied through master planning, programming, feasibility studies, schematic design, design development, interior architecture, and construction administration and management. This allows our firm to be with you from the beginning of your project all the way to ribbon cutting.

D. Describe any significant changes in your firm's organization, focus or leadership since January 2005, and whether any changes are anticipated in the near future.

- » Since 2005, DAG has named nine new principals to the firm. Their commitment to customer success and design excellence led to the opening of an office in Atlanta in 2020 and an office in Melbourne, FL, in 2022.

E. Describe any investigative, disciplinary or enforcement actions pending against your firm, and information on any such investigations which concluded with enforcement or disciplinary action against your firm since January 2005.

- » DAG has no investigative, disciplinary or enforcement actions pending against the firm.



NEW YORK | SAN FRANCISCO

Hart Howerton

About Our Firm

Hart Howerton is an integrated practice of planners, architects, landscape architects, and interior designers, headquartered in New York and San Francisco, with a network of regional offices throughout the United States. Our practice is **Designing Complete Environments™**—exceptional buildings, communities and places—in special situations, where a unique historic or natural environment, well established setting, or a competitive market requires an especially thoughtful and innovative solution.

Our Approach

We work very closely and partner with our clients—becoming a part of their development team—to understand their vision, business objectives and market opportunities. We consider market, financial, political and historical conditions to guide a project's design. We combine the broad experience and technical depth of a large international firm with the direct, personal service of principals usually found only in smaller firms. We seek out the best local partners and experts to form teams that can effectively carry out a project vision. And, we stay with a project from concept to completion and beyond, while a new environment develops, take shape and matures.

Our Philosophy

What distinguishes our firm from others in our field is a combination of the following:

- » Our outlook is long-term. We help clients manage land as an asset that increases in value over many years.
- » Our solutions are market-driven. We create lasting environments that have a competitive edge in the marketplace.
- » Our practice is interdisciplinary, combining planning, architecture, landscape architecture and interior design into a single profession—designing complete environments.
- » We have been among the leaders in environmentally responsive development, finding new ways to combine resource preservation with development.
- » We have had the opportunity to plan many prominent world-class places that have become a significant legacy in their communities.

Our commitment to Designing Complete Environments helps clients realize long-term success in managing their land while making a meaningful contribution to our built environment. We like to look at new ways of doing things; that's what's fascinating to us—breaking new ground.



Horton Hodges

LANDSCAPE ARCHITECTURE

55+

YEARS OF COMBINED
EXPERIENCE

Horton Hodges is a premier landscape collaboration between Horton Land Works and Patrick Hodges Land Studio. With over 55 years of combined experience, Horton Hodges has completed various prestigious projects world-wide.

Chadwick Horton is a landscape architect located in Freeport, Florida and has experience in land development and professional design practice including master planning, site and amenity design, residential planned unit developments, mixed-use, resort, commercial, civic, educational and single family residential.

Patrick Hodges is a Senior Landscape Architect and master planner with four decades of experience in land development and professional design practice. His expertise includes master planning, site and amenity design, marketing, scheduling, and budgeting for residential communities, mixed-use, resort, commercial, civic, educational and resource-based recreational facilities and developments.

HORTON HODGES





Expertise

"I don't think in 4-1/2 years I've said this, but I do appreciate the thoughtful way that this has been done in conjunction with the other property, and I appreciate the conservation easement, preserving those wetlands. I think that whoever thought on this did an outstanding job!"

-Commissioner Danny Glidewell
Walton County, FL - District 2

Utilizing our focused expertise in civil engineering, structural design, waterproofing and restoration along the Emerald Coast, the consulting engineers and experts at O'Connell & Associates understand that today's decisions can have profound implications for the long-term success of a gulf-side project.

O'Connell & Associates works with each client to develop iconic conceptual and detailed residential, commercial, and municipal designs that add to the local fabric of our community. Projects may include planning, permitting, and development of the site grading and drainage, roadway design, small and large scale stormwater retention, pumping station design, potable water wells, storage and distribution systems, wastewater collection and treatment systems, reuse water handling and disposal.

During the design, our team will utilize existing relationships with planning and regulatory authorities to establish a well-defined roadmap to help lead the project through complex review and approval process.

Our designs are guided by consideration of how they can influence livability and resilience of our environment, as well as applying a technical understanding of interconnected systems across water, ecology, transport, energy and waste. Our design process promotes and prioritizes the preservation of the wetlands and unique habitats while balancing development demands.

Our area of expertise is the planning, development, and the protection of the community in which we live, work, and play!



WATFORD ENGINEERING

Areas of Expertise

Watford Engineering is an established MEP consulting firm incorporated in the states of Florida, Alabama, Georgia, Mississippi, and North Carolina. The company is based out of Marianna, FL, which is central to the Florida Panhandle and convenient to southern Georgia and Alabama, and has been providing engineering services to clients since late 2007.

David Watford is the president of Watford Engineering and has been in the engineering field for over twenty-five years. David grew up in Jackson County and moved to Pensacola in 1997 to begin his engineering career at a 25 person firm in Pensacola that eventually expanded to 35 people with three offices. While at this company, he gained experience working with a variety of clients and projects including local government, laboratories, K12 education, higher education, museums, religious, and military projects. This variety of experience helped him start this company in 2007 and since then we have built a resume' of projects that rivals much larger firms. He lived and worked in Pensacola from 1997 to 2007 before returning to Marianna.

Our staff currently includes six PEs, one LEED AP, six graduate engineers, three designers, two drafters, one construction administrator, one commissioning technician, two office administration staff., and two engineer interns. Our personal and company experience includes millions of square feet of commercial, educational, and local government facilities in Florida and South Alabama. In addition to basic MEP engineering services, our firm also provides commissioning, energy management, MEP master planning, and studies to improve energy efficiency and indoor air quality.

List of Projects Verifying Areas of Expertise:

- » City Hall Energy Efficiency Renovations, Marianna, FL
- » Shalimar Administration Annex New Facility, Shalimar, FL
- » Okaloosa County Sheriff's Office Addition, Shalimar, FL
- » Washington County Courthouse, New Facility, Chipley, FL
- » Panama City Beach Police Station, New Facility, Panama City Beach, FL
- » Panama City Beach Public Works, New Facility, Panama City Beach, FL
- » Marianna K8, New Facility, Marianna, FL
- » Dune Lakes Elementary, New Facility, Santa Rosa Beach, FL
- » South Walton High School Classroom Addition, Santa Rosa Beach, FL
- » Lynn Haven Bayou Park and Preserve, Lynn Haven, FL
- » Destin Leonard Park, Destin, FL
- » Destin Community Center, Destin, FL
- » Innerarity Point Park, Pensacola, FL





ENGINEERING FOR YOU, WHEREVER YOU ARE.

HG Engineers

Design Services

HG provides electrical engineering for buildings or sites of all types for a wide range of clients including the military, federal and state governments, industrial, municipal, commercial, universities and school districts. Design includes power, lighting, lighting control, mechanical power and fire alarm systems. Energy efficient green building design services include LEED, Green Globe and Florida Green Building Coalition standards. Building designs include K-12 school, university buildings, fire stations, police stations, office buildings, laboratories, restaurants, condominiums, hospitals and parks.

HG provides electric utility distribution design, industrial power design, relaying protection and control design, implementation and testing, grid-tie photo voltaic power design, supervisory control and data acquisition (SCADA) design, integration and testing and arc flash mitigation design. Type of construction design experience includes new and renovated 15kV substations, networked

switchgear, seaports, schools and stadiums, military, medical and municipal facilities.

Testing Services

HG conducts site investigations, relay protection and logic programming, fiber optic arc detection systems, SCADA integration, performance verification testing and commissioning. Electrical site investigations include power system studies and Arc Flash Analysis for low and medium voltage sites per NETA and IEEE standards.

Since 1969

HG Engineers (HG) is an electrical, energy and telecommunications design engineering company located in the Fort Walton Beach. The firm has provided a wide range of electrical engineering services to private citizens as well as Federal, State and Local Governments since 1969 to include prototype design of power distribution electrical boxes, providing electrical engineering documents for new and renovated construction projects.



Fort Walton Beach, FL

Panama City, FL

Pace, FL

HG Certifications:

Professional Engineers	4
RCDD	1
LEED	2
Lighting Cert. (NCQLP)	1
CLCP (NALMCO)	1
NICET Level 2	1
Master Electrician	2

HG Firm Personnel

Professional Engineers	4
Degreed Engineers	4
Lighting Designers	2
Electrical Designers	4
Construction Admin	1
BIM Manager	1
CAD Drafter	3
Administration	2
Engineer In Training	1

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06 SPECIFIC ACCOMPLISHMENTS

Awards

2003

- » Destin Library; AIA Florida Northwest Silver Award for Excellence in Architecture, Commercial Project, Public Work Category
- » Airport Plaza / DAG Architects Office; AIA Florida Northwest Silver Award for Excellence in Architecture Commercial Project
- » Clary Residence , AIA Florida Northwest Bronze Award for Excellence in Residential Architecture
- » Cassine Station; AIA Florida Northwest Silver Award for Excellence in Unbuilt Architecture

2005

- » Destin Library; Florida AIA Honor Award of Excellence

2006

- » NatureWalk at Seagrove; American Society of Landscape Architect, Award of Merit "Patterns for Placemaking" Development Guidelines

2007

**Firm of the Year - AIA Florida*

- » Naturewalk Welcome Center; Southeast Building Conference, Grand Aurora Award for Commercial Project; Associated Builders and Contractors of North F Merit Award for New Work Florida Chapter, Excellence in Construction Eagle Award; Southeast Construction Magazine, Merit Award
- » WaterColor Fire Station; Fire Industry Equipment and Research Organization (FIERO) Merit Award
- » Best Architect, Emerald Coast Magazine - Best of the Emerald Coast

2009

- » The Viridian; AIA Florida Northwest Honor Award for Unbuilt Work

- » Cade Exhibit and Event Building, AIA Florida Northwest Honorable Mention Award for Unbuilt
- » WaterColor Fire Station, AIA Florida Northwest Honorable Mention award for new Construction

2010

- » Gainesville CRA Office Building; AIA Florida Northwest Merit Award for New Work
- » Cassine Station; AIA Florida Northwest Honor Award for New Work
- » Northwest Florida State College South Walton Campus; AIA Florida Northwest Merit Award for New Work
- » Gainesville 13th Street Pedestrian Bridge; AIA Florida Northwest Merit Award for Unbuilt Work
- » NatureWalk Welcome Center; AIA Northwest Florida Honor Award for New Work
- » Best Architect, Emerald Coast Magazine - Best of the Emerald Coast

2011

- » The "V" Restaurant at the Viridian; AIA Florida Northwest Merit Award for New Work
- » Gainesville CRA Office Building; Southeast Building Conference, Aurora Award for Commercial Building, Gainesville City Beautification Board, Award for Excellence in Design
- » Sacred Heart Hospital on the Gulf; AIA Florida Northwest Merit Award for New Work

2012

- » Viridian Sunrise House; AIA Florida Northwest Merit Award for New Work
- » Best Architect, Emerald Coast Magazine - Best of the Emerald Coast

2013

- » Perdido Key Community Center and Fire Station; AIA Florida Northwest Merit Award for New Work

- » Rosemary Beach Owners' Center; AIA Florida Northwest Honor Award of Excellence for Unbuilt
- » Chipola College Center for the Arts; Associated Builders and Contractors North Florida Chapter, Eagle Award for Institutional \$10 to \$30 Million

2014

- » FAMU Gore Educational Complex; AIA Florida Northwest Honor Award of Excellence For Renovations
- » A. Crawford Mosley High School; AIA Florida Northwest Merit Award of Excellence For Renovations
- » Perdido Key Community Center and Fire Station; Mason Contractors Association of America, TEAM Award

2015

- » Sherwin Williams Store in Destin; Associated Builders and Contractors North Florida Chapter, Merit Award for Commercial Less than \$1 Million
- » Okaloosa County Administration Building; Associated Builders and Contractors North Florida Chapter, Merit Award for Institutional Over \$10 Million
- » McIlroy Residence; AIA Florida Northwest Merit Award of Excellence for New Work
- » Rosemary Beach Owners' Center; AIA Florida Northwest Honor Award of Excellence for New Work
- » The HUB; AIA Florida Northwest Honor Award of Excellence for New Work
- » Bo Diddley Plaza; AIA Florida Northwest Honor Award of Excellence for Unbuilt
- » H Residence; AIA Florida Northwest Merit Award of Excellence for New Work

2016

- » Bo Diddley Plaza; AIA Florida Northwest Honor Award of Excellence for New Work

- » Florida A&M University Student Union Concept; AIA Florida Northwest Honor Award of Excellence for Unbuilt
- » Beulah Middle School; AIA Florida Northwest Merit Award of Excellence for Unbuilt

2017

- » Dune Lakes Elementary School; AIA Tallahassee Merit Award
- » Bay County Courthouse Addition; AIA Florida Northwest Merit Award of Excellence for Interiors
- » Perdido Key Community Center and Fire Station; FIERO Merit Award for Fire Station Design Excellence, LEED Silver Certification
- » Beulah Middle School; Florida Educational Facilities Planners Association (FEFPA) Architectural Showcase First Place Award for Middle School
- » Bo Diddley Plaza; AIA Tallahassee Honor Award
- » Rosemary Beach Owners' Center; AIA Tallahassee Honor Award
- » Commanding Officer's Compound Outdoor Archaeological Museum; 1st Place Award for Special Facilities, FEFPA Architectural Showcase
- » Best Architect, Best of the Emerald Coast-Emerald Coast Magazine

2018

- » Dune Lakes Elementary School; AIA Florida Northwest Honor Award of Excellence for Unbuilt
- » Beulah Middle School; Healthy Facilities Institute Healthy & Safe Facilities Award, Honorable Mention
- » Bo Diddley Plaza; AIA Florida Honor Award of Excellence for Renovations / Additions, AIA Florida Honor Award for Masonry in Design
- » St. George's University Lecture Hall; AIA Florida Northwest Honor Award of Excellence for Unbuilt

- » Florida A&M University 800-Bed Dormitory; AIA Florida Northwest Merit Award of Excellence for Masonry
- » McIlroy Residence and Addition ; AIA Florida Northwest Merit Award of Excellence for Renovations & Additions

- » McIlroy Beach Penthouse , AIA Florida Northwest Merit Award of Excellence for Interiors

2019

- » Dune Lakes Elementary School ; AIA Tallahassee Award of Excellence, Honor Award, 1st Place, FEFPA Architectural Services Showcase
- » HD Supply Leadership Development Center; AIA Tallahassee Interior Design Award, Merit Award
- » FAMU Food Services Design; AIA Tallahassee Unbuilt Award, Merit Award
- » Florida A&M University Entomology Research Lab Facility; AIA Florida Northwest Award of Merit for Unbuilt
- » Gulf Shores Mixed-Use; AIA Florida Northwest Honorable Mention for Unbuilt
- » Pen Air Federal Credit Union Back Campus; AIA Florida Northwest Award of Honor for Unbuilt
- » Pen Air Federal Credit Union Car City Branch; AIA Florida Northwest Award of Merit for Unbuilt
- » Beulah Middle School; AIA Florida Northwest Award of Merit for New Work
- » The HUB Pavilion; AIA Florida Northwest Award of Merit for New Work
- » Thirty-One on 30A; AIA Florida Northwest Honorable Mention for New Work

2020

**Firm of the Year - AIA Florida*

- » Viera Corporate Offices; AIA Florida Northwest, Citation Award for Unbuilt Design

- » Dune Lakes Elementary School; AIA Florida Northwest, Honor Award for New Work
- » Hartsfield-Jackson International Airport Fire Station 40 (subconsultant); AIA Florida Northwest, Merit Award for New Work

2021

- » Trust for Public Land, Innerarity Point Park ; AIA Florida Northwest Honor Award for New Work
- » FAMU Dining Hall AIA Florida Northwest Award of Citation for Unbuilt Design
- » Mexico Beach Residence
 - AIA Florida Northwest Honor Award for Interiors
- » Grand Ridge K-8
 - Florida Educational Facilities Planners' Association
- » Dune Lakes Elementary School
 - AIA Florida Citation Award of Excellence for New Work
- » Best Architect, Best of the Emerald Coast-Emerald Coast Magazine

2022

- » Viridian Condominiums; AIA Northwest Florida Citation Award for New Work
- » McIlroy Beach Penthouse; AIA Northwest Florida Citation Award for Renovation/Addition
- » Mexico Beach (Kemple) Residence; AIA Northwest Florida Honor Award for New Work
- » Capital City Bank; AIA Northwest Florida Merit Award for New Work
- » Hancock Whitney Bank, Panama City, FL; Associated Builders & Contractors of Mississippi 2021 Merit Award - Silver for Commercial Property Greater than \$2 Million
- » Best Architect, Best of the Emerald Coast-Emerald Coast Magazine

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07 FIRM(S) PROJECTS



ALYS BEACH CLUB & CAMDEN AND WHITBY CONDOMINIUMS

ALYS BEACH, FL

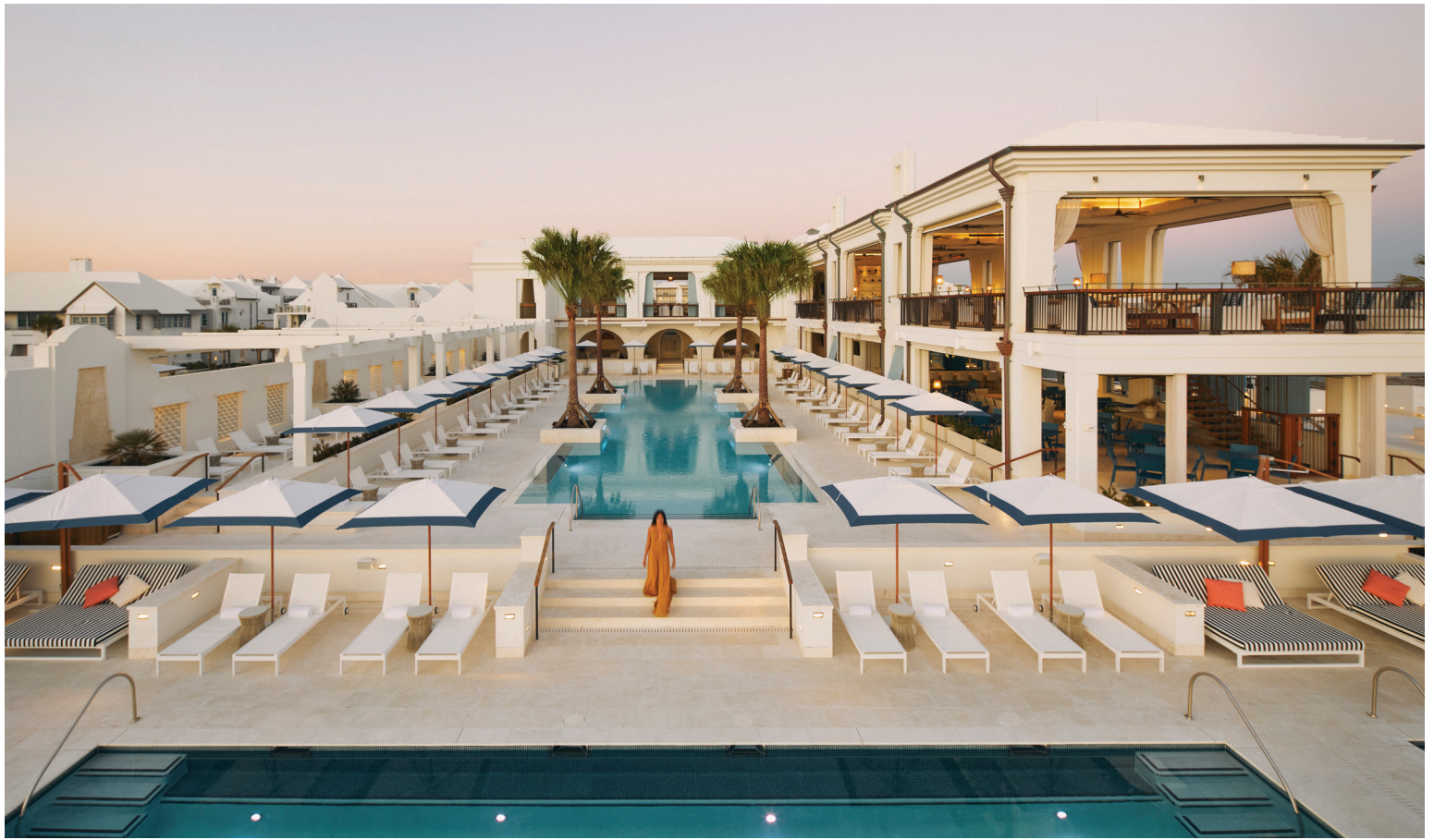
Project Contact **David Everett**
Alys Beach, President
(850) 213-5500

Alys Beach is carefully crafted to celebrate the public realm of streets, parks, pedestrian paths, and great civic buildings in a manner reminiscent of the world's most beloved seaside towns. As the Architects, Interior Designers and Landscape Architects of the Beach Club & Plaza and the Camden & Whitby condominiums, Hart Howerton has shaped two vital parts of Alys Beach. The Beach Club and the adjacent Plaza are the beach front heart of the community and its prime connection to the Gulf. The luxury residences and retail spaces at the Camden & Whitby anchor the Town Center, providing a premier address to residents

and a refined architectural backdrop to all events at the Alys Beach Amphitheater.

Building on the success of these new community landmarks, Hart Howerton is currently designing a new condominium building and residential neighborhood that will further enrich the distinctive character of this water front community.

Other personnel that participated in this project are as follows: DAG Architects, Horton Hodges, and O'Connell & Associates





BAY-WALTON SECTOR PLAN

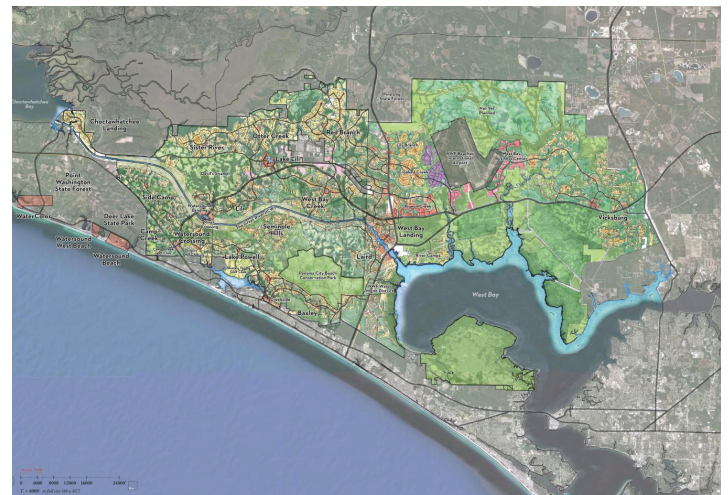
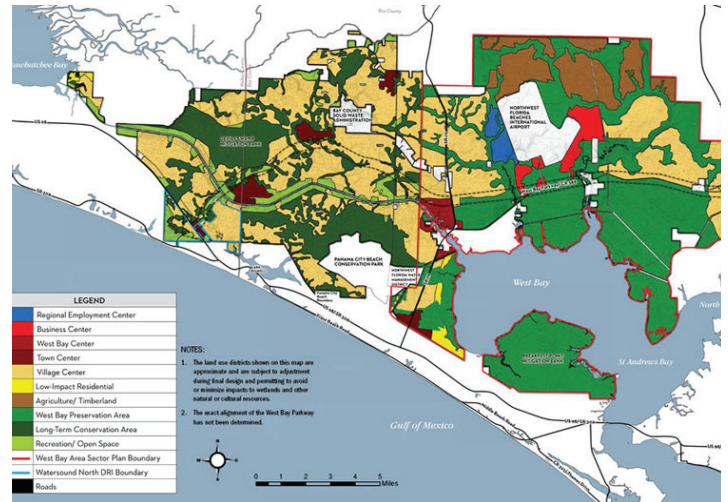
BAY AND WALTON COUNTIES, FL

Project Contact **Patrick Bienvenue**
St. Joe Company, Executive Vice President
(850) 231-7404

Challenged with creating a 50-year vision for the balanced growth and resource protection of 110,000 acres spanning two counties in the Florida Panhandle, Tim Slattery and Paul Milana, as Design Partners, led a team of architects, planners and other experts in creating the vision for the Bay-Walton Sector Plan. The plan will be implemented gradually based on market conditions, provide for critical habitat to be maintained in conservation, establish locations for walkable communities with a complete range of uses, create more than 100 miles of public trails that connect to existing regional trail networks, and facilitate the construction of much needed infrastructure in the area. The plan targets a range of residential markets, with an emphasis on the active adult. An analysis

of the creeks, bays, bayous and other natural features formed the framework of the extensive open space system. At completion, 53,000 acres will be dedicated for conservation purposes.

The plan allows up to 170,000 residential units and over 20 million square feet of commercial, retail and industrial uses. Residential uses are arranged as a series of individual towns and neighborhoods. The Walton and Bay County Sector Plan was fully entitled in May 2015 and initial community development has commenced.





WATERCOLOR

WALTON COUNTY, FL

Project Contact **Patrick Bienvenue**
St. Joe Company, Executive Vice President
(850) 231-7404

WaterColor is a 499 acre, mixed-use community on the Gulf of Mexico in the northwest panhandle of Florida, abutting the villages of Seaside and Seagrove Beach. Sitting between the Gulf of Mexico and an inland lake, the town was initially conceived as a second-home resort but its popularity has made it a year-round residential community providing retail, office, recreation, cultural, and community service uses. In addition to the town master plan, Paul Milana and Tim Slattery, as partners at Cooper, Robertson & Partners, led the design of 19 mixed-use and multifamily buildings in the town center, 28 cottages, a post office, tennis club, and lake pavilions as well as the schematic design for both the Beach Club and firehouse.





PALMETTO BLUFF

BURRTON, SC

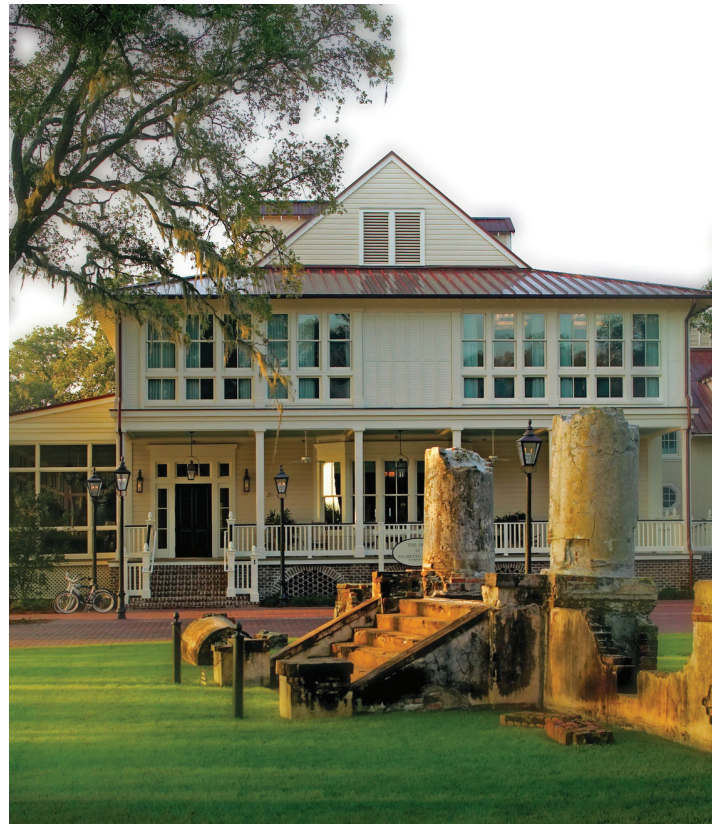
Project Contact **Jay Page**
President & General Manager of Real
Estate / EBSCO
(205) 789-2280

We master planned and designed this exclusive resort community set on an 18,000 acre barrier island located in South Carolina's coastal low country. The project scope consisted of riverfront village, including a five-star inn for Auberge Resorts with spa facility, meeting, dining and ballrooms and water sporting facilities.

The Auberge Inn and Village Center We have also designed the first buildings and landscapes of its riverfront village, drawing on the gracious, livable architectural traditions of the Low Country. These include a five-star cottage Inn for Auberge Resorts. The Inn includes a spa facility, meeting, dining and ballrooms with a full complement of on-land and water

sporting facilities. There are also fifty guest cottages, and forty two duplexes and eight suites command spectacular water views from private screened porches.

Our scope of work also included master planning of a village center, four residential neighborhoods with over 800 home sites, and the design of a new Golf Club serving as a gathering place for the Jack Nicklaus Signature Golf course, fitness center with exercise studios, pool, and tennis court.





LEONARD DESTIN PARK

CITY OF DESTIN, FL

Project Name **Captain Leonard Destin Park**

Owner **Trust for Public Land**

Project Value **\$8.7 M**

Project Size **3.42 Acres**

Project Scope **Architectural Design,
Construction Documents, & New
Construction**

Completion Year **2018**

Project Contact **Kate Brown, Trust for Public
Land - Project Manager**
(850) 661-2788 kate.brown@tpl.org

The Trust for Public Land, Florida Department of Environmental Protection, and the Deepwater Horizon oil spill Natural Resource Damage Assessment Trustees enlisted DAG Architects to collaborate on the development of three parks. These parks became part of the "Florida Coastal Access Project," an initiative to compensate communities for damages caused by the Deepwater Horizon Oil Spill.

Leonard Destin Park was built on a parcel that was originally the homestead of Destin's earliest settler, Captain Leonard Destin. The park offers public beach access, the city's first splash pad, picnic pavilions, a kayak launch, playground, and a model of the seine boat captained by Leonard Destin himself. The picnic pavilions and restroom building reflects

the design of his original mid-19th century homestead, with a combination of louvered and lap siding and natural ventilation.

In conjunction with the Florida Department of Environmental Protection and the Trust for Public Land, the Leonard Destin Park encompasses a 3.42-acre site along the Choctawhatchee Bay in Destin. Funding is provided by a grant, which also includes money to operate and maintain the park for the first ten years.



"Creating four new parks in Panhandle communities will improve access to Gulf Coast waterways, improve recreation in those towns and cities, and support tourism to the coast for generations to come."

-Douglas Hattaway, Trust for Public Land





JOE'S BAYOU RECREATION AREA AND MATTIE KELLY PARK AND NATURE WALK IMPROVEMENT PROJECT

CITY OF DESTIN, FL

Project Name **Joe's Bayou Recreation Area Improvements**

Owner **Joe's Bayou**

Project Value **\$12.2 M**

Project Size **15,200 SF**

Project Scope **Architectural Design, Construction Documents, Renovation & Remodel**

Completion Year **TBD - in progress**

Project Contact **Pearce Barett, PA**
Division of Water Restoration Assistance,
Deepwater Horizon Program, FDEP
(850) 245-2106

DAG is currently teaming up with Florida Department of Environmental Protection, the City of Destin, Taylor Engineering, and Halff Associates in developing and improving public access as well as recreational enhancement to the Joe's Bayou Recreation Area and Mattie Kelley Park and Nature Trail. The improvements are to include the following:

- » Improve access to the existing boat ramp area and access piers.
- » Replace / Improve the existing fishing pier.
- » Protect and increase access to the shoreline through the construction of a reef breakwater and removal of existing hardscape.
- » Rehabilitation and expansion of parking areas.
- » Repair / Improve the nature trails and viewing areas.
- » Wetland enhancement, pond restoration, and improvements to stormwater management.
- » Lighting, landscaping, irrigation, and park amenities (trash receptacles, benches, interpretive signage).

This project is presently developed a website to serve as a platform for Public Outreach, and online survey on analyze results from public opinion for improvements to the park. Our firm conducted this survey in 2022 to help facilitate the community's needs and prioritize the scope of work. We learned who were are serving, how the park currently served others, and what improvements the public thought should be made. With this information, we set goals we will reach for the project:

- » Increase shoreline access
- » More efficient and better boat trailering parking
- » Incorporation of shaded sitting areas
- » Improve restroom facilities
- » Improve launch access for boats and paddle crafts
- » Create & Improve boardwalks, and sidewalks





INNERARITY POINT PARK

PENSACOLA, FL

Project Name **Innerarity Point Park**

Owner **Trust for Public Land**

Project Value **\$10.84 M**

Project Size **3.38 Acres**

Project Scope **Architectural Design,
Construction Documents, & New
Construction**

Completion Year **2018**

Project Contact **Kate Brown, Trust for Public
Land - Project Manager**
(850) 661-2788 kate.brown@tpl.org

The Trust for Public Land, Florida Department of Environmental Protection, and the Deepwater Horizon oil spill Natural Resource Damage Assessment Trustees enlisted DAG Architects to collaborate on the development of three parks. These parks became part of the "Florida Coastal Access Project," an initiative to compensate communities for damages caused by the Deepwater Horizon Oil Spill.

Innerarity Point Park enhances the public's access to the surrounding natural resources and increase recreational opportunities. A new dock with kayak launch, expanded beach area with access for paddle craft, an overlook deck with bench seating, a two-story tree house overlooking sweeping views of the

waterway, several small open-air picnic pavilions, playgrounds, picnic / gathering pavilions, and an accessible boardwalk. Existing tree canopies on the site will be preserved wherever possible, and an open lawn area in the center of the park will be created for use by festivals and other activities.

In conjunction with the Florida Department of Environmental Protection and the Trust for Public Land, Innerarity Point Park encompasses 3.38 acres bordering the Old River and the inter coastal waterway near Perdido Key. Funding was provided by a grant, which also includes money to operate and maintain the park for the first ten years.





MATTIE KELLY CULTURAL ARTS CENTER

CITY OF DESTIN, FL

Project Name **Mattie Kelly Cultural Arts Village**

Owner **Mattie Kelly Arts Foundation**

Project Value **Confidential**

Project Size **52 Acres**

Project Scope **Architectural Design,
Construction Documents, & New
Construction**

Completion Year **2013**

Project Contact **Marcia Hull
Executive Director
(850 650-2226)**

Located on a 52 acre site in the heart of Destin's commercial district, the Mattie Kelly Cultural Arts Village has created a place for both local residents and tourists to come together and celebrate the literary, visual and performing arts. Almost 10 years after DAG developed a master plan for the Village, the first phase opened, consisting of a permanent stage and event lawn to accommodate a 5,000 person audience, additional on-site parking, a sculpture entranceway, and a permanent restroom facility. The Dugas Pavilion and Village Green hosts a variety of artistic activities ranging from concerts

and festivals to comedy and theatrical productions. Future phases will include a mixed use building housing administrative offices, student art labs, gallery and meeting space, a sculpture garden, and a 350-seat "black box" theater. An Artist Village is also envisioned to provide a serene, productive environment for artist residency programs. "[DAG's] unwavering commitment towards creativity, design and vision has significantly contributed to the successful progress to develop a world-class cultural arts facility," said Marcia Hull, Executive Director of the Mattie Kelly Arts Foundation.





LYNN HAVEN BAYOU PARK & PRESERVE

LYNN HAVEN, FL

Project Name	Lynn Haven Bayou Park & Preserve
Owner	Trust for Public Land
Project Value	\$17 M
Project Size	91 Acres
Project Scope	Architectural Design, Construction Documents, & New Construction
Completion Year	2018
Project Contact	Kate Brown, Trust for Public Land - Project Manager (850) 661-2788 kate.brown@tpl.org

The Trust for Public Land, Florida Department of Environmental Protection, and the Deepwater Horizon oil spill Natural Resource Damage Assessment Trustees enlisted DAG Architects to collaborate on the development of three parks. These parks became part of the "Florida Coastal Access Project," an initiative to compensate communities for damages caused by the Deepwater Horizon Oil Spill.

The Lynn Haven Bayou Park provides a variety of recreational amenities capitalizing on the natural vegetation and 5,200 feet of waterfront. Dock access to bay and bayou will be provided for kayaks, paddle boards and fishing,

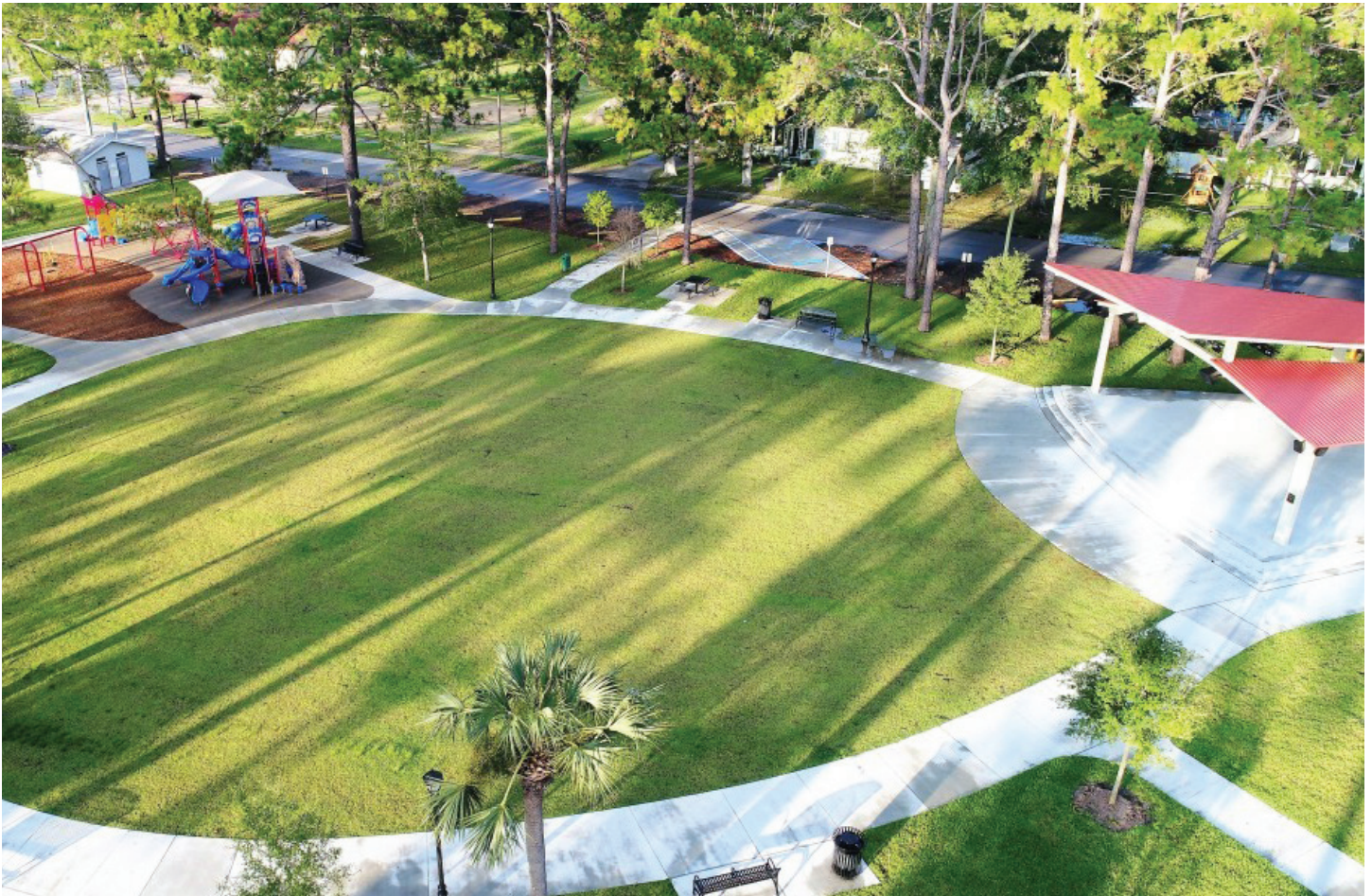
with a motorized boat dock on the bay. Large gathering structures, an outdoor classroom, a two-story screened-in bay/bayou overlook, seven open-air picnic pavilions, a natural playground, beach areas along the bay, a fitness trail loop, disc golf course, a bayou boardwalk, and wildlife viewing areas will also be included.

In conjunction with the Florida Department of Environmental Protection and the Trust for Public Land, the 91-acre waterfront park was developed in the Bay County community. Funding was provided by a grant, which also includes money to operate and maintain the park for the first ten years.



SHEFFIELD PARK

Lynn Haven, FL



Sheffield Park was an addition to the current Lynn Haven municipality that includes their city hall, city annex, library, and Baptist Church. With this addition, Patrick planned the landscape for the park and the parking lot itself.

The addition to the municipality included the following: additional parking, crosswalks, perimeter sidewalk, Covered

stage for community events with seating steps and dance floor, an expansive green lawn, a new timber bridge, picnic tables with shelters, a playground, restrooms, library parking, a formal lawn where the tennis courts once existed, a property gateway arch, lighting for the evenings, and stormwater retention pond.

Project Contact **Bernd "Ben" Janke, AICP-CRA,**
Lynn Haven CRA
(860) 265-2961
bjanke@cityoflynnhaven.com

CAPITOL GROUNDS

Tallahassee, FL



As the landscape architect for the design team, Patrick Hodges, had a key role in the project's design from its initial conceptualization through design development, construction documentation and construction administration of the overarching organization of the various design elements of the project. The landscape architect's scope included detailed design of the of all hardscape components including paving, drainage elements, irrigation, benches, site furnishings and garden architecture such as shaded seating trellises and planters.

Construction was completed recently after 4 years with the Senate as the first phase and the House as the second phase. Most of the project's \$59 million budget was consumed by the structural repair and renovation scope, however, design effort has provided the citizens of Florida and visitors to the Capitol with the added benefit of a beautiful and functional public space with generous open plaza areas, additional gathering spaces, improved pedestrian traffic flow, barrier-free access, lighting and landscaping featuring native plants.

Project Contact **Tom Berger (Owner)**
Director of Facilities
tom.berger@dms.myflorida.com

Pat Hoy (Architect of Record)
Principal, Hoy Stark Hagan Architects
(850) 893-5971
pat.hoy@hoystarkhagen.com

COLLEGETOWN AT MADISON ST.

Tallahassee FL



College Town is located two blocks from the main campus and overlooks Doak Campbell Stadium. College Town at Madison Street is a multi-phase project brought to life by the Seminole Boosters, Inc. and is a vision that has been in the works for several years. Based on their unique understanding of how the finished project would live and breathe the Seminole Boosters selected Urban Street Development to design, build and manage the College Town project. Urban Street Development specializes in design, development, construction, property management, real estate acquisition,

programming, concept development, leasing and sales, for a variety of businesses, properties and neighborhood revitalization projects. Led by the dynamic team of Alan Hooper and Tim Petrillo, Urban Street Development has designed, constructed, managed, leased, and sold a multitude of successful projects over the years. They have carved out a niche within the development of urban neighborhoods and has built a redevelopment oriented business that focuses on revitalization within a variety of markets that possess the potential for growth and renewed lifestyle.

Project Contact **Alan Hooper, Principal LEED AP/Co-Founder, Seminole Boosters, Inc.**
(954) 632-6556

SHUNK GULLY OYSTER BAR

Santa Rosa Beach, FL



The project consisted of the development of 2.8-acres of land and included the design and permitting of infrastructure necessary to service a new 7,200 sq.ft. restaurant and retail building located on the corner of County Hwy 30A and County Road 393 in Dune Allen Beach, Florida. Infrastructure design included paved areas such as roadways, sidewalks and parking, potable water and sanitary

sewer utilities and a stormwater drainage and management system. Permitting included a Walton County Minor Development Order, Northwest Florida Water Management District (NFWMD) Environmental Resource Permit (ERP), Florida Department of Environmental Protection (FDEP) Water Distribution Permit, and a FDEP Wastewater Collection Permit.

Project Name **Shunk Gully Oyster Bar**

Owner **Thomas Gallion**

Project Value **\$10,000,000**

Project Size **7,200 SF**

Development Area **2.8-Acres**

CAMP CREEK AMENITY

Panama City Beach, FL



The Camp Creek Amenity Center expansion civil engineering project included the development of a vacant portion of land east of the existing camp creek golf club. The design and permitting for the project included modifications to the existing facility, construction of infrastructure necessary to service a series of new buildings and associated amenities and included paved areas, potable water and sanitary sewer utilities and a storm water drainage and management system.

At build out, the expansion will include a new 75-room three-story hotel, a 12,000 square foot state-of-the-art health & wellness center, family pool with waterside and lazy river, and a dedicated adults-only lap pool, 8 tennis courts and 8 pickle ball courts with stadium-style seating and 1,100 sq. ft. sport building, 3 dining venues, a 1,000 sq. ft. kids club, and a multi-use sports field.

Project Name **Camp Creek**

Owner **The St. Joe Company**

Project Value **\$65,000,000**

Project Size **84,625 SF**

Development Area **25-Acres**

WATERSOUND BEACH CLUB

WaterSound Beach, FL



The growing new urbanist community of WaterSound needed to expand its existing beach club facilities along the Gulf of Mexico. The new beach club features a 7,000 sq. ft. free-form, zero-entry pool with a lazy river, a 2,225 SF clubhouse with a grille and restrooms on the pool level, a small pool bathhouse, fire pits, cabanas, and a band stage and amphitheater lawn.

The design and State and local permitting for the project included the

redesign of the entry drive, a new golf cart parking lot, a new round-a-bout, an upgrade of the existing storm water management system and an upgrade of water and sewer services necessary to accommodate the future proposed buildings and amenities.

The project included a curvilinear layout, structural design, and permit with FDEP for nearly one mile of timber boardwalk through environmentally sensitive areas.

Project Name **Watersound Beach Club**

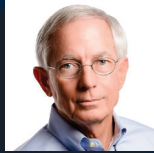
Owner **The St. Joe Company**

Project Value **\$15,000,000**

Project Size **2,225 SF**

Development Area **8.1-Acres**

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CHARLIE CLARY FAIA
PRINCIPAL-IN-CHARGE



LEVI WIEGAND AIA
PROJECT MANAGER



PAT BALLASCH AIA, LEED AP
PROJECT ARCHITECT



KEN GREENE RA
DESIGN & PRODUCTION



HORTON HODGES
LANDSCAPE ARCHITECT



HART HOWERTON
ARCHITECTURAL CONSULTANT



O'CONNELL & ASSOCIATES
CIVIL ENGINEER



WATFORD ENGINEERING
MECHANICAL & PLUMBING



HG ENGINEERS
ELECTRICAL ENGINEER

08 PROJECT MANAGEMENT ORGANIZATION

Our organizational structure integrates architects specializing in park design with designers specific knowledge of Florida Code requirements into a single team working for the benefit of City of Destin and its interests.

The resumes on the following pages demonstrate the exceptional qualifications of DAG Architect's key personnel. These individuals will be personally involved with the City of Destin. Other staff may be added, depending on the project; but, these leaders will be involved with each phase of the process.



CHARLIE CLARY FAIA

PRINCIPAL IN CHARGE



Charlie's perspective not only as an architect but as a former Florida State Senator brings an added dimension to his involvement with our clients.

Throughout his 40-year career, Charlie has contributed to the architectural profession and to the State of Florida's legislative process, and his efforts have been recognized by numerous professional service awards. As the founding principal of DAG Architects, he is involved in overseeing all of the firm's higher education projects that focus on student housing, classroom and academic facilities, and sports.

EDUCATION

Bachelor of Design, University of
Bachelor of Architecture, Auburn
University, 1977

Bachelor of Arts in Environmental
Design, Auburn University 1976

REGISTRATIONS

Architecture: Florida
#AR0009694

YEARS OF EXPERIENCE

With DAG: 42 years

Total: 46 years

OFFICE LOCATION

Destin, FL

RELEVANT PROJECTS

RECREATIONAL PROJECTS

- » WaterColor Beach Club Expansion,
Santa Rosa Beach
- » Bluewater Fitness Conceptual
Planning, Niceville
- » Beasley Park, Fort Walton Beach
- » I-10 / Highway 87 RV Park, Milton
- » NatureWalk Gathering Place/Pool
and Clubhouse Design, Seagrove
Beach
- » Restroom & Concession Pavilion at
Plaza de Luna, Pensacola
- » RV Resort at Saint Rosa Sound,
Navarre
- » St. Andrews Park New Concession
Building, Panama City
- » The Track Consulting, Destin

CIVIC AND COMMUNITY PROJECTS

- » Okaloosa County Administration
Building, Shalimar
- » Okaloosa County Sheriff's Office
Addition, Shalimar
- » Destin Main Fire Station & Crystal
Beach Fire Station, Destin
- » South Walton Main Fire Station,
Santa Rosa Beach

- » DeFuniak Springs City Hall Study,
DeFuniak Springs
- » FDLE Building Historic Renovation,
Pensacola
- » Mattie Kelly Amphitheater and
Village Green Phase I, Destin
- » Molino Tax Collector and Property
Appraiser Facility, Molino
- » Panama City Beach Civic Complex
Master Plan Update, Panama City
Beach
- » Walton-DeFuniak Springs Library
Addition, DeFuniak Springs
- » City of Panama City Trustmark
Building City Hall, Panama City
- » City of Panama City Police
Department CSI Evidence Lab
Renovation

MASTER PLANNING PROJECTS

- » Fort Walton Beach Downtown
Streetscape and Beal Park Projects
- » EDC of Okaloosa County Research
and Education Campus Master Plan,
Fort Walton Beach
- » Regions Bank / Main Street Office
Building/Bank Master Plan, Destin



LEVI WIEGAND AIA

PROJECT MANAGER



Levi attended the Vicenza Institute of Architecture in Vicenza, Italy and subsequently graduated *summa cum laude* with a Bachelor of Design degree from the University of Florida. He went on to earn both a Master of Arts in Architecture, and a Master of Science in Architecture Pedagogy from the University of Florida, graduating with distinction. Levi joined DAG in 2018 serves as a Design Architect and Project Manager. Often thought of as one with a good eye for design, Levi is a dependable leader with a keen understanding for the project's overall goals as envisioned by the client.

