

**REGULAR MEETING
DESTIN CITY COUNCIL
SEPTEMBER 7, 2023
ANNEX COUNCIL CHAMBERS
5:30 PM**

*****Core Value of the Month - Respect*****

CALL TO ORDER

*** INVOCATION**

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

A. Artificial Turf Permitting & Artificial Turf in regards to Storm Management Systems - Marci Gragg

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. Resolution 23-18 Off Boarding Policy

(August 21, 2023: Councilmember Schmidt moved to direct the City Attorney and City Manager to incorporate into the Offboarding Policy terminating access of outgoing employees to IT technology and bring it back in a resolution format for the council to formally approve at the next council meeting passed 6-0).

B. FFY 2022 Byrne Grant Funding - 51% Letter of Support

C. Resolution 23-19, Authorization to renew FDOT Right-of-Way Maintenance Agreement with Webber, LLC

D. Milling/Re-Surfacing/Re-Striping of Moreno Point Road (Gulf Shore Drive to end of Public ROW)

E. Approval of minutes of July 13, 2023 City Council Workshop

F. Approval of minutes of June 20, 2023 Regular City Council Meeting

G. Minutes of Boards & Committees

H. Attendance Report - Standing Committees/Boards

4. CITY MANAGER REPORTS

A. Need for Comprehensive Visioning Framework

(August 21, 2023: Request by Councilmember Bagby regarding the comprehensive planning for utilization of 1 Harbor property, what areas it encompasses, what ideas are being considered, and plans for obtaining input from the public).

B. Announcements

5. PUBLIC HEARINGS

- A. First reading of Ordinance 23-13-CN - Adopting the Fiscal Year 2024 Millage Rate
- B. First reading of Ordinance 23-14-CN - Adopting the Fiscal Year 2024 Budget
- C. Second reading of Ordinance 23-11-CC, amending Chapter 13 of the Code of Ordinances Section 13-40 Schedule of Fees, to remove the fees listed and add language that defers and fees to be charged to the Resolution of Fees.

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
- F. Councilmember King
- G. Councilmember Schmidt
 - 1. 401 Beach Drive - Information Gathering
- H. Mayor Wagner
 - 1. Park Foundation Workshop
- I. 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.

All regularly scheduled city council meetings will be streamed live via the city's YouTube channel, www.youtube.com/CityofDestin. Past council meetings can also be viewed here. Please visit our agenda center on the city website at www.cityofdestin.com/agendas.

SPEAKER'S FORM
City of Destin Council Meeting

In an effort to better serve the community, the City Council requests that items or requests to be presented before Council be provided to the City Clerk by noon Tuesday of the week prior to the meeting. **Any related materials that you wish to distribute to Council in support of your item, including any Power Point presentation, must be submitted at that time as well.** This will give Council adequate time to review your request and make any necessary inquiries. In addition, the staff may need to contact you in response to your topic of concern or in response to action directed by the Council.

As you complete the form below, please note that **certain fields marked by * are required.** Late or incomplete forms, particularly where required information is omitted, will be deferred by Council to a future meeting pending receipt of all information.

Please limit your presentation to five minutes. All comments should be directed to the Mayor.

The City of Destin appreciates your cooperation and adherence to these guidelines.

******* PLEASE PRINT *******

DATE OF REQUEST: 08/29/2023 ***COUNCIL MEETING DATE** 09/07/2023

***NAME:** Marci Gragg ***PHONE #:** 850-480-7443

ADDRESS: 210 Tilden St NW, FWB, FL 32548 **EMAIL:** marci.gragg@foreverlawnec.com

***TOPIC/ISSUE** Artificial turf permitting & Artificial Turf in regards to Storm Management Systems

***HAVE YOU SPOKEN WITH CITY STAFF ABOUT THIS ISSUE? If so, who and when?**
Yes, City Engineer, City Manager, City Attorney, multiple occasions (phone, Email & in person)

***DESIRED ACTION BY COUNCIL?** Approve artificial turf to be used in residential And commercial spaces, not withholding storm water management areas

PRESENTATION MATERIALS ATTACHED: YES —~~x~~— NO ——— # OF PAGES—**8**———



Artificial Turf Discussion: permit requirements & stormwater management

Presented by: Marci Gragg
Owner, ForeverLawn Emerald Coast
September 7th, 2023

Are permits required?

*According to City of Destin Land Development Code, 10.03.02 I, permits and Stormwater Management review is exempted for “New Single Family or Duplex dwellings” or “the addition of impervious area less than 250 sf”

*There is no listed exemption for pervious to pervious, according to local legal teams, it is an understood exemption.

I. *Stormwater management plan review or standards exemptions.*

1. The following construction activities are exempt from City review requirements of Section 10.03.02:

- a. New single-family or duplex dwellings, or the addition of impervious area to an existing single-family or duplex dwelling provided that a grading plan is submitted, certified by a Florida Professional Engineer which complies with the stormwater standards set forth in Section 10.03.02 and, prior to the issuance of Certificate of Occupancy or Certificate of Completion, a Florida Professional Engineer certifies to the City, in writing, that the on-site improvements constructed comply with the plans as originally certified.

2. The following construction activities are exempt from all requirements of Section 10.03.02:

- a. Addition of impervious area of 250 square feet or less to a single-family or duplex dwelling. If decks with spacing between the planks or pavers are used for the previously mentioned addition, the exemption area increases to 325 square feet. However, the amount of impervious area added shall be noted on the permit. This exemption is for one event only. Subsequent additions to impervious area shall be considered cumulative to the first addition of impervious

Is artificial turf pervious or impervious?

The majority of artificial turf products are made to be pervious. ForeverLawn Select HD is our most popular residential turf product & has a test rating of 41.5" per hour.

(test result dated 09/04/2015)

TEST SUMMARY:

TEST METHOD	TEST DESCRIPTION	TEST RESULT
ASTM F1551; Suffix-DIN 18-035, Part 6	Average Rainfall Capacity (Water Permeability)	41.5 inches/hour

**Test data values represent drainage rates for the turf only, and do not take into account the percolation properties of sub-base, padding or the presence of an infill system.*

Infill System: None

of Specimens (3) 11.5" Diameter

Pre-Conditioning: 70°F 65% RH for 24 Hours Minimum

Tube: 10.75" OD 10.00" ID 8" Length (Beveled)

Tube Weight: 39 lbs

Tube Flow Head: 2 Gallons

Tube Index Mark: 6"

Flange: 9.375" Diameter

Test Report Approval:



Eric Miles, Jr. VP, Testing Services Inc

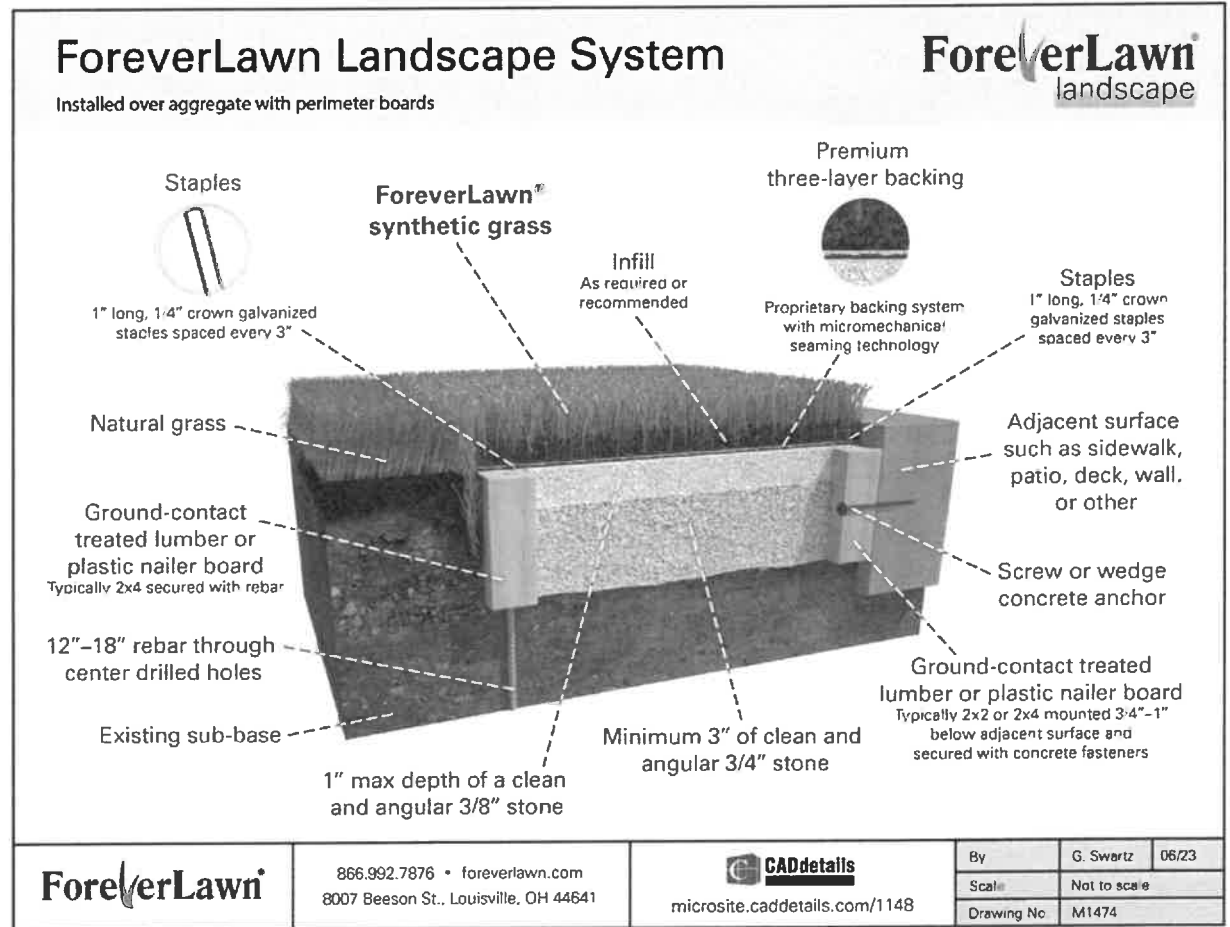
TSi Accreditation:

Our laboratory is accredited by the US Dept of Commerce, National Institute of Standards and Technology: ISO/IEC 17025:2005. Our code # is: NVLAP 100108-0. TSi is a certified independent testing laboratory by the Synthetic Turf Council

Its all about the system!

Similar to any building, high rise or single family residence, the building is only as good as it's foundation. The same is true of artificial turf. The system under the turf is even MORE important than the turf when it comes to permeability and stormwater management.

Due to the fact we live in a coastal region, ForeverLawn Emerald Coast has chosen to install ALL our pervious turf options over a LIMESTONE base. We use angular clean aggregate, which not only allows for permeability, but also allows for natural filtration of stormwater.



Limestone as a stormwater management tool?

There are many university studies showing "limestone proves to be a simple, reliable and cheap process for removal of nitrates from ground water". The same holds true for phosphates as well as debris.

Water Supply, Vol. 8, Brussels, pp. 287-217, 1988
Pergamon Journals Ltd. Printed in Great Britain

0730-1367/88 \$0.00 + .00
Copyright © 1987 I W S A

NITRATE REMOVAL FROM GROUND WATER BY SULPHUR/LIMESTONE FILTRATION

J. C. Kruthof,* C. A. van Bommel,† M. A. I. Diers,‡ W. A. M. Nijzen,*
J. A. M. van Pelt† and J. C. Schipper†

*The Hoogheijde Waterworks Testing and Research Institute RIZA Ltd. P.O. Box 1972
3420 BB Utrechtseweg, The Netherlands
†The Laboratory of the Rijkswaterwerken Waterwerken, Terschellingweg 139
7055 BD Doornikhuizen, The Netherlands
‡The Waterworks of Eastern Overijssel Ltd. P.O. Box 16, 7000 AA Doornikhuizen,
The Netherlands

ABSTRACT

Sulphur/limestone filtration proves to be a simple, reliable and cheap process for the removal of nitrate from ground water. The process is carried out according to the slow sand filter principle, no backwashing can be avoided. A sulphate excess is needed for the growth of the bacterium *Thiobacillus denitrificans*. Oxygen and nitrogen disturb the denitrification process. Therefore these gases are removed by vacuum deaeration preceding denitrification. The denitrified water is aerated and artificially recharged to remove bacteria and biodegradable compounds. Pilot plant investigations have shown very promising results. Based on these experiments a demonstration plant has been installed for the treatment of 3 m³/h of ground water. In the first four months of the filter run nitrate removal proved to be almost complete. Until now the denitrified water can be artificially recharged without problems.

KEYWORDS

Denitrification; sulphur/limestone filtration; vacuum deaeration; artificial recharge.
Thiobacillus denitrificans; full scale denitrification plant.

INTRODUCTION

The steady rise of the nitrate concentration in ground water is a direct menace to the drinking water supply in the Netherlands. The main cause of the rising nitrate concentration is pumping of sewage. At the well (Table 1) the standard of 50 mg/l has already been reached and it is anticipated that problems will arise in about 10% of the total number of 150 wells (Table 1) (Van Bommel, 1984). One of the treatment plants where the nitrate standard of 50 mg/l already has been reached is the treatment plant of J. H. van Werk in the Netherlands belonging to the Waterworks of Eastern Overijssel. Figure 1 shows the nitrate concentration in drinking water for the period 1970-1984.

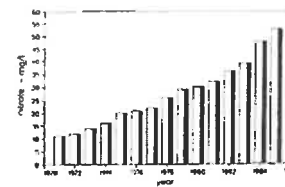
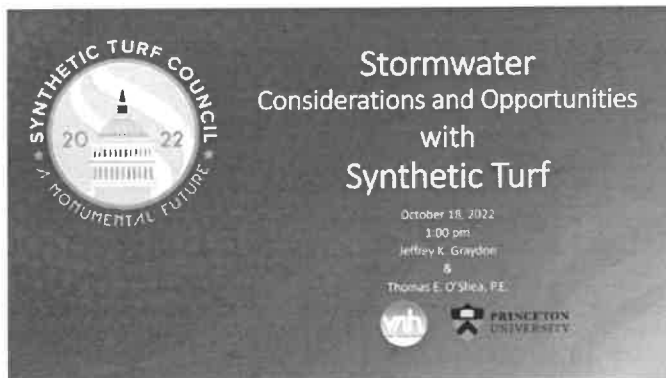


Fig. 1. Nitrate concentration in drinking water of the Beunfeerland plant over the period 1970-1984.

Can an artificial turf systems be used in stormwater management?

According to the Synthetic Turf Council & Princeton University's Studies "Stormwater Considerations and Opportunities with Synthetic Turf" presentation dated 10/18/2022, it is not only possible to utilize turf as a pervious surface, but the subsurface area can be designed to be used as subsurface storage to manage runoff additional adjacent impervious surfaces.



Multi-purpose Field

Destin specific details

- New permit requirements, without written process or appropriate Compass selections.
- Project delays & residential stressors.
- Loss of income due to additional requirements & unclear processing guidelines.

► Our Neighbors?

- ❖ At this time, there is no city or county in the immediate area requesting or requiring permits for the installation of artificial turf, residentially or commercially (Pensacola through Tallahassee)
- ❖ Local LDC's and Ordinances state "exception for single family residence"
- ❖ Tampa has been in an 18 month discussion between city staff & local businesses to create a process for permitting, but nothing has been voted on at this time.
- ❖ Atlantic Beach City has adopted a permit process which includes turf as pervious surface, so long as pre, mid and final construction inspections are made to ensure their approved base requirements have been met.



How to we, as local residents
and businesses, proceed?

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: September 7, 2023

TYPE OF AGENDA ITEM: Resolution

AGENDA OUTLINE NUMBER: 3.A.

TO: City Council

THRU: Lance Johnson, City Manager

FROM: Jamie Dittmer, Human Resources Manager
Kimberly Kopp, City Attorney

DATE: August 29, 2023

SUBJECT: Resolution 23-18 Off Boarding Policy
(**August 21, 2023: Councilmember Schmidt moved to direct the City Attorney and City Manager to incorporate into the Offboarding Policy terminating access of outgoing employees to IT technology and bring it back in a resolution format for the council to formally approve at the next council meeting passed 6-0).**)

I. BACKGROUND: The City Attorney, City Manager, and HR have worked on the attached proposed off-boarding policy together, per the prior direction of the City Council.

II. DISCUSSION: WHEREAS, offboarding is the process by which the City closes the employment of a departing employee and transitions former employees out of the City; and **WHEREAS,** offboarding should happen regardless of the employee's voluntary or involuntary departure; and

WHEREAS, maintaining a City off-boarding policy is a best practice for security, smooth transition, and efficiency; and

WHEREAS, setting employee expectations with a fair and consistently applied policy is beneficial to all employees and the City; and

WHEREAS, proper offboarding improves the security of sensitive information and data by ensuring proper handoff and cancellation and revoking of employee access; and

WHEREAS, the proper collection of City-owned equipment will also ensure data is not wrongly or accidentally shared or distributed; and

WHEREAS, maintaining a consistent policy is in the best interest of the City and its employees; and

WHEREAS, the City Council has determined that adoption of the policy set forth herein is in the best interest of the citizens of the City of Destin.

Proposed City of Destin Offboarding Policy

I. PURPOSE

The purpose of this policy is to establish a consistent and structured approach to the offboarding process for all City of Destin employees, ensuring a smooth transition for both the departing employee and the organization. This policy includes provisions for the return of city property, exit interviews, and special procedures for HR personnel and critical positions. This policy applies to all employees of the City of Destin, including full-time, part-time, and temporary.

II. POLICY

1. Return of City Property

All employees are required to immediately return all city property in their possession upon termination of employment. This includes, but is not limited to, keys, identification cards, electronic devices, documents, and any other items provided by the City for the purpose of fulfilling job duties.

The employee's direct supervisor is responsible for ensuring all city property is returned and accounted for. When the employee is a direct report to the City Manager, the City Manager or their designee will be responsible for retrieving City property. Any missing items will be reported to the HR Department for further action.

2. Termination of Technology:

Prompt notification of termination is required to ensure that all access to IT systems is revoked in a timely manner. As soon as a termination date is known, the manager or director must inform HR and IT in writing. Access to IT systems will be terminated effective as of the employee's separation date from the City. In the event of a voluntary termination, the City Manager has discretion to allow the terminated employee up to 30 days of continued access to City email. Prior written approval for such continued access after termination must be provided to HR and IT as of the employee's last date of employment.

-

3. Offboarding HR Personnel

Given the sensitive nature of HR roles, the City Manager or their designee will oversee the offboarding process for HR personnel. This includes the return of city property, exit interviews, and the revocation of system access.

4. Exit Interviews

All voluntarily departing employees are expected to participate in an exit interview with the HR Department. The purpose of this interview is to gain insights into the employee's experience, identify potential areas of improvement, and address any outstanding issues or concerns.

For HR personnel, the exit interview will be conducted by the City Manager or their designee.

III. PROCEDURE

The employee's direct supervisor will notify their Department Head and the HR Department of the employee's impending departure as soon as possible.

The HR Department will schedule an exit interview and provide the employee with a checklist of city property to be returned.

On the employee's last day, the direct supervisor will collect all city property and confirm its return with their Department Head and the HR Department.

The HR Department will conduct the exit interview and document any substantiated feedback or concerns raised by the employee.

For HR personnel, the City Manager, or their designee, will conduct the exit interview and oversee the return of city property.

If temporary system access is granted, the City Manager will notify the IT Department and HR and specify the duration of access (up to 30 days).

IV. POLICY REVIEW

This policy will be reviewed annually by the HR Department to ensure its effectiveness and compliance with any changes in law or city regulations.

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: Council Member Kevin Schmidt on July 17, 2023

III. CONCLUSION: The City Manager, HR Director and City Attorney have prepared the attached policy for Council consideration and recommend approval.

IV. RECOMMENDED MOTION: I move to approve Resolution 23-18, as presented.

Attachments:

1. Resolution 23-18 Off Boarding

RESOLUTION 23-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA, ADOPTING A POLICY FOR OFFBOARDING OF CITY EMPLOYEES; PROVIDING FOR CONFLICTING RESOLUTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, offboarding is the process by which the City closes the employment of a departing employee and transitions former employees out of the City; and

WHEREAS, offboarding should happen regardless of the employee's voluntary or involuntary departure; and

WHEREAS, maintaining a City off-boarding policy is a best practice for security, smooth transition, and efficiency; and

WHEREAS, setting employee expectations with a fair and consistently applied policy is beneficial to all employees and the City; and

WHEREAS, proper offboarding improves the security of sensitive information and data by ensuring proper handoff and cancellation and revoking of employee access; and

WHEREAS, the proper collection of City-owned equipment will also ensure data is not wrongly or accidentally shared or distributed; and

WHEREAS, maintaining a consistent policy is in the best interest of the City and its employees; and

WHEREAS, the City Council has determined that adoption of the policy set forth herein is in the best interest of the citizens of the City of Destin.

NOW, THEREFORE, BE IT RESOLVED, the City Council does hereby declare and establish the following:

Section 1. Recitals.

The foregoing recitals are true and correct, and incorporated into this Resolution.

Section 2. Offboarding Policy.

The City Council hereby adopts the Policy set forth in Exhibit A, attached hereto and fully incorporated herein. The Policy remains subject to the City Charter and all state and federal laws.

Section 3. Inconsistent and conflicting Resolutions superseded.

This Resolution shall supersede all inconsistent or conflicting Resolutions to the extent those

Resolutions are inconsistent or conflicting for the time this Resolution is in effect.

Section 4. Severability.

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 5. Effective Date.

This Resolution shall be effective immediately upon adoption.

PASSED AND DULY ADOPTED THIS 7TH DAY OF SEPTEMBER, 2023.

By:

Bobby Wagner, Mayor

ATTEST:

Rey Bailey, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY FOR THE
CITY OF DESTIN, ONLY:

Kimberly Romano Kopp, City Attorney

City of Destin Offboarding Policy

I. PURPOSE

The purpose of this policy is to establish a consistent and structured approach to the offboarding process for all City of Destin employees, ensuring a smooth transition for both the departing employee and the organization. This policy includes provisions for the return of city property, exit interviews, and special procedures for HR personnel and critical positions. This policy applies to all employees of the City of Destin, including full-time, part-time, and temporary.

II. POLICY

A. Return of City Property

All employees are required to immediately return all city property in their possession upon termination of employment. This includes, but is not limited to, keys, identification cards, electronic devices, documents, and any other items provided by the City for the purpose of fulfilling job duties. The employee's direct supervisor is responsible for ensuring all city property is returned and accounted for. When the employee is a direct report to the City Manager, the City Manager or their designee will be responsible for retrieving City property. Any missing items will be reported to the HR Department for further action.

B. Termination of Technology:

Prompt notification of termination is required to ensure that all access to IT systems is revoked in a timely manner. As soon as a termination date is known, the manager or director must inform HR and IT in writing. Access to IT systems will be terminated effective as of the employee's separation date from the City. In the event of a voluntary termination, the City Manager has discretion to allow the terminated employee up to 30 days of continued access to City email. Prior written approval for such continued access after termination must be provided to HR and IT as of the employee's last date of employment.

C. Offboarding HR Personnel

Given the sensitive nature of HR roles, the City Manager or their designee will oversee the offboarding process for HR personnel. This includes the return of city property, exit interviews, and the revocation of system access.

D. Exit Interviews

All voluntarily departing employees are expected to participate in an exit interview with the HR Department. The purpose of this interview is to gain insights into the employee's experience, identify potential areas of improvement, and address any outstanding issues or concerns. For HR personnel, the exit interview will be conducted by the City Manager or their designee.

III. PROCEDURE

The employee's direct supervisor will notify their Department Head and the HR Department of the employee's impending departure as soon as possible.

The HR Department will schedule an exit interview and provide the employee with a checklist of city property to be returned.

On the employee's last day, the direct supervisor will collect all city property and confirm its return with their Department Head and the HR Department.

The HR Department will conduct the exit interview and document any substantiated feedback or concerns raised by the employee.

For HR personnel, the City Manager, or their designee, will conduct the exit interview and oversee the return of city property.

If temporary system access is granted, the City Manager will notify the IT Department and HR and specify the duration of access (up to 30 days).

IV. POLICY REVIEW

This policy will be reviewed annually by the HR Department to ensure its effectiveness and compliance with any changes in law or city regulations.

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: September 7, 2023
TYPE OF AGENDA ITEM: Consent Agenda
AGENDA OUTLINE NUMBER: 3.B.

TO: City Council

THRU: Lance Johnson, City Manager

FROM: Jeffrey Cozadd, Grants Manager

DATE: August 28, 2023

SUBJECT: FFY 2022 Byrne Grant Funding - 51% Letter of Support

I. BACKGROUND: Each year the Okaloosa County criminal justice system is awarded funds through the Federal JAG Byrne Formula Grant Program. It is a requirement of the Edward Byrne Memorial Justice Assistance Grant Program that each agency attach a 51% letter of support to each grant application submitted for Okaloosa County. Attached, for Mayor Wagner's signature, is a letter supporting the distribution of grant funds allocated to Okaloosa County.

II. DISCUSSION: Annual housekeeping request for letter of support.

- A. Link to Strategic Goals / Objectives:** Enhance quality of life and safety for families.
- B. Effect on Budget (EOB):** No effect on the budget.
- C. Level of Service (LOS):** The city will benefit from this grant through services delivered by the Okaloosa County Sheriff's Office.
- D. Legislative Sponsor:**

III. CONCLUSION: Staff recommends that Council authorize the Mayor to send a letter of support for Okaloosa County's use of the Byrne Formula Grant Program funds for FFY 2022.

IV. RECOMMENDED MOTION: I move for the Destin City Council to authorize the Mayor to sign the FFY 2022 Byrne Grant Funding - 51% Letter of Support.

Attachments:

1. Edward Byrne Memorial JAG Program Letter of Support

2. Email requesting 51% Letter of Support



Office of the Mayor

4200 Indian Bayou Trail | Destin, FL 32541 | Phone: 850-837-4242 | Fax: 850-837-3267 | www.cityofdestin.com

September 7, 2023

Mr. Cody Menacof
Bureau Chief
Office of Criminal Justice Grants
Department of Law Enforcement
Post Office Box 1489
Tallahassee, Florida 32302-1489

Dear Mr. Menacof:

In compliance with the State of Florida Rule 11D-9, F.A.C., the City of Destin approves distribution of \$76,510 of Federal Fiscal Year 2022 Edward Byrne Memorial JAG Program funds for the following projects within Okaloosa County:

<u>Subgrantee (City or County)</u>	<u>Title of Project</u>	<u>Dollar Amount (Federal Funds)</u>
Okaloosa County	Family Violence Prevention Project	\$27,400
Okaloosa County	Mobile Field Force APR3	\$14,600
Okaloosa County	Traffic Safety	\$10,000
City of Crestview	Defense Mat and Bleed Stop 2023	\$ 9,110
City of Ft. Walton Beach	Fit Cop	\$ 6,000
Town of Shalimar	Public Safety Enhancements	<u>\$ 9,400</u>
Total Allocation		\$76,510

Sincerely,

Bobby Wagner, Mayor
City of Destin

Sheri Bethea

From: Jeffrey Cozadd
Sent: Monday, August 28, 2023 8:51 AM
To: Sheri Bethea
Subject: FW: FFY 2023 Edward Byrne Grant 51% Letters of Support
Attachments: 51% Letter of Support - Destin.docx

Importance: High

From: Rey Bailey <rbailey@cityofdestin.com>
Sent: Tuesday, August 22, 2023 5:06 PM
To: Jeffrey Cozadd <jcozadd@cityofdestin.com>
Subject: FW: FFY 2023 Edward Byrne Grant 51% Letters of Support
Importance: High

FYI

Rey

Rey Bailey
City Clerk
City of Destin
Phone: (850)837-4242
Fax: (850) 837-3267
E-Mail: rbailey@cityofdestin.com

From: Stacy K. Roberts <Stacy.Roberts@FLCOURTS1.GOV>
Sent: Tuesday, August 22, 2023 5:01 PM
To: Bobby Wagner <bwagner@cityofdestin.com>; Council <council@cityofdestin.com>; Lance Johnson <ljohnson@cityofdestin.com>
Cc: Cathy White <Cathy.White@FLCOURTS1.GOV>; Mindy Kane <mkane@myokaloosa.com>
Subject: FFY 2023 Edward Byrne Grant 51% Letters of Support
Importance: High

Some people who received this message don't often get email from stacy.roberts@flcourts1.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. As you may recall from years past, it is a requirement of the Edward Byrne Memorial Justice Assistant Grant Program that each agency receiving grant funding attach a 51% letter of support to each grant application submitted for Okaloosa County. Attached, for Mayor Wagner's signature, is a letter supporting the

distribution of grant funds allocated for Okaloosa County. I would appreciate your printing the attached letter on letterhead and, after Mayor Wagner Goodwin signs the letter, scan/email or fax a copy to me at 850-595-3059. Please place the original signed letter in the mail to me at M.C. Blanchard Judicial Building, 190 Governmental Center, Court Administration – 5th Floor, Pensacola, Florida 32502.

Should you have any questions, please do not hesitate to contact me.

Stacy Roberts

Program Coordinator
First Judicial Circuit Drug Court Programs
M.C. Blanchard Judicial Building
190 Governmental Center, 5th Floor
Pensacola FL 32502
850-595-3055 – Office

Attention: The information contained in this E-mail message may be privileged and confidential under Fla. R. Jud. Admin. 2.420 and information intended only for the use of the individual(s) named above. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copy of this communication is strictly prohibited. If you have received this communication in error, please contact the sender by reply E-mail and destroy all copies of the original message. Thank you.

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: September 7, 2023**TYPE OF AGENDA ITEM:** Consent Agenda**AGENDA OUTLINE NUMBER:** 3.C.**TO:** City Council**THRU:** Lance Johnson, City Manager
Kimberly Kopp, City Attorney
Krystal Strickland, Finance Director**FROM:** Michael Burgess, Public Services Director**DATE:** 08/30/2023**SUBJECT:** Resolution 23-19, Authorization to renew FDOT Right-of-Way Maintenance Agreement with Webber, LLC

I. BACKGROUND: The City has for years accepted the responsibility of maintaining the medians and roadway shoulders along US98. This item will extend our relationship with FDOT's contractor Webber, LLC (formerly Ferrovia Services), again being responsible for the maintenance of landscaping along the US98 corridor for the 2023-2024 contract period.

II. DISCUSSION: Webber, LLC (formerly Ferrovia) is currently contracted by the FDOT to provide landscape maintenance of the FDOT ROW's located within the Destin City Limits (Highway 98 corridor). For many years, the City has desired the aesthetics of these ROWs to be maintained to a higher standard than what would normally be provided by the FDOT or their contractor. Therefore, the City, for several years now, has entered into a contract with Webber assuming the responsibility for performing litter removal, edging/sweeping and mowing functions for certain FDOT ROWs within the City limits. In return for the City providing these services on their behalf, Ferrovia will reimburse the City for a portion of the costs incurred in the amount of \$39,618.32. The City, in turn, has a continuing services provider that performs said contracted services in the FDOT ROW's located within the Destin City Limits. The 2023-2024 contract has been included as ATT2.

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

B. Effect on Budget (EOB): Ferrovia will reimburse the City \$39,618.32 in accordance with the contract to help offset the City's expenses in providing these enhanced levels of service. This amount will be paid to the City in 12 equal installments of \$3301.52 for the time period August 1, 2023 - July 31, 2024.

Adopting this resolution at this rate was anticipated when the FY 2023 budget was adopted, and therefore will have no effect on the currently adopted budget. As the origin of the funding is from FDOT, these are considered intergovernmental revenues, specifically, operating grant revenues. This revenue stream is currently tracked in general fund revenue account 01300-334490.

C. Level of Service (LOS): Enhanced aesthetics for the Hwy 98 corridor.

D. Legislative Sponsor:

III. CONCLUSION: The City has made a substantial investment in maintaining the Hwy 98 medians to a higher standard that would normally be provided by FDOT or their contractor. Renewal of the contract with Webber, LLC will continue to give the City the ability to provide a more aesthetically pleasing driving experience for our residents and visitors as they travel the Highway 98 corridor and to recoup some of the associated costs.

IV. RECOMMENDED MOTION: I move that Council adopt Resolution 23-19, and authorize the City Manager to execute the contract with Webber, LLC.

Attachments:

1. ATT1 Resolution 23-19, Webber
FDOT ROW
2. ATT2: 2023-2024 City of Destin
Webber FDOT Contract

RESOLUTION 23-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA, ACCEPTING AND ADOPTING THE 2023 - 2024 FDOT RIGHT-OF-WAY MAINTENANCE CONTRACT BETWEEN THE CITY OF DESTIN AND WEBBER, LLC; PROVIDING FOR AN EFFECTIVE DATE; AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT FOR AND ON BEHALF OF THE CITY OF DESTIN.

WHEREAS, Webber, LLC (formerly Ferrovia Infrastructure) is contracted by the State of Florida to maintain the Florida Department of Transportation (FDOT) right-of-way landscaping within the Destin City Limits; and

WHEREAS, the City desires the FDOT right-of-way within the Destin City Limits to be maintained to a higher standard than is required by the State of Florida contract with Webber, LLC; and

WHEREAS, Webber, LLC is allowed to subcontract the FDOT right-of-way landscape maintenance with the City of Destin; and

WHEREAS, Webber, LLC has agreed to reimburse the City of Destin \$39,618.32 for performing the landscape maintenance within the FDOT right-of-ways;

NOW, THEREFORE, BE IT RESOLVED that the City of Destin, by and through its Council, formally accepts and adopts the contract between the City of Destin and Webber, LLC for routine landscape maintenance of FDOT right-of-ways within the Destin City Limits, effective for a twelve-month period ending July 31, 2024.

BE IT FURTHER RESOLVED that the City Manager of the City of Destin is formally authorized to execute the contract for and on behalf of the City of Destin, which contract is attached and made a part hereof.

ADOPTED THIS 7th DAY OF SEPTEMBER 2023
BY:

Bobby Wagner, Mayor

ATTEST:

Rey Bailey, City Clerk

The form and content of this Resolution
is hereby approved for legal sufficiency
for the City of Destin, only.

Kimberly Romano Kopp, City Attorney



Webber Infrastructure Management, Inc. ("Webber")

MASTER CONTRACT

CONTRACT No.: 4600003570

This Master Contract ("Contract") is between the City of Destin, with a principal place of business at 4200 Indian Bayou Trail, Destin, FL 32541 ("Contractor"), & Webber Infrastructure Management, Inc. ("Webber") effective as of 8/1/2023 (the "Effective Date").

1. **Scope of the Contract.** The Contract sets forth the terms and conditions for the following work:

Right of Way Maintenance within Destin City Limits

2. **Background.** Right of Way Maintenance, City of Destin in Okaloosa County to be performed from August 1, 2023 through July 31, 2024.

3. **Documents.** The Contract consists of the following documents:

- a. Master Contract
- b. Attachment A: General Contract Terms and Conditions Level I
- c. Attachment B: Scope of Work, including Special Provisions
- d. Attachment C: Contractor's Request for Proposal Response and Quotation
- e. Attachment D: Deliverables, Milestones and Payment Schedule
- f. Attachment E: Change Order Form
- g. Attachment F: Lane Closure Restrictions
- h. Attachment G: MBE/WBE/DBE/HUB Business
- i. Attachment H: Equipment Certification

These parts will be read as one document, the contents of which, in the event and to the extent of conflict between the parts, will be given precedence in the order above, except that Attachment B shall have precedence over Attachment A.

4. **Term of Contract.** This Contract shall continue in effect until July 31, 2024, unless terminated or extended in accordance with the provisions of this Contract. The parties may extend this contract for additional terms, by mutual written consent.
5. **Notice.** Any correspondence or notice given by either party to the other is served, if delivered in person or if deposited in the mail, properly stamped, and addressed as shown below. Notices may be addressed as follows:

If to Contractor:	If to Webber:
Lance Johnson	Ranisha Castillo
4200 Indian Bayou Trail	313 West James Lee Blvd
Destin, FL 32541	Crestview, FL 32536
ljohnson@cityofdestin.com	ranisha.castillo@wwebber.com
With Copy to:	With Copy to:
kkopp@romanokopplaw.com	Joseph.ledlow@wwebber.com

6. **Entire Agreement.** This Contract and the Attachments hereto, shall constitute the entire agreement between the parties hereto with respect to the subject matter of this Contract and supersedes any and all previous agreements between the parties, whether written or oral, with respect to its subject matter. All negotiations, representations, warranties and agreements made between the parties are merged herein; and the making, execution, and delivery of this Contract by the parties has not been induced by any representations, statements, warranties, or agreements that are not expressed fully herein. Neither of the parties shall be bound by any conditions, definitions, warranties, or representations with respect to the subject matter of this Contract unless expressly provided in this Contract.

No term or provision of this Contract may be varied or modified by any prior or subsequent statement, conduct, or act of either of the parties, provided that hereafter the parties hereto may amend this Contract by written instrument specifically referring to, and executed in the same manner as, this Contract.

7. **Authority.** This Contract shall be binding on and shall inure to the benefit of the parties hereto and their heirs, personal representatives, successors, and assigns (as the case may be), except as otherwise provided for herein. A corporate officer signing this document on behalf of the Contractor warrants that he/she has full authority to sign this document.

In witness whereof, the parties have caused this Master Contract to be signed effective as of the Effective Date above.

CONTRACTOR:

City of Destin

WEBBER INFRASTRUCTURE MANAGEMENT, INC.

PRINT NAME

PRINT NAME

TITLE

TITLE

SIGNATURE/DATE

SIGNATURE/DATE

ATTACHMENT A

GENERAL CONTRACT TERMS AND CONDITIONS

LEVEL I

A. PERFORMANCE OF WORK

- 1. INDEPENDENT CONTRACTOR:** Contractor is an independent contractor with respect to the work supplied by Contractor for Webber, and neither Contractor nor anyone used or employed by Contractor shall be deemed for any purpose to be an agent or employee of Webber. Webber shall have no direction or control over of Contractor or its employees except in the results to be obtained from the work. Contractor shall be solely responsible for the withholding or payment of all Federal, State and local Personal Income Taxes, Social Security, Unemployment and Sickness Disability Insurance and other payroll taxes with respect to its employees, including contributions from them when as and required by law.
- 2. BACKGROUND:** This work shall consist of right of way maintenance along roadways managed by Ferrovial Services and outlined in the scope in Attachment B. This work shall be performed during the period of August 1, 2023 through July 31, 2024.
- 3. STANDARD OF CARE:** The Contractor shall perform the work or provide the goods and/or services specified in this Contract in accordance with all generally accepted industry standards and practices, in a workmanlike manner and in full compliance with all terms and conditions of this Contract. Contractor represents that Contractor has fully read and understands all Requests for Proposal documents, tender contracts, addendums and clarifications and is able to fully comply with such requirements and scope of work.
- 4. DEFINITIONS:**
FLORIDA DEPARTMENT OF TRANSPORTATION is hereinafter referred to as FDOT or DOT.
- 5. WORK PROGRESS:** Contractor agrees to perform the work identified in the Scope of Work, Attachment B, as provided for in Contractor's Request for Proposal Response and Quotation, Attachment C. Contractor agrees to meet the deliverables and deadlines as defined in Attachment D to this Contract. In the event work is not completed and fully accepted by the due date, liquidated damages as further defined in this Contract shall apply. The Contractor shall perform work in a continuous and expeditious manner. Failure to do so may constitute unsatisfactory progress.
- 6. EXAMINATION OF WORK SITE AND CONTRACT DOCUMENTS:** It is the Contractor's responsibility to examine the site of the work and all documents comprising the Contract before submitting a bid. The submission of a bid and execution of this Contract will be considered evidence that the Contractor has inspected and is aware of all conditions which could affect the work, understands the meaning and intent of the contract documents, and has included appropriate amounts in its bid to cover the cost of the prescribed work. All manuals, specifications, standards and related written materials referenced in this contract are available for review and copying at Webber's offices.
- 7. LABOR, MATERIALS AND EQUIPMENT:** The Contractor shall furnish all labor, materials, equipment, machinery, supplies, equipment, tools, appliances, transportation, fuel, power/energy, supervision, traffic barriers, traffic control (including law enforcement support) incidentals, and any other items or incidentals as required to start-up and complete full performance of the Scope of Work. Contractor is responsible for all mobilizations and demobilizations required for the project.

- 8. COORDINATION OF WORK:** The Contractor shall, at no extra cost to Webber, coordinate work activities with any others which may be underway in the vicinity of the work site(s). The Contractor may, for the purpose of coordination, request a meeting with any other party responsible for such activities. The Contractor shall attend any and all meetings when requested to do so by Webber. Contractor shall be required to participate in meetings between Webber and FDOT concerning matters pertaining to Contractor, its work or the coordination of its work with other contractors, provided that all direction to such Contractor shall be provided by Webber, and provided further that nothing in this Section shall limit authority of FDOT to give such direction or take such action as in its opinion is necessary to remove an immediate and present threat to the safety of life or property.
- 9. WORK SCHEDULE:** Work shall be performed as designated in Scope of Work, unless otherwise approved by the Webber Project Manager. The Contractor shall schedule work to minimize inconvenience to the users of the highway. No work shall be performed when the visibility is less than 1500 feet without the written approval of Webber.
- 10. TIME ADJUSTMENTS:** An extension of the Contract or Work Order time may be allowed when a major item of work is delayed for reasons beyond the control of the Contractor. The Contractor is not entitled to additional compensation as a result of such an extension. Extensions will not be granted for foreseeable delays or delays caused by the Contractor.
- 11. CONTRACTOR'S PERSONNEL:** The Contractor shall at all times have on the work site, as his/her agent, a competent English-speaking Project Manager and Superintendent capable of thoroughly interpreting the Contract documents and experienced in the type of work being performed. The Project Manager or the Superintendent shall have full authority to perform the work, execute the orders or directions of Webber and to supply promptly any materials, tools, equipment, labor, incidentals, etc. which may be required to perform the work.
- 12. CONTRACTOR'S EQUIPMENT:** The Contractor shall have available and in good working order, prior to the start of work under this Contract, all necessary equipment for this work which shall be of sufficient size, type and quantity as selected and supplied, at the sole discretion of the Contractor, to complete the work.

The Contractor's trucks and/or other road-going equipment shall have the company's name prominently and legibly displayed on the truck or equipment.

The Contractor may park equipment within 30 feet of the right-of-way line and the Contractor may park equipment on the right-of-way overnight as close to the right-of-way line as possible with prior approval of the Webber Project Manager. Contractor's equipment shall not be parked overnight in the median regardless of the width of the median. The Webber Project Manager shall approve all staging areas on the right-of-way. Contractors choosing to park equipment on right-of-way do so at their sole risk. Neither DOT nor Webber shall be liable for any loss, including but not limited to damage, theft, vandalism, etc.

- 13. WAIVER OF CONTRACT TERMS AND CONDITIONS:** Any waiver, or non-enforcement of any contract terms and conditions by Webber shall not constitute approval or be considered as a precedent for the future waiver of the same contract terms and conditions. A waiver of any contract terms and conditions shall not render any other portion of the Contract to be unenforceable by Webber.
- 14. DEPARTMENT STANDARDS:** Unless otherwise approved by the Webber Project Manager, work performed and material used under this Contract shall conform to the latest version of all FDOT manuals. Standards, specifications, statewide special specifications, policies, procedures and their addenda, as they may be amended, supplemented or updated. These include, but are not limited to the following:
- A. Standards and Specifications including all supplemental specifications and special provisions in the specifications workbook.
 - B. Standard Specification for Road and Bridge Construction (in last edition)
 - C. Design Manual
 - D. MUTCD
 - E. Standard Maintenance Special Provisions

- F. Maintenance Activity Standards
- G. Workbook of Implemented Modifications in the Standard Specifications
- H. Qualified Products List
- I. The attached Special Provisions
- J. Design Standards for Design, Construction, Maintenance and Utility Operations.

B. CONTROL OF WORK

- 1. EXECUTION OF CONTRACT:** Contractor shall execute and return the necessary Contract documents within five (5) calendar days of award. No bid award will be considered binding upon Webber until the execution of the Contract by Webber.

Failure of the Contractor to execute and/or provide all required documents within the time limits specified may result in award to another Contractor.

- 2. AUTHORITY OF THE PROJECT MANAGER:** The administration of this project for Webber shall be through its Project Manager ("Webber Project Manager"), who may act either directly or through duly authorized representatives. The Webber Project Manager will inspect and evaluate the work of the Contractor for general conformity to the Contract. All work shall be done to the satisfaction of the Webber Project Manager

The Webber Project Manager will decide all questions which may arise as to 1) the quality and acceptability of work performed; 2) the rate of progress of the work; 3) the interpretation of the Contract; and 4) the acceptable fulfillment of the Contract on the part of the Contractor. The Webber Project Manager shall have the authority to alter work priorities in order to address special needs of Webber or to enforce and make effective such decisions and orders as deemed necessary if the Contractor fails to diligently carry out the work in accordance with these Contract documents.

Work shall be subject to periodic daily inspection. The quality and acceptance of workmanship will be determined during these inspections. Areas that are determined to be unacceptable shall be re-worked by the Contractor at no additional cost to Webber. The Webber Project Manager will use reasonable judgment when evaluating completed work and any decision as to acceptance or rejection will be final.

During the performance of the work, the Webber Project Manager may have the right, but not the obligation to suspend the work, wholly or in part, due to failure of the Contractor to 1) correct conditions unsafe for the workers, or the general public 2) for failure to carry out provisions of this Contract 3) failure of the Contractor to suspend operations due to unsuitable weather 4) and other conditions or reasons deemed to be in the public's interest. Suspension of work under this provision shall not be grounds for additional compensation to the Contractor.

Webber reserves the right to perform any type of highway maintenance within the limits of the work, including concurrent work by Webber or other Webber Contractors. Concurrent work may include the type of work noted in these Contract documents.

- 3. COMMENCEMENT OF WORK:** The Webber Project Manager will issue a Work Order notifying the Contractor to proceed with the work. The Contractor shall begin work no later than five (5) business days after the issue date of the initial Work Order or as otherwise specified in Attachment D. The Contractor shall begin work no later than five (5) business days after the issue date of subsequent Work Orders, or as otherwise specified in Attachment D.

If the Contractor begins work prior to the limits noted above, Work Order completion time will begin to accrue when the Contractor begins work.

The Webber Project Manager will schedule a Pre-Work conference to review the work to be done and the requirements of the Contract prior to issuing the initial Work Order. At the pre-work or earlier, the Contractor shall submit to the Webber Project Manager for review two (2) copies of the Contractor's proposed work plan and methods for performing the required work including a listing of equipment and anticipated personnel.

4. **REPORTING:** Contractor shall provide progress reports to Webber appropriate for the type of work Contractor is performing sufficient to enable Webber to provide reports it is required to furnish. The format and frequency of reports will be agreed upon between Contractor's Project Manager and the Webber Project Manager.
5. **CHANGE ORDERS:** Changes to the work as defined in the Scope of Work will be documented and approved by the following process. Contractor shall prepare a Change Order Form, Attachment E, and submit to the Webber Project Manager for review. If approved, the Webber Project Manager will route internally as required for financial and procurement approvals. The executed Change Order Form will be provided to the Contractor for authorization to proceed. Any resulting changes to the lump sum amount shall be reflected in an Amendment to the Contract. No changes shall commence without a fully executed Change Order. Webber will not be liable for any costs incurred by Contractor due to unauthorized changes.
6. **LIQUIDATED DAMAGES:** Liquidated damages of \$250/Calendar Day (subject to adjustment, see the Special Provisions) may be charged against the Contractor for each calendar day beyond that provided in the Work Order, in which the work remains incomplete. These charges are not a penalty, but both parties agree, fairly represent the cost of administration, engineering, supervision, inspection, and other Webber expenses related to the Contract.

If the Contractor fails to meet the performance standards identified in the Contract, in addition to the liquidated damages, the Contractor will be responsible for any penalties imposed by DOT on Webber resulting from these failures. In addition, Webber may take steps to have the work corrected. Once the Contractor is notified that Webber is taking corrective action, the Contractor shall refrain from performing work on the item in question unless approved by the Webber Project Manager. The costs associated with these measures will be at the Contractor's sole cost and expense and will be deducted from any monies due the Contractor, if any, or repaid to Webber, by the Contractor, within 20 days.

7. **WORK ACCEPTANCE:** Upon completion of the assigned work, the Contractor will notify the Webber Project Manager or his or her designee that the work is complete and the work quantities and quality were accomplished in accordance with the Contract Work Order. The Work Order will be reviewed and signed by both the Contractor and Webber on the day the work is completed. All completed work will be reviewed to verify quality and quantity, prior to accepting the Contractor's work and signing the Work Order. The Contractor will submit a copy of the signed Work Order with its invoice for payment. The Contractor shall execute the Contract "Close-out and Release Form", as part of final payment procedure, or annual renewal.

The Contractor agrees that Webber's inspection, review, acceptance, approval, or payment for the Contractor's work shall not relieve the Contractor of the Contractor's (or subcontractor's of any tier) sole responsibility for the work, including latent defects in material and/or application, workmanship, use, quality, or Contractor's negligent acts, errors, omissions, or Contractor's improperly performing or improperly failing to perform the work under this contract.

8. **MATERIALS:** All materials shall conform to applicable sections of the Florida Department of Transportation (FDOT) Standard Specifications for Road and Bridge Construction (Latest edition), as amended and supplemented, unless otherwise specified in the Special Provisions.

Used, reconditioned, or remanufactured supplies shall not be utilized unless otherwise specified or approved in writing by the Webber Project Manager.

Any and all salvageable materials within the limits of each work site shall be utilized in that work site at no additional cost. If not used, the material becomes the property and responsibility of the Contractor.

9. **TRAFFIC CONTROL:** The Contractor is responsible for work site safety and work zone traffic control. The Contractor shall perform all work, including the operation of equipment, in a manner which will not endanger the life or safety of individuals at the work site or the users of the facility. All traffic control devices shall conform to and be placed in accordance with the requirements of Part VI of the U.S. DOT Manual on Uniform Traffic Control Devices (MUTCD). For operations requiring closure of travel lane(s), Contractor shall comply with the, Worksite Traffic Supervisor, Florida Department of Transportation Standard Index 600 series of the Roadway & Traffic Design Standards, latest edition.

Webber will fully enforce all traffic control provisions; no deviations from the manual are expected or will be permitted unless otherwise approved in writing by the Webber Project Manager.

The Contractor shall furnish any traffic control devices, including law enforcement supports when required, and temporary sign panels, necessary to perform this work and shall be responsible for their cost, placement, proper maintenance, and removal.

In addition to mainline signing, proper signs shall be displayed on all affected ramps prior to the start of operations in interchange areas.

For Work Orders requiring maintenance of traffic, the Contractor shall submit to the Webber Project Manager for review, prior to beginning work, two (2) electronic copies of their proposed traffic and safety plan. The Contractor's safety and traffic plan shall show the proposed methods of ensuring safety and minimum interference with the normal flow of traffic. Submission of the Contractor's safety and traffic plan(s) shall not relieve the Contractor of its sole responsibility and/or liability for injury to persons or damage to property caused by or attributed to the Contractor.

Any necessary mainline, primary, and/or, service road, lane and/or ramp/interchange/intersection closures must be requested by Contractor and approved by the Webber Project Manager at **least two weeks** prior to the closure.

C. OTHER REQUIREMENTS

- 1. CONTRACTOR REGISTRATION:** The Contractor must furnish Webber proof of authorization to do business in the State and where required of licensure in any political jurisdictions in which the work is to be performed. Any required profession or trade license shall also be required.
- 2. LAW AND VENUE:** The Contractor shall comply with all applicable Federal, State and Local statutes, laws, ordinances, rules and regulations. The venue of any judicial proceeding arising from this Contract shall be Okaloosa County, Florida. Florida law shall apply, without regard to its choice of law rules. The Contractor waives any and all defenses to a change of venue based upon forum non convenience or any other procedural theory.
- 3. PERMITS, FEES AND NOTIFICATIONS:** The Contractor shall secure and pay fees associated with all permits required to perform the work. The Contractor will properly display, at or near the worksite, all required permits.
- 4. PRESERVATION OF PROPERTY:** The Contractor shall exercise care to avoid damage to all public and private property and facilities. Any damage to property shall immediately be restored to the previously existing condition. Webber shall make no payment for such restorative work.

Damage to essential signs (stop, yield, one-way, etc.) shall be reported immediately. Webber will repair essential signs at the Contractor's expense. Should any non-essential sign suffer damage, the Webber Project Manager, or designated representative, shall be notified no later than the end of that workday.

The Contractor may repair or replace damaged non-essential signs; delineators, etc. within 7 days if approved by the Webber Project Manager, or Webber may repair or replace damaged non-essential signs, delineators, etc. at the Contractor's expense. The Contractor shall take care not to damage wildflower plantings, planted trees or shrubs. The Contractor shall replant or replace, at the Contractor's expense any damage to such plantings.

The Contractor shall use suitable precautions to prevent damage to underground and overhead structures and signs, including but not limited to: pipes, conduits, poles, wires, cables, roadway signs, delineators, fence, guardrail, land monuments, etc.

- 5. UTILITIES:** The Contractor shall be responsible for the maintenance, protection and continuance of service for any utilities encountered in the performance of their work within the project limits for the duration of the Contract.

The Contractor shall notify SUNSHINE ONE CALL prior to digging within the right of way which could be affected by the work in accordance with the Underground Utility Damage Prevention Act, and all other applicable rules, laws and regulations.

- 6. INDEMNITY:** To the fullest extent permitted by law, the Contractor shall indemnify, defend and hold harmless the Florida Department of Transportation (FDOT) and Webber, it's agents and employees from and against all injuries, claims, damages, losses and expenses, including but not limited to attorney's fees, arising directly or indirectly out of this Contract or the obligations hereunder of the Contractor, the Contractor's subcontractors, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such injury, claim, damage, loss or expenses is caused in part, by a party

indemnified hereunder.

- 7. INSURANCE REQUIREMENTS:** Without any way limiting contractor's liability under this Contract, the Contractor, prior to execution of the Contract by Webber and at any renewal or replacements on or before the expiry of any such insurance, shall furnish evidence to Webber that the Contractor has in force during the duration of the Contract the types and amounts of insurance noted below. Failure of the Contractor to continuously maintain all required insurance in force for the duration of the Contract shall be grounds for Contract termination. All insurance must be provided by companies authorized to do business in the State of Florida and with an A.M Best "rating" of A.

GENERAL LIABILITY: The Contractor shall have Commercial General Liability Insurance, including Contractual and Products Liability. The limits of coverage shall be no less than \$5,000,000. DOT and Webber are to be named additional insured with respect to General Liability Coverage. The additional insureds shall fully cooperate with the Contractor and its insurers on any claim.

The policy is also to include the following:

- cross-liability and severability of interest provisions, as may be applicable
- Employer's Liability coverage.

"Claims Made" insurance policies shall not be permitted

WORKER'S COMPENSATION: The Contractor shall have Worker's Compensation and Employers Liability Insurance in accordance with the laws of the State of Florida in amounts and limits required under State law, sufficient to secure the benefits of the Florida Worker's Compensation Law for all Contractor's employees as required by Statute. The Contractor shall ensure that the employees (including temporary labor employees from outside agencies) of all sub-contractors of any tier are covered by Worker's Compensation Insurance, in accordance with the Laws of the State of Florida.

A certified copy of the Contractor's current Workers Compensation Insurance Experience Modification Factor (EMF) shall be submitted to Webber along with proof of insurance, prior to execution of the Contract and at Webber's request.

VEHICLE LIABILITY: The Contractor shall have vehicle liability insurance with limits of coverage shall be no less than \$5,000,000 Combined Single Limit. FDOT and Webber are to be named as additional insured with respect to vehicle liability coverage. The additional insureds shall fully cooperate with the Contractor and its insurers on any claim. The Contractor shall ensure its vehicles are properly registered in Florida, if applicable.

All policies shall contain (i) a waiver of subrogation clause against Webber and DOT, (ii) 30 days written notice in advance of any cancellation, change, or amendment restricting coverage, and (iii) shall be primary and non-contributory.

The types and amounts of insurance required herein shall in no way limit Contractor's indemnity obligations as stated elsewhere in this Contract. If the Contractor does not comply with the insurance requirements in this section, Webber may, in addition to all other rights and remedies it may have, assess liquidated damages in the amount of \$5,000 per violation per month, until such failure is cured.

- 8. SAFETY AND HEALTH STANDARDS:** The Contractor shall have in effect a formal, documented safety program which meets or exceeds the Federal Occupational Safety and Health Act (OSHA) regulations and/or Florida State specifications, whichever is more restrictive. Prior to commencement of the work, and upon request of Webber, the Contractor shall provide Webber with a copy of such plan, which must be acceptable to Webber.

Each vehicle involved in the operations (including those vehicles used for supervision) shall be equipped with a rotating or high intensity amber strobe light, visible from all directions. These lights shall be used only when required in the course of the work and shall not be used when traveling to and from the job site.

The Contractor shall perform all work, including the operation of equipment, in a manner which will not endanger the health, life or safety of individuals at the work site or the users of the highway facility. The Contractor shall also comply with applicable sections of OSHA regulations and Department of Transportation Accident Prevention Procedures Handbook (latest edition). In circumstances of conflict with the Federal Safety and Health Standards, the more restrictive requirements will apply.

While working on Webber projects, the Contractor's employees and Subcontractor's employees of any tier, including supervisory employees, shall wear, as a minimum, American National Standards Institute (ANSI) Z 89.1 approved hard hats, approved reflective vests or equivalent high visibility (and reflective if working after dark) clothing, and if appropriate, ANSI Z 41.1991 approved footwear. Contractor shall also use any other appropriate personal protective equipment which may be required for specific tasks.

Webber Mandatory Safety Rules (MSR's) are as follows:

- Always verify and tag or lock all energy isolations
- Never remove another person's Danger Tag or Personal Lock without written authorization
- Always operate equipment and machinery within defined limits
- Never begin a skilled task or operate equipment and machinery unless qualified
- Always obtain authorization before entering a confined space
- Always protect against falling where you can fall more than 6 feet/ 2 meters
- Never work or travel under a suspended load
- Always wear seatbelts when a vehicle is in motion
- Never consume or be under the influence of alcohol or illicit drugs while at work
- Always wear proper safety gear
- Always safety plan the work

The MSR's are a requirement of this Contract and Contractor agrees that it, its employees, agents, and subcontractors will abide by each of these MSR's. Contractor agrees that these MSR's will be included and made part of each and every subcontract for work performed under this Contract. Contractor further agrees that any breach of the MSR's, subject to the findings of an investigation by Webber, may result in a default and termination by Webber of this Contract, at the sole discretion of Webber. Contractor agrees to cooperate with, and participate in Webber's investigation of any breach or alleged breach of these MSR's and to promptly report any breach or alleged breach of these MSR's to Webber Project/Contract Manager. Any questions regarding these MSR's should be directed to the Webber Project/Contract Manager.

9. ENVIRONMENTAL, EROSION AND SEDIMENT CONTROL REGULATIONS: The Contractor shall be aware of and conform to all Federal, State and Local statutes, laws, rules, regulations and requirements concerning environmental permits and erosion and sediment plans and the proper construction of same. The Contractor shall be especially aware of the following requirements:

- A. Discharges of any kind into waters, wetlands, or floodplains are not permitted, unless those discharges are properly permitted or certified to meet water quality standards.
- B. Discharges of lead based paint into the atmosphere or onto the ground are not permitted. A waste removal system certified by an Industrial Hygienist shall be utilized. This is required in the *Environmental Protection and Disposal of Material* payment items if included in the Special Provisions.
- C. Silt fencing shall be erected as required around all areas prior to where the land will be disturbed.
- D. Check dams, sediment basins, and/or hay bale filters as required are to be utilized to prevent silt and sediment from leaving the work area.
- E. Disturbed areas shall be restored as soon as possible.
- F. Containment or collection systems are required, when performing any concrete work over water.
- G. Additional actions may be necessary depending on the extent of work, weather and local conditions.
- H. Proper manifests and/or receipts from certified landfills shall be submitted for all waste materials removed from the site.

- I. When the Contractor's operations encounter or expose any abnormal condition which may indicate the presence of a hazardous substance, toxic waste, or pollutants, such operations shall be discontinued in the vicinity of the abnormal condition and Webber shall be notified immediately. The presence of tanks or barrels; discolored earth, metal, wood, groundwater, etc.; visible fumes; abnormal odors; excessively hot earth; smoke; vapors; asbestos; or other conditions which appear abnormal may be indicators of hazardous or toxic wastes or pollutants and shall be treated with extraordinary caution.

If the need for any remediation of the work site becomes apparent while the contract work is underway and such work items are not specifically included in the Special Provisions, the Contractor shall immediately notify Webber. Webber may solicit a price, and if accepted, issue a Supplemental Agreement prior to commencement of needed remediation work.

- 10. ASSIGNMENT:** The Contractor shall not sublet, sell, transfer, assign or otherwise dispose of the Contract, in whole or in part, or of any right, title or interest therein without the express written authorization from Webber.
- 11. KEY PERSONNEL:** The Contractor shall provide a list of Key Personnel who will oversee performance of the work, including but not limited to a Project Manager, Superintendent, Supervisors, and Safety Manager. The Key Personnel list shall contain phone numbers, fax numbers, cell phone numbers and pager numbers. This list may also be provided to DOT, as appropriate.

12. WARRANTY:

- A. With respect to goods furnished, including fabricated goods, under the Contract, Contractor warrants that the goods will: (i) strictly conform to the drawings, specifications, and sample (if any), and other requirements provided by Webber to Contractor; (ii) conform with all applicable laws, ordinances, codes and regulations; (iii) be free from defects in materials, performance, operation, and workmanship for a period of one year after delivery and installation of the goods.
 - B. With respect to services provided under this Contract, Contractor warrants and agrees that: (i) Contractor's work will meet all specifications and drawings agreed upon by Webber; (ii) the work will be performed in a good and workmanlike manner, using sound principles and practices in accordance with generally recognized professional standards of skill, care, diligence and good engineering practice within the area called for under the applicable work; (iii) the work will be performed with diligence until the work is completed; (iv); Contractor possesses all necessary expertise to perform the work in compliance with all applicable standards and other requirements, whether express or implied by law; (v) the work will be performed in accordance with this Contract and all applicable laws, statutes, ordinances, regulations, rules, standards (government and industry), and codes (government and industry); and (vi) the work will be free from defects for a period of one year after performance.
 - C. Upon notice by Webber of a warranty claim, Contractor will promptly repair, replace or resupply the work in question (including removal, re-fabrication, reinstallation, access, shipping, labor costs, etc.) at no cost to Webber. If Contractor fails after reasonable notice to proceed promptly and complete the repair, replacement or resupply of the defective work, Webber may repair, resupply or replace the work and charge all related costs to Contractor without voiding the warranties herein, and without Webber waiving any other rights or remedies it may have under this Contract. Such costs will be payable by Contractor to Webber on demand.
- 13. COMMUNICATION WITH FDOT:** Neither the Contractor nor any of its subcontractors or representatives may communicate directly with DOT or any of its employees, agents or representatives regarding the work, without the prior written approval of Webber. All contact, communication and dealings with DOT and its employees, agents or representatives by the Contractor regarding the work shall be solely through Webber or its designated representative. The Contractor will utilize its best efforts to refer inadvertent inquiries from DOT to Webber.
 - 14. TERMINATION OR SUSPENSION:** Webber reserves the right to terminate or suspend the Contract, in whole or in part, because of unsatisfactory work, work progress, non-responsiveness, unsafe conditions, failure to comply with Contract provisions, for convenience of Webber, due to a force majeure event, or FDOT default. In any such termination event, Contractor agrees to hold harmless Webber and FDOT from any liability for Contractor's indirect or consequential loss, lost profits and/or business opportunity.

If Webber terminates the Contract should the Contractor fail to perform, Webber may award the work to another subcontractor without notice. Webber's use of other subcontractors to complete the contracted work may, at Webber's option, result in Webber back-charging the Contractor for the excess costs.

- 15. CONTRACTOR LIENS:** All liens, claims, and charges against Webber shall not attach to any interest of DOT's Transportation Facilities.
- 16. ANTI-DISCRIMINATION CLAUSE:** The Contractor shall (1) comply with all federal and state statutes, local laws, rules, regulations and ordinances applicable to the work or payment for work thereof, and will not discriminate on the grounds of race, color, religion, gender, national origin, age, disability or other protected categories in the performance of work under this Contract; and (2) shall include a similar clause in every subcontract, except subcontracts for standard commercial supplies or raw materials.
- 17. MINIMUM WAGE:** The Contractor shall affirm that all its employees, contract labor and subcontractor employees of any tier will be paid not less than the State/Federal Minimum Wage set forth in 29 CFR paragraph 206; and/or if applicable the current Davis-Bacon Act or Service Contract Act Wages (and benefits).
- 18. NOTIFICATION OF CRIME CONVICTION:** The Contractor shall notify Webber within thirty (30) days after conviction of a violation of state or federal antitrust laws with respect to a public contract or any violation of any state or federal law involving fraud, bribery, collusion, conspiracy, or material misrepresentation with respect to a public contract ("Contract Crime") applicable to any of its officers, directors, executives, shareholders active in management, employees or agents of its affiliates as further provided for in Section 287.117 F.S.

19. COMPLIANCE WITH LAWS:

- A. The Contractor agrees that it shall make no statements, press or publicity releases concerning this Contract or its subject matter or otherwise disclose or permit to be disclosed any data or other information obtained or furnished in compliance with this Contract, or any particulars thereof, during the period of the Contract, without first notifying the Webber Project Manager and receiving written consent. The Contractor also agrees that it shall not publish, copyright or patent any of the ideas, or data developed under this Contract, it being understood that such ideas, data or information is a "work for hire" and the property of the FDOT and/or Webber.
 - B. The Contractor agrees that it and its employees shall be bound by the standards of conduct provided in applicable Florida Statutes as they relate to work performed under this Contract. The Contractor further covenants and agrees that if the Contractor employs a former state employee, the Contractor shall require that strict adherence by the former state employee to Florida Statutes, is a condition of employment for said former state employee. The Contractor agrees to incorporate the provisions of this paragraph in any subcontract into which it might enter with reference to the work performed pursuant to this Contract.
 - C. Webber shall consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the Immigration and Nationality Act. If the Contractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Contract.
- 20. CONTRACTOR STANDING:** Contractor must declare in writing, if Contractor, a sub-consultant, or any person associated therewith in the capacity of owner, partner, director, officer or any position involving the administration of federal funds:
- A. Is currently under suspicion, debarment, voluntary exclusion or determination of ineligibility by any federal agency.
 - B. Has been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past three years.
 - C. Does have a proposed debarment pending; or has been indicted, convicted or had a civil judgment rendered against it, or them by a court of competent jurisdiction in any matter involving fraud, or official misconduct in the past three years.

Any of the above conditions will not necessarily result in denial of award, but will be considered in determining offer or responsibility. For any condition noted, indicate to whom it applies, initiating agency, and dates of action. Providing false information may result in criminal prosecution or administrative sanctions.

- 21. PROFESSIONAL ETHICS:** Any person who is employed by Contractor and is licensed by the Department of Business and Professional Regulation and who, through the course of his employment, has knowledge to believe that any person has violated the provisions of state licensing laws or rules shall submit a complaint about the violations to the Department of Business and Professional Regulation.

Failure to submit a complaint about the violations may be grounds for disciplinary action pursuant to Chapter 455, F.S. and the state licensing law applicable to that licensee. The complaint shall be confidential. Any confidential information submitted to the Department of Business and Professional Regulation shall remain confidential pursuant to Chapter 455, F.S. and applicable state law.

- 22. PUBLIC ACCESS TO DOCUMENTS:** The Contractor shall allow public access to all documents, papers letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and any objection made or received by the Contractor to grant such public access shall be grounds for immediate and unilateral cancellation of this Agreement. However, upon receipt of any public records request, the Contractor shall immediately notify the Webber Project Manager and secure prior written consent before releasing such records.
- 23. DEPARTMENT SUCCESSION:** This contract is fully assignable to DOT, including the benefit of all Contractor warranties, indemnities, guarantees, and professional responsibilities. Should this contract be assigned to DOT then the Contractor agrees that:
- A. It will maintain usual and customary books and records for the type and scope of operations of business in which it is engaged (e.g., constructor, service provider).
 - B. It will permit audit by Webber and provide progress reports to Webber appropriate for the type of subcontract it is performing sufficient to enable Webber to provide the reports it is required to furnish DOT.
 - C. It will allow DOT to assume the benefit of Webber's subcontract rights and the work performed thereunder with liability only for those remaining obligations accruing after the date of assumption.
- 24. CONFIDENTIALITY:** In connection with the work provided under this Contract, one party may disclose ("Disclosing Party") to the other party ("Receiving Party"), either orally, in writing, or by inspection, certain information related to Disclosing Party's business, operations, or future business that is either non-public, confidential, proprietary in nature and which could facilitate the work ("Confidential Information"). The parties agree as follows:
- A. The disclosure of any Confidential Information has been and will be solely for performing the work. The Receiving Party agrees that it will keep the Confidential Information confidential and will not, without the prior written consent of the Disclosing Party, disclose the Information to any other third party. Neither the Receiving Party nor any of its Representatives (defined herein) will use the Confidential Information for any purpose other than in performance of the work, except that the Receiving Party may disclosure Confidential Information solely to its employees, directors, officers, attorneys, accountants and financial advisors ("Representatives") as are necessary to perform the work, and only provided that such Representatives are informed of the and agree to abide by the terms of this Contract. The Receiving Party will be responsible for any violations of this Contract by their Representatives and shall use its best efforts to restrain their Representatives from unauthorized use or disclosure of the Confidential Information. Confidential Information shall not apply to information which (i) is or becomes generally available to the public other than as a result of disclosure by the Receiving Party or its Representatives in breach of this Contract; or (ii) is or becomes available to the Receiving Party on a non-confidential basis from another source not bound by duty of nondisclosure to Disclosing Party with respect to such information.
 - B. All Confidential Information furnished by Disclosing Party shall remain the property of the Disclosing Party. Following completion of the work, or at any time upon request, the Receiving Party will either destroy or return the Confidential Information and all portions or copies, notations, extracts and summaries or analyses thereof, whether they include or are based on the Confidential Information; provided that the Receiving Party may retain its own documents to evidence compliance with policies and due diligence. The Receiving Party shall, at the Disclosing Party's request, certify in writing that it has complied with such request.
 - C. Notwithstanding the provisions of this Section, in the event the Receiving Party or its Representatives becomes compelled by applicable law, or any applicable government or regulatory body to disclose any of the Confidential Information, the Receiving Party will provide the Disclosing Party with prompt written notice thereof and the Disclosing Party may seek a protective order or other appropriate remedy or waive compliance with the provisions of this Contract. In the event such protective order is not obtained, or the Disclosing party waives compliance with the provisions of this Contract, the Receiving Party will provide only that portion of the Confidential Information which is legally required and will cooperate to obtain confidential treatment for such Confidential Information disclosed.
- 25. RECORDS RETENTION AND AUDIT:** Contractor shall maintain books, records, documents and other evidence of procedures and practices which sufficiently and properly reflect all costs and performance of work under this Contract, including financial records,

personnel records, policies, training records, drug test results, change order files, etc., related to the performance of work and to Contractor's compliance with the terms and conditions of this Contract. Such records shall be maintained for a period of five (5) years after the expiration or termination of this Contract. All such records shall be subject at reasonable times and upon prior notice, to examination, inspection, copying, or audit by personnel authorized by Webber or FDOT. Delivery of and access to such documents shall be at no cost to Webber. Contractor shall be responsible for any audit exceptions or disallowed costs.

D. COMPENSATION AND PAYMENT

1. **CONTRACT AMOUNT:** The Contract Amount is defined as the summation of the products of the estimated quantities or the lump sum identified in Attachment C to this Contract. Unless otherwise specified in this Contract, no other costs or reimbursable amounts are allowed.
2. **INVOICES:** Invoices for work performed in accordance with the Contract shall be submitted to: infrainvoices@ferrovial.com Invoices will contain the following information: Webber Purchase Order number, Contract Name and Effective Date, Project Number (if applicable), Product Name, Item #, Quantity and Price (if applicable), Hours Worked by Contractor employees, Rate/Hour, specific Milestone Achievement, % Completion and payment amount pursuant to Attachment D. Equipment, freight, materials, third party items, taxes (if applicable) and any other charges as allowed in this Contract shall be identified as separate line items on each invoice.

The Contractor's invoices must be accompanied by supporting documentation and shall contain sufficient detail for post-audit and match the final approved Work Order, including Hours worked by each Contractor employee, Miles Driven by each Contractor employee per Day, evidence of compliance with health and safety standards, and any other information reasonably requested by Webber. Failure to attach such supporting documentation will result in non-payment. Upon submittal of the final invoice, Contractor represents that the work under the Scope of Work is clear of all claims, liens, encumbrances, and security interests. Webber owns and holds title to all work, whether materials are in process or finalized.

3. **CONTRACTOR PAYMENT AND WORK CERTIFICATION:** The Contractor shall submit certification that all labor, materials vendors, public utility or other services, suppliers, subcontractors, and equipment rental vendors involved in the work invoiced have been or will be promptly paid their proportional share of the invoice; that all work has been completed in compliance with this contract and all applicable industry standards including these specifications. The Contractor is required to report monthly with its invoicing - on forms provided by Webber - if it is a DBE/MBE/WBE/HUB zone, its minority status, the actual payments received, less retainage and the work type etc.; including the DBE/MBE/WBE/HUB zone status of its, subcontractors, suppliers and material, as applicable. The Contractor's invoice will not be processed for payment until this certification and the signed Work Order is received.
4. **PAYMENT:** Payment will be made pursuant to the requirements and schedule in Attachment D. Payment shall be considered full compensation for providing any and all labor, supervision, equipment, materials, supplies, erosion control, traffic control, incidentals, etc. necessary to perform the work. Payment terms for all Contractor invoices shall be net due forty-five (45) days after receipt of a correct invoice. No work shall be performed without prior approval from the Webber Project Manager.

Invoices shall be submitted to Webber in a timely manner for work completed. Webber is not obligated to pay any invoice, nor is Webber obligated under any legal or equitable theory to pay for work reflected in an invoice, that is not received by Webber within ninety (90) days after completion of the work. Notwithstanding anything else to the contrary in this Contract, and without prejudice to any other right it may have, Webber reserves the right at any time to set-off any amounts it owes to Contractor under this Contract against any amount payable by Contractor to Webber.

Webber may require Contractor to provide reasonable and appropriate conditional or unconditional lien waivers (as applicable) or other proof of payment to any and all Contractor agents and subcontractors as a condition to payment of any invoices.

No payment will be made for unsatisfactory work, extra work not approved in writing through a Change Order or work not performed. Payment may be withheld for failure to comply with terms of the Contract, for damages or delays caused by the Contractor, or for work identified in claims filed with Webber by subcontractors/members of the public, etc. against the Contractor.

E. MISCELLANEOUS

1. **SURVIVING CLAUSES:** The provisions of this Contract related to Warranty, Indemnity, Audit, and Confidentiality will survive its termination.
2. **AMENDMENT:** Any purported amendment to this Contract without prior written consent of Webber and FDOT shall be null and void.

ATTACHMENT B

SCOPE OF WORK

The work shall be done in or about the city limits of Destin within the FDOT right of way in the following areas:

1. SR 30 (US98) at Destin Bridge (MP 17.430) to SR 30 (US98) (MP20.820)
2. SR30 (US98) (MP20.820) to Walton County Line (MP 24.620)

485 Small Machine Mowing: Further described a roadside mowing with small hand or riding mowers having a cutting width of 40" or less

541 Roadside Litter Removal: Further described as cleaning roadways and roadsides of debris, such as cans, bottles, paper, trash, and roadkill. This work shall be done concurrently with 471 Large Machine Mowing.

545 Edging and Sweeping: Further described as the removal of vegetation and debris from the curb gutter and sidewalk.

ATTACHMENT C

CONTRACTOR'S REQUEST FOR PROPOSAL RESPONSE AND QUOTATION

<u>Description</u>	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Cost</u>	<u>Total</u>
Litter Pickup and Disposal	1,581.6	Acre	\$6.45	\$10,201.32
Edging and Sweeping	119.7	Curb Mile	\$180.00	\$21,546.00
Small Machine Mowing	135.52	Acre	\$58.08	\$7,871.00
				\$39,618.32

ATTACHMENT D

DELIVERABLES, MILESTONES AND PAYMENT SCHEDULE

ATTACHMENT E

CHANGE ORDER FORM

Webber

Project: _____

Contractor: _____

Webber Contract No.: _____

Change Order No.: _____

Date of Request: _____

Purchase Order No.: _____

Upon full execution of this Change Order Form, Contractor is directed to make the following changes to the referenced Contract.

Reason for Change Request:

Description of Costs (attach documentation as appropriate)	No. of Units or Man- Hours	Add/Deduct Amount per Unit or Man-Hour	Total Line Item Amount

Original Contract Amount:	\$
Net Change by Previously Authorized Change Orders	\$
Contract Sum Prior to this Change Order	\$
Amount of this Change Order	\$
New Contract Sum including this Change Order	\$
Original Contract Date of Completion	
New Date of Completion with this Change Order	

This Change Order is not valid until signed by Webber. Signature of Contractor indicates agreement to the changes on this Change Order Form.

Accepted by Contractor:

Accepted by Webber Project Manager:

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

ATTACHMENT F

Lane Closure Restrictions

Okaloosa County

No Daytime = No Lane Closures from 6:00am to 8:00pm.

Non-Peak = No Lane Closures from 6:00am to 9:00am AND from 3:00pm to 6:00pm.

State Road 4 (Santa Rosa County Line to Baker).....	No Restrictions
State Road 4 (Baker to SR 10)(US 90)Milligan.....	Non-Peak
State Road 8 (I-10) Interstate.....	Non-Peak
State Road 10 (US 90) Santa Rosa Co. Line to Walton Co. Line.....	Non-Peak
State Road 20 / State Road 85.....	No Daytime
State Road 30 (US 98) Santa Rosa Co. Line to Walton Co. Line.....	No Daytime
State Road 85 (SR 20/85 Niceville to Old Bethel Road/Airport Rd.).....	No Daytime
State Road 85 (Old Bethel Road/Airport Road to Walton Co. Line).....	Non-Peak
State Road 123 (Roger J. Clary Highway).....	No Daytime
State Road 145 (Perry) SR 30 (Florida Place, First St).....	No Daytime
State Road 188 (Racetrack Road) Beal Parkway to Eglin Parkway.....	No Daytime
State Road 189 (N Okaloosa Co) From Baker to State Line.....	Non-Peak
State Road 189 (S Okaloosa Co) Lewis Turner/Beal Parkway.....	No Daytime
State Road 190 (From SR 85 to SR 397)	Non-Peak
State Road 285 (From SR 20 to Walton Co. Line).....	Non-Peak
State Road 293 (Mid Bay Bridge Rd/Danny Wuerffel Way).....	No Daytime
State Road 393 (Mary Esther Cutoff) SR 30 to SR 189.....	No Daytime

ATTACHMENT G

DISADVANTAGED, MINORITY AND WOMEN BUSINESS ENTERPRISES HISTORICALLY UNDERUTILIZED BUSINESS

POLICY

It is the policy of VMS, Inc. that disadvantaged, minority and women business enterprises as well as historically under-utilized business enterprises shall have the maximum opportunity to participate in the performance of our contracts.

OBLIGATION

The Contractor and any subsequent Subcontractor shall ensure that minority and women business enterprises as well as historically under-utilized business enterprises have the maximum opportunity to participate in the performance of the work included in this contract. The Contractor and any subsequent Subcontractor shall take all necessary and reasonable steps to ensure that minority and women business enterprises, historically under-utilized enterprises have the maximum opportunity to compete for and perform a portion of the work included in this contract. Failure on the part of the Contractor to carry out the reporting requirements set forth herein shall constitute a breach of contract and after proper notification may result in termination of the contract.

GOALS

Due to the nature of work in this contract, specific goals for participation by historically underutilized business enterprises are not established.

REPORTS

The Contractor shall submit the attached statement within 10 days after contract award to report all projected DBE/MBE/WBE/HUB participation on the project. **This participation includes the Prime Contractor as well as Sub-Contractors.** The contractor shall submit the same statement with the final invoice to report all actual DBE/MBE/WBE/HUB participation on the project. In the event the Contractor had no DBE/MBE/WBE/HUB participation on the project, he is still required to submit a statement with the final invoice reporting no participation. Where participation is from DBE/MBE/WBE/HUB Material Suppliers or Manufacturers, the statement shall indicate the appropriate percentage (60% for regular dealers, and 100% for manufacturers) of expenditures to be reported.

THE CONTRACTORS STATEMENT OF MBE AND WBE PARTICIPATION MUST BE DELIVERED TO VMS, INC. IN ORDER FOR THE FINAL INVOICE TO BE PROCESSED FOR PAYMENT

LISTING OF MBE/WBE PARTICIPATION
(to include all Prime Contractor and Sub Contractor participation)

Contract No.: _____ Contract Description: _____

Company Name and Address	MBE or WBE	Item No.:	Item Description/Units	Unit Price*	Total \$ Volume of Sublet Work

TOTAL \$ OF WBE PRIME & SUBCONTRACTORS: _____

WBE PERCENTAGE OF TOTAL CONTRACT: _____

TOTAL \$ OF MBE PRIME & SUBCONTRACTORS: _____

MBE PERCENTAGE OF TOTAL CONTRACT: _____

*\$THE DOLLAR VOLUME SHOWN HERE SHALL BE THE ACTUAL PRICE AGREED UPON BETWEEN THE PRIME CONTRACTOR AND THE SUBCONTRACTOR

ATTACHMENT H
EQUIPMENT CERTIFICATION

PURPOSE: All contractors responding to this invitation for bid are required to complete this certification.

Contract Number: _____

1. Name of Firm: _____

2. Type of Business (Check One):

_____ Proprietorship _____ Partnership _____ Corporation

3. Name of Owner or Chief Executive Officer: _____

4. How many years has the firm been in the business of providing the services called for in this bid ? _____

5. How many employees will be allocated to perform the services required in this bid? _____

6. List below the equipment (Make, Model, Year, HP if applicable) which will be used in performing the services required in this bid:

7. Is this equipment presently in the firm's equipment inventory ? _____

8. If no, which firm do you intend to Rent/Buy from? _____

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: September 7, 2023
TYPE OF AGENDA ITEM: Consent Agenda
AGENDA OUTLINE NUMBER: 3.D.

TO: City Council

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

FROM: Michael Burgess, Public Services Director

DATE: 08/29/2023

SUBJECT: Milling/Re-Surfacing/Re-Striping of Moreno Point Road (Gulf Shore Drive to end of Public ROW)

I. BACKGROUND: The City of Destin's FY23 RR054 budget has \$183,404 remaining for road maintenance. Staff requests that Moreno Point Road (Gulf Shore Drive to end of public ROW) be milled, re-surfaced, and re-striping using this available funding.

II. DISCUSSION: This roadway is experiencing transverse, longitudinal and "alligator" cracking, typical signs of asphalt aging. Asphalt failures of this nature allow for rainwater to enter and compromise the road's base and/or underlying layer of pavement. Normal pavement preservation techniques available to City staff cannot adequately address or repair these types of failures to a level that would be generally acceptable functionally or aesthetically. A map of the project area is included as ATT1. Quotes for the asphalt work and re-striping are provided as ATT2 and ATT3. Contract documentation for both continuing service providers is also included as ATT4 (H&T) and ATTs 5&6 (Emerald Coast Striping).

Note: the provided striping quote includes temporary striping with paint. The City will opt-out of this additional application. The total striping cost will be \$7,310.00.

\$116,733.25 H&T asphalt work
 7,310.00 Emerald Coast Striping
 =====

\$124,043.25 total project estimate

- 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

B. Effect on Budget (EOB): *Total cost of the project will be \$124,043.25, and there are adequate funds remaining in the Renewal and Replacement fund 2023 Budget for transportation-related renewal (RR054).*

	12254500 Parking Fund	30058585 Gen Fund	30054131 Gas Tax#1	TOTAL
565000-RR054				
Capital Improvemt-Renew/Replace Roads, Sidwalks, Parking	\$ 96,000	627,211.72	\$ 518,000	\$ 1,241,212
FY23 Adopted Budget*	96,000	627,211.72	518,000	1,241,212
Internal Budget Transfers	-	-	-	-
Revised Budget	96,000	627,211.72	518,000	1,241,212
Previous Expenses/Encumbrances	(60,340)	(443,807.34)	(525,847)	(1,029,995)
Available Program Budget	35,660	183,404.38	(7,847)	211,217
This Agreement +(-)	-	(124,043.25)	-	(124,043)
FY23 Remaining Program Budget	\$ 35,660	59,361.13	\$ (7,847)	\$ 87,174

**FY23 Adopted Budget includes Budget for Prior Year Encumbrances*

C. Level of Service (LOS): Improved driving surface. New striping will be provided and retro-reflective markers installed, improving night-time visibility of the road's center and edges.

D. Legislative Sponsor:

III. CONCLUSION: By giving authorization to perform this work, staff will coordinate with both continuing service contractors to have this work completed as soon as possible.

IV. RECOMMENDED MOTION: I authorize the City Manager to issue a purchase order consistent with the quotes from H&T Contractors LLC and Emerald Coast Striping to mill, resurface and re-stripe Moreno Point Road (Gulf Shore Drive to end of public ROW).

Attachments:

1. ATT1: Moreno Point Project Map 083023
2. ATT2: H&T Moreno Point Road quote
3. ATT3: Moreno Point Rd Striping Proposal 8-23-213
4. ATT4: H&T 2023 Misc Asphaltic Concrete Services Contract Yr1
5. ATT5: Emerald Coast Striping LLC Misc Road Striping Contract FY21
6. ATT6: ECS Misc Road Striping Services FY23 extension

City of Destin PW

Moreno Point Resurfacing Project



WORK ORDER**MISCELLANEOUS ASPHALTIC CONCRETE CONTINUING SERVICES CONTRACT****CONTRACTOR:** H&T Contractors, LLC.**Date:** 8/22/2023**Work Order Number:****Completion Date:****Calendar Days:****Description of Work:** Moreno Point Road (Gulf Shore Dr. to Private Area)

Item No.	Description	Unit	Unit Price	Quantity	Extension
1	2" Type SP – 12.5 Asphalt Concrete Superpave (Coarse) w/Fiber	SY	\$20.25	3471.00	\$ 70,287.75
2	1 ½" Type SP – 12.5 Asphalt Concrete Superpave (Fine) w/Fiber	SY	\$15.75	0.00	\$ -
3	1" Type SP - 9.5 Asphalt Concrete Overlay (Fine) w/Fiber	SY	\$13.00	0.00	\$ -
4	Milling of existing asphalt (average 1 in depth)	SY	\$5.00	0.00	\$ -
5	Milling of existing asphalt (average 2 in depth)	SY	\$6.50	3471.00	\$ 22,561.50
6	8" Graded Aggregate Base, delivered and compacted (LBR 100 compacted to 98% modified proctor density per AASHTO T-180)	SY	\$30.00	0.00	\$ -
7	6" Graded Aggregate Base, delivered and compacted (LBR 100 compacted to 98% modified proctor density per AASHTO T-180)	SY	\$24.00	0.00	\$ -
8	4" Graded Aggregate Base, delivered and compacted (LBR 100 compacted to 98% modified proctor density per AASHTO T-180)	SY	\$12.00	0.00	\$ -
9	Stabilized Subbase (12") (LBR 40 compacted to 98% modified proctor density per AASHTOT-180)	SY	\$10.00	0.00	\$ -
10	Stabilized Subbase (6") (LBR 40 compacted to 98% modified proctor density per AASHTOT-180)	SY	\$8.00	0.00	\$ -
11	Prime Coat	SY	\$4.00	0.00	\$ -
12	Tack Coat	SY	\$4.00	3471.00	\$ 13,884.00
13	Asphalt Cut with Abrasive Blade	LF	\$7.00	0.00	\$ -
14	Concrete Cut with Abrasive Blade	LF	\$7.00	0.00	\$ -
15	Silt Fence	LF	\$10.00	0.00	\$ -
16	Straw Waddle	LF	\$8.00	0.00	\$ -
17	Manhole Adjustment	EACH	\$1,000.00	0.00	\$ -
18	Valve Box Adjustment	EACH	\$600.00	0.00	\$ -
19	Removal of Concrete over 6 inches	SY	\$15.00	0.00	\$ -
20	Removal of Asphalt up to 4 inches thick	SY	\$10.00	0.00	\$ -
21	Removal of Asphalt over 4 inches	SY	\$15.00	0.00	\$ -
22	Fill Dirt provided, delivered, spread and compacted on grade	CY	\$40.00	0.00	\$ -
23	Clear & Grub	SY	\$2.50	0.00	\$ -
24	Debris Hauling	CY	\$25.00	0.00	\$ -
25	Tree trimming	HR	\$300.00	0.00	\$ -
26	Aluminum Pipe Guiderail (FDOT Index 870)	LF	\$500.00	0.00	\$ -
27	Guardrail (FDOT Index 400)	LF	\$450.00	0.00	\$ -
28	Mobilization	LUMP	\$4,000.00	1.00	\$ 4,000.00
29	12" inch RCP provided, delivered, and installed	LF	\$92.00	0.00	\$ -
30	15" inch RCP provided, delivered, and installed	LF	\$92.00	0.00	\$ -
31	18" inch RCP provided, delivered, and installed	LF	\$101.00	0.00	\$ -
32	24" inch RCP provided, delivered, and installed	LF	\$125.00	0.00	\$ -
33	30" inch RCP provided, delivered, and installed	LF	\$157.00	0.00	\$ -
34	36" inch RCP provided, delivered, and installed	LF	\$240.00	0.00	\$ -
35	42" inch RCP provided, delivered, and installed	LF	\$285.00	0.00	\$ -
36	48" inch RCP provided, delivered, and installed	LF	\$350.00	0.00	\$ -

*Payment shall be made on actual work performed, as measured in field.

WORK ORDER
MISCELLANEOUS ASPHALTIC CONCRETE CONTINUING SERVICES CONTRACT

37	12" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$45.00	0.00	\$ -
38	15" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$55.00	0.00	\$ -
39	18" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$65.00	0.00	\$ -
40	24" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$75.00	0.00	\$ -
41	30" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$120.00	0.00	\$ -
42	36" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$140.00	0.00	\$ -
43	42" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$160.00	0.00	\$ -
44	48" inch ADS Culvert Pipe provided, delivered, and installed	LF	\$180.00	0.00	\$ -
45	Concrete Headwall or Drainage Structure	CY	\$900.00	0.00	\$ -
46	Mitered end section – medium 12 inches to 15 inches	EACH	\$2,000.00	0.00	\$ -
47	Mitered end section – large 18 inches to 24 inches	EACH	\$4,500.00	0.00	\$ -
48	Concrete flume (4 in thick)	SY	\$200.00	0.00	\$ -
49	Inlet Apron (4 in thick)	SY	\$120.00	0.00	\$ -
50	Raise existing inlet (assume 3 in adjustment)	EACH	\$3,000.00	0.00	\$ -
51	Lower existing inlet (assume 3 in adjustment)	EACH	\$2,500.00	0.00	\$ -
52	6 in Diameter Yard Inlet, installed, maximum 2 in depth	EACH	\$300.00	0.00	\$ -
53	Excavation and Haul Off	CY	\$25.00	0.00	\$ -
54	Well Points	DAY	\$4,500.00	0.00	\$ -
55	Grout (joint)	EACH	\$2,500.00	0.00	\$ -
56	Compaction of Subgrade, Soil, and Backfill (Up to 6" Thick)	SY	\$20.00	0.00	\$ -
57	Swale Installation (grading)	CY	\$100.00	0.00	\$ -
58	Concrete Collar (any size)	EACH	\$3,000.00	0.00	\$ -
59	Rip Rap Rubble (up to 12" stone, 18" thick)	SY	\$600.00	0.00	\$ -
60	Rip Rap Rubble (up to 24" stone, 36" thick)	SY	\$700.00	0.00	\$ -
61	6 inch Drain pipe	LF	\$45.00	0.00	\$ -
62	Type "C" inlet installed (maximum depth 6 ft)	EACH	\$5,000.00	0.00	\$ -
63	Concrete Driveway 6 inches thick-fiber reinforced	SY	\$108.00	0.00	\$ -
64	Concrete Sidewalk – 4 inches thick installed	SY	\$72.00	0.00	\$ -
65	Concrete Flat/Ribbon Curb fiber reinforced (12" wide by 8" deep)	LF	\$25.00	0.00	\$ -
66	Concrete Type "D" Curb fiber reinforced	LF	\$30.00	0.00	\$ -
67	Concrete Type "E" Curb & Gutter fiber reinforced	LF	\$35.00	0.00	\$ -
68	Concrete Type "F" Curb & Gutter fiber reinforced	LF	\$34.00	0.00	\$ -
69	Concrete Modified (18") Type "F" Curb & Gutter fiber reinforced	LF	\$30.00	0.00	\$ -
70	ADA truncated dome mat installation	SF	\$48.00	0.00	\$ -
71	Traffic Control (MOT) cost	DAY	\$2,000.00	3.00	\$ 6,000.00
72	Bermuda Sod installed	SY	\$4.50	0.00	\$ -
73	St Augustine Sod installed	SY	\$5.75	0.00	\$ -
74	Centipede Sod installed	SY	\$13.50	0.00	\$ -
75	Irrigation Repair	HR	\$250.00	0.00	\$ -
76	Type "C" inlet installed (depth 6-10 ft)	EACH	\$5,500.00	0.00	\$ -
77	Type "C" inlet installed (depth 10 -14 ft)	EACH	\$6,000.00	0.00	\$ -
78	Type "C" inlet installed (maximum depth 6 ft)	EACH	\$500.00	0.00	\$ -
79	Speed Hump Installation (2 Lanes)	EACH	\$3,000.00	0.00	\$ -
80	Speed Table Installation (2 Lanes)	EACH	\$4,500.00	0.00	\$ -
			Total		\$ 116,733.25

Additional Contract Items					
Item No.	Description	Unit	Unit Price	Quantity	Extension
			Total		\$ 116,733.25
	Contingent Items from Price Sheet	LS	Total		
			Grand Total		\$ 116,733.25

CONTRACTOR REPRESENTATIVE: _____

DATE _____

*Payment shall be made on actual work performed, as measured in field.



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

Proposal
DATE August 23, 2023
Quotation # Moreno Point Rd Striping
Destin, FL

Proposal To:
City of Destin

Comments or special instructions:

All Maintenance of Traffic to be provided by General Contractor.

ECS requires a daily minimum of \$2,500 to be called out.

Hydroblasting mobilization is \$2,500 and daily minimum is \$4,000.

Thermoplastic quantities do not include temporary paint unless otherwise noted.

Paint quantities are for one coat/application unless otherwise noted.

Any striping performed on concrete will have a primer applied prior.

0 Sf of Removal has been included.

Due to recent market volatility, supply chain interruptions, equipment and material shortages, this price is valid for 30 days

and may be repriced after this period should market conditions change and/or costs escalate due to price increases and/or surcharges from suppliers.

All proposals over 365 days will have an annual 5% increase per year.

Any Reduction in Scope to the quantities shown below may adjust the below listed Unit prices

This is a unit price bid, any additions will be paid at the unit prices given.

By accepting this proposal, you accept all terms with it.

Please allow two weeks advance notice for scheduling of crews

DESCRIPTION	UNIT	QUANTITY	PRICE	AMOUNT
Moreno Point Rd - Gulf Shore Dr to Private Area				
Paint				\$0.00
6" White Solid Paint Striping	LF	3266	\$0.30	\$979.80
6" Yellow Solid Paint Striping	LF	3266	\$0.30	\$979.80
12" White Solid Paint Striping (Crosswalk)	SF	60	\$2.00	\$120.00
24" White Solid Paint Striping (Stop Bar)	SF	32	\$2.00	\$64.00
Thermoplastic				\$0.00
6" White Solid Thermoplastic Striping	LF	3266	\$1.00	\$3,266.00
6" Yellow Solid Thermoplastic Striping	LF	3266	\$1.00	\$3,266.00
12" White Solid Thermoplastic Striping (Crosswalk)	SF	60	\$4.00	\$240.00
24" White Solid Thermoplastic Striping (Stop Bar)	SF	32	\$4.00	\$128.00
				\$0.00
Raised Pavement Marker	EA	82	\$5.00	\$410.00
TOTAL				\$9,453.60

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

THANK YOU FOR YOUR BUSINESS!

CITY OF DESTIN, FLORIDA

CONTRACT

MISCELLANEOUS ASPHALTIC CONCRETE CONTINUING SERVICES CONTRACT

On March 6, 2023 THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA, herein referred to as the **City**, accepted the bid of H&T Contractors, LLC., herein referred to as the **Contractor**, to supply miscellaneous asphaltic concrete services for City properties. The Contractor's Cost Schedule for the terms of their engagement is included in their entirety by reference at Exhibit "A" and as completely as if incorporated herein.

TERMS AND CONDITIONS OF CONTRACT FOR THE MISCELLANEOUS ASPHALTIC CONCRETE CONTINUING SERVICES CONTRACT:

1. Entire Contract:

This Contract represents the entire and integrated Contract between the City and Contractor and supersedes all prior negotiations, representations or contracts, either written or oral. Provisions of this Contract may be amended only by written instrument approved by the Destin City Council and signed by the City Manager and Contractor.

2. Intent of Contract:

This Contract is for supplying the City with all applicable concrete work for City properties. The Scope of Work, herein referred to as the **Work**, encompasses the foregoing and all descriptive work components described within Exhibit "A".

3. Term of Contract and Tim Extensions:

This contract will be in effect from March 7, 2023 through December 31, 2023 and is for supplying the City with miscellaneous asphaltic concrete services.

