

**DESTIN CITY COUNCIL MEETING  
SEPTEMBER 3, 2025  
ANNEX COUNCIL CHAMBERS  
6:00 PM**

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

**CALL TO ORDER**

**\* INVOCATION**

**PLEDGE OF ALLEGIANCE**

**AGENDA APPROVAL**

- 1. PROCLAMATIONS / RECOGNITIONS / SPECIAL / \*\*PUBLIC PRESENTATIONS / ANNOUNCEMENTS**
- 2. PUBLIC COMMENTS (Section 5 - Public Hearings has separate public comments time for these items)** (Note: Individual speakers will be limited to 3 minutes. At the discretion of the mayor, this 3 minute allowance may be adjusted depending on the level of business coming before the City Council)
- 3. \*\*\* CONSENT AGENDA**
  - A. RFB 25-04-REC, Batting Cage at MSC
  - B. Grant Agreement DEP L0182 - Destin Mattie Kelly Outfall Project
  - C. Property Insurance Renewals
  - D. Reimbursement to Mayor Wagner for expenses associated with attending the Florida League of Cities Annual Conference in Orlando, Florida, held August 13–17, 2025
  - E. Reimbursement to Councilmember Trammell for expenses associated with attending the Florida League of Cities Annual Conference in Orlando, Florida, held August 13–16, 2025
  - F. Approval of minutes of August 4, 2025, Regular City Council Meeting
- 4. CITY MANAGER REPORTS**
  - A. Lease of Dalton Threadgill Park (Destin Little League)
  - B. Lien Reduction Request - 3695 Scenic Hwy 98, Unit 101
  - C. Sea Chase: Livery vessel agreement partial extension request (Sheri Andrews)
  - D. CRA Additional Revenues Update
  - E. Paid Parking Program Update - Selection of Proposal from LAZ Parking
  - F. Fiscal Year 2027 State Appropriation Request Consideration
  - G. Boating Safety Zones
  - H. Innovative Technology Grant Update
  - I. Destin Youth Council - Membership Appointments
  - J. Resolution 25-18, Employee Manual Update
  - K. Minutes of Standing Board & Committees
  - L. Announcements

## **5. PUBLIC HEARINGS**

- A. First reading of Ordinance 25-20-CN - Adopting the Fiscal Year 2026 Millage Rate
- B. First reading of Ordinance 25-21-CN - Adopting the Fiscal Year 2026 Budget
- C. First reading of Ordinance 25-05-CC - Relating to livery vessels; amending Chapter 13 Article VIII "Registration of livery vessels" of the city Code of Ordinances; amending provisions related to transferability of permits; providing for additional required training and safety measures.

## **6. COMMENTS / PRESENTATIONS FROM MAYOR, COUNCIL, AND CITY ATTORNEY**

- A. Councilmember Braden
  - 1) Establishing Code of Ethics for elected officials
- B. Councilmember Trammell
- C. Councilmember Destin
  - 1) FRS Discussion
- D. Councilmember Bagby
- E. Councilmember Hebert
- F. Councilmember Geile
  - 1) Projects Status/Updates
  - 2) Raising the speed limit on Airport Road.
  - 3) Harbor Safety/Livery
- G. Councilmember Schmidt
- H. Mayor Wagner
- I. City Attorney

## **7. PUBLIC COMMENTS**

## **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.***

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 necesitan 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.



CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025  
**TYPE OF AGENDA ITEM:** Action Item  
**AGENDA OUTLINE NUMBER:** 3.A.

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**TO:** City Council

**THRU:** Larry Jones , City Manager  
Kimberly Kopp, City Attorney

**FROM:** Jeffrey Cozadd, Projects, Grants and Contracts Manager  
Krystal Strickland, Finance Director  
Lisa Firth, Parks & Rec Director

**DATE:** 07/15/2025

**SUBJECT:** RFB 25-04-REC, Batting Cage at MSC

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**I. BACKGROUND:** On July 21, 2025, the City Council directed staff to negotiate a value-engineered contract with Complete Site Source for RFB 25-04-REC, along with a budget amendment if necessary.

**II. DISCUSSION:** Staff met with Complete Site Source and agreed to a number of changes to the original scope of work for RFB 25-04-REC. These changes include some modifications to the dimensions of the batting cage, materials used, bid requirements, and the method of providing power to the facility.

The electrical conduit run was removed from this contract; power will instead be supplied from an alternate source at a later date. This work will be done by another electrician.

The changes are documented in a new price proposal sheet and an accompanying narrative summary. The new price is \$120,381.53.

**A. Link to Strategic Goals / Objectives:** I. Financially Sound City providing Service Excellence  
II. Enhanced Quality of Life and Safety for Families  
IV. Effective, Efficient, and Aesthetically Pleasing Infrastructure  
VI. A Green and Sustainable Environment

**B. Effect on Budget (EOB):** There is \$106,000 available in this year's budget for this project. Staff propose an internal budget transfer from Morgan Sport

Complex Salaries to Morgan Sport Complex Capital Projects for an amount up to \$28,500 in order to fully encumber the contract to Complete Site Source (\$120,381.53) and additional electrical work. The internal Budget transfer is attached for consideration.

| Budget Impact                     |                  |
|-----------------------------------|------------------|
|                                   | 001.5722.565000  |
|                                   | MSC BATTING CAGE |
|                                   | UPDATES          |
|                                   | Project 100040   |
| FY 25 Adopted Budget*             | 119,000          |
| Proposed Internal Budget Transfer | 28,500           |
| Revised Budget                    | 147,500          |
| Previous Expenses/Encumbrances    | (13,000)         |
| Available Program Budget          | 134,500          |
| Potential Agreement +(-)          | (134,302)        |
| FY 25 Remaining Program Budget    | \$ 198           |

C. Level of Service (LOS): LOS will be increased.

D. Legislative Sponsor:

E. Business Impact Statement:

**III. CONCLUSION:** Staff have negotiated a value-engineered contract to reduce the cost of the project and have prepared a budget amendment for this project.

**IV. RECOMMENDED MOTION:** I move that the city council approve the budget amendment and accept the construction contract for RFB 25-04-REC with Complete Site Source and to instruct the city manager to execute the contract and issue a notice to proceed.

Attachments:

1. Complete Site Source RFB 25-04REC
2. RFB 25-04-REC Batting Cage at MSC bid docs
3. Addendum 1 - RFB 25-04-REC Batting Cage at MSC
4. City of Destin - Complete Site Source - Batting Cage Construction Contract 7.29.25
5. Price Proposal Sheet updated 8.4.25
6. Narrative Summary
7. 2025 0721 Batting Cage MSC internal transfer

# **COMPLETE SITE SOURCE LLC**



## **Batting Cage at Morgan Sport Center**

**RFB NO. 25-04-REC**

May 22, 2025

212 Lakeside Lane Mary Esther, FL 32569

State# L19000224980

Limited Liability Corporation

Joshua Livingston

CBC1264507

850-572-6907

[Completesitesource@gmail.com](mailto:Completesitesource@gmail.com)

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## COMPLETE SITE SOURCE LLC



Joshua Livingston  
Building Contractor  
Complete Site Source LLC  
850-572-6907  
completesitesource@gmail.com

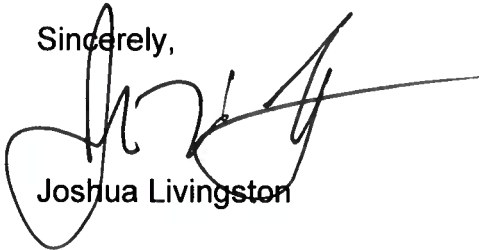
May 22, 2025

City Clerk Rey Bailey  
City of Destin  
4200 Indian Bayou Trail  
Destin, Florida 32541  
clerk@cityofdestin.com

Dear Mr. Bailey,

I submit herewith a proposal to construct the batting cage in response to the Request for Bid 25-04-REC. The performance of this contract is to be performed under my direction as Building Contractor for Complete Site Source. The proposal herewith quantifies our experience as well as our understanding of the project to be respectfully considered when selecting a contractor. Thank you for your diligence in selecting a contractor for a project that will provide facilities for up-and-coming young athletes within the City of Destin.

Sincerely,



Joshua Livingston



# **Project Approach and Understanding**

The City of Destin intends to remove the existing batting cage structure at Morgan Sports center and upgrade to a lighted and covered facility.

City of Destin permits will be accomplished prior to beginning construction. Upon issuance of permit site will be secured with security fence and silt fence. The preexisting batting cage will be taken down and materials will be hauled off to landfill. The new batting cage will be staked and commencement of construction of structure once approved. Footers will be dug with gravel placed in for drainage and 8x8 poles set in place with foundation subcontractor coming in to pour footers and lay slab. Once cured the rafters will be installed followed by roof.

Once structure is in place the electrical will be trenched to pad with a pull box sawcut. Boring company will install 1.5 inch conduit 60' into pull box. Conduit will be routed into electrical room with new circuits pulled to batting cages. Lighting and cable reels will be installed. Slab will be cleaned and prepared to install astro turf with Roberts Pressure Sensitive 6280 adhesive with seams prepared and affixed. Once astroturf adhesive has cured, netting fasteners and cables will be attached, finally net will be hung. Once final inspection is complete as built drawings will be prepared finishing with final acceptance of project.

Our commitment to excellence in providing the highest level of performance on projects is noticed by our perfect track record with multiple municipalities. We are a local contractor committed to providing a service that is sensible as well as sensitive to the environment. As a former local high school athlete and current coach at Destin Little League we understand the importance this project holds in fostering a positive place for athlete and character development.



## Relevant experience



### ITB 23-011 Floridatown Park Repairs Santa Rosa County

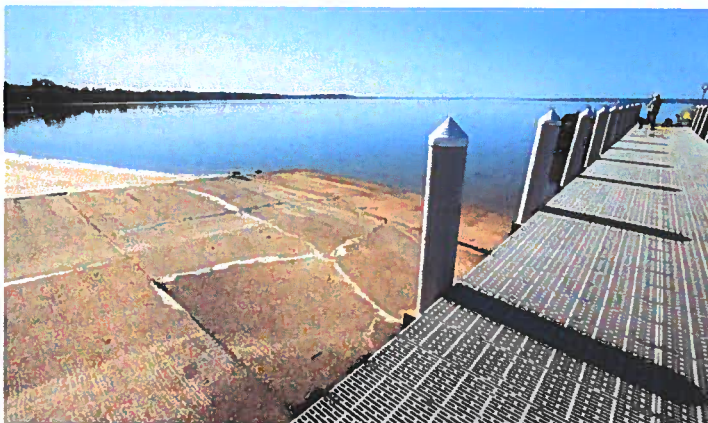
Floridatown Park is a 5.59 acre public park on the intercoastal water with features such as benches, boat ramp, dock, playground, beach, pavilion with restrooms and picnic tables and is located in Santa Rosa County, Florida. Site location is 3900 Floridatown Road Pace, FL 32571 (Lat. 30.581600, Long. -87.160580)

During Hurricane Sally in 2020, the park experienced heavy rains and tidal impacts that causes damage to the dock and park facilities. The south side of the park experienced heavy shoreline erosion, structural damage to the dock, boat ramp, pavilion and playground areas. Damages were documented in January 2021 following the storm event. Funding for emergency repairs is being obtained through FEMA (4564DR-FL).

The proposed improvements will include:

- 1) Remove and replace damaged dock
- 2) Repair boat ramp
- 3) Remove and replace existing damaged miscellaneous asphalt
- 4) Remove and replace damaged signage and pavement markings
- 5) Remove debris
- 6) Re-install fencing
- 7) Install backfill and erosion protection
- 8) Install new drainage structure inlets and storm pipe
- 9) Repair pavilions

Cost of construction: \$304,177.08



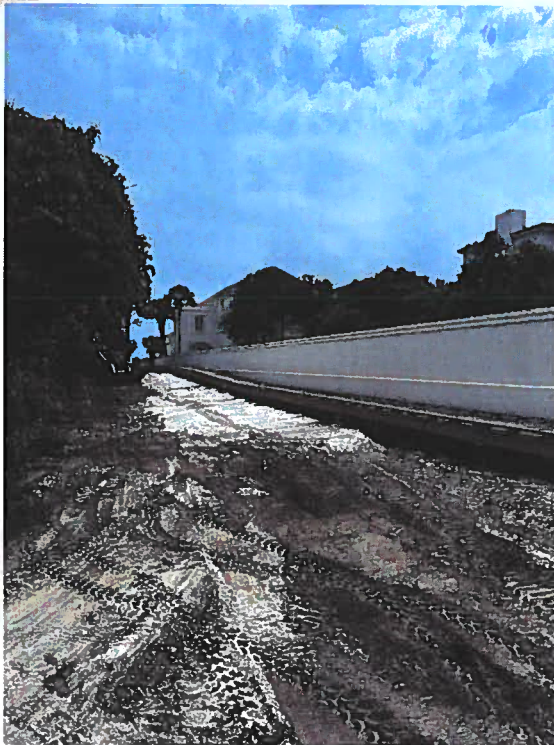




**Pelayo Neighborhood Dune Walkover**  
**Project ITB 24-06 Walton County**

The project includes the demolition of an existing wood boardwalk and reconstruction of a new approximately 420-foot-long boardwalk at the Neighborhood Beach Access at Pelayo.

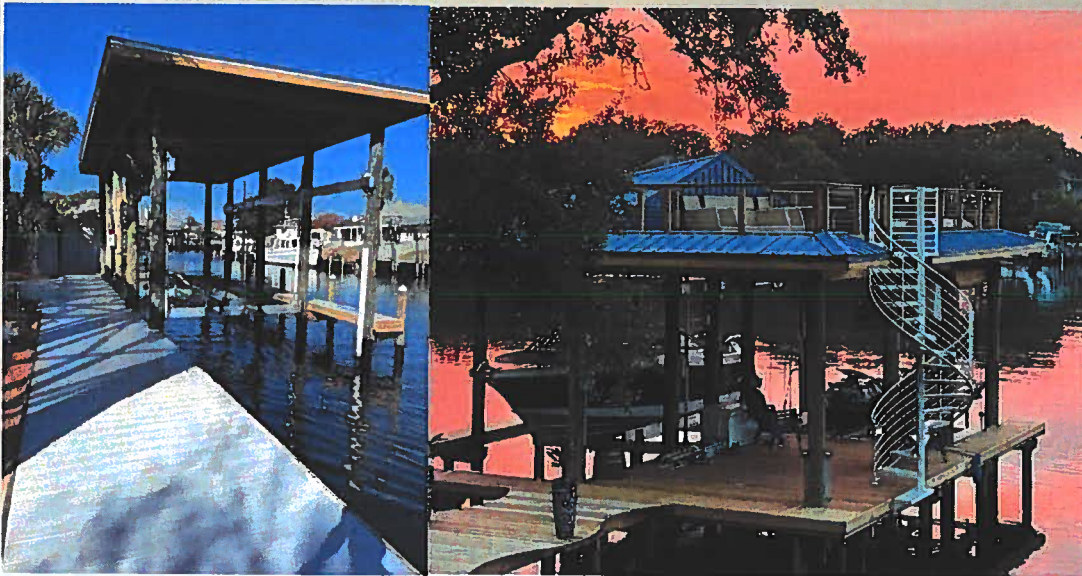
This renovation involves demolishing and rebuilding a concrete and asphalt pad, boardwalk, dune walkover, and removing and replacing signage. Cost of construction: \$304,800.22





## Various Permitted Boathouses and Pole Barn Construction

Cost of construction: Varies





# **Organization and Staffing**

## **Don Livingston**

Owner and operator, with over 30 years of experience in site work and excavation to include cell phone tower construction, marine construction, grading, grubbing and dredge operations. Possesses class A CDL. Will be a full-time participant as the on-site Supervisor.