With an underlying philosophy that the quality of a project is a direct result of the quality of the design team, Levi strives to push for excellence throughout every aspect of the project. As a result, several of Levi's projects have been recognized by his peers for excellence in design and delivery.

EDUCATION

Bachelor of Design, University of Florida-*summa cum laude*

Vicenza Institute of Architecture, Vicenza, Italy

Master of Arts in Architecture & Master of Science in Architecture Pedagogy, University of Florida

REGISTRATIONS

Architecture: Florida #AR100595

YEARS OF EXPERIENCE

With DAG: 4.5 years

Total: 7 years

OFFICE LOCATION

Destin, FL

RELEVANT PROJECTS

RECREATIONAL PROJECTS

- » The Alley, Branson, MO
- » Myrtle Beach Hangout (sub-consultant), Myrtle Beach, SC
- » Zeke's Marina, Orange Beach, AL

CIVIC AND COMMUNITY PROJECTS

- » Hurricane Michael Office Evacuation/Damage Mitigation
- » Okaloosa Gas District New Office, Valparaiso, FL

OFFICE AND INDUSTRIAL

- » Landmark Office Center Master Planning, Fort Walton Beach, FL

RETAIL AND RESTAURANT PROJECTS

- » Bud & Alley's Restaurant Addition, Santa Rosa Beach, FL
- » Emerald Coast Shopping Center
- » Gulfview Plaza Redevelopment
- » The HUB multiple locations:
 - Santa Rosa Beach, FL
 - Allen, TX
- » Inlet Beach Mixed Use Development, Santa Rosa Beach, FL

- » Long Beach Resort, Panama City, FL

- Lagoon, Buildings 1, 2, 3, Event Lawn, Diner, Hangout, Hotel, Retail, Stage & Venue

- » Sherwin Williams, Santa Rosa Beach

- » Sunliner Diner Interiors (sub-consultant), Pigeon Forge, TN

- » Surf Style Surf Shop, Destin, FL

- Indiatlantic, Ormand Beach, Perdido Key, and 30A, FL

RESORT PROJECTS

- » East of Eden Beach House, Pensacola

- » 30A Artist Village

- » Blue Heron 34

- » Surf Style Mixed Use Development, Gulf Shores, AL

- » Kaiya Condominium Review

- » Kukla RV Park Clubhouse

- » Okaloosa Island Condominium & Marina



PAT BALLASCH AIA, LEED AP

PROJECT ARCHITECT



Pat brings his enthusiasm and love of design to every project he works on, whether it's a fire station, college classrooms, office building, or a community center. An avid sailor, surfer and a native of Northwest Florida, he understands the unique features of our environment.

Pat joined DAG Architects as a summer intern in college, and returned when he was ready for full-time employment. He is now a partner in the firm, and his design work has been recognized on the state and local levels with many honor awards from the American Institute of Architects and other organizations.

EDUCATION

Master of Architecture, University of Florida, 1994

Bachelor of Design in Architecture, University of Florida, 1989

Vicenza Institute of Architecture, Vicenza, Italy, 1993

REGISTRATIONS

Architecture: Florida #AR0017640

YEARS OF EXPERIENCE

With DAG & Total: 34 years

OFFICE LOCATION

Destin, FL

RELEVANT PROJECTS

RECREATIONAL PROJECTS

- » Blackwater Recreation and Fitness Center, Baldwin County, AL
- » Cabana Cay RV Resort, Panama City Beach
- » I-10 and Highway 87 RV Park Plan, Milton
- » Cove Marine Boat Storage, Niceville
- » Destin YMCA, Destin
- » Indian Bayou Country Club, Destin
- » Legendary Mid-Bay Marina Boat Owner's Club, Destin
- » NatureWalk Gathering Place, Seagrove Beach
- » Navarre YMCA, Navarre
- » RV Resort at St. Rosa Sound, Navarre
- » Southwood Recreation Center and Community Park, Tallahassee
- » Swift Creek Community Center, Niceville
- » WaterSound Beach Club Expansion, Santa Rosa Beach

CIVIC AND COMMUNITY

- » Legion Field Neighborhood Resource Center, Pensacola
- » Plaza de Luna Restroom and Concession Building, Pensacola
- » Destin Library, Destin
- » Destin Library Interior Renovation, Destin
- » Gainesville Bo Diddley Plaza Redesign, Gainesville
- » Molino Civic Complex and Tax Collector / Property Appraiser's Offices, Molino
- » Okaloosa County Administration Building, Shalimar
- » Okaloosa County Sheriff's Office Addition, Shalimar
- » Panama City Marina Park and Civic Plaza, Panama City
- » Panama City Beach Civic Complex Master Plan, Panama City Beach
- » Mattie Kelly Cultural Arts Village Master Plan, Destin
- » Mattie Kelly Dugas Pavilion Amphitheater and Village Green, Destin



KEN GREENE RA

DESIGN & PRODUCTION



Ken is a talented designer who uses a variety of computerized graphics programs and exceptional presentation skills to help clients visualize their projects throughout the design process. His architectural design, drafting, modeling, and computer presentation techniques have been utilized on a wide range of project types.

EDUCATION

Bachelor of Architecture, Florida
A&M University

LICENSE

Architect: Florida #AR102683

YEARS OF EXPERIENCE

With DAG: 17 years

Total: 18 years

OFFICE LOCATION

Tallahassee, FL

RELEVANT PROJECTS

- » Camp Landing-Florida National Guard MATES Building Expansion and Renovation, Tallahassee, FL
- » DMS Mission San Luis Archaeological Lab Design, Tallahassee, FL
- » Florida Public Safety Institute Entry, Tallahassee, FL
- » Florida Public Safety Institute, Legacy Walk Concept Design, Tallahassee, FL
- » Florida Public Safety Institute Range Toilet Building, Tallahassee, FL
- » Gainesville Bo Diddley Plaza ; Redesign, and Final Construction Plans, Gainesville, FL
- » Hurricane Michael Office Evacuation / Damage Mitigation, Tallahassee, FL
- » Inlet Beach Mixed-Use Phase II, Santa Rosa Beach, FL
- » Joe's Bayou Recreation Area Improvements, Destin, FL
- » Long Beach Lagoon Master Planning, Panama City, FL
- » Panama City Marina Master Plan Concept Update and Design Development, Panama City, FL
- » Perdido Key Fire Station and Community Center, Pensacola, FL
- » St. Andrew's State Park Redevelopment, Panama City, FL
- » Trust for Public Land; Innerarity Point Park, Leonard Destin Park , Lynn Haven Bayou Park & Preserve (Pensacola, Destin, and Panama City), FL
- » Wakulla Environmental Institute, Tallahassee, FL
- » WaterColor Beach Club; Discovery, Programming, Phasing Study, New Clubhouse and New Pool Bath house, Renovations, Santa Rosa Beach, FL



TIMOTHY K. SLATTERY AIA

ARCHITECTURAL CONSULTANT - PARTNER



Timothy Slattery is an architect and urban designer with over twenty five years of experience working on high-end residences, clubs, resorts, and communities throughout the world. As a Design Principal, Tim leads a wide range of design efforts in the San Francisco studio and closely coordinates work with the New York Studio.

Recently Tim has been leading the design for the Master Plan and Architecture for Yerba Buena Island in San Francisco, the first Phase of the Redevelopment Vision for Treasure Island. Yerba Buena Island will offer 265 new residences in a hillside island community with stunning views of San Francisco Bay. With the same Client, Wilson Meany, Tim has also been working on the design of the first two residential buildings at Hollywood Park, a Hart Howerton-designed master planned entertainment district of 300 acres centered around the new Los Angeles Rams and Chargers Stadium opening in 2020.

On the east coast, Tim has been leading the Hart Howerton team on two exciting additions to the award winning Florida coastal community of Alys Beach, working on the new Members Beach Club and Plaza and two mixed use residential buildings on the Town Square.

Tim's recent international experience includes a new 100,00sf Golf Club and Hospitality Campus centered around a Kyle Phillips designed golf course outside of Bangkok in Thailand.

EDUCATION

Master of Architecture in Urban Design, Harvard University, Graduate School of Design

Bachelor of Architecture, University of Notre Dame

ASSOCIATIONS

American Institute of Architects

Urban Land Institute

Registered Architect

OFFICE LOCATION

New York, NY



PAUL MILANA FAIA

ARCHITECTURAL CONSULTANT - PARTNER



As a Partner in the firm, Paul provides the strategic vision and oversees the detailed design on a range of mixed-use, transit-oriented, infill and new communities and resort villages nationally and abroad. His work exemplifies our approach to Designing Complete Environments and our commitment to fostering healthy places.

Paul is directing the master plan for Hollywood Park, a new mixed-use sports and entertainment district in Inglewood, California, and new home to the Los Angeles Rams and the Chargers. In the past, Paul also worked with the Dallas Cowboys, Texas Rangers and Steiner Associates to create a master plan for an integrated mixed-use town center in Arlington, Texas. He has also led our planning and design efforts for Nexton, South Carolina, a new 5,000 acre mixed-use community 20 minutes north of Charleston. As the first gigabit community in the state, Nexton offers a complete range of uses in a collection of walkable neighborhoods interconnected by a robust open space and trail network. Paul also led the planning and design of Bay Meadows, a 80-acre transit-oriented infill development of a former racetrack, in San Mateo, California.

Among the award-winning designs Paul has directed, WaterColor, a resort town along the Florida Panhandle Coast, was the recipient of ULI's Award for Excellence. Other recipients of this award where Paul has had a significant design role include Celebration, Florida and Daniel Island, South Carolina.

Paul is an active member of the Urban Land Institute, where he currently serves on a Community Development Product Council and where he has led an annual course in Town Planning for the ULI Real Estate School. He has been a moderator, panelist, and speaker at real estate forums across the country.

EDUCATION

Bachelor of Architecture,
University of Notre Dame

Rome Studies Program University
of Notre Dame

ASSOCIATIONS

American Institute of Architects

Urban Land Institute

Congress for the New Urbanism

Institute for Classical

Architecture & Art

Registered Architect in New York
and Michigan

NCARB Certified

OFFICE LOCATION

New York, NY



PAUL BLAZECK ASLA, LEED AP

LANDSCAPE DESIGN DIRECTOR



With over 20 years of professional experience on a wide range of projects in the U.S., Europe, and Asia, Paul has designed and managed numerous large and complex architecture, urban design, and landscape projects. Having a strong foundation as an architect, Paul has a unique perspective as a designer, focusing on the critical relationship between building and landscape.

While experienced in all aspects of the design profession, Paul is particularly skilled in concept design. His proficient sketching and visualization abilities as well as his strong interpersonal skills make him particularly effective when working with client and consultant groups. He is an accomplished leader with a wealth of experience in managing design teams as well as in the administration of a design business.

Paul's portfolio includes a broad diversity of project types including mixed-use commercial, urban renewal, master planning, infrastructure, health care, and entertainment as well as numerous single and multi-family residential projects.

Paul's most recent assignments include the ongoing renovation of the historic Vinoy hotel in St. Petersburg, Florida; a private club development in Miami, Florida; the renovation and expansion of the Naples Beach Club in Naples, Florida; and, the multifamily development of The Boca Raton Hotel in Boca Raton, Florida. Other relevant work includes Phase 2 expansion of the Yellowstone Club in Big Sky, Montana; the conservation-scale development Mirasol Springs outside of Austin, Texas; the renovation of the historic Troutbeck Hotel in Amenia, New York; and a handful of residential assignments in Barbuda and Baker's Bay in the Caribbean.

EDUCATION

Master of Landscape
Architecture, University of
Southern California School of
Architecture

Bachelor of Architecture,
University of Southern California
School of Architecture

ASSOCIATIONS

Licensed Landscape Architect in
New York State

Member of the American Society
of Landscape Architects

LEED Authorized

OFFICE LOCATION

New York, NY



CALLA CHANG RA

ASSOCIATE ARCHITECT



Calla is a designer with experience working on a variety of project types. Her background in classical architecture reflects the current work she does: translating classical modes of design to contemporary projects. Currently, Calla is a key designer in the Gulf-front private Beach Club and public Plaza in Alys Beach, Florida and the Gulf National Club House in Bangkok, Thailand.

EDUCATION

Bachelor of Architecture, University of Notre Dame

Rome Studies Program, Rome, Italy

ASSOCIATIONS

Registered Architect

OFFICE LOCATION

New York, NY



DANIEL MORALES CNU-A AICP

ASSOCIATE ARCHITECT



Daniel Morales is an urban and architectural designer. He has experience with a variety of urban project types, including regional plans, new communities, transit-oriented development, suburban retrofit and downtown revitalizations. His experience in architecture includes an emphasis on classical architecture and preservation.

Most recently, Daniel has led project teams in the traditional neighborhood development of Sunbridge Town Center and Isla Carroll at Wellington in Florida. He has also lent invaluable expertise on master planned communities in Hunter, Fields and Dripping Springs in Texas. In addition to his work in Texas, Daniel has also played a key role in current Hart Howerton assignments at Kiawah in South Carolina and Veridea in North Carolina.

Past hospitality and resort work includes Cayo Largo in Fajardo, Puerto Rico; Troubadour Club in Nashville, Tennessee; and, Mirasol Meadows in Austin.

EDUCATION

Bachelor of Architecture, University of Notre Dame

ASSOCIATIONS

Congress for New Urbanism

American Planning Association

OFFICE LOCATION

New York, NY



CHADWICK D. HORTON RLA

LANDSCAPE ARCHITECT



Chadwick has experience in land development and professional design practice including master planning, site and amenity design, residential planned unit developments, mixed-use, resort, commercial, civic, educational and single family residential.

EDUCATION

Bachelor of Landscape,
University of Georgia, 2005

REGISTRATIONS

Landscape: Florida #LA6666971

YEARS OF EXPERIENCE

With Current Firm: 12 years

Total: 18 years

OFFICE LOCATION

Freeport, FL

RELEVANT PROJECTS

HORTON LAND WORKS Freeport, FL - Founding Principal

2011-present

- » Serve as principal designer on all studio projects which range from master planning of large scale, mixed-use communities and resorts to detailed site development and amenity design.
- » Conducts and assists in the due-diligence research and analysis for potential acquisitions on behalf of various developers, institutional clients and real estate professionals.
- » Coordinate design workshops serving as facilitator for multidisciplinary teams of consultants including architects, urban designers, civil engineers, transportation planners, biologists, market analysts, et al.

DAG ARCHITECTS Destin, FL - Director of Land Planning & Landscape Architecture

2007-2011

- » Served as the sole landscape architect/planner for the regional firm on a broad range of public and private sector projects throughout Northwest Florida and the Southeastern United States.

- » Diversity of project experience included master planning and detailed site design for university & college campuses, hotels, resorts, marinas, condominiums, commercial centers, professional office parks and single family communities.

OLSON AND ASSOC/A TES OF NW, FLORIDA, INC. Destin, FL - Land Planner & Landscape Architect Associate

2005-2007

- » Collaborated on all in-house land planning, landscape architectural design, graphic design, & marketing collateral production.
- » Supported in due-diligence research, environmental land-use approvals throughout Florida including ORI, PUD & Development Order approvals.
- » Assisted in site selection and preliminary layout, development programs, cost estimates and pro-forma analyses for projects including residential, resort, commercial and mixed-use developments.



PATRICK D. HODGES RLA

LANDSCAPE ARCHITECT



EDUCATION

University of Florida. College of Architecture, Bachelor of Landscape Architecture with Thesis, 1981

REGISTRATIONS

Landscape: Florida #LA0000850

CLARB Certificate 43933

AL No. 281, TX No. 1460, GA No. 669, TN No. 1040, VA No. 0406001860, IA No. 00646, MO No. 2015009152

YEARS OF EXPERIENCE

With Current firm: 15 years

Total: 48 years

OFFICE LOCATION

Panama City, FL

Senior landscape architect and master planner with 4 decades experience in land development and professional design practice including but not limited to master planning, site and amenity design, marketing, scheduling, and budgeting for residential communities, mixed-use, resort, commercial, civic, educational and resource-based recreational facilities and developments. Skilled in all aspects of the land development and entitlement process, from initial site selection and due diligence; through acquisition, conceptual design, permitting, design development, construction, marketing, and the delivery of finished product to the end-user. Hodges' diverse professional career spans more than four decades with a proven track-record of leading professional teams through the development process to successful project completion. Design experience includes master planning for marina villages in Dubai, UAE and the master planning for a five-star beach front resort hotel complex in the Seychelles, as well as a contributing role in a Duany Plater-Zyberk (DPZ) design charette for the new town of Camana Bay on Grand Cayman.

RELEVANT PROJECTS

- » Oleta River State Park – North Miami – Master Planning – 1984 FDEP
- » John D. MacArthur Beach State Park – Palm Beach County - Master Planning – 1984 FDEP
- » Henderson Beach State Park – Destin – Master Planning – 1984 FDEP
- » Historic McKenzie State Park – Panama City – 1985 Master Planning, Detailed Site Design and Construction Documents - Panama City Downtown Improvement Authority
- » Pat Thomas Park – Hopkins Landing – Quincy, Florida – Master Planning & Construction Documents Gadsden County Parks & Recreation – 1990
- » Seminole State Park – Donalsonville, Georgia - Master Plan Update 1995- Georgia Department of Natural Resources (DNR)
- » Reed Bingham State Park – Adel, Georgia – Master Plan Update 1995 – Georgia DNR
- » Dorothy B. Owen Park – Tallahassee – Master Planning and Construction Documents 1985 Tallahassee Parks & Recreation Department (TPRD)
- » Park Avenue Chain of Parks – Master Planning CDs and Permitting -Tallahassee – 1993 – TPRD – Recipient of The ASLA Centennial Medallion 1999
- » Macon Community Park – Master Planning & Construction Documents – 1998- Tallahassee Parks & Recreation Department (TPRD)
- » Daniel B. Chaires Community Park – Programming, Master Planning – Construction Documents – 1996 Leon County Parks & Recreation Department
- » Fort Braden Community Park – Programming, Master planning – Construction Documents – 1996 Leon County Parks & Recreation Department
- » Kate Ireland Park – Programming - Master Planning – Construction Documents – 1997 Leon County Parks & Recreation Department



NEILL R. O'CONNELL PE

PRESIDENT / PRINCIPAL ENGINEER



Mr. O'Connell has been practicing civil and structural engineering design and construction since his graduation from college in 1999. His civil design experience includes the design of residential and commercial stormwater management systems, roadways, municipal water and sewer utilities, planning, permitting and construction. His structural experience includes the design of low, mid and high-rise structures utilizing a wide variety of construction materials and the forensic analysis of critical building components associated with existing buildings.

EDUCATION

Bachelor of Science in Civil Engineering, 1999, University of Alabama, Tuscaloosa, AL

REGISTRATIONS

Alabama, District of Columbia, Florida, Georgia, Louisiana, Maryland, Michigan, Mississippi, North Carolina, South Carolina, Tennessee, Texas, Virginia,

Florida: PE63628

FDEP Certified Stormwater Management Inspector

YEARS OF EXPERIENCE

With O'Connell & Associates: 10 years

Total: 24 years

OFFICE LOCATION

Grayton Beach, FL

RELEVANT PROJECTS

CIVIL ENGINEERING

- » St. Joe Resorts, Camp Creek Golf Club - Amenity, Panama City Beach, FL - Performed the civil engineering services necessary to design the site improvements associated with a 25-acre expansion to the existing Camp Creek Golf Club complex including multiple buildings, parking/public amenity areas and corresponding infrastructure.
- » Saltaire Apartments – Multi-Family, Mixed Use, Santa Rosa Beach, FL - Performed the civil engineering services necessary to design and permit site improvements associated with a new 25-acre multi-family, mixed-use development including 400,000 sq. ft. of residential, 30,000 sq. ft. of commercial, stormwater and corresponding infrastructure.
- » The Powder Room, Panama City Beach, FL - Performed the civil engineering services necessary to design a commercial building consisting of common area/retail space and a 12-lane indoor shooting range on 1.9-acres. Infrastructure design and permitting included paved areas (such as roadways, sidewalks and parking), potable water and sanitary sewer utilities and a stormwater management system.

- » Quail Run – Single Family, Mixed-Use Freeport, FL - Performed the civil engineering services necessary to design the site improvements associated with a 211-acre single-family residential, mixed-use development.

STRUCTURAL ENGINEERING

- » Camden and Whitby Mixed Use Commercial Buildings Alys Beach, FL - Performed the structural engineering services necessary to develop permitting and construction documents associated with two 4-story, mixed-use commercial buildings measuring a total of 55,000 sq. ft.
- » Lots 18, 19 & 20 South Walton Commerce Park, Santa Rosa Beach, FL - Performed the structural engineering services necessary to develop permitting and construction documents associated with a three commercial buildings measuring approximately 15,000 sq. ft.



JONATHAN E. NASH PE

LEAD CIVIL ENGINEER



Mr. Nash has been practicing in the fields of civil engineering design, land development and construction since before his graduation from college in 2001. His civil design experience includes: residential, commercial and industrial site design including planning, roadways, streetscapes, stormwater management systems, utilities and permitting, municipal water/sewer utilities and treatment facilities including planning, conceptual design, state and federal funding assistance, design reports, bid documents, construction contract administration and project management.

EDUCATION

Bachelor of Science in Civil Engineering, 2001, Auburn University, Auburn, AL

REGISTRATIONS

Alabama, Florida, Georgia, NCEES Council Record

Florida: PE77531

YEARS OF EXPERIENCE

With O'Connell & Associates: 7 years

Total: 23 years

OFFICE LOCATION

Grayton Beach, FL

RELEVANT PROJECTS

CIVIL ENGINEERING

- » St. Joe Resorts, WaterSound Beach Club Expansion, Santa Rosa Beach, FL - Performed the civil and structural engineering services necessary to design the site improvements associated with an 8-acre expansion to the existing WaterSound Beach Club complex including multiple buildings, parking/public amenity areas and corresponding infrastructure. Work involved completing the necessary state and local permitting and construction documents and including preservation, demolition, geometry, grading, stormwater management and utility plans.
- » Louis-Louis Mixed-Use Commercial Development, Santa Rosa Beach, FL - Performed the civil engineering services necessary to design the site improvements associated with a 2-acre mixed-use commercial development including multiple building layouts, parking, roadways and infrastructure. Work involved completing State and local permitting and construction documents including preservation, demolition, geometry, grading, stormwater management and utility plans.
- » Lots 18, 19 & 20 South Walton Commerce Park, Santa Rosa Beach, FL - Performed the civil engineering services necessary to design the site improvements associated with a 3-lot commercial development within the South Walton Commerce Park including multiple buildings, parking, roadways and corresponding infrastructure. Work involved completing the necessary State and local permitting and construction documents including preservation, demolition, geometry, grading, stormwater management and utility plans.
- » St. Joe Development, Lot 3 WaterColor Crossings, Santa Rosa Beach, FL - Performed the civil and structural engineering services necessary to design the site improvements associated with new commercial development including a 7,000 sq. ft. steel building, parking areas and corresponding infrastructure. Work involved completing State and local permitting and construction documents including preservation, demolition, geometry, grading, stormwater management and utility plans.



JOSH M. BARKER PE

LEAD STRUCTURAL ENGINEER



Mr. Barker has a bachelors degree in civil engineering and a masters degree in structural engineering, both from the University of Alabama. His structural experience includes the detailed design of low, mid and high-rise buildings and other structures utilizing structural steel, aluminum, concrete, masonry, light gage metal, timber and engineered wood products using finite element analysis. Josh also has experience in the structural assessment, renovation and expansion of existing buildings, the forensic analysis of distressed critical building components and detailed foundation design which includes timber, precast and auger-cast pilings, shallow foundation systems such as strip footings, spread footing pads and continuous mat slabs.

EDUCATION

Master of Science in Civil Engineering, 2018, University of Alabama, Tuscaloosa, AL

Bachelor of Science in Civil Engineering, 2017, University of Alabama, Tuscaloosa, AL

Associate of Science in General Studies, 2014, Shelton State Community College, Tuscaloosa, AL

REGISTRATIONS

Florida: PE92112

YEARS OF EXPERIENCE

With O'Connell & Associates: 5 years

Total: 6 years

OFFICE LOCATION

Grayton Beach, FL

RELEVANT PROJECTS

STRUCTURAL ENGINEERING

- » Camden and Whitby Mixed Use Commercial Buildings, Alys Beach, FL - Performed the structural engineering services necessary to develop permitting and construction drawings and documents associated with two 4-story buildings consisting of reinforced concrete columns, walls and slabs measuring 55,000 sq. ft. in total.
- » Riverwalk Apartments, Freeport, FL - Performed the structural engineering services necessary to develop permitting and construction documents associated with thirteen 3-story, 24-Unit multifamily buildings measuring a total of 475,000 sq. ft.
- » Red Bar, Grayton Beach, FL – Developed structural construction documents while working closely with all members of the design team to replicate the iconic Red Bar Restaurant that was destroyed in a fire, while bringing the building up to modern standards.
- » Martha's Lane Condos, Santa Rosa Beach, FL - Performed the structural engineering services necessary to develop permitting and construction documents associated with two 2-story, 10-Unit multi-family buildings measuring a total of 23,000 sq. ft.
- » The Dannelly and The Varian Mixed Use Commercial Buildings Alys Beach, FL - Performed the structural engineering services necessary to develop structural plans per Fortified Design criteria associated with two 4-story, mixed-use commercial buildings measuring a total of 50,000 sq. ft.



MICHAEL G. EKBLAD PLA

DIRECTOR OF OPERATIONS / LANDSCAPE ARCHITECTURE



As the Director of Landscape Architecture, Mr. Ekblad is responsible for all phases of community visioning, landscape development, amenity design, lifestyle planning, landscape permitting, and construction phase services. Mr. Ekblad has provided community design services throughout the State of Florida and is proficient with the development, permitting, zoning, public hearing, and advisory board processes in numerous municipalities.

EDUCATION

Bachelor of Landscape
Architecture, 2006, Louisiana
State University, Baton Rouge, LA

REGISTRATIONS

Florida, Tennessee

Florida: LA666078

YEARS OF EXPERIENCE

With O'Connell &
Associates: <1 year

Total: 18 years

OFFICE LOCATION

Grayton Beach, FL

RELEVANT PROJECTS

MASTER SITE PLANNING

- » Quail Run Residential Mixed-use Development, Walton County, FL
- » Black Creek Estates & Harvest Creek, Residential Community, Walton County, FL
- » Babcock Ranch - Hamlet 1, Residential Communities, Charlotte County, FL
- » Timber Creek, Residential Mixed-use Development, Lee County, FL
- » Dainels South, Residential Mixed-use Development, Lee County, FL
- » Fishermen's Village & 900 Retta, Commercial Mixed-use Development, Punta Gorda, FL
- » Bentley Crossings, Residential Mixed-Use Development, Lee County, FL

LANDSCAPE ARCHITECTURE

- » Gulf Coast Medical Center, Lee County, FL - Responsible for the landscape and irrigation design and permitting for a 600 room and 1,300 space parking lot expansion to the existing 55-acre facility. Unique elements included a series of pocket parks around the campus, connecting a series of pedestrian trails, and landscape design around a helipad.

- » Margaritaville Resort, Fort Myers Beach, FL - Responsible for the preliminary master planning to support the zoning application, and prepared the landscape construction and permitting plans for the development. Development of the resort program included a complete 3D video fly-thru of the site.
- » Gasparilla Inn & Beach Club, Boca Grande, FL - Prepared conceptual site plans, planting and irrigation designs, and site lighting plans to comply with FDEP turtle requirements for the beach club renovation and expansion.
- » Gulf Coast Town Center, Lee County, FL - Developed permitting and construction landscape and irrigation design for numerous outparcels in a +205 acre regional mall. Performed construction phase services. Assisted with the design and implementation of two +1 acre rain gardens.
- » Lee County Streetscape Design, Lee County, FL - Assisted in the design, permitting, construction observation and certification, and Local Agency Program (LAP) project management services for over 14 miles of roadway.



DAN WHITE PE, LEED AP

ELECTRICAL ENGINEER



Dan has 15 years of degreed consulting engineering and seven years of experience working for a consulting engineer company prior to obtaining his degree. He leads the engineering for architectural design services. He has field experience as a project engineer surveying power systems on military projects across the continental United States and internationally in Germany and Japan. His design experience includes military, schools, multi-family housing, airport terminals, churches, parks, and commercial buildings.

EDUCATION

Bachelor of Science in Electrical Engineering, Auburn University, 2006

REGISTRATIONS

Engineer: Florida #PE73790

Licensed in Alabama and North Carolina

LEED Professional

YEARS OF EXPERIENCE

With Firm & Total: 15 years

OFFICE LOCATION

Fort Walton Beach, FL

RELEVANT PROJECTS

TRUST FOR PUBLIC LAND (4 PARKS) Destin and Panama City, FL

» HG provided electrical engineering construction documents for the four parks. Island Park View: \$2M/2018, Innerarity Point Park \$4.3M/2019, Captain Leonard Destin Park \$5M/2021, Lynn Haven Bayou Park and Preserve \$11.5M/2021 – Total Value \$22.8 M

» Client Name: The Trust For Public Land

CITY OF FWB FIELD OFFICE COMPLEX Fort Walton Beach, FL

» HG provided the electrical, site lighting, generator, and fire alarm engineering construction documents. Design includes power, lighting, mechanical power, and fire alarm services. Three buildings on a campus totaling approximately 41,000 sq ft.

» Client Name: City of Fort Walton Beach

CITY OF LYNN HAVEN SPORTSPLEX FACILITY, Lynn Haven, FL

» HG provided electrical engineering construction documents for the approximately 26, 491 sq ft facility including two full basketball courts, concessions, administration, equipment room, computer lab, aerobics/exercise, restrooms, and supporting spaces. Total Value of

Project: Low Bidder Dollar Amount \$6,940,000

» Client Name: City of Lynn Haven, 817 Ohio Avenue, Lynn Haven, FL 32444

» Client Contact Info: Vickie Gainer, City Manager/850-248-0612

ST. ANDREWS STATE PARK RV Panama City, FL

» HG provided electrical engineering construction documents for the upgrade of 174 camp sites from 30amps to 50amps, including new electrical infrastructure. Design included power utility coordination, site electrical units, lift station power, and repowering restroom buildings. Total Value of Project: \$795,000

» Client Contact Info: FDEP, Theresa Carron

MEXICO BEACH TWO NEW PAVILIONS Mexico Beach, FL

» HG provided the electrical engineering construction documents for two pavilions, Canal Park pavilion and Boat Ramp pavilion and fish cleaning station. Design also included wildlife lighting, site utility power, lighting, power, and HVAC power.

» Client Contact Info: City of Mexico City, Mario Gisbert, City Administrator/850-648-5700



DAVID WATFORD PE, LEED AP

MECHANICAL/PLUMBING ENGINEER



Over twenty-five years of experience designing commercial, religious, institutional, and educational projects. David has extensive experience with geothermal, hybrid geothermal, central plant chilled water/hot water, and unitary HVAC systems. David has project management and design experience for MEP projects ranging from two classroom additions to new facilities exceeding 380,000 sf. He regularly performs studies and reports to evaluate existing facilities and make recommendations for indoor air quality, energy efficiency upgrades, and equipment replacements.

EDUCATION

Bachelor of Science Mechanical Engineering Florida State University, 1996

REGISTRATIONS

Florida 58208
Alabama 26142
Mississippi 18049
Georgia PE035507
LEED Professional

YEARS OF EXPERIENCE

With Current Firm: 16
Total: 26 years

OFFICE LOCATION

Marianna, FL

RELEVANT PROJECTS

LYNN HAVEN BAYOU PARK & PRESERVE Lynn Haven, FL

- » HVAC and plumbing design for the approximately 2000SF overlook building and 600SF, 200SF, and 400SF restroom buildings. HVAC design included vandal resistant electric heaters and exhaust fans. Plumbing design included domestic hot and cold water, sanitary waste, and vent systems. Construction Value: \$15M
- » Client Name: City of Lynn Haven, (850) 265-2121

SIMMONS PARK, Southport, FL

- » HVAC and plumbing design for the new 695SF restroom building. This project is used as a prototype for other facilities. HVAC design included vandal resistant electric heaters and exhaust fans. Plumbing design included domestic hot and cold water, sanitary waste, and vent systems. Construction Value: N/A
- » Client Name: Bay County, Jay Jowers, (850) 248-8120

MEXICO BEACH CANAL PARK, Mexico Beach, FL

- » HVAC and plumbing design for the approximately 500SF Boat Ramp Pavilion and 400SF Canal Pavilion. Construction Value: N/A

- » Client Name: City of Mexico Beach, Mario Gisbert, (850)258-6179

LEONARD DESTIN PARK, Destin, FL

- » HVAC and plumbing design for the approximately 750SF restroom building. HVAC design included vandal resistant electric heaters and exhaust fans. Plumbing design included domestic hot and cold water, sanitary waste, and vent systems. Construction Value: \$10M
- » Client Name: City of Destin, (850) 837-4242

INNERARITY POINT PARK, Perdido Key / Pensacola, FL

- » HVAC and plumbing design for the approximately 600SF restroom building with shower. HVAC design included vandal resistant electric heaters and exhaust fans. Plumbing design included domestic hot and cold water, sanitary waste, and vent systems. Construction Value: \$7.4M
- » Client Name: Escambia County, (850) 595-4947





Ron DeSantis, Governor

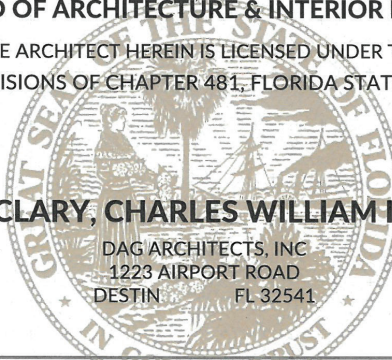
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CLARY, CHARLES WILLIAM III
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DESTIN FL 32541

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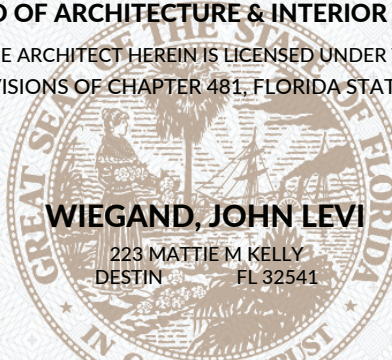
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DESTIN FL 32541

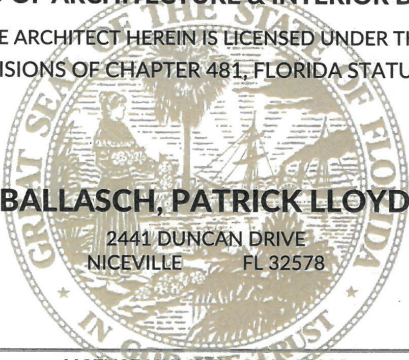
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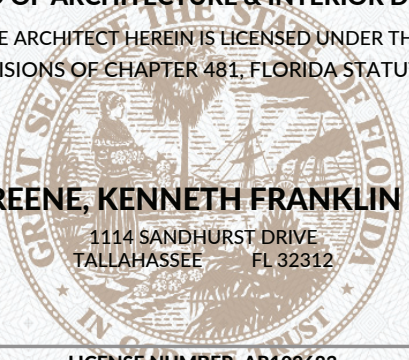
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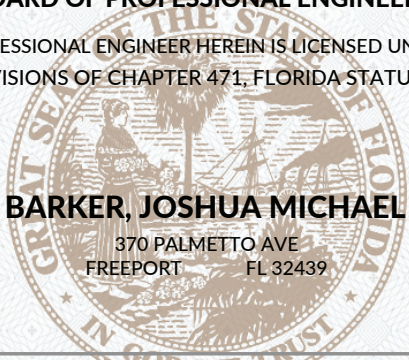
Melanie S. Griffin, Secretary



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BARKER, JOSHUA MICHAEL
370 PALMETTO AVE
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Julie I. Brown, Secretary

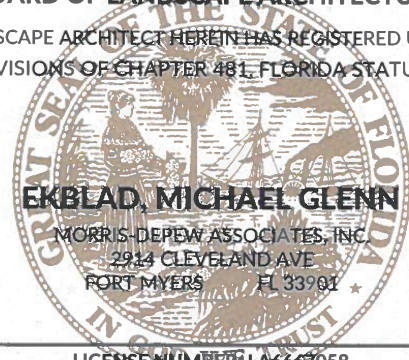


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MORRIS DEPEW ASSOCIATES, INC.
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FORT MYERS FL 33901

LICENSE NUMBER: LA6667058

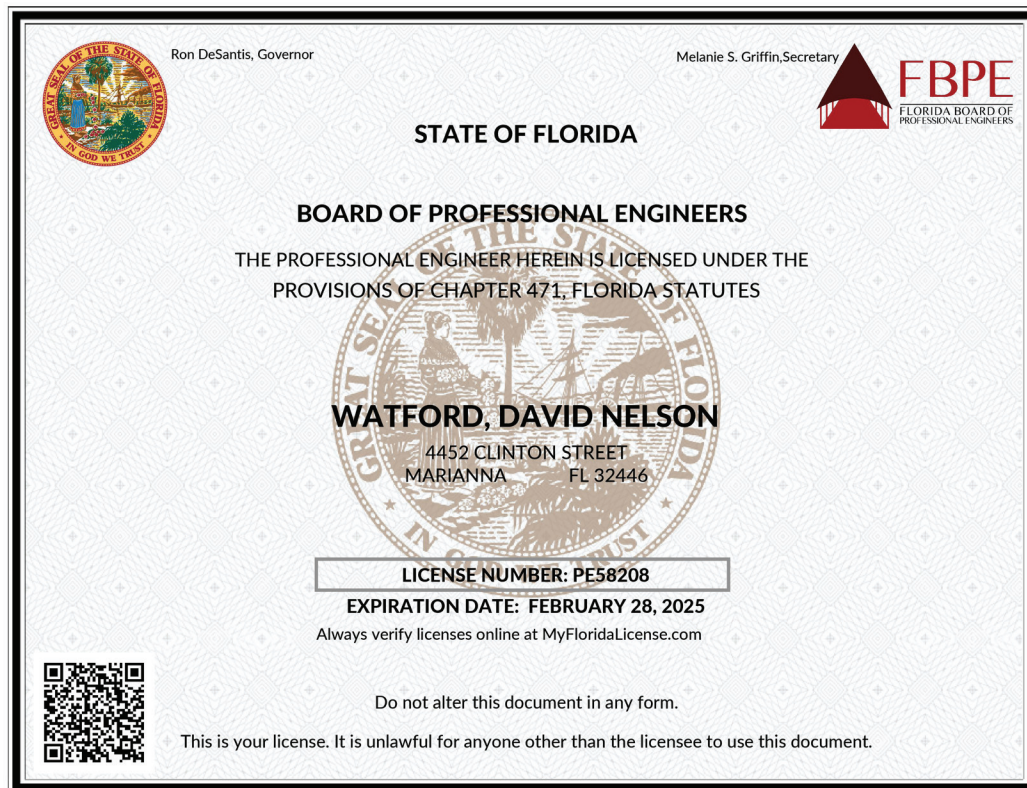
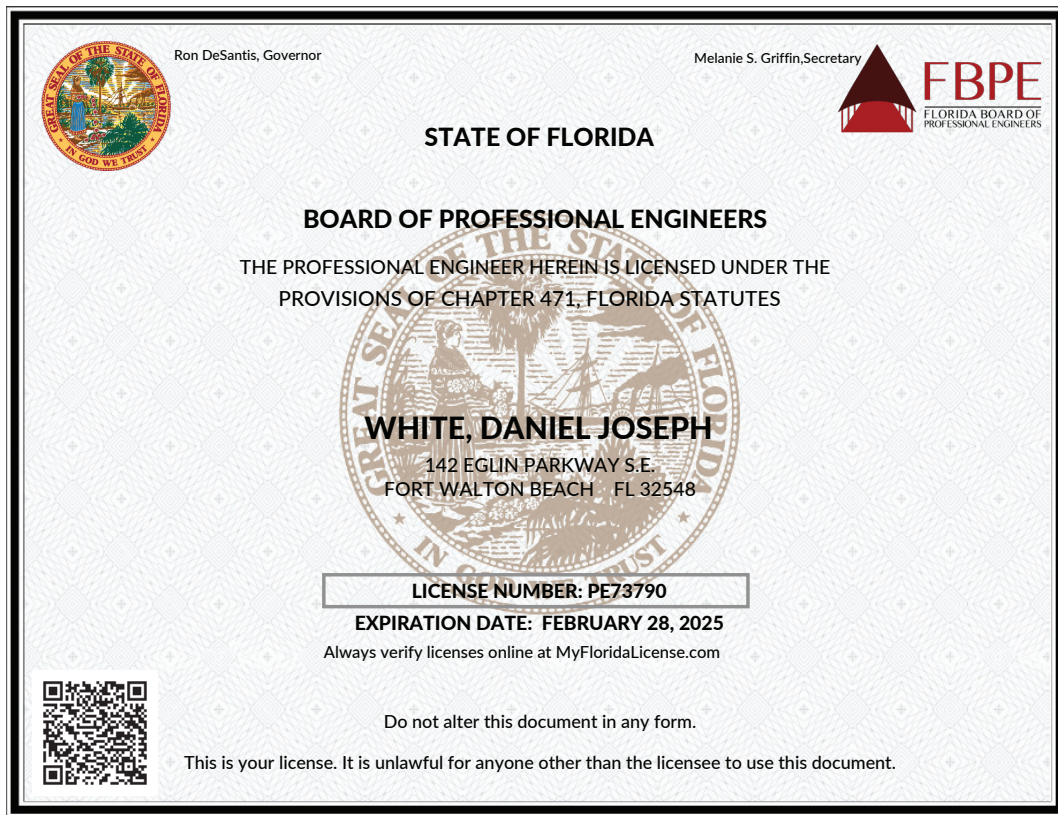
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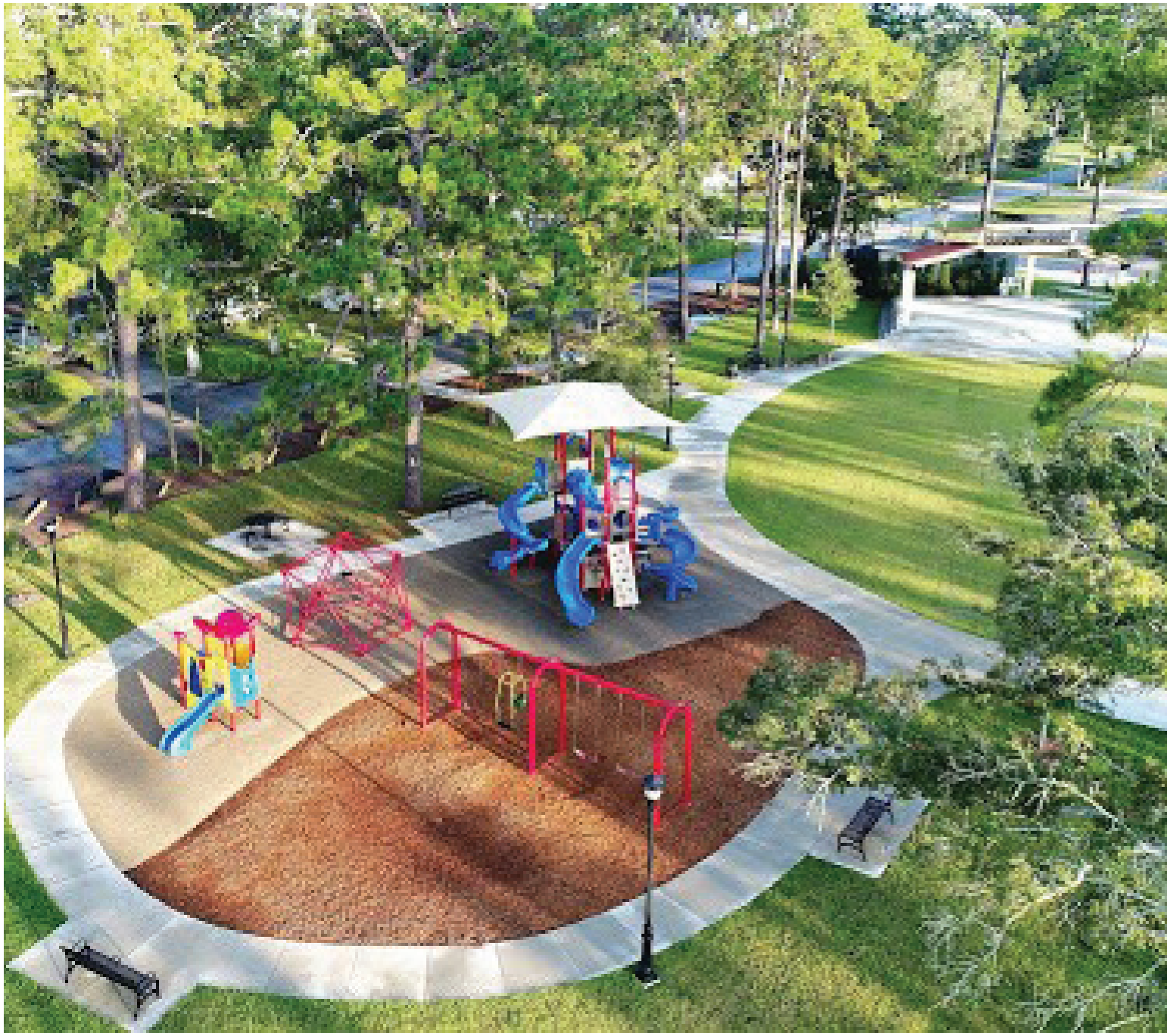


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09 REFERENCES



DESTIN LIBRARY

Jurate Burns, Library Director
(850) 837-0199

The design of this award-winning 13,500 square foot municipal library reflects the fishing and boating heritage of the City of Destin. Laminated wood beams express the structure similar to the ribbing of a ship, masts rise to support the enclosing roof, meetings occur below an arching ceiling of wood reminiscent of nearby boathouses, and children gather to listen and learn in the prow of a ship.

TRUST FOR PUBLIC LAND, THREE PARKS

Kate Brown, Trust for Public Land - Project Manager, (850) 661-2788
kate.brown@tpl.org

The Trust for Public Land, Florida Department of Environmental Protection, and the Deepwater Horizon oil spill Natural Resource Damage Assessment Trustees enlisted DAG Architects to collaborate on three parks that became part of the "Florida Coastal Access Project."

THEOPHALIS MAY NEIGHBORHOOD RESOURCE CENTER

Robbie McGuire, City of Pensacola
(850) 982-9681

As part of a new model to meet neighborhood needs, the 15,446 SF Theophalis May Neighborhood Resource Center at Legion Field has been a catalyst for improvements in Pensacola's West Side neighborhood, combining traditional recreation facilities with other needed services.



BO DIDDLEY PLAZA

Sarah Vidal-Finn, Gainesville CRA Director
(352) 393-8203

DAG worked closely with the Gainesville CRA on a redesign of the downtown Bo Diddley Plaza, to create a safe, attractive and lively place for people to enjoy both day and night activities. The redesign builds on the many already successful uses of the plaza, such as the farmer's market and concert events, to bring daily visitors and downtown pedestrian traffic to the Plaza on a regular basis.

LYNN HAVEN SPORTS COMPLEX

Vickie Gainer, City of Lynn Haven City Manager
(850) 890-7712

DAG Architects was assigned to repair and reconstruct the existing ball fields and the existing sports complex building demolished as a result of Hurricane Michael. DAG designed the new sports center building, which incorporates two competition basketball courts, computer room, fitness room, and support spaces that include concessions, restrooms, offices, and administrative spaces.