4. Time for Performance:

The Contractor agrees to provide asphaltic concrete services for the satisfactory approval and acceptance by the City.

5. Compensation:

All payments upon contract are contingent upon the Contractor's Work being acceptable to the City. For satisfactory completion and acceptance of the Work, the City agrees to pay the Contractor in accordance with the terms of this Contract and the Contractor's Cost Schedule as identified in the Bid Form submitted by the Contractor, as may have been adjusted at the time of contract approval and incorporated herein.

6. Changes in the Work:

The City shall have the right at any time during the progress of the Work to increase or decrease the Work. Promptly after having been notified of a change, the Contractor shall submit an itemized estimate of any costs and/or time increases or savings it foresees as a result of the change. No additions or changes to the Work shall be made except upon written order of the City and the City shall not be liable to Contractor for any increased compensation without such written order.

7. Insurance:

Contractor shall, during the performance of the contract, maintain Worker's Compensation Insurance

sufficient to secure benefits of the Florida Workmen's Compensation Law for all employees and any of the work sublet to any vendor or subcontractor, Comprehensive General Liability Insurance, Auto Liability Insurance, Builder's Risk Insurance, all with companies and in the form and amounts acceptable to the City. Said certificates of insurance of contractor are attached hereto and made a part hereof by reference. If any part of the work is sublet, similar insurance shall be provided by and in behalf of any subcontractors.

Evidence of Insurance: Contractor shall provide the City Certificates of Insurance naming the City as an additional insured. All binders, policies, or certificates of insurance shall provide for at least ten days notice from insurers to the City of any cancellation or amendment to any of the insurance policies.

8. Indemnification:

Contractor shall indemnify, defend, save, and hold the City, its agents, officers and employees, harmless of and from any losses, fines, penalties, costs, damages, claims, demands, suits, and liabilities of any nature, including reasonable attorney's fees (including regulatory and appellate fees), arising out of: because of; or due to any accidents arising in any manner on account of the exercise or attempted exercise of Contractor's rights hereunder whether the same regards person or property of any nature whatsoever, regardless of the apportionment of negligence, unless due to the sole negligence of the City.

Contractor shall indemnify, defend, save and hold the City, its agents, officers and employees, harmless of and from and against any and all liens, claims, damages, demands, suits and liabilities, attorney's fees and costs, including appellate attorney's fees and costs, of and for mechanics and materialmen furnishing labor and materials in the performance of this contract.

9. Licensing:

The Contractor shall obtain all permits and maintain at his expense all professional and business certificates and licenses required by law and as necessary to perform services under this Contract. If Contractor performs any Work without obtaining, or contrary to, permits and licenses, Contractor shall bear all costs arising therefrom. The City may waive fees for City controlled permits, but in no instance can the City waive permit requirements nor fees beyond their control.

10. Cancellation:

This contract may be canceled by either party with a thirty-day written notice and is contingent upon the annual appropriation by the City of legally available funds. City's obligation to pay the amount due hereunder in any fiscal year is contingent upon the appropriation by the City Council of legally available funds for the purposes set forth in this contract.

11. Performance of Work/Responsibilities:

For each task, the Contractor will be issued a work order by the City's Public Services Director or designee. The Public Services Director or designee will issue verbal work orders only in emergency situations. The Contractor shall commence work in a reasonable length of time and shall complete the work in an expeditious manner. In emergency situations, the Contractor shall endeavor to commence work immediately. All work shall be done under the supervision of the City's Public Services Director or designated representative. The performance of Work and responsibilities hereto are outlined and made a part hereof as identified in Exhibit "A".

12. Termination for Default:

The Contract will remain in force for the full period specified and until the City Manager or his designee determines that all requirements and conditions have been satisfactorily met and the City Manager or his designee has accepted the work under the Contract Documents following the initial contract terms and all subsequent contract terms, including warranty and guarantee periods. However, the City Manager

will have the right to terminate this Contract sooner if the Contractor has failed to perform satisfactorily the work required or comply with the other requirements of the Contract.

In the event the City Manager decides to terminate this Contract for the Contractor's failure to perform satisfactorily or meet its other responsibilities under the Contract, the City Manager will give the Contractor five (5) days' notice, whereupon the Contract will terminate, unless during the notice period the Contractor cures the failure to perform or meets its other responsibilities under the Contract to the satisfaction of the City Manager.

Upon Contract termination for the Contractor's failure to provide satisfactory contract performance, the Contractor will be entitled to receive compensation for Contract services satisfactorily performed by the Contractor and allocable to the Contract and accepted by the City Manager or his designee prior to such termination. However, an amount equal to all additional costs required to be expended by the City to complete the Work covered by the Contract, including costs of delay in completing the project, shall be either subtracted from any amount due or amount charged to the Contractor in the event the City Manager terminates the Contract.

Except as otherwise directed by the City Manager, or in the case of termination for default (in which event the Contractor may be entitled to cure, at the option of the City Manager), the Contractor shall stop work on the date of receipt of the notice or other date specified in the notice, place no further orders or subcontract for materials, services, or facilities except as are necessary for the completion of such portion of the work not terminated, and terminate all contractor and subcontracts and settle all outstanding liabilities and claims. *In the event that any termination for default shall be found to be improper or invalid by any court of competent jurisdiction, then such termination shall be deemed to have been a termination for convenience.*

13. Termination for Convenience:

The performance of work under this Contract may be terminated by the City Manager in whole or in part whenever the City Manager, in their discretion, determines that such termination is in the City's best interest. Any such termination shall be affected by the City Manager giving at least five (5) days' notice to the Contractor, specifying the extent to which performance of the work under this Contract is terminated and the date upon which such termination becomes effective.

As to termination for convenience, after receipt of the date of termination, the Contractor shall stop all work as specified in the notice; place no further orders or subcontract for materials, services, or facilities except as are necessary for the completion of such portion of the Work not terminated; immediately transfer all documentation and paperwork for terminated work to the City; and terminate all contractors and subcontracts and settle all outstanding liabilities and claims.

14. Disclosure:

Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Contract.

15. Miscellaneous:

15.1 Governing Law

The parties intend that this Contract and the relationship of the parties shall be governed by the laws of

the State of Florida. Venue for any action arising out of this contract shall be in Okaloosa County Florida and nowhere else.

15.2 Severability

If any section, subsection, term or provision of this Contract or the application thereof to any party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of said section, subsection, term or provision of this Contract or the application of same to parties or circumstances other than those to which it was held invalid or unenforceable, shall not be affected thereby and each remaining section, subsection, term or provision of this Contract shall be valid or enforceable to the fullest extent permitted by law.

15.3 Sovereign Immunity

The parties further agree, nothing contained herein is intended nor shall be construed to waive the City of Destin's rights and immunities under the Florida constitution, common law or Florida Statutes 768.28, as amended from time to time.

15.4 Construction

The Parties have participated jointly in the negotiation and drafting of this Contract. In the event an ambiguity or question of intent or interpretation arises, this Contract shall be construed as if drafted jointly by the Parties and no presumption or burden of proof shall arise favoring or disfavoring any Party by virtue of the authorship of any of the provision of this contract.

15.5 Jury Trial Waiver

CONTRACTOR AND CITY AGREE TO WAIVE THE RIGHTS TO A TRIAL BY JURY REGARDING ANY LAWSUIT INVOLVING THE INTERPRATION, CONSTRUCTION, ENFORCEMENT, OR GOVERNANCE OF THIS CONTRACT, AND FOR ANY LAWSUIT RELATED IN ANY WAY TO THIS CONTRACT OR FOR THE WORK PERFORMED PURSUANT TO THIS CONTRACT.

15.6 Attorney's Fees

In any dispute relating to this contract each party shall be responsible for their respective attorney's fees and costs.

15.7 Notices

All notices under the Contract shall be in writing and shall be effective when mailed by certified mail, return receipt requested, or when delivered personally, as provided hereafter, or to such other addresses as may be designated by notice:

15.8 Public Records

Contractor shall comply with Florida Public Records Laws, specifically to:

- a) Keep and maintain public records that ordinarily and necessarily would be required by the City of Destin in order to perform the service.
- b) Provide the public with access to public records on the same terms and conditions that the City of Destin would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law.
- c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- d) Meet all requirements for retaining public records and transfer, at no cost, to the City of Destin all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records

disclosure requirements. All records stored electronically must be provided to the City of Destin in a format that is compatible with the information technology systems of the City of Destin.

As to the City:
Lance A. Johnson, City Manager
4200 Indian Bayou Trail
Destin, FL 32541

As to the Contractor:
H&T Contractors, LLC
376 Ben King Road
Freeport, FL 32459

IN WITNESS THEREOF, the City hereunto caused these presents to be subscribed and the Contractor has affixed their name and seal, this 07TH day of MARCH, 2023.



ATTEST:

Rey Bailey, City Clerk

CITY OF DESTIN

Lance A. Johnson
Lance A. Johnson, City Manager

SEAL

H&T CONTRACTORS, LLC
CONTRACTOR:

By: Heather Bailen
(Signature)

Heather Bailen
(Printed Name)

Its: MGRM
(Title)

Matthew Shaw
Witness

D. J. Juchand
Witness

City of Destin - RFB 22-10-PW
Miscellaneous Asphaltic Concrete Continuing Services

EXHIBIT A - BID FORM

PART I Bid submitted by:

Company: H & T Contractors, LLC

Address: PO Box 9

City & State: Freeport, FL

Zip Code: 32439

Telephone: (850) 835-0231

Fax: (850) 835-5123

Number of Years in Business: 14

Email: Misty@h-tcontractors.com

PART II Bidding RFB No. 22-10-PW, Miscellaneous Concrete Continuing Services:

Contractor shall provide proper signs and traffic control measures as per Florida Department of Transportation's Manual on Uniform Traffic Control Devices and the Florida Department of Transportation's Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways (aka Florida Green Book), current edition. All construction, methods of measurement, and basis of payment shall be in accordance with Division II and III of the Florida Department of Transportation Standards Specifications for Road and Bridge Construction (current edition), copies of which are available from the Florida Department of Transportation. Contractor must be FDOT Maintenance of Traffic (MOT) certified and use those traffic controls identified in FDOT Standard Plans (102-600 series). Contractor will perform sidewalk work consistent with the FDOT's Local Agency Program (LAP) concrete specifications for formwork, joint placement/depth/material, and concrete finishing and will comply with the FDOT's Standard Plans for Curbing (520-001) and Sidewalk (522-001).

Table 1. SERVICE DESCRIPTION AND SPECIFICATIONS

#	Description	Unit	Unit Price
1	2" Type SP - 12.5 Asphalt Concrete Superpave (Coarse) with fiber	SY	20.25
2	1 1/2" Type SP - 12.5 Asphalt Concrete Superpave (Fine) with fiber	SY	15.75
3	1" Type SP - 9.5 Asphalt Concrete Overlay (Fine) with fiber	SY	13.00
4	Milling of existing asphalt (average 1" depth)	SY	5.00
5	Milling of existing asphalt (average 2" depth)	SY	6.50
6	8" Graded Aggregate Base, delivered and compacted (LBR 100 compacted to 98% modified proctor density per AASHTO T-180)	SY	30.00

Initials of Bidder: HB

City of Destin – RFB 22-10-PW

Miscellaneous Asphaltic Concrete Continuing Services

7	6" Graded Aggregate Base, delivered and compacted (LBR 100 compacted to 98% modified proctor density per AASHTO T-180)	SY	24.00
8	4" Graded Aggregate Base, delivered and compacted (LBR 100 compacted to 98% modified proctor density per AASHTO T-180)	SY	12.00
9	Stabilized Subbase (12") (LBR 40 compacted to 98% modified proctor density per AASHTOT-180)	SY	10.00
10	Stabilized Subbase (6") (LBR 40 compacted to 98% modified proctor density per AASHTOT-180)	SY	8.00
11	Prime Coat	SY	4.00
12	Tack Coat	SY	4.00
13	Asphalt Cut with Abrasive Blade	LF	7.00
14	Concrete Cut with Abrasive Blade	LF	7.00
15	Silt Fence	LF	10.00
16	Straw Waddle	LF	8.00
17	Manhole Adjustment	EACH	1,000.00
18	Valve Box Adjustment	EACH	600.00
19	Removal of Concrete over 6"	SY	15.00
20	Removal of Asphalt up to 4" thick	SY	10.00
21	Removal of Asphalt over 4" thick	SY	15.00
22	Fill Dirt provided, delivered, spread and compacted on grade	CY	40.00
23	Clear & Grub	SY	2.50
24	Debris Hauling	CY	25.00
25	Tree trimming	HR	300.00
26	Aluminum Pipe Guiderail (FDOT Index 870)	LF	500.00
27	Guardrail (FDOT Index 400)	LF	450.00
28	Mobilization	LUMP	4,000.00
29	12" inch RCP provided, delivered, and installed	LF	92.00
30	15" inch RCP provided, delivered, and installed	LF	92.00
31	18" inch RCP provided, delivered, and installed	LF	101.00
32	24" inch RCP provided, delivered, and installed	LF	125.00
33	30" inch RCP provided, delivered, and installed	LF	157.00
34	36" inch RCP provided, delivered, and installed	LF	240.00
35	42" inch RCP provided, delivered, and installed	LF	285.00
36	48" inch RCP provided, delivered, and installed	LF	350.00
37	12" inch ADS Culvert Pipe provided, delivered, and installed	LF	45.00
38	15" inch ADS Culvert Pipe provided, delivered, and installed	LF	55.00
39	18" inch ADS Culvert Pipe provided, delivered, and installed	LF	65.00

Initials of Bidder: HB

City of Destin – RFB 22-10-PW

Miscellaneous Asphaltic Concrete Continuing Services

40	24" inch ADS Culvert Pipe provided, delivered, and installed	LF	75.00
41	30" inch ADS Culvert Pipe provided, delivered, and installed	LF	120.00
42	36" inch ADS Culvert Pipe provided, delivered, and installed	LF	140.00
43	42" inch ADS Culvert Pipe provided, delivered, and installed	LF	160.00
44	48" inch ADS Culvert Pipe provided, delivered, and installed	LF	180.00
45	Concrete Headwall or Drainage Structure	CY	900.00
46	Mitered end section – medium, 12" to 15"	EACH	2,000.00
47	Mitered end section – large, 18" to 24"	EACH	4,500.00
48	Concrete flume (4" thick)	SY	200.00
49	Inlet Apron (4" thick)	SY	120.00
50	Raise existing inlet (assume 3" adjustment)	EACH	3,000.00
51	Lower existing inlet (assume 3" adjustment)	EACH	2,500.00
52	6" Diameter Yard Inlet, installed, maximum 2" depth	EACH	3,000.00
53	Excavation and Haul Off	CY	25.00
54	Well Points	DAY	4,500.00
55	Grout (joint)	EACH	2,500.00
56	Compaction of Subgrade, Soil, and Backfill (Up to 6" thick)	SY	20.00
57	Swale Installation (grading)	CY	100.00
58	Concrete Collar (any size)	EACH	3,000.00
59	Rip Rap Rubble (up to 12" stone, 18" thick), provided, delivered, and installed	SY	600.00
60	Rip Rap Rubble (up to 24" stone, 36" thick), provided, delivered, and installed	SY	700.00
61	6" Drainpipe, provided, delivered, and installed	LF	45.00
62	Type "C" inlet installed (maximum depth 6')	EACH	5,000.00
63	*Concrete Driveway 6" thick	SY	108.00
64	*Concrete Sidewalk 4" thick	SY	72.00
65	*Concrete Flat/Ribbon Curb fiber reinforced (12" wide by 8" deep)	LF	25.00
66	*Concrete Type "D" Curb	LF	30.00
67	*Concrete Type "E" Curb & Gutter	LF	35.00
68	*Concrete Type "F" Curb & Gutter	LF	34.00
69	*Concrete Modified (18") Type "F" Curb & Gutter	LF	30.00
70	American Disabilities Act (ADA) truncated dome mat installation, cast-in-place type	SF	48.00
71	Traffic Control (MOT) cost	DAY	2,000.00
72	Bermuda Sod installed	SY	4.50
73	St Augustine Sod installed	SY	5.75

Initials of Bidder: HB

City of Destin – RFB 22-10-PW

Miscellaneous Asphaltic Concrete Continuing Services

74	Centipede Sod installed	SY	13.50
75	Irrigation Repair – labor only	HR	250.00
76	Type "C" inlet installed (depth 6-10')	EACH	5,500.00
77	Type "C" inlet installed (depth 10 -14')	EACH	6,000.00
78	Junction Box installed (maximum depth 6')	EACH	5,000.00
79	Speed Hump Installation (2 lanes)	EACH	3,000.00
80	Speed Table Installation (2 lanes)	EACH	4,500.00

To ensure responsiveness, you must submit this form and the mandatory information listed in Sections III and IV.

*Shall be fiber-reinforced 4000psi.

Materials and Supplies will be billed at the contractor's wholesale price or contractor's wholesale price plus 25 %. Preference may be given to contractors providing materials at cost. The contractor shall supply materials invoices upon request.

SAFETY NOTE

All work associated with this bid must be conducted with safety in mind. It is expected that the contractor will provide all necessary personal protective equipment that will be utilized by their staff while performing work for the City of Destin. In addition, the contractor will ensure that all FDOT, OSHA and other applicable State and Federal workplace safety guidelines are adhered to while working on behalf of the City of Destin.

The contractor will ensure that work vehicles, equipment and trailers are properly outfitted with proper, adequate, and working signage, lightbars, arrow boards, etc.

Part III Certifications

In accordance with your request for Bids, instructions and specifications, attached hereto, and subject to all conditions thereof, I (we), the undersigned, hereby propose and agree if this Bid is accepted, to contract with the City of Destin, Florida to construct any items or furnish any service requested herein and deliver same without additional cost to the City of Destin at the specified location for the quotations listed above.

The undersigned further declares that he/she has carefully examined the specifications referenced on this Bid Form and is thoroughly familiar with them and their provision(s). He further declares that no other person than the Bidder herein named has any interest in this Bid or in the contract to be executed, and that it is made without any connection with any other person(s) making Bid for the same articles,

Initials of Bidder: HB

City of Destin – RFB 22-10-PW
Miscellaneous Asphaltic Concrete Continuing Services
and it is in all respects fair and without collusion and fraud.

Signature and Certification:

Name and Title of Authorized Representative: Heather Bailey, MEMR

Signature: Heather Bailey

Date of Bid: 02/16/2023

Note: See RFB Section III, Bid Requirements, and attached all required information to Bid Form.

The City of Destin reserves the right to reject any and all Bids or portions thereof, to waive minor defects in the process and to accept the Bid or any combination of Bid Items or to take any other actions deemed by the City to be in the City's best interest. The City also reserves the right to assign additional work to the successful bidder based on their Bid proposal or negotiation as may be necessary to meet grant funding or completion requirements.

END OF BID FORM

Initials of Bidder: HB

CITY OF DESTIN, FLORIDA

CONTRACT

MISCELLANEOUS ROAD STRIPING CONTINUING SERVICES CONTRACT

On September 8 2020, THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA, herein referred to as the "**City**," accepted the bid of Emerald Coast Striping LLC, herein referred to as the "**Contractor**," to supply miscellaneous road striping for City properties. The Contractor's Cost Schedule for the terms of their engagement is included in their entirety by reference at Exhibit "A" and as completely as if incorporated herein.

TERMS AND CONDITIONS OF CONTRACT FOR THE MISCELLANEOUS ROAD STRIPING CONTINUING SERVICES CONTRACT:

1. Entire Contract:

This Contract represents the entire and integrated Contract between the City and Contractor and supersedes all prior negotiations, representations or contracts, either written or oral. Provisions of this Contract may be amended only by written instrument approved by the Destin City Council and signed by the City Manager and Contractor.

2. Intent of Contract:

This Contract is for supplying the City with all applicable road striping work for City properties. The Scope of Work, herein referred to as the **Work**, encompasses the foregoing and all descriptive work components described within Exhibit "A".

3. Term of Contract and Renewals:

This contract will be in effect from October 1, 2020 through September 30, 2021, and is for supplying the City with miscellaneous road striping services. Upon mutual agreement of the parties, this contract may be renewed on a year by year basis up to a total four times.

4. Time for Performance:

The Contractor agrees to provide road striping services for the satisfactory approval and acceptance by the City.

5. Compensation:

All payments upon contract are contingent upon the Contractor's Work being acceptable to the City. For satisfactory completion and acceptance of the Work, the City agrees to pay the Contractor in accordance with the terms of this Contract and the Contractor's Cost Schedule as identified in the Bid Form submitted by the Contractor, as may have been adjusted at the time of contract approval and incorporated herein.

a. Requests for Compensation (Invoices) shall be accompanied by the following:

1. A description of the Work performed and a copy of email (or similar) that initiated said Work;
2. An itemized list of goods or services to include materials, flat fees, billable man-hours with rates, and any other payable items identified in Exhibit "A"; and
3. Dates when these services were performed and the names of Contractor's staff who performed billable Work.

6. Changes in the Work:

The City shall have the right at any time during the progress of the Work to increase or decrease the Work. Promptly after having been notified of a change, the Contractor shall submit an itemized estimate of any costs and/or time increases or savings it foresees as a result of the change. No additions or changes to the Work shall be made except upon written order of the City and the City shall not be liable to Contractor for any increased compensation without such written order.

7. Insurance:

Contractor shall, during the performance of the contract, maintain Worker's Compensation Insurance sufficient to secure benefits of the Florida Workmen's Compensation Law for all employees and any of the work sublet to any vendor or subcontractor, Comprehensive General Liability Insurance, Auto Liability Insurance, Builder's Risk Insurance, all with companies and in the form and amounts acceptable to the City. Said certificates of insurance of contractor are attached hereto and made a part hereof by reference. If any part of the work is sublet, similar insurance shall be provided by and in behalf of any subcontractors.

Evidence of Insurance: Contractor shall provide the City Certificates of Insurance naming the City as an additional insured. All binders, policies, or certificates of insurance shall provide for at least ten days notice from insurers to the City of any cancellation or amendment to any of the insurance policies.

8. Indemnification:

Contractor shall indemnify, defend, save, and hold the City, its agents, officers and employees, harmless of and from any losses, fines, penalties, costs, damages, claims, demands, suits, and liabilities of any nature, including reasonable attorney's fees (including regulatory and appellate fees), arising out of, because of, or due to any accidents arising in any manner on account of the exercise or attempted exercise of Contractor's rights hereunder whether the same regards person or property of any nature whatsoever, regardless of the apportionment of negligence, unless due to the sole negligence of the City.

Contractor shall indemnify, defend, save and hold the City, its agents, officers and employees, harmless of and from and against any and all liens, claims, damages, demands, suits and liabilities, attorney's fees and costs, including appellate attorney's fees and costs, of and for mechanics and materialmen furnishing labor and materials in the performance of this contract.

9. Licensing:

The Contractor shall obtain all permits and maintain at his expense all professional and business certificates and licenses required by law and as necessary to perform services under this Contract. If Contractor performs any Work without obtaining, or contrary to, permits and licenses, Contractor shall bear all costs arising therefrom. The City may waive fees for City controlled permits, but in no instance can the City waive permit requirements nor fees beyond their control.

10. Cancellation:

This contract may be canceled by either party with a thirty-day written notice and is contingent upon the annual appropriation by the City of legally available funds. City's obligation to pay the amount due hereunder in any fiscal year is contingent upon the appropriation by the City Council of legally available funds for the purposes set forth in this contract.

11. Performance of Work/Responsibilities:

For each task, the Contractor will be issued a work order by the City's Public Works Director or

designee. The Public Services Director or designee will issue verbal work orders only in emergency situations. The Contractor shall commence work in a reasonable length of time and shall complete the work in an expeditious manner. In emergency situations, the Contractor shall endeavor to commence work immediately. All work shall be done under the supervision of the City's Public Services Director or designated representative. The performance of Work and responsibilities hereto are outlined and made a part hereof as identified in Exhibit "A".

12. Termination for Default:

The Contract will remain in force for the full period specified and until the City Manager or his designee determines that all requirements and conditions have been satisfactorily met and the City Manager or his designee has accepted the work under the Contract Documents following the initial contract terms and all subsequent contract terms, including warranty and guarantee periods. However, the City Manager will have the right to terminate this Contract sooner if the Contractor has failed to perform satisfactorily the work required or comply with the other requirements of the Contract.

In the event the City Manager decides to terminate this Contract for the Contractor's failure to perform satisfactorily or meet its other responsibilities under the Contract, the City Manager will give the Contractor five (5) days' notice, whereupon the Contract will terminate, unless during the notice period the Contractor cures the failure to perform or meets its other responsibilities under the Contract to the satisfaction of the City Manager.

Upon Contract termination for the Contractor's failure to provide satisfactory contract performance, the Contractor will be entitled to receive compensation for Contract services satisfactorily performed by the Contractor and allocable to the Contract and accepted by the City Manager or his designee prior to such termination. However, an amount equal to all additional costs required to be expended by the City to complete the Work covered by the Contract, including costs of delay in completing the project, shall be either subtracted from any amount due or amount charged to the Contractor in the event the City Manager terminates the Contract.

Except as otherwise directed by the City Manager, or in the case of termination for default (in which event the Contractor may be entitled to cure, at the option of the City Manager), the Contractor shall stop work on the date of receipt of the notice or other date specified in the notice, place no further orders or subcontract for materials, services, or facilities except as are necessary for the completion of such portion of the work not terminated, and terminate all contractor and subcontracts and settle all outstanding liabilities and claims.

In the event that any termination for default shall be found to be improper or invalid by any court of competent jurisdiction, then such termination shall be deemed to have been a termination for convenience.

13. Termination for Convenience:

The performance of work under this Contract may be terminated by the City Manager in whole or in part whenever the City Manager, in their discretion, determines that such termination is in the City's best interest. Any such termination shall be effected by the City Manager giving at least five (5) days' notice to the Contractor, specifying the extent to which performance of the work under this Contract is terminated and the date upon which such termination becomes effective.

As to termination for convenience, after receipt of the date of termination, the Contractor shall stop all work as specified in the notice; place no further orders or subcontract for materials, services, or facilities except as are necessary for the completion of such portion of the Work not terminated; immediately transfer all documentation and paperwork for terminated work to the City; and terminate all contractors and subcontracts

and settle all outstanding liabilities and claims.

14. Disclosure:

Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Contract.

15. Miscellaneous:

15.1 Governing Law

The parties intend that this Contract and the relationship of the parties shall be governed by the laws of the State of Florida. Venue for any action arising out of this contract shall be in Okaloosa County Florida and no where else.

15.2 Severability

If any section, subsection, term or provision of this Contract or the application thereof to any party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of said section, subsection, term or provision of this Contract or the application of same to parties or circumstances other than those to which it was held invalid or unenforceable, shall not be affected thereby and each remaining section, subsection, term or provision of this Contract shall be valid or enforceable to the fullest extent permitted by law.

15.3 Sovereign Immunity

The parties further agree, nothing contained herein is intended nor shall be construed to waiver the City of Destin's rights and immunities under the Florida constitution, common law or Florida Statutes 768.28, as amended from time to time.

15.4 Construction

The Parties have participated jointly in the negotiation and drafting of this Contract. In the event an ambiguity or question of intent or interpretation arises, this Contract shall be construed as if drafted jointly by the Parties and no presumption or burden of proof shall arise favoring or disfavoring any Party by virtue of the authorship of any of the provision of this contract.

15.5 Jury Trial Waiver

CONTRACTOR AND CITY AGREE TO WAIVE THEIR RIGHTS TO A TRIAL BY JURY REGARDING ANY LAWSUIT INVOLVING THE INTERPRATION, CONSTRUCTION, ENFORCEMENT, OR GOVERNANCE OF THIS CONTRACT, AND FOR ANY LAWSUIT RELATED IN ANY WAY TO THIS CONTRACT OR FOR THE WORK PERFORMED PURSUANT TO THIS CONTRACT.

15.6 Attorney's Fees

In any dispute relating to this contract each party shall be responsible for their respective attorney's fees and costs.

15.7 Notices

All notices under the Contract shall be in writing and shall be effective when mailed by certified mail, return

receipt requested, or when delivered personally, as provided hereafter, or to such other addresses as may be designated by notice:

As to the City:

Lance A. Johnson
4200 Indian Bayou Trail
Destin, Florida 32541

As to the Contractor:

Emerald Coast Striping LLC
1901 N East Ave
Panama City, FL 32405

15.8 Public Records

Contractor shall comply with Florida Public Records Laws, specifically to:

- a) Keep and maintain public records that ordinarily and necessarily would be required by the City of Destin in order to perform the service.
- b) Provide the public with access to public records on the same terms and conditions that the City of Destin would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law.
- c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- d) Meet all requirements for retaining public records and transfer, at no cost, to the City of Destin all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the City of Destin in a format that is compatible with the information technology systems of the City of Destin.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT THE OFFICE OF THE CITY CLERK, (850) 837-4242, 4200 INDIAN BAYOU DRIVE, DESTIN, FLORIDA 32541, rbailey@cityofdestin.com.

IN WITNESS WHEREOF, the City hereunto caused these presents to be subscribed and the Contractor has affixed their name and seal, this the 28TH day of SEPTEMBER, 2020.

ATTEST:

Rey Bailey
City Clerk

CITY OF DESTIN

By: Lance A. Johnson
Lance A. Johnson
City Manager

SEAL

As to Legal Form:



Kyle Bauman, Esq.
City Attorney

Emerald Coast Striping LLC
CONTRACTOR:

By: 

(Signature)



(Printed Name)



Witness



Witness

Its: 

(Title)



EXHIBIT A – BID FORM

PART I Bid submitted by:

Company: Emerald Coast Striping, LLC.
 Address: 1901 N. East Avenue
 City & State: Panama City, FL Zip Code: 32405
 Telephone: (850) 215-4875 Fax: (850) 271-4875
 Number of Years in Business: 13 Email: aric@ecstriping.com

PART II Bidding RFB No. 20-10-PS, Miscellaneous Road Striping Continuing Services Contract:

Contractor shall provide proper signs and traffic control measures as per Florida Department of Transportation's Manual on Uniform Traffic Control Devices and the Florida Department of Transportation's Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways (aka Florida Green Book), current edition. All construction, methods of measurement, and basis of payment shall be in accordance with Division II and III of the Florida Department of Transportation Standards Specifications for Road and Bridge Construction (current edition), copies of which are available from the Florida Department of Transportation.

SERVICE DESCRIPTION AND SPECIFICATIONS

Item	Description	Unit Price	Unit
Four-inch (4") solid painted traffic stripe	Traffic Paint – white or yellow	\$ <u>0.15</u>	Linear Foot
Four-inch (4") skip painted traffic stripe	Traffic Paint – white or yellow	\$ <u>0.12</u>	Linear Foot
Six-inch (6") solid painted traffic stripe	Traffic Paint – white or yellow	\$ <u>0.30</u>	Linear Foot
Six-inch (6") skip painted traffic stripe	Traffic Paint – white or yellow	\$ <u>0.18</u>	Linear Foot
Four-inch (4") solid thermoplastic stripe	Thermoplastic plus reflective beads, white or yellow	\$ <u>0.65</u>	Linear Foot
Four-inch (4") skip thermoplastic stripe	Thermoplastic plus reflective beads, white or yellow	\$ <u>0.55</u>	Linear Foot
Six-inch (6") solid thermoplastic stripe	Thermoplastic plus reflective beads, white or yellow	\$ <u>1.00</u>	Linear Foot

Initials of Bidder: AS

Six-inch (6") skip thermoplastic stripe	Thermoplastic plus reflective beads, white or yellow	\$ 0.85	Linear Foot
Stop Bars (24")	Thermoplastic plus reflective beads or equivalent	\$ 4.00	Square Foot
Crosswalks (12")	Thermoplastic plus reflective beads or equivalent	\$ 4.00	Square Foot
Messaging (School, Bike lane graphics, STOP, etc.)	Thermoplastic plus reflective beads or equivalent	\$ 4.00	Square Foot
Raised Pavement Markers	Material plus installation	\$ 5.00	Each

Please list any additional services with their respective costs below.

Item	Description	Unit Price	Unit

SAFETY NOTE

All work associated with this bid must be conducted with safety in mind. It is expected that the contractor will provide all necessary personal protective equipment that will be utilized by their staff while performing work for the City of Destin. In addition, the contractor will ensure that all FDOT, OSHA and other applicable State and Federal workplace safety guidelines are adhered to while working on behalf of the City of Destin.

The contractor will ensure that work vehicles, equipment and trailers are properly outfitted with proper, adequate and working signage, lightbars, arrow boards, etc.

Part III Certifications

In accordance with your request for Bids, instructions and specifications, attached hereto, and subject to all conditions thereof, I (we), the undersigned, hereby propose and agree if this Bid is accepted, to contract with the City of Destin, Florida to construct any items or furnish any service requested herein and deliver

Initials of Bidder: AS

 ORIGINAL

same without additional cost to the City of Destin at the specified location for the quotations listed above.

The undersigned further declares that he/she has carefully examined the specifications referenced on this Bid Form and is thoroughly familiar with them and their provision(s). He further declares that no other person than the Bidder herein named has any interest in this Bid or in the contract to be executed, and that it is made without any connection with any other person(s) making Bid for the same articles, and it is in all respects fair and without collusion and fraud.

Signature and Certification:

Name and Title of Authorized Representative: Aric Bailey - operations manager

Signature: 

Date of Bid: 8-13-2020

Note: See RFB Section III (page 5), Bid Requirements, and attached all required information to Bid Form.

The City of Destin reserves the right to reject any and all Bids or portions thereof, to waive minor defects in the process and to accept the Bid or any combination of Bid Items or to take any other actions deemed by the City to be in the City's best interest. The City also reserves the right to assign additional work to the successful bidder based on their Bid proposal or negotiation as may be necessary to meet grant funding or completion requirements.

END OF EXHIBIT A

Initials of Bidder: 

CONTRACT EXTENSION AGREEMENT

This agreement dated the First day of January 2023 is between the City of Destin, Florida ("City"), a Florida municipal corporation, of 4200 Indian Bayou Trail, Destin, Florida, 32541 and Emerald Coast Striping, LLC ("Contractor"). The purpose of this agreement is to extend for twelve months a contract for road striping services effective October 1, 2020 between the City of Destin and Emerald Coast Striping, LLC to provide miscellaneous road striping services for the City. This agreement will begin on January 1, 2023 and will extend through December 31, 2023.

This represents the **2nd of 4** possible contract extensions.

The following provision amends the contract of the parties and is binding upon them. The Parties mutually agree that the jury trial waiver, and a public records provision are amended as follows:

Jury Trial Waiver:

CONTRACTOR AND CITY AGREE TO WAIVE THEIR RIGHTS TO A TRIAL BY JURY REGARDING ANY LAWSUIT INVOLVING THE INTERPRATION, CONSTRUCTION, ENFORCEMENT, OR GOVERNANCE OF THIS CONTRACT, AND FOR ANY LAWSUIT RELATED IN ANY WAY TO THIS CONTRACT OR FOR THE WORK PERFORMED PURSUANT TO THIS CONTRACT.

Public Records:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT THE OFFICE OF THE CITY CLERK, (850) 837-4242, 4200 INDIAN BAYOU TRAIL, DESTIN, FLORIDA 32541, rbailley@cityofdestin.com

Contractor shall comply with Florida Public Records Laws, specifically to:

- Keep and maintain public records that ordinarily and necessarily would be required by the City of Destin in order to perform the service.
- Shall immediately provide the City Clerk for the City with any documents requested by the Clerk in response to a public records request.
- Provide the public with access to public records on the same terms and conditions that the City of Destin would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law.
- Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.

It is understood that final authorization for this Agreement must be made by the Destin City Council, and that either party may cancel this contract extension with 30 days written notice.

- Meet all requirements for retaining public records and transfer, at no cost, to the City of Destin all public records in possession of the Contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the City of Destin in a format that is compatible with the information technology systems of the City of Destin.

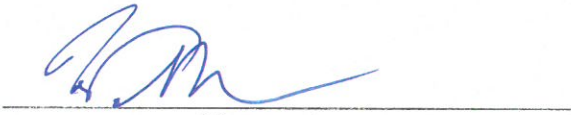
It is expressly agreed by the parties that this contract is an extension to the Contract that became effective on October 1, 2020 and the original is made a part hereof as though expressly rewritten, incorporated, and included herein.

It is understood that final authorization for this Agreement must be made by the Destin City Council, and that either party may cancel this contract extension with 30 days written notice.

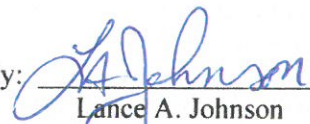
IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals on the day and year first above written.

Witnesses:

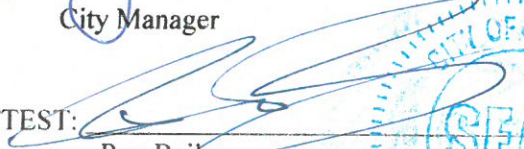

(Signature)


(Signature)

City of Destin

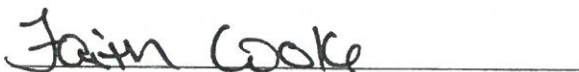
By: 
Lance A. Johnson
City Manager

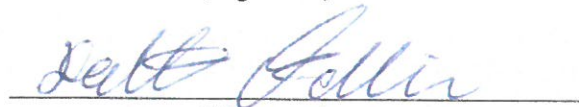
ATTEST:


Rey Bailey
City Clerk

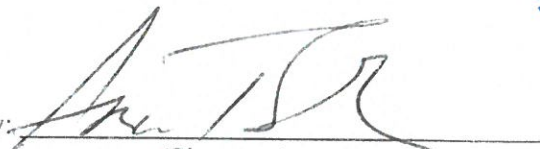


Witnesses:


(Signature)


(Signature)

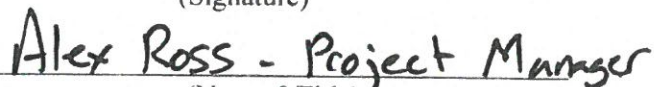
Emerald Coast Striping, LLC

By: 
(Signature)


(Name & Title)

ATTEST:


(Signature)


(Name & Title)

**MINUTES
SPECIAL WORKSHOP
DESTIN CITY COUNCIL
JULY 13, 2023
ANNEX COUNCIL CHAMBERS
5:30 PM**

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

Destin City Council

Mayor Bobby Wagner
Councilmember Kevin Schmidt
Councilmember Torey Geile

Councilmember Jim Bagby
Councilmember Terésa Hebert

City of Destin Staff

City Manager Lance Johnson
Principal Planner Steve O'Connor
Code Compliance Officer Brian Davis
Public Information Manager Tamara Young
Land Use Attorney Kimberly Kopp

Deputy City Clerk Kim Montgomery
Senior Planner Daniel Butler
Planner Christopher Willis
Planner Rachel Hoag
IT Director Andy Peters

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor Bobby Wagner called the meeting to order at 5:30 PM. The mayor called for a moment of silence, which was then followed by the recitation of the Pledge of Allegiance.

WORKSHOP

A. Electric Bikes (E-Bike) Regulations

The city's Principal Planner Steve O'Connor noted that the city council has requested staff to gather current regulations and guidelines concerning electric bikes, or e-bikes, within the City of Destin, as well as provide researched results of similar communities and their implementation standards regarding e-bikes. He stated that the city does not regulate privately owned devices. They only regulate the commercial operations/rental of e-bikes. They currently prohibit rental of this micro mobility device within the city. Florida Statutes also allow the city to implement regulations on such things as to how and where and the manner which people can operate e-bikes on sidewalks, speed limits, wearing of the proper head gear, and so forth, which the city does not currently regulates.

Mr. Jim Wood, Public Works/Safety Committee Chair, reported that the committee unanimously approved the following motion at their May 9th meeting:

- E-bike rentals within the City of Destin by commercial/private entities are not authorized (consistent with the prohibition on scooter rentals in the city).
- E-bike personal ownership and uses are authorized under the following conditions:

- ❖ E-bikes are authorized on the wider 6, 8, and 10-ft multipurpose paths. This is the preferred use for over roadways for safety purposes.
- ❖ E-bikes may be operated on roadways or bike lanes on roadways as desired by the operator with the understanding there are increased safety risks in these venues.
- ❖ E-bikes will not be operated within city parks (grass fields and/or walking paths).
- ❖ E-bikes must not be operated in a reckless manner:
 - It must not be operated without willful or wanton disregard for the safety of others.
 - It must be operated in such a manner that it is not to cause unreasonable risk or harm to a person or property of others on a city multipurpose path or roadways.
 - It must be operated in such a manner that is reasonable and prudent under the conditions existing at the time having regard to the actual and potential hazards that exist.

Mr. Wood stated that the committee believes the above motion makes things more consistent, provides the Sheriff's Office a better tool for enforcing the code, and will make it safer for e-bikes operators.

Councilmember Bagby noted there are sidewalks that are 3-feet wide where a pedestrian cannot co-exist with e-bikes. There are multi-use paths that are 6-10 feet wide.

Mr. Wood explained that the committee is only in favor of allowing e-bikes on 6-10 feet wide multi-purpose paths.

According to Councilmember Geile, there have been some incidents in the past year regarding bicycles speeding on the sidewalk, heading into the street without stopping, hitting a vehicle, and then claiming they had the right-of-way. He stated there need to be an understanding as to who has the right-of-way in that situation. He continued that they cannot put the responsibility or liability on the person operating the vehicle who is looking to their left to make a right turn, not anticipating a fast-moving bike heading towards the crosswalk on the road. The responsibility in that situation should fall on the biker.

Councilmember Bagby noted that according to state law, pedestrians and bicyclists traveling on a multipurpose path, 6 to 10 feet wide usually have the right-of-way over a motorized vehicle. He recommends not giving the right-of-way to a person operating a bike on a sidewalk that is less than 6 feet wide.

Capt. Fulghum from the Sheriff's Office explained that in a situation like this, it does not automatically make the driver of the car at fault; adding that according to state law, a pedestrian or a biker on a sidewalk has the right of way unless they leave the sidewalk and onto the street without stopping at the same time the vehicle arrives at the crosswalk and the driver of the vehicle did not have a reasonable amount of time to stop. But sometimes, it could be very difficult for a law officer conducting the investigation to determine the fact following an accident.

At this time, the mayor opened the floor for public comments.

Mr. Mike Raim, a Destin resident, stated that a bigger problem they have right now are these unicycles going down the road at 40-45 mph with children in control. State statutes only allow a speed of 25-30 mph. He continued that any bike that can run at that high rate of speed needs to be on a real bike path and not on a sidewalk and should be required to stop at the stop signs. He has also witnessed e-bike riders wearing dark clothing which is not visible at night and cutting through the middle of an intersection. He added that there ought to be some licensing requirements for e-bikes as there are operators who have no idea about the rules of the road.

Having no further comments from the public, the mayor turned the matter over to the city council for further discussions.

Councilmember Schmidt asked what the rules are for cyclists or bicyclists when they come upon an intersection with stop signs or crosswalk.

According to Capt. Fulghum, they can go from the sidewalk to the crosswalk without stopping unless there is already a vehicle close by and that it is not reasonable to expect the driver to yield the right-of-way. That determination would have to be made by the law officer conducting the investigation in the event of an accident. He also noted that the law allows a municipality to set the speed for e-bikes on the sidewalk. However, it is very difficult to track their speed using a conventional radar because there is a triangle visibility and the radar will pick up the largest and fastest item on that triangle and it will rarely be for the e-bike. But if the city decides to establish a speed limit for e-bikes, they will do their absolute best to enforce it.

The Land Use Attorney stated that if they decide to regulate e-bikes on the sidewalk, state statutes require they set a speed limit of 15 mph. However, the other problem will be enforcement.

Councilmember Schmidt stated that multi-use paths/sidewalks are for walkers, for people to walk their dogs, and for casual biking. Mopeds, e-bikes, or other motorized vehicles should be driven on the road or bike lanes; adding that regulating them on the sidewalks and enforcing the rules will be nearly impossible.

Councilmember Hebert agreed that motorized vehicles belong on the road, not on the sidewalk.

The Principal Planner pointed out that Florida State Statutes updated laws regarding the definition and operation of e-bikes within the state, allowing local governments to adopt an ordinance that governs the operation of e-bikes. New rules are as followed:

Florida Statutes 316.003(23) defines an electric bicycle as, A bicycle or tricycle equipped with fully operable pedals, a seat or saddle for the use of the rider, and an electric motor of less than 750 watts which meets the requirements of one of the following three classifications:

1. "Class 1 electric bicycle" means an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the electric bicycle reaches the speed of 20 miles per hour.
2. "Class 2 electric bicycle" means an electric bicycle equipped with a motor that may be used exclusively to propel the electric bicycle and that ceases to provide assistance when the electric bicycle reaches the speed of 20 miles per hour.

3. “Class 3 electric bicycle” means an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the electric bicycle reaches the speed of 28 miles per hour.

The mayor agreed that motorized vehicles do not belong on a 3-foot sidewalk; but they have multi-modal pathways that are almost the size of a roadway, and it would be a waste of space if they do not allow e-bikes to operate there. He added that with the increasing number of e-bikes operating in the city, getting them off the road will help alleviate their traffic problems. He asked if there have been any sidewalk incidents in Destin involving e-bikes.

According to Capt. Fulghum, e-bikes are fairly new in the area, and they currently do not have any statistics of crashes on sidewalks involving e-bikes.

Councilmember Geile pointed out that the real issue is not the sidewalk incidents involving bicycles or e-bikes. Once they crossed the intersection and into the roadway is when accidents happen, and that statistic is not being counted as a sidewalk incidents. It is considered a roadway incident.

Capt. Fulghum explained that in terms of traffic crashes, unless there is a criminal law broken – a misdemeanor or felony – what they do in their investigation makes very little bearing on who is found at fault. They are merely gathering information for the insurance companies, but insurance companies are not obligated to abide by their findings whatsoever.

The mayor stated that in terms of safety precautions, he would be supportive of making sidewalks more accessible to e-bikes and trying to leave enforcement to a minimum; adding that it would be a great way for residents to go from one side to the other without having to drive their vehicles.

B. Wind Sign Regulations

The Principal Planner Steve O’Connor stated that staff conducted an analysis of the city’s Land Development Code regarding wind signs as well as a few surrounding or similar communities within Florida, and some additional background from cities outside of Florida. This information is presented in the staff report. He pointed out that wind signs, as defined in the city’s Land Development Code consist of “one ore more banners, pennants, ribbons, spinners, streamers, or captive balloons, or other objects or materials.” The city prohibits wind signs as defined all together, either permanently or temporarily.

At this time, the mayor opened the floor for public comments.

Mr. John Stephens, a Destin resident and livery operator, noted that windsocks are prohibited according to the LDC, but the Destin Airport uses them.

Mr. O’Connor explained that it is allowed at the airport because it is a government mandated entity and exempt from the sign code. He added that the windsocks at the airport are required by the FAA.

Mr. Stephens remarked that he has a wind feather in his dock, and it is used to determine what side of the dock their boats need to come in so they can avoid hitting the dock. They consider it a directional sign which is allowed. He asked that the city considers allowing it.

Mr. Stephens also mentioned that a lot of people wants wind feathers. He asked the city to consider allowing it at least in the festive marketplace or allowing its use during the day and to take them down at night. He added that he had seen wind feathers on vehicles. He also added that the sign setback of 10 feet from property lines needs to be looked as there are signs that are really close to the property line.

Mr. Will Ellison, a Destin resident, noted that his mother was written up on Mountain Drive for having a wind on her go-cart. There are numerous places within the city limits of Destin, including churches, that have wind flags and are not being ticketed. He also learned that some of the churches pulled a special permit to be able to use it.

According to Mr. O'Connor, he was not aware of any special permits being pulled for signage at this time, but he will investigate.

Ms. Carrie Harbarger, a Destin resident and business owner, stated that he does not understand why the city finds feathered flags so offensive. Destin is a community of businesses and so it makes no sense prohibiting the use of a simple item like a feathered flag if they look nice and not tattered. The city is regulating the small businesses while allowing the churches to line them up in front of their building. The businesses should be allowed to use feathered flags, and they are opened to some stipulations.

Having no further comments from the public, the mayor closed the public comments portion and send the matter over to the city council for discussions.

Councilmember Schmidt inquired as to the exact location of the Festive Marketplace and the comments made earlier about a 10-foot setback for signs.

Mr. O'Connor stated that the Festive Marketplace is the South Harbor Mixed Used district; and that ground signs that are permitted are required to have a 10-foot setback from the property line. There is a limited location that allows some signs to be closer to the road which is between Gulf Shore Drive and the Marler Bridge.

Councilmember Schmidt asked whether there are rules about flags on flag poles.

Mr. O'Connor stated that flags that communicate a commercial type of operations are prohibited.

Councilmember Schmidt asked why posts with banners in the Town Center CRA district are allowed.

Mr. O'Connor explained they are permitted because they are not impacted by wind action.

According to the Land Use Attorney, the code defines a flag as "Any fabric or flexible material having a horizontal orientation and rectangular shape, where length does not exceed

1.7 times the width and the width is not less than 0.5 times the length. Flags are attached at one end and are displayed by means of a flagpole or similar device.”

Councilmember Schmidt recommends changes to the code with regards to signs. He stated that businesses on the harbor, on the water, or the Festive Marketplace should be able to advertise to make sure people know they exist. Wind feathers that show the direction of the wind should be allowed to be used by boaters for the safety of their crews and passengers. It should not be a hindrance in the Festive Marketplace to have these types of flags. He added that he does not really want to see hundreds of flags in the city, but maybe they can approve their use with some stipulations.

Councilmember Hebert stated that the city may have gone overboard by flatly not allowing flag signs. They should allow it and possibly limit one for each business for business representation; and not just for certain districts but for all the businesses in the city no matter where they are located.

According to Councilmember Bagby, the city has given conscientious efforts in the last 20 years to reduce the visual clutter in the city. They have amended the sign ordinance at least twice to make signs smaller and they have restricted the number of billboards. They are getting ready to spend \$20 to \$30 million to underground the utilities. All conceptual drawings show clear lines, view corridors, and the natural beauty of the area. There are no billboards or feathered flags. He added that for the sake of cleanliness and simplicity, he will not be in favor of amending the sign ordinance to allow wind signs or feathered flags.

Councilmember Geile stated that since windsock is supposed to improve safety because it can serve as a tool for measuring wind speed and direction, they could probably approve its use and put some at the park on Norriego Point for the entire harbor to utilize. It could be very beneficial especially to livery operators who have no idea what they are doing.

Councilmember Geile also recommends looking at this issue as all-encompassing and not just for the benefit of small businesses. He opined that if they allow the use of feathered flags, things could definitely get out of control very quickly especially at Crystal Beach as every single short-term rental out there will start displaying feathered flags at every yard to advertise, which would definitely have a negative effect on the local residents in that area.

According to Councilmember Schmidt, he disagrees on the premise that if they do it for one they must do it for all because in this city, businesses on one location are different from businesses on another location. Businesses on the water are obviously different from businesses located on US Hwy 98 or Mountain Drive. He recommends looking at differentiating those areas.

The Land Use Attorney warned against allowing only certain entities to use wind flags because signs are a form of expression. They can allow everybody to use them for a limited period. In terms of enforcement, when a business comes in for a permit, the permit can show how long the business can display the flag. Code Enforcement can just look at the permit if they want to know when the flag is supposed to be taken down.

Councilmember Geile stated that this can be done when somebody complains, otherwise, they neither have the manpower nor the time to constantly monitor flag usage.

C. Mobile Vending Regulations

The city council directed staff to compile the City of Destin requirements and regulations regarding mobile vending (food trucks, etc.) and provide the same from other cities and municipalities around the area.

Senior Planner Daniel Butler noted that mobile vending is currently regulated within the City of Destin through the Land Development Code (LDC) and Code of Ordinances. He stated that mobile vendor is defined as such:

A person who is in the business of selling food, beverages, flowers or other merchandise or services from a vehicle, except, however, that the provisions of this ordinance shall not apply to mobile caterers, generally defined as a person engaged in the business of transporting, in motor vehicles, food, beverages, or service equipment to residential, business and industrial establishments pursuant to prearranged schedules, and dispensing from the vehicles the items or services at retail, for the convenience of the personnel of such establishments. The city distinguishes between short-term and long-term mobile vending. Short-term mobile vendors may operate on a lot, parcel, or property for less than 72 hours, while long-term mobile vendors may operate for more than 72 hours.

Mr. Butler noted that the following are the zoning districts in which long-term and short-term operations are permitted, per the LDC:

- Short-term operations:
 - ❖ South Harbor Mixed Use (SHMU)
 - ❖ Calhoun Mixed Use (CMU)
 - ❖ North Harbor Mixed Use (NHMU)
 - ❖ Commercial Trades and Services (CTS)
 - ❖ Industrial (IN)
 - ❖ Institutional (INST)
 - ❖ Town Center Mixed Use (TCMU)
 - ❖ Residential Office and Institutional-General Development (ROI-GD)
 - ROI-GD is no longer a zoning district within the City of Destin, per Ordinance 19-24-LC, which changed all ROI-GD zoning designations to ROI-VR.
- Long-term operations:
 - ❖ South Harbor Mixed Use (SHMU)
 - ❖ Calhoun Mixed Use (CMU).

Mr. Butler also noted that the LDC currently reads as to require a permit be obtained for any mobile vendor to operate on public or private property. However, state statutes now preempt the City from requiring a separate license, registration, fee, or permit other than what is required by the State, for a mobile vendor to operate within the City. Additionally, a municipality, county, or other local governmental entity may not prohibit mobile food dispensing vehicles from operating within the entirety of the entity's jurisdiction. Therefore, the city no longer requires any permits be obtained by mobile vendors. The location and duration of such mobile vendors is what is currently regulated by the City of Destin. Additionally, a municipality, county, or other local governmental entity may not prohibit mobile food dispensing vehicles from operating

within the entirety of the entity's jurisdiction. This means the city cannot ban mobile food vendors entirely from the city, but they can regulate where and how they can operate in the city.

Mr. Butler also noted that staff has compiled the following 4 options for the city council to consider when revisiting the mobile vending regulations:

Option 1: This option could be considered the 'status quo option'. This would entail simply revising the LDC to align with the State's current regulations (not requiring any other permits), while not altering the zoning districts and durations in which mobile vendors are permitted to locate within the City, as previously described in this report.

Option 2: This option would be to revise the LDC to align with the State's current regulations, while also allowing mobile vendors to operate in the zoning districts in which 'limited-service restaurants' are permitted/conditional and removing the differentiation of 'short' vs 'long' term, as it is difficult to track exactly how long a mobile vendor has been located on a parcel. This means that mobile vending would become permitted in the Commercial Limited (CL), Commercial Trades and Services (CTS), Crystal Beach Resort (CBR), Town Center Mixed Use (TCMU), South Harbor Mixed Use (SHMU), North Harbor Mixed Use (NHMU), Gulf Resort Mixed Use (GRMU), and the Holiday Isle Mixed Use (HIMU) zoning district. 'Limited-service restaurants' are also permitted in the Bay Resort Mixed Use (BRMU) and the Airport (A) zoning districts; however, these would not be appropriate for mobile vending, as BRMU is not utilized, and A is not feasible for a mobile vendor. Meanwhile, mobile vendors would be a conditional use within the Commercial General (CG), Calhoun Mixed Use (CMU), and Calhoun Mixed Use – Village (CMU-V) zoning district.

Option 3: This option would be to revise the LDC to align with the State's current regulations, while also allowing mobile vendors to operate in any zoning districts that were not residential or owned by the City (these are typically zoned Recreation – REC), on a permitted basis. This would allow mobile vendors to operate in all of the zoning districts listed above, including the zoning districts that were previously under the 'conditional use' category.

Option 4: This option would only allow mobile vendors to operate in the non-residential zoning districts south of Highway 98, which includes CG, CL, INST, CBR, HIMU, & GRMU.

At this time, the mayor opened the floor for public comments on this topic.

Ms. Carrie Harbarger stated that she started operating an ice cream truck and doing mobile vending about 30 years ago. About 20 years ago they negotiated a deal which provides her business a grandfathered status. She does not feel that the Code Compliance officers are properly trained. She is a legal business, but she got shutdown on a 4th of July weekend by a Code Compliance officer. She was not given the opportunity to come before the council or to the city's Special Magistrate to plead her case. She got shutdown while two illegal businesses were allowed to operate. She stated that her business – Rainbow Frost Ice Cream – was grandfathered in and a business license was issued in 1996 due to the fact her business was already in operation prior to the

city's regulation on mobile vending being enacted. Her business was approved to remain in operation as an existing nonconforming mobile vending business. She also stated there was another business that has not been operating for a couple of years, it was sold, and the business license was renewed this year. She would like the city to look into this matter.

The Land Use Attorney asked for a copy of the documents Ms. Harbarger was referring to so she could review it as well as the other issue that she discussed.

Having no other public comments, the mayor closed the public comments portion and turned the matter over to the city council for discussion.

Councilmember Bagby remarks that he is between Option 2 and Option 4 as provided above. He recommends that staff provides recommendations based on these 2 options. He stated that they need to come into compliance with state statutes and put mobile vending where it makes sense. He added he will not support putting it in residential areas, even for a temporary use.

Councilmember Hebert stated that she is a huge advocate of mobile vending as she believes they add a certain flair to the city. She asked whether the city has any pending mobile vending applications; for which the Land Use Attorney replied affirmatively.

Councilmember Schmidt asked whether the city could still charge BTR fee for food trucks.

The Land Use Attorney explained that according to state statutes, they cannot charge fees for any additional licenses or permits; and that they interpreted that to include BTRs.

There were some discussions relating to catering involving food trucks and whether or not it is allowable.

According to Mr. O'Connor, a food truck that caters only to a certain residential unit is allowable as there is no point of sale. Having a food truck come and set up for anyone on the residential unit or anyone on the beach to come and purchase food, is not allowable because there is a point of sale, unless they are located in one of the zones where food trucks are allowed. But they still have to meet all the requirements including parking. However, since they can no longer required food trucks to get a BTR or any food vending permits, it is very difficult for the city to ensure that parking standard requirements are being met.

The mayor would like to be able to allow food trucks in some of their bigger parks, at Morgan's Sports Center or the community center where there is a lot of available parking without opening it up for everybody else since commercial activity is not allowed in their parks.

According to Councilmember Bagby, they need to try to avoid competing with the other businesses in Destin, especially those who are trying to make their money 5 months out of the year and are paying for their BTRs.

The Land Use Attorney stated that this session being a workshop, there is no official action that can be taken. However, they have had a good conversation, and when they come back at some point and the council decides exactly what they want to do, they can just tell staff their goal and staff will figure out the codes and bring back some recommendations.

ADJOURNMENT:

Having no further business at this time, the meeting was adjourned at 7:51 PM.

Bobby Wagner, Mayor

ATTEST:

Rey Bailey, City Clerk

**REGULAR MEETING
DESTIN CITY COUNCIL
JUNE 20, 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 Jim Bagby

Councilmember Kevin Schmidt
Councilmember Dewey Destin
Councilmember Johnny King
Councilmember Matthew Sweetser

Destin City Staff

City Manager Lance Johnson
City Clerk Rey Bailey
Finance Director Krystal Strickland
Parks & Recreation Director Lisa Firth
Public Information Manager Tamara Young
Grants/Project Manager Jeffrey Cozadd
Code Compliance Director Troy Williams
Land Use Attorney Kimberly Kopp

IT Specialist James Lauria
City Engineer Ryan Scott
Principal Planner Steve O'Connor
HR Manager Jaime Dittmer
Building Official Noell Bell
Public Works Director Michael Burgess
City Attorney Kyle Bauman

CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Bobby Wagner called the meeting to order at 6:00 PM. Pastor David J. Butler of Faith Assembly Christian Church gave the invocation, which was then followed by the recitation of the Pledge of Allegiance.

AGENDA APPROVAL

Motion by Councilmember Hebert, seconded by Councilmember King, to approve the agenda as amended, adding agenda item 1E – *Presentation from the US Coast Guard Auxiliary*, passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting “yes”).

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

- A. Presentation of a plaque to the Destin City Council for passing a smoke-free policy on public parks and beaches - Anamaria Penagos, Health Educator Consultant, Florida Department of Health

Florida Department of Health representatives presented a plaque to the Destin City Council as an expression of gratitude to the council for passing an ordinance prohibiting smoking in city-owned public parks.

B. ADA Transition Plan for Pedestrian Facilities, Draft Report and Presentation

Mr. Jason Frick and Mr. Michael Langston, from Baskerville-Donovan, provided the following ADA Transition Plan Phase II status update to the city council:

- November 2022- Task Order with Baskerville-Donovan Engineering for the ADA Transition Plan Phase II.
- The plan aims to finalize the ADA Transition Plan by incorporating various components. These include utilizing the data collected during Phase I, identifying deficiencies in pedestrian facilities based on ADA guidelines, considering input received from public workshops, and estimating costs to establish annual budgets for implementing the program.
- Section 504 of the Rehabilitation Act of 1973 and the Americans with Disability Act of 1990 requires all public agencies to create an ADA Transition Plan.

Project Status

- Phase I Data Collection
- Phase I Data Collection
- Phase II Evaluation and Ranking
- Phase II Summary of Findings Report
- Phase II Public Involvement
- Phase II Cost Estimation
- Phase II Draft Report **(Current Task)**
- Phase II Completion
- Phase II Dashboard Data

■ Phase I Data Collection within the City Rights-of-way:



Identified Deficiencies

➤ Cross Slope	Maximums at 2.0%
➤ Running Slope	Maximums 8.33%
➤ Sides of Curb Ramp	Maximum of 10%
➤ Openings/Gaps	Maximum of ½ Inch
➤ Changes in Level	Maximum of ¼ Inch
➤ Clear Width	Minimum of 36 Inches
➤ Detectable Warning Device	Missing
➤ Detectable Warning Device	Damaged

Priority Locations

- Priority 1 Collector Roadways, Government Buildings, and Public Transportation Locations
- Priority 2 Parks, Beach Access, Trails, and Boat Launches.
- Priority 3 All Surveyed Areas Not Included In Priority 1 or 2.

Summary of Findings Report

- Presented the Ranking and Priority Locations.
- Presented an Overview of Identified Deficiencies.
- Development of the City Grievance Procedure.
- Identified the City ADA Coordinator.

Public Outreach Meeting

- The Meeting was held on February 24th.
- Intended to Gain Public comment about Priority Rankings and Locations.
- Introduce the ADA Coordinator to the Public.
- Introduce the City's Grievance Procedure to the Public.

Councilmember Bagby inquired as to the number of public participants during the Public Outreach meeting held on February 24th.

Mr. Langston noted there was one advocacy group that showed up to the meeting but there we no public comments received during and after the meeting.

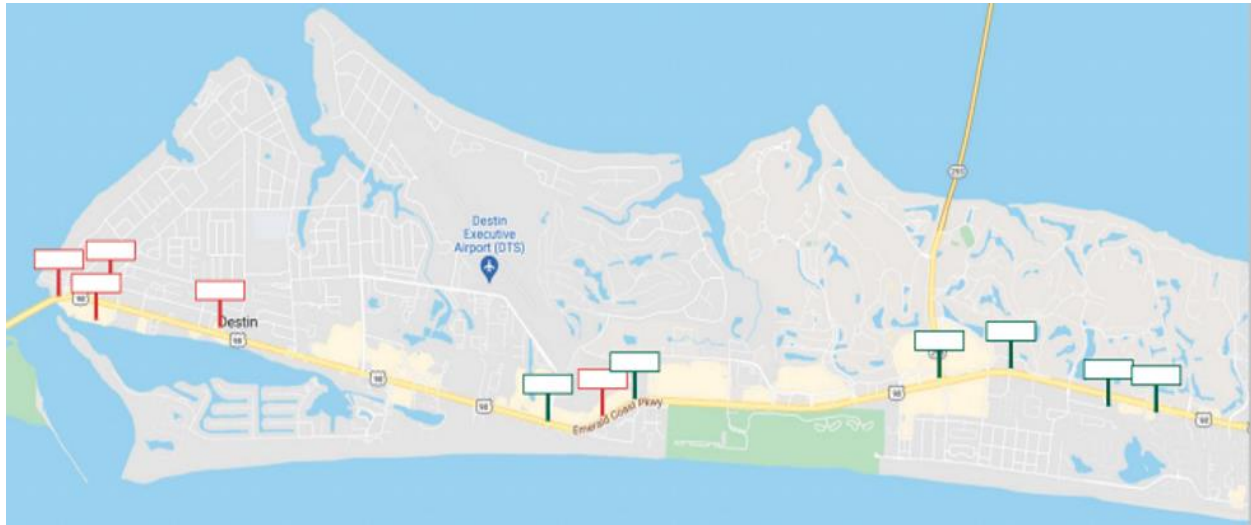
Councilmember Destin moved to send this matter before the Public Works/Safety Committee, seconded by Councilmember Bagby. Motion passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting “yes”).

C. Lamar Advertising - Presentation

Mr. Steven Sanford, Vice-President/General Manager of Lamar Advertising, presented the following partnership proposal to the Destin City Council:

About Lamar:

- Lamar was founded in 1902
- 357,000-plus displays across the United States and Canada
- Large-format digital displays – 4,500-plus digital
- First digital display installed in Baton Rouge, LA IN 2002
- Over 200 offices across the United States and Canada
- \$2 billion outdoor advertising company – North America's largest



- There are currently 11 Lamar Advertising billboards along US Hwy 98 in the City of Destin
- Proposal:
 - ❖ Lamar Advertising will remove 5 of the billboards at their costs.
 - ❖ Will remove 4 billboards from the CRA area, and one located further east, near county line.
 - ❖ The remaining 6 billboards will be converted to digital.
 - One slot on 6 digital panels to be use by the City of Destin.
 - All artwork and schedule changes to be provided at no cost.
 - Market value of 6 digital slots for a year = \$180,000

Received many great letters of support, such as the following:

Partnering with Lamar – City of Niceville

“This partnership has greatly benefited our city since 2003, and I believe it would be valuable for Destin to consider a similar arrangement.”

“Since the establishment of the cooperative agreement, Niceville has experienced significant advantages:

- Community Engagement and Information Dissemination
- Aesthetically Pleasing and Well-Maintained Infrastructure
- Support for Non-profits”

Lannie Corbin
City Manager
Niceville

Partnering with Lamar – City of Fort Walton Beach

“For over fifteen years, Lamar’s billboards have helped increase visibility about various events throughout the City of Fort Walton Beach, which contributed significantly to our ongoing public awareness campaign.”

“(Lamar)... have been very responsive to the City’s marketing needs and the Public Relations Division uses your services for all city departments to promote events and public safety messages and alerts.”

“Lamar Advertising has loyally represented the City’s marketing initiatives that have provided prosperous results that Fort Walton Beach continues to savor. I offer my recommendation that the City of Destin use your services for their advertising and marketing needs that will surely have a positive impact on their great city.

Richard A. Rynearson
Mayor
City of Fort Walton Beach

Partnering with Lamar – Florida Department of Emergency Management

“The Florida Division of Emergency Management thanks you for your generosity and service during Southwest Florida’s time of need in the aftermath of Hurricane Ian. With so many families and businesses displaced, Lamar Advertising serves as a reassuring and familiar presence in the community to provide residents with the information they need to begin their recovery.

The Division is grateful for partners like Lamar Advertising that care for their communities, and we will not forget the dedication and kindness you have shown to Floridians during this difficult time.”

Kevin Guthrie
Director
Florida Division of Emergency Management

Councilmember Geile stated that in terms of public safety, they will have the ability to notify the public immediately of any emergency situations including inclement weather conditions. He has conducted a lot of research into this matter and have not found any negative reasons to not go forward with this partnership.

There are other members of the council who offered their support of the proposal due in most part to the public safety aspects and aesthetically pleasing platforms of the digital billboards that will remain in place.

Councilmember Hebert asked Lamar to expand on their plan to underground the electronics.

Mr. Sanford stated that since one of the city's goals is to underground the utilities, they will abide by it as they build these billboard structures.

Councilmember Hebert asked how long it might take for the removal of the 5 billboards and the conversion of the other 6 billboards into digital.

Mr. Sanford stated that the billboards removal will be done first and could take about a week. The upgrade of the other 6 into digital will immediately follow.

Councilmember Bagby stated that he is not in favor of having any billboards as they are about to embark into a \$40 million dollar project of undergrounding the utilities to get rid of all visual clutters which include the billboards.

Councilmember Destin moved to direct the Land Use Attorney to negotiate with Lamar Advertising on their proposal; seconded by Councilmember Geile.

Councilmember Geile noted that since the billboards are already in place, they should have already been grandfathered in and that they cannot force Lamar Advertising to remove them.

The Land Use Attorney stated that they have an amortization ordinance where the maintenance of the signs is limited. Once they are at a certain point of disrepair, they have to be removed. They are not allowed to repair or replace the existing signs.

Mr. Sanford clarified that they have a total of 11 structures within the city. They do not have any plans to remove any of them. The 11 structures will remain in place if they leave today without an agreement. They will only remove some and upgrade the others if they are able to enter into a partnership with the city.

Councilmember Geile proposes to send this item at least to the Town Center CRA and Public Works/Safety Committee for their feedback.

Councilmember Bagby recommends adding the Local Planning Agency to the list.

Councilmember Destin offered an amended motion to bring this item before the Town Center CRA Advisory Committee, Public Works / Safety Committee, and the Local Planning Agency, to obtain their feedback, and then for staff to bring that information back to the city

council. Motion was seconded by Councilmember Geile and passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting “yes”).

D. Beach Buy Back - Capri By The Gulf - 3100 Scenic 98 - Mr. Jim Blaine

Mr. Jim Blaine, on behalf of the Capri By the Gulf Association at Crystal Beach, informed the council that the majority of the association’s members are interest in selling their interest to the city as part of the beach buyback program. He is here to discuss further whether the city will be interested in pursuing this potential acquisition.

Mayor Wagner noted they have had several discussions in the past about buying back beaches; and that they are back into one of the previous parcels that were included in the original list. He continued that the purpose of this segment is for the council to discuss whether they want to continue the beach buyback initiative, and if they are open to potentially pursuing properties and bringing it to the county rather than the other way around.

Councilmember Hebert expressed some concern about the holdouts, as not all the owners are willing to sell their unit.

Councilmember Schmidt pointed out there is a cluster of short-term rentals just north of the property that would mostly benefit from it.

Councilmember Geile asked if they could obtain this property whether they could issue free-parking stickers to residents to park in the beach parking lot and have access to the beach.

The Land Use Attorney replied affirmatively.

According to Councilmember Bagby, the question is not whether they have the interest in obtaining this property, but whether they have the money to afford it since they are already in negotiation to obtain the 1 Harbor Blvd parcel. The city does not have unlimited fund. They would need to coordinate this matter with the county to see if they would be interested in obtaining this property.

Motion by Councilmember Bagby, seconded by Councilmember Hebert, to authorize the mayor to communicate this matter with the county to judge their interest in going forward with obtaining this property, and then report back to the city council passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting “yes”).

E. US Coast Guard Auxiliary – Presentation

Lieutenant Andres Nealis, the supervisor of Coast Guard Marine Safety Detachment Panama City, and Senior Chief Joshua Menges, officer in charge of Coast Guard Station Destin, shared valuable insights and proposed solutions to enhance safety on the water.

Lieutenant Nealis emphasized the Coast Guard’s commitment to maintaining strong partnerships with various entities, including the City of Destin, state and local government agencies, and private organizations like the Okaloosa Water Sports Coalition. He acknowledged

the recent concerns surrounding bareboat charters and expressed a desire to collaborate and combat the illegal charter problem.

According to Lieutenant Nealis, they have a lot of regulatory oversight with the small passenger vessels. They really want to help grow and strengthen some of the partnerships as it pertains to the 6-pack operators and the bareboat charter operators because, they do not get a lot of facetime with them prior to either a law enforcement boarding or a casualty. To address this issue, Lieutenant Nealis proposed the underutilized Vessel Safety Check Program, mainly run by the Coast Guard Auxiliary, as a valuable resource for both operators and the Coast Guard. He highlighted the importance of this voluntary program, which certifies that a vessel complies with all federal safety laws and regulations. By participating in the program, operators not only demonstrated their commitment to safety but also provide the Coast Guard with an indication of their compliance efforts, according to Nealis. He added that having a more collaborative relationship with the operators from the beginning is what drives actual cultural change when it comes to safety.

Senior Chief Menges echoed the importance of partnerships in ensuring the safety of Destin's waters. He emphasized that Coast Guard alone cannot handle the responsibility and relies on collaboration with local, county, federal and state partners. It is a job that can only be taken care of with the great partnerships they have with their local county, federal, and state partners who do this job with them and maintain safety on the waters here.

During the discussions, Lieutenant Nealis explained the three classes of vessels as defined by the Passenger Vessel Safety Act:

- Small Passenger Vessels – which are inspected by the Coast Guard on an annual basis and can carry more than six. They carry a Certificate of Inspection, and they carry a licensed crew.
- Uninspected Passenger Vessel (6-packs) – the operator limits themselves to six passengers or less with at least one for hire. In doing, so, the boat does not have to be inspected by the Coast Guard, but the crew does have to be properly licensed so there is a little bit of oversight from the Coast Guard.
- Bareboat charters – An agreement where the charterer has use of the vessel for a period and is considered the owner. A charterer takes on the legal obligations, is responsible for the crew, passenger carried, and others, and can have up to 12 onboard.

2. PUBLIC COMMENTS

Mr. John Dyer, a Crystal Beach resident, stated that when he bought his house in Crystal Beach over 30 years ago, they had a clear view of the Gulf. They no longer have it. The public does not really have access to the beaches. There is supposed to be a 20-foot rule that allows public access 20 feet to the water's edge, but the people that set up the umbrellas and chairs on the beach do not give them that 20 feet. There is constant argument each time they go to the beach.

Mr. Jay Mitchell, a Crystal Beach resident, stated that they need public beach access and a consistent enforcement of the 20-foot rule. There is so much competition for all the resources they have on the beach. He continued that there are willing sellers for the Capri, and so the city should take advantage of the opportunity to improve their infrastructure. He urged the council to move forward with trying to obtain the property.

Councilmember Bagby inquired as to the Sheriff's Department's enforcement of the erosion control line in Crystal Beach.

East District Captain Jason Fulghum stated that they do not use the erosion control line because they are unable to recognize the erosion control line when they are down on the beach; adding that they need something that they could visibly see to be able to enforce the rule. The current policy is that they do not enforce trespassing 20 feet in from the high-water mark that is visible at the time of their presence. The public is allowed to set up, not just traverse, within those 20 feet.

Councilmember Bagby requests the city's Public Information Officer posts the erosion control line (ECL) surveys for the Crystal Beach area on the city's website.

Ms. Wendy Anderson, a Crystal Beach resident, noted that the traffic has increased 10-fold over the years on Hutchinson Street where she lives. They have a hard time just trying to get out of their driveway. There are people coming from different places trying to go to the beach. There are people, 10 or 20 at a time, crossing through their yard to get to the public beach access. She added that there are residents at Crystal Beach that would like to have a nice family community and they need to be given some consideration.

Ms. Cheryl Clifford, a Crystal Beach resident, stated that her entire neighborhood is very frustrated because they cannot go to their own beach unless they are willing to pay \$60 a day or \$5,000 a season for an umbrella and two chairs; adding they have had it with the treatment they have been getting from the beach vendors.

Ms. Marcie Bell, a Holiday Isle resident, stated that the city ought to have a master plan for beach buy back so that when an owner of a particular parcel decides to come forward to sell their property, the city will already be in a position to discuss it. She also noted that the county TDC's Little Adventures still occupies a Crystal Beach parcel and still have a reserved parking spot that the citizens cannot use.

Ms. Michelle Sandstead, a Destin resident and business owner, and a member of the Town Center CRA Advisory Committee expressed concern over the \$190,000 the council previously voted to have the Town Center CRA cover for the design plan for the CRA. She stated that the Town Center CRA has very limited funds. She also noted that the proposed Linear Park is for the entire city and not just for the district, and so it would not be fair to have the district be solely responsible for paying this huge amount of money for something that would benefit the entire city. She also stated that they have budgeted \$50,000 for Christmas decorations on Main Street. She asked if there is another source of funding available to add to that amount as \$50,000 is not nearly enough to decorate the entire street.

Mr. John Kruger, a resident of Holiday Isle, stated that the increase in visitors, along with reported traffic-related incidents during the summer, has some residents questioning why the city does not have a larger police presence or a dedicated police department to account for this. The reported disregard for traffic laws specifically on Holiday Isle is an issue has residents asking for more enforcement. He also stated that the situation is spiraling out of control and something needs to be done about it.

Councilmember Hebert noted that the city has received the Okaloosa County Sheriff's Office's proposed new budget and that there is an increase compared to last year

East District Captain Jason Fulghum, with the Okaloosa County Sheriff's Office, explained that there are 5 deputies per shift the city pays for and are assigned to the City of Destin. Each district is broken down based on the numbers of calls for service. Two deputies are in Zone 25, which is basically everything on the west side of the airport. Two deputies are out on the east side and one deputy that rolls around in the city. As for traffic enforcement, there is a Community Resource Deputy that focuses on problem areas, not just traffic enforcement, and for any other type of issues that come up like retail theft. He stated that 66% of the traffic enforcement in Okaloosa County does occur within the Destin city limits. Approximately 65.5% of the traffic enforcement in the City of Destin takes place on roadways other than US Hwy 98. He also stated they are searching for ways to have a bigger presence and tackle the traffic concerns. They are applying for a state grant for additional enforcement for speed and aggressive driving. It will be a \$50,000 grant that will pay overtime for deputies to come and do absolutely nothing but work the traffic for the city.

Ms. Carrie Harbarger, a Destin resident and business owner, stated that the county TDC's practice of giving away free ice cream to people on the beaches is killing her business which she has held for 29 years. She cannot compete with the county, and she is asking this council to help convince the county to stop this practice; adding there are other ways to promote their beaches rather than giving away free ice cream and infringing on the sales of other businesses.

3. CONSENT AGENDA

- A. Update on Undergrounding Easements. (Informational)
(June 5, 2023 Motion: To direct the City Manager to provide a monthly Progress Report on the acquisition of easements required to go forward with the undergrounding project along US Hwy 98 passed 6-0).
- B. Sibert/Zerbe Parking Lot, consolidation, site work, and paving - authorization
- C. 3TP Ventures Inc., (Planning Consultants) Contract Renewal
- D. Buck Destin Park Restrooms
- E. Capital Project Status
- F. Operations Financial Report

G. Approval of minutes of May 23, 2023 City Council Budget Workshop

H. Approval of minutes of May 4, 2023 City Council Workshop

I. Minutes from Boards and Committees

Councilmember Destin requests Consent Agenda item #3B be pulled for further discussion.

Councilmember Hebert moved for approval of Consent Agenda items 3A and 3C thru 3I, as printed above, seconded by Councilmember King. Motion passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting “yes”).

In reference to Consent Agenda item 3B, Councilmember Destin feels it is a little premature to spend nearly \$500,000 to consolidate the Sibert/Zerbe parking lots into one paved parking facility. Those parking lots are being utilized quite efficiently at the moment. They have previously voted to look at parking garages and that site is one of those that are being considered. It may not be cost effective to spend that much money now for something that they may be changing in a few years.

Councilmember Destin moved to delay the parking improvements at the Sibert/Zerbe Street intersection to the next fiscal year, seconded by Councilmember King. Motion passed 6-1 (Council members Schmidt, King, Hebert, Bagby, Destin, and Sweetser voted “yes”; Councilmember Geile voted “no”).

**4. CITY MANAGER REPORTS **

A. Resolution 23-11: FY23 Budget Amendment to City Manager Department
(May 15, 2023 Motion: To direct the City Manager to bring back a budget amendment to defund the Deputy City Manager position passed 5-2)

Councilmember Bagby noted that a budget amendment involves transferring funds from one account into another account by a vote of the council; adding that when they voted on May 15th to direct the City Manager to bring back a budget amendment to defund the Deputy City Manager position, they failed to identify to which account to transfer the money that was budgeted for that position such as the Council Contingency Fund.

Councilmember Bagby also stated that they need to have a conversation tonight about the hiring of an Assistant City Manager based on the job description staff presented at the June 5th council meeting.

According to Councilmember Schmidt, the Assistant City Manager job description that was presented on June 5th was for information only, and the council did not vote to approve it. Also, there was no direction given to bring back a budget amendment for that position. The only motion that they made a couple of times now was to remove the funding from the Deputy City Manager position.

Councilmember Destin added that once the Deputy City Manager position is eliminated, the council could then fund the Assistant City Manager position if they so desire.

Councilmember Hebert stated that she does not agree that they need a Deputy or Assistant City Manager since they do not have the other entities other municipalities have such as their own police, fire, or water and sewer department.

According to Councilmember Destin, he has no problem hiring an Assistant City Manager, but they should have a cap on the salary. It should not be equal to the amount they are paying the Deputy City Manager.

Councilmember Bagby noted that according to the budget amendment, the amount left on the Deputy City Manager salary for the last quarter of this fiscal year was \$23,487.20, which equates to about \$94,000 for an entire year if multiplied four times. He recommends not paying the Assistant City Manager less than that amount.

Councilmember Bagby moved to eliminate the Deputy City Manager position and leave the remaining funds in the City Manager's personnel account; seconded by Councilmember King. Motion passed 6-1 (Council members Schmidt, King, Hebert, Bagby, Destin, and Sweetser voting "yes"; Councilmember Geile voted "no").

Next, Councilmember Bagby moved to authorize the City Manager to hire an Assistant City Manager for a base salary not to exceed \$93,948.80 (\$23,487.20 x 4) annually, based on the job description presented at the June 5th city council meeting, and to use the money in the City Manager's personnel account to make that hire. Councilmember King provided a second to the amended motion.

Councilmember Destin reiterated that they never approved the Assistant City Manager job description, and that he was not completely happy with the way it was written. He recommends staff bringing back another version of the job description and that the motion on the floor be amended to include a stipulation that the hiring of an Assistant City Manager be contingent upon council's approval of the job description.

Councilmember Bagby moved to direct the City Manager to bring back the job description for an Assistant City Manager at the July 17th city council meeting; and that the hiring of an Assistant City Manager for a base salary not to exceed \$93,948.80 (\$23,487.20 x 4) annually and using the money in the City Manager's personnel account to make that hire is contingent upon the council's approval of the job description. Councilmember King provided a second to the amended motion. Motion passed 4-3 (Council members King, Bagby, Destin, and Sweetser voted "yes"; Council members Schmidt, Hebert, and Geile voted "no").

The City Manager stated that he would welcome Councilmember Destin or other member of the council acting as an advisor to staff in the preparation of the final version of the Assistant City Manager job description.

Councilmember Destin stated that he would be glad to do it.

Councilmember Geile moved to appoint Councilmember Destin as the legislative sponsor and act as an advisor to staff in the preparation of the final version of the job description for Assistant City Manager position; seconded by Councilmember Hebert. Motion passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting “yes”).

B. Agent-Broker of Record for Health & Ancillary Benefits, RFP 23-04-HR

According to the City Manager, staff solicited proposals for an Agent-Broker of Record for Health & Ancillary Benefits. Four proposals were received and evaluated by the city’s Bid Committee. The Bid Committee scored Acentria as the highest-scoring proposal and recommends Acentria be contracted to be the Broker of Record for Health & Ancillary Benefits.

Councilmember Hebert moved to authorize the City Manager to develop and execute an agreement for Agent Broker of Record with Acentria, as recommended by the city’s Bid Committee; seconded by Councilmember Geile.

Councilmember Geile requested that if the motion passes to have Acentria bring back two proposals, one of which would include the council members in the group health insurance policy. He stated that according to the city charter, the city’s elected officials cannot accept a salary or compensation. He asked whether it would be a violation of the charter provision to have members of the council be part of the group and potentially get the discount if they pay for their own insurance premium.

According to Councilmember Destin, members of the council were included in the city’s health insurance policy 10 or 15 years ago; and then past council voted to not do it anymore. He feels this council can decide to allow it again, and that he would support a proposal to do so.

Councilmember King stated it would be a great incentive for others to run for council.

Councilmember Destin stated that under the law, the city council members are considered city employees and should be afforded the opportunity to participate in their municipality’s health insurance policy; adding that it should be offered to all employees.

Motion passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting “yes”).

Councilmember Geile moved to request that Acentria brings back two proposals, one of which would include the councilmembers in the group health insurance policy; seconded by Councilmember Destin. Motion passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting “yes”).

Mr. Mike Carraway, Director of Acentria, stated that he would bring back two proposals during this renewal period; one of which would include the council in the group health insurance policy. He stated that the insurance provider will be treating the council as regular employees with regards to paying the insurance premium. He recommends that the city contributes the same

amount of money for council members who wish to join the plan as they do for other city employees, if possible.

Councilmember Schmidt noted that the City of Fort Walton Beach pays 100% of the insurance premium for their elected officials and asked that they check into it and do the same for this council.

C. Announcements

1. Annual Family Independence Day Celebration and Bike Parade will begin at 5:30 PM on June 29th, at the Destin Elementary School Football Field. This is open to children 12 years old and under. Pre-registration is required.
2. Fourth of July fireworks display begins at 9:00 PM at the East Pass. It will be simulcast on Z-96.
3. Capt. Royal Melvin Heritage Park Ribbon Cutting Ceremony on Tuesday, July 18th, at 9:00 AM.
4. Harborwalk will start having their firework displays on Monday and Thursday nights beginning at 9:00 PM as part of the celebration throughout the summer through Labor Day.
5. The next regular city council meeting is on Monday, July 17th. There will only be one regular city council meeting in July.
6. The City Manager will be out for the remainder of the week following tonight's council meeting. Public Works Director Michael Burgess will be the Acting City Manager.

5. PUBLIC HEARINGS

- A. Second reading of Ordinance 23-07-CN - relating to livery vessels. Recognizing the Destin Harbor Carrying Capacity Study final report prepared by the U.S. Army Corps of Engineers and authorizing additional studies and evaluation of Destin Harbor. Providing a five-year temporary moratorium on livery vessel permits. **(May 15, 2023 Motion: To extend the livery vessel moratorium for 5 years Passed 7-0).**

The City Attorney read Ordinance 23-07-CN by title, and then presented it to the council on second reading.

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA RELATING TO LIVERY VESSELS; PROVIDING FOR FINDINGS OF FACT; RECOGNIZING THE DESTIN HARBOR CARRYING CAPACITY STUDY FINAL REPORT PREPARED BY THE U.S. ARMY CORPS OF ENGINEERS AND AUTHORIZING ADDITIONAL STUDIES AND EVALUATION OF THE DESTIN HARBOR; PROVIDING FOR A FIVE YEAR TEMPORARY MORATORIUM ON LIVERY VESSEL PERMITS; DIRECTING STAFF TO DEVELOP RECOMMENDATIONS FOR REGULATION OF LIVERY VESSELS; MODIFYING THE DEFINITION OF LIVERY VESSELS FOR COMPLIANCE WITH STATE LAW; PROVIDING FOR SEVERABILITY; PROVIDING FOR EXPIRATION OF MORATORIUM ON JUNE 30, 2028; AND PROVIDING FOR AN EFFECTIVE DATE.

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

Mr. Chuck Heiser, a Destin resident, noted that the State of Florida now considers bareboat charters as livery vessels; adding that bareboat charters file at the state level as a livery vessel, and then get their charter licenses from the city. He asked whether this moratorium would include bareboat charters based on the city's definition of livery vessel.

According to the Land Use Attorney, the city's definition of livery vessel differs from the state's definition. For the city, a livery vessel is any vessel that has a motor that is rented out for compensation. However, they have an exception for when they have a US Coast Guard licensed captain in control. Any kind of boats with a US Coast Guard licensed captain in control will be exempt from the moratorium, but they must present proof when they submit their charter application to the city.

The city's Building Official Noell Bell confirmed that anyone applying for a charter business tax receipt with the city must provide the city a copy of the US Coast Guard licensed captain for each vessel.

Ms. Marcia Shulder, a Fort Walton Beach resident and livery operator, stated that bareboats are only one issue. Boatsetters are another massive problem. Boatsetter is a peer-to-peer boat rental company that connects boat owners and potential renters. Boats are launched from a dock. They are not operating safely but they are not being monitored at all. They need code enforcement and law enforcement to monitor and stop this illegal operation.

Councilmember Sweetser stated that the city's Code Compliance Department is quite short-handed at this time. There are only so many officers available, and they cannot be everywhere. Many of these illegal activities have to be reported in order for them to take action.

Code Compliance Director Troy Williams stated that they have a lot of priorities – short term-rentals, bareboat charters, beach vendors – and they are currently way undermanned. They are asking for increased staffing in next year's budget. He continued there has to be a reporting mechanism in place; either somebody calling in or contacting code enforcement through the website or sending pictures via email so they could take the necessary action. He added they recently learned about the boat setters and plan to delve into that issue as much as possible.

Ms. Shulder stated that there seemed to be different jurisdictions involved in different issues making it quite difficult for anyone to report a problem. There need to be a consistent mechanism to report these illegal operations.

Mr. Charles Duplantis, a Destin resident and livery operator, stated that based on his experience, a boat captain cannot be assigned to one boat only.

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 Hebert moved to approve Ordinance 23-07-CN on second reading; seconded by Councilmember King.

Councilmember Schmidt inquired into selling or transferring of livery licenses or medallions and whether it can be part of the moratorium.

The Land Use Attorney stated that it would require council's approval. It is not spelled out in detail in the moratorium; however, it has been discussed in past council meetings. Livery operators and stakeholders have been told that if they were going out of business and wanted to transfer or sell their decal, registration, or medallion they can as a business asset as long as they are legally operating. There is an exception in the moratorium that states that council can approve any agreements when they find it is appropriate under the circumstances.

Councilmember Schmidt noted that the medallion is quite valuable as it presents an opportunity for the owner to make money. They pay a small amount of money for the license but will be able to sell the medallion for several thousand dollars. He feels the city should get some benefit from it for allowing them to sell that medallion.

Motion passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting "yes").

Motion by Councilmember Schmidt, seconded by Councilmember King, to direct staff to bring back an amendment to the ordinance outlining the process for selling or transferring livery licenses or medallions passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting "yes").

- B. Second reading of Ordinance 23-08-CC - Amends Section 15-66 of the city's Code of Ordinances, Exception to Alcoholic Beverages in Public Places at Capt Royal Melvin Heritage Park.

The City Attorney read Ordinance 23-08-CC by title, and then presented it to the council on second reading.

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA, PROVIDING FOR AMENDMENT OF SECTION 15-66 OF THE CITY'S CODE OF ORDINANCES, EXCEPTION TO ALCOHOLIC BEVERAGES IN PUBLIC PLACES AT CAPTAIN ROYAL MELVIN HERITAGE PARK; PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR CONFLICTING PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

The mayor opened a public hearing to receive comments for or against the proposed ordinance. Having none the mayor closed the public hearing and turned the matter over to the city council for their discussion and consideration.

Councilmember King moved to approve Ordinance 23-08-CC on second reading; seconded by Councilmember Hebert. Motion passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting "yes").

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

- A. Councilmember Sweetser
- B. Councilmember Geile
- C. Councilmember Destin
- D. Councilmember Bagby
 - 1. Independence Day

Motion by Councilmember Bagby, seconded by Councilmember King, to grant city staff July 3rd as a paid holiday passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting “yes”).

Councilmember Bagby moved to authorize the City Manager and the City Land Use Attorney to negotiate with the owner of the parcel adjacent to the city-owned Shores at Crystal Beach property for a potential swap of the lots, to include the proposed donation with regards to the lot differentials and bring back a draft contract for council’s approval; seconded by Councilmember Hebert. Motion passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting “yes”).

- E. Councilmember Hebert

- 1. Aquatic Facility

Councilmember Hebert moved that the City of Destin provides support for the development of a state-of-the-art regional aquatic facility to serve the Okaloosa and Walton County region; seconded by Councilmember Destin. Motion passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting “yes”).

- F. Councilmember King
- G. Councilmember Schmidt

- 1. City Manager Evaluation Schedule

Councilmember Schmidt noted that they have the opportunity for the City Manager evaluation within the next two months. They each have an option on how to conduct that evaluation, either verbal or written. The results of this evaluation will then be on the agenda for discussion in August.

- 2. Terminated/Inactive Employee Policy

Councilmember Schmidt moved to direct the City Manager to work with the Human Resources Manager to bring back other policies in the surrounding cities regarding terminated employees at the next council meeting; seconded by Councilmember Geile. Motion passed 5-2 (Council members Schmidt, Hebert, Destin, Geile, and Sweetser voting “yes”; Council members King and Bagby voted “no”).

3. Direction to Staff and Land Use Attorney to Prepare Anchoring Ordinance

Councilmember Schmidt moved to direct the City Manager and Land Use Attorney to prepare an anchoring ordinance that will regulate commercial activity within the city's bayous; seconded by Councilmember Hebert.

Councilmember Schmidt stated that the city has jurisdiction over Joe's Bayou and Marler Bayou, but they currently lack the necessary ordinance to enforce any restrictions on commercial activities in these waterways. He stated that commercial activity is not allowed at Joe's Bayou Recreation Area. According to complaints and social media posts, an inflatable bounce house and water slide was reportedly being set up near the Joe's Bayou Recreation Area. Witnesses claim that people are being shuttled over from Crab Island or parking at Joe's Bayou Recreation Area to use the inflatables. Additionally, inflatables have been reported behind the Destin Army Recreation Area off of Calhoun Avenue. He emphasized that the intent was not to hinder fishermen or any charter boat captains seeking safety, as they would be protected under a safe harbor provision.

Motion passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting "yes").

Councilmember Schmidt moved to direct the City Manager and City Land Use Attorney to work with other jurisdictions to find a solution to overnight commercial anchoring in areas just outside of the Destin's waterways; seconded by Councilmember Hebert.

Councilmember Schmidt stated that overnight commercial anchoring needs to be regulated. It is happening at Joe's Bayou, at Choctawhatchee Bay, and in the harbor. Right now, off of Indian Trail, there is a massive barge parked 100 yards off somebody's back yard. It is anchored with the lights on, and so the Sheriff's Office cannot do anything about it. He continued that they need to decide how to regulate overnight anchoring within the city's bayous.

Motion passed 7-0 (Council members Schmidt, King, Hebert, Bagby, Destin, Geile, and Sweetser voting "yes").

Councilmember Schmidt inquired as to the possibility of placing porta potties on Norriego Point.

The City Manager noted that the current ordinance only allows porta potties on construction sites and for special events.

According to the Land Use Attorney, they would need to amend the ordinance to allow porta potties on Norriego Point.

Councilmember Schmidt moved to direct staff to bring back an amendment to the ordinance to allow for placement of porta potties on Norriego Point; seconded by Councilmember Hebert.

According to Councilmember Sweetser, if they are going to amend the ordinance, it would have to apply to the entire community and not just specific to Norriego Point; adding he can already imagine porta potties appearing in residential neighborhoods' front yards. He also added that they have never had bathrooms on Norriego Point but it has never been an issue before.

Councilmember Hebert stated that they should be able to make an exception at least on a temporary basis because there is no place for people to go to relieve themselves.

The Building Official stated that they could face some challenges in trying to get porta potties on Norriego Point and service it since there is no roadway.

Motion failed 3-4 (Council members Schmidt, Hebert, and Geile voted “yes”; Council members King, Bagby, Destin, and Sweetser voted “no”).

H. Mayor Wagner

I. Land Use Attorney

1. 1 Harbor Blvd.

The Land Use Attorney reported that the property owner's counteroffer to the city's offer of \$8 million was \$10 million. She asked the council if they wish to go ahead and provide a final offer for the property.

Councilmember Schmidt moved to make a final offer on the property at 1 Harbor Blvd in the amount not to exceed \$9.5 million; seconded by Councilmember King.

Councilmember Destin offered a substitute motion to make an offer on the property at 1 Harbor Blvd in the amount not to exceed \$8.5 million; seconded by Councilmember Hebert.

Councilmember Destin noted that \$8.5 million is already more than half a million over the appraisal value of \$7.95 million on the property; adding that any dollar amount over the appraisal value will take an extraordinary vote of the council to pass.

According to Councilmember Bagby, he was not even in favor of the \$8 million, but since this is the city's future, he will agree to authorize staff to make a counteroffer of \$8.5 million. Then they will need to have a conversation. He will listen to everyone's opinion, and he will listen to the citizens whether they feel it is worth that much money.

Councilmember Hebert noted that the \$10 million counteroffer is too much. It was twice the amount the amount the owner initially paid for that property; adding that the city does not even have the money to purchase that property at this point. They will need borrow money to purchase it.

Councilmember Schmidt stated that they need to think about the future generation of the city who will really love to have this property. The counteroffer was a lot more than the purchase

price for that parcel, but the owner has the right to profit from it. He added they would not want to miss out on this property by a mere one million dollars.

Motion passed 5-2 (Council members Hebert, Bagby, Destin, Geile, and Sweetser voting “yes”; Council members Schmidt and King dissenting).

2. 355 Gulf Shore Drive - Litigation

The Land Use Attorney provided an update on the Bert Harris case that was filed as a pre-suit notice of claim. There is no litigation yet and so they cannot schedule an executive session at this time. She stated that she has discussed this issue privately with each member of the council and the council can make a good faith settlement offer if they so desire.

Motion by Councilmember Geile, seconded by Councilmember Hebert to provide a settlement offer of \$30,000 passed 5-2 (Council members King, Hebert, Destin, Geile, and Sweetser voted “yes”; Council members Schmidt and Bagby voted “no”).

3. Sea Chase request to maintain 10 existing livery vessels

Ms. Sherri Andrews informed the council she has own Sea Chase Watersports since 2010. When she decided to retire, she received generous offers for her business. She stated that she was working with the city during the time there was a pending sale to another entity. She was operating when she first entered that sale. The sale fell through, and she was no longer in operation. She started with 18 livery vessels. When she closed in 2021, she went to the city and asked if they could place this issue in some type of an escrow. It stayed that way until May 2022 when she was allowed to sell 8 of her medallions to another pontoon boat company. She is now coming to the council requesting that she be allowed to continue to sell the remaining 10 livery vessels.