## **Josh Livingston**

Contractor with 15 years of project management experience, over 5 years in the Marine Corps, civil service, and 4 years as a Florida licensed Building Contractor. Four years of work in the marine construction industry to include design and development of dredge operations, various successful commercial projects with Santa Rosa and Okaloosa County. Will be a full-time participant as the Project Manager.

## **Joseph Livingston**

Foreman and heavy equipment operator with 6 years of site work experience. To include cell phone tower construction, tower climber, marine construction, grading, grubbing, and dredge operator. Possesses class A CDL.

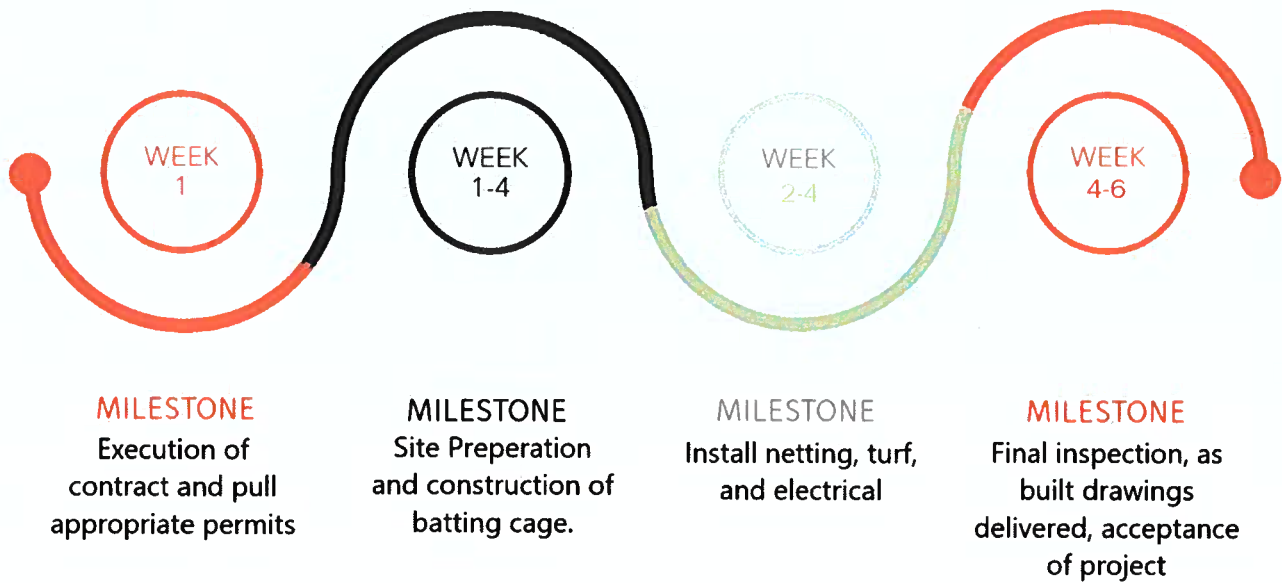
## **Brody Roberson**

Licensed truck driver and heavy equipment operator. Possesses class A CDL with 4 years' experience driving pump out trucks and operating various pieces of heavy equipment.





# Project Roadmap



# **DISASTER RECOVERY AND SECURITY**

Complete Site Source is a small, family-owned business with minimal reliance on IT infrastructure. In the event of a disaster that inhibits the use of electronic devices in person planning and strategizing will take place. As such, Complete Site Source website is not utilized for any day-to-day operations. Important files to include plans, strategy, milestones etc. are all kept secure in filing cabinets at two separate physical locations. In the event of a forecasted natural disaster, operations will be halted, site secured, and equipment relocated inland at our storage facility in DeFuniak Springs, FL.



# Contractor License



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**CONSTRUCTION INDUSTRY LICENSING BOARD**

THE BUILDING CONTRACTOR HEREIN IS CERTIFIED UNDER THE  
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

**LIVINGSTON, JOSHUA MICHAEL**

COMPLETE SITE SOURCE LLC  
212 LAKESIDE LANE  
MARY ESTHER FL 32569

**LICENSE NUMBER: CBC1264507**

**EXPIRATION DATE: AUGUST 31, 2026**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)

ISSUED: 11/05/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.





# Proof of Insurance

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>COMPSIT-01</b>                     | <b>ZDEARMAN</b>         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|---------------------------------------------------|-------|---------------------------------------|-------|------------------------------------|-------|-------------|--|-------------|--|
| <b>CERTIFICATE OF LIABILITY INSURANCE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | DATE (MM/DD/YYYY)<br><b>5/20/2025</b> |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| <b>IMPORTANT:</b> If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| <b>PRODUCER</b><br>Hub International Gulf South<br>1311 Spring Street, Suite A<br>Gulfport, MS 39507                                                                                                                                                                                                                                                                                                                                                                                      | <b>CONTACT</b><br>NAME: _____<br>PHONE (A/C, No, Ext): <b>(228) 897-6700</b> FAX (A/C, No): <b>(228) 897-6711</b><br>E-MAIL ADDRESS: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| <b>INSURED</b><br><br>Complete Site Source, LLC<br>212 Lakeside Lane<br>Mary Esther, FL 32569                                                                                                                                                                                                                                                                                                                                                                                             | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A : Great American Insurance Company - Canada</td> <td></td> </tr> <tr> <td>INSURER B : American Interstate Insurance Company</td> <td>31895</td> </tr> <tr> <td>INSURER C : Federal Insurance Company</td> <td>20281</td> </tr> <tr> <td>INSURER D : Century Surety Company</td> <td>36951</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table> |                                       |                         | INSURER(S) AFFORDING COVERAGE                                                                                                                                                                                                  | NAIC #                  | INSURER A : Great American Insurance Company - Canada                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  | INSURER B : American Interstate Insurance Company | 31895 | INSURER C : Federal Insurance Company | 20281 | INSURER D : Century Surety Company | 36951 | INSURER E : |  | INSURER F : |  |
| INSURER(S) AFFORDING COVERAGE                                                                                                                                                                                                                                                                                                                                                                                                                                                             | NAIC #                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| INSURER A : Great American Insurance Company - Canada                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| INSURER B : American Interstate Insurance Company                                                                                                                                                                                                                                                                                                                                                                                                                                         | 31895                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| INSURER C : Federal Insurance Company                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 20281                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| INSURER D : Century Surety Company                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 36951                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| INSURER E :                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| INSURER F :                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| <b>COVERAGES</b> <b>CERTIFICATE NUMBER:</b> <b>REVISION NUMBER:</b>                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| INSR LTR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | ADDL SUBR INSD WYD                    | POLICY NUMBER           | POLICY EFF (MM/DD/YYYY)                                                                                                                                                                                                        | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| <b>A</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b><br><div style="font-size: 0.7em;"> <input type="checkbox"/> CLAIMS MADE    <input checked="" type="checkbox"/> OCCUR<br/> <br/>           GEN'L AGGREGATE LIMIT APPLIES PER<br/> <input checked="" type="checkbox"/> POLICY    <input type="checkbox"/> PROJECT    <input type="checkbox"/> LOC<br/> <input type="checkbox"/> OTHER         </div>                                                                                                                                                                                    |                                       | <b>OML512612501</b>     | <b>6/1/2024</b>                                                                                                                                                                                                                | <b>6/1/2025</b>         | EACH OCCURRENCE \$ <b>1,000,000</b><br>DAMAGE TO RENTED PREMISES (E & A occurrence) \$ <b>100,000</b><br>MED EXP (Any one person) \$ <b>5,000</b><br>PERSONAL & ADV INJURY \$ <b>1,000,000</b><br>GENERAL AGGREGATE \$ <b>2,000,000</b><br>PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b><br><b>LIMITED POLL MA</b> \$ <b>1,000,000</b><br>COMBINED SINGLE LIMIT (E & A accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per occurrence) \$<br>\$<br>\$<br>EACH OCCURRENCE \$<br>AGGREGATE \$<br>\$ |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>AUTOMOBILE LIABILITY</b><br><div style="font-size: 0.7em;"> <input type="checkbox"/> ANY AUTO<br/> <input type="checkbox"/> OWNED AUTOS ONLY    <input type="checkbox"/> SCHEDULED AUTOS<br/> <input type="checkbox"/> HIRED AUTOS ONLY    <input type="checkbox"/> NON-OWNED AUTOS ONLY         </div>                                                                                                                                                                                                                                                                                                    |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR<br><b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS MADE<br>DED    RETENTION \$                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| <b>B</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                                                                                                                                                                                                                                                                                                                 | Y/N<br><input type="checkbox"/> N/A   | <b>AVWCFL3272642025</b> | <b>5/1/2025</b>                                                                                                                                                                                                                | <b>5/1/2026</b>         | PER STATUTE    OTH-ER<br>E L EACH ACCIDENT \$ <b>1,000,000</b><br>E L DISEASE - EA EMPLOYEE \$ <b>1,000,000</b><br>E L DISEASE - POLICY LIMIT \$ <b>1,000,000</b>                                                                                                                                                                                                                                                                                                                                                                                   |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| <b>C</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Commercial Inland Ma</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                       | <b>4547-19-56</b>       | <b>10/1/2024</b>                                                                                                                                                                                                               | <b>10/1/2025</b>        | <b>Scheduled Equipment</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| <b>D</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Marine - Hull</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                       | <b>CCP1214779</b>       | <b>5/1/2024</b>                                                                                                                                                                                                                | <b>5/1/2025</b>         | <b>P&amp;I</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                       |                         |                                                                                                                                                                                                                                |                         | <b>671,505</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                       |                         |                                                                                                                                                                                                                                |                         | <b>1,000,000</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)<br>General Liability and Workers Compensation evidenced on this certificate include Maritime Liability Coverage.                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                       |                         |                                                                                                                                                                                                                                |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |
| <b>CERTIFICATE HOLDER</b><br><br>The City of Destin<br>4200 Indian Bayou Trail<br>Destin, FL 32541                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                       |                         | <b>CANCELLATION</b><br><br>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br> |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                                                   |       |                                       |       |                                    |       |             |  |             |  |

ACORD 25 (2016/03)

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# Price Sheet

| EXHIBIT A - BID PROPOSAL FORM<br>PRICE PROPOSAL SHEET<br>Destin, FL<br>RFB NO. 25-04-REC, Morgan's Batting Cage                                                                                                                                                                                                                                                                                             |      |                                                           |                                                                          |             |                                   | Pg 1 of 1 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------|--------------------------------------------------------------------------|-------------|-----------------------------------|-----------|
| BIDDER NAME:                                                                                                                                                                                                                                                                                                                                                                                                |      | Complete Site Source LLC<br>Josh Livingston<br>CBC1264507 |                                                                          |             |                                   |           |
| Item No.                                                                                                                                                                                                                                                                                                                                                                                                    | Unit | Amt                                                       | Description                                                              | Unit Price  | Total Price                       |           |
| <b>SECTION 1 - GRADING</b>                                                                                                                                                                                                                                                                                                                                                                                  |      |                                                           |                                                                          |             |                                   |           |
| 1.1                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                                                         | Mobilization / Demobilization including City Permits                     | \$ 3700.00  | \$ 3700.00                        |           |
| 1.2                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                                                         | Demolition of the existing Batting Cage                                  | \$ 900.00   | \$ 900.00                         |           |
| 1.3                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                                                         | Debris removal of the existing batting cage to the landfill              | \$ 900.00   | \$ 900.00                         |           |
| 1.4                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                                                         | Construction Area Safety Fencing                                         | \$ 450.00   | \$ 450.00                         |           |
| 1.5                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                                                         | Construction Staking                                                     | \$ 200.00   | \$ 200.00                         |           |
| <b>SECTION 2 - SITE IMPROVEMENTS</b>                                                                                                                                                                                                                                                                                                                                                                        |      |                                                           |                                                                          |             |                                   |           |
| 2.1                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                                                         | Batting Cage Structure - S100, S101, S102, S103 and A101, A201           | \$ 74800.00 | \$ 74800.00                       |           |
| 2.2                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 2                                                         | Batting Cage Netting - Provided and Installed by GC                      | \$ 8562.63  | \$ 8562.63                        |           |
| 2.3                                                                                                                                                                                                                                                                                                                                                                                                         | SY   | 218                                                       | Green Artificial Turf - Provided and Installed by GC                     | \$ 7,392.43 | \$ 7,392.43                       |           |
| 2.4                                                                                                                                                                                                                                                                                                                                                                                                         | LF   | 140                                                       | Gutters-Downspouts, Splashblock for Batting Cage Roof - A101 & A201      | \$ 7,296.2  | \$ 7,296.2                        |           |
| 2.5                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 12                                                        | Lighting Fixtures and Installation - E201                                | \$ 3700.00  | \$ 3700.00                        |           |
| 2.6                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 4                                                         | Electrical Power Receptacle Fixtures and Installation - E201             | \$ 1400.00  | \$ 1400.00                        |           |
| 2.7                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                                                         | Conduit runs and Pullboxes from the Concession Stand to new Batting Cage | \$ 10200.00 | \$ 10200.00                       |           |
| 2.8                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 2                                                         | New Electrical Breakers in existing                                      | \$ 1800.00  | \$ 1800.00                        |           |
| 2.9                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                                                         | Concrete Sidewalk Repair                                                 | \$ 1200.00  | \$ 1200.00                        |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                           |                                                                          | \$          | \$                                |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                           |                                                                          | \$          | \$                                |           |
| <b>SECTION 3 - STORM DRAINAGE SYSTEM</b>                                                                                                                                                                                                                                                                                                                                                                    |      |                                                           |                                                                          |             |                                   |           |
| 3.1                                                                                                                                                                                                                                                                                                                                                                                                         | LF   |                                                           | Silt Fence                                                               | \$ 400.00   | \$ 400.00                         |           |
| 3.2                                                                                                                                                                                                                                                                                                                                                                                                         | LS   |                                                           | Existing Irrigation System Repair                                        | 2500.00     | 2500.00                           |           |
| 3.3                                                                                                                                                                                                                                                                                                                                                                                                         | SY   |                                                           | Replacement Damaged or Removed Sodding                                   | \$ 2500.00  | \$ 2500.00                        |           |
| <b>SECTION 4 - WATER &amp; SEWER SYSTEMS</b>                                                                                                                                                                                                                                                                                                                                                                |      |                                                           |                                                                          |             |                                   |           |
| 4.1                                                                                                                                                                                                                                                                                                                                                                                                         | LF   |                                                           |                                                                          | \$          | \$                                |           |
| 4.2                                                                                                                                                                                                                                                                                                                                                                                                         | EA   |                                                           |                                                                          | \$          | \$                                |           |
| 4.3                                                                                                                                                                                                                                                                                                                                                                                                         | LS   |                                                           |                                                                          | \$          | \$                                |           |
| <b>SECTION 5 - MISCELLANEOUS</b>                                                                                                                                                                                                                                                                                                                                                                            |      |                                                           |                                                                          |             |                                   |           |
| 5.1                                                                                                                                                                                                                                                                                                                                                                                                         | EA   |                                                           | As-Built Survey and Documentation per Permitting Process                 | \$ 1200.00  | \$ 1200.00                        |           |
| 5.2                                                                                                                                                                                                                                                                                                                                                                                                         | EA   |                                                           | Performance Bond                                                         | \$ 5200.00  | \$ 5200.00                        |           |
| 5.3                                                                                                                                                                                                                                                                                                                                                                                                         | EA   |                                                           |                                                                          | \$          | \$                                |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                           |                                                                          |             | <b>TOTAL BASE BID:</b>            |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                           |                                                                          |             | \$ 134,301.26                     |           |
| The bidder further proposes that, in the event additions or deletions are made from the Drawings and Specifications for the proposed work, the total adjustments to Bid shall be computed based on the following Unit Prices for the following types of construction. The City reserves the right to delete these Unit Prices from the Contract if, in their opinion they are unbalanced or not reasonable. |      |                                                           |                                                                          |             |                                   |           |
| Item No.                                                                                                                                                                                                                                                                                                                                                                                                    | Unit | Amt                                                       | Description                                                              | Unit Price  | Total Price                       |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                           |                                                                          | \$          | \$                                |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                           |                                                                          | \$          | \$                                |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                           |                                                                          | \$          | \$                                |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                           |                                                                          | \$          | \$                                |           |
| <b>ALTERNATE BID ITEMS</b>                                                                                                                                                                                                                                                                                                                                                                                  |      |                                                           |                                                                          |             |                                   |           |
| 2.2                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                                                         | Recommended .42 Netting                                                  | \$ 2888.00  | \$ 2888.00                        |           |
| 5.2                                                                                                                                                                                                                                                                                                                                                                                                         | EA   |                                                           | Cashiers Check Performance Bond                                          | \$ 0.00     | \$ 0.00                           |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                           |                                                                          | \$          | \$                                |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                           |                                                                          | \$          | \$                                |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                           |                                                                          |             | <b>TOTAL ALTERNATE BID ITEMS:</b> |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                                                           |                                                                          |             | \$ LESS 10,874.63                 |           |
| <b>NOTE 1: ALL ITEMS QUOTED MUST BE IN COMPLIANCE WITH THE SPECIFICATIONS. IF YOU ARE TAKING EXCEPTION, INDICATE THOSE EXCEPTIONS ON COMPANY LETTERHEAD AND ATTACH TO THIS INVITATION TO BID.</b>                                                                                                                                                                                                           |      |                                                           |                                                                          |             |                                   |           |
| <b>NOTE 2: CY = Cubic Yard; EA = Each; LF = Linear Feet; LS = Lump Sum; SY = Square Yard</b>                                                                                                                                                                                                                                                                                                                |      |                                                           |                                                                          |             |                                   |           |
| <b>RE - CHECK YOUR QUOTATIONS PRIOR TO SUBMISSION<br/>BIDS MAY NOT BE CHANGED AFTER BEING OPENED.</b>                                                                                                                                                                                                                                                                                                       |      |                                                           |                                                                          |             |                                   |           |