REAL ESTATE /EBSCO

Jay Page, President & General Manager

JPage@EBSCO.com

(205) 789-2280

Projects: Alys Beach, Palmetto Bluff

ALYS BEACH

David Everett, President

deverett@alysbeach.com

(850) 213-5500

Projects: Alys Beach

**Tess Howard, V.P. of Community & Development Planning,
Alys Beach**

thoward@alysbeach.com

(850) 213-5560

Projects: Alys Beach

SOUTH STREET PARTNERS

Chris Randolph, Partner

crandolph@southstreetpartners.com

(704) 334-3212

Projects: Palmetto Bluff, Kiawah Island, Keowee Springs

SOUTHERN LAND COMPANY

Ben Crenshaw, SVP Design

ben.crenshaw@southernland.com

(615) 778-2884

Projects: Mare Island, West Haven, Dripping Springs

ST. JOE COMPANY

Patrick Bienvenue, Executive Vice President

patrick@bienvenue.cc

(850) 231-7404

Projects: WaterColor, WaterSound, Windmark Beach,
Bay-Walton Sector Plan

ST. JOE COMPANY

Patrick Murphy, Sr. V.P. Hospitality
Patrick.Murphy@joe.com
(850) 248-3045

130 Richard Jackson Blvd.Suite 200
Panama City Beach, FL. 32407

ALYS BEACH DEVELOPMENT

Ms. Tess Howard, Vice President of
Community and Development Planning
thoward@alysbeach.com
(850) 213-5560

9581 E. County Hwy 30A
Alys Beach, FL 32461

SALTAIRE VILLAGE

Mr. Ken Minchew
ken@chewcon.com
(404) 936-7720

21 Blackwater St
Santa Rosa Beach, FL 32459

SUNK GULLEY OYSTER BAR

Mr. Thomas Gallion, Managing Member
Shunk Gulley, LLC
1875 S Co Hwy 393
Santa Rosa Beach, FL 32459

QUAIL RUN

Mr. William Hathaway, Managing
Member Hathaway Real Estate
Investments, LLC
bhathaway@noregon.com
(336) 407-8698

10780 E Co. Hwy 30A
Inlet Beach, FL 32461





BAY DISTRICT SCHOOLS

Kyle Rowell
850-767-4125

ESCAMBIA COUNTY SCHOOL DISTRICT

Keith Wasdin
850-469-5669

WALTON COUNTY SCHOOL DISTRICT

Jill Smith
850-892-1100 EXT 1810

SANTA ROSA COUNTY COURTHOUSE

Devann Cook
850-983-1855

JACKSON COUNTY SCHOOL DISTRICT

Stuart Wiggins
850-837-8152





NORTHWEST FLORIDA STATE COLLEGE

Patrick Sweeney, Facilities Director
(850) 502-2895

Building 310 Renovations

Renovations to the existing 10000 SF structure, to include new HVAC system, digital controls, and minor upgrades to existing plumbing. Construction Cost: \$4.2M

BAY DISTRICT SCHOOLS

Lee Walters, Executive Director of Facilities
(850) 767-4125

Mosley Energy Efficiency Modifications and Mechanical Repairs, 158,000SF / \$532K

The design included retrofitting new controls to the existing 4 pipe central plant to better control chilled water temperature at low load conditions. In addition, speed drives were added to the cooling towers and sequencing was modified to match the capacities of the two chillers. A modulating burner was retrofitted to the existing boiler and variable speed drives added to the boiler pumps to react smoothly to the system load. Repairs were also completed on chilled water coils and drain pans in several existing AHUs.

ESCAMBIA COUNTY SCHOOL DISTRICT

Roger McGraw, PE
(850) 469-5653

Pensacola High School Bldg 2 and Cafeteria OAU Replacements

Description: Design included utilizing the indoor air quality method of ASHRAE 62 to reduce the outside air flowrates in the buildings. The classroom building received new water source 100% outside air units and each classroom water source heat pump received an air cleaning device. The cafeteria design included removal of the outside air unit and the dining room unit and replacement with a single variable volume chilled water custom air handling unit. The unit was connected to the gymnasium chilled and hot water plant which had excess capacity available. The project was designed for installation over the summer of 2017 and it was completed on time for school to start in August. This project included replacement of water source heat pump outside air preconditioning units, bipolar ionization air cleaning devices, and chilled water/hot water variable volume air handling unit. 70,000SF/\$679K

CHIPOLA COLLEGE

Steve Young, VP Admin & Business Services
(850) 526-2761

Chipola College Residence Hall

Renovation of the existing 33000 SF residence halls. The existing dorms were served by packaged DX units that were grossly oversized for the load in the rooms. There was no limit on how cold the residents could set the room temperature and the resulting indoor air quality problems were a constant problem for the owner. New systems designed utilized the campus central chilled water plant and included digital controls with setpoint limits. Construction Cost: \$1.2M

WASHINGTON COUNTY SCHOOL DISTRICT

Kyle Newsome, Director of Facilities
(850) 638-6222

Vernon Middle School HVAC Renovations

The project involved the replacement of all wall mounted heat pump units and associated controls and electrical. Digital controls were replaced for the entire school. 50,000 SF/\$538K

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10 ADDITIONAL INFORMATION & COMMENTS

80+ Projects Completed

DAG Architects has completed various projects in the City of Destin over the past 42 years.

1981

- » Destin Rquette Club
- » Destin Surf Condo

1983

- » Destin 100 Until Mote, Comfort Inn
- » Destin Beach Club, Reroofing
- » Destin Drugs
- » Destin Towers Beach Walkover

1986

- » Destin Library Stahlman Avenue Suite
- » Destin Shopping Center
- » First Baptist Church of Destin
- » OCSD Destin Elementary School Additions and Renovations

1989

- » Destin Development - Dudley's Sports Bar
- » White-Wilson Medical Clinic Destin

1990

- » Destin RV Resort
- » OCSD Destin Elementary School Reroof

1991

- » Destin Catholic Church

1992

- » Destin Diner
- » Lee Nabors Proposed Office Building, Destin
- » OCSD Destin Middle School

1993

- » Destin Log Addition
- » Destin Point Resort
- » First Baptist Church of Destin Education Building

1994

- » OCSD Destin Elementary School Computer Lab

1995

- » Destin Point Beach Club
- » Brannon Commercial Building, Destin
- » City of Destin Hurricane Opal Damage Repairs

1996

- » Destin Bank, Addition
- » Destin Towers
- » Dunnie Emmert Townhomes / Destin Dunes
- » Hogs Breath of Destin
- » OCSD Destin Elementary School Track

1997

- » Destin Main Fire Station & Crystal Beach Fire Station
- » OCSD Destin Middle School Concession Stand

1998

- » DAG Office Renovation
- » Wright Noriego Point Permitting and Development

1999

- » Destin YMCA Programming and Schematic Design

2000

- » Palace Beach Apparel at Destin, Spunky Monkey

2003

- » Destin Library ADA Upgrade

2004

- » Destin New Council Chamber Master Plan
- » Beach Community Bank, Destin
- » Destin City Hall Annex Remodeling of Grace Lutheran Church
- » Destin Beach Club, Hurricane Ivan Repairs
- » Carette Dunes Condominiums

2005

- » Destin Town Center Beach Club
- » Destin Town Center Harbor Club
- » Clary Destin Office Building S Hwy 98
- » Olson Corporate Offices at Destin Commons
- » Crystal Beach Fire Station Addition

2006

- » Destin Fire Control District Beach Safety Headquarters

2007

- » Destin Family YMCA, Sacred Heart Rehab Center
- » Destin Hosanna House
- » Destin RV Resort at Miramar Beach
- » Ethan Allen Destin Store
- » Fill-Ups Destin Care Wash
- » Runnerls Destin Yacht Club Office

2008

- » Destin Yacht Club Penthouse

2009

- » Destin Fishing Fleet Hotel Master Plan
- » Destin Surf Style Master Plan
- » NWFSC Destin Special Purpose Center SREF Review

2010

- » Dolphin Point Condo Site Plan Illustration Landscape Architecture
- » Fat Daddy's Arcade
- » Fleet Spencer & Kolpatrick Law Offices Build Out

2011

- » Gulf Power Destin Covered Storage Facility

2013

- » Destin Library Interior Renovation

2016

- » Destin United Methodist Church, Jacob's Ladder Preschool Renovation
- » Surf Style Tshirt Store, Destin
- » Trust for Public Land Leonard Destin Park

2017

- » Bluewater Fitness at Destin Commons
- » Rodos Realty Partners Destin Office Building Concept Design
- » Emerald Coast Convention Center HVAC Upgrades, & South Side Elevator Addition

2018

- » Destin Library Mechanical Room Access
- » Destiny East Architectural Review
- » Destin UMC Fellowship Hall Renovations

2019

- » Destin Beach Club, & Exterior Upgrades
- » Flights and Bites Wine Bar at Destin Commons
- » The Center for Cosmetic & Family Dentistry Destin Office Renovations

2020

- » Destin Charter High School, Remodeling, Renovations, & Master Plan for Multi-story Classroom Addition
- » Orthopedic Associates, Destin

2021

- » Destin Fire District, Bayhouse Site, & Calhou Ave.

2022

- » Destin Gulfgate Condo, Exterior Update
- » Howard Group - Destin Hwy 98/Mt. Drive, Southern Rivera
- » Bay House Fire Station
- » Emerald Beach Sales Exterior Field Evaluation

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11

CONFLICT OF INTEREST DISCLOSURE FORM

ATTACHMENT #3

CITY OF DESTIN, FLORIDA
REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-02-CD
“PROPOSAL FOR LINEAR PARK & 98 PALMS BOULEVARD EXTENSION DESIGN &
PERMITTING SERVICES”

CONFLICT OF INTEREST DISCLOSURE FORM

Does any City employee acting as a purchasing agent, or City public officer acting in official or private capacity or his/her spouse, or child own more than 5% of the bidder/proposer's interest?

YES _____

NO ✓

Does any City employee acting as a purchasing agent, or City public officer acting in official or private capacity hold any employment or contract with the bidder/proposer?

YES _____

NO ✓

If either question number 1 or 2 above has been answered YES, does the bidder/proposer assert any exemptions related to prohibited employment & business relationships?

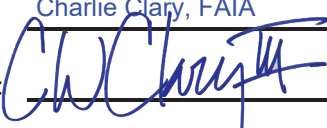
YES _____

NO ✓

If YES, please describe:

FIRM NAME: DAG Architects, Inc.

BY (PRINTED): Charlie Clary, FAIA

BY (SIGNATURE): 

TITLE: Principal in Charge

ADDRESS: 1223 Airport Road

Destin, FL 32541

PHONE NO. (850) 837-8152

E-MAIL cclary@dagarchitects.com



12 PUBLIC ENTITY CRIME FORM

ATTACHMENT #1

CITY OF DESTIN, FLORIDA

REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-02-CD
“PROPOSAL FOR LINEAR PARK & 98 PALMS BOULEVARD EXTENSION DESIGN &
PERMITTING SERVICES”

SWORN STATEMENT UNDER SECTION 287.133 (3) (A) FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract _____
RFQ No. 23-02-CD

2. This sworn statement is submitted by
DAG Architects, Inc.
whose business address is 1223 Airport Road, Destin, FL 32541
and (if applicable) Federal Employer Identification Number (FEIN) is 59-2073995 (If the entity has
no FEIN, include the Social Security Number of the individual signing this sworn statement:

3. My name is Valerie Burrelle and my relationship to the entity named above is
colleague

4. I understand that a "public entity crime" as defined in Paragraph 287.133(a)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

5. I understand that "convicted" or "conviction" as defined in paragraph 287.133(a)(b), Florida Statutes, means finding of guilt or a conviction of a public entity crime with or without an adjudication of guilt, in any federal or state trial court of records relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

- a. A predecessor or successor of a person convicted of a public entity crime; or
- b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one of shares constituting a controlling income among persons when not for fair interest in another person, or a pooling of equipment or income among persons when not for fair market value under a

length agreement, shall be a prima facie case that one person controls another person. A person who was knowingly convicted of a public entity crime, in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of the state or of the United States with the legal power to enter into a binding contract for provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

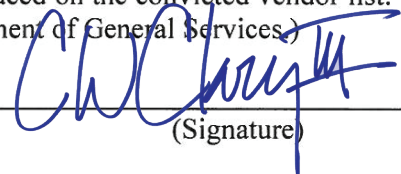
8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)

☒ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. (please attach a copy of the final order)

☐ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in public interest to remove the person or affiliate from the convicted vendor list. (please attach a copy of the final order)

☐ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by, or pending with, the Department of General Services.)

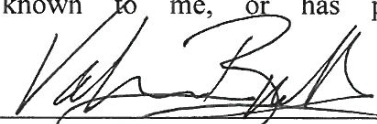

(Signature)

Date: March 13, 2023

STATE OF FLORIDA
COUNTY OF Okaloosa

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed his/her signature at the space provided above on this 13 day of March, 2023, and is personally known to me, or has provided _____ as identification.

My Commission expires:


Notary Public



Valerie D. Burrelle
Comm.: HH 265241
Expires: May 18, 2026
Notary Public - State of Florida

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13 DRUG FREE CRIME FORM

ATTACHMENT #2

CITY OF DESTIN, FLORIDA

REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-02-CD “PROPOSAL FOR LINEAR PARK & 98 PALMS BOULEVARD EXTENSION DESIGN & PERMITTING SERVICES”

DRUG-FREE WORKPLACE CERTIFICATION

The below signed Bidder certifies that it has implemented a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling rehabilitation and employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection 1.
4. In the statement specified in subsection 1., notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation occurring in the workplace no later than five (5) working days after such conviction.
5. Impose a sanction on or require the satisfactory participation in drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

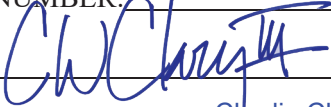
As the person authorized to sign this statement, I certify that this firm complies fully with the above drug-free workplace requirements.

COMPANY: DAG Architects, Inc.

ADDRESS: 1223 Airport Road

CITY: Destin STATE: FL ZIP CODE: 32541

TELEPHONE NUMBER: (850) 837-8152

SIGNATURE:  DATE: March 13, 2023

NAME (TYPED OR PRINTED): Charlie Clary, FAIA

TITLE: Principal in Charge



14 **VENDOR ELIGIBILITY CHECK PRIOR TO CONTRACT AWARD**

ATTACHMENT #6

375-030-91
PROCUREMENT
07/15

STATE OF FLORIDA- DEPARTMENT OF TRANSPORTATION
Vendor Eligibility Check Prior to Contract Award

Project Description(s): Destin Town Center

Financial Project Number(s): RFQ No. 23-02-CD

In accordance with State law:

Section 287.133(2)(b), Florida Statutes, provides that public entities may not contract with firms that have been excluded from participating in the public contracting process.

A public entity may not accept any bid, proposal, or reply from, award any contract to, or transact any business in excess of the threshold amount provided in s. 287.017, F.S., for CATEGORY TWO with any person or affiliate on the convicted vendor list for a period of 36 months following the date that person or affiliate was placed on the convicted vendor list unless that person or affiliate has been removed from the list pursuant to Section 287.133(3)(f), F.S. A public entity that was transacting business with a person at the time of the commission of a public entity crime resulting in that person being placed on the convicted vendor list may not accept any bid, proposal, or reply from, award any contract to, or transact any business with any other person who is under the same, or substantially the same, control as the person whose name appears on the convicted vendor list so long as that person's name appears on the convicted vendor list.

A contract award (reference 2 CFR 180.220) must not be made to parties listed on the government-wide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), "Debarment and Suspension." The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

The Convicted Vendor List/ Suspended Vendor List / Discriminatory Vendor List / Federal Excluded Parties List/ Vendor Complaint Lists are available at the following Department of Management Services site:

http://www.dms.myflorida.com/business_operations/state_purchasing/vendor_information/convicted_suspended_discriminatory_complaints_vendor_lists

I have checked the aforementioned lists to verify that the vendor is eligible for contract award/execution:

Procurement Office or Contracting Awarding
Office:

Charlie Clary, FAIA - Principal in Charge

Printed Name

Signature

Date: March 13, 2023



15 LIABILITY & INDEMNIFICATION

ATTACHMENT #4

CITY OF DESTIN, FLORIDA

REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-02-CD
“PROPOSAL FOR LINEAR PARK & 98 PALMS BOULEVARD EXTENSION DESIGN &
PERMITTING SERVICES”

LIABILITY & INDEMNIFICATION FORM

To the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless CITY, its officers and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by the negligence, recklessness, or intentional wrongful conduct of the CONSULTANT and other persons employed or utilized by the CONSULTANT in the performance of this Agreement.

DAG Architects, Inc.

CONSULTANT's Company Name

1223 Airport Road, Destin, FL 32541

Physical Address

1223 Airport Road, Destin, FL 32541

Mailing Address

(850) 837-8152

Phone Number

(850) 259-6695

Cellular Number

cclary@dagarchitects.com

Email address



Authorized Signature – Manual

Charlie Clary, FAIA

Authorized Signature – Typed

Principal in Charge

Title

n/a

FAX Number

n/a

After-Hours Number(s)

March 13, 2023

DATE



16 INSURANCE REQUIREMENTS

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/06/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USI Insurance Services, LLC 2502 N Rocky Point Drive Suite 400 Tampa, FL 33607	CONTACT NAME:	
	PHONE (A/C, No, Ext): 813 321-7500	FAX (A/C, No):
INSURED DAG Architects, Inc. 1223 Airport Road Destin, FL 32541	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Phoenix Insurance Company	NAIC # 25623
	INSURER B : Travelers Property Cas. Co. of America	25674
	INSURER C : Travelers Casualty and Surety Company	19038
	INSURER D : Interstate Fire & Casualty Company	22829
	INSURER E : Travelers Indemnity Company	25658
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:	X	X	6800J802994	05/11/2022	05/11/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
E	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X	X	BA7R792480	05/11/2022	05/11/2023	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☒ RETENTION \$100,00 ☐ OCCUR ☐ CLAIMS-MADE	X	X	CUP9254Y601	05/11/2022	05/11/2023	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		X	UB9M967508	05/11/2022	05/11/2023	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Professional Liability			USF00794222	03/31/2022	03/31/2023	\$5,000,000 per claim \$5,000,000 annl aggr.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Professional Liability coverage is written on a claims-made basis.

CERTIFICATE HOLDER

CANCELLATION

For proposal purposes	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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17 ACCEPTANCE OF TERMS AND CONDITIONS

DAG accepts all terms and conditions of RFQ No. 23-02-CD. We do not object to any term or condition set by the City of Destin.

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18 CERTIFICATION OF INDEPENDENCE & NO CONFLICT OF INTEREST FORM

ATTACHMENT #5

CITY OF DESTIN, FLORIDA

**REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-02-CD
“PROPOSAL FOR LINEAR PARK & 98 PALMS BOULEVARD EXTENSION DESIGN &
PERMITTING SERVICES”**

CERTIFICATION OF INDEPENDENCE AND NO CONFLICT OF INTEREST

By submitting a proposal in response to the Request for Proposals for RFQ No. 23-02-CD - **PROPOSAL FOR LINEAR PARK & 98 PALMS BOULEVARD EXTENSION DESIGN & PERMITTING SERVICES FOR THE CITY OF DESTIN**, the undersigned certifies the following:

1. The proposal has been developed independently, without consultation, communication or agreement with any employee or consultant to the City who has worked on the development of this RFQ, or with any person serving as a member of the evaluation committee.
2. The proposal has been developed independently, without consultation, communication or agreement with any other firm or parties for the purpose of restricting competition.
3. Unless otherwise required by law, the information found in the proposal has not been knowingly disclosed and will not be knowingly disclosed prior to the award of the contract, directly or indirectly, to any other firm.
4. No attempt has been made or will be made by (Name of Firm) to induce any other firm to submit or not to submit a proposal for the purpose of restricting competition.
5. No relationship exists or will exist during the contract period between (Name of Firm) and the City that interferes with fair competition or is a conflict of interest.

Sincerely,

Charlie Clary, FAIA - Principal in Charge

Name and Title

A handwritten signature in blue ink, appearing to read 'CW Clary', is written over the signature line.



19 FIRM PROPOSAL TERMS



DAG Architects Inc.
FL License #AAC00745
1223 Airport Road
Destin, FL 32541
850.837.8152
DAGarchitects.com

March 30, 2023

Rey Bailey, City Clerk
The City of Destin
4200 Indian Bayou Trail
Destin, Florida 32541
(850) 837-4242

**Re: Proposal for Design & Permitting Services for the Linear Park & 98 Palms Blvd. Extension - SECTION 20,
Firm Proposal Terms**

Dear Mr. Bailey and Members of the Selection Committee:

If selected for this RFQ, we are open to negotiate a with the City of Destin. We have come to many agreements in the past, as we have enjoyed our continued partnership through the years.

Regards,

A handwritten signature in blue ink, appearing to read "CW Clary".

Charlie Clary FAIA

Principal in Charge

ADDENDUM #1

CITY OF DESTIN, FLORIDA REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-02-CD "PROPOSAL FOR LINEAR PARK & 98 PALMS BOULEVARD EXTENSION DESIGN & PERMITTING SERVICES"

March 20, 2023

This addendum forms a part of the Contract Documents and modifies the original bid document **RFQ 23-02-CD**. Acknowledge receipt of this addendum in the space provided on the Bid Form. **Failure to do so may subject the Bidder to disqualification.** The following items shall become a part of the construction documents for the above referenced project.

Corrections:

1. The document referenced in the second item #18 (Authorization to Release Information) in Section IV: Submittal Format, has been **removed** as a required document.
2. The document referenced in item #20 (Proposal Form) in Section IV: Submittal Format, has been **removed** as a required document.
3. The document referenced in item #4a (Remove the language "and the proposed contract" in Section IV: Submittal Format.

The bid opening date has been extended to Thursday, March 30, 2023, at 2:00 pm (CST).

END OF ADDENDUM #1

A copy of this Addendum #1 signed and acknowledged shall precede the mandatory information required in the subject RFQ.

Receipt of Addendum #1 is hereby acknowledged:

Charlie Clary, FAIA

Print Name

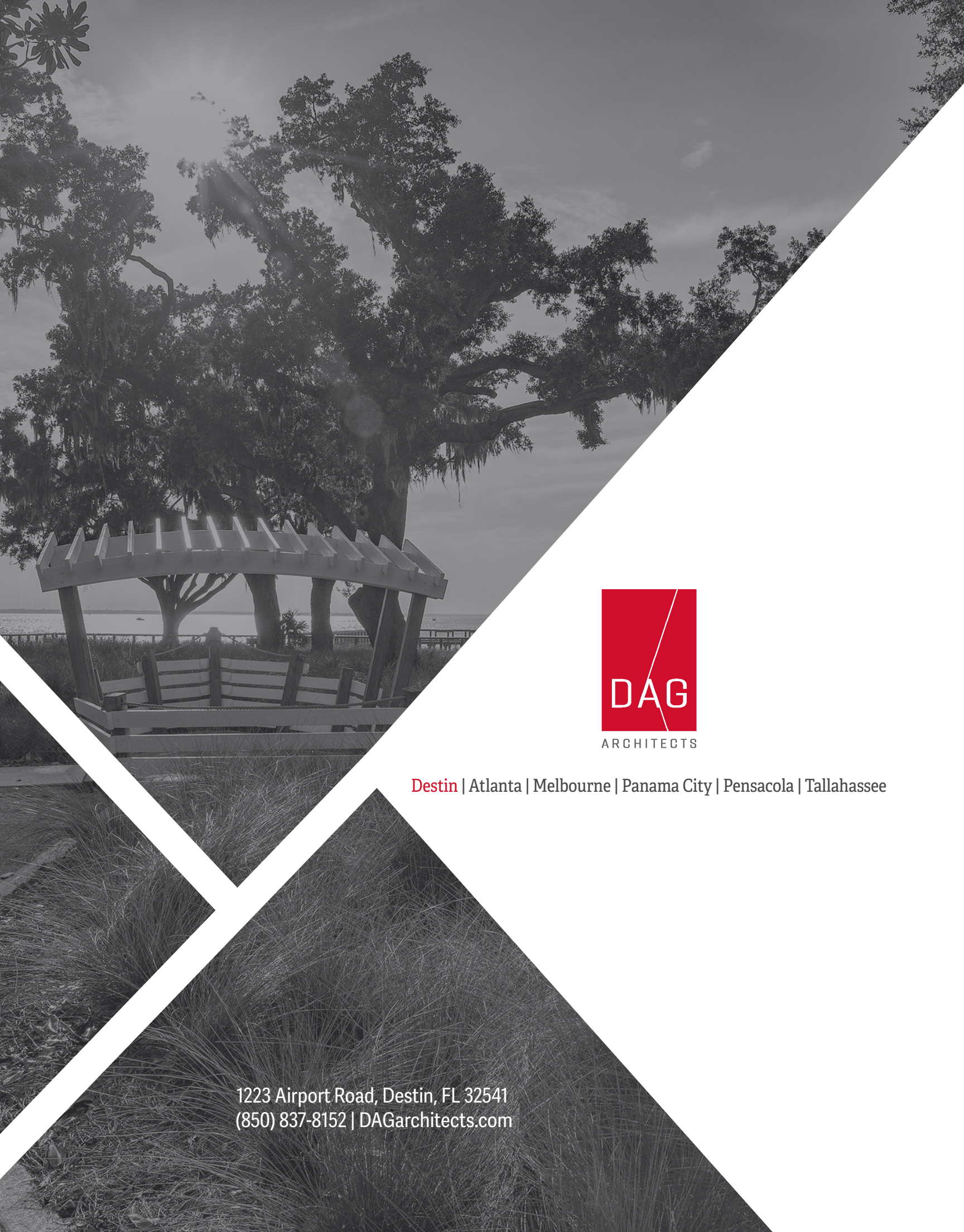


Signature

3/21/2023

Date

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Destin | Atlanta | Melbourne | Panama City | Pensacola | Tallahassee

1223 Airport Road, Destin, FL 32541
(850) 837-8152 | DAGarchitects.com

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023

TYPE OF AGENDA ITEM: Action Item

AGENDA OUTLINE NUMBER: 4.B.

TO: City Council

THRU: Lance Johnson, City Manager
Krystal Strickland, Finance Director

FROM: Louis Zunguze, Community Development Director
Kimberly Kopp, Land Use Attorney

DATE: April 5, 2023

SUBJECT: Utility Wrapping Project- Update and Funding

I. BACKGROUND: At the January 17, 2023 City Council meeting, Council directed staff to do the following:

1. Meet with the family representatives of Kohltan to discuss a custom memorial on the utility box located at Main Street and Kelly Avenue and;
2. Investigate three additional different locations throughout the City to wrap utility boxes as a pilot program.

**Making a total of four (4) boxes to be wrapped.*

II. DISCUSSION: Staff has reached out to the following companies for competitive bids to undertake the wrapping process:

- Fort Walton Beach Wraps
- Signarama Destin
- Vintage Sign & Light
- Fast Signs

Staff has received one estimate from Fast Signs for the wrapping of all four boxes in the amount of \$5,087.14. The current status of the four utility boxes are as follows:

1. Staff met with the Kohltan family representatives and received their desired memorial wrap design. Fast Signs has volunteered to digitize the memorial wrap

for the location at Kelly Avenue and Main Street. Staff is waiting on Fast Signs to complete the custom design for Kohltan's Memorial Wrap and once complete, Staff will meet with the family representatives to receive final approval.

2. Of the additional three boxes, one requires a permit from Florida Power & Light (FPL) and the other two do not. Staff is waiting for FPL to issue the wrap permit required for their box. The application was submitted to FPL on March 24, 2023. Per FPL's application requirements, the installer is required to be a 3M or Avery Certified Installer. Of the four local companies, only Fast Signs has the required certification.

A. Link to Strategic Goals / Objectives: Aesthetically pleasing infrastructure

B. Effect on Budget (EOB): The four utility box wrappings will cost \$5087. This item was not budgeted in FY 2023. Staff recommend council contingency to pay for this item.

0151110-599000	
Council - Contingency	\$ 45,000
FY23 Adopted Budget	45,000
Net Transfers and Adjustments	5,000
Revised Budget	50,000
Previous Expenses/Encumbrances	-
Available Program Budget	50,000
This Agreement +(-)	(5,087)
FY23 Remaining Program Budget	\$ 44,913

C. Level of Service (LOS): N/A

D. Legislative Sponsor:

III. CONCLUSION: Staff has received the cost estimates and is requesting to proceed with the next steps of the Utility Wrapping Project using funds from the City Council Contingency Fund.

IV. RECOMMENDED MOTION: I move that the City Council direct the City Manager to proceed with the next steps to the Utility Wrapping Project using funds from the City Council Contingency Fund.

Attachments:

1. Kohltan Box Estimates
2. Holiday Isle Box Estimates
3. Kelly-Beach Box Estimates
4. Kelly-Calhoun Box Estimates

Created Date: 3/20/2023

DESCRIPTION: Gulf Power Box, 3m cast vinyl Kohlton Strong

Bill To: City of Destin
4200 Two Trees
Destin, FL 32541
US

Pickup At: FASTSIGNS of Fort Walton Beach/Destin
903 N Beal Pkwy
Ste A
Fort Walton Beach, FL 32547
US

Requested By: Ryan Scott
Email: Rscott@cityofdestin.com
Work Phone: (850) 460-1432

Salesperson: Vera Andreia Brito de Sousa
Email: andreia.britodesousa@fastsigns.com

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Power Box Wrap Destin	1	\$687.73	\$687.73
1.1.1	Vinyl - Vehicle Wrap - 3m cast Vinyl- box top Part Qty: 1 Width: 36.50" Height: 18.125" Text: "Heros get Remembered but legends never die"			
1.1.2	Laminate - Vehicle Laminate - 3m cast laminate Part Qty: 1 Width: 36.50" Height: 18.125"			
1.2.1	Vinyl - Vehicle Wrap - 3m cast Vinyl- Box sides left and right Part Qty: 2 Width: 17.75" Height: 44.75" Text: Rainbows on each side one side Please Drive Safe (Power on street side) other side Watch for children (East on Sture side)			
1.2.2	Vinyl - Vehicle Wrap - 3m cast laminate Part Qty: 2 Width: 17.75" Height: 44.75"			

1.3.1	Vinyl - Vehicle Wrap - 3m cast Vinyl- box front and back sides Part Qty: 2 Width: 37.75" Height: 44.75" Text: Ribbon Garrett and Gold #Kohlton Strong Forever (main side) Ward in middle Destin middle school logo and colors teal and black #12 with football #8 with football
1.3.2	Vinyl - Vehicle Wrap - 3m cast laminate Part Qty: 2 Width: 37.75" Height: 44.75"
2	Trip and Install Charge
2.1	Installation - Wrap Power Box in Destin Florida - # of Hours: 4 Notes: wrap power Box in Destin Florida Holiday Isle, gulf shore drive west side and durango road behind 361 waverly circle property

Subtotal:	\$1,161.93
Taxes:	\$81.34
Grand Total:	\$1,243.27
Deposit Required:	\$621.64

Please be advised...

- There is a minimum order amount of \$75
- Orders under \$250 must be paid in full to begin
- Orders over \$250 require a 50% payment to begin
- All orders must be paid in full prior to pick-up, delivery or installation
- Existing graphics or sign removal is not included unless stated on invoice/estimate

Respectfully, Shane

Signature: _____ **Date:** _____

Created Date: 2/17/2023

DESCRIPTION: Gulf Power Box Wrap, 3m cast vinyl

Bill To: City of Destin
4200 Two Trees
Destin, FL 32541
US

Pickup At: FASTSIGNS of Fort Walton Beach/Destin
903 N Beal Pkwy
Ste A
Fort Walton Beach, FL 32547
US

Requested By: Ryan Scott
Email: Rscott@cityofdestin.com
Work Phone: (850) 460-1432

Salesperson: Vera Andreia Brito de Sousa
Email: andreia.britodesousa@fastsigns.com

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Power Box Wrap Destin	1	\$1,051.02	\$1,051.02
1.1.1	Vinyl - Vehicle Wrap - 3m cast Vinyl- box top Part Qty: 1 Width: 52.50" Height: 36.50" Text: waiting on customer file			
1.1.2	Laminate - Vehicle Laminate - 3m cast laminate Part Qty: 1 Width: 52.50" Height: 36.50"			
1.2.1	Vinyl - Vehicle Wrap - 3m cast Vinyl- Box sides Part Qty: 2 Width: 52.50" Height: 39.50" Text: waiting on customer file			
1.2.2	Vinyl - Vehicle Wrap - 3m cast laminate Part Qty: 2 Width: 52.50" Height: 39.50"			
1.3.1	Vinyl - Vehicle Wrap - 3m cast Vinyl- box front and back Part Qty: 2 Width: 36.50" Height: 39.50" Text: waiting on customer file			

1.3.2	Vinyl - Vehicle Wrap - 3m cast laminate Part Qty: 2 Width: 36.50" Height: 39.50"			
2	Trip and Install Charge	1	\$474.20	\$474.20
2.1	Installation - Wrap Power Box in Destin Florida - # of Hours: 4 Notes: wrap power Box in Destin Florida Holiday Isle, gulf shore drive west side and durango road behind 361 waverly circle property			

Please be advised...

- There is a minimum order amount of \$75
- Orders under \$250 must be paid in full to begin
- Larger orders require a 50% payment to begin
- All orders must be paid in full prior to pick-up, delivery or installation

Respectfully, Shane

Subtotal:	\$1,525.22
Taxes:	\$106.76
Grand Total:	\$1,631.98
Deposit Required:	\$815.99

Signature: _____

Date: _____

Created Date: 3/31/2023

DESCRIPTION: Gulf Power Box, 3m cast vinyl Beach Dr and Kelly

Bill To: City of Destin
4200 Two Trees
Destin, FL 32541
US

Pickup At: FASTSIGNS of Fort Walton Beach/Destin
903 N Beal Pkwy
Ste A
Fort Walton Beach, FL 32547
US

Requested By: Ryan Scott
Email: Rscott@cityofdestin.com
Work Phone: (850) 460-1432

Salesperson: Vera Andreia Brito de Sousa
Email: andreia.britodesousa@fastsigns.com

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Power Box Wrap Destin	1	\$687.73	\$687.73
1.1.1	Vinyl - Vehicle Wrap - 3m cast Vinyl- box top Part Qty: 1 Width: 36.50" Height: 18.125"			
1.1.2	Laminate - Vehicle Laminate - 3m cast laminate Part Qty: 1 Width: 36.50" Height: 18.125"			
1.2.1	Vinyl - Vehicle Wrap - 3m cast Vinyl- Box sides left and right Part Qty: 2 Width: 17.75" Height: 44.75"			
1.2.2	Vinyl - Vehicle Wrap - 3m cast laminate Part Qty: 2 Width: 17.75" Height: 44.75"			
1.3.1	Vinyl - Vehicle Wrap - 3m cast Vinyl- box front and back sides Part Qty: 2 Width: 37.75" Height: 44.75"			
1.3.2	Vinyl - Vehicle Wrap - 3m cast laminate Part Qty: 2 Width: 37.75" Height: 44.75"			
2	Trip and Install Charge	1	\$474.20	\$474.20

2.1	Installation - Wrap Power Box in Destin Florida - # of Hours: 4 Notes: wrap power box on Kelly and Beach Street
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Please be advised...

- There is a minimum order amount of \$75
- Orders under \$250 must be paid in full to begin
- Orders over \$250 require a 50% payment to begin
- All orders must be paid in full prior to pick-up, delivery or installation
- Existing graphics or sign removal is not included unless stated on invoice/estimate

Respectfully, Shane

Subtotal:	\$1,161.93
Taxes:	\$81.34
Grand Total:	\$1,243.27
Deposit Required:	\$621.64

Signature:

Date:

Created Date: 3/31/2023

DESCRIPTION: Power Box Wrap, 3m cast vinyl Kelly & Calhoun Ave

Bill To: City of Destin
4200 Two Trees
Destin, FL 32541
US

Pickup At: FASTSIGNS of Fort Walton Beach/Destin
903 N Beal Pkwy
Ste A
Fort Walton Beach, FL 32547
US

Requested By: Ryan Scott
Email: Rscott@cityofdestin.com
Work Phone: (850) 460-1432

Salesperson: Vera Andreia Brito de Sousa
Email: andreia.britodesousa@fastsigns.com

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Power Box Wrap Destin	1	\$431.05	\$431.05
1.1.1	Vinyl - Vehicle Wrap - 3m cast Vinyl- box top Part Qty: 1 Width: 23.00" Height: 12.00" Text: waiting on customer file			
1.1.2	Laminate - Vehicle Laminate - 3m cast laminate Part Qty: 1 Width: 23.00" Height: 12.00"			
1.2.1	Vinyl - Vehicle Wrap - 3m cast Vinyl- Box sides Part Qty: 2 Width: 10.50" Height: 47.00" Text: waiting on customer file			
1.2.2	Vinyl - Vehicle Wrap - 3m cast laminate Part Qty: 2 Width: 10.50" Height: 47.00"			
1.3.1	Vinyl - Vehicle Wrap - 3m cast Vinyl- box front and back Part Qty: 2 Width: 23.00" Height: 47.00" Text: waiting on customer file			

1.3.2	Vinyl - Vehicle Wrap - 3m cast laminate Part Qty: 2 Width: 23.00" Height: 47.00"			
2	Trip and Install Charge	1	\$474.20	\$474.20
2.1	Installation - Wrap Power Box in Destin Florida - # of Hours: 4 Notes: wrap power Box in Kelly and Calhoun Ave			

Please be advised...

- There is a minimum order amount of \$75
- Orders under \$250 must be paid in full to begin
- Orders over \$250 require a 50% payment to begin
- All orders must be paid in full prior to pick-up, delivery or installation
- Existing graphics or sign removal is not included unless stated on invoice/estimate

Respectfully, Shane

Subtotal:	\$905.25
Taxes:	\$63.37
Grand Total:	\$968.62
Deposit Required:	\$484.31

Signature:

Date:

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023

TYPE OF AGENDA ITEM: Action Item

AGENDA OUTLINE NUMBER: 4.C.

TO: City Council

THRU: Louis Zunguze, Community Development Director
Michael Burgess, Public Services Director
Jeffrey Cozadd, Grants Manager

FROM: Webb Warren, Deputy City Manager

DATE: 4/7/2023

SUBJECT: Harbor District Paid Parking - Non-Resident Parking Pass

I. BACKGROUND: On July 1st, 2020, the city expanded the paid parking program to include beach parking areas south of Highway 98. Prior to this time, the only city paid parking lots were in the harbor district, which are the Zerbe, Marler and Community Center parking lots.

The rates for these parking areas were established as:

Harbor District - \$5 for 24 hours

***Harbor District is defined as the Marler, Community Center and Zerbe/Sibert paid parking lots.**

Beach Areas (includes Gulfshore drive/Norriego Point) - \$5 for 5 hours

By using these flat rates, the amount of time administering the parking program was drastically reduced. In addition, a lower percentage of credit card fees were deducted from each transaction due to users not having to renew their parking through additional small and incremental transactions.

In 2021, city staff worked to improve the city's paid parking program through improved physical and digital wayfinding. The Marler parking lot saw significant wayfinding improvements in 2021. For the *100 days of summer year over year (2020 to 2021)*, usage increased by approximately 320%. This was in part due to COVID in 2020, but in large part due to the City's efforts to improve parking wayfinding and the overall paid parking system.

For calendar year 2022, the city provided free resident passes (stickers) for full-time

residents. 1,231 passes were issued.

Paid parking revenue decreased 10% from FY2021 to FY2022. This reduction in transactions can likely be attributed to residents utilizing free resident parking in parking lots during FY2022 as well as the result of the beach acquisition interlocal agreement with Okaloosa County which removed parking fees from on premises of the Shore at Crystal Beach. Any future parking developed as part of those parks will be free to all for use.

	2017	2018	2019	2020	2021	2022
Parking Fees	\$5,100	\$41,321	\$81,254	\$158,704	\$474,378	\$425,670
Percentage increase YOY		709%	97%	95%	199%	-10%

In FY2022, the harbor district brought in 47% (\$200,000) of the total paid parking revenue while the beach district brought in about 53% (\$225,000).

In FY2022, the City also established a designated fund for the paid parking program (ATT1). This fund dedicates all parking fund revenues to parking infrastructure.

Ticket fines for unpaid parking in paid parking zones is currently \$33.00.

At the March 4th, 2023 Regular City Council Meeting

A motion was made to direct the City Manager to adjust harbor parking fees to \$20.00 per day, beach parking fees to \$20.00 for 4 hours, and paid parking fines to \$100.00, and to make the appropriate amendment to the fee schedule. In addition, direct the City Manager to present a paid parking revenue report to the council in August. The motion passed 5-1, with Councilmember Destin dissenting. The change in fee structure would take place in mid-May.

II. DISCUSSION: Paid Parking Program Goals (Staff):

1.) To promote the turnover of and accessibility of parking spaces to increase community access to places of interest, while also generating revenue dedicated to parking infrastructure.

2.) Ensure paid parking operations are running successfully with minimal staffing resources and administrative oversight.

- Under the current structure, very minimum staffing resources are necessary to operate the program: Receptionists take in parking pass applications and issue passes, Code Compliance periodically monitors the paid parking lots and prints tickets as well as process appeals of tickets.
- There is no staffing capacity for significant increases in workload or management of the current paid parking program.

3.) Provide Destin resident parking passes for free access to the City's paid parking lots.

4.) Sustain revenue to appropriately fund the Parking Special Revenue Fund which is for all parking related expenses at current and future parking locations as well as expansion of parking lots or purchase of land for future parking facilities, and installation and maintenance of public transit infrastructure (see resolution 2021-03 for full details).

At the March 20th, 2023 Regular City Council Meeting

Motion to direct staff to come up with some parking options for employees in the harbor, bring it before the Public Works/Safety Committee for their review and recommendation to this council passed 5-0.

During that city council meeting, there was discussion of different ideas to potentially provide different options for businesses and non-residents. Some ideas included reserved spots for businesses or parking passes for non-residents/businesses.

Staff has researched various ways to accomplish Council's directive while working on the program's goals and existing resources. The turnaround for any potential program is short as the goal to implement the proposed fees is mid-May.

- Staff is currently issuing passes for Destin Parking Passes, Joe's Bayou Passes as well as Henderson Beach Passes.
- Staff proposes using a similar system for non-resident/business parking passes for the Harbor District (Marler, Zerbe and Community Center).
- The daily launch fees for Joe's Bayou is changing from \$20 to \$25. The annual non-resident Joe's Bayou Pass fee is \$205.

In accordance with these existing Joe's Bayou pass program parameters, staff recommends a non-resident parking pass to be \$205 each. These passes would be an annual pass, non-transferrable and non-refundable. Spaces would continue to be first-come, first-serve.

At the April 11th Public Works/Public Safety meeting, a motion was made "I move to recommend the City Council for the city to offer a non-refundable and non-transferable harbor district parking pass for non-residents and businesses at a cost of \$205 annually." and was passed unanimously.

Example of annual cost to non-residents

Days Per Year Used	Current \$5 for all day	Proposed \$20 for all day	Proposed \$205 Non-Resident Annual Pass
10	\$50	\$200	\$205
20	\$100	\$400	\$205
50	\$250	\$1000	\$205
100	\$500	\$2000	\$205
200	\$1000	\$4000	\$205

Project Implementation Timetable

Public Works/Public Safety Committee Review Briefing - 04/11/2023 (item passed unanimously)

City Council Review - 04/17/2023

Order Signs/Stickers -ASAP

City Council Approval of Schedule of Fees - 05/01/2023

Public Information/Outreach/Signage - after 05/01/2023

Full Implementation of revised Program - by 05/19/2023 (preferably sooner)

A. Link to Strategic Goals / Objectives: Council Objectives

2023 1.10 - Improve parking, explore options (i.e. garage, surface, etc.) - *desirable priority*

Strategic Goals 2026

Financially sound city providing service value

Improve mobility and connectivity

Effective, efficient and aesthetically pleasing infrastructure

B. Effect on Budget (EOB): Undetermined

C. Level of Service (LOS): Increased Level of Service

D. Legislative Sponsor: Teresa Hebert

III. CONCLUSION:

- Staff recommends creating an annual non-refundable and non-transferable non-resident sticker pass at a cost of \$205. These passes would be on a calendar year basis (expires December 31)
- Staff also recommends a full analysis of the paid parking program at the end of the summer. After assessing the program's results at the end of the year, an RFP (Request for Proposal) could be issued to see what services might be available to enhance Destin's paid parking program and to address any opportunities for improvement found over the 2023 summer.
- Staff does not recommend pro-rating this pass for the remainder of the 2023 calendar year.
- Long-term parking/storage will need to continue to be enforced to ensure no long-term storage of vehicles occurs.
- Spaces would continue to be first-come, first-serve.

IV. RECOMMENDED MOTION: I move to implement an annual, non-refundable and non-transferable harbor district parking pass for non-residents at a cost of \$205.

Attachments:

1. Resolution 2021-03 Special Revenue Fund for Parking Fees

RESOLUTION 2021-03

A RESOLUTION OF THE CITY OF DESTIN, FLORIDA AUTHORIZING THE ESTABLISHMENT OF A SPECIAL REVENUE FUND FOR PARKING FEES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, a special revenue fund may be established to account for specific revenue sources that are restricted or committed to expenditures for specified purposes; and

WHEREAS, the City of Destin, Florida (the “City”) desires to maintain a separate bank account for certain revenue received by the City in the forms of fees from customers using City parking lots and parking spaces (the “Parking Special Revenue Fund”); and

WHEREAS, the City desires to use funds from the Parking Special Revenue Fund for all parking related expenditures at existing and future parking locations, including but not limited to installation and maintenance of pay stations, merchant services and other collection expenses, periodic restriping, repaving and signage updates (including virtual and electronic signage) maintenance and utility expenses of parking facilities, purchase of land for public parking purposes, parking lot expansions both vertical and horizontal, installation and maintenance of public transit infrastructure at city parking facilities and for related debt service; and

WHEREAS, the City has adopted its Fiscal Year 2022 Budget (the “2022 Budget”) through the adoption of Ordinance Number 21-18-CN; and

WHEREAS, the city desires to establish an effective starting date of 10/01/2021 for this special revenue fund; and

WHEREAS, the Parking Special Revenue Fund will provide for greater financial transparency to the citizens and ensure that these committed funds are used for their specified purposes; and

NOW, THEREFORE, The City Council of the City of Destin, Florida, does hereby declare and establish the following:

Section 1. Recitals.

- A. The foregoing recitals are true and correct, and incorporated into this Resolution.

Section 2. Establishing the Parking Special Revenue Fund.

- A. The City Manager is hereby authorized and directed to take all necessary and appropriate actions to establish a special revenue fund titled the “Parking Special Revenue Fund” which shall receive all funds in the form of fees from customers using City parking lots.

- B. Funds from the Parking Special Revenue Fund shall be committed only for parking related expenditures at existing and future parking locations, including but not limited to installation and maintenance of pay stations, merchant services and other collection expenses, periodic restriping, repaving and signage updates (including virtual and electronic signage) maintenance and utility expenses of parking facilities, purchase of land for public parking purposes, parking lot expansions both vertical and horizontal, installation and maintenance of public transit infrastructure at city parking facilities, and for related debt service.
- C. Funds from the Parking Special Revenue Fund may be expended for the limited purpose described in Paragraph 2B anywhere throughout the City's municipal limits and these funds are not bound to any particular area, zoning district, or any other geographical land classification, regardless of where the funds originated.

Section 3. Severability.

- A. If any portion of this Resolution is determined by any Court to be invalid, the invalid portion shall be stricken, and such striking shall not affect the validity of the remainder of this Resolution.

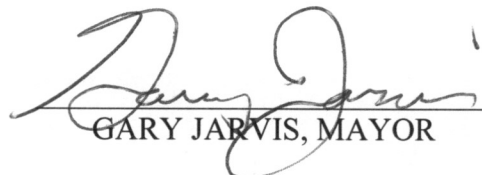
Section 4. Repealer.

- A. Any resolution or policy in conflict with this Resolution shall be considered repealed to the extent of the conflict.

Section 5. Effective Date.

- A. This Resolution shall be effective immediately upon adoption.

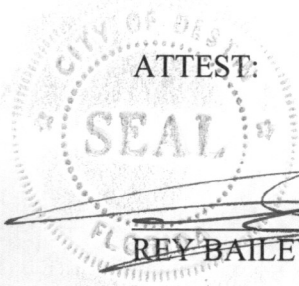
PASSED AND DULY ADOPTED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA THIS 4TH DAY OF OCTOBER 2021.


GARY JARVIS, MAYOR

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY FOR THE CITY OF DESTIN


KYLE S. BAUMAN, ESQ., CITY ATTORNEY

ATTEST:



REY BAILEY, CITY CLERK

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023

TYPE OF AGENDA ITEM: Presentation

AGENDA OUTLINE NUMBER: 4.D.

TO: City Council

THRU: Wen Livingston, Library Director
Rey Bailey, City Clerk
lisa Firth, Parks & Rec Director
Joey Forgione, Code Compliance Director
Louis Zunguze, Community Development Director
Webb Warren, Deputy City Manager
Kyle Bauman, City Attorney
Lance Johnson, City Manager

FROM: Krystal Strickland, Finance Director

DATE: April 10, 2023

SUBJECT: DRAFT Schedule of Fees Resolution 23-06

I. BACKGROUND: Attached is a draft Schedule of Fees with changes and updates discussed at the visioning session and previous council meetings. This is a draft for discussion. A final version will be brought forth in Resolution format for adoption at the May 1, 2023 regular council meeting.

II. DISCUSSION: We have made the following changes to the fee schedule:

1. Updated Joe's Bayou boat launch fees (page 7)
2. Increased fees charged for Building Plan Reviews, Building Construction Permit Fees, and Development Order Applications by 10%
3. Increased Marine application fees
4. Increased Business Tax Receipt fees based upon Florida Statute 205.033(b) allowances (25%)
5. Parking fees and parking fines were increased (page 36)
6. An NSF (returned check) fee is added (page 37)

- 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:**

III. CONCLUSION: Staff request input from Council members on this draft schedule of fees. A finalized version will be brought forth as a Resolution to be adopted at the first meeting in May 2023.

IV. RECOMMENDED MOTION: Council's discretion

Attachments:

1. Schedule of Fees CLEAN DRAFT
2023 0413
2. Schedule of Fees - Redline DRAFT_

ATTACHMENT A - Schedule of Fees

Section 1 Culture and Recreation: Library, Parks, Sports Complex, Community Center

Section 2 Building and Developers: Building Permits, Developer fees, Impact fees, Right-of-Way permits, Engineering, and Map fees

Section 3 Licenses and Permits: Business Tax Receipts (aka business licenses), Rental Registration (LTR/STR), Livery Permits, Vendor Permits, Marine Application Fees, Code Violations

Section 4 Miscellaneous: Parking Fees and Fines, Clerk's Office, Cemetery, Election Qualifying Fees

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Fees collected for a variety of sporting activities such as football, soccer, cheerleading, softball. Code Reference: Florida Statutes 166.201 Responsible Department: Parks & Recreation	7
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369000 NSF and returned check fee.....36

Section 1 Culture and Recreation

Fees to utilize specific recreational facilities to continue the operations and improvements of the park area. Fees are established for reservations and permits of recreational and park facilities to provide a user fee for programs wherever applicable within the City and to establish procedures for the collection of such fees.