According to the Land Use Attorney, there is an allowance in the ordinance for council to approve special circumstances.

Councilmember Schmidt asked why they were not able to sell any of the other vessels the past year and a half.

Ms. Andrews stated that she has not been able to sell her remaining assets as there have been a lot of uncertainty with the moratorium, with everyone waiting to see what would happen before they commit to spending any more money.

Councilmember Schmidt recommends allowing Ms. Andrews to continue to sell her business provided she is current on the registration, medallion, and BTR fees.

Councilmember Bagby moved to allow Sea Chase two years to sell the business, provided they come current on the registration fees, pay their medallions for 2022 and 2023, and pay their BTR for 2022 and 2023; seconded by Councilmember Hebert. Motion passed 6-1 (Council members Schmidt, King, Hebert, Bagby, Destin, and Sweetser voting “yes”; Councilmember Geile voted “no”).

J. City Attorney

ADJOURNMENT

Having no further business at this time, the meeting was adjourned at 11:20 PM.

ATTEST:

Bobby Wagner, Mayor

Rey Bailey, City Clerk

DRAFT

**MINUTES
HARBOR COMMUNITY REDEVELOPMENT
AGENCY ADVISORY COMMITTEE WORKSHOP
AUGUST 9, 2023 - 5:30 PM
DESTIN CITY HALL BOARDROOM**

1. CALL TO ORDER:

Chairman Green called the meeting, in a workshop setting, to order at 5:30 p.m. on Wednesday August 9, 2023, in the Destin City Hall Council Chambers.

2. ROLL CALL & PLEDGE OF ALLEGIANCE:

Present

James Green
Sandy Trammell

Members Absent

Christian Myers
Mike Buckingham
Casey Jones
Jan Best
Ian Blaise

Staff Present

Kim Montgomery Deputy City Clerk
Steven O'Connor Principal Planner
Daniel Butler, Senior Planner
Christopher Willis, Planner
Rachel Hoag Planner

3. OLD BUSINESS: None

4. NEW BUSINESS:

➤ **Development Projects Update – June 2023**

Chairman Green asked what the status of the Cross Town Connector. According to Mr. O'Connor, all the properties have now been acquired and as far as funding goes, the project is currently 60% funded. Additionally, the project area will need to be subdivided to establish the park and right-of-way areas and rezoned appropriately. He also explained that staff is working on the park portions for funding possibilities through grants, however, the roadway portion cannot be included in the grant.

A) Lamar Advertising Proposal

Mr. Stephen Stanford, 5728 Sparkleberry Lane, Pensacola, Florida who works for Lamar Advertising spoke to the members about his company's history and how currently, they have 12 billboards in the city and county, with one being digital. Their proposal is to remove five of those structures and replace the remaining ones from what they are now with digital billboards. Currently four of those are in the CRA District, and as part of the agreement, if approved, they would allow the city to have one of the slots on their signs to push information out to the citizens. He then spoke of how their signs helped the people out tremendously prior to the Hurricane Ian storm event and afterwards, once power was restored to them.

Mr. Claude Perry questioned what's Lamar's monetary value for what they are proposing.

Mr. Stanford declined answering.

DRAFT

Ms. Kopp spoke up and stated that at this time, City Council has not made an agreement with Lamar on their proposal and suggested for them to make their presentations to each of the advisory committees first, however, they (Council) are not obligated to accept Lamar's proposal.

➤ Financial Update – Krystal Strickland

According to Ms. Strickland, the top priority projects of Council will be wrapped into the bonding that she will be going out for at \$14.7M and will include the purchase of 1 Harbor Blvd. and the first phase for the undergrounding of the utilities, and although this committee recommended a \$6M commitment to that project, she dropped it down to \$4.5M to reallocate some of those funds to the boardwalk under the bridge potential project, and is hopeful that the undergrounding utilities will come in lower than what she has set aside for it. Additionally, she is hopeful to be able to have funds available for future projects in the Harbor District.

Chairman Green asked if the 29-year term for the utilities underground project would be lumped together. According to Ms. Strickland, there are many different bond types, and she will have different bonds for each one's terms. He then asked if the CRA is still paying off the improvements in 20-years, would that allow for an extension of the Harbor CRA?

According to Ms. Strickland, that would be up to the county and, the city would need to renegotiate the Interlocal Agreement for the CRA. She then referred the members to the 20-year life anticipated revenues and expenditures schedule.

➤ Proposed City Marina, 1 Harbor Blvd. - Chairman Jim Green

Chairman Green spoke of how the city now has three nice parks for public use in the Harbor District and he envisioned how this property would be ideal for a city marina. He explained he set out to create an example of a plan for a public marina that, in his opinion, would best benefit the city as well as have a potential income to pay back the Harbor CRA District. He then handed out a paper with the potential design showing the property with parking, 40 slips, and one of those slips to be used for a much needed pump out, and an observation area. He discussed how he feels this would be a good use for the property because it meets the requirements of the Strategic Plan adopted by Council. Lastly, it would enable tying into the boardwalk under the bridge as well as tying in the sidewalks to the parking lots on Zerbe Street and Sibert Avenue.

Committee Trammell stated that she does not have a problem with the marina aspect of the plan, however, she does not agree with turning the entire property into a parking lot.

Mr. John Stephens spoke of how glad he is that this plan includes the marina concept since this is a boating community. He mentioned the biggest complaint that he hears is there is not enough transient slips and would like to see both long term and short term transient slips included, as well as showers and bathrooms, possibly in another phase, to meet the requirements of mooring in the harbor ruling, as well as eventually a Harbor Master position.

DRAFT

Mr. Claude Perry spoke in opposition of this plan and stated that he does not think that the city should be involved in any business and in his opinion it is not the function of the city and they should not be competing with private property owners.

➤ **DISCUSSION:**

Mr. John Stephens mentioned that he would like to serve on this committee and if anyone of the members do not wish to continue to serve, he would gladly take their place. He also spoke of issues where he has seen commercial vessels that don't have slips, randomly picking up people on docks, including the city docks, and he is positive that they are not picking up family or friends, even though when asked, they say they are. This is also happening on private property and questions if the vehicles are being properly included in the property vehicle counts. He suggests having all commercial properties fill out the forms.

Mr. O'Connor explained that for shared property agreements the only time, per code, when the city can require that is when the property is being redeveloped or a new use is wanted on the property, then a Change of Use application would have to be submitted for approval. Additionally, is a very broad section of the Code and if the properties parking is increased, that is what typically would trigger the change of use forms requirement.

Ms. Kopp stated that there will be plenty of workshops for Chapter 4 where this can be discussed further, and asked Mr. Stephens to attend.

5. ADJOURNMENT:

Having no further business at this time, the meeting was adjourned at 7:05 PM.

Adopted and approved this _____ day of _____ 2023.

Capt. Jim Green, Chairman

Kim Montgomery, Deputy City Clerk

COMMITTEE ATTENDANCE REPORT (Jan – August 2023)

BOARD OF ADJUSTMENT

SCHEDULED MEETINGS	MEMBERS ABSENT	NOMINATING COUNCIL MEMBER
<u>January 4, 2023</u> (Meeting cancelled. No applications submitted)		
<u>February 1, 2023</u> (Meeting cancelled. No applications submitted)		
<u>March 1, 2023</u>	Robert Pinard	Destin
<u>April 5, 2023</u> (Meeting cancelled. No applications submitted)		
<u>May 3, 2023</u> (Meeting cancelled. No applications submitted)		
<u>June 7, 2023</u>	Joshua Brister	Sweetser
<u>July 10, 2023</u> (Meeting cancelled. No applications submitted)		
<u>August 2, 2023</u>	Robert Pinard Joshua Brister	Destin Sweetser

HARBOR AND WATERWAYS BOARD

SCHEDULED MEETINGS	MEMBERS ABSENT	NOMINATING COUNCIL MEMBER
<u><i>January 23, 2023</i></u> <u><i>(Meeting cancelled. No items to be heard)</i></u>		
<u><i>February 27, 2023</i></u>	<i>Casey Jones</i>	<i>King</i>
<u><i>March 27, 2023</i></u> <u><i>(Meeting cancelled. No items to be heard)</i></u>		
<u><i>April 24, 2023</i></u>	<i>Bill McKissick Jerod Hayden Jim Green</i>	<i>Hebert Sweetser Schmidt</i>
<u><i>May 22, 2023</i></u> <u><i>(Meeting cancelled. No items to be heard)</i></u>		
<u><i>June 26, 2023</i></u>	<i>Bill McKissick Jim Green</i>	<i>Hebert Schmidt</i>
<u><i>July 24, 2023</i></u>	<i>All Present</i>	
<u><i>August 28, 2023</i></u>	<i>Bill McKissick</i>	<i>Hebert</i>

HARBOR COMMUNITY REDEVELOPMENT AGENCY (CRA)
ADVISORY COMMITTEE

SCHEDULED MEETINGS	MEMBERS ABSENT	NOMINATING COUNCIL MEMBER
<u>January 11, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>February 15, 2023</u> <u>(Joint Harbor/Town Center CRA Workshop)</u>	<i>Mike Buckingham</i> <i>Christian Meyers</i> <i>Casey Jones</i> <i>Ian Blaise</i>	<i>Destin Sweetser</i> <i>Geile Schmidt</i>
<u>March 8, 2023</u>	<i>Mike Buckingham</i> <i>Jan Best</i> <i>Ian Blaise</i>	<i>Destin Bagby</i> <i>Schmidt</i>
<u>April 12, 2023</u>	<i>All Present</i>	
<u>May 22, 2023</u>	<i>Sandy Trammell</i> <i>Jan Best</i>	<i>Hebert Bagby</i>
<u>June 14, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>July 12, 2023</u>	<i>Christian Meyers</i>	<i>Sweetser</i>
<u>August 9, 2023</u> <u>(No quorum for regular meeting. Workshop held with 2 members present)</u>	<i>Christian Meyers</i> <i>Mike Buckingham</i> <i>Casey Jones</i> <i>Jan Best</i> <i>Ian Blaise</i>	<i>Sweetsser</i> <i>Destin</i> <i>Geile</i> <i>Bagby</i> <i>Schmidt</i>

LOCAL PLANNING AGENCY

SCHEDULED MEETINGS	MEMBERS ABSENT	NOMINATING COUNCIL MEMBER
<u>January 5, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>January 19, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>February 2, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>February 16, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>March 2, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>March 16, 2023</u>	Corey Ledbetter Marcie Bell	Schmidt Hebert
<u>April 6, 2023</u> <u>April 20, 2023</u>	Todd Buhr	Bagby
<u>(Meeting cancelled. No items to be heard)</u>		
<u>May 4, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>May 18, 2023</u>	All Present	

LOCAL PLANNING AGENCY (CONT.)

SCHEDULED MEETINGS	MEMBERS ABSENT	NOMINATING COUNCIL MEMBER
<u>June 1, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>June 15, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>July 6, 2023</u>	<i>Todd Buhr</i>	<i>Bagby</i>
<u>July 20, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>August 3, 2023</u>	<i>Todd Buhr</i>	<i>Bagby</i>
<u>August 17, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		

PARKS AND RECREATION COMMITTEE

SCHEDULED MEETINGS	MEMBERS ABSENT	NOMINATING COUNCIL MEMBER
<u>May 24, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>February 28, 2023</u>	<i>Leslie Schmidt</i> <i>Isaac Birch</i>	<i>Schmidt</i> <i>Geile</i>
<u>March 28, 2023</u>	<i>All Present</i>	
<u>April 25, 2023</u>	<i>Isaac Birch</i> <i>Lisa Mason</i>	<i>Geile</i> <i>Bagby</i>
<u>May 23, 2023</u>	<i>All Present</i>	
<u>June 26, 2023</u>	<i>All Present</i>	
<u>July 25, 2023</u>	<i>Isaac Birch</i> <i>Lisa Mason</i> <i>L'Rena Anderson</i>	<i>Geile</i> <i>Bagby</i> <i>Sweetser</i>
<u>August 28, 2023</u>	<i>All Present</i>	

PUBLIC WORKS/PUBLIC SAFETY COMMITTEE

SCHEDULED MEETINGS	MEMBERS ABSENT	NOMINATING COUNCIL MEMBER
<u>January 10, 2023</u>	<i>John Stephens</i>	<i>Schmidt</i>
<u>February 21, 2023</u>	<i>Curtis Smith</i>	<i>Bagby</i>
<u>March 14, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>April 11, 2023</u>	<i>Marcie Bell</i>	<i>King</i>
<u>May 9, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>June 13, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>July 18, 2023</u>	<i>Jim Wood</i> <i>Marcie Bell</i>	<i>Sweetser</i> <i>King</i>
<u>August 8, 2023</u>	<i>All Present</i>	

TOWN CENTER COMMUNITY REDEVELOPMENT AGENCY
(CRA) ADVISORY COMMITTEE

SCHEDULED MEETINGS	MEMBERS ABSENT	NOMINATING COUNCIL MEMBER
<u>January 18, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>February 15, 2023</u> <u>(Joint Town Center/Harbor CRA Workshop)</u>	<i>Joshua Cowssent</i>	<i>Schmidt</i>
<u>March 15, 2023</u>	<i>Nikki Johnson</i>	<i>Sweetser</i>
<u>April 19, 2023</u>	<i>All Present</i>	
<u>May 24, 2023</u>	<i>All Present</i>	
<u>June 21, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>July 19, 2023</u> <u>(Meeting cancelled. No items to be heard)</u>		
<u>August 16, 2023</u>	<i>Dolores Morrell</i>	<i>Destin</i>

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: September 7, 2023

TYPE OF AGENDA ITEM: Presentation

AGENDA OUTLINE NUMBER: 4.A.

TO: City Council

THRU: Lance Johnson, City Manager

FROM: Louis Zunguze, Community Development Director
Kimberly Kopp, City Attorney

DATE: August 29, 2023

SUBJECT: Need for Comprehensive Visioning Framework
(August 21, 2023: Request by Councilmember Bagby regarding the comprehensive planning for utilization of 1 Harbor property, what areas it encompasses, what ideas are being considered, and plans for obtaining input from the public).

I. BACKGROUND: At the August 21, 2023 City Council meeting, Council requested a briefing from Staff regarding the comprehensive planning for the utilization of the 1 Harbor Blvd. property, what areas it encompasses, what ideas are being considered, and plans for obtaining input from the public.

Staff is of the opinion that this is probably the most opportune time to discuss a comprehensive visioning framework for all City-owned properties, because we have a number of things that are coalescing/coming together – thereby creating some momentum compared to previous times.

These things are:

1. **Recent property acquisition**
2. **Potential Partnership**
3. **Comprehensive Plan/LDC Update**

II. DISCUSSION: Any comprehensive discussion regarding a Visioning Framework should be done in the context of the following questions:

1. **What are the desired needs/projects:** This refers to defining the desired outcomes and objectives of the City's needs. What land uses and kinds of activities, functions and properties should be involved? Clarifying the “**what**” helps create a clear vision of our

goals and align the planning process with the community's needs and aspirations.

2. Where? Given that the majority of the City-owned property and the property of potential partnership are already in the two CRAs, it is logical to start our discussions there.

3. How do we get it accomplished? The “**How**” pertains to the strategies and methods for realizing the vision. How will the different components be designed, integrated, and implemented? This involves the properties/locations, practical steps, design principles, and policies required to bring the vision to life.

To help answer these questions, the following is the proposed approach to be led by the consultants already chosen by Council, **Synalovski, Romanik, Saye (SRS)**.

1. Community Engagement: Engage the residents, businesses, stakeholders, and experts to understand their needs, aspirations, and concerns – conduct charrettes and workshops to gather input.

2. Defining the Vision and Goals: Clearly articulate the vision for these properties. Identify the core values, goals and objectives that will guide the planning process. Determination of Land Uses and Classifications.

3. Assessment and Analysis: Evaluate the existing conditions of the area, including land use patterns, infrastructure, transportation, parking and economic factors. Identify strengths, weaknesses, opportunities, and threats.

4. Design Guidelines: Develop design guidelines that outline the physical characteristics and aesthetic principles for the properties identified, architecture, landscaping, open spaces and pedestrian-friendly features and connectivity.

5. Phasing and Implementation: Break down the development into manageable phases. Identify key projects that will kickstart the development and attract investment.

A. Link to Strategic Goals / Objectives: Economic Development and Revitalization

B. Effect on Budget (EOB): N/A

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

D. Legislative Sponsor: Kevin Schmidt

III. CONCLUSION: The success of the visioning and planning process lies in two key elements:

1. Its inclusivity, flexibility, and responsiveness to the needs of the community and the evolving development landscape.

2. Leveraging the expertise of our Consulting Team.

IV. RECOMMENDED MOTION: Discussion Item

Attachments:

1. Need for Comprehensive Visioning Framework

Need for Comprehensive Visioning Framework



Background

At the August 21st City Council meeting, Council requested a briefing from Staff regarding the following:

- **Comprehensive planning for the utilization of the 1 Harbor Boulevard property**
- **What areas it encompasses**
- **What ideas are being considered**
- **Plans for obtaining input from the public.**

Why now?

There are a number of things that are coalescing/coming together that makes this an opportune time to discuss the need for a Comprehensive Visioning Framework.

- 1. Recent property acquisition**
- 2. Potential Partnership**
- 3. Comprehensive Plan/LDC Update**

Elements to Consider

1. Most development in the City will come in the form of redevelopment
2. Determine priority needs/projects
3. Revisit past ideas and see which ones are still applicable



The Framework: Location and Site



CITY OF DESTIN
ENGINEERING DIVISION
4180 INDIAN BAYCOU TRAIL
DESTIN, FL 32541
PHONE: (850) 654-1119

THE DESIGN, CONCEPTS, SPECIFICATIONS, AND
DOCUMENTS HEREIN ARE THE PROPERTY OF THE CITY OF
DESTIN, FLORIDA. NO PART OF THIS DOCUMENT SHALL
BE COPIED OR OTHERWISE DISCLOSED TO OR USED BY
OTHERS WITHOUT THE WRITTEN CONSENT OF THE CITY
OF DESTIN, FLORIDA.

CITY CENTER VISIONING
CITY OF DESTIN, FLORIDA

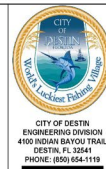
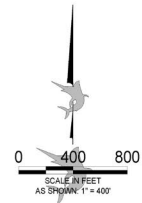
DATE	
REVISIONS	
DESCRIPTION	
NO.	
DATE	SEPT. 2023
PROJECT NO.	N/A
FILE NO.	N/A
SCALE:	1" = 400'
SHEET TITLE	

**CITY OWNED
PROPERTIES**

SHEET NUMBER
1 OF 5



City Owned Properties



CITY OF DESTIN
ENGINEERING DIVISION
4100 INDIAN BAYOU TRAIL
DESTIN, FL 32841
PHONE: (904) 654-1119

THE DESIGN, CONCEPTS, SPECIFICATIONS, AND
DOCUMENTS HEREIN ARE THE PROPERTY OF THE CITY OF
DESTIN, FLORIDA. NO PART OF THIS DOCUMENT
SHALL BE REPRODUCED OR TRANSMITTED IN ANY
FORM OR BY ANY MEANS, ELECTRONIC OR
MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING,
OR BY ANY INFORMATION STORAGE AND RETRIEVAL
SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE CITY
OF DESTIN, FLORIDA.

CENTER VISIONING
CITY OF DESTIN, FLORIDA

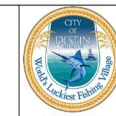
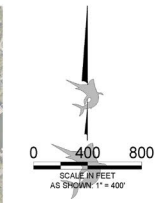
DATE	SEPT. 2023
PROJECT NO.	N/A
FILE NO.	N/A
SCALE	1" = 400'
SHEET TITLE	

PROPERTIES
EXHIBIT

SHEET NUMBER
2 OF 5

LEGEND	
	CITY PROPERTIES
	POTENTIAL CITY PROPERTY
	PUBLIC PROPERTY

Potential Partnership Site



CITY OF DESTIN
ENGINEERING DIVISION
4100 INDIAN BAYOU TRAIL
DESTIN, FL 32541
PHONE: (904) 684-1119

THE DESIGN, CONCEPT, SPECIFICATIONS, AND DOCUMENTS HEREIN ARE THE PROPERTY OF THE CITY OF DESTIN, FLORIDA. NO PART OF THIS DOCUMENT MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN CONSENT OF THE CITY OF DESTIN, FLORIDA.

CITY CENTER VISIONING
CITY OF DESTIN, FLORIDA

DATE	
REVISIONS	
DESCRIPTION	
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

DATE: SEPT. 2023
PROJECT NO.: N/A
FILE NO.: N/A
SCALE: 1" = 400'

SHEET TITLE
CRA OVERLAY
SHEET NUMBER
3 OF 5

LEGEND

- CITY PROPERTIES
- POTENTIAL CITY PROPERTY
- PUBLIC PROPERTY



Town Center and Harbor CRAs



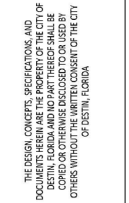
CITY OF DESTIN
ENGINEERING DIVISION
100 INDIAN BAYOU TRAIL
DESTIN, FL 32541
PHONE: (850) 654-1119



**CITY CENTER VISIONING
CITY OF DESTIN, FLORIDA**

[illegible]

**CITY OF DESTIN
ENGINEERING DIVISION
4100 INDIAN BAYOU TRAIL
DESTIN, FL 32541
PHONE: (850) 654-1119**



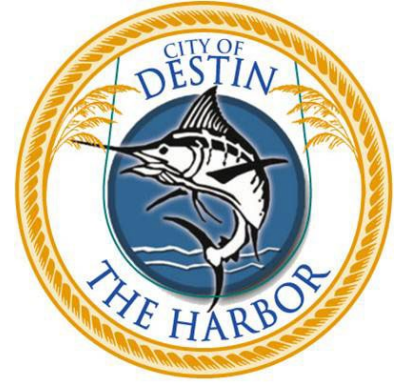
**CITY CENTER VISIONING
CITY OF DESTIN, FLORIDA**

[illegible]

SHEET TITLE
**SASAKI
PROPOSED
AND USE MAP**
SHEET NUMBER
5 OF 5



Framework for Community Engagement Process



What are the desired needs/projects?

- Desired outcomes and objective
- Activities, Functions and Spaces/Properties
- Helps create a clear vision for development
- Aligns the planning process with the community's needs and aspirations

Where?

- Logical to start within the 2 CRA's since the majority of City owned property and potential property partnership are there.

How do we get it accomplished?

- Strategies and methods for realizing the vision
- Design, integration and implementation of the different components
- Practical steps, design principles, and policies required

Consultant Involvement

- 1. Community Engagement**
- 2. Defining the Vision and Goals**
- 3. Assessment and Analysis**
- 4. Design Guidelines**
- 5. Phasing and Implementation**



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

Elements of Successful Visioning and Planning Process

Key Elements

- Its inclusivity, flexibility, and responsiveness to the needs of the community and the evolving development/urban landscape.
- Leveraging the expertise of our Consulting Team.

Questions



CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: September 7, 2023
TYPE OF AGENDA ITEM: Public Hearing
AGENDA OUTLINE NUMBER: 5.A.

TO: City Council

THRU: Kimberly Kopp, City Attorney
Lance Johnson, City Manager

FROM: Krystal Strickland, Finance Director

DATE: August 28, 2023

SUBJECT: First reading of Ordinance 23-13-CN - Adopting the Fiscal Year 2024 Millage Rate

I. BACKGROUND: Pursuant to Florida Statute Chapter 200.065, and the City Charter Section 3.13, staff is presenting Ordinance 32-13-CN for adoption of the FY 2024 millage rate.

II. DISCUSSION: The proposed Fiscal Year 2024 operating millage rate for the City of Destin is 1.6150 mills, which is more than the roll back rate of 1.4553 by 10.97%. The proposed millage rate is the same as the rate that has been in effect since October 1, 2016.

The formula for the tax levy is: Property Appraiser Assessed Taxable Value x Adopted Millage Rate/1000 = Tax Levy

This year, the City proposes to keep our millage rate the same, however, due to the change in appraised taxable value of certain properties, the total levy collected will be higher than in the previous year. The Florida Department of Revenue (FLDOR) oversees the Truth in Millage program to ensure that all taxing districts within the State of Florida calculate their tax levy's in the same manner, and that when a taxing district may receive more levied dollars for any reason (i.e. property value increases) that we clearly advertise this as a "tax increase". The alternative is for the City to adopt the "rolled-back" millage rate, which is the millage rate that will bring in the same amount of ad valorem dollars despite changes in taxable property values.

The rolled-back rate for Destin is calculated by the FLDOR as 1.4553. The millage proposed by the City is 1.6150 which is 10.97% higher than the 1.4553 rolled-back rate.

The additional 10.97% ad valorem revenue will help the City increase the service level of Code Compliance by adding seven new personnel (5 full-time and 2 part-time). In addition,

we will add five more full-time park maintenance technicians to keep the newly added parks clean and safe and we are requesting to add one more person in the engineering department to be the primary site inspector. Wages and benefits and property insurance costs have also risen.

Chapter 193, Florida Statutes, guides how the property appraiser assesses taxable values of property. The Save our Homes Act limits property value increases on homesteaded properties to a maximum of 3% per year. Both the Florida Department of Revenue and the Okaloosa Property Appraiser have more information regarding how taxable values are assessed on real property.

The City is required to advertise this notice of tax increase and the Budget Summary in a generally circulated newspaper within 2-5 days before Public Hearing #2. These two items are attached to this agenda item as separate files. The format and each word in this advertisement is dictated by the State of Florida.

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

B. Effect on Budget (EOB): The millage rate of 1.6150 applied to the gross taxable value of property as certified by the Okaloosa County Property Appraiser (DR-420 line 4 = \$7,941,360,764) would result in a levy of \$12,825,298.

In accordance with statute, the proposed tax levy of \$12,825,298 can be budgeted at 95%, resulting in \$12,184,033 allocated as follows:

\$11,073,048 for the General Fund (net of discounts and delinquents)

616,955 for the Town Center CRA

494,030 for the Harbor CRA

=====

\$12,184,033

The Florida Department of Revenue DR-420 forms and the Budget Summary Ad are attached to this agenda item with the ordinance to be adopted.

C. Level of Service (LOS): A millage rate of 1.6150 provides for increased services levels in FY 2024 as compared to FY 2023. The taxes levied will support an additional 13 staff positions (11 full-time and 2 part-time) for Code Enforcement, Park and beach access maintenance, and a site inspector for engineering.

D. Legislative Sponsor:

III. CONCLUSION: Adopting Ordinance 23-13-CN provides for the FY 2024 General Fund Ad Valorem revenues of the City, the Town Center CRA, and the Harbor CRA.

IV. RECOMMENDED MOTION: I move that Council adopt Ordinance 23-13-CN on first reading adopting a proposed Tax Year 2023 millage rate of 1.6150 mills which is more than the rollback rate of 1.4553 by 10.97%. The second reading will take place at Public Hearing #2 on September 18th, 2023 at 6pm in the City Hall Annex.

Attachments:

ITEM # 2023-6971

1. FY 2024 Notice of Proposed Tax Increase
2. 2023 0907 Proposed Budget Summary Ad
3. 2023 0726 DR 420 forms CERTIFIED
4. 23-13-CN FY 2024 Millage Rate (1)

NOTICE OF PROPOSED TAX INCREASE

The City of Destin has tentatively adopted a measure to increase its property tax levy.

Last Year's property tax levy:

A.	Initially proposed tax levy	\$	11,254,501
B.	Less tax reductions due to Value Adjustment Board And other assessment changes.....	\$	<u>2,024</u>
C.	Actual property tax levy	\$	<u>11,252,477</u>

This year's proposed tax levy.....\$ 12,825,298

All concerned citizens are invited to attend a public hearing on the tax increase to be held on:

**September 18, 2023
6:00 P.M.
at
City Hall Annex
4100 Indian Bayou Trail
Destin, FL 32541**

A FINAL DECISION on the proposed tax increase and the budget will be made at this hearing.

BUDGET SUMMARY

City of Destin - Fiscal Year 2023-2024

* THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE CITY OF DESTIN ARE
1.8% Less THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES

General Fund 1.6150

	General Fund	Town Center CRA	Harbor CRA	Florida Building Code	NonMajor Special Revenue	Debt Service	Capital Project Funds	Total All Funds
ESTIMATED REVENUES:								
Taxes:	Millage Per \$1000:							
Ad Valorem Taxes	1.6150	\$11,073,048	\$616,955	\$494,030				\$12,184,033
Tax Increment Financing (TIF) / County			1,463,424	489,090				1,952,515
Delinquent Ad Valorem Taxes		5,000						5,000
Sales and Use Taxes	1,639,411				\$1,726,260		\$267,012	3,632,683
Licenses & Permits	3,754,770			1,021,940	49,160		1,020,760	5,846,630
Intergovernmental Revenue	3,706,814						10,160,050	13,866,864
Charges For Services	615,310				579,740			1,195,050
Fines & Forfeitures	109,400							109,400
Miscellaneous Revenue	383,011	1,350	1,450	130	5,940	\$640	7,730	400,251
Special Assessment/Impact Fees							105,500	105,500
TOTAL SOURCES	21,286,764	2,081,729	984,570	1,022,070	2,361,100	640	11,561,052	39,297,925
Proceeds from Issuance of Debt or Lease	50,000					25,371,124		25,421,124
Transfers In	8,600,000		9,001,307	0	213,395	4,325,062	21,963,509	44,103,272
Beginning Fund Balances/Reserves/Net Assets	31,858,535	(1,568,616)	688,092	332,190	6,381,962	340,707	6,158,552	44,191,422
TOTAL REVENUES, TRANSFERS & BALANCES	\$61,795,299	\$513,114	\$10,673,969	\$1,354,260	\$8,956,458	\$30,037,533	\$39,683,112	\$153,013,743
EXPENDITURES								
General Government	\$4,848,224					365,496		5,213,720
Public Safety	4,264,211			1,260,424	50,000			5,574,635
Physical Environment	459,106				25,000			484,106
Transportation	2,075,554				158,807			2,234,361
Economic Environment	14,600	181,543	132,533					328,676
Health and Human Services	89,956							89,956
Culture & Recreation	5,328,546							5,328,546
Debt Services	22,723					3,341,937		3,364,660
Capital Outlay	146,560	-	9,100,000	116,000	2,655,000		37,069,020	49,086,580
TOTAL USES	17,249,480	181,543	9,232,533	1,376,424	2,888,807	3,707,433	37,069,020	\$ 71,705,240
Transfers Out	15,597,515	961,659	836,335	98,671	353,648	25,005,628	1,249,817	44,103,272
Ending Fund Balances/Reserves/Net Assets	28,948,305	(630,088)	605,101	(120,835)	5,714,002	1,324,472	1,364,273	37,205,230
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES & BALANCES	\$61,795,299	\$513,114	\$10,673,969	\$1,354,260	\$8,956,457	\$30,037,533	\$39,683,111	\$153,013,743

THE PROPOSED, ADOPTED, AND / OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE CITY CLERK AS A PUBLIC RECORD.



Reset Form

Print Form

CERTIFICATION OF TAXABLE VALUEDR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year : 2023	County : OKALOOSA
Principal Authority : CITY OF DESTIN	Taxing Authority : CITY OF DESTIN

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	7,816,671,888	(1)
2.	Current year taxable value of personal property for operating purposes	\$	124,688,876	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$	0	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$	7,941,360,764	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$	112,120,809	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$	7,829,239,955	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	6,967,477,868	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	☒ YES ☐ NO	Number 2	(8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	☐ YES ☒ NO	Number 0	(9)
SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.		
	Signature of Property Appraiser: Electronically Certified by Property Appraiser	Date : 6/9/2023 1:27 PM		

SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.				
10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>	1.6150	per \$1,000	(10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>	\$	11,252,477	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i>	\$	912,360	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$	10,340,117	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$	724,122,637	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$	7,105,117,318	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>	1.4553	per \$1000	(16)
17.	Current year proposed operating millage rate	1.6150	per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$	12,825,298	(18)

Continued on page 2

19.	TYPE of principal authority (check one)		☐ County	☐ Independent Special District	(19)
			☒ Municipality	☐ Water Management District	
20.	Applicable taxing authority (check one)		☒ Principal Authority	☐ Dependent Special District	(20)
			☐ MSTU	☐ Water Management District Basin	
21.	Is millage levied in more than one county? (check one)		☐ Yes	☒ No	(21)
DEPENDENT SPECIAL DISTRICTS AND MSTUs					
			STOP HERE - SIGN AND SUBMIT		
22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. <i>(The sum of Line 13 from all DR-420 forms)</i>			\$ 10,340,117	(22)
23.	Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>			1.4553 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>			\$ 11,557,062	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. <i>(The sum of Line 18 from all DR-420 forms)</i>			\$ 12,825,298	(25)
26.	Current year proposed aggregate millage rate <i>(Line 25 divided by Line 4, multiplied by 1,000)</i>			1.6150 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate <i>(Line 26 divided by Line 23, minus 1, multiplied by 100)</i>			10.97 %	(27)
First public budget hearing		Date : 9/7/2023	Time : 5:30 PM CST	Place : City Hall Annex 4100 Indian Bayou Trail Destin, FL 32541	
SIGN HERE	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer :			Date :	
	Electronically Certified by Taxing Authority			7/26/2023 5:11 PM	
	Title : LANCE JOHNSON CITY MANAGER		Contact Name and Contact Title : KRYSTAL STRICKLAND, FINANCE DIRECTOR		
	Mailing Address : 4200 INDIAN BAYOU TRAIL		Physical Address : 4200 INDIAN BAYOU TRAIL		
	City, State, Zip : DESTIN, FL 32541		Phone Number : 850.337.3146		Fax Number : 850.269.9890

CERTIFICATION OF TAXABLE VALUE INSTRUCTIONS

“Principal Authority” is a county, municipality, or independent special district (including water management districts).

“Taxing Authority” is the entity levying the millage. This includes the principal authority, any special district dependent to the principal authority, any county municipal service taxing unit (MSTU), and water management district basins.

Each taxing authority must submit to their property appraiser a DR-420 and the following forms, as applicable:

- DR-420TIF, Tax Increment Adjustment Worksheet
- DR-420DEBT, Certification of Voted Debt Millage
- DR-420MM-P, Maximum Millage Levy Calculation - Preliminary Disclosure

Section I: Property Appraiser

Use this DR-420 form for all taxing authorities except school districts. Complete Section I, Lines 1 through 9, for each county, municipality, independent special district, dependent special district, MSTU, and multicounty taxing authority. Enter only taxable values that apply to the taxing authority indicated. Use a separate form for the principal authority and each dependent district, MSTU and water management district basin.

Line 8

Complete a DR-420TIF for each taxing authority making payments to a redevelopment trust fund under Section 163.387 (2)(a), Florida Statutes or by an ordinance, resolution or agreement to fund a project or to finance essential infrastructure.

Check “Yes” if the taxing authority makes payments to a redevelopment trust fund. Enter the number of DR-420TIF forms attached for the taxing authority on Line 8. Enter 0 if none.

Line 9

Complete a DR-420DEBT for each taxing authority levying either a voted debt service millage (s.12, Article VII, State Constitution) or a levy voted for two years or less (s. 9(b), Article VII, State Constitution).

Check “Yes” if the taxing authority levies either a voted debt service millage or a levy voted for 2 years or less (s. 9(b), Article VII, State Constitution). These levies do not include levies approved by a voter referendum not required by the State Constitution. Complete and attach DR-420DEBT. Do not complete a separate DR-420 for these levies.

Send a copy to each taxing authority and keep a copy. When the taxing authority returns the DR-420 and the accompanying forms, immediately send the original to:

Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315-3000

Section II: Taxing Authority

Complete Section II. Keep one copy, return the original and one copy to your property appraiser with the applicable DR-420TIF, DR-420DEBT, and DR-420MM-P within 35 days of certification. Send one copy to the tax collector. “Dependent special district” (ss. 200.001(8)(d) and 189.403(2), F.S.) means a special district that meets at least one of the following criteria:

- The membership of its governing body is identical to that of the governing body of a single county or a single municipality.
- All members of its governing body are appointed by the governing body of a single county or a single municipality.
- During their unexpired terms, members of the special district's governing body are subject to removal at will by the governing body of a single county or a single municipality.
- The district has a budget that requires approval through an affirmative vote or can be vetoed by the governing body of a single county or a single municipality.

“Independent special district” (ss. 200.001(8)(e) and 189.403 (3), F.S.) means a special district that is not a dependent special district as defined above. A district that includes more than one county is an independent special district unless the district lies wholly within the boundaries of a single municipality.

“Non-voted millage” is any millage not defined as a “voted millage” in s. 200.001(8)(f), F.S.

Lines 12 and 14

Adjust the calculation of the rolled-back rate for tax increment values and payment amounts. See the instructions for DR-420TIF. On Lines 12 and 14, carry forward values from the DR-420TIF forms.

Line 24

Include only those levies derived from millage rates.



Reset Form

Print Form

MAXIMUM MILLAGE LEVY CALCULATION FINAL DISCLOSURE

For municipal governments, counties, and special districts

DR-420MM
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year : 2023		County : OKALOOSA	
Principal Authority : CITY OF DESTIN		Taxing Authority : CITY OF DESTIN	
1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	☐ Yes	☐ No (1)
IF YES, STOP STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.			
2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	1.4553 per \$1,000	(2)
3.	Prior year maximum millage rate with a majority vote from 2022 , Form DR-420MM, Line 13	4.3799 per \$1,000	(3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	1.6150 per \$1,000	(4)
If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.			
Adjust rolled-back rate based on prior year majority-vote maximum millage rate			
5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	\$ 6,967,477,868	(5)
6.	Prior year maximum ad valorem proceeds with majority vote (Line 3 multiplied by Line 5 divided by 1,000)	\$ 30,516,856	(6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	\$ 912,360	(7)
8.	Adjusted prior year ad valorem proceeds with majority vote (Line 6 minus Line 7)	\$ 29,604,496	(8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	\$ 7,105,117,318	(9)
10.	Adjusted current year rolled-back rate (Line 8 divided by Line 9, multiplied by 1,000)	4.1666 per \$1,000	(10)
Calculate maximum millage levy			
11.	Rolled-back rate to be used for maximum millage levy calculation (Enter Line 10 if adjusted or else enter Line 2)	4.1666 per \$1,000	(11)
12.	Adjustment for change in per capita Florida personal income (See Line 12 Instructions)	1.0284	(12)
13.	Majority vote maximum millage rate allowed (Line 11 multiplied by Line 12)	4.2849 per \$1,000	(13)
14.	Two-thirds vote maximum millage rate allowed (Multiply Line 13 by 1.10)	4.7134 per \$1,000	(14)
15.	Current year adopted millage rate	0.0000 per \$1,000	(15)
16.	Minimum vote required to levy adopted millage: (Check one)		
☒	a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. Enter Line 13 on Line 17.		
☐	b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to adopted rate. Enter Line 15 on Line 17.		
☐	c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the adopted rate. Enter Line 15 on Line 17.		
☐	d. Referendum: The maximum millage rate is equal to the adopted rate. Enter Line 15 on Line 17.		
17.	The selection on Line 16 allows a maximum millage rate of (Enter rate indicated by choice on Line 16).	4.2849 per \$1,000	(17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	\$ 7,941,360,764	(18)

Continued on page 2

Taxing Authority :		DR-420MM R. 5/12 Page 2	
19.	Current year adopted taxes <i>(Line 15 multiplied by Line 18, divided by 1,000).</i>	\$ 0	(19)
20.	Total taxes levied at the maximum millage rate <i>(Line 17 multiplied by Line 18, divided by 1,000).</i>	\$ 34,027,937	(20)
DEPENDENT SPECIAL DISTRICTS AND MSTUs			STOP HERE. SIGN AND SUBMIT.
21.	Enter the current year adopted taxes of all dependent special districts & MSTUs levying a millage. <i>(The sum of all Lines 19 from each district's Form DR-420MM)</i>	\$ 0	(21)
22.	Total current year adopted taxes <i>(Line 19 plus Line 21).</i>	\$ 0	(22)
Total Maximum Taxes			
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage <i>(The sum of all Lines 20 from each district's Form DR-420MM).</i>	\$ 0	(23)
24.	Total taxes at maximum millage rate <i>(Line 20 plus Line 23).</i>	\$ 34,027,937	(24)
Total Maximum Versus Total Taxes Levied			
25.	Are total current year adopted taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	☐ YES ☒ NO	(25)
SIGN HERE	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.
	Signature of Chief Administrative Officer :		Date :
	Title : LANCE JOHNSON CITY MANAGER	Contact Name and Contact Title : KRYSTAL STRICKLAND, FINANCE DIRECTOR	
	Mailing Address : 4200 INDIAN BAYOU TRAIL	Physical Address : 4200 INDIAN BAYOU TRAIL	
	City, State, Zip : DESTIN, FL 32541	Phone Number : 850.337.3146	Fax Number : 850.269.9890

Complete and submit this form to the Department of Revenue with the completed DR-487, Certification of Compliance, within 30 days of the final hearing.

**MAXIMUM MILLAGE LEVY CALCULATION
FINAL DISCLOSURE
INSTRUCTIONS**

DR-420MM
R. 5/12
Page 3

General Instructions

Each of the following taxing authorities must complete a DR-420MM.

- County
- Municipality
- Special district dependent to a county or municipality
- County MSTU
- Independent special district, including water management districts
- Water management district basin

Voting requirements for millages adopted by a two-thirds or a unanimous vote are based on the full membership of the governing body, not on the number of members present at the time of the vote.

This form calculates the maximum tax levy for 2023 allowed under s. 200.065(5), F.S. Counties and municipalities, including dependent special districts and MSTUs, which adopt a tax levy at the final hearing higher than allowed under s. 200.065, F.S., may be subject to the loss of their half-cent sales tax distribution.

DR-420MM shows the maximum millages and taxes levied based on your adoption vote. Each taxing authority must complete, sign, and submit this form to the Department of Revenue with their completed DR-487, *Certification of Compliance*, within 30 days of their final hearing.

Taxing authorities must also submit DR-487V, *Vote Record for Final Adoption of Millage Levy*. This form certifies to the Department of Revenue the vote on the resolution or ordinance stating the millage rate adopted at the final hearing.

Specific tax year references in this form are updated each year by the Department.

Line Instructions

Lines 5-10

Only taxing authorities that levied a 2022 millage rate less than their maximum majority vote rate must complete these lines. The adjusted rolled-back rate on Line 10 is the rate that would have been levied if the maximum vote rate for 2022 had been adopted. If these lines are completed, enter the adjusted rate on Line 11.

Line 12

This line is entered by the Department of Revenue. The same adjustment factor is used statewide by all taxing authorities. It is based on the change in per capita Florida personal income (s. 200.001(8)(i), F.S.), which Florida Law requires the Office of Economic and Demographic Research to report each year.

Lines 13 and 14

Millage rates are the maximum that could be levied with a majority or two-thirds vote of the full membership of the governing body. With a unanimous vote of the full membership (three-fourths vote of the full membership if the governing body has nine or more members) or a referendum, the maximum millage rate that can be levied is the taxing authority's statutory or constitutional cap.

Line 16

Check the box for the minimum vote necessary at the final hearing to levy your adopted millage rate.

Line 17

Enter the millage rate indicated by the box checked in Line 16. If the adopted millage rate is equal to or less than the majority vote maximum millage rate, enter the majority vote maximum. If a two-thirds vote, a unanimous vote, or a referendum is required, enter the adopted millage rate. For a millage requiring more than a majority vote, the adopted millage rate must be entered on Line 17, rather than the maximum rate, so that the comparisons on Lines 21 through 25 are accurate.



Reset Form

Print Form

MAXIMUM MILLAGE LEVY CALCULATION PRELIMINARY DISCLOSURE

For municipal governments, counties, and special districts

DR-420MM-P

R. 5/12

Rule 12D-16.002

Florida Administrative Code

Effective 11/12

Year: 2023		County: OKALOOSA	
Principal Authority : CITY OF DESTIN		Taxing Authority: CITY OF DESTIN	
1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	☐ Yes	☒ No (1)
IF YES,  STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.			
2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	1.4553 per \$1,000	(2)
3.	Prior year maximum millage rate with a majority vote from 2022 Form DR-420MM, Line 13	4.3799 per \$1,000	(3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	1.6150 per \$1,000	(4)
If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.			
Adjust rolled-back rate based on prior year majority-vote maximum millage rate			
5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	\$ 6,967,477,868	(5)
6.	Prior year maximum ad valorem proceeds with majority vote (Line 3 multiplied by Line 5 divided by 1,000)	\$ 30,516,856	(6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	\$ 912,360	(7)
8.	Adjusted prior year ad valorem proceeds with majority vote (Line 6 minus Line 7)	\$ 29,604,496	(8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	\$ 7,105,117,318	(9)
10.	Adjusted current year rolled-back rate (Line 8 divided by Line 9, multiplied by 1,000)	4.1666 per \$1,000	(10)
Calculate maximum millage levy			
11.	Rolled-back rate to be used for maximum millage levy calculation (Enter Line 10 if adjusted or else enter Line 2)	4.1666 per \$1,000	(11)
12.	Adjustment for change in per capita Florida personal income (See Line 12 Instructions)	1.0284	(12)
13.	Majority vote maximum millage rate allowed (Line 11 multiplied by Line 12)	4.2849 per \$1,000	(13)
14.	Two-thirds vote maximum millage rate allowed (Multiply Line 13 by 1.10)	4.7134 per \$1,000	(14)
15.	Current year proposed millage rate	1.6150 per \$1,000	(15)
16.	Minimum vote required to levy proposed millage: (Check one)		
☒	a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. Enter Line 13 on Line 17.		
☐	b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to proposed rate. Enter Line 15 on Line 17.		
☐	c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the proposed rate. Enter Line 15 on Line 17.		
☐	d. Referendum: The maximum millage rate is equal to the proposed rate. Enter Line 15 on Line 17.		
17.	The selection on Line 16 allows a maximum millage rate of (Enter rate indicated by choice on Line 16)	4.2849 per \$1,000	(17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	\$ 7,941,360,764	(18)

Continued on page 2

Taxing Authority : CITY OF DESTIN		DR-420MM-P R. 5/12 Page 2	
19.	Current year proposed taxes <i>(Line 15 multiplied by Line 18, divided by 1,000)</i>	\$ 12,825,298	(19)
20.	Total taxes levied at the maximum millage rate <i>(Line 17 multiplied by Line 18, divided by 1,000)</i>	\$ 34,027,937	(20)
DEPENDENT SPECIAL DISTRICTS AND MSTUs		STOP HERE. SIGN AND SUBMIT.	
21. Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage. <i>(The sum of all Lines 19 from each district's Form DR-420MM-P)</i>		\$ 0	(21)
22. Total current year proposed taxes <i>(Line 19 plus Line 21)</i>		\$ 12,825,298	(22)
Total Maximum Taxes			
23. Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage <i>(The sum of all Lines 20 from each district's Form DR-420MM-P)</i>		\$ 0	(23)
24. Total taxes at maximum millage rate <i>(Line 20 plus Line 23)</i>		\$ 34,027,937	(24)
Total Maximum Versus Total Taxes Levied			
25. Are total current year proposed taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)		☒ YES ☐ NO	(25)
S I G N H E R E	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.
	Signature of Chief Administrative Officer :		Date :
	Electronically Certified by Taxing Authority		7/26/2023 5:11 PM
	Title : LANCE JOHNSON CITY MANAGER	Contact Name and Contact Title : KRYSTAL STRICKLAND, FINANCE DIRECTOR	
	Mailing Address : 4200 INDIAN BAYOU TRAIL	Physical Address : 4200 INDIAN BAYOU TRAIL	
	City, State, Zip : DESTIN, FL 32541	Phone Number : 850.337.3146	Fax Number : 850.269.9890

Complete and submit this form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with the form DR-420, Certification of Taxable Value.

**MAXIMUM MILLAGE LEVY CALCULATION
PRELIMINARY DISCLOSURE
INSTRUCTIONS**

DR-420MM-P
R. 5/12
Page 3

General Instructions

Each of the following taxing authorities must complete a DR-420MM-P.

- County
- Municipality
- Special district dependent to a county or municipality
- County MSTU
- Independent special district, including water management districts
- Water management district basin

Voting requirements for millages adopted by a two-thirds or a unanimous vote are based on the full membership of the governing body, not on the number of members present at the time of the vote.

This form calculates the maximum tax levy for 2023 allowed under s. 200.065(5), F.S. Counties and municipalities, including dependent special districts and MSTUs, which adopt a tax levy at the final hearing higher than allowed under s. 200.065, F.S., may be subject to the loss of their half-cent sales tax distribution.

DR-420MM-P shows the preliminary maximum millages and taxes levied based on your proposed adoption vote. Each taxing authority must complete, sign, and submit this form to their property appraiser with their completed DR-420, Certification of Taxable Value.

The vote at the final hearing and the resulting maximum may change. After the final hearing, each taxing authority will file a final Form DR-420MM, Maximum Millage Levy Calculation Final Disclosure, with Form DR-487, Certification of Compliance, with the Department of Revenue.

Specific tax year references in this form are updated each year by the Department.

Line Instructions

Lines 5-10

Only taxing authorities that levied a 2022 millage rate less than their maximum majority vote rate must complete these lines. The adjusted rolled-back rate on Line 10 is the rate that would have been levied if the maximum vote rate for 2022 had been adopted. If these lines are completed, enter the adjusted rate on Line 11.

Line 12

This line is entered by the Department of Revenue. The same adjustment factor is used statewide by all taxing authorities. It is based on the change in per capita Florida personal income (s. 200.001(8)(i), F.S.), which Florida Law requires the Office of Economic and Demographic Research to report each year.

Lines 13 and 14

Millage rates are the maximum that could be levied with a majority or two-thirds vote of the full membership of the governing body. With a unanimous vote of the full membership (three-fourths vote of the full membership if the governing body has nine or more members) or a referendum, the maximum millage rate that can be levied is the taxing authority's statutory or constitutional cap.

Line 16

Check the box for the minimum vote necessary at the final hearing to levy your adopted millage rate.

Line 17

Enter the millage rate indicated by the box checked in Line 16. If the proposed millage rate is equal to or less than the majority vote maximum millage rate, enter the majority vote maximum. If a two-thirds vote, a unanimous vote, or a referendum is required, enter the proposed millage rate. For a millage requiring more than a majority vote, the proposed millage rate must be entered on Line 17, rather than the maximum rate, so that the comparisons on Lines 21 through 25 are accurate.



Reset Form

Print Form

DR-420TIF

R. 6/10

Rule 12D-16.002

Florida Administrative Code

Effective 11/12

TAX INCREMENT ADJUSTMENT WORKSHEET

Year :	2023	County :	OKALOOSA
Principal Authority :	CITY OF DESTIN	Taxing Authority :	CITY OF DESTIN
Community Redevelopment Area :	Destin Town Center (DR)	Base Year :	1998

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value in the tax increment area	\$	497,118,283	(1)
2.	Base year taxable value in the tax increment area	\$	94,996,840	(2)
3.	Current year tax increment value <i>(Line 1 minus Line 2)</i>	\$	402,121,443	(3)
4.	Prior year Final taxable value in the tax increment area	\$	420,026,278	(4)
5.	Prior year tax increment value <i>(Line 4 minus Line 2)</i>	\$	325,029,438	(5)

SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser : Electronically Certified by Property Appraiser	Date : 6/9/2023 1:27 PM	

SECTION II: COMPLETED BY TAXING AUTHORITY Complete EITHER line 6 or line 7 as applicable. Do NOT complete both.

6. If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:				
6a.	Enter the proportion on which the payment is based.		100.00 %	(6a)
6b.	Dedicated increment value <i>(Line 3 multiplied by the percentage on Line 6a)</i> <i>If value is zero or less than zero, then enter zero on Line 6b</i>	\$	402,121,443	(6b)
6c.	Amount of payment to redevelopment trust fund in prior year	\$	499,581	(6c)
7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:				
7a.	Amount of payment to redevelopment trust fund in prior year	\$	0	(7a)
7b.	Prior year operating millage levy from Form DR-420, Line 10		0.0000 per \$1,000	(7b)
7c.	Taxes levied on prior year tax increment value <i>(Line 5 multiplied by Line 7b, divided by 1,000)</i>	\$	0	(7c)
7d.	Prior year payment as proportion of taxes levied on increment value <i>(Line 7a divided by Line 7c, multiplied by 100)</i>		0.00 %	(7d)
7e.	Dedicated increment value <i>(Line 3 multiplied by the percentage on Line 7d)</i> <i>If value is zero or less than zero, then enter zero on Line 7e</i>	\$	0	(7e)

S I G N H E R E	Taxing Authority Certification	I certify the calculations, millages and rates are correct to the best of my knowledge.		
	Signature of Chief Administrative Officer :		Date :	
	Electronically Certified By Taxing Authority		7/26/2023 5:11 PM	
	Title : LANCE JOHNSON CITY MANAGER		Contact Name and Contact Title : KRYSTAL STRICKLAND, FINANCE DIRECTOR	
	Mailing Address : 4200 INDIAN BAYOU TRAIL		Physical Address : 4200 INDIAN BAYOU TRAIL	
City, State, Zip : DESTIN, FL 32541		Phone Number : 850.337.3146	Fax Number : 850.269.9890	

TAX INCREMENT ADJUSTMENT WORKSHEET INSTRUCTIONS

Property appraisers must complete and sign Section I of this worksheet and provide it with form DR-420, *Certification of Taxable Value*, to all taxing authorities who make payments to a redevelopment trust fund under:

- s. 163.387(2)(a), Florida Statutes, or
- An ordinance, resolution, or agreement to fund a project or to finance essential infrastructure.

“Tax increment value” is the cumulative increase in taxable value from the base year to the current year within the defined geographic area. It is used to determine the payment to a redevelopment trust fund under:

- s. 163.387(1), F.S. or
- An ordinance, resolution, or agreement to fund a project or finance essential infrastructure. In this case, the taxing authority must certify the boundaries and beginning date to the property appraiser.

“Dedicated increment value” is the portion of the tax increment value used to determine the payment to the redevelopment trust fund. (See s. 200.001(8)(h), F.S.) Calculate the dedicated increment value on this form and enter on either Line 6b or Line 7e.

“Specific proportion,” used to determine whether to complete Line 6 or Line 7, refers to the calculation of the tax increment payment. Examples:

- Example 1.
Section 163.387(1), F.S., states the payment made by the taxing authority should equal 95% of the millage levied times the tax increment value. The specific proportion in this case is 95%. The ordinance providing for the payment may set a percentage lower than 95%. In these cases, the lower percentage would be the specific proportion.
- Example 2.
Some required tax increment payments are not directly related to the tax increment value. A constant dollar payment is a payment not based on a specific proportion of the tax increment value. Line 7 converts these payments into a proportion based on the prior year's payment and tax increment value to reach the current year's dedicated increment value.

Section I: Property Appraiser

A. Complete Section I of this form for each county, municipality, independent special district, dependent special district, and MSTU that:

- Has a tax increment value and
- Is not exempted from making payments to a community redevelopment trust fund based on tax increments (s. 163.387(2)(c), F.S.).

If a taxing authority has more than one tax increment value, they must complete a separate form for each tax increment value. Send a copy to each taxing authority with the DR-420 and keep a copy. When the taxing authority returns the completed forms, immediately send the original to:

Florida Department of Revenue
Property Tax Oversight Program - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315-3000

B. Enter only tax increment values that apply to the value located within the taxing authority indicated.

Section II: Taxing Authority

Complete Section II of the form, keep one copy, and return the original and one copy to your property appraiser with DR-420 within 35 days of certification. Send one copy to your tax collector.

Additional Instructions for Lines 6 and 7

Complete Line 6 if the payment into the redevelopment trust fund is a specific proportion of the tax increment value.

Complete Line 7 if the payment is based on a calculation other than a specific proportion. Do not complete both Lines 6 and 7.



Reset Form

Print Form

DR-420TIF

R. 6/10

Rule 12D-16.002

Florida Administrative Code

Effective 11/12

TAX INCREMENT ADJUSTMENT WORKSHEET

Year :	2023	County :	OKALOOSA
Principal Authority :	CITY OF DESTIN	Taxing Authority :	CITY OF DESTIN
Community Redevelopment Area :	Destin Harbor (DH)	Base Year :	2003

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value in the tax increment area	\$	518,251,755	(1)
2.	Base year taxable value in the tax increment area	\$	196,250,561	(2)
3.	Current year tax increment value <i>(Line 1 minus Line 2)</i>	\$	322,001,194	(3)
4.	Prior year Final taxable value in the tax increment area	\$	464,642,540	(4)
5.	Prior year tax increment value <i>(Line 4 minus Line 2)</i>	\$	268,391,979	(5)

SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser : Electronically Certified by Property Appraiser	Date : 6/9/2023 1:27 PM	

SECTION II: COMPLETED BY TAXING AUTHORITY Complete EITHER line 6 or line 7 as applicable. Do NOT complete both.

6. If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:				
6a.	Enter the proportion on which the payment is based.	100.00 %	(6a)	
6b.	Dedicated increment value <i>(Line 3 multiplied by the percentage on Line 6a)</i> <i>If value is zero or less than zero, then enter zero on Line 6b</i>	\$ 322,001,194	(6b)	
6c.	Amount of payment to redevelopment trust fund in prior year	\$ 412,779	(6c)	
7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:				
7a.	Amount of payment to redevelopment trust fund in prior year	\$ 0	(7a)	
7b.	Prior year operating millage levy from Form DR-420, Line 10	0.0000 per \$1,000	(7b)	
7c.	Taxes levied on prior year tax increment value <i>(Line 5 multiplied by Line 7b, divided by 1,000)</i>	\$ 0	(7c)	
7d.	Prior year payment as proportion of taxes levied on increment value <i>(Line 7a divided by Line 7c, multiplied by 100)</i>	0.00 %	(7d)	
7e.	Dedicated increment value <i>(Line 3 multiplied by the percentage on Line 7d)</i> <i>If value is zero or less than zero, then enter zero on Line 7e</i>	\$ 0	(7e)	

S I G N H E R E	Taxing Authority Certification	I certify the calculations, millages and rates are correct to the best of my knowledge.		
	Signature of Chief Administrative Officer :		Date :	
	Electronically Certified By Taxing Authority		7/26/2023 5:11 PM	
	Title : LANCE JOHNSON CITY MANAGER		Contact Name and Contact Title : KRYSTAL STRICKLAND, FINANCE DIRECTOR	
	Mailing Address : 4200 INDIAN BAYOU TRAIL		Physical Address : 4200 INDIAN BAYOU TRAIL	
City, State, Zip : DESTIN, FL 32541		Phone Number : 850.337.3146	Fax Number : 850.269.9890	

TAX INCREMENT ADJUSTMENT WORKSHEET INSTRUCTIONS

Property appraisers must complete and sign Section I of this worksheet and provide it with form DR-420, *Certification of Taxable Value*, to all taxing authorities who make payments to a redevelopment trust fund under:

- s. 163.387(2)(a), Florida Statutes, or
- An ordinance, resolution, or agreement to fund a project or to finance essential infrastructure.

“Tax increment value” is the cumulative increase in taxable value from the base year to the current year within the defined geographic area. It is used to determine the payment to a redevelopment trust fund under:

- s. 163.387(1), F.S. or
- An ordinance, resolution, or agreement to fund a project or finance essential infrastructure. In this case, the taxing authority must certify the boundaries and beginning date to the property appraiser.

“Dedicated increment value” is the portion of the tax increment value used to determine the payment to the redevelopment trust fund. (See s. 200.001(8)(h), F.S.) Calculate the dedicated increment value on this form and enter on either Line 6b or Line 7e.

“Specific proportion,” used to determine whether to complete Line 6 or Line 7, refers to the calculation of the tax increment payment. Examples:

- Example 1.
Section 163.387(1), F.S., states the payment made by the taxing authority should equal 95% of the millage levied times the tax increment value. The specific proportion in this case is 95%. The ordinance providing for the payment may set a percentage lower than 95%. In these cases, the lower percentage would be the specific proportion.
- Example 2.
Some required tax increment payments are not directly related to the tax increment value. A constant dollar payment is a payment not based on a specific proportion of the tax increment value. Line 7 converts these payments into a proportion based on the prior year's payment and tax increment value to reach the current year's dedicated increment value.

Section I: Property Appraiser

A. Complete Section I of this form for each county, municipality, independent special district, dependent special district, and MSTU that:

- Has a tax increment value and
- Is not exempted from making payments to a community redevelopment trust fund based on tax increments (s. 163.387(2)(c), F.S.).

If a taxing authority has more than one tax increment value, they must complete a separate form for each tax increment value. Send a copy to each taxing authority with the DR-420 and keep a copy. When the taxing authority returns the completed forms, immediately send the original to:

Florida Department of Revenue
Property Tax Oversight Program - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315-3000

B. Enter only tax increment values that apply to the value located within the taxing authority indicated.

Section II: Taxing Authority

Complete Section II of the form, keep one copy, and return the original and one copy to your property appraiser with DR-420 within 35 days of certification. Send one copy to your tax collector.

Additional Instructions for Lines 6 and 7

Complete Line 6 if the payment into the redevelopment trust fund is a specific proportion of the tax increment value.

Complete Line 7 if the payment is based on a calculation other than a specific proportion. Do not complete both Lines 6 and 7.



CERTIFICATION OF FINAL TAXABLE VALUE

[Reset Form](#)[Print Form](#)

DR-422
R. 5/13
Rule 12D-16.002
Florida Administrative Code
Effective 5/13
Provisional

Year : 2023	County : OKALOOSA	Is VAB still in session? ☐ Yes ☐ No
Principal Authority : CITY OF DESTIN		Check type : ☐ School District ☐ County ☒ Municipality ☐ Independent Special District ☐ Water Management District
Taxing Authority : CITY OF DESTIN		Check type : ☒ Principal Authority ☐ MSTU ☐ Dependent Special District ☐ Water Management District Basin

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year gross taxable value from Line 4, Form DR-420	\$	7,941,360,764	(1)
2.	Final current year gross taxable value from Form DR-403 Series	\$	0	(2)
3.	Percentage of change in taxable value <i>(Line 2 divided by Line 1, minus 1, multiplied by 100)</i>		-100.00 %	(3)

The taxing authority must complete this form and return it to the property appraiser by _____ time _____ date

SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser :	Date :	

SECTION II : COMPLETED BY TAXING AUTHORITY

MILLAGE RATE ADOPTED BY RESOLUTION OR ORDINANCE AT FINAL BUDGET HEARING UNDER s. 200.065(2)(d), F.S.

If this portion of the form is not completed in full your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. *If any line is inapplicable, enter N/A or -0-.*

Non-Voted Operating Millage Rate (from resolution or ordinance)

4a.	County or municipal principal taxing authority	0.0000	per \$1,000	(4a)
4b.	Dependent special district	0.0000	per \$1,000	(4b)
4c.	Municipal service taxing unit (MSTU)	0.0000	per \$1,000	(4c)
4d.	Independent Special District	0.0000	per \$1,000	(4d)
4e.	School district	Required Local Effort	0.0000	per \$1,000 (4e)
		Capital Outlay	0.0000	per \$1,000
		Discretionary Operating	0.0000	per \$1,000
		Discretionary Capital Improvement	0.0000	per \$1,000
			0.0000	
		Additional Voted Millage	0.0000	per \$1,000
4f.	Water management district	District Levy	0.0000	per \$1,000 (4f)
		Basin	0.0000	per \$1,000

Are you going to adjust adopted millage ?

☐ YES☐ NO

If No, STOP HERE, Sign and Submit.

Taxing Authority :		DR-422 R. 5/13 Page 2	
COUNTIES, MUNICIPALITIES, SCHOOLS, and WATER MANAGEMENT DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 1% . (s. 200.065(6), F.S)			
5.	Unadjusted gross ad valorem proceeds <i>(Line 1 multiplied by Line 4a, 4e, or 4f as applicable, divided by 1,000)</i>	\$ 0	(5)
6.	Adjusted millage rate (Only if Line 3 is greater than plus or minus 1%) <i>(Line 5 divided by Line 2 multiplied by 1,000)</i>	0.0000 per \$1000	(6)
MSTUs, DEPENDENT SPECIAL DISTRICTS , and INDEPENDENT SPECIAL DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 3% (s. 200.065(6), F.S.)			
7.	Unadjusted gross ad valorem proceeds <i>(Line 1 multiplied by Line 4b, 4c, or 4d as applicable, divided by 1,000)</i>	\$ 0	(7)
8.	Adjusted Millage rate (Only if Line 3 is greater than plus or minus 3%) <i>(Line 7 divided by Line 2, multiplied by 1,000)</i>	0.0000 per \$1000	(8)
S I G N H E R E	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.
	Signature of Chief Administrative Officer :		Date :
	Title : LANCE JOHNSON CITY MANAGER	Contact Name and Contact Title : KRYSTAL STRICKLAND, FINANCE DIRECTOR	
	Mailing Address : 4200 INDIAN BAYOU TRAIL	Physical Address : 4200 INDIAN BAYOU TRAIL	
	City, State, Zip : DESTIN, FL 32541	Phone Number : 850.337.3146	Fax Number : 850.269.9890

INSTRUCTIONS

SECTION I: Property Appraiser

1. Initiate a separate DR-422 form for each DR-420, Certification of Taxable Value, and DR-420S, Certification of School Taxable Value, submitted.
2. Complete Section 1 and sign.
3. Send the original to the taxing authority and keep a copy.

SECTION II: Taxing Authority

1. Complete Section II and sign.
2. Return the original to the property appraiser.
3. Keep a copy for your records.
4. Send a copy to the tax collector.
5. Send a copy with the DR-487, Certification of Compliance, to the Department of Revenue at the address below. Send separately if the DR-487 was previously sent to the Department.

Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315 - 3000

All taxing authorities must complete Line 4, millages adopted by resolution/ordinance at final budget hearing.

Counties, municipalities, schools, and water management districts may complete Line 5 and Line 6 only when Line 3 is greater than plus or minus 1%. (s. 200.065(6), F.S.)

MSTUs, dependent special districts, and independent special districts may adjust the non-voted millage rate only when Line 3 is greater than plus or minus 3%. (s. 200.065(6), F.S.)

Adjusted millage rate must comply with statutes. The adjusted millage rate entered on Line 6 or Line 8 cannot exceed the rate allowed by other provisions of law or the state constitution.

Multi-county and water management districts must complete a separate DR-422 for each county.

All TRIM forms for taxing authorities are available on our website at

<http://dor.myflorida.com/dor/property/trim>



CERTIFICATION OF FINAL TAXABLE VALUE

[Reset Form](#)[Print Form](#)

DR-422
R. 5/13
Rule 12D-16.002
Florida Administrative Code
Effective 5/13
Provisional

Year : 2023	County : OKALOOSA	Is VAB still in session? ☐ Yes ☐ No
Principal Authority : CITY OF DESTIN		Check type : ☐ School District ☐ County ☒ Municipality ☐ Independent Special District ☐ Water Management District
Taxing Authority : CITY OF DESTIN		Check type : ☒ Principal Authority ☐ MSTU ☐ Dependent Special District ☐ Water Management District Basin

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year gross taxable value from Line 4, Form DR-420	\$	7,941,360,764	(1)
2.	Final current year gross taxable value from Form DR-403 Series	\$	0	(2)
3.	Percentage of change in taxable value <i>(Line 2 divided by Line 1, minus 1, multiplied by 100)</i>		-100.00 %	(3)

The taxing authority must complete this form and return it to the property appraiser by _____ time _____ date

SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser :	Date :	

SECTION II : COMPLETED BY TAXING AUTHORITY

MILLAGE RATE ADOPTED BY RESOLUTION OR ORDINANCE AT FINAL BUDGET HEARING UNDER s. 200.065(2)(d), F.S.

If this portion of the form is not completed in full your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. *If any line is inapplicable, enter N/A or -0-.*

Non-Voted Operating Millage Rate (from resolution or ordinance)

4a.	County or municipal principal taxing authority	0.0000	per \$1,000	(4a)
4b.	Dependent special district	0.0000	per \$1,000	(4b)
4c.	Municipal service taxing unit (MSTU)	0.0000	per \$1,000	(4c)
4d.	Independent Special District	0.0000	per \$1,000	(4d)
4e.	School district	Required Local Effort	0.0000	per \$1,000 (4e)
		Capital Outlay	0.0000	per \$1,000
		Discretionary Operating	0.0000	per \$1,000
		Discretionary Capital Improvement	0.0000	per \$1,000
			0.0000	
		Additional Voted Millage	0.0000	per \$1,000
4f.	Water management district	District Levy	0.0000	per \$1,000 (4f)
		Basin	0.0000	per \$1,000

Are you going to adjust adopted millage ?

☐ YES☐ NO

If No, STOP HERE, Sign and Submit.

Taxing Authority :		DR-422 R. 5/13 Page 2	
COUNTIES, MUNICIPALITIES, SCHOOLS, and WATER MANAGEMENT DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 1% . (s. 200.065(6), F.S)			
5.	Unadjusted gross ad valorem proceeds <i>(Line 1 multiplied by Line 4a, 4e, or 4f as applicable, divided by 1,000)</i>	\$ 0	(5)
6.	Adjusted millage rate (Only if Line 3 is greater than plus or minus 1%) <i>(Line 5 divided by Line 2 multiplied by 1,000)</i>	0.0000 per \$1000	(6)
MSTUs, DEPENDENT SPECIAL DISTRICTS , and INDEPENDENT SPECIAL DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 3% (s. 200.065(6), F.S.)			
7.	Unadjusted gross ad valorem proceeds <i>(Line 1 multiplied by Line 4b, 4c, or 4d as applicable, divided by 1,000)</i>	\$ 0	(7)
8.	Adjusted Millage rate (Only if Line 3 is greater than plus or minus 3%) <i>(Line 7 divided by Line 2, multiplied by 1,000)</i>	0.0000 per \$1000	(8)
S I G N H E R E	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.
	Signature of Chief Administrative Officer :		Date :
	Title : LANCE JOHNSON CITY MANAGER	Contact Name and Contact Title : KRYSTAL STRICKLAND, FINANCE DIRECTOR	
	Mailing Address : 4200 INDIAN BAYOU TRAIL	Physical Address : 4200 INDIAN BAYOU TRAIL	
	City, State, Zip : DESTIN, FL 32541	Phone Number : 850.337.3146	Fax Number : 850.269.9890

INSTRUCTIONS

SECTION I: Property Appraiser

1. Initiate a separate DR-422 form for each DR-420, Certification of Taxable Value, and DR-420S, Certification of School Taxable Value, submitted.
2. Complete Section 1 and sign.
3. Send the original to the taxing authority and keep a copy.

SECTION II: Taxing Authority

1. Complete Section II and sign.
2. Return the original to the property appraiser.
3. Keep a copy for your records.
4. Send a copy to the tax collector.
5. Send a copy with the DR-487, Certification of Compliance, to the Department of Revenue at the address below. Send separately if the DR-487 was previously sent to the Department.

Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315 - 3000

All taxing authorities must complete Line 4, millages adopted by resolution/ordinance at final budget hearing.

Counties, municipalities, schools, and water management districts may complete Line 5 and Line 6 only when Line 3 is greater than plus or minus 1%. (s. 200.065(6), F.S.)

MSTUs, dependent special districts, and independent special districts may adjust the non-voted millage rate only when Line 3 is greater than plus or minus 3%. (s. 200.065(6), F.S.)

Adjusted millage rate must comply with statutes. The adjusted millage rate entered on Line 6 or Line 8 cannot exceed the rate allowed by other provisions of law or the state constitution.

Multi-county and water management districts must complete a separate DR-422 for each county.

All TRIM forms for taxing authorities are available on our website at

<http://dor.myflorida.com/dor/property/trim>

ORDINANCE 23-13-CN

AN ORDINANCE OF THE CITY OF DESTIN OF OKALOOSA COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE CITY OF DESTIN FOR FISCAL YEAR 2023; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Destin of Okaloosa County, Florida, will adopt the Fiscal Year 2024 Final Millage Rate following a public hearing as required by Florida Statute 200.065; and

WHEREAS, the City of Destin of Okaloosa County, Florida, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within the City of Destin has been certified by the Okaloosa County Property Appraiser to the City of Destin as \$7,941,360,764.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA:

1. The FY 2024 operating millage rate for the City of Destin is **1.6150** mills which is **more** than the **rolled back rate of 1.4553 mills by 10.97%**.
2. This ordinance shall take effect immediately upon approval by Council and the signature of the Mayor.

ADOPTED THIS 18TH DAY OF SEPTEMBER 2023

By: _____
Bobby Wagner, Mayor

ATTEST:

The form and legal sufficiency of the foregoing has been reviewed and approved by the City Attorney for the City of Destin, only.

Rey Bailey, City Clerk

Kimberly Romano Kopp, City Attorney

First Reading: September 7, 2023
Second Reading: September 18, 2023

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: September 7, 2023
TYPE OF AGENDA ITEM: Public Hearing
AGENDA OUTLINE NUMBER: 5.B.

TO: City Council

THRU: Kimberly Kopp, City Attorney
Lance Johnson, City Manager

FROM: Krystal Strickland, Finance Director

DATE: August 28, 2023

SUBJECT: First reading of Ordinance 23-14-CN - Adopting the Fiscal Year 2024 Budget

I. BACKGROUND: Pursuant to Florida Statute Chapter 200, and City Charter Section 3.13, staff is presenting Ordinance 23-14-CN for adoption of the Fiscal Year 2024 Budget.

Budget Workshops were held May 23, 2023 and July 11, 2023.

The current budget proposed budget for FY 2024 is \$71,705,240, which is \$7.7 million higher than was presented at the July 11, 2023 budget workshop.

Changes since Budget Workshop #2 are summarized as follows:

ITEM # 2023-6972

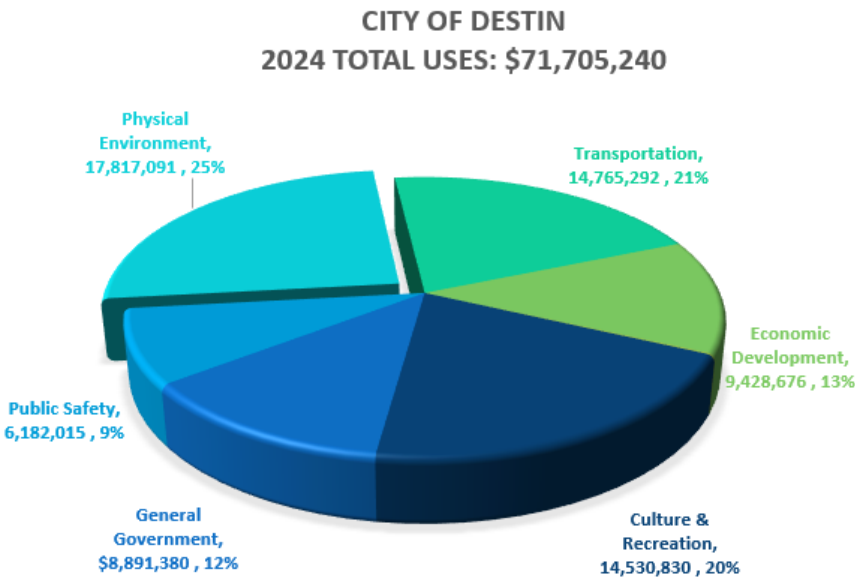
by functional activity	Budget Workshop#2 (07/11/23)	Public Hearing #1 (09/07/23)	\$ Amount Variance	Explanation
General Government	10,364,234	8,891,380	(1,472,854)	
Public Safety	5,915,951	6,182,015	266,064	\$150k Annex Renovations; \$115k COMPASS IT and 1 Code Enforcement
Physical Environment	20,492,776	17,817,091	(2,675,685)	Undergrounding decreased
Transportation	11,998,122	14,765,292	2,767,170	Crosstown connector increased
Economic Environment	573,441	9,428,676	8,855,235	Harbor CRA land purchase
Health & Human Svcs	89,956	89,956	-	
Culture & Recreation	14,555,520	14,530,830	(24,690)	
	63,990,000	71,705,240	7,715,240	
by expenditure type	Budget Workshop#2 (07/11/23)	Public Hearing #1 (09/07/23)	\$ Amount Variance	Explanation
Personnel	10,654,872	10,473,741	(181,131)	Decreased COLA from 5% to 2.97%
Contractual Svcs	4,624,691	4,777,436	152,745	Parks Master Plan + Vulnerability Assessment (grant)
Operations	3,578,246	3,637,425	59,178	\$56k IT for Parks
Debt Service	5,131,548	3,730,156	(1,401,392)	Changed timing on debt issuance
Capital Outlays	40,000,641	49,086,480	9,085,839	See CIP change list
	63,989,999	71,705,240	7,715,240	

Most of the changes were in capital projects. Below is a list of which capital projects were increased followed by the list of capital projects that were decreased for FY 2024:

[illegible]

II. DISCUSSION:

The City of Destin FY 2024 Proposed Budget totals \$71,705,240 for all funds:



FY 2024 Uses by Category	Operating	Capital	FY 2024 Proposed Budget
General Government	\$ 8,578,380	\$ 313,000	\$ 8,891,380
Public Safety	5,574,635	607,380	6,182,015
Physical Environment	484,106	17,332,985	17,817,091
Transportation	2,234,361	12,530,931	14,765,292
Economic Development	328,676	9,100,000	9,428,676
Health & Human Services	89,956	-	89,956
Culture & Recreation	5,328,546	9,202,284	14,530,830
Total Uses	\$ 22,618,660	\$ 49,086,580	\$ 71,705,240

SOURCES

Revenues in the amount of \$39.2 million plus \$25 million of proceeds from debt issuance and \$6.9 million of fund balance will be used to cover the FY 2024 proposed expenditures.

FY 2024 Sources by Category		
Ad Valorem Taxes	\$ 12,189,033	17%
Tax Increment Financing (T	1,952,515	3%
Sales & Use Taxes	3,632,683	5%
Licenses & Permits	5,846,630	8%
Intergovernmental Revenue	13,866,864	19%
Charges for Services	1,195,050	2%
Fines & Forfeitures	109,400	*
Miscellaneous Revenue	400,251	1%
Impact Fees	105,500	*
Debt Proceeds	25,421,124	35%
Fund Balance	6,986,191	10%
Total Sources	\$ 71,705,240	
* less than 0.5%		

The top three revenue categories are ad valorem, intergovernmental, and licenses and permits.

The FY 2024 proposed ad valorem tax levy is \$12,825,298. Ninety-five percent (95%) of these proceeds are budgeted (**\$12,184,033** = \$12,825,298 x 95%). We are also anticipating receipt of \$5000 in delinquent prior year ad valorem taxes.

Over \$11.3 million of revenues are capital and operating grants (tracked in category "Intergovernmental Revenues").

License and permit fees were increased 10% in May 2023. Building permit fees will need to be reviewed again during 2024 and may need to increase to ensure proper coverage of expenditures of enforcement of Florida Building Code.

DEBT

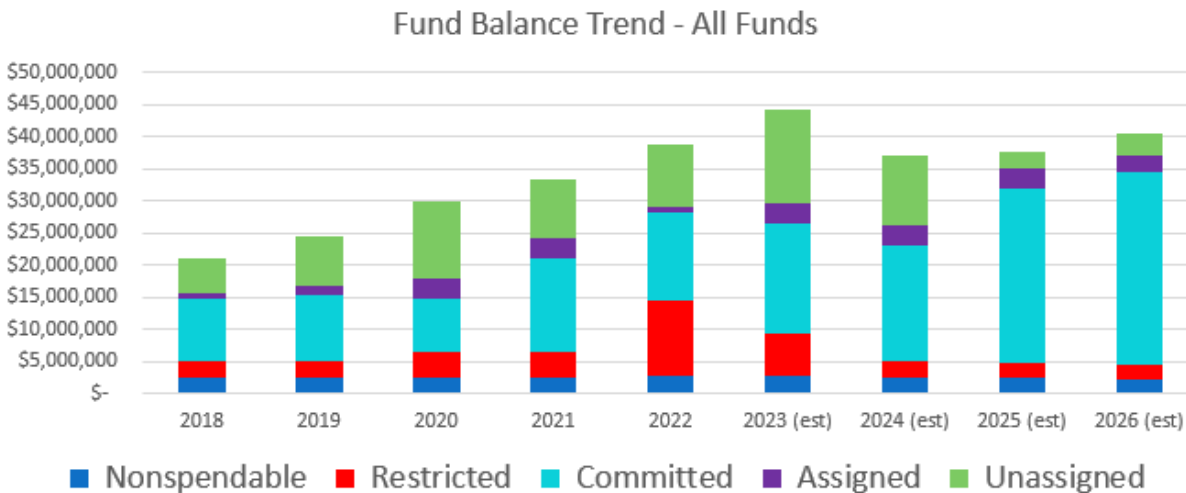
The proceeds from debt issuance is planned for the Undergrounding of overhead utilities (\$13 million), acquisition of a waterfront property near the Marler Bridge (\$9 million) and construction of the Crosstown Connector (\$3 million).

The debt will be securitized by a "Covenant to Budget and Appropriate" (CB&A). However, the cashflow plans are to pay the debt service using committed and restricted funds, not general funds. The debt borrowed for Undergrounding will be paid from the Electric Franchise fees restricted for this purpose, along with Tax Incremental Financing funds committed by the Town Center CRA and the Harbor CRA districts. The debt service for the waterfront property will be paid by the Harbor CRA. The funds borrowed to complete the Crosstown Connector will be Gas Tax#2, which is restricted by Florida Statute to use to address road and traffic related issues that are in the City's Comprehensive Plan. More details regarding the potential debt issuance and instrument options will be presented to Council when project estimates are over 90% complete (January/February 2024).

FUND BALANCE

The City's Fund Balance has doubled from \$20.1 million at Fiscal Year End (FYE) 2018 to over \$44 million as we approach FYE 2023. Nearly \$24 million of this balance is committed or

restricted to projects, many of which will go under construction in FY 2024.



	2018	2019	2020	2021	2022	2023 (est)	2024 (est)	2025 (est)	2026 (est)
Nonspendable	\$ 2,469,107	\$ 2,448,824	\$ 2,451,337	\$ 2,561,841	\$ 2,581,252	\$ 2,581,251	\$ 2,361,624	\$ 2,311,624	\$ 2,111,624
Restricted	2,570,097	2,661,941	3,891,401	3,852,330	11,813,211	6,701,123	2,660,871	2,477,462	2,334,033
Committed	9,657,663	10,129,498	8,411,205	14,739,793	13,683,891	17,240,695	18,130,901	27,171,330	30,134,699
Assigned	951,617	1,543,540	3,008,503	2,912,191	857,077	3,085,933	3,085,933	3,250,000	2,500,000
Unassigned	5,286,183	7,809,142	12,059,093	9,449,759	9,836,399	14,582,419	10,965,901	2,436,932	3,580,941
TOTAL FUND BALANCE	\$ 20,934,667	\$ 24,592,945	\$ 29,821,539	\$ 33,515,914	\$ 38,771,830	\$ 44,191,421	\$ 37,205,230	\$ 37,647,348	\$ 40,661,297

The FY 2024 budget is attached and is integral to the Ordinance. This budget is available on the City website in the Finance Department under the title "2024 Proposed Budget".

The following reports showing further details are available upon request from the Finance Department:

- MUNIS Budget Detail Report - shows unit-level descriptions
- Funded Project Detail Report - maintained by the City's internal Project Review Team as the basis for the 5-year capital improvement plan
- Unfunded Project Detail Report - maintained by the City's internal Project Review Team
- MUNIS Next/Current Year Budget Analysis Report - shows FY22 actual, FY23 budget, FY 23 year-to-date actuals, and FY 2024 proposed budget
- MUNIS Budget Levels Report- shows the changes in budgeted amounts as discussions progressed from Department Entry to Budget Committee to City Manager to Council levels.

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

B. Effect on Budget (EOB): This ordinance provides required budget for FY 2024 in the total amount of \$71,705,241 for operations, maintenance, debt service and capital projects.

C. Level of Service (LOS): This budget provides for the same level of service for most city departments, and will provide for increased levels of service for Code Enforcement, Parks and Recreation, and Engineering by adding 11 more full time positions and two part

time positions. This budget will also increase physical environment service levels to include stormwater mitigation projects and undergrounding of overhead utilities. Transportation service levels will also increase when the City completes construction of the Crosstown Connector roadway.

D. Legislative Sponsor:

III. CONCLUSION: Adopting Ordinance 23-14-CN provides the annual budget for operations, debt service, renewal and replacement, and capital improvements.

IV. RECOMMENDED MOTION: I move that Council adopt Ordinance 23-14-CN on first reading to provide for a balanced budget for FY 2024. The second reading will take place at Public Hearing #2 on September 18th, 2023 at 6pm in the City Hall Annex.

Attachments:

1. 2023 0907 Proposed Budget
Summary Ad
2. 2024 Proposed Budget draft 082923
3. 23-14-CN FY 2024 Budget

BUDGET SUMMARY

City of Destin - Fiscal Year 2023-2024

* THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE CITY OF DESTIN ARE
1.8% Less THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES

General Fund 1.6150

	General Fund	Town Center CRA	Harbor CRA	Florida Building Code	NonMajor Special Revenue	Debt Service	Capital Project Funds	Total All Funds
ESTIMATED REVENUES:								
Taxes: Millage Per \$1000:								
Ad Valorem Taxes 1.6150	\$11,073,048	\$616,955	\$494,030					\$12,184,033
Tax Increment Financing (TIF) / County		1,463,424	489,090					1,952,515
Delinquent Ad Valorem Taxes	5,000							5,000
Sales and Use Taxes	1,639,411				\$1,726,260		\$267,012	3,632,683
Licenses & Permits	3,754,770			1,021,940	49,160		1,020,760	5,846,630
Intergovernmental Revenue	3,706,814						10,160,050	13,866,864
Charges For Services	615,310				579,740			1,195,050
Fines & Forfeitures	109,400							109,400
Miscellaneous Revenue	383,011	1,350	1,450	130	5,940	\$640	7,730	400,251
Special Assessment/Impact Fees							105,500	105,500
TOTAL SOURCES	21,286,764	2,081,729	984,570	1,022,070	2,361,100	640	11,561,052	39,297,925
Proceeds from Issuance of Debt or Lease	50,000					25,371,124		25,421,124
Transfers In	8,600,000		9,001,307	0	213,395	4,325,062	21,963,509	44,103,272
Beginning Fund Balances/Reserves/Net Assets	31,858,535	(1,568,616)	688,092	332,190	6,381,962	340,707	6,158,552	44,191,422
TOTAL REVENUES, TRANSFERS & BALANCES	\$61,795,299	\$513,114	\$10,673,969	\$1,354,260	\$8,956,458	\$30,037,533	\$39,683,112	\$153,013,743
EXPENDITURES								
General Government	\$4,848,224					365,496		5,213,720
Public Safety	4,264,211			1,260,424	50,000			5,574,635
Physical Environment	459,106				25,000			484,106
Transportation	2,075,554				158,807			2,234,361
Economic Environment	14,600	181,543	132,533					328,676
Health and Human Services	89,956							89,956
Culture & Recreation	5,328,546							5,328,546
Debt Services	22,723					3,341,937		3,364,660
Capital Outlay	146,560	-	9,100,000	116,000	2,655,000		37,069,020	49,086,580
TOTAL USES	17,249,480	181,543	9,232,533	1,376,424	2,888,807	3,707,433	37,069,020	\$ 71,705,240
Transfers Out	15,597,515	961,659	836,335	98,671	353,648	25,005,628	1,249,817	44,103,272
Ending Fund Balances/Reserves/Net Assets	28,948,305	(630,088)	605,101	(120,835)	5,714,002	1,324,472	1,364,273	37,205,230
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES & BALANCES	\$61,795,299	\$513,114	\$10,673,969	\$1,354,260	\$8,956,457	\$30,037,533	\$39,683,111	\$153,013,743

THE PROPOSED, ADOPTED, AND / OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE CITY CLERK AS A PUBLIC RECORD.



CITY OF DESTIN, FLORIDA

FY 2024 PROPOSED BUDGET

The City of Destin, Florida

Mayor

Bobby Wagner

Mayor Pro Tem/Council Member

Dewey Destin

Council Members

Torey Geile	Johnny King
Jim Bagby	Kevin Schmidt
Terésa Hebert	Matthew Sweetser

Lance Johnson, City Manager

Kimberly Kopp, City Attorney

Kyle Bauman, Special Projects Attorney

Rey Bailey, City Clerk

Troy Williams, Code Compliance Director

Michael Burgess, Director of Public Works & Emergency Management

Lisa Firth, Director of Parks and Recreation

Louis Zunguze, Community Development Director

Wen Livingston, Library Director

Jamie Dittmer, Human Resources Director

Anthony Peters, Information Technology Director

Krystal Strickland, Finance Director

Tamara Young, Public Information Director



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

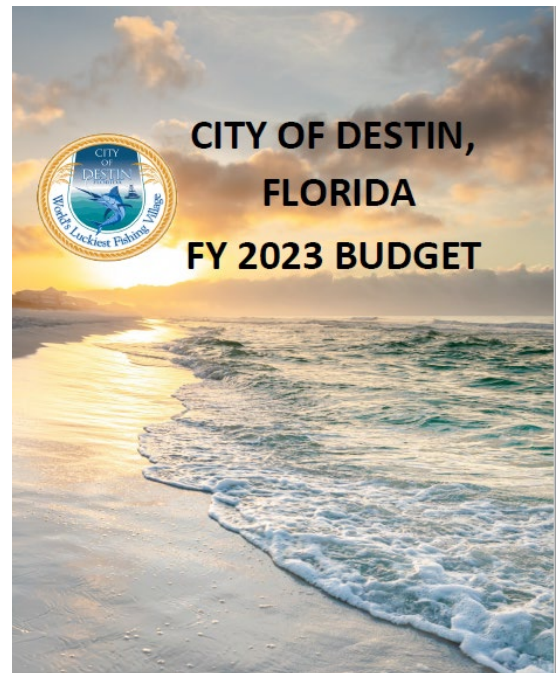
PRESENTED TO

**City of Destin
Florida**

For the Fiscal Year Beginning

October 01, 2022

Christopher P. Morrell
Executive Director



The Government Finance Officers Association of the United States and Canada (GFOA) presented the Distinguished Budget Presentation Award to the City of Destin, Florida for its annual budget for the fiscal year beginning October 1, 2022 (FY 2023). In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, operations guide, financial plan, and communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



READER'S GUIDE

This section provides readers with a guide to the document contents, where and how to find the information, and how to understand the information. The following describes each of the major sections:

BUDGET MESSAGE

The first significant section of the FY24 Budget is the City Manager's Budget Message. The reader will gain an understanding of the City Manager's vision, major issues, recommended policy, operational changes and Budget Highlights.

PROFILE

This section provides the reader with the background of the City. In this section are the City's history, useful facts, demographics, City-wide organizational chart, and explanation of the type of government a matrix of the relationship between departments and funds.

STRATEGIC PLANNING

This Section provides an understanding of the City's vision, mission, and strategic priorities. Goals and objectives are linked at a policy level to those of the City. Included are the City's Strategic Plan and FY24 Strategic Goal Table.

BUDGET STRUCTURE

This section provides a description of the Budget Process and the Budget Calendar. This section also includes summaries of the primary financial policies.

BUDGET OVERVIEW

This section provides the reader with a basic overview of the budget. It also answers one of the most often asked questions: "What's included in the budget?" Included in this section are the Tax Millage Summary, Revenue, Expenditure, and Fund Summaries and information on budgetary trends.

REVENUE ANALYSIS

This section includes the Revenue Detail and Analysis of Revenue Sources. This section also provides a more detailed description of the major revenue sources.

DEPARTMENT SUMMARIES

This section explains the services offered by the City of Destin. Each department includes an explanation of the services provided, Budget highlights including explanations of variances between the FY23 and FY24 adopted budgets, current year accomplishments and next year challenges, and performance measures and indicators.

SPECIAL REVENUE FUNDS

This section describes the City's two Community Redevelopment Areas (CRAs) and their budget highlights, accomplishments, and future challenges.

CAPITAL IMPROVEMENT PROGRAM

This section includes the 5-year capital improvement program summaries and detailed descriptions of each major funded project.

DEBT SERVICE FUNDS

This section describes each of the City's debt instruments and includes the debt service schedules to maturity.

APPENDICES

This section includes the millage and budget ordinances, financial policies, a glossary, and a list of acronyms.



Contents

BUDGET MESSAGE	6	Culture and Recreation.....	127
PROFILE	10	SPECIAL REVENUE FUNDS.....	147
Location.....	10	102 Town Center CRA District	148
A Short History	10	110 Harbor CRA District.....	150
Form of Government	15	111 Florida Building Fund (Building Inspections)	153
Funds and Departments.....	15	122 PARKING FUND	156
Organizational Chart	18	125 Technology Fund.....	159
LONG RANGE FINANCIAL PLANS	19	127 Water Quality Improvement Fund	160
STRATEGIC PLANNING	22	129 Okaloosa Half Penny Fund.....	161
Visioning for 2024	22	DEBT SERVICE FUNDS	162
City of Destin Strategic Plan.....	23	213 General Fund CIP Debt Service Fund ..	165
FY 24-28 Strategic Goal Table	25	214 Town Center CRA Debt Service Fund..	166
BUDGET STRUCTURE.....	27	221 Non-Ad Valorem Refunding Revenue Note, Series 2021.....	167
Budget Process.....	27	223 Debt Service Fund.....	169
FY2024 Budget Calendar.....	28	CAPITAL IMPROVEMENT FUNDS	172
Budgetary Basis.....	30	300 Renewal and Replacement Fund	173
Summarized Budgetary and Financial Policies	30	305 Grant and Other Capital Project Fund	173
BUDGET OVERVIEW	34	315 Restricted Capital Project Fund	174
Tax Millage Summary.....	34	FIVE-YEAR CAPITAL IMPROVEMENT PLAN	176
Budget-At-A-Glance	36	APPENDICES.....	229
Fund Summaries and Budgetary Trends.....	39	Millage Ordinance.....	230
REVENUE ANALYSIS.....	55	Budget Ordinance.....	231
PERSONNEL	62	Financial Policies.....	233
GENERAL FUND	70	Glossary of Terms	261
DEPARTMENT SUMMARIES	71	Acronyms	271
General Government	72		
Public Safety.....	100		
Physical Environment.....	110		
Transportation	116		
Economic Development.....	125		
Health and Human Services	126		



BUDGET MESSAGE

To: Honorable Mayor, City Council Members and Citizens of Destin,

The City Administration is pleased to present a balanced budget for fiscal year FY 2024 prepared in compliance with the City Charter. It is through the vision of our City Council and the dedication of our talented City staff that we can provide the service level that our citizens have come to expect.

Last year's budget was created during a booming housing market, extremely low unemployment as well as the beginning of inflationary economic pressures. The increased practice of homeschooling and teleworking continue to bring tourists for a longer season. Housing values in our area have risen. We invested in technology to allow more city business to be conducted electronically, including virtual meetings, and accepting electronic applications and online payments. We believe these investments in technology will assist the City to improve all services to citizens over the long run.

The FY 2024 budget continues to invest heavily into top Council priorities adopted in Destin's Strategic Plan. The Council's top priority continues to be to "offering livable wages & benefits to attract and maintain high caliber, qualified staff". Staffing levels, an extremely competitive labor market and a high cost of living in the Destin area continue to pose large challenges to retain and recruit employees. Other challenges include balancing the needs and services of the City's identified customer groups Destin Residents, businesses and visitors (in priority order established by Council). Destin remains a small town of residents with big city challenges.

In addition to staffing, Council's other top priority is to pursue a Destin City Center with stakeholders. Staff and Council will pursue partnerships and refine the vision for what the Council's vision for a future City Center will be.

Budget Overview

The City's millage rate is remaining steady at 1.6150 mills. The Ad Valorem taxes cover 54% of the City's operating expenses and personnel costs, and other taxes, operating grants and charges for services covers the remainder. Taxable property values are increasing in step with our base operating and maintenance expenditures (13%). The base operating and maintenance expenditure budget increased 13% from \$17 million to \$19 million, primarily due to increased costs of wages, benefits, and insurance. In addition, the City has requested funding for 13 new positions.



Expenditures by Activity	2023 BUDGET*	2024 BUDGET	\$ change 2023 vs 2024	% change
General Government	\$ 4,872,036	\$ 5,213,720	\$ 341,684	7%
Public Safety	4,837,837	5,574,635	736,798	15%
Physical Environment	335,296	484,106	148,810	44%
Transportation	2,084,112	2,234,361	150,250	7%
Economic Development	356,856	328,676	(28,180)	-8%
Health & Human Services	90,085	89,956	(129)	0%
Culture & Recreation	4,452,820	5,328,546	875,726	20%
Debt Service	3,355,098	3,364,660	9,562	0%
Capital Outlay	49,747,625	49,086,580	(661,045)	-1%
TOTAL EXPENDITURES	\$ 70,131,765	\$ 71,705,240	\$ 1,573,475	2%

The capital project budget will again be over \$49 million in FY 2024. There is approximately \$24 million in projects that were anticipated for FY 2023 that were not initiated. These projects have been moved forward to be accomplished in FY 2024. The top capital expenditures for FY 2024 includes \$16 million to underground overhead utilities, \$9 million to purchase another waterfront property, \$4 million to complete beach park development, and \$9 million to complete a critical roadway (Crosstown Connector).

Over \$11 million of the total budget was made possible by grants and awards from Federal, State, and Local partners, such as the Okaloosa County Tourist Development Council.

In 2021, the City made a significant investment to reinvigorate the Renewal and Replacement program. During FY 2022, the City worked with infrastructure and facility asset specialists to ascertain condition levels. During FY 2023 the City began implementation of a new asset management software. We anticipate during FY 2024 that a fully vetted 20-year renewal and replacement schedule will be completed.