**Bill To:**

PolySport USA  
4458 Legendary Way  
Ste 40  
Destin, FL 32541  
USA

**Ship to:**

Morgan Sports Center  
4200 Indian Bayou Trl  
Destin, FL 32541  
USA

**Quotation**

|                    |              |
|--------------------|--------------|
| Page               | 1 of 1       |
| Number             | TFD-013449-2 |
| Date               | 5/8/2025     |
| Requisition        |              |
| Your ref.          |              |
| Our ref.           | 001730       |
| Quotation deadline | 6/7/2025     |
| Payment            | Prepaid      |

| Item number        | Description                                            | Quantity | Unit | Sales price | Amount   |
|--------------------|--------------------------------------------------------|----------|------|-------------|----------|
| Turf-Nylspec5mm-15 | TFD Nylon Special Padded 5mm - Width: 15'<br>(2) 15x70 | 2,100.00 | SqFt | 3.29        | 6,909.00 |
| TFD-Glue-Kit       | Seam Kit - 30'                                         | 3.00     | EA   | 69.99       | 209.97   |

| Sales Info. | Subtotal | Discount | Freight | Net amount | Sales Tax | Round-off | Total        |
|-------------|----------|----------|---------|------------|-----------|-----------|--------------|
|             | 7,118.97 | 0.00     | 0.00    | 7,118.97   | 0.00      | 0.00      | 7,118.97 USD |



05/20/2025



**Johnson Roofing Solutions**

1383 Jackson Ave ,  
Chipley, FL 32428  
Phone: (850) 658-4341

**Company Representative**

Jesse Ivey  
Phone: (850) 532-9901  
jesse@johnsonroofingsolutions.com

**Josh Livingston**  
4200 Indian Bayou Trail  
Destin, FL 32541  
(850) 572-6907

Job: Josh Livingston

**8" Box Gutters**

Johnson Roofing Solutions proposes to furnish material and perform all labor as follows:

- Install 8" box Gutter (white in color unless otherwise specified on this contract) on all eaves (water runoffs).
- Install inside and outside miters of roof corners as needed.
- Install ledge jumpers on all kick outs of brick or siding types.
- Install 4 Downspouts (2 on Each Side spaced according to roof water drainage.
- Downspouts will be 4x6
- Clean up and haul off all job related debris.

Johnson Roofing Solutions will provide a 10 year workmanship warranty against gutters leaking. Material will have a limited lifetime warranty through the manufacturer.

**Norandex 6" Aluminum Seamless Gutters**

**Price**  
**\$6,633.20**



**AFSports Aerflo Quote**  
**Q81856**

**Quoted To**

POLYSPORT USA (POWERED BY CONICA)  
105 WESTWOOD PLACE SUITE 120  
BRENTWOOD, TENNESSEE 37027  
UNITED STATES

**Ship To**

TBD  
DESTIN, FLORIDA 32541  
UNITED STATES

Phone: 615-499-3624

| Customer Reference |                 | Ship Via                                                                                                                                                                                                      | Terms       |            | Quote Date   |
|--------------------|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|------------|--------------|
|                    |                 |                                                                                                                                                                                                               | Credit Card |            | May 19, 2025 |
| Ln                 | ItemNo          | Item Description                                                                                                                                                                                              | Qty         | Unit Price | Total        |
| 1                  | AL-MISCDROPSHIP | SNCUSNP-60-B - 12' HIGH X 14' WIDE X 70' LONG - PREMIUM NYLON BATTING CAGE NET - #60 KNOTTED NYLON NETTING, 1 3/4" X 1 3/4" SQUARE MESH, UV TREATED BLACK, ROPED BORDERS AND FLAP DOOR                        | 2 EA        | 3,220.80   | 6,441.60     |
| 2                  | AL-MISCDROPSHIP | SNCUSNP-42-B - 12' HIGH X 14' WIDE X 70' LONG - PREMIUM NYLON BATTING CAGE NET - #42 KNOTTED NYLON NETTING, 1 3/4" X 1 3/4" SQUARE MESH, UV TREATED BLACK, ROPED BORDERS AND FLAP DOOR<br><b>ALTERNATE #1</b> | 2 EA        | 3,071.00   | 6,142.00     |
| 3                  | AL-MISCDROPSHIP | SNCUSNP-36-B - 12' HIGH X 14' WIDE X 70' LONG - PREMIUM NYLON BATTING CAGE NET - #36 KNOTTED NYLON NETTING, 1 3/4" X 1 3/4" SQUARE MESH, UV TREATED BLACK, ROPED BORDERS AND FLAP DOOR<br><b>ALTERNATE #2</b> | 2 EA        | 2,651.56   | 5,303.12     |
| 4                  | AL-MISCDROPSHIP | GT34 PADDED - 15' W X 70' L - POLY YARN - FIELD GREEN                                                                                                                                                         | 2 EA        | 3,255.00   | 6,510.00     |
| 5                  | AL-MISCDROPSHIP | W-SN6016 - 1/4" GALVANIZED CABLE - 500' SPOOL                                                                                                                                                                 | 1 EA        | 283.80     | 283.80       |
| 6                  | AL-MISCDROPSHIP | W-SN6020A - SPRING CLIPS (SET OF 50)                                                                                                                                                                          | 6 EA        | 44.04      | 264.24       |
| 7                  | FREIGHT SPORTS  | FREIGHT SPORTS                                                                                                                                                                                                | 1 EA        | 772.99     | 772.99       |

Kyle

Prepared by: \_\_\_\_\_

Note: Quoted price valid for 30 Days

|             |                    |
|-------------|--------------------|
| Subtotal    | \$25,717.75        |
| NON-TAXABLE | \$0.00             |
| SALES       |                    |
| USD Total   | <b>\$25,717.75</b> |

**Important Notice**

**PRODUCT QUOTE** is valid for thirty (30) calendar days.  
**QUOTED SHIPMENT LEAD TIME** is based on current production backlog at time of quotation.  
**ACTUAL SHIPMENT LEAD TIME** is based on production backlog existing at time of approved purchase order entry.

**FREIGHT QUOTE** is valid for seven (7) calendar days **ONLY**.  
**COLLECT AND THIRD PARTY FREIGHT QUOTES** are estimates only. Actual freight charges may vary. **AER-FLO IS NOT RESPONSIBLE** for any additional costs if freight is reclassified by carrier OR if any additional charges are incurred.

AF Sports LLC  
901 Deming Way Suite 101  
MADISON, WI, 53717 UNITED STATES

www.aerflosports.com  
Phone: 800-823-7356

Printed on: 05/19/2025

Page 1 of 1



**\*\*\*PLEASE NOTE: PROJECTS REQUIRING CUSTOM ENGINEERING ARE ESTIMATES ONLY UNTIL AFTER FINAL ENGINEERED PLANS ARE ACQUIRED\*\*\***

**28x70x12 Open Pole Barn Installation (Engineered Barn Kit / 150 mph rated/ Engineered Plans Included)**

Standard Overhang 12" eave/18" gable

Standard Gable Pitch(s) 4/12 up to 30'

**8x8x18 CCA Pressure Treated Posts** with rebar included (30-year warranty)

#1 grade 2x6 SYP purlin lumber / 1x6 PT fascia boards

**26g COLOR Metal Roofing**, Ridge Cap, and Screws (40-year Color Warranty by Baker Metal Works)

Custom-built, heavy-duty angle iron trusses engineered for Florida's 150 mph wind standards (**2"x3/16" Trusses**)

**\*\*Bagged concrete is included in the quote for professional installations only\*\***

**Fascia/eave/rake trim included to cover overhang boards for finished look (Color to be decided)**

Digital engineered plan set included for permitting

Standard Structural permitting fees included ( No additional surveys/eng plans/ additional requirements outside of a typical accessory building permit is included)

**(\$38,000.00)**

28x70x4" Concrete Slab (3000 PSI w/fiber, Termite Pretreated, Vapor Barrier, 12x12 Rebar Footers, Machine Finished)

Sand/clay back fill included to bring building up to grade up to 8" in fall

**(\$28,900.00) Tax exempt with provided certificate from CITY OF DESTIN**

**\$66,900.00 Total Install of Open Pole Barn w/ trim and Concrete Slab**

Estimated Installation Date: SEPT 2025 depending on PO/deposit date

**(Dependent upon deposit date/custom engineered plans/permit acquisition/weather delays if applicable)**

(The quoted price doesn't include the cost of engineered plans (unless specified) or any permitting fees from the building department. These costs will be added to your final cutting is required, or if there are obstacles like trees or stumps delaying the job. Before construction begins, make sure pole barn corners, property lines and und

**To take the next step or address any questions you may have, please reply to this email promptly or call us directly at 850-676-4903. We are eager to as**

We appreciate your business!

Have a blessed day.



1240 South Blvd, Chipley FL, 32428

(850) 676-4903

[www.backwoodsbuildings.net](http://www.backwoodsbuildings.net)



Sequel Electric Supply - FWB  
14 Hughes St NE  
FORT WALTON BEACH FL 32548-  
Phone: 850-664-0121

COD-114-TRADE-TAX  
TRADE ACCOUNT  
INTERNAL  
14 HUGHES ST NE  
FT WALTON BCH FL 32548-4405

## Quote

Page: 1 of 2

Quote: 27990103  
Sold-To Acct #: 356003  
Valid From: 05/09/2025 To: 05/16/2025  
PO No: CSS DESTIN BATTING CAGE  
Payment Terms: PAYMENT CARDS ONLY

Created By: Bryson Y Reeves  
Tel No: 850-812-3522  
Fax No:

Inco Terms:  
FOB ORIGIN

Ship-to:  
CITY OF FORT WALTON BEACH  
ATTN ACCOUNTS PAYABLE  
107 MIRACLE STRIP PKWY SW  
FT WALTON BCH FL 32548-6614

| Cust Item | Item    | Material<br>MFG - Description                 | Quantity     | Price  | Per     | UoM | Value  |
|-----------|---------|-----------------------------------------------|--------------|--------|---------|-----|--------|
| 000010    | 2243871 | EPVC - SCH40-1IN-10FT-PVC-COND                | 350 FT       | 53.75  | / 100   | FT  | 188.13 |
| 000020    | 2243884 | EPVC - SCH80-1IN-10FT-PVC-COND                | 20 FT        | 87.65  | / 100   | FT  | 17.53  |
| 000030    | 104298  | EPVC - ELB-PN-1-1/2IN-90DEG-STD-SCH40         | 10 EA        | 207.41 | / 100   | EA  | 20.74  |
| 000040    | 104741  | EPVC - TERM-ADPT-1IN-PVC                      | 5 EA         | 34.59  | / 100   | EA  | 1.73   |
| 000050    | 1650184 | APPT - L300 1IN STL LCKNT                     | 5 EA<br>APPT | 0.15   | / 1     | EA  | 0.75   |
| 000060    | 3657850 | ELEL - PC1212Z51117 ASSY OB 12X12X12-ELECTRIC | 1 EA         | 265.20 | / 1     | EA  | 265.20 |
| 000070    | 3532585 | TOPZ - WB1550 1/2IN 5 HLE WP BX 25PK          | 6 EA         | 351.37 | / 100   | EA  | 21.08  |
| 000080    | 2244068 | EPVC - SCH40-1/2IN-10FT-PVC-COND              | 200 FT       | 30.66  | / 100   | FT  | 61.32  |
| 000090    | 104445  | EPVC - CPLG-1/2IN-PVC                         | 20 EA        | 12.47  | / 100   | EA  | 2.49   |
| 000100    | 3640107 | AMFI - CSR501 1/2IN RGD STL 1H STRP           | 100 EA       | 0.13   | / 1     | EA  | 13.00  |
| 000110    | 3172331 | INT - WP5100C EXTRADUTY IN USE COVER          | 6 EA         | 4.97   | / 1     | EA  | 29.82  |
| 000120    | 122532  | LEV - CS320-2W TGL 3WY 20A 120/277V WHT CML   | 2 EA         | 3.58   | / 1     | EA  | 7.16   |
| 000130    | 3273774 | LEV - GFWT2-W 20A WR TR SLIM GFCI             | 4 EA         | 17.98  | / 1     | EA  | 71.92  |
| 000140    | 156228  | THHN - THHN-10-BLK-19STR-CU-2/500CTN          | 500 FT       | 280.73 | / 1,000 | FT  | 140.37 |