347100 LIBRARY SERVICE FEES

Fees collected for library membership and services

Responsible Department: Library

MEMBERSHIP FEES (RESOLUTION 01-27)

Okaloosa County Residents	No charge
In-network, non-resident*	\$40 per family per year
6-month out-of-network, non-resident	\$30 per person
12-month out-of-network, non-resident	\$60 per person

*In-network areas include the other 15 counties in the Panhandle Library Access Network (PLAN) <https://www.plan.lib.fl.us/about-us/>

SERVICE FEES

Lost items	Replacement cost
Sand in book/damaged cover	\$3 re-wrap fee
Local fax	\$1 per page
Long-distance fax	\$2 per page
Printing – black and white	\$0.15 per page
Printing – color	\$0.25 per page
Replacement video case	\$1.00
Replacement audiobook case	\$3.00

347200 PARK AND RECREATION FEES

Fees collected for any type of program open to the public that is not athletic.

Code Reference: Florida Statutes 166.201

Responsible Department: Parks & Recreation

SPECIAL EVENT PERMITS (ALL PARKS)

Ordinance 15-40 § (c-h) requires all groups of 20 or more wishing to hold events in City parks to obtain a permit from the City in advance of the event.

Groups less than 20	No fee required
Groups 21-49	\$50 fee per day
Groups 50-99	\$100 fee per day
Groups 100-499	\$250 fee per day
Groups 500+	\$500 fee per day

DEWEY "BUCK" DESTIN PARK

Non-profit groups and resident family gatherings (per four-hour increment)

Building use, groups 1-25	\$30 + \$25 cleaning fee
Building use, groups 26-50	\$55 + \$50 cleaning fee
Instructional classes	\$2 - \$40 per participant per course up to 12 weeks

Private groups or organizations or non-resident gatherings (per four-hour increment)

Building use, groups 1-25	\$30 + \$25 cleaning fee
Building use, groups 26-50	\$55 + \$50 cleaning fee
Instructional classes	\$4 - \$80 per participant per course

CLEMENT TAYLOR PARK

Pavilion rental limited to groups of 100 or less

Alcoholic beverage permit	\$150.00 per day + \$50 cleaning fee
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Non-profit groups and resident family gatherings (per four-hour increment)

Groups 1-25	\$20 + \$25 cleaning fee
Groups 26-100	\$30 + \$50 cleaning fee

Private groups or organizations or non-resident gatherings (per four-hour increment)

Groups 1-25	\$30 + \$25 cleaning fee
Groups 26-100	\$60 + \$50 cleaning fee

LEONARD DESTIN PARK

Pavilion rental limited to groups of 20 or less

Groups 1-20, Resident	\$50 per 4 hours + \$50 cleaning fee
Groups 1-20, Non-Resident	\$100 per 4 hours + \$50 cleaning fee

WEDDINGS

Shore at Crystal Beach	\$500 per 2 hours + \$100 cleaning fee (non-refundable)
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347260 JOE'S BAYOU RECREATION FEES

Fees collected for boating activities.

Code Reference: Florida Statutes 166.201

Responsible Department: Parks & Recreation

Residential daily launch/recovery fee	\$25 per trailer
Commercial daily launch/recovery fee	\$25 per trailer
Resident/non-commercial annual launch/recovery fee	\$20 per household (1 pass)
	\$20 per senior household, 65+ (1 pass)
	\$50 per additional pass
Non-resident/non-commercial	\$205 per household per year
Destin based commercial launch	\$1,030 per year
Commercial launch, non-Destin	\$2,060 per year
Pump out fee, Destin resident	No charge
Pump out fee, non-resident	\$5 per usage

347265 HENDERSON BEACH STATE PARK FEES

Fees for the use of Henderson Beach State Park

Code Reference: Florida Statutes 166.201

Responsible Department: Parks & Recreation

Daily entrance pass	\$30 per household (1 per household)
	\$25 per senior household, 65+ (1 per household)

347550 MORGAN'S SPORTS CENTER CHILDREN'S PARKS

Monies collected for events held at the children's park.

Responsible Department: Parks & Recreation

PICNIC AREA

Non-profit groups and resident family gatherings (per four-hour increment)

Groups 1-25	\$15 + \$25 cleaning fee
Groups 26-100	\$30 + \$50 cleaning fee

Private groups or organizations or non-resident gatherings (per four-hour increment)

Groups 1-25	\$30 + \$25 cleaning fee
Groups 26-100	\$55 + \$50 cleaning fee

PAVILION AREA

Non-profit groups and resident family gatherings (per four-hour increment)

Groups 1-25	\$30 + \$25 cleaning fee
Groups 26-100	\$55 + \$50 cleaning fee

Commercial, private groups or organizations or non-resident gatherings (per four-hour increment)

Groups 1-25	\$55 + \$25 cleaning fee
Groups 26-100	\$85 + \$50 cleaning fee

347220 MORGAN'S SPORTS COMPLEX

Fees collected for a variety of sporting activities such as football, soccer, cheerleading, softball.

Code Reference: Florida Statutes 166.201

Responsible Department: Parks & Recreation

Group activities and special events outside the athletic fields

Single-day event, no concessions	\$50 - \$515
Single-day event, with concessions	\$50 - \$515
Alcoholic beverages permit	\$150.00 per vendor/per day
Vendor fee for tournaments and special event vendors	\$30 per vendor/per day, no hookups
Special event application fee	\$25 non-refundable
Gate/admission fee	15% of gross paid to the city

League activities/instructional classes (residents)

City – adult activities	\$15 - \$100
City – youth activities	\$15 - \$100
Adult instructional classes	\$5 - \$35 per participant (max 10 hours)
Youth instructional classes	\$5 - \$20 per participant (max 10 hours)
Senior programs	\$2 - \$100

League activities/instructional classes (non-residents)

City – adult activities	\$30 - \$200
City – youth activities	\$20 - \$150
Adult instructional classes	\$10 - \$70 per participant (max 10 hours)
Youth instructional classes	\$5 - \$35 per participant (max 10 hours)
Daily user fee	\$3 - \$40

Section 1: Culture and Recreation

EXPERT INSTRUCTORS (Services the City cannot offer)

RECREATIONAL/INSTRUCTIONAL CLASSES – CONTRACTUAL LEADERSHIP

FEES RECEIVED FROM INDIVIDUALS PARTICIPATING IN CITY SPONSORED PROGRAMS, ACTIVITIES or CLASSES THAT ARE FACILITATED BY NON-CITY EMPLOYEES WITH EXPERTISE IN THAT PARTICULAR AREA. (EG. AEROBICS, FLY-FISHING, DANCE...) PERCENTAGE BASED ON SKILL LEVEL OF THE INSTRUCTOR, ASSISTANCE REQUIRED FROM CITY STAFF AND FACILITY/EQUIPMENT/SUPPLIES MAY BE FURNISHED BY THE CITY. THIS STRUCTURING WILL ALLOW THE DEPARTMENT TO EXPAND PROFESSIONALLY LEAD PROGRAMMING FOR YOUTH, TEENS, ADULTS AND SENIORS WHILE GENERATING ADDITIONAL REVENUES FOR THE CITY. THE INCREASE IN REVENUES WILL BE DEPENDENT ON THE NUMBER OF PROGRAMS OFFERED AND THE PERCENTAGE AGREED UPON. THIS IS A WIDELY USED MODEL IN PARKS & RECREATION AGENCIES NATIONWIDE THAT TAPS INTO COMMUNITY RESOURCES THAT COULD OTHERWISE NOT BE AFFORDABLE TO THE AGENCY.

Options	Percentage of fees retained by the city	Percentage of fees retained by the facilitator
Split 1 – City provides material	60%	40%
Split 2 – Instructor only	50%	50%
Split 3 – Instructor provides material	40%	60%
Split 4 – School Fundraiser	20%	80%

DESTIN ELEMENTARY SCHOOL SPORTS FIELD FEES Administrative charges

Personnel cost for hours other than normal hours of operations	\$20 per hour per employee
Holiday/holiday weekend hours	\$30 per hour per employee
Application fee	\$25 per event

FIELD RENTALS (NON-TOURNAMENT PLAY) Non-profit

Field rental 1-25 users	\$20 per field per hour w/o lights
Field rental 1-25 users	\$35 per field per hour with lights
Lining/set up 1-25 users	\$20 - \$50 per field per occurrence
Field rental 26+ users	\$40 per field per hour w/o lights
Field rental 26+ users	\$55 per field per hour with lights
Lining/set up 26+ users	\$20 - \$50 per field per occurrence
Non-refundable deposit/cleaning fee	\$25 - \$500 per field per day

COMMERCIAL

Field rental 1-25 users	\$35 per field per hour w/o lights
Field rental 1-25 users	\$50 per field per hour with lights
Lining/set up 1-25 users	\$20 - \$50 per field per occurrence
Field rental 26+ users	\$70 per field per hour w/o lights
Field rental 26+ users	\$95 per field per hour with lights
Lining/set up 26+ users	\$20 - \$50 per field per occurrence
Non-refundable deposit/cleaning fee	\$25 - \$500 per field per day

FIELD RENTALS (TOURNAMENT FUNCTIONS)—UP TO 12 HOURS Non-profit

First (one) field	\$100 per day without lights
Each additional field	\$80

Section 1: Culture and Recreation

Each additional hour	\$20
Lights	\$15 per hour per field
Additional field preparation	\$20 - \$50 per field per occurrence
Gate fee	15%
Center utilization fee	Up to \$550
Sports equipment usage Fee (EG., temporary mounds, goals, fence)	Up to \$25 per item per day
Vendor permit fee	\$30 per vendor per day
Non-refundable deposit/cleaning fee	\$25 - \$500 per field per day

COMMERCIAL

First (one) field	\$170 per day without lights
Each additional field	\$110
Each additional hour	\$30
Lights	\$25 per hour per field
Additional field preparation	\$20 - \$50 per field per occurrence
Gate fee	15%
Center utilization fee	Up to \$1,550
Sports equipment usage fee (e.g.: temporary mounds/fence)	Up to \$25 per item per day
Vendor permit fee	\$50 per vendor per day
Non-refundable deposit/cleaning fee	\$25 - \$500 per field per day

347520 COMMUNITY CENTER

The City shall levy fees for the rental of the Community Center facilities for activities including, but not limited to arts and crafts, league/team activities, adult sports, theatre productions, concerts, and specialty activities (card games, board games, etc.) for both commercial and noncommercial use. The amount of the rental fee will be assessed as per facility required and/or participation.

Code Reference: City Resolution 01-05

Responsible Department: Recreation Department/Community Center

Administrative charges/non-residents

Personnel cost for hours other than normal hours of operation or holidays	\$20 per hour per employee
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Commercial Use

Entire facility	\$150 per hour, min 4 hours
Meeting room	\$30 per hour
Each additional room	\$20 per hour
Kitchen, with gym or room rental only	\$50 per hour, min 4 hours
Gymnasium	\$60 + 15% gate charge
Non-refundable deposit/cleaning fee	\$25 - \$500 per day

Section 1: Culture and Recreation

Non-commercial use/resident

Entire facility	\$80 per hour, min 4 hours
Meeting room	\$20 per hour
Each additional room	\$15 per hour
Kitchen, with gym or room rental only	\$30 per hour, min 4 hours
Gymnasium	\$30 + 15% gate charge
Non-refundable deposit/cleaning fee	\$25 - \$500 per day

Non-profit play or instructional classes

Per meeting room	\$15 per hour
Gymnasium	\$25 per hour
Administration Fee	\$15 + cost of rental fee

347540 COMMUNITY CENTER PROGRAMS

Monies received for camps, programs that are sponsored by the Community Center.

Responsible Department: Recreation Department/Community Center

League activities/instructional classes (residents)

City – adult activities	\$10 - \$105
City – youth activities	\$10 - \$105
Adult instructional classes	\$3 - \$50 per participant (max 10 hours)
Youth instructional classes	\$3 - \$50 per participant (max 10 hours)
Senior programs	\$2 - \$100

League activities/instructional classes (non-residents)

City – adult activities	\$30 - \$200
City – youth activities	\$20 - \$150.00
Adult instructional classes	\$5 - \$70 per participant (max 10 hours)
Youth instructional classes	\$5 - \$70 per participant (max 10 hours)
Daily user fee	\$2 - \$40
Senior programs	\$3 - \$40
League/activity sponsorship	\$30 - \$1,000

Section 1: Culture and Recreation

RECREATIONAL/INSTRUCTIONAL CLASSES – CONTRACTUAL LEADERSHIP

FEES RECEIVED FROM INDIVIDUALS PARTICIPATING IN CITY SPONSORED PROGRAMS, ACTIVITIES OR CLASSES THAT ARE FACILITATED BY NON-CITY EMPLOYEES WITH EXPERTISE IN THAT PARTICULAR AREA. (EG. AEROBICS, FLY-FISHING, DANCE...) PERCENTAGE BASED ON SKILL LEVEL OF THE INSTRUCTOR, ASSISTANCE REQUIRED FROM CITY STAFF AND FACILITY/EQUIPMENT/SUPPLIES MAY BE FURNISHED BY THE CITY. THIS STRUCTURING WILL ALLOW THE DEPARTMENT TO EXPAND PROFESSIONALLY LEAD PROGRAMMING FOR YOUTH, TEENS, ADULTS AND SENIORS WHILE GENERATING ADDITIONAL REVENUES FOR THE CITY. THE INCREASE IN REVENUES WILL BE DEPENDENT ON THE NUMBER OF PROGRAMS OFFERED AND THE PERCENTAGE AGREED UPON. THIS IS A WIDELY USED MODEL IN PARKS & RECREATION AGENCIES NATIONWIDE THAT TAPS INTO COMMUNITY RESOURCES THAT COULD OTHERWISE NOT BE AFFORDABLE TO THE AGENCY.

Options	Percentage of fees retained by the city	Percentage of fees retained by the facilitator
Split 1 – City provides material	60%	40%
Split 2 – Instructor only	50%	50%
Split 3 – Instructor provides material	40%	60%
Split 4 – School Fundraiser	20%	80%

Section 2 Building and Developers: Construction Permits, Developer Fees, Impact Fees, Right-of-Way permits, Engineering, Marine Application Fees, Map Fees

The governing bodies of local governments may provide a schedule of fees, as authorized by statutes for the enforcement of the provisions of its building code. Such fees shall be used solely for carrying out the local government's responsibilities in enforcing the Florida Building Code. All permit, processing, and plan review fees are non-refundable unless extenuating circumstances are submitted, in writing, and approved by the Building Official. All required fees shall be paid prior to the issuance of any permit and at the commencement of any construction.

NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: Section 125.56, F.S. Chapter 166.222; FS Section 468.631, 553.721, 553.80

Responsible Department: Community Development/Building Division

329505 Plan Review Fee

The following review fees are applicable to all building construction permits.

Plan Review Fee: All projects are subject to a review fee, which equals the greater of (50%) of the permit fee or actual cost, incurred by the City to include one resubmittal.

1. Projects greater than or equal to four stories and assembly occupancy over 5,000 square feet and or large projects/developments determined by the Building Official shall be submitted to the International Code Council (ICC), Birmingham office, for formal plan review. The applicant shall pay the fee to ICC at the time plans are submitted.
2. The City may require, at the Building Official's discretion, a review of the single-family dwelling plans by a structural engineer. In this case, the applicant shall be required to pay the cost of this review.
3. Public Swimming Pool and Applicable Water Features Review Fee:
 - a. Review Fee New Pool – Greater than 25,000 gallons \$495 to be paid upon submittal.
 - b. Review Fee New Pool – 25,000 gallons or less \$330 to be paid upon submittal.
 - c. Renovations and Modifications
 - I. Level I- No Review fee required.
 - II. Level II- Renovations and Modifications Review \$55 to be paid upon submittal.
 - III. Level III- Renovations and Modifications Review \$220 to be paid upon submittal.
4. All projects are subject to a review fee for Engineering/Erosion Control (341920) fee of \$55 to be paid upon submittal.
5. FEMA Flood Zone Review: ALL projects within these zones are subject to a review fee for Floodplain Review of \$55.
6. Wetlands Protection: ALL projects in or adjacent to environmentally sensitive areas (wetlands & open water bodies) are subject to a review fee of \$55. (341920)

Section 2: Building Permits and Developer Fees

- Any additional resubmittal for review shall be assessed an additional review fee of \$27.50 or 27.50% of the permit fee whichever is greater per division review. (341920)

329506 Contractor Registration Fee

An administrative fee will be charged on all contractors not licensed under FS 489 engaging in business in the City of Destin for which a permit is required. The administrative fee is for verification of state, county, and local licenses, as required by city ordinance and certificate of insurance from a Florida Licensed Insurance Company for General Liability 61G4-15.003(2)(c), and Worker's Compensation as required by FS 440.103, 440.41, 440.42, and 489.144.

Code Reference: Chapter 13 Art. IV, Sec. 13-75, Code of Ordinances

Responsible Department: Community Development/Building Division

Specialty Contractors- The City will charge one annual administrative fee for all contractors engaging in the practice of contracting in the City of Destin whose scope of work is identified in a specialty contractor's category.

Contractor annual administrative fee	\$57.20
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354250 (EBD05)_Building Code Violations – Unsafe Code Fines and Fees

Fines and fees will be charged for noncompliance with the Florida Building Code to include the following items will be charged \$100 for first citation, \$300 for second citation, and a third citation will result in a summons to appear before the Construction Regulation Board:

- Failure to obtain a permit before commencing work
- Failure to post a notice of commencement
- Failure to obtain required inspections
- Failure to maintain proof of current workers compensation or public liability insurance
- Failure to inform the City of change of name style, address, or that licensee has ceased qualifying as a business
- Making a material misrepresentation on a permit application

Failure to correct building code violations will be charged \$500 for the first citation. The second citation will result in a Summons to Appear before the Construction Regulation Board.

Code Reference: City of Destin Ordinance 366 and Chapter 489 Florida Statutes

Responsible Department: Community Development/Building Division

322000 Building Construction Permit Fees

- Permit Processing Fee: An administrative processing of \$55 is applied to all permits.
- Penalty Fee: Any work which commences prior to securing the appropriate permit or permits shall be charged a rate double the permit fee, which shall be collected by the Building Division. (Note: in accordance with Ordinance 336, the Building Official may issue a citation to the contractor.)
- Re-Permit Fee:

Section 2: Building Permits and Developer Fees

- a. Active permits: The fee for re-permitting any active permit will be 50% of the original building permit fee, no plan review fee, a \$55 processing fee, plus applicable state fees.
 - b. Inactive permits: The fee for re-permitting any inactive permit will be regular fees, no plan review fee, a \$55 processing fee, plus applicable state fees.
4. In accordance with Florida Statute, a Florida Building Code (FBC) Surcharge (208620) is collected on all Building Permits of 1% or a \$2 minimum. In addition, a Building Code Administrators, and Inspectors Fund (BCAIB) Surcharge (208630) is also collected on all Building Permits issued in the amount of 1.5% or a \$2 minimum. Both of these surcharges are remitted to the Florida Department of Professional Regulation.
5. All New (Heated and Cooled) Buildings or Structure Additions (includes Manufactured Buildings).
 - a. Building Division Permit Fee: A permit for any new building or structure, or for any addition to an existing building or structure, or portion thereof is based on square footage of gross floor area multiplied by \$0.17 per square foot.
 - b. Planning Division (329502) permit fee: Residential (Single Family – Attached/Detached or Duplex) is \$0.06 per square foot of gross floor area. This fee includes the initial Certificate of Occupancy as-built site inspection.
 - c. Engineering Division (341920) Permit Fee: Residential (Single Family –Attached/Detached or Duplex) is \$0.08 per square foot gross floor area.
 - d. Planning Division (329502) permit fee: Multiple Family and Commercial Structures. If applicable, the fee is \$132. This fee includes the Certificate of Occupancy or Certificate of Completion and as-built site inspection.
 - e. Engineering Division (341920) Permit Fee:- Multiple Family and Commercial Structures: If applicable, the fee is \$330. This fee includes initial Erosion Control inspection and the Certificate of Occupancy or Certificate of Completion and as-built site inspection.
6. Other Structure Fee:
 - a. Building Division Fee: For all other structures to include non-heated and cooled buildings, renovations, interior buildouts, sheds, decks, fences, etc. the permit fee is \$6.60 per \$1,000 (or fraction thereof) of estimated cost, up to \$20,000 plus \$5 per \$1,000 (or fraction thereof) of the estimated cost in excess of \$20,000 up to \$100,000 plus \$4 per \$1,000 (or fraction thereof) of estimated cost in excess of \$100,000 (or fraction thereof).
 - b. Planning Division (329502) permit fee: Residential (Single Family Attached/Detached or Duplex): If applicable, the fee is \$66.00. This fee includes the Certificate of Occupancy/Completion and as-built site inspection.
 - c. Engineering Division (341920) Permit Fee: Residential (Single Family Attached/Detached or Duplex): If applicable, the fee is: \$66. The fee includes Certificate of Occupancy/Completion and as-built site inspection.
 - d. Planning Division (329502) permit fee: Multiple Family and Commercial Structures: If applicable, the fee is \$132. This fee includes the Certificate of Occupancy/Completion and as-built site inspection.
 - e. Engineering Division (341920) Permit Fee: Multiple Family and Commercial Structures: If applicable, the fee is: \$165. This fee includes the Certificate of Occupancy/Completion and as-built site inspection.
 - ~~f. Re-inspection fees are the same as 6 above.~~
7. Commercial Signs.

Section 2: Building Permits and Developer Fees

- a. The Building Division Permit fee for all permanent signs is based on the total area of each sign (two-sided signs on the same structure are considered as one sign). The following fees per sign are as follows:

Up to 20 square feet	\$44
Over 20 square feet	\$55
Self-illuminated commercial sign, additional fee	\$22

- b. The Planning Division Permit fee (329502) for signs are established:
- If the sign will be mounted to an approved, existing structure, the permit fee is \$44.
 - If the sign will be mounted to a new structure, the permit-processing fee is \$88.

- c. Engineering Division (341920) Permit fee for ground signs only: \$44.

8. Mobile/Manufactured Homes.

- The Building Division Permit fee for mobile/manufactured homes, blocked, with skirts and tie-downs, is \$33.
- The Planning Division (329502) Permit fee for mobile/manufactured homes, blocked, with skirts and tie-downs fee is \$66. This fee includes the initial Certificate of Occupancy/Completion as-built site inspection.
- The Engineering Division (341920) Permit fee for mobile/manufactured homes, blocked, with skirts and tie-downs fee is \$55. This fee includes the initial Certificate/Completion as-built site inspection.

9. In Ground Swimming Pools and applicable water features (which includes all pool and water feature equipment, except electrical).

- Building Permit Fee:
 - The fee for new residential swimming pools and applicable water features (excluding electrical fee) is \$66.
 - The fee for new public swimming pools and applicable water features is \$165.
 - The fee for renovations/repair/modifications: to existing public swimming pools and applicable water features based on the level of modification as set forth in the Public Pool Modification Matrix Table is:
 - Level I- \$55
 - Level II- \$110
 - Level III- \$165
- Planning Division (329502) Permit Fee: The fee for new swimming pools, applicable water features and level III alteration/renovations is \$105.60.
- The Engineering Division (341920) Permit fee for new residential swimming pools, applicable water features and level III alteration/renovations is \$82.50.

10. Antennas - Dish and tower, roof and ground installations.

- Domestic (Residential R3) installation: A permit is required only for those towers that are of such height that they cannot be contained on an owner's property if they fall. The permit fee is \$33.
- Commercial (Non-Residential) installations: The fee is \$6.60 per \$1,000 (or fraction thereof) of the estimated cost up to \$20,000, plus \$5.50 per \$1,000 (or fraction thereof) of the estimated cost in excess of \$20,000 up to \$100,000, plus \$4.40 per \$1,000 (or fraction thereof) of the estimated cost in excess of \$100,000 (or fraction thereof).

11. Moving Buildings or Structures (excluding mobile homes): The fee to move any non-portable building or structure from one location to another location is \$99.

Section 2: Building Permits and Developer Fees

12. Demolition of Buildings or Structures:
 - a. Building Division Permit Fee: For the demolition of any building or structure, the fee is \$92.40. In addition to the demolition permit, you must submit a notice of asbestos removal form to the asbestos Coordinator for Northwest Florida District of Florida Department Environmental Protection (FDEP). (Note: The present address is 160 Government Center, Pensacola, Florida 31501). No Plan Review Fee or State fee.
 - b. Planning Division (329502) Permit Fee: The demolition permit fee is \$66.
 - c. Engineering Division (341920) Permit Fee: For the demolition of any building or structure, the fee is \$27.50. This fee includes initial Erosion Control inspection and the Certificate of Completion and site inspection.
13. Docks, Boathouses, Bulkheads and Seawalls:
 - a. Building Division Permit Fee: The fee for construction of docks, boathouses, bulkheads or seawalls is \$13 per \$1,000 (or fraction thereof) of estimated cost up to \$10,000, plus \$6.60 per \$1,000 (or fraction thereof) of the estimated cost in excess of \$10,000.
 - b. Planning Division (329502) Permit Fee: The permit fee is \$33.
14. Land clearing:
 - a. Planning Division (329502) Permit Fee: The fee for all land clearing permits is \$66.
 - b. Engineering Permit (341920) Fee: The fee for land clearing in lots 1 acre or less in size is \$82.50. The fee for land clearing in lots over 1 acre in size is \$165. Fee is based on lot size, not the land clearing/area of disturbance.
15. Protected Tree removal:
 - a. Planning Division (329502) Permit Fee: The fee for removing any protected or preserved tree shall be \$66.
16. Portable Buildings:
 - a. Planning Division (329502) Permit Fee: \$88
 - b. Engineering Division (341920) Permit Fee: \$55 (Floodplain)
17. Mobile Vending:
 - a. Planning Division (329502) Permit Fee: \$27.50 per location
18. Temporary Tents
 - a. Building Division Permit Fee: \$27.50
 - b. Planning Division (329502) Permit Fee: \$27.50
19. Solar Energy Systems Permit Fees: Signed Sealed Drawings required. The permit fee is \$13.20 per \$1,000 (or fraction thereof) of estimated cost, up to \$10,000 plus \$6.60 per \$1,000 (or fraction thereof) in excess of \$10,000.

Section 2: Building Permits and Developer Fees

20. Electrical Permit Fees:

a. Electrical Service:

Temporary service to 100 amperes	\$33
Early service power – first service	\$44
Early service power – each additional service NOTE: Required prior to final inspection and no occupancy shall occur prior to issuance of a Certificate of Occupancy, by the Building Official. If the premises are occupied prior to the issuance of a Certificate of Occupancy, or a Certificate of Completion, the power company may be notified to disconnect the power and the permit will be subject to action by the Code Enforcement Board.	\$13.20
Permanent service up to 100 amperes	\$49.50
Permanent service 101 to 200 amperes	\$66
Permanent service 201 to 400 amperes	\$82.50
Permanent service 401 to 600 amperes	\$99
Permanent service 601 to 800 amperes	\$132
Permanent service over 801 amperes	\$132 plus \$0.05 per ampere over 800 amperes
Circuits	\$2.75 each
Low voltage systems i.e., tv, phone, sound, alarm (Exclude wireless security systems for 1 & 2 family)	\$6.60 per system
Electrical repair wiring or renovations	\$13.20 per \$1,000 of estimated cost up to \$10,000 plus \$6.60 per \$1000 in excess of \$10,000 and \$3.30 for each circuit added or altered
Meter/service change outs (to include gang meters)	\$36.30 per meter
Functional check	\$55

- b. Swimming Pools and applicable water features: The permit fee, which includes all pool and applicable water feature equipment grounding, and underwater lights, is \$44.

21. Mechanical Permit Fees:

a. Heat and Air Conditioning Unit (including heat pump) New or Change outs:

Up to five tons, per system fee	\$66
Over five tons	\$66 plus \$3.50 per ton over 5 tons

- b. Refrigeration system is \$26.40 each.
c. Commercial kitchen Hood system is \$26.40 each.
d. Incinerator or Boiler is \$26.40 each.
e. Mechanical repair is \$13.20 per \$1,000 (or fraction thereof) of estimated cost, up to \$10,000 plus \$6.6 per \$1,000 (or fraction thereof in excess of \$10,000).

22. Plumbing Permit Fees:

- a. Each fixture, roughed-in and/or final inspection is \$5.5 per plumbing fixture.
b. Each individual tap for sewer, septic, grease trap/interceptor, back-flow protector, roof drain and water connection is \$13.20.
c. Plumbing repair/re-piping or renovations is \$13.20 per \$1,000 (or fraction thereof) of estimated cost, up to \$10,000 plus \$6 per \$1,000 (or fraction thereof in excess of \$10,000).

Section 2: Building Permits and Developer Fees

23. Gas Installation Permit Fees:
- Each fixture is \$5.5.
 - Gas piping (Natural or LP) to a unit or building is \$26.40 per connection, to include installation of generators to existing homes/structures.
 - Gas repair/re-piping or renovations is \$13.20 per \$1,000 (or fraction thereof) of estimated cost, up to \$10,000 plus \$6.60 per \$1,000 (or fraction thereof in excess of \$10,000).
24. Fire Sprinkler/Suppression Systems Permit Fees:
- Commercial kitchen hood suppression:
 - \$66 up to 4 nozzles heads
 - \$11 per additional nozzle head thereafter
 - Fire Sprinkler system:
 - The fee is \$0.88 per sprinkler head/nozzle for new construction.
 - The fee is \$11 per water line feeding above systems.
 - The fee is \$11 per standpipe.
 - The fee is \$13.20 for repair or modification per \$1,000 (or fraction thereof) of estimated cost, up to \$10,000 plus \$6.60 per \$1,000 (or fraction thereof) in excess of \$10,000.
25. Utility Site/Infrastructure Permit Fees:
- Systems up to 20 devices (manholes, catch basin, storm drains) is \$220
 - Systems with over 20 devices is \$385.
 - Planning Division (329502) fee is \$132.
 - Engineering Division (341920) Fee: \$165
26. Parking Lot Resurface, Restripe and Overlay Permit Fees:
- Building Division fee is \$110
 - Planning Division (329502) fee is \$132
 - Engineering Division (341920) Fee: \$82.50
27. Code Compliance Inspection Permit Fee: For anyone who request to have an inspection for general life safety or building code compliance which are outside of performing construction activity, the fee is \$55.
28. Re-inspection Fees: (All subsequent re-inspections shall be doubled the previous fee)

Building Division	Building Inspections	Initial re-inspection	38.50
Planning Division	Certificate of Occupancy -Site Insp	Single Family or Duplex	110.00
		Minor Development Orders	506.00
		Major Development Orders	676.50
Engineering Division	Certificate of Occupancy - Site Insp	Single Family or Duplex	110.00
		Minor Development Orders	165.00
		Major Development Orders	330.00
Eng. & Planning Div.	Certificate of Completion - Site Insp		55.00
Engineering Division	General Site	All Developments	55.00

The initial inspection is included in the permit fee. A re-inspection fee to the Building Division of \$38.50 for the first re-inspection (per unit/building or structure). The fee for a second re-inspection shall be \$77.00, and the fee for a subsequent re-inspection shall be \$154 each. (Note: See FS Section 553.80(4)(c)). Planning Division's (329502) Certificate of Occupancy (As-Built) site re-inspection fees: Residential (Single Family or Duplex) \$110, Minor Development Order \$506 and Major Development

Section 2: Building Permits and Developer Fees

~~Order \$676.50. Engineering Division's (341920) Certificate of Occupancy (As-Built) site re-inspection fees: Residential (Single Family or Duplex) \$110; Certificate of Completion site re-inspection fee \$55. Site reinspection fee is \$165 for minor development and \$330 for major development.~~

29. Stop By/Walk Through Inspection Request Fee: The fee will be \$55.

329503 Right-of-Way Fees

The Land Development Code provides that City Council will establish and collect fees for issuing Right of Way Construction Permits for work in the City's rights of way. NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: LDC 8.01.00 & Resolutions 02-06, 02-23, 04-13, 04-15

Responsible Department: Community Development Department – Engineering Division

Utility right-of-way permit	\$286
Right-of-way administration fee – Residential single/duplex	\$44 per row
Right-of-way administration fee – Commercial or multi-family	\$137.50 per row
Construction right-of-way – Nonresidential	\$12.10 per 100 linear feet PLUS: \$85.80 per road bore \$286 per road cut \$85.80 landscaping/irrigation
Commercial right-of-way – Nonresidential individual simple owner fee for hold harmless & maintenance agreement	\$55
Commercial right-of-way – Nonresidential other ownership (corporate or trust) fee for hold harmless & maintenance agreement	\$93.50
Residential (single or 2-family lot)	\$12.10 per 100 linear feet PLUS: \$23.10 per bore \$286 per road cut \$23.10 landscaping/irrigation
Residential (single or 2-family lot) Individual simple owner fee for hold harmless & maintenance agreement	\$55
Residential (single or 2-family lot) other ownership (corporate or trust) fee for hold harmless & maintenance agreement	\$93.50
Right-of-way inspections – Commercial satisfactory completion	
Initial inspection	No charge
First site re-inspection	\$88
Each subsequent re-inspection	\$143
Right-of-way inspections – Residential satisfactory completion	
Initial inspection	No charge
First site re-inspection	\$71.50
Each subsequent re-inspection	\$93.50
Right-of-way – vacation/easement	\$2750

329502 LAND DEVELOPMENT REVIEW FEES (aka ZONING REVIEW FEES)

The Land Development Regulations provide that the City Council of the City of Destin, Florida will establish land development review, permit and other fees. Fees are set to cover the cost of the work associated with review, permitting, inspection and other activities associated with land development. The City may require, at its discretion, the review and advise of an expert consulting professional on any development application. Applicants will be responsible to reimburse the City for these outside costs plus a 10% Administrative Fee. NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: Land Development Code 18.01.00

Responsible Department: Community Development

DEVELOPMENT ORDER RELATED APPLICATIONS:

The following development order related application fees include first submittal reviews only. Subsequent submittal reviews and advertisement costs and mailing costs will be invoiced to the applicant at actual cost plus a 10% Administrative Fee. All invoices must be paid in full prior to submittal of additional submittal packages and/or the issuance of the Final Development Order (DO).

TYPE OF APPLICATION	APPLICATION FEE
<i>Pre-Application Review - Residential</i>	\$50
<i>Pre-Application Review - Non residential</i>	\$150
Developer's Agreement	\$4500
Major Developments	\$5500
Minor Developments	\$3500
Major Deviations to a Major Development	\$4500
Minor Deviations to a Major Development	\$2500
Major Deviation to a Minor Development	\$4500
Minor Deviation to a Minor Development	\$2500
Simple Deviation	\$1000
Planned Unit Development (PUD) (in addition to fee for subdivision, major development or minor development)	\$4000
Landscaping Plan Review (if not submitted as part of a DO Application)	\$750
Outdoor lighting plan review (if not submitted as part of a DO Application)	\$750
Development Order Exemption	\$500

DEVELOPMENT ORDER CONSTRUCTION PERFORMANCE BONDS

Some development orders will require construction performance bonds. After City Engineering staff complete an inspection of the construction site against the development order and find the developer has satisfactorily met the requirements of the development order, the City will issue a bond release letter after payment of:

DESCRIPTION	FEE
341920 Engineering Fee (for Bond Inspection)	\$80
341300 Administrative Service Fee	\$250
341300 Bond Handling Fee	10% of Bond

Section 2: Building Permits and Developer Fees

Code Reference: Land Development Code 2.20.00 C3

Responsible Department: Community Development

SUBDIVISION RELATED APPLICATIONS:

The following subdivision related application fees include first submittal reviews only. Subsequent submittal reviews and advertisement costs and mailing costs will be invoiced to the applicant at actual cost plus a 10% Administrative Fee. All invoices must be paid in full prior to submittal of additional submittal packages and/or final approval.

TYPE OF APPLICATION	APPLICATION FEE
Major Subdivisions	\$4500
Minor Subdivisions	\$2000
Replat of Subdivision/Lot Reconfiguration	\$1500
Lot Split	\$1000
Deed of Gift	\$1000
If easements follow the plat, replat, or lot reconfiguration and are executed by a separate document	\$500 per easement

ORDINANCE AMENDMENT RELATED APPLICATIONS:

An applicant applying for any one of the following ordinance amendment related applications is responsible for paying to the City: administrative expenses, cost recovery for the use of outside consultants by the City to review the application, legal notice costs, and mailing cost at actual cost plus a 10% Administrative Fee.

TYPE OF APPLICATION	APPLICATION FEE
Comprehensive Plan Text Amendment	\$2000
Comp Plan Future Land Use Map (FLUM) Amendment	\$2000
Land Development Code (LDC) Text Amendment	\$2000
LDC Rezoning Map Amendment	\$2000
Code of Ordinance Text Amendment	\$2000

BOARD OF ADJUSTMENT RELATED APPLICATIONS:

An applicant applying for any one of the following Board of Adjustment applications is responsible for paying to the City: administrative expenses, cost recovery for the use of outside consultants by the City to review the application, legal notice costs, and mailing cost, at actual cost plus a 10% Administrative Fee.

TYPE OF APPLICATION	APPLICATION FEE
Administrative Decision Appeal	\$1000
Variance	\$1000
Exception (Marina Siting Only)	\$1000

TABLING AND/OR REHEARING:

The following fees are established for an applicant initiating tabling and/or re-hearing of an application at City Council, Local Planning Agency (LPA), Board of Adjustment (BOA), or Technical Review Team (TRT). The applicant is responsible for paying to the City administrative expenses, cost recovery for the use of outside consultant by the City to review the application, legal notice costs, and mailing cost, at actual cost plus a 10% Administrative Fee.

Section 2: Building Permits and Developer Fees

TYPE OF HEARING	FEE
City Council	\$500
Local Planning Agency (LPA)	\$500
Board of Adjustments	\$500
Technical Review Team	\$500

MISCELLANEOUS APPLICATIONS, FEES, & LETTERS:

TYPE OF APPLICATION, FEE, OR LETTER	FEE (Per Application or Letter)
Alcohol Licenses	\$100
Zoning Compliance Letter	\$100
FDEP Review Letter	\$100
Re-Addressing for Convenience	\$500
Home Occupation	\$55
White Sands Compliance Inspection	\$100
Each re-inspection due to failure of a previous inspection	\$150
Dog Friendly Dining	\$500
Conditional Use	\$1500
Property Status Letter (Lien Requests)	\$35
Home Solicitation Sales	\$55
Change of Use Application Fee - Commercial	\$500
<u>Change of Use Application Fee - Short Term Rental</u>	<u>\$2000</u>
Change of Use Application Fee — Home Occupation	\$50
Change of Use Application Fee — Mobile Vender	\$25 per location
Parking Agreement Review	\$500
White Sands Review	\$100
Street Name Change	\$500
<u>Special Beach Event Permit - Residential</u>	<u>\$250</u>
<u>Special Beach Event Permit - Commercial</u>	<u>\$500</u>
<u>Outside Consulting Fee</u>	<u>10% of invoice or \$200 whichever is less</u>

324xxx IMPACT FEES

Fees charged to developers at the time of development for construction of facilities to serve the development site. Impact fees are based on the Impact fee study performed in 2007.

Code Reference: Land Development Code

Responsible Department: Community Development Department

324110 IMPACT FEES - PUBLIC SAFETY- RESIDENTIAL

Land Use Type	Unit	Fee
Residential, less than 500 sq. ft.	Dwelling	\$9

Section 2: Building Permits and Developer Fees

Residential, 500—749 sq. ft.	Dwelling	\$11
Residential, 750—999 sq. ft.	Dwelling	\$13
Residential, 1,000—1,499 sq. ft.	Dwelling	\$16
Residential, 1,500—1,999 sq. ft.	Dwelling	\$19
Residential, 2,000—2,999 sq. ft.	Dwelling	\$23
Residential, 3,000—3,999 sq. ft.	Dwelling	\$27
Residential, 4,000 sq. ft or more	Dwelling	\$31
Mobile home/RV park	Pad	\$21
Hotel/Motel	Room	\$11

324120 IMPACT FEES - PUBLIC SAFETY – COMMERCIAL

Land Use Type	Unit	Fee
Retail/commercial	1,000 sq. ft.	\$31
Office	1,000 sq. ft.	\$18
Industrial	1,000 sq. ft.	\$11
Warehouse	1,000 sq. ft.	\$11
Church/Synagogue	1,000 sq. ft.	\$11
School/college	1,000 sq. ft.	\$11
Hospital	1,000 sq. ft.	\$11
Nursing home	1,000 sq. ft.	\$11
Other institutional	1,000 sq. ft.	\$11

324210 IMPACT FEES - PHYSICAL ENVIRONMENT – RESIDENTIAL

The Net Positive Environmental Benefit Impact Fee is 25% of the cost of construction for all marinas, docks, piers or other similar development within the Destin harbor and canals adjacent to the Destin Harbor.

324220 IMPACT FEES - PHYSICAL ENVIRONMENT - COMMERCIAL

The Net Positive Environmental Benefit Impact Fee is 25% of the cost of construction for all marinas, docks, piers or other similar development within the Destin harbor and canals adjacent to the Destin Harbor.

3243X0 IMPACT FEES – TRANSPORTATION

These Fees help the city address development impacts on transportation to include traffic, roads, sidewalks, streetlights, and parking.

324310 IMPACT FEES - TRANSPORTATION - RESIDENTIAL

Land Use Type	Unit	Fee
Residential, less than 500 sq. ft.	Dwelling	\$583
Residential, 500—749 sq. ft.	Dwelling	\$724
Residential, 750—999 sq. ft.	Dwelling	\$855
Residential, 1,000—1,499 sq. ft.	Dwelling	\$1,016
Residential, 1,500—1,999 sq. ft.	Dwelling	\$1,198
Residential, 2,000—2,999 sq. ft.	Dwelling	\$1,425
Residential, 3,000—3,999 sq. ft.	Dwelling	\$1,677
Residential, 4,000 sq. ft or more	Dwelling	\$1,896
Mobile home/RV park	Pad	\$780
Hotel/Motel	Room	\$981

324320 IMPACT FEES - TRANSPORTATION - COMMERCIAL

Land Use Type	Unit	Fee
Retail/shopping center	1,000 sq. ft.	\$1,752
Discount Superstore	1,000 sq. ft.	\$2,242
Bank, Walk-in	1,000 sq. ft.	\$2,043
Bank, Drive-in	1,000 sq. ft.	\$3,205
Supermarket	1,000 sq. ft.	\$3,298
Convenience market	1,000 sq. ft.	\$4,216
Golf Course	Acre	\$548
Marina	Berth	\$321
Racquet/Health Club	1,000 sq. ft.	\$3,584
Restaurant, Fast Food	1,000 sq. ft.	\$4,638
Restaurant, High Turnover	1,000 sq. ft.	\$4,464
Restaurant, Sit-Down	1,000 sq. ft.	\$3,244
Service Station	Fuel Position	\$1,030
Office, General	1,000 sq. ft.	\$1,404
Hospital	1,000 sq. ft.	\$2,262
Nursing Home	1,000 sq. ft.	\$786
Church/Synagogue	1,000 sq. ft.	\$883
School/College	1,000 sq. ft.	\$354
Day Care Center	1,000 sq. ft.	\$2,048
Other Institutional	1,000 sq. ft.	\$1,404
General Light Industrial	1,000 sq. ft.	\$888
Warehouse/Storage	1,000 sq. ft.	\$632
Mini-warehouse	1,000 sq. ft.	\$319

324610 IMPACT FEES - LIBRARY - RESIDENTIAL

Land Use Type	Unit	Fee
Residential, less than 500 sq. ft.	Dwelling	\$62
Residential, 500—749 sq. ft.	Dwelling	\$78
Residential, 750—999 sq. ft.	Dwelling	\$93
Residential, 1,000—1,499 sq. ft.	Dwelling	\$112
Residential, 1,500—1,999 sq. ft.	Dwelling	\$133
Residential, 2,000—2,999 sq. ft.	Dwelling	\$160
Residential, 3,000—3,999 sq. ft.	Dwelling	\$190
Residential, 4,000 sq. ft or more	Dwelling	\$217
Mobile home/RV park	Pad	\$149
Hotel/Motel	Room	\$0

324620 IMPACT FEES - LIBRARY - COMMERCIAL

No Library Impact Fees are assessed for Commercial Development

Section 2: Building Permits and Developer Fees

324611 IMPACT FEES – RESIDENTIAL – PARKS

Land Use Type	Unit	Fee
Residential, less than 500 sq. ft.	Dwelling	\$186
Residential, 500—749 sq. ft.	Dwelling	\$235
Residential, 750—999 sq. ft.	Dwelling	\$279
Residential, 1,000—1,499 sq. ft.	Dwelling	\$335
Residential, 1,500—1,999 sq. ft.	Dwelling	\$399
Residential, 2,000—2,999 sq. ft.	Dwelling	\$479
Residential, 3,000—3,999 sq. ft.	Dwelling	\$570
Residential, 4,000 sq. ft or more	Dwelling	\$649
Mobile home/RV park	Pad	\$447
Hotel/Motel	Room	\$243

324621 IMPACT FEES – COMMERCIAL – PARKS

No Parks Impact Fees are assessed for Commercial Development

341920 ENGINEERING FEES

The Land Development Code provides that City Council will establish and collect certain fees for engineering services.

Code Reference: Resolutions 02-06, 02-23, 04-13, 04-15

Responsible Department: Community Development Department/Engineering Division

Development Order Review Fees:

<i>TYPE OF APPLICATION:</i>	<i>E&S Review Fee</i>	<i>Engineering Review Fee</i>	<i>Floodplain Review Fee</i>	<i>Re-Review Fee</i>
MAJOR DEVELOPMENT or DEVIATION	\$200	\$200	\$25	\$100
MINOR DEVELOPMENT or DEVIATION	\$100	\$100	\$25	\$50
SIMPLE DEVIATION	\$100	\$100	\$25	\$50

341940 MARINE APPLICATION FEES

The collection of residential and commercial application fees is for review by the Harbor Board and Staff. NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: 11.05 Code of Ordinance

Responsible Department: Community Development/Planning Division

	Fee (Per Application or Letter)
RESIDENTIAL	\$250
COMMERCIAL	\$1000

Net Positive environment Benefit (NPEB) is 25% of the cost of construction for all work performed in the Destin Harbor.

341911 MAPS & PUBLICATIONS

Monies collected for providing copies, to include but not limited to, maps, plats and documents.

Responsible Department: Public Services/City Manager's Office (GIS)

Standard data fees: \$3.10 / standard CD
 \$13.40 / standard aerial DVD
 \$13 / Aerial DVD

- Standard CD types are base vectors and aerial rasters. (Land use vectors available in future.)
- Base vector CD includes roads, water, 7.5-minute quads, quarter-quads, fire stations, city government buildings, libraries, parks, police stations, schools, flood zones, category storm surge, county border, city limits, zoning, future land use, community redevelopment agencies/areas, building footprints, digital elevations & aerial index.
- For parcels, contact Okaloosa County at 850-651-7958.
- In the future, free copies of standard CDs will be given quarterly to public library.
- Standard DVD types are base vectors and aerial rasters.
- Base vector DVD includes same layers as a Standard CD in un-zipped format.
- Aerial Raster DVD has same capacity as (3) CD's.

Standard Map Fees per page		
Size	Sparse Shading	Dense Shading
8.5 x 11 A	\$2.60	\$5.15
8.5 x 14	\$2.60	\$5.15
11 x 17 B	\$5.15	\$10.30
13 x 19	\$5.15	\$10.30
17 x 24 C	\$10.30	\$15.45
24 x 36 D	\$15.45	\$25.75
34 x 44 E	\$25.75	\$36.05

The above fees are based on map type, ink shading, and printing time, and color-copy fees at local company for small densely shaded maps. A map with over 25% of page shaded with solid ink is considered densely shaded. Custom requests are considered case by case with additional costs. Cost agreement may be in writing. Fulfilled only if costs are agreed upon, time is permitting, and media is practical. Includes but is not limited to:

- Any creation of new data.
- Any modification to existing data and maps.
- Any non-standard media (other than inkjet paper and CD's).
- Any non-standard format such as AutoCAD.dxf

Custom fees: \$22.65 / hour staff rate (calculated in 15-min increments, no charge for first 15 min), plus media.
 \$3.10 / 650mb CD media, \$13.40 DVD media.

Section 3 Licenses and Permits: Business Tax Receipts (aka business licenses), Rental Registration (LTR/STR), Livery Permits, Vendor Permits, Marine Application Fees, Code Violations

316000 Local Business Taxes (aka Business Tax Receipts aka BTRs)

Fees levied by the City on all businesses, trades, and professions operating with the City or transacting business in interstate commerce where such tax is not prohibited by Sec. 8, Article 1 of the United States Constitution.

Local Business Tax Receipts are invoiced in July and due on October 1 each year. They expire September 30 the succeeding year. A Business Tax Receipt may be transferred to a new owner upon payment of a transfer fee and presentation of evidence of the sale and the original BTR. Receipt holders must comply with all applicable codes of the City and County, including building, fire, and health codes and zoning laws. Fees renewed after ~~October 14~~ September 30 are subject to up to 25% in penalties.

Code Reference: F.S. Chapter 166.201, 205.042, 205.043, 205.053, Sec. 13-40 Code of Ordinances

Responsible Department: Community Development/Building Division

1. Charter boats: All charter boat or fare-carrying boat businesses shall pay a per boat base fee plus a per passenger fee based upon Coast Guard certified passenger capacity.