Economic and Fiscal Condition

The economic base of the City of Destin is tourism. The registered businesses within the City limits are comprised primarily of short-term rentals, charter fishing, restaurants, and beach vendors. Since the COVID pandemic, there has been increased acceptance of tele-commuting and virtual school which has increased the numbers of tourists and they arrive earlier and stay longer than usual.

Residential remodels, construction, and development activities continued relatively steady throughout fiscal year 2023, despite increases in interest rates.

Financial Strategy - Balanced Growth

To maintain a high quality of services and programs the City must balance expenditures with growth. The City's Comprehensive Plan 2020 takes a comprehensive look at where the City is today, where it will be in the future and creates a vision of what Destin should be like in 2035. Some areas of the City may change very little in this time frame while other areas may change significantly. The Comprehensive Plan focuses on adequately addressing current community needs and neighborhood character, economic development opportunities and challenges and how to encourage mixed use and infill development. The City's Comprehensive Plan also addresses environmental resource conservation and establishes a



framework for planning balanced growth between new development, the provision of adequate infrastructure and environmental stewardship.

Looking ahead, Destin will face several planning and development challenges over the next 25 years, foremost of which, is the need to update the City's Land Development Code (LDC) which is the primary tool for implementing the City's Comprehensive Plan and effectively integrating existing development, non-developable, and developable portions of Destin into the fabric of the City. Other challenges include improving our stormwater systems, redevelopment of the Town Center and Harbor District as vibrant areas, building a diversified job base, providing sites for a full range of housing options and mixed-use development, enhancing the existing multi-modal transportation system, and having adequate parks and public facilities throughout the City. The Comprehensive Plan guides the City to continue to meet the needs of its citizens while enhancing the quality and livability of the City and keeping costs of development affordable.

Significant Factors Influencing the FY2024 Budget

Destin regularly faces the challenge of how to implement Council's adopted strategic plan while managing other unplanned or increasing demands for City services.

To safely sustain operations, many new technology projects will continue to be implemented well into FY 2024. Our Information Technology continues to work with all our departments to provide increased operational transparency to customers and the public. Customers can now access a self-service portal to submit applications online, view the status of applications, schedule inspections, view results of building inspections, submit and track code compliance cases as well as make payments online. Staff is committed to improving the customer portals to make the experience easier and more intuitive. This new technology is streamlining internal processes and workflow in these departments to allow staff to handle increasing demand for their services. The upgrades taking place through 2024 will continue to improve these services.

Staff

Approximately 46% of the operating budget (\$22.6 million) is for personnel (\$10.4 million).

In FY 2024 staff have requested approval for 13 more positions. These new positions will help address the high demand for attention of Code Enforcement Officers (5 FT 2 PT) and will also help us with daily maintenance of the new parks that have come online (5 FT). In addition, there is high demand for engineering assistance with so many capital projects in progress (1 FT).

The City budget includes a 3% cost of living allowance (COLA) and up to a 4% merit increase based on an employee's performance evaluation (annual on hire date).

Comprehensive Document

This document is intended to do more than what is required by state statutes. The Mayor, City Council members and all city staff will use this document as a map to identify the route we have chosen to achieve our goals. The budget communicates the vision of the City's leadership and illustrates the organizational and financial operations for each of the City's departments.



This document is not intended for internal use only. The public, developers, rating agencies, and other organizations can use this document to identify priorities, services, performance, and undertakings planned for this, and future fiscal years as well as the underlying philosophies which guide them.

This document includes performance measures for departments and activities of the City. Without developing measures of effectiveness, it is difficult to gauge the success or failure of funded programs. It is our goal to fund only those programs and activities that are beneficial to our residents and are proven to be successful in meeting stated goals and objectives. We will continue to develop and enhance our performance reporting to allow us to best utilize our limited resources while ensuring alignment with Council's adopted strategic plan.

Acknowledgements

The preparation of this report would not have been possible without the efficient and dedicated services of the City of Destin's staff. I would like to express my appreciation to all Department Directors who assisted and contributed to the preparation of this budget.

I would also like to thank the Mayor and City Council for their unfailing support for maintaining the highest standards of professionalism in the management of the City of Destin's finances and for their attention in conducting the financial operations of the City in a responsible and progressive manner.

Respectfully submitted,

Lance A. Johnson



PROFILE

Location

“Where is the City of Destin?”

Destin is in the Northwest Florida Panhandle, along Florida’s beautiful Emerald Coast. This naturally beautiful and historically rich city is situated on a coastal barrier peninsula between the Choctawhatchee Bay and the Gulf of Mexico.

Destin is located in Okaloosa County, Florida. It is a principal city of the Fort Walton Beach-Crestview-Destin, Florida Metropolitan Statistical Area



A Short History



Located in the Florida Panhandle, the City of Destin has a rich historical heritage dating back to American Indian inhabitants as early as the 7th century. Spanish explorers surveyed Florida in 1538. Don Francisco Tapia was commissioned to survey the Florida coast and in 1693, drew the first known map of the East Pass and its shores. Destin traces its immediate history to a fisherman, Captain Leonard Destin, who moved here from New London, Connecticut, and settled in Northwest Florida in about 1845. Captain Destin pioneered the fishing industry and Destin has maintained that heritage to the present.



With the growth and development of Destin from a small fishing village to a major tourist resort came the need for a local government structure. The City of Destin was originally chartered as a municipality under the laws of the State of Florida in 1984. However, the community of Destin, settled for more than one hundred and fifty years, has a long history as a fishing village and premier resort destination.



Known as the "World's Luckiest Fishing Village", the largest and most elaborately equipped fishing fleet in the State of Florida docks at the Destin Harbor. In addition to fishing, recreational opportunities include golf, tennis and water sports, including diving and snorkeling. The Destin Harbor lies closer to the 100 Fathom curve than any other harbor on Florida's west and north coast, which provides speedy deep-water access.

Located on Florida's Emerald Coast, Destin is known for its white beaches and emerald green waters. Originating as a small fishing village, it is

now a popular tourist destination. According to the Florida Department of Environmental Protection, over 80 percent of the Emerald Coast's 4.5 million visitors visit Destin each year.

Geography

The city is located on a peninsula separating the Gulf of Mexico from Choctawhatchee Bay. The peninsula was originally an island; hurricanes and sea level changes gradually connected the island to the mainland. As of the 1940s it technically became an island again with the completion of the Choctawhatchee-west bay intracoastal waterway.

Destin is near several other cities in the region. The city of Fort Walton Beach is located to the west at the inlet of Santa Rosa Sound into Choctawhatchee Bay. North of Destin, across the bay is Niceville, with the Mid-Bay Bridge linking the two by road. Panama City (to the east) and Pensacola (to the west) are each about 50 miles away.

At the western tip of the peninsula is East Pass (also known as Destin Pass), separating it from Santa Rosa Island to the west. East Pass is the only outlet of Choctawhatchee Bay into the Gulf of Mexico; many sources claim that the pass was dug by hand with an inrush of water widening it within hours. The pass appears in early maps and surveys from Spanish, French, and English surveyors, such as Thomas Jefferys's 1775 map *The Coast of West Florida and Louisiana*. Frequent dredging is required to keep East Pass navigable.



"Crab Island," a significant sandbar located in East Pass, is a popular anchorage in the area. The entrance to Destin Harbor, a lagoon between the beaches and the main body of the western portion of the peninsula, is located just north of the East Pass jetty. The lagoon is formed by a sand spit named Holiday Isle; many condominiums have been built along the harbor since the 1970s.

The city has a total area of 8.25 square miles (21 km²), of which 7.65 square miles (19 km²) is land and 0.6 square miles (1.6 km²) (7.95%) is water. Destin is located at 30°23'36"N 86°28'31"W.^[11]

The white beaches and emerald waters of the Destin area draw many tourists. Florida's Department of Environmental Protection estimates that more than 80 percent of the Emerald Coast's 4.5 million yearly visitors travel to the region to visit Destin. Visitors can charter fishing vessels from the harbor, and there are 13 beach access points in the city. Among the access points is Henderson Beach State Recreation Area. A portion of the Gulf Islands National Seashore, the Okaloosa Day Use Area, is just across East Pass on Santa Rosa Island.

The sand on Destin's beaches is some of the whitest in the world. The sand comes from the Appalachian Mountains, and is made of finely ground quartz crystal giving the appearance of sugar. Residue flows down the Apalachicola River and is deposited into the Gulf of Mexico. Because of the currents the sand drifts west along the Gulf Coast and settles from east of Panama City to the Alabama coast.

Several events also take place throughout the year as well. For the month of October, the annual Destin Fishing Rodeo draws anglers to Destin each year since 1948. Also, in the month of October is the Destin Seafood Festival, where fresh seafood is sold, and local artists gather.

In addition to an assortment of hotels and motels, many high-rise condominiums are located in Destin. The first condominiums in Destin were built in the 1970s, and construction continues today. Visitors play a large part in Destin's economy – the city's population of around 14,000 balloons to 100,000 during the tourist season.

Destin's surroundings include other popular tourist destinations. Sandestin, Florida, located to the east in Walton County, is a popular golf and beach resort. Further east along the coast are the master-planned community of Seaside, filming location of the 1998 movie *The Truman Show*; Seagrove Beach, Grayton Beach, and Rosemary Beach, Florida. To the west are Navarre Beach and Pensacola Beach, and the Civil War fortification Fort Pickens is located at the western end of Santa Rosa Island. Many celebrities own homes in the Destin, Florida area.



Climate

In the Florida Panhandle, Destin enjoys a subtropical climate, with fresh breezes off the Gulf of Mexico and few temperature extremes. Average summer temperatures are a high of 91°F, a low of 70°F and a water temperature of 84°F. Average winter temperatures range from a high of 72°F to a low of 38°F.

Demographics

The 2020 Census calculated the population to be 13,931. The US Census Bureau estimates the racial makeup of the city to be 87% White, 9% Hispanic or Latino, 2% African American, 2% Asian, and less than 1% from other races. The population is 50.5% female, and the median age is 42.

The Florida Office of Economic and Demographic Research estimates the median income for a household in the city is \$79,000. The per capita income for the city is \$45,324.

Recreational Facilities and Amenities

The City of Destin offers an abundance of recreational and leisure opportunities. The City maintains 19 parks and recreational facilities, many of which are water-oriented, including the Joe's Bayou Boat Ramp, Mattie Kelly Park Wetlands Walkway and bay-front pier, harbor-front and bayou-front parks with piers or overlooks at Clement Taylor, Harborview, Mattie Kelly, Main Street Park, Leonard Destin Park and Captain Royal Melvin Heritage Park. The City's facilities also include active recreation facilities including a 25-acre Morgan Sports Center with Youth Leagues, softball, soccer fields, walking track and a Children's Park. Rubberized track, baseball, softball, football and soccer fields at the Elementary School Complex. Dewey Buck Destin Park offers tennis, pickleball, basketball courts and serves as our Senior Center for Destin Seniors. Dalton Threadgill Little League Park has 3 fields for little league. The City also maintains 8 beach trails, 3 beach parks. Henderson Beach State Park comprised of more than 250 acres in central Destin offers a variety of nature, picnic and camping alternatives. The City partners with Henderson Beach State Park to provide discounted access to full-time City residents. The City also maintains approximately 500 paid parking spaces to provide vehicular and pedestrian access to amenities in the harbor and beach areas of the City. The City also provides residents passes for use of the Joe Bayou's Boat Ramp and parking in the Harbor District. The City added 340' to beach front parks in 2023 for Tarpon Beach Park.

In addition to these City facilities, Destin is home to a plethora of sport and leisure activities. Deep sea, bay and surf fishing are all popular Destin pastimes. The highlight of the fishing season, which runs from early March to October, is the Destin Fishing Rodeo, which runs the entire month of October. For more than 50 years fisherman have competed in over 30 saltwater categories for more than \$100,000 in prizes annually. Watersports are plentiful in the Destin Harbor and feature pontoon, powerboat, sailboat and personal watercraft rentals as well as sail-surfing, parasailing, diving and snorkeling. There are numerous artificial reefs in the Destin area that are excellent for spearfishing and shelling. Dolphin sightseeing and glass-bottom boat excursions are also available.

The Destin area is also home to some of the South's finest golf courses and golf communities. Tennis, Pickleball are popular outdoor activities, is also available at the City's Buck Destin Park and a variety of private clubs and communities. For those still in search of recreation and leisure activities, the City's Community Center and Library offer year-round programs and activities for all ages. Private amusements in the form of miniature golf, waterslides, paddleboats and go-carts are also available to the tourists and seasonal visitors.



History of the City Logo



Following City incorporation in 1984, City leaders advertised a contest for design of the City Logo. The Mayor and Council appointed a committee to judge the many entries. The \$50 grand prize design that was ultimately selected was submitted by Mr. Leonard Crook and chosen for its strong depiction of the City's physical features and fishing heritage. The centerpiece horseshoe symbolizes and reflects "The World's Luckiest Fishing Village" slogan.



In 2003, the City approved the updated City Logo at left to modernize the colors and better highlight the community's fishing heritage. The new logo maintains the characteristics of the original "fishing theme" logo while merging a new sea oats crest with the old "World's Luckiest Fishing Village" slogan. The new logo brings in the original logo's marlin, charter boat, nautical rope and basic shape of the "lucky" horseshoe. The new logo is used on all official City media.

Form of Government

The City of Destin incorporated and adopted the Council-Manager form of government in 1984. The City Council is composed of seven voting members with the Mayor casting tie-breaking votes only. The Mayor and Council, elected in November of even years by the City at-large, can serve up to two consecutive four-year terms. The City Council is the legislative body of the City Government. They consider and adopt ordinances and enact regulations for the maintenance of good government, the preservation of peace, welfare, health and safety and convenience of the citizens. The Council also reviews and adopts the City Budget, makes appropriations, levies taxes, authorizes bond issues, holds public hearings for citizen input, appoints committees and establishes municipal policies. Pursuant to City Charter, the City Manager is appointed by a super-majority vote of the City Council. The City Manager is the chief administrative officer of the City and serves directly at the pleasure of the City Council. The City Manager implements Council policies, directs and supervises the administration of all departments, programs, offices and agencies of the City.

Funds and Departments

The FY2024 budget provides for the funds required to support the day-to-day operations of the city (General Fund), to pay off Debt (Debt Service Funds), and to pay for Capital Improvements Projects (CIP Funds). The city also has a Community Redevelopment Agency (CRA) with two Special Revenue funds to account for the two CRA districts: the Town Center CRA district and Harbor CRA district. To better



comply with certain statutory requirements, the Building Inspection Department activities are now tracked in a Special Revenue Fund. Council has elected to restrict Parking Fees collected and expenditure of this revenue stream in a Special Revenue Fund. In addition, Council has elected to track funds restricted for use to improve water quality through operational and capital projects to a Water Quality Improvement Special Revenue Fund.

The City of Destin follows the Uniform Accounting System for Florida Local Governments, and for accounting purposes, the units are organized as follows:

General Fund Organizational Units

Budgeting/Accounting Fund	Department Director
GENERAL FUND	
01-51 General Government	
City Council	City Clerk
City Manager	City Manager
City Clerk and Admin	City Clerk
Legal Services	City Manager/Contract
Finance	Finance Director
Human Resources/Risk Management	Human Resources Director
Facilities Maintenance	Public Works Director
Community Development	Community Development Director
Information Technology	IT Director
01-52 Public Safety	
General Public Safety	Contracted to Okaloosa Sheriff's Office and Destin Fire Control District
Code Compliance	Code Compliance Director
Emergency Management	Public Works Director
01-53 Physical Environment	
Stormwater/Water Quality	Public Works/Community Development
Cemetery Operations	City Clerk
01-54 Transportation	
Public Works	Public Works Director
Median Maintenance	Public Works Director
Engineering	Community Development Director
01-55 Economic Development	City Manager
01-56 Health & Human Services	
Wildlife Protection & Animal Control	Code Compliance Director
01-57 Culture and Recreation	
Library	Library Director
Parks	Parks and Recreation Director
SPECIAL REVENUE FUNDS	
102-55 Town Center CRA	Community Development Director
110-55 Harbor CRA	Community Development Director
111-52 Florida Building Code (Bldg Inspections)	Community Development Director
122-54 Parking Fund	Deputy City Manager/Public Works Director
125-52 Technology Fund	IT Director/Community Development Director



127-53 Water Quality Improvement Fund	Public Works Director
129-## Okaloosa Half Penny Fund	City Manager
DEBT SERVICE FUNDS	
213-51 2013 Debt Service Fund	Finance
214-51 2014 Debt Service Fund	Finance
221-51 2021 Debt Service Fund	Finance
223-51 2023 Debt Service Fund	Finance
224-51 2024 Debt Service Fund	Finance
CAPITAL PROJECT FUNDS	
300-## Renewal & Replacement Fund	Finance/Directors
305-## General Capital Project Fund	Finance/Directors
315-## Restricted Capital Project Fund	Finance/Directors
324-## 2024 Bond Expenditures	Finance

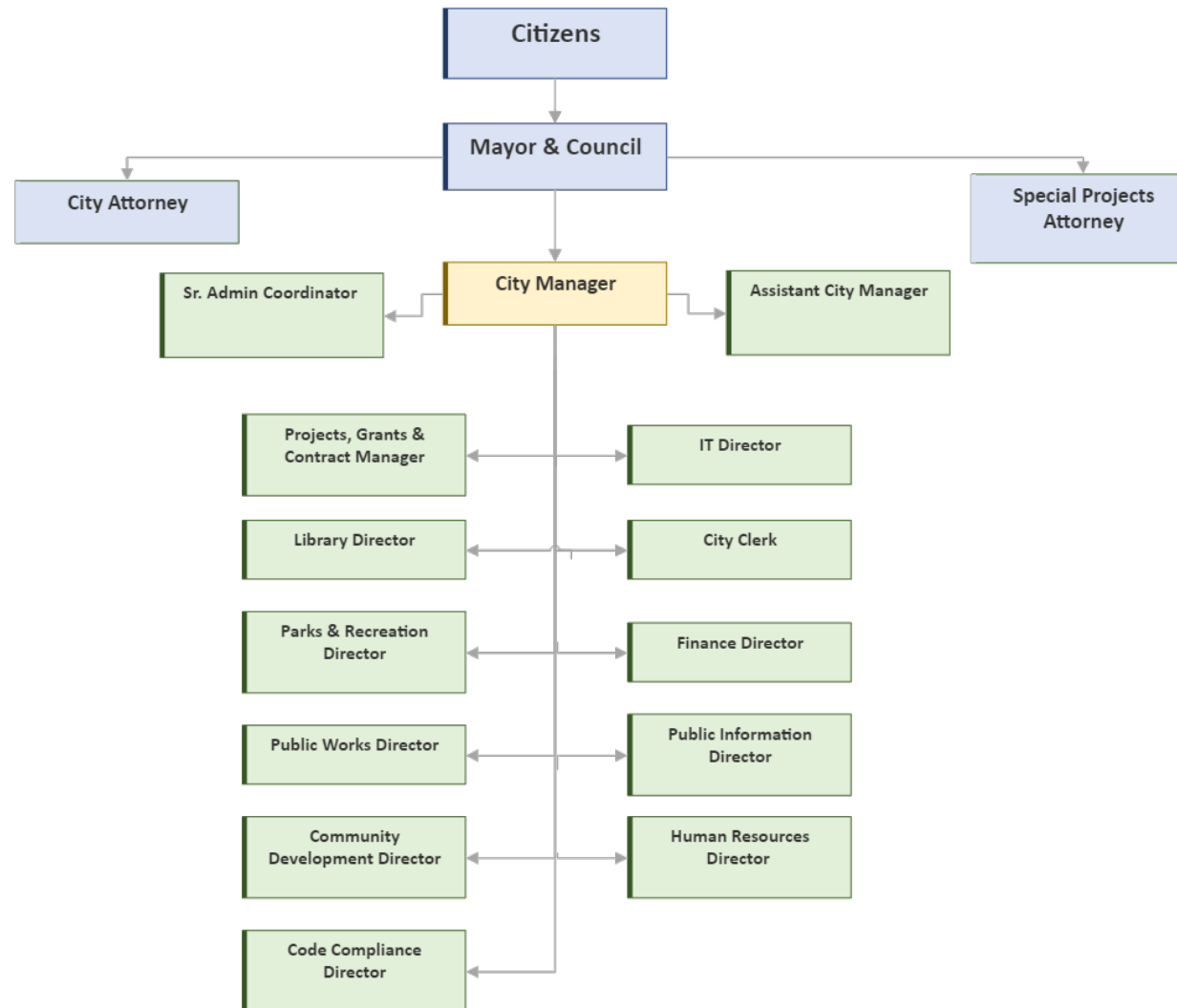


FY2024 ADOPTED BUDGET
Organizational Chart



October 1, 2023
FY 24

City of Destin Organizational Chart





LONG RANGE FINANCIAL PLANS

The City of Destin has a small year-round residential base of approximately 14,000, but it must maintain infrastructure for the transient visitors which often count to over 100,000 during tourist seasons. The City has some major capital initiatives to address the top desires of residents and visitors, such as undergrounding overhead utilities, more public beach space, and an alternative to the busy highway 98 as the main thoroughfare. In addition, the need for parking spaces in our favorite areas creates a daily stress amongst business owners, residents, and visitors.

General Operations

The City must balance the demand for new capital investments (additional parks, recreational facilities, and parking) while maintaining and improving our existing personnel, facilities, and infrastructure. FY 2024 begins with a 2% cost of living increase for our staff and the potential for staff to earn up to a 4% merit increase on their work anniversary. Costs of labor and benefits have increased significantly, and this is reflected in the FY 2024 budget. The Code Compliance department's services have been in great demand. In order to meet service level expectations, this budget proposes 5 new full-time and 2 new part-time code enforcement officers. In addition, we have expanded our beach and park repertoire, and have requested 5 more full time positions to assist with daily park maintenance.

To meet the expenditure demands these studies may present, staff are taking a closer look at our recurring revenues and at the schedule of fees. The COVID-19 epidemic encouraged our departments to embrace technologies that allow us to serve our citizens and customers through online portals and using touchless technologies to check material in and out of our library. Adding these technologies has raised the need to simplify our fee schedules, and we have invited specialists in to review our fees. Technology increases operating expenditures, but also relieves the need to add more staff. The fee studies have begun with the Community Development/Building Department and over the coming years will we work through the other departments.

Funding Capital Improvements

Beach/Waterfront Acquisition and Development. Beach and waterfront property acquisition has been a high priority for a number of years. The City has partnered with the Okaloosa Tourism Development Council and the Trust for Public Lands towards this purpose. During FY 2023, we acquired an additional 300+ feet of beach front to be developed into a beach park using tourism development funds. We are in the design phase to add the park improvements. In early FY 2024 the City will be acquiring another special waterfront property within the Harbor CRA district. The City will need to borrow up to \$9 million to purchase this property.

Undergrounding Overhead Utilities. The electric franchise agreement increased 2% (from 4% to 6%) to raise funds to underground overhead utilities to improve safety, storm-hardening, and beautification. The CRA district committees committed portions of their Tax Incremental Financing (TIF) proceeds towards undergrounding the utilities within their districts, and their respective master workplans are being updated. In addition, Council has moved to commit 60% of the 10-year Okaloosa Half Penny Infrastructure Surtax towards the undergrounding project. We are finalizing a binding cost estimate from FPL in September 2023, and we hope to secure a contractor and begin construction activity in the Spring of 2024. The City is contemplating borrowing up to \$13 million to complete the undergrounding



of overhead utilities lines along US98 from the Marler Bridge to Airport Road. This construction should take approximately 18 months from receipt of materials.

Cross-Town Connector. The Beach Drive to Benning Drive road project is the last unconnected leg of the City's Crosstown Connector, an east-west corridor intended to relieve traffic congestion on U.S. Highway 98. Currently, the city has completed the 2-lane roadway design and has acquired the necessary right of way. Additional funding will still be needed for construction, and efforts to secure that funding is ongoing. Staff have proposed borrowing the \$3-\$4 million needed to complete construction, and to use Gas Tax #2 to pay the debt service.

Other capital initiatives. Parking fees are expected to net around \$500,000 this year due to the rate changes that went effective on May 19, 2023. The impact fees which were lowered over 10 years ago, are currently under review to improve coverage of the impact development has upon our infrastructure. As we update the City's comprehensive plan, we are also updating the long-term master plans for the City's facilities, including Park and Recreation facilities to ensure maintenance of our desired level of service.

Most of the capital projects proposed are using restricted fund balances such as grants, impact fees, and other committed sources that have been accumulating over the past few years. The FY 2024 proposed capital outlays (\$49 million) will use \$2 million of General Fund balance, \$25 million of new debt, \$10 million of capital grants, and \$12 million of restricted and committed fund balance.

Staff anticipate completion of the long-term renewal and replacement plan by the Fall of 2023, and will be recommending one large transfer in to a committed renewal and replacement fund from the General Fund in 2025 (up to \$8 million), and then a series of smaller regular additions for the next 20 years (\$1-\$2 million per year) to meet the needs of replacing aging infrastructure and facility components.

Fund Balance

The City has grown a very healthy unassigned fund balance. In the near-term, this fund balance will likely become committed as Council establishes a formal resolution to maintain a certain balance in the Renewal and Replacement fund, as mentioned above.

The General Fund tracks primary governmental operations. As such it is the primary indicator of a healthy government. Below is the five-year forecast for the General Fund.



FY2024 ADOPTED BUDGET

LONG-RANGE FINANCIAL PLANS

01 GENERAL FUND	FY2023			FY2024				
	FY2022 ACTUALS	ADOPTED BUDGET*	FY2023 PROJECTION	PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION	FY2027 PROJECTION	FY2028 PROJECTION
01-31 Ad Valorem Taxes	8,723,337	9,779,417	9,889,648	11,073,048	11,358,200	11,471,800	11,586,500	11,702,400
01-31 Delinquent Ad Valorem Taxes	(759)	5,000	70,797	5,000	5,000	5,000	5,000	5,000
01-31 Sales and Use Taxes	1,544,294	1,745,054	1,588,926	1,639,411	1,655,810	1,672,320	1,689,030	1,705,840
01-32 Licenses and Permits	3,238,420	2,962,950	3,557,821	3,754,770	3,797,290	3,840,370	3,884,020	3,928,290
01-32 Impact Fees	-	-	-	-	-	-	-	-
01-33 Intergovernmental	3,504,973	3,141,375	3,829,162	3,706,814	3,667,900	3,762,940	3,851,500	3,926,670
01-34 Charges for Services	863,412	463,700	674,580	615,310	628,260	641,950	655,570	669,950
01-35 Fines and Forfeitures	56,135	71,500	93,519	109,400	109,400	109,400	109,400	109,400
01-36 Investment Income	(1,090,598)	235,100	408,037	373,930	377,760	381,690	385,630	389,680
01-36 Contributions	8,794	1,700	4,696	3,880	3,880	3,880	3,880	3,880
01-36 Miscellaneous Revenue	30,928	3,601	128,581	5,201	5,201	5,201	5,201	5,201
TOTAL REVENUES	16,878,936	18,409,397	20,245,768	21,286,764	21,608,701	21,894,551	22,175,731	22,446,311
01-51 General Government	3,562,984	4,722,036	3,902,217	4,848,223	4,797,310	4,962,430	5,133,760	5,361,530
01-52 Public Safety	3,146,309	3,540,743	3,312,629	4,264,211	4,573,010	4,706,520	4,844,380	4,986,740
01-53 Physical Environment	169,711	314,296	268,588	459,106	402,440	416,240	430,550	445,380
01-54 Transportation	1,589,395	1,948,212	2,050,300	2,075,554	2,179,500	2,251,770	2,326,680	2,404,270
01-55 Economic Environment	14,452	14,500	14,452	14,600	14,750	14,900	15,050	15,200
01-56 Health & Human Services	51,604	90,085	76,298	89,956	90,020	90,090	90,160	90,230
01-57 Culture and Recreation	3,292,184	4,452,820	3,786,775	5,328,546	5,396,590	5,584,510	5,779,300	5,981,350
01-59 Capital Outlay	203,723	86,654	70,816	146,560	62,520	64,400	66,330	68,320
01-59 Debt Service Principal	83,311	19,254	2,214	18,813	19,400	19,180	19,308	19,441
01-59 Debt Service Interest	6,222	3,390	20	3,910	3,323	3,820	3,692	3,559
TOTAL EXPENDITURES	12,119,896	15,191,990	13,484,308	17,249,479	17,538,863	18,113,860	18,709,210	19,376,020
Excess (deficiency) of revenues over expenditures	4,759,040	3,217,407	6,761,461	4,037,285	4,069,838	3,780,691	3,466,521	3,070,291
01-38 Proceeds from Issuance of Debt	24,021	45,000	-	50,000	-	45,000	-	-
01-38 Transfers In	-	87,200	87,200	8,600,000	100,000	200,000	200,000	300,000
01-58 Transfers Out	(3,013,636)	(3,901,969)	(3,078,986)	(15,597,515)	(10,321,304)	(3,359,349)	(3,240,377)	(3,245,371)
Total other financing sources (uses)	(2,989,615)	(3,769,769)	(2,991,786)	(6,947,515)	(10,221,304)	(3,114,349)	(3,040,377)	(2,945,371)
01 Net change in fund balances	1,769,425	(552,361)	3,769,674	(2,910,230)	(6,151,466)	666,342	426,144	124,920
01 Fund Balance (deficit), Beginning	26,319,436	28,088,861	28,088,861	31,858,535	28,948,305	22,796,839	23,463,181	23,889,325
01 Fund Balance (deficit), Ending	28,088,861	27,536,499	31,858,535	28,948,305	22,796,839	23,463,181	23,889,325	24,014,246



STRATEGIC PLANNING

Visioning for 2024

The City of Destin City Council held a Visioning Workshop on February 16, 2023. The Mayor, Council Members, and Senior Staff participated in the day long workshop. The session was facilitated by Ed “Buz” Eddy.

After introductions, the workshop began with a look at where we currently stand with a review of the City’s Vision, Mission, and Core Values. Accomplishments were reviewed and discussed as well as current projects. To round out the review portion key customers, priorities, partnerships, and branding were solidified.

Following the introduction and review we entered a discussion of where the City is going. The Mayor and Councilmembers discussed their key initiatives and projects for the upcoming budget cycle. Next, the City Manager provided an opportunity for interactive participation with the elected officials on prioritization of initiatives and projects. The main theme of this year’s visioning session was to “stay the course”, to work towards completion of currently prioritized major capital projects.

Closing the Visioning session, consensus was formed on the direction for the next fiscal year along with budget and funding opportunities. The City’s Fiscal Year 2023-24 Strategic Plan Council objectives were adopted at the August 21, 2023, City Council meeting.

Budget workshops were held May 23, 2023 and July 11, 2023.



City of Destin Strategic Plan

ADOPTED CONDENSED DESTIN STRATEGIC PLAN SUMMARY for FISCAL YEAR

VISION 2035: DESTIN IS A FAMILY- ORIENTED BEACH AND FISHING COMMUNITY WHERE PEOPLE WANT TO LIVE, WORK & PLAY AND WHERE VISITORS ARE WELCOMED TO RESPECTFULLY ENJOY OUR COMMUNITY AND ITS RESOURCES.

PRIORITIZED CUSTOMERS

Year-Round City of Destin Residents
City of Destin-Based Businesses
City of Destin Visitors

2024DESTIN'S CORE VALUES:

The ethics or ideals that guide Destin's decision making, team building and problem solving.

Respect	Teamwork	Stewardship
Integrity	Professionalism	Transparency

PRIORITIZED STRATEGIC GOALS

- 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.
- VII. Offer livable wages & benefits to attract & maintain a high caliber, qualified staff.

SECTION 1: COUNCIL OBJECTIVES FY2024(-2029)**COUNCIL'S CRITICAL PRIORITIES**

- 1.1 Work with stakeholders to pursue the Destin City Center. (Phase 1 Feasibility Study), (II., III.).(OPR: CD)
- 1.2 Public Waterfront acquisition initiative; Acquire property at the foot of the Marler Bridge. (II., IV., V.) (OPR: GPC)
- 1.3 Underground Utilities; Begin Phase 1 (II., IV., VI.) (OPR: GPC)
- 1.4 Stahlman and US 98 pedestrian vehicle improvement concepts in cooperation with FDOT. (II., V.) (OPR: CD/ENG)
- 1.5 Pedestrian access concepts under the Marler Bridge. (II., V.) (OPR: CD/ENG)
- 1.6 Two-lane Crosstown Connector (Beach to Benning); Phase 1. (II., V.). (OPR: CD/GPC)
- 1.7 Improve parking, explore options (i.e., parking garage, surface parking), (V.). (OPR: PW)
- 1.8 Annexation of unincorporated enclaves (I.). (OPR: CD/CMO)

COUNCIL'S IMPORTANT PRIORITIES:

- 1.9 Morgan Sports Center and Dalton Threadgill Park Master Plan for renovations. (OPR: PR)

COUNCIL'S DESIRABLE PRIORITIES:

- 1.10 Support for regional Transit and Ferry systems (V.) (OPR: GPC)
- 1.11 City Marina (Phase 1 Feasibility Study), (III, V.). (OPR: CD)
- 1.12 Support Beach Re-nourishment, planning/scheduling in partnership with the County/State. (II,VI.) (OPR: CD/ENG)
- 1.13 Support regional workforce housing initiatives. (CD)



SECTION 2: MANAGEMENT OBJECTIVES FY2024

- 2.1 Keep resources (Staff, Time, Money) aligned with the adopted Strategic Plan and the adopted budget when asked/directed to reprioritize tasks and/or projects. ...
- 2.2 Research/track grants and other funding sources for current and future projects including "Undergrounding Utilities."
- 2.3 Develop and implement process improvements for consistent application of policies and procedures;
- 2.4 Improve communication and information sharing with Council/Public/Staff. (PIO, Et al)
- 2.5 Ensure volunteer committees complete their workplans and obtain council approval for each. (CLK)
- 2.6 Review and update departmental Key Functions/Services by December 1st, 2022. (CMO/Et al)
- 2.7 Receive an "unmodified" (good) audit opinion for FY-2022.
- 2.8 Implement Council approved Harbor Capacity Study recommendations by established due date. (CD)
- 2.9 Establish Park Foundation to assist with acquisitions, renovations and maintenance. (P&R)
- 2.10 Work with the County/State to have derelict vessels removed within 120 days of reporting. (CMO)

SECTION 3: MANAGEMENT IN PROGRESS FY24-29

- 3.1 Memorialize institutional knowledge OPR: HR (I.)
- 3.2 Plan for renewal and replacement of city facilities and infrastructure OPR: PW (I., IV.)
- 3.3 Monitor & Manage current grant & funding awards. OPR: GPC (I.)
- 3.4 Find and secure new funding opportunities for city services and city projects OPR: GPC (I.)
- 3.5 Complete Land Development Code (LDC) revisions OPR: CD (I.)
- 3.6 Develop/Implement Wayfinding Program; Improve the City's gateways-OPR: CD (II., IV.)
- 3.7 Implement a pavement management program OPR: PW (II., IV.)
- 3.8 Provide orientation and key training to Board and Committee members OPR: CLK (I)
- 3.9 Improve sidewalks (wider, more walkable) OPR: PW (II., IV.)
- 3.10 Redevelopment (Update CRA's Master Plans) OPR: CD (III.)
- 3.11 Re-establish Environmental Committee OPR: Code (VI.)

SECTION 4: MAJOR PROJECTS FY 2024-2029

- 4.1 Implement and Manage COMPASS software (In Progress)
- 4.2 Harbor Capacity Study (USACE) (In Progress) (III., VI.)
- 4.3 Impact Fee Study (In Progress) (I., II., III., IV., V., VI.)
- 4.4 Building Permit Fee Study (In Progress) (I.)
- 4.5 Develop and implement the Mobility Plan and associated Fees (I., II., V.)
- 4.6 Update Business Tax Receipts (BTR) Fee Schedule and processes (In Progress) (I.)
- 4.7 Research Stormwater Utility options and Funding (II., III., VI.)
- 4.8 Construct Capt. Royal Melvin Heritage Park (In Progress) (II., VI.)
- 4.9 FDOT Median Improvement project (In Progress) (IV.)
- 4.10 Norriego Point Park improvements Phase III - Recreation Components (Pending GSD Roadway extension)
- 4.11 Renovate Clement Taylor Park (Pending Funding) (II., VI.)
- 4.12 Redevelop Joe's Bayou Recreation Area (In Progress) (II., VI.)
- 4.13 Continuity of streetlights/Conversion to LEDS (In Progress) (II., VI.)
- 4.14 Implement prioritized stormwater improvements based on the *Stormwater Master Plan* (In Progress) (II., V., VI.)
- 4.15 Linear Park/Sun Trail: (In partnership with FPL) Secure additional funding, complete design, secure required easements, construct phase 1 trail from Mattie Kelly Blvd to 98 Palms. (In Progress) (II., VI.)
- 4.16 Pickleball Courts: Secure additional funding, acquire land, complete design and construct. (II., VI.)



FY 24-28 Strategic Goal Table

To see details of the Strategic Goal Tables, please visit the URL:

www.cityofdestin.com/strategicgoaltable



This Page intentionally left blank



BUDGET STRUCTURE

Budget Process

Destin's fiscal year begins on October 1st and ends on September 30th of each year. The City's budget process begins early in the fiscal year when the City Manager holds a Strategic Planning workshop with Council members and Department Directors. New Council Members are voted into their chairs in November. The strategic planning visioning session is generally held in January. The Mayor's Annual State of the City Address is held in February.

Department Directors take the strategic plan and council priorities into consideration as they prepare their next year's anticipated budget requirements. The draft budget requests are entered into the financial software by account number with detailed notes in the spring. The Finance Department prepares projections for anticipated revenues, which are confirmed periodically as the year progresses against projections provided by the state's Office of Economic and Demographic Research and the Okaloosa Property Appraiser. The service needs of the community and Capital Improvement Project requirements are factored into a draft budget. Draft operating and capital budgets are presented to the City Manager who refines the budget for presentation to the Mayor and Council.

The Mayor and Council hold 2-4 public budget workshops with the City Manager and other Department Directors to further refine the budget prior to presentation in the newspaper. Two public hearings are held before the Mayor and Council adopt the Fiscal Year Budget.

Under the provisions Article III, Section 3.13 of the City of Destin Charter, the City Council shall by ordinance adopt a Budget on or before the 30th of September each year. The following are key procedural steps in the City's Budget development process. Note that the process below is indicative of our standard Budget calendar, which typically begins in March, but may be adjusted for future processes.

Budget Amendments

Budget Amendments may occur during the fiscal year by resolution. A summary of all budget amendments is presented to council within 60 days of the end of the fiscal year and officially adopted by Ordinance in accordance with the City Charter.



FY2024 Budget Calendar

City of Destin Calendar to Adopt FY 2024 Budget	
<i>as of 04/04/23</i>	
<u>Date</u>	<u>Event/Deadlines</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
<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



<u>Date</u>	<u>Event/Deadlines</u>
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
<u>August Events/Deadlines</u>	
8/4/2023	Certify Millage Rate and Public Hearing#1 Date with Property Appraiser 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
<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



<u>Date</u>	<u>Event/Deadlines</u>
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)
-----------	--

<u>October Events/Deadlines</u>	
10/17/2023	Remit DR-487 Certification of TRIM compliance

<u>Other Important Dates</u>	
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

Budgetary Basis

The City of Destin uses 17 governmental funds to track most of its activities, which are all primarily supported by taxes, grants and similar sources. Governmental funds use modified accrual accounting to track revenues and expenditures. The focus in governmental fund accounting is to match spendable cash inflows in a given period with outflows of the same period (near-term liquidity). The modified accrual basis of accounting is very similar to cash basis accounting, recognizing expenditures when they are paid, and revenues when they are measurable and available.

The basis of this budget is also modified accrual. The revenues projected are expected to be received within the budgeted year presented. Likewise, the expenditures projected are expected to be paid out during the budgeted year. The audited annual comprehensive financial report (ACFR) presents the governmental funds using both modified accrual basis and full-accrual basis, with reconciliatory reports explaining the differences.

The City of Destin also has one fiduciary fund used to monitor activity in the city employee thrift plan. The funds in the thrift plan belong to current and past employees, and as such are not available to the City to expend. The fiduciary fund is not included in the budget, but the inflows and outflows are audited and reported in the ACFR.

Summarized Budgetary and Financial Policies

The City of Destin maintains a comprehensive set of Financial Policies to govern the overall financial management and health of the City.

Policy areas include:

- | | | |
|----------------------------------|--------------------|--------------|
| ▪ Fund Balance | ▪ Revenue | ▪ Reporting |
| ▪ Balanced Budget | ▪ Fiscal Stability | ▪ Debt |
| ▪ Operating Capital | ▪ Investment | ▪ Accounting |
| ▪ Contingency/Emergency Planning | | |



Following is a summary of the primary financial policies that impact the construction of the budget. The full policies can be found in the Appendix.

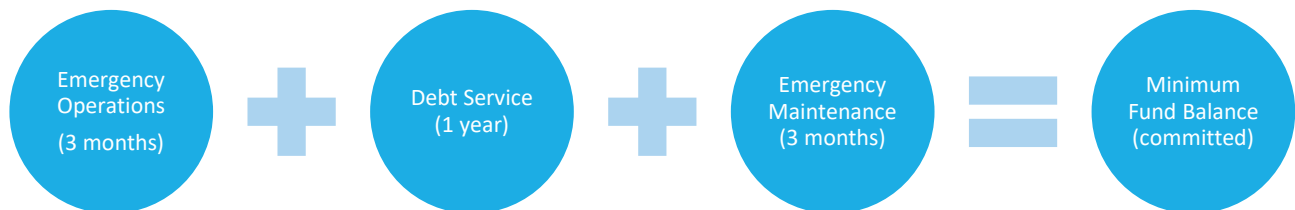
Balanced Budget

Under Florida Statute, the City is required to adopt a balanced budget. This year the budget is balanced by an addition to the fund balance. The budget equation for the adopted FY2023 budget is revenues are equal to expenditures plus an addition to the fund balance.



Fund Balance

The City shall maintain a minimum fund balance equivalent to three months of operating expenses plus one year of debt service plus an emergency maintenance balance equivalent to three months of operating expenses. This minimum fund balance was memorialized in Council Resolution 12-20. As such, this minimum fund balance is classified as “committed” in accordance with GASB financial reporting standards.



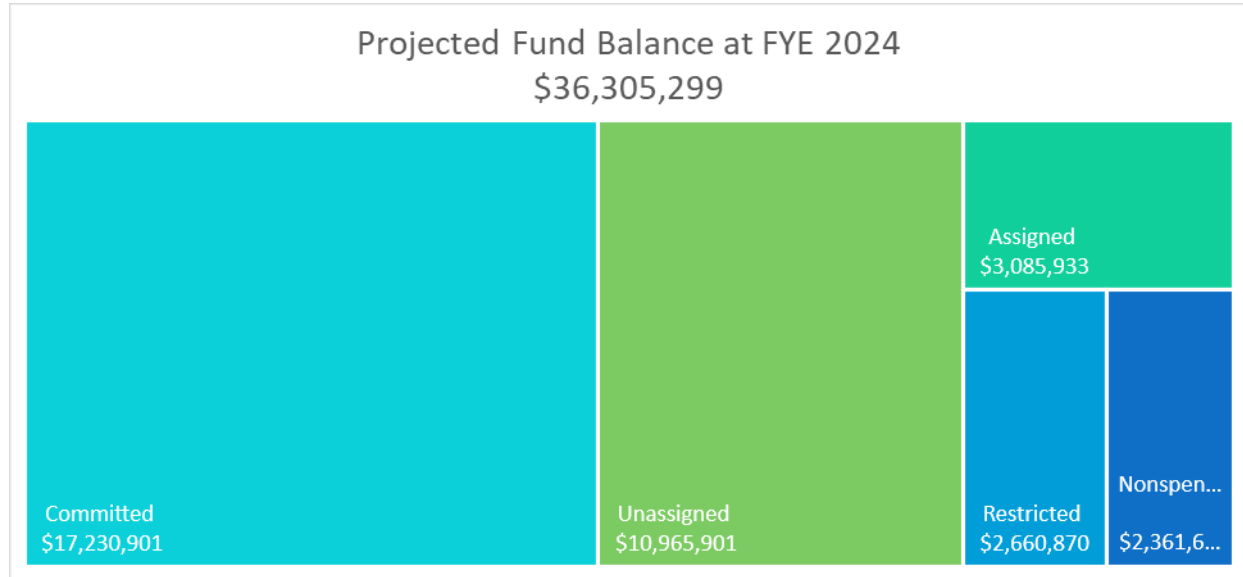
On the government fund statements, fund balance is classified into five categories. Specifically for the City of Destin, the categories include the following details:

- 1) Nonspendable – long-term advance to the Town Center CRA district plus prepaid expenses;
- 2) Restricted – funds restricted by bond covenants (debt service funds), state and local regulations (i.e. Florida Building Code enforcement from building permit fees; impact fees for growth-necessitated expansion), grant agreements and interlocal agreements;
- 3) Committed – fund balances committed through council resolutions and motions i.e. minimum fund balance; Okaloosa Half Penny infrastructure surtax; Parking Fund; Technology Fund;
- 4) Assigned – contracts and agreements (encumbrances); and



- 5) Unassigned – net assets not otherwise categorized.

The fund balance for the fiscal year ending September 30, 2024 is estimated to be as follows:



Fiscal Stability

The City identifies priority services, establishes appropriate service levels, and administers the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of services. The city will operate on a current funding basis. Expenditures shall be budgeted and controlled so as not to exceed current revenues plus the planned use of fund balance accumulated through prior years.

A five-year capital improvements program shall be prepared and updated each year. The operating impact of each project shall be identified and incorporated into annual operating budgets. Capital assets shall be purchased and maintained on a regular schedule. Within legal limits and the constraints of operating budgets, debt shall be issued for the purchase of capital assets, to match the time period of enjoyment of the assets with the debt service time period.

The detailed policies can be found in the Appendix.



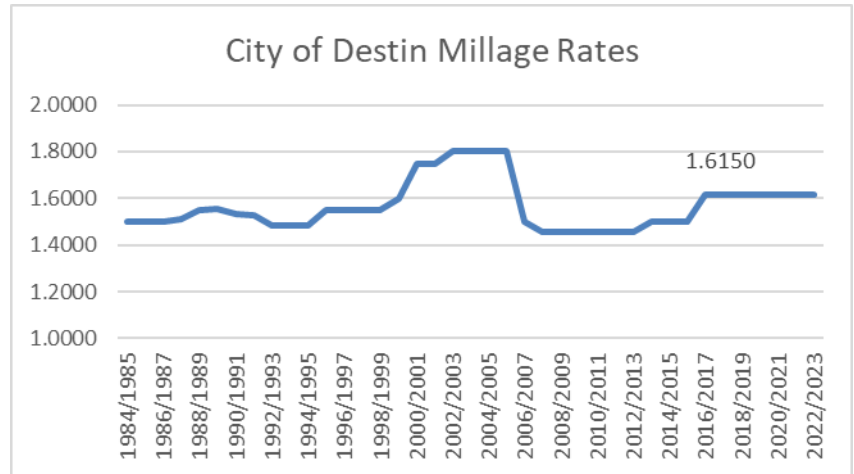
This Page intentionally left blank



BUDGET OVERVIEW

Tax Millage Summary

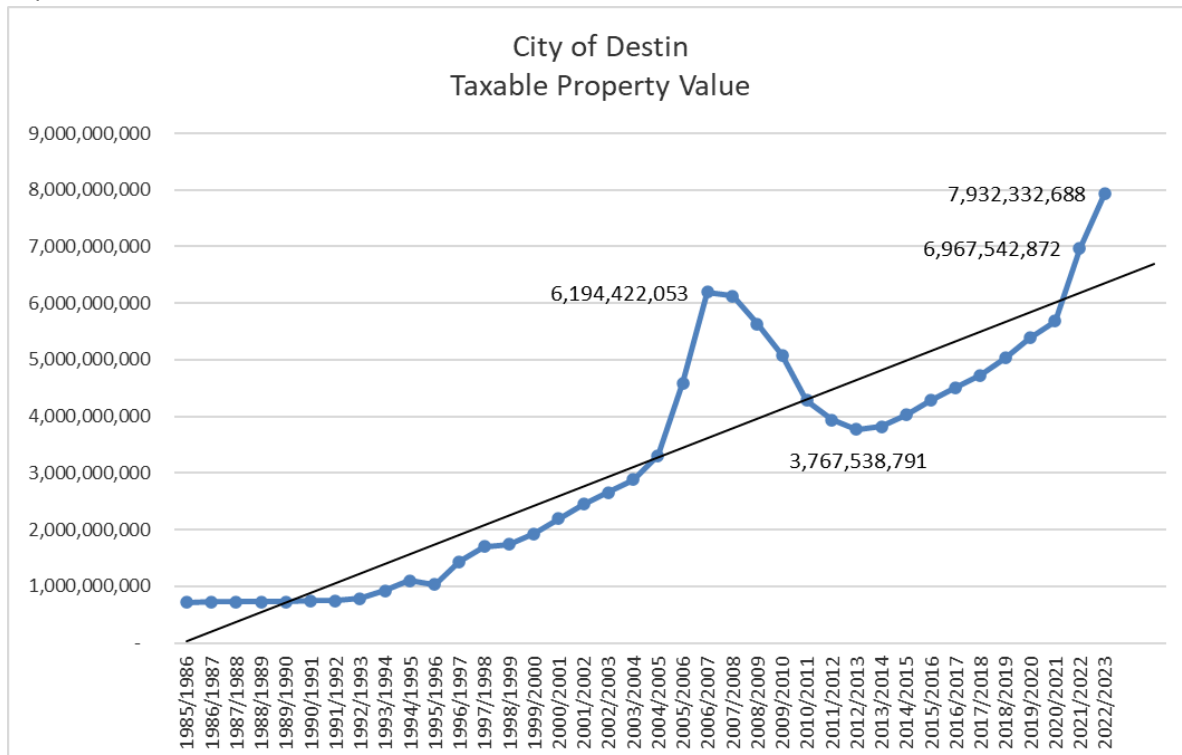
The City of Destin has adopted a millage rate of 1.6150 for the eighth consecutive year. One mill is equal to \$1 per \$1,000 of a property's taxable value (after exemptions). The median taxable value of homes in Destin is approximately \$333k. At a millage rate of 1.6150, a property with a taxable value of \$333,000 will pay \$537.80 in taxes to support the City. This millage rate of 1.6150 is expected to bring in approximately \$12.1 million to support City programs. This \$12.1 million accounts for 31% of the total revenues anticipated to be received in FY2024, and will cover 54% of the operating expenditures. Charges for services, licenses and permits, and operating grants cover the remaining 46% of the operating expenditures.



Ad Valorem Taxes Payable per Household Two scenarios to demonstrate the difference 1/10th of a mill creates

	1.6150	1.7150	Variance
Property Taxable Value			
\$100,000	\$161.50	\$171.50	\$10.00
\$333,000	\$537.80	\$571.10	\$33.30

City of Destin median **taxable** property value on all properites = **\$332,942**





Ad valorem taxes are calculated upon the taxable value of properties within our jurisdiction. Taxable property values reached a historical high in 2006 of nearly \$6.2 billion, and quickly dropped to a low of \$3.7 billion in 2012. The taxable values have been climbing steadily since 2013 at 5% or more a year to a new historical high of \$7.9 billion.

The City coped with the drop in ad valorem tax revenue from 2006 to 2013 by cutting programs, laying off staff, and by deferring renewal and replacements of City equipment, facilities, and infrastructure. The FY2021 budget was the first in many years to make a significant investment back into our existing facilities to replace aged components and machinery that should have been retired previously. The FY2024 budget will continue to invest into the renewal and replacement fund. During FY 2022 the City hired asset valuation specialists to fully document conditions of city infrastructure and to assist in formulation of funding for a proper renewal and replacement program, and during FY 2023 the Facilities team has been working hard to move all the assets into a new asset management software.

The City Charter adopted in 1984 set **a cap on the millage rate at a maximum of 2 mills**. According to the Municipal Report published annually by the Property Tax Oversight, Research & Analysis section of the Florida Department of Revenue, less than 5% of municipalities in the State of Florida have a millage rate of 2 mills or less.

Destin has the lowest millage rate of all municipalities in Okaloosa County.

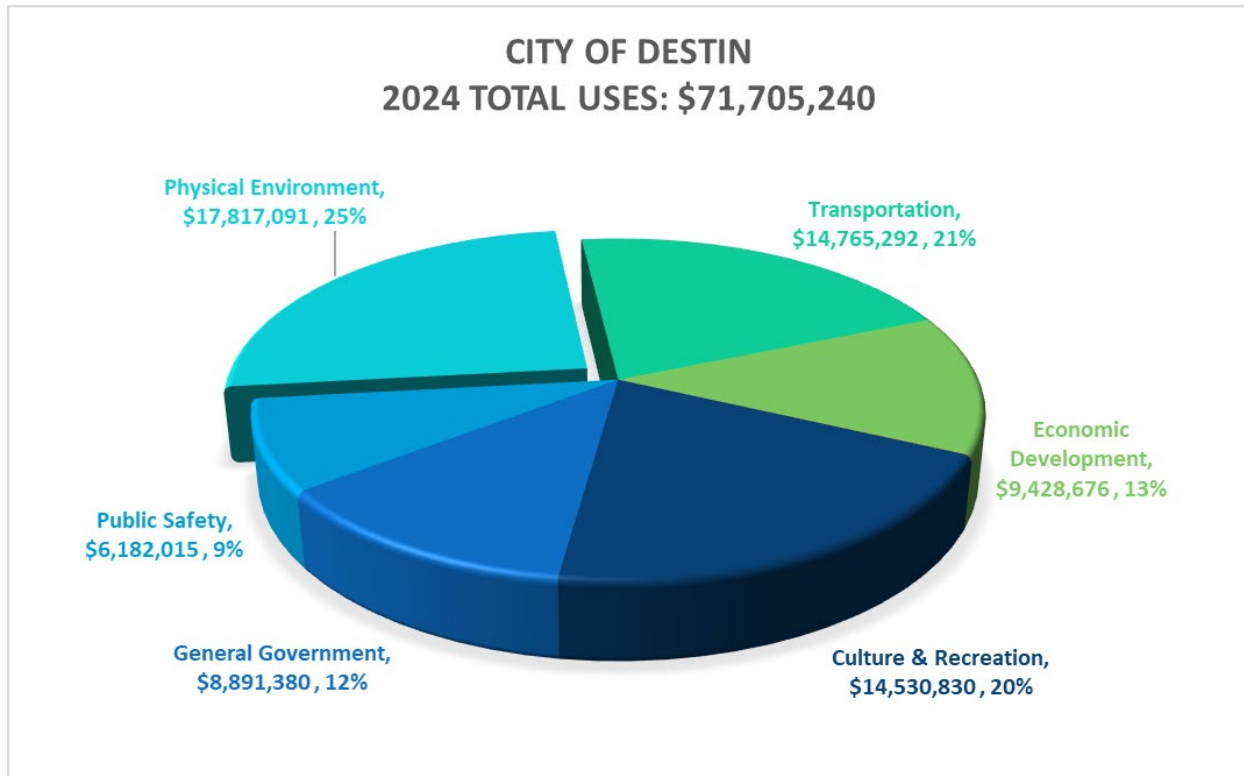
Tax Year	Government	Millage Rate	Ovrelapping (Y/N)
2023	City of Destin	1.6150	Y
2023	Okaloosa County BOCC	3.8308	Y
2023	Okaloosa County School District (RLE+CIP)	5.4800	Y
2023	Destin Fire Control District	1.0000	Y
2023	NW Florida Water Mgmt	0.0234	Y
		<u>11.9492</u>	
Informational Only:			
2023	Okaloosa County Unincorporated MSTU	0.2990	N
2023	Fort Walton Beach	4.9999	N
2023	Crestview	6.8466	N
2023	Valparaiso	5.2942	N
2023	Mary Esther	5.0261	N
2023	Niceville	4.0000	N
2023	Laurel Hill	3.5000	N
2023	Shalimar	2.0000	N



Budget-At-A-Glance

Expenditures

The FY2024 budget totals \$71.7 million. Of the \$71.7 million, over 68% of this budget (\$49 million) is for capital improvements, which includes over \$14 million to increase public waterfront access and basic amenities, \$16 million to underground overhead utilities, and \$9 million to complete a roadway. Approximately 46% of the operating budget (\$22.6 million) is for personnel (\$10.4 million).

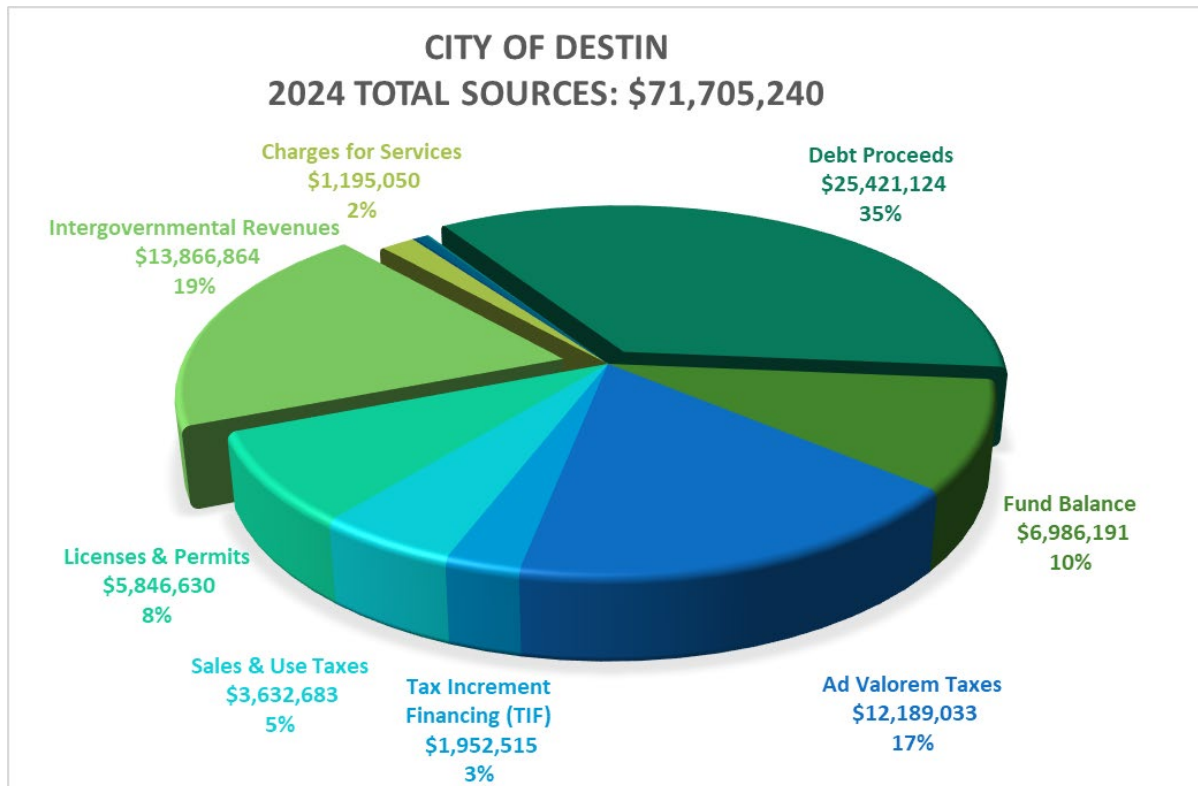


FY 2024 Uses by Category	Operating		Capital	TOTAL	% of Total	
General Government	\$	8,578,380	\$	313,000	\$ 8,891,380	12%
Public Safety		5,574,635		607,380	6,182,015	9%
Physical Environment		484,106		17,332,985	17,817,091	25%
Transportation		2,234,361		12,530,931	14,765,292	21%
Economic Development		328,676		9,100,000	9,428,676	13%
Health & Human Services		89,956		-	89,956	0.1%
Culture & Recreation		5,328,546		9,202,284	14,530,830	20%
Total Uses	\$	22,618,660	\$	49,086,580	\$ 71,705,240	



Revenues

Approximately 17% (\$12.1 million) of the FY 2024 budget is funded by ad valorem (property) taxes. Approximately 19% (\$13.8 million) of the budget is funded by intergovernmental revenue, which includes taxes and grants shared by the County and the State of Florida. License and permit fees have risen to provide 8% of the revenues for the FY 2024 budget. Up to 35% of this budget may be funded by debt proceeds for three high priority capital projects: undergrounding overhead utilities, waterfront land acquisition and completion of a roadway. The City will use nearly \$7 million of accumulated restricted and committed fund balance.



FY 2024 Sources by Category

Ad Valorem Taxes	\$ 12,189,033	17%
Tax Increment Financing (TIF)	1,952,515	3%
Sales & Use Taxes	3,632,683	5%
Licenses & Permits	5,846,630	8%
Intergovernmental Revenues	13,866,864	19%
Charges for Services	1,195,050	2%
Fines & Forfeitures	109,400	*
Miscellaneous Revenue	400,251	1%
Impact Fees	105,500	*
Debt Proceeds	25,421,124	35%
Fund Balance	6,986,191	10%
Total Sources	\$ 71,705,240	

* less than 0.5%



Fund Balance

Fund balance is the difference between all the revenues received and all the expenditures paid from the time a fund was created. In governmental funds, this balance is categorized based upon restrictions on the balance.

Nonspendable is typically long-term advances to other funds.

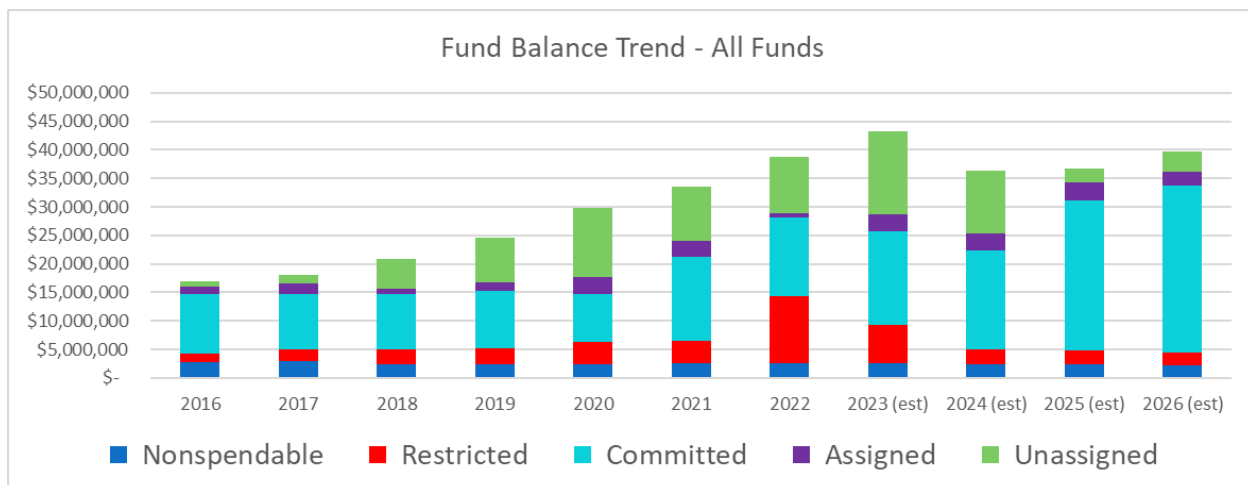
Restricted fund balance are unspent funds that have restrictions on their use, often in the form of bond covenants, grant agreements, or state and local regulations.

Some fund balance is **committed** through council resolutions and motions, such as the fund balance resolution which created **emergency reserves** equal to six months of operating cash and one year of debt service. In July 2023, Council passed a motion to commit all proceeds from the Okaloosa “Half-Penny” Local Discretionary Surtax to certain capital projects, with 34% dedicated to beach property acquisitions and development, 55% towards undergrounding utilities, and 11% committed to addressing stormwater and traffic safety infrastructure issues.

Assigned fund balance is funds the City has promised to vendors in the form of contracts and purchase orders.

The City anticipates a total fund balance at the end of FY2024 of \$36.3 million, of which 30% (\$10.9 million) will be available as **unassigned** fund balance.

FUND BALANCE SUMMARY ALL FUNDS	FY2023			FY2024	FY2025 PROJECTION	FY2026 PROJECTION
	FY2022 ACTUALS	ADOPTED BUDGET*	FY2023 PROJECTION	PROPOSED BUDGET		
Nonspendable (Town Center CRA + prepaids)	2,581,251	2,361,624	2,581,251	2,361,624	2,311,624	2,111,624
Restricted (FL Statute & Debt Covenants)	5,047,165	10,878,629	6,701,122	2,660,870	2,477,461	2,334,032
Committed (Council Resolutions & Motions)	20,392,636	17,552,436	16,340,695	17,230,901	26,271,330	29,234,699
Assigned (contracts/PO balances)	2,187,072	1,000,000	3,085,933	3,085,933	3,250,000	2,500,000
Unassigned	8,702,432	11,131,229	14,582,420	10,965,901	2,436,932	3,580,941
Ending Fund Balance	38,771,829	42,923,918	43,291,421	36,305,229	36,747,347	39,761,296





Fund Summaries and Budgetary Trends

Following is a summary of all funds, then summaries for each of our budgeted funds which include:

01 General Fund

Special Revenue Funds

102 Town Center CRA

110 Harbor District CRA

111 Florida Building Code Enforcement

122 Parking Fund

127 Water Quality Improvement

129 Technology Fund

Debt Service Funds

213 General Fund 2013 Refunding Note

214 Town Center CRA 2014 Refunding Note

221 Beach Acquisition and 2021 Refunding Note

223 Beach Acquisition 2023 TDC Funding Agreement

224 Undergrounding, Waterfront Land, Roadway 2024 Revenue Note

Capital Project Funds

300 Renewal and Replacement

305 Capital Projects and Capital Grants

315 Restricted Capital Projects (Impact Fees)

324 Restricted Capital Projects (2024 Bonds)



01 General Fund

The general fund is the primary operating fund for the City of Destin. General fund expenditures are primarily for personnel (54%) and contracted services (26%). Culture and Recreation (32% of FY24 GF Expenditures) and Public Safety (25%) are the top two governmental activities after general government (administrative offices and Council at 28%). As personnel is the top expenditure of the general fund, it is also the primary driver of increased cost over time. For FY 2024, the cost of living adjustment is 3%. Staff may also receive merit increases up to 4% to award outstanding work.

	FY2022	FY2023	FY2023	FY2024	FY2025	FY2026
01 GENERAL FUND	ACTUALS	ADOPTED BUDGET*	PROJECTION	PROPOSED BUDGET	PROJECTION	PROJECTION
01-31 Ad Valorem Taxes	8,723,337	9,779,417	9,889,648	11,073,048	11,358,200	11,471,800
01-31 Delinquent Ad Valorem Taxes	(759)	5,000	70,797	5,000	5,000	5,000
01-31 Sales and Use Taxes	1,544,294	1,745,054	1,588,926	1,639,411	1,655,810	1,672,320
01-32 Licenses and Permits	3,238,420	2,962,950	3,557,821	3,754,770	3,797,290	3,840,370
01-32 Impact Fees	-	-	-	-	-	-
01-33 Intergovernmental	3,504,973	3,141,375	3,829,162	3,706,814	3,667,900	3,762,940
01-34 Charges for Services	863,412	463,700	674,580	615,310	628,260	641,950
01-35 Fines and Forfeitures	56,135	71,500	93,519	109,400	109,400	109,400
01-36 Investment Income	(1,090,598)	235,100	408,037	373,930	377,760	381,690
01-36 Contributions	8,794	1,700	4,696	3,880	3,880	3,880
01-36 Miscellaneous Revenue	30,928	3,601	128,581	5,201	5,201	5,201
TOTAL REVENUES	16,878,936	18,409,397	20,245,768	21,286,764	21,608,701	21,894,551
01-51 General Government	3,562,984	4,722,036	3,902,217	4,848,223	4,797,310	4,962,430
01-52 Public Safety	3,146,309	3,540,743	3,312,629	4,264,211	4,573,010	4,706,520
01-53 Physical Environment	169,711	314,296	268,588	459,106	402,440	416,240
01-54 Transportation	1,589,395	1,948,212	2,050,300	2,075,554	2,179,500	2,251,770
01-55 Economic Environment	14,452	14,500	14,452	14,600	14,750	14,900
01-56 Health & Human Services	51,604	90,085	76,298	89,956	90,020	90,090
01-57 Culture and Recreation	3,292,184	4,452,820	3,786,775	5,328,546	5,396,590	5,584,510
01-59 Capital Outlay	203,723	86,654	70,816	146,560	62,520	64,400
01-59 Debt Service Principal	83,311	19,254	2,214	18,813	19,400	19,180
01-59 Debt Service Interest	6,222	3,390	20	3,910	3,323	3,820
TOTAL EXPENDITURES	12,119,896	15,191,990	13,484,308	17,249,479	17,538,863	18,113,860
Excess (deficiency) of revenues over expenditures	4,759,040	3,217,407	6,761,461	4,037,285	4,069,838	3,780,691
01-38 Proceeds from Issuance of Debt	24,021	45,000	-	50,000	-	45,000
01-38 Transfers In	-	87,200	87,200	8,600,000	100,000	200,000
01-58 Transfers Out	(3,013,636)	(3,901,969)	(3,078,986)	(15,597,515)	(10,321,304)	(3,359,349)
Total other financing sources (uses)	(2,989,615)	(3,769,769)	(2,991,786)	(6,947,515)	(10,221,304)	(3,114,349)
01 Net change in fund balances	1,769,425	(552,361)	3,769,674	(2,910,230)	(6,151,466)	666,342
01 Fund Balance (deficit), Beginning	26,319,436	28,088,861	28,088,861	31,858,535	28,948,305	22,796,839
01 Fund Balance (deficit), Ending	28,088,861	27,536,499	31,858,535	28,948,305	22,796,839	23,463,181

**102 Town Center CRA**

The Town Center CRA district was established in 1998 and will sunset in 2037. In FY 2024, we anticipate collecting \$2 million in taxes restricted for use within this area. The top expenditures will be for debt service payments for capital projects. See the Special Revenue Funds section for more details.

102 TOWN CENTER CRA 1998-2037 (RESTRICTED; ECON DEV)	FY2023			FY2024	FY2025 PROJECTION	FY2026 PROJECTION
	FY2022 ACTUALS	ADOPTED BUDGET*	FY2023 PROJECTION	PROPOSED BUDGET		
102-31 County TIF	957,717	1,185,012	1,184,650	1,463,424	1,507,330	1,552,550
102-31 City TIF (Ad Valorem	402,452	499,581	499,581	616,955	635,460	654,520
102-36 Investment Income	868	1,100	1,308	1,350	1,390	1,430
TOTAL REVENUES	1,361,037	1,685,693	1,685,539	2,081,729	2,144,180	2,208,500
102-55 Economic Environment	76,862	204,848	195,775	181,543	186,960	192,540
102-59 Capital Outlay	-	1,300,000	575,804	-	-	1,000,000
TOTAL EXPENDITURES	76,862	1,504,848	771,579	181,543	186,960	1,192,540
Excess (deficiency) of revenues over expenditures	1,284,175	180,845	913,961	1,900,186	1,957,220	1,015,960
102-38 Transfers In	-	-	-	-	-	-
102-58 Transfers Out	(731,489)	(818,831)	(818,868)	(961,659)	(1,091,695)	(1,191,932)
Total other financing sources (uses)	(731,489)	(818,831)	(818,868)	(961,659)	(1,091,695)	(1,191,932)
102 Net change in fund balances	552,686	(637,986)	95,093	938,527	865,525	(175,972)
102 Fund Balance (deficit), Beginning	(2,216,394)	(1,663,709)	(1,663,709)	(1,568,616)	(630,088)	235,436
102 Fund Balance (deficit), Ending	(1,663,709)	(2,301,695)	(1,568,616)	(630,088)	235,436	59,464

**110 Harbor CRA**

The Harbor CRA district was established in 2003 and will sunset in 2043. In FY 2024, we anticipate collecting nearly \$1 million in taxes restricted for use within this area. Most of these funds will be used for debt service for the purchase of a waterfront property and for capital projects completed 2003-2007. See the Special Revenue Funds section for more details.

110 HARBOR CRA 2003-2043 (RESTRICTED; ECON DEV)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
110-31 County TIF	355,522	412,779	407,469	489,090	513,540	539,220
110-31 City TIF (Ad Valorem)	356,309	412,779	412,779	494,030	518,730	544,670
110-36 Investment Income	568	500	746	1,450	1,450	1,450
TOTAL REVENUES	712,399	826,058	820,994	984,570	1,033,720	1,085,340
110-55 Economic Environment	38,467	137,508	122,024	132,533	89,980	92,490
110-59 Capital Outlay	-	6,000,000	-	9,100,000	-	-
TOTAL EXPENDITURES	38,467	6,137,508	122,024	9,232,533	89,980	92,490
Excess (deficiency) of revenues over expenditures	673,932	(5,311,450)	698,969	(8,247,963)	943,740	992,850
110-38 Transfers In	-	5,950,000	-	9,001,307	-	-
110-58 Transfers Out	(481,057)	(479,995)	(479,995)	(836,335)	(1,185,141)	(1,192,510)
Total other financing sources (uses)	(481,057)	5,470,005	(479,995)	8,164,972	(1,185,141)	(1,192,510)
110 Net change in fund balances	192,875	158,555	218,975	(82,990)	(241,401)	(199,660)
110 Fund Balance (deficit), Beginning	276,242	469,117	469,117	688,092	605,102	363,702
110 Fund Balance (deficit), Ending	469,117	627,672	688,092	605,102	363,702	164,042



111 Florida Building Code Fund

The Building Code Fund was created with the passing of Resolution 21-10 in August 2021 to improve compliance with Florida Statutes 533.70-533.898, which state that building permit revenues should cover the costs of enforcing Florida Building Code. Building permit revenues picked up significantly when the City implemented an online permitting and payment system (Compass). A permit fee study was completed in FY 2023. A recommendation to increase permit fees will be brought to Council to ensure the fund maintains an optimal balance. See also the Special Revenue Funds section.

111 FLORIDA BUILDING CODE FUND (RESTRICTED; PUBLIC SAFETY)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
111-32 Licenses and Permits	976,330	1,195,100	931,682	1,021,940	1,051,930	1,082,840
111-36 Investment Income	50	30	134	130	130	130
	976,380	1,195,130	931,817	1,022,070	1,052,060	1,082,970
111-52 Public Safety	743,552	1,209,094	957,449	1,260,424	1,331,350	1,379,030
111-59 Capital Outlay	-	-	-	116,000	-	-
	743,552	1,209,094	957,449	1,376,424	1,331,350	1,379,030
	232,828	(13,964)	(25,633)	(354,354)	(279,290)	(296,060)
111-38 Transfers In	-	-	-	-	-	-
111-58 Transfers Out	(97,084)	(119,050)	(88,672)	(98,671)	(101,630)	(104,680)
	(97,084)	(119,050)	(88,672)	(98,671)	(101,630)	(104,680)
111 Net change in fund balances	135,745	(133,014)	(114,305)	(453,025)	(380,920)	(400,740)
111 Fund Balance (deficit), Beginning	310,750	446,495	446,495	332,190	(120,835)	(501,755)
111 Fund Balance (deficit), Ending	446,495	313,481	332,190	(120,835)	(501,755)	(902,495)

*122 Parking Fund*

The Parking Special Revenue Fund was established by Resolution 2021-03 to focus the use of paid parking revenues to address parking issues within the City of Destin. In FY 2023, parking fees were planned to be used to add a paid parking lot, electric charging stations, and to maintain existing parking lots and appurtenances. These projects were put on hold and the budget was increased to accomplish these projects in FY 2024. Destin City residents may obtain a parking pass from City Hall for free parking at all city-operated paid parking lots. See the Special Revenue Funds section for more details.

122 PARKING FUND (COMMITTED; TRANSPORTATION)	FY2023		FY2024		FY2025 PROJECTION	FY2026 PROJECTION
	FY2022 ACTUALS	ADOPTED BUDGET*	FY2023 PROJECTION	PROPOSED BUDGET		
122-34 Charges for Services	425,670	442,800	691,117	579,740	585,540	591,390
122-36 Investment Income	74	44	434	440	440	440
TOTAL REVENUES	425,744	442,844	691,551	580,180	585,980	591,830
122-54 Transportation	77,900	135,900	84,952	158,807	109,834	110,874
122-59 Capital Outlay	-	496,000	64,129	525,000	75,000	-
TOTAL EXPENDITURES	77,900	631,900	149,081	683,807	184,834	110,874
Excess (deficiency) of revenues over expenditures	347,845	(189,056)	542,470	(103,627)	401,146	480,956
122-38 Transfers In	-	-	-	-	-	-
122-58 Transfers Out	-	-	-	-	-	-
Total other financing sources (uses)	-	-	-	-	-	-
122 Net change in fund balances	347,845	(189,056)	542,470	(103,627)	401,146	480,956
122 Fund Balance (deficit), Beginning	-	347,845	347,845	890,315	786,687	1,187,833
122 Fund Balance (deficit), Ending	347,845	158,789	890,315	786,687	1,187,833	1,668,790



125 Technology Fund

The Technology fund is funded by 10% of permits and licenses related to city and Florida building code enforcement. In FY 2024 these funds will support and maintain the software recently installed to facilitate permit and licensing (public safety) activities, and to purchase hardware and equipment to improve the functionality of the permitting software. See the Special Revenue Funds section for more details.

125 TECH FUND (COMMITTED; PUBLIC SAFETY)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
125-36 Investment Income	262	100	406	420	433	446
TOTAL REVENUES	262	100	406	420	433	446
125-52 Public Safety	34,860	88,000	83,749	50,000	5,000	5,000
125-59 Capital Outlay	-	112,000	18,667	85,000	-	-
TOTAL EXPENDITURES	34,860	200,000	102,416	135,000	5,000	5,000
Excess (deficiency) of revenues over expenditures	(34,598)	(199,900)	(102,010)	(134,580)	(4,567)	(4,554)
125-38 Transfers In	184,317	197,995	190,256	213,395	217,461	221,630
125-58 Transfers Out	-	-	-	-	-	-
Total other financing sources (uses)	184,317	197,995	190,256	213,395	217,461	221,630
125 Net change in fund balances	149,719	(1,905)	88,245	78,815	212,894	217,076
125 Fund Balance (deficit), Beginning	201,407	351,126	351,126	439,370	518,185	731,079
125 Fund Balance (deficit), Ending	351,126	349,221	439,370	518,185	731,079	948,155

127 Water Quality Improvement Fund

Beginning with FY 2023, the City decided to separately track the revenues and expenditures related to water quality improvement. This fund is a combination of two special sources of revenue (NPEB fees and an operating grant from FDEP) dedicated to maintaining and improving the quality of water in the Destin Harbor. In FY 2024, staff plan to use approximately \$110k to dredge the harbor channel. See the Special Revenue Funds section for more details.

127 WATER QUALITY IMPROVEMENT FUND (ENVIRONMENT; RESTRICTED)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
127-32 Licenses and Permits	-	500	49,164	49,160	49,160	49,160
127-36 Investment Income	-	150	311	320	150	125
TOTAL REVENUES	-	650	49,476	49,480	49,310	49,285
127-53 Physical Environment	-	21,000	7,000	25,000	25,000	25,000
127-53 Capital Outlay	-	150,000	149,054	110,000	-	-
TOTAL EXPENDITURES	-	171,000	156,054	135,000	25,000	25,000
Excess (deficiency) of revenues over expenditures	-	(170,350)	(106,579)	(85,520)	24,310	24,285
127-38 Transfers In	-	350,008	336,837	-	-	-
127-58 Transfers Out	-	-	-	-	-	-
Total other financing sources (uses)	-	350,008	336,837	-	-	-
127 Net change in fund balances	-	179,658	230,258	(85,520)	24,310	24,285
127 Fund Balance (deficit), Beginning	-	-	-	230,258	144,738	169,048
127 Fund Balance (deficit), Ending	-	179,658	230,258	144,738	169,048	193,333

*129 Okaloosa Half Penny Fund*

The Okaloosa Half Penny infrastructure surtax was voted in for a ten year period January 1, 2019 to December 31, 2029. All of the funds are committed for capital outlays and/or debt service for capital projects. Council passed a motion to commit 34% for beach acquisition, 55% for undergrounding utilities, 7% to address stormwater infrastructure issues and 4% to be programmed by the transportation and safety committee. See the Special Revenue Funds section for more details.

129 OKA 1/2 PENNY 01/01/2019-12/31/2029 (COMMITTED; CAPITAL OUTLAYS)	FY2023			FY2024	FY2025	
	FY2022 ACTUALS	ADOPTED BUDGET*	FY2023 PROJECTION	PROPOSED BUDGET	PROJECTION	FY2026 PROJECTION
129-31 Sales and Use Taxes	1,704,800	1,556,293	1,721,254	1,726,260	1,769,400	1,813,600
129-36 Investment Income	4,085	2,100	4,757	4,760	4,760	4,760
TOTAL REVENUES	1,708,885	1,558,393	1,726,010	1,731,020	1,774,160	1,818,360
129-59 Capital Outlay	292,816	3,112,029	2,093,043	1,935,000	1,300,000	100,000
TOTAL EXPENDITURES	292,816	3,112,029	2,093,043	1,935,000	1,300,000	100,000
Excess (deficiency) of revenues over expenditures	1,416,069	(1,553,636)	(367,033)	(203,980)	474,160	1,718,360
129-38 Transfers In	-	2,950,000	-	-	-	-
129-58 Transfers Out	(353,084)	(353,394)	(353,394)	(353,648)	(353,866)	(353,976)
Total other financing sources (uses)	(353,084)	2,596,606	(353,394)	(353,648)	(353,866)	(353,976)
129 Net change in fund balances	1,062,984	1,042,970	(720,427)	(557,628)	120,294	1,364,384
129 Fund Balance (deficit), Beginning	3,579,461	4,642,445	4,642,445	3,922,019	3,364,392	3,484,686
129 Fund Balance (deficit), Ending	4,642,445	5,685,415	3,922,019	3,364,392	3,484,686	4,849,069

*2013 Debt Service Fund*

The 2013 debt service fund exists to satisfy the debt covenant to repay bonded debt borrowed in FY 2013 to replace a 2002 issuance of debt. The 2002 issuance was used to design and construct a community competitive swimming pool, to build sidewalks, and to purchase land. Communication service tax and Half-Cent sales tax revenues were both pledged for debt payments. See the Debt Service section for more details.

213 DEBT SERVICE 2013 NOTE (RESTRICTED; DEBT SERVICE)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
213-36 Investment Income	273	200	263	250	100	100
TOTAL REVENUES	273	200	263	250	100	100
213-59 Debt Service Principal	412,531	424,247	424,247	436,296	448,687	461,429
213-59 Debt Service Interest	142,713	130,172	130,172	117,275	104,012	90,372
TOTAL EXPENDITURES	555,245	554,419	554,420	553,571	552,698	551,801
Excess (deficiency) of revenues over expenditures	(554,971)	(554,219)	(554,156)	(553,321)	(552,598)	(551,701)
213-38 Transfers In	555,378	554,420	554,420	553,571	552,698	551,801
213-58 Transfers Out	-	-	-	-	-	-
Total other financing sources (uses)	555,378	554,420	554,420	553,571	552,698	551,801
213 Net change in fund balances	407	201	264	250	100	100
213 Fund Balance (deficit), Beginning	93,097	93,504	93,504	93,768	94,018	94,118
213 Fund Balance (deficit), Ending	93,504	93,705	93,768	94,018	94,118	94,218

2014 Debt Service Fund

The 2014 debt service fund exists to satisfy the debt covenant to repay bonded debt borrowed in FY 2014 to replace a 2005 issuance of debt. The 2005 issuance was used for capital improvements within the Town Center CRA. See the Debt Service section for more details.

214 DEBT SERVICE 2014 NOTE (RESTRICTED; DEBT SERVICE)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
214-36 Investment Income	335	200	318	300	200	100
TOTAL REVENUES	335	200	318	300	200	100
214-59 Debt Service Principal	427,021	441,795	441,795	457,081	472,896	489,258
214-59 Debt Service Interest	304,397	289,836	289,836	274,771	259,184	243,058
TOTAL EXPENDITURES	731,418	731,631	731,631	731,852	732,080	732,316
Excess (deficiency) of revenues over expenditures	(731,084)	(731,431)	(731,313)	(731,552)	(731,880)	(732,216)
214-38 Transfers In	731,489	731,631	731,668	731,852	732,080	732,316
214-58 Transfers Out	-	-	-	-	-	-
Total other financing sources (uses)	731,489	731,631	731,668	731,852	732,080	732,316
214 Net change in fund balances	406	200	355	300	200	100
214 Fund Balance (deficit), Beginning	245,566	245,971	245,971	246,326	246,626	246,826
214 Fund Balance (deficit), Ending	245,972	246,171	246,326	246,626	246,826	246,926

*2021 Debt Service Fund*

The 2021 debt service fund exists to satisfy the debt covenant to repay bonded debt borrowed in FY 2021. The 2021 issuance of debt was to refund the 2009 debt series (for Harbor CRA district improvements), to refund the 2015 debt series (general fund projects), and to borrow approximately \$2 million for beach acquisition to be repaid from the Okaloosa Half Penny fund.

221 DEBT SERVICE 2021 NOTE (RESTRICTED; DEBT SERVICE)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
221-36 Investment Income	40	25	35	40	25	25
TOTAL REVENUES	40	25	35	40	25	25
221-59 Debt Service Principal	1,200,000	1,208,000	1,208,000	1,232,000	1,236,000	1,259,000
221-59 Debt Service Interest	102,077	88,404	88,403	74,514	60,482	46,259
221-51 General Government	-	-	-	-	-	-
TOTAL EXPENDITURES	1,302,077	1,296,404	1,296,403	1,306,514	1,296,482	1,305,259
Excess (deficiency) of revenues over expenditures	(1,302,037)	(1,296,379)	(1,296,368)	(1,306,474)	(1,296,457)	(1,305,234)
221-38 Transfers In	1,302,077	1,296,403	1,296,404	1,306,514	1,296,482	1,305,259
221-58 Transfers Out	-	-	-	-	-	-
221-38 Proceeds from issuance of debt	-	-	-	-	-	-
Total other financing sources (uses)	1,302,077	1,296,403	1,296,404	1,306,514	1,296,482	1,305,259
221 Net change in fund balances	40	24	36	40	25	25
221 Fund Balance (deficit), Beginning	537	577	577	613	653	678
221 Fund Balance (deficit), Ending	577	602	613	653	678	703

*2023 Debt Service Fund*

In FY 2023, the City borrowed over \$7 million from the Okaloosa County Tourism Development Council (TDC) to assist with the acquisition and development of beach front property for a park. This is a zero-percent loan, payable from the City's portion of Tourism Development taxes at the rate of \$750,000 per year. The City had anticipated borrowing up to \$20 million to fund the undergrounding of overhead utilities in FY 2023. Full costs for undergrounding are still being calculated and this potential borrowing will be lower and has been moved to FY 2024, and a new debt service fund (224) will track this potential new debt. See the Debt Service section for details.

223 DEBT SERVICE 2023 NOTE (RESTRICTED; DEBT SERVICE)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
223-36 Investment Income	-	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-	-
223-59 Debt Service Principal	-	750,000	750,000	750,000	750,000	750,000
223-59 Debt Service Interest	-	-	-	-	-	-
223-51 General Government	-	150,000	-	-	-	-
TOTAL EXPENDITURES	-	900,000	750,000	750,000	750,000	750,000
Excess (deficiency) of revenues over expenditures	-	(900,000)	(750,000)	(750,000)	(750,000)	(750,000)
223-38 Transfers In	-	750,000	750,000	750,000	750,000	750,000
223-58 Transfers Out	-	(27,350,000)	(7,020,863)	-	-	-
223-38 Proceeds from issuance of debt	-	27,500,000	7,020,863	-	-	-
Total other financing sources (uses)	-	900,000	750,000	750,000	750,000	750,000
223 Net change in fund balances	-	-	-	-	-	-
223 Fund Balance (deficit), Beginning	-	-	-	-	-	-
223 Fund Balance (deficit), Ending	-	-	-	-	-	-

*2024 Debt Service Fund*

The city anticipates borrowing funds for three different capital projects during FY 2024. The first project is acquisition of a waterfront property in the Harbor CRA district. The General Fund will front the cash for an October 2023 closing, and will be refunded when this \$9 million in debt is issued. The second project is undergrounding overhead utilities. The City may issue up to \$13 million when construction begins in the Spring of 2024. The third project is the “Crosstown Connector” roadway. Current estimates show the potential need for \$3-\$4 million to complete construction. See the Debt Service section for details.

224 DEBT SERVICE 2023 NOTE (RESTRICTED; DEBT SERVICE)	FY2022 ACTUALS	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
224-36 Investment Income	-	-	50	50	50
TOTAL REVENUES	-	-	50	50	50
224-59 Debt Service Principal	-	-	-	780,000	820,000
224-59 Debt Service Interest	-	-	-	1,186,250	1,147,250
224-51 General Government	-	-	365,496	-	-
TOTAL EXPENDITURES	-	-	365,496	1,966,250	1,967,250
Excess (deficiency) of revenues over expendit	-	-	(365,446)	(1,966,200)	(1,967,200)
224-38 Transfers In	-	-	983,125	1,966,750	1,966,750
224-58 Transfers Out	-	-	(25,005,628)	-	-
224-38 Proceeds from issuance of debt	-	-	25,371,124	-	-
Total other financing sources (uses)	-	-	1,348,621	1,966,750	1,966,750
224 Net change in fund balances	-	-	983,175	550	(450)
224 Fund Balance (deficit), Beginning	-	-	-	983,175	983,725
224 Fund Balance (deficit), Ending	-	-	983,175	983,725	983,275

*300 Renewal and Replacement Fund*

The renewal and replacement fund is intended to accumulate funds to replace major components of City infrastructure, facilities, and aged vehicles and machinery. A study began in FY 2022 to assess the current conditions and replacement schedules for City infrastructure and facilities. When the review is complete, we plan to set a schedule for regular funding and to plan timing of future expenditures. Approximately \$4.3 million in capital outlays is anticipated for FY 2024 to replace deteriorated infrastructure, motorized equipment and vehicles, and components of major facilities. See the section on Capital Projects for more details.

300 RENEWAL AND REPLACEMENT (COMMITTED; CAPITAL OUTLAYS)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
300-36 Investment Income	2,233	1,900	2,353	2,360	250	250
TOTAL REVENUES	2,233	1,900	2,353	2,360	250	250
300-59 Capital Outlay	963,379	3,073,831	2,461,439	4,381,082	2,429,240	1,493,810
TOTAL EXPENDITURES	963,379	3,073,831	2,461,439	4,381,082	2,429,240	1,493,810
Excess (deficiency) of revenues over expenditures	(961,146)	(3,071,931)	(2,459,085)	(4,378,722)	(2,428,990)	(1,493,560)
300-38 Transfers In	1,458,937	1,633,748	1,607,010	3,986,926	8,592,800	2,098,700
300-58 Transfers Out	-	-	-	-	-	-
Total other financing sources (uses)	1,458,937	1,633,748	1,607,010	3,986,926	8,592,800	2,098,700
300 Net change in fund balances	497,790	(1,438,183)	(852,075)	(391,796)	6,163,810	605,140
300 Fund Balance (deficit), Beginning	1,402,960	1,900,750	1,900,750	1,048,675	656,879	6,820,689
300 Fund Balance (deficit), Ending	1,900,750	462,567	1,048,675	656,879	6,820,689	7,425,829

*305 Grant and Other Capital Project Fund*

The 305 capital project fund is where we track capital grants and certain special capital projects paid with proceeds from the general fund. FY 2024, we expect to expend approximately \$10.1 million of capital grant funds and approximately \$1.9 million of general funds for park improvements, to complete the Crosstown Connector roadway, and for stormwater infrastructure improvements. See the section on Capital Projects for more details.

305 GRANT AND GF CAPITAL PROJECT FUND (RESTRICTED; CAPITAL OUTLAYS)	FY2023			FY2024	FY2025	
	FY2022 ACTUALS	ADOPTED BUDGET*	FY2023 PROJECTION	PROPOSED BUDGET	PROJECTION	FY2026 PROJECTION
305-33 Intergovernmental	2,081,982	21,464,395	13,504,150	10,160,050	750,000	750,000
305-36 Contributions	28,685	2,066	-	-	-	-
TOTAL REVENUES	2,110,666	21,466,460	13,504,150	10,160,050	750,000	750,000
305-53 Physical Environment	-	-	-	-	-	-
305-59 Capital Outlay	2,695,743	29,092,884	19,987,046	11,382,312	595,000	125,000
TOTAL EXPENDITURES	2,695,743	29,092,884	19,987,046	11,382,312	595,000	125,000
Excess (deficiency) of revenues over expenditures	(585,077)	(7,626,424)	(6,482,897)	(1,222,262)	155,000	625,000
305-38 Transfers In	444,152	8,671,841	7,373,820	1,972,262	595,000	125,000
305-58 Transfers Out	-	(750,000)	(750,000)	(750,000)	(750,000)	(750,000)
Total other financing sources (uses)	444,152	7,921,841	6,623,820	1,222,262	(155,000)	(625,000)
305 Net change in fund balances	(140,924)	295,417	140,924	-	-	-
305 Fund Balance (deficit), Beginning	(0)	(140,925)	(140,925)	(0)	(0)	(0)
305 Fund Balance (deficit), Ending	(140,925)	154,492	(0)	(0)	(0)	(0)

**315 Restricted Capital Project Fund**

The 315 capital project fund is where we track highly restricted revenues, such as impact fees, sales and use taxes restricted by Statute (i.e. Gas Tax#2); and License fees restricted by agreement (i.e. portion of electric franchise fees). In FY 2024, the City anticipates expending over \$5.3 million on capital projects including completion of the Crosstown Connector. In addition, certain sources in this fund may begin to support debt service for capital projects as related to the restricted use rules. See the section on Capital Projects for more details.

315 IMPACT AND OTHER RESTRICTED (CAPITAL OUTLAYS)	FY2023			FY2024	FY2025	
	FY2022 ACTUALS	ADOPTED BUDGET*	FY2023 PROJECTION	PROPOSED BUDGET	PROJECTION	FY2026 PROJECTION
315-32 Impact Fees	132,605	105,500	461,271	105,500	105,500	105,500
315-32 Licenses and Permits	793,559	780,000	995,861	1,020,760	1,030,968	1,041,277
315-31 Sales and Use Taxes	247,687	264,384	241,771	267,012	275,022	283,273
315-36 Investment Income	3,598	1,920	3,268	1,870	1,870	1,870
315-36 Miscellaneous Revenue	5,575	-	-	-	-	-
TOTAL REVENUES	1,183,023	1,151,804	1,702,170	1,395,142	1,413,360	1,431,920
315-53 Physical Environment	-	-	-	-	-	-
315-59 Capital Outlay	496,106	6,324,227	245,228	5,301,306	-	-
TOTAL EXPENDITURES	496,106	6,324,227	245,228	5,301,306	-	-
Excess (deficiency) of revenues over expenditure	686,918	(5,172,423)	1,456,943	(3,906,164)	1,413,360	1,431,920
315-38 Transfers In	-	10,950,000	-	-	-	-
315-58 Transfers Out	-	(350,008)	(336,837)	(499,817)	(999,635)	(999,010)
Total other financing sources (uses)	-	10,599,992	(336,837)	(499,817)	(999,635)	(999,010)
315 Net change in fund balances	686,918	5,427,569	1,120,106	(4,405,981)	413,725	432,911
315 Fund Balance (deficit), Beginning	3,302,853	3,989,771	3,989,771	5,109,877	703,895	1,117,621
315 Fund Balance (deficit), Ending	3,989,771	9,417,340	5,109,877	703,895	1,117,621	1,550,531

**324 2024 Bond Capital Project Fund**

The 324 capital project fund is where we plan to track expenditures paid from 2024 debt proceeds. These debt proceeds are needed for undergrounding overhead utilities and to complete construction of the Crosstown Connector roadway.. See the section on Capital Projects for more details.

324 2024 CONSTRUCTION BOND - UNDERGROUNDING (RESTRICTED; CAPITAL OUTLAYS)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
324-36 Investment Income	-	-	-	3,500	-	-
TOTAL REVENUES	-	-	-	3,500	-	-
324-53 Capital Outlay	-	-	-	16,004,320	-	-
TOTAL EXPENDITURES	-	-	-	16,004,320	-	-
Excess (deficiency) of revenues over expenditures	-	-	-	(16,000,820)	-	-
324-38 Transfers In	-	-	-	16,004,320	-	-
300-58 Transfers Out	-	-	-	-	-	-
Total other financing sources (uses)	-	-	-	16,004,320	-	-
324 Net change in fund balances	-	-	-	3,500	-	-
324 Fund Balance (deficit), Beginning	-	-	-	-	3,500	3,500
324 Fund Balance (deficit), Ending	-	-	-	3,500	3,500	3,500



REVENUE ANALYSIS

This section includes the Revenue Detail and Analysis of Revenue Sources. This section also provides a more detailed description of the major revenue sources.

The City's top three revenue categories (Ad Valorem, Intergovernmental, Licenses and Permits) tend to account for over 80% of the City's revenue. Sales and Use Taxes are another major category which tends to accounts for 9-14% of annual revenue. Below are the projected revenues shown as dollars and with the categories shown as a percent of total revenues.