Sequel Electric Supply - FWB  
 14 Hughes St NE  
 FORT WALTON BEACH FL 32548-  
 Phone: 850-664-0121

## Quote

Page: 2 of 2

| Cust Item | Item   | Material<br>MFG - Description                                                                                                | Quantity | Price  | Per     | UoM | Value    |
|-----------|--------|------------------------------------------------------------------------------------------------------------------------------|----------|--------|---------|-----|----------|
|           | 000150 | 156230<br>THHN - THHN-10-RED-19STR-CU-2/500CTN                                                                               | 500 FT   | 280.73 | / 1,000 | FT  | 140.37   |
|           | 000160 | 156231<br>THHN - THHN-10-GRN-19STR-CU-2/500CTN                                                                               | 1,000 FT | 280.72 | / 1,000 | FT  | 280.72   |
|           | 000170 | 156229<br>THHN - THHN-10-WHT-19STR-CU-2/500CTN                                                                               | 1,000 FT | 280.72 | / 1,000 | FT  | 280.72   |
|           | 000180 | 155469<br>THHN - THHN-12-BLK-SOL-CU-4/500CTN                                                                                 | 1,000 FT | 171.33 | / 1,000 | FT  | 171.33   |
|           | 000190 | 156029<br>THHN - THHN-12-WHT-19STR-CU-4/500CTN                                                                               | 1,000 FT | 183.53 | / 1,000 | FT  | 183.53   |
|           | 000200 | 155839<br>THHN - THHN-12-GRN-SOL-CU-4/500CTN                                                                                 | 1,000 FT | 171.33 | / 1,000 | FT  | 171.33   |
|           | 000210 | 127961<br>IDE - 30-452 452 RED WING-NUT WIRECONN 100/BOX                                                                     | 100 PC   | 185.18 | / 1,000 | PC  | 18.52    |
|           | 000220 | 1979774<br>ZALT - QOB120 1P 120V 20A BLTON ZALT SQD<br>I WILL NOT BE ABLE TO SOURCE THIS, BUT THIS IS A ROUGH INTERNET PRICE | 2 EA     | 15.00  | / 1     | EA  | 30.00    |
|           | 000230 | - 96-4-L110-850-HIAFR-DIM-UNV<br>ESTIMATED LEAD TIME 6-8 DAYS PLUS FREIGHT                                                   | 12 EA    | 223.13 | / 1     | EA  | 2,677.56 |

|                 |         |      |          |
|-----------------|---------|------|----------|
| Total \$        |         |      | 4,795.32 |
| State Tax \$    | 0.000 % | 0.00 |          |
| County Tax \$   | 0.000 % | 0.00 |          |
| Local Tax \$    | 0.000 % | 0.00 |          |
| Other Tax1 \$   | 0.000 % | 0.00 |          |
| Other Tax2 \$   | 0.000 % | 0.00 |          |
| Other Tax3 \$   | 0.000 % | 0.00 |          |
| Tax Subtotal \$ | 0.000 % |      | 0.00     |

**Net Amount \$ 4,795.32**

To access Border States Terms and Conditions of Sale, please go to  
<https://www.borderstates.com>

The quoted sales tax is an estimate only based upon the information provided in this quote and will be finalized at the time of invoice based upon the material purchased, quantity purchased, and delivery location.

Shipping and handling fees in this quote are an estimate only and will be finalized at the time of Invoice.

All clerical errors contained herein are subject to correction. In the event of any cost or price increases from manufacturers or other suppliers, caused by, but not limited to, currency fluctuations, raw material or labor prices, fuel or transportation cost increases, and any import tariffs, taxes, fees, or surcharges, Border States reserves the exclusive right to change its pricing at the time of shipping and will provide notice of any such change to its customers prior to costs being incurred.



**Marathon  
Electrical  
Contractors**

Date: 05/09/2025

Attention: Complete site source  
Josh Livingston

RE: Morgan sports center batting cage  
Destin, FL.

We are pleased to provide you with a quotation on the above referenced project and look forward to working with you. Budget is based on the following scope.

***Scope: Install electrical circuits and devicing according to site plans.***

- Install conduit to run from existing electrical panel. The conduit will run through public restroom and penetrate to exterior of sport center building.
- Install junction box for conduit to terminate into. From junction box, install (2) separate conduits to be installed in trench leading to batting cages.
- Install dedicated circuit for receptacles in one raceway and lighting in the other .
- Install junction box at batting cage for previously ran circuits to terminate into.
- Install raceways to leave junction box and travel to device locations.
- Install boxes for devicing/connections. Terminate raceways and install wire to feed all device/fixture locations.
- Install all light fixtures and devices and make wire connections.
- Test and verify correct voltage/funcion of all electrical devicing.

**Inclusions:**

Any required permitting.

All applicable taxes.

Insurance

Work to be performed during standard 40 hour/work week.

**Exclusions:**

Energized work

Temporary Power/Lighting

Landscape repair

Trenching, back-fill, and compaction

Provision of materials

|                   |    |          |
|-------------------|----|----------|
| <b>Equipment:</b> | \$ | -        |
| <b>Material:</b>  | \$ | -        |
| <b>Labor:</b>     | \$ | 8,640.00 |
| <b>Total:</b>     | \$ | 8,640.00 |

***Quote is valid for 30 days from date of submission.***

Sincerely,

Lucas York

Gulf Coast Service Manager

[lmvork@marathonelectrical.com](mailto:lmvork@marathonelectrical.com)

C: 850-758-5566

Birmingham, AL

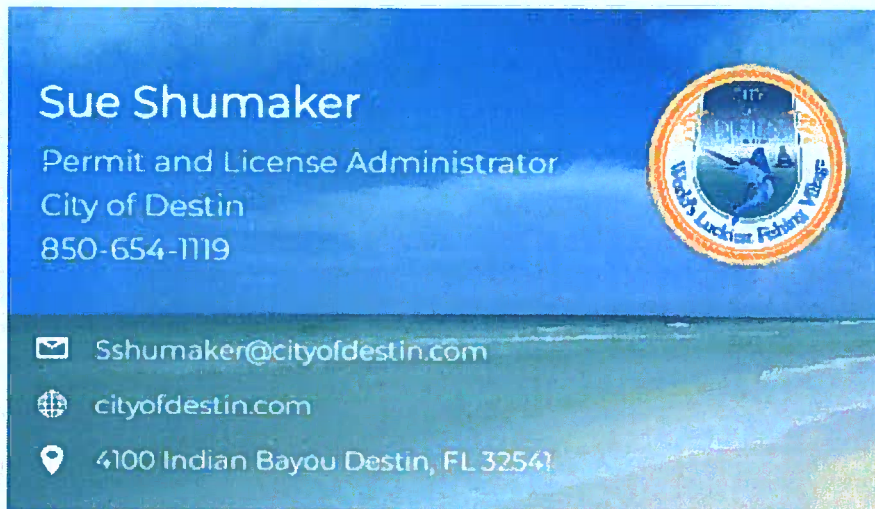
Decatur, AL

Fort Walton, FL

Nashville, TN



Based on the cost provided below, the permit fee would be approximately \$1275.



# Florida Product Approval

**FL 10094.11 Product:** RIB Min. 29GA Over 15/32" Plywood **Non-Structural Application** **Non-HVHZ**

36" wide 80ksi 1/2" tall rib @ 9" o.c. thru fastened

Substrate: Over one layer of shingle (optional) over 15/32" APA plywood over supports 24" max o.c.

Corrosion Resistant Fastener #9-15 HWH Woodgrip® w/ sealing washer or approved equal thru panel flat, 1/2" min penetration through plywood. Min. slope shall comply w/ CURRENT FBC. For slopes less than 3:12, sealant must be used in panel side laps.\*\*Design Pressure:

| Design Pressure: | Fastener Pattern:                                     | Fastener Spacing: |
|------------------|-------------------------------------------------------|-------------------|
| -71.0 PSF        | 9" - 9" - 9" - 9"                                     | @ 24" o.c.        |
| -108.5 PSF       | 6.5" - 2.5" - 6.5" - 2.5" - 6.5" - 2.5" - 6.5" - 2.5" | @ 24" o.c.        |

**FL 10094.12 Product:** Tuff-Rib 26GA over 2 x 6 SYP Wood Treated Purlins **Non-Structural Application** **Non-HVHZ**

36" wide 1/2" tall rib

Substrate: Min. No 2 SYP wood treated purlins spaced max. 24" o.c. Corrosion Resistant Fastener: #10 x min. 1-1/2" HWH fasteners with 1/2" bonded sealing washers fastened adjacent to each major rib, to penetrate through the panels and embed fully into the wood purlins.

| **Design Pressure: | Fastening Pattern:                                    | Fastener Spacing: |
|--------------------|-------------------------------------------------------|-------------------|
| -52.5 PSF          | 9" - 9" - 9" - 9"                                     | @ 24" o.c.        |
| -67.5 PSF          | 6.5" - 2.5" - 6.5" - 2.5" - 6.5" - 2.5" - 6.5" - 2.5" | @ 24" o.c.        |

**\*\*DESIGN PRESSURE INCLUDES A SAFETY MARGIN OF 2:1**

## REFERENCE DATA:

|                                                    |                    |                                                         |
|----------------------------------------------------|--------------------|---------------------------------------------------------|
| Force Engineering & Testing (TST-5328)             | #234-0063T-07 D-F  | TAS 125-03 UL 580-94 <sup>1</sup> /1897-98 <sup>2</sup> |
| Farabaugh Engineering & Testing (TST-1654)         | #T128-07           | TAS 100-95                                              |
|                                                    | #T272-08           | TAS 100-95                                              |
| PRI Construction Materials Technologies (TST-5878) | #VLS-004-02-01     | TAS 110-00 (G26/B117 (G155/B117)                        |
|                                                    | #VLS-005-02-01     | TAS 110-00 (G26/B117 (G155/B117)                        |
| Force Engineering & Testing (TST-5328)             | #234-0063T-07 A-C  | TAS 125-03 UL 580-94 <sup>1</sup> /1897-98 <sup>2</sup> |
| Farabaugh Engineering & Testing (TST-1654)         | #T126-07           | TAS 100-95                                              |
|                                                    | #T270-08           | TAS 100-95                                              |
| PRI Construction Materials Technologies (TST-5878) | #VLS-004-02-01     | TAS 110-00                                              |
|                                                    | #VLS-005-02-01     | TAS 110-00                                              |
| Force Engineering & Testing (TST-5328)             | #234-0063T-07 M-O  | TAS 125-03 UL 580-94 <sup>1</sup> /1897-98 <sup>2</sup> |
| Farabaugh Engineering & Testing (TST-1654)         | #T130-07           | TAS 100-95                                              |
|                                                    | #T215-08           | TAS 100-95                                              |
| PRI Construction Materials Technologies (TST-5878) | #VLS-004-02-01     | TAS 110-00 (G26/B117 (G155/B117)                        |
|                                                    | #VLS-005-02-01     | TAS 110-00 (G26/B117 (G155/B117)                        |
| Force Engineering & Testing (TST-5328)             | #234-0425T-07 A, B | UL 580-94 <sup>1</sup> /1897-98 <sup>2</sup>            |
|                                                    | #234-0016T-09 G    | UL 580-94 <sup>1</sup> /1897-98 <sup>2</sup>            |
| Force Engineering & Testing (TST-5328)             | #234-0016T-09 B, C | UL 580-94 <sup>1</sup> /1897-98 <sup>2</sup>            |
| Force Engineering & Testing (TST-5328)             | #234-0049T-11 B    | FM 4471-95 <sup>3</sup>                                 |
| Force Engineering & Testing (TST-5328)             | #234-0016T-09 D, E | UL 580-94 <sup>1</sup> /1897-98 <sup>2</sup>            |
| Force Engineering & Testing (TST-5328)             | #234-0016T-09 F, G | UL 580-94 <sup>1</sup> /1897-98 <sup>2</sup>            |
| Force Engineering & Testing (TST-5328)             | #194-0134T-11      | FM 4471-95 <sup>3</sup>                                 |
| Force Engineering & Testing (TST-5328)             | #234-0063T-07 J-L  | TAS 125-03 UL 580-94 <sup>1</sup> /1897-98 <sup>2</sup> |
| Farabaugh Engineering & Testing (TST-1654)         | #T129-07           | TAS 100-95                                              |
|                                                    | #T273-08           | TAS 100-95                                              |
| PRI Construction Materials Technologies (TST-5878) | #VLS-004-02-01     | TAS 110-00 (G26/B117 (G155/B117)                        |
|                                                    | #VLS-005-02-01     | TAS 110-00 (G26/B117 (G155/B117)                        |
| Force Engineering & Testing (TST-5328)             | #234-0063T-07 G-I  | TAS 125-03 UL 580-94 <sup>1</sup> /1897-98 <sup>2</sup> |
| Farabaugh Engineering & Testing (TST-1654)         | #T132-07           | TAS 100-95                                              |
|                                                    | #T271-08           | TAS 100-95                                              |
| PRI Construction Materials Technologies (TST-5878) | #VLS-004-02-01     | TAS 110-00 (G26/B117 (G155/B117)                        |
|                                                    | #VLS-005-02-01     | TAS 110-00 (G26/B117 (G155/B117)                        |
| Force Engineering & Testing (TST-5328)             | #234-0261T-07 C, D | UL 580-94 <sup>1</sup> /1897-98 <sup>2</sup>            |
| Force Engineering & Testing (TST-5328)             | #234-0049T-11 C    | FM 4471-92                                              |
| Force Engineering & Testing (TST-5328)             | #234-0261T-07 A, B | UL 580-94 <sup>1</sup> /1897-98 <sup>2</sup>            |
| Force Engineering & Testing (TST-5328)             | #234-0049T-11 C    | FM 4471-95 <sup>3</sup>                                 |
| PRI Construction Materials Technologies (TST-5878) | #FAE-027-02-01     | ASTM E 8-13                                             |
| PRI Construction Materials Technologies (TST-5878) | #FAE-027-02-01     | ASTM E 1592-05                                          |