Charter boats, per boat base	\$ 50 100 per boat
Charter boats, per passenger fee	\$1.25 per passenger

2. Coin-operated machines: All businesses or activities utilizing coin-operated machines, except pay telephones, shall pay a BTR based upon the number of such machines. The local business tax fee will be determined based upon the total number of coin-operated machines the business or activity utilizes within the corporate limits of Destin, with a list of individual locations of coin-operated machines to be provided by the business or activity making application for a license. The owner of the business or activity shall make sufficient copies of the issued license for display at each coin-operated machine location.

Vending machines are those coin-operated devices which dispense a product in exchange for a coin, i.e., soft drinks, candy, grooming aids, cigarettes, etc. Amusement machines include devices such as pinball, electronic games, pool tables, skeet ball, juke boxes, etc. Laundry machines include washers, hot air dryers and dry-cleaning machines.

Amusement machines, per machine	\$ 10
1 to 10 vending machines	\$ 50 62.50
11 to 25 vending machines	\$ 100 125.00
26 or more vending machines	\$ 150 187.50
1 to 25 coin-operated washing machines and dryers	\$ 50 62.50
26 to 50 coin-operated washing machines and dryers	\$ 100 125.00
51 or more coin-operated washing machines and dryers	\$ 150 187.50

Section 3: Business Licenses and Permits

3. Commercial fishing: Net boats, long line and all other commercial non-charter fishing businesses which sell seafood for profit, either retail or wholesale, shall pay a fee based upon the greatest number of vessels.

First boat	\$ 50 100.00
Each additional boat	\$ 25 50.00

4. Contractors and subcontractors: The classifications below are as defined in Florida Statutes Section 489.105.

General contractor	\$ 125 187.50
Building contractor	\$ 100 200.00
Residential, sheet metal, roofing, electrical, class A air conditioning, mechanical, plumbing, and commercial swimming pool contractors and subcontractors	\$ 75 150.00
Class B air conditioning and residential swimming pool contractors and subcontractors	\$ 50 100.00
Class C air conditioning and swimming pool service contractors or subcontractors	\$ 50 100.00
Handymen and similar craftsmen	\$ 25 50.00
All other contractors and subcontractors not listed herein	\$ 50 100.00

5. Food and beverage establishments:

Restaurants, cafes, snack bars, dining rooms, lounges, taverns, nightclubs and the like, whether operating in conjunction with some other line of business or not, base minimum plus per seat	\$ 50 100.00 min \$1.25 per seat
Snack counters, drive-ins, catering services, take-out services which maintain no seats, or like businesses which may provide some seating but whose primary nature of business is take-out or delivery of food and/or beverages	\$ 50 100.00

6. Gasoline stations (including marinas). The annual BT fee shall be based upon the maximum number of vehicles/vessels which can be serviced at any given time, in addition to other fees as may be required pursuant to this article.

1 to 4 vehicles/vessels	\$ 50 62.50
5 to 10 vehicles/vessels	\$ 100 125.00
11 to 15 vehicles/vessels	\$ 150 187.50
16 or more vehicles/vessels	\$ 200 250.00

7. Insurance:

Each insurance company writing any class of insurance upon any person or property residing or located within the city	\$ 50 100.00
Insurance agent or firm doing such business as agent or other representative of insurance company or companies, for each place of business	\$ 100 200.00

Section 3: Business Licenses and Permits

Each traveling or itinerant insurance agent or solicitor, soliciting business within the city	\$100 200.00
Insurance solicitors employed by, or representing, insurance agents who have an annual license as provided by this section	\$50 100.00

8. Leisure rentals: Businesses renting boats, yachts, jet skis, beach equipment, sailboats, motorcycles, mopeds, bicycles, or other similar equipment shall pay a BT fee based upon the number of units. The local business tax fee will be determined based upon the total number of leisure rentals the business or activity rents to the public within the corporate limits of Destin, with a list of individual locations of leisure rental setups to be provided by the business or activity making application for a BT receipt. The business owner or manager shall be responsible for making copies of the issued receipt, with a copy of said license to be distributed to each location site.

1 to 10 units	\$50 62.50
11 to 20 units	\$100 125.00
21 to 30 units	\$150 187.50
31 or more units	\$200 100.00

9. Marinas, dry docks, boat storage: Marinas, dry docks and boat storage annual license fees will be based upon the number of spaces for rent.

Spaces	Wet	Dry
1 to 3	\$50 65.50	\$50 62.50
4 to 10	\$100 125.00	\$50 62.50
11 to 20	\$150 187.50	\$75 93.75
21 to 40	\$200 250.00	\$100 125.00
41 to 60	\$250 312.50	\$125 156.25
61 or more	\$300 375.00	\$150 187.50

10. Professionals: The fees referenced in this section apply to each individual pursuing such profession or professional activities and not against the firm, partnership or corporation. Therefore, each individual must obtain a separate receipt rather than one (1) receipt being acquired by a firm, partnership or corporation. It shall be the responsibility of the principle of each firm to provide to the city a list of individual professionals working from or in the firm's office at the time of application, and to notify the city each time additional professionals assume professional working activities from the office. Each professional is responsible for acquiring his/her individual license BTR and shall post the issued BTR in a conspicuous place in the office in which the professional conducts business activities.

Class 1: Accountants/certified public accountants, architects, attorneys, chiropractors, dentists, engineers, medical doctors, opticians, optometrists, psychiatrists, psychologists, surveyors, and veterinarians	\$150 225.00
Class 2: Real estate brokers and stockbrokers	\$100 200.00
Class 3: Real estate agents, barbers, beauticians, cosmetologists, electrologists, and others not referenced in class 1, class 2, or in the insurance category (item 7 above)	\$25 50.00

Section 3: Business Licenses and Permits

11. Rental units: All hotels, motels, houses, cottages, condominium units, trailer spaces, boardinghouses and all other units or spaces rented. The local business tax fee will be determined based upon the total number of rental units the business or activity manages within the corporate limits of Destin, with a list of individual locations of rental units to be provided by the business or activity making application for a BTR. The business owner or manager shall post the issued BTR in a conspicuous place in the office which manages the rental units.

1 to 4 units	\$2531.25
5 to 10 units	\$5062.50
11 to 50 units	\$100125.00
51 to 100 units	\$200250.00
101 to 200 units	\$300375.00
201 to 500 units	\$400500.00
501 or more units	\$500625.00
Mini-warehouse storage facilities	\$200300.00

12. Retail, wholesale, manufacturing, services, financial institutions, clubs, pawnshops, private schools, car rentals, hospitals, clinics, advertising agencies, consultants, etc. All financial institutions and businesses selling goods, either wholesale or retail; businesses for the manufacture or assembly of goods; businesses providing services; all clubs, including golf, racquetball, swimming, health, social and the like; miniature golf, water slides and bowling alleys; private schools of any description; automobile rental agencies; and wrecker towing services shall pay a fee based upon the total number of employees. An employee shall be defined as any person actively connected with the business working within the city limits. An affidavit may be requested to accompany the application for such BTR stating the greatest number of individuals employed during any twenty-four-hour period during the preceding business tax year. The City Manager or his designee shall be supplied proof of the number of employees upon demand.

1 to 5 employees	\$5062.50
6 to 20 employees	\$100125.00
21 to 50 employees	\$150187.50
50 Or more employess	\$200.00250.00

13. Taxicabs, limousines, buses, private ambulances, courtesy cars, delivery cars, etc.: The annual BTR fee shall be a per-unit charge.

Taxicabs, per unit	\$5062.50
Limousines, per unit	\$100125.00
Buses: up to 40 passengers, per unit	\$100187.50
Buses: 41 or more passengers, per unit	\$150250.00
Courtesy/delivery cars, private ambulances, per unit	\$5062.50

Section 3: Business Licenses and Permits

14. Theaters: Annual BTR fees will be based upon seating capacity.

1 to 30 seats	\$5062.50
31 to 100 seats	\$100125.00
101 to 300 seats	\$150187.50
301 to 500 seats	\$200250.00
501 to 750 seats	\$250312.50
751 or more seats	\$300375.00

15. Miscellaneous.

Any business activity not listed	\$200300.00
----------------------------------	-------------

OTHER PERMITS AND LICENSES

329500 Rental Registration

The collection of administrative fees for the processing of applications for long- and short-term rental according to the following schedule: NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: Chapter 13, Code of Ordinance Article 6 and Article 7

Responsible Department: Code Compliance Department

Long-term Rentals:

The registration is valid May 1st to May 1st.

Rental Unit	\$50
Multiple rental units (i.e., apartment complex) located on one single parcel with onsite property management	\$50 Single Registration fee Via the onsite property management
Multiple rental units not located on one single parcel and no available onsite property management	\$50 Per Unit
Late Fee (after June 1 st)	\$50 After July 1st

Short-term Rentals:

Rental unit is a single-family dwelling unit as defined in Chapter 13, Code of Ordinance. The total fee may include an administrative (paper application) fee of \$25, a reapplication fee of \$25, in addition to the rental registration fee based upon building total area square footage (as per Okaloosa Property Appraiser Building File data) as follows:

Up to 2499 square feet (TOTAL SQUARE FOOTAGE)	\$500
2500-4999 square feet	\$600
5000+ square feet	\$700

Section 3: Business Licenses and Permits

Additional short-term rental fees that may apply:

Administrative Fee (Paper Application	\$25
Late Fee after March 31 st	\$100
Late Fee after June 1 st	\$500

329400 Livery Vessel Permitting

The Land Development Code provides that City Council will establish and collect fees for the issuance of Livery Vessel Permits. NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: Ordinance 17-02-CC

Responsible Department: Code Compliance Development

Livery Vessel Permit Fee	\$100 Per Vessel
Late Fee, per vessel After March 1 st of every calendar year	\$25

329504 Beach Management Vendor Permits

The Land Development Code provides that City Council will establish and collect fees for the issuance of Beach Vendor Permits. NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: LDC 11.08.03

Responsible Department: Code Compliance Department

Wheeled Vehicle Permit, per vehicle	\$50
Beach Vendor Permit, per location	\$150
Late Fee, per location	\$25

329508 Sexually Oriented Business License

Ordinance 09-06-LC provides that City Council will establish and collect fees for the issuance of annual licenses for purposes of ensuring compliance with certain regulations. All licenses shall expire on September 30th of each year unless otherwise suspended or revoked. Applications for renewal shall be made at least 20 days before the expiration of the license. The fines for operating a sexually oriented business without business and employee licenses may be \$250 to \$500 and/or jail for a period not to exceed sixty days for each violation day.

Code Reference: Ordinance 09-06-LC

Responsible Department: Code Compliance Department

Initial Application Fee, per business	\$250
Annual Renewal Fee, per business	\$100
Initial Application Fee, per employee	\$50
Each Additional License, per employee	\$20
Annual Renewal Fee, per employee	\$50
Annual Renewal of each additional license per employee	\$10

354100 Code Violation Fines

These are fines assessed by the Code Board for non-compliance of violations. In the case of a first violation, the code enforcement board may order the violator to pay a fine not to exceed two hundred fifty dollars (\$250.00) for each day the violation continues past the date set by the board's order for compliance.

In cases where the code enforcement board has found that a repeat violation has been committed, the board may order the violator to pay a fine not to exceed five hundred dollars (\$500.00) for each day the repeat violation continues beginning with the date the repeat violation is found to have occurred by the code inspector.

Code Reference: Chapter 14 of the Code Ordinances, Section 14-81.

Responsible Department: Code Compliance Department

Special Magistrate

The Code of Ordinances provides that City Council will establish and collect fees for the prosecution of cases heard before the Special Magistrate.

Administrative Fee: \$500.00

Code Reference: Code of Ordinance Section 14-81

Responsible Department: Code Compliance Department

Section 4 Miscellaneous: Parking Fees and Fines, Clerk's Office, Cemetery, Election Qualifying Fees, NSF returned check fee

344500 PARKING FACILITIES USER FEES

Harbor District: North of highway 98, the Marler, Community Center, and Zerbe parking lot fees are \$20 for up to 24 hours.

Beach Zones: Parking in the beach zones south of Highway 98 is \$20.00 for four (5) hours.

No parking is allowed between 11pm and 3am in the parking lots nor in the Beach Zones.

Code Reference: Resolutions 19-05

Responsible Department: Code Compliance Department

354300 PARKING FINES

Payments collected from parking fines related to parking issues throughout the City limits.

Parking Lot Fines in following areas: Marler, Zerbe, Community Center, Beach paid parking zones \$100

Other parking infractions \$100

Responsible Department: Code Compliance Department

351000 TRAFFIC FINES

A police officer may issue a ticket for any moving violation as set forth in the provision of the Code of Ordinances.

Code Reference: Florida Statutes 34.191; 142.03; 316.660; 318.21

Responsible Department: Community Development

341930 ELECTION QUALIFYING FEES

Elections for candidates running for office in accordance with the City's charter, Section 5.03 Qualifications.

"Candidates for the offices of City Council member and Mayor shall qualify for such office by the filing of a written notice of candidacy with the designated city official, by the payment of any applicable qualifying fee at such time and in such manner as may be prescribed by ordinance." For the March 2004 election was \$25 per candidate.

Code Reference: City Charter Section 5.03

Responsible Department: City Clerk's Office

364200 CEMETERY LOT SALES.

The City Code provides for City ownership and operation of cemeteries. The City has separate fees for both residents and non-residents.

Code Reference: Resolution 23-05

Responsible Department: City Clerk's Office

	RESIDENTS	
BURIAL LOT, EACH	1,350	
DISINTERMENT FEE	\$257	
MAUSOLEUM NICHE	\$618	
SEA MEMORIAL ENGRAVING	\$200 per visit	
WEEKEND/HOLIDAY GRAVE MARKING	\$77	

PUBLIC RECORDS DUPLICATION

Note: The City of Destin will expect/exclude all governmental agencies from photocopying and/or duplicating charges. This policy applies to federal, state, county, or municipal governments, their agencies, and divisions. All other exceptions are at the discretion of the City Manager.

COPIES, CERTIFIED COPY	\$1 PER PAGE + PHOTOCOPY CHARGE
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PHOTOCOPIES, AERIAL (LARGE-36"x60")	\$10 PER PAGE
PHOTOCOPIES, AERIAL (SMALL- 24"x 36")	\$5 PER PAGE
SITE PLAN Copies (36" x 24")	\$2 PER PAGE
PHOTOCOPIES, DUPLEXED	\$0.20 PER PAGE
PHOTOCOPIES, ONE-SIDED	\$0.15 PER PAGE
SPECIAL SERVICE CHARGE	\$24 PER HOUR OR \$4 PER TEN MINUTE INCREMENT

**FAXED COPIES LIMITED TO 25 PAGES OR LESS AND 8.5"x14"

Adopted August 05, 2019

Revisions approved at June 15, 2020 Regular Council Meeting

Revisions approved at the September 7, 2021 Regular Council Meeting

Code Reference: Resolution 19-11; Resolution 20-13; Resolution 21-11

369000 NSF and returned check fee

The fee for returned checks paying for any City service, user fee, permit, license or payment of fines is \$30 or 10% of check amount, whichever is greater.

ATTACHMENT A - Schedule of Fees

Section 1 Culture and Recreation: Library, Parks, Sports Complex, Community Center

Section 2 Building and Developers: Building Permits, Developer fees, Impact fees, Right-of-Way permits, Engineering, and Map fees

Section 3 Licenses and Permits: Business Tax Receipts (aka business licenses), Rental Registration (LTR/STR), Livery Permits, Vendor Permits, Marine Application Fees, Code Violations

Section 4 Miscellaneous: Parking Fees and Fines, Clerk's Office, Cemetery, Election Qualifying Fees

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Section 1: Culture and Recreation

Section 1 Culture and Recreation

Fees to utilize specific recreational facilities to continue the operations and improvements of the park area. Fees are established for reservations and permits of recreational and park facilities to provide a user fee for programs wherever applicable within the City and to establish procedures for the collection of such fees.

347100 LIBRARY SERVICE FEES

Fees collected for library membership and services

Responsible Department: Library

MEMBERSHIP FEES (RESOLUTION 01-27)

Okaloosa County Residents	No charge
In-network, non-resident*	\$40 per family per year
6-month out-of-network, non-resident	\$30 per person
12-month out-of-network, non-resident	\$60 per person

*In-network areas include the other 15 counties in the Panhandle Library Access Network (PLAN) <https://www.plan.lib.fl.us/about-us/>

SERVICE FEES

Lost items	Replacement cost
Sand in book/ damaged cover	\$3 re-wrap fee
Local fax	\$1 per page
Long-distance fax	\$2 per page
Printing – black and white	\$0.15 per page
Printing – color	\$0.25 per page
Replacement video case	\$1.00
Replacement audiobook case	\$3.00

347200 PARK AND RECREATION FEES

Fees collected for any type of program open to the public that is not athletic.

Code Reference: Florida Statutes 166.201

Responsible Department: Parks & Recreation

SPECIAL EVENT PERMITS **(ALL PARKS)**

Ordinance 15-40 § (c-h) requires all groups of 20 or more wishing to hold events in City parks to obtain a permit from the City in advance of the event.

Groups less than 20	No fee required
Groups 21-49	\$50 fee per day
Groups 50-99	\$100 fee per day
Groups 100-499	\$250 fee per day
Groups 500+	\$500 fee per day

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Section 1: Culture and Recreation

DEWEY "BUCK" DESTIN PARK

Non-profit groups and resident family gatherings (per four-hour increment)

Building use, groups 1-25	\$30 + \$25 cleaning fee
Building use, groups 26-50	\$55 + \$50 cleaning fee
Instructional classes	\$2 - \$40 per participant per course up to 12 weeks

Private groups or organizations or non-resident gatherings (per four-hour increment)

Building use, groups 1-25	\$30 + \$25 cleaning fee
Building use, groups 26-50	\$55 + \$50 cleaning fee
Instructional classes	\$4 - \$80 per participant per course

CLEMENT TAYLOR PARK

Pavilion rental limited to groups of 100 or less

Alcoholic beverage permit	\$150.00 per day + \$50 cleaning fee
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Non-profit groups and resident family gatherings (per four-hour increment)

Groups 1-25	\$20 + \$25 cleaning fee
Groups 26-100	\$30 + \$50 cleaning fee

Private groups or organizations or non-resident gatherings (per four-hour increment)

Groups 1-25	\$30 + \$25 cleaning fee
Groups 26-100	\$60 + \$50 cleaning fee

LEONARD DESTIN PARK

Pavilion rental limited to groups of 20 or less

Groups 1-20, Resident	\$50 per 4 hours + \$50 cleaning fee
Groups 1-20, Non-Resident	\$100 per 4 hours + \$50 cleaning fee

WEDDINGS

June White Decker Park	\$150 per 2 hours + \$100 cleaning fee
Shore at Crystal Beach	\$500 150 per 2 hours + \$100 cleaning fee (non-refundable)

Section 1: Culture and Recreation

347260 JOE'S BAYOU RECREATION FEES

Fees collected for boating activities.

Code Reference: Florida Statutes 166.201

Responsible Department: Parks & Recreation

Residential daily launch/recovery fee	\$250 per trailer
Commercial daily launch/recovery fee	\$250 per trailer
Resident/non-commercial annual launch/recovery fee	\$200 per household (1 pass)
	\$200 per senior household, 65+ (1 pass)
	\$50 per additional pass
Non-resident/non-commercial	\$205 per household per year
Destin based commercial launch	\$1,030 per year
Commercial launch, non-Destin	\$2,060 per year
Pump out fee, Destin resident	No charge
Pump out fee, non-resident	\$5 per usage

347265 HENDERSON BEACH STATE PARK FEES

Fees for the use of Henderson Beach State Park

Code Reference: Florida Statutes 166.201

Responsible Department: Parks & Recreation

Daily entrance pass	\$30 per household (1 per household)
	\$25 per senior household, 65+ (1 per household)

347550 MORGAN'S SPORTS CENTER CHILDREN'S PARKS

Monies collected for events held at the children's park.

Responsible Department: Parks & Recreation

PICNIC AREA

Non-profit groups and resident family gatherings (per four-hour increment)

Groups 1-25	\$15 + \$25 cleaning fee
Groups 26-100	\$30 + \$50 cleaning fee

Private groups or organizations or non-resident gatherings (per four-hour increment)

Groups 1-25	\$30 + \$25 cleaning fee
Groups 26-100	\$55 + \$50 cleaning fee

PAVILION AREA

Non-profit groups and resident family gatherings (per four-hour increment)

Groups 1-25	\$30 + \$25 cleaning fee
Groups 26-100	\$55 + \$50 cleaning fee

Section 1: Culture and Recreation

Commercial, private groups or organizations or non-resident gatherings (per four-hour increment)

Groups 1-25	\$55 + \$25 cleaning fee
Groups 26-100	\$85 + \$50 cleaning fee

347220 MORGAN'S SPORTS COMPLEX

Fees collected for a variety of sporting activities such as football, soccer, cheerleading, softball.

Code Reference: Florida Statutes 166.201

Responsible Department: Parks & Recreation

Group activities and special events outside the athletic fields

Single-day event, no concessions	\$50 - \$515
Single-day event, with concessions	\$50 - \$515
Alcoholic beverages permit	\$150.00 per vendor/per day
Vendor fee for tournaments and special event vendors	\$30 per vendor/per day, no hookups
Special event application fee	\$25 non-refundable
Gate/admission fee	15% of gross paid to the city

League activities/instructional classes (residents)

City – adult activities	\$15 - \$100
City – youth activities	\$15 - \$100
Adult instructional classes	\$5 - \$35 per participant (max 10 hours)
Youth instructional classes	\$5 - \$20 per participant (max 10 hours)
Senior programs	\$2 - \$100

League activities/instructional classes (non-residents)

City – adult activities	\$30 - \$200
City – youth activities	\$20 - \$150
Adult instructional classes	\$10 - \$70 per participant (max 10 hours)
Youth instructional classes	\$5 - \$35 per participant (max 10 hours)
Daily user fee	\$3 - \$40

Section 1: Culture and Recreation

EXPERT INSTRUCTORS (Services the City cannot offer)

RECREATIONAL/INSTRUCTIONAL CLASSES – CONTRACTUAL LEADERSHIP

FEES RECEIVED FROM INDIVIDUALS PARTICIPATING IN CITY SPONSORED PROGRAMS, ACTIVITIES or CLASSES THAT ARE FACILITATED BY NON-CITY EMPLOYEES WITH EXPERTISE IN THAT PARTICULAR AREA. (EG. AEROBICS, FLY-FISHING, DANCE...) PERCENTAGE BASED ON SKILL LEVEL OF THE INSTRUCTOR, ASSISTANCE REQUIRED FROM CITY STAFF AND FACILITY/EQUIPMENT/SUPPLIES MAY BE FURNISHED BY THE CITY. THIS STRUCTURING WILL ALLOW THE DEPARTMENT TO EXPAND PROFESSIONALLY LEAD PROGRAMMING FOR YOUTH, TEENS, ADULTS AND SENIORS WHILE GENERATING ADDITIONAL REVENUES FOR THE CITY. THE INCREASE IN REVENUES WILL BE DEPENDENT ON THE NUMBER OF PROGRAMS OFFERED AND THE PERCENTAGE AGREED UPON. THIS IS A WIDELY USED MODEL IN PARKS & RECREATION AGENCIES NATIONWIDE THAT TAPS INTO COMMUNITY RESOURCES THAT COULD OTHERWISE NOT BE AFFORDABLE TO THE AGENCY.

Options	Percentage of fees retained by the city	Percentage of fees retained by the facilitator
Split 1 – City provides material	60%	40%
Split 2 – Instructor only	50%	50%
Split 3 – Instructor provides material	40%	60%
Split 4 – School Fundraiser	20%	80%

DESTIN ELEMENTARY SCHOOL SPORTS FIELD FEES Administrative charges

Personnel cost for hours other than normal hours of operations	\$20 per hour per employee
Holiday/holiday weekend hours	\$30 per hour per employee
Application fee	\$25 per event

FIELD RENTALS (NON-TOURNAMENT PLAY) Non-profit

Field rental 1-25 users	\$20 per field per hour w/o lights
Field rental 1-25 users	\$35 per field per hour with lights
Lining/set up 1-25 users	\$20 - \$50 per field per occurrence
Field rental 26+ users	\$40 per field per hour w/o lights
Field rental 26+ users	\$55 per field per hour with lights
Lining/set up 26+ users	\$20 - \$50 per field per occurrence
Non-refundable deposit/cleaning fee	\$25 - \$500 per field per day

COMMERCIAL

Field rental 1-25 users	\$35 per field per hour w/o lights
Field rental 1-25 users	\$50 per field per hour with lights
Lining/set up 1-25 users	\$20 - \$50 per field per occurrence
Field rental 26+ users	\$70 per field per hour w/o lights
Field rental 26+ users	\$95 per field per hour with lights
Lining/set up 26+ users	\$20 - \$50 per field per occurrence
Non-refundable deposit/cleaning fee	\$25 - \$500 per field per day

FIELD RENTALS (TOURNAMENT FUNCTIONS)—UP TO 12 HOURS Non-profit

First (one) field	\$100 per day without lights
Each additional field	\$80

Section 1: Culture and Recreation

Each additional hour	\$20
Lights	\$15 per hour per field
Additional field preparation	\$20 - \$50 per field per occurrence
Gate fee	15%
Center utilization fee	Up to \$550
Sports equipment usage Fee (EG., temporary mounds, goals, fence)	Up to \$25 per item per day
Vendor permit fee	\$30 per vendor per day
Non-refundable deposit/cleaning fee	\$25 - \$500 per field per day

COMMERCIAL

First (one) field	\$170 per day without lights
Each additional field	\$110
Each additional hour	\$30
Lights	\$25 per hour per field
Additional field preparation	\$20 - \$50 per field per occurrence
Gate fee	15%
Center utilization fee	Up to \$1,550
Sports equipment usage fee (e.g.: temporary mounds/fence)	Up to \$25 per item per day
Vendor permit fee	\$50 per vendor per day
Non-refundable deposit/cleaning fee	\$25 - \$500 per field per day

347520 COMMUNITY CENTER

The City shall levy fees for the rental of the Community Center facilities for activities including, but not limited to arts and crafts, league/team activities, adult sports, theatre productions, concerts, and specialty activities (card games, board games, etc.) for both commercial and noncommercial use. The amount of the rental fee will be assessed as per facility required and/or participation.

Code Reference: City Resolution 01-05

Responsible Department: Recreation Department/Community Center

Administrative charges/non-residents

Personnel cost for hours other than normal hours of operation or holidays	\$20 per hour per employee
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Commercial Use

Entire facility	\$150 per hour, min 4 hours
Meeting room	\$30 per hour
Each additional room	\$20 per hour
Kitchen, with gym or room rental only	\$50 per hour, min 4 hours
Gymnasium	\$60 + 15% gate charge
Non-refundable deposit/cleaning fee	\$25 - \$500 per day

Section 1: Culture and Recreation

Non-commercial use/resident

Entire facility	\$80 per hour, min 4 hours
Meeting room	\$20 per hour
Each additional room	\$15 per hour
Kitchen, with gym or room rental only	\$30 per hour, min 4 hours
Gymnasium	\$30 + 15% gate charge
Non-refundable deposit/cleaning fee	\$25 - \$500 per day

Non-profit play or instructional classes

Per meeting room	\$15 per hour
Gymnasium	\$25 per hour
Administration Fee	\$15 + cost of rental fee

347540 COMMUNITY CENTER PROGRAMS

Monies received for camps, programs that are sponsored by the Community Center.

Responsible Department: Recreation Department/Community Center

League activities/instructional classes (residents)

City – adult activities	\$10 - \$105
City – youth activities	\$10 - \$105
Adult instructional classes	\$3 - \$50 per participant (max 10 hours)
Youth instructional classes	\$3 - \$50 per participant (max 10 hours)
Senior programs	\$2 - \$100

League activities/instructional classes (non-residents)

City – adult activities	\$30 - \$200
City – youth activities	\$20 - \$150.00
Adult instructional classes	\$5 - \$70 per participant (max 10 hours)
Youth instructional classes	\$5 - \$70 per participant (max 10 hours)
Daily user fee	\$2 - \$40
Senior programs	\$3 - \$40
League/activity sponsorship	\$30 - \$1,000

Section 1: Culture and Recreation

RECREATIONAL/INSTRUCTIONAL CLASSES – CONTRACTUAL LEADERSHIP

FEES RECEIVED FROM INDIVIDUALS PARTICIPATING IN CITY SPONSORED PROGRAMS, ACTIVITIES OR CLASSES THAT ARE FACILITATED BY NON-CITY EMPLOYEES WITH EXPERTISE IN THAT PARTICULAR AREA. (EG. AEROBICS, FLY-FISHING, DANCE...) PERCENTAGE BASED ON SKILL LEVEL OF THE INSTRUCTOR, ASSISTANCE REQUIRED FROM CITY STAFF AND FACILITY/EQUIPMENT/SUPPLIES MAY BE FURNISHED BY THE CITY. THIS STRUCTURING WILL ALLOW THE DEPARTMENT TO EXPAND PROFESSIONALLY LEAD PROGRAMMING FOR YOUTH, TEENS, ADULTS AND SENIORS WHILE GENERATING ADDITIONAL REVENUES FOR THE CITY. THE INCREASE IN REVENUES WILL BE DEPENDENT ON THE NUMBER OF PROGRAMS OFFERED AND THE PERCENTAGE AGREED UPON. THIS IS A WIDELY USED MODEL IN PARKS & RECREATION AGENCIES NATIONWIDE THAT TAPS INTO COMMUNITY RESOURCES THAT COULD OTHERWISE NOT BE AFFORDABLE TO THE AGENCY.

Options	Percentage of fees retained by the city	Percentage of fees retained by the facilitator
Split 1 – City provides material	60%	40%
Split 2 – Instructor only	50%	50%
Split 3 – Instructor provides material	40%	60%
Split 4 – School Fundraiser	20%	80%

Section 2 Building and Developers: Construction Permits, Developer Fees, Impact Fees, Right-of-Way permits, Engineering, Marine Application Fees, Map Fees

The governing bodies of local governments may provide a schedule of fees, as authorized by statutes for the enforcement of the provisions of its building code. Such fees shall be used solely for carrying out the local government's responsibilities in enforcing the Florida Building Code. All permit, processing, and plan review fees are non-refundable unless extenuating circumstances are submitted, in writing, and approved by the Building Official. All required fees shall be paid prior to the issuance of any permit and at the commencement of any construction.

NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: Section 125.56, F.S. Chapter 166.222; FS Section 468.631, 553.721, 553.80

Responsible Department: Community Development/Building Division

329505 Plan Review Fee

The following review fees are applicable to all building construction permits.

Plan Review Fee: All projects are subject to a review fee, which equals the greater of (50%) of the permit fee or actual cost, incurred by the City to include one resubmittal.

1. Projects greater than or equal to four stories and assembly occupancy over 5,000 square feet and or large projects/developments determined by the Building Official shall be submitted to the International Code Council (ICC), Birmingham office, for formal plan review. The applicant shall pay the fee to ICC at the time plans are submitted.
2. The City may require, at the Building Official's discretion, a review of the single-family dwelling plans by a structural engineer. In this case, the applicant shall be required to pay the cost of this review.
3. Public Swimming Pool and Applicable Water Features Review Fee:
 - a. Review Fee New Pool – Greater than 25,000 gallons \$495~~50.00~~ to be paid upon submittal.
 - b. Review Fee New Pool – 25,000 gallons or less \$330~~0.00~~ to be paid upon submittal.
 - c. Renovations and Modifications
 - I. Level I- No Review fee required.
 - II. Level II- Renovations and Modifications Review \$505~~.00~~ to be paid upon submittal.
 - III. Level III- Renovations and Modifications Review \$2020~~0.00~~ to be paid upon submittal.
4. All projects are subject to a review fee for Engineering/Erosion Control (341920) fee of \$505 to be paid upon submittal.
5. FEMA Flood Zone Review: ALL projects within these zones are subject to a review fee for Floodplain Review of \$505.
6. Wetlands Protection: ALL projects in or adjacent to environmentally sensitive areas (wetlands & open water bodies) are subject to a review fee of \$505. (341920)

Section 2: Building Permits and Developer Fees

- Any additional resubmittal for review shall be assessed an additional review fee of \$~~27.505~~ or 27.505% of the permit fee whichever is greater per division review. (341920)

329506 Contractor Registration Fee

An administrative fee will be charged on all contractors not licensed under FS 489 engaging in business in the City of Destin for which a permit is required. The administrative fee is for verification of state, county, and local licenses, as required by city ordinance and certificate of insurance from a Florida Licensed Insurance Company for General Liability 61G4-15.003(2)(c), and Worker's Compensation as required by FS 440.103, 440.41, 440.42, and 489.144.

Code Reference: Chapter 13 Art. IV, Sec. 13-75, Code of Ordinances

Responsible Department: Community Development/Building Division

Specialty Contractors- The City will charge one annual administrative fee for all contractors engaging in the practice of contracting in the City of Destin whose scope of work is identified in a specialty contractor's category.

Contractor annual administrative fee	\$ 57.202
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354250 (EBD05) Building Code Violations – Unsafe Code Fines and Fees

Fines and fees will be charged for noncompliance with the Florida Building Code to include the following items will be charged \$100 for first citation, \$300 for second citation, and a third citation will result in a summons to appear before the Construction Regulation Board:

- Failure to obtain a permit before commencing work
- Failure to post a notice of commencement
- Failure to obtain required inspections
- Failure to maintain proof of current workers compensation or public liability insurance
- Failure to inform the City of change of name style, address, or that licensee has ceased qualifying as a business
- Making a material misrepresentation on a permit application

Failure to correct building code violations will be charged \$500 for the first citation. The second citation will result in a Summons to Appear before the Construction Regulation Board.

Code Reference: City of Destin Ordinance 366 and Chapter 489 Florida Statutes

Responsible Department: Community Development/Building Division

322000 Building Construction Permit Fees

- Permit Processing Fee: An administrative processing of \$~~550~~ is applied to all permits.
- Penalty Fee: Any work which commences prior to securing the appropriate permit or permits shall be charged a rate double the permit fee, which shall be collected by the Building Division. (Note: in accordance with Ordinance 336, the Building Official may issue a citation to the contractor.)
- Re-Permit Fee:

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Section 2: Building Permits and Developer Fees

- a. Active permits: The fee for re-permitting any active permit will be 50% of the original building permit fee, no plan review fee, a \$5~~50~~ processing fee, plus applicable state fees.
 - b. Inactive permits: The fee for re-permitting any inactive permit will be regular fees, no plan review fee, a \$5~~50~~ processing fee, plus applicable state fees.
4. In accordance with Florida Statute, a Florida Building Code (FBC) Surcharge (208620) is collected on all Building Permits of 1% or a \$2 minimum. In addition, a Building Code Administrators, and Inspectors Fund (BCAIB) Surcharge (208630) is also collected on all Building Permits issued in the amount of 1.5% or a \$2 minimum. Both of these surcharges are remitted to the Florida Department of Professional Regulation.
5. All New (Heated and Cooled) Buildings or Structure Additions (includes Manufactured Buildings).
 - a. Building Division Permit Fee: A permit for any new building or structure, or for any addition to an existing building or structure, or portion thereof is based on square footage of gross floor area multiplied by \$0.1~~57~~ per square foot.
 - a-b. Planning Division (329502) permit fee: Residential (Single Family – Attached/Detached or Duplex) is \$0.0~~65~~ per square foot of gross floor area. This fee includes the initial Certificate of Occupancy as-built site inspection.
 - b-c. Engineering Division (341920) Permit Fee: Residential (Single Family –Attached/Detached or Duplex) is \$0.0~~87~~ per square foot gross floor area.
 - c-d. Planning Division (329502) permit fee: Multiple Family and Commercial Structures. If applicable, the fee is \$1~~3220~~. This fee includes the Certificate of Occupancy or Certificate of Completion and as-built site inspection.
 - d-e. Engineering Division (341920) Permit Fee:- Multiple Family and Commercial Structures: If applicable, the fee is \$3~~300~~. This fee includes initial Erosion Control inspection and the Certificate of Occupancy or Certificate of Completion and as-built site inspection.
6. Other Structure Fee:
 - a. Building Division Fee: For all other structures to include non-heated and cooled buildings, renovations, interior buildouts, sheds, decks, fences, etc. the permit fee is \$~~6.606~~ per \$1,000 (or fraction thereof) of estimated cost, up to \$20,000 plus \$5 per \$1,000 (or fraction thereof) of the estimated cost in excess of \$20,000 up to \$100,000 plus \$4 per \$1,000 (or fraction thereof) of estimated cost in excess of \$100,000 (or fraction thereof).
 - b. Planning Division (329502) permit fee: Residential (Single Family Attached/Detached or Duplex): If applicable, the fee is \$~~669.00~~. This fee includes the Certificate of Occupancy/Completion and as-built site inspection.
 - c. Engineering Division (341920) Permit ~~Fee: Residential~~ Fee: Residential (Single Family Attached/Detached or Duplex): If applicable, the fee is: \$~~669~~. The fee includes Certificate of Occupancy/Completion and as-built site inspection.
 - d. Planning Division (329502) permit fee: Multiple Family and Commercial Structures: If applicable, the fee is \$1~~329~~. This fee includes the Certificate of Occupancy/Completion and as-built site inspection.
 - e. Engineering Division (341920) Permit Fee: Multiple Family and Commercial Structures: If applicable, the fee is: \$1~~6559~~. This fee includes the Certificate of Occupancy/Completion and as-built site inspection.
 - f. ~~Re inspection fees are the same as 6 above.~~
7. Commercial Signs.

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Section 2: Building Permits and Developer Fees

- a. The Building Division Permit fee for all permanent signs is based on the total area of each sign (two-sided signs on the same structure are considered as one sign). The following fees per sign are as follows:

Up to 20 square feet	\$440
Over 20 square feet	\$550
Self-illuminated commercial sign, additional fee	\$220

- b. The Planning Division Permit fee (329502) for signs are established:
- If the sign will be mounted to an approved, existing structure, the permit fee is \$440.
 - If the sign will be mounted to a new structure, the permit-processing fee is \$880.

- c. Engineering Division (341920) Permit fee for ground signs only: \$440.

8. Mobile/Manufactured Homes.

- a. The Building Division Permit fee for mobile/manufactured homes, blocked, with skirts and tie-downs, is \$330.
- b. The Planning Division (329502) Permit fee for mobile/manufactured homes, blocked, with skirts and tie-downs fee is \$660. This fee includes the initial Certificate of Occupancy/Completion as-built site inspection.
- c. The Engineering Division (341920) Permit fee for mobile/manufactured homes, blocked, with skirts and tie-downs fee is \$550. This fee includes the initial Certificate/Completion as-built site inspection.

9. In Ground Swimming Pools and applicable water features (which includes all pool and water feature equipment, except electrical).

- a. Building Permit Fee:
- The fee for new residential swimming pools and applicable water features (excluding electrical fee) is \$660.
 - The fee for new public swimming pools and applicable water features is \$1650.
 - The fee for renovations/repair/modifications: to existing public swimming pools and applicable water features based on the level of modification as set forth in the Public Pool Modification Matrix Table is:
 - Level I- \$550
 - Level II- \$1100
 - Level III- \$16550
- b. Planning Division (329502) Permit Fee: The fee for new swimming pools, applicable water features and level III alteration/renovations is \$105,6096.
- c. The Engineering Division (341920) Permit fee for new residential swimming pools, applicable water features and level III alteration/renovations is \$82,5075.

10. Antennas - Dish and tower, roof and ground installations.

- a. Domestic (Residential R3) installation: A permit is required only for those towers that are of such height that they cannot be contained on an owner's property if they fall. The permit fee is \$393.
- b. Commercial (Non-Residential) installations: The fee is \$6.60 per \$1,000 (or fraction thereof) of the estimated cost up to \$20,000, plus \$5.50 per \$1,000 (or fraction thereof) of the estimated cost in excess of \$20,000 up to \$100,000, plus \$4.40 per \$1,000 (or fraction thereof) of the estimated cost in excess of \$100,000 (or fraction thereof).

11. Moving Buildings or Structures (excluding mobile homes): The fee to move any non-portable building or structure from one location to another location is \$990.

Section 2: Building Permits and Developer Fees

12. Demolition of Buildings or Structures:

- a. Building Division Permit Fee: For the demolition of any building or structure, the fee is ~~\$92.4084~~. In addition to the demolition permit, you must submit a notice of asbestos removal form to the asbestos Coordinator for Northwest Florida District of Florida Department Environmental Protection (FDEP). (Note: The present address is 160 Government Center, Pensacola, Florida 31501). No Plan Review Fee or State fee.
- b. Planning Division (329502) Permit Fee: The demolition permit fee is ~~\$660~~.
- c. Engineering Division (341920) Permit Fee: For the demolition of any building or structure, the fee is ~~\$27.505~~. This fee includes initial Erosion Control inspection and the Certificate of Completion and site inspection.

13. Docks, Boathouses, Bulkheads and Seawalls:

- a. Building Division Permit Fee: The fee for construction of docks, boathouses, bulkheads or seawalls is ~~\$132~~ per \$1,000 (or fraction thereof) of estimated cost up to \$10,000, plus ~~\$6.60~~ per \$1,000 (or fraction thereof) of the estimated cost in excess of \$10,000.
- b. Planning Division (329502) Permit Fee: The permit fee is ~~\$330~~.

14. Land clearing:

- a. Planning Division (329502) Permit Fee: The fee for all land clearing permits is ~~\$660~~.
- b. Engineering Permit (341920) Fee: The fee for land clearing in lots 1 acre or less in size is ~~\$82.5075~~. The fee for land clearing in lots over 1 acre in size is ~~\$1650~~. Fee is based on lot size, not the land clearing/area of disturbance.

15. Protected Tree removal:

- a. Planning Division (329502) Permit Fee: The fee for removing any protected or preserved tree shall be ~~\$660~~.

16. Portable Buildings:

- a. Planning Division (329502) Permit Fee: ~~\$880~~
- b. Engineering Division (341920) Permit Fee: ~~\$550~~ (Floodplain)

17. Mobile Vending:

- a. Planning Division (329502) Permit Fee: ~~\$27.505~~ per location

18. Temporary Tents

- a. Building Division Permit Fee: ~~\$27.505~~
- b. Planning Division (329502) Permit Fee: ~~\$27.505~~

19. Solar Energy Systems Permit Fees: Signed Sealed Drawings required. The permit fee is ~~\$123.20~~ per \$1,000 (or fraction thereof) of estimated cost, up to \$10,000 plus ~~\$6.60~~ per \$1,000 (or fraction thereof) in excess of \$10,000.

Section 2: Building Permits and Developer Fees

20. Electrical Permit Fees:

a. Electrical Service:

Temporary service to 100 amperes	\$330
Early service power – first service	\$440
Early service power – each additional service NOTE: Required prior to final inspection and no occupancy shall occur prior to issuance of a Certificate of Occupancy, by the Building Official. If the premises are occupied prior to the issuance of a Certificate of Occupancy, or a Certificate of Completion, the power company may be notified to disconnect the power and the permit will be subject to action by the Code Enforcement Board.	\$13,202
Permanent service up to 100 amperes	\$49,505
Permanent service 101 to 200 amperes	\$660
Permanent service 201 to 400 amperes	\$82,507.5
Permanent service 401 to 600 amperes	\$990
Permanent service 601 to 800 amperes	\$13,220
Permanent service over 801 amperes	\$13,220 plus \$0.05 per ampere over 800 amperes
Circuits	\$2,750 each
Low voltage systems i.e., tv, phone, sound, alarm (Exclude wireless security systems for 1 & 2 family)	\$6,60 per system
Electrical repair wiring or renovations	\$13,202 per \$1,000 of estimated cost up to \$10,000 plus \$6,60 per \$1000 in excess of \$10,000 and \$3,30 for each circuit added or altered
Meter/service change outs (to include gang meters)	\$336.30 per meter
Functional check	\$550

- b. Swimming Pools and applicable water features: The permit fee, which includes all pool and applicable water feature equipment grounding, and underwater lights, is \$440.

21. Mechanical Permit Fees:

a. Heat and Air Conditioning Unit (including heat pump) New or Change outs:

Up to five tons, per system fee	\$606
Over five tons	\$606 plus \$3.50 per ton over 5 tons

- b. Refrigeration system is \$246.40 each.
c. Commercial kitchen Hood system is \$264.40 each.
d. Incinerator or Boiler is \$264.40 each.
e. Mechanical repair is \$13,202 per \$1,000 (or fraction thereof) of estimated cost, up to \$10,000 plus \$6.6 per \$1,000 (or fraction thereof in excess of \$10,000).

22. Plumbing Permit Fees:

- a. Each fixture, roughed-in and/or final inspection is \$5.5 per plumbing fixture.
b. Each individual tap for sewer, septic, grease trap/interceptor, back-flow protector, roof drain and water connection is \$13,202.
c. Plumbing repair/re-piping or renovations is \$13,202 per \$1,000 (or fraction thereof) of estimated cost, up to \$10,000 plus \$6 per \$1,000 (or fraction thereof in excess of \$10,000).

Section 2: Building Permits and Developer Fees

23. Gas Installation Permit Fees:

- a. Each fixture is \$5.5.
- b. Gas piping (Natural or LP) to a unit or building is \$26.404 per connection, to include installation of generators to existing homes/structures.
- c. Gas repair/re-piping or renovations is \$13.202 per \$1,000 (or fraction thereof) of estimated cost, up to \$10,000 plus \$6.60 per \$1,000 (or fraction thereof in excess of \$10,000).

24. Fire Sprinkler/Suppression Systems Permit Fees:

- a. Commercial kitchen hood suppression:
 - i. \$6.06 up to 4 nozzles heads
 - ii. \$1.01 per additional nozzle head thereafter
- b. Fire Sprinkler system:
 - i. The fee is \$0.889 per sprinkler head/nozzle for new construction.
 - ii. The fee is \$1.19 per water line feeding above systems.
 - iii. The fee is \$1.01 per standpipe.
 - iv. The fee is \$13.202 for repair or modification per \$1,000 (or fraction thereof) of estimated cost, up to \$10,000 plus \$6.60 per \$1,000 (or fraction thereof) in excess of \$10,000.

25. Utility Site/Infrastructure Permit Fees:

- a. Systems up to 20 devices (manholes, catch basin, storm drains) is \$22.00
- b. Systems with over 20 devices is \$38.50.
- c. Planning Division (329502) fee is \$13.220.
- d. Engineering Division (341920) Fee: \$16.50

26. Parking Lot Resurface, Restripe and Overlay Permit Fees:

- a. Building Division fee is \$11.90
- b. Planning Division (329502) fee is \$13.20
- c. Engineering Division (341920) Fee: \$82.5075

27. Code Compliance Inspection Permit Fee: For anyone who request to have an inspection for general life safety or building code compliance which are outside of performing construction activity, the fee is \$50.5.

28. Re-inspection Fees: (All subsequent re-inspections shall be doubled the previous fee)

Building Division	Building Inspections	Initial re-inspection	38.50
Planning Division	Certificate of Occupancy - Site Insp	Single Family or Duplex	110.00
		Minor Development Orders	506.00
		Major Development Orders	676.50
Engineering Division	Certificate of Occupancy - Site Insp	Single Family or Duplex	110.00
		Minor Development Orders	165.00
		Major Development Orders	330.00
Eng. & Planning Div.	Certificate of Completion - Site Insp		55.00
Engineering Division	General Site	All Developments	55.00

~~28. The initial inspection is included in the permit fee. A re-inspection fee to the Building Division of \$358.50 for the first re-inspection (per unit/building or structure). The fee for a second re-inspection shall be \$707.00, and the fee for a subsequent re-inspection shall be \$1540 each. (Note: See FS Section 553.80(4)(c)). Planning Division's (329502) Certificate of Occupancy (As-Built) site re-inspection fees:~~

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Section 2: Building Permits and Developer Fees

~~Residential (Single Family or Duplex) \$1100, Minor Development Order \$45060 and Major Development Order \$676.5015. Engineering Division's (341920) Certificate of Occupancy (As-Built) site re-inspection fees: Residential (Single Family or Duplex) \$1100; Certificate of Completion site re-inspection fee – \$505. Site reinspection fee is \$1650 for minor development and \$3300 for major development.~~

29. Stop By/Walk Through Inspection Request Fee: The fee will be \$505.

329503 Right-of-Way Fees

The Land Development Code provides that City Council will establish and collect fees for issuing Right of Way Construction Permits for work in the City's rights of way. NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: LDC 8.01.00 & Resolutions 02-06, 02-23, 04-13, 04-15

Responsible Department: Community Development Department – Engineering Division

Utility right-of-way permit	\$260-286
Right-of-way administration fee – Residential single/duplex	\$40-44 per row
Right-of-way administration fee – Commercial or multi-family	\$125-137.50 per row
Construction right-of-way – Nonresidential	\$12.101 per 100 linear feet PLUS: \$78-85.80 per road bore \$260-286 per road cut \$78-85.80 landscaping/irrigation
Commercial right-of-way – Nonresidential individual simple owner fee for hold harmless & maintenance agreement	\$50-55
Commercial right-of-way – Nonresidential other ownership (corporate or trust) fee for hold harmless & maintenance agreement	\$85-93.50
Residential (single or 2-family lot)	\$11-12.10 per 100 linear feet PLUS: \$21-23.10 per bore \$260-286 per road cut \$21-23.10 landscaping/irrigation
Residential (single or 2-family lot) Individual simple owner fee for hold harmless & maintenance agreement	\$50-55
Residential (single or 2-family lot) other ownership (corporate or trust) fee for hold harmless & maintenance agreement	\$85-93.50
Right-of-way inspections – Commercial satisfactory completion	
Initial inspection	No charge
First site re-inspection	\$80-88
Each subsequent re-inspection	\$130-143
Right-of-way inspections – Residential satisfactory completion	
Initial inspection	No charge
First site re-inspection	\$65-71.50
Each subsequent re-inspection	\$85-93.50
Right-of-way – vacation/easement	\$2500-2750

Section 2: Building Permits and Developer Fees

329502 LAND DEVELOPMENT REVIEW FEES (aka ZONING REVIEW FEES)

The Land Development Regulations provide that the City Council of the City of Destin, Florida will establish land development review, permit and other fees. Fees are set to cover the cost of the work associated with review, permitting, inspection and other activities associated with land development. The City may require, at its discretion, the review and advise of an expert consulting professional on any development application. Applicants will be responsible to reimburse the City for these outside costs plus a 10% Administrative Fee. NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: Land Development Code 18.01.00

Responsible Department: Community Development

DEVELOPMENT ORDER RELATED APPLICATIONS:

The following development order related application fees include first submittal reviews only. Subsequent submittal reviews and advertisement costs and mailing costs will be invoiced to the applicant at actual cost plus a 10% Administrative Fee. All invoices must be paid in full prior to submittal of additional submittal packages and/or the issuance of the Final Development Order (DO).