FY 2024 Estimated Revenues / All Sources

Ad Valorem Taxes	\$ 12,184,033	31%
Tax Increment Financing (TIF)	1,952,515	5%
Delinquent Ad Valorem Taxes	5,000	
Sales and Use Taxes	3,632,683	9%
Licenses and Permits	5,846,630	15%
Impact Fees	105,500	
Intergovernmental	13,866,864	35%
Charges for services	1,195,050	3%
Fines and Forfeitures	109,400	
Investment Income	391,170	1%
Contributions	3,880	
Miscellaneous income	5,201	
TOTAL REVENUES	\$ 39,297,925	99%

SUMMARY ALL FUNDS	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
	ACTUALS	PROJECTION	PROPOSED BUDGET	PROJECTION	PROJECTION	PROJECTION	PROJECTION
Ad Valorem Taxes	\$ 9,482,098	\$ 10,802,008	\$ 12,184,033	\$ 12,512,390	\$ 12,670,990	\$ 12,832,560	\$ 12,997,280
Tax Increment Financing (TIF)	1,313,239	1,592,119	1,952,515	2,020,870	2,091,770	2,165,310	2,241,590
Delinquent Ad Valorem Taxes	(759)	70,797	5,000	5,000	5,000	5,000	5,000
Sales and Use Taxes	3,496,780	3,551,950	3,632,683	3,700,232	3,769,193	3,839,701	3,911,734
Licenses and Permits	5,008,309	5,534,529	5,846,630	5,929,348	6,013,647	6,099,530	6,187,047
Impact Fees	132,605	461,271	105,500	105,500	105,500	105,500	105,500
Intergovernmental	5,586,954	17,333,312	13,866,864	4,417,900	4,512,940	4,601,500	4,676,670
Charges for services	1,289,083	1,365,697	1,195,050	1,213,800	1,233,340	1,252,870	1,273,220
Fines and Forfeitures	56,135	93,519	109,400	109,400	109,400	109,400	109,400
Investment Income	(1,078,212)	422,371	391,170	389,008	392,866	396,859	400,938
Contributions	37,479	4,696	3,880	3,880	3,880	3,880	3,880
Miscellaneous income	36,503	128,581	5,201	5,201	5,201	5,201	5,201
TOTAL REVENUES	25,360,214	41,360,851	39,297,925	30,412,529	30,913,727	31,417,311	31,917,460

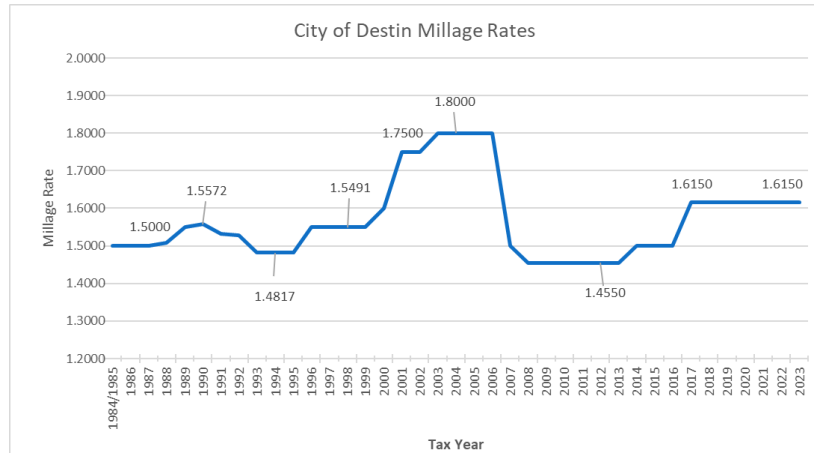
Revenue sources as percentage of total revenues:

SUMMARY ALL FUNDS	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
	ACTUALS	PROJECTION	PROPOSED BUDGET	PROJECTION	PROJECTION	PROJECTION	PROJECTION
Ad Valorem Taxes	37%	26%	31%	41%	41%	41%	41%
Tax Increment Financing (TIF)	5%	4%	5%	7%	7%	7%	7%
Delinquent Ad Valorem Taxes							
Sales and Use Taxes	14%	9%	9%	12%	12%	12%	12%
Licenses and Permits	20%	13%	15%	19%	19%	19%	19%
Impact Fees							
Intergovernmental	22%	42%	35%	15%	15%	15%	15%
Charges for services							
TOTAL REVENUES	98%	94%	95%	94%	94%	94%	94%

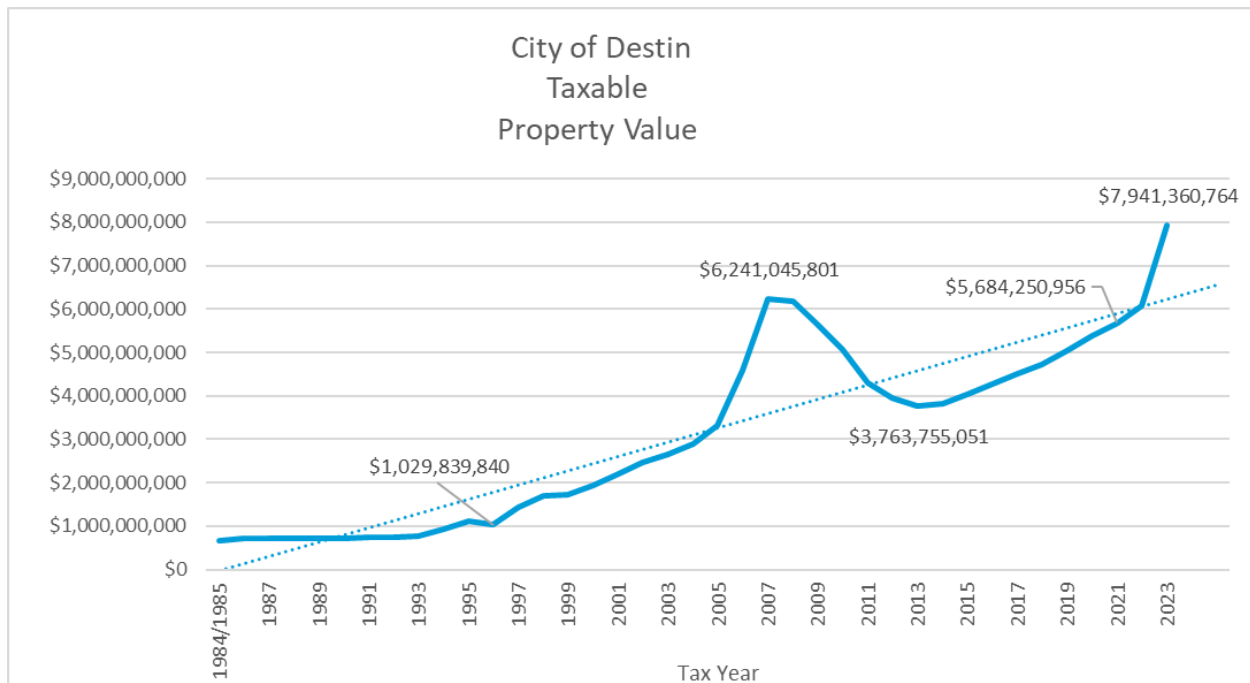


Ad Valorem property taxes

Ad Valorem property taxes tend to account for 26-41% of the City's revenues. They are calculated by multiplying the City's millage rate by the taxable value of properties within the city limits. The County Property Appraiser certifies the taxable values. The City of Destin has maintained its millage rate relatively flat since 1984, between 1.455 and 1.800. The City's charter sets the maximum millage rate at 2.0 mills. A tax levy greater than 2 mills can be imposed by referendum. The millage rate has remained steady at 1.6150 since fiscal year 2017. See also the tax millage summary in the Budget Overview section.



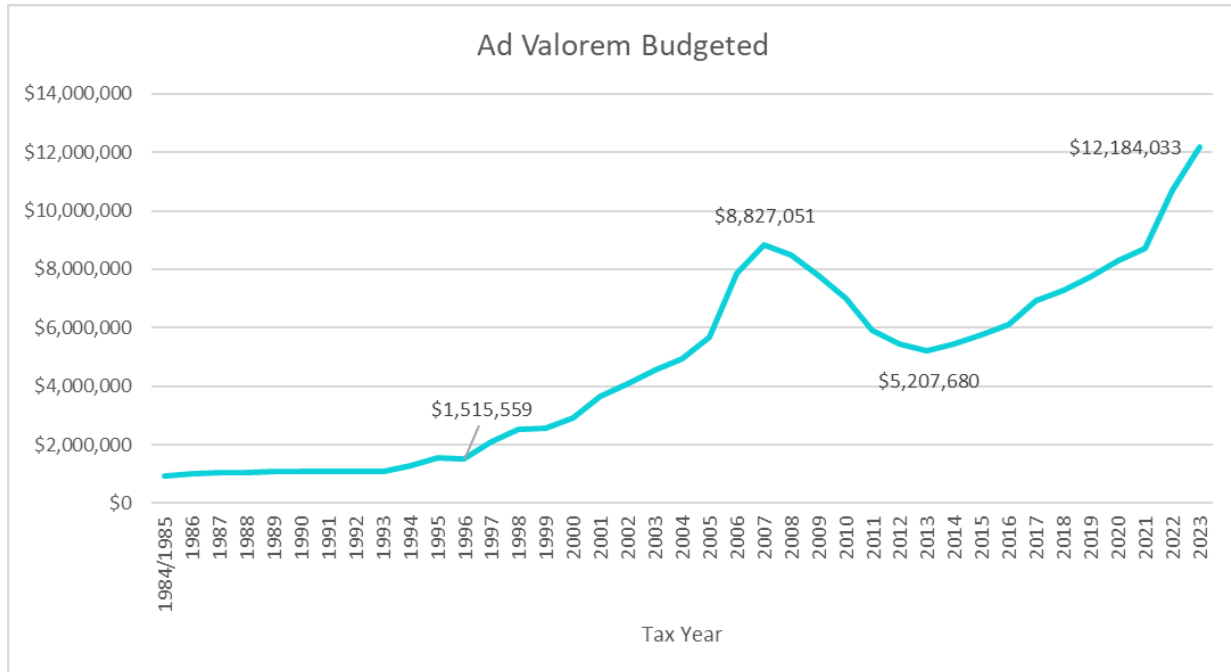
Taxable property values peaked in 2007 and plummeted for a few years during the nation-wide housing market crash. Between 2014-2022, the taxable values have been increasing 5-7% per year. The property values saw a phenomenal increase from January 2022 to January 2023 of 30% as many parcels changed ownership during calendar year 2022.



In June of each year, the Okaloosa County Property Appraiser provides updated estimates of taxable property values to the City. As part of the budget process, City staff determine how much revenue they will need to operate and to accomplish the City Council's objectives and use this information to determine an increase or decrease to the millage rate. The combination of a steady millage rate and



property values increasing 5-7% per year has resulted in ad valorem revenues collected also increasing 5-7% per year. Ad Valorem revenues are budgeted at 95% of expected tax billed amounts (the levy), to account for commissions to be paid for costs to collect and to account for delinquencies.



Intergovernmental revenues

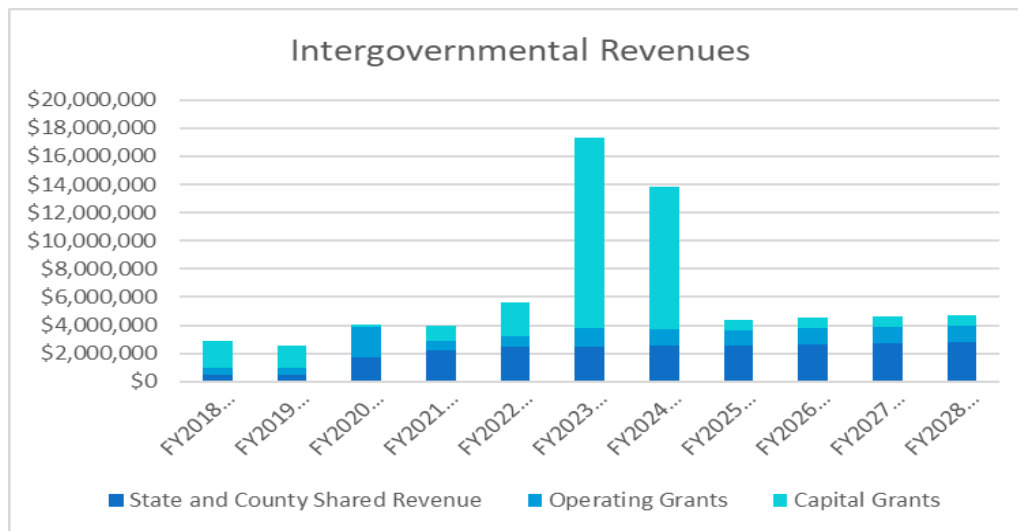
Intergovernmental revenues is the second largest revenue category for the City of Destin. This category includes revenue shared by the State of Florida, operating grants and capital grants. State and County shared revenues include the state-wide half-cent sales tax, the municipal sharing tax and the alcohol and beverage tax. The City of Destin uses the revenue projections published by the State of Florida's Office of Economic and Demographic Research for budget adoption for the state shared revenue, which has tended to be approximately \$2.3 million per year. Most of the state shared revenues use population as a primary variable in the annual allocation formulas. Our population is estimated just over \$14k.

DESCRIPTION	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
	ACTUALS	PROJECTION	PROPOSED BUDGET	PROJECTION	PROJECTION	PROJECTION	PROJECTION
State and County Shared Revenue	2,491,312	2,500,489	2,540,300	2,603,910	2,669,120	2,735,980	2,804,490
Operating Grants	766,680	1,283,555	1,166,514	1,063,990	1,093,820	1,115,520	1,122,180
Capital Grants	2,328,962	13,549,268	10,160,050	750,000	750,000	750,000	750,000
Total Intergovernmental Revenue:	5,586,954	17,333,312	13,866,864	4,417,900	4,512,940	4,601,500	4,676,670

The operating grants tend to be stable and long-term, for example, FDEP has granted a 10-year grant to operate and maintain Captain Leonard Destin Park FY 2021-2031, FDOT gives the City approximately \$185k per year to maintain traffic signals, highway lighting and median maintenance along state highway 98, and the county library cooperative usually gives \$60-70k per year to help with library operating expenses.

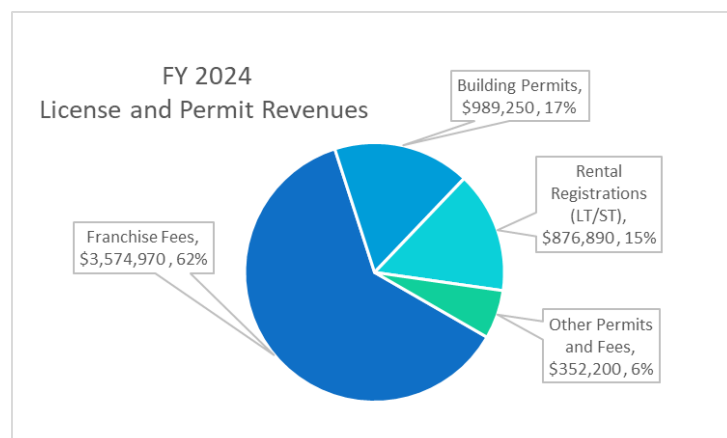


The capital grants vary more widely year over year and have increased significantly since hiring a full-time grants and projects manager (hired in FY 2020). When awards are signed we include them in the budget. The top three largest capital grants include: 1) Okaloosa County Tourist Development Council has granted over \$5 million to develop certain parcels to improve beach access for the public; 2) Okaloosa Board of County Commissioners has pledged \$3.3 million of their tourist development taxes to help construct Destin's Crosstown Connector roadway; and 3) RESTORE Act (federal via Okaloosa County) Park Construction grant to renovate Clement Taylor Park.



Licenses and Permits

The third largest revenue category is Licenses and Permits, which includes franchise fees, building permits, and permits required to for certain activities. Most of these revenue sources are relatively stable, recurring from year to year with no significant change. License and permit fees were increased 10% in May 2023. Franchise fees remain the same.



DESCRIPTION	FY2022 ACTUALS	FY2023 PROJECTION	FY2024 PROPOSED	FY2025 PROJECTION	FY2026 PROJECTION	FY2027 PROJECTION	FY2028 PROJECTION
Franchise Fees	3,159,650	3,379,102	3,574,970	3,616,094	3,657,756	3,699,964	3,742,782
Building Permits	973,850	899,312	989,250	1,018,910	1,049,490	1,080,970	1,113,360
Rental Registrations (LT/ST)	619,375	797,175	876,890	885,660	894,520	903,470	912,500
Other Permits and Fees	255,434	326,740	352,200	354,830	357,490	360,190	362,920
Total Licenses and Permits	5,008,309	5,402,329	5,793,310	5,875,494	5,959,256	6,044,594	6,131,562



Licenses & Permits - Electric Franchise

The electric franchise fee was adopted in 2002 at the rate of 4%. In FY 2022, the City negotiated a 2% increase to the electric franchise fee to help off-set the costs of a mutually beneficial undergrounding program. This new fee went into effect in January 2022. See also Council goals and accomplishments for more information on undergrounding, and the project details in the Capital Project section.

Licenses & Permits - Building Permits

Building permit fees are the second largest revenue source in the category of Licenses and Permits. Building permit fees are more difficult to project and are fully dependent upon development and redevelopment within the City. The city has made efforts to improve compliance and collection of building permit revenue by setting up online application, review, and payment processes. The number of permit applications processed has increased significantly, along with the permit revenue collections.

The City's Comprehensive Plan, Land Development Code, and Future Land Use Map have been aligned, and the long-term vision aims to retain a balance between mixed uses (retail and apartments), full range housing opportunities, economic development, and natural resources. Building permit fees collected from development have maintained a moderate increase and are expected to continue with the same trend.

The Florida Building Code states that building permit fees should cover the cost of enforcing Florida Building Code. As such, most municipalities and counties throughout Florida track these revenues and expenditures in a standalone fund. In FY 2021, the City set up a Florida Building Code fund to facilitate compliance. Initial reviews suggested the building permit fees were not covering the cost of building code inspections and building code enforcement. Demand for inspections has exceeded staff capacity to respond in the most timely manner. A rate consultant has been hired to review the trends to ensure the permit fees adequately cover the cost of building code inspections. Building permit fees were lowered in 2013 and were not increased until May 2023 (10%). Current projections at this new fee level suggest Building Permit fees are still too low to reasonably support enforcement of Florida Building Code. These fees will be reviewed again in FY 2024 and potentially increased again.

Licenses & Permits - Rental Registration

Rental registration is the third largest revenue source in this category. Over the period from FY 2018 to FY 2020, the Code Compliance department worked diligently to register short-term and long-term rentals. Most of the rentals have now been identified and this should prove to be a steady source of revenue that helps the city address the unique impacts of seasonal residents within our City. The outlook for FY 2024 is 10% higher due to new fees adopted in May 2023.

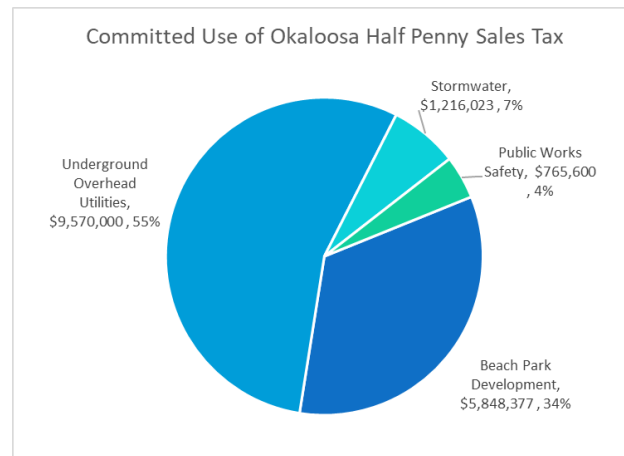


Sales and Use Tax revenues

Sales and use taxes include the Okaloosa Half Penny Infrastructure surtax, the communications services tax, the local option fuel taxes, and local business tax receipts.

DESCRIPTION	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
	ACTUALS	PROJECTION	PROPOSED BUDGET	PROJECTION	PROJECTION	PROJECTION	PROJECTION
Oka 1/2 Penny Sales Tax	1,704,800	1,721,254	1,726,260	1,769,400	1,813,600	1,858,900	1,905,370
Communications Services Tax	885,325	924,642	940,485	949,900	959,400	969,000	978,700
Local Option Gas Tax#1	558,937	554,985	586,926	592,800	598,700	604,700	610,700
Local Option Gas Tax#2	247,687	241,771	267,012	275,022	283,273	291,771	300,524
Business Tax Receipts	100,032	109,299	112,000	113,110	114,220	115,330	116,440
Total Sales and Use Taxes	3,496,780	3,551,950	3,632,683	3,700,232	3,769,193	3,839,701	3,911,734

The Okaloosa Half Penny Sales Tax is the largest revenue source categorized as a Sales and Use Tax. This local discretionary infrastructure sales surtax was voted in and will be in place for the 10-year period starting January 1, 2019. Total proceeds for the 10-year period are anticipated to be approximately \$17 million. This sales surtax can be used to reduce traffic congestion, for flood control and water quality improvements, and to purchase land for public purposes. In July 2023, Council updated the committed usage of this 10-year funding source as follows: 55% for Undergrounding of overhead utilities, 34% to acquire and develop public beaches, 7% to address stormwater infrastructure needs, and 4% is for the Public Works and Safety Committee to expend to address pedestrian and traffic safety issues.



Undergrounding Overhead Utilities. The new electric franchise fee agreement includes a covenant by the City to prove significant progress towards undergrounding of overhead utilities by the fall of 2023. To help meet this covenant, Council committed 55% of the Okaloosa Half Penny Sales Surtax revenue towards the undergrounding of overhead utilities. See also the capital projects section for more details.

Beach Acquisition. The City of Destin and Okaloosa County have been working diligently for several years to address the issue of public beach access in Destin. The Trust for Public Lands has been working with landowners along the gulf. During FY 2021, the City of Destin purchased two of the three parcels in the Crystal Beach area of Destin, which expended \$3.6 million of the Okaloosa Half-Penny sales tax. There remains approximately \$2 million commitment that we anticipate to spend in FY 2023 and FY 2024 towards the improvements to the purchased land and additional purchases.

Since FY 2020, the communications services tax has been trending slightly upward after trending downwards for a number of years. We budget the amount recommended by the Florida Department of Revenue.

The first local option gas tax is restricted for transportation improvements and maintenance. The City has chosen to dedicate this amount to the renewal and replacement of roadways and sidewalks. The



second local option gas tax is restricted to address comprehensive plan transportation issues. The City budgets the amounts calculated by the Florida Department of Revenue's Office of Tax Research.

PERSONNEL

Visioning for 2023

The City of Destin City Council held a Visioning Session on February 16, 2023. The Mayor, Council Members, and senior staff participated in the day long workshop facilitated by Buz Eddy. After introductions, the workshop began with a look at where we currently stand with a review of the City's vision, mission and core values.

Following the introduction, a review of our three-year vision and current project commitments were discussed. Each Councilmember and Mayor were able to share their key initiatives and projects for the upcoming budget cycle. Next, the City Manager provided an opportunity for interactive participation with the elected officials on prioritization of initiatives and projects. Closing the visioning session, consensus was formed on the direction for the next fiscal year along with the budget and funding opportunities.

Vision

Destin is a family-oriented beach and fishing community where people want to live, work & play and where visitors are welcomed to respectfully enjoy our community and its resources.

Values

Transparency

Teamwork

Integrity

Professionalism

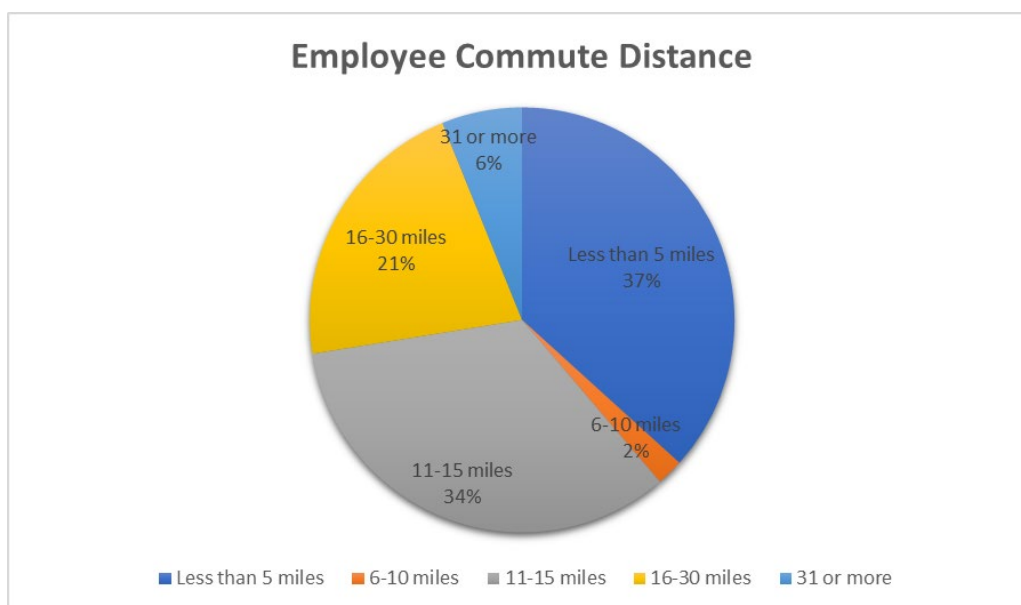
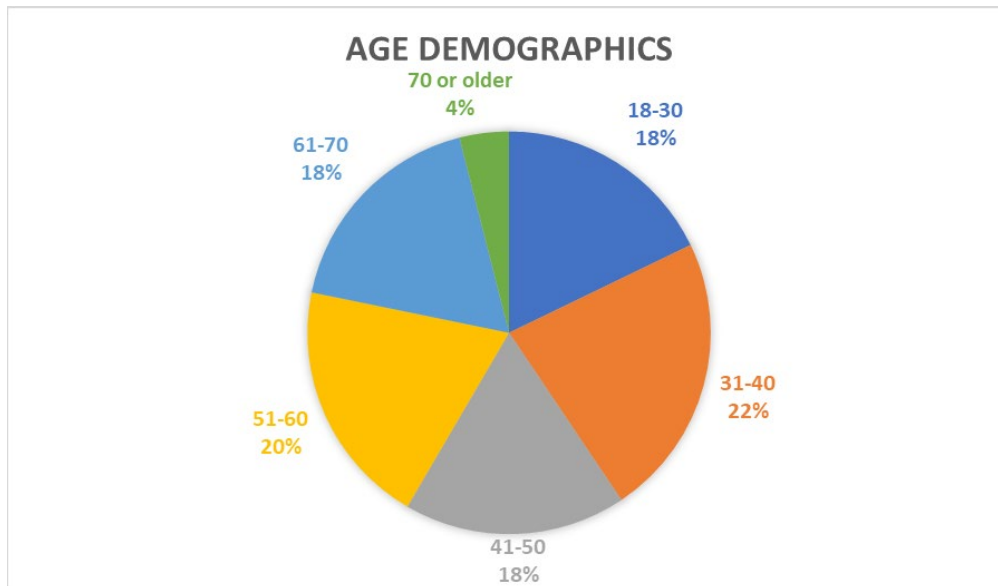
Stewardship

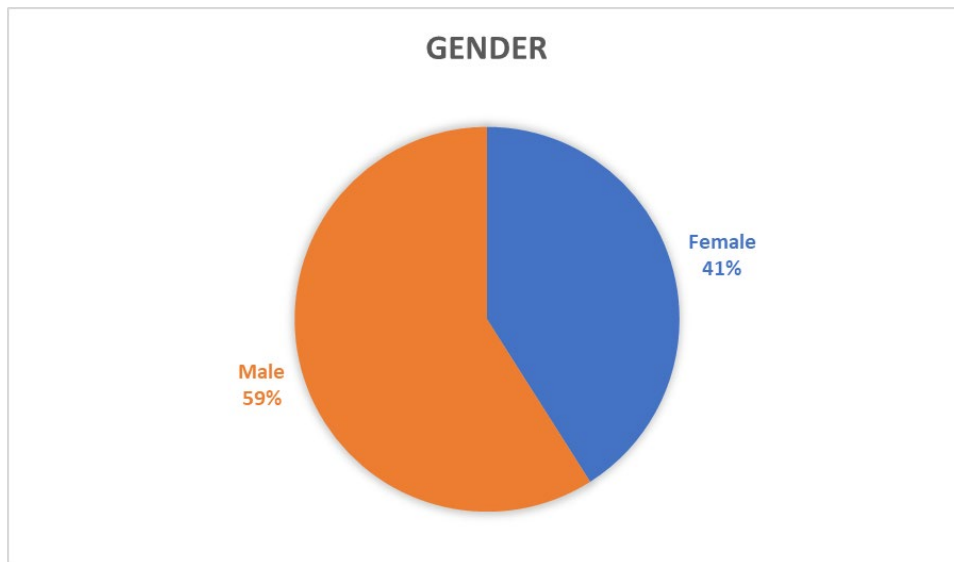
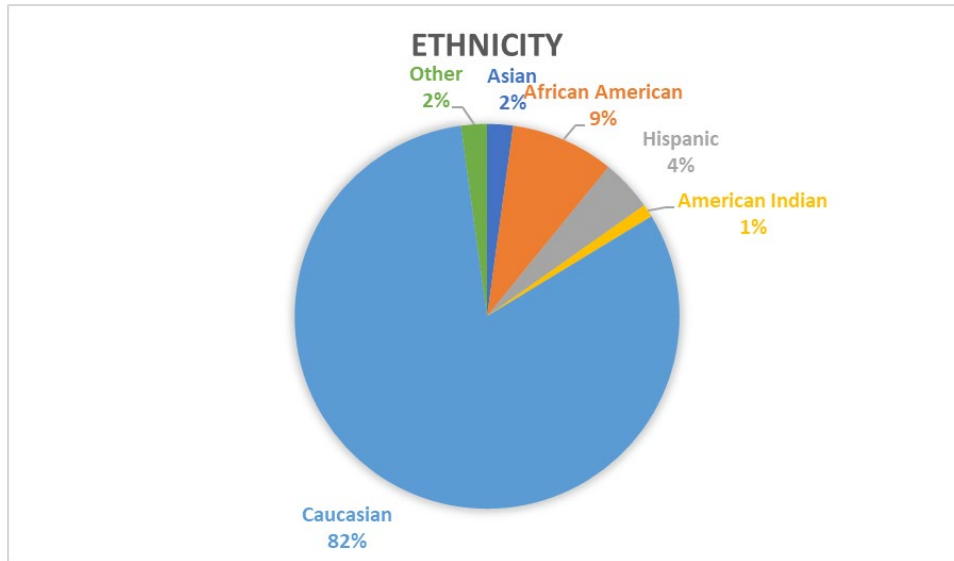
Respect

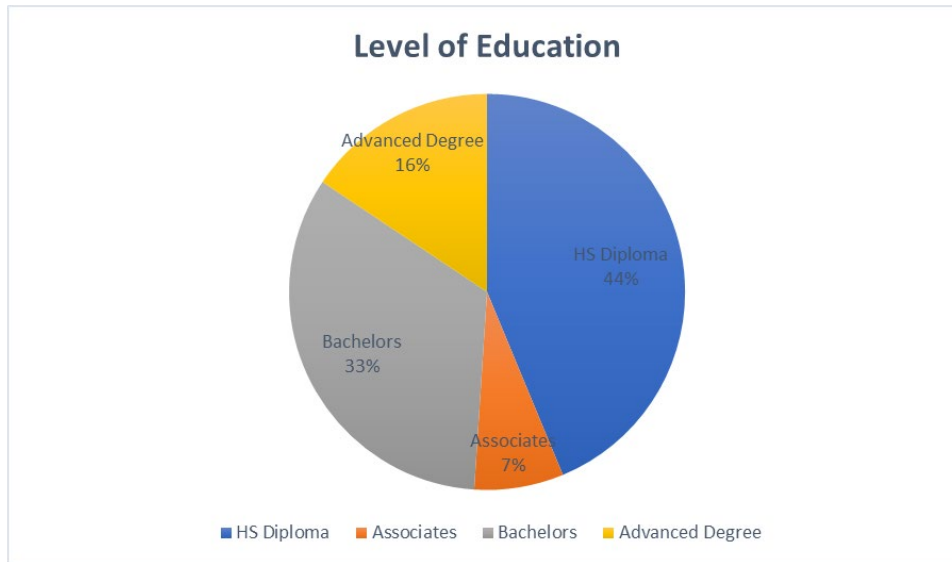
The FY23 Personnel Services budget and supporting information is presented on the following pages to support the mission, vision and values of Team Destin.

Organizational Profile:

The figures below depict workforce demographics as of September 2023







Employee Awards

Employee of the Year

This award has become a tradition and is in its 20th year. The selection process, through staff recommendations, asks individuals to nominate staff members that possess and demonstrate our core values while carrying out the staff mission “...to provide quality service to our community through professionalism, communication and teamwork.”

A selection committee representing each of the five Home Teams interviewed each person that submitted a nomination and based on the criteria, selected Miquel Maldonado as the Employee of the Year for 2022.

Service Awards

The Service Award honors individuals that have achieved 1, 5, 10, 15, 20, 25, & 30 years of contributions to the City.

1-Year Service Award

Dareen Anderson
Shannon Lingerfelt
Franklin Biggers
Ryan Scott
Lindsey Pachan
Christopher Willis
Regina Mitchell

Jamie Dittmer

5-Year Service Award

Trinity Norris
Nicholas Reed
Wennifred Livingston
Amy Adams
Michael Burgess
Alois Zunguze
Michael Runyon

15-Year Service Award

Kaye Capps

20-Year Service Award

Lance Johnson

25-Year Service Award

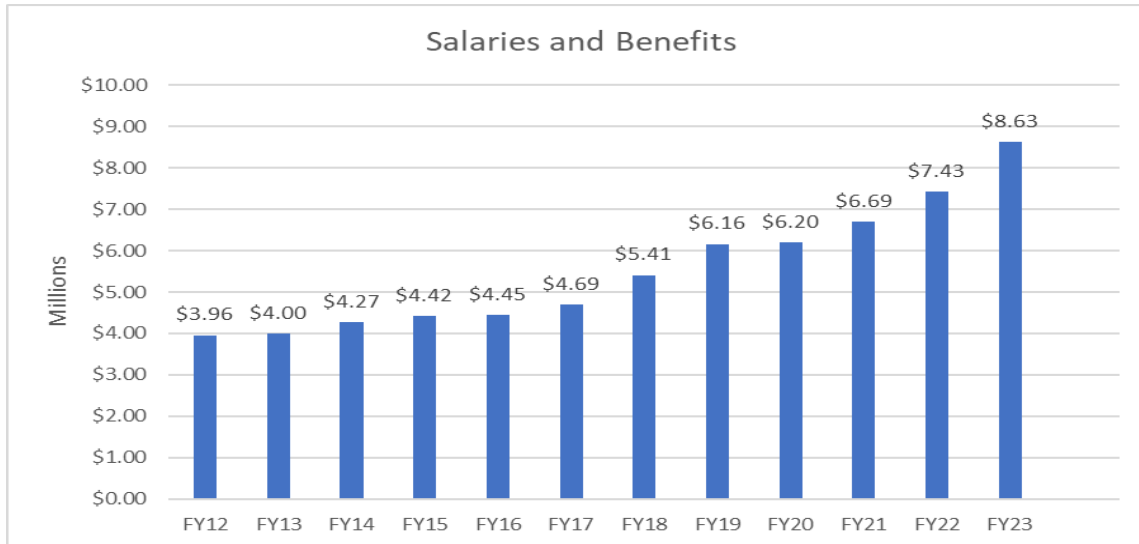
N/A

30-Year Service Award

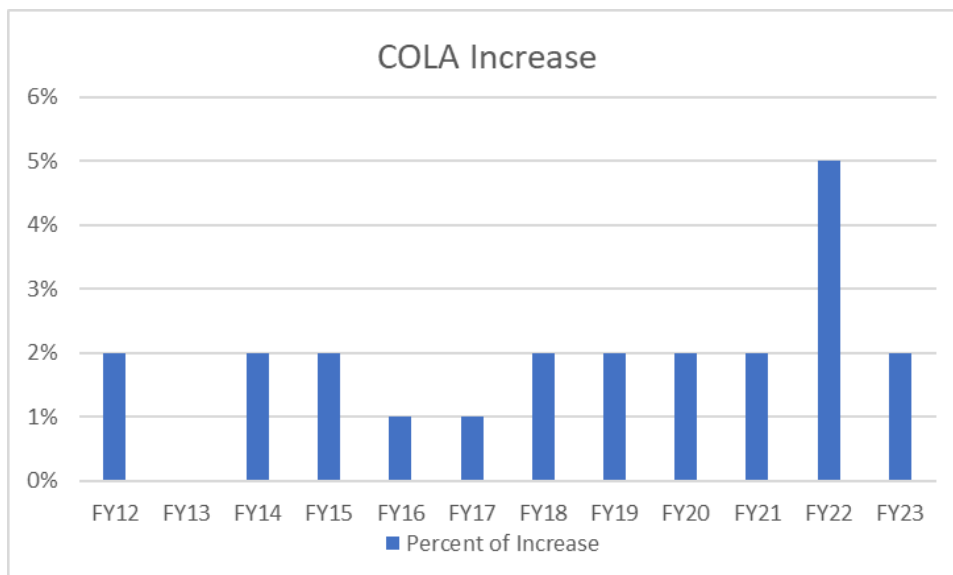
N/A

Salaries & Benefits

The chart below reflects the personnel service budget over time since FY12 and is reflected in the millions.

*Cost of Living Adjustment (COLA)*

The Destin City Council approved a 2% Cost of Living Adjustment (COLA) for FY23. The chart below provides a history of approved COLAs since FY12. COLA adjustments are based on the Social Security increased percentage.



Insurance

Staff was able to obtain a modest increase of 5% for medical insurance and no increase for ancillary benefits. , A Medical- premium increase of 5%

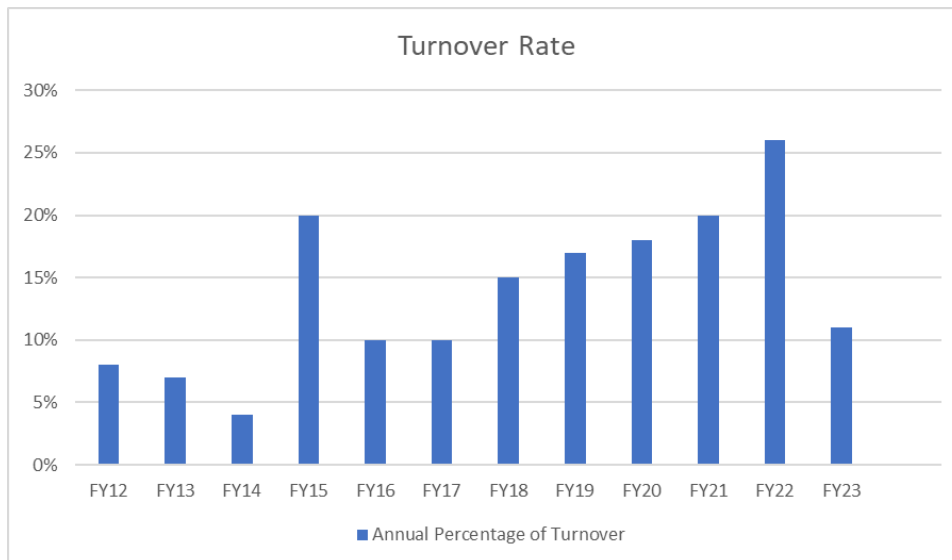
Dental- zero increase

Vision- zero increase

The City funds 100% of employee premiums and subsidizes 66 2/3 of dependent premiums. These cost shares have been included in the 2024 budget.

Employee Turnover

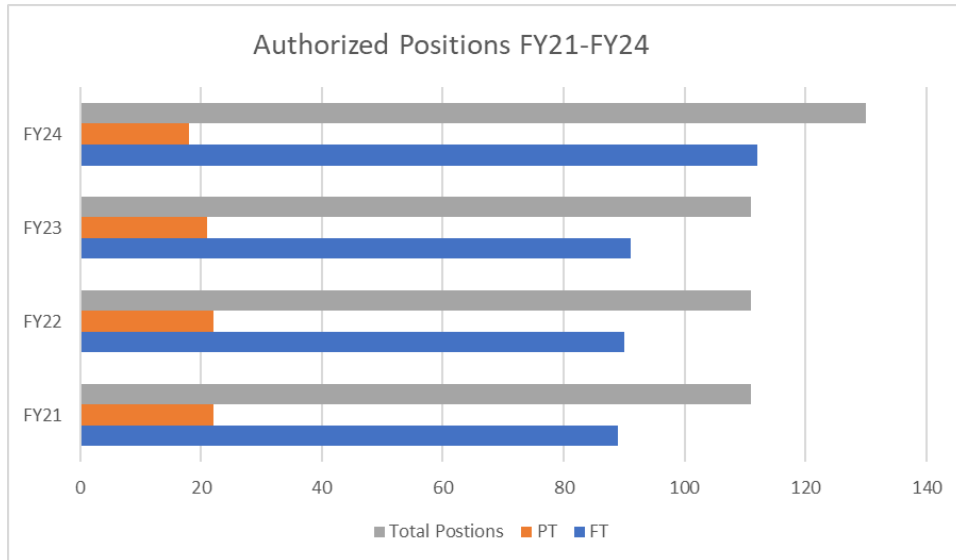
The turnover rate (voluntary and involuntary) through August 2023 is 11.3%. Staff has been successful meeting benchmarks to reduce employee turnover to include: full implementation of class and compensation study, adoption of the Better You Strides, performance-based merit increases ranging from 2%-4% and increasing employee benefits education opportunities. Turnover rate from FY22 to FY23 decreased by 15%.



Staffing

The chart below reflects full-time and part-time positions that have been approved or removed over time. The staffing summary following the chart explains the position changes for the FY22 budget cycle.

Positions Requested	Department	Note
Human Resources did not request any additional personnel for FY24	Human Resources	



Add a table of total FTEs for whole City, with 2 past years and FY24 budget.



GENERAL FUND

The General Fund is the primary fund of the City. This is where we report general government operating activities. The City of Destin does not operate any business-type activities (i.e. utilities) and does not have any enterprise funds. Special Revenue, Debt Service, and Capital Improvement funds were set up as required by state statute, covenants and commitments require. The details on those funds can be found in later sections of this budget book. FY 2024 Revenues are projected to be 16% higher than the previous year, and FY 2024 Expenditures are projected to be 14% higher. See also Long-Range Plans.

General Fund	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Ad Valorem Taxes	\$ 8,579,910	\$ 8,722,578	\$ 9,784,417	\$ 11,078,048	\$ 1,293,631
Sales and Use Taxes	1,608,694	1,544,294	1,745,054	1,639,411	(105,643)
Licenses and Permits	2,826,871	3,238,420	2,962,950	3,754,770	791,820
Impact Fees	-	-	-	-	-
Intergovernmental	2,763,870	3,504,973	3,141,375	3,706,814	565,439
Charges for Services	331,398	863,412	463,700	615,310	151,610
Fines and Forfeitures	59,957	56,135	71,500	109,400	37,900
Investment Income	58,084	(1,090,598)	235,100	373,930	138,830
Contributions	2,500	8,794	1,700	3,880	2,180
Miscellaneous income	2,201	30,928	3,601	5,201	1,600
Total Revenues	\$ 16,233,485	\$ 16,878,936	\$ 18,409,397	\$ 21,286,764	\$ 2,877,367

General Fund Expenditures by Function	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
General Government	\$ 4,426,652	\$ 3,652,517	\$ 4,744,680	\$ 4,870,946	\$ 126,266
Public Safety	3,251,454	3,146,309	3,540,743	4,264,211	723,468
Physical Environment	199,073	169,711	314,296	459,106	144,810
Transportation	1,849,128	1,589,395	1,948,212	2,075,554	127,342
Economic Environment	14,200	14,452	14,500	14,600	100
Health & Human Services	101,254	51,604	90,085	89,956	(129)
Culture and Recreation	3,812,249	3,495,907	4,539,474	5,475,106	935,632
Total Expenditures	\$ 13,654,010	\$ 12,119,896	\$ 15,191,990	\$ 17,249,479	\$ 2,057,489

Net (Expense) Revenue	\$ 2,579,475	\$ 4,759,040	\$ 3,217,407	\$ 4,037,285	\$ 819,877
------------------------------	---------------------	---------------------	---------------------	---------------------	-------------------

General Fund Other Financing Sources	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Proceeds from issuance of Debt	\$ -	\$ 24,021	\$ 45,000	\$ 50,000	\$ 5,000
Transfers In	3,682,536	-	87,200	8,600,000	8,512,800
Transfers Out	(4,522,085)	(3,013,636)	(3,901,969)	(15,597,515)	(11,695,546)
Total Other Financing	\$ (839,549)	\$ (2,989,615)	\$ (3,769,769)	\$ (6,947,515)	\$ (3,177,746)

Net Change in Fund Balance	\$ 1,739,926	\$ 1,769,425	\$ (552,361)	\$ (2,910,230)	\$ (2,357,869)
-----------------------------------	---------------------	---------------------	---------------------	-----------------------	-----------------------



DEPARTMENT SUMMARIES

This section explains the services offered by the City of Destin that make up the details of the General Fund.

Each major category in the General Fund starts with a recap of all the departments therein, then includes an explanation of the services provided, budget highlights including explanations of variances between the FY23 and FY24 adopted budgets, current year accomplishments and next year challenges, performance measures and indicators.

The departments are listed under their major function in the following order:

Budgeting/Accounting Fund	Department Director
GENERAL FUND	
01-51 General Government	
City Council	City Clerk
City Manager	City Manager
City Clerk and Admin	City Clerk
Legal Services	City Manager/Contract
Human Resources/Risk Management	Human Resources Director
Finance	Finance Director
Facilities Maintenance	Public Works Director
Community Development	Community Development Director
Information Technology	IT Director
01-52 Public Safety	
General Public Safety	Contracted to Okaloosa Sheriff's Office and Destin Fire Control District
Code Compliance	Code Compliance Director
Emergency Management	Public Works Director
01-53 Physical Environment	
Cemetery Operations	City Clerk/Parks and Recreation Director
Physical Environment (Stormwater)	Public Works/Community Development
01-54 Transportation	
Public Works	Public Works Director
Median Maintenance	Public Works Director
Engineering	Community Development Director
01-55 Economic Development	City Manager
01-56 Health & Human Services	
Wildlife Protection & Animal Control	Code Compliance Director
01-57 Culture and Recreation	
Library	Library Director
Parks	Parks and Recreation Director



General Government

Vision 2035

Destin is a family-oriented beach and fishing community where people want to live, work and play and where guests are welcomed to respectfully enjoy our community and its resources.

Mission

We are an organization that strives to provide a healthy, safe quality of life, balancing the needs of our residents with the expectations of our visitors, and providing open, clear, accurate communication.

Description

General Government includes services provided by the legislative and administrative branches of the City for the benefit of the public and the governmental body as a whole. Organizational units included under General Government include City Council, City Manager, City Clerk, Finance, Human Resources, Facility Maintenance, Legal, Community Development and Information Technology.

Department Recap	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
City Council	\$ 194,625	\$ 70,428	\$ 118,900	\$ 262,600	\$ 143,700
City Manager	759,121	701,111	871,437	1,033,167	161,730
City Clerk and Admin	398,815	332,263	329,580	364,007	34,427
Finance	456,310	450,983	632,103	567,717	(64,386)
Human Resources	246,962	205,347	295,251	332,797	37,546
Facilities Maintenance	329,872	221,496	262,346	204,242	(58,104)
Legal Services	478,132	482,349	492,647	400,000	(92,647)
Community Development	1,083,008	805,504	1,272,005	1,037,513	(234,492)
Information Technology	479,808	383,037	470,411	668,903	198,492
Total General Gov Expenditures	\$ 4,426,652	\$ 3,652,517	\$ 4,744,680	\$ 4,870,946	\$ 126,266

Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 2,412,409	\$ 2,301,816	\$ 2,886,699	\$ 3,275,483	\$ 388,784
Contract Services	1,192,903	785,478	1,152,648	802,440	(350,208)
Operations	740,425	475,690	682,689	770,300	87,611
Debt Service	80,916	89,533	22,644	22,723	79
Capital Outlays	-	-	-	-	-
Total General Gov Expenditures	\$ 4,426,652	\$ 3,652,517	\$ 4,744,680	\$ 4,870,946	\$ 126,266



City Council

Program Statement

The City Council is composed of seven voting members and a Mayor casting only tie-breaking votes. The Mayor and Council are elected at-large in November of even years and may serve up to two consecutive four-year terms. The City Council determines the services the City will provide, the taxes to be levied, and enacts legislation to formalize the services and policies to be established. The City Council also reviews and adopts the City budget, conducts public hearings and appoints citizen advisory boards and committees. The City Council appoints the City Manager and the City Attorneys.

Budget Highlights

The Council's budget comprises 2% of the General Fund's total budget. The Council's budget of \$262,600 is \$143,700 more than the FY 2023 budget. The Council members are not paid; however, the Council voted to extend health, dental and vision benefits to council members beginning September 1, 2023. The remaining budget allocated for this division is for supplies, travel and training, dues and memberships and professional services. The City Council budget also includes a contingency line item to cover unanticipated expenditures that arise during the year.

Budget Details

Budget Title: City Council

Budget Org: 0151210

Budget Monitor: City Clerk

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ -	\$ -	\$ -	\$ 90,500	\$ 90,500
Contract Services	45,375	39,271	27,400	68,000	40,600
Operations	149,250	31,157	91,500	104,100	12,600
Total City Council Expenditures	\$ 194,625	\$ 70,428	\$ 118,900	\$ 262,600	\$ 143,700

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
None					
Total FTEs	0.0	0.0	0.0	0.0	0.0

Accomplishments FY23

- Financially sound city. The City Council has continued to keep taxes low for Destin residents, while providing a high level of service to residents, businesses, and visitors.
- The utility undergrounding project obtained an opinion of probable cost that provided a phasing sequence and related cost of undergrounding the utilities in the city. A binding cost estimate from Florida Power and Light has been requested for Phase 1. Phase 1 will include the utilities along Highway 98 from Marler Bridge to Airport Road. The city plans to release a RFQ this year to procure a utility undergrounding contractor, construction of Phase 1 should begin in FY24.



- A full parking pass program is now implemented to ensure full-time City of Destin residents can receive free parking passes to use any of the City's paid parking facilities.
- The City Council 's leadership and support resulted in the following major accomplishments:
 - Alignment of the City's Comprehensive Plan Future Land Use Map and Zoning Map. This effort included zoning amendments to 468 parcels of land in the city. As a result of this effort the City's Zoning Map is now consistent with the Future Land Use Map
 - Staff has completed the preparation of the city's Wayfinding Master Plan – which is the cornerstone of city council's strategic goal of creating the Destin Brand.
 - Continued implementation of the COMPASS/EnerGov implementation which is the city's new community development and code software. This software provides the following services to the city: improved reporting, improved capabilities for employees, customer access to informant, improved review processes, and tracking capabilities across multiple departments regarding permitting, planning, licensing, engineering, and code compliance. This will allow customers access to self-service portal to submit digital applications online and view the status of applications as well as the result of building inspection. Thus, eliminating the need for customers to submit paper applications and plan sets. This system will continue to evolve and be refined moving forward into FY22 and beyond. An upgraded version of Compass will be accomplished in 2023 taking the system to the newest version and will reside fully in the cloud. Much of the funding for this upgrade comes from external funding sources.
- By November of 2023, over 457' of beachfront has been purchased as part of the beach acquisition initiative.
- With the adoption of the livery vessel registration program, the city is holding operators accountable to guidelines that create a safer environment on the water as well as adequate land-based facilities for their customers.
- Re-convened the youth council after a brief hiatus due to covid-restrictions.
- Partnership with the Destin High School for use of the Morgan Sports Center and other facilities for use for high school activities
- Partnership with the Destin Little League to increase the field use at Morgan Sports Center.

Challenges FY24

- Aging infrastructure (roads, drainage, striping, and sidewalks)
- Aging facilities and capital equipment required to maintain infrastructure and facilities
- Achieving a balanced budget with the increased need for capital improvements
- Low ad-valorem revenues
- Town Center CRA redevelopment, financial stability and marketability
- Long-term comprehensive strategy and funding source to manage East Pass, Norriego Point, and the harbor channel
- Long-term strategy and funding for beach restoration
- Year-round population supporting 5-6 times that population on a year-round population-based budget
- Unfunded mandates
- Demand vs. Revenue
- Increased traffic congestion, density



- Recruiting and retaining employees due to a high cost of living in the Destin area
- Post-COVID impacts that are changing workforce expectations
- Lack of affordable housing
- TDC funding needed for Sports Fields

Goals and Objectives (Strategic Plan section 1 for Council Objectives)

- Offer livable wages & benefits to attract and maintain qualified staff
- Work with stakeholders to pursue the Destin City Center
- Complete Two-Lane Crosstown Connector
- Public beach acquisitions initiative
- Underground utilities
- Stahlman/US 98 pedestrian and vehicle improvements in cooperation with FDOT
- Annexation of unincorporated areas
- Transit Trolley (i.e., access to public beach, along Hwy 98)
- City Marina (FY2024 funding for feasibility study)
- Improve parking, explore options (i.e., parking garage, surface parking)
- Beach Renourishment

Performance Measures for FY2023 (Results)

- Offer livable wages & benefits to attract and maintain qualified staff
 - Implement a full Compensation Study for all City Staff and bring recommendations for a plan to Council. Study completed and implemented effective April 2, 2022.
 - FY 2023-2% COLA and 4% Merit approved for all employees
 - FY 2022 granted to \$1000 onetime longevity payment to reward tenured employees
 - Reduced expense and increased benefits for employee health insurance
 - Personnel Budget increased from \$6.69 million in FY 2021 to \$7.43 million in FY 2022 to \$8.6 million in FY 2023
- Research Viability of City Center
 - Before moving forward, Council would like to conduct a feasibility study
- Improve Parking: Explore Options, Garage, and Surface Parking
 - Paid parking Paid parking revenue is earmarked for future parking solutions. Dedicated revenue for parking improvements grew with minimal financial impact to Destin residents
 - Expanded resident parking pass providing for free parking in the harbor district and near beach access points
 - Program is freeing up parking spaces for intended use and preventing unintended use
 - Additional parking will be available in upcoming Zerbe expansion lot (under design)
- Public beach acquisition Initiative
 - 457' gulf front footage added to the city park inventory
 - Over \$22 million committed to this initiative; \$13.5 million funding from external agencies
 - TPL is pursuing other opportunities
 - In 2022, 759 Henderson Beach passes issued to Destin residents.



- **Undergrounding Utilities**
 - New franchise agreement is implemented
 - 2% of Gulf Power franchise fees are dedicated to the undergrounding project
 - Consultant and Project Manager secured in 2021
 - Binding cost estimates is expected in winter 2023
- **Complete Two-Lane Crosstown Connector**
 - Council approved a motion to direct the City Manager to implement right-of-way option No. 2 and multimodal elements Option No. 2, 40' right-of-way with median, into the project design
 - Design Engineering plans are at 100% currently.
 - ROW Acquisition – All properties have been acquired
 - 100% design expected in fall of 2023
- **Pedestrian Pathway Under the Marler Bridge**
 - Put on hold due to FDOT future plans for bridge and the project area
 - Community Development Department completed identification of scope of work
 - Council selected a desired route, and the design engineer is coordinating with FDOT to determine if that route is acceptable as it relates to necessary bridge access.
 - The design is not yet at 30%
- **Continued development and refinement of the Compass/Energov system.**
 - This system is operational, and data is being collected
 - Processes have been streamlined and continued opportunities for improvement are being identified
 - Ease of use by the public is a high priority for staff. Staff continues to solicit feedback from customers for future improvements
 - Improved metrics and reporting are a critical focus for staff in FY24
 - SaaS (cloud upgrade) occurred in early 2023 which should result in greater functionality and improved performance.



City Manager

Mission Statement

The City Manager's office strives to ensure the health, safety and welfare of the community; protect and promote the quality of life through efficient and effective operations and growth management; respond to community needs; and maintain a fully qualified and professional staff.



Program Statement

The City Manager, appointed by the City Council, is the Chief Executive Officer of the City. The Manager is responsible for the day-to-day operations of the City. The City Manager administers policies and legislation adopted by the City Council and directs and delegates duties and responsibilities to all City departments. The City Manager establishes internal procedures and facilitates Council's long and short-term strategic planning. The Manager's Office maintains thorough communication with the City Council and the community through routine oral, written, and electronic mediums; status reports; and public meetings.

Budget Highlights

The City Manager's budget of \$1,033,167, comprises 6% of the General Fund's total budget and represents an increase of \$161,730 (16%) above the FY2023 budget. The Personnel category is increasing due to an increase in the cost of benefits (health, workers comp). Operations and contract services will be higher than usual in FY 2024 as we budgeted special events to celebrate the City's 50th Birthday.

Budget Details

Budget Title: City Manager
 Budget Org: 0151212
 Budget Monitor: City Manager

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 636,746	\$ 658,614	\$ 755,157	\$ 830,337	\$ 75,180
Contract Services	41,875	10,722	34,500	66,700	32,200
Operations	80,500	31,775	81,780	136,130	54,350
Total City Manager Expenditures	\$ 759,121	\$ 701,111	\$ 871,437	\$ 1,033,167	\$ 161,730



Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
City Manager	1.0	1.0	1.0	1.0	0.0
Deputy City Manager	1.0	1.0	1.0	0	-1.0
Assistant City Manager	0	0	0	1.0	1.0
Sr Administrative Professional	1.0	1.0	1.0	1.0	0.0
Front Desk Receptionist (2 PT)	1.5	1.5	1.5	1.5	0.0
Grants Project Manager	1.0	1.0	1.0	1.0	0.0
Public Information Director	1.0	1.0	1.0	1.0	0.0
Total FTEs	6.5	6.5	6.5	6.5	0.0

Accomplishments FY23

The City continued its efforts to complete the Beach to Benning cross-town connector by acquiring all properties needed for ROW. All properties necessary have been acquired.

In Partnership with Okaloosa County, executed a purchase agreement for 340' of beachfront property in the Crystal Beach area. That acquisition has been secured in FY 2023.

The City continues to advance the council objective of undergrounding utilities. A binding cost estimate is being prepared by Florida Power and Light for Phase 1 of the project. The Phase 1 project area follows Highway 98 from Marler Bridge to Airport Road, including many lateral connections. Construction is anticipated to begin in the Fall 2024.

Staff is working to improve communication between staff and council by moving towards improved operational and metrics reporting. Staff has already increased the frequency and quality of our budget and project reporting. This is done on a monthly basis at council meetings. Staff is working to improve the benchmarking and reporting of key metrics throughout the organization. This will require improved software and staff processes to help display a dashboard of key metrics.

Acquired and are in process of deploying a comprehensive municipal management software with required training (COMPASS/Energov project). System went live in FY2021, a comprehensive upgrade to the MUNIS and COMPASS platform to the latest cloud version to be performed in early 2023. This will digitize many critical processes and allow for improve tracking of service level metrics against benchmark metrics.

Challenges FY24

- Continuous alignment of organizational objectives, processes and performance metrics to accomplish objectives within Council's adopted strategic plan

Managing and maintaining service expectations of a large city with a small city staffing level

- Ensure the organization provides service excellence through more efficient operations, improved customer service delivery and organization-wide systematic recording and review of performance measures
- Finding additional funding for large projects such as beach acquisition, undergrounding of utilities and stormwater



- Aging facilities and buildings need revised short-term maintenance and long-term investment plans
- Adequate funding to attract and retain qualified personnel to deliver services to our residents
- Comprehensive Plan 2030 adopted with Chapter 1, Future Land Use, still under amendment

Goals and Objectives

- 1) Ensure objectives of Council's adopted strategic plan are completed
- 2) Administer resident survey in FY22 to collect data and benchmark results.
- 3) Plan and implement long and short-term community improvement strategies.
- 4) Ensure necessary resources (material, manpower and money) are obtained and effectively used.
- 5) Ensure the effective and efficient administration of internal City operations.
- 6) Ensure legal and ethical compliance with laws, regulations, and City charter.

Productivity Indicators

	FY21	FY22	FY23
Implement Council approved policies	100%	100%	100%
Keep fiscal expenditures within the adopted/amended budget	100%	100%	100%
Facilitate annual visioning session and adopt strategic plan	YES	YES	YES
Number of Active Grants	13	20	19
Review and update departmental key functions	YES	YES	YES
Dollar amount of grant funds earned	\$5,794,778	\$3,095,643	\$15,703,193
Number of City Help Desk Requests received	533	680	627
Number of Media Advisories and/or Press Releases distributed	124	113	128
Instagram Followers	652	784	1,226
Facebook Followers	24.1K	27.5K	35.8K
Servers above 99.8% uptime	100	100	100
Resident Survey distributed every 3 years (results due in December '22)	N/A	2,800	N/A

*Dollar amount of grant funds earned for FY23 are estimated.

**City Clerk and Administrative Services**

*Agendas
*Minutes
*Contracts

*Public Records
*Ordinances
*Resolutions

Mission Statement

The City Clerk provides overall direction for the care and maintenance of the City's public records including codification of the City's ordinances and Land Development Code. The clerk also serves as a liaison to the Mayor and Council. The City Clerk records and distributes official minutes and proceedings of the Council and certifies or attests public documents for authentication.

Program Statement

The City Clerk administers the City's records management policies intended to standardize filing, protection and retrieval of official city records in accordance with State Statutes. The City Clerk provides services to the citizenry including notary services, duplication of public records, and dissemination of public information, maintaining membership rosters for advisory boards and committees. The Clerk manages codification of ordinances, verifying accuracy and publication of codified materials. The Clerk's Office serves as point of contact for all advertised procurement solicitations, maintaining lists of potential bidders, distributing bid and proposal packages and conducting bid openings.

Budget Highlights

The City Clerk's Office Operations Budget and Administrative Operations Budget total \$364,007, which represents 2% of the total General Fund's adopted budget. The Clerk's Office consists of 3 FTE employees. Of the \$364,007 allocated for this division, 89% is for salaries and benefits. The remaining amount of the FY 2024 budget is for legal ads, printing, supplies, training, dues and memberships and other operating needs. In the past, the City Clerk's office budget was responsible for all legal ads and postage. Beginning in FY 2023, these costs are now born by the department that initiates them.

Budget Details

Budget Title: City Clerk Operations
Budget Org: 0151215
Budget Monitor: City Clerk/Rey Bailey

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 259,930	\$ 254,543	\$ 297,044	\$ 322,687	\$ 25,643
Contract Services	5,185	2,208	3,200	4,800	1,600
Operations	133,700	75,512	29,336	36,520	7,184
Total City Clerk Expenditures	\$ 398,815	\$ 332,263	\$ 329,580	\$ 364,007	\$ 34,427



Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
City Clerk	1.0	1.0	1.0	1.0	0
Deputy City Clerk	1.0	1.0	1.0	1.0	0
Records Technician	1.0	1.0	1.0	1.0	0
Total FTEs	3.0	3.0	3.0	3.0	0

Accomplishments FY23

The Clerk's Office successfully provided administrative support to the City Council, CRA Board, and all the City's volunteer committees and boards.

The Clerk's staff provided administrative support for 108 evening meetings of the City Council, CRA Board, and the City's volunteer committees and Boards, totaling approximately 270 hours; and which required production of 108 sets of minutes.

The Clerk's Office completed and distributed meeting minutes within 10 days following the meeting 93.5% of the time. The 10-day standard meets or exceeds standard set by other local municipalities.

The minutes of meetings approved by the appropriate bodies without challenges or corrections 96.2% of the time.

The Clerk's Office maintained a viable Records Management Program that is in full compliance with Federal and State regulations. Ensured public records are maintained, retained, and destroyed in a timely manner.

Quarterly inventory of records data base reveals timely destruction of obsolete records was accomplished 100% of the time.

Public records provided within 3 days of request 95.4% of the time. The 3-day standard is consistent with the standard set by other local municipalities.

The time, energy, and resources citizen volunteers bring are critically important to the City. They can have a meaningful effect and can provide a fresh perspective and enthusiasm on the primary work of the City. The Clerk's Office coordinated/assisted in engaging, training, and recognizing citizen volunteers to the City's standing committees and boards

Challenges FY24

Increasing demand/expectations for service

Maintaining staff flexibility with increasing demand for overtime in providing administrative support for the City Council, CRA Board and the City's 10 standing committees and boards.

Goals and Objectives

- 1) Ensure the City's Records Management Program is in compliance with Federal and State Statutes.
- 2) Ensure timely destruction of obsolete records
- 3) Ensure response to all public records requests are timely and in strict compliance with Public Records Law.



- 4) Accurately maintain all official actions of the City Council and administrative boards and committees through minutes of meetings.
- 5) Track time for ordinances to be codified within Municode. Benchmark this process for future tracking.

Performance Measures (Results)

	FY21	FY22	FY23
Percentage of all minutes of the city council, boards and committees completed within 10 days of the meeting	86.9%	94%	93.5%
Percentage of all minutes of the city council, boards and committees completed that were approved as written	98%	97%	96.2%
Percentage of all public records requests completed within 3 days of receipt	94.2%	94.4%	95.4
Percentage of all documents destroyed in a timely manner	100%	100%	100%

Productivity Indicators

	FY21	FY22	FY23
Number of council, board and committee meetings	89	118	108
Number of hours spent attending after hour meetings	204	295	270
Sets of minutes required/transcribed	89	118	108
Number of public records requests processed	380	540	660



Finance & Budget

Mission Statement

Ensure the efficient and effective management of the City finances and providing for the timely and accurate accounting of the revenue and expenditures of the City's financial resources.

Program Statement

The Finance and Budget program responsibilities consist of oversight of municipal financial operations which include: cash management, payroll, oversight of encumbrances, budget monitoring, accounts payable, accounts receivable, debt administration, fixed asset reporting, financial analysis, revenue and expenditure forecasting and monitoring, accounting policies and procedures and financial reporting. The purchasing program includes activities such as assisting in the preparation of procurement procedures, monitoring departmental purchasing, issuing purchase orders and maintaining the accounting encumbrance program.

Budget Highlights

The finance department budget of \$567,717 is 3% of the total General Fund adopted budget. The budget decreased by \$64,465 from FY 2023. The most significant reason for the decrease is related to contractual services. Personnel costs are increasing 10% due to insurance increases, COLA, and potential merit increases.

Budget Details

Budget Title: Finance
Budget Org: 0151320
Budget Monitor: Finance Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 272,624	\$ 277,693	\$ 409,436	\$ 448,964	\$ 39,528
Contract Services	72,385	33,147	162,023	54,700	(107,323)
Operations	30,385	50,610	38,000	41,330	3,330
Debt Service	80,916	89,533	22,644	22,723	79
Total Finance Expenditures	\$ 456,310	\$ 450,983	\$ 632,103	\$ 567,717	\$ (64,386)

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Finance Director	1.0	1.0	0.9	0.9	0
Sr Accountant	1.0	1.0	0.9	0.9	0
Jr Accountant/Payroll	0.5	0.5	0.9	0.9	0
A/P Clerk	0.5	0.5	0.9	0.9	0
Finance Intern	-	-	0.66	0.66	0
Total FTEs	3.0	3.0	4.26	4.26	0

Note: Effective FY23, 5% of all Finance Staff is charged to the Town Center CRA district, and 5% is charged to the Harbor CRA district.



Accomplishments FY23

The Finance Department provides oversight for the day-to-day operations of the City's finances. We provide support for the financing and refinancing of all City debt and over-see the investment of excess funds. The City was awarded, for the twenty-eighth consecutive year, GFOA's Certification of Achievement for Excellence in Finance Reporting and the GFOA Distinguished Budget Award for the eighteenth year.

The Finance and HR departments experienced a 90% turnover of staff during FY 2023, as people retired, made families, and moved out of state. Despite the turnover, payroll and payables continued to be paid on time. New procedure manuals were created and tested. New staff (including new auditors, support contractors, and a college intern) were trained in processes and systems. In addition, the accounting software received a major overhaul as we migrated to an upgraded cloud-based version of MUNIS.

This year the Finance staff continued working closely with the CRA committee members and outside consultants to keep as many parties as possible updated on status of major capital projects, including the Undergrounding of Overhead Utilities and related covenants. We recommended and attained a reallocation of Okaloosa Half Penny Infrastructure Surtax to better align funding sources with top capital project priorities. Finance staff assisted with seven property acquisitions. In coordination with the Grants and Projects Manager, we are now managing more grants than before.

We are working with the Bid Committee and the Project Review Team to establish and memorialize better procurement procedures and to improve capital project planning. This year we have continued to work diligently to improve transparency and timeliness of reporting, especially for restricted funds.

Finance staff is also working closely with the City's bond counsel, financial advisors and investment advisors to plan and time cash flows for large capital projects and a potential land swap.

Challenges FY24

The City's financial accounting and payroll software is subpar and does not meet the needs and desires of both staff and external customers. Finance will begin reviewing options to change systems with support of the IT Director and all Departments who accept payments from citizens on a daily basis. Finance works closely with the HR team on many fronts including, most importantly, payroll and benefits. We shall continue to work hard to improve timeliness and accuracy of payroll and benefit administration. In this new era of higher interest rates, the Finance team is working to tighten-up the cash-flow models to ensure more cash is invested in short-term, while balancing demands of cost-reimbursement grants and major capital projects and land acquisitions.

Finance is also monitoring the debt markets to ensure the City has adequate capital for top priority projects which include undergrounding overhead utilities, waterfront property acquisition, and completion of the Crosstown Connector roadway. Finance is also supporting the Facilities Department with their new asset management software, and creating renewal and replacement projections that are attainable given our funding restraints. Over the next year, staff will continue working to improve our performance measurement system. This process will assess all elements and facets of the City to improve the efficiency and effectiveness of its operations. All new performance guidelines will be incorporated into the budget process.

*Goals and Objectives*

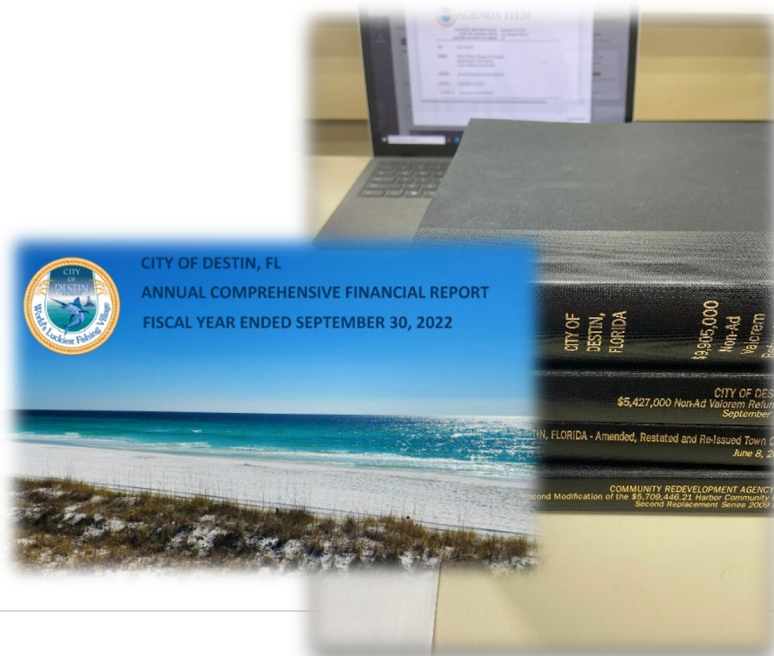
- 1) Manage the financial performance of City assets to achieve strategic goals.
- 2) Provide timely and accurate issuance of vendor, municipal debt, and employee payments.
- 3) Evaluate internal accounting controls over City assets and propose changes where weaknesses are identified.
- 4) Ensure standardization of bidding and purchasing procedures while utilizing competitive procurement procedures in compliance with City and Florida regulations.
- 5) Provide information to City Council in a timely manner to keep them well informed.
- 6) Improve methodology for maintenance of fixed assets inventory and procedures.
- 7) Protect the integrity of City infrastructure and facilities.
- 8) Develop program performance measurement system and long-range financial plan.

Performance Measures (Results)

	FY21	FY22	FY23
Achieve successful audit compliance report	Yes	Yes	Yes
Pay municipal debts on or before the due date	100%	100%	100%
Timely submittal of quarterly financial reports to City Council	85%	100%	70%
CAFR produced accurately and timely	Yes	Yes	Yes
Develop a sustainable operating and capital budget	Yes	Yes	Yes
Complied with all bond related compliance and debt covenants	Yes	Yes	Yes

Productivity Indicators

	FY21	FY22	FY23
Number of funds managed	14	15	17
Number of Purchase Orders processed	152	135	136
Number of invoices processed	4744	3476	2445
Number of payroll payments processed	2615	2649	2302
General Ledger Journal Entries posted	2764	1880	1568
Grant Reimbursement Requests processed	22	52	55





Human Resources

Mission Statement

Promote a stable work environment through quality services and support in the employment cycle, (recruitment, orientation, training, employee relations, benefits, compensation, and safety), while encouraging creativity and innovation to improve effectiveness in carrying out the City's mission. Staff will be provided the same concern, respect, and caring attitude within the organization that they are expected to share with internal and external customers.

Program Statement

The Human Resources Director and the HR Specialist are members of the City Manager's staff. Human Resources' responsibilities include the administration of federal/state laws and city policies regarding the employment cycle of City employees. Risk Management's responsibilities involve the employment of risk control methods as well as the procurement and administration of insurance policies.

Budget Highlights

The Human Resources department is responsible for hiring, orienting, and ensuring timely evaluations and records on all city employees. In addition, this department works with all insurance companies to ensure coverage for employees and all city assets. The Human Resources Department also manages the City Employee Wellness Program.

The Human Resources' budget comprises 2% of the General Fund's total budget. Of the \$332,797 allocated for this division, 73% is for salaries and fringe benefits. The remaining 27% is mostly for operating software for payroll and recruiting, and property insurance for general government assets.

Budget Details

Budget Title: Human Resources/Risk Management

Budget Org: 0151321

Budget Monitor: Human Resources Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 136,107	\$ 127,113	\$ 189,082	\$ 241,340	\$ 52,258
Contract Services	49,700	26,045	27,800	23,690	(4,110)
Operations	61,156	52,188	78,369	67,767	(10,602)
Total HR Expenditures	\$ 246,962	\$ 205,347	\$ 295,251	\$ 332,797	\$ 37,546

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
HR Director	1.0	1.0	1.0	1.0	0
HR Coordinator	.73	.73	1.0	1.0	0
Total FTEs	1.73	1.73	1.73	2.0	0.0



Accomplishments FY23

(Section IV, Personnel Summary of the budget contains additional accomplishments.)

Council's top priority in FY23 was to evaluate total compensation and make adjustments to ensure employees are being offered livable wages. After a comprehensive pay and classification study, council approved base rate increases for all employees. This accomplishment allows for more innovation in attracting and maintaining high caliber, qualified staff.

Property & Casualty Insurance - A modest increase in general liability coverage was obtained.

COLA: A 3% COLA increase for full-time and part-time staff is requested in the proposed FY 2024 budget. Employees can earn up to a 4% merit increase on their anniversary date for exceptional service.

Health Insurance: We offer a full medical package to include medical, dental, and vision coverage. Our medical coverage includes two multi-tiered plans for our employees and their families. We currently offer 100% of employee only coverage in both our HSA and PPO plans and contribute 66 2/3 towards additional family member coverage. We also offer a free Telemedicine service to both full-time and part-time employees.

Employee Evaluations: We continue to grow our evaluation process to ensure our employees are reaching the full extent of their professional development. We continue to improve the effectiveness and the timeliness of this process.

Challenges FY24

- Implementation of timeclocks with and integrated payroll system
- Complete comprehensive and timely annual employee evaluations
- Recruitment of top talent in a low unemployment market
- Revision of employee policies/procedures manual
- Assess employee morale and organizational communication with implementation of Employee Satisfaction Survey
- Build wellness platform to help mitigate rising healthcare costs
- Train staff on revised Operation Instructions and Policy manual

Goals for the recruitment, selection & assignment of employees.

- 1) Track recruitment time of applicants/new employees and benchmark the process
- 2) Evaluate and facilitate to organizational development. Establish metric and benchmark for the process.
- 3) Implement 457 retirement education plan to maximize employee participation
- 4) Provide employees with wellness incentives and benchmark results
- 5) Implement risk mitigation training and techniques by creating a safety committee

*Performance Measures (Results)*

	FY21	FY22	FY23
Post internal job vacancies within two workdays of vacancy and local external job advertisements within 4 workdays of vacancy	86%	93%	95%
Provide departments with evaluation suspense's at least 10 workdays in advance 95% of the time	98%	98%	100%

Productivity Indicators

	FY21	FY22	FY23
Annual staff turnover rate	23.52%	26.01%	11%
Total annual staff vacancies	23	29	27
Total internal and external job advertisements <i>(including part-time temporary and multiple ads for hard to fill positions)</i>	23	29	27
Total employee evaluations	127	85	72
Full time employee participation rate in retirement matching for 457	51%	51%	86%



Facilities Maintenance

Mission Statement

To pursue continuous quality improvement in our work processes ensuring the best possible customer service and provide clean and safe public buildings to our staff, residents, and guests.

Program Statement

The Facilities Maintenance Program is responsible for minor construction projects, maintenance and repair of City-owned facilities to include City Hall, City Hall Annex, Destin Library, Destin Fishing Museum, Emergency Operations Center, Public Works Facility and Sheriff's Office. Secondly, staff assists the Parks & Recreation Department with repairs at 7 beach accesses, Buck Destin Park, Destin Cemetery, Clement Taylor Park, Leonard Destin Park, Destin Community Center, Dalton Threadgill Park, Destin Elementary, Destin Rodeo Building, Kelly Street Duck Pond, Harbor Lane Park, Harborview Park, Joe's Bayou Boat Ramp, Jewel Melvin Park, June White Decker Park, Kell-Aire Park, Kell-Aire Nature Walk, Main Street Park, Marler Street Parking Lot, Mattie Kelly Park, Morgan Sports Center, Shore at Crystal Beach Park and Captain Royal Melvin Park. Facilities Maintenance is also the office of primary responsibility for continuing service contracts that includes those for air conditioning, fire-security monitoring, pest control, electrical, generator maintenance and plumbing services.

Budget Highlights

The Facilities Maintenance budget comprises 1% of the General Fund total budget. Facilities Maintenance consists of 3.5 FTE employees. The main difference for FY 2024 is that Continuing Services functions costs have been allocated to Community Development, Building Department, Code Compliance, Okaloosa Sheriff Office Substation, Library, Parks, Waterfront Parks, Morgan Sports Center & Leonard Destin.

Budget Details

Budget Title: Facilities Maintenance

Budget Org: 0151324

Budget Monitor: Public Works Director

	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Program Cost Summary					
Personnel	\$ 173,847	\$ 123,870	\$ 130,110	\$ 125,145	\$ (4,965)
Contract Services	6,500	4,796	3,500	1,550	(1,950)
Operations	149,525	92,831	128,736	77,547	(51,189)
Total Facilities Expenditures	\$ 329,872	\$ 221,496	\$ 262,346	\$ 204,242	\$ (58,104)

	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Program Staffing					
Maintenance Technician	2.0	3.0	2.0	2.0	0.0
Total FTEs	2.0	2.0	3.0	3.0	0.0

NOTE: the three full-time technicians are split 2/3 (General Government) Facilities Maintenance and 1/3 (Culture and Recreation) Library.

*Accomplishments FY23*

In addition to normal maintenance items, this division completed all monthly facility and facility safety inspections, installed security cameras, coordinated HVAC upgrades at several facilities, and assisted with citywide Christmas decorations and the Christmas parade setup/breakdown. In FY23 staff initiated the implementation of the City's first comprehensive asset management program which will go live prior to the start of FY24.

Challenges FY24

Challenges for this division include the on-going maintenance of aging buildings and other facilities. In response, staff works to continually update our 5-year renewal and replacement plan to assist in budget preparation. A second challenge is the filling of a Facilities Maintenance Technician vacancy open since November 2022.

Goals and Objectives

- 1) Efficiently maintain City properties at a safe and functional level.
- 2) Maintain a pro-active approach ensuring City infrastructure needs are met.
- 3) Perform bi-monthly safety inspections and preventative maintenance to reduce costs and prolong useable life of City facilities.
- 4) Provide clean, safe facilities for public use and services in a timely and responsive manner.
- 5) Ensure timely response and/or completion of work orders.

Performance Measures (Results)

	FY21	FY22	FY23
Perform monthly and bi-monthly safety inspections (of 84), does not include townhomes associated with Crosstown Connector	84+(100%)	84+ (100%)	84+ (100%)
Perform preventative maintenance functions. Shift from reactive to proactive maintenance program.	~150*	156	121**
Ensure outsourced work (through Purchase orders) is accomplished and paid in accordance with the approved contracts.	14	15	12 (est.)

*approximate number, not tracked the same way as the current protocol

**preventative maintenance primarily by one staff member, due to Maint. Tech vacancy since Nov22

Productivity Indicators

	FY21	FY22	FY23
Annual number of completed facility-related work orders	352	358	349 (est.)



Legal Services

Mission Statement

To serve as legal counsel and provide legal services to City Council, City Manager, City staff, boards and commissions and all departments of the City.

Program Statement

This budget covers the citywide costs associated with legal services. The budget is reflected by legal discipline where the City has historically used separate counsel for various legal requirements and specialties: specifically, the City Attorney for City Council and general legal counsel; the Land Use Attorney for planning, quasi-judicial functions and land use legal representations; the Labor Attorney for personnel functions and employment litigation matters; and the Franchise Attorney for franchise, telecommunication tax, utility and related areas. All attorneys serve at the pleasure of and report directly to City Council.

Budget Highlights

The Legal Service's budget comprises 2% of the General Fund's total budget. This budget of \$400,000 represents a decrease of \$92,647 from the FY 2023 budget. At the end of FY 2024, our City Land Use Attorney has taken on most of the responsibilities of City General Counsel. Cost savings are anticipated with only one attorney at most council meetings for FY 2024. Our previous City General Counsel remains on hand part-time for special projects.

Budget Details

Budget Title: Legal Services
 Budget Org: 0151430
 Budget Monitor: City Manager/Lance Johnson

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contract Services	478,132	482,349	492,647	400,000	(92,647)
Operations	-	-	-	-	-
Total Legal Expenditures	\$ 478,132	\$ 482,349	\$ 492,647	\$ 400,000	\$ (92,647)

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
None					
Total FTEs	0.0	0.0	0.0	0.0	0.0





Community Development

*Planning, Engineering and Building Divisions

*Harbor Development Management

*Community Redevelopment Agencies

*Business Tax Receipt Collection

Mission Statement

To provide consistent, efficient, and high value Community Development services by continuously examining and enhancing our key processes, requirements, and performance to ensure the City's development system is successful and sustainable.

Program Statement

The Community Development Department is composed of three Divisions (Building, Planning and Engineering) and the Office of the Director.

The Building and Planning Divisions assist with ensuring construction and development activities comply with the latest State Building Codes, the City's Land Development Code and the City's Comprehensive Plan.

The Engineering Division applies broad-based engineering, stormwater and transportation principles and plan reviews to ensure the public health, safety and welfare of the city and that development is in compliance with the City Comprehensive Plan and Land Development Code.

The Office of the Director provides coordinated direction, management and support to carry out the Department's mission, City goals and policies. This office provides budgeting, financial, strategic planning, training, personnel and safety services, as well as providing customer service for the community concerning development services that the Department provides. It also oversees the implementation of the Comprehensive Plan, Land Development Code, Development Review Process, Harbor Management, the Community Redevelopment Areas, and the Stormwater Management (classified as Physical Environment). This office also oversees and coordinates the communication, information, emergency, and contract management of the Department. Each major program managed by the Community Development Department is listed separately by their organizational unit and the State of Florida Uniform classification. Building Permit and Inspections are tracked in a separate Special Revenue Fund to better comply with Florida State Statute regarding accounting. Stormwater is reported in the Physical Environment section of the budget. Engineering is under Transportation.



Budget Highlights

The Community Development budget of \$1,037,509 represents a decrease of \$234,496 from the FY 2023 budget. The Community Development's budget is 6% of the total General Fund budget. The main decrease is related to contract services. The FY 2022 and FY 2023 budgets assumed the City would hire consulting services to assist with Planning and Engineering. The Planning Division is now almost fully staffed, reducing the need for additional contracted support.

Budget Details

Budget Title: Community Development
 Budget Org: 0151531
 Budget Monitor: Community Development Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 557,872	\$ 568,892	\$ 797,874	\$ 780,246	\$ (17,628)
Contract Services	493,751	186,941	386,578	133,000	(253,578)
Operations	31,385	49,672	87,553	124,267	36,714
Total Com Dev Expenditures	\$ 1,083,008	\$ 805,504	\$ 1,272,005	\$ 1,037,513	\$ (234,492)

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Community Development Director	.67	.67	0.67	0.67	0.0
Administrative Assistant	0.5	0.5	0.75	0.75	0.0
Principal Planner	1.0	1.0	1.0	.9	>0.1
Senior Planner	0	0	1.0	1.0	0.0
Planner	4.0	4.0	3.0	3.0	0.0
Business Tax License Clerk	0	0	1.0	1.0	0.0
Total FTEs	7.0	7.0	7.17	7.16	0.0

Accomplishments FY23

- 1) Reviewed and presented recommendations for changes to the City's adopted **Comprehensive Plan** further realizing coordination and **alignment with the Land Development Code**.
- 2) Began work and coordination on a study to update the City's **Impact Fee** program.
- 3) Full implementation of Community Development Software (**COMPASS/EnerGov**) and continue to make improvements.
- 4) Continued coordination between the US Army Corps of Engineers for data collection for the Harbor Capacity Study, which aims to present recommendations on maintaining and improving the health of the Destin Harbor and surrounding waterways.
- 5) Continued work on multiple aspects of the **City's Strategic Plan** including: **Stormwater Master Plan, Land Development Code and Design Manual, and Mobility Plan** aimed at enhancing the multimodal facilities of mobility in the City.
- 6) Began working on a **City-Wide Safety Plan** to address transportation safety issues for all modes of traffic wholistically through the entire City.
- 7) Maintained training, certifications and licensing.



- 8) Maintained a proactive “Quality of Life” development effort.
- 9) Gulf Shore Drive Extension Project

Challenges FY24

- 1) Complete the update of the Land Development Code to implement Comprehensive Plan.
- 2) Preparation and adoption of amendments to Comp Plan: 2030.
- 3) Update Impact Fee Schedule.
- 4) Implementing the City Wayfinding Master Plan – which is the cornerstone of City Council’s strategic goal of creating the Destin Brand.
- 5) Mobility Plan- aimed at enhancing the multimodal facilities of mobility in the City.
- 6) Continue to implement multi-modal standards of development design and transportation systems.
- 7) Fully Staff the Department to meet the development needs of the city.
- 8) Maintain training, certifications, and licensing.
- 9) Maintaining a proactive “quality of life” development effort.

Goals and Objectives

- Refine critical departmental performance metrics and reporting within the COMPASS system and benchmark results.
- Track average time from all permit application submittal to issuance within the compass system.
- Update Impact Fee Schedule.
- Simplify the fee schedule for permits.
- Update Land Development Code to implement Comprehensive Plan.
- Preparation and adoption of amendments to Comp Plan: 2030.
- Prepare Mobility Plan and Fee Schedule to enhance multimodal facilities in the city.
- Continue to implement multi-modal standards of development design and transportation systems.
- Continue to simplify and improve upon the development review services process and achieve full implementation of COMPASS/EnerGov Development Review and Citizen Self-serve Software.
- Maintain training, certifications, and licensing.
- Maintaining a proactive “quality of life” development effort.
- Additional accomplishments, challenges, performance measures and performance indicators details can be found within budget details for the divisions as follows:
 - Public Safety: Building Permits and Inspections
 - Physical Environment: Stormwater and erosion control
 - Transportation: Engineering
- See also details for the two Community Redevelopment Areas and Building Inspections in the section on Special Revenue Funds.

Performance Measures (Results)

	FY21	FY22	FY23
COMPASS System Implementation	50%	100%	n/a
Harbor Capacity Study	50%	90%	100%
Comprehensive Plan & Future Land Use Map (FLUM) Update	75%	100%	n/a



Land Development Code (LDC) Update	50%	80%	LPA recommended approval of the Final Drafts of Articles 1, 2, & 3 . This will be brought before City Council for their consideration. Staff received <i>Article 4 – Zoning Districts, Overlays, and On-site</i> and is currently reviewing for future recommendations from the various appropriate boards. Article 5 and Article 6 are in the drafting phase with 3TP Ventures.
------------------------------------	-----	-----	--

Productivity Indicators

	FY21	FY22	FY23
Building Permits Issued through COMPASS	2950	3828	
Harbor Capacity Study Surveys & Preliminary Report	Yes	Yes	n/a
Comprehensive Plan & Future Land Use Map (FLUM) Update	Yes	Yes	n/a
Land Development Code (LDC) Update	N/A	In Progress	In Progress



Information Technology

Mission Statement

Develop and maintain a consistent communication and network integration by utilizing the most efficient technology available, and by providing excellent internal and external customer service.

Program Statement

The role of the Information Technology (IT) Program is to advance the overall productivity and efficiency of the City through integrated information systems. The department is responsible for helping all city departments streamline processes and be more efficient through information technology. Primary responsibilities include the development, support and management of all the City's information services and mediums, including computers, tablets, smartphones, network infrastructure, and IP telephone systems. The department is also responsible for staff training on systems and applications and management of all service and maintenance contracts for systems management repair and upgrades.

Budget Highlights

The Information Technology's budget comprises 4% of the General Fund's total budget. The Information Technology's division consists of 4 FTE employees. The Information Technology's budget of \$668,903 represents an increase from FY 2023 of \$198,492. Of the \$668,903 allocated for this division, 65% is for salaries and benefits. The remaining amount allocated for this division is for supplies, required services and training, dues and memberships, other operating needs, software licenses, maintenance support, and capital for the function of the General Government information and communication needs. Personnel costs are the primary reason for the budget increase. Software and communication expenses are generally allocated to the major functions/departments that use them.

Budget Details

Budget Title: Information Technology

Budget Org: 0151932

Budget Monitor: Information Systems and Technology Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 375,284	\$ 291,091	\$ 307,995	\$ 436,264	\$ 128,269
Contract Services	-	-	15,000	50,000	35,000
Operations	104,524	91,946	147,416	182,639	35,224
Total IT Expenditures	\$ 479,808	\$ 383,037	\$ 470,411	\$ 668,903	\$ 198,492



Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Information Technology Director	1.0	1.0	1.0	1.0	0
Network System Administrator	1.0	1.0	1.0	1.0	0
Systems & Network Specialist	1.0	1.0	1.0	1.0	0
GIS Manager/Sys Specialist	1.0	1.0	*0.0	*0.0	0.0
Total FTEs	4.0	4.0	3.0	3.0	0

*GIS moved to Planning

Accomplishments FY23

The Information Technology department's core mission of maintaining network and infrastructure uptime continues to be accomplished at high levels. Uptime (outside of planned maintenance) continues to exceed 99.9% availability.

In 2022, the IT Department continued to face many challenges, as well as achieving many accomplishments, to address the needs of the city throughout another unconventional year. The IT Director position has been vacant for several months which has resulted in IT resources and the Interim IT Director's (Deputy City Manager) resources being stretched thin. Despite these challenges, the department continues to move forward with critical and high priority tasks and initiatives.

IT remains busy with onboarding new employees and getting them integrated into the city technology services. With the assistance of our help desk technician and the use of our ticketing software, processes that flow across the city regarding service requests, such as onboarding, termination/separation, general service requests, phone system support, and other IT related functions, continue to be enhanced and streamlined. These processes have continued to allow the IT to reduce time spent on installation and/or modifications to technology resources. Upgrades to the service catalog, knowledge base, and workflows are continually being evaluated and added. The City's ticket system has become the department's best tool for monitoring and maintaining service levels. This departmental tool is paramount to providing excellent customer service and improved response time for service requests.

IT remains instrumental in making mobile computing a priority for City services. Maintaining access to City services and applications for employees while off-site continues to be a top priority by the department. The proactive approach makes our mobile technology a success and will remain in focus. This is still a critical part in the way the City can conduct business during uncertain times as well as in emergency situations.

One of the key accomplishments in 2021, was the completion of the EnerGov implementation which is the City's new community development and code software, also known as COMPASS (**Community Permitting And Support System**). While still in the early life stages, this software is currently providing the following services to the City: improved reporting, improved capabilities for employees, customer access to information, improved review processes, and tracking capabilities across multiple departments regarding permitting, planning, licensing, engineering, and code compliance. IT has worked hard to continuously and successfully implement COMPASS into the City's information technology ecosystem.



The IT Department has been working with Energov and Tyler Technologies to prepare for a major version upgrade of the MUNIS and Energov system to the Saas/Cloud-based system in early 2023.

Additional Accomplishments

- IT continue to purchase and repurpose computer equipment to accommodate turnover as well as growing staff.
- Upgrading of virtual access for staff.
- Upgrade our recreation software to the cloud hosted version of RecTrac (Major upgrade)
- Upgraded the city's agenda system to the latest version
- Continued maintenance and updates to Munis, the City's financial software
- 99.9% Backup Success Rate, Uptime of Servers, Uptime of Network, and Uptime of VoIP
- 90% of service orders were satisfied within 24 to 48 hours, depending on assigned priority.
- Maintenance of existing network infrastructure to accommodate all city facilities.
- Maintains over 60 phones and the VOIP server-based phone system
- Maintains and supports over 100 computers, 30 Laptops, 42 Smartphones, 26 Printers, and 8 Mobile Networking devices
- Implemented and added Microsoft Defender Advanced Threat Protection to assist in the configuration of Cybersecurity Measures for city cloud/email services.
- Accomplished access to DAVID system and completed necessary training for administrators

Challenges FY24

Major Goals (80+ hours of effort per goal)

- Assist in software development for improved reporting of KPI's and dashboard metrics
- Transition to technical support of our Community Development software (EnerGov)
 - Assist with technical issues that arise in the EnerGov system
 - Maintain user access across multiple departments and divisions
 - Facilitate a system upgrade when available
 - Monitor Tyler Servers in conjunction with Tyler Products
- Provide on-going training in respect to the utilization of Office 365 across all city departments
- Improvements to Security and Compliance regarding email archiving and Office 365
- Improvements to Cloud-to-Cloud backup and replication
- Upgrade our financial software, Munis, to the latest version.
Implement a new technology software platform for Public Works
- Setup vulnerability scanning provided by Critical Infrastructure & Security Administration (CISA)

Minor Goals

- Replacement or upgrade aging computers and systems
- Continued maintenance to operating systems and satisfy system standardization
- Weekly Geographic Information System updates and coordination with county agencies
- Monthly Geographic Information System updates to external mapping systems
- Removable Media Policy (city-wide)
- Cybersecurity and Training Policy
- Utilize the IT help desk ticket system for 100% of city-wide requests the relate to IT



Goals and Objectives

- 1) Efficiently maintain City properties at a safe and functional level.
- 2) Maintain a proactive approach ensuring City infrastructure needs are met.
- 3) Perform safety inspections and preventative maintenance to reduce costs and prolong useable life of City facilities.
- 4) Provide clean, safe facilities for public use and services in a timely and responsive manner.
- 5) Ensure timely response and/or completion of work orders.
- 6) Provide support in maintaining or upgrading software applications and move to cloud-based solutions where applicable.

Performance Measures (Results)

	FY21	FY22	FY23
Servers above 99.8% uptime	100%	100%	100%
Daily backup success	99.9%	99.9%	100
Daily server updates	100%	100%	100
% Healthy servers	100%	100%	100
% of closed ITD work orders within user specified due date	99.4%	97%	100
Average age of computers	3.5 Years	3 Years	3 Years
% of closed GIS work orders within user specified due date	98%	97%	95

Productivity Indicators

	FY21	FY22	FY23
Total number of computer users	107	111	178
Total number of workstations (includes Library public workstations)	179	185	121
Total number of servers and virtual servers	14	14	7
Total number of databases maintained	8	8	7
Total number of IT Help Desk requests received	1083	1327	923
Total number of IT Help Desk requests resolved	1079	1325	885
Total number of GIS tickets received	72	116	33
Total number of GIS tickets resolved	72	116	33





Public Safety

Description

Public Safety includes services provided by the legislative and administrative branches of the City for the benefit of the public and the governmental body as a whole. Organizational units included under Public Safety include General Public Safety, Building Inspection, Code Compliance, and Emergency Management Operations.

Law enforcement, in the General Public Safety budget, is provided through an interlocal agreement with the Okaloosa County Sheriff's Office.

Department Recap	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
General Public Safety	\$ 2,582,998	\$ 2,574,705	\$ 2,735,420	\$ 3,021,156	\$ 285,736
Code Compliance	655,256	554,484	763,811	1,199,352	435,541
Emergency Management	13,200	17,120	41,512	43,703	2,191
Total Public Safety Expenditures	\$ 3,251,454	\$ 3,146,309	\$ 3,540,743	\$ 4,264,211	\$ 723,468

Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 536,669	\$ 455,572	\$ 655,506	\$ 1,036,092	\$ 380,586
Contract Services	2,567,740	2,558,028	2,695,995	2,982,778	286,783
Operations	147,045	132,709	189,242	245,341	56,099
Total General Gov Expenditures	\$ 3,251,454	\$ 3,146,309	\$ 3,540,743	\$ 4,264,211	\$ 723,468



General Public Safety (Law Enforcement)

Program Statement

The Public Safety organizational unit includes the cost of law enforcement, beach safety, and school crossing guards.

Law enforcement services for the City of Destin are provided through a contract with the Okaloosa County Sheriff's Office. This contract is reviewed and negotiated prior to the beginning of each fiscal year. The contract defines specific resource allocations that are to be provided by the Okaloosa County Sheriff's Office and the costs associated with the extended level of service. The City has researched if establishing a local police department is feasible and it has been determined that the current contract with the Sheriff is the most cost effective and efficient manner to provide law enforcement to Destin residents.

The City of Destin also contracts with the Destin Fire Control District through an interlocal agreement for beach and ocean lifeguard services. There are two programs within Beach Safety designed to help the division reach the goal of ensuring public safety on the beach: (1) Lifeguard Operations –which provides lifesaving services along the beaches; and (2) the Prevention/Education Program which attempts to reach residents and visitors with beach and ocean safety education.