**OPTION: SYP 1X4 MAY BE ATTACHED OVER PLYWOOD. SAME FASTENING AND PENETRATION INTO PLYWOOD SUBSTRATE 3/8"**



**REQUEST FOR PROPOSALS**  
**RFB NO. 25-04-REC**  
**BATTING CAGE AT MORGAN SPORTS CENTER**

**SUBMITTAL REQUIREMENTS CHECKLIST**

Note: if any of the required documentation is not provided, the submittal will be deemed to be incomplete/non-responsive and will not be considered. Provide documentation in the following order.

| ITEMS REQUIRED |                                  | DESCRIPTION OF ITEM REQUIRED                                                                | *Verify Document is attached by checking the box |
|----------------|----------------------------------|---------------------------------------------------------------------------------------------|--------------------------------------------------|
| 1              | Submittal Requirements Checklist | This form                                                                                   | <input checked="" type="checkbox"/>              |
| 2              | Cover Sheet                      | Must include RFB NO. #25-04-REC<br>BATTING CAGE AT MORGAN SPORTS CENTER                     | <input checked="" type="checkbox"/>              |
| 3              | Table of Contents                |                                                                                             | <input checked="" type="checkbox"/>              |
| 4              | Transmittal Letter               | See 7.4.c.                                                                                  | <input checked="" type="checkbox"/>              |
| 5              | Form NO. 1                       | Bidder Qualification Statement                                                              | <input checked="" type="checkbox"/>              |
| 6              | Form NO. 2                       | Public Entity Crime Form                                                                    | <input checked="" type="checkbox"/>              |
| 7              | Form NO. 3                       | Drug Free Workplace Certification Form                                                      | <input checked="" type="checkbox"/>              |
| 8              | Form NO. 4                       | Bid Bond Form                                                                               | <input checked="" type="checkbox"/>              |
| 9              | Form NO. 5                       | Anti-Human Trafficking Affidavit                                                            | <input checked="" type="checkbox"/>              |
| 10             | Form NO. 6                       | Anti-Collusion Statement                                                                    | <input checked="" type="checkbox"/>              |
| 11             | Proof of Insurance               | See 4.3 Insurance Requirements                                                              | <input checked="" type="checkbox"/>              |
| 12             | Addenda Acknowledgement Form     |                                                                                             | <input checked="" type="checkbox"/>              |
| 13             | Price Proposal Sheet             |                                                                                             | <input checked="" type="checkbox"/>              |
| 14             | W-9                              |                                                                                             | <input checked="" type="checkbox"/>              |
| 15             | Copies of the Proposal           | One printed copy of the proposal and one digital copy provided on a USB Drive (.pdf format) | <input checked="" type="checkbox"/>              |

\*If any boxes are left unchecked bid is considered unresponsive.

| ITEMS REQUIRED |                                       | DESCRIPTION OF ITEM REQUIRED                                                                                                                                                | *Verify Document is attached by checking the box |
|----------------|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| 1              | Proof of Licensing and Certifications | Florida State Certified or Florida State Registered Contractor. Must provide all applicable contractor licenses (See 4.2 License Requirements, for General and/or Building) | <input checked="" type="checkbox"/>              |
| 2              |                                       |                                                                                                                                                                             |                                                  |

**RFB NO. 25-04-REC  
ATTACHMENT NO. 1  
BIDDER QUALIFICATION STATEMENT**

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

SUBMITTED TO: City of Destin  
CITY CLERK'S OFFICE  
4200 Indian Bayou Trail  
Destin, Florida 32541  
Telephone: (850) 837-4242

Check One

Submitted By:

☐ Corporation

Name: Complete Site Source, LLC

☐ Partnership

Address: 212 Lakeside Ln.

☒ Individual

City, State, Zip: Mary Esther, FL 32569

☐ Other

Telephone No.: 850-572-6907

Email: Completesitesource@gmail.com

1. State the true, exact, correct and complete name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the bidder is:

Complete Site Source, LLC

The address of the principal place of business is:

212 Lakeside Ln.

Mary Esther, FL 32541

2. If bidder is a corporation, answer the following:

a. Date of Incorporation: \_\_\_\_\_

b. State of Incorporation: \_\_\_\_\_

c. President's name: \_\_\_\_\_

d. Vice President's name: \_\_\_\_\_



- e. Secretary's name: \_\_\_\_\_
- f. Treasurer's name: \_\_\_\_\_
- g. Name and address of Resident Agent: \_\_\_\_\_
3. If bidder is an individual or a partnership, answer the following:
- a. Date of organization: 9-5-19
- b. Name, address and ownership units of all partners:
- Don Livingston
- 212 Lakeside Ln.
- Mary Esther, FL 32569
- c. State whether general or limited partnership: \_\_\_\_\_
4. If bidder is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
5. If bidder is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.
- \_\_\_\_\_
6. How many years has your organization been in business under its present business name?
- 6 yrs
- a. Under what other former names has your organization operated?
- \_\_\_\_\_
- \_\_\_\_\_

7. Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this Bid. Please attach certificate of competency and/or state registration.

Complete Site Source, LLC - L19000224980

Josh Livingston - Contractor - CBC1264507

8. Have you ever failed to complete any work awarded to you? If so, state when, where and why:

NO

9. List the pertinent experience of the key individuals of your organization (continue on insert sheet, if necessary)

Don Livingston - Owner

Josh Livingston - Contractor

Joe Livingston - Foreman

10. State the name of the individual who will have personal supervision of the work:

Josh Livingston

11. State the name and address of attorney, if any, for the business of the bidder:

12. State the names and addresses of all businesses and/or individuals who own an interest of more than five percent (5%) of the bidder's business and indicate the percentage owned of each such business and/or individual:

Don Livingston - Owner 100%

212 Lakeside Ln. Mary Esther, FL 32569



13. State the names, addresses, and the type of business of all firms that are partially or wholly owned by bidder:

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14. Average Annual Revenue of the bidder for the last three years as follows:

|    |                               | <u>Revenue</u> |
|----|-------------------------------|----------------|
| a. | Government Related Work       | 2 million      |
| b. | Non-Governmental Related Work | 2.5 million    |
| c. | <b>Total of a. and b.</b>     | 4.5 million    |

**Revenue Index Number**

|     |                                        |
|-----|----------------------------------------|
| 1.  | Less than \$100,000                    |
| 2.  | \$100,000 to less than \$250,000       |
| 3.  | \$250,000 to less than \$500,000       |
| 4.  | \$500,000 to less than \$1 million     |
| 5.  | \$1 million to less than \$2 million   |
| 6.  | \$2 million to less than \$5 million   |
| 7.  | \$5 million to less than \$10 million  |
| 8.  | \$10 million to less than \$25 million |
| 9.  | \$25 million to less than \$50 million |
| 10. | \$50 million or greater                |

15. Bank References:

| Bank                      | Address                       | Telephone |
|---------------------------|-------------------------------|-----------|
| Navy Federal Credit Union | 251 Mary Esther Blvd. Ste. C1 |           |
|                           | Mary Esther, FL 32569         |           |
|                           | 888-842-6328                  |           |

16. What will be your turnaround time for written responses to City inquiries?

~~1~~ Same day

17. List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the bidder, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description, the disposition of each such petition.

Ø

18. List all claims, arbitrations, administrative hearings and lawsuits brought by or against the bidder or its predecessor organization(s) during the last five (5) years. The list shall include all case names, case arbitration or hearing identification numbers, the name of the project which the dispute arose, and a description of the subject matter of the dispute.

Ø

19. List and describe all criminal proceedings or hearings concerning business related offenses to which the bidder, its principals or officers or predecessors' organization(s) were defendants.

Ø



20. Conflict of Interest Disclosure

Each proposal is subject to the provisions of Florida Statutes, Chapter 112, providing that all bidders must disclose with the RFB submittal the name of any officer, director, or agent who is also a public officer or an employee of the City of Destin. Further, all bidder must disclose the name of any City officer or employee who owns, directly or indirectly, an interest of five percent or more in the Bidding firm.

  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

21. Has the bidder, its principals, officers or predecessors' organization(s) been CONVICTED OF a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details.

NO

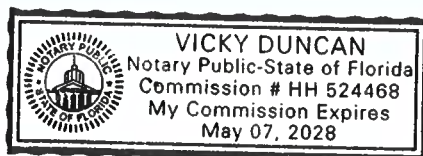
The bidder acknowledges and understands that the information contained in response to this qualification statement shall be relied upon by the City in awarding the contract and such information is warranted by bidder to be true. The discovery of any omission or misstatement that materially affects the bidder qualifications to perform under the contract shall cause the owner to reject the submittal, and if after the award, to cancel and terminate the award and/or contract.

(Signed) [Signature]  
(Title) Contractor

Subscribed and sworn to before me

This 20 day of May, 2025

[Signature]  
Notary Public (Signature)



My Commission Expires: May 7, 2028

END OF SECTION



**RFB NO. 0125-04-REC  
ATTACHMENT NO. 2  
PUBLIC ENTITY CRIMES STATEMENT**

SWORN STATEMENT UNDER SECTION 287.133 (3) (A)

FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

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

1. This sworn statement is submitted with Bid, Proposal or Contract Batting Cage  
At Morgan Sports Center RFB 25-04-REC
2. This sworn statement is submitted by Complete Site Source, LLC whose  
business address is 212 Lakeside Ln. Mary Esther, FL 32569

and (if applicable) Federal Employer Identification Number (FEIN) is 90-2225976 If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:

3. My name is Josh Livingston and my relationship to the  
entity named above is Contractor

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

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

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

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

A person who was knowingly convicted of a public entity crime, in Florida during the preceding 36 months shall be considered an affiliate.

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

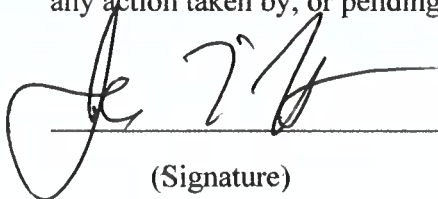
8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)

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

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

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

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

  
(Signature)

Date: 5-20-25

STATE OF FLORIDA  
COUNTY OF Okaloosa

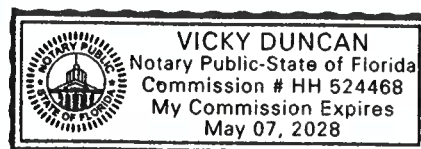
PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed his/her signature at the space provided above on this 20 day of May, 2025, and is personally known to me, or has provided as identification.

  
Notary Public

My Commission expires:

May 7, 2028

END OF SECTION





**RFB NO. 24-02-REC  
ATTACHMENT NO. 3  
DRUG-FREE WORKPLACE CERTIFICATION**

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

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

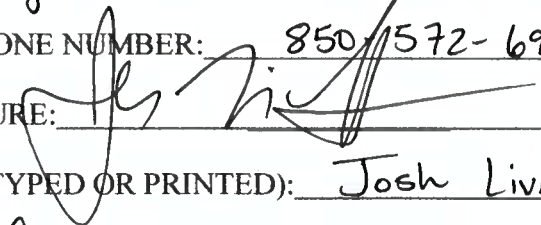
As the person authorized to sign this statement, I certify that this firm complies fully with the above drug-free workplace requirements.

COMPANY: Complete Site Source, LLC

ADDRESS: 212 Lakeside Ln.

CITY: Mary Esther STATE: FL ZIP CODE: 32541

TELEPHONE NUMBER: 850/572-6907

SIGNATURE:  DATE: 5-22-25

NAME (TYPED OR PRINTED): Josh Livingston

TITLE: Contractor

END OF SECTION

**RFB NO. 0125-04-REC  
ATTACHMENT NO. 4  
BID BOND**

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

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

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

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ add email

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME (TYPED OR PRINTED): \_\_\_\_\_

TITLE: \_\_\_\_\_

END OF SECTION



## BID BOND SECTION

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, as B Principal, and as Surety, are hereby held and firmly bound unto the **City of Destin, Florida** as Owner in the sum of, (five percent (5%) of the Contract Bid) \_\_\_\_\_ for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns to pay Owner upon default of Bidder the sum set forth on the face of this Bond.

Signed, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

The condition of the obligation is such that whereas the Principal has submitted to **City of Destin, Florida** a certain Bid, attached hereto and hereby made a part hereof, to enter into a contract in writing, for the **RFB NO. 25-04-REC, BATTING CAGE AT MORGAN SPORTS CENTER.**

NOW THEREFORE,

1. Default of the Bidder shall occur upon the failure of the Bidder to deliver within the time required by the Bidding Documents, the executed Agreement required by the Bidding Documents, and any performance and payment bonds required by the Bidding and Contract Documents.
2. This obligation shall be null and void if:
  - Owner accepts Bidder's bid, and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents and Contract Documents, or
  - All bids are rejected by Owner, or
  - Owner fails to issue a notice of award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by paragraph 5 hereof) if any time is specified.
3. Payment under this Bond will be due and payable upon default of Bidder and within thirty (30) calendar days after receipt of Bidder and Surety of written notice of default from Owner which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
4. Surety waives notice of any and all defenses based on or arising out of any time extension to issue notice of award agreed to in writing by Owner and Bidder, provided that the time for issuing notice of award including extensions shall not in the aggregate exceed one hundred twenty (120) days from Bid Due without Surety's written consent.
5. No suit or action shall be commenced under this Bond prior to thirty (30) calendar days after the notice of default required in paragraph 3 above is received by Bidder and Surety, and in no case later than one year after Bid Due Date.
6. Any suit or action under this Bond shall be commenced only in a state court of competent jurisdiction located in the state in which the Project is located.

7. Notice required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the part concerned.
8. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent or representative who executed this Bond on behalf of Surety to execute, seal and deliver such Bond and bind the Surety thereby.
9. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of the Bond conflicts with any applicable provision of any applicable statute, then the provision of said statute shall govern and the remainder of the Bond that is not in conflict therewith shall continue in full force and effect.
10. The term "bid" as used herein includes a bid, offer or proposal as applicable.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Principal (Print Full Name):

Surety (Print Full Name):

\_\_\_\_\_

\_\_\_\_\_  
(Seal) Surety's Name and Corporate Seal

By: \_\_\_\_\_ (L.S.) By: \_\_\_\_\_

Signature (attach power of attorney)

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

Signature and Title

Signature and Title

IMPORTANT - Surety companies executing bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Florida. See Article 5 of the General Conditions as amended by Supplementary Conditions.

END OF SECTION



**RFB NO. 25-04-REC  
ATTACHMENT NO. 5  
ANTI-HUMAN TRAFFICKING AFFIDAVIT**

***DIRECTIONS:*** All nongovernmental entities that are or potentially will be contracting, renewing or extending contracts with the City of Destin must have an officer or representative fully execute this affidavit. Note, this is a mandatory requirement of s 787.06(13), Florida Statutes effective July 1, 2024.