TYPE OF APPLICATION	APPLICATION FEE
<u>Pre-Application Review - Residential</u>	\$50
<u>Pre-Application Review - Non residential</u>	<u>\$150</u>
Developer's Agreement	\$4500
Major Developments	<u>\$4250-5500</u>
Minor Developments	<u>\$3000-3500</u>
Major Deviations to a Major Development	<u>\$3250-4500</u>
Minor Deviations to a Major Development	<u>\$2000-2500</u>
Major Deviation to a Minor Development	<u>\$3000-4500</u>
Minor Deviation to a Minor Development	<u>\$2000-2500</u>
Simple Deviation	\$1000
Planned Unit Development (PUD) (in addition to fee for subdivision, major development or minor development)	<u>\$2500-4000</u>
Landscaping Plan Review (if not submitted as part of a DO Application)	\$750
Outdoor lighting plan review (if not submitted as part of a DO Application)	\$750
Development Order Exemption	\$500

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DEVELOPMENT ORDER CONSTRUCTION PERFORMANCE BONDS

Some development orders will require construction performance bonds. After City Engineering staff complete an inspection of the construction site against the development order and find the developer has satisfactorily met the requirements of the development order, the City will issue a bond release letter after payment of:

DESCRIPTION	FEE
341920 Engineering Fee (for Bond Inspection)	\$80
341300 Administrative Service Fee	\$250
341300 Bond Handling Fee	10% of Bond

Section 2: Building Permits and Developer Fees

Code Reference: Land Development Code 2.20.00 C3

Responsible Department: Community Development

SUBDIVISION RELATED APPLICATIONS:

The following subdivision related application fees include first submittal reviews only. Subsequent submittal reviews and advertisement costs and mailing costs will be invoiced to the applicant at actual cost plus a 10% Administrative Fee. All invoices must be paid in full prior to submittal of additional submittal packages and/or final approval.

TYPE OF APPLICATION	APPLICATION FEE
Major Subdivisions	\$3250 <u>4500</u>
Minor Subdivisions	\$1500 <u>2000</u>
Replat of Subdivision/Lot Reconfiguration	\$1300 <u>1500</u>
Lot Split	\$500 <u>1000</u>
Deed of Gift	\$750 <u>1000</u>
If easements follow the plat, replat, or lot reconfiguration and are executed by a separate document	\$300 <u>500</u> per easement

ORDINANCE AMENDMENT RELATED APPLICATIONS:

An applicant applying for any one of the following ordinance amendment related applications is responsible for paying to the City: administrative expenses, cost recovery for the use of outside consultants by the City to review the application, legal notice costs, and mailing cost at actual cost plus a 10% Administrative Fee.

TYPE OF APPLICATION	APPLICATION FEE
Comprehensive Plan Text Amendment	\$1200 <u>2000</u>
Comp Plan Future Land Use Map (FLUM) Amendment	\$1200 <u>2000</u>
Land Development Code (LDC) Text Amendment	\$1200 <u>2000</u>
LDC Rezoning Map Amendment	\$1200 <u>2000</u>
Code of Ordinance Text Amendment	\$1200 <u>2000</u>

BOARD OF ADJUSTMENT RELATED APPLICATIONS:

An applicant applying for any one of the following Board of Adjustment applications is responsible for paying to the City: administrative expenses, cost recovery for the use of outside consultants by the City to review the application, legal notice costs, and mailing cost, at actual cost plus a 10% Administrative Fee.

TYPE OF APPLICATION	APPLICATION FEE
Administrative Decision Appeal	\$1000 <u>650</u>
Variance	\$650 <u>1000</u>
Exception (Marina Siting Only)	\$650 <u>1000</u>

TABLING AND/OR REHEARING:

The following fees are established for an applicant initiating tabling and/or re-hearing of an application at City Council, Local Planning Agency (LPA), Board of Adjustment (BOA), or Technical Review Team (TRT). The applicant is responsible for paying to the City administrative expenses, cost recovery for the use of outside consultant by the City to review the application, legal notice costs, and mailing cost, at actual cost plus a 10% Administrative Fee.

Section 2: Building Permits and Developer Fees

TYPE OF HEARING	FEE
City Council	\$120-500
Local Planning Agency (LPA)	\$120-500
Board of Adjustments	\$120-500
Technical Review Team	\$120-500

MISCELLANEOUS APPLICATIONS, FEES, & LETTERS:

TYPE OF APPLICATION, FEE, OR LETTER	FEE (Per Application or Letter)
Alcohol Licenses	\$35-100
Zoning Compliance Letter	\$100-75-
FDEP Review Letter	\$100-70-
Re-Addressing for Convenience	\$500-50-
Home Occupation	\$55-
White Sands Compliance Inspection	\$35-100
Each re-inspection due to failure of a previous inspection	\$87-150
Dog Friendly Dining	\$540-00
Conditional Use	\$650-1500
Property Status Letter (Lien Requests)	\$35
Home Solicitation Sales	\$55
Change of Use Application Fee - Commercial	\$100-500
<i><u>Change of Use Application Fee - Short Term Rental</u></i>	<i><u>\$2000</u></i>
Change of Use Application Fee - Home Occupation	\$50-
Change of Use Application Fee - Mobile Vendor	\$25 per location-
Parking Agreement Review	\$75-500
White Sands Review	\$50-100
Street Name Change	\$500
<i><u>Special Beach Event Permit - Residential</u></i>	<i><u>\$250</u></i>
<i><u>Special Beach Event Permit - Commercial</u></i>	<i><u>\$500</u></i>
<i><u>Outside Consulting Fee</u></i>	<i><u>10% of invoice or \$200 whichever is less</u></i>

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324xxx IMPACT FEES

Fees charged to developers at the time of development for construction of facilities to serve the development site. Impact fees are based on the Impact fee study performed in 2007.

Code Reference: Land Development Code

Responsible Department: Community Development Department

324110 IMPACT FEES - PUBLIC SAFETY- RESIDENTIAL

Land Use Type	Unit	Fee
Residential, less than 500 sq. ft.	Dwelling	\$9

Section 2: Building Permits and Developer Fees

Residential, 500—749 sq. ft.	Dwelling	\$11
Residential, 750—999 sq. ft.	Dwelling	\$13
Residential, 1,000—1,499 sq. ft.	Dwelling	\$16
Residential, 1,500—1,999 sq. ft.	Dwelling	\$19
Residential, 2,000—2,999 sq. ft.	Dwelling	\$23
Residential, 3,000—3,999 sq. ft.	Dwelling	\$27
Residential, 4,000 sq. ft or more	Dwelling	\$31
Mobile home/RV park	Pad	\$21
Hotel/Motel	Room	\$11

324120 IMPACT FEES - PUBLIC SAFETY – COMMERCIAL

Land Use Type	Unit	Fee
Retail/commercial	1,000 sq. ft.	\$31
Office	1,000 sq. ft.	\$18
Industrial	1,000 sq. ft.	\$11
Warehouse	1,000 sq. ft.	\$11
Church/Synagogue	1,000 sq. ft.	\$11
School/college	1,000 sq. ft.	\$11
Hospital	1,000 sq. ft.	\$11
Nursing home	1,000 sq. ft.	\$11
Other institutional	1,000 sq. ft.	\$11

324210 IMPACT FEES - PHYSICAL ENVIRONMENT – RESIDENTIAL

The Net Positive Environmental Benefit Impact Fee is 25% of the cost of construction for all marinas, docks, piers or other similar development within the Destin harbor and canals adjacent to the Destin Harbor.

324220 IMPACT FEES - PHYSICAL ENVIRONMENT - COMMERCIAL

The Net Positive Environmental Benefit Impact Fee is 25% of the cost of construction for all marinas, docks, piers or other similar development within the Destin harbor and canals adjacent to the Destin Harbor.

3243X0 IMPACT FEES – TRANSPORTATION

These Fees help the city address development impacts on transportation to include traffic, roads, sidewalks, streetlights, and parking.

324310 IMPACT FEES - TRANSPORTATION - RESIDENTIAL

Land Use Type	Unit	Fee
Residential, less than 500 sq. ft.	Dwelling	\$583
Residential, 500—749 sq. ft.	Dwelling	\$724
Residential, 750—999 sq. ft.	Dwelling	\$855
Residential, 1,000—1,499 sq. ft.	Dwelling	\$1,016
Residential, 1,500—1,999 sq. ft.	Dwelling	\$1,198
Residential, 2,000—2,999 sq. ft.	Dwelling	\$1,425
Residential, 3,000—3,999 sq. ft.	Dwelling	\$1,677
Residential, 4,000 sq. ft or more	Dwelling	\$1,896
Mobile home/RV park	Pad	\$780
Hotel/Motel	Room	\$981

Section 2: Building Permits and Developer Fees

324320 IMPACT FEES - TRANSPORTATION - COMMERCIAL

Land Use Type	Unit	Fee
Retail/shopping center	1,000 sq. ft.	\$1,752
Discount Superstore	1,000 sq. ft.	\$2,242
Bank, Walk-in	1,000 sq. ft.	\$2,043
Bank, Drive-in	1,000 sq. ft.	\$3,205
Supermarket	1,000 sq. ft.	\$3,298
Convenience market	1,000 sq. ft.	\$4,216
Golf Course	Acre	\$548
Marina	Berth	\$321
Racquet/Health Club	1,000 sq. ft.	\$3,584
Restaurant, Fast Food	1,000 sq. ft.	\$4,638
Restaurant, High Turnover	1,000 sq. ft.	\$4,464
Restaurant, Sit-Down	1,000 sq. ft.	\$3,244
Service Station	Fuel Position	\$1,030
Office, General	1,000 sq. ft.	\$1,404
Hospital	1,000 sq. ft.	\$2,262
Nursing Home	1,000 sq. ft.	\$786
Church/Synagogue	1,000 sq. ft.	\$883
School/College	1,000 sq. ft.	\$354
Day Care Center	1,000 sq. ft.	\$2,048
Other Institutional	1,000 sq. ft.	\$1,404
General Light Industrial	1,000 sq. ft.	\$888
Warehouse/Storage	1,000 sq. ft.	\$632
Mini-warehouse	1,000 sq. ft.	\$319

324610 IMPACT FEES - LIBRARY - RESIDENTIAL

Land Use Type	Unit	Fee
Residential, less than 500 sq. ft.	Dwelling	\$62
Residential, 500—749 sq. ft.	Dwelling	\$78
Residential, 750—999 sq. ft.	Dwelling	\$93
Residential, 1,000—1,499 sq. ft.	Dwelling	\$112
Residential, 1,500—1,999 sq. ft.	Dwelling	\$133
Residential, 2,000—2,999 sq. ft.	Dwelling	\$160
Residential, 3,000—3,999 sq. ft.	Dwelling	\$190
Residential, 4,000 sq. ft. or more	Dwelling	\$217
Mobile home/RV park	Pad	\$149
Hotel/Motel	Room	\$0

324620 IMPACT FEES - LIBRARY - COMMERCIAL

No Library Impact Fees are assessed for Commercial Development

Section 2: Building Permits and Developer Fees

324611 IMPACT FEES – RESIDENTIAL – PARKS

Land Use Type	Unit	Fee
Residential, less than 500 sq. ft.	Dwelling	\$186
Residential, 500—749 sq. ft.	Dwelling	\$235
Residential, 750—999 sq. ft.	Dwelling	\$279
Residential, 1,000—1,499 sq. ft.	Dwelling	\$335
Residential, 1,500—1,999 sq. ft.	Dwelling	\$399
Residential, 2,000—2,999 sq. ft.	Dwelling	\$479
Residential, 3,000—3,999 sq. ft.	Dwelling	\$570
Residential, 4,000 sq. ft or more	Dwelling	\$649
Mobile home/RV park	Pad	\$447
Hotel/Motel	Room	\$243

324621 IMPACT FEES – COMMERCIAL – PARKS

No Parks Impact Fees are assessed for Commercial Development

341920 ENGINEERING FEES

The Land Development Code provides that City Council will establish and collect certain fees for engineering services.

Code Reference: Resolutions 02-06, 02-23, 04-13, 04-15

Responsible Department: Community Development Department/Engineering Division

Development Order Review Fees:

TYPE OF APPLICATION:	E&S Review Fee	Engineering Review Fee	Floodplain Review Fee	Re-Review Fee
MAJOR DEVELOPMENT or DEVIATION	\$200	\$200	\$25	\$100
MINOR DEVELOPMENT or DEVIATION	\$100	\$100	\$25	\$50
SIMPLE DEVIATION	\$100	\$100	\$25	\$50

Section 2: Building Permits and Developer Fees

341940 MARINE APPLICATION FEES

The collection of residential and commercial application fees is for review by the Harbor Board and Staff. NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: 11.05 Code of Ordinance
Responsible Department: Community Development/Planning Division

	Fee (Per Application or Letter)
RESIDENTIAL	\$50 <u>250</u>
COMMERCIAL	\$100 <u>1000</u>

Net Positive environment Benefit (NPEB) is 25% of the cost of construction for all work performed in the Destin Harbor.

Section 2: Building Permits and Developer Fees

341911 MAPS & PUBLICATIONS

Monies collected for providing copies, to include but not limited to, maps, plats and documents.

Responsible Department: Public Services/City Manager's Office (GIS)

Standard data fees: \$3.10 / standard CD
\$13.40 / standard aerial DVD
\$13 / Aerial DVD

- Standard CD types are base vectors and aerial rasters. (Land use vectors available in future.)
- Base vector CD includes roads, water, 7.5-minute quads, quarter-quads, fire stations, city government buildings, libraries, parks, police stations, schools, flood zones, category storm surge, county border, city limits, zoning, future land use, community redevelopment agencies/areas, building footprints, digital elevations & aerial index.
- For parcels, contact Okaloosa County at 850-651-7958.
- In the future, free copies of standard CDs will be given quarterly to public library.
- Standard DVD types are base vectors and aerial rasters.
- Base vector DVD includes same layers as a Standard CD in un-zipped format.
- Aerial Raster DVD has same capacity as (3) CD's.

Standard Map Fees per page		
Size	Sparse Shading	Dense Shading
8.5 x 11 A	\$2.60	\$5.15
8.5 x 14	\$2.60	\$5.15
11 x 17 B	\$5.15	\$10.30
13 x 19	\$5.15	\$10.30
17 x 24 C	\$10.30	\$15.45
24 x 36 D	\$15.45	\$25.75
34 x 44 E	\$25.75	\$36.05

The above fees are based on map type, ink shading, and printing time, and color-copy fees at local company for small densely shaded maps. A map with over 25% of page shaded with solid ink is considered densely shaded. Custom requests are considered case by case with additional costs. Cost agreement may be in writing. Fulfilled only if costs are agreed upon, time is permitting, and media is practical. Includes but is not limited to:

- Any creation of new data.
- Any modification to existing data and maps.
- Any non-standard media (other than inkjet paper and CD's).
- Any non-standard format such as AutoCAD.dxf

Custom fees: \$22.65 / hour staff rate (calculated in 15-min increments, no charge for first 15 min), plus media.
\$3.10 / 650mb CD media, \$13.40 DVD media.

Section 3 Licenses and Permits: Business Tax Receipts (aka business licenses), Rental Registration (LTR/STR), Livery Permits, Vendor Permits, Marine Application Fees, Code Violations

316000 Local Business Taxes (aka Business Tax Receipts aka BTRs)

Fees levied by the City on all businesses, trades, and professions operating with the City or transacting business in interstate commerce where such tax is not prohibited by Sec. 8, Article 1 of the United States Constitution.

Local Business Tax Receipts are invoiced in July and due on October 1 each year. They expire September 30 the succeeding year. A Business Tax Receipt may be transferred to a new owner upon payment of a transfer fee and presentation of evidence of the sale and the original BTR. Receipt holders must comply with all applicable codes of the City and County, including building, fire, and health codes and zoning laws. Fees renewed after ~~October 14~~ September 30 are subject to up to ~~up to~~ 25% in penalties.

Code Reference: F.S. Chapter 166.201, 205.042, 205.043, 205.053, Sec. 13-40 Code of Ordinances

Responsible Department: Community Development/Building Division

1. Charter boats: All charter boat or fare-carrying boat businesses shall pay a per boat base fee plus a per passenger fee based upon Coast Guard certified passenger capacity.

Charter boats, per boat base	\$50 <u>100</u> per boat
Charter boats, per passenger fee	\$1.00 <u>1.25</u> per passenger

2. Coin-operated machines: All businesses or activities utilizing coin-operated machines, except pay telephones, shall pay a BTR based upon the number of such machines. The local business tax fee will be determined based upon the total number of coin-operated machines the business or activity utilizes within the corporate limits of Destin, with a list of individual locations of coin-operated machines to be provided by the business or activity making application for a license. The owner of the business or activity shall make sufficient copies of the issued license for display at each coin-operated machine location.

Vending machines are those coin-operated devices which dispense a product in exchange for a coin, i.e., soft drinks, candy, grooming aids, cigarettes, etc. Amusement machines include devices such as pinball, electronic games, pool tables, skeet ball, juke boxes, etc. Laundry machines include washers, hot air dryers and dry-cleaning machines.

Amusement machines, per machine	\$10
1 to 10 vending machines	\$50 <u>62.50</u>
11 to 25 vending machines	\$100 <u>125.00</u>
26 or more vending machines	\$150 <u>187.50</u>
1 to 25 coin-operated washing machines and dryers	\$50 <u>62.50</u>
26 to 50 coin-operated washing machines and dryers	\$100 <u>125.00</u>
51 or more coin-operated washing machines and dryers	\$150 <u>187.50</u>

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Section 3: Business Licenses and Permits

3. Commercial fishing: Net boats, long line and all other commercial non-charter fishing businesses which sell seafood for profit, either retail or wholesale, shall pay a fee based upon the greatest number of vessels.

First boat	\$50 <u>100.00</u>
Each additional boat	\$25 <u>50.00</u>

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4. Contractors and subcontractors: The classifications below are as defined in Florida Statutes Section 489.105.

General contractor	\$125 <u>187.50</u>
Building contractor	\$100 <u>200.00</u>
Residential, sheet metal, roofing, electrical, class A air conditioning, mechanical, plumbing, and commercial swimming pool contractors and subcontractors	\$75 <u>150.00</u>
Class B air conditioning and residential swimming pool contractors and subcontractors	\$50 <u>100.00</u>
Class C air conditioning and swimming pool service contractors or subcontractors	\$50 <u>100.00</u>
Handymen and similar craftsmen	\$25 <u>50.00</u>
All other contractors and subcontractors not listed herein	\$50 <u>100.00</u>

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5. Food and beverage establishments:

Restaurants, cafes, snack bars, dining rooms, lounges, taverns, nightclubs and the like, whether operating in conjunction with some other line of business or not, base minimum plus per seat	\$50 <u>100.00</u> min \$1.25 per seat
Snack counters, drive-ins, catering services, take-out services which maintain no seats, or like businesses which may provide some seating but whose primary nature of business is take-out or delivery of food and/or beverages	\$50 <u>100.00</u>

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6. Gasoline stations (including marinas). The annual BT fee shall be based upon the maximum number of vehicles/vessels which can be serviced at any given time, in addition to other fees as may be required pursuant to this article.

1 to 4 vehicles/vessels	\$50 <u>62.50</u>
5 to 10 vehicles/vessels	\$100 <u>125.00</u>
11 to 15 vehicles/vessels	\$150 <u>187.50</u>
16 or more vehicles/vessels	\$200 <u>250.00</u>

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7. Insurance:

Each insurance company writing any class of insurance upon any person or property residing or located within the city	\$50 <u>100.00</u>
Insurance agent or firm doing such business as agent or other representative of insurance company or companies, for each place of business	\$100 <u>200.00</u>

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Section 3: Business Licenses and Permits

Each traveling or itinerant insurance agent or solicitor, soliciting business within the city	\$100 200.00
Insurance solicitors employed by, or representing, insurance agents who have an annual license as provided by this section	\$50 100.00

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8. Leisure rentals: Businesses renting boats, yachts, jet skis, beach equipment, sailboats, motorcycles, mopeds, bicycles, or other similar equipment shall pay a BT fee based upon the number of units. The local business tax fee will be determined based upon the total number of leisure rentals the business or activity rents to the public within the corporate limits of Destin, with a list of individual locations of leisure rental setups to be provided by the business or activity making application for a BT receipt. The business owner or manager shall be responsible for making copies of the issued receipt, with a copy of said license to be distributed to each location site.

1 to 10 units	\$50 62.50
11 to 20 units	\$100 125.00
21 to 30 units	\$150 187.50
31 or more units	\$200 100.00

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9. Marinas, dry docks, boat storage: Marinas, dry docks and boat storage annual license fees will be based upon the number of spaces for rent.

Spaces	Wet	Dry
1 to 3	\$50 65.50	\$50 62.50
4 to 10	\$100 125.00	\$50 62.50
11 to 20	\$150 187.50	\$75 93.75
21 to 40	\$200 250.00	\$100 125.00
41 to 60	\$250 312.50	\$125 156.25
61 or more	\$300 375.00	\$150 187.50

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10. Professionals: The fees referenced in this section apply to each individual pursuing such profession or professional activities and not against the firm, partnership or corporation. Therefore, each individual must obtain a separate receipt rather than one (1) receipt being acquired by a firm, partnership or corporation. It shall be the responsibility of the principle of each firm to provide to the city a list of individual professionals working from or in the firm's office at the time of application, ant to notify the city each time additional professionals assume professional working activities from the office. Each professional is responsible for acquiring his/her individual license BTR and shall post the issued BTR in a conspicuous place in the office in which the professional conducts business activities.

Class 1: Accountants/certified public accountants, architects, attorneys, chiropractors, dentists, engineers, medical doctors, opticians, optometrists, psychiatrists, psychologists, surveyors, and veterinarians	\$150 225.00
Class 2: Real estate brokers and stockbrokers	\$100 200.00
Class 3: Real estate agents, barbers, beauticians, cosmetologists, electrologists, and others not referenced in class 1, class 2, or in the insurance category (item 7 above)	\$25 50.00

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Section 3: Business Licenses and Permits

11. Rental units: All hotels, motels, houses, cottages, condominium units, trailer spaces, boardinghouses and all other units or spaces rented. The local business tax fee will be determined based upon the total number of rental units the business or activity manages within the corporate limits of Destin, with a list of individual locations of rental units to be provided by the business or activity making application for a BTR. The business owner or manager shall post the issued BTR in a conspicuous place in the office which manages the rental units.

1 to 4 units	\$25 31.25
5 to 10 units	\$50 62.50
11 to 50 units	\$100 125.00
51 to 100 units	\$200 250.00
101 to 200 units	\$300 375.00
201 to 500 units	\$400 500.00
501 or more units	\$500 625.00
Mini-warehouse storage facilities	\$200 300.00

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12. Retail, wholesale, manufacturing, services, financial institutions, clubs, pawnshops, private schools, car rentals, hospitals, clinics, advertising agencies, consultants, etc. All financial institutions and businesses selling goods, either wholesale or retail; businesses for the manufacture or assembly of goods; businesses providing services; all clubs, including golf, racquetball, swimming, health, social and the like; miniature golf, water slides and bowling alleys; private schools of any description; automobile rental agencies; and wrecker towing services shall pay a fee based upon the total number of employees. An employee shall be defined as any person actively connected with the business working within the city limits. An affidavit may be requested to accompany the application for such BTR stating the greatest number of individuals employed during any twenty-four-hour period during the preceding business tax year. The City Manager or his designee shall be supplied proof of the number of employees upon demand.

1 to 5 employees	\$50 62.50
6 to 20 employees	\$100 125.00
21 to 50 employees	\$150 187.50
50 Or more employess	\$200.00 250.00

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13. Taxicabs, limousines, buses, private ambulances, courtesy cars, delivery cars, etc.: The annual BTR fee shall be a per-unit charge.

Taxicabs, per unit	\$50 62.50
Limousines, per unit	\$100 125.00
Buses: up to 40 passengers, per unit	\$100 187.50
Buses: 41 or more passengers, per unit	\$150 250.00
Courtesy/delivery cars, private ambulances, per unit	\$50 62.50

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Section 3: Business Licenses and Permits

14. Theaters: Annual BTR fees will be based upon seating capacity.

1 to 30 seats	\$50 52.50
31 to 100 seats	\$100 125.00
101 to 300 seats	\$150 187.50
301 to 500 seats	\$200 250.00
501 to 750 seats	\$250 312.50
751 or more seats	\$300 375.00

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15. Miscellaneous.

Any business activity not listed	\$200 300.00
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OTHER PERMITS AND LICENSES

329500 Rental Registration

The collection of administrative fees for the processing of applications for long- and short-term rental according to the following schedule: NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: Chapter 13, Code of Ordinance Article 6 and Article 7

Responsible Department: Code Compliance Department

Long-term Rentals:

The registration is valid May 1st to May 1st.

Rental Unit	\$50
Multiple rental units (i.e., apartment complex) located on one single parcel with onsite property management	\$50 Single Registration fee Via the onsite property management
Multiple rental units not located on one single parcel and no available onsite property management	\$50 Per Unit
Late Fee (after June 1 st)	\$50 After July 1 st

Short-term Rentals:

Rental unit is a single-family dwelling unit as defined in Chapter 13, Code of Ordinance. The total fee may include an administrative (paper application) fee of \$25, a reapplication fee of \$25, in addition to the rental registration fee based upon building total area square footage (as per Okaloosa Property Appraiser Building File data) as follows:

Up to 2499 square feet (TOTAL SQUARE FOOTAGE)	\$500
2500-4999 square feet	\$600
5000+ square feet	\$700

Section 3: Business Licenses and Permits

Additional short-term rental fees that may apply:

Administrative Fee (Paper Application)	\$25
Late Fee after March 31 st	\$100
Late Fee after June 1 st	\$500

329400 Livery Vessel Permitting

The Land Development Code provides that City Council will establish and collect fees for the issuance of Livery Vessel Permits. NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: Ordinance 17-02-CC

Responsible Department: Code Compliance Development

Livery Vessel Permit Fee	\$100 Per Vessel
Late Fee, per vessel After March 1 st of every calendar year	\$25

329504 Beach Management Vendor Permits

The Land Development Code provides that City Council will establish and collect fees for the issuance of Beach Vendor Permits. NOTE: 10% of all fees collected within this section shall be accounted for and deposited in a separate account designated to support development review/compliance quality process improvement initiatives.

Code Reference: LDC 11.08.03

Responsible Department: Code Compliance Department

Wheeled Vehicle Permit, per vehicle	\$50
Beach Vendor Permit, per location	\$150
Late Fee, per location	\$25

Section 3: Business Licenses and Permits

329508 Sexually Oriented Business License

Ordinance 09-06-LC provides that City Council will establish and collect fees for the issuance of annual licenses for purposes of ensuring compliance with certain regulations. All licenses shall expire on September 30th of each year unless otherwise suspended or revoked. Applications for renewal shall be made at least 20 days before the expiration of the license. The fines for operating a sexually oriented business without business and employee licenses may be \$250 to \$500 and/or jail for a period not to exceed sixty days for each violation day.

Code Reference: Ordinance 09-06-LC

Responsible Department: Code Compliance Department

Initial Application Fee, per business	\$250
Annual Renewal Fee, per business	\$100
Initial Application Fee, per employee	\$50
Each Additional License, per employee	\$20
Annual Renewal Fee, per employee	\$50
Annual Renewal of each additional license per employee	\$10

354100 Code Violation Fines

These are fines assessed by the Code Board for non-compliance of violations. In the case of a first violation, the code enforcement board may order the violator to pay a fine not to exceed two hundred fifty dollars (\$250.00) for each day the violation continues past the date set by the board's order for compliance.

In cases where the code enforcement board has found that a repeat violation has been committed, the board may order the violator to pay a fine not to exceed five hundred dollars (\$500.00) for each day the repeat violation continues beginning with the date the repeat violation is found to have occurred by the code inspector.

Code Reference: Chapter 14 of the Code Ordinances, Section 14-81.

Responsible Department: Code Compliance Department

Special Magistrate

The Code of Ordinances provides that City Council will establish and collect fees for the prosecution of cases heard before the Special Magistrate.

Administrative Fee: \$500.00

Code Reference: Code of Ordinance Section 14-81

Responsible Department: Code Compliance Department

Section 4 Miscellaneous: Parking Fees and Fines, Clerk's Office, Cemetery, Election Qualifying Fees, NSF returned check fee

344500 PARKING FACILITIES USER FEES

Harbor District: North of highway 98, the Marler, Community Center, and Zerbe parking lot fees are \$~~5.00~~20 for up to 24 hours.

Beach Zones: Parking in the beach zones south of Highway 98 is \$~~5.00~~20.00 for ~~five~~our (5) hours.

No parking is allowed between 11pm and 3am in the parking lots nor in the Beach Zones.

Code Reference: Resolutions 19-05

Responsible Department: Code Compliance Department

354300 PARKING FINES

Payments collected from parking fines related to parking issues throughout the City limits.

Parking Lot Fines in following areas: Marler, Zerbe, Community Center, Beach paid parking zones \$~~33~~100

Other parking infractions \$~~100~~30

Responsible Department: Code Compliance Department

351000 TRAFFIC FINES

A police officer may issue a ticket for any moving violation as set forth in the provision of the Code of Ordinances.

Code Reference: Florida Statutes 34.191; 142.03; 316.660; 318.21

Responsible Department: Community Development

341930 ELECTION QUALIFYING FEES

Elections for candidates running for office in accordance with the City's charter, Section 5.03 Qualifications.

"Candidates for the offices of City Council member and Mayor shall qualify for such office by the filing of a written notice of candidacy with the designated city official, by the payment of any applicable qualifying fee at such time and in such manner as may be prescribed by ordinance." For the March 2004 election was \$25 per candidate.

Code Reference: City Charter Section 5.03

Responsible Department: City Clerk's Office

Section 4: Miscellaneous Fees, Parking, Clerk, Cemetery

364200 CEMETERY LOT SALES.

The City Code provides for City ownership and operation of cemeteries. The City has separate fees for both residents and non-residents.

Code Reference: Resolution ~~01-23, 11/05/0123-05~~

Responsible Department: City Clerk's Office

	RESIDENTS	NON-RESIDENT
BURIAL LOT, EACH	\$1,100 <u>\$1,350</u>	\$1,600
UPRIGHT HEADSTONE PHASE II	\$1,350	\$2,150
DISINTERMENT FEE	\$257	
MAUSOLEUM NICHE	\$618	\$875
SEA MEMORIAL ENGRAVING	\$200 per visit	
WEEKEND/HOLIDAY GRAVE MARKING	\$77	

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PUBLIC RECORDS DUPLICATION

Note: The City of Destin will expect/exclude all governmental agencies from photocopying and/or duplicating charges. This policy applies to federal, state, county, or municipal governments, their agencies, and divisions. All other exceptions are at the discretion of the City Manager.

COPIES, CERTIFIED COPY	\$1 PER PAGE + PHOTOCOPY CHARGE
COPIES, COMPUTER DISC	\$6 PER DISC
FAXED (LOCAL)	\$0.10 PER PAGE
FAXED (LONG DISTANCE)	\$0.30 FLAT RATE + PHOTOCOPY CHARGE
PHOTOCOPIES, AERIAL (LARGE-36"x60")	\$10 PER PAGE
PHOTOCOPIES, AERIAL (SMALL- 24"x 36")	\$5 PER PAGE
SITE PLAN Copies (36" x 24")	\$2 PER PAGE
PHOTOCOPIES, DUPLEXED	\$0.20 PER PAGE
PHOTOCOPIES, ONE-SIDED	\$0.15 PER PAGE
SPECIAL SERVICE CHARGE	\$24 PER HOUR OR \$4 PER TEN MINUTE INCREMENT

**FAXED COPIES LIMITED TO 25 PAGES OR LESS AND 8.5"x14"

Adopted August 05, 2019

Revisions approved at June 15, 2020 Regular Council Meeting

Revisions approved at the September 7, 2021 Regular Council Meeting

Code Reference: Resolution 19-11; Resolution 20-13; Resolution 21-11

369000 NSF and returned check fee

The fee for returned checks paying for any City service, user fee, permit, license or payment of fines is \$30 or 10% of check amount, whichever is greater.

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023

TYPE OF AGENDA ITEM: City Manager Report

AGENDA OUTLINE NUMBER: 4.E.

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 10, 2023

SUBJECT: FY24 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 7, 2023 in the City Hall Annex council chambers.

Some important dates:

- Tuesday, May 23rd : Budget Workshop #1 Operations
- Friday, July 1st: Property Appraiser certifies taxable property values
- Tuesday, July 11th : Budget Workshop #2 5-year Capital Improvement Program and Tentative Millage Rate

- Monday, July 17th: Motion to confirm Millage rate and Public Hearing #1 for TRIM Notices
- July 27-July 28: Individual Council Member Budget Briefings
- Tuesday, August 15th: Optional Budget Workshop #3
- Monday, September 4th: Labor Day
- Tuesday, September 5th: Okaloosa Board of County Commissioners Budget Public Hearing #1
- Thursday, September 7th: Public Hearing #1 to adopt Millage Rate and Budget and Regular Council Meeting
- Monday, September 18th: Public Hearing #2 (FINAL) 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:**

III. CONCLUSION: Staff recommends approval of the attached budget calendar which sets the first millage and budget public hearing for Thursday, September 7, 2022 at 6pm 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 2024 Budget Calendar and to set Budget and Millage Adoption Public Hearing #1 for September 7, 2022 at 6pm in the regular council chambers at 4100 Indian Bayou Trail.

Attachments:

1. FY24 Budget Calendar

as of 04/04/23

**City of Destin
Calendar to Adopt FY 2024 Budget**

<u>Date</u>	<u>Event/Deadlines</u>	<u>Truth-In-Millage Compliance Schedule</u>
2/16/2023	Strategic Visioning Session	
<u>April Events/Deadlines</u>		
4/6/2023	Senior Leader and Admin Assistant - Budgeting Overview and MUNIS Budget Entry Training	
4/11/2023	Open in MUNIS (Define/Start Budget Projection; Budget Setting Default Adjustment)	
4/15/2023	All Personnel Budget requests due to HR (Tuition Reimbursements, OT, FTEs, Position Reclassifications)	
04/17/2023 to 04/21/2023	Review Current Year Projection Estimates with Directors	
4/21/2023	Operating Budget Submissions Due to Program Monitors	
4/27/2023	City Manager requests budget from Sheriff and Fire Department	
4/27/2023	Review Current Year Projection Estimates with City Manager	
4/28/2023	Program Monitors Complete Initial Operating Budget Input into MUNIS	
<u>May Events/Deadlines</u>		
05/02/2023 to 05/06/2023	City Manager Budget Review of Budget Projections	
5/16/2023	PRT Meeting - Review Capital Project Forms and prioritization	
5/19/2023	Grant Revenue Estimate Review (Grants Manager and Finance Director)	
5/19/2023	Vehicle and Motorized Equipment Requests Due to Public Works Director	
5/23/2023	City Council Budget Workshop #1 Operations	
5/29/2023	MEMORIAL DAY	
<u>June Events/Deadlines</u>		
6/8/2023	Program/Functional Stmt, Goals & Obj, Accomplishments/Challenges Due	
6/20/2023	PRT Meeting - Review Capital Project Forms and prioritize	
6/22/2023	5-year Capital Improvement Plan Review with City Manager	

as of 04/04/23

**City of Destin
Calendar to Adopt FY 2024 Budget**

<u>Date</u>	<u>Event/Deadlines</u>
<u>July Events/Deadlines</u>	
7/1/2023	Property Appraiser Certifies Taxable Value (Day 1)
7/4/2023	INDEPENDENCE DAY
7/5/2023	Discussion Tentative Millage Rate & Revenue Figures with City Manager
7/6/2023	Revise and Update Operating and 5-Year CIP Budgets
7/11/2023	City Council Budget Workshop #2 Capital & Millage
7/13/2023	Dept Charts in Budget Doc, Text Revisions due to Budget Monitors
7/17/2023	Final Budget Totals & Tentative Millage Rate due to Council for Adoption (Adopt before August 4th)
7/16/2023	Dept Charts in Budget Doc, Text Revisions due to Budget Monitors
7/20/2023 to 7/21/2023	Operations Budget review with City Manager
7/19/2023	Budget Document Draft Due
7/22/2023	Distribute City Manager's Recommended Budget to Council
7/27/2023 to 7/28/2023	Individual Budget Briefs with City Council

August Events/Deadlines

8/4/2023	Certify Millage Rate and Public Hearing#1 Date with Property Apprasier Form DR420 (Day 35)
8/9/2023	Harbor CRA Review Tentative Budget
8/15/2023	Budget Workshop #3 with Council - Optional
8/16/2023	Town Center CRA Review Tentative Budget
8/23/2023	Publish Tentative Budget online
8/24/2023	TRIM Notice mailed by Property Appraiser to property owners (Day 55)
8/25/2023	Send draft budget ad that will be published after 1st Public Hearing to DOR for review

Truth-In-Millage Compliance Schedule

Day 1: Property Appraiser Certifies Taxable Value

Day 35 (Aug 4th): Certify Millage Rate and Public Hearing #1 with Property Appraiser

Day 55 (Aug 24th): TRIM Notices mailed by Property Appraiser to property owners

as of 04/04/23

**City of Destin
Calendar to Adopt FY 2024 Budget**

<u>Date</u>	<u>Event/Deadlines</u>
<u>September Events/Deadlines</u>	
9/4/2023	LABOR DAY
9/5/2023	Post Tentative Budget to Website
9/5/2023	Okaloosa County Budget Public Hearing #1)
9/7/2023	1st Public Hearing - Millage Rate & Budget Ordinances
9/8/2023	Budget Ad submitted to Destin Log for publication on 9/13/22 (Wednesday)
9/13/2023	Budget Ad Published and distributed by Destin Log
9/18/2023	Final Public Hearing - Millage Rate & Budget Ordinances and Regular Council Meeting
9/20/2023	Ordinances adopting Millage Rate & Budget sent to Property Appraiser and Tax Collector
9/22/2023	Certification of Final Taxable Rev (DR-422 sent to Property Appraiser, Tax Collector, and Department of Revenue (FDOR)

October Events/Deadlines

10/17/2023 Remit DR-487 Certification of TRIM compliance

Other Important Dates

07/24/23	School Board 1st Budget Hearing
09/05/23	Okaloosa County 1st Budget Hearing
09/11/23	School Board Final Budget Hearing
09/19/23	Okaloosa County Final Budget Hearing

Truth-In-Millage Compliance Schedule

Tentative Budget must be posted to Website at least 2 days before Public Hearing #1 FS 166.241

Budget Public Hearings cannot be on same day as hearings for the County and for the School District

Days 65-80 (September 3-18): Public Hearing #1 (aka Tentative Budget and Proposed Millage Rate Hearing)

Send budget ad on the Friday before the Wednesday printing (or on Wednesday for a Friday printing)

Day 95 (Sept 18-Oct 3): Within 15 days after Public Hearing #1, advertise intent to adopt final millage and budget

Days 97-100: Hold Final Public Hearing to adopt final millage and budget 2-5 days after the newspaper advertisement

Within 3 days after the Final Budget Hearing, send the resolution/ordinance adopting final millage to property appraiser, tax collector and DOR

Within 3 days after receiving DR-422, the taxing authority certifies final millage to the property appraiser.

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023
TYPE OF AGENDA ITEM: City Manager Report
AGENDA OUTLINE NUMBER: 4.F.

TO: City Council

THRU:

FROM: Lance Johnson, City Manager

DATE: 04/13/2023

SUBJECT: Welcome to Troy Williams, Code Compliance Director

I. BACKGROUND: Welcome/Introduction

II. DISCUSSION:

- A. Link to Strategic Goals / Objectives:**
- B. Effect on Budget (EOB):**
- C. Level of Service (LOS):**
- D. Legislative Sponsor:**

III. CONCLUSION:

IV. RECOMMENDED MOTION: None

Attachments:

None

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023
TYPE OF AGENDA ITEM: Announcement
AGENDA OUTLINE NUMBER: 4.G.

TO: City Council

THRU:

FROM:

DATE:

SUBJECT: Announcements

I. BACKGROUND:

II. DISCUSSION:

- A. Link to Strategic Goals / Objectives:**
- B. Effect on Budget (EOB):**
- C. Level of Service (LOS):**
- D. Legislative Sponsor:**

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

None

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023

TYPE OF AGENDA ITEM:

AGENDA OUTLINE NUMBER: 5.A.

TO: City Council

THRU: Lance Johnson, City Manager

FROM: Louis Zunguze, Community Development Director
Kimberly Kopp, Land Use Attorney
Noell Bell, Chief Building Official

DATE: April 13, 2023

SUBJECT: Single-Family Residential Marine Construction Proposed at 523 Norriego Rd

I. BACKGROUND: William F. Davis Construction, Inc, on behalf of C-Side Properties LLC, has submitted an application for Harbor and Waterways Board (HWB) application for City Council review for the construction of a single-family residential marine construction project at 523 Norriego Rd (Parcel ID 00-2S-24-2186-000F-0060). The project proposes the reconstruction of a dock that was originally approved in the 1990s, also increasing the width between the pilings from approximately 51 to 54 feet, and adding a rooftop deck where the covered slip was before over the eastern slip.

II. DISCUSSION: *This application was considered by the Harbor and Waterways Board on February 27, 2023, but the Board was unable to obtain a majority vote for a formal recommendation (due to the tie votes on motions to approve/deny the application). Draft minutes from the February 27, 2023 Harbor and Waterways Board are attached. Because the Board did not meet in March, approved minutes cannot be provided at this time.*

This application was considered by the City Council on March 20, 2023. At that time, the item was continued to the second meeting in April, by majority vote of the City Council.

The application is now back before the City Council with additional information provided from both the Applicant and Florida Department of Environmental Protection (FDEP), attached hereto.

The applicant requests City Council approval for a single-family marine construction located at 523 Norriego Rd, located within Destin Harbor, a Class II Florida Waterbody. Although the site and structural plans did not match at the time of the March 20th hearing before the City Council, the applicant has provided revised plans and they now match. The site and structural plans provided by the applicant both now show the correct width

dimensions of 54' wide. The application includes the proposed reconstruction of one (1) ±1,406 square foot dock and the new construction of one (1) 1,400 square foot upper deck, one (1) 120 square foot staircase, and 210 linear feet of handrails, comprising a total of ± 2,926 square feet.

The proposed marine construction project meets the following requirements of **Section 11.05.00, City of Destin Land Development Code (LDC)**,

- **11.05.01.A, 11.05.01.B** – Construction of new dock
- **11.05.01.F, 11.05.01.G, and 11.05.01.M** – Length of the pier
- **11.05.01.N** – Slip density
- **11.05.01.S** – Notifying adjoining landowners when a dock is placed within 25-foot riparian setback

COMPREHENSIVE PLAN CONSISTENCY: The proposed marine construction project is consistent with **Comprehensive Plan Goal: 6-1: Coastal Management Element, Objective 6-1.5: Land Use Controls and Construction Standards for Protecting the Natural Shoreline and the Natural Shoreline and the Beach/Dune System, and Policy 6-1.5.5: Enforce Marina Siting Criteria and Construction Standards.**

FDEP COMMENT (4/13/2023):

*Based on the information provided to us, the inspection, and aerials, it appears the dock “repair and replacement” was within the same footprint as the existing dock. It is not considered new dock construction and has been determined to be in existence since the late 1980s. However, DEP has no other form(s) of proof to make a confident determination whether the location & footprints are the same. As such, the “repair & replace” **activity** is considered a regulatory exemption (Rule 62-330.051(5)(D), F.A.C.).*

At the 523 Norreigo Dr address, I took measurements of all docking structures and I determined it to be approximately 1,400 sqft. I was also provided the drawing (see below) that corroborates this. The department does not count both the 1st story and the 2nd story of a dock twice – only any portion of the 2nd story that extends beyond the 1st story’s footprint. (The green outline would be counted, the red outline would not) It is the Department’s understanding that the owner wishes to keep the current dock configuration at the existing total square footage.

*Due to the square footage exceeding 1,000 sqft., it **will** require a sovereign submerged land lease.*

(The above italicized text is a portion of the emails exchanged with FDEP. Please see attached correspondence from FDEP for full details).

- A. **Link to Strategic Goals / Objectives:** Enhance Quality of Life
- B. **Effect on Budget (EOB):** There is no anticipated effect on the budget.
- C. **Level of Service (LOS):** There is no anticipated effect on the LOS.
- D. **Legislative Sponsor:**

III. CONCLUSION: The applicant provided an email claiming exemption from the

Florida Department of Environmental Protection (FDEP) of Self-Certification due to the scope of work being a repair and replacement; however, the proposed dock is slightly wider than previously approved. At the time that the applicant applies for a building permit, documented proof of approval from FDEP for the widened dock must be provided. This documentation was not available to the Council on March 20, 2023. **On April 13, 2023, FDEP provided a written statement to the City that the proposal would be considered a repair and replacement dock, and would also require a SSL.** The City Staff has reviewed the application and determined that the plans comply with all applicable City Codes and regulations. Specifically, the proposed dock complies with ***LDC Section 11.05.01, Marina Siting***, and the **Coastal Management Element of the City's Comprehensive Plan (*Coastal Management Element Policy 6-1.5.5*)**.

HARBOR AND WATERWAYS BOARD RECOMMENDATION: At the regularly scheduled Harbor and Waterways Board (HWB) meeting on February 27, 2023, the Harbor and Waterways Board made two motions, one motion to approve, and one motion to deny. Both motions resulted in a 3-3 tie, resulting in no recommendation from the HWB. Therefore, City Council will need to consider the Staff Report, application materials and other relevant information provided by the applicant, and citizen input to make a determination for approval or denial.

IV. RECOMMENDED MOTION: I move that the City Council approve the single-family marine construction project located at 523 Norriego Road, subject to the following conditions:

1. **The submittal of FDEP approval or exemption for the expansion of the dock.**
2. **Payment of the Net Positive Environmental Benefit (NPEB) per LDC Section 11.05.02.N., to the Community Development Department before the Stop Work order is released and approval to proceed with commencement of work.**
3. **Resubmittal of both the Site Plans and Structural plans to the permit, showing no discrepancy in square footage before the Stop Work order is released.**
4. **A copy of the FDEP approved Sovereign Submerged Land Lease shall be required to be provided prior to Final Approval and release of Stop Work order on the Building Permit.**

ALTERNATE MOTION: I move that City Council deny the single-family marine construction project located at 523 Norriego Road.

Attachments:

1. A. Site Plan
2. B. Structural Plans Updated 4.13.2023
3. C. FDEP Correspondence_Updated 4.13.2023
4. D. Warranty Deed
5. E. Site Photos
6. F. Agent Affidavit
7. G. Adjacent Property Notification
8. H. MINUTES 2-27-23HB _NOT YET

APPROVED

9. Applicant Exhibits for April 17 2023
10. Applicant Aerial Image
11. Applicant Additional Aerial Photos

A hand-drawn diagram of a rectangular frame. The top horizontal member is filled with diagonal hatching. Small circles are placed at the corners and along the vertical members. The dimensions are labeled as 70 and 4.