The public safety organizational unit also includes the cost of part-time temporary employees who fill the role of school crossing guards for Destin Elementary School.

Budget Highlights

The Public Safety's budget comprises 18% of the General Fund's total budget. This budget covers the overall Law Enforcement Services Agreement with the Okaloosa County Sheriff's Office which includes payroll and operating expenses for 21 FTE (17 patrol, 2 investigators, 1 marine, 1 support). For FY 2024, personnel costs have increased 1% for the Sheriff's Office. Fuel and IT costs have increased. This budget also reflects payments to the Destin Fire Department for the Beach Patrol (Lifeguard) Program. This budget also includes wages for three part-time seasonal Elementary School Crossing Guards.

Budget Details

Budget Title: Public Safety
Budget Org: 0152140
Budget Monitor: City Manager

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 14,971	\$ 6,049	\$ 30,419	\$ 30,703	\$ 284
Contract Services	2,558,990	2,556,862	2,686,495	2,972,778	286,283
Operations	9,037	11,795	18,506	17,675	(831)
Total Public Safety Expenditures	\$ 2,582,998	\$ 2,574,705	\$ 2,735,420	\$ 3,021,156	\$ 285,736



Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Crossing Guard (PT Seasonal)	1.0	.58	.58	.58	0
Total FTEs	1.0	1.0	.58	.58	0

Accomplishments FY23

For the Okaloosa Sheriff's Department, in fiscal year 2022, calls for service for the City of Destin reached 35,869.

Beach Safety employs almost 62 employees during peak season In FY2022 and provided the following services and metrics.

	Attendance	Minor First Aid	Major First Aid	Public Contacts	Preventative Acts	Missing Persons	Lost Persons	Persons Rescued	Assits	Boat Infractions	PWC Infractions	Marine Life Stings
MONTHLY TOTALS												
March	91,819	11	6	31,626	14,719	9	4	5	2	-	-	-
April	153,638	-	9	54,566	21,683	4	-	16	4	-	-	-
May	286,270	2	7	84,059	17,407	6	3	61	2	-	-	17
June	442,620	12	21	104,758	26,449	14	6	97	53	9	3	10
July	516,249	20	7	78,230	21,960	41	3	15	55	2	3	2
Aug.	228,357	3	8	42,798	9,456	6	5	18	29	-	-	-
Sept.	142,686	2	1	37,712	6,009	-	2	2	5	-	-	-
Oct.	103,005	3	1	28,379	8,522	1	-	-	-	-	-	-
TOTAL	1,964,644	53	60	462,128	126,205	81	23	214	150	11	6	29

Challenges FY24

Destin has a large influx of visitors between March and October of each year, with peak season from Memorial Day to Labor Day. During this time, the demand for public safety services rapidly increases at the beginning of the tourist season. For these reasons, the City Council created a strategic objective for staff to pursue additional funding for Public Safety from agencies such as the Okaloosa County Tourist Development Council (TDC). Staff's FY2022 request to assist in funding was denied but funding for other services were kept flat; However, staff will continue to pursue opportunities such as the BYRNE Grant, Cares Act Program as well as TDC funding to help absorb the financial impact of the tourist industry on the City of Destin's public safety programs.

For the Okaloosa Sheriff's Department, the increased number of visitors stresses our transportation system which overflows onto residential streets within the City of Destin. This can create challenges in keeping vehicles driving at posted speeds as well as ensuring the safety of pedestrians. Deputies assigned to the City of Destin will continue to address aggressive driving by conducting saturation patrols of problem areas.



It is important for Beach Safety to educate beach goers on water safety as well as maintaining the beach flag system. It has proved challenging for Beach Safety and the Okaloosa Sheriff's Department to gain compliance by swimmers to exit the water during double red flag conditions occur, which is when no swimming is allowed due to dangerous surf conditions. In addition to dangerous surf conditions, the OCSO and Beach Safety crews face challenges of the mobility of resources across congested beaches, ropes, chains and structures during peak season.

Goals and Objectives

- 1) Reduce DUI and BUI related crashes
- 2) Keep the number of swimming/beach related accidents and deaths at a low rate
- 3) Reduce traffic crashes
- 4) Keep violent crime rate low

Performance Measures (Results)

OCSO	FY21	FY22	FY23
Violent Crimes	48	28	29
Traffic Crashes	839	761	575
DUI's	125	107	93
Beach Safety			
Rescues	403	214	**
Drownings in guarded areas	2	1	**
Drownings in unguarded areas	1	0	**

*OCSO Stats are manually counted due to information technology issues and could not be electronically provided at time of deadline. Stats range from Oct 2021 – Sept 2022.

**Destin Beach Safety will provide statistics for the FY23 period by August 7, 2023.

Productivity Indicators

OCSO	FY21	FY22	FY23
Total Calls for Service	39,959	35,869	33,324
Traffic Violations	3130	3,827	4,133
City Ordinance Violations	49	55	121
Beach Safety			**
Beach Attendance	1,892,189	1,964,644	**
Beach Preventative Acts	157,516	126,205	**
Beach Major Medical Responses	67	60	**



Code Compliance

Mission Statement

Code Compliance Department Officers protect the public's well-being and enhances the quality of life by enforcing the city's health, safety, zoning, and sanitation codes. Code Officers are available seven days a week to address code compliance concerns and ensure that our city remains a beautiful place to live, work and play.

Program Statement

The Code Compliance Department is composed of trained officers who use a hometown community approach and in doing so, create strong bonds with our City of Destin residents and visitors. The goal is to strengthen community outreach and gain voluntary compliance through education of City ordinances and codes. Code Compliance Officers perform a variety of technical duties in support of the City's local Code Compliance program. They monitor and enforce a variety of applicable ordinances, codes, and regulations related to zoning, land use, building codes, public nuisance, short and long-term rentals, beach vendors, beach management, harbor and waterways, livery vessels, health and safety, blight, security checks, and other matters of public concern. They serve as a resource of information on City regulations to property owners, residents, businesses, the public, and other City departments, and divisions. In addition to their responsibilities pertaining to Code Compliance, the officers identify and solve problems, establish goals, and define strategies within the community.

Code Compliance Officers work seven-(7) days a week from 7 a.m. to 12:00 a.m. We cover 7.66 square miles containing roughly 63 miles of roadways and sidewalks. There are approximately 6,200 households with nearly 14,000-year-round residents. (1) Annually, the City of Destin experiences more than 4.5 million visitors. (2) There have also been discussions amongst city officials and elected officials of annexation to our east. As one might imagine, with 4.5 million visitors and vehicles there are countless interactions with Code Compliance. To that point, the Code Compliance Department is the catch-all for complaints and questions. The backbone of this job is documentation. If/when these cases go to court, we are expected to have our cases well written, in order, and defensible. The Code Compliance Department also assists the Community Development Department, to include Building, Planning, Engineering and Permitting in the education, oversight, notification and enforcement of numerous city ordinances and land development codes to ensure a safer community.

The Code Compliance Department supports several top priorities:

1. Short Term Rental Registration and Oversight
2. Long Term Rental Registration and Oversight
3. Livery Vessel / Bareboat Charter Issues
4. Beach Vendor Issues
5. Parking Issues
6. Unauthorized/Unpermitted Construction/Renovation Work
7. Boat Patrol of Harbor and Waterways
8. Unauthorized Launching and Pick-ups at City Owned Property
9. Unauthorized Anchoring of Inflatables in Joe's Bayou
10. Derelict Vessels



Budget Highlights

The Code Compliance Department's budget comprises 7% of the General Fund total budget. The Code Compliance Department consists of 9 FTE employees. This Department's budget of \$1,199,352 is an increase of \$435,540 from the FY 2023 budget. Of the \$1,199,352 allocated for this division, 81% is for salaries and benefits. The remaining amount is for software, communications (IT, radio, cell), repairs and maintenance, supplies, and required training. The FY 2024 budget includes 5 new full-time and 2 new part-time positions to meet demands of our City.

Budget Details

Budget Title: Code Compliance
 Budget Org: 0152442
 Budget Monitor: Code Compliance Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 521,698	\$ 436,908	\$ 593,775	\$ 971,286	\$ 377,511
Contract Services	8,750	1,167	9,500	10,000	500
Operations	124,808	116,409	160,536	218,066	57,530
Total Code Compliance Expenditures	\$ 655,256	\$ 554,484	\$ 763,811	\$ 1,199,352	\$ 435,541

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Code Compliance Director	1.0	0.9	0.9	0.9	0
Code Compliance Deputy Director	0	0.9	0.9	0.9	0
Code Compliance Officers	6.5	5.4	5.4	11.25	5.85
Administrative Assistant	1.0	0.9	0.9	0.9	0
Total FTEs	8.5	8.1	8.1	13.95	5.85

Accomplishments FY23

The Code Compliance Department continues to register Short and Long-Term rental properties (1,015 7 141, respectively) along with Beach Vendors (49) and Livery Vessels (401). Most registrations categories increased from the previous year -. Code Compliance have responded to 3151 Calls for Service and issued 269 Code Citations, 66 Notice of Violations, 8 Notice of Hearings, and issued 1,076 Citations for parking violations throughout the city, all from January to July 31st, 2023. A.

A new Code Compliance Director was hired in April and the Code Compliance Department was transformed from a reactive to proactive mode. The operational abilities of the Code Compliance Department were also increased by issuing needed equipment-(Water Resuce Disc, Person Flotation Device (PFD), Trauma Kits, Lock-out tools, and Narcan. All Code Compliance Employees attend FEMA training; each being awarded a Certificate in FEMA's Professional Development Series to better assist the City and Community in a disaster. The Code Compliance Officer of the Quarter Program was instituted and new Code Compliance Officer the Field Training Manual was rewritten. **Short-term rental registrations increased from FY2021 to FY2022 to FY2023 Registration Officers are diligently**



processing Registration and Violations bringing additional properties into compliance. Long-term rentals show a small decrease from 148 to 141 registrations, as now long-term rental properties must submit BTR's.

Challenges FY24

The Code Compliance Department while significantly understaffed will continue to monitor and enforce the registration of Short Term and Long-Term Rental properties along with Beach Vendors and Livery Vessel operators. Increasing rules and regulations awareness to short term rental occupants regarding parking, noise and garbage will also be a key challenge. Forming relationships with and educating short term rental management companies to work with the city to educate renters of expected behavior. Aligning staff availability with peak needs time. It will also be essential to work with the Community Development Department in strengthening various codes to ensure a more comprehensive enforcement procedure may be obtained. Code Compliance is working to add the International Property Maintenance Code as a new tool to aid in improving the City of Destin through enforcement of existing residential and non-residential structures.

Code Compliance is also working on new goals and objectives for FY24. New benchmarks will be created as well as tracking and reporting mechanisms being setup within the new Energov system.

Goals and Objectives FY24

- 1) Compliance rate of cases in the 90th percentile.
- 2) Tracking rental registration and livery application average application time from application to issuance.
- 3) Have all new cases entered before end of shift
- 4) Decrease complaints from residents who live in single-family neighborhoods.
- 5) Respond to complaints within a 24 hour/ (3-business days) timeframe.
- 6) Follow up on 100% of complaints
- 7) Add additional staff
- 8) Code Compliance Officers to obtain additional FACE Certifications
- 9) If approved for its staffing request, the Code Compliance Department will assume responsibility for the Crossing Guard duties and train its staff accordingly.
- 10) Conduct STR Summit for Local Responsible Parties to ensure local ordinances, policies, and rules are understood and shared.

Performance Measures (Results)

	TARGET		FY23
Complete STR registrations for preexisting units by May 1 st (NEW)	100% STR renewals complete		97.5



Open/Update all Code cases by the end of each shift. (NEW)	100% cases updated		100%
--	--------------------	--	------

Productivity Indicators

	FY21	FY22	FY23
Short-term rental registrations approved	917	939	1,015
Long-term rental registrations approved	200	148	141
Livery vessel registrations approved	484	383*	401
Beach vendor registrations approved	57	54	49

*.

_*



Emergency Management

Mission Statement

In the event of a natural or manmade disaster, the City strives to ensure sufficient public notification, and evacuation of Destin's citizens and visitors through an on-going coordination with area emergency management officials and advanced planning and mitigation measures.

Program Statement

The Emergency Management Program falls under the authority of the Emergency Manager, who commands the City's resources in the event of any emergency or disaster. The Emergency Manager maintains and updates Destin's Disaster Preparedness Plan, keeping emergency information current and dispersed to all personnel. The Emergency Manager also maintains continuing service contracts with disaster response and debris removal organizations and informs them when to mobilize and be on stand-by. The Emergency Manager serves as the City's liaison with County, State, and Federal agencies before, during and after a disaster.

Budget Highlights

The Emergency Management's budget comprises of less than 1% of the General Fund's total budget. The Emergency Management's budget of \$43,703 represents an increase of \$2,191 from the FY 2023 budget, primarily due to increased personnel (insurance) costs. Most of this budget is salary and benefits. The remainder of this budget is for printing hurricane preparedness brochures, supplies, disaster preparedness and response training, dues and memberships.

Budget Details

Budget Title: Emergency Management

Budget Org: 0152543

Budget Monitor: Emergency Management/Public Works Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ -	\$ 12,615	\$ 31,312	\$ 34,103	\$ 2,791
Contract Services	-	-	-	-	-
Operations	13,200	4,505	10,200	9,600	(600)
Total Emergency Mgmt Expenditures	\$ 13,200	\$ 17,120	\$ 41,512	\$ 43,703	\$ 2,191

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Public Works and Emergency Management Director			0.2	0.2	0.0
Total FTEs	0.0	0.0	0.2	0.2	0.0

Accomplishments FY23

The City was not required to activate the Emergency Operations Center (EOC) during FY23. The City completely updated the City's Disaster Preparedness Plan in FY21 with periodic updates to individual



documents as required. Full funding from Florida Division of Emergency Management (FDEM) also secured for (2) 6" self-priming pumps for use during emergencies. Staff also purchased a "toy-trailer" to store and transport our inventory of 2", 3", and 4" pumps and hoses.

Challenges FY24

City staff remain committed to annually reviewing the Disaster Preparedness Plan and associated Operating Instructions, updating them as needed, and always remaining flexible during an actual event to meet the immediate and long-term demands of its citizens and visitors.

Goals and Objectives

- 1) Ensure disaster preparedness and recovery activities coordinated with the Okaloosa County Emergency Management Department, the Destin Fire Control District, the Okaloosa County Sheriff's Department, Destin Water Users and State and Federal agencies to ensure public safety, mitigate hazards, and expedite necessary recovery efforts and reimbursements.
- 2) Remain current with policies and practices of the State of Florida's Division of Emergency Management and coordinate all departmental and administrative emergency procedures to ensure uniformity and compliance.
- 3) Ensure proper FEMA documentation and reimbursement procedures.
- 4) Research, develop, and execute mitigation measures to benefit City operations.
- 5) Coordinate with the OCSO, DFCD and Okaloosa County to establish a future CERT program in Destin.

Performance Goals/Measures (Results)

	FY21	FY22	FY23
Update and distribute the City's Disaster Preparedness Plan and EM OIs	Yes	Yes	Yes
Annual renewal of Debris Management contracts	Yes	Yes	Yes
Make available disaster/flood preparedness and recovery materials for the public	Yes	Yes	Yes
Obtain maximum reimbursements for City from FEMA	Yes	Yes	Yes
Maintain EM inventory and supplies	Yes	Yes	Yes
Acquire on-going training twice per year as available for EM issues	6	4	3+

Productivity Indicators

	FY21	FY22	FY23
Total number of significant storm events	0	0	0
Total number of Emergency Operations Center activations	0	0	0
Total Emergency Management meetings	2	2	2



Physical Environment

Description

According to the Florida Uniform Accounting System Manual for Florida Local Governments, the Physical Environment category is cost of services for the primary purpose of achieving a satisfactory living environment by controlling and utilizing elements of the environment. Generally, this category includes provision of utilities, solid waste, conservation and resource management, flood control and stormwater management. This category also includes cemetery management and operations.

The City of Destin does not operate and manage any utilities. Under general physical environment, the city tracks costs related to flood control, stormwater management and water quality. In FY23 the City hired a Stormwater Maintenance Technician. The City also owns, operates and manages a cemetery.

Department Recap	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Stormwater/Water Quality	\$ 187,965	\$ 164,834	\$ 302,829	\$ 447,307	\$ 144,478
Cemetery	11,108	4,877	11,467	11,799	332
Total Physical Envir Expenditures	\$ 199,073	\$ 169,711	\$ 314,296	\$ 459,106	\$ 144,810

Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 119,821	\$ 79,207	\$ 158,250	\$ 234,111	\$ 75,861
Contract Services	7,728	7,728	47,500	106,500	59,000
Operations	71,524	82,776	108,546	118,495	9,949
Total Physical Envir Expenditures	\$ 199,073	\$ 169,711	\$ 314,296	\$ 459,106	\$ 144,810



Stormwater/Water Quality

Mission Statement

The Physical Environment program ensures the implementation of various programs designed to preserve the waterways, beaches, cemeteries and supports the execution of the City's NPDES Stormwater Program.

Program Statement

This program falls under the direction of the Public Works Department. The goals of this program are to maintain and improve upon the City's natural resources. This program monitors environmental concerns, including stormwater, the Adopt-A-Street Program, beach clean-ups, water quality monitoring, and management of the Destin Harbor pumping station.

Budget Highlights

The Stormwater/Water Quality fund budget comprises 2% of the General Fund total budget. For FY 2024, we recognize the need for more effort to address stormwater infrastructure issues, and therefore we are allocating time from Engineering staff and Public Works staff to manage stormwater capital projects that are funded by American Rescue Plan Act funds and an allocation of Okaloosa Half Penny funds. The remaining amount in this budget include the utility expenses to run flood management and water quality pumps, and maintenance and repair costs for the equipment and a generator.

Budget Details

Budget Title: Stormwater/Water Quality
Budget Org: 0153800
Budget Monitor: Public Works Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 119,821	\$ 79,207	\$ 158,250	\$ 234,111	\$ 75,861
Contract Services	7,728	7,728	47,500	106,500	59,000
Operations	60,416	77,899	97,079	106,696	9,617
Total Stormwater/Water Expenditures	\$ 187,965	\$ 164,834	\$ 302,829	\$ 447,307	\$ 144,478



Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Stormwater Manager	0	1.0	0.0	0.0	0.0
Public Works/Stormwater Director			0.2	0.2	0.0
Maintenance Tech			1.0	1.0	0.0
Equipment Operator		0.4	0.4	0.4	0.0
City Engineer			0.1	0.1	0.0
Engineering Assistant II			0.1	0.1	0.0
Engineering Assistant I		0.2	0.2	0.2	0.0
Total FTEs	0.0	1.6	2.0	2.0	0.0

Staff, operating contracts and budget are managed by the Public Works Department with Code Compliance Assistance.

Accomplishments FY23

The Choctawhatchee Basin Alliance conducts regional water quality monitoring on behalf of the City. In addition, the City periodically hires a laboratory to collect and analyze water samples from the Destin Harbor. The City was re-certified through the Tree City USA program for the 20th year. The Choctawhatchee Basin Alliance also provides for the Public Education/Information/Involvement requirements of the City's NPDES Phase II Stormwater Permit. The City's NPDES program underwent a review by the Florida Department of Environmental Protection and was found to be in compliance.

Challenges FY24

This program faced great challenges relating to the environmental surroundings and past budget cuts. Staff will continue to strive to be re-certified in the Tree City USA program and maintain our relationship with the Choctawhatchee Basin Alliance. Staff will continue to administer our NPDES Storm Water Program to ensure compliance. The responsibilities of the former Stormwater Specialist position were re-distributed in FY22.

Goals and Objectives

- 1) Maintain a clean, safe environment for the City of Destin.
- 2) Maintain and improve water quality and aquatic habitat in the waters of the City of Destin.
- 3) Maintain and improve water quality and aquatic habitat within the Destin Harbor by operating the Harbor Pump during the Spring and Summer and on a limited schedule during the off-season.
- 4) Ensure environmental preservation, code education, and regulatory compliance.

Performance Goals/Measures (Results)

	FY21	FY22	FY23
Number of water quality testing rounds	>2	2+	2+
Maintenance of Agreement with CBA	Yes	Yes	Yes
Tree City USA recertification	Yes	Yes	Yes



Productivity Indicators

	FY21	FY22	FY23
Receipt of CBA Public Education Reports (semi-annual)	2	2	2
Receipt of CBA Water Quality Monitoring Reports (semi-annual)	2	2	2



Cemetery

Mission Statement

The Parks & Recreation Department will strive to enhance the community's Quality of Life through safe, efficient, and effective cemetery operations.

Program Statement

The Destin Memorial Cemetery is owned and maintained by the City. Within Florida's uniform classification methodology, cemeteries are classified as Physical Environment. The Parks Division maintains the grounds and the City Clerk keeps the official cemetery records. Cemetery operations also include two Sea Memorials and a Memorial Tree Program providing a means for residents to honor the memory of loved ones.

Budget Highlights

The Cemetery budget comprises less than 1% of the total General Fund budget. This organizational unit has a budget of \$11,799 for property insurance, maintenance and repairs. During FY 2023 we intend to gain a better understanding of the true cost to maintain the cemeteries and to adjust the fees accordingly

Budget Details

Budget Title: Cemetery
Budget Org: 0153950
Budget Monitor: City Clerk

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contract Services	-	-	-	-	-
Operations	11,108	4,877	11,467	11,799	332
Total Cemetery Expenditures	\$ 11,108	\$ 4,877	\$ 11,467	\$ 11,799	\$ 332

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
None					
Total FTEs	0.0	0.0	0.0	0.0	0.0

Duties are covered by staff from the City Clerk's office and Parks and Recreation.

Goals and Objectives

- 1) Provide efficient and timely cemetery operations.
- 2) Ensure safe, attractive, and well-maintained cemetery grounds.
- 3) Work with customers on disposal of flowerpots and other unsightly items.

Performance Measures (Results)

	FY21	FY22	FY23
Number of complaints received	4	2	2
Number of complaints resolved within goal timeframe	4	2	2



Productivity Indicators

	FY21	FY22	FY23
Number of annual maintenance days	52	52	52
Number of plots marked	100%	100%	
Number of plots maintained	2328	100%	
Number of plots sold	18	8	



Transportation

Description

The transportation category is home to the Public Works department, as most of their expenses are related to maintaining the City's infrastructure (roads, medians, sidewalks, streetlights). Engineering services have also been tracked in the category since inception of the City. The Engineering Division is now managed by the Community Development Director, and their services reach far more than city transportation infrastructure.

Department Recap	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Public Works	\$ 1,445,981	\$ 1,364,787	\$ 1,504,600	\$ 1,463,872	\$ (40,728)
Engineering	280,347	106,960	260,462	488,252	227,790
Median Maintenance	122,800	117,648	183,150	123,430	(59,720)
Total Transportation Expenditures	\$ 1,849,128	\$ 1,589,395	\$ 1,948,212	\$ 2,075,554	\$ 127,342

Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 1,068,086	\$ 854,086	\$ 1,095,827	\$ 1,251,963	\$ 156,136
Contract Services	123,953	95,953	27,500	152,500	125,000
Operations	657,089	639,357	824,884	671,091	(153,793)
Total Transportation Expenditures	\$ 1,849,128	\$ 1,589,395	\$ 1,948,212	\$ 2,075,554	\$ 127,342



Public Works

Mission Statement

To pursue continuous quality improvement in our work processes ensuring the best possible customer service in the following areas:

Administration -Clerical, Payroll, Accounts Payable, Contract Management, Reporting, Work Orders, Dispatch, Scheduling

Street/Drainage Maintenance -Street Repair, Signage, Sidewalks, Road Striping, Drainage, Assessments

Beautification -Right-of-Way Mowing, Tree Trimming, Street Sweeping, Aesthetics

Fleet Maintenance -Vehicles, Equipment

Program Statement

Under the Florida uniform classification system, Public Works is classified under Transportation for reporting purposes. The City of Destin's Public Works Department is responsible for continuous preventative and reactive maintenance of roads, sidewalks, medians, rights-of-way, streetlights, and signage. In addition, the Public Works Department oversees the preventative maintenance program for all facilities, vehicles, and equipment (see also Facilities Maintenance in the General Government section) and coordinates the maintenance of stormwater management devices (see also Physical Environment organizational unit).

Budget Highlights

The Public Work's Budget of \$1,463,872 is 8% of the total General Fund budget. This division consists of 10.5 FTE employees. Of the \$1,463,872 allocated for this division, 64% is for salaries and benefits, 36% is for utilities and repairs for all city facilities, pump stations, and traffic signals, streetlights, and small repairs to sidewalks and roadways. See also the Renewal and Replacement fund and the five-year capital improvement plan for more regarding capital improvements and renewals of our streets, sidewalks and appurtenances.

Budget Details

Budget Title: Public Works
Budget Org: 0154160
Budget Monitor: Public Works Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 830,284	\$ 753,350	\$ 883,897	\$ 942,321	\$ 58,424
Contract Services	95,953	95,953	-	-	-
Operations	519,744	515,485	620,702	521,551	(99,151)
Total Public Works Expenditures	\$ 1,445,981	\$ 1,364,787	\$ 1,504,600	\$ 1,463,872	\$ (40,728)



Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Public Works Director	1.0	0.6	0.6	0.6	0
Deputy Public Works Director	1.0	1.0	1.0	1.0	0
Drafting/CAD Technician	1.0	1.0	1.0	1.0	0
Equipment Operator	1.0	0.6	0.6	0.6	0
Field Crew Supervisor	1.0	1.0	1.0	1.0	0
Mechanic	1.0	0.7	0.7	0.7	0
Maintenance Tech/Mechanic	1.0	1.0	1.0	1.0	0
Maintenance Technicians	2.0	4.0	4.0	4.0	0
Custodian	2.0	0.0	0.0	0.0	0
Administrative Assistant	1.0	1.0	1.0	1.0	0
Total FTEs	12.0	10.9	10.9	10.9	.0

Note: Effective midway through FY 2022, 40% of the PW Director began being charged to Emergency Management and Stormwater/Water Quality. In addition, 33% of the Mechanic started being charged to Parks for work on equipment used to maintain the city-wide parks. In FY 2022, 40% of the Equipment Operator started being charged to Stormwater.

Accomplishments FY23

Public Works Staff striped several City parking lots and roadside public parking spaces throughout the community in support of the City's Pay to Park Program. Contractors working on behalf of the City re-striped Crystal Beach Drive, Vintage Circle & Vintage Court, Scenic Highway 98 (Western Loop - Cobia Street), Main Street (Kelly – Indian Trail), Indian Trail Staff completed the annual assessments of streetlighting (x4) and drainage systems. Highlighted projects include the construction of several stormwater retention swales and the completion of the City's ADA Transition Plan for pedestrian facilities. Crews assisted with the Christmas Parade, Main Street Art Banner Program, and many other small/medium scale projects.

Challenges FY24

Sidewalk installation and replacement/repair, roadway resurfacing/reconstruction, and road striping will be completed as funding allows.

Goals and Objectives

- 1) Efficiently maintain City property at a safe and functional level.
- 2) Maintain a proactive approach ensuring City infrastructure is maintained.
- 3) Maintain an "on call" status for 24-hour emergency and after-hours response capability.
- 4) Ensure a safe, clean, productive, and pleasant work environment.
- 5) Ensure timely response and/or completion of work orders compliance.

*Performance Goals/Measures (Results)*

	FY21	FY22	FY23
Perform annual assessments of City roads & storm sewer infrastructure	Yes	Yes	Yes
Ensure outsourced project work is accomplished and paid in accordance with the contract	25	33	22 (est.)

Productivity Indicators

	FY21	FY22	FY23
Total number of work orders completed	535	516	588 (est.)
Number of continuing services contracts managed	11	11	11



Median Maintenance

Program Statement

The Public Works Department is responsible for maintaining the medians, which includes picking up litter, mowing, and maintaining landscaping. Most of this work is contracted out to a continuing services contractor. The City also maintains the medians in our section of Highway 98, and FDOT partially reimburses the City for this work through their contractor Webber Infrastructure.

Budget Highlights

The Median Maintenance budget of \$123,430 is 1% of the total General Fund budget. Most of the funds budgeted in this organizational unit are to pay a median maintenance contractor (maintenance is classified as “operations”). The FY 2024 budget is based upon three-year trend of actual costs. Beginning in FY 2020, the Community Redevelopment Agency began to support the costs of median maintenance within the two CRA districts (see the Special Revenue Fund section).

Budget Details

Budget Title: Median Maintenance
 Budget Org: 0154183
 Budget Monitor: Public Works Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contract Services	3,000	-	-	-	-
Operations	119,800	117,648	183,150	123,430	(59,720)
Total Median Maintenance Expenditures	\$ 122,800	\$ 117,648	\$ 183,150	\$ 123,430	\$ (59,720)

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
None					
Total FTEs	0.0	0.0	0.0	0.0	0.0

Duties are covered by staff from the Public Works and the continuing services contractor.

Accomplishments FY23

The City maintained our relationship with our current vendor to provide median maintenance services. The FDOT began its median beautification project (Marler Bridge to Airport Road) in Spring 2022 and completed it in February of 2023. Our median maintenance contractor has not maintained the project area during construction. FDOT’s contractor will be responsible for maintenance of the vegetation for two-years (establishment period) after project close-out.

Challenges FY24

The FDOT intends on providing the City with a median beautification project from Airport Road to the Walton County Line at some point in FY24. The product will be an easier to maintain, FDOT sight-restriction compliant planting of lower growing groundcover, grasses and the addition of several oak



trees within this stretch of US98. A new irrigation system to support these plantings is also to be provided.

Goals and Objectives

- 1) Promote community aesthetics along the US98, Scenic 98 and other collector-class street corridors throughout the City.
- 2) Maintain a proactive approach to vegetation management through the on-going fertilization, pest-control and tree trimming efforts citywide.
- 3) Ensure that irrigation systems that support these areas are inspected and repaired as necessary.

Performance Goals/Measures (Results)

	FY21	FY22	FY23
Perform area inspections of those areas under contract	Yes	Yes	Yes
Maintain FDOT compliance standards for State corridors	Yes	Yes	Yes

Productivity Indicators

	FY21	FY22	FY23
Number of Mowing Cycles per Year	44	44	44
Number of Weed Control applications per Year	12	12	12
Debris Policing and Disposal (Litter Pick-up)	44	44	44



Engineering

Mission Statement

As an arm of the Community Development Department, the Engineering function ensures the public health, safety and welfare by applying broad-based engineering and transportation principles to City projects. The staff applies due diligence and appropriate engineering principles to represent the citizens' and City's interests in a professional, competent, and ethical manner.

Program Statement

The Engineering branch accomplishes its Mission by:

- Providing technical and compliance review of private construction projects affecting the City's right-of-way & infrastructure
- Planning, designing, managing, and budgeting internal work activities associated with past, current and future public infrastructure projects.

These engineering responsibilities are applied to public projects (Capital Improvement Projects) as a functional department within city government and on private projects as the governmental representative of the citizens of the City of Destin, Florida. The Engineering branch provides both leadership and support roles in the evaluation of infrastructure interests for: stormwater mitigation; management and coordination; traffic assessment and mitigation; implementing the City's transportation system, including bicycle and pedestrian facilities (multi-modal); erosion control; beach restoration and re-nourishment; environmental protection; infrastructure maintenance and permitting; parks and street lighting.

Budget Highlights

The Engineering Division's budget of \$488,252 is 3% of the total General Fund budget. Although traditionally categorized as transportation, demands for engineering services come from all City departments. Current engineering demand has been primarily from the Community Development department, so it was decided to hire more engineers and to have the department operate under the Community Development Director. Mid-way through FY2021, the City added a Professional Engineer to the team. In FY 2023, we added an Engineering Assistant, and in FY 2024 we are requesting to add a site inspector engineer. As stormwater and flood abatement projects are becoming more critical, staff have decided to allocate engineering time to the Stormwater (0153800) organizational unit. In recognition of the Engineers' time spent on supporting the Building Official, we have chosen to allocate 10% of the City Engineer and the Engineering Assistant II to the Florida Building Code fund. Most contracted engineering services are budgeted as part of capital projects.

*Budget Details*

Budget Title: Engineering
 Budget Org: 0154161
 Budget Monitor: Community Development Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 237,802	\$ 100,736	\$ 211,930	\$ 309,642	\$ 97,712
Contract Services	25,000	-	27,500	152,500	125,000
Operations	17,545	6,223	21,032	26,110	5,078
Total Engineering Expenditures	\$ 280,347	\$ 106,960	\$ 260,462	\$ 488,252	\$ 227,790

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
City Engineer, PE	1.0	.9	0.8	1.0	.2
Engineering Assistant II	1.0	0.0	0.2	0.2	0
Engineering Assistant I	1.0	.9	0.8	0.8	0
Engineering Site Inspector				.2	.2
Total FTEs	3.0	1.8	1.8	2.2	.4

Accomplishments FY23

During Fiscal Year 2022, Engineering has successfully completed the following projects:

- Administered the City Wide NPDES MS4 Erosion Control Program
- Continued to Provide efficient right-of-way permitting and stormwater plan review
- Administered the Citywide Local Mitigation Strategy, National Flood Insurance Program and Community Rating System.
- Hired a City Engineer (P.E.)
- Complete construction for the Calhoun Avenue Sidewalk LAP Grant

Challenges FY24

Engineering will endeavor to successfully complete the following on-going and future projects:

- Assist with the Administration of Final Design and Construction for the Norriego Point Recreational Improvements
- Clement Taylor Park Construction project
- Begin construction on the 2-lane Crosstown Connector
- Acquire an Advance Funding Agreement with FDOT to purchase the remainder of the right of way for the Crosstown Connector
- Construct the Gulf Shore Drive Extension



- Implementation/Inspections of the City Wide NPDES MS4 Erosion Control Program Requirements
- Continue to Provide efficient right-of-way and stormwater permitting
- Administer the Citywide National Flood Insurance Program and Community Rating System
- Assist with Beach Properties development as needed.
- Design of Linear Park
- Design/Construction assistance with Clement Taylor Park
- Design/Construction assistance with Sibert/Zerbe Parking Lot

Goals and Objectives

- 1) Track time of all permits from time of application to issuance
- 2) Establish benchmark for time to issue all permits
- 3) Protect and preserve public project and informational documents
- 4) Maintain inter-agency coordination and partnering presence for civic issues in local, state and federal entities
- 5) Provide complete and technically correct bid packages
- 6) Strive to keep City in compliance with NPDES MS4 Permit requirements
- 7) Provide engineering support to all City departments

Performance Measures (Results)

	FY21	FY22	FY23
Begin technical review of all development applications within 10 working days of receipt	92%	90%	
Review all permit applications within 10 working days of receipt	89%	90%	
Submit monthly activity and project status reports on time	100%	100%	

Productivity Indicators

	FY21	FY22	FY23
Total projects reviewed	37	49	
Percentage of pre-project inspections completed. (Target 100%)	NEW	100%	
Percentage of mid-project inspections completed. (Target 100%)	NEW	100%	
Percentage of post-project inspections completed. (Target 100%)	NEW	100%	



Economic Development

Mission Statement

Support and promote economic and tourist incentives that lead to a balanced, enhanced economy and quality of life for the Destin community.

Program Statement

Tourism is an intricate part of the industry in the City of Destin. Our beaches and outstanding fishing fleet draw thousands of tourists each year. The City Council allocates several thousand dollars towards cultivating interest in our beautiful area through donations to the local area Economic Development Council and by providing education grants to winners of special events like the Miss Destin contest.

Budget Highlights

The Economic Development budget of \$14,600 is less than 0.1% of the total General Fund budget.

There are no current plans to expand economic development services. The City will continue to support local economic development agencies within Okaloosa County, such as the Okaloosa Tourist Development Council (TDC), and the One Okaloosa Economic Development Council.

Budget Details

Budget Title: Economic Development

Budget Org: 0155271

Budget Monitor: City Manager

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contract Services	-	-	-	-	-
Operations	14,200	14,452	14,500	14,600	100
Total Economic Dev Expenditures	\$ 14,200	\$ 14,452	\$ 14,500	\$ 14,600	\$ 100

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
None					
Total FTEs	0.0	0.0	0.0	0.0	0.0



Health and Human Services

Program Statement

Health and human services primarily consist of animal control operations, which are outsourced to various experts. The non-profit Panhandle Animal Welfare Society (PAWS) is the primary animal control entity for the area. They have not increased their rates in several decades, so we anticipate rates will increase at some point in the future. The Emerald Coast Wildlife Refuge assists with wild animal issues, such as protection of turtles and relocation of coyotes. Feline Friends assists with controlling the feral cat population.

Budget Highlights

Health and human services accounts for less than 1% of the total general fund budget. All these services are contracted out to local non-profits according to specialty. This budget also includes property insurance on the building the City rents to Food 4 Thought to support local food security.

Budget Details

Budget Title: Health and Human Services

Budget Org: 0156272

Budget Monitor: Code Compliance Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contract Services	100,000	49,707	88,473	87,750	(723)
Operations	1,254	1,897	1,612	2,206	594
Total Health & Human Expenditures	\$ 101,254	\$ 51,604	\$ 90,085	\$ 89,956	\$ (129)

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
None					
Total FTEs	0.0	0.0	0.0	0.0	0.0

Productivity Indicators

	FY21	FY22	FY23
Number of animal complaints processed	157	173	106
Number of animals captured	95	82	60
Number of animals spayed/neutered	0	59	45
Number of animals relocated	68	59	45
Number of turtle nests protected	6	N/A	N/A



Culture and Recreation

Description

The City of Destin takes culture and recreation very seriously. This is the largest expenditure category, accounting for expenditure of 32% of the total general fund budget, above general government (28%) and public safety (25%).

	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Department Recap					
Library	\$ 692,916	\$ 700,624	\$ 905,642	\$ 1,002,936	\$ 97,294
Morgans Sports Complex	485,527	488,369	808,926	909,097	100,171
Special Events	148,750	54,057	138,400	140,700	2,300
Community Center	758,909	651,419	880,282	988,028	107,746
Parks	1,726,148	1,601,438	1,806,223	2,434,345	628,122
Total Culture & Recreation Expenditures	\$ 3,812,249	\$ 3,495,907	\$ 4,539,474	\$ 5,475,106	\$ 935,632

	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Summary					
Personnel	\$ 2,567,608	\$ 2,215,308	\$ 3,102,192	\$ 3,603,059	\$ 500,867
Contract Services	205,620	124,945	202,503	345,818	143,315
Operations	929,771	951,932	1,148,125	1,379,669	231,544
Capital Outlays	109,250	203,723	86,654	146,560	59,906
Total Culture & Recreation Expenditures	\$ 3,812,249	\$ 3,495,907	\$ 4,539,474	\$ 5,475,106	\$ 935,632



Library

- | | | |
|-------------------------------|----------------------|-------------------------------------|
| *AARP tax assistance | *Ancestry.com | *Art exhibits |
| *Book discussion groups | *Coffee bar | *Events and programs |
| *Technology instruction | *Digital media lab | *Exam proctoring |
| *Faxing and wireless printing | *Meeting rooms | *Notary services |
| *Private study/tutor rooms | *Voters registration | *Video game collection |
| *WiFi and computer access | *Digital Scanning | *Oculus Rift Virtual Reality System |

Mission Statement

The mission of the Destin Library is to provide resources that will empower our community to enrich their lives. **Tagline: Empowering Possibilities**

Program Statement

Through library services, the City of Destin supports the lifelong learning of community members. In addition to information resources, the Library provides professional staff assistance, Wi-Fi, public access computers and tablets, faxing, printing, and personalized one-on-one technology training. The Library offers stimulating and educational events and programs throughout the year, such as summer reading activities, speaker series, book clubs, musical performances, and more.



As an Okaloosa Public Library Cooperative member, the Destin Library extends free services to all of Okaloosa County. It provides a portal for Destin Library cardholders to access information from the other libraries in Okaloosa County. The Library has a physical collection of over 34,000 print, audio, and video materials for checkout. Additionally, more than 19,000 eResources items can be downloaded or viewed on a patron's smart device. New for FY2023 is the addition of Hoopla streaming services, which allows cardholders to stream movies, tv shows, and other tv programs similar to Netflix. The FY2024 budget includes \$60,700 to purchase new books, videos, and digital materials for the upcoming year.

Budget Highlights

The Library's Budget of \$1,002,935 is 6% of the total General Fund budget. This figure represents an increase of \$97,239 from the adopted FY 2023 budget. The Library consists of 6 full-time and 4 part-time employees. Of the \$1,002,935 allocated for this division, 72% is for salaries and benefits. The remaining 28% is for collection development, insurance, maintenance, utilities, supplies, and training. Personnel costs increased 7%, primarily due to the results of the compensation study, which raised most hourly wages from \$11/hour to \$16/hour.

*Budget Details*

Budget Title: Library
Budget Org: 0157180
Budget Monitor: Library Director

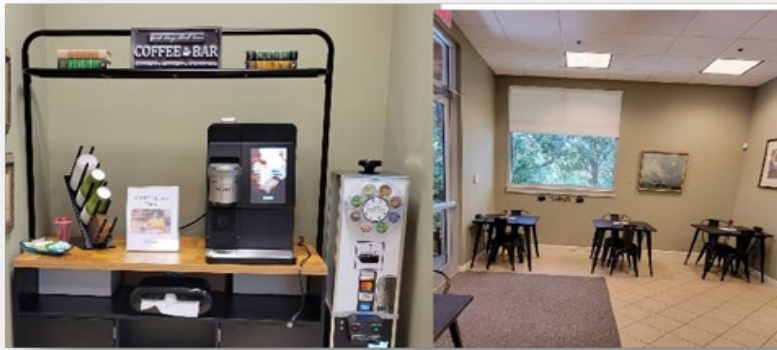
Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 514,667	\$ 510,569	\$ 668,099	\$ 718,940	\$ 50,841
Contract Services	8,081	5,671	2,000	1,500	(500)
Operations	119,918	134,681	178,093	221,796	43,703
Capital Outlays	50,250	49,702	57,450	60,700	3,250
Total Library Expenditures	\$ 692,916	\$ 700,624	\$ 905,642	\$ 1,002,936	\$ 97,294

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Library Director	1.0	1.0	1.0	1.0	0
Youth Services Librarian	1.0	1.0	1.0	1.0	0
Technical Services Librarian	1.0	1.0	1.0	1.0	0
Circulation Supervisor	1.0	1.0	1.0	1.0	0
Technology Program Specialist	1.0	1.0	1.0	1.0	0
FT Library Assistant	1.0	1.0	1.0	2.0	1.0
PT Library Assistants	3.63	2.9	2.9	2.17	-.73
Total FTEs	9.63	8.9	8.9	8.9	.27

Accomplishments FY23

The library team continually updates the Library's collections, programs, and technology to provide the best possible experience for patrons. Here are the highlights of FY2023.

The start of the year saw library operations return to normal after the COVID pandemic and the number of visitors and attendance at library events rising. The teen reading area was relocated to another section of the Library to allow more space for teen materials. The Friends Guild of the Destin Library funded the new seating and tables for the teen area, expanding our comfortable seating areas for both teens and adults.



Another new feature of the Library is the coffee bar located in the lobby outside the Calhoun Meeting Room. The self-service coffee bar includes a vending machine dispensing coffee pods that are then placed into a Keurig coffee brewing system. Furniture was moved to allow space for four bistro-style tables with chairs, offering a convenient place to sit to drink coffee, chat with other patrons, or work on a laptop.

A Friends Guild-sponsored grant from Build-A-Bear enhanced this year's annual Summer Reading Program (SRP). The Library received 400 bears given out to children when they signed up for the SRP as reading buddies. This incentive more than doubled the number of registrations, with **577** participants, compared to FY2022, with 249 participants. The Rotary Club and The Library Friends Guild once again sponsored our program. These local businesses contributed items or services: Okaloosa County Tourist Development Division, Destin History and Fishing Museum, Keep Okaloosa Beautiful, Krispy Kreme Donuts, Dunkin Donuts, Walmart, Winn-Dixie, Lush, Starbucks, The Spice and Tea Exchange, Sam's Club, and Lowes.



Challenges FY24

The demand for digital materials continues to be a challenge for the library. The average cost of an ebook is typically three times the cost of the print counterpart. The digital titles must be repurchased about every two years, depending on the lending model. Next, the Library's building is getting close to 20 years old, and worn items need replacing or updating. Also, we are outgrowing our largest meeting room. During our busy season, we do not have enough space to accommodate safely all those that wish to attend our events and must turn unhappy patrons away.

Goals and Objectives

1. Decrease staff turnover and develop accession planning for the Library's future.
2. Expand our outreach and partner with local organizations to promote awareness of Library services.
3. Repurpose and update some of the library spaces to make better use of the building and offer improved and expanded collaboration and meeting areas.

*Performance Measures (Results)*

Category	FY21	FY22	FY23*
New Patron Enrollment	991	1208	1023
Visitors to the Library	35,901	47,201	43,666
Circulation of print and non-print collection	76,609	67,134	56,609
Circulation of digital materials	22,627	19,695	16,445
Total programs offered	205	135	212
Total program attendance	3792	3759	6981

*Numbers listed are for 10/22 – 7/23.





Parks

Mission Statement

Provide exceptional customer service and a variety of safe, professionally managed recreational opportunities, services and facilities for all ages and ability levels in a fiscally responsible manner through well-trained, professional staff and partnerships.

Program Statement

The Parks Department is responsible for routine maintenance of 33 City owned facilities, including 8 playgrounds.

<u>Beach Parks</u>	<u>Beach Trails</u>	<u>Parks</u>	<u>Recreational Facilities</u>	<u>Sports Complexes</u>	<u>Playground</u>
Shores at Crystal Beach	O'Steen	Nancy Weidenhamer Dog Park	Harbor Boardwalk	Morgan Sports Center	Community Center
June White Decker	Calhoun	Jewel Melvin	Community Center	Dalton Threadgill Park	Captain Leonard Destin Park
Norriego Point	Silver Shells	Kel-Aire North	Buck Destin Park	Destin Sports Complex (DES)	Clement Taylor Park
	Shirah	Kel-Aire South	Destin Cemetery Phases I and II		Dewey Buck Destin Park
	Crystal Beach	Main Street	Marler Parking Lot		Destin Elementary School
	Barracuda	Harbor Lane			Captain Royal Melvin Heritage Park
	Pompano	Duck Pond			Kel-Aire South
	Tarpon	Captain Royal Melvin Heritage Park			Morgan Sports Center
		Captain Leonard Destin Park			
		Clement Taylor Park			
		Joe's Bayou Boat Ramp			
		Mattie Kelly Nature Walk			
		Mattie Kelly Pier			
		Harborview			



In addition, staff perform all landscape maintenance at City Hall, City Hall Annex, Commons Drive, Destin Library, the Destin Fishing Museum, Mattie Kelly Arts, and the Public Works maintenance building.

Budget Highlights

The Parks Division's budget comprises 14% of the General Fund total budget. This division's budget of \$2,434,345 represents an increase of \$628,126 from the FY 2023 budget. Leonard Destin Park opened in FY 2021. Of the \$2.4 million allocated for this division, 33% (\$800,000) is paid for by operating grants from the Okaloosa Tourist Development Council (TDC and Interlocal Agreement allocation to our municipality) and the Florida Department of Environmental Protection (FDEP). Parks and recreation had many personnel that were affected by the compensation study, resulting in higher Personnel costs. Capital outlays are now covered in the capital projects funds. Council has prioritized the need for a Parks and Recreation Master Plan. Consultant fees to hire a specialist are included in the FY 24 budget to help staff draft a master plan for Council review.

Budget Details

Budget Title: Parks
Budget Org: 0157283 Parks/ 0157233 Leonard Destin/0157291 Beaches
Budget Monitor: Park and Recreation Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 1,135,301	\$ 959,886	\$ 1,227,773	\$ 1,566,556	\$ 338,783
Contract Services	78,869	40,661	75,000	194,000	119,000
Operations	452,978	470,892	474,246	587,929	113,683
Capital Outlays	59,000	130,000	29,204	85,860	56,656
Total Parks Expenditures	\$ 1,726,148	\$ 1,601,438	\$ 1,806,223	\$ 2,434,345	\$ 628,122



Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Parks & Recreation Director	1.0	1.0	1.0	1.0	0.0
					0.0
Park Supervisor	1.0	1.0	1.0	1.0	0.0
Assistant Park Supervisor	0.0	1.0	1.0	1.0	0.0
Park Ranger (TDC)	0.0	1.0	1.0	1.0	
Parks Maintenance Tech	8.0	9.0	8.0	11.0	3.0
Parks Maintenance Tech (PT)	0.73	2.2	2.2	2.2	0.0
Park Attendants FT Leonard Destin	1.0	1.0	1.0	1.0	0.0
Park Attendants PT	0.73	2.2	2.2	2.2	0.0
Total FTEs	14.79	20.73	20.73	25.73	5.0

Accomplishments FY23

In addition to normal park maintenance, this division supported the County's "Little Adventure" program, assisted with the Destin Seafood Festival, worked with the construction of Capt. Royal Melvin Heritage Park, installed piling light poles, irrigation, and vegetation. Parks also designed a replica of the old "Welcome to Destin" Sign that sits at the Highway 98 entrance to the Captain Royal Heritage Park. The park was officially open on July 17, 2023, a ribbon cutting and celebration with the Melvin family. Showers, benches, bike racks, waste receptacles and picnic tables were replaced at city wide parks and beaches. Parks crew installed a flagpole to Fly our American Flag proudly at Captain Royal Heritage Park. Trees were planted at the Destin Elementary School, Captain Leonard Destin Park, and Kel-Aire North. Beach message boards were installed at all beach trails.





Parks and Recreation Committee Adopted the Nancy Weidenhamer Dog Park as the first Park to be adopted in the new “Adopt A Park Program”. The Destin Community Center’s Kidz Klub adopted Clement Taylor Park.



Buck Destin Park

With over 50 active members, the Destin Seniors call Buck Destin Park their home. The Seniors participate in 11 different activities between 5 days a week. These activities include bridge, chair fitness, billiards, Thai Chi, and many more. Buck Destin can also be found packed with pickle ball players, basketball athletes, and children utilizing the playground. Buck Destin Park equally hosts various regular rentals such as the Fyl Fisherman and various religious groups and celebrations. Future plans are being made for restrooms to be installed at Buck Destin.

Challenges FY24

Maintaining the current level of services during FY24 will be challenging, due to increasing responsibilities, declining infrastructure, and aging equipment. Parks staff works sunrise to sunset 7 days a week and holidays.

Beach facilities and parks are a challenge to Parks staff during the summer months. The increase of visitors to our facilities keeps us challenged. To maintain the level of standards we are accustomed to, extra staff is required during the summer, holidays, and special events.

Captain Royal Melvin Heritage Park paid for by RESTORE Act funds granted to Okaloosa County from the US Treasury. RESTORE Act funds are the proceeds paid by the oil companies to the US Treasury to restore the Gulf public areas and waters after the Deep Horizon oil spill. Park and restrooms open to serve the Festive Market Place.

The City to accept a capital project grant from Okaloosa County to renovate Clement Taylor Park to be awarded in 2023.

Goals and Objectives

- 1) Efficiently maintain assigned City properties at a safe and functional level.



- 2) Perform bi-monthly safety inspections and preventative maintenance on playgrounds and facilities.
- 3) Provide clean, safe facilities for public use and services in timely, responsive manner.
- 4) Ensure timely accomplishment of work orders based on assigned priority level.
- 5) Ensure contract services are meeting or exceeding minimum standards.

Performance Measures (Results)

	FY21	FY22	FY23
Bi-monthly monthly safety inspections completed	100%	75%	100%
Perform monthly preventative maintenance in accordance with established preventative maintenance program	80%	75%	100%
Timely completion of work orders based on priority level assigned	100%	100%	100%
Ensure outsourced project work is accomplished in accordance with the contract	100%	100%	100%

Productivity Indicators

	FY21	FY22	FY23
Total developed acreage	102	125	125
Number of parks	21	21	22
Number of beach access points	9	11	11
Number of nature walks	2	2	2
Number of undeveloped sites			
Total undeveloped acreage			
Number of restrooms	8	8	10
Number of playgrounds	7	7	8
Number of pavilions	5	5	5





Morgan Sports Center / Destin Sports Complex

Mission Statement

Provide exceptional customer service and a variety of safe, professionally managed recreational opportunities for all ages and ability levels in a fiscally responsible manner.

Program Statement

The Morgan Sports Center is the anchor of the City's existing Outdoor Recreation Programs that continuously strives to improve and expand recreational opportunities for residents and visitors. To accomplish this, we actively pursue partnerships with schools, organizations and businesses that support the importance of constructive recreational opportunities for all ages. Emphasis continues to be placed on hosting sporting events, especially during the off-season months.

Budget Highlights

The Morgan Sports Center budget comprises 5.3% of the General Fund total budget. This division's budget of \$909,097 represents an increase of \$100,171 from the FY 2023 budget. Over 66% of this budget is for personnel. Personnel costs (both wages and benefits) increased most significantly with the compensation study and new salary scales being the primary driver. The remaining 34% covers cost of hiring sports officials, utilities and supplies needed to keep the public spaces clean and the ball fields in playing condition and free of pests.

Budget Details

Budget Title: Morgan Sports Center
Budget Org: 0157284
Budget Monitor: Park and Recreation Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 316,495	\$ 281,105	\$ 525,359	\$ 600,586	\$ 75,227
Contract Services	30,381	20,173	47,018	49,018	2,000
Operations	138,651	163,070	236,549	259,493	22,944
Capital Outlays	-	24,021	-	-	-
Total Morgans Sports Expenditures	\$ 485,527	\$ 488,369	\$ 808,926	\$ 909,097	\$ 100,171



Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Groundskeeper	0.67	0.67	0.67	0.67	
Recreation Program Coordinator	2.0	2.0	2.0	2.0	0.0
Recreation Assistant II	1.0	1.0	1.0	1.0	
Recreation Assistant I FT	0.0	1.0	1.0	1.0	0.0
Recreation Assistant I PT	0.73	1.45	1.45	1.45	0.0
Parks Maintenance Tech	2.0	3.0	3.0	3.0	0.0
Recreation Aid	0.60	0.9	0.9	0.9	0.0
Total FTEs	6.17	9.78	9.78	9.78	0.0

Accomplishments FY23

- The department has continued to improve upon existing programs and services that promote quality of health, connect the community, and impact the local economy in a prosperous way. Staff continues to make substantial progress on the Council assigned initiative to increase sports tourism. We have worked hard to create a strong partnership with our renters to provide top-notch adult and youth tournaments. The amount of weekend and off-night usage has continued to increase to the point of being maxed out on field availability. Leagues hosted at Morgan Sports Center continue to grow we are at capacity. Programs continue to be offered 3-5 nights per week. Cooperative programs with other organizations utilize the facilities on a weekly basis. The Following is a list of additional accomplishments:
- The Contract for Concessions at Morgan Sports Center was awarded to Subway October 1, 2021.
- The Morgan Sports Center hosted 10 sports tournaments in FY2023 (thru July) successfully. 655 Teams traveled from various cities in Florida, Alabama, Georgia, Tennessee, South Carolina, Virginia, Texas, Ohio, Louisiana, Oklahoma, Mississippi, Missouri, Illinois, Indiana, Colorado, Kentucky, North Carolina, Arkansas, and Michigan to attend said tournaments.
- Field lights are replaced as needed at all fields at Morgan Sports Center. (We would like to make the transition to LED lighting in the coming years).
- Destin High School utilizes the Destin Sports Complex 5 days a week for 10+ of its sports
- The baseball field at Destin Sports Complex was made FHSA compliant for the Destin High School
- Installed led lights in the Pavillion at the Childrens Park (Security).
- Morgan Sports Center started our replacement sodding schedule by grading and sodding field one. Destin Water Users has also added a reclaim water system to the 3 fields at Morgan that are not on reclaim. The lift station was upgraded to the lower restrooms.
- Little League expanded into 3 fields at Morgan Sport Center
- Restrooms at Morgan Sports Center being resurfaced

Challenges FY24

Through natural deterioration, amenities such as playground amenities, fencing, backstops, and equipment are reaching the end of their useful life and will need to be replaced. This upkeep is a critical component of providing; safe, clean, and well-maintained facilities which are expected by tournament organizers and program participants. The department will continue to work with other organizations to



maintain rental revenues and bring visitors to our community during the off-peak months. The field demand is at capacity, this is a challenge. FY2023, a field house with public restrooms for the West side of Morgan Sports Center is justified with the increase numbers at our tournaments. Currently, portable bathrooms are brought in to accommodate our customers. For FY2024, LED Lighting, new turf, safety netting, safety surfacing for playground structures are also additional priorities for our department.

Goals and Objectives

- 1) Implement repair and replacement programs within available resources for declining infrastructure.
- 2) Post all program information on the City website and social media in a timely, accurate manner.
- 3) Encourage participants to register using our automated Web-Trac system.
- 4) Provide exceptional customer service verified through post-program and post-event surveys.

Performance Measures (Results)

	FY21	FY22	FY23
Provide sports training and clinics for all coaches and staff	100%	75%	100%
Rotate the playing fields on schedule to maintain a high standard	100%	100%	100%
Timely completion of work orders based on priority level assigned	100%	100%	100%
Provide all program information on the City's Web Page	100%	100%	100%

Productivity Indicators

	FY21	FY22	FY23
Total number of tournaments		12	10
Annual Volunteer Hours	2,200	2,011	1,505
Total number of rentals			179
Total number of Users			124,697

Special Events

Mission Statement

Provide exceptional customer service and a variety of safe, professionally managed recreational: opportunities, services and facilities for all ages and ability levels in a fiscally responsible manner through well-trained, professional staff and partnerships.



Program Statement

The Special Events program provides citizens and visitors with planned activities that are sponsored in whole or part by the City of Destin and are in addition to the special events provided by the Community Center and Morgan Sports Center. The City hosts celebrations during spring and winter holidays, decorates its main street with holiday banners, sponsors the 4th of July fireworks, and provides an annual Arbor Day celebration, Founders Day festivities, Easter Egg Hunt. The City co-sponsors the following Special Events: Wreath Across America; Memorial Day Service with American Legion; and the Gumbo Contest with the Destin Fishing and History Museum.



Budget Highlights

The Special Events budget comprises less than 1% of the General Fund total budget. This division's budget of \$140,700 represents an increase from FY2023 budget of \$2,300. Most of the increase in operations is additional funds to rent more holiday decorations.

Budget Details

Budget Title: Special Events
 Budget Org: 0157486
 Budget Monitor: Park and Recreation Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contract Services	59,500	30,338	48,500	71,000	22,500
Operations	89,250	23,719	89,900	69,700	(20,200)
Capital Outlays	-	-	-	-	-
Total Special Events Expenditures	\$ 148,750	\$ 54,057	\$ 138,400	\$ 140,700	\$ 2,300

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
No staff	0.0	0.0	0.0	0.0	0
Total FTEs	0.0	0.0	0.0	0.0	0



Accomplishments FY23

The popularity of all City sponsored special events continues to increase as does the participation rate. Easter Egg Hunt, Arbor Day, Founders Day, Independence Day Celebrations and Fireworks Display, Fall Fest, Pinfish Classic, Christmas Tree Lighting and The Christmas Parade continue to be popular and well attended.

Partnered with Destin United Methodist Church at the last hour to relocate the staging area and route of the Christmas Parade due to the sale of the “Old Time Pottery” property.

Arbor Day, Parks and Recreation Committee, celebrated their 20th year this year by planting 4 Citrus trees to replace the trees we lost to the winter freeze.

Co-sponsored with Okaloosa County on all beach clean ups.



Challenges FY24

Lighting up Highway 98 for Christmas to give a professional look and holiday feel. Contracting the hanging of the lights, purchasing, storing, replacement, and taking down of lights would help for a professional look and city staffing resources used in other ways.

Goals and Objectives

- 1) Provide residents, visitors and businesses a professional Independence Day fireworks display.
- 2) Provide social activities honoring the founding families of Destin.
- 3) Continue to promote the protection of trees through Arbor Day.
- 4) Provide activities and events for citizens and visitors of all ages.
- 5) Develop partnerships that enhance existing events and contribute to the resources required.

Performance Measures (Results)

	FY21	FY22	FY23
Oct: Coordinate Halloween	Yes	Yes	yes
Oct: Host Government Week at Community Center	NO	No	Yes
Oct: Conduct Fall Fest for 400 or more children	Drive Thru	Yes	Yes
Nov: Host a Pin Fish Tournament for 90 children	Yes	Yes	Yes
Dec: Coordinate volunteer's efforts for Annual Christmas Parade	Yes	Yes	Yes
Dec: Host a Christmas Tree Lighting Ceremony for 200 or more participants	Drive Thru	Yes	Yes



Mar/Apr: Conduct a community Easter Egg Hunt for 300 or more children	Drive Thru	Yes	Yes
May: Sponsor an appreciation Luncheon for Destin's founding families with over 200 in attendance (Founder's Day)	No COVID	Yes	YES
April: Arbor Day	Yes	Yes	YES

Productivity Indicators

	FY21	FY22	FY23
Total annual children events/camps	6	17	16
Total annual teen events	4	5	4



Community Center

Mission Statement

The Community Center staff provides exceptional customer service and a first-class facility that serves as a public meeting place for educational, social, and recreational activities.

Program Statement

The Destin Community Center is a vital part of the Parks & Recreation Department that provides programs and activities for all age groups. Additionally, the Community Center hosts multiple events annually that are organized by non-profits, commercial organizations, and residents. The Community Center serves as one of the City's highest volume distribution points for; general information, Joe's Bayou annual launch passes, and Henderson Beach Park annual admission passes. The Community Center is generally open to the public seventy hours per week and manages rental requests for Buck Destin Park, Clement Taylor Park, Captain Leonard Destin Park, and the Children's Park at Morgan Sports Center.

Budget Highlights

The Community Center's budget comprises 5.7% of the General Fund total budget. This division's budget of \$988,028 represents an increase from FY 2023 budget of \$107,746. Personnel costs increased as benefit costs increased. Operating costs increased primarily due to property insurance increases. Repair and maintenance costs have significantly decreased since we began our renewal and replacement program. Utility rates also increased this year due to new rate schedules implemented this year.

Budget Details

Budget Title: Community Center

Budget Org: 0157587

Budget Monitor: Park and Recreation Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 601,146	\$ 463,748	\$ 680,961	\$ 716,977	\$ 36,016
Contract Services	28,788	28,101	29,985	30,300	315
Operations	128,975	159,570	169,336	240,751	71,415
Capital Outlays	-	-	-	-	-
Total Community Center Expenditures	\$ 758,909	\$ 651,419	\$ 880,282	\$ 988,028	\$ 107,746

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Recreation Supervisor	1.0	0.0	0.0	1.0	0.0
Lead Recreation Coordinator	1.0	1.0	1.0	1.0	0.0
Customer Service Specialist	1.0	1.0	1.0	1.0	0.0



Lead Maintenance Tech	1.0	1.0	1.0	1.0	0.0
Maintenance Tech	2.0	2.0	1.0	1.0	0.0
Recreation Assistant II	2.5	2.0	2.0	2.0	0.0
Recreation Assistant I	1.45	1.45	1.0	1.0	0.0
Recreation Aid (PT)	1.45	1.45	2.9	2.9	0.0
Camp Counselor	.73	.73	1.2	1.2	0.0
Total FTEs	13.13	11.08	12.01	12.01	0.0

Accomplishments FY23

During FY23 we are continuing to build a strong committed staff by conducting weekly meetings with all staff for progress/program updates and any questions, comments, or concerns. Following is a list of accomplishments:

- Partnered with Destin High School, Destin Middle School, Destin Elementary, Destin Fishing Rodeo, Destin Fishing Museum, Destin Little League, Destin Chamber and United Way to accomplish a strong committed community partnership
- Offered the youth Basketball program in the City
- Due to popular demand the seasonal Pickleball program is available yearlong to accommodate the average of 20+ regular players five days a week and averaging 80+ players during the winter season
- Successful teenage pickup Basketball and Dodgeball nights
Adult Basketball and Indoor soccer programs
- Partnered with Main Street Banner Art Program, Art Banners Displayed at the Community Center.
- Certified staff in First aid and AED training.
- Repaired gym Stage Floor.
- 20 Successful Summer Camps
- Covered the playground with a shade structure



Challenges FY24

In FY 2023, we are almost fully staffed with a great professional team. City Council's sixth priority on our current strategic plan is to research viability of a Destin City Center. With this vision in mind, the City is trying to balance the number and types of repairs made to our current community center. We have the following list of major projects to complete during FY 2024:

- Address roof leaks
- Replace and update the PA system in gym- Phase II
- Replace the foyer windows with impact glass, removing storm shutters.



- Paint and repair the outside of Community Center

Goals and Objectives

- Increase participation among teenagers and senior citizens.
- Ensure a safe, clean, user-friendly environment for people of all ages.
- Provide a variety of recreational and leisure time programs and activities for all ages.
- Identify opportunities to operate more efficiently and/or effectively to best manage available resources.
- Increase sports league participation amongst youth, women and men.

Performance Measures (Results)

	FY21	FY22	FY23
Train all staff in CPR and First Aid	100%	100%	100%

Productivity Indicators

	FY21	FY22	FY23
Total number of Community Center users	20,644	41,673	54,754
Total number of regular Community Center programs (kidz club, etc)	31	28	31



This Page intentionally left blank



SPECIAL REVENUE FUNDS

Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The City of Destin has six special revenue funds. Two funds account for our two community redevelopment districts that were established by our Community Redevelopment Agency. One fund tracks the revenues and expenditures related to enforcement of Florida Building Code (“Florida Building Fund”) to assist in compliance with Florida Statute. Three other funds account for the expenditure of revenues in accordance with special ordinances, resolutions, and motions passed by Council to commit usage.

Community Redevelopment Agency

The Destin Community Redevelopment Agency (CRA) is a component unit of the City of Destin. A component unit is a legally separate organization for which the elected officials of the primary government have financial accountability. The Destin CRA budgets are included in this document due to the City Council’s fiduciary responsibility for these funds. The CRA Board of Directors is the Destin City Council except for the Mayor. The CRA Executive Director is the City Manager. The CRA establishes districts, Community Redevelopment Areas where redevelopment is needed and dedicates funds for public improvements targeted to stimulate private reinvestment.

When a Community Redevelopment Area is created, property tax revenues resulting from increased property values and new construction within that specific geographic area are dedicated to fund the redevelopment of that area. This includes both County and City property tax revenue that would ordinarily go into their respective general funds. This is called tax increment financing or TIF. TIF is not an additional tax. It is simply a portion of the property tax, earmarked to fund improvements in the area where it is collected. TIF applies the current tax rate to growth in the assessed property values of the CRA district over the base year values. The base year is the year in which the CRA district is formed. The more property values increase, and the newer construction occurs within the CRA, the greater the tax increment.

The Destin CRA has established two redevelopment districts. The Town Center Community Redevelopment Area was established in 1998. The Harbor Community Redevelopment Area was established in 2003. Combined, Destin’s two Community Redevelopment Areas contain approximately 914 total acres.



102 Town Center CRA District

The Town Center District was established in 1998 for a 30-year period to expire in 2028. The CRA status of this district was extended to 2037 when this CRA's Tax Increment Finance (TIF) debt was refinanced to match the maturity date of the debt. The area includes 517 acres located in central Destin between Beach Drive and the Destin Airport. The Town Center was born out of the Visions 2000 study. This study, led by the Destin Chamber of Commerce, was designed to convey the citizen's vision of Destin's future to the City Council. That vision is expressed in the Town Center Community Redevelopment Master Plan which identifies a number of projects addressing transportation, recreation, drainage, and pedestrian safety.

Public improvements valued at over \$18 million went into construction in FY 2006. Those improvements were completed in FY 2008. The improvements were funded by the Florida Department of Transportation (FDOT) Transportation Regional Incentive Program (TRIP) and were supplemented by a revenue bond issued in 2005 that was secured with pledged tax increment revenues (TIF). The bond issue generated \$12 million for construction. Construction of the Main Street and Legion Drive widening, the associated stormwater management improvements, as well as multi-modal and landscaping enhancements; and undergrounding of overhead utilities on Main Street commenced in FY 2006 and were completed in FY 2007. The Airport Road (Corridor Management Plan – Section I) widening, including multi-modal amenities and stormwater management improvements commenced in FY 2008 and were completed by the end of FY 2009. Multi-modal pertains to all modes of transportation other than private and commercial motor vehicles.

Budget Summary

102 TOWN CENTER CRA 1998-2037 (RESTRICTED; ECON DEV)	FY2023			FY2024		
	FY2022 ACTUALS	ADOPTED BUDGET*	FY2023 PROJECTION	PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
102-31 County TIF	957,717	1,185,012	1,184,650	1,463,424	1,507,330	1,552,550
102-31 City TIF (Ad Valorem	402,452	499,581	499,581	616,955	635,460	654,520
102-36 Investment Income	868	1,100	1,308	1,350	1,390	1,430
TOTAL REVENUES	1,361,037	1,685,693	1,685,539	2,081,729	2,144,180	2,208,500
102-55 Economic Environment	76,862	204,848	195,775	181,543	186,960	192,540
102-59 Capital Outlay	-	1,300,000	575,804	-	-	1,000,000
TOTAL EXPENDITURES	76,862	1,504,848	771,579	181,543	186,960	1,192,540
Excess (deficiency) of revenues over expenditu	1,284,175	180,845	913,961	1,900,186	1,957,220	1,015,960
102-38 Transfers In	-	-	-	-	-	-
102-58 Transfers Out	(731,489)	(818,831)	(818,868)	(961,659)	(1,091,695)	(1,191,932)
Total other financing sources (uses)	(731,489)	(818,831)	(818,868)	(961,659)	(1,091,695)	(1,191,932)
102 Net change in fund balances	552,686	(637,986)	95,093	938,527	865,525	(175,972)
102 Fund Balance (deficit), Beginning	(2,216,394)	(1,663,709)	(1,663,709)	(1,568,616)	(630,088)	235,436
102 Fund Balance (deficit), Ending	(1,663,709)	(2,301,695)	(1,568,616)	(630,088)	235,436	59,464

Budget Highlights

The General Fund paid the debt service for a number of years while the TIF revenues were inadequate. The Town Center CRA owes \$2.4 million to the General Fund and will began repayments in FY 2023. The Town Center CRA expects to collect \$2m in TIF funds in FY 2024. Revenues have been strong and the fund balance is nearly positive despite the large amount owed to the General Fund.



Approximately half of the Town Center CRA's revenues are transferred out to the 2014 debt service fund to pay interest and principal as it comes due (approximately \$732k per year to FY 2037). In FY 2024, the City will begin undergrounding overhead utilities along highway US98 within this district. The Town Center CRA committed up to \$4.5 million towards debt service related to the undergrounding project. The current long-term projections use \$3.375 million towards this endeavor. See the Debt Service Funds section for more details. In FY 2023, the Town Center CRA hired an engineering firm to design a multi-modal connective trail under the powerline easement from Main Street to Mattie Kelly. Funds provided by the the CRA are being matched by a \$270,000 grant for the design. This grant is being managed by the Florida Department of Transportation. On the operations side, with the uptick in activity, the City will now charge 5% of finance staff salaries and benefits to the CRA to manage purchasing, contracts and the separate audit required by the State. Maintenance costs have also risen to maintain the medians within this area. A professional services contractor has been chosen to work with the Town Center CRA committee to update the Master Plan.

Budget Details

Budget Title: Town Center CRA
 Budget Org: 10255231
 Budget Monitor: Community Development Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ -	\$ -	\$ 16,748	\$ 31,298	\$ 14,550
Contract Services	60,000	2,000	66,250	54,650	(11,600)
Operations	93,257	74,862	121,850	95,595	(26,255)
Contributions/Contingencies	-	-	-	-	-
Capital Outlays	-	-	1,300,000	-	(1,300,000)
Transfers (In)/Out	731,418	731,489	818,831	1,091,467	272,636
Total Expenditures	\$ 884,675	\$ 808,351	\$ 2,323,679	\$ 1,273,010	\$ (1,050,670)

Challenges

- Promote the renovation of commercial properties that will increase the overall property values in the CRA.
- Obtain participation from property owners and businesses in further beautification of the Town Center CRA
- Promote development within the CRA



110 Harbor CRA District

The Harbor District was created in June 2003 for a 40-year period to expire in 2043. This CRA contains 397 acres north of the Destin Harbor stretching from the Marler Bridge to Beach Drive on the north side of Harbor Blvd and to Main Street on the south side of Harbor Blvd. The Harbor Redevelopment Plan identifies approximately \$70 million dollars of capital improvements.

In FY 2009 a revenue note was issued to fund some of these projects. The original issuance was for \$8,000,000 but in early FY 2010 the City refunded \$2,000,000 due to the dramatic downturn in the Harbor property values. This left \$5,919,000 for the construction projects. Using the bond construction funds, TIF revenues, and contributions from the General Fund, nearly \$12 million of capital improvements had been completed within the Harbor CRA District, including: Mountain Drive Roadway Improvements (CRH36 \$4m); Melvin Street Drainage (CRH37 \$80k); Harbor Boardwalk Promenade (CRH61 \$3.9m); Marler Street Parking Lot (CHR62 \$3.8m); and design work to connect the Harbor Boardwalk under Marler Bridge (\$36k). In FY 2013, staff began designing the Captain Royal Melvin Park and Heritage Plaza. Construction was completed this park was officially opened to the public in July 2023.

The summer of 2023 five parcels of land were offered for sale to the City of Destin on the north side of the Marler Bridge. City Council requested staff negotiate the sale. A closing is set for October 2023. The Harbor CRA will borrow \$8.5 million from General Fund unassigned fund balance for property closing costs. The City plans to issue debt early in 2024 and will include the cost of acquiring this land. The debt issuance will reimburse the General Fund unassigned fund balance and the Harbor CRA will be responsible for the debt service. Options for these parcels is being discussed at Council and committee meetings. Initial ideas include installation of the main “Welcome to Destin” sign, observation seating areas to observe Crab Island and sunsets over the bay. Attaining these parcels makes it possible to complete the pedestrian connection under the Marler Bridge to the Harbor Boardwalk. A City Marina option has also been proposed.

The undergrounding of overhead utilities is anticipated to begin the Spring of 2024 and will include the area in the Harbor CRA along US Highway 98 from the Marler Bridge to Main Street. The Harbor CRA committed \$6 million towards the debt service to complete this project. Currently \$4.5 million is in the long-range cash flows (FY2030-FY2043) as transfers to the debt service fund for the undergrounding debt issuance.

*Budget Summary*

110 HARBOR CRA 2003-2043 (RESTRICTED; ECON DEV)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
110-31 County TIF	355,522	412,779	407,469	489,090	513,540	539,220
110-31 City TIF (Ad Valorem)	356,309	412,779	412,779	494,030	518,730	544,670
110-36 Investment Income	568	500	746	1,450	1,450	1,450
TOTAL REVENUES	712,399	826,058	820,994	984,570	1,033,720	1,085,340
110-55 Economic Environment	38,467	137,508	122,024	132,533	89,980	92,490
110-59 Capital Outlay	-	6,000,000	-	9,100,000	-	-
TOTAL EXPENDITURES	38,467	6,137,508	122,024	9,232,533	89,980	92,490
Excess (deficiency) of revenues over expenditures	673,932	(5,311,450)	698,969	(8,247,963)	943,740	992,850
110-38 Transfers In	-	5,950,000	-	9,001,307	-	-
110-58 Transfers Out	(481,057)	(479,995)	(479,995)	(836,335)	(1,185,141)	(1,192,510)
Total other financing sources (uses)	(481,057)	5,470,005	(479,995)	8,164,972	(1,185,141)	(1,192,510)
110 Net change in fund balances	192,875	158,555	218,975	(82,990)	(241,401)	(199,660)
110 Fund Balance (deficit), Beginning	276,242	469,117	469,117	688,092	605,102	363,702
110 Fund Balance (deficit), Ending	469,117	627,672	688,092	605,102	363,702	164,042

Budget Highlights

The Harbor District CRA expects to collect nearly \$1 million in TIF funds in FY 2024. The transfers out to the debt service fund, however, will again be over half of the Harbor District's revenues in FY 2024. The Harbor District currently has a balance of approximately \$2.6 million that will be paid in full by March 2029. The Harbor CRA will expend up to \$9 million towards the purchase of waterfront land near the Marler Bridge in October 2023. A consultant has been working with the Harbor District CRA committee members to update the Master Plan. Five percent of certain city planning staff and the finance department is charged to the Harbor CRA district.

Budget Details

Budget Title: Harbor CRA
 Budget Org: 11055235
 Budget Monitor: Community Development Director

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ -	\$ -	\$ 16,748	\$ 31,298	\$ 14,550
Contract Services	53,000	2,000	58,950	50,000	(8,950)
Operations	105,179	36,467	61,810	51,235	(10,575)
Contributions/Contingencies	-	-	-	-	-
Capital Outlays	-	-	6,000,000	9,100,000	3,100,000
Transfers (In)/Out	481,057	481,057	(5,470,005)	(8,104,840)	(2,634,835)
Total Expenditures	\$ 639,236	\$ 519,524	\$ 667,503	\$ 1,127,693	\$ 460,190



Challenges

- Continue to implement pedestrian mobility, streetscape and safety improvements
- Support undergrounding of overhead utilities within the district
- Find a safe way to conduct pedestrians from the North side of HWY 98 to the South side for all Harbor District businesses to benefit
- Cashflow is a challenge for this district. With the purchase of 1 Harbor Boulevard (at the Marler Bridge), all of the annual TIF revenues will be transferred out to debt service funds through FY2029.



111 Florida Building Fund (Building Inspections)

The Building Code Fund was created with the passing of Resolution 21-10 to improve compliance with Florida Statutes 533.80, which state that building permit revenues should cover the costs of enforcing Florida Building Code. Staff's desire to improve building code compliance within the City and have made great steps to improve the building permit process to make it quick and easy. Part of these efforts included committing 10% of permit and license revenues to investment into a technology fund to allow for online application processing (see also Technology Fund).

Mission Statement

The Building Inspections Division provides efficient and responsive services relating to enforcement of the State of Florida's minimum building code requirements through plan review, permitting, and inspections for the safety, health, welfare and quality of life for Destin citizens, visitors and businesses.

Program Statement

Classified for reporting purposes under Public Safety, the Building Division is managed as part of the Community Development Department. The Division is responsible for ensuring that all structures constructed within the city limits meet all applicable Florida Building Codes. The Division processes applications for building permits, conducts plan reviews, and schedules and performs inspections for compliance with the applicable building codes and adopted City Ordinances. The Division, also reviews and ensures that contractors obtaining permits are properly licensed and insured. Finally, the Division promotes communication between all groups associated with the construction industry. It is intended that by working collaboratively the construction industry will continue to provide a safe environment for our citizens and visitors.

Budget Summary

111 FLORIDA BUILDING CODE FUND (RESTRICTED; PUBLIC SAFETY)	FY2022 ACTUALS	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
111-32 Licenses and Permits	976,330	931,682	1,021,940	1,051,930	1,082,840
111-36 Investment Income	50	134	130	130	130
	976,380	931,817	1,022,070	1,052,060	1,082,970
111-52 Public Safety	743,552	957,449	1,260,424	1,331,350	1,379,030
111-59 Capital Outlay	-	-	116,000	-	-
	743,552	957,449	1,376,424	1,331,350	1,379,030
	232,828	(25,633)	(354,354)	(279,290)	(296,060)
111-38 Transfers In	-	-	-	-	-
111-58 Transfers Out	(97,084)	(88,672)	(98,671)	(101,630)	(104,680)
	(97,084)	(88,672)	(98,671)	(101,630)	(104,680)
111 Net change in fund balances	135,745	(114,305)	(453,025)	(380,920)	(400,740)
111 Fund Balance (deficit), Beginning	310,750	446,495	332,189	(120,835)	(501,755)
111 Fund Balance (deficit), Ending	446,495	332,190	(120,835)	(501,755)	(902,495)

**Budget Highlights**

The Building Division's budget of \$1,475,095 represents an increase of \$146,951 from the FY2023 budget. Of the \$1,475,095 allocated for this division, 68% is for salaries and benefits and 13% is for contracted service providers. A permit fee study was completed and presented to Council in FY 2023. Council chose to increase the fees 10% (effective May 2023). The building fees should be increased again to maintain an optimal fund balance. In FY 2024, the Building department has budgeted to purchase one more vehicle for building inspectors and to replace one aged vehicle.

Budget Details

Budget Title: Building Inspections

Budget Org: 11152441

Budget Monitor: Chief Building Official

Program Cost Summary	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ 788,298	\$ 639,555	\$ 896,588	\$ 1,010,340	\$ 113,752
Contract Services	242,027	24,679	162,500	100,000	(62,500)
Operations	122,853	79,318	150,005	150,084	78
Contributions/Contingencies	-	-	-	-	-
Capital Outlays	-	-	-	116,000	116,000
Transfers (In)/Out	(265,297)	97,084	119,050	98,671	(20,379)
Total Expenditures	\$ 887,881	\$ 840,635	\$ 1,328,144	\$ 1,475,095	\$ 146,951

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
Chief Building Official	1.0	1.0	1.0	1.0	0.0
Building Official	1.0	0.0	0.0	0.0	0.0
Building Inspector	1.0	2.0	2.0	2.0	0.0
Building Insp/Plans Exam I	0.0	1.0	1.0	1.0	0.0
Building Insp/Plans Exam II	0.0	0.0	0.0	0.0	0.0
Permit & Licensing Admin	1.0	1.0	1.0	1.0	0.0
Planning & Permit Tech I	1.0	1.0	1.0	1.0	0.0
Planning & Permit Tech II	1.0	1.0	1.0	1.0	0.0
Planning & Permit Tech III	0.0	1.0	1.0	1.0	0.0
Community Development Director	0.0	0.33	0.33	0.33	0.0
Administrative Assistant	0.0	0.0	0.25	0.25	0.0
Stormwater Mgr	0.0	0.15	0.0	0.0	0.0
Code Enforcement Allocation (10% x 9FTEs)	0.0	0.9	0.9	0.9	0.0
Engineering Allocation (10% x 2FTEs)+ (60%*1 FTE)	0.0	0.2	0.8	0.8	0.0
Total FTEs	7.0	9.68	10.43	10.43	0.0



Accomplishments FY23

The new Community Development Software (EnerGov/COMPASS) for online applications and payment system for Plan Reviews, Permitting, and Building Inspections has been utilized now for a year and half. We have issued 547 (17%) more building related permits in FY23 over FY22, and we accomplish 40% more (1863) inspections in FY 2023. This upward trend could be associated with the convenience to the customer and their ability to access the online permitting program virtually versus coming to City Hall.

We have completed and made available on our website the Building Permit and Inspection Utilization Report for Fiscal Year 2022 as required per Florida Statutes 553.80.

Challenges FY24

The Division will continue to customize and improve the customer experience with the City's Development and Permitting System.

Goals and Objectives

- 1) Continue with professional development in using the new Community Development Software to improve the building inspection and permitting process through attending Tyler conferences and online sessions.
- 2) Continue professional development training for staff regarding significant changes that impact the construction industry.
- 3) Continue professional development related to our specific job duties.
- 4) Train Field Inspectors for licensure by the State of Florida. Continue to maintain current State licensure through continuing educational credits.
- 5) Continue collaboration with Code Compliance Department to investigate and eliminate unpermitted activities in the City.
- 6) Streamline the permitting process to meet the Florida Statutory Regulations timelines or less.

Performance Measures (Results)

	FY21	FY22	FY23
Review residential permit applications within 10 business days (Goal: 95%)	99%	95%	100%
Perform all inspections within 24 hours of satisfactory notification (Goal: 95%)	100%	100%	100%

Productivity Indicators

	FY21	FY22	FY23
New residential buildings	55	77	144
Value of new residential buildings	\$31,140,388	\$38,058,480	\$60,244,881
Value of residential additions, alterations, conversions	\$5,628,435	\$14,754,589	\$9,033,292
Value of residential garages attached & not attached	\$356,000	\$282,400	1,412,445
New non-residential buildings	80	12	14
Value of non-residential buildings	\$7,627,320	\$17,688,547	21,260,351
Value of non-residential additions, alterations, conversions	\$1,954,060	\$14,957,547	\$22,270,330
Total inspections	4,482	4,623	6,486
Permits issued	2,932	3,128	3,675
Total Building Permit Fees Paid (EBD01)	\$614,461	\$889,384	\$970,837



122 PARKING FUND

The City began charging to park in certain areas around the City in 2017 with a fee of \$1 for 24 hours in certain parking lots. Each subsequent year, the parking fees and paid parking areas have been updated and refined, and the revenues have become significant. In FY 2022 we made parking permits available for our citizens to park in these areas for free. Starting in FY23, non-residents can purchase an Annual Harbor Parking Pass for \$205 good for the calendar year. Below is a table of showing the history of parking fee revenue collections since the inception of the program.

	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023 (est)
Parking Fees, net	\$5,110	\$41,321	\$81,254	\$158,704	\$359,603	\$355,940	\$612,777
Percent Increase YOY		709%	97%	95%	127%	-1%	72%

Because of the significant results attained in FY 2021, Council chose to create a special revenue fund for these fees and to restrict the expenditure of these funds to parking and public transit operating and infrastructure costs.

Budget Highlights

The Parking Fund was established with an effective start date of October 1, 2021. In FY24, the City plans to invest over \$500,000 to add more paid parking spaces and maintain/enhance its existing facilities. This was planned for FY23 but Council asked to pause the project, so it was moved to FY24. In March 2023, the Norriego Point lot availability was suspended due to construction of the Gulf Shore Drive extension, a project which should see completion by the end of calendar year 2023.

122 PARKING FUND (COMMITTED; TRANSPORTATION)	FY2023		FY2024		FY2025 PROJECTION	FY2026 PROJECTION
	FY2022 ACTUALS	ADOPTED BUDGET*	FY2023 PROJECTION	PROPOSED BUDGET		
122-34 Charges for Services	425,670	442,800	691,117	579,740	585,540	591,390
122-36 Investment Income	74	44	434	440	440	440
TOTAL REVENUES	425,744	442,844	691,551	580,180	585,980	591,830
122-54 Transportation	77,900	135,900	84,952	158,807	109,834	110,874
122-59 Capital Outlay	-	496,000	64,129	525,000	75,000	-
TOTAL EXPENDITURES	77,900	631,900	149,081	683,807	184,834	110,874
Excess (deficiency) of revenues over expenditures	347,845	(189,056)	542,470	(103,627)	401,146	480,956
122-38 Transfers In	-	-	-	-	-	-
122-58 Transfers Out	-	-	-	-	-	-
Total other financing sources (uses)	-	-	-	-	-	-
122 Net change in fund balances	347,845	(189,056)	542,470	(103,627)	401,146	480,956
122 Fund Balance (deficit), Beginning	-	347,845	347,845	890,315	786,687	1,187,833
122 Fund Balance (deficit), Ending	347,845	158,789	890,315	786,687	1,187,833	1,668,790

**Budget Details**

Budget Title: Parking Fund
 Budget Org: 12254500
 Budget Monitor: City Manager's Office

Parking Fund 122 Fund Expenditures by Type	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change (FY24-FY23)
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contract Services	-	-	50,000	50,000	-
Operations	87,500	77,900	85,900	108,807	22,907
Debt Service	-	-	-	-	-
Capital Outlays	126,000	-	496,000	525,000	29,000
Total Expenditures	\$ 213,500	\$ 77,900	\$ 631,900	\$ 683,807	\$ 51,907

Program Staffing	2022 Budget	2022 Actual	2023 Budget	2024 Budget	Change
No direct personnel					
Total FTEs					

Accomplishments FY23

Fiscal Year 2023 was the second year for the Parking Fund, and the second year to grant free parking to citizens and the first year to offer the Non-Resident Harbor Parking Pass.

Challenges FY24

There is not enough public parking for citizens and visitors near beach access points nor around the bustling Harbor commercial district.

Goals and Objectives

- 1) Enhance virtual and electronic signage for parking areas.
- 2) Enhance payment options for non-residents to pay parking fees. Current options include payment by mobile app, website or by calling a 1-800 number.
- 3) Maintain quality of the parking areas through regular resurfacing, restriping, and replacement of parking facility infrastructure components.
- 4) Expand parking availability through vertical and horizontal infrastructure improvements.
- 5) Install and maintain public transit infrastructure to improve access to areas popular with tourists and residents.

Performance Measures (Results)

	FY21	FY22	FY23
Beach District Transactions	16,975	52,482	
Harbor District	12,677	37,801	
Total Transactions	29,652	90,283	



Productivity Indicators

	FY21	FY22	FY23
Harbor District Saturation Rate March 1 st – July 31 st			
Beach District Saturation Rate			
Saturation Rate = Transactions per paid space per day			



125 Technology Fund

A 2018 amendment to the Schedule of Fees formalized the commitment to retain 10% of certain license, and permit fees to be invested in technology to support development review/compliance quality process improvement initiatives. Ten percent of building permit fees, rental registration fees, zoning review fees, right-of-way permit fees, livery vessel permits, beach vendor permits, and marine application fees are committed to the Technology Fund. These fees support installation and maintenance of software intended to make these permitting and licensure application processes more streamlined, and to improve compliance with City code, primarily as related to keeping the public safe.

Over the past few years, these funds were used to install the COMPASS system to facilitate online permit and license processes. This capital project was completed in FY 2021. During FY 2024, this fund will cover network infrastructure upgrades and additional of virtual servers required to house the massive documentation maintained by the COMPASS system. A federal grant covered much of the software costs for FY22-FY25 that would normally be covered by this fund. The City recently hired a new IT Director and together with staff he is actively researching system enhancements to make the virtual application/payment processing system more user-friendly for citizens.

125 TECH FUND (COMMITTED; PUBLIC SAFETY)	FY2023		FY2024		FY2025 PROJECTION	FY2026 PROJECTION
	FY2022 ACTUALS	ADOPTED BUDGET*	FY2023 PROJECTION	PROPOSED BUDGET		
125-36 Investment Income	262	100	406	420	433	446
TOTAL REVENUES	262	100	406	420	433	446
125-52 Public Safety	34,860	88,000	83,749	50,000	5,000	5,000
125-59 Capital Outlay	-	112,000	18,667	85,000	-	-
TOTAL EXPENDITURES	34,860	200,000	102,416	135,000	5,000	5,000
Excess (deficiency) of revenues over expenditures	(34,598)	(199,900)	(102,010)	(134,580)	(4,567)	(4,554)
125-38 Transfers In	184,317	197,995	190,256	213,395	217,461	221,630
125-58 Transfers Out	-	-	-	-	-	-
Total other financing sources (uses)	184,317	197,995	190,256	213,395	217,461	221,630
125 Net change in fund balances	149,719	(1,905)	88,245	78,815	212,894	217,076
125 Fund Balance (deficit), Beginning	201,407	351,126	351,126	439,370	518,185	731,079
125 Fund Balance (deficit), Ending	351,126	349,221	439,370	518,185	731,079	948,155



127 Water Quality Improvement Fund

Beginning with FY 2023, the City has chosen to separately track the revenues and expenditures related to water quality improvement. This fund is a combination of two special sources of revenue.

The first source is “Net Positive Environmental Benefit” (NPEB) fees. NPEB fees were created in 1987 when the City adopted a coastal management element to be part of the City’s Comprehensive Plan. Comprehensive Plan Policy 6-1.2.3 states the fees collected “shall be earmarked to a water quality improvement fund” to be expended for maintenance, renewal or construction of infrastructure improvements or ecological projects benefiting water quality or ecology within the Destin Harbor. This special revenue is a fee charged upon water-dependent development proposed over water (i.e. marinas, boardwalks, or other construction supporting marine activities).

In FY 2024, the City plans use expend \$100,000 of NPEB funds to dredge the harbor channel.

The second source for this fund is from the 1995 City Ordinance 275 which created the Destin Harbor Stormwater Trust Fund. Funds were received from the Florida Department of Environmental Protection to improve stormwater infrastructure. The funds remaining on hand are to be expended on the maintenance of stormwater units that discharge into the Destin Harbor.

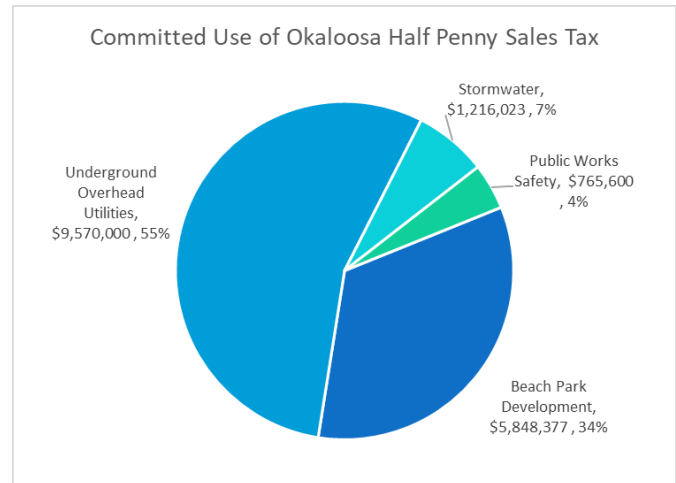
127 WATER QUALITY IMPROVEMENT FUND (ENVIRONMENT; RESTRICTED)	FY2022 ACTUALS	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
127-32 Licenses and Permits	-	49,164	49,160	49,160	49,160
127-36 Investment Income	-	311	320	150	125
TOTAL REVENUES	-	49,476	49,480	49,310	49,285
127-53 Physical Environment	-	7,000	25,000	25,000	25,000
127-53 Capital Outlay	-	149,054	110,000	-	-
TOTAL EXPENDITURES	-	156,054	135,000	25,000	25,000
Excess (deficiency) of revenues over expenditures	-	(106,579)	(85,520)	24,310	24,285
127-38 Transfers In	-	336,837	-	-	-
127-58 Transfers Out	-	-	-	-	-
Total other financing sources (uses)	-	336,837	-	-	-
127 Net change in fund balances	-	230,258	(85,520)	24,310	24,285
127 Fund Balance (deficit), Beginning	-	-	230,258	144,738	169,048
127 Fund Balance (deficit), Ending	-	230,258	144,738	169,048	193,333



129 Okaloosa Half Penny Fund

The Okaloosa Half Penny infrastructure surtax was voted in for a ten year period January 1, 2019 to December 31, 2029. All of the funds are committed for capital outlays and/or debt service for capital projects. During FY 2023, Council updated their commitment of these funds to 34% for beach acquisition, 55% for undergrounding utilities, 7% to be invested in stormwater infrastructure renewal, and 4% to be programmed by the transportation and safety committee.

In FY 2024, we plan to expend \$1 million towards the undergrounding project when we make down payments against the binding cost estimate conversion agreements with the utility providers. When these agreements are signed and the payments are made, the carriers will order the materials needed for the conversion. Approximately \$835k will be used for stormwater projects, and the public works and safety committee will again invest \$100k to making our streets safer. See also the debt service fund 221 for more information on the funds borrowed to purchase beach parcels and the commitment of Okaloosa half penny funds paying the 2021 debt service.



129 OKA 1/2 PENNY 01/01/2019-12/31/2029 (COMMITTED; CAPITAL OUTLAYS)	FY2023		FY2024		FY2025 PROJECTION	FY2026 PROJECTION
	FY2022 ACTUALS	ADOPTED BUDGET*	FY2023 PROJECTION	PROPOSED BUDGET		
129-31 Sales and Use Taxes	1,704,800	1,556,293	1,721,254	1,726,260	1,769,400	1,813,600
129-36 Investment Income	4,085	2,100	4,757	4,760	4,760	4,760
TOTAL REVENUES	1,708,885	1,558,393	1,726,010	1,731,020	1,774,160	1,818,360
129-59 Capital Outlay	292,816	3,112,029	2,093,043	1,935,000	1,300,000	100,000
TOTAL EXPENDITURES	292,816	3,112,029	2,093,043	1,935,000	1,300,000	100,000
Excess (deficiency) of revenues over expenditure	1,416,069	(1,553,636)	(367,033)	(203,980)	474,160	1,718,360
129-38 Transfers In	-	2,950,000	-	-	-	-
129-58 Transfers Out	(353,084)	(353,394)	(353,394)	(353,648)	(353,866)	(353,976)
Total other financing sources (uses)	(353,084)	2,596,606	(353,394)	(353,648)	(353,866)	(353,976)
129 Net change in fund balances	1,062,984	1,042,970	(720,427)	(557,628)	120,294	1,364,384
129 Fund Balance (deficit), Beginning	3,579,461	4,642,445	4,642,445	3,922,019	3,364,392	3,484,686
129 Fund Balance (deficit), Ending	4,642,445	5,685,415	3,922,019	3,364,392	3,484,686	4,849,069



DEBT SERVICE FUNDS

Debt Service funds are used as sinking funds to account for the accumulation of cash resources to make timely payments of interest and principal in accordance with bond covenants. The City has three outstanding notes payable. All three notes payable were privately placed and as such, are not rated. The three notes payable are paid from special revenues, and therefore debt service funds were established.

Lender/Note Issuance Year	Fund/Purpose	09/30/2023 Principal Outstanding	Interest Rate	Maturity Date
SunTrust 2013	213 CIP	\$3,857,732	3.04%	08/01/2031
PNC (BBVA) 2014	214 Town Center CRA	\$8,057,786	3.41%	06/01/2037
Key Government Finance 2021	221 Harbor CRA CIP refi /General CIP refi /Oka Half Beach land	\$7,104,000	1.139%	03/15/2029
Okaloosa Tourist Development Council	223 Beach Development	\$6,270,863	0%	09/30/2032
TBD	224 Undergrounding, Waterfront property, Roadway construction	Proposed: up to \$25 million	TBD	TBD

Debt Limits

The City of Destin has no legal debt margin requirements set forth by the City's Charter nor by the Florida State Statutes. The City must present any general obligation debt issuances to voters for referendum approval. While the City has an outstanding balance owed to Key Government Finance (maturing in FY 2029), the city has agreed to an anti-dilution test for non-ad valorem revenue debt. The city will maintain a ratio of 1.25 or higher of net available non-ad valorem revenues divided by maximum annual debt service. Currently, net available non-ad valorem revenues are 4.9 times higher than maximum annual debt service.