I Josh Livingston (insert name) as Contractor (insert title)  
on behalf of Complete Site Source, LLC (insert entity name) under penalty of perjury  
hereby attest as follows:

1. I am over 21 years of age and have personal knowledge of the matters set forth in this affidavit.
2. Complete Site Source, LLC (insert entity name) does not use coercion for labor or services as defined in s. 787.06(2)(a), Florida Statutes.
3. More particularly, Complete Site Source, LLC (insert entity name) does not participate in any of the following actions:
  - a. Using or threatening to use physical force against any person;
  - b. Restraining, isolating or confining or threatening to restrain, isolate or confine any person without lawful authority and against her or his will;
  - c. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of the labor or services are not respectively limited and defined;
  - d. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
  - e. Causing or threatening to cause financial harm to any person;
  - f. Enticing or luring any person by fraud or deceit; or
  - g. Providing a controlled substance as outlined in Schedule I or Schedule II of s. 893.03, Florida Statutes to any person for the purpose of exploitation of that person.

FURTHER AFFIANT SAYETH NAUGHT.

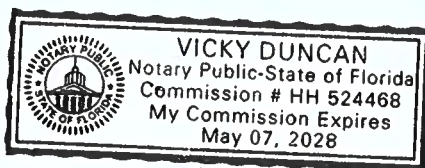
[Signature]  
Printed Name:  
Title:  
Nongovernmental entity:  
Date:

STATE OF Florida  
COUNTY OF Okaloosa

SWORN TO AND SUBSCRIBED before me ✓ in person or \_\_\_\_\_ remote notarization by  
Joshua Livingston as Contractor on behalf of  
Complete Site Service, who is personally known to me or who  
produced driver's license as identification this 20 day of  
May, 2025

[Signature]  
Notary Public

(Notary Seal)





**RFB NO. 25-04-REC  
ATTACHMENT NO. 6  
ANTI-COLLUSION STATEMENT**

**ANTI-COLLUSION STATEMENT:**

The below signed bidder has not divulged to, discussed, or compared their bid with other bidders and has not colluded with any other bidder or parties to bid whatsoever. No premiums, rebates, or gratuities permitted either with, prior to, or after any delivery of materials. Any such violation will result in, but is not limited to, the contract cancellation and removal from bid list(s).

Complete Site Source, LLC  
Bidder's Company Name

212 Lakeside Ln  
Address

Mary Esther, FL 32569  
City, State, ZIP

850-572-6907  
Phone #

90-2225976  
Federal ID # or SS #

  
Authorized Signature

Josh Livingston  
Authorized Signatory (Print Name)

Contractor  
Title

Complete Site Source@gmail.com  
Email

**RFB NO. 25-04-  
REC EXHIBITS**

**See documents posted on <https://www.cityofdestin.com/Bids.aspx>.**

**Exhibit A – Price Proposal Sheet**

**Exhibit B - Plan Sheets**

Bidder shall use paper copy provided on next page.

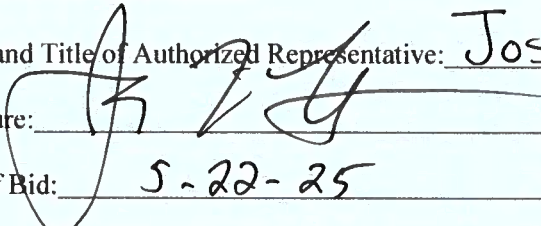


**PART III Certifications:**

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, and it is in all respects fair and without collusion and fraud.

**Signature and Certification:**

Name and Title of Authorized Representative: Josh Livingston  
(Print or Type)  
Signature:   
Date of Bid: 5-22-25

**Note: See RFB Section III, Bid Requirements, and attach 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 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 upon their Bid proposal or negotiation as may be necessary to meet grant funding or completion requirements.

**END OF BID FORM**



COMPSIT-01

ZDEARMAN

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/20/2025

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

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

| <b>PRODUCER</b><br>Hub International Gulf South<br>1311 Spring Street, Suite A<br>Gulfport, MS 39507 | <b>CONTACT NAME:</b><br><b>PHONE (A/C, No, Ext):</b> (228) 897-6700<br><b>FAX (A/C, No):</b> (228) 897-6711<br><b>E-MAIL ADDRESS:</b>                                                                                                                                                                                                                                                                                                                                                                                           |                               |  |        |             |                                           |  |             |                                       |       |             |                           |       |             |                        |       |             |  |  |             |  |  |
|------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--|--------|-------------|-------------------------------------------|--|-------------|---------------------------------------|-------|-------------|---------------------------|-------|-------------|------------------------|-------|-------------|--|--|-------------|--|--|
| <b>INSURED</b><br><br>Complete Site Source, LLC<br>212 Lakeside Lane<br>Mary Esther, FL 32569        | <table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A :</td><td>Great American Insurance Company - Canada</td><td></td></tr><tr><td>INSURER B :</td><td>American Interstate Insurance Company</td><td>31895</td></tr><tr><td>INSURER C :</td><td>Federal Insurance Company</td><td>20281</td></tr><tr><td>INSURER D :</td><td>Century Surety Company</td><td>36951</td></tr><tr><td>INSURER E :</td><td></td><td></td></tr><tr><td>INSURER F :</td><td></td><td></td></tr></table> | INSURER(S) AFFORDING COVERAGE |  | NAIC # | INSURER A : | Great American Insurance Company - Canada |  | INSURER B : | American Interstate Insurance Company | 31895 | INSURER C : | Federal Insurance Company | 20281 | INSURER D : | Century Surety Company | 36951 | INSURER E : |  |  | INSURER F : |  |  |
| INSURER(S) AFFORDING COVERAGE                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | NAIC #                        |  |        |             |                                           |  |             |                                       |       |             |                           |       |             |                        |       |             |  |  |             |  |  |
| INSURER A :                                                                                          | Great American Insurance Company - Canada                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                               |  |        |             |                                           |  |             |                                       |       |             |                           |       |             |                        |       |             |  |  |             |  |  |
| INSURER B :                                                                                          | American Interstate Insurance Company                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 31895                         |  |        |             |                                           |  |             |                                       |       |             |                           |       |             |                        |       |             |  |  |             |  |  |
| INSURER C :                                                                                          | Federal Insurance Company                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 20281                         |  |        |             |                                           |  |             |                                       |       |             |                           |       |             |                        |       |             |  |  |             |  |  |
| INSURER D :                                                                                          | Century Surety Company                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 36951                         |  |        |             |                                           |  |             |                                       |       |             |                           |       |             |                        |       |             |  |  |             |  |  |
| INSURER E :                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                               |  |        |             |                                           |  |             |                                       |       |             |                           |       |             |                        |       |             |  |  |             |  |  |
| INSURER F :                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                               |  |        |             |                                           |  |             |                                       |       |             |                           |       |             |                        |       |             |  |  |             |  |  |

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

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

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                  | ADDL INSD | SUBR WVD | POLICY NUMBER    | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                                                   |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|------------------|-------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC<br>OTHER: |           |          | OML512612501     | 6/1/2024                | 6/1/2025                | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000<br>LIMITED POLL MA \$ 1,000,000 |
|          | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY<br><input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS ONLY<br><input type="checkbox"/> NON-OWNED AUTOS ONLY                                                                                        |           |          |                  |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                                                                                                    |
|          | <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR<br><b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE<br>DED RETENTION \$                                                                                                                                                                                 |           |          |                  |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$<br>\$                                                                                                                                                                                                                                 |
| B        | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                      | Y/N       | N/A      | AVWCFL3272642025 | 5/1/2025                | 5/1/2026                | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/><br>E.L. EACH ACCIDENT \$ 1,000,000<br>E.L. DISEASE - EA EMPLOYEE \$ 1,000,000<br>E.L. DISEASE - POLICY LIMIT \$ 1,000,000                                                                           |
| C        | <b>Commercial Inland Ma</b>                                                                                                                                                                                                                                                                                        |           |          | 4547-19-56       | 10/1/2024               | 10/1/2025               | Scheduled Equipment \$ 671,505                                                                                                                                                                                                                                           |
| D        | <b>Marine - Hull</b>                                                                                                                                                                                                                                                                                               |           |          | CCP1214779       | 5/1/2024                | 5/1/2025                | P&I 1,000,000                                                                                                                                                                                                                                                            |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
General Liability and Workers Compensation evidenced on this certificate include Maritime Liability Coverage.

## CERTIFICATE HOLDER

## CANCELLATION

The City of Destin  
4200 Indian Bayou Trail  
Destin, FL 32541

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

AUTHORIZED REPRESENTATIVE



## **ADDENDUM NO. 1**

### **CITY OF DESTIN, FLORIDA REQUEST FOR QUALIFICATIONS RFB NO. 25-04-REC DESTIN MORGAN SPORTS CENTER BATTING CAGES**

**MAY 12, 2025**

To All Potential Proposers:

This addendum modifies the previously issued RFB and is hereby made a part of the proposal documents. Per the RFB, proposer shall acknowledge receipt of any and all addenda; and shall include this acknowledgement receipt in their submittal. Failure to do so may subject the proposer to disqualification.

The following items shall become a part of the proposal for the above-referenced project.

The City received the questions from a potential bidders with respect to the City's RFB NO. 25-04-REC. As per the City's standard practice, the City is furnishing the responses below to these questions.

1. The contractor should determine best method for delivery and installation of materials required, including concrete.
2. Yes, the general contractor will be responsible for pulling permits at their cost.
3. Contract duration will be 90 days from NTP
4. Start date will be mid-July or later
5. Liquidated damages will be \$250 a day
6. No bid bond is required
7. A performance and payment bond will be required
8. Total budget is approximately \$85,000
9. Engineer's estimate is approximately \$82,400
10. Construction area will be closed to the public
11. Contractor is responsible for fencing/barriers needed to secure the site
12. Laydown site can be coordinated with the city and will be at Morgan Sports Center property
13. Plan set provided is all that we have available
14. No specific type of netting is required, black, no bigger than 1 ¾" mesh, #62 gauge minimum, provide specs with quote (project description sheet)
15. Contractor responsible for demolition of any existing structure and removal of debris from the site
16. Contractor is responsible for restabilizing the permanent grassing
17. No protective measures are required
18. Artificial turf - Face weight 34 oz. – Yarn Type: Poly – height ½" – Backing 5mm. Contractor to submit a product specification. (product description sheet) With a quote.
19. Sidewalk repair noted in item 2.9 is referring to the area north of the proposed maintenance facility, where utility connections are proposed to be extended through the existing parking area, area called out on Sheet CO2 of the plan set
20. Silt fence should be installed at property boundaries or down gradient areas to ensure sedimentation is contained on the project site.
21. Unit price to repair irrigation damaged during construction.
22. Unit price to replace sodding if damaged during construction

23. See attached soils information for the site. It is anticipated groundwater will be deeper than 80 inches from the existing grade
24. See attached cord reel info, power requirement will be 30 amp circuit

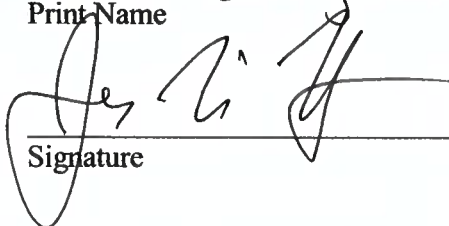
The bid opening date for RFB 25-04-REC remains May 22, 2025 at 2:00 P.M. (CST)

**END OF ADDENDUM NO. 1**

A copy of Addendum No. 1 signed and acknowledged shall precede the mandatory information required in the subject RFB.

Receipt of Addendum No. 1 is hereby acknowledged:

Josh Livingston  
Print Name

  
Signature

5-20-25  
Date



# Price Sheet

| <b>EXHIBIT A - BID PROPOSAL FORM</b><br><b>PRICE PROPOSAL SHEET</b><br>Destin, FL<br>RFB NO. 25-04-REC, Morgan's Batting Cage                                                                                                                                                                                                                                                                                              |      |                                                           |                                                                          |             |                   | Pg 1 of 1 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------|--------------------------------------------------------------------------|-------------|-------------------|-----------|
| <b>BIDDER NAME:</b>                                                                                                                                                                                                                                                                                                                                                                                                        |      | Complete Site Source LLC<br>Josh Livingston<br>CBC1264507 |                                                                          |             |                   |           |
| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                   | Unit | Amt                                                       | Description                                                              | Unit Price  | Total Price       |           |
| <b>SECTION 1 - GRADING</b>                                                                                                                                                                                                                                                                                                                                                                                                 |      |                                                           |                                                                          |             |                   |           |
| 1.1                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   | 1                                                         | Mobilization / Demobilization including City Permits                     | \$ 3700.00  | \$ 3700.00        |           |
| 1.2                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   | 1                                                         | Demolition of the existing Batting Cage                                  | \$ 900.00   | \$ 900.00         |           |
| 1.3                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   | 1                                                         | Debris removal of the existing batting cage to the landfill.             | \$ 900.00   | \$ 900.00         |           |
| 1.4                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   | 1                                                         | Construction Area Safety Fencing                                         | \$ 450.00   | \$ 450.00         |           |
| 1.5                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   | 1                                                         | Construction Staking                                                     | \$ 200.00   | \$ 200.00         |           |
| <b>SECTION 2 - SITE IMPROVEMENTS</b>                                                                                                                                                                                                                                                                                                                                                                                       |      |                                                           |                                                                          |             |                   |           |
| 2.1                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   | 1                                                         | Batting Cage Structure - S100, S101, S102, S103 and A101, A201           | \$ 74800.00 | \$ 74800.00       |           |
| 2.2                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   | 2                                                         | Batting Cage Netting - Provided and Installed by GC                      | \$ 8562.63  | \$ 8562.63        |           |
| 2.3                                                                                                                                                                                                                                                                                                                                                                                                                        | SY   | 218                                                       | Green Artificial Turf - Provided and Installed by GC                     | \$ 7,392.43 | \$ 7,392.43       |           |
| 2.4                                                                                                                                                                                                                                                                                                                                                                                                                        | LF   | 140                                                       | Gutters-Downspouts, Splashblock for Batting Cage Roof - A101 & A201      | \$ 7,296.2  | \$ 7,296.2        |           |
| 2.5                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   | 12                                                        | Lighting Fixtures and Installation - E201                                | \$ 3700.00  | \$ 3700.00        |           |
| 2.6                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   | 4                                                         | Electrical Power Receptacle Fixtures and Installation - E201             | \$ 1400.00  | \$ 1400.00        |           |
| 2.7                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   | 1                                                         | Conduit runs and Pullboxes from the Concession Stand to new Batting Cage | \$ 10200.00 | \$ 10200.00       |           |
| 2.8                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   | 2                                                         | New Electrical Breakers in existing                                      | \$ 1800.00  | \$ 1800.00        |           |
| 2.9                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   | 1                                                         | Concrete Sidewalk Repair                                                 | \$ 1200.00  | \$ 1200.00        |           |
|                                                                                                                                                                                                                                                                                                                                                                                                                            |      |                                                           |                                                                          | \$          | \$                |           |
|                                                                                                                                                                                                                                                                                                                                                                                                                            |      |                                                           |                                                                          | \$          | \$                |           |
| <b>SECTION 3 - STORM DRAINAGE SYSTEM</b>                                                                                                                                                                                                                                                                                                                                                                                   |      |                                                           |                                                                          |             |                   |           |
| 3.1                                                                                                                                                                                                                                                                                                                                                                                                                        | LF   |                                                           | Silt Fence                                                               | \$ 400.00   | \$ 400.00         |           |
| 3.2                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   |                                                           | Existing Irrigation System Repair                                        | 2500.00     | 2500.00           |           |
| 3.3                                                                                                                                                                                                                                                                                                                                                                                                                        | SY   |                                                           | Replacement Damaged or Removed Sodding                                   | \$ 2500.00  | \$ 2500.00        |           |
| <b>SECTION 4 - WATER &amp; SEWER SYSTEMS</b>                                                                                                                                                                                                                                                                                                                                                                               |      |                                                           |                                                                          |             |                   |           |
| 4.1                                                                                                                                                                                                                                                                                                                                                                                                                        | LF   |                                                           |                                                                          | \$          | \$                |           |
| 4.2                                                                                                                                                                                                                                                                                                                                                                                                                        | EA   |                                                           |                                                                          | \$          | \$                |           |
| 4.3                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   |                                                           |                                                                          | \$          | \$                |           |
| <b>SECTION 5 - MISCELLANEOUS</b>                                                                                                                                                                                                                                                                                                                                                                                           |      |                                                           |                                                                          |             |                   |           |
| 5.1                                                                                                                                                                                                                                                                                                                                                                                                                        | EA   |                                                           | As-Built Survey and Documentation per Permitting Process                 | \$ 1200.00  | \$ 1200.00        |           |
| 5.2                                                                                                                                                                                                                                                                                                                                                                                                                        | EA   |                                                           | Performance Bond                                                         | \$ 5200.00  | \$ 5200.00        |           |
| 5.3                                                                                                                                                                                                                                                                                                                                                                                                                        | EA   |                                                           |                                                                          | \$          | \$                |           |
| <b>TOTAL BASE BID:</b>                                                                                                                                                                                                                                                                                                                                                                                                     |      |                                                           |                                                                          |             | \$ 134,301.26     |           |
| <small>The bidder further proposes that, in the event additions or deletions are made from the Drawings and Specifications for the proposed work, the total adjustments to Bid shall be computed based on the following Unit Prices for the following types of construction. The City reserves the right to delete these Unit Prices from the Contract if, in their opinion they are unbalanced or not reasonable.</small> |      |                                                           |                                                                          |             |                   |           |
| Item No.                                                                                                                                                                                                                                                                                                                                                                                                                   | Unit | Amt                                                       | Description                                                              | Unit Price  | Total Price       |           |
|                                                                                                                                                                                                                                                                                                                                                                                                                            |      |                                                           |                                                                          | \$          | \$                |           |
|                                                                                                                                                                                                                                                                                                                                                                                                                            |      |                                                           |                                                                          | \$          | \$                |           |
|                                                                                                                                                                                                                                                                                                                                                                                                                            |      |                                                           |                                                                          | \$          | \$                |           |
|                                                                                                                                                                                                                                                                                                                                                                                                                            |      |                                                           |                                                                          | \$          | \$                |           |
| <b>ALTERNATE BID ITEMS</b>                                                                                                                                                                                                                                                                                                                                                                                                 |      |                                                           |                                                                          |             |                   |           |
| 2.2                                                                                                                                                                                                                                                                                                                                                                                                                        | LS   | 1                                                         | Recommended .42 Netting                                                  | \$ 2888.00  | \$ 2888.00        |           |
| 5.2                                                                                                                                                                                                                                                                                                                                                                                                                        | EA   |                                                           | Cashiers Check Performance Bond                                          | \$ 0.00     | \$ 0.00           |           |
|                                                                                                                                                                                                                                                                                                                                                                                                                            |      |                                                           |                                                                          | \$          | \$                |           |
| <b>TOTAL ALTERNATE BID ITEMS:</b>                                                                                                                                                                                                                                                                                                                                                                                          |      |                                                           |                                                                          |             | \$ LESS 10,874.63 |           |
| <b>NOTE 1: ALL ITEMS QUOTED MUST BE IN COMPLIANCE WITH THE SPECIFICATIONS. IF YOU ARE TAKING EXCEPTION, INDICATE THOSE EXCEPTIONS ON COMPANY LETTERHEAD AND ATTACH TO THIS INVITATION TO BID.</b>                                                                                                                                                                                                                          |      |                                                           |                                                                          |             |                   |           |
| <b>NOTE 2: CY = Cubic Yard; EA = Each; LF = Linear Feet; LS = Lump Sum; SY = Square Yard</b>                                                                                                                                                                                                                                                                                                                               |      |                                                           |                                                                          |             |                   |           |
| <b>RE-CHECK YOUR QUOTATIONS PRIOR TO SUBMISSION</b><br><b>BIDS MAY NOT BE CHANGED AFTER BEING OPENED.</b>                                                                                                                                                                                                                                                                                                                  |      |                                                           |                                                                          |             |                   |           |



## Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the  
requester. Do not  
send to the IRS.

Print or type.  
See Specific Instructions on page 1.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.<br><b>Don C Livingston III</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                              |
| 2. Business name/disregarded entity name, if different from above<br><b>Complete Life Source</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                              |
| 3. Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.<br><br><input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC<br><input type="checkbox"/> S Corporation<br><input type="checkbox"/> C Corporation<br><input type="checkbox"/> Partnership<br><input type="checkbox"/> Trust/estate<br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) <b>P</b><br><small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small><br><input type="checkbox"/> Other (see instructions) <b>P</b> | 4. Exemptions (codes apply only to certain entities; not individuals; see instructions on page 3).<br><br>Exempt payee code (if any) _____<br><br>Exemption from FATCA reporting code (if any) _____<br><br><small>(Applies to accounts maintained outside the U.S.)</small> |
| 5. Address (number, street, and apt. or suite no.) See instructions.<br><b>212 Lakeside Ln</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Requester's name and address (optional)                                                                                                                                                                                                                                      |
| 6. City, state, and ZIP code<br><b>Mary Esther FL 32569</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                              |
| 7. List account number(s) here (optional)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                              |

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

|                                |   |   |   |   |   |   |   |   |   |
|--------------------------------|---|---|---|---|---|---|---|---|---|
| Social security number         |   |   |   |   |   |   |   |   |   |
|                                |   |   |   | - |   |   | - |   |   |
| OR                             |   |   |   |   |   |   |   |   |   |
| Employer identification number |   |   |   |   |   |   |   |   |   |
| 9                              | 0 | - | 2 | 2 | 2 | 5 | 9 | 7 | 6 |

### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
  - I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
  - I am a U.S. citizen or other U.S. person (defined below); and
  - The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.
- Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person

Date **1-1-25**

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/formw9](http://www.irs.gov/formw9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.



# Contractor License



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**CONSTRUCTION INDUSTRY LICENSING BOARD**

THE BUILDING CONTRACTOR HEREIN IS CERTIFIED UNDER THE  
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

**LIVINGSTON, JOSHUA MICHAEL**

COMPLETE SITE SOURCE LLC  
212 LAKESIDE LANE  
MARY ESTHER, FL 32569

**LICENSE NUMBER: CBC1264507**

**EXPIRATION DATE: AUGUST 31, 2026**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)

ISSUED: 11/05/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



**CITY OF DESTIN, FLORIDA**

**REQUEST FOR BIDS  
RFB 25-04-REC**

**BATTING CAGE AT MORGAN SPORTS CENTER**



City of Destin, Florida  
April 24, 2025

*Larry Jones by SB*

Larry Jones, City Manager  
Phone (850) 837-4242  
4200 Indian Bayou Trail  
Destin, Florida 32541



**REQUEST FOR PROPOSALS**  
**RFB NO. 25-04-REC**  
**BATTING CAGE AT MORGAN SPORTS CENTER**

**CITY OF DESTIN, FLORIDA**

The City of Destin, Florida, is currently receiving sealed competitive Bids for the completion of all site work associated with the construction, a concrete slab, structure and roof of the batting cage, flooring, and netting to include providing electrical power from existing electrical box and lighting as shown in the plans and specifications. The site work shall include repair of existing concrete, minor grading, irrigation modification, and sodding. The contractor must have the ability to obtain city permits required to complete this project. Other deliverables will include a foundation survey and a final as built survey and the maintenance/warranty paperwork.

To bid on this project you must be placed on the Plan Holders List. In order to be on the Plan Holder's list, you must first request and obtain the Bid documents (containing the full specifications and requirements) by emailing the City Clerk's Office at [cityclerk@cityofdestin.com](mailto:cityclerk@cityofdestin.com). Please include "RFB NO. 25-04-REC, BATTING CAGE AT MORGAN SPORTS CENTER" in the subject line of the email. The bid documents can also be obtained from the City Clerk's Office at the City of Destin, 4200 Indian Bayou Trail, Destin, Florida 32541.

Proposal submissions must be received by the City Clerk's Office at the City of Destin, 4200 Indian Bayou Trail, Destin, Florida 32541, in a sealed envelope clearly marked "**RFB NO. 25-04-REC, BATTING CAGE AT MORGAN SPORTS CENTER**", **along with the name, return address and telephone number of the submitter, no later than 2:00 p.m. CT, on May 22, 2025** at which time they will be opened. When deemed to be in the City's best interest:

1. The city reserves the right to reject any and all submittals or portions thereof.,
2. to waive minor defects and informalities in the process.
3. to accept the Bid(s).
4. Take any other action.

Larry Jones  
City Manager

**REQUEST FOR PROPOSALS**  
**RFB NO. 25-04-REC**  
**BATTING CAGE AT MORGAN SPORTS CENTER**

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**REQUEST FOR PROPOSALS**  
**RFB NO. 25-04-REC**  
**BATTING CAGE AT MORGAN SPORTS CENTER**

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**REQUEST FOR PROPOSALS**  
**RFB NO. 25-04-REC**  
**BATTING CAGE AT MORGAN SPORTS CENTER**

**SUBMITTAL REQUIREMENTS CHECKLIST**

Note: if any of the required documentation is not provided, the submittal will be deemed to be incomplete/non-responsive and will not be considered. Provide documentation in the following order.

| ITEMS REQUIRED |                                  | DESCRIPTION OF ITEM REQUIRED                                                                              | *Verify Document is attached by checking the box |
|----------------|----------------------------------|-----------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| 1              | Submittal Requirements Checklist | This form                                                                                                 | <input type="checkbox"/>                         |
| 2              | Cover Sheet                      | Must include RFB NO. #25-04-REC<br>BATTING CAGE AT MORGAN SPORTS CENTER                                   | <input type="checkbox"/>                         |
| 3              | Table of Contents                |                                                                                                           | <input type="checkbox"/>                         |
| 4              | Transmittal Letter               | See 7.4.c.                                                                                                | <input type="checkbox"/>                         |
| 5              | Form NO. 1                       | Bidder Qualification Statement                                                                            | <input type="checkbox"/>                         |
| 6              | Form NO. 2                       | Public Entity Crime Form                                                                                  | <input type="checkbox"/>                         |
| 7              | Form NO. 3                       | Drug Free Workplace Certification Form                                                                    | <input type="checkbox"/>                         |
| 8              | Form NO. 4                       | Bid Bond Form                                                                                             | <input type="checkbox"/>                         |
| 9              | Form NO. 5                       | Anti-Human Trafficking Affidavit                                                                          | <input type="checkbox"/>                         |
| 10             | Form NO. 6                       | Anti-Collusion Statement                                                                                  | <input type="checkbox"/>                         |
| 11             | Proof of Insurance               | See 4.3 Insurance Requirements                                                                            | <input type="checkbox"/>                         |
| 12             | Addenda Acknowledgement Form     |                                                                                                           | <input type="checkbox"/>                         |
| 13             | Price Proposal Sheet             |                                                                                                           | <input type="checkbox"/>                         |
| 14             | W-9                              |                                                                                                           | <input type="checkbox"/>                         |
| 15             | Copies of the Proposal           | <u>One</u> printed copy of the proposal and <u>one</u> digital copy provided on a USB Drive (.pdf format) | <input type="checkbox"/>                         |

\*If any boxes are left unchecked bid is considered unresponsive.

| ITEMS REQUIRED |                                       | DESCRIPTION OF ITEM REQUIRED                                                                                                                                                | *Verify Document is attached by checking the box |
|----------------|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| 1              | Proof of Licensing and Certifications | Florida State Certified or Florida State Registered Contractor. Must provide all applicable contractor licenses (See 4.2 License Requirements, for General and/or Building) | <input type="checkbox"/>                         |
| 2              |                                       |                                                                                                                                                                             |                                                  |



**REQUEST FOR PROPOSALS**  
**RFB NO. 25-04-REC**  
**BATTING CAGE AT MORGAN SPORTS CENTER**

## **INTRODUCTION**

The City of Destin is issuing a Request for Bids (RFB) to secure proposals from qualified contractors for the completion of all site work associated with the construction, a concrete slab, structure and roof of the batting cage, flooring, and netting to include providing electrical power from existing electrical box and lighting as shown in the plans and specifications. The site work shall include repair of existing concrete, minor grading, irrigation modification, and sodding. The contractor must have the ability to obtain city permits required to complete this project. Other deliverables will include a foundation survey and a final as built survey and the maintenance/warranty paperwork.

It is the bidder's responsibility to read and understand the requirements of this REQUEST FOR BIDS. Bidders are required to state exactly what they intend to furnish the City of Destin via this solicitation in order to be deemed responsive and must indicate any variances to the terms, conditions and specifications of this proposal, no matter how slight. If variations are not stated in the proposal, it shall be construed that the proposal fully complies with all conditions identified in this proposal.

Before submitting a proposal, each bidder will, at bidder's own expenses, make or obtain any additional examinations, investigations and studies, and obtain any additional information and data that may affect costs, permitting, progress, performance of furnishing of the project and that the bidder's deems necessary to determine its proposal.

Bidder will examine all documents included in this RFB carefully and shall make a written request to the City's authorized representative ([cityclerk@cityofdestin.com](mailto:cityclerk@cityofdestin.com)) for information, interpretation or correction of any ambiguity, inconsistently, or error herein.

Any interpretation or correction will be issued by the City as an addendum to the RFB. Only a written interpretation or correction by addendum shall be binding. Bidders are cautioned against relying upon any interpretation or correction given by any other method.

The submission of a proposal shall not be deemed an agreement between the bidder and the City. The proposal is a contractual offer by the bidder to perform services in accordance with the proposal. The City shall not be obligated to respond to any proposal submitted nor be bound in any manner by the submission of a proposal.

## **1.0 INSTRUCTION TO RESPONDENTS**

- A. The City of Destin will accept RFB responses until May 22, 2025, no later than 2:00 p.m. (CT) at City Clerk's Office located at City Hall, 4200 Indian Bayou Trail Destin FL.

**REQUEST FOR PROPOSALS**  
**RFB NO. 25-04-REC**  
**BATTING CAGE AT MORGAN SPORTS CENTER**

32541, to provide the City with Qualified Respondents for RFB NO. 25-04-REC, BATTING CAGE AT MORGAN SPORTS CENTER.

- B. Any responses received after the above stated time and date will NOT be considered. It shall be the sole responsibility of the bidder to have their RFB submittal delivered to City Clerk's Office for receipt on or before the above stated time and date. RFB responses which arrive after the above stated deadline as a result of delay by the mail service shall not be considered, and arrangements shall be made for their return at the bidder's request and expense. The City reserves the right to consider submittals that have been determined by the City to be received late due solely to mishandling by the City after receipt of the RFB and prior to the award being made.
- C. All responses will be publicly opened and recorded for acknowledgement of receipt in the City Hall Boardroom on **May 22, 2025, 2:00 p.m. (CT)**. All bidders or their representatives are invited to be present. The City Hall Boardroom is located at 4200 Indian Bayou Trail Destin, FL 32541.
- D. Any addendum(s) issued to this RFB, will be provided to Plan Holders. It shall be the responsibility of each Plan Holder or respondent, prior to submitting the RFB response, to contact the City Clerk's Office, at (850) 837-4242 to determine if any addendum(s) were issued and to complete any addendum acknowledgements as part of their RFB response.
- E. **One (1) printed original and one (1) digital copy (.pdf format, matching the original printed copy) on a USB Thumb Drive of the RFB responses shall be submitted in a sealed package clearly marked on the outside " RFB NO. 25-04-REC, BATTING CAGE AT MORGAN SPORTS CENTER " and addressed: City of Destin, City Clerk's Office, 4200 Indian Bayou Trail, Destin, FL 32541.**
- F. Complete and submit Bidder Qualification Statement Form herein as an attachment (*include attachment letter*).
- G. Submissions shall be portrait orientation, "8 1/2 X 11" where practical and double-sided.
- H. All expenses for making RFB submittals to the city are to be borne by the bidder.
- I. Responses shall be evaluated based on all information submitted and a ranked list and recommended bidders will be submitted to the City Council for consideration. Bidders may be required to provide a brief presentation at a City Council meeting.
- J. Each bidder, by submission of a proposal, acknowledges that in the event of any legal action challenging the award of the RFB; damages, if any, shall be limited to the actual cost of the preparation of the RFB.



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**K. Procurement Schedule**

| <b>Tasks</b>                             | <b>Date</b>             |
|------------------------------------------|-------------------------|
| RFB issued                               | April 24, 2025          |
| Mandatory Pre-Bid Meeting                | May 7, 2025 (City Hall) |
| Last day for questions to be submitted   | May 9, 2025             |
| Due Date/Bid Opening                     | May 22, 2025 at 2:00 CT |
| Tentative Date - Evaluation of Proposals | May 27 2025             |
| Tentative Date – City Council Meeting    | June 2, 2025            |
| Tentative Date- Execution of Contract    | June 16, 2025           |
| Tentative Date- Notice to Proceed        | June 17, 2025           |

**There will be a Mandatory Pre-Bid Meeting at 4200 Indian Bayou Trail (City Hall), Destin, FL 32541 May 7, 2025 at 10:00 am.**

**2.0 GENERAL CONDITIONS**

**2.1 Project Description**

The scope of work for this project will require the completion of all site work associated with the construction, a concrete slab, structure and roof of the batting cage, flooring, and netting to include providing electrical power from existing electrical box and lighting as shown in the plans and specifications. The site work shall include repair of existing concrete, minor grading, irrigation modification, and sodding. The contractor must have the ability to obtain city permits required to complete this project. Other deliverables will include a foundation survey and a final as built survey and the maintenance/warranty paperwork.

**2.2 Project Schedule**

Contractor shall reach substantial completion for all work thirty (30) days prior to final completion. The time stated for completion shall include final cleanup of the premises. Extensions of contract time for delays caused by the effects of inclement weather are justified only when rain or other inclement weather conditions or related adverse soil conditions prevent the Contractor from productively performing controlling items of work resulting in:

The Contractor being unable to work at least 50% of the normal workday on predetermined controlling work items; or

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The Contractor must make major repairs to work damaged by weather, providing the damage was not attributable to a failure to perform or neglect by the Contractor.

| <b>ESTIMATED PROJECT SCHEDULE</b> |                                        |
|-----------------------------------|----------------------------------------|
| <b>Tasks</b>                      | <b>Date</b>                            |
| Permitting                        | June 2025                              |
| Begin Construction                | June 2025                              |
| Substantial completion date       | 30 Days Prior to Complete Construction |
| Complete Construction             | September 30, 2025                     |

### **3.0 CONTRACTOR REQUIREMENTS**

City of Destin is seeking an independent Florida Licensed General Contractor (including all necessary independent subcontractors) with all applicable licenses for work on this project.

#### **3.1 Independent Contractor**

An Agreement resulting from this solicitation does not create an employee/employer relationship between the Parties. It is the intent of the Parties that the Bidder is an independent contractor under this Agreement and not the City's employee for any purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Worker's Compensation Act, and the State Unemployment Insurance law. The Bidder shall retain sole and absolute discretion in the judgment of the manner and means of carrying out Bidder's activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under any potential Agreement shall be those of Bidder, which policies of Bidder shall not conflict with City, State, or United States policies, rules or regulations relating to the use of Bidder's funds provided for herein. The Bidder agrees that it is a separate and independent enterprise from the City, that it had full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. Any potential Agreement shall not be construed as creating any joint employment relationship between the Bidder and the City and the City will not be liable for any obligation incurred by Bidder, including but not limited to unpaid minimum wages and/or overtime premiums.

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### **3.2 License Requirements**

Provide all applicable contractor licenses: including license name, license numbers and contact information. Contractor must be Florida State Certified or Florida State Registered possessing an Okaloosa County Competency License <https://myokaloosa.com/gm/licensing>

Contractor must be registered with the City of Destin  
<https://www.cityofdestin.com/DocumentCenter/View/15273/Contractor-Registration-Instructions>

### **3.3 Insurance Requirements**

Respondent, contractor and/or sub-contractors (used interchangeably) shall, at its expense, procure and maintain at a minimum for the duration of the project and through the period as stated in the Construction Contract, the types and amounts of insurance described below or as otherwise requirement by state and federal law:

- a. Workers' Compensation and Employers Liability Insurance: Shall carry Workers' Compensation Insurance in accordance with the laws of the State of Florida and in the amounts sufficient to secure the benefits of the Florida Workmen's Compensation Law for all types of employees, including those of subcontractors. Any Florida State or County Licensed contractor who performs any type of marine construction work as defined in FAC 61G4015.033, must maintain applicable workers' and general liability insurance as required by state and federal law, including but not limited to the provisions of the Longshore and Harbor Workers' Compensation Act.
- b. General Liability Insurance: General Liability Insurance with a minimum liability insurance requirement of \$1,000,000 for combined single limit.
  - c. Respondent shall produce proof of insurance in the types and amounts required by the city, state, and federal regulations, including the foregoing and any additional coverages, including Automobile Liability and or Builder's Risk Insurance, as may be defined at the time of contract. The city shall be named as an additional insured party and all binders, policies or certificates of insurance shall include a provision that such insurance coverage shall not be cancelled or amended without at least thirty days' notice to the city. All coverage shall be with carriers doing business in the State of Florida. Carriers shall be A rated (or better) by AM Best Company. City reserves the right to modify its insurance requirements with 60 day notice.

### **3.4 Bonding Requirements**

- a. Bid Bond Security



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All bidders shall furnish with their bids a bid bond. Said bid bond shall be issued by a surety duly authorized to conduct business in the State of Florida and shall be in the amount of five percent (5%) of the total amount of the bid. Bid security is submitted as a guarantee that the Bidder, if awarded the Contract, will promptly execute such Contract in accordance with the Bid and in the manner and form required as defined by the Contract Documents. The Bidder must be named as the principal of the bond. Surety companies executing bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Florida. See Article 5 of the General Conditions as amended by Supplementary Conditions.

b. Performance and Payment Bond

The bidder to whom the Contract is awarded shall furnish to the City, without extra compensation, and shall maintain in effect throughout the life of the Contract, and for the duration of the period described in the bond, acceptable Performance and Payment bonds in sums at least equal to 100% of the full amount of the Contract, conditioned to indemnify and save harmless the City from and against any loss, damage, or expense ensuing from failure on the part of the Contractor to faithfully and properly perform the Contract or to promptly pay all its subcontractors, suppliers, materialmen or laborers for work completed on the Project.

The required forms for the performance and payment bonds are included in these Instructions. If within ten (10) calendar days after the acceptance of the bid, the successful bidder shall refuse or neglect to execute the contract and to furnish the required performance and payment bonds properly signed by the bidder and the surety or sureties satisfactorily to the owner, the bidder shall be deemed to be in default and the owner will retain the Bid Bond Security as liquidated damages, but not as a penalty. The owner reserves the option to accept the bid of any of the other bidder within ten (10) calendar days from default, in which case such acceptance shall have the same effect on such bidder as though he were the original, successful bidder.

### **3.5 Permitting Requirements**

Contractor is required to obtain all required permits prior to the start of construction.

- a. City of Destin Building Permit: "Commercial – New Structure"
- b. Any and all other applicable and/or required federal, state, and local permits

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**3.6 Codes and Standards**

All project work shall be done in accordance with all applicable Federal, State, and local codes and standards which include, 2023 Florida Building Codes, City Codes and Ordinances, Approved Development Order and Manufacturers Recommendations and Manufactures Signed Sealed Engineered installation instructions.

**5.0 CONSTRUCTION CONSIDERATIONS**

Project implementation for this scope of work under this RFB includes all labor, materials, equipment and services required for construction including any permitting, compliance with all federal, state and local codes and construction of the project. All construction shall be completed as indicated in the construction documents. All work shall meet City standards and be performed to the satisfaction of the City Engineer, Building Official or his/her designee. All materials and equipment shall be subject to inspection by the City prior to incorporation into the final work.

**5.1 Subcontractor(s)**

Unless otherwise stated in the contract documents or the bidding requirements, the contractor, as soon as practicable after award of the contract, shall furnish in writing to the City the names of persons or entities, including those who are to furnish materials or equipment fabricated to a special design, proposed for each principal portion of the Work. The City will promptly inform the bidder in writing whether it has reasonable objection to any such proposed person or entity. The City may consider the use of any subcontractor when evaluating whether a bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference.

**5.2 Notice to Proceed**

The City shall issue a signed Purchase Order and official Notice to Proceed for the services referenced in this RFB and resulting contract. The Notice to Proceed shall be sent via email. Under no circumstances shall the City be liable for any services rendered unless the written Notice to Proceed has been sent and received by the Contractor(s). The Contractor(s) must acknowledge receipt of the written Notice to Proceed.

The services shall commence upon written Notice to Proceed from the City, and the project shall be completed in accordance with the project schedule.

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**5.3 Changes in Scope of Work**

- a. "Change Order" shall be defined as a written instrument prepared by and signed by the City Manager and Bidder, stating the specific agreement upon all of the following: the change in the scope of work, including additional or extra work, the amount of the adjustment, if any, to the contract price, and the adjustment, if any, to the contract completion time. The City Manager's authority to authorize Change Orders is constrained by the City's Purchasing Policy and Manual.
- b. No claim for additional or extra work will be considered or paid by the City unless a request for a Change Order is first submitted in writing by the Bidder and authorized by the City as a Change Order.
- c. All change orders shall be considered a written addendum to the Contract.

**5.4 Site Preparation (as applicable)**

- a. Public Infrastructure and Accesses: Contractor will be responsible for any damages to publicly owned infrastructure to include sidewalks, curb and gutter, storm sewer inlets/grates, manholes, pipes, etc. Repair or replacement of these items will adhere to Florida Department of Transportation (FDOT), City of Destin, and Destin Water Users standards as applicable.
- b. Hours of Operation: Contractor will limit times of activity to 6am to 6pm Monday through Sunday, in accordance with the City's Noise Ordinance. No construction activity shall take place on federally recognized Holidays. City of Destin reserves the right to direct the contractor as to specific days when work will be allowed.
- c. Staging Area: Prepare a designated staging area for all construction materials and equipment associated with the construction work that is not accessible to the public, with a location agreed upon by the Parks and Recreation Director.

**5.5 Schedule for Delivery of Materials**

The successful respondent shall be responsible for receiving all materials delivered.

**5.6 Waste Disposal**

Contractor shall be responsible for disposal of all waste and debris.

**5.7 Site Utilities**

All site utilities (Electrical, Potable Water, Wastewater, and Storm Drainage/Stormwater) shall be maintained during the construction.



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**5.8 Material Data**

- a. United States-Produced Iron and Steel (s. 255.0993, Fla. Stat.) - Any iron or steel product permanently incorporated into the project must be produced in the United States

**5.9 Construction Administration & Management**

- a. Identify a Construction/ Quality Assurance Supervisor. Providing their name(s), qualifications including a minimum of five (5) years of experience on similar scope and magnitude projects.
- b. Construction/Quality Assurance Supervisor to provide construction coordination and is responsible for communicating with the City of Destin's Project Liaison, other contractors (as applicable); provides directives to sub-contractors and attends scheduled construction meetings on site, and review of all project billing.
  - If named individual is replaced during construction period, replacement will require approval of same or greater credentials and experience level initially proposed prior to replacements' start of work.
  - Named individual is to provide input to reports and meeting minutes with City of Destin, and other contractors.
  - Responsible for quality control of project and addressing areas that may affect the quality of the project's final product and identify inspection procedures to ensure poor quality issues do not occur.
  - Construction and Quality Assurance Supervisor shall be responsible for overall project construction quality control, inspection/field condition reports, weekly progress reports, project photographs, project schedule coordination, inspection scheduling, and schedule and attend biweekly construction progress meetings with City and other designees

**5.10 Warranty Submittal Requirements**

- a. For all major pieces of equipment, submit a warranty from the equipment manufacturer. The manufacturer's warranty period shall be concurrent with the Contractor's for one (1) year, unless otherwise specified, commencing at the time of final acceptance by the Owner.
- b. The City reserves the right to request warranties for equipment not classified as major. The Contractor shall still warrant equipment not considered to be "major" in the Contractor's one-year warranty period even though certificates of warranty may not be required.

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- c. In the event that the equipment manufacturer or supplier is unwilling to provide a one (1) year warranty commencing at the start of the Correction Period, the Contractor shall obtain from the manufacturer a two (2) year warranty commencing at the time of equipment delivery to the job site. This two (2) year warranty from the manufacturer shall not relieve the Contractor of the one (1) year warranty.
- ci. The City shall incur no labor or equipment cost during the guarantee period.
- cii. Guarantee shall cover all necessary labor, equipment and replacement parts resulting from faulty or inadequate