-179ⁿ-

LO



-179"-

riparian

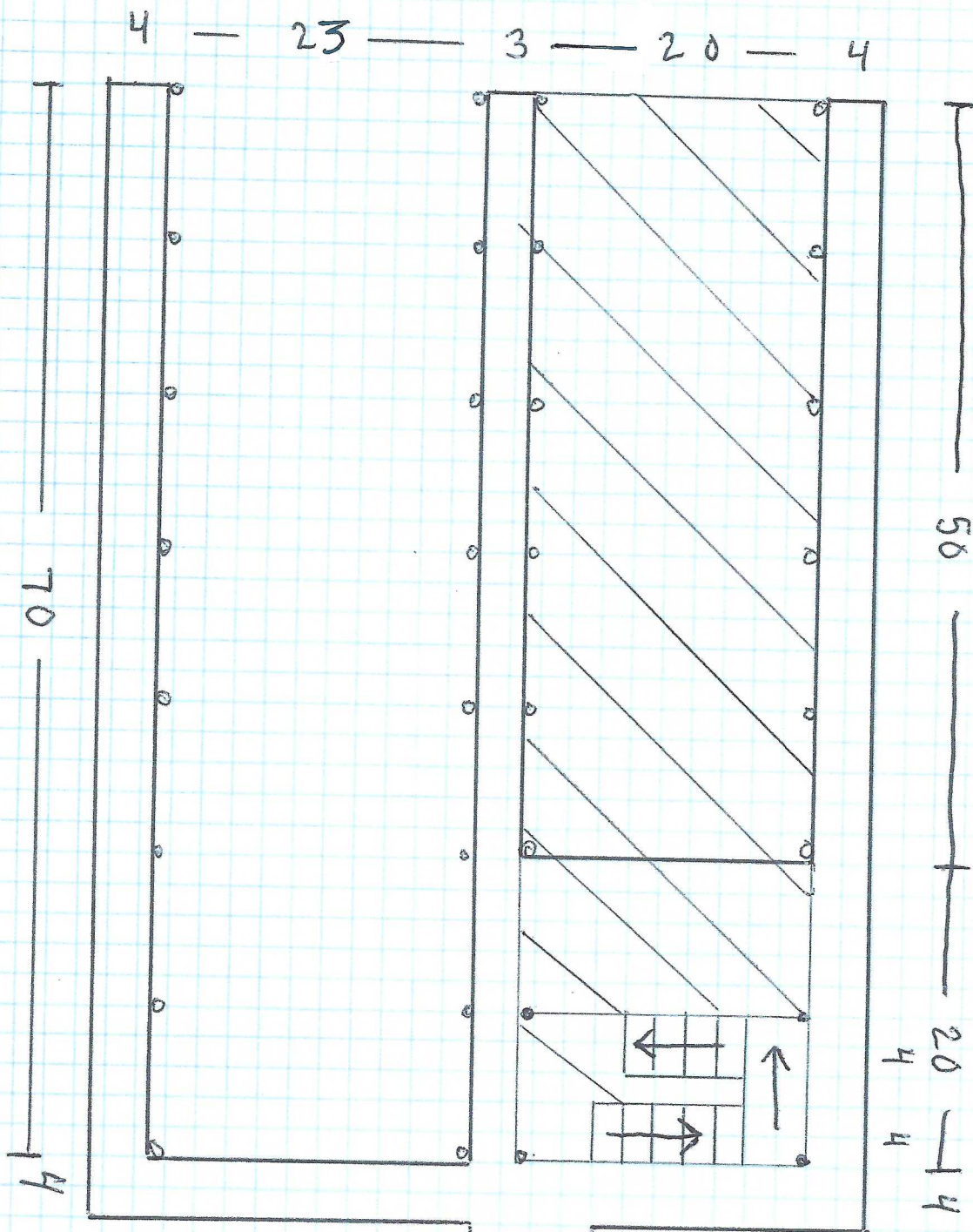
Tiparian

Deck 1406 sq ft
Roof 1400

Roof 1400

523 Norriego Rd

Robbie Champagne



Dock 1406 sq ft

Upper Deck 1400

Stairs 120

Handrail 210 LF

Tie off Piles in Slip 16

523 Norriego Rd

Robbie Champagne

From: [Childers, Adrienne](#)
To: [Kimberly Kopp](#)
Cc: [Noell Bell](#); [Steve O'Connor](#); [Louis Zunguze](#); [Cindy Runyon](#); [Dickey, Kenneth](#)
Subject: RE: Dock Complaint/Construction at 523 Norriego (Destin, FL)
Date: Thursday, April 13, 2023 11:59:32 AM
Attachments: [image004.png](#)

Good Morning,

Yes. Since the Department is unable to determine what was there previously (exact measurements), only what we see on aerials – the extra two feet on the drawings would have no impact on the repair/replace. We can only proceed with what is currently existing - that appears to be in the same footprint (compared with the historical aerials) and move forward with a sovereign submerged land lease.



Adrienne Childers
Florida Department of Environmental Protection
Compliance and Assistance Program
Environmental Specialist
Adrienne.Childers@FloridaDEP.gov
Office: 850-595-0560
Fax: 850-595-8097

From: Kimberly Kopp <kkopp@romanokopplaw.com>
Sent: Thursday, April 13, 2023 10:27 AM
To: Childers, Adrienne <Adrienne.Childers@FloridaDEP.gov>
Cc: Noell Bell <nbell@cityofdestin.com>; Steve O'Connor <soconnor@cityofdestin.com>; Louis Zunguze <lzunguze@cityofdestin.com>; Cindy Runyon <crunyon@cityofdestin.com>; Dickey, Kenneth <Kenneth.Dickey@FloridaDEP.gov>
Subject: RE: Dock Complaint/Construction at 523 Norriego (Destin, FL)

EXTERNAL MESSAGE

This email originated outside of DEP. Please use caution when opening attachments, clicking links, or responding to this email.

Adrienne, good morning.

I noticed you had the 52' plans attached to your email, but we received updated plans showing 54'. See attached updated plans we received from applicant. Do your conclusions remain the same?
Thanks!

Kim



ROMANO KOPP LAW, P.A.

Kimberly Romano Kopp, Esq., LEED AP
Board Certified in City, County, & Local Government Law

Romano Kopp Law, P.A.
P.O. Box 5524
Destin, Florida 32541-0445
Phone: (407) 430-7070
Email: kkopp@romanokopplaw.com

From: Childers, Adrienne <Adrienne.Childers@FloridaDEP.gov>
Sent: Thursday, April 13, 2023 10:47 AM
To: Kimberly Kopp <kkopp@romanokopplaw.com>
Cc: Noell Bell <nbell@cityofdestin.com>; Steve O'Connor <soconnor@cityofdestin.com>; Louis Zunguze <lzunguze@cityofdestin.com>; Cindy Runyon <crunyon@cityofdestin.com>; Dickey, Kenneth <Kenneth.Dickey@FloridaDEP.gov>
Subject: RE: Dock Complaint/Construction at 523 Norriego (Destin, FL)

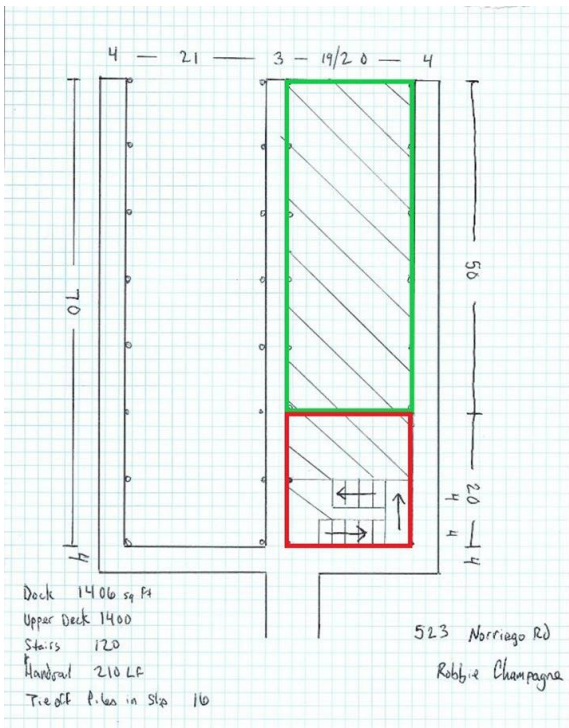
Good Morning,

Based on the information provided to us, the inspection, and aerials, it appears the dock “repair and replacement” was within the same footprint as the existing dock. It is not considered new dock construction and has been determined to be in existence since the late 1980s. However, DEP has no other form(s) of proof to make a confident determination whether the location & footprints are the same. As such, the “repair & replace” **activity** is considered a regulatory exemption (Rule 62-330.051(5)(D), F.A.C.).

At the 523 Norreigo Dr address, I took measurements of all docking structures and I determined it to be approximately 1,400sqft. I was also provided the drawing (see below) that corroborates this. The department does not count both the 1st story and the 2nd story of a dock twice – only any portion of the 2nd story that extends beyond the 1st story’s footprint. (The green outline would be counted, the red outline would not) It is the Department’s understanding that the owner wishes to keep the current dock configuration at the existing total square footage.

Due to the square footage exceeding 1,000sqft., it **will** require a sovereign submerged land lease.

Please let me know if I can provide more information on this,
Thank you,



Adrienne Childers

Florida Department of Environmental Protection
 Compliance and Assistance Program
 Environmental Specialist
Adrienne.Childers@FloridaDEP.gov
 Office: 850-595-0560
 Fax: 850-595-8097

From: Kimberly Kopp <kkopp@romanokopplaw.com>

Sent: Tuesday, April 11, 2023 3:33 PM

To: Childers, Adrienne <Adrienne.Childers@FloridaDEP.gov>

Cc: Noell Bell <nbell@cityofdestin.com>; Steve O'Connor <soconnor@cityofdestin.com>; Louis Zunguze <lzunguze@cityofdestin.com>; Cindy Runyon <crunyon@cityofdestin.com>

Subject: RE: Dock Complaint/Construction at 523 Norriego (Destin, FL)

EXTERNAL MESSAGE

This email originated outside of DEP. Please use caution when opening attachments, clicking links, or responding to this email.

Good afternoon Adrienne,

I work with City staff and we are reviewing this item before it is considered by our City Council. We would like to clarify your below response on this item relating to enforcement by DEP and additionally, with respect to whether DEP will require a submerged land lease on this dock. The reason for this request is because we are not sure whether our prior (below) correspondence to you contained clear information relating to the proposal. If it was already clear to you, then I apologize for the redundancy.

Please note that the dock permit sought is now for a regular residential dock permit, **not** a board-for-board replacement. This is because the dock width will be increased from approximately 51 to 54 feet, and the applicant is adding a rooftop deck where the covered slip was before, over the eastern slip.

We want to be clear regarding DEP requirements and enforcement status before we issue any final approval. Please let us know if you have any concerns on your end and whether you will require a SLL.

Thank you, and have a great afternoon.
Kim

Kimberly Romano Kopp, Esq., LEED AP
City Land Use Attorney - City of Destin
Board Certified in City, County, & Local Government Law
P.O. Box 5524
Destin, Florida 32541-0445
Phone: (407) 430-7070
Email: kkopp@romanokopplaw.com

From: Noell Bell <nbell@cityofdestin.com>
Sent: Thursday, March 23, 2023 4:10 PM
To: Kimberly Kopp <kkopp@romanokopplaw.com>
Cc: Louis Zunguze <lunguze@cityofdestin.com>; Cindy Runyon <crunyon@cityofdestin.com>
Subject: FW: Dock Complaint/Construction

Kim,

Here is the email correspondence with DEP regarding 523 Norriego.

Regards,

Mrs. Noell D. Bell, CBO
Building Official / Building Division
City of Destin / Community Development Department
4200 Indian Bayou Trail
Destin, FL 32541
P:850-654-1119, prompt 2
www.cityofdestin.com

Link to permitting software for application submittals: www.cityofdestin.com/compass

From: Steve O'Connor
Sent: Tuesday, February 21, 2023 10:30 AM

To: Childers, Adrienne <Adrienne.Childers@FloridaDEP.gov>

Subject: RE: Dock Complaint/Construction

Good morning Adrienne,

Thank you for your email. We will file this with the application and inform the appropriate City Staff.

Regards,
Steve

Steve O'Connor

Principal Planner

City of Destin | Community Development

4100 Indian Bayou Trail

Destin, FL 32541

850.279.3213

soconnor@cityofdestin.com

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From: Childers, Adrienne <Adrienne.Childers@FloridaDEP.gov>

Sent: Monday, February 20, 2023 8:47 AM

To: Steve O'Connor <soconnor@cityofdestin.com>

Subject: RE: Dock Complaint/Construction

You don't often get email from adrienne.childers@floridadep.gov. [Learn why this is important](#)

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Good Morning,

Update – based on the email from FDEP in regards to the repair/replace and the amount of time this dock has been in existence, the Department is not going to pursue enforcement related to the complaint received.

Thank you for the information provided.

Adrienne Childers

Florida Department of Environmental Protection
Compliance and Assistance Program



Environmental Specialist
Adrienne.Childers@FloridaDEP.gov
Office: 850-595-0560
Fax: 850-595-8097

From: Steve O'Connor <soconnor@cityofdestin.com>
Sent: Thursday, February 9, 2023 4:08 PM
To: Childers, Adrienne <Adrienne.Childers@FloridaDEP.gov>
Cc: Louis Zunguze <lzunguze@cityofdestin.com>; Noell Bell <nbell@cityofdestin.com>; Daniel Butler <dbutler@cityofdestin.com>; Christopher Willis <cwillis@cityofdestin.com>
Subject: RE: Dock Complaint/Construction

EXTERNAL MESSAGE

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Good afternoon Adrienne,

There is a lot of nuance to this particular property's permits and applications, so below is a "Synopsis of Actions" to help explain where we are. I have also linked below the application for the Harbor & Waterways Board (HWB) review that is scheduled to be heard by the Board on February 27. You will find the drawings and plans with the dimensions. It is worth noting that in the application material also, you will find an email from Jennifer Waltrip of FDEP that states no new submerged land lease would be required as the dock had existed since before the State's requirement for submerged land leases. Please feel free to reach out to discuss further once you review the materials. I can be reached at 850-279-3213 (desk) or 850-714-4830 (cell)

☐ [HWB-000996-2023 - 523 Norriego Rd](#)

Thanks,
Steve

Synopsis of Actions

- In late October/Early November the applicant at 523 Norriego filed for an initial Marine Construction Permit application and it was presented to Staff as "board for board."
- We received a citizen complaint/inquiry in late November concerning the activity actually going on.
- Based on information provided by the citizen Staff determined it was in fact not a board for board and we issued a stop work order.
- The applicant was required to resubmit plans to show what was actually was going on. Staff determined that the dock was in compliance with the original approval from the late '90s. However, we determined that it was an expansion of the dock as they were turning a covered slip into a covered slip with a deck

above. So we required the applicant to submit an HWB application before they could construct the deck. We did allow the applicant's contractor to continue to construct the slip-cover as the slip had been covered since the original approval.

- The applicant submitted the HWB application.
- Further complaints/inquiry from the concerned citizen prompted Staff to visit the construction site to measure the dock. We determined that the dock was in fact widened by one (1) foot. We issued another stop work order and required the applicant to update the HWB application to reflect the 53' vs 52' total width of the dock.
- The applicant has since updated their plans and we have scheduled the application for the February 27 HWB hearing.

Steve O'Connor

Principal Planner

City of Destin | Community Development

4100 Indian Bayou Trail

Destin, FL 32541

850.279.3213

soconnor@cityofdestin.com

From: Childers, Adrienne <Adrienne.Childers@FloridaDEP.gov>

Sent: Thursday, February 9, 2023 12:01 PM

To: Steve O'Connor <soconnor@cityofdestin.com>; Noell Bell <nbell@cityofdestin.com>

Subject: Dock Complaint/Construction

Some people who received this message don't often get email from adrienne.childers@floridadep.gov. [Learn why this is important](#)

[CAUTION: This email originated from outside of the City of Destin email system. DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Good Afternoon,

My name is Adrienne Childers from the Florida Department of Environmental Protection. We received a complaint about a dock at 523 Norriego Rd in Destin. From the information that we've been given, it sounds like the city might have issued a permit or has plans with square footage notated? I'm not exactly clear, so I thought I'd reach out and see what information you might have or be able to provide regarding this dock rebuild.

Thank you for your time.

Adrienne Childers

Florida Department of Environmental Protection

Compliance and Assistance Program

Environmental Specialist

Adrienne.Childers@FloridaDEP.gov

Office: 850-595-0560



Fax: 850-595-8097

[Redacted]

"Please Note: Florida has a very broad public records law. Most written communications to or from the City of Destin officials are public records available to the public and media upon request. Your e-mail address and communications may therefore be subject to public disclosure."

[Redacted]

"Please Note: Florida has a very broad public records law. Most written communications to or from the City of Destin officials are public records available to the public and media upon request. Your e-mail address and communications may therefore be subject to public disclosure."

"Please Note: Florida has a very broad public records law. Most written communications to or from the City of Destin officials are public records available to the public and media upon request. Your e-mail address and communications may therefore be subject to public disclosure."

[Redacted]



This Instrument Prepared By:
Travis M. Morock, Esq.
Carver, Darden, Koretzky, Tessier, Finn, Blossman & Areaux, L.L.C.
151 W. Main Street, Suite 200
Pensacola, FL 32502
850-266-2300
File Number: 5785.46542

[Space Above This Line For Recording Data]

Warranty Deed

This Warranty Deed made this 30th day of June, 2021 between **Charles R. Thomson, Jr. and Libbie S. Thomson, husband and wife** ("Grantor"), whose address is 4070 Paces Ferry Road, Atlanta, GA 30327, and **C-Side Destin Properties LLC, a Florida Limited Liability Company** ("Grantee"), whose address is 1011 Saadi Street, Houma, LA 70363:

(Whenever used herein the terms "Grantor" and "Grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, companies, trusts and trustees)

Witnesseth, that said Grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said Grantor in hand paid by said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to said Grantee, and Grantee's heirs and assigns forever, the following described land, situate, lying and being in **Okaloosa County, Florida** to-wit:

LOT 6, BLOCK F, HOLIDAY ISLE ON THE GULF OF MEXICO AT DESTIN, INC. RESIDENTIAL. SECTION NO. 5, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 4, PAGE 39, OF THE PUBLIC RECORDS OF OKALOOSA COUNTY, FLORIDA.

The above-described property is not the homestead of Grantor, nor is it contiguous to the homestead of Grantor, under the laws and constitution of the State of Florida.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And subject to taxes for the current year and later years and all valid easements and restrictions or record, if any, which are not hereby reimposed; and also subject to any claim, right, title, or interest arising from any recorded instrument reserving, conveying, leasing, or otherwise alienating any interest in the oil, gas and other minerals. And Grantor does warrant the title to said land and will defend the same against the lawful claims of all persons whomsoever, subject only to the exceptions set forth herein.

In Witness Whereof, Grantor has hereunto set Grantor's hand and seal the day and year first above written.

Maurice Poole
 WITNESS
 Print Name: Maurice Poole

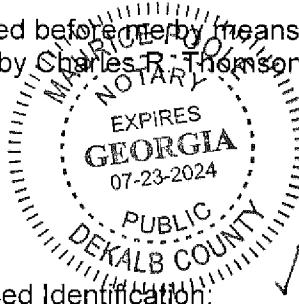
Charles R. Thomson, Jr.
 Charles R. Thomson, Jr.
Libbie S. Thomson
 Libbie S. Thomson

Elijah Martinez
 WITNESS
 Print Name: Elijah Martinez

STATE OF Georgia
 COUNTY OF DeKalb

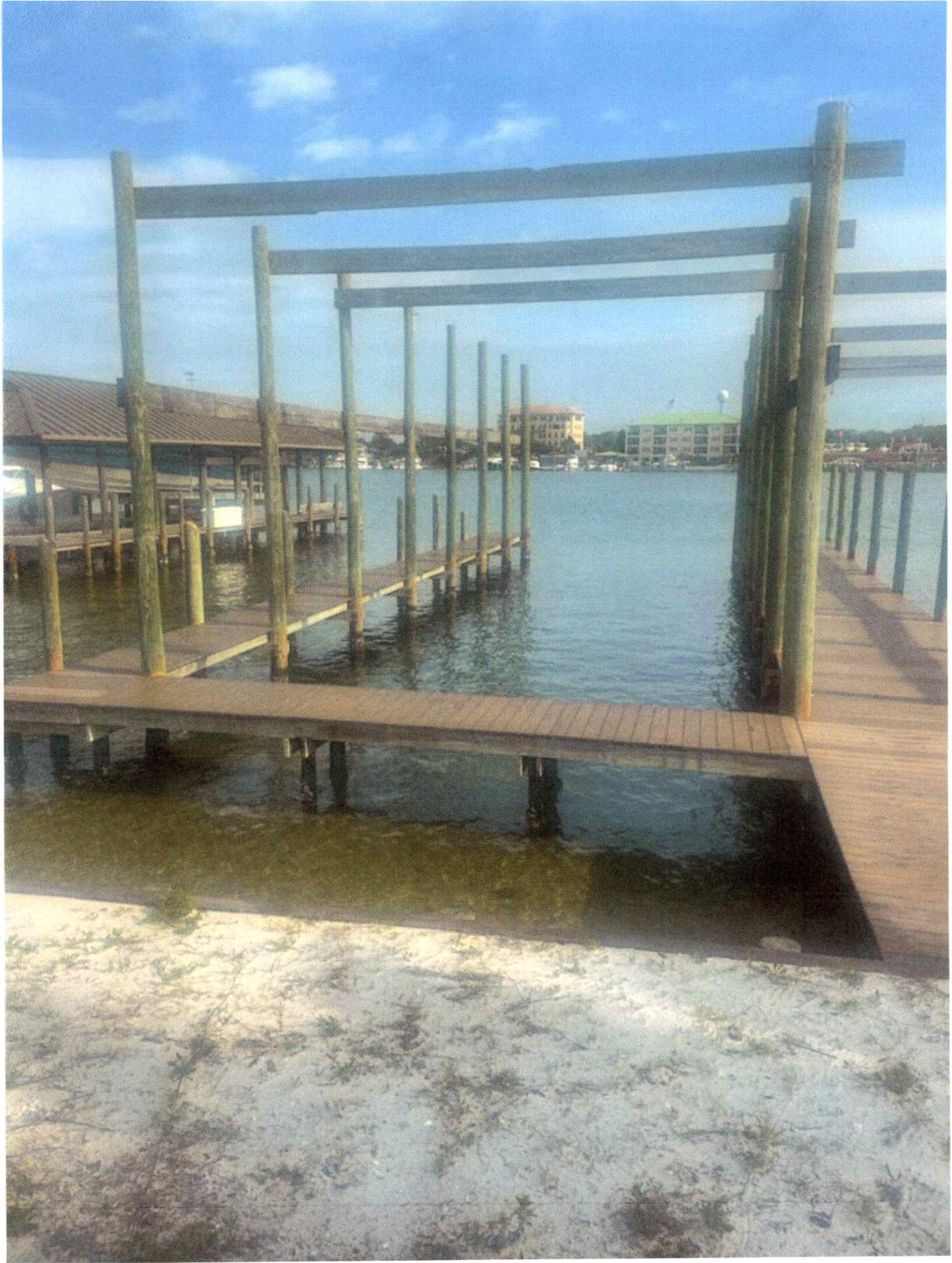
The foregoing instrument was acknowledged before me by means of (✓) physical presence or () online notarization this 29th day of June, 2021, by Charles R. Thomson, Jr. and Libbie S. Thomson.

Maurice Poole
 Signature of Notary Public
 Print, Type/Stamp Name of Notary

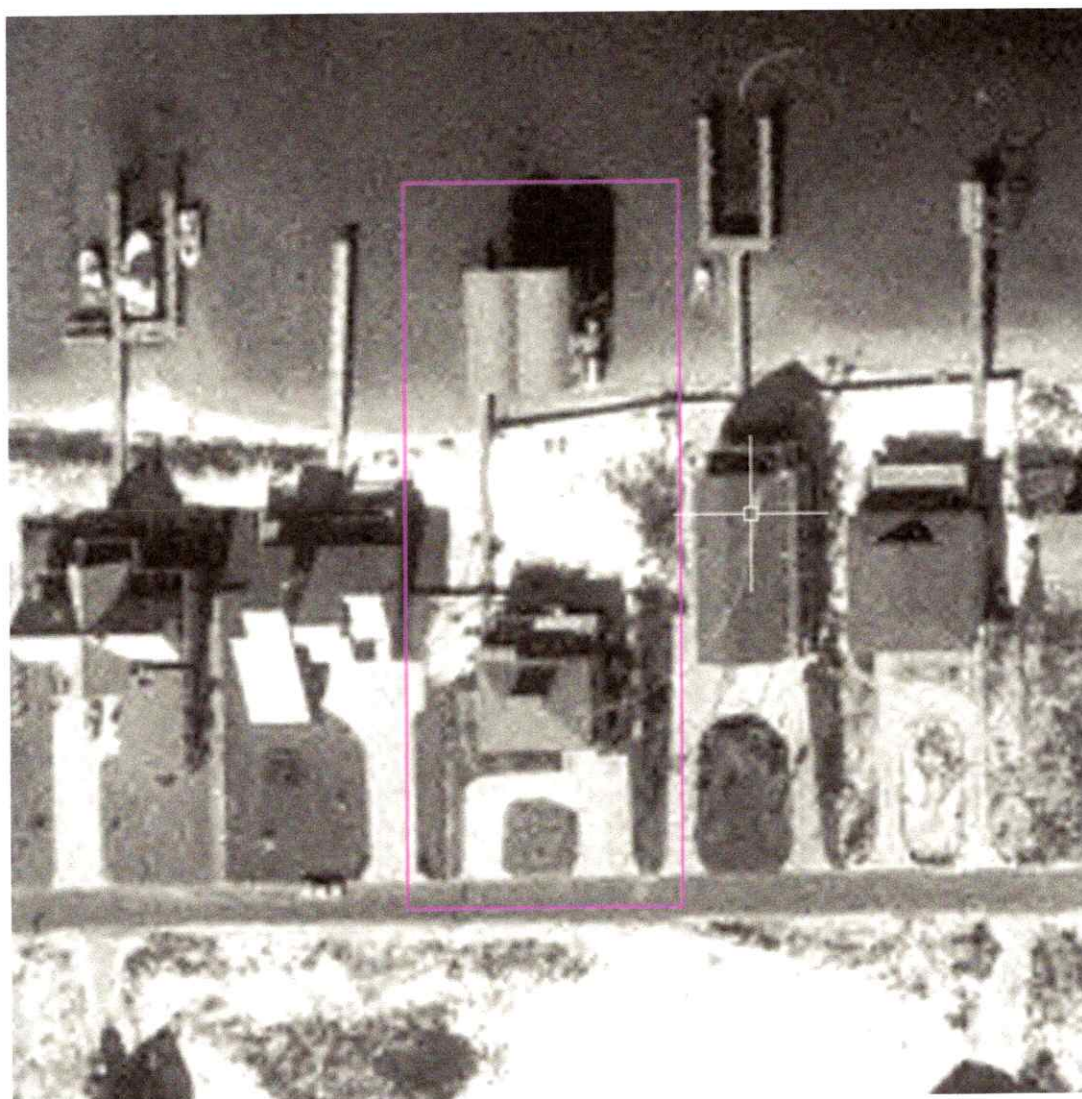


Personally Known: _____ OR Produced Identification: ✓
 Type of Identification
 Produced: Drivers license

Witness: [Signature]
6-29-2021







**AGENT AFFIDAVIT
SPECIAL POWER OF ATTORNEY**

Robert M. Champagne III
KNOWN ALL MEN BY THESE PRESENTS, THAT I, _____ am
523 Norriego Rd, Destin
presently the owner and/or leaseholder at _____, and desiring
to execute a Special Power of Attorney, have made, constituted and appointed, and by these presents do
William F Davis Construction, Inc
make, constitute and appoint _____
PO Box 1690, SRB
whose address is _____, County of _____, State of _____,
my Attorney-in-Fact to act as follows, GIVING AND GRANTING unto said attorney full power to act as
permitting & city board meetings
my agent in any and all matters pertaining to: for r/t of dock w/ upper deck _____.

FURTHER, I do authorize the aforesaid Attorney-in-Fact to perform all necessary acts in the execution of the aforesaid authorization with the same validity as I could effect if personally present. Any act or thing lawfully done hereunder by the said attorney shall be binding on myself and my heirs, legal and personal representative, and assigns.

PROVIDED; however, that any and all transactions conducted hereunder for me or for my account shall be transacted in my name, and that all endorsements and instruments executed by the said attorney for the purpose of caring out the foregoing powers shall contain my name, followed by that of my said attorney and the designation "Attorney-in-Fact."

OWNER

Signature

Robert M. Champagne III

Printed Name

STATE OF Florida

COUNTY OF Walton

The foregoing instrument was acknowledged before me by means of physical presence X or online

notarization, this 5 day of January, 2023, by
(name of person acknowledging)

Robert Champagne III

Signature of Notary

Printed Name of Notary or Seal

Personally known X OR Produced Identification _____

Type of Identification Produced _____





Community Development Planning Division

4100 Indian Bayou Trail | Destin, FL 32541 | Phone: 850-654-1119 | Email: planning@cityofdestin.com

February 2, 2023

**Subject: Notification of Harbor & Waterways Board (HWB) Application Submittal
Residential Marine Construction – 523 Norriego Rd.**

Dear Property Owner:

This letter is to notify you of a proposed marine construction project proposed at **523 Norriego Road**. The Marine Construction application requires Harbor and Waterways Board review and recommendation. **The Application will be heard by the Harbor and Waterways Board at 5:00 p.m. at Destin City Hall Annex, 4100 Indian Bayou Trail on Monday, February 27, 2023.**

As an owner of property located adjacent of this project, *Destin Land Development Code (LDC) Section 2.17.00 & 11.05.01.S* requires a written notice providing you the following information. This project proposes new marine construction within *twenty-five (25) feet* of the south property line. Therefore, The City is requesting your input on the matter specifically. If you would like to provide any comments you may respond by sending an email to the email listed below, or by appearing before the Harbor and Waterway Board.

This notice is for informational purposes only and no action is required of you. However, citizens are encouraged to provide a response to email address provided below.

1. Name of Owner: Robert Champagne
2. Name of Agent: William F. Davis Construction, Inc.
3. Address of Project: 523 Norriego Rd
4. Parcel ID Number: 00-2S-24-2186-000F-0060
5. Project Description: The application includes reconstructing the existing dock structure, including increasing the width from approximately 51 feet to 54 feet. Also, the applicant is proposing to construct a rooftop deck. The total square footage of proposed improvements is $\pm 3,136$ SF.
6. Location of Application Package: To request a digital copy of the application package be sent to you, please call the City Clerk at (850) 837-4242 or fill out a Public Records Request (PRR) online: <http://www.cityofdestin.com/forms.aspx?fid=121>

If you have any questions or concern regarding this letter, please do not hesitate to call (850) 654-1119 option 2 or email at planning@cityofdestin.com.



Sincerely,

Christopher Willis

Christopher Willis

Planner

CC: Louis Zunguze, MURP, Community Development Director
Planning Division
Community Development Department Project File



**MINUTES OF THE
HARBOR AND WATERWAYS BOARD MEETING
DESTIN CITY HALL, FEBRUARY 27, 2023 - 5:30 P.M.**

1. CALL TO ORDER:

Chairman Hoey called the Destin Harbor and Waterways Board meeting to order at approximately 5:30 p.m. on Monday, February 27, 2023, at Destin City Hall, with the Pledge of Allegiance immediately following.

2. ROLL CALL:

Member Present:

John Stephens
Jim Green
Richard Hoey
Guy Tadlock
Bill McKissick
Jerod Hayden

Members Absent

Casey Jones

Staff:

Kim Montgomery Deputy City Clerk
Steven O'Connor Principal Planner
Kyle Bauman City Attorney
Steven O'Connor Principal Planner
Daniel Butler Senior Planner
Danny Sullivan, Code Compliance

3. APPROVAL OF MINUTES:

➤ **January 23, 2023**

Board member Tadlock moved to approve the minutes of the January 23, 2023 as written, with Board member Green providing the second; the motion passes with a 6-0 vote.

4. PUBLIC COMMENTS:

5. NEW BUSINESS:

A) Single-Family Residential Marine Construction Proposed at 4136 Belcourt Dr (PARCEL ID: 00-2S-22-4600-0000-0020).

Motion by Board member Green, seconded by Board member McKissick with Board member Hoey providing the second.

Board member McKissick asked if the self-certification was also with the city. Mr. O'Connor explained that the city does not issue self-certifications.

The motion passed 6-0.

B) Single-Family Residential Marine Construction Proposed at 783 Bayou Dr. (PARCEL ID: 00-2S-22-1320-0007-0000).

Mr. Willis provided the members that this applicant requests Harbor and Waterways Board approval for single-family marine construction located at 4136 Belcourt Dr, located within

Choctawhatchee Bay, a Class II Florida Waterbody. The application includes the proposed construction of One (1) 71' x 4' access pier, one (1) 14' x 12' terminal platform, one (1) 14' x 4' step-down platform, one (1) 16' x 4' access walk, one (1) 32' x 3' catwalk, one (1) 32' x 13' covered boat lift one lift and one (1) 15'x1' roof overhang, comprising a total of ± 1,099 square feet. The proposed marine construction project meets the following requirements of Section 11.05.00, City of Destin Land Development Code (LDC),

- 11.05.01.A – Construction of new dock
- 11.05.01.F, 11.05.01.G, and 11.05.01.M – Length of the pier
- 11.05.01.N – Slip density
- 11.05.01.S – Notifying adjacent property owner if project is proposed within 25' riparian setback.

Board member Green questioned if there is a requirement for an ariel view map to be submitted to show the riparian lines. Mr. O'Connor explained only if staff needs additional verification of the location of where the dock is located. In this case the dock is shared with the adjacent property owner so one is not necessary.

Board member Tadlock asked why a submerged land lease is not included in their review. According to Mr. O'Connor, the applicant has met the minimum requirements for a self-certification application per State Statutes and once they obtain their permits from the State, if necessary, staff will request for one to be provided at the at the Marine Construction permitting process for the building permit, but not at their level. He reminded the member again, that the old language is now preempted by the State and they nor Council cannot hold their approval for that reason. Additionally, if the request is changed and is different than what they reviewed, it will have to go through their review process again.

Chairman Stephens opened the public for comment, with no one commenting he closed the hearing and called for a motion.

Motion by Board member Green, seconded by Board member McKissick 5-1 with Tadlock dissenting.

B) Single-Family Residential Marine Construction Proposed at 523 Norriego Rd (PARCEL ID: 00-2S-24-2186-000F-0060).

Mr. O'Connor approval for single-family marine construction located at 523 Norriego Rd, located within Destin Harbor, a Class II Florida Waterbody. Currently, the site and structural plans do not match. The site plan provided by the applicant shows the correct width dimensions of 54' wide. However, the structural plans provided show an incorrect width of 52' but include the stairs

and handrails that are part of the project. The stairs and handrails are not included in the site plan. The application includes the proposed reconstruction of one (1) ±1,406 square foot dock and the new construction of one (1) 1,400 square foot upper deck, one (1) 120 square foot staircase, and 210 linear feet of handrails, comprising a total of ± 2, 926 square feet.

The proposed marine construction project meets the following requirements of Section 11.05.00, City of Destin Land Development Code (LDC),

- 11.05.01.A, 11.05.01.B – Construction of new dock
- 11.05.01.F, 11.05.01.G, and 11.05.01.M – Length of the pier
- 11.05.01.N – Slip density
- 11.05.01.S – Notifying adjoining landowners when a dock is placed within 25-foot riparian setback

He then provided the members with the background information explaining that initially the request was for a board for board approval, however, staff was made aware of some significant changes to the project after a complaint and it was determined that the request was not a board for board replacement and a stop work order was issued. In the site visit, it was determined that the applicant would be required to come before this board for review and a recommendation to Council's for approval. In staff's review, it was determined that the covering now is only for one of the slips and not both but because the applicant is now wanting an upper deck, the applicant was required to come before the board for a recommendation. Additionally, the request is now for less square footage than how it originally was built. Staff allowed the contractor to continue construction, but they cannot add the stairs and the railings until they get their approval. However another complaint was received saying that the dock exceeded what was originally approved a total width of 52 feet wide, staff went out, we measured it. It was 53 ft. So at that point staff, issued another stop work order and required them to resubmit and update their harbor waterways board application to now reflect a 53 ft wide dock, that application was updated. So, they've updated it, and now, that's where we're at right now.

The Chairman opened the hearing to the public.

Mr. Chuck Mulle of 521 Norriego Road spoke of how the construction for a board for board has turned into much larger and has moved from the original location. He spoke of the requirements that he had to follow for his marine construction and why this project does not have to follow the same guidelines.

Mr. Larry Edwards 525 Norriego Road on the east side spoke of not being notified of the construction and happened to be in town to check on his property from the freeze and saw the construction, he spoke of a letter he received from the city about this Harbor Board meeting. He handed out pictures he's taken of the project and spoke of how its substantially different than what

used to be there, how it now blocks all his views and has devalued his property and asked they take that into consideration.

Board member Green pointed out that there is comments about their views being blocked but looking at the aerial view of the project, both adjacent property owners have both large boats and covered boat slips that are further out than this request. Adding that he is all about projects being correctly built to code but at the same time, he is also all for property rights of the owners. If it's not being built to Code and has to be torn down and rebuilt, is where the satisfaction of the code applies and is why they are sitting up on this board, to ensure that it's built to code correctly. Additionally, the motion with the conditions is what that's ensuring and denying is not something they're supposed to do, their job is to approve to code or rectify to code, and he is not going to deny anything that can be rectified to the code requirements.

Mr. O'Connor explained to the board members that the reference to having to get adjacent property owner's approval for marine construction requests is old code and was preempted by the State so a property owner's rights to construct his property can no longer be determined by approval of the neighbor, if it meets code. That does not prevent input from the adjacent property owners and the new code requires if the project is within the 25-foot riparian lines. It does not require them or the city to do anything other than providing the letter to them stating that the request is within the 25-feet of the riparian line and their comments are highly encouraged.

Scott Shockley, the contractor for the applicant, spoke how the project is a rebuild permit, not new construction and board for board is a rebuild to the original dock within the same footprint. He explained the majority of the issues stems from a clerical error in the beginning where the original drawing showed an open bay, was supposed to be 21' inside the piling not 23' outside and those pilings were removed, and their fight is changing out what was originally a barrel roof over both slips for an observation sundeck over one slip and a handrail. The two pilings that the boat in question is tied to are temporary and will be removed and the boat will go into the slip once the construction is finished. He spoke of how anywhere on Holiday Isle there are docks with boat slips that block the views of the water to the adjacent property owners and it is not wider or longer than what is allowed and there is no submerged land lease.

Board member Tadlock asked if the submerged land was never renewed? Mr. Shockley explained there never was a submerged land lease for this particular property. Mr. Tadlock pointed out that this is one of the legal nonconforming docks he's spoken of in the past and how at the end of the life of the structure they would have to be brought into compliance. He also mentioned how staff has stated in the past, if the noncompliant structures are destroyed by a named storm and the permit is not applied for within 6-months they would be null and void and that fact was considered at the beginning of this request but has been dropped and asked for an explanation.

Mr. Theodore Martell of 202 Sibert Avenue spoke of also being the contractor for the job and talked about how they removed and replaced the piles in the exact locations and how they measure. He spoke of how the clerical error that his son-in-law mentioned earlier was the first issue that was corrected. He also spoke of how the original request was to cover the entire areas but the owners chose to just put in the 25' wide roof over part of it with the sundeck on top in reality, on an environmental standpoint, what they are reducing half the size of the roof that was there and the building is by far less of an impact than what was originally built. He also mentioned that the impact on the views happens all along the harbor and how if you buy 100-feet, you get a 100-foot view and if you wanted 300-feet, you should have bought 300-feet.

Pam Edwards, 525 Norriego spoke of her only concern being that of her view and her main concern is how tall it is, and it's not even finished yet. She and all she enjoys now is sitting on her deck reading and watching the boats go by. She also spoke of how they didn't mind the construction workers parking on their driveway while they were not at their house but in turn had the sheriff department go through their garage when her husband was issued a no trespassing.

Chairman Stephens closed the public portion of the meeting.

Mr. O'Connor spoke of an email that was referenced earlier that he received last year from the FDEP and referred the members of the board to the end of their packet, the last page, that was sent to himself and the Building Official, Noel Bell explaining how they received the complaint of the dock at 523 regarding the dock rebuild and after their investigation, and the information and application that he supplied to them in an email for their review, they determined via email response that based on the email they received in regards to the repair and the amount of time that the dock has been in existence, they were not going to pursue enforcement related to complaint received. Additionally, Mr. O'Connor explained that he specifically asked if the dock would be required to obtain a submerged land lease and he was informed that since the dock was previously in existence since the 80's, it's considered grandfathered and would not. Furthermore, although the request was not specifically a board for board replacement, staff found that based on the complaint received, it was investigated, and a stop work order was issued. All proper procedures were then followed to bring the dock into compliance with city code, and based on staff's review, staff recommends approval of the request.

Board member Green asked that the concern with the riparian lines and asked if the original dock was built in the 80's and was approved.

According to Mr. O'Connor, he cannot speak to what was originally approved and what the adjacent property owners did. The fact that they have records that the dock has been in continuous use and the State has records or they have declared that it has been in continuous use. The city does not require a 25-ft set back of riparian lines and are only required to notify the adjacent

property owners that there is a project within the 25-ft. riparian lines and to come in and provide feedback for the board to consider. There is nothing in the code that states the dock has to be 25-feet from the riparian lines.

Board member McKissick asked that if this project was new construction and the way the drawings stand now, would it pass city code.

According to Mr. O'Connor, since there is no LDC requirement for a 25-foot setback, and with only the slip density and dock length requirement in the Marina Siting, it does meet code and would have to go through this process. Additionally, with the new categories that they will be reviewing for implementation into the new code, this would be considered a Category Two dock, because it is a residential dock that exceeds 1,000 square feet, it would be brought before this board for a recommendation to City Council.

Board member McKissick then asked for clarification that this is not a request for repair, this is a new dock, and wouldn't it have to start from scratch for a new approval?

Mr. O'Connor explained that is essentially, that is what this process is, that they are reviewing and the same process.

Board member Hayden asked the pictures included in their packet are the original dock prior to construction being done.

According to Mr. O'Connor, the pictures provided by one of the public speakers shows the roof structure covering the slips and is the location of the future deck and is what the applicants are requesting.

Board member Green asked Mr. O'Connor if it is the city's findings that there are no new pilings beside the ones on the side and that the new staircase is the change in slip cover to a deck from a corrugated roof.

According to Mr. O'Connor, it initially was submitted as a marine construction permit as board for board, and in a board for board, they are allowed to repair and replace everything, as long as it's in the exact same spot. It was determined based on investigation from a complaint that staff received that it was not, and once that complaint came in and was investigated, it was deemed no longer a board for board replacement and, is why it is now before them at this meeting.

Motion by Board member Green, seconded by Chairman Stephens, to recommend Council approve the request for residential marine construction proposed at 523 Norriego Road subject to the following conditions:

- 1) **The submittal of State approval or exemption for the expansion of the project.**
- 2) **Payment of the Net Positive Environmental Benefit (NPEB) per LDC Section 11.05.02.N., to the Community Development Department before the Stop Work order is released and a Certificate of Completion is requested.**
- 3) **Resubmittal of both the Site Plans and Structural plans showing no discrepancy in square footage before the Stop Work order is released.**

The Chairman asked if he would consider adding the removal of the temporary pilings. Board member Green added the fourth condition of;

- 4) **And the removal of the temporary pilings in place before the Certificate of Completion is issued.**

Board member Hayden provided the second.

According to Board member Hoey, what we have is an old dock that basically as it's being built now, and it's been modified, and asked if its going through the process now as new construction or a rebuild? According to Mr. O'Connor, at this point, it is it's going through the process as a new construction.

Board member Hoey then stated that according to our code and because of that, a rebuild in the same place, same dimensions, and it's grandfathered in that the setbacks and everything has to be where they originally were. If it didn't have 25 feet when it was originally built, but it has to go back in the same place, that's one of the terms of a rebuild. He then referred to Paragraph S, "That no dock or vessel shall be placed within the 25-foot setback of property, line, without providing prior, written notification to the adjoining property owners and requesting the response, he asked if that has been done.

Mr. O'Connor confirmed that statement and directed their attention to the adjacent property notification letters in their packet, which was also referenced in public comments and is #7 in their packet.

According to Board member Hoey, based on that, they do have some leverages and any objection received from the adjacent property owners will be considered by this board. Therefore, this board needs to recognize, we treat this as brand new unbuilt construction. So personally, I'm going to view this as if we're going to approve or disapprove something that's not even going into the ground yet. Additionally, the adjacent property owners have a determination that can or cannot influence my decision. Therefore, that is how I am going to interpret this, and going forward, I am glad you showed up today.

Board member Tadlock stated that he could not support the recommended motion for approval based on the fact that the project is within the 25-foot of the adjacent property. **He then made a**

substitute motion that no further work is done on this until the required FDEP and Army Corps of Engineers approval. The motion died for lack of a second.

Mr. O'Connor reminded Board member Tadlock to the very last email from the FDEP that they're not going to do pursue the case any further.

Mr. Tadlock then stated he is not clear on what the neighbor's complaint was.

Mr. O'Connor explained the complaint is what was discussed earlier in this hearing, during the public comments by the adjacent property owners. Additionally, there will be no further requirement by the State for approval or the ACOE for that matter.

The City Attorney suggested Mr. Tadlock that he could make the motion for denial of the request.

According to Board member Tadlock, he feels that it is over the purview of this Board based on what they have heard and everything that they have seen and **made the alternate motion to recommend the City Council deny the request for the single home marine construction located at 523 Norriego Road with Board member Hoey providing the second.**

In discussion, Board member Hoey stated that part of this discussion has to focus on the fact that it went to the FDEP is a rebuilt and rebuilds at the DEP's level require that it go in the same place, in the exact same place. However, they consider this as a rebuild so, they don't have much to say about the setbacks.

Board member Green spoke against the substitute motion for reasons because if the city and is looking at this as a new build and pointed out that all of their concerns will be met through the new build process. He went to say that by denying the person the ability to develop their land as the adjacent property owners had their ability to develop their land, is hypocritical. He stated that what you're basically doing is, you're going to deny this person and basically going to make them, if the City Council denies this permit, they have got to remove everything and then they would have to start from scratch. He asked Mr. O'Connor if is that accurate?

Mr. O'Connor stated that he could not speak to the actions of what could or could not take place. However, based on the FDEP's email, the State is not looking at this as a rebuild. They did an investigation; they investigated the complaint for 11 days and determined there's going to be no action on their end.

Board member Green stated that he does not agree with denying the applicant the ability to correct the situation. He spoke of how staff took the appropriate steps and they have brought

this as a new construction, which adheres to the code and has addressed the riparian lines and, they have corrected the project by it not being a board for board. He then stipulated that he does not support the substitute motion, he supports his motion for approval with the four conditions outlined.

The Chairman pointed out that even if this does get passed by this board, it still has to go through the building permit review, and everything will get corrected at that level.

Mr. O'Connor pointed out that currently everything is correct and meets the code requirements. The adjacent property owner notifications were sent out to the adjacent property owners. They are present and have made presentation in the public hearing portion of the meeting, and what they are considering is, if the dock slippage and density meets code and if the length meets code, which it does.

The motion failed 3-3 Board members Stephens, Green and Hayden dissenting and Tadlock, Hoey and McKissick voting yes.

The original motion to approve the request is now on the floor for a vote, **the motion failed 3-3 with Board members Stephens, Green and Hayden voting for the motion and Board members McKissick, Tadlock and Hoey dissenting.**

According to the City Attorney, the project will go forward to City Council without a recommendation from the Board.

C) Single-Family Residential Marine Construction Proposed at 525B Calhoun Ave (PARCEL ID: 00-2S-22-0630-0000-193D).

Mr. Willis explained to the members the project request is for requests Harbor and Waterways Board approval for single-family marine construction located 525 B Calhoun Ave, located within the Choctawhatchee Bay, a Class II Florida Waterbody, Prohibited Shellfish Harvesting Area. The application includes the proposed construction of:

One (1) 110' x 4' access pier, one (1) 20'x 8' terminal platform, one (1) 16'x4' access walk, and one (1) 32' x 3' catwalk, comprising a total of ± 760 square feet. The proposed marine construction project meets the following requirements of Section 11.05.00, City of Destin Land Development Code (LDC),

- 11.05.01.A, 11.05.01.B – Construction of new dock
- 11.05.01.C, 11.05.01.D – Waste Disposal into the Harbor and Waterways of Destin
- 11.05.01.F, 11.05.01.G, and 11.05.01.M – Length of the pier
- 11.05.01.N – Slip density

and staff recommends approval of the request.

Chairman Stephens opened the public for comment on the request, with no one commenting, he closed the public portion and turned the discussion over for comment or a motion.

Motion by Board member Green, seconded by Board member McKissick that the Harbor & Waterways Board recommend City Council approval of the single-family marine construction project located at 525 B Calhoun Ave, subject to the applicant meeting all applicable City, State and Federal permit requirements. The motion passed unanimously.

Board member Tadlock asked if the two existing dock shown in the photograph are to be removed. According to staff, the dock in question belongs to the adjacent property.

6. BOARD MEMBER COMMENTS:

➤ **Chairman Stephens –**

- Field Contingency Oil Abatement Plans

Lt. Steve Browning of the Marine Safety Detachment Supervisor in Panama City spoke to the members how they cover the area from St. Marks to Navarre Bridge performing vessel inspections and illegal charters, and how they work closely with the FDEP and the EPA for the coastal waters in regards to pollution. He further explained their duties and the requirements of the law on how if anyone is to witness a chemical or oil spill on the local waters, and the requirements that vessels are responsible to have on board in case of a spill.

ENS Blackwell who leads with all aspects of pollution in the local area spoke of how there are not any facilities in Destin that hold anything more than 10,000 gallons by regulations. He recited all the requirements of the EPA that even the smaller fuel facilities have to follow. He spoke of the notification requirements for terminal facilities and the operators of vessels being in the middle of their jurisdiction, depending on the time of year, it could take hours to get to the incident because of traffic delays. In regards to gasoline discharge the product is too volatile to boom and is better to let it spread as it will get taken care of by nature, but diesel fuel, especially marine grade that has the red dye is different and there is on water recovery that can be done, and the Coast Guard is the lead investigative agency for those. He pointed out that that a person could be liable to up to \$55k a day per offense if they have to come in and hire a contractor to clean up the spill.

Board member Tadlock questioned the requirements for at home deliveries of motor fuel and the procedures to take if there was a spill. He provided background information of a spill that took place in the harbor several years ago and how it got out of control because there was no one to contact locally and nothing was done in enough time to contain it. ENS Blackwell replied that any oil spill that enters the water and causes a sheen, by law has to be reported and anyone that makes a report to the National Report Center has to leave their name and contact information however, that information is protected by the National Privacy Protection Act. He also spoke of how the Coast Guard for the first time is in need of manpower and they are offering cash incentives to their recruiters and the public to get people to join and how if they

can, he wants to have 5 new personal at the Destin Station so that they can have a team on hand to respond to incidents.

Motion by Chairman Stephens to recommend to Council that the city Florida's DEP Fuel Contingency Plan standards for all businesses, if they sell fuel or have their own method of fueling on the property. Board member Green provided the second for discussion. In discussion, Board member Green stated that he feels that it should have the ability to be contained within their adjacent fueling facility area of where its pumped. Chairman Stephens added to his motion the following, **five times the length of the largest vessel expected to utilize the facility on property.** Mr. Tadlock asked if their objective is to ensure that the entire area including any slips that could be contaminated is boomed. Board member Green provided an example of being 5 times the size of the Buccaneer Boat at Harbor Walk or the Destiny at the Fishing Co-op. Board member Green spoke of how important water quality is for everyone as well as this board and the Harbor Capacity Committee and supports the motion.

Mr. O'Connor provided the members information from Article 4 of the Comprehensive Plan, Public Participation, which is where the boards power comes from, which reads, *"Recommend the current Comprehensive Plan for future growth, development, and restoration of the harbor and waterways of Destin, and amendments thereto, which will upon adoption by City Council be incorporated into the city's Comprehensive Plan. Review of other public and private studies and recommendation of merit by the board are encouraged."* He then spoke of the Harbor Capacity Study is awaiting the soon to be released draft of the study conducted by the ACOE and their recommendations. Once they get that, they will review and discuss, this board will also get it to review and make specific recommendations. Mr. O'Connor then asked the members if they are aware of the Florida Clean Marina Program and recommended that they all go to the website and read it, noting that he feels it is 100% inline with the powers of their purview to implement recommendations for a clean harbor and waterways simply by Destinizing it by making simple word changes.

Chairman Stephens called for the vote and the motion passed unanimously 6-0.

The Chairman then asked Mr. Sullivan if there is a way to get his department to find out if there is a way that they can follow up with the livery vessel companies to ensure that they are all following the same fueling methods when they submit their application. Adding that he wants to make sure that what they are saying on their application, is exactly what they are doing, and writing on their application, getting gas at marina, as one of the applicants wrote, is not acceptable.

Mr. O'Connor explained that both the Planning Division and Code Compliance will work together to ensure that the applications for livery vessels are filled in correctly and have all the proper information provided. There was additional discussions regarding what all needs to be included in the application process and what staff will require to be included in the applications before being reviewed and approved.

The Chairman stated that he would like to get a follow up from Code to verify the business has proper equipment and to verify the necessary restrictions are in place, such as no smoking stickers and proof that the fire extinguishers are inspected, when and by whom.

Mr. Sullivan assured the Chair that he and his department will look into a prevention plan and provide an update at a future meeting.

➤ **Board member Tadlock** – Asked in the event that an application goes forward with or without their recommendation, does the Council get the minutes. The Clerk explained that when the minutes are finished, the drafts are placed on the next Council’s Consent Agenda for their review.

7. ADJOURNMENT:

With there being no further discussion, the meeting adjourned at 7:15 p.m.

Adopted and approved this _____ day of _____ 2023.

John Stephens, Chairman

Kim Montgomery, Deputy City Clerk



CARVER DARDEN

TRAVIS M. MOROCK
PENSACOLA OFFICE

(850) 266-2308
morock@carverdarden.com

April 12, 2023

VIA EMAIL (kkopp@romanokopplaw.com)

Kimberly Romano Kopp, Esq.
Romano Kopp Law, P.A.
P.O. Box 5524
Destin, Florida 32541-0445

Re: Dock at 523 Norriego Road, Destin, FL 32541

Dear Ms. Kopp:

As you know, our firm represents C-Side Destin Properties, LLC, a Florida limited liability company (the "Champagnes"). I'm writing to advise the City of Destin and the City of Destin Council that on the morning of Tuesday, April 11, 2023, I spoke with Adrienne Childers with Florida's Department of Environmental Protection. Ms. Childers is the environmental specialist that performed the site visit and is handling this dock project. She confirmed that the current construction of the dock (including the sun deck) falls under a repair and replacement exemption under Rule 62-330.051(5)(D), F.A.C. Therefore, the Florida Department of Environmental Protection does not require the Champagnes to obtain the approval of any adjacent property owners for construction of the dock (including the sun deck).

In addition, at the Council meeting on March 20, 2023, the Council had concerns regarding the proper calculation of a project valuation for a construction project. To resolve the Council's concerns, I've confirmed with Mrs. Noel D. Bell, CBO, the Building Official for the City of Destin, that the project valuation shall be based on cost of construction, which is the labor and materials, not overhead profit or administrative cost, etc. William F. Davis Construction, Inc. has confirmed with Mrs. Bell that \$69,000.00 is the correct project valuation for construction of the dock (with sundeck) and provided updated plans which identify the deck and stairs, overall dimensions, along with the elevation height overall. I'm enclosing a copy of the updated plans provided by William F. Davis Construction, Inc. to the City of Destin.

Lastly, I understand that adjacent property owners, Mr. Charles Mulle and Mr. Larry Edwards, have expressed opposition to construction of the Champagnes' dock on the basis of its size and obstruction of their view. I'm enclosing an aerial map from the Okaloosa County Property Appraiser website that easily establishes that Mr. Mulle's and Mr. Edwards' dock both extend much further into the waterway than the

Carver Darden Koretzky Tessier Finn Blossman & Areaux LLC

151 W. MAIN ST. • SUITE 200 • PENSACOLA, FL 32502

P: (850) 266.2300 • F: (850) 266.2301

Ms. Kimberly Kopp, Esq.

Page 2 of 2

April 12, 2023

CARVER DARDEN

Champagnes' dock. Mr. Mulle also, incorrectly, represented to the Council that his approval is required for construction of the dock. Per Section 11.05.01(S) of the City of Destin's Land Development Code (**emphasis added**), "No dock or vessel shall be placed within the 25-foot setback of a property line **without providing prior written notification to the adjoining landowners and requesting their response**. Any objections received from the adjoining property owners will be considered by the Harbor and Waterways Board in their recommendations to the City Council." A written notification was provided to the adjoining landowners. Accordingly, all the requirements of Section 11.05.01(S) have been satisfied. No approval by adjacent property owners is required under the City of Destin's Land Development Code. Likewise, as confirmed by the Florida Department of Environmental Protection, the Champagnes' construction of the dock (including the sun deck) falls under a repair and replacement exemption under Rule 62-330.051(5)(D), F.A.C. Therefore, the Florida Department of Environmental Protection does not require the Champagnes to obtain the approval of any adjacent property owners for construction of the dock (including the sun deck). Regardless, any requirements imposed by the Florida Department of Environmental Protection are within the exclusive purview of the Florida Department of Environmental Protection and do not impact the issuance or approval of a project by the City of Destin.

I hope this letter aids the Council and clarifies any factual or legal misinformation that was presented by any individuals at the Council meeting on March 20, 2023. If there are any additional concerns or information that the Council or any City of Destin official requires to process and approve the Champagne's dock project at 523 Norriego Road, Destin, FL 32541, then please do not hesitate to contact me.

Sincerely,



Travis M. Morock

Enclosures

cc:

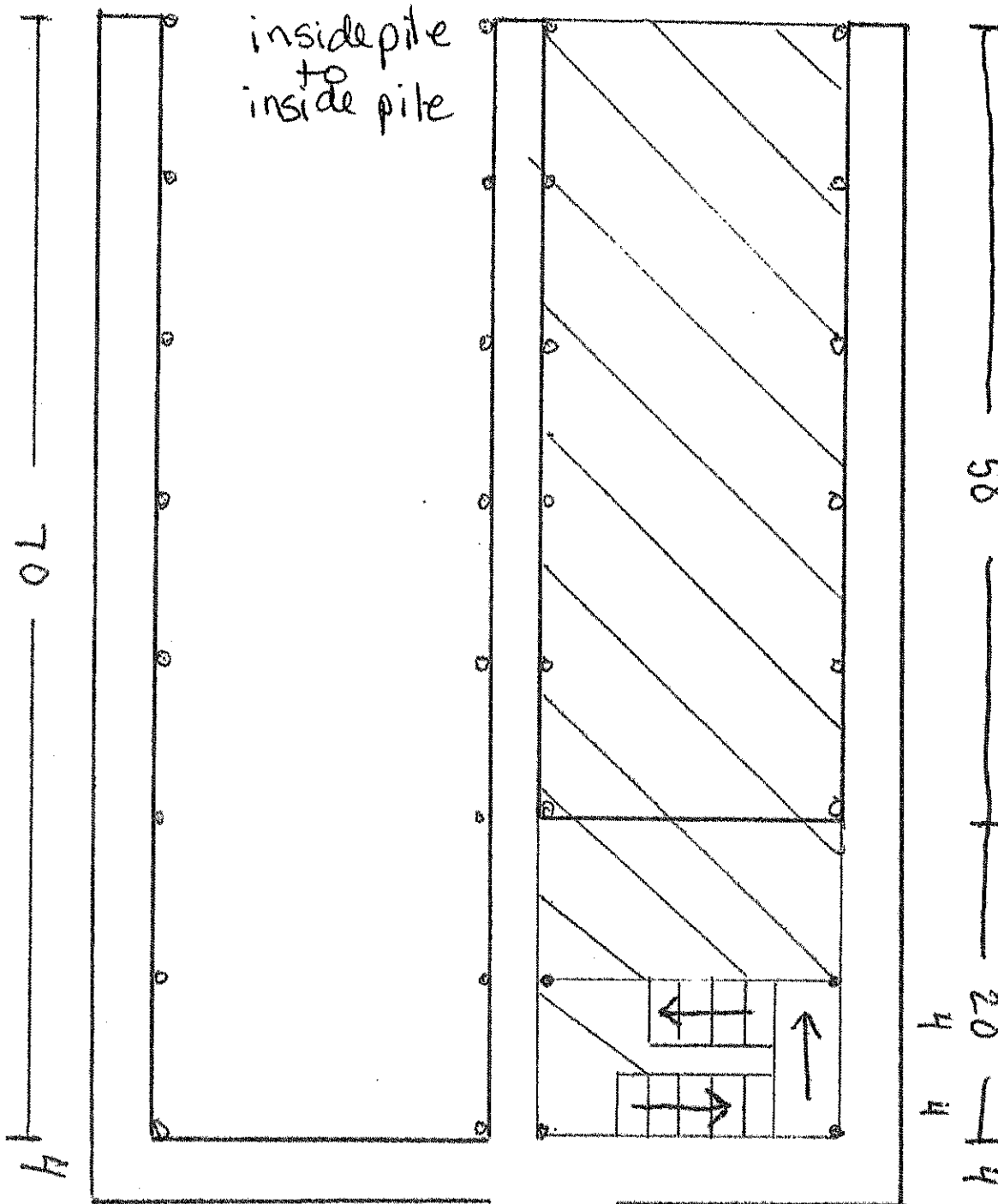
Noell Bell (nbell@cityofdestin.com)

Louis Zunguze (lzunguze@cityofdestin.com)

Steve O'Connor (soconnor@cityofdestin.com)

Robert S. Rushing (rusting@carverdarden.com)

4 — 21 — 3 — 19/20 — 4



Dock 1406 sq ft

Upper Deck 1400

Stairs 120

Handrail 210 LF + 42" tall

Tieoff Piles in Slip 110

Total (material + labor) cost
upper + lower — \$69,000-

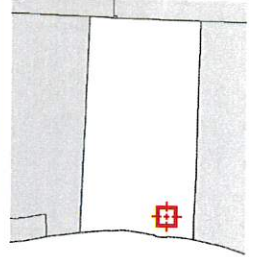
Height from
top of lower
deck to top of
Handrail 242"

523 Norriego Rd

Robbie Champagne



Overview

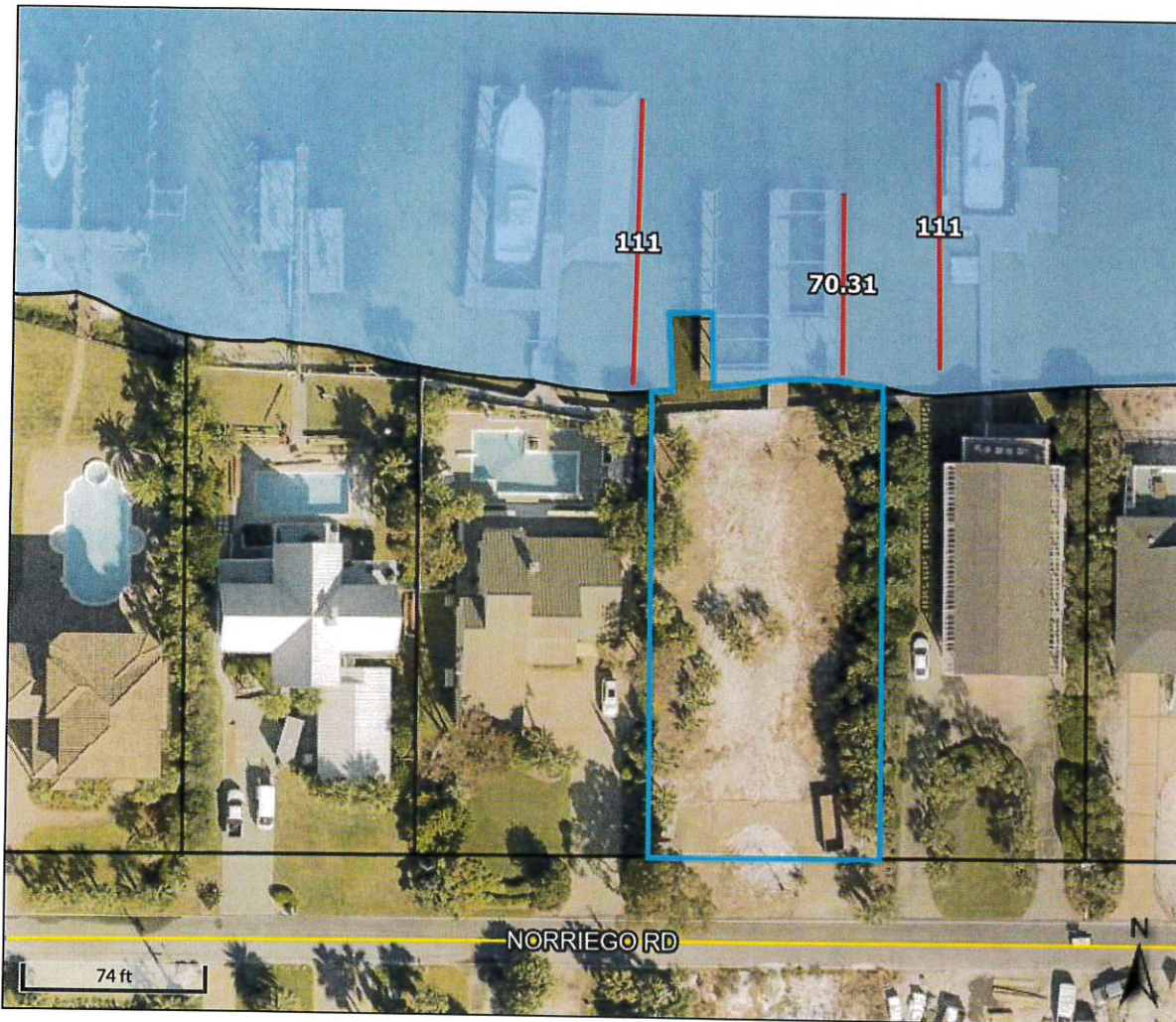


Legend

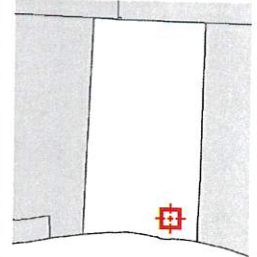
- Parcels
- Roads
- Water
- City Labels

Date created: 4/12/2023
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Overview



Legend

- Parcels
- Roads
- Water
- City Labels

Parcel ID	00-25-24-2186-000F-0060	Physical Address	523 NORRIEGO RD DESTIN	Land Value	\$800,597	Last 2 Sales			
Acres (GIS)	0.39	Mailing Address	C-SIDE DESTIN	Ag Land Value	\$0	Date	6/30/2021	Price	\$1850000
Property Class	VACANT/RES	Address	PROPERTIES LLC	Building Value	\$0		7/31/2020		\$1650000
Taxing District	10		1011 SAADIST HOUMA, LA 70363	Misc Value	\$18,755			Reason	QUAL/DEED EXAMINATION
				Just Value	\$819,352				UNQAUL/CEMETARY U LOTS/PARCELS
				Assessed Value	\$819,352				
				Exempt Value	\$0				
				Taxable Value	\$819,352				

Date created: 4/12/2023

Last Data Uploaded: 4/12/2023 10:10:46 AM

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CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023

TYPE OF AGENDA ITEM: Public Hearing

AGENDA OUTLINE NUMBER: 5.B.

TO: City Council

THRU: Lance Johnson, City Manager

FROM: Louis Zunguze, Community Development Director
Kimberly Kopp, Land Use Attorney

DATE: April 12, 2023

SUBJECT: First reading of Ordinance 23-04-CC - which amends the code of ordinances to establish a code compliance lien reduction application process and criteria for the reduction of code compliance liens; amending chapter 14 "offenses and miscellaneous provisions", creating section 14-86, "application to the city council for reduction of existing code compliance lien"; creating section 14-87, "required criteria for the reduction of existing code compliance lien"

I. BACKGROUND: Lately, the Council has been asked to review multiple code compliance lien reduction requests, which requests are authorized by the City Code. However, notwithstanding this Code authorization, the City Code does not currently contain guidelines or criteria that might help the City Council in making the determinations. On January 3, 2023, the City Council directed that proposed code compliance lien reduction Code provisions be brought back to the City Council for consideration before the end of March. This was done, and the March 20, 2023 City Council directive was to bring back the following ordinance for first reading and a public hearing.

II. DISCUSSION: The following is a recommended amendment to the City Code of Ordinances. If acceptable, it will be put in ordinance form and advertised to go before the City Council for formal consideration at public hearings.

Section 14-86. Application to City Council for Reduction of Existing Code Compliance Lien.

1. The City Council shall have the authority to reduce any lien imposed by the City's special magistrate for code compliance based on the criteria set forth in Section 14-87 of this Code, and subject to the maximum reduction amounts set forth in subsection 14-86(C).

2. It shall be the responsibility of the applicant for the lien reduction to demonstrate, and each application shall contain, written statements of fact addressing the criteria prescribed in Subsection 14-87.
3. All lien reduction requests are subject to the following maximum percentage reductions:

<u>Length of time the Violation Remained</u>		<u>Percentage Reduction</u>
<u>Non-Compliant with Special Magistrate's Order</u>		
<u>Up to 1 Year</u>		<u>Reduction up to no more than 30% of lien amount</u>
<u>More than 1 Year, up to 2 Years</u>		<u>Reduction up to no more than 25% of lien amount</u>
<u>More than 2 Years, up to 5 Years</u>		<u>Reduction up to no more than 10% of lien amount</u>
<u>More than 5 Years, up to 10 Years</u>		<u>Reduction up to no more than 5% of lien amount</u>
<u>More than 10 Years, up to 15 Years</u>		<u>Reduction up to no more than 2% of lien amount</u>
<u>More than 15 Years</u>		<u>None</u>

-

4. Each request for a lien reduction, and each decision appealed, shall be the subject matter of a separate application.
5. Nothing herein shall obligate the City Council to reduce any code compliance lien.

Section 14-87. Required Criteria for Reduction of Existing Code Compliance Lien.

The following criteria must be considered in order for the City Council to reduce a lien imposed by the special magistrate in a code compliance case:

1. The amount of any administrative and out-of-pocket costs incurred by the city which are directly associated with the underlying code enforcement case and lien, including, but not limited to, code compliance staff and attorney time, postage, advertising and recording costs, and other city expenses related to any measure taken by the city to abate a nuisance caused by the violation;
2. The gravity and number of the violation(s);
3. The amount of the requested reduction;
4. Whether the applicant was responsible for the violation which caused the lien;
5. Whether the applicant is or will be a bona fide purchaser of the subject property and is filing or has filed for a homestead exemption evidencing a desire to reside within the city on a non-transient basis, or whether the property is or will be acquired for investment purposes;
6. The time it took to bring the property into compliance;
7. The accrued amount of the code compliance fine or lien as compared to the current market value of the property;
8. Any previous or subsequent code violations pertaining to the property unless an order finding a violation is under appeal at the time of determination;

9. Any previous or subsequent code violations of the applicant pertaining to other properties owned within the city, unless an order finding a violation is under appeal at the time of the determination;
10. Any relevant information contained in any title policy required to be submitted to the city under this section;
11. Any demonstrated financial hardship;
12. Any other mitigating circumstance which may warrant the reduction or satisfaction of the penalty or fine; and
13. Any other administrative review criteria relevant to whether it is equitable to reduce or release a lien which is adopted by the city manager, in writing, and is intended to be applied to all applications on a uniform basis.

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB):

C. Level of Service (LOS):

D. Legislative Sponsor: City Council 3/20/2023

III. CONCLUSION: The City Code does not currently contain guidelines or criteria that might help the City Council in making the determinations. Adoption of a Code will allow for fair and consistent decisions, while encouraging code compliance and more efficient payment of liens.

IV. RECOMMENDED MOTION: I move to approve Ordinance 23-04-CC on first reading, and direct the City Clerk to advertise for 2nd reading.

Attachments:

1. 23-04-CC LIEN REDUCTION

ORDINANCE NO. 23-04-CC

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA, PROVIDING FOR AMENDMENTS TO THE CODE OF ORDINANCES TO ESTABLISH A CODE COMPLIANCE LIEN REDUCTION APPLICATION PROCESS AND CRITERIA FOR REDUCTION OF CODE COMPLIANCE LIENS; AMENDING CHAPTER 14 “OFFENSES AND MISCELLANEOUS PROVISIONS”, CREATING SECTION 14-86, “APPLICATION TO CITY COUNCIL FOR REDUCTION OF EXISTING CODE COMPLIANCE LIEN”; CREATING SECTION 14-87, “REQUIRED CRITERIA FOR REDUCTION OF EXISTING CODE COMPLIANCE LIEN”; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR INCORPORATION INTO THE CODE OF ORDINANCES; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

SECTION 1. AUTHORITY.

The authority for enactment of this Ordinance is Article 1, Section 1.01 (b) of the City Charter, Section 166.021, Florida Statutes and Chapter 162, Florida Statutes.

SECTION 2. FINDINGS OF FACT.

WHEREAS, section 162.09, Florida Statutes provides that a certified copy of an order imposing a fine, or a fine plus repair costs, may be recorded in the public records and thereafter shall constitute a lien against the land on which a City code violation exists and upon any other real or personal property owned by the violator; and

WHEREAS, such fines imposed continue to accrue until the violator comes into compliance or until judgment is rendered in a suit filed pursuant to state law, whichever occurs first; and

WHEREAS, a lien arising from a fine imposed pursuant to Chapter 162, Florida Statutes runs in favor of the local governing body, and the local governing body may reduce the lien, execute a satisfaction or release of lien entered, foreclose on the lien, or sue to recover a money judgment for the amount of the lien plus accrued interest, and

WHEREAS, the City Council of the City of Destin finds that the safety, health, and welfare of the citizens of and visitors to the City of Destin would be best protected implementation of a code compliance lien reduction process; and

WHEREAS, the City Council has determined that this ordinance is in the best interests of the City and citizens; and

WHEREAS, two public hearings have been conducted by the City Council after due public notice.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA, AS FOLLOWS:

NOTE: Language in all sections of this ordinance that is ~~strike-thru~~ is language proposed to be deleted, underline language is language to be added, language that is not in strike-thru or underlined is not to be changed. The symbol *** represents sections of the Code of Ordinances that have been skipped and remain unchanged.

SECTION 3. AMENDING CHAPTER 14 OF THE CODE OF ORDINANCES TO ESTABLISH A CODE COMPLIANCE LIEN REDUCTION APPLICATION PROCESS AND CRITERIA FOR REDUCTION OF CODE COMPLIANCE LIENS.

Chapter 14 of the Code of Ordinances is hereby amended as follows:

CHAPTER 14 - OFFENSES AND MISCELLANEOUS PROVISIONS

Section 14-86. Application to City Council for Reduction of Existing Code Compliance Lien.

- A. The City Council shall have the authority to reduce any lien imposed by the City's special magistrate for code compliance based on the criteria set forth in Section 14-87 of this Code, and subject to the maximum reduction amounts set forth in subsection 14-86(C).
- B. It shall be the responsibility of the applicant for the lien reduction to demonstrate, and each application shall contain, written statements of fact addressing the criteria prescribed in Subsection 14-87.
- C. All lien reduction requests are subject to the following maximum percentage reductions:

<u>Length of time the Violation Remained Non-Compliant with Special Magistrate's Order</u>	<u>Percentage Reduction</u>
<u>Up to 1 Year</u>	<u>Reduction up to no more than 30% of lien amount</u>
<u>More than 1 Year, up to 2 Years</u>	<u>Reduction up to no more than 25% of lien amount</u>
<u>More than 2 Years, up to 5 Years</u>	<u>Reduction up to no more than 10% of lien amount</u>
<u>More than 5 Years, up to 10 Years</u>	<u>Reduction up to no more than 5% of lien amount</u>
<u>More than 10 Years, up to 15 Years</u>	<u>Reduction up to no more than 2% of lien amount</u>
<u>More than 15 Years</u>	<u>None</u>

- D. Each request for a lien reduction, and each decision appealed, shall be the subject matter of a separate application.
- E. Nothing herein shall obligate the City Council to reduce any code compliance lien.

Section 14-87. Required Criteria for Reduction of Existing Code Compliance Lien.

The following criteria must be considered in order for the City Council to reduce a lien imposed by the special magistrate in a code compliance case:

1. The amount of any administrative and out-of-pocket costs incurred by the city which are directly associated with the underlying code enforcement case and lien, including, but not limited to, code compliance staff and attorney time, postage, advertising and recording costs, and other city expenses related to any measure taken by the city to abate a nuisance caused by the violation;
2. The gravity and number of the violation(s);
3. The amount of the requested reduction;
4. Whether the applicant was responsible for the violation which caused the lien;
5. Whether the applicant is or will be a bona fide purchaser of the subject property and is filing or has filed for a homestead exemption evidencing a desire to reside within the city on a non-transient basis, or whether the property is or will be acquired for investment purposes;
6. The time it took to bring the property into compliance;
7. The accrued amount of the code compliance fine or lien as compared to the current market value of the property;
8. Any previous or subsequent code violations pertaining to the property unless an order finding a violation is under appeal at the time of determination;
9. Any previous or subsequent code violations of the applicant pertaining to other properties owned within the city, unless an order finding a violation is under appeal at the time of the determination;
10. Any relevant information contained in any title policy required to be submitted to the city under this section;
11. Any demonstrated financial hardship;
12. Any other mitigating circumstance which may warrant the reduction or satisfaction of the penalty or fine; and
13. Any other administrative review criteria relevant to whether it is equitable to reduce or release a lien which is adopted by the city manager, in writing, and is intended to be applied to all applications on a uniform basis.

SECTION 4. INCORPORATION INTO CITY CODE OF ORDINANCES. This ordinance shall be incorporated into the City of Destin's Code of Ordinances and any section or paragraph number or letter and any heading may be changed or modified as necessary to effectuate the foregoing.

SECTION 5. CONFLICTING PROVISIONS. Special Acts of the Florida Legislature applicable to the incorporated area of the City of Destin, City Ordinances and City Resolutions, or parts, thereof, in conflict with the provisions of this ordinance are hereby superseded by this ordinance to the extent of such conflict.

SECTION 6. SEVERABILITY. If any section, phase, sentence, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 7. EFFECTIVE DATE. This ordinance shall become effective upon its adoption by the City Council and signature by the Mayor.

ADOPTED this ____ day of _____, 2023.

Bobby Wagner, Mayor

ATTEST:

Rey Bailey, City Clerk

The form and legal sufficiency of the foregoing
has been reviewed and approved by the City Land
Use Attorney, for the City of Destin, only.

Kimberly Romano Kopp, City Land Use Attorney

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023

TYPE OF AGENDA ITEM: Public Hearing

AGENDA OUTLINE NUMBER: 5.C.

TO: City Council

THRU: Lance Johnson, City Manager

FROM: Louis Zunguze, Community Development Director
Kimberly Kopp, Land Use Attorney

DATE: April 12, 2023

SUBJECT: First reading of Ordinance 23-05-LC - which amends the Land Development Code; amending Section 11.05.01 "Marina Siting" to prohibit the granting of variances to the maximum dock lengths set forth therein.

I. BACKGROUND: On March 6, 2023, the City Council directed City Staff and the City Land Use Attorney to prepare an ordinance prohibiting the granting of variances from the maximum dock lengths set forth in the City's Land Development Code. The Proposed Ordinance 23-05-LC accomplishes this directive.

II. DISCUSSION: Proposed Ordinance 23-05-LC prohibits the granting of variances from the maximum dock lengths established in **Article 11** of the Land Development Code, as detailed here:

11.05.01. *General regulations; prohibitions.* This Article establishes and regulates procedures and standards by which the City controls and regulates development, construction and activities within and contiguous to the Harbor and Waterways of Destin. The following regulations and prohibitions shall apply to the Harbor and Waterways of Destin:

F. No new or existing dock shall be constructed or modified such that the length of any pier as completed is greater than 20 percent of the width of the Harbor or Waterway at the place where the pier is located, or out 200 feet, whichever is less, except in Choctawhatchee Bay. Variances from the maximum dock length set forth in this subsection F are prohibited.

G. No piling(s) shall be added to the waterward end of any pier which piling(s) would make the total length of the dock more than 200 feet, or 20 percent of the waterway, whichever is less, except in Choctawhatchee Bay. Variances from the maximum dock length set forth in this subsection G are prohibited.

M. Excepting docks connected to uplands zoned South Harbor Mixed Use (SHMU), or those located on Choctawhatchee Bay, no dock shall be longer than the width, at the mean high-water line, of the lot to which the dock is attached.

1. For those docks connected to uplands zoned SHMU, or those located on Choctawhatchee Bay, a dock may be constructed to a length of 1.5 times the width of the property at the mean high-water line, provided the length of the dock not exceed the maximum length established by paragraphs F and G above.

2. For the purpose of this subsection, lots may be combined with neighboring lots. However, no dock may exceed the limitations specified in subsection F above.

3. Variances from the maximum dock length set forth in this subsection M are prohibited.

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB):

C. Level of Service (LOS):

D. Legislative Sponsor:

III. CONCLUSION: The safety, health, and welfare of the citizens of and visitors to the City of Destin would be best protected by maintaining a consistent maximum dock length within the City's Harbor and Waterways, and therefore, Staff recommends approval of the Proposed Ordinance 23-05-LC.

IV. RECOMMENDED MOTION: I move to approve Ordinance 23-05-LC on first reading, forward it to the Local Planning Agency (LPA) for a formal recommendation, and then advertise the Ordinance for second reading at City Council after the LPA meeting.

Attachments:

1. Dock Length Variances

ORDINANCE NO. 23-05-LC

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA, PROVIDING FOR AMENDMENTS TO THE LAND DEVELOPMENT CODE; AMENDING SECTION 11.05.01 “MARINA SITING” TO PROHIBIT THE GRANTING OF VARIANCES TO THE MAXIMUM DOCK LENGTHS SET FORTH THEREIN; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR INCORPORATION INTO THE LAND DEVELOPMENT CODE; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

SECTION 1. AUTHORITY.

The authority for enactment of this Ordinance is Article 1, Section 1.01 (b) of the City Charter, Section 166.021, Florida Statutes and Chapter 163, Part II, Florida Statutes.

SECTION 2. FINDINGS OF FACT.

WHEREAS, the tranquility, safety, and orderly use of the City harbor and waterways is of prime importance to the city, its citizens and visitors; and

WHEREAS, the City Council of the City of Destin finds that the safety, health, and welfare of the citizens of and visitors to the City of Destin would be best protected by maintaining a consistent maximum dock length within the City’s harbor and waterways; and

WHEREAS, the City Council hereby adopts provisions to its Land Development Code to prohibit the granting of variances to the maximum length of docks in waterways of the City; and

WHEREAS, the City Council has determined that this ordinance is in the best interests of the City and its citizens; and

WHEREAS, a public hearing was held before the LPA, and two public hearings have been conducted by the City Council after due public notice.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA, AS FOLLOWS:

NOTE: Language in all sections of this ordinance that is ~~strike-thru~~ is language proposed to be deleted, underline language is language to be added, language that is not in strike-thru or underlined is not to be changed. The symbol * represents sections of the Land Development Code that have been skipped and remain unchanged.**

SECTION 3. AMENDING ARTICLE 11 OF THE LAND DEVELOPMENT CODE.

Article 11 of the Land Development Code is hereby amended as follows:

ARTICLE 11 – COASTAL MANAGEMENT AND CONSERVATION.

11.05.01. *General regulations; prohibitions.* This article establishes and regulates procedures and standards by which the City controls and regulates development, construction and activities within and contiguous to the Harbor and waterways of Destin. The following regulations and prohibitions shall apply to the Harbor and waterways of Destin:

- F. No new or existing dock shall be constructed or modified such that the length of any pier as completed is greater than 20 percent of the width of the Harbor or waterway at the place where the pier is located, or out 200 feet, whichever is less, except in Choctawhatchee Bay. Variances from the maximum dock length set forth in this subsection F are prohibited.
- G. No piling(s) shall be added to the waterward end of any pier which piling(s) would make the total length of the dock more than 200 feet, or 20 percent of the waterway, whichever is less, except in Choctawhatchee Bay. Variances from the maximum dock length set forth in this subsection G are prohibited.

- M. Excepting docks connected to uplands zoned SHMU, or those located on Choctawhatchee Bay, no dock shall be longer than the width, at the mean high-water line, of the lot to which the dock is attached.
 - 1. For those docks connected to uplands zoned SHMU, or those located on Choctawhatchee Bay, a dock may be constructed to a length of 1.5 times the width of the property at the mean high-water line, provided the length of the dock not exceed the maximum length established by paragraphs F and G above.
 - 2. For the purpose of this subsection, lots may be combined with neighboring lots. However, no dock may exceed the limitations specified in subsection F above.
 - 3. Variances from the maximum dock length set forth in this subsection M are prohibited.

SECTION 4. INCORPORATION INTO CITY LAND DEVELOPMENT CODE.

This ordinance shall be incorporated into the City of Destin's Land Development Code and any section or paragraph number or letter and any heading may be changed or modified as necessary to effectuate the foregoing.

SECTION 5. CONFLICTING PROVISIONS. Special Acts of the Florida Legislature applicable to the incorporated area of the City of Destin, City Ordinances and City Resolutions, or parts, thereof, in conflict with the provisions of this ordinance are hereby superseded by this ordinance to the extent of such conflict.

SECTION 6. SEVERABILITY. If any section, phase, sentence, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 7. EFFECTIVE DATE. This ordinance shall become effective upon its adoption by the City Council and signature by the Mayor.

ADOPTED this ____ day of _____, 2023.

Bobby Wagner, Mayor

ATTEST:

Rey Bailey, City Clerk

The form and legal sufficiency of the foregoing
has been reviewed and approved by the City Land
Use Attorney, for the City of Destin, only.

Kimberly Romano Kopp, City Land Use Attorney

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: April 17, 2023

TYPE OF AGENDA ITEM: Public Hearing

AGENDA OUTLINE NUMBER: 5.D.

TO: City Council

THRU: Lance Johnson, City Manager

FROM: Louis Zunguze, Community Development Director
Kimberly Kopp, Land Use Attorney

DATE: April 12, 2023

SUBJECT: First reading of Ordinance 23-06-LC - which amends the Land Development Code; amending Section 2.23.00 "reserved" to provide that applications for variances are to be granted or denied by the City Council and establishing a process and criteria for City Council consideration of variance applications; renaming Section 2.23.00 "variances"; amending Section 2.25.00 "Board of Adjustment" to remove the authority to consider variance applications from the Board of Adjustment.

I. BACKGROUND: On March 6, 2023, the City Council directed City Staff and the City Land Use Attorney to prepare an ordinance removing the authority to hear variances from the Board of Adjustment and granting such authority to the City Council.

II. DISCUSSION: Proposed Ordinance 23-06-LC removes language from 2.25.00 of the Land Development Code, to remove variances from the purview of the Board of Adjustment, and places the authority to consider variances under the authority of the City Council. The provisions newly applicable to the City Council are as follows:

2.23.00. Variances. Reserved.

Upon application by a property owner or authorized agent of a property owner, the City Council may consider a request for a variance from the terms of any land development regulation as will not be contrary to the public interest when, owing to special conditions, a literal enforcement of the provisions of such ordinance would result in unnecessary and undue hardship. In order to authorize any variance from the terms of the conditions of a Land Development Regulation, the City Council must find:

1. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district.

2. That the special conditions and circumstances are not self-imposed, and do not result from the actions of the applicant.
3. That granting the variance requested will not unreasonably confer on the applicant any special privilege that is denied by any Land Development Regulation to other lands, buildings, or structures in the same zoning district.
4. That literal interpretation of the provisions of any Land Development Regulation would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of any Land Development Regulation and would work unnecessary and undue hardship on the applicant.
5. That the variance granted is the minimum variance that will make possible the reasonable use of the land, building, or structure.
6. That the grant of the variance will be in harmony with the general intent and purpose of any Land Development Regulation and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

In granting any variance, the City Council may prescribe appropriate conditions and safeguards in conformity with any Land Development Regulation. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of the Land Development Regulation.
The City Council may prescribe a reasonable time limit within which the action for which the variance is required shall be begun or completed or both.

D. Under no circumstances, except as permitted above, shall the City Council grant a variance to permit a use not generally or by conditional uses permitted in the zoning district involved or any use expressly or by implication prohibited by the terms of the ordinance in the zoning district. No nonconforming use of neighboring lands, structures, or buildings in the same zoning district and no permitted use of lands, structures, or buildings in other zoning districts shall be considered grounds for the authorization of a variance.

2.23.04. Applications. It shall be the responsibility of the applicant to demonstrate, and each application shall contain, statements of fact establishing the criteria prescribed in Subsection 2.23.00. Each request for variance shall be the subject matter of a separate application.

2.23.05. Findings. The City Council shall make objective findings of fact and report in its minutes the findings of fact relied upon in concluding whether or not the criteria described in Subsections 2.23.00 are met, and whether or not the request is consistent with the City's Comprehensive Plan, and no issuance of a variance to any City Ordinance shall issue unless the applicable criteria and plan compliance are met. Variances are not precedent-setting.

2.23.06. Action time limit. An action for which a variance is required shall be begun no later than six months and completed no later than 12 months from the grant of variance, or such other reasonable time limit as shall be determined for the grant of variance by the City Council.

- A. Link to Strategic Goals / Objectives:
- B. Effect on Budget (EOB):
- C. Level of Service (LOS):
- D. Legislative Sponsor: City Council on 3/6/2023

III. CONCLUSION: Staff recommends approval of the Proposed Ordinance 23-06-LC, based on the City Council's directive on March 6, 2023.

IV. RECOMMENDED MOTION: I move to approve Ordinance 23-06-LC on first reading, forward it to the Local Planning Agency (LPA) for a formal recommendation, and then advertise the ordinance for second reading at City Council after the LPA meeting.

Attachments:

1. Variances to Council

ORDINANCE NO. 23-06-LC

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA, PROVIDING FOR AMENDMENTS TO THE LAND DEVELOPMENT CODE; AMENDING SECTION 2.23.00 “RESERVED” TO PROVIDE THAT APPLICATIONS FOR VARIANCES ARE TO BE GRANTED OR DENIED BY THE CITY COUNCIL AND ESTABLISHING A PROCESS AND CRITERIA FOR CITY COUNCIL CONSIDERATION OF VARIANCE APPLICATIONS; RENAMING SECTION 2.23.00 “VARIANCES”; AMENDING SECTION 2.25.00 “BOARD OF ADJUSTMENT” TO REMOVE THE AUTHORITY TO CONSIDER VARIANCE APPLICATIONS FROM THE BOARD OF ADJUSTMENT; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR INCORPORATION INTO THE LAND DEVELOPMENT CODE; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

SECTION 1. AUTHORITY.

The authority for enactment of this Ordinance is Article 1, Section 1.01 (b) of the City Charter, Section 166.021, Florida Statutes.

SECTION 2. FINDINGS OF FACT.

WHEREAS, the City Council of the City of Destin finds that the safety, health, and welfare of the citizens of and visitors to the City of Destin would be best protected by authorizing the City Council to grant variances to city land development regulations; and

WHEREAS, the City Council hereby adopts provisions to its Land Development Code to authorize the City Council to grant variances and to remove such current authority from the purview of the Board of Adjustment; and

WHEREAS, the City Council has determined that this ordinance is in the best interests of the City and its citizens; and

WHEREAS, a public hearing was held before the LPA, and two public hearings have been conducted by the City Council after due public notice.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA, AS FOLLOWS:

NOTE: Language in all sections of this ordinance that is ~~strike-thru~~ is language proposed to be deleted, underline language is language to be added, language that is not in strike-thru or underlined is not to be changed. The symbol * represents sections of the Land Development Code that have been skipped and remain unchanged.**

SECTION 3. AMENDING ARTICLE 2 OF THE LAND DEVELOPMENT CODE.

Article 2 of the Land Development Code is hereby amended as follows:

ARTICLE 2 – ADMINISTRATION.

2.23.00. Variances. Reserved.

Upon application by a property owner or authorized agent of a property owner, the City Council may consider a request for a variance from the terms of any land development regulation as will not be contrary to the public interest when, owing to special conditions, a literal enforcement of the provisions of such ordinance would result in unnecessary and undue hardship.

In order to authorize any variance from the terms of the conditions of a land development regulation, the city council must find:

1. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district.
2. That the special conditions and circumstances do not result from the actions of the applicant.
3. That granting the variance requested will not confer on the applicant any special privilege that is denied by any land development regulation to other lands, buildings, or structures in the same zoning district.
4. That literal interpretation of the provisions of any land development regulation would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of any land development regulation and would work unnecessary and undue hardship on the applicant.
5. That the variance granted is the minimum variance that will make possible the reasonable use of the land, building, or structure.
6. That the grant of the variance will be in harmony with the general intent and purpose of any land development regulation and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

In granting any variance, the city council may prescribe appropriate conditions and safeguards in conformity with any land development regulation. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of the land development regulation.

The city council may prescribe a reasonable time limit within which the action for which the variance is required shall be begun or completed or both.

D. Under no circumstances, except as permitted above, shall the city council grant a variance to permit a use not generally or by conditional uses permitted in the zoning district involved or any use expressly or by implication prohibited by the terms of the ordinance in the zoning district. No nonconforming use of neighboring lands, structures, or buildings in the same zoning district and no permitted use of lands, structures, or buildings in other zoning districts shall be considered grounds for the authorization of a variance.

2.23.04. Applications. It shall be the responsibility of the applicant to demonstrate, and each application shall contain, statements of fact establishing the criteria prescribed in subsection 2.23.00. Each request for variance shall be the subject matter of a separate application.

2.23.05. Findings. The city council shall make objective findings of fact and report in its minutes the findings of fact relied upon in concluding whether or not the criteria described in Subsections 2.23.00 are met, and whether or not the request is consistent with the City's comprehensive plan, and no issuance of a variance to any city ordinance shall issue unless the applicable criteria and plan compliance are met. Variances are not precedent-setting.

2.23.06. Action time limit. An action for which a variance is required shall be begun no later than six months and completed no later than 12 months from the grant of variance, or such other reasonable time limit as shall be determined for the grant of variance by the city council.

2.25.00. Board of Adjustment.

~~C. To authorize upon appeal such variance from the terms of any zoning ordinance as will not be contrary to the public interest when, owing to special conditions, a literal enforcement of the provisions of such ordinance would result in unnecessary and undue hardship. In order to authorize any variance from the terms of the conditions, the board of adjustment must find:~~

- ~~1. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district.~~
- ~~2. That the special conditions and circumstances do not result from the actions of the applicant.~~
- ~~3. That granting the variance requested will not confer on the applicant any special privilege that is denied by any zoning ordinance to other lands, buildings, or structures in the same zoning district.~~
- ~~4. That literal interpretation of the provisions of any zoning ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of any zoning ordinance and would work unnecessary and undue hardship on the applicant.~~

~~5. That the variance granted is the minimum variance that will make possible the reasonable use of the land, building, or structure.~~

~~6. That the grant of the variance will be in harmony with the general intent and purpose of any zoning ordinance and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.~~

~~In granting any variance, the board of adjustment may prescribe appropriate conditions and safeguards in conformity with any zoning ordinance. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of the zoning ordinance.~~

~~The board of adjustment may prescribe a reasonable time limit within which the action for which the variance is required shall be begun or completed or both.~~

~~D. Under no circumstances, except as permitted above, shall the board of adjustment grant a variance to permit a use not generally or by conditional uses permitted in the zoning district involved or any use expressly or by implication prohibited by the terms of the ordinance in the zoning district. No nonconforming use of neighboring lands, structures, or buildings in the same zoning district and no permitted use of lands, structures, or buildings in other zoning districts shall be considered grounds for the authorization of a variance.~~

2.25.04. *Applications.* It shall be the responsibility of the applicant ~~for conditional uses or variances to ordinances~~ to demonstrate and each application shall contain statements of fact establishing the criteria prescribed in Subsections 2.25.03(B) through (J), as applicable. Each application, request for conditional uses or variance, and each decision appealed, shall be the subject matter of a separate application.

2.25.05. *Findings.* The board of adjustment shall make objective findings of fact and report in its minutes the findings of fact relied upon in concluding whether or not the criteria described in Subsections 2.25.03(B) through (J), as applicable, are met, and whether or not the request is consistent with the City's comprehensive plan, and application shall be granted no issuance of any conditional use or variance to any City ordinance shall issue unless the applicable criteria and plan compliance are met.

2.25.06. *Action time limit.* An action for which a Board of Adjustment approval a variance or conditional use is required shall be begun no later than six months and completed no later than 12 months from the grant of the application variance or conditional use, or such other reasonable time limit as shall be determined ~~for the grant of variance or conditional use~~ by the board of adjustment.

2.25.12. *Rules of procedure for the board of adjustment.*

A. *Definitions.* For the purpose of this section the following terms, phrases, words, abbreviations and their derivations shall have the following meaning herein given. When not inconsistent with the context, words used in the present tense include the future tense, words in the plural number include the singular number and words in the singular number include the plural number. The word "shall" is always mandatory and not merely

directory. Words not defined shall be given their common and ordinary meaning, or for those so included, the meaning found in Section 1-2 of the codified ordinances of the City.

1. *Applicant* shall mean the person(s) filing the application, the representative of the person(s) filing the application, or the attorney representing the person(s) filing the application.
2. *Application* shall mean the application form and supporting documents ~~and, where the context so requires, the variance requested by the application, or special exception required by the application,~~ or the administrative action or interpretation being reviewed by the Board of Adjustment application.

B. *Application requirements.*

1. Each request for an application before the Board of Adjustment ~~variance, conditional use, or appeal of an administrative decision~~ as allowed by Section 2.25.03 shall be originated by the filing of an application with the community development director or his or her designee.
2. The form of the application shall be approved by the legal advisor and the board.
3. The application must be supported by the following:
 - a. Letter of request from the applicant, ~~which contains the request(s) for variance(s), conditional use(s), or appeal(s) of an administrative decision.~~

G. *Evidence at the hearing.*

1. ~~Variance.~~ The burden of proof shall be upon the applicant to establish the standards ~~required in Section 2.25.03 (G) of this Code for the granting of a variance.~~

H. *Motion to grant or deny.*

7. Pursuant to Section 2.25.06 of this Code, the motion may also contain time frames within which any activity, ~~pursuant to a variance or special exception,~~ are commenced and completed.

SECTION 4. INCORPORATION INTO CITY LAND DEVELOPMENT CODE.

This ordinance shall be incorporated into the City of Destin's Land Development Code and any section or paragraph number or letter and any heading may be changed or modified as necessary to effectuate the foregoing.

SECTION 5. CONFLICTING PROVISIONS. Special Acts of the Florida Legislature applicable to the incorporated area of the City of Destin, City Ordinances and City Resolutions, or parts, thereof, in conflict with the provisions of this ordinance are hereby superseded by this ordinance to the extent of such conflict.

SECTION 6. SEVERABILITY. If any section, phase, sentence, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 7. EFFECTIVE DATE. This ordinance shall become effective upon its adoption by the City Council and signature by the Mayor.

ADOPTED this ____ day of _____, 2023.

Bobby Wagner, Mayor

ATTEST:

Rey Bailey, City Clerk

The form and legal sufficiency of the foregoing
has been reviewed and approved by the City Land
Use Attorney, for the City of Destin, only.

Kimberly Romano Kopp, City Land Use Attorney