Existing Debt Level and Impact on Current and Future Operations

The City has just over \$21 million of debt, and pays approximately \$2.5 million in debt service payments each year.

The City is looking into undergrounding overhead utilities city-wide. A new electric franchise agreement was negotiated in FY 2022. The incremental increase in electric franchise fees (a new 2%) is dedicated to undergrounding the utilities. In addition, the two CRA districts have committed funds to assist in the debt service to underground the utilities within their territories.

The Tourism Development Council (TDC) advanced \$7 million to the City to complete acquire land for a new beachfront park in FY 2023. This advance will be paid back at the rate of \$750,000 per year for the first nine years, then a final payoff of the balance is due in FY 2032. These payments are made from the



City's portion of the tourism development tax collected by the Okaloosa TDC from hotel room and short term rentals.

Consolidated Debt Service - All current schedules:				
	Debt Service	Interest	Principal	Outstanding Principal Balance
FY 2021	\$ 1,715,446	\$ 508,567	\$ 1,206,879	\$ 23,133,113
FY 2022	\$ 2,588,739	\$ 549,186	\$ 2,039,552	\$ 21,093,561
FY 2023	\$ 3,332,454	\$ 508,412	\$ 2,824,042	\$ 25,290,381
FY 2024	\$ 3,341,938	\$ 466,561	\$ 2,875,377	\$ 22,415,004
FY 2025	\$ 3,331,260	\$ 423,678	\$ 2,907,583	\$ 19,507,422
FY 2026	\$ 3,339,375	\$ 379,688	\$ 2,959,687	\$ 16,547,734
FY 2027	\$ 3,332,325	\$ 334,605	\$ 2,997,720	\$ 13,550,014
FY 2028	\$ 3,334,158	\$ 288,447	\$ 3,045,711	\$ 10,504,303
FY 2029	\$ 2,860,781	\$ 241,091	\$ 2,619,689	\$ 7,884,614
FY 2030	\$ 2,031,295	\$ 204,605	\$ 1,826,689	\$ 6,057,924
FY 2031	\$ 2,030,542	\$ 169,800	\$ 1,860,742	\$ 4,197,182
FY 2032	\$ 1,004,778	\$ 133,887	\$ 870,891	\$ 3,326,291
FY 2033	\$ 734,215	\$ 113,427	\$ 620,788	\$ 2,705,503
FY 2034	\$ 734,525	\$ 92,258	\$ 642,267	\$ 2,063,236
FY 2035	\$ 734,845	\$ 70,356	\$ 664,489	\$ 1,398,747
FY 2036	\$ 735,177	\$ 47,697	\$ 687,480	\$ 711,267
FY 2037	\$ 735,521	\$ 24,254	\$ 711,267	\$ -



Below is the cumulative effect on debt service if the City borrows \$25 million in FY2024 with a final maturity date of FY 2043:

Aggregate Debt Service

	2013 Debt Service	2014 Debt Service	2021 Debt Service	2023 Debt Service	Total Actual Annual Debt Service	Proposed Additional 2024 Debt Service
FY 2021	556,047	731,212	428,188	-	1,715,446	-
FY 2022	555,245	731,418	1,302,076	-	2,588,739	-
FY 2023	554,420	731,631	1,296,404	750,000	3,332,454	-
FY 2024	553,571	731,852	1,306,515	750,000	3,341,938	-
FY 2025	552,698	732,080	1,296,482	750,000	3,331,260	1,966,250
FY 2026	551,801	732,316	1,305,258	750,000	3,339,375	1,967,250
FY 2027	550,878	732,561	1,298,886	750,000	3,332,325	1,966,250
FY 2028	549,929	732,814	1,301,415	750,000	3,334,158	1,963,250
FY 2029	548,953	733,074	828,753	750,000	2,860,781	1,963,250
FY 2030	547,949	733,345	-	750,000	2,031,295	1,961,000
FY 2031	546,917	733,625	-	750,000	2,030,542	1,661,500
FY 2032	-	733,915	-	270,863	1,004,778	1,964,500
FY 2033	-	734,215	-	-	734,215	1,959,750
FY 2034	-	734,525	-	-	734,525	1,962,500
FY 2035	-	734,845	-	-	734,845	1,962,250
FY 2036	-	735,177	-	-	735,177	1,964,000
FY 2037	-	735,521	-	-	735,521	1,957,500
FY 2038	-	-	-	-	-	1,958,000
FY 2039	-	-	-	-	-	1,965,000
FY 2040	-	-	-	-	-	1,963,000
FY 2041	-	-	-	-	-	1,962,250
FY 2042	-	-	-	-	-	1,962,500
FY 2043	-	-	-	-	-	1,963,500

**213 General Fund CIP Debt Service Fund**

On August 26, 2013, the City closed on a \$7,610,000 note payable issued for the purpose of refunding the 2002 capital improvement revenue bonds that were used to design and construct a community competitive swimming pool, to build sidewalks, and to purchase land. Suntrust, also known as ST International, is the note holder. Communication service tax and Half-Cent sales tax revenues were both pledged for debt payments. Interest payments are made twice a year in February and August.

	Debt Service	Pledged Revenue	Debt Ratio
FY 2021	\$ 556,047	\$ 2,577,787	4.64
FY 2022	\$ 555,245	\$ 2,663,628	4.80
FY 2023	\$ 554,420	\$ 2,686,411	4.85
FY 2024	\$ 553,571	\$ 2,804,060	5.07
FY 2025	\$ 552,698	\$ 2,860,100	5.17
FY 2026	\$ 551,801	\$ 2,917,400	5.29
FY 2027	\$ 550,878	\$ 2,976,000	5.40

Principal payments are made once a year each August. The note carries an interest rate of 3.04%. Principal outstanding is \$3,857,732. The note will be paid in full on 08/01/2031.

213 Debt Service Schedule

	Debt Service	Interest	Principal	Outstanding Principal Balance
FY 2021	\$ 556,047	\$ 154,908	\$ 401,139	\$ 4,694,511
FY 2022	\$ 555,245	\$ 142,713	\$ 412,531	\$ 4,281,980
FY 2023	\$ 554,420	\$ 130,172	\$ 424,247	\$ 3,857,732
FY 2024	\$ 553,571	\$ 117,275	\$ 436,296	\$ 3,421,436
FY 2025	\$ 552,698	\$ 104,012	\$ 448,687	\$ 2,972,750
FY 2026	\$ 551,801	\$ 90,372	\$ 461,429	\$ 2,511,320
FY 2027	\$ 550,878	\$ 76,344	\$ 474,534	\$ 2,036,786
FY 2028	\$ 549,929	\$ 61,918	\$ 488,011	\$ 1,548,775
FY 2029	\$ 548,953	\$ 47,083	\$ 501,870	\$ 1,046,905
FY 2030	\$ 547,949	\$ 31,826	\$ 516,123	\$ 530,781
FY 2031	\$ 546,917	\$ 16,136	\$ 530,781	\$ 0



214 Town Center CRA Debt Service Fund

In 2005, the City issued approximately \$12 million to supplement FDOT capital grant funding to widen Main Street, Legion Drive, and Airport Road, and to underground utilities on Main Street within the Town Center Community Redevelopment District. In March of 2014, the 2005 bonds were refunded and replaced when the City closed on a note payable with BBVA in the amount of \$11,871,000. BBVA was the original note holder, and BBVA was acquired and merged into PNC Bank in 2022. This note was restructured in June 2015 down to \$11,205,000. Interest payments are made twice a year in June and December. Principal payments are made once a year each June. The note carries an interest rate of 3.41%. Principal outstanding is \$8,057,786. The note will be paid in full on 06/01/2037. Tax increment financing from the Town Center CRA district is pledged for the repayments.

	Debt Service	Pledged Revenue	Debt Ratio
FY 2021	\$ 731,212	\$ 971,820	1.33
FY 2022	\$ 731,418	\$ 1,360,169	1.86
FY 2023	\$ 731,631	\$ 1,684,231	2.30
FY 2024	\$ 731,852	\$ 2,080,379	2.84
FY 2025	\$ 732,080	\$ 2,142,790	2.93
FY 2026	\$ 732,316	\$ 2,207,070	3.01
FY 2027	\$ 732,561	\$ 2,273,290	3.10

214 Debt Service Schedule

	Debt Service	Interest	Principal	Outstanding Principal Balance
FY 2021	\$ 731,212	\$ 318,472	\$ 412,740	\$ 8,926,602
FY 2022	\$ 731,418	\$ 304,397	\$ 427,021	\$ 8,499,581
FY 2023	\$ 731,631	\$ 289,836	\$ 441,795	\$ 8,057,786
FY 2024	\$ 731,852	\$ 274,771	\$ 457,081	\$ 7,600,705
FY 2025	\$ 732,080	\$ 259,184	\$ 472,896	\$ 7,127,809
FY 2026	\$ 732,316	\$ 243,058	\$ 489,258	\$ 6,638,551
FY 2027	\$ 732,561	\$ 226,375	\$ 506,186	\$ 6,132,365
FY 2028	\$ 732,814	\$ 209,114	\$ 523,700	\$ 5,608,665
FY 2029	\$ 733,074	\$ 191,255	\$ 541,819	\$ 5,066,846
FY 2030	\$ 733,345	\$ 172,779	\$ 560,566	\$ 4,506,280
FY 2031	\$ 733,625	\$ 153,664	\$ 579,961	\$ 3,926,319
FY 2032	\$ 733,915	\$ 133,887	\$ 600,028	\$ 3,326,291
FY 2033	\$ 734,215	\$ 113,427	\$ 620,788	\$ 2,705,503
FY 2034	\$ 734,525	\$ 92,258	\$ 642,267	\$ 2,063,236
FY 2035	\$ 734,845	\$ 70,356	\$ 664,489	\$ 1,398,747
FY 2036	\$ 735,177	\$ 47,697	\$ 687,480	\$ 711,267
FY 2037	\$ 735,521	\$ 24,254	\$ 711,267	\$ -



221 Non-Ad Valorem Refunding Revenue Note, Series 2021

In May 2021, the City issued \$9,905,000 million to refund \$7.1m of higher interest rate debt, and to borrow \$2.8 million to acquire parcels of beach property. The note carries an interest rate of 1.139%. Principal and interest payments are made monthly, with the final payment due March 15, 2029.

The total principal owed September 30, 2023 is \$7,104,000. This issuance is secured by a covenant to budget and appropriate non-ad valorem revenues, and is subject to an anti-dilution test. The anti-dilution test states that net available non-ad valorem revenues should be maintained at 1.25 or higher of maximum annual debt service. This ratio is recalculated each time debt is issued and is currently at 5.12, to take into account the advance from the TDC (see 2023 debt service).

The general fund is transferring debt service funds into the 221 fund for \$3,489,000/\$9,905,000 of this issue that is related to refunding debt originally issued as series 2005B general fund capital improvement debt, subsequently, refunded in 2015 at 2.71%. The general fund's principal balance owed at 09/30/2023 is \$2,489,000.

The Harbor CRA is transferring debt service into the 221 fund for \$3,597,000/\$9,905,000 of this issue that is related to refunding a 2009 TIF revenue note. The 2009 TIF revenue note was used for capital improvements to Mountain Drive, the Harbor Boardwalk, for parking lot construction, and to complete the acquisition of land and design for the Captain Royal Melvin Heritage Park and Plaza. The Harbor CRA's balance owed at 09/30/2023 is \$2,565,000.

The Okaloosa Half Penny fund is paying debt service into the 221 fund for \$2,819,000/\$9,905,000 of this issue that is related to purchasing beach access parcels and structure demolition at Crystal Beach. The Okaloosa Half Penny fund's balance owed at 09/30/2023 is \$2,050,000.

**221 Debt Service Schedule**

Non-Ad Valorem Refunding Revenue Note, Series 2021

	Debt Service	Interest	Principal	Outstanding Principal Balance
FY 2021	\$ 428,188	\$ 35,188	\$ 393,000	\$ 9,512,000
FY 2022	\$ 1,302,076	\$ 102,076	\$ 1,200,000	\$ 8,312,000
FY 2023	\$ 1,296,404	\$ 88,404	\$ 1,208,000	\$ 7,104,000
FY 2024	\$ 1,306,515	\$ 74,515	\$ 1,232,000	\$ 5,872,000
FY 2025	\$ 1,296,482	\$ 60,482	\$ 1,236,000	\$ 4,636,000
FY 2026	\$ 1,305,258	\$ 46,258	\$ 1,259,000	\$ 3,377,000
FY 2027	\$ 1,298,886	\$ 31,886	\$ 1,267,000	\$ 2,110,000
FY 2028	\$ 1,301,415	\$ 17,415	\$ 1,284,000	\$ 826,000
FY 2029	\$ 828,753	\$ 2,753	\$ 826,000	\$ -

General Fund Portion (refi of 2015 GF CIP debt)

	Debt Service	Interest	Principal	Outstanding Principal Balance
FY 2021	\$ 148,402	\$ 12,402	\$ 136,000	\$ 3,353,000
FY 2022	\$ 467,935	\$ 35,935	\$ 432,000	\$ 2,921,000
FY 2023	\$ 463,015	\$ 31,015	\$ 432,000	\$ 2,489,000
FY 2024	\$ 470,032	\$ 26,032	\$ 444,000	\$ 2,045,000
FY 2025	\$ 464,975	\$ 20,975	\$ 444,000	\$ 1,601,000
FY 2026	\$ 466,898	\$ 15,898	\$ 451,000	\$ 1,150,000
FY 2027	\$ 466,718	\$ 10,718	\$ 456,000	\$ 694,000
FY 2028	\$ 465,518	\$ 5,518	\$ 460,000	\$ 234,000
FY 2029	\$ 234,777	\$ 777	\$ 234,000	\$ -

Harbor CRA Portion (refi of 2009 Harbor CRA CIP debt)

	Debt Service	Interest	Principal	Outstanding Principal Balance
FY 2021	\$ 152,786	\$ 12,786	\$ 140,000	\$ 3,457,000
FY 2022	\$ 481,057	\$ 37,057	\$ 444,000	\$ 3,013,000
FY 2023	\$ 479,995	\$ 31,995	\$ 448,000	\$ 2,565,000
FY 2024	\$ 482,835	\$ 26,835	\$ 456,000	\$ 2,109,000
FY 2025	\$ 477,641	\$ 21,641	\$ 456,000	\$ 1,653,000
FY 2026	\$ 484,385	\$ 16,385	\$ 468,000	\$ 1,185,000
FY 2027	\$ 479,054	\$ 11,054	\$ 468,000	\$ 717,000
FY 2028	\$ 482,689	\$ 5,689	\$ 477,000	\$ 240,000
FY 2029	\$ 240,797	\$ 797	\$ 240,000	\$ -

Okaloosa 1/2 Penny Portion (Crystal Beach land acquisition)

	Debt Service	Interest	Principal	Outstanding Principal Balance
FY 2021	\$ 127,000	\$ 10,000	\$ 117,000	\$ 2,702,000
FY 2022	\$ 353,084	\$ 29,084	\$ 324,000	\$ 2,378,000
FY 2023	\$ 353,394	\$ 25,394	\$ 328,000	\$ 2,050,000
FY 2024	\$ 353,648	\$ 21,648	\$ 332,000	\$ 1,718,000
FY 2025	\$ 353,866	\$ 17,866	\$ 336,000	\$ 1,382,000
FY 2026	\$ 353,975	\$ 13,975	\$ 340,000	\$ 1,042,000
FY 2027	\$ 353,114	\$ 10,114	\$ 343,000	\$ 699,000
FY 2028	\$ 353,208	\$ 6,208	\$ 347,000	\$ 352,000
FY 2029	\$ 353,179	\$ 1,179	\$ 352,000	\$ -



223 Debt Service Fund

The City borrowed \$7,020,863 during FY 2023 to purchase a waterfront property in the Crystal Beach area near the Tarpon Beach access trail. The Tourism Development Council (TDC) agreed to lend the City a zero-interest loan in the form of an advanced funding agreement. This advance will be paid back in 9 installments of \$750,000 and one final payment in the 10th year. The payment source is the City of Destin's allocation of Okaloosa Tourism Development tax, which is currently estimated to be \$1.7 to \$2 million per year.

TDC AFA Tarpon Beach land Acquisition

	Debt Service	Interest	Principal	Outstanding Principal Balance
FY 2021	\$ -	\$ -	\$ -	\$ -
FY 2022	\$ -	\$ -	\$ -	\$ -
FY 2023	\$ 750,000	\$ -	\$ 750,000	\$ 6,270,863
FY 2024	\$ 750,000	\$ -	\$ 750,000	\$ 5,520,863
FY 2025	\$ 750,000	\$ -	\$ 750,000	\$ 4,770,863
FY 2026	\$ 750,000	\$ -	\$ 750,000	\$ 4,020,863
FY 2027	\$ 750,000	\$ -	\$ 750,000	\$ 3,270,863
FY 2028	\$ 750,000	\$ -	\$ 750,000	\$ 2,520,863
FY 2029	\$ 750,000	\$ -	\$ 750,000	\$ 1,770,863
FY 2030	\$ 750,000	\$ -	\$ 750,000	\$ 1,020,863
FY 2031	\$ 750,000	\$ -	\$ 750,000	\$ 270,863
FY 2032	\$ 270,863	\$ -	\$ 270,863	\$ -



224 Debt Service Fund

The City of Destin is contemplating borrowing up to \$25 million during fiscal year 2024 for the following three projects:

Waterfront property. Not to exceed **\$9** million. A special opportunity arose to purchase waterfront property on the north side of the Marler Bridge. Acquisition of this property will make it possible to achieve a number of projects that have been on the City's strategic vision plans for decades. The General Fund and the Harbor CRA will use existing cash on hand to purchase the property in October 2023. A reimbursement resolution has been adopted by Council to borrow at a later date to reimburse the General Fund and the Harbor CRA (to assist with cashflow management).

Undergrounding of Overhead Utilities. Not to exceed **\$13** million. In 2021, the City signed a new franchise agreement with Florida Power & Light (NextEra Energy), increasing the franchise fee from 4% to 6%. The new 2% increase is restricted to use towards undergrounding of overhead utilities (90% for undergrounding/10% for landscaping). To stay in compliance with this new franchise fee agreement, by the fall of 2023, the City must prove substantial effort by encumbering the first phase (first three miles) of undergrounding.

The first phase is along Highway US 98 from the Marler Bridge to Airport Road. Including reasonable lateral fees, this phase is estimated to replace 5.69 miles of conduit and is estimated to cost \$14,750,000. The City plans to use cash on hand (\$1.75 million) to start the project, then to borrow up to \$13 million to cover anticipated construction costs. The security for the loan will be a Covenant to Budget and Appropriate. The debt service will be paid from Electric Franchise fees and CRA TIF revenues. See also 324 2024 Bond Capital Project Fund for more details regarding the undergrounding project.

Crosstown Connector Roadway. Not to exceed **\$3** million. In 2005, the City of Destin began reconstruction of Legion Drive along with purchasing land for right-of-way to construct a roadway to connect east and west Destin as an alternate route for locals to the congested US98. In 2022 a design was finalized. In 2023 the last necessary property was acquired. Grant awards plus impact fees and gas tax#2 on hand of near \$6 million have been collected, but we estimate the cost of construction to be \$9-\$10 million. This loan will help ensure completion of this roadway. Debt service will be paid from annual receipts of Gas Tax #2. See also 324 2024 Bond Capital Project Fund for more details regarding this project.

Below are example amortization schedule using a likely muni-bond rate, selling at a premium to attain our financing goals. The series will mature by 2043. It is generally best practice to match the debt service to the life of the assets being constructed/acquired. Twenty years is chosen to best match the cashflows from the sources that will make the debt service payments. These tables are for discussion purposes only.



2024 in aggregate

	Debt Service	Interest	Principal	Outstanding Principal Balance
FY 2021	\$ -	\$ -	\$ -	\$ -
FY 2022	\$ -	\$ -	\$ -	\$ -
FY 2023	\$ -	\$ -	\$ -	\$ -
FY 2024	\$ -	\$ -	\$ -	\$ 23,725,000
FY 2025	\$ 1,966,250	\$ 1,186,250	\$ 780,000	\$ 22,945,000
FY 2026	\$ 1,967,250	\$ 1,147,250	\$ 820,000	\$ 22,125,000
FY 2027	\$ 1,966,250	\$ 1,106,250	\$ 860,000	\$ 21,265,000
FY 2028	\$ 1,963,250	\$ 1,063,250	\$ 900,000	\$ 20,365,000
FY 2029	\$ 1,963,250	\$ 1,018,250	\$ 945,000	\$ 19,420,000
FY 2030	\$ 1,961,000	\$ 971,000	\$ 990,000	\$ 18,430,000
FY 2031	\$ 1,661,500	\$ 621,500	\$ 1,040,000	\$ 17,390,000
FY 2032	\$ 1,964,500	\$ 869,500	\$ 1,095,000	\$ 16,295,000
FY 2033	\$ 1,959,750	\$ 814,750	\$ 1,145,000	\$ 15,150,000
FY 2034	\$ 1,962,500	\$ 757,500	\$ 1,205,000	\$ 13,945,000
FY 2035	\$ 1,962,250	\$ 697,250	\$ 1,265,000	\$ 12,680,000
FY 2036	\$ 1,964,000	\$ 634,000	\$ 1,330,000	\$ 11,350,000
FY 2037	\$ 1,957,500	\$ 567,500	\$ 1,390,000	\$ 9,960,000
FY 2038	\$ 1,958,000	\$ 498,000	\$ 1,460,000	\$ 8,500,000
FY 2039	\$ 1,965,000	\$ 425,000	\$ 1,540,000	\$ 6,960,000
FY 2040	\$ 1,963,000	\$ 348,000	\$ 1,615,000	\$ 5,345,000
FY 2041	\$ 1,962,250	\$ 267,250	\$ 1,695,000	\$ 3,650,000
FY 2042	\$ 1,962,500	\$ 182,500	\$ 1,780,000	\$ 1,870,000
FY 2043	\$ 1,963,500	\$ 93,500	\$ 1,870,000	\$ -

The City works closely with a reputable financial advisor and bond legal counsel for all debt issuance.



CAPITAL IMPROVEMENT FUNDS

This section includes overviews of the three capital project funds, the 5-year capital improvement program and how it relates to the objectives in our Strategic Plan and concludes with detailed descriptions of each major funded project.

The City of Destin currently tracks the majority of capital project expenditures in three capital project funds.

- The Renewal and Replacement fund is intended to accumulate funds to replace major components of existing infrastructure, facilities, and to replace vehicles and machinery as they age.
- The Grants and Other Capital Projects fund tracks capital projects funded by grants and by general fund dollars. This fund is primarily composed of capital grants from federal, state, and county agencies, which have restrictions for use imposed in the grant award agreements.
- The Restricted Capital Project fund tracks the usage of funds that are restricted by state statute, such as the use of impact fees.

While these funds are the primary funding source of capital projects, some capital projects are funded by the special revenue funds and general fund. The following section is a summary of each of the capital project funds, followed by details of the City's 5-year capital improvement plan.



300 Renewal and Replacement Fund

The renewal and replacement fund is intended to accumulate funds to replace major components of City infrastructure, facilities, and aged vehicles and machinery. City staff continue to gather data to refine the 20-year plan and to calculate one even annual addition to maintain adequate cashflows to replace aged infrastructure and facilities. Renewal and Replacement funded projects can be recognized in the 5-year capital plan as those starting with project number “RR”.

300 RENEWAL AND REPLACEMENT (COMMITTED; CAPITAL OUTLAYS)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
300-36 Investment Income	2,233	1,900	2,353	2,360	250	250
TOTAL REVENUES	2,233	1,900	2,353	2,360	250	250
300-59 Capital Outlay	963,379	3,073,831	2,461,439	4,381,082	2,429,240	1,493,810
TOTAL EXPENDITURES	963,379	3,073,831	2,461,439	4,381,082	2,429,240	1,493,810
Excess (deficiency) of revenues over expenditure	(961,146)	(3,071,931)	(2,459,085)	(4,378,722)	(2,428,990)	(1,493,560)
300-38 Transfers In	1,458,937	1,633,748	1,607,010	3,986,926	8,592,800	2,098,700
300-58 Transfers Out	-	-	-	-	-	-
Total other financing sources (uses)	1,458,937	1,633,748	1,607,010	3,986,926	8,592,800	2,098,700
300 Net change in fund balances	497,790	(1,438,183)	(852,075)	(391,796)	6,163,810	605,140
300 Fund Balance (deficit), Beginning	1,402,960	1,900,750	1,900,750	1,048,675	656,879	6,820,689
300 Fund Balance (deficit), Ending	1,900,750	462,567	1,048,675	656,879	6,820,689	7,425,829

305 Grant and Other Capital Project Fund

The 305 capital project fund is where we track capital grants and certain special capital projects paid with proceeds from the general fund. During FY 2024, we expect to expend approximately \$10 million of capital grants and approximately \$1.9 million of general funds on capital projects. See the capital project detail pages for more information.

305 GRANT AND GF CAPITAL PROJECT FUND (RESTRICTED; CAPITAL OUTLAYS)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
305-33 Intergovernmental	2,081,982	21,464,395	13,504,150	10,160,050	750,000	750,000
305-36 Contributions	28,685	2,066	-	-	-	-
TOTAL REVENUES	2,110,666	21,466,460	13,504,150	10,160,050	750,000	750,000
305-53 Physical Environment	-	-	-	-	-	-
305-59 Capital Outlay	2,695,743	29,092,884	19,987,046	11,382,312	595,000	125,000
TOTAL EXPENDITURES	2,695,743	29,092,884	19,987,046	11,382,312	595,000	125,000
Excess (deficiency) of revenues over expenditure	(585,077)	(7,626,424)	(6,482,897)	(1,222,262)	155,000	625,000
305-38 Transfers In	444,152	8,671,841	7,373,820	1,972,262	595,000	125,000
305-58 Transfers Out	-	(750,000)	(750,000)	(750,000)	(750,000)	(750,000)
Total other financing sources (uses)	444,152	7,921,841	6,623,820	1,222,262	(155,000)	(625,000)
305 Net change in fund balances	(140,924)	295,417	140,924	-	-	-
305 Fund Balance (deficit), Beginning	(0)	(140,925)	(140,925)	(0)	(0)	(0)
305 Fund Balance (deficit), Ending	(140,925)	154,492	(0)	(0)	(0)	(0)



315 Restricted Capital Project Fund

The 315 capital project fund is where we track highly restricted revenues, such as impact fees. Impact fees are restricted for growth necessitated capital improvements. Park impact fees are committed in FY 2024 to expand bathrooms and storage at the increasingly popular Morgans Sports Center. Road impact fees are committed to completion of the growth-necessitated Cross-Town Connector along with Gas tax #2, which is restricted to address comprehensive plan transportation issues. This year we will also be encumbering a portion of the new (restricted) electric franchise fee towards undergrounding overhead utilities.

315 IMPACT AND OTHER RESTRICTED (CAPITAL OUTLAYS)	FY2023			FY2024		FY2026
	FY2022 ACTUALS	ADOPTED BUDGET*	FY2023 PROJECTION	PROPOSED BUDGET	FY2025 PROJECTION	
315-32 Impact Fees	132,605	105,500	461,271	105,500	105,500	105,500
315-32 Licenses and Permits	793,559	780,000	995,861	1,020,760	1,030,968	1,041,277
315-31 Sales and Use Taxes	247,687	264,384	241,771	267,012	275,022	283,273
315-36 Investment Income	3,598	1,920	3,268	1,870	1,870	1,870
315-36 Miscellaneous Revenue	5,575	-	-	-	-	-
TOTAL REVENUES	1,183,023	1,151,804	1,702,170	1,395,142	1,413,360	1,431,920
315-53 Physical Environment	-	-	-	-	-	-
315-59 Capital Outlay	496,106	6,324,227	245,228	5,301,306	-	-
TOTAL EXPENDITURES	496,106	6,324,227	245,228	5,301,306	-	-
Excess (deficiency) of revenues over expenditures	686,918	(5,172,423)	1,456,943	(3,906,164)	1,413,360	1,431,920
315-38 Transfers In	-	10,950,000	-	-	-	-
315-58 Transfers Out	-	(350,008)	(336,837)	(499,817)	(999,635)	(999,010)
Total other financing sources (uses)	-	10,599,992	(336,837)	(499,817)	(999,635)	(999,010)
315 Net change in fund balances	686,918	5,427,569	1,120,106	(4,405,981)	413,725	432,911
315 Fund Balance (deficit), Beginning	3,302,853	3,989,771	3,989,771	5,109,877	703,895	1,117,621
315 Fund Balance (deficit), Ending	3,989,771	9,417,340	5,109,877	703,895	1,117,621	1,550,531

324 2024 Bond Capital Project Fund

The City of Destin is contemplating borrowing up to \$25 million during fiscal year 2024. Nine million for the waterfront parcel acquisition is to reimburse the general fund and the Harbor CRA district. The remaining \$14 million will be used for construction of two projects which will be tracked in this fund.

Undergrounding of Overhead Utilities. Not to exceed \$13 million. To stay in compliance with this new franchise fee agreement, by the fall of 2023, the City must prove substantial effort by encumbering the first phase (first three miles) of undergrounding.

The first phase is along Highway US 98 from the Marler Bridge to Airport Road. Including reasonable lateral fees, this phase is estimated to replace 5.69 miles of conduit and is estimated to cost \$14,750,000. The City plans to use cash on hand (\$1.75 million) to start the project, then to borrow up to \$13 million to cover anticipated construction costs.



Materials can take up to 6 months to arrive from the order date. Construction tends to be 18 months from receive of first batch of materials.

Staff is currently working with utility legal counsel to finalize conversion agreements with all carriers who have equipment above ground in the phase 1 corridor. We anticipate agreements will be signed in September/October 2023, and material for conversion will be ordered in October/November 2023. The City will issue RFPs to secure a construction contractor in October/November timeframe. Any funds borrowed should be fully encumbered by fiscal year end 2024, and should be fully expended by early FY 2026.

324 2024 CONSTRUCTION BOND - UNDERGROUNDING (RESTRICTED; CAPITAL OUTLAYS)	FY2022 ACTUALS	FY2023 ADOPTED BUDGET*	FY2023 PROJECTION	FY2024 PROPOSED BUDGET	FY2025 PROJECTION	FY2026 PROJECTION
324-36 Investment Income	-	-	-	3,500	-	-
TOTAL REVENUES	-	-	-	3,500	-	-
324-53 Capital Outlay	-	-	-	16,004,320	-	-
TOTAL EXPENDITURES	-	-	-	16,004,320	-	-
Excess (deficiency) of revenues over expenditures	-	-	-	(16,000,820)	-	-
324-38 Transfers In	-	-	-	16,004,320	-	-
300-58 Transfers Out	-	-	-	-	-	-
Total other financing sources (uses)	-	-	-	16,004,320	-	-
324 Net change in fund balances	-	-	-	3,500	-	-
324 Fund Balance (deficit), Beginning	-	-	-	-	3,500	3,500
324 Fund Balance (deficit), Ending	-	-	-	3,500	3,500	3,500

Crosstown Connector Roadway: Not to exceed \$3 million. The City has acquired all property and Council has approved a 90% plan to complete construction of the Crosstown Connector roadway. Approximately \$7 million in grant awards and other funds on hand have been committed to completing construction. The City may borrow up to an additional \$3 million to complete construction. An RFP for roadway construction should be issued this winter (November 2023 – January 2024).



FIVE-YEAR CAPITAL IMPROVEMENT PLAN

The FY2024-2028 five-year capital improvement program has classified projects into four major categories as follows:

1. **Citizen/Council Directed Projects.** This group includes the top three council strategic priorities. Currently, this includes beach acquisition, the “cross-town connector”, and utility undergrounding.
2. **Renewal & Replacement.** The facilities renewal and replacement fund is intended as a place to build cash reserves for the eventual replacement of major components of facilities, such as a roof, HVAC, or other major components. The general fund transfers money into the facilities renewal and replacement fund based on an estimation of the cost for replacement and the estimated date when the major component will need to be replaced. Each year, conditions of facilities are analyzed, and as appropriate, renewal and replacement funds are used to replace components prior to failure. Renewal and replacement of our roads and sidewalks are funded by a gas tax intended for this purpose (Gas Tax #1).
3. **Growth Necessitated & Comp Plan.** These projects are primarily funded by impact fees, which are collected from developers as their projects increase population or traffic to use city facilities. The city also tracks the use of a second gas tax that is intended for traffic improvements that are outlined in the city’s comprehensive plan.
4. **Other Capital Projects.** This group of capital projects is funded by grants and donations, supported with matching funds from the general fund.

Following is the list of funded projects and the sources to pay for the projects, then individual project worksheets that describe each project in more details, including impacts on operating expenses and links to the strategic plan and the comprehensive plan.

Not all project requests are funded. Projects are reviewed against the available funds, the restricted and committed uses of the available funds, and the prioritized based upon certain criteria to include safety, grant funding, and relative importance to Council as memorialized in the adopted Strategic Plan and Council Objectives. Likelihood of failure and consequence of failure is also considered for capital replacements.



		FY 2024 Proposed Budget	5-Year Funded Capital Plan Amount
Council Objectives			
1.1	Work with Stakeholders to pursue a Destin City Center	\$ 50,000	\$ 50,000
1.2	Public waterfront acquisition initiative	14,069,622	14,069,622
1.3	Underground utilities	16,000,885	16,000,885
1.4	Stahlman/US 98 pedestrian and vehicle Improvements in cooperation with FDOT	-	-
1.5	Pedestrian access concepts under the Marler Bridge	-	-
1.6	Two-lane Crosstown Connector	9,003,151	9,003,151
1.7	Improve parking, explore options (parking garage, surface parking)	525,000	600,000
1.8	Annexation of unincorporated enclaves	-	-
1.9	Morgan Sports Center and Dalton Threadgill Park Master Plan for renovations	-	-
1.10	Support for regional Transit and Ferry systems	-	-
1.11	City Marina (Phase 1 Feasibility Study)	50,000	50,000
1.12	Support Beach Re-nourishment, planning, scheduling in partnership with the County/State	-	-
1.13	Support regional workforce housing initiatives	-	-
Management Objectives		-	-
2.1-2.11	These are management-related, not capital project related	-	-
Management in Progress (capital projects only listed below)		-	-
3.1	Memorialize institutional knowledge		
3.2	Plan for renewal and replacement of city facilities and infrastructure	1,919,302	4,980,152
3.5	Complete land development code revisions	-	-
3.7	Implement a pavement management program	2,537,780	6,878,380
3.9	Improve sidewalks (wider, more walkable)	-	-
Major Projects		-	-
4.1	Implement and Manage COMPASS software	-	-
4.2	Harbor Capacity Study	-	-
4.3	Impact Fee Study	-	-
4.4	Building Permit Fee Study	-	-
4.5	Develop and Implement the Mobility Plan and associated Fees	-	-
4.6	Update Business Tax Receipts (BTR) Fee Schedule and processes	-	-
4.7	Research Stormwater Utility options and Funding	-	-
4.8	Construct Capt. Royal Melvin Heritage Park	-	-



2024 Adopted Budget

CAPITAL IMPROVEMENT PROGRAM

4.9	FDOT Median Improvement project	-	-
4.10	Norriego Point Park Improvements Phase III - Recreation Components	-	-
4.11	Renovate Clement Taylor Park (Pending Funding)	1,596,180	1,596,180
4.12	Redevelop Joe's Bayou Recreation Area	-	-
4.13	Continuity of streetlights/ Conversion to LEDS (In Progress)	-	-
4.14	Implement prioritized stormwater improvements based on the Stormwater Master Plan	972,000	972,000
4.15	Linear Park (in partnership with FPL) secure additional funding, complete design, secure required easements, construct trail	-	1,000,000
4.16	Pickleball Courts: Secure additional Funding, acquire land, complete design and construct	350,000	350,000
TOTAL for items on the Strategic Plan		\$ 47,073,920	\$ 55,550,370

TOTAL 5-Year CAPITAL BUDGET \$ 59,736,470
% FOR STRATEGIC PLAN 93%

NOT ON COUNCIL OBJECTIVE LIST:

5.1	Upgrades to Morgan Sport Center (Bathrooms; LED lighting; Artificial Infields; Field Lining Technology)	805,000	1,505,000
5.2	Dredge Harbor Channel	110,100	110,100
5.3	Upgrade/Remodel and expand Library	190,000	190,000
5.4	Code Enforcement New Equipment	76,000	96,000
5.5	Building Inspector New Equipment	40,000	40,000
5.6	Hurricane Response (first 30 days; Debris Removal)	100,000	100,000
5.7	Public Works Safety Committee - Intersection and Crossing Safety	100,000	500,000
xxx	Other small projects	445,000	1,645,000
TOTAL for additional projects not on Plan		\$ 1,866,100	\$ 4,186,100
TOTAL for all projects		\$ 48,940,020	\$ 59,736,470



CITY OF DESTIN 5-YEAR CAPITAL IMPROVEMENT PLAN

STRATEGIC OBJECTIVE	PRIORITY		PY Encumbrances rolling forward 08/14/23	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2024 - FY 2028 Total
		Citizen/Council Directed							
	1.2	HRB1 1 Harbor Blvd/1 Calhoun Waterfront Land	\$ -	\$ 9,100,000	\$ -	\$ -	\$ -	\$ -	\$ 9,100,000
	1.3	UNDER Undergrounding	894,344	16,000,885	-	-	-	-	16,000,885
	1.6	EN615 Cross-Town Connector	43,485	9,003,151	-	-	-	-	9,003,151
	1.2	CM001 Beach Acquisition/Beach Park Development	81,826	4,969,622	-	-	-	-	4,969,622
	5.2	DREDG Dredge Harbor	-	110,100	-	-	-	-	110,100
	1.7	TR619 Sibert-Zerbe Parking Lot Consolidation	-	525,000	-	-	-	-	525,000
	1.1	CENTR City Center - Concept Design	-	50,000	-	-	-	-	50,000
	1.11	MARIN City Marina	-	50,000	-	-	-	-	50,000
	1.10	TR621 Transit: Trolley, Ferry	-	-	-	-	-	-	-
	4.8	SW56 Mattie Kelly Naturewalk Outfall	-	175,000	1,200,000	-	-	-	1,375,000
		Renewal & Replacement							
	3.2	RR051 General Government	1,207	155,000	194,160	15,120	-	-	364,280
	3.2	RR052 Public Safety	8,369	230,380	-	126,760	53,200	-	410,340
	3.2	RR053 Physical Environment (Stormwater, Cemetery)	149,938	75,000	750,000	74,000	-	-	899,000
	3.7	RR054 Roads, Sidewalks, Street Lighting	300,884	2,537,780	1,076,200	1,082,100	1,088,100	1,094,200	6,878,380
	3.2	RR056 Human Services (Food4Thought Bldg)	-	-	6,760	-	-	-	6,760
	3.2	RR571 Library	-	127,500	-	14,580	-	8,700	150,780
	3.2	RR572 Parks and Recreation	67,453	749,922	230,400	114,050	402,200	394,000	1,890,572
	3.2	RR573 Other Facilities (i.e. Museum)	-	4,500	-	-	-	6,960	11,460
	3.2	RRV11 Vehicles for Bldg Inspectors	-	76,000	-	-	-	45,600	121,600
	3.2	RRV51 Vehicles for General Government	-	23,000	-	33,600	-	45,600	102,200
	3.2	RRV52 Vehicles for Public Safety (Code)	-	-	41,040	-	88,160	45,600	174,800
	3.2	RRV54 Vehicles for Public Works	-	365,000	41,040	33,600	-	162,000	601,640
	3.2	RRV57 Vehicles for Parks & Recreation	-	113,000	89,640	-	44,080	-	246,720
	3.2	RRVEH Vehicles	670,331	-	-	-	-	-	-
		Growth Necessitated & Comp Plan							
	5.4	CE002 Code Enforcement Equipment	-	30,000	20,000	-	-	-	50,000
	1.5	CRH60 Pedestrian Pathway Under Marler Bridge	149,571	-	-	-	-	-	-
	1.4	EN617 Stahlman/US98 Intersection	-	-	-	-	-	-	-
	5.3	LB002 Library Impact Fee Projects	-	190,000	-	-	-	-	190,000
	xxx	TR620 ADA Transition - Pedestrian Facilities	25,487	-	-	-	-	-	-
	1.7	TR622 General Parking Improvements	-	-	75,000	-	-	-	75,000



2024 Adopted Budget

CAPITAL IMPROVEMENT PROGRAM

Other Capital Projects									
4.10	ARP	Stormwater Infrastructure Projects	734,853	312,000	-	-	-	-	312,000
5.5	BDVEH	New Inspector Vehicles	-	40,000	-	-	-	-	40,000
5.4	CEVEH	New Code Enforcement Vehicles	-	46,000	-	-	-	-	46,000
xxx	CRH63	Captain Royal Melvin Heritage Park and Plaza	9,614	-	-	-	-	-	-
4.11	CRT17	Town Center CRA Easement Trail/Linear Park	570,000	-	-	1,000,000	-	-	1,000,000
5.6	HURRIC	Hurricane Response	-	100,000	-	-	-	-	100,000
xxx	IT003	Other Hardware/Software Replacements	-	170,000	-	-	-	-	170,000
5.1	RC124	Morgan Children's Park Playground Structure	-	100,000	-	-	-	-	100,000
xxx	RC125	Buck Destin Restrooms	99,544	100,000	-	-	-	-	100,000
4.12	RC127	Pickleball Court	-	350,000	-	-	-	-	350,000
5.1	RC128	Morgan Bathrooms/Storage/Fieldhouse	-	250,000	-	-	-	-	250,000
5.1	RC129	Morgan - Field Lighting (LED)	-	255,000	175,000	75,000	-	-	505,000
5.1	RC130	Morgan - Artificial Infields	-	200,000	400,000	-	-	-	600,000
5.1	RC131	Morgan - Field Lining Robot	-	-	-	50,000	-	-	50,000
4.7	RC216	Clement Taylor Park Renovations	15,968	1,596,180	-	-	-	-	1,596,180
4.10	SW57	CTP Stormwater Mitigation	-	60,000	-	-	-	-	60,000
4.10	SW58	Chickasaw Ct Stormwater Remediation	-	600,000	-	-	-	-	600,000
5.7	TRSAF	Intersection Safety	62,500	100,000	100,000	100,000	100,000	100,000	500,000
xxx	XMAS	Holiday Decorations	35,804	-	-	-	-	-	-
Total Projects			\$ 3,921,176	\$ 48,940,020	\$ 4,399,240	\$ 2,718,810	\$ 1,775,740	\$ 1,902,660	\$ 59,736,470



CAPITAL IMPROVEMENT PROGRAM

Funding Sources		PY Encumbrances rolling forward 08/14/23						FY 2024 - FY 2028 Total
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028		
30058585	RR GENERAL	983,776	\$ 3,792,782	\$ 1,835,040	\$ 893,710	\$ 1,069,640	\$ 1,144,860	\$ 8,736,032
30558500	GENERAL FUND	265,083	1,972,262	595,000	125,000	-	-	2,692,262
10258500	TOWN CENTER CRA	415,804	-	-	1,000,000	-	-	1,000,000
11058500	HARBOR CRA	-	9,100,000	-	-	-	-	9,100,000
11152441	BUILDING FUND	-	116,000	-	-	-	45,600	161,600
12254500	PARKING FUND	60,340	525,000	75,000	-	-	-	600,000
12552400	TECHNOLOGY FUND	-	85,000	-	-	-	-	85,000
12953831	OKA 1/2 STORMWATER	-	835,000	1,200,000	-	-	-	2,035,000
12953931	OKA 1/2 UNDERGROUNDING	894,344	1,000,000	-	-	-	-	1,000,000
12954100	OKA 1/2 PUBLIC WORKS & SAFETY	62,500	100,000	100,000	100,000	100,000	100,000	500,000
12957231	OKA 1/2 BEACH ACQ	-	-	-	-	-	-	-
32453900	2024 Bond Issuance	-	16,004,319	-	-	-	-	16,004,319
30054131	GAS TAX#1 RR ROADS	4,127	588,300	594,200	600,100	606,100	612,200	3,000,900
31554031	GAS TAX#2 COMP PLAN	-	1,000,000	-	-	-	-	1,000,000
31552000	POLICE IMPACT FEES	-	10,000	-	-	-	-	10,000
31554032	MULTI-MODAL IMPACT FEES	25,487	26,307	-	-	-	-	26,307
31554132	ROAD IMPACT FEES	40,120	1,575,000	-	-	-	-	1,575,000
31557132	LIBRARY IMPACT FEES	-	190,000	-	-	-	-	190,000
31557232	PARK IMPACT FEES	-	474,000	-	-	-	-	474,000
12753700	NPEB	149,938	110,000	-	-	-	-	110,000
12753800	STORMWATER TRUST FUND	-	-	-	-	-	-	-
31553977	ELECTRIC FRANCHISE UNDERGROUNDING	-	2,000,000	-	-	-	-	2,000,000
30554100	BOCC XTOWN CONSTRUCTION	-	3,300,000	-	-	-	-	3,300,000
30554133	FDOT TRIP GRANT	3,364	98,410	-	-	-	-	98,410
30554200	STATE GRANT LINEAR TRL	190,000	-	-	-	-	-	-
30557133	LIBRARY/MUSEUM GRANTS	-	-	-	-	-	-	-
30557233	RESTORE PARK GRANT	-	729,918	-	-	-	-	729,918
30557212	TDC 12.5% (includes Advanced Funding)	91,440	2,254,115	-	-	-	-	2,254,115
30557237	BOCC (TDC) BEACH ACQ GRANT	-	2,715,607	-	-	-	-	2,715,607
30555900	AMERICAN RESCUE PLAN	734,853	312,000	-	-	-	-	312,000
31557236	MORGANS KID PARK GRANT	-	26,000	-	-	-	-	26,000
Total Sources		\$ 3,921,176	\$ 48,940,020	\$ 4,399,240	\$ 2,718,810	\$ 1,775,740	\$ 1,902,660	\$ 59,736,470



**FY 2024 PROPOSED CAPITAL BUDGET
by Governmental Activity**

General Government

CENTR	City Center Feasibility Study	50,000
IT003	Other Hardware/Software Replacements	170,000
RR051	General Government	155,000
RRV51	Vehicles	23,000
Subtotal		398,000

Public Safety

CE002	Code Enforcement Equipment	30,000
CEVEH	New Code Enforcement Vehicles	46,000
BDVEH	New Inspector Vehicles	40,000
HURRIC	Hurricane Response	100,000
RR052	Public Safety	230,380
RRV11	Vehicles for Bldg Inspectors	76,000
RRV52	Vehicles for Public Safety (Code)	-
Subtotal		522,380

Physical Environment

ARP	Stormwater Infrastructure Projects	312,000
DREDG	Dredge Waterway Channels	110,100
RR053	Physical Environment (Stormwater, Cemetery)	75,000
SW56	Mattie Kelly Outfall at Joe's Bayou	175,000
SW57	CTP Stormwater Mitigation	60,000
SW58	Chickasaw Ct Stormwater Remediation	600,000
UNDER	Undergrounding	16,000,885
Subtotal		17,332,985

Human Services

RR056	Human Services (Food4Thought Bldg)	-
Subtotal		-

Transportation

EN615	Cross-Town Connector	9,003,151
RR054	Roads, Sidewalks, Street Lighting (Gas Tax 1)	2,537,780
RRV54	Vehicles for Public Works	365,000
TR619	Sibert-Zerbe Parking Lot Consolidation	525,000
TRSAF	Intersection Safety	100,000
Subtotal		12,530,931

**Economic Development**

CRT17	Town Center CRA Easement Trail/Linear Park	-
HRB1	1 Harbor Blvd	9,100,000
CRH60	Pedestrian Pathway under Marler Bridge	-
CRT64	Town Center CRA Wayfinding Plan Signage	-
CRH64	Harbor CRA Wayfinding Plan Signage	-
Subtotal		9,100,000

Culture & Recreation

CM001	Beach Acquisition	4,969,622
LB002	Library Impact Fee Projects	190,000
MARIN	City Marina	50,000
RC124	Morgan's Children's Park Playground Structure	100,000
RC125	Buck Destin Restrooms	100,000
RC127	Pickleball Court	350,000
RC128	Morgan's Bathrooms/Storage/Fieldhouse	250,000
RC129	Morgan - Field Lighting (LED)	255,000
RC130	Morgan - Artificial Infields	200,000
RC131	Morgan - Field Lining Robot	-
RC216	Clement Taylor Park Renovations	1,596,180
RR571	Library	127,500
RR572	Parks and Recreation	749,922
RR573	Other Facilities (i.e. Museum)	4,500
RRV57	Vehicles for Parks & Recreation	113,000
Subtotal		9,055,724

GRAND TOTAL	48,940,020
--------------------	-------------------

**CAPITAL IMPROVEMENT PROJECT REQUEST**

ARP

Other Capital Projects: American Rescue Plan Infrastructure Improvements

Project Manager: Public Works/Stormwater Director

Council Objective: Improve the quality of life and safety for families. A Green and Sustainable Environment.**Purpose and Justification:** The American Rescue Plan Act has allocated \$790,000 to the City of Destin for two years. After Staff research was conducted, Council approved IT and Stormwater related projects. Remaining funds must be encumbered by December 2024. Additional projects will be identified and brought to Council this fiscal year.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	312,000	0	0	0	0
TOTAL	\$ 312,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 6-1.2.1, 4-4.1.1, 4-4.2.3

Is this a Multi-Year Project: Yes

If yes, what was/is the Project's initiation Date: FY23

Operations & Maintenance (O & M) impact(s): Projects completed as part of this initiative will require regular cleaning to support optimal functionality.**Impact on Level of Service:** Renewal and Replacement of existing corrugated metal piping, installation of new and restoration of existing roadside stormwater swales. Other projects may include property or ROW acquisition for new drainage features in areas that experience flooding.

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$15,600
565006 Inspection	\$15,600
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$280,800
Other(s) (please list)	
TOTAL	\$312,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	\$0
# of Additional FTEs	-

Funding Source(s)	
30555900 ARPA	\$312,000
TOTAL	\$312,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

BDVEH

Other Capital Projects: New Inspector Vehicles

Project Manager: Public Works Director

Council Objective: Financially Sound City providing Service Excellence

Purpose and Justification: Vehicles and motorized equipment are critical components required to provide service to our citizens and visitors. A properly prepared capital improvement plan is essential to the future financial health of our organization as is the continued delivery of services to citizens and businesses. This project account is one of several used to track the addition of vehicles as we expand staff and expand services.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	40,000	0	0	0	0
TOTAL	\$ 40,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 9-1.1.1

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: NA

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain and extend the life expectancy of these assets, but components will still need replacing or upgrading at the end of their useful life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$2,000
565006 Inspection	\$2,000
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$36,000
Other(s) (please list)	
TOTAL	\$40,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	\$0
# of Additional FTEs	-

Funding Source(s)	
11152441 Building Fund	\$40,000
TOTAL	\$40,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

CEVEH

Other Capital Projects: New Code Enforcement Vehicle**Project Manager:** Public Works Director**Council Objective:** Financially Sound City providing Service Excellence

Purpose and Justification: Vehicles and motorized equipment are critical components required to provide service to our citizens and visitors. A properly prepared capital improvement plan is essential to the future financial health of our organization as is the continued delivery of services to citizens and businesses. This project account is one of several used to track the addition of vehicles as we expand staff and expand services.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	46,000	0	0	0	0
TOTAL	\$ 46,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 9-1.1.1

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: NA

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain and extend the life expectancy of these assets, but components will still need replacing or upgrading at the end of their useful life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	
565006 Inspection	
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signage)	\$46,000
565000 Permitting & Construction	
Other(s) (please list)	
TOTAL	\$46,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	\$0
# of Additional FTEs	-

Funding Source(s)	
30558500 General Fund	\$46,000
TOTAL	\$46,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

CE002

Renewal & Replacement: Traffic Management Equipment**Project Manager:** Code Compliance Director**Council Objective:** Strategic Goals 2026: #1. Financially sound City providing Service Excellence and Strategic Goal #2. Enhanced Quality of Life and Safety for Families**Purpose and Justification:**

Growth necessitated equipment for the Code Compliance department. There many needs around the city, one of which is to slow drivers down. In order to help achieve safer travel we are wanting to purchase two speed trailers and a PA system for our code vehicles in 2024, as well as a Drone for code investigations purposes in 2025. These items will assist us in making the community safer and more accountable.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	30,000	20,000	-	-	-
TOTAL	\$ 30,000	\$ 20,000	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 9-1.1.1: Commit necessary resources for Capital Improvements

Is this a Multi-Year Project: No

If yes, what was/is the Project's initiation Date: NA

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

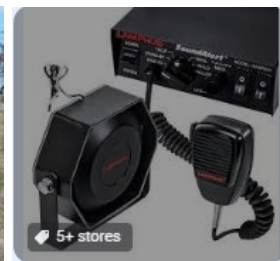
Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	
565006 Inspection	
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures	\$30,000
565000 Permitting & Construction	
Other(s) (please list)	
TOTAL	\$30,000

Annual Operating Costs	
Boat / Trailer	
Personnel	
Contractual	\$0
Operating Expenses	\$2,000
RR Fund	\$4,100
Debt Service	
TOTAL	\$6,100

of Additional FTEs

Funding Source(s)	
30558500 General Fund	\$20,000
3155200 Police Impact Fees	\$10,000
TOTAL	\$30,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

CENTR

Citizen/Council Directed Projects: City Center - Concept Design

Project Manager: Community Development Director

Council Objective: Strategic Objective #1.1

Purpose and Justification: Council Objective 1.1 is to work with stakeholders to pursue the Destin City Center. Negotiations with an engineering firm are currently underway for a town center concept.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	50,000	0	0	0	0
TOTAL	\$ 50,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy:

Is this a Multi-Year Project: Yes - annual budget review

If yes, what was/is the Project's initiation Date:

Operations & Maintenance (O & M) impact(s):

Impact on Level of Service:

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	\$50,000
565005 Construction Management	
565006 Inspection	
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	
Other(s) (please list)	
TOTAL	\$50,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	

of Additional FTEs

Funding Source(s)	
30558500 General Fund	\$50,000
TOTAL	\$50,000

**CAPITAL IMPROVEMENT PROJECT REQUEST**

CM001

Citizen/Council Directed Projects: Public Waterfront Acquisition

Project Manager: City Manager

Council Objective: Strategic Objective #1.2

Purpose and Justification: Acquisition of public waterfront to improve access for citizens is the #1.2 council objective in the FY2024-2029 Strategic plan. Previous purchases include beachfront properties at Tarpon and Crystal Beach. The remaining \$4.9 million for FY 2024 is to complete design and construction of park facilities at these beachfront properties.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	4,969,622	0	0	0	0
TOTAL	\$ 4,969,622	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy:

Is this a Multi-Year Project: Yes - annual budget review

If yes, what was/is the Project's initiation Date:

Operations & Maintenance (O & M) impact(s): Increases to O&M will be calculated if the City chooses to expand the existing facilities.

Impact on Level of Service: To increase beach accessible to our citizens

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	\$248,481
565005 Construction Management	\$248,481
565006 Inspection	
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$4,472,660
Other(s) (please list)	
TOTAL	\$4,969,622

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	

of Additional FTEs

Funding Source(s)	
30557212 TDC 12.5%	\$2,254,015
30557237 BOCC	\$2,715,607
TOTAL	\$4,969,622



**CAPITAL IMPROVEMENT PROJECT REQUEST**

CRT17

Other Capital Projects: Town Center CRA Easement trail/park Main to Mattie Kelly**Project Manager:** Community Development Director/Parks & Recreation Director/Grants & Project Manager**Council Objective:** Improve mobility and connectivity

Purpose and Justification: Develop a trail/park in the Power Liner Easement to connect Main Street to Mattie Kelly Blvd to Airport Road to promote the mobility plan to have convenient access to Main Street shops and amenities without need to drive. Also to serve as a recreational pathway. Funding in FY2024 is for design. FY25 funding is for construction. This timing also allows for more discretionary funds to build within the Town Center CRA from the existing Tax Incremental Financing (TIF) agreement.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	0	0	1,000,000	0	0
TOTAL	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -

Status:

Comprehensive Plan Policy: 1-1.1.2c

Is this a Multi-Year Project: Yes

If yes, what was/is the Project's initiation Date: December 2020/January 2021

Operations & Maintenance (O & M) impact(s): Additional costs to maintain landscape, trail, and benches is estimated to be 100 labor hours per year (\$3500/year). Approximately \$2500/year should be added to RR054 to periodically replace the trail surface, and to \$1750/ year to RR057 to replace major landscape/park components as they age.

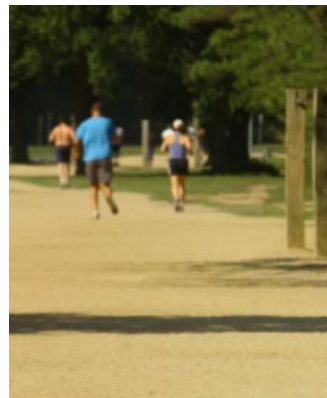
Impact on Level of Service: Improves non-vehicular access for citizens and visitors to local businesses and increases citizen and visitor access to park and other service areas.

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	
565006 Inspection	
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	
Other(s) (please list)	
TOTAL	\$0

Annual Operating Costs	
Personnel	TBD
Contractual	upon
Operating Expenses	design
RR Fund	completion
Debt Service	
TOTAL	\$0

of Additional FTEs

Funding Source(s)	
10258500 Town Center CRA	
30554200 State Appropriation (Grant)	\$270,000
TOTAL	\$270,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

DREDG

Citizen/Council Directed Projects: Dredge Harbor

Project Manager: Community Development Director

Council Objective: Strategic Objective #1

Purpose and Justification: The 100-foot ACOE channel into the Destin Harbor from East Pass is an integral piece to the viability and growth for businesses, citizens, and tourists alike. With an ever-changing environment (tides and storms) the channel over time slowly fills in. Once the channel fills to a certain point it makes it more difficult for the larger vessels to navigate into and out of the Harbor. Periodic maintenance will be required to clear out the channel to previously permitted allowances.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	110,100	0	0	0	0
TOTAL	\$ 110,100	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy:

Is this a Multi-Year Project: Yes - annual budget review

If yes, what was/is the Project's initiation Date:

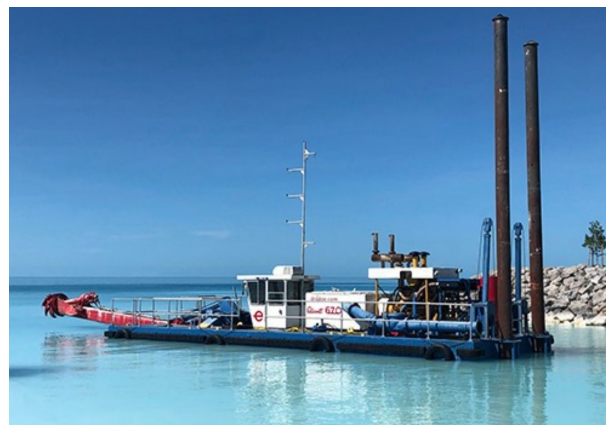
Operations & Maintenance (O & M) impact(s): In an "as needed" basis, periodic bathymetric surveys shall be conducted to help determine the scope and need for the dredging required to match permitted conditions.

Impact on Level of Service: To increase Harbor accessibility for vessels.

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$5,505
565006 Inspection	\$5,505
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$99,090
Other(s) (please list)	
TOTAL	\$110,100

Annual Operating Costs	
Personnel	\$69,888
Contractual	\$6,000
Operating Expenses	\$2,000
RR Fund	\$3,000
Debt Service	
TOTAL	\$80,888
# of Additional FTEs	1.50

Funding Source(s)	
12753700 NPEB	\$110,000
30557212 TDC 12.5% (Includes Advance Fund	\$100
TOTAL	\$110,100



**CAPITAL IMPROVEMENT PROJECT REQUEST**

EN615

Citizen/Council Directed Projects: Cross-Town Connector**Project Manager:** Community Development Director**Council Objective:** Complete Two-Lane Crosstown Connector 1.6

Purpose and Justification: Since 2004, the City has worked on an alternative to Highway 98 for citizens to access City amenities within Destin. Atkins North America has redesigned the project to a two-lane section with multi-use trails. All right of way purchases are now complete. The City anticipates support from Okaloosa County for construction. As awards are obligated, the funding is captured in our 5-year capital budget.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	9,003,151	0	0	0	0
TOTAL	\$ 9,003,151	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 2-1.1.2, 2-1.1.12, et al.

Is this a Multi-Year Project: Yes. Budget review annually.

If yes, what was/is the Project's initiation Date: 2004

Operations & Maintenance (O & M) impact(s): This road extension will need to be restriped approximately every 7 years (\$3000) and will need to be resurfaced approximately every 15 years (\$200,000). Median maintenance (mowing, edging, other landscape maintenance, street lighting, pavement marking maintenance, etc.) will be several thousand dollars per year post-construction.

Impact on Level of Service: Increased level of service with improved vehicle, bicycle and pedestrian access to west Destin.

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$450,158
565006 Inspection	\$450,158
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$8,102,836
Other(s) (please list)	
TOTAL	\$9,003,151

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	\$1,000
RR Fund	\$13,762
Debt Service	
TOTAL	\$14,762
# of Additional FTEs	-

Funding Source(s)	
30554100 BOCC Grant	\$3,300,000
30554133 FDOT TRIP Grant	\$98,410
31554031 Gas Tax #2	\$1,000,000
31554032 Multi-Modal Fees	\$26,307
31554132 Road Impact Fees	\$1,575,000
32453000 2024 Bond	\$3,003,434
TOTAL	\$9,003,151



**CAPITAL IMPROVEMENT PROJECT REQUEST**

HRB1

Citizen/Council Directed Projects: 1 Harbor Blvd/1 Calhoun Waterfront Land Acquisition

Project Manager: Grants/Project Manager

Council Objective: Critical Priority 1.2 Public Waterfront Acquisition Initiative

Purpose and Justification: Increasing public access to the waterfront has been a council priority for many years. Recent efforts have increased beachfront access through the acquisition of a number of privately owned properties. The purchase of Harbor 1 will extend this initiative to the harbor district as the Council has approved the purchase of this property for public use.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	9,100,000	0	0	0	0
TOTAL	\$ 9,100,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: Please check.

Is this a Multi-Year Project: Yes. Budget review annually.

If yes, what was/is the Project's initiation Date: 2023

Operations & Maintenance (O & M) impact(s): Please fill out.**Impact on Level of Service:** Please fill out.

Current Year Total Funding Requirement:	
531000 Professional Svc Project Mgmt/Architects/Engineers	
565005 Construction Management	\$455,000
565006 Inspection	\$455,000
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$8,190,000
Other(s) (please list)	
TOTAL	\$9,100,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	\$1,000
RR Fund	\$13,762
Debt Service	
TOTAL	\$14,762

of Additional FTEs

-

Funding Source(s)	
11058500 Harbor CRA	\$9,100,000
TOTAL	\$9,100,000

**CAPITAL IMPROVEMENT PROJECT REQUEST****HURRIC****Growth/Comp Plan Projects: General Parking Improvements****Project Manager:** Public Works/Emergency Mgmt Director

Council Objective: Strategic Goals 2026: 1. Financially sound City providing Service Excellence, 3. Improve mobility and connectivity, 6. Effective, efficient, and aesthetically pleasing infrastructure

Purpose and Justification: In event of a hurricane, these funds will be allocated to prior-approved continuing services contractors to complete expedient debris removal and critical repairs to ensure safety of our citizens and to facilitate mobility immediately after a natural event. These expenditures are often reimbursed by FEMA.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	100,000	-	-	-	-
TOTAL	\$ 100,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: Multi Modal Strategy

Is this a Multi-Year Project: Yes

If yes, what was/is the Project's initiation Date:

Operations & Maintenance (O & M) impact(s):

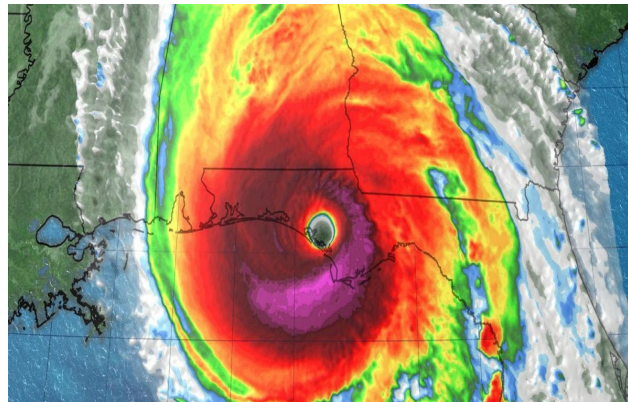
Impact on Level of Service: Increases and improves accessibility to city-wide walkways, sidewalks, trails and other access areas to all visitors and residents.

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$5,000
565006 Inspection	\$5,000
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$90,000
Other(s) (please list)	
TOTAL	\$100,000

Annual Operating Costs	
Personnel	\$0
Contractual	\$0
Operating Expenses	\$3,000
RR Fund	\$12,000
Debt Service	
TOTAL	\$15,000

of Additional FTEs

Funding Source(s)	
30558500 General Fund	\$100,000
TOTAL	\$100,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

IT002

Other Capital Projects: Hardware/Software Replacements

Project Manager: IT Director

Council Objective: Assists with 1B, 4C, and Additional IT goals for Service Excellence

Purpose and Justification: To support all departments in pursuit of council goals, IT identifies the following tasks:

1. Upgrade or replace ineffective software and ensure data/code ownership (vendor purchased portion).
2. Implement a 5-year network infrastructure replacement plan.
3. Make use of Large Language Models for business improvement.
4. Balance cloud and on-premise solutions for optimal cost and flexibility.

This project will ensure proper server upgrades, lightning damage mitigation improvements, replacement desktop computers, assistance in customer software development where required, replacement of Chinese hosted camera systems in accordance with Florida State Law.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	85,000	40,000	40,000	40,000	40,000
TOTAL	\$ 85,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000

Status: Exploratory Phase

Comprehensive Plan Policy:

Is this a Multi-Year Project: Yes

If yes, what was/is the Project's initiation Date:

Operations & Maintenance (O & M) impact(s):

1. Upgrade or replace ineffective software and ensure data/code ownership (in-house production portion).
2. Balance cloud and on-premise solutions for optimal cost and flexibility.
3. Update and test disaster recovery plans regularly.
4. Train internal IT staff in the profession.
5. Engage stakeholders to align IT services with organizational needs.
6. Promote tech innovation within the IT department.
7. Address environmental impacts of IT operations (accumulated e-waste).
8. Prioritize cybersecurity and compliance measures.

Impact on Level of Service: Improves productivity during operational hours

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	
565006 Inspection	
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures	\$85,000
565000 Permitting & Construction	
Other(s) (please list)	
TOTAL	\$85,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	\$0
# of Additional FTEs	1.50

Funding Source(s)	
12252400 Technology Fund	\$85,000
30558500 General Fund	\$85,000
TOTAL	\$170,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

IT003

Other Capital Projects: Other Hardware/Software Replacements

Project Manager: IT Director

Council Objective: Assists with Goals 1 and 4

Purpose and Justification: This project uses general fund monies to update software and related hardware for departments that are not supported by the CD Tech Fund. The city will benefit greatly from the incorporation of additional modules within the agenda system (CivicClerk) to assist the Clerk's office and the Facilities Maintenance department needs an improved asset management software to schedule maintenance while also maintaining records of locations, conditions, and last maintenance or repair of each the city's assets, facilities, and equipment.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	170,000	0	0	0	0
TOTAL	\$ 170,000	\$ -	\$ -	\$ -	\$ -

Status: Discovery Phase

Comprehensive Plan Policy:

Is this a Multi-Year Project: No

If yes, what was/is the Project's initiation Date:

Operations & Maintenance (O & M) impact(s): Upgrading the software may increase software maintenance costs, but it should also improve productivity of staff and better availability for online citizen services.

Impact on Level of Service: Improves efficiency of operations and may increase number of hours facilities are accessible to citizens

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	
565006 Inspection	
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Sigr	\$170,000
565000 Permitting & Construction	
Other(s) (please list)	
TOTAL	\$170,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	\$0

of Additional FTEs 1.50

Funding Source(s)	
30558500 General Fund	\$85,000
12552400 Technology Fund	\$85,000
TOTAL	\$170,000

**CAPITAL IMPROVEMENT PROJECT REQUEST**

LB002

Growth/Comp Plan Projects: Library Impact Fee Projects

Project Manager: Library Director

Council Objective: Strategic Goals 2026: 1. Financially sound City providing Service Excellence, 4. Enhanced quality of life and safety for families

Purpose and Justification: A variety of growth-necessitated upgrade projects to expand/improve park and recreation services to the community. Project priorities are being considered.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	190,000	-	-	-	-
TOTAL	\$ 190,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 4-6.1.3

Is this a Multi-Year Project: Yes. To be reviewed and budgeted annually.

If yes, what was/is the Project's initiation Date:

Operations & Maintenance (O & M) impact(s): No significant additional maintenance costs are anticipated above and beyond current budget.

Impact on Level of Service: Increase useability and accessibility of library services to our growing population.

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$9,500
565006 Inspection	\$9,500
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$171,000
Other(s) (please list)	
TOTAL	\$190,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	\$0

of Additional FTEs

Funding Source(s)	
31557132 Library Impact Fees	\$190,000
TOTAL	\$190,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

MARIN

Citizen/Council Directed Projects: MARINA

Project Manager: Grants & Project Manager

Council Objective: 1.11 City Marina

Purpose and Justification: Perform business analysis and feasibility study.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	50,000	0	0	0	0
TOTAL	\$ 50,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy:

Is this a Multi-Year Project: Yes. Budget review annually.

If yes, what was/is the Project's initiation Date:

Operations & Maintenance (O & M) impact(s):**Impact on Level of Service:**

Current Year Total Funding Requirement:	
531000 Professional Svc Project Mgmt/Architects/Engineers	
565005 Construction Management	\$2,500
565006 Inspection	\$2,500
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$45,000
Other(s) (please list)	
TOTAL	\$50,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	\$0

of Additional FTEs tbd

Funding Source(s)	
30558500 General Fund	\$50,000
TOTAL	\$50,000

**CAPITAL IMPROVEMENT PROJECT REQUEST**

RC124

Other Capital Projects: Morgan's Children's Park Playground Structure**Project Manager:** Park & Recreation Director**Council Objective:** Falling under Strategic Goal II Enhanced quality of life and safety for families.**Purpose and Justification:** To add a playground module for the 2-5 year age group.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	100,000	0	0	0	0
TOTAL	\$ 100,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 7-1.1.2: Maintain level of service standards for parks and recreation facilities

Is this a Multi-Year Project: No

If yes, what was/is the Project's initiation Date: NA

Operations & Maintenance (O & M) impact(s): additional cost to parks and recreation maintenance budget includes inspections and clean up.

Impact on Level of Service: Maintain current playground

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$5,000
565006 Inspection	\$5,000
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$90,000
Other(s) (please list)	
TOTAL	\$100,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	\$500
Debt Service	
TOTAL	\$500

of Additional FTEs

-

Funding Source(s)	
31557232 Park Impact Fees	\$74,000
31557236 Morgan Family Donation	\$26,000
TOTAL	\$100,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

RC125

Other Capital Projects: Buck Destin Restrooms**Project Manager:** Park & Recreation Director**Council Objective:** Falling under Strategic Goal II Enhanced quality of life and safety for families.**Purpose and Justification:** The outside facilities do not have restrooms. Basketball, Pickleball, Tennis and Childrens playground will benefit.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	100,000	0	0	0	0
TOTAL	\$ 100,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 7-1.1.2: Maintain level of service standards for parks and recreation facilities

Is this a Multi-Year Project: No

If yes, what was/is the Project's initiation Date: NA

Operations & Maintenance (O & M) impact(s): additional cost to parks and recreation maintenance budget for the daily cleaning and upkeep.**Impact on Level of Service:** Enhanced quality of life and safety for families.

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$5,000
565006 Inspection	\$5,000
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$90,000
Other(s) (please list)	
TOTAL	\$100,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	\$1,200
RR Fund	\$5,000
Debt Service	
TOTAL	\$6,200

of Additional FTEs

-

Funding Source(s)	
30558500 General Fund	\$100,000
TOTAL	\$100,000

**CAPITAL IMPROVEMENT PROJECT REQUEST**

RC127

Other Capital Projects: Pickleball Court

Project Manager: Parks & Recreation Director

Council Objective: Major Project 4.12 Pickleball Courts

Purpose and Justification: Pickleball is a healthy activity appreciated by many locals and visitors.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	350,000	0	0	0	0
TOTAL	\$ 350,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 7-1.6.4: Identify Future Recreation Facilities in Capital Improvements Element

Is this a Multi-Year Project: No

If yes, what was/is the Project's initiation Date: NA

Operations & Maintenance (O & M) impact(s):

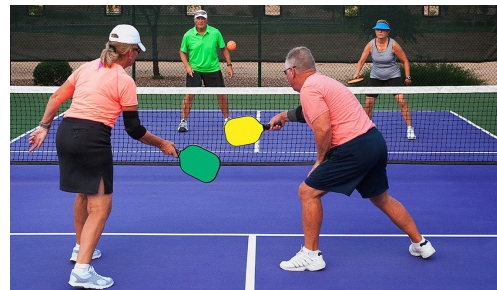
The City is analyzing land near City Hall Annex to establish outdoor pickleball courts due to popular demand.

Impact on Level of Service: Increased level of service to pickleball players

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$17,500
565006 Inspection	\$17,500
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$315,000
Other(s) (please list)	
TOTAL	\$350,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	\$3,000
Debt Service	
TOTAL	\$3,000
# of Additional FTEs	0.50

Funding Source(s)	
30558500 General Fund	\$350,000
TOTAL	\$350,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

RC128

Other Capital Projects: Morgans Bathrooms

Project Manager: Park & Recreation Director

Council Objective: Strategic Goals 2026: 1. Financially sound City providing Service Excellence, 4. Enhanced quality of life and safety for families

Purpose and Justification: The city currently rents handwashing stations and portapotties for all tournaments at Morgan's sports complex. The current Restrooms are not able to handle the numbers that our Tournaments bring in.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	250,000	0	0	0	0
TOTAL	\$ 250,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 7-1.1.2: Maintain Level of Service Standards for Parks and Recreation Facilities

Is this a Multi-Year Project: No

If yes, what was/is the Project's initiation Date: NA

Operations & Maintenance (O & M) impact(s): Park Facilities RR057 should increase approximately \$3000 to provide for ongoing maintenance of this facility.

Impact on Level of Service: Increased level of service for tournaments and field users

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$12,500
565006 Inspection	\$12,500
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$225,000
Other(s) (please list)	
TOTAL	\$250,000

Annual Operating Costs	
Personnel	
Contractual	\$1,200
Operating Expenses	\$1,800
RR Fund	
Debt Service	
TOTAL	\$3,000
# of Additional FTEs	-

Funding Source(s)	
31557232 Park Impact Fees	\$250,000
TOTAL	\$250,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

RC129

Other Capital Projects: Morgans Field Lighting (LED)**Project Manager:** Park & Recreation Director**Council Objective:** Strategic Goals 2026: 1. Financially sound City providing Service Excellence, 4. Enhanced quality of life and safety for families**Purpose and Justification:** The field lights are 20 years old and need replacing with LED lighting.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	255,000	175,000	75,000	0	0
TOTAL	\$ 255,000	\$ 175,000	\$ 75,000	\$ -	\$ -

Status:

Comprehensive Plan Policy: 7-1.1.2: Maintain Level of Service Standards for Parks and Recreation Facilities

Is this a Multi-Year Project: No

If yes, what was/is the Project's initiation Date: NA

Operations & Maintenance (O & M) impact(s): Park Facilities RR057 should increase approximately \$3000 to provide for ongoing maintenance of this facility.**Impact on Level of Service:** Increased level of service for tournaments and field users

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$12,750
565006 Inspection	\$12,750
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$229,500
Other(s) (please list)	
TOTAL	\$255,000

Annual Operating Costs	
Personnel	
Contractual	\$1,200
Operating Expenses	\$1,800
RR Fund	
Debt Service	
TOTAL	\$3,000

of Additional FTEs

-

Funding Source(s)	
30558500 GENERAL FUND	\$255,000
TOTAL	\$255,000

**CAPITAL IMPROVEMENT PROJECT REQUEST**

RC130

Other Capital Projects: Morgans Storage

Project Manager: Park & Recreation Director

Council Objective: Strategic Goals 2026: 1. Financially sound City providing Service Excellence, 4. Enhanced quality of life and safety for families

Purpose and Justification: The city currently has equipment outside and across the street. Storage will keep Recreation field equipment protected.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	200,000	400,000	0	0	0
TOTAL	\$ 200,000	\$ 400,000	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 7-1.1.2: Maintain Level of Service Standards for Parks and Recreation Facilities

Is this a Multi-Year Project: No

If yes, what was/is the Project's initiation Date: NA

Operations & Maintenance (O & M) impact(s): Park Facilities RR057 should increase approximately \$3000 to provide for ongoing maintenance of this facility.

Impact on Level of Service: Increased level of service for tournaments and field users

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$10,000
565006 Inspection	\$10,000
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$180,000
Other(s) (please list)	
TOTAL	\$200,000

Annual Operating Costs	
Personnel	
Contractual	\$1,200
Operating Expenses	\$1,800
RR Fund	
Debt Service	
TOTAL	\$3,000

of Additional FTEs

-

Funding Source(s)	
30558500 General Fund	\$200,000
TOTAL	\$200,000

**CAPITAL IMPROVEMENT PROJECT REQUEST**

RC131

Other Capital Projects: Morgans Fieldhouse

Project Manager: Park & Recreation Director

Council Objective: Strategic Goals 2026: 1. Financially sound City providing Service Excellence, 4. Enhanced quality of life and safety for families

Purpose and Justification: The city currently rents handwashing stations and portapotties for all tournaments at Morgan's sports complex. The current Restrooms are not able to handle the numbers that our Tournaments bring in.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	0	0	50,000	0	0
TOTAL	\$ -	\$ -	\$ 50,000	\$ -	\$ -

Status:

Comprehensive Plan Policy: 7-1.1.2: Maintain Level of Service Standards for Parks and Recreation Facilities

Is this a Multi-Year Project: No

If yes, what was/is the Project's initiation Date: NA

Operations & Maintenance (O & M) impact(s): Park Facilities RR057 should increase approximately \$3000 to provide for ongoing maintenance of this facility.

Impact on Level of Service: Increased level of service for tournaments and field users

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$0
565006 Inspection	\$0
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$0
Other(s) (please list)	
TOTAL	\$0

Annual Operating Costs	
Personnel	
Contractual	\$1,200
Operating Expenses	\$1,800
RR Fund	
Debt Service	
TOTAL	\$3,000

of Additional FTEs

-

Funding Source(s)	
30558500 General Fund	\$0
TOTAL	\$0

**CAPITAL IMPROVEMENT PROJECT REQUEST**

RC216

Other Capital Projects: Clement Taylor Park Renovations

Project Manager: Parks & Recreation Director

Council Objective: Major Project 4.7 Renovate Clement Taylor Park

Purpose and Justification: This project is funded by a RESTORE grant, which is Deep Horizon oil spill settlement funds paid to the US Treasury. Okaloosa County manages this grant for the City of Destin to update and improve the existing Clement Taylor Park. The City will release a request for proposals (RFP) for construction when the award is obligated, expected in FY24.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	1,596,180	0	0	0	0
TOTAL	\$ 1,596,180	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 7-1.6.5 Use grant programs and technical assistance.

Is this a Multi-Year Project: No

If yes, what was/is the Project's initiation Date: NA

Operations & Maintenance (O & M) impact(s): These grant-funded upgrades are not expected to change the current operations and maintenance costs for this park.

Impact on Level of Service: Improve park facilities

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$79,809
565006 Inspection	\$79,809
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$1,436,562
Other(s) (please list)	
TOTAL	\$1,596,180

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	\$0

of Additional FTEs

-

Funding Source(s)	
30557233 RESTORE Grant via BOCC	\$729,918
30558500 General Fund (Match Required)	\$35,000
30558500 General Fund	\$681,262
31557232 Park Impact Fees	\$150,000
TOTAL	\$1,596,180



**CAPITAL IMPROVEMENT PROJECT REQUEST**

RR051

Renewal & Replacement: General Government Facilities**Project Manager:** Public Works Director

Council Objective: Strategic Goals 2026: 1. Financially Sound City providing Service Excellence, Management in Progress FY21-25: 3.2 Plan for Renewal and Replacement of City Facilities and Infrastructure

Purpose and Justification: Facilities, infrastructure, technology and major equipment are the physical foundation for providing services to our constituents. A properly prepared capital improvement plan is essential to the future financial health of our organization and continued delivery of services to citizens and businesses. This project tracks and implements renewal and replacement of major components of government facilities that are not classified elsewhere. These capital assets include City Hall and the Maintenance Facility. The City should fund this account annually to fund periodic replacement of major components of these buildings such as the roof, HVAC, and other interior and exterior components.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	155,000	194,160	15,120	0	0
TOTAL	\$ 155,000	\$ 194,160	\$ 15,120	\$ -	\$ -

Status:

Comprehensive Plan Policy: 9-1.1.1: Commit Necessary Resources for Capital Improvements

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$7,750
565006 Inspection	\$7,750
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$139,500
Other(s) (please list)	
TOTAL	\$155,000



Funding Source(s)	
30058585 RR General Fund	\$155,000
TOTAL	\$155,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

RR052

Renewal & Replacement: Public Safety Facilities**Project Manager:** Public Works Director

Council Objective: Strategic Goals 2026: 1. Financially sound City providing Service Excellence, Management in Progress FY21-25: 3.2 Plan for Renewal and Replacement of City Facilities and Infrastructure

Purpose and Justification: Facilities, infrastructure, technology and major equipment are the physical foundation for providing services to our constituents. A properly prepared capital improvement plan is essential to the future financial health of our organization and continued delivery of services to our citizens and businesses. This is the project account to track renewal and replacement of major components of government facilities related to public safety to include the City Hall Annex and the Emergency Operations Center, and the Sheriff's Sub Station. The City should fund this account annually to fund periodic replacement of major components of these buildings such as the roof, HVAC, and other interior and exterior components.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	230,380	0	126,760	53,200	0
TOTAL	\$ 230,380	\$ -	\$ 126,760	\$ 53,200	\$ -

Status:

Comprehensive Plan Policy: 9-1.1.1: Commit Necessary Resources for Capital Improvements

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$11,519
565006 Inspection	\$11,519
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$207,342
Other(s) (please list)	
TOTAL	\$230,380

Funding Source(s)	
30058585 RR General Fund	\$230,380
TOTAL	\$230,380



**CAPITAL IMPROVEMENT PROJECT REQUEST**

RR053

Renewal & Replacement: Physical Environment Facilities**Project Manager:** Public Works Director

Council Objective: Strategic Goals 2026: 1. Financially sound City providing Service Excellence, 4. A Green and Sustainable Environment, Management in Progress FY21-25: 3.2 Plan for Renewal and Replacement of City Facilities and Infrastructure

Purpose and Justification: Facilities, infrastructure, technology and major equipment are the physical foundation for providing services to constituents. A properly prepared capital improvement plan is essential to the future financial health of our organization and continued delivery of services to our citizens and businesses. This is the project account to track renewal and replacement of major components of government facilities related to physical environment, which by common practice in most states, includes Cemetery and Stormwater facilities. The City should fund this account annually to fund periodic replacement of major components of these facilities, including replacement of major pumps, flap valves, sluice gates, cemetery sod, and storage buildings.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	75,000	1,091,000	74,000	-	-
TOTAL	\$ 75,000	\$ 1,091,000	\$ 74,000	\$ -	\$ -

Status:

Comprehensive Plan Policy: 6-1.2.3: Protect Water Quality within Destin Harbor

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$3,750
565006 Inspection	\$3,750
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$67,500
Other(s) (please list)	
TOTAL	\$75,000



Funding Source(s)	
30058585 RR General Fund	\$75,000
TOTAL	\$75,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

RR054

Renewal & Replacement: Transportation Facilities**Project Manager:** Public Works Director

Council Objective: Strategic Goals 2026: 1. Financially sound City providing Service Excellence, Management in Progress FY21-25: 3.2 Plan for Renewal and Replacement of City Facilities and Infrastructure

Purpose and Justification: Facilities, infrastructure, technology and major equipment are the physical foundation for providing services to our constituents. A properly prepared capital improvement plan is essential to the future financial health of our organization and continued delivery of services to our citizens and businesses. This is the project account to track renewal and replacement of city's critical transportation infrastructure to include roads, sidewalks and streetlights. This is to include milling, resurfacing and restriping roads, replacing ADA sidewalk panels and damaged sidewalk as part of a planned program, and replacements of streetlights as per current plans (LED; design). This account is funded annually from a local option gas tax, and should be supplemented as required by the general fund.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	2,537,780	1,076,200	1,082,100	1,088,100	1,094,200
TOTAL	\$ 2,537,780	\$ 1,076,200	\$ 1,082,100	\$ 1,088,100	\$ 1,094,200

Status:

Comprehensive Plan Policy: 9-1.1.1: Commit necessary resources for Capital Improvements

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$126,889
565006 Inspection	\$126,889
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	\$2,284,002
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	
Other(s) (please list)	
TOTAL	\$2,537,780



Funding Source(s)	
30054131 Gas Tax#1	\$588,300
30058585 RR General Fund	\$1,949,480
TOTAL	\$2,537,780



**CAPITAL IMPROVEMENT PROJECT REQUEST**

RR056

Renewal & Replacement:**Project Manager:**

Council Objective: Strategic Goals 2026: 1. Financially sound City providing Service Excellence, Management in Progress FY21-25: 3.2 Plan for Renewal and Replacement of City Facilities and Infrastructure

Purpose and Justification:

This is the project account to track renewal and replacement of major components of facilities related to the Library. In FY 20023 City will replace the irrigation system, the carpet, and will paint the interior. Windows need to be resealed and one of the HVAC units need to be replaced.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	-	6,760	-	-	-
TOTAL	\$ -	\$ 6,760	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 9-1.1.1: Commit necessary resources for Capital Improvements & Library 4-6.1.1: Provide Programs of Service

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
TOTAL	\$0

Funding Source(s)	
TOTAL	\$0

**CAPITAL IMPROVEMENT PROJECT REQUEST**

RR571

Renewal & Replacement: Park & Rec Facilities**Project Manager:** Library Director

Council Objective: Strategic Goals 2026: 1. Financially sound City providing Service Excellence, Management in Progress FY21-25: 3.2 Plan for Renewal and Replacement of City Facilities and Infrastructure

Purpose and Justification:

This is the project account to track renewal and replacement of major components of facilities related to the Library. In FY 20023 City will replace the irrigation system, the carpet, and will paint the interior. Windows need to be resealed and one of the HVAC units need to be replaced.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	127,500	-	14,580	-	8,700
TOTAL	\$ 127,500	\$ -	\$ 14,580	\$ -	\$ 8,700

Status:

Comprehensive Plan Policy: 9-1.1.1: Commit necessary resources for Capital Improvements & Library 4-6.1.1: Provide Programs of Service

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$6,375
565006 Inspection	\$6,375
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$114,750
Other(s) (please list)	
TOTAL	\$127,500



Funding Source(s)	
30058585 RR General Fund	\$127,500
TOTAL	\$127,500



**CAPITAL IMPROVEMENT PROJECT REQUEST****RR572****Renewal & Replacement: Park & Rec Facilities****Project Manager:** Park & Recreation Director

Council Objective: Strategic Goals 2026: 1. Financially sound City providing Service Excellence, Management in Progress FY21-25: 3.2 Plan for Renewal and Replacement of City Facilities and Infrastructure

Purpose and Justification: This is the project account to track renewal and replacement of major components of facilities related to parks and recreation to include the Harbor Walk, Community Center, Buck Destin Park, Morgan's Sports Complex, Destin Little League, Joes's Bayou, Mattie Kelly, June White Decker, Leonard Destin, Clement Taylor, and parking lots to access all of these facilities. In FY 2023, the City plans to replace the windows at the Community Center and the Morgans Sports Center, resurface the Buck Destin basketball court, stucco resurfacing at multiple facilities, and replace several HVAC units. The City also plans to renew the rubberized track at Destin Elementary and to replace some turf and fences at the Morgan's Sports Center.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	749,922	230,400	114,050	402,200	394,000
TOTAL	\$ 749,922	\$ 230,400	\$ 114,050	\$ 402,200	\$ 394,000

Status:

Comprehensive Plan Policy: 9-1.1.1: Commit necessary resources for Capital Improvements & Library 4-6.1.1: Provide Programs of Service

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$37,496
565006 Inspection	\$37,496
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$674,930
Other(s) (please list)	
TOTAL	\$749,922



Funding Source(s)	
30058585 RR General Fund	\$749,922
TOTAL	\$749,922



**CAPITAL IMPROVEMENT PROJECT REQUEST**

RR573

Renewal & Replacement: Park & Rec Facilities**Project Manager:** Public Works Director**Council Objective:** Strategic Goals 2026: 1. Financially sound City providing Service Excellence, Management in Progress FY21-25: 3.2 Plan for Renewal and Replacement of City Facilities and Infrastructure**Purpose and Justification:**

This is the project account to track renewal and replacement of major components of the Destin Fishing Museum. In FY 2023 the City plans to replace soffit and some exterior siding and to renew portions of the sidewalk.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	4,500	-	-	-	6,960
TOTAL	\$ 4,500	\$ -	\$ -	\$ -	\$ 6,960

Status:

Comprehensive Plan Policy: 9-1.1.1: Commit necessary resources for Capital Improvements & Library 4-6.1.1: Provide Programs of Service

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$225
565006 Inspection	\$225
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$4,050
Other(s) (please list)	
TOTAL	\$4,500

Funding Source(s)	
30058585 RR General Fund	\$4,500
TOTAL	\$4,500

**CAPITAL IMPROVEMENT PROJECT REQUEST**

RRV11

Renewal & Replacement: Vehicles for BLDG Inspectors**Project Manager:** Public Works Director**Council Objective:** Financially Sound City providing Service Excellence

Purpose and Justification: Vehicles and motorized equipment are critical components required to provide service to our citizens and visitors. A properly prepared capital improvement plan is essential to the future financial health of our organization as is the continued delivery of services to citizens and businesses. This project account is one of several used to track the renewal and replacement of the City's fleet as it ages, becomes obsolete, unsafe, or when cumulative repair costs become higher than the vehicle's/equipment's value.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	76,000	-	-	-	45,600
TOTAL	\$ 76,000	\$ -	\$ -	\$ -	\$ 45,600

Status:

Comprehensive Plan Policy: 9-1.1.1: Commit necessary resources for Capital Improvements & Library 4-6.1.1: Provide Programs of Service

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$3,800
565006 Inspection	\$3,800
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$68,400
Other(s) (please list)	
TOTAL	\$76,000



Funding Source(s)	
11152441 Building Fund	\$76,000
TOTAL	\$76,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

RRV51

Renewal & Replacement: Park & Rec Facilities**Project Manager:** Public Works Director**Council Objective:** Financially Sound City providing Service Excellence

Purpose and Justification: Vehicles and motorized equipment are critical components required to provide service to our citizens and visitors. A properly prepared capital improvement plan is essential to the future financial health of our organization as is the continued delivery of services to citizens and businesses. This project account is one of several used to track the renewal and replacement of the City's fleet as it ages, becomes obsolete, unsafe, or when cumulative repair costs become higher than the vehicle's/equipment's value.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	23000	-	33,600	-	45,600
TOTAL	\$ 23,000	\$ -	\$ 33,600	\$ -	\$ 45,600

Status:

Comprehensive Plan Policy: 9-1.1.1: Commit necessary resources for Capital Improvements & Library 4-6.1.1: Provide Programs of Service

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$1,150
565006 Inspection	\$1,150
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$20,700
Other(s) (please list)	
TOTAL	\$23,000

Funding Source(s)	
30058585 RR General Fund	\$23,000
TOTAL	\$23,000

**CAPITAL IMPROVEMENT PROJECT REQUEST**

RRV52

Renewal & Replacement: Park & Rec Facilities

Project Manager: Public Works Director

Council Objective: Financially Sound City providing Service Excellence

Purpose and Justification: Vehicles and motorized equipment are critical components required to provide service to our citizens and visitors. A properly prepared capital improvement plan is essential to the future financial health of our organization as is the continued delivery of services to citizens and businesses. This project account is one of several used to track the renewal and replacement of the City's fleet as it ages, becomes obsolete, unsafe, or when cumulative repair costs become higher than the vehicle's/equipment's value.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	-	41,040	-	88,160	45,600
TOTAL	\$ -	\$ 41,040	\$ -	\$ 88,160	\$ 45,600

Status:

Comprehensive Plan Policy: 9-1.1.1: Commit necessary resources for Capital Improvements & Library 4-6.1.1: Provide Programs of Service

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$0
565006 Inspection	\$0
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$0
Other(s) (please list)	
TOTAL	\$0

Funding Source(s)	
30058585 RR General Fund	\$0
TOTAL	\$0



**CAPITAL IMPROVEMENT PROJECT REQUEST**

RRV54

Renewal & Replacement: Park & Rec Facilities

Project Manager: Public Works Director

Council Objective: Financially Sound City providing Service Excellence

Purpose and Justification: Vehicles and motorized equipment are critical components required to provide service to our citizens and visitors. A properly prepared capital improvement plan is essential to the future financial health of our organization as is the continued delivery of services to citizens and businesses. This project account is one of several used to track the renewal and replacement of the City's fleet as it ages, becomes obsolete, unsafe, or when cumulative repair costs become higher than the vehicle's/equipment's value.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	365,000	41,040	33,600	-	162,000
TOTAL	\$ 365,000	\$ 41,040	\$ 33,600	\$ -	\$ 162,000

Status:

Comprehensive Plan Policy: 9-1.1.1: Commit necessary resources for Capital Improvements & Library 4-6.1.1: Provide Programs of Service

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$18,250
565006 Inspection	\$18,250
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$328,500
Other(s) (please list)	
TOTAL	\$365,000



Funding Source(s)	
30058585 RR General Fund	\$365,000
TOTAL	\$365,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

RRV57

Renewal & Replacement: Park & Rec Facilities

Project Manager: Public Works Director

Council Objective: Financially Sound City providing Service Excellence

Purpose and Justification: Vehicles and motorized equipment are critical components required to provide service to our citizens and visitors. A properly prepared capital improvement plan is essential to the future financial health of our organization as is the continued delivery of services to citizens and businesses. This project account is one of several used to track the renewal and replacement of the City's fleet as it ages, becomes obsolete, unsafe, or when cumulative repair costs become higher than the vehicle's/equipment's value.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	113,000	89,640	-	44,080	-
TOTAL	\$ 113,000	\$ 89,640	\$ -	\$ 44,080	\$ -

Status:

Comprehensive Plan Policy: 9-1.1.1: Commit necessary resources for Capital Improvements & Library 4-6.1.1: Provide Programs of Service

Is this a Multi-Year Project: Yes - permanent annual

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): A proper maintenance schedule will maintain the life expectancy of these assets, but components will still need replacing or upgrading at their end of life.

Impact on Level of Service: To maintain current level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$5,650
565006 Inspection	\$5,650
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$101,700
Other(s) (please list)	
TOTAL	\$113,000



Funding Source(s)	
30058585 RR General Fund	\$113,000
TOTAL	\$113,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

SW56

Citizen/Council Directed Projects: **Mattie Kelly Naturewalk Outfall**

Project Manager: Community Development Director/Public Works Director

Council Objective:

Purpose and Justification: Over the years the existing outfall has experienced tidally influenced sedimentation which reduces the effectiveness of the drainage system. Without a proper settling basin, the tides deposit sand inside the undersized outfall pipe resulting in restricted outflow for the wetland and surrounding neighborhood. A study shall be conducted to determine what size pipes shall be installed at the outfall to handle the flow for a determines storm frequency and to design a proper outfall settling basin.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	175,000	1,200,000	0	0	0
TOTAL	\$ 175,000	\$ 1,200,000	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy:

Is this a Multi-Year Project: Yes. Budget review annually.

If yes, what was/is the Project's initiation Date: FY2022

Operations & Maintenance (O & M) impact(s): This storm outfall will require regular maintenance and cleaning to ensure effectiveness.

Impact on Level of Service: Increased level of service

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$8,750
565006 Inspection	\$8,750
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$157,500
Other(s) (please list)	
TOTAL	\$175,000

Annual Operating Costs	
Personnel	
Contractual	tbd
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	\$0
# of Additional FTEs	tbd

Funding Source(s)	
12953831 OKA 1/2 Stormwater	\$175,000
TOTAL	\$175,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

SW57

Other Capital Projects: CTP Stormwater Mitigation

Project Manager: Parks & Recreation Director

Council Objective: Strategic Goals 2026: 1. Financially sound City providing Service Excellence, 4. Enhanced quality of life and safety for families, Management in Progress FY21-25: 3.3 Monitor RESTORE grants, Major Projects FY21-25: 4.11 Renovate Clement Taylor Park

Purpose and Justification: This project is funded by a RESTORE grant, which is Deep Horizon oil spill settlement funds paid to the US Treasury. Okaloosa County manages this grant for the City of Destin to update and improve the existing Clement Taylor Park. The City will release a request for proposals (RFP) for construction when the award is obligated, expected in FY22.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	60,000	0	0	0	0
TOTAL	\$ 60,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 7-1.6.5 Use grant programs and technical assistance.

Is this a Multi-Year Project: No

If yes, what was/is the Project's initiation Date: NA

Operations & Maintenance (O & M) impact(s): These grant-funded upgrades are not expected to change the current operations and maintenance costs for this park.

Impact on Level of Service: Improve park facilities

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$3,000
565006 Inspection	\$3,000
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$54,000
Other(s) (please list)	
TOTAL	\$60,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	\$0
# of Additional FTEs	-

Funding Source(s)	
12953831 OKA 1/2 Stormwater	\$60,000
TOTAL	\$60,000

**CAPITAL IMPROVEMENT PROJECT REQUEST**

SW58

Other Capital Projects: Chickasaw Stormwater Remediation**Project Manager:** Parks & Recreation Director

Council Objective: Strategic Goals 2026: 1. Financially sound City providing Service Excellence, 4. Enhanced quality of life and safety for families, Management in Progress FY21-25: 3.3 Monitor RESTORE grants, Major Projects FY21-25: 4.11 Renovate Clement Taylor Park

Purpose and Justification: This project is funded by a RESTORE grant, which is Deep Horizon oil spill settlement funds paid to the US Treasury. Okaloosa County manages this grant for the City of Destin to update and improve the existing Clement Taylor Park. The City will release a request for proposals (RFP) for construction when the award is obligated, expected in FY22.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	600,000	0	0	0	0
TOTAL	\$ 600,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 7-1.6.5 Use grant programs and technical assistance.

Is this a Multi-Year Project: No

If yes, what was/is the Project's initiation Date: NA

Operations & Maintenance (O & M) impact(s): These grant-funded upgrades are not expected to change the current operations and maintenance costs for this park.

Impact on Level of Service: Improve park facilities

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$30,000
565006 Inspection	\$30,000
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$540,000
Other(s) (please list)	
TOTAL	\$600,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	\$0
# of Additional FTEs	-

Funding Source(s)	
12953831 OKA 1/2 Stormwater	\$600,000
TOTAL	\$600,000

**CAPITAL IMPROVEMENT PROJECT REQUEST**

TR619

Growth/Comp Plan Projects: Sibert-Zerbe Parking Lot Consolidation**Project Manager:** Public Works Director**Council Objective:** Strategic Goals 2026: 1. Financially sound City providing Service Excellence, Council Objectives: 1.10 Improve parking, explore options (i.e., garage, surface, etc.)**Purpose and Justification:** Funding for this project will be used to consolidate three parking areas on Sibert Avenue north of the Zerbe Street intersection. Improvements will include lot consolidation, additional lighting, additional signage, etc.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	525,000	-	-	-	-
TOTAL	\$ 525,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: 7-1.1.4

Is this a Multi-Year Project: No

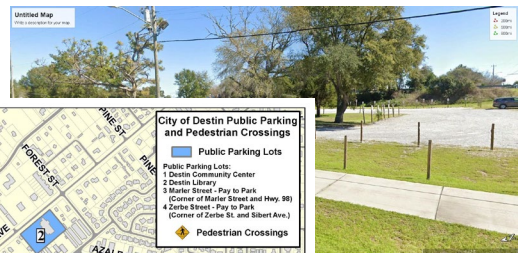
If yes, what was/is the Project's initiation Date: FY23

Operations & Maintenance (O & M) impact(s): No significant additional maintenance costs are anticipated above and beyond current budget. Funding for long-term maintenance will be generated by parking fees. Parking fees of \$5/24 hours could increase General Fund revenues up to \$5000 per year.**Impact on Level of Service:** To increase affordable public parking near Community Center and Harbor Walk and to provide for additional lighting and other infrastructure.

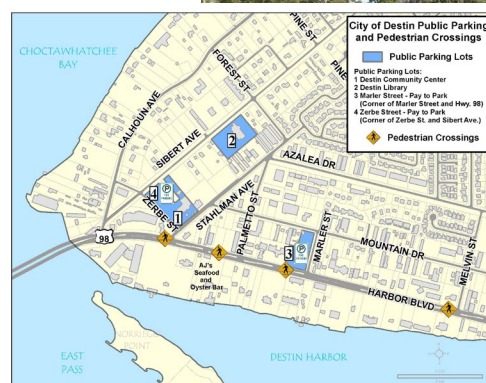
Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$26,250
565006 Inspection	\$26,250
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$472,500
Other(s) (please list)	
TOTAL	\$525,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	\$1,000
RR Fund	\$3,000
Debt Service	
TOTAL	\$4,000

of Additional FTEs



Funding Source(s)	
12254500 Parking Fund	\$525,000
TOTAL	\$525,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

TR622

Growth/Comp Plan Projects: General Parking Improvements**Project Manager:** Public Works Director**Council Objective:** Strategic Goals 2026: 1. Financially sound City providing Service Excellence, 3. Improve mobility and connectivity, 6. Effective, efficient, and aesthetically pleasing infrastructure**Purpose and Justification:** Parking improvements will be funded from the parking fund. Types of maintenance activities include repaving, restriping, and potentially other projects to reduce parking issues throughout the City.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	-	75,000	-	-	-
TOTAL	\$ -	\$ 75,000	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy: Multi Modal Strategy

Is this a Multi-Year Project: Yes

If yes, what was/is the Project's initiation Date: FY20

Operations & Maintenance (O & M) impact(s): No significant additional maintenance costs are anticipated above and beyond current budget.**Impact on Level of Service:** Increases and improves accessibility to city-wide walkways, sidewalks, trails and other access areas to all visitors and residents.

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$0
565006 Inspection	\$0
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$0
Other(s) (please list)	
TOTAL	\$0

Annual Operating Costs	
Personnel	\$0
Contractual	\$0
Operating Expenses	\$3,000
RR Fund	\$12,000
Debt Service	
TOTAL	\$15,000

of Additional FTEs

Funding Source(s)	
12254500 Parking Fund	\$0
TOTAL	\$0



**CAPITAL IMPROVEMENT PROJECT REQUEST**

TRSAF

Other Capital Projects: Traffic Safety Improvements

Project Manager: Public Works Director

Council Objective: Enhanced quality of life and safety for families.**Purpose and Justification:** Based on input from available data, law enforcement, emergency response, community, or council, these resources are needed to study areas of concern and implement solutions to improve safety.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	100,000	100,000	100,000	100,000	100,000
TOTAL	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000

Status:

Comprehensive Plan Policy: 2-1.3.11

Is this a Multi-Year Project: Yes

If yes, what was/is the Project's initiation Date: FY22

Operations & Maintenance (O & M) impact(s): O&M requirements will be dependent on the items the Committee brings forward. Items like pavement markings will require little to no maintenance while pedestrian beacon systems and other electronics may require regular maintenance and technical support.**Impact on Level of Service:** Improved driver, bicyclist, and pedestrian safety.

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$5,000
565006 Inspection	\$5,000
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$90,000
Other(s) (please list)	
TOTAL	\$100,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	\$100,000
RR Fund	
Debt Service	
TOTAL	\$100,000

of Additional FTEs

-

Funding Source(s)	
12954100 Okaloosa Half Penny	\$100,000
TOTAL	\$100,000



**CAPITAL IMPROVEMENT PROJECT REQUEST**

UNDER

Citizen/Council Directed Projects: Undergrounding

Project Manager: Grants & Projects Director

Council Objective 1.3 Underground Utilities

Purpose and Justification: The City anticipates construction of phase 1 (corridor along Highway 98 from Marler Bridge to Airport Road) of the undergrounding project to begin in FY24. The project will improve resiliency (reduce storm damage) and beautify the city by removing overhead electric, telephone, and cable lines. Council has assigned 10% of the Okaloosa 1/2 penny local discretionary surtax towards this endeavor. Utility franchise fees and debt will round out the primary sources of long-term funding.

Capital Expenditure Overview					
	FY24	FY25	FY26	FY27	FY28
Estimated Project Costs	16,000,885	-	-	-	-
TOTAL	\$ 16,000,885	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy:

Is this a Multi-Year Project: Yes. Budget to be reviewed and updated annually.

If yes, what was/is the Project's initiation Date:

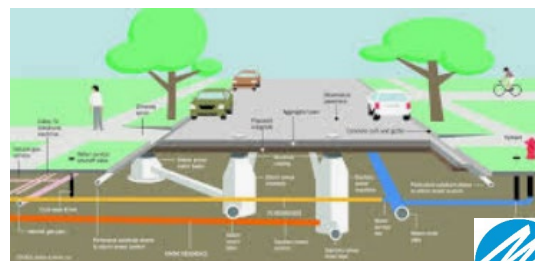
Operations & Maintenance (O & M) impact(s): City revenue from electric franchise fees may increase to offset cost of debt for design, permitting, and construction. Upon completion, these improvements should lower the frequency of outages but may increase the cost of certain periodic repairs. O&M cost estimates will be prepared before construction begins.

Impact on Level of Service: This project will increase current level of service.

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
565005 Construction Management	\$800,044
565006 Inspection	\$800,044
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Permitting & Construction	\$14,400,797
Other(s) (please list)	
TOTAL	\$16,000,885

Funding Source(s)	
12953931 Oka Half Penny	\$1,000,000
31553977 Electric Franchise	\$2,000,000
32453000 2024 Bond	\$13,000,885
TOTAL	\$16,000,885

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	\$0
# of Additional FTEs	-







This Page intentionally left blank





APPENDICES

This section includes the millage and budget ordinances, financial policies, programmatic, operating and capital policies and plans, a glossary, and a list of acronyms.



Millage Ordinance

ORDINANCE 22-13-CN

AN ORDINANCE OF THE CITY OF DESTIN OF OKALOOSA COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE CITY OF DESTIN FOR FISCAL YEAR 2023; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Destin of Okaloosa County, Florida, will adopt Fiscal Year 2023 Final Millage Rate following a public hearing as required by Florida Statute 200.065; and

WHEREAS, the City of Destin of Okaloosa County, Florida, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within the City of Destin has been certified by the Okaloosa County Property Appraiser to the City of Destin as \$6,968,731,442.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA:

1. The FY 2023 operating millage rate for the City of Destin is 1.6150 mills which is more than the rolled back rate of 1.4391 mills by 12.22%.
2. This ordinance shall take effect immediately upon approval by Council and the signature of the Mayor.

ADOPTED THIS 19TH DAY OF SEPTEMBER 2022

By: 
Gary Jarvis, Mayor

ATTEST:


Rey Bailey, City Clerk

The form and legal sufficiency of the foregoing
Has been reviewed and approved by the City
Attorney.


Kyle Bauman, City Attorney

First Reading: September 8, 2022
Second Reading: September 19, 2022



Budget Ordinance

ORDINANCE 22-14-CN

AN ORDINANCE OF THE CITY OF DESTIN MAKING APPROPRIATIONS FOR CERTAIN EXPENDITURES, EXPENSES, CAPITAL IMPROVEMENTS AND CERTAIN INDEBTEDNESS OF THE CITY OF DESTIN, FLORIDA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Destin is coming to the end of its fiscal year and will begin a new fiscal year on October 1, 2022; and

WHEREAS, it is necessary and required that prior to beginning a new fiscal year a budget should be passed and adopted for the operation of the City government; and

WHEREAS, the City Council has held workshops and the required public hearings on a budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023; and

WHEREAS, there is established a tax at the rate of 1.6150 mills on property assessed as of January 1, 2022 for the purpose of raising revenue for General Fund Operations.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA:

1. That the document entitled "City of Destin 2023 Budget" totals \$73,037,963 for all funds reported, a copy which is attached hereto and made a part hereof by reference, is adopted.
2. This budget represents a 114.6% increase from the FY 2022 budget.
3. The budget is being presented as a balanced budget whereby there are sufficient revenues and fund balance appropriations to offset all expenditures.
4. All budget appropriations are based upon the total expenditures even though the budget has been prepared based on line item appropriations.
5. Appropriations may be transferred within departmental budgets by a budget transfer with the approval of the City Manager. This action will not change the total dollar amount of the budget.
6. The City Council during Fiscal Year 2023 may, by Resolution, make any amendments to the Budget adopted by this Ordinance, as it may deem necessary and proper.



7. All Budget Amendments requesting additional expenditures must also identify the corresponding funding source.
8. Projects that were not completed during FY 2022 will be carried forward and shown as an amendment to the FY2023 budget as adopted by this ordinance.
9. This ordinance shall become effective on October 1, 2022.

ADOPTED THIS 19TH DAY OF SEPTEMBER 2022

By: 
Gary Jarvis, Mayor

ATTEST:


Key Bailey, City Clerk

The form and legal sufficiency of the foregoing has
Been reviewed and approved by the City Attorney.


Kyle Bauman, City Attorney.

First Reading: September 8, 2022
Second Reading: September 19, 2022



Financial Policies

The City of Destin has developed a comprehensive set of financial policies that are consistent with the City's goals and objectives. Specific attention has been given to make sure that these policies are both consistent and relationally sound. Financial policies are an integral part of the development of service, capital, and financial plans and the budget. They provide the basis for decision-making and continue Destin's tradition of financial stability.

1) Fund Balances

The City will maintain reserved and unreserved stabilization funds at levels sufficient to protect the City's credit as well as its financial position from emergencies.

The City of Destin seeks to maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls or unpredicted one-time expenditures. Stabilization funds are called by many names including rainy day funds, unreserved, undesignated fund balances, and contingency funds. These funds are used at a government's discretion for many purposes such as addressing temporary cash flow shortages, funding emergencies, funding one-time opportunities, and to maintain service levels during unanticipated economic downturns.

These funds provide flexibility to respond to unexpected opportunities that may help a government achieve its goals. The minimum and maximum amounts to be accumulated are based on the types of revenue, the level of uncertainty associated with revenues, the condition of capital assets, or the City's level of security with its financial position. The State of Florida does not provide any local government constraints regarding the establishment of stabilization funds.

The following summarizes the City's policy on reserved and unreserved ending fund balances:

Unreserved Fund Balances

General Fund: The General Fund shall maintain an unreserved fund balance equal to at least 15% of the total audited General Fund expenditures for the previous fiscal year. These funds are to be left in the City's general operating cash account for the purpose of sustaining the City's operations during adverse circumstances, while also supporting general cash balances throughout the fiscal year.

Reserved Fund Balances

All Reserved Fund Balances shall be set aside in a special bank account. The total set aside in this account is to be equal to the cumulative total of all "Reserved for Fund Balances" for the previous fiscal year. These fund balances may only be used for the express purpose of funding expenditures directly related to the specified fund.

2) Revenue

The City will design, maintain and administer a revenue system that will assure a reliable, equitable, diversified and sufficient revenue stream to support desired City services.

Since the principle revenue stream for the government is determined by the fees and charges that are established, it is important that the City adopt policies that identify the manner in which fees and charges are set and the extent to which they cover the cost of the service provided. A revenue system



that requires the identification of both the cost of the program and the portion of the cost that will be recovered through fees & charges allows the City and its citizens to develop a better understanding of the cost of services and to consider the appropriateness of established fees and charges.

To that end, the City has established the following goals that are used to accomplish this policy:

- a. The City will seek to establish all user charges and fees at a rate that will attempt to recover as much of the full cost of service, including operating, direct, indirect and capital, as possible. The City will review these fees & charges annually in the budget process and target rates that recover as close as possible the cost to serve – particularly in the City’s key businesses (Recreation, Library, Community Development and Engineering).
- b. Costs of service include direct and indirect costs such as operating and maintenance costs, overhead, and charges for use of capital (depreciation and debt service). Although attempts to recover all costs may not be feasible, these costs should be identified and considered when reviewing fees and charges.
- c. The City will consider market rates and charges levied by other businesses and municipalities for like services in establishing rates, fees and charges. These fees will be reviewed through the City’s annual budget process.
- d. One-time or special revenues shall not be used to finance ongoing City operations but rather be used for the funding of special projects.
- e. An aggressive policy of seeking the collection of delinquent license fee accounts will be maintained.
- f. In determining revenue projections - and where judgment is required - conservatism shall be the rule.

The City will annually review its revenue source to maintain a diversified revenue base

The City of Destin is committed to a diverse revenue base. Since all revenue sources have particular characteristics in terms of stability, growth, sensitivity to inflation or business cycle effects, and impact on tax and rate payers - a diversity of revenue sources can improve a government’s ability to handle fluctuations in revenues and potentially help to better distribute the cost of providing services.

The City will identify approaches that will be used to improve revenue diversification. In accomplishing this policy, the City will analyze the sensitivity of revenues to changes in rates, the fairness of the tax or fee, administrative aspects of the revenue source, and other relevant issues.

Over time the City will strive to improve its revenue diversity to the extent feasible. Since the City is statutorily limited as to the types of revenues it may raise, it may consider options to enhance flexibility within the constraints of available revenue sources. For example, The City will seek to diversify the tax base on which the property tax is levied.

The City will limit the use of one-time revenues to pay for ongoing expenditures of the government

By definition, one-time revenues cannot be relied on in future budget periods. Since the use of one-time revenues can have disruptive effects on services due to non-recurrence of these sources, the City will dedicate one-time revenues (e.g. infrequent sales of government assets, bond refunding savings,



infrequent revenues from development, and grants) to be used on expenditures appropriate startup costs, stabilization, special projects, and capital purchases.

Any use of revenue that adds to the ongoing expenditure base will be carefully reviewed and minimized (e.g., capital expenditures that significantly increase ongoing operating expenses without a sustainable and offsetting long-term revenue plan).

The City will annually evaluate all revenues, determine those that are considered to be unpredictable, and determine the best use of those revenues

A financial plan for governments should consider the unpredictable nature of key revenues. This ensures that a government understands the potential impact on its ability to cover service costs and develops contingency plans in advance to address unpredictable revenue fluctuations. Specific allocation and contingency plans do not have to be developed for all unpredictable revenues but become increasingly necessary as the size or unpredictability of the revenue source increases.

The City will annually identify major revenue sources it considers unpredictable and define how these revenues may be used. Unpredictable revenue sources cannot be relied on as to the level of revenue they will generate. Particularly with major revenue sources, it is important to consider how significant variation in revenue receipts will affect the government's financial outlook and ability to operate programs in the current and future budget periods.

For each major unpredictable revenue source, the City will identify those aspects of the revenue source that make the revenue unpredictable. Most importantly, the City will identify the expected or normal degree of volatility of the revenue source. For example, revenues from a particular source may fluctuate, but rarely, if ever, fall below some predictable minimum base. The City will decide, in advance, on a set of tentative actions to be taken if these revenue sources generate revenues substantially higher or lower than projected. The plans should be publicly discussed and used in budget decision making.

3) Reporting

City staff will provide to the City Council a report on the operating results of the City

All excess revenue collected by the City of Destin that exceeds the projected budget revenue figure from a specific revenue category for each fiscal reporting period must be reported to City Council on a monthly basis. The expenditure of any and all excess revenue will be at Council's discretion and cannot be utilized within the City budget without Council's approval.

Likewise, all expenditures that exceed the projected budget expense figures in excess of \$15,000 on a departmental level must be reported to Council in writing by the next scheduled Council meeting. Expenditures that would cause an increase above the \$15,000 cap on a departmental level cannot be made without prior approval of Council based on the City Charter.

Cost savings that may occur within a specific department can be utilized within that particular department; however, this cost savings cannot be transferred to another department without prior approval of Council.



4) *Balanced Budget*

The City will annually adopt a Balanced Operating Budget

According to the laws of the State of Florida (Section 216.162 and 216.221), the City will adopt a balanced operating budget and provide full disclosure when a deviation from a balanced operating budget is planned or when it occurs. This balanced budget will ensure that all operating revenues are equal to, or exceed, all operating expenditures at adoption and at year-end. Any increase in expenses, decrease in revenues, or combination of the two that would result in a budget imbalance will require budget revision, rather than spending unappropriated surpluses or designated reserves to support ongoing operations. Any year end operating surpluses will revert to unappropriated balances.

The City of Destin annual budget appropriation will cover the twelve-month period beginning October 1 and ending September 30 of the following year. The proposed budget document is to be presented to the City Council for their consideration no later than September 1 with adoption of the approved ordinance by September 30. According to state law, any required public hearings will be scheduled to receive input on the development of the budget. Special public hearings are also required to consider the issue of a tax increase.

Budgets shall be prepared at the department level and provide the basis for the City's financial management system. The adopted appropriations by fund shall constitute the maximum expenditure authorization for that fund and can be amended only by action of the City Council. The budget shall be developed in conjunction with a stated program of performance objectives and measures with which to gauge progress towards meeting those objectives.

The following guidelines will be used in the preparation of the budget document:

- a. Current appropriations in all funds are limited to the sum of available, unencumbered cash balances and revenues estimated to be received in the current budget period.
- b. General Fund expenditures and subsidy appropriations for mandated and priority programs are to be made against current revenue sources and not dependent upon uncertain reserves or fluctuating prior period cash balances.
- c. Special Revenue Funds are supported by special levies and fees, grants or intergovernmental revenues. Expenditures in these funds are strictly limited to the mandates of the funding source. Special Revenue Funds are not to be used to subsidize other funds, except as required or permitted by program regulations.
- d. Multi-year operating cost projections shall be prepared and updated each year to identify the impact on resources.
- e. A five-year Capital Improvements Program shall be prepared and updated each year. The operating impact of each project shall be identified and incorporated into annual operating budgets. Capital assets shall be purchased and maintained on a regular schedule. Within legal limits and the constraints of operating budgets, debt shall be issued for the purchase of capital assets, including major renovations.
- f. For purposes of this policy, the cash basis of accounting is used in defining revenues and expenditures.
- g. It will be the duty of the City Manager to take action to bring the budget into balance if adjustments are needed in the course of a fiscal period.



5) *Fiscal Stability*

The City will identify priority services, establish appropriate service levels, and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of services.

The City will operate on a current funding basis. Expenditures shall be budgeted and controlled so as not to exceed current revenues plus the planned use of fund balance accumulated through prior years.

The City shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue re-estimates are such that an operating deficit is projected at year-end. Corrective actions are outlined separately within these policies. Expenditure deferrals into the following fiscal year, short-term loans, or use of one-time revenue sources to balance the budget will be avoided.

The Finance Director is charged with performing periodic staff and third-party reviews of City programs for both efficiency and effectiveness. Privatization and contracting with other governmental agencies will be evaluated as alternatives to service delivery. Programs that are determined to be inefficient and/or ineffective are to be reduced in scope or eliminated.

The City of Destin makes every effort to maximize any discounts offered by creditors / vendors. Staff shall also use competitive bidding to attain the best possible price on goods and services.

6) *Debt Policy*

The City will adhere to a debt policy that ensures that debt is issued and managed prudently in order to maintain a sound fiscal position and protect credit quality

Issuing debt commits the City's revenues several years into the future and may limit the City's flexibility to respond to changing service priorities, revenue inflows, or cost structures. A debt policy sets forth the parameters for issuing debt and managing outstanding debt and provides guidance to decision makers regarding the timing and purposes for which debt may be issued, types and amounts of permissible debt, method of sale that may be used and structural features that may be incorporated.

The City plans long- and short-term debt issuance to finance its capital program based on its cash flow needs, sources of revenue, capital construction periods, available financing instruments and market conditions. The Director of Finance oversees and coordinates the timing, issuance process and marketing of the City's borrowing and capital funding activities required in support of the capital improvement plan.

This debt policy recognizes a binding commitment to full and timely repayment of all debt as an intrinsic requirement for entry into the capital markets. Adherence to a debt policy helps to ensure that the City maintains a sound debt position and that credit quality is protected. Components of the debt policy are as follows:

The City will confine its long-term borrowing to capital improvements and follow a policy of full disclosure on every financial report and bond prospectus. In no case will General obligation debt be used for self-supporting enterprise activities. The City will use voter-approved general obligation debt to fund general-purpose public improvements that cannot be financed from current revenues.



Capital Planning. The City will have an annual capital planning process that outlines major projected capital expenditures over the next ten years. The capital budget identifies revenue sources and capital expenditures and projects this information for each of the ten years. This information is updated annually.

Financing Team. The City often employs outside financial specialists to assist it in developing a bond issuance strategy, preparing bond documents and marketing bonds to investors. The key players in the City's financing transactions include its bond counsel, the underwriter and underwriters counsel (on a negotiated sale), the City financial advisor and City representatives (the Director of Finance and other City representatives as may be appointed by the City Manager). Other outside firms, such as those providing paying agent/registrar, trustee, credit enhancement, auditing, or printing services, are retained as required. The financing team will meet at least annually to review the overall financing strategy of the City and make recommendations to the City Manager.

Term of Debt Repayment. Borrowings by the City shall mature over a term that does not exceed the economic life of the improvements that are financed. General Obligation Bonds shall be issued with a term not to exceed 25 years; Revenue Bonds with a term not to exceed 30 years; and tax increment bonds with a term not to exceed 25 years. The City does not finance improvements with a probable useful life less than twenty years, using pay-as-you-go funding for such needs.

Debt service structure. Although the City finances its long-lived municipal improvements over a 20-30-year term, the City will, whenever possible, structure the principal repayments on general obligation bonds such that their weighted average maturity approximates 15 years. This rapid amortization results in over 60% of the City's consolidated public improvement debt being repaid within twenty years. This policy minimizes the interest payments made over time and causes the rating agencies to look more favorably on the City's debt structure. The City will seek to continue this practice, unless general fund revenues are projected to be insufficient to provide adequately for debt service payments on necessary debt.

Call provisions. The City seeks to minimize the protection from optional redemption given to bondholders, consistent with its desire to obtain the lowest possible interest rates on its bonds. The City's bonds are generally subject to optional redemption. The City seeks early calls at low or no premiums because such features have allowed it in the past to refinance debt more easily for debt service savings when interest rates dropped. The City will annually evaluate optional redemption provisions for each issue to assure that the City does not pay unacceptably higher interest rates to obtain such advantageous calls.

Interest rates. In most cases, the city will use fixed-rate debt to finance its capital needs.

Method of Sale. The City will select a method of sale that is the most appropriate in light of financial, market, transaction-specific and issuer-related conditions.

Competitive Sales. General obligation debt obligations are issued through a competitive sale, according to state law. For these bonds, and any other bonds that the City may deem necessary, the City will set the terms of the sale to encourage as many bidders as possible. By maximizing bidding, the City seeks to



obtain the lowest possible interest rates on its bonds. The following conditions may favor the use of a competitive sale:

- a. The market is familiar with the issuer;
- b. The issuer is a stable and regular borrower in the public market;
- c. There is an active secondary market with a broad investor base for the City's bonds;
- d. The issue has a non-enhanced credit rating of A or above or can obtain a credit enhancement prior to the competitive sale;
- e. The debt structure is backed by the issuer's full faith and credit or a strong, known or historically performing revenue stream;
- f. The issue is neither too large to be easily absorbed by the market nor too small to attract investors without a concerted sale effort;
- g. The issue does not include complex or innovative features or require explanation as to the bonds' security;
- h. The issue can be sold and closed on a schedule that does not need to be accelerated or shortened for market or policy reasons; and
- i. Interest rates are stable, market demand is strong, and the market is able to absorb a reasonable amount of buying or selling at reasonable price changes

Negotiated Sales. When certain conditions favorable for a competitive sale do not exist and when a negotiated sale will provide significant benefits to the City that would not be achieved through a competitive sale, the City may elect to sell its debt obligations through a private or negotiated sale. Such determination may be made on an issue-by-issue basis, for a series of issues, or for part or all of a specific financing program. The following conditions may favor the use of a negotiated sale:

- a. Ensure fairness by using a competitive underwriter selection process through a request for proposals where multiple proposals are considered;
- b. Remain actively involved in each step of the negotiation and sale processes to uphold the public trust;
- c. Ensure that either an employee of the issuer, or an outside professional other than the issue underwriter, who is familiar with and abreast of the condition of the municipal market, is available to assist in structuring the issue, pricing, and monitoring sales activities;
- d. Require that the financial advisor used for a particular bond issue not act as underwriter of the same bond issue;
- e. Require that financial professionals disclose the name or names of any person or firm, including attorneys, lobbyists and public relations professionals compensated in connection with a specific bond issue;
- f. Request all financial professionals submitting joint proposals or intending to enter into joint accounts or any fee-splitting arrangements in connection with a bond issue to fully disclose to the issuer any plan or arrangements to share tasks, responsibilities and fees earned, and disclose the financial professionals with whom the sharing is proposed, the method used to calculate the fees to be earned, and any changes thereto; and
- g. Review the "Agreement among Underwriters" and ensure that it is filed with the issuer and that it governs all transactions during the underwriting period.



Refinancing. The City may undertake a refinancing of outstanding debt under the following circumstances:

Debt Service Savings. The City may refinance outstanding long-term debt when such refinancing allows the City to realize significant debt service savings without lengthening the term of refinanced debt and without increasing debt service in any subsequent fiscal year.

Defeasance. The City may refinance outstanding debt, either by advance refunding to the first call or by defeasance to maturity, when the public policy benefits of replacing such debt outweigh the costs associated with new issuance as well as any increase in annual debt service.

Conduit Financings. Conduit financings are securities issued by a government agency to finance a project of a third party, such as a non-profit organization or other private entity. The City may sponsor conduit financings for those activities (e.g., economic development, housing) that have a general public purpose and are consistent with the City's overall service and policy objectives. Unless a compelling public policy rationale exists, such conduit financings will not in any way pledge the City's faith and credit.

Credit Ratings

Rating Agency Relationships. The Director of Finance is responsible for maintaining relationships with the rating agencies that assign ratings to the City's various debt obligations. This effort includes providing periodic updates on the City's general financial condition along with coordinating meetings and presentations in conjunction with a new debt issuance.

Quality of Ratings. The City requests ratings prior to the sale of securities from each of the two major rating agencies for municipal bond issues: Moody's Investors Service and Standard & Poor's Corporation. The City may provide a written and/or oral presentation to the rating agencies to help each credit analyst make an informed evaluation. The City will make every reasonable effort to maintain its high-quality credit ratings.

Rebate Reporting/Covenant Compliance/Reporting Practices. The Director of Finance is responsible for maintaining a system of record keeping and reporting to meet the arbitrage rebate compliance requirements of the federal tax code. Additionally, general financial reporting and certification requirements embodied in bond covenants are monitored to ensure that all covenants are complied with. The City will comply with the standards of the Government Finance Officers Association for financial reporting and budget presentation and the disclosure requirements of the Securities and Exchange Commission.

Checklist of Debt Policy Considerations. The City will observe the following GFOA checklist in determining the appropriateness of debt issuance

- a. How long is the capital planning period?
- b. Have all non-debt sources of funds been considered?
- c. How are borrowing plans reviewed internally?
- d. What level of debt is manageable in order to maintain or improve the government's credit quality?
- e. How much "pay-as-you-go" financing should be included in the capital plan?



- f. How much short-term borrowing will be undertaken, including both operating and capital borrowings?
- g. How much debt will be issued in the form of variable-rate securities?
- h. How does the redemption schedule for each proposed issue affect the overall debt service requirements of the government?
- i. What types of affordability guidelines will be established to help monitor and preserve credit quality?
- j. What provisions have been made to periodically review the capital plan and borrowing practices?
- k. What is the overlapping debt burden on the taxpayer?
- l. How will the formal debt policies be integrated into the capital planning and funding process?

The city will establish thresholds for the maximum amount of debt and debt service that should be outstanding at any one time.

Policies guiding the amount of debt that may be issued by a government help ensure that outstanding and planned debt levels do not exceed an amount that can be supported by the existing and projected tax and revenue base. Because of this, the City has developed distinct policies for general obligation debt, debt supported by revenues of government enterprises, and other types of debt such as special assessment bonds, tax increment financing bonds, short-term debt, variable-rate debt, and leases.

General Obligation Debt Affordability Measures. The City examines four statistical measures to determine debt capacity and compares these ratios to other cities, rating agency standards and Destin's historical ratios to determine debt affordability:

- a. The State of Florida does not set a limit on the amount of general obligation that the City can incur. This limit will reflect compliance with bond requirements.
- b. Debt Service as a Percentage of General Revenues: Debt service as a percentage of general revenues measures the percent of the city's budget devoted to debt service. The higher the percentage of budget required by debt service the less financial flexibility for responding to economic slowdowns, unexpected expenditures or changes in budget priorities for operational or fixed capital outlay expenditures. Based on other cities throughout the state of Florida this ratio should be approximately 3.3%
- c. Debt as a Percentage of Personal Income: Debt as a percentage of personal income is another standard measure of debt used by credit analysts and rating agencies. The measure is simply debt divided by the personal income. The capability of the City's populace to absorb the financial obligation associated with governmental debt can be determined using this ratio. The ability of governments to transform personal income into governmental revenues makes personal income a strong indicator of the City's potential to repay debt obligations. Based on other cities throughout the state of Florida this ratio should be approximately 2.7%
- d. Debt Per Capita: Debt per capita is the third standard measure used by the rating agencies, credit analysts and investors to evaluate debt burden. The amount of tax-



supported debt is divided by the City's population resulting in the dollar amount of debt per person.

Tax Increment Debt Affordability Measures. The City's Tax Increment debt level shall not exceed the current available revenues or revenues projected within the district from projects that have obtained a building permit.

7) Contingency/Emergency Planning

The City will develop practices to guide the financial actions it will take in the event of emergencies, natural disasters, or other unexpected events.

When emergencies or unexpected events occur, having a policy that can be applied, or at least serve as a starting point, for financial decisions and actions improves the ability of a government to take timely action and aids in the overall management of such situations. Policies on contingency planning are used as a general guide when an emergency or unexpected event occurs. A set of actions and strategies are identified for each type of situation. Examples of financial emergencies that require contingency plans are sudden and severe decreases in locally collected revenues or intergovernmental aid, and unexpected major capital maintenance requirements. Development of a contingency plan in advance of such situations may be viewed positively by the rating agencies when evaluating a government's credit quality. This can also help expedite relief efforts when an emergency does occur and allow the government to recover funds more quickly or more effectively in the event of a natural disaster.

The following is a summary of the phase classifications and the corresponding actions to be taken.

Alert. An anticipated net reduction in available reserves or reduction in major revenue source(s) from 1% up to 9%. The actions associated with this phase would best be described as delaying expenditures where reasonably possible, while maintaining the "Same Level" of service. Each department will be responsible for monitoring its individual budgets to ensure that only essential expenditures are made.

Minor. A reduction in reserves in excess of 9%, but less than 23%. The objective at this level is still to maintain "Same Level" of service where possible. Actions associated with this level would be:

- a. Implementing the previously determined "Same Level" Budget.
- b. Intensifying the review process for large items such as contract services, consulting services, and capital expenditures including capital improvements.
- c. Closely scrutinizing hiring for vacant positions, delaying the recruitment process, and using temporary help to fill in where possible.

Moderate. A reduction in reserves in excess of 23%, but less than 50%. Initiating cuts of service levels by:

- a. Requiring greater justification for large expenditures.
- b. Deferring capital expenditures.
- c. Reducing CIP appropriations from the affected fund.
- d. Hiring to fill vacant positions only with special justification and authorization.
- e. Closely monitoring and reducing expenditures for travel, seminars, retreats and bonuses.



Major. A reduction in reserves of 50% to 100%. Implementation of major service cuts.

- a. Instituting a hiring freeze.
- b. Reducing the temporary work force.
- c. Deferring merit wage increases.
- d. Further reducing capital expenditures.
- e. Preparing a strategy for reduction in force.

Crisis. Reserves have been 100% depleted and potential for having a deficit is present.

- a. Implementing reduction in force or other personnel cost-reduction strategies.
- b. Eliminating programs.
- c. Eliminating capital improvements.

In the event that an economic uncertainty is expected to last for consecutive years, the cumulative effect of the projected reduction in reserves will be used for determining the appropriate phase and corresponding actions.

8) Accounting Policy

The City of Destin will perform accounting functions that shall conform to the generally accepted accounting principles as applicable to governments.

The diverse nature of governmental operations and the necessity of assuring legal compliance preclude recording all governmental financial transactions and balances in a single accounting entity. Therefore, from an accounting and financial management viewpoint, a governmental unit is a combination of several distinctly different fiscal and accounting entities, each having a separate set of accounts and functioning independently of each other.

The City will comply with prevailing federal, state, and local statutes and regulations. The City will also conform to generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA), and the Government Finance Officers Association (GFOA).

In general, it will be the policy of the City to:

- a. Prepare and present regular reports that analyze, evaluate, and forecast the City's financial performance and economic conditions. This information will be made available to the public for their inspection.
- b. With available resources, the City will seek out and employ the assistance of qualified financial advisors and consultants in the management and administration of the City's financial functions.
- c. An independent audit will be performed annually.
- d. The City will issue annual financial reports in accordance with generally accepted accounting principles (GAAP) as outlined in the Governmental Accounting, Auditing and Financial Reporting (GAAFR) publication.



The **basis of accounting** refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied. As in the basis of budgeting, accounting records for the City of Destin governmental funds are maintained on a **modified accrual basis** with the revenues being recorded when available and measurable and expenditures being recorded when the services or goods are received, and the liabilities are incurred. In contrast to the basis of budgeting, accounting records for proprietary funds are maintained on the accrual basis in which revenues are recognized when earned and expenses are recognized when incurred. The City does not currently have any proprietary funds.

The City of Destin's accounting system is organized and operated on a "fund" basis. Each accounting entity is accounted for in a separate "fund" which is defined as a fiscal accounting entity with a self-balancing set of accounts recording cash and other financial resources together with related liabilities and residual equities or balances, and changes therein. Two fund types defined in the "Description of Budgeted Funds" is further defined below as well as the addition of Fiduciary Funds.

Fund Category	Fund Type
Governmental	General fund Special Revenue funds Debt Service funds Capital Project funds
Proprietary	Enterprise funds Internal service funds
Fiduciary	Pension and other employee benefit trust funds Investment trust funds Private-purpose trust funds Agency funds

Governmental Funds. These funds are, in essence, accounting segregations of financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used; current liabilities are assigned to the fund from which they are to be paid; and the differences between governmental fund assets and liabilities (the fund equity) is referred to as "Fund Balance". The primary measurement focus is "flow of current financial resources." Increases in spendable resources are reported in the operating statement as revenues or other financing sources, and decreases are reported as expenditures or other financing uses. The City of Destin currently has 11 governmental funds.

Proprietary Funds. These funds are sometimes referred to as "income determination," "non - expendable "or" commercial type" funds and are used to account for a government's on-going organizations and activities which are similar to those often found in the private sector. All assets, liabilities, equities, revenues, expenses, and transfers relating to the government's business and quasi-business activities, where net income and capital maintenance are measured, are accounted for through proprietary funds. The generally accepted accounting principles here are those applicable to similar businesses in the private sector, and the measurement focus is the economic condition of the fund as a result of the events and transactions of the period. Events and transactions that improve the economic



position of a proprietary fund are reported as revenues or gains in the operating statement. Those that diminish the economic position are reported as expenses or losses. The City of Destin does not currently have any proprietary funds.

Fiduciary Funds. These funds account for assets held by the City in a trustee capacity or as an agent for other governmental units and for other funds. Each trust fund is accounted for as either a governmental or a proprietary fund. Fiduciary funds are not budgeted in the annual budget process. The City currently has one fiduciary fund for the employee thrift plan.

Account Groups. These represent another accounting entity used to establish control and accountability for the City's general fixed assets and the long-term portion of principal outstanding (General Fixed Assets Account Group and General Long- Term Debt Account Group). While the governmental funds are presented on a modified accrual basis (similar to cash-basis) to emphasize cash-flow, accounting staff still must maintain records on the non-cash long-term valuation to also present full-accrual reports, also known as "government-wide" reports.

These additional account group records are accounted for in a self-balancing group of accounts. These account groups are not financial resources available for expenditures, as they represent assets such as land, buildings, and equipment needed for operations. The total outstanding principal of the general long-term debt and general long-term liabilities do not require an appropriation or expenditure during the account year.

Internal Control. In developing and maintaining the City's accounting system, consideration is given to the adequacy of internal accounting controls. Internal accounting controls are designed to provide reasonable, but not absolute, assurance regarding the safeguarding of assets against loss from unauthorized use or disposition and the reliability of financial records for preparing financial statements and maintaining accountability for assets.

The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived, and the evaluation of costs and benefits requires estimates and judgments by management. All internal control evaluations occur within the above framework. We believe that the City's internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions.

9) Investment Policy

The City will have an investment goal to maintain adequate cash to meet current obligations and to invest in those legal securities that maximize earnings and protect principal. Monies that are not required on a short-term basis are to be invested in compliance with the guidelines of the Florida Statutes (section 166.021 and 166.261) and City of Destin Charter Chapter 2 Article 5.

The City Council of the City of Destin shall, by resolution, invest and reinvest surplus public funds. The City will seek safe securities that provide the greatest pretax return with maturities that coincide with the need for funds. Short term needs can be satisfied with Treasury bills and certificates of deposit. Treasury notes, Treasury bonds, and U.S. agency securities can be used for intermediate needs. Some City funds may be invested in longer term Treasury and agency securities, depending on state law. Since it is difficult to gauge long-term interest rates, the City generally does not invest in long-term securities.



The Finance Director is charged with minimizing the risk of default on all investments. Investments shall be made with judgment and care, under circumstances then prevailing, with persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Finance Directors acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

Scope. This investment policy applies to activities of the City with regard to investing the financial assets of all funds, including the following: General Fund, Special Revenue Funds, Capital Projects Funds, Enterprise Funds (Stormwater), Debt Service Funds, Special Assessment Funds, Bond Funds. These funds are accounted for in the City's Comprehensive Annual Financial Report.

General Objectives. The City's available funds are invested in accordance with all applicable state statutes Charter provisions, and this investment policy, in short-term and intermediate-term fixed income instruments. Except for cash in certain restricted and special funds, the City will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles. The objectives of these investments shall be:

1. **Safety.** Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
2. **Credit Risk.** The City will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by:
 - a. Limiting investments to the safest types of securities
 - b. Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisers with which the City will do business
 - c. Diversifying the investment portfolio so that potential losses on individual securities will be minimized.
3. **Interest Rate Risk.** The City will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rates, by:
 - a. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity
 - b. Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools.



4. **Liquidity.** The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio also may be placed in local government investment pools which offer same-day liquidity for short-term funds. All investments must meet the requirements of the Florida Code of Laws.
5. **Yield.** The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk, constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk options in anticipation of earning a fair return relative to the risk being assumed. Investments shall not be sold prior to maturity with the following exceptions:
 - a. An investment with declining credit may be sold early to minimize loss of principal.
 - b. An investment swap would improve the quality, yield, or target duration in the portfolio.
 - c. Liquidity needs of the portfolio require that the security be sold.

This policy specifically prohibits trading securities for the sole purpose of speculating on the future direction of interest rates. Specifically, load open-end or closed-end portfolio restructuring transactions are prohibited.

Delegation of Authority. Authority to manage the City's investment program is derived from the City's Code of Ordinance 133 Section 2.103. The City of Destin investment official is the Finance Director, under the direction of the City Manager. Authority to manage the investment program is granted to the Finance Director and derived from the Florida Statutes Sections 166.261 and 166.021. Responsibility for the operation of the investment program is hereby delegated to the Finance Director or his designee, who shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this investment policy. Procedures should include references to: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, and collateral/depository agreements. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Director. The Finance Director shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

The Finance Director's responsibilities include the authority to open accounts with banks, brokers and dealers, to arrange for the custody of securities, and to execute such documents as may be necessary to carry out this responsibility.

The Finance Director or his designee will 1) furnish timely instructions to depositories concerning settlement of investment transactions, 2) verify the accuracy of completed transactions, and 3) employ internal controls designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, or imprudent actions by employees and officers of the City of Destin. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Director. The Finance Director shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.



Ethics and Conflicts of Interest. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City.

Safekeeping and Custody. The following policies shall apply with regard to the safekeeping and custody of funds:

- 1. Authorized Financial Dealers and Institutions.** A list will be maintained of financial institutions authorized to provide investment services. In addition, a list also will be maintained of approved security broker/dealers selected by creditworthiness (e.g., a minimum capital requirement of \$10,000,000 and at least five years of operation). These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capital rule).

All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate:

- a. Audited financial statements
- b. Proof of National Association of Securities Dealers (NASD) certification
- c. Proof of state registration
- d. Completed broker/dealer questionnaire
- e. Certification of having read and understood and agreeing to comply with the City's investment policy.

An annual review of the financial condition and registration of qualified financial institutions and broker/dealers will be conducted by the Finance Director.

- 2. Internal Controls.** The Finance Director is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Finance Director shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- a. Control of collusion
- b. Separation of transaction authority from accounting and recordkeeping
- c. Custodial safekeeping
- d. Avoidance of physical delivery securities
- e. Clear delegation of authority to subordinate staff members



- f. Written confirmation of transactions for investments and wire transfers
- g. Development of a wire transfer agreement with the lead bank and third-party custodian

3. Delivery vs. Payment. All trades where applicable will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities will be held by a third-party custodian as evidenced by safekeeping receipts.

Cash Budgeting. A cash budget is used to determine planned cash needs over the near future. The Finance Director assesses the possibility of unexpected cash needs - occasioned by slow revenue receipts, unexpected appropriations, or emergency expenditures. Based on these evaluations, the Finance Director ascertains a probability distribution of possible cash shortages. The Finance Director receives a cash budget at the beginning of each calendar year. The cash budget differs from the operating budget in that it is much less detailed. It only contains aggregates of forecasted cash expenditures and inflows for the period. A carefully prepared operating budget, controlled expenditures, and relatively stable and predictable revenues lend to a quite accurate cash budget.

The Finance Director or his designee will prepare this document, taking into account expected cash disbursements and receipts throughout the year. The combination of receipts and disbursements determine the net effect on the cash position. This cash budget determines the timing and magnitude of projected cash needs and cash surpluses.

Authorized and Suitable Marketable Securities. The Finance Director manages these investments subject to oversight by the City Manager and City Council. The Finance Director may purchase, sell, and exchange investments on behalf of the City. The investment program is to be managed so that investments and deposits can be converted into cash when needed. Money may be invested for interest in any bank, savings and loan association, trust company, or any other investment firm in the form of certificates of deposit or other forms of time deposit that City Council approves.

The City's investment officials are empowered by statute and the City's Charter to invest in the following for and on behalf of the City of Destin:

1. **U.S. Treasury Obligations.** This is the largest segment of the fixed-income securities market. Treasury securities are the safest and most marketable investments, but they yield the lowest return for a given maturity of all investment instruments. Treasury securities are classified as bills, notes, and bonds.

The Finance Director is authorized to invest in bills, notes, bonds and debentures (bond backed by the general credit of the issuer rather than a specific lien on particular assets) of the United States Treasury, the maturities of which are not more than 1 year from the date of purchase.

All United States Treasury issue transactions will be conducted only with primary dealers from the list of Government Security dealers reporting to the Markets Reports Division of the Federal Reserve Bank of New York.



2. **Agency Securities.** These obligations of various agencies and corporations chartered by the federal government are guaranteed by the issuer. Principal issuers include federal land banks, federal home loan banks, federal intermediate credit banks, the Federal National Mortgage Association ("Fannie Mae"), the Governmental National Mortgage Association ("Ginnie Mae"), and the banks for cooperatives.

Notes or bonds secured by mortgages insured by the Federal Housing Administrator, securities of national mortgage associations, and debentures issued by the Federal Housing Administrator (FNMA, GNMA, and FHMLC) are acceptable investments so long as the maturity dates do not extend more than 1 year from the date of purchase.

3. **Negotiable Certificates of Deposit.** A CD is the deposit of funds at a commercial bank for a specified period of time and at a specified rate of interest. Rates on CD's are quoted by money-market banks. Certificates of deposit and other evidences of deposit at financial institutions, bankers' acceptances, and commercial paper, must be rated in the highest tier (e.g., A-1, P-1, F-1, or D-1 or higher) by a nationally recognized rating agency and must be fully collateralized at 102%. The City may make a practice of investing only in the CDs of local banks located within the City. It shall be perfectly acceptable to support the local banks that benefit the City.
4. **Local Government Investment Fund (State Pool).** The Florida Statutes authorizes the State Treasurer to establish and maintain a common trust fund (The Florida Pooled Investment Fund) in which cities, counties, school districts, regional councils of government, and other political subdivision of the State may deposit public monies. The monies are to be invested in the same type of investments in which the City is allowed to invest.

The City currently wire transfers deposits into the Local Government Investment Pool whenever excess cash is available for investment. The City may withdraw deposits with a one-day notice to the State Treasurer's Office.

5. **Non-Negotiable Certificates of Deposit.** Non-Negotiable Certificates of Deposit shall not be permitted.
6. **Reverse Repurchase Agreements.** Reverse repurchase agreements and securities lending from the City's portfolio shall not be permitted.
7. **Repurchase Agreements.** Repurchase agreements and securities lending from the City's portfolio shall not be permitted.
8. **Mutual Funds.** The City is not authorized to invest surplus funds in mutual funds - regardless of whether or not the mutual fund has invested in government securities.
9. **Banker's Acceptances.** Banker's Acceptances shall not be permitted.



10. **Commercial Paper/Corporate Securities.** The City is not authorized to invest in commercial paper or corporate securities.

Investment Procedures. The following procedures will be followed in the investments of city resources.

1. **Selection of Depository and Security of Deposits.** City funds deposited in excess of the amount of federal insurance must be secured by collateral pledged by the bank or savings and loan in accordance with prevailing state statutes. The City Council designates one or more official depositories from time to time as needed. The funds on deposit in this official depository are to be secured by deposit insurance, surety bonds, or other investment securities in an amount sufficient to protect the City.

In doing so, the City Council, City Manager, and the City's employees are relieved of responsibility for any losses sustained by the City because of the default or insolvency of the depository. No security is required for the protection of funds remitted to and received by a depository acting as a fiscal agent for the payment of principal and interest on bonds or notes, when the funds are remitted no more than 60 days prior to the maturity date.

2. **Commercial Bank Interest and Fees.** Because banks differ in their interest rates and charges, the City investigates all banks in the City to find the bank offering the best net return for the given level of activity.

Major investments are normally made with a single institution whenever possible since dispersal and decentralization of balances can result in a large number of accounts with individually small balances. Fractionalizing overall cash flows in this manner inhibits pooling of cash for investment purposes and restricts the range of investment possibilities to the individual characteristics of the separate funds and accounts.

Before the City of Destin invests any funds, a competitive bid is conducted, if market conditions and time permit. If a special maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, bids will be requested for instruments which meet the maturity requirement. If no specific maturity is required, an analysis is conducted to determine which maturities and instruments would be required from financial institutions for various options with regard to term and instrument. The Finance Director accepts the bid that provides the highest rate of return within the maturity required and within the parameters of this policy. If a financial institution consistently proves non-responsive, the institution may be dropped from the list of approved firms.

Records are to be kept of the bids offered, the bid accepted, and a brief explanation of the decision which was made regarding the investment. These records are to be maintained over the life of the maturity.

The City recognizes that the investment portfolio is subject to public review and evaluation at all times. The overall program is to be designed and managed with the highest degree of professionalism worthy of the public trust.



3. **Banking Policy.** The City's contract for banking services is awarded for a five-year period after local banks submit proposals. The City Manager's Office, Finance Director, and Bid Committee evaluate the proposals and present to City Council a summary of the proposals. City Council then selects a bank and awards the bid. The City's present bank is Trustmark National Bank.

Cash kept on hand (the transaction cash balance) is determined with reference to several factors:

- a. The minimum balance required by commercial banks;
- b. The cost of bank and market transactions;
- c. The consequences of running out of cash;
- d. The difference between current interest rates on transaction balances and those available in the market on short-term securities.

In order to minimize the size of idle funds, the City's operating account at Trustmark is actually made up of a repurchase agreement and three separate bank accounts. The bank transfers sufficient funds from repurchase and central deposit to cover the total amount of checks that clear the bank at the end of the day.

The City maintains other cash accounts for certain restricted funds. These are:

- CRA Harbor
- CRA Town Center
- Suntrust Debt Service (2013 Note)
- BBVA Town Center CRA Debt Service (2014 Note)
- Key Government Finance Debt Service (2021 Note)
- Police Impact Fees
- Traffic Impact Fees
- Library Impact Fees
- Multimodal Fees
- NPEB Assessment
- Morgan's Children's Park
- American Rescue Plan

The City maintains other cash accounts for certain funds committed by ordinance or motion:

- Renewal & Replacement – Facilities
- Renewal & Replacement – Roads
- CD Tech Fund
- Okaloosa Half Penny Infrastructure Surtax

Balances in all accounts are insured by the FDIC for up to \$250,000 and are secured by pledged U.S. Government securities for balances over \$100,000.

The City's Finance Director is responsible for compiling investment alternative information for the City. The Finance Director or his/her designee is authorized to transfer funds among City accounts as needed.



For security purposes, the financial institutions call the Finance Director to confirm oral instructions before executing requested transactions.

Securities held by the City are under the control of the Finance Director who also maintains a schedule of current investments. Investments are placed with various financial institutions depending on the interest rates they offer. Investment rates are compiled with a phone call to each institution in the City. The Finance Director examines the rates and makes the final decision on the award.

Daily Deposits. Monies received by the City are to be deposited by an officer or designated employee of the City. This officer or employee is to deposit the collections and receipts daily. Deposits in an official depository are to be reported to the Finance Director by means of a duplicate ticket on the day of the deposit.

Safekeeping and Custody. Safekeeping and custody are paramount concerns for the City and will follow these standards:

1. **Delivery versus Payment.** Securities purchased by the City of Destin shall be delivered against payment and held in a custodial safekeeping account with the trust department of a bank insured by the Federal Deposit Insurance Corporation designated by the Finance Director. Securities will be held by a third-party custodian designated by the City and evidenced by safekeeping records.
2. **Repurchase Agreements.** Securities purchased from and subject to resale to a bank, broker, or dealer under the terms and conditions of a master repurchase agreement shall be delivered to and held in a custodial safekeeping account with the trust department of a bank insured by the Federal Deposit Insurance Corporation designated for this purpose by the Finance Director.

Diversification. In no case shall more than 10 percent of the portfolio, or \$2 million (whichever is greater) be invested in obligations of any one issuer except direct obligations of the U.S. Government or its agencies. Also, at appropriate times, the City may sell certain securities to meet cash flow needs or to obtain capital gains.

The City's investments shall be diversified by:

1. limiting investments to avoid over concentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities),
2. limiting investment in securities that have higher credit risks,
3. investing in securities with varying maturities, and
4. continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations. The City shall adopt weighted average maturity limitations (which often range from 90 days to 18 months), consistent with the investment objectives.

Maximum Maturities. To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the maximum maturity of any instrument in the City's portfolio may not exceed 18 months from the date of acquisition by the City. In order to preserve liquidity and to lessen market risk, not more than 25 percent of the total portfolio may mature more than one year beyond the date of calculation. The maturity of non-negotiable time deposits may not exceed one year.



Reserve funds and other funds with longer-term investment horizons may be invested in securities not exceeding 18 months if the maturity of such investments is made to coincide as nearly as practicable with the expected use of funds. The intent to invest in securities with longer maturities shall be disclosed in writing to the legislative body.

Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as LGIPs, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

Reporting. The following standards shall apply to the reporting of the City's investments:

1. **Methods.** The Finance Director shall prepare an investment report at least semi-annually, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last quarter. This management summary will be prepared in a manner which will allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report should be provided to the City Manager, the legislative body, and any pool participants. The report will include the following:
 - a. Listing of individual securities held at the end of the reporting period.
 - b. Realized and unrealized gains or losses resulting from appreciation or depreciation by listing the cost and market value of securities over one-year duration that are not intended to be held until maturity (in accordance with Governmental Accounting Standards Board (GASB) requirements).
 - c. Average weighted yield to maturity of portfolio on investments as compared to applicable benchmarks.
 - d. Listing of investment by maturity date.
 - e. Percentage of the total portfolio which each type of investment represents.
2. **Performance Standards.** The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. A series of appropriate benchmarks shall be established against which portfolio performance shall be compared on a regular basis.
3. **Marking to Market.** The market value of the portfolio shall be calculated at least quarterly and a statement of the market value of the portfolio shall be issued at least quarterly. This will ensure that review of the investment portfolio, in terms of value and price volatility, has been performed consistent with the City's expectations. In defining market value, considerations should be given to the GASB Statement 31 pronouncement.

Internal Control. The Finance Director has established a system of internal controls over investments. The internal controls have been reviewed by the City's independent auditors. The controls are designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by staff and City officials.

Performance Standards. The Finance Director shall continue to employ a strategy for the City's portfolio to obtain a market average rate of return, considering investment risk constraints, cash flow needs, bond indenture restrictions and Internal Revenue Service arbitrage rebate considerations. Given this



strategy, the basis used to determine whether market yields are being achieved shall be the six-month U.S. Treasury Bill.

Notice to Financial Institutions. The Finance Director shall send annually the current edition of this investment policy to all institutions which are approved to handle City investments. The institution shall confirm in writing that the policy has been received, reviewed, and accepted by appropriate personnel. In the absence of such acceptance, business transactions will not be considered with the institution. Financial institutions are also required to send a copy of their Annual Financial Report to the Finance Director on a timely basis after the institution's fiscal year has concluded.

Collateralization. Although not dictated by state statute, the City requires all money deposited with a bank, savings and loan, savings bank, or credit union including checking accounts, NOW accounts, non-negotiable certificated of deposit, time deposits or similar type accounts provided by the financial institution in excess of the amount of federal insurance to be fully collateralized in accordance with the following:

1. All deposits shall be secured by collateral pledged by the depository institution and maintained in the possession of a custodial agent.
2. The market value of the collateral pledged to secure City deposits shall equal at least 102 percent of the amount of the deposit plus accrued interest, minus the amount insured by the Federal Deposit Insurance Corporation, the Federal Savings and Loan Insurance Corporation, or the National Credit Union Administration. The depository institution is required to furnish monthly, or upon demand by the Finance Director, a detailed statement of all securities pledged as collateral showing par and market values of each. If at any time the market value of the collateral is less than 102 percent of the aggregate of all City deposits (including accrued interest), the depository institution shall immediately add sufficient securities to the pledged collateral to increase the market value of the collateral to at least 102 percent of the aggregate of all City deposits.
3. The City Council or Finance Director shall select a bank or trust company, whose deposits are insured by the Federal Deposit Insurance Corporation, as a trustee to act as an independent holder of collateral pledged by depository institutions holding deposits of City funds, and shall enter into a written trust or safekeeping agreement with the trustee. Alternatively, collateral pledged by the depository institution to secure City deposits may, with approval of the Finance Director, be held by the same depository institution in trust for the City. Such arrangement shall be subject to execution of a trust agreement satisfactory to the Finance Director. Failure by the depository institution to abide by any of these provisions governing the pledge and adequacy of collateral shall be cause for disqualification of the depository institution to receive and hold City funds. The Finance Director is responsible for analyzing and evaluating creditworthiness, capability and reputation of any depository for City funds or trustee holding collateral to secure City deposits.
4. Time and demand deposits of City funds shall be secured by the same types of collateral as allowed for securing deposits.
5. If any depository institution holding time deposits of the City fails to pay any deposit for deposits of any depositor, or any part thereof when due, then the Finance Director shall have the option to demand delivery to the Finance Director of any collateral pledges by the depository to secure City deposits. Upon making such demand for delivery of pledged collateral, the Finance Director may sell all or any part of the collateral in the manner determined to be reasonable. If there is an excess of



proceeds after deducting expenses of the sale, or of collateral after satisfaction of the deposit and accrued interest, the excess must be returned to the depository institution or its successor in interest.

Report on Deposits and Investments. The Finance Director is charged with the responsibility of including a market report on investment activity and returns in the City's Comprehensive Annual Financial Report. Reports will conform to the requirements of GASB 3.

Investment Policy. The City's investment policy shall be determined to be a management tool used by the Finance Department in all investment activities, and to that extent, represents the official policy for investment of City funds. The policy shall be reviewed on an annual basis by the Finance Department staff and any modifications made thereto must be approved by the Finance Director.



Programmatic, Operating and Capital Policies and Plans

The City will prepare policies and plans to guide the design of programs and services

The City has developed a strategic planning process with broad goals that are then developed into specific strategies for achieving those goals. These policies and plans provide the basis for designing specific programs and services. The City Council reviews these strategies periodically (at least twice a year) to ensure their continued applicability to the City's overall mission.

Maintain Service Capacity

The City recognizes the importance of establishing and maintaining levels and standards that ensure adequate maintenance and growth of City Service levels and the entire City infrastructure – including but not limited to Facilities, Equipment, General Government Infrastructure, Technology, Staff, and Roads.

To achieve this goal, the Engineering Department will:

Develop the Stormwater System in order to meet future growth demands in the City through:

- Revision of the current city master plan for stormwater issues in the City
- Develop a plan for the major stormwater projects to improve drainage in the City.

To achieve this goal, the Public Works Department will:

Concentrate on infrastructure improvements and repair in the City

- Initiate improvements to the City's sidewalk, curb and gutter infrastructure
- Initiate improvements to the City's roadway infrastructure
- Conduct a needs assessment of City facilities

Concentrate on infrastructure enhancements and additions in the City

- Initiate enhancements and additions to the City's sidewalk, curb and gutter infrastructure
- Initiate enhancements and additions to the roadway infrastructure

To achieve this goal, the Recreation Department will:

Concentrate on Recreation infrastructure improvements throughout the City to continue quality leisure services

- Identify existing facility/equipment needs
- Develop cost estimates and timetables for needed infrastructure improvements
- Evaluate current programs based on consumer, staff and commission input
- Provide improved facilities at neighborhood centers to meet community needs

Concentrate on Recreation infrastructure enhancements and additions to the City system to continue quality leisure service programs

- Identify new facility and equipment needs
- Develop cost estimates and projected timetables for new facilities, equipment, technology, staff and infrastructure
- Research new programs based on consumer needs and staff program evaluations



Provide a Long-Term Plan for Economic Development

We will work to strengthen the City's role as a place for economic activity through job creation, business location and expansion, redevelopment and tourism

To achieve this goal, the Community Development Department will:

Work to attract high quality jobs and businesses to Destin, particularly, corporate offices, and retail outlets by:

- Ensuring the availability of competitive sites and services for business location and expansion inside the City.
- Strengthening partnerships with economic development allies
- Investing in improvements in the Town CRA and Harbor CRA to sustain and expand this area as a premier business center

Attract residents, businesses, jobs and investments to by:

- Creation and implementation of a redevelopment plan for the Town CRA and Harbor CRA
- Creation and implementation of an affordable housing program for the Town CRA and Harbor CRA area

To achieve this goal, the Recreation Department will:

Create destinations and marketing programs designed to attract visitors to Destin by:

- Supporting the efforts of other community groups to develop cultural, historical and arts destinations in Destin
- Perpetuating Destin's national reputation and success in attracting national and regional softball tournaments
- Improving the appearance and business environment on major visitor entries to the city

Develop community amenities that provide diverse opportunities for local residents and that keep Destin competitive within the region for quality businesses and jobs

- Adopting a trails and greenways master plan and begin the development of an integrated trail system serving Destin neighborhoods

Provide for Effective Management of Growth

The City recognizes the importance of effective growth management in the Destin area by 1) the establishment of urban service boundaries based on service capacity and sound land use planning; 2) the implementation of standards that result in quality, sustainable development; and 3) the implementation of the principles and recommendations of the Comprehensive Plan

To achieve this goal, the Community Development Department will:

Provide Growth policies and standards that will result in quality, sustainable development in the Destin service area

- Rewrite zoning and land development codes.



- Convene workshops with City Council (and Planning Commission) to focus on growth management issues.
- Implement stormwater program
- Continue specific programs to enhance community appearance
- Continue to evaluate ways to improve development approval process and enhance customer service/communication with development community
- Update Comprehensive Plan elements and required surveys and data
- Evaluate staffing resources to maintain quality service delivery

Establish urban services boundaries that allow the City to provide services and infrastructure in a cost-effective manner and develop policies that ensure planned quality growth that can be served at a reasonable cost

- Work together with Okaloosa County to recognize City's urban services area and mutually agree to land use regulations for the defined area.
- Establish standards regarding the rate and timing of growth and the amount and density of growth
- Implement impact fees to ensure that growth pays for related infrastructure improvements

Emphasize importance of corridor and transportation/land use planning

- Complete major transportation planning initiatives that focus on infrastructure improvements, land use, and alternative transportation modes

Promote revitalization and maintenance of inner city areas

- Continue to focus on the strengthening of urban core neighborhoods and corridors.
- Continue to focus on improving the existing housing quality and promote affordable housing opportunities for residents.

The City Will Emphasize Quality of Government

The City employees seek to deliver an extraordinary level of quality services to citizens - provided by a customer-focused, well trained, highly motivated workforce

To achieve this goal, the Human Resources Department will:

Recruit and retain of a high-quality workforce by:

- Developing specialized mentoring programs
- Continuing to recruit the best candidates for the job
- Surveying employees and retirees on health insurance issues

Provide for the continuous development of a high-quality workforce through:

- Developing systems to ensure a citizen/customer focus and highly productive workforce
- Development of customer service training citywide
- Developing ethics training for City employees
- Providing incentives for time and cost savings and innovations to enhance citizen/customer service and productivity in the workplace.



Ensure that the workforce and city services are easily accessible by the citizen through:

- Development of a more customer focused approach for citizens who need access to city services
- Enhancement of communications between the City and its Citizens
- Continuing to develop and strengthen the neighborhood ambassador program as a quality of life initiative
- Evaluating City services to determine the ease of customer use

Implementation of Financial Management Plan

The City will develop financial policies and practices for the City of Destin that ensures adequate protection of the City's financial resources

To achieve this goal, the Finance Department will:

Develop a comprehensive policy for managing current and future debt obligations by

- Examining opportunities to reduce the use of debt
- Developing a comprehensive pay-as-you go schedule for financing capital projects over the next 10 years
- Investigating the use of lease-purchase arrangements for meeting the capital needs (including equipment) of the City

Examine and make recommendations on alternate sources of revenue for the City by

- Examining revenue sources for all other major cities in the state and region to determine the feasibility of implementing new revenue sources in the City
- Developing a comprehensive list of revenues that are not currently available to the City under State law. Lobby the Florida State Legislature for changes that would allow these revenues.

Thoroughly review the City's financial position and recommend necessary changes by:

- Developing a comprehensive set of written, formal financial policies for the City
- Establishing and maintaining formal bank accounts for all reserved and unreserved fund balances
- Developing recommendations on formal policies related to cost-to-serve in the City's Key Businesses (Community Development, Recreation, Engineering and Library)



Glossary of Terms

A

Account Systems: The total set of records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

Accounts Payable: A liability account reflecting amounts on open account owing to private persons or organizations for goods and services received by a government (but not including amounts due to other funds of the same government or to other governments).

Accounts Receivable: An asset account reflecting amounts owing to open accounts from private persons or organizations for goods and services furnished by a government.

Accrual Basis of Accounting: A basis of accounting in which transactions (debts and credits) are recognized at the time they are incurred, as opposed to when cash is received or spent.

Activity: A specific and distinguishable line of work performed by one or more organizational component of a government is responsible. Public safety and culture and recreation are examples of governmental activities.

Adopted Budget: An annual budget approved by City Council each September detailing the revenues and expenditures of the City for the upcoming fiscal year.

Adoption: Formal action by the City Council that sets the spending limits for the fiscal year.

Ad Valorem: Latin for “value of”. Refers to the tax assessed against real (land and buildings) and personal (equipment and furniture) property.

Allocation: The portion of an appropriation which is designated for expenditure by specific organization units and/or for specific purposes.

Amended Budget: A revised version of the adopted budget prepared after the close of each fiscal year to reflect actual revenues and expenditures.

Annual Operating Budget: The City’s plan of current expenditures and the proposed means of financing them. The annual operating budget is the primary controlling document for most of the City’s spending, financing, and/or for specific purposes.

Appropriated Budget: An expenditure authority created by Ordinance, which is signed into law, and the related estimated revenues. The appropriated budget includes all reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes.

Appropriation: The legal authorization granted by a legislative body (the City Council) to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in both amount and time.

Appropriation from Fund Balance: A non-revenue funding source used to bridge the gap between anticipated revenues and expenditures in the adopted budget of governmental, special revenue, and similar funds.



Appropriation Ordinance: The City's legal instrument by which budgets are set and adopted on a line-item basis.

Arbitrage: The interest earnings derived from invested bond proceeds or debt service fund balances.

Assessed Valuation: The estimated value placed on real and personal property by the chief appraiser of the appraisal district as the basis for levying property taxes. All appraisal activity is the responsibility of the York County Assessor's Office.

Audit: A methodical examination of the use of resources. It concludes in a written report of its findings, and it is a test of management's accounting system to determine the extent to which report of its findings and it is a test of management's accounting system to determine the extent to which internal accounting controls are both available and being used.

B

Balance Sheet: The basic financial statement which discloses the assets, liabilities, and equities of an entity at a specified date in conformity with GAAP.

Balanced Budget: A budget in which planned funds available equal planned expenditures.

Basis of Accounting: Defines when revenues and expenditures are recognized in the cities financial accounts and reported on financial statements.

Basis of Budgeting: Is the recognition of costs and revenue in budget development. The city uses a modified accrual basis for budgeting funds.

Bond: A written promise to pay a specifies sum of money, called the face value or principal amount, at a specific date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate.

Budget: A comprehensive financial plan of operation which incorporates an estimate of proposed expenditures for a given period and the proposed means of financing them.

Budget Amendment: An increase or decrease in the total adopted budget amount. This must be accomplished by a Resolution approved by the City Council.

Budget Basis: The budget is prepared on a basis consistent with generally accepted accounting principles (GAAP) and generally follows the basis of accounting with few exceptions. During the year, the City's accounting system is maintained on the same basis as the adopted budget, which enables department budgets to be easily monitored through the accounting system. The major difference between this budget and GAAP for governmental funds is that certain revenues and expenditures (e.g. compensated absences and depreciation) are not recognized for budgetary purposes but are recorded in the accounting system at year-end.

Budget Calendar: The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

Budget Development Process: A listing of the procedural steps that define the "rules of the game" in developing the next fiscal year budget.



Budget Guide: A brief Summary of the information contained in each section of the budget Document

Budget Message: A general discussion of the proposed budget presented in writing as a part of the budget issues against the background of the present economy and financial experience in recent years.

Budget Transfer: A reallocation of funds among line items, within the same fund, with the approval of the city Manager or designee.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

C

Capital Expenditure: An expenditure resulting in the acquisition of or an addition to the government's general fixed assets.

Capital Improvement Program (CIP): A plan for purchasing, leasing, and/or constructing the equipment or property needed to complete the City's long-term improvements projects. The plan details by year (over a fixed number of years) for each project. The plan also specifies the resources estimated to be available to pay for the project expenditures.

Capital Outlay: Equipment with a value in excess of \$5,000 and an expected life of more than one year.

Capital Project: Construction, purchase or major renovation of City infrastructure with a cost of at least \$20,000, or equipment purchase with a cost of at least \$50,000, and which results in a fixed asset.

Capital Projects Fund: Accounts for the planned capital improvements to municipal facilities and infrastructure construction.

Cash Basis of Accounting: A basis of accounting under which revenues are recognized when cash is received and expenditures incurred when cash is paid.

Certificates of Participation (COPS): A financing instrument by which certificates or securities are sold to investors who underwrite a project. The issuance of COPs is secured by lease-purchase agreements to which the City is a party.

City in Brief: A description of the geographical, historical and demographic characteristics of Destin, summary of recreational facilities and amenities, and a synopsis of Destin's Government, Philosophy and Mission.

Community Redevelopment Agency: A public organization that works to improve a specific area (called a Community Redevelopment District) in a community through redevelopment and economic investment. The targeted area must meet the state definition of "slum and blight," which includes 14 conditions such as deteriorating buildings, lack of parking and sidewalks, inadequate roadways, faulty lot layout, flooding problems, and outdated building patterns.

Community Redevelopment Agency (CRA) Board: Oversees redevelopment projects and recommends infrastructure improvements within the CRA district. The board endeavors to implement specific projects to encourage redevelopment within the CRA district.



Community Redevelopment Agency (CRA) Fund: A “discretely presented component unit” that accounts for the revenues and expenditures associated with the CRA.

Consumer Price Index (CPI): A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living.

Contingency: Funds set aside for future appropriation due to unforeseen needs. Contingency funds appropriations require the approval of the City Council.

Costs: The amount of money or other consideration exchanged for property or services. Costs may be incurred even before money is paid; that is, as soon as liability is incurred.

Current Assets: Those assets which are available or can be made readily available from current operations or to pay current liabilities. Those assets which will be used up or converted to cash within one year. Some examples are cash, temporary investments and taxes receivable which will be collected within one year.

Current Liabilities: Debt or other legal obligation arising out of transactions in the past which must be liquidated, renewed, or refunded within one year.

Current Taxes: Taxes levied and due within one year.

D

Debt: An obligation resulting from borrowed money or from the purchase of goods and services. Debts of government include bonds and notes.

Debt Limit: The maximum amount of general obligated debt which is legally permitted.

Debt Service: The payment of principal and interest on borrowed funds, such as bonds.

Debt Service Fund: The fund used to account for the accumulation of resources and the payment of principal and interest of long-term debt.

Debt Service Requirement: The amount of money required to pay the interest currently due on outstanding debt, and/or principal portion due on debt maturing in the up-coming year.

Delinquent Taxes: Taxes that remain unpaid on and after the date they are due and which include a penalty for nonpayment.

Department: A major administrative unit of the City which manages an operation or group of related operations within a functional area.

Depreciation: The decrease in value of physical assets due to use and the passage of time.

Division: A sub-unit of a Department having responsibility for a specific function within the Department.

E

Encumbrance: Commitments related to unperformed contracts for goods or services. Encumbrances represent the estimated amount of expenditures ultimately to result if the unperformed contracts are completed.



Enterprise Fund: A fund established to account for operations: (a) financed through user charges and operated in a manner similar to private businesses, where the intent is to cover the cost of providing goods and services to the general public on a continuing basis; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, or other purposes. The City's Enterprise Funds are for water, wastewater, storm water, and electric utilities.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Exempt: Personnel not eligible to receive overtime pay and who are expected to put in whatever hours are necessary to complete their job assignments. Compensatory time off, as partial compensation for overtime hours worked, may be allowed by the respective department head.

Expenditure/Expenses: The amount of cash paid or to be paid for a service rendered, goods received or an asset purchased.

F

Federal Emergency Management Agency (FEMA): A federal agency that provides disaster relief.

Fiscal Year (FY): A 12-month period which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The City of Destin's fiscal year begins October 1st and ends the following September 30th.

Fixed Asset: Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than building, machinery and equipment.

Forfeiture: An automatic loss of cash or other property as a penalty for not complying with legal provisions and as compensation for the resulting damages or losses. This term should not be confused with confiscation. The latter term designates the actual taking over of the forfeited property by the government. Even after property has been forfeited, it is not considered confiscated until the governmental claims it.

Franchise Fee: A fee levied in proportion to gross receipts on business activities of all or designated types of businesses.

Full Time Equivalent (FTE): Number of staff positions calculated on the basis that one FTE equates to 2080 hours a year.

Full Accrual Basis of Accounting: The method of accounting where revenues are recognized when earned, expenditures are recognized when incurred and fixed assets are depreciated over their estimated useful life. All enterprise and internal service funds are accounted for using this method of accounting.

Fund: An fiscal and accounting entity that has self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.



Fund Balance: The difference between governmental fund assets and liabilities also referred to as fund equity.

G

GASB 34: Statement number 34 issued by GASB. A new reporting model that will require government financial statements to be written in a format similar to private business.

Generally Accepted Accounting Principles (GAAP): A body of accounting and financial reporting standards set by the Governmental Accounting Standards Board GASB for state and local governments.

General Fund: The fund used to account for all financial resources except those required to be accounted for in another fund.

General Fund Budget Comparison: A listing by Uniform Accounting Category of the actual Budget for 2003 revised budget for 2004 and proposed budget for 2005 identifying difference and change between 2004 and 2005 budgets.

General Fund Budget Programs: Those budget programs that are appropriated within General Fund budget.

General Ledger: A book, file or other device which contains the accounts needed to reflect the financial position and the results of operations of an entity, in double entry ledger are equal; therefore, the debit balances equal the credit balances.

General Obligation (GO) Bonds: When the City pledges its full-faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (G.O.) bonds. Sometimes the term is used to refer to bonds which are repaid from taxes and other general revenue.

Goal: A statement of broad direction, purpose or intent on the needs of the community. A goal is general and timeless.

Goals and Objectives: Activities defined by each budget program designed to help achieve a defined target within a specified period of time.

Governmental Accounting Standards Board (GASB): The authoritative accounting and financial reporting standard-setting body for government entities.

Governmental Funds: Those funds which are primarily financed by taxes levied upon the citizens.

Grant: A contribution by a government or other organization to support a particular function. Grants are categorized as operating or capital, depending upon the functions they support. The City receives mostly “cost reimbursement” grants, which require the City to submit proof of payment to the grantor to be reimbursed for allowed expenses.

/

Impact Fee: Imposed on new construction in order to support specific demands on a given service (i.e. streets, parks, police, and library). Also known as “developer fees”, these funds are restricted to addressing growth-necessitated impacts upon public assets and services.



Improvement Other than Building: An attachment or annexation to land that is intended to remain attached or annexed, such as sidewalks, trees, drives, tunnels, drains, and sewers. Sidewalks, curbing, sewers and highways are sometimes referred to as betterments, but the term “improvements” is preferred.

Interfund Transfers: Amounts transferred from one fund to another, generally for expenses incurred but paid from another fund for services rendered or for account tracking purposes.

Intergovernmental Revenue: Revenue received from other governments, whether local, state or federal, usually in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

Investment: Most commonly, securities and real estate held for the production of revenues in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in operations.

L

Legal Debt Limit: The State of Florida does not place a legal limit of debt on the municipalities. For general obligation debts greater than one year, the City must conduct a voter referendum process. Special revenue debt is pledged by a specific revenue source and limited by available revenue and is not subject to voter referendum.

Library COOP: Okaloosa County Library Cooperative. OCPLC consists of 6 municipal libraries and a bookmobile. The 6 municipalities are Crestview, Destin, Fort Walton Beach, Mary Esther, Niceville, and Valparaiso. The libraries have a shared circulation system and provide reciprocal borrowing privileges to all cardholders. A courier runs between the libraries 3 times per week, delivering materials that patrons have requested online.

Likert Scale: A methodology to evaluate statistical data using a scale of 1 to 5 where 1 is positive 3 is neutral and 5 is negative.

Long Term Debt: Principal that is due in more than 12 months.

M

Machinery and Equipment: Property that does not lose its identity when removed from its location and is not changed materially or consumed immediately (i.e. within one year) by use.

Major Fund: Government fund or Enterprise fund that is reported as a separate column in the basic fund financial statements and subject to a separate opinion in the independent auditor’s report.

Millage: The tax rate applied to the value of real property based on \$1 of value per \$1,000 of value.

Mission Statement: A statement that focuses on the vision and values of an organization.

Modified Accrual Accounting: A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are “Measurable” and available. It is recommended as the standard for most governmental funds.



N

Non-Exempt: Personnel eligible to receive overtime pay when work has been authorized or requested by the supervisor.

Non-Operating Expenses: An expense not directly related to the municipality's operating activities.

Non-Operating Revenue: A revenue not directly related to the municipality's operating activities.

Non-Recurring Expense: A one-time expense, such as the purchase of a piece of equipment.

O

Objectives: A desired outcome that is measurable and that can be achieved within a specific time frame.

Office Supplies: Consumable items used in an office such as pens, pencils, paper, paper clips staples, file folders, etc.

Operating Budget: A financial plan for the city's general operations, such as salaries, utilizes and supplies.

Operating Transfers: Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended. An example would be the transfer of funds from the general fund to a debt service fund to pay debt as per a loan agreement.

Operation and Maintenance (O&M) Cost: The day-to-day operating and maintenance cost of a municipality including such things as personnel, gas, electric utility bills, telephone expense, reproduction cost, postage, and vehicle maintenance.

Operating Supplies: Consumables used in operations such as cleaning supplies, gasoline, chemicals, uniforms, small equipment, etc.

Ordinance: A formal legislative enactment by the governing board of a municipality (the City Council). If it is not in conflict with any higher form of law, such as, a State statute, a Federal law, or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

P

Pay as You Go: A type of financing whereby current revenues, taxes, and/or grants rather than long-term debt are used to pay for capital improvements.

Pay as You Use: A type of financing whereby long-term debt rather than current revenues is used to pay for capital improvements.

Performance Measures: A method of evaluation that uses measurable performance of activities to determine achievement of goals.

Personnel Services: The combination of regular wages, overtime, incentive pay, social security, Medicare, and benefits including deferred compensation, retirement, insurance (dental, health, & life), and worker's compensation.



Productivity Indicators: Quantifiable measures that can be applied to a specific Budget Program that measure the quality and quantity of activity expended in achieving specified goals.

Program: An organized set of related work activities that are directed toward a common purpose or goal and represent well-defined uses of city resources.

Program Budgeting: A method of budgeting expenditures to meet programmatic objectives rather than on a line item basis.

Program Description: A narrative description of a specific budget program

Program Statement: A description as to the functional objective of a specific Budget Program.

Property Tax: Property taxes are levied on both real and personal property according to the property's assessed valuation and the tax rate applied.

Proposed Budget: The budget as formulated and proposed by the budget-making authority (the City Manager). It is submitted to the legislative body (the City Council) for review and approval.

Proprietary Fund: Funds that focus on the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. There are two types of proprietary funds: enterprise funds and internal service funds,

Purchase Order: A document which authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

R

Reserve: An account used to earmark a portion of the fund balance. This may be done for various reasons. The most common are to indicate that a portion of the fund balance is not available for general expenditures or the amount has been legally segregated for specific future use.

Resolution: A special or temporary order of a legislative body (the City Council). This action requires less legal formality than an ordinance.

Resource: Total monies available for appropriation purposes to include revenues, fund balances, transfers, and other financing services (e.g. bond proceeds).

Restricted Assets: Monies or other resources whose use is restricted by legal or contractual requirements. In governmental accounting, special treatment is given to resources restricted by debt covenants, statutes and ordinance regarding uses of impact fees, and restrictions imposed within grant agreements.

Retained Earnings: An equity account reflecting the accumulated earnings of an enterprise or internal service fund. For governmental funds, the nearest equivalent would be "fund balance".

Revenue: Income received or anticipated from taxes or other sources, such as business licenses, user fees, fines, and investments.

Revenue Bonds: When a government issues bonds which do not pledge the full faith and credit of the jurisdiction, it issues limited liability revenue bonds. Typically, pledges are made to dedicate one specific revenue source to repay these bonds.



Roll-Back Rate: The millage rate that will provide the same ad Valorem tax revenue for the taxing authority as was levied during the prior year, exclusive of new construction, additions to structures, deletions, increases in the value of improvements that have undergone a substantial rehabilitation which increased the assessed value of such improvements by at least 100 percent, and property added due to the geographic boundary changes.

S

Short Term Debt: In Governmental Accounting terms, principal that will be paid within 12 months. In Financial terms, any debt obligation of five years or less duration, such as may be borrowed to purchase equipment.

Sinking Fund: An account required by debt covenant established for the accumulation of resources to pay bond principal and interest on agreed-upon dates.

Special Assessments: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

Supplies: A cost category for minor items (individually priced at less than \$500) required by departments to conduct their operations.

Supplemental Appropriation: An additional appropriation made by the legislative body (the City Council) after the budget year has begun.

T

Taxes: Charges levied by a government upon the citizens within its jurisdiction to pay for services performed for the benefit of the general public, such as police and fire services, planning, parks and recreation, etc. This term does not include specific charges such as special assessments or user charges.

Tax Increment Financing: Florida law allows the use of tax increment financing (TIF) to fund specific public improvement projects in the CRA area. The TIF is determined by the growth in the assessed value of taxable property in the CRA area from the base year to the current tax year and multiplied by the current tax rate for the City and County.

Truth in Millage (TRIM): A uniform method for calculating and reporting ad valorem tax rates in accordance with Chapter 200 of the Florida State Statutes.

U

Unencumbered Balance: The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future use.

User Charges: The payment of a fee for direct receipt of a public service by the party benefiting from the service (e.g. fees paid for periodic refuse pick-up).

W

Working Capital: An amount calculated by subtracting current liabilities from current assets. An indicator of the liquidity of an entity.



Acronyms

ACFR	Annual Comprehensive Financial Report
ADA	Americans with Disabilities Act
CD	Community Development
CIP	Capital Improvement Program
COLA	Cost of Living Adjustment
COPS	Certificates of Participation
CPI	Consumer Price Index
CRA	Community Redevelopment Agency
DBPR	Department of Business and Professional Regulation
DCM	Deputy City Manager
DOR	Department of Revenue
DS	Debt Service
EM	Emergency Management
FAQ	Frequently Asked Questions
FDEM	Florida Division of Emergency Management
FDEP	Florida Department of Environmental Protection
FDOT	Florida Department of Transportation
FEMA	Federal Emergency Management Agency
FTE	Full Time Equivalent
FY	Fiscal Year (Destin = Oct 1 – Sept 30)
GAAP	Generally Accepted Accounting Principals
GAAFR	Governmental Accounting, Auditing, and Financial Reporting
GASB	Governmental Accounting Standards Board
GF	General Fund
GFOA	Government Finance Officers Association of United States and Canada
GIS	Geographic Information Systems
GO	General Obligation Bonds



HR	Human Resources
ICC	International Code Council (Building Codes)
IT	Information Technology
LOGT	Local Option Gas Tax
NFWF	National Fish and Wildlife Foundation
NPDES	National Pollutant Discharge Elimination System
NPEB	Net Positive Environmental Benefit
O&M	Operations and Maintenance
OCPLC	Okaloosa County Public Library Cooperative
OCSO	Okaloosa County Sheriff's Office
PO	Purchase Order
PTS	Part Time Seasonal
PTT	Part Time Temporary
PW	Public Works
R&R	Renewal and Replacement
TDC	(Okaloosa County) Tourist Development Council
TDD	(Okaloosa County) Tourist Development Department
TIF	Tax Incremental Financing
TRIM	Truth in Millage



The End

ORDINANCE 23-14-CN

AN ORDINANCE OF THE CITY OF DESTIN MAKING APPROPRIATIONS FOR CERTAIN EXPENDITURES, EXPENSES, CAPITAL IMPROVEMENTS AND CERTAIN INDEBTEDNESS OF THE CITY OF DESTIN, FLORIDA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Destin is coming to the end of its fiscal year and will begin a new fiscal year on October 1, 2023; and

WHEREAS, it is necessary and required that prior to beginning a new fiscal year, a budget should be passed and adopted for the operation of the City government; and

WHEREAS, the City Council has held budget workshops and the required public hearings for the budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024; and

WHEREAS, there is established a tax at the rate of **1.6150** mills on property assessed as of **January 1, 2023** for the purpose of raising revenue for General Fund Operations.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA:

1. That the document entitled “City of Destin 2024 Budget” totals **\$71,705,240** for all funds reported, a copy which is attached hereto and made a part hereof by reference, is adopted.
2. This budget represents a 1.8% decrease from the FY 2023 budget.
3. The budget is being presented as a balanced budget whereby there are sufficient revenues and fund balance appropriations to offset all expenditures.
4. All budget appropriations are based upon the total expenditures even though the budget has been prepared based on line item appropriations.
5. Appropriations may be transferred within departmental budgets by a budget transfer with the approval of the City Manager. This action will not change the total dollar amount of the budget.
6. The City Council during Fiscal Year 2024 may, by Resolution, make any amendments to the Budget adopted by this Ordinance, as it may deem necessary and proper.

7. All Budget Amendments requesting additional expenditures must also identify the corresponding funding source.
8. Projects that were not completed during FY 2023 will be carried forward and shown as an amendment to the FY2024 budget as adopted by this ordinance.
9. This ordinance shall become effective on October 1, 2023.

ADOPTED THIS 18TH DAY OF SEPTEMBER 2023

By: _____
Bobby Wagner, Mayor

ATTEST:

The form and legal sufficiency of the foregoing has been reviewed and approved by the City Attorney for the City of Destin, only.

Rey Bailey, City Clerk

Kimberly Romano Kopp, City Attorney

First Reading: September 7, 2023
Second Reading: September 18, 2023

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: September 7, 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, City Attorney
Noell Bell, Chief Building Official**DATE:** August 23, 2023**SUBJECT:** Second reading of Ordinance 23-11-CC, amending Chapter 13 of the Code of Ordinances Section 13-40 Schedule of Fees, to remove the fees listed and add language that defers and fees to be charged to the Resolution of Fees.

I. BACKGROUND: Businesses located within the City of Destin pay a fee for the privilege of engaging in or managing any type of business, profession, or occupation, known as a **Business Tax Receipt (BTR)**. The list of fees charged is currently located in two (2) separate documents:

1. **Code of Ordinance, Sec. 13-40. - Schedule of Fees**
2. **Fee Resolution 23-06 Schedule of Fees** (Adopted by Council on May 1, 2023)

Most fees referenced in the **Code of Ordinances** refer to the **Resolution of Fees** adopted by City Council. To maintain a uniform approach to the fees that the City of Destin charges for various services, the City developed a **Schedule of Fees**. The **Schedule of Fees** is one manual, encompassing all fees charged by the City and adopted by City Council through Resolution 23-06.

II. DISCUSSION: With the recently adopted **Fee Schedule Resolution 23-06**, the **Business Tax Receipt Fees** have changed, thus, creating an inconsistency of fee amounts in the **Code of Ordinance Sec. 13-40 Schedule of Fees** and the current **Fee Resolution 23-06 Schedule of Fees**.

It is the intent of this Proposed Ordinance to strike through and/or remove the fees listed in the Code of Ordinances Sec. 13-40 and add language that refers any fees to be charged to the **Resolution of Fees**. This would maintain consistency through the **Code of Ordinance**

that refers to fees.

- A. **Link to Strategic Goals / Objectives:** Financially Sound City providing service excellence.
- B. **Effect on Budget (EOB):** n/a
- C. **Level of Service (LOS):** Uniformity of service
- D. **Legislative Sponsor:** City Council approved Fee Resolution on May 1, 2023.

III. CONCLUSION: To maintain consistency, the Proposed Ordinance will strike through and/or remove the fees listed in the **Code of Ordinances Sec. 13-40** and refers then to the **Resolution of Fees** adopted by City Council.

IV. RECOMMENDED MOTION: I move the City Council approve Ordinance 23-11-CC on second reading.

Attachments:

1. Ordinance 23-11-CC Aug 21 2023

ORDINANCE NO. 23-11-CC

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA, AMENDING CHAPTER 13 OF THE CODE OF ORDINANCES, SECTION 13-40, "SCHEDULE OF FEES" TO REFLECT THAT THE SCHEDULE OF BUSINESS TAX RECEIPT FEES ARE CURRENTLY SET FORTH IN THE CITY'S FEE SCHEDULE RESOLUTION AND AS SUCH SHALL BE REMOVED FROM THE CODE OF ORDINANCES; 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 205, Florida Statutes.

SECTION 2. FINDINGS OF FACT.

WHEREAS, the amount of the license fee which shall be paid for the privilege of engaging in or managing any business, profession, or occupation for which a license is required is currently set forth in a schedule of fees, previously adopted by resolution of the City Council, and may be amended from time to time in accordance with State law; and

WHEREAS, setting forth such fees in both the Code of Ordinances and fee schedule resolution is duplicative and unnecessary; and

WHEREAS, the City Council desires to amend the Code of Ordinances to formally remove the schedule of fees from the Code, and continue to utilize the City's fee schedule resolution as the appropriate setting forth of such fees; and

WHEREAS, the City Council has determined that this ordinance is in the best interests of the City and its 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 13 OF THE CODE OF ORDINANCES, SECTION 13-40, "SCHEDULE OF FEES".

Chapter 13 of the Code of Ordinances is hereby amended as follows:

CHAPTER 13 - LICENSES, PERMITS AND MISCELLANEOUS BUSINESS REGULATIONS

Sec. 13-40. Schedule of fees.

The amount of the license fee which shall be paid for the privilege of engaging in or managing any business, profession, or occupation for which a license is required is ~~hereby fixed as follows:~~ set forth in a schedule of fees, adopted by resolution of the City Council, and may be amended from time to time in accordance with State law.

~~(A) Charter boats. All charter boat or fare-carrying boat businesses shall pay a license fee based upon Coast Guard certified passenger capacity.~~
~~Charter boats, per boat \$50.00~~
~~Plus, per passenger 1.00~~

~~(B) Coin-operated machines. All businesses or activities utilizing coin-operated machines, except pay telephones, shall pay a license fee 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.~~

~~Amusement machines, per machine 10.00~~

~~1 to 10 vending machines 50.00~~

~~11 to 25 vending machines 100.00~~

~~26 or more vending machines 150.00~~

~~1 to 25 coin-operated washing machines and dryers 50.00~~

~~26 to 50 coin-operated washing machines and dryers100.00~~

~~51 or more coin-operated washing machines and dryers150.00~~

~~(Note: 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, skeeball, juke boxes, etc. Laundry machines include washers, hot air dryers and dry cleaning machines).~~

~~(C) Commercial fishing. Net boats, long line and all other commercial noncharter fishing businesses which sell seafood for profit, either retail or wholesale, shall pay a fee based upon the greatest number of vessels.~~

~~1 boat50.00~~

~~Each additional boat25.00~~

~~(D) Contractors and subcontractors.~~

~~General contractor125.00~~

~~Building contractor100.00~~

~~Residential, sheet metal, roofing, electrical, class A air conditioning, mechanical, plumbing and commercial swimming pool contractors or subcontractors75.00~~

~~Class B air conditioning and residential swimming pool contractors or subcontractors50.00~~

~~Class C air conditioning and swimming pool service contractors or subcontractors50.00~~

~~(Note: The classifications above are as defined in Florida Statutes Section 489.105.)~~

~~Handymen and similar craftsmen25.00~~

~~All other contractors or subcontractors not listed herein50.00~~

~~(E) Food and beverage establishments.~~

~~(1) Restaurants, cafes, snackbars, dining rooms, lounges, taverns, nightclubs and the like, whether operated in conjunction with some other line of business or not, one dollar (\$1.00) per seat with a minimum of fifty dollars (\$50.00).~~

~~(2) 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 beverages50.00~~

~~(F) Reserved.~~

~~(G) Gasoline stations (including marinas). The annual license 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/vessels50.00~~

5 to 10 vehicles/vessels100.00

11 to 15 vehicles/vessels150.00

16 or more vehicles/vessels200.00

~~(H) Insurance.~~

~~Each insurance company writing any class of insurance upon any person or property residing or located within the city50.00~~

~~Insurance agent or firm doing such business as agent or other representative of insurance company or companies, for each place of business100.00~~

~~Each traveling or itinerant insurance agent or solicitor soliciting business within the city100.00~~

~~Insurance solicitors employed by, or representing, insurance agents who have an annual license as provided by this section50.00~~

~~(I) Leisure rentals. Businesses renting boats, yachts, jet skis, beach equipment, sailboats, motorcycles, mopeds, bicycles or other similar equipment shall pay a license 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 license. The business owner or manager shall be responsible for making copies of the issued license, with a copy of said license to be distributed to each location site.~~

~~1 to 10 units50.00~~

~~11 to 20 units100.00~~

~~21 to 30 units150.00~~

~~31 or more units200.00~~

~~(J) 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	\$50.00	\$50.00
4 to 10	100.00	50.00
11 to 20	150.00	75.00
21 to 40	200.00	100.00
41 to 60	250.00	125.00
61 or more	300.00	150.00

~~(K) 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 license rather than one (1) license 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 license 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 and shall post the issued license in a conspicuous place in the office in which the professional conducts business activities.~~

Class 1150.00

~~Includes professionals such as accountants/certified public accountants, architects, attorneys, chiropractors, dentists, engineers, medical doctors, opticians, optometrists, psychiatrists, psychologists, surveyors and veterinarians.~~

Class 2100.00

~~Includes professionals such as real estate brokers and stock brokers.~~

Class 325.00

~~Includes professionals such as real estate agents, barbers, beauticians, cosmetologists, electrologists and others not referenced in class 1, class 2 or in the insurance category (subsection (10) of this section).~~

~~(L) 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 license. The business owner or manager shall post the issued license in a conspicuous place in the office which manages the rental units.~~

~~1 to 4 units25.00~~

~~5 to 10 units50.00~~

~~11 to 50 units100.00~~

~~51 to 100 units200.00~~

~~101 to 200 units300.00~~

~~201 to 500 units400.00~~

~~501 or more units500.00~~

~~Mini warehouse storage facilities200.00~~

~~(M) 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 license stating the greatest number of individuals employed during any twenty four hour period during the preceding license year. The city manager or his designee shall be supplied proof of the number of employees upon demand.~~

~~1 to 5 employees 50.00~~

~~6 to 20 employees 100.00~~

~~21 to 50 employees 150.00~~

~~51 or more employees 200.00~~

~~(N) Taxicabs, limousines, busses, private ambulances, courtesy cars, delivery cars, etc. The annual license fee shall be a per unit charge.~~

~~Taxicabs, per unit 50.00~~

~~Limousines, per unit 100.00~~

~~Busses:~~

~~—up to 40 passengers, per unit 100.00~~

~~—41 or more passengers, per unit 150.00~~

~~Courtesy/delivery cars, private ambulances, per unit 50.00~~

~~(O) Theaters. Annual license fees will be based upon seating capacity.~~

~~1 to 30 seats 50.00~~

~~31 to 100 seats 100.00~~

~~101 to 300 seats 150.00~~

~~301 to 500 seats 200.00~~

~~501 to 750 seats 250.00~~

~~751 or more seats 300.00~~

~~(P) Miscellaneous. Any business activity not hereinbefore listed 200.00~~

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. All prior inconsistent ordinances and resolutions adopted by the City Council, or parts of such ordinances or resolutions, are hereby repealed to the extent of the 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 September, 2023.

Bobby Wagnor, Mayor

ATTEST:

Rey Bailey, City Clerk

The form and legal sufficiency of the foregoing
has been reviewed and approved by the City
Attorney, for the City of Destin, only.

Kimberly Romano Kopp, City Attorney

First Reading: August 21, 2023
Second Reading: September __, 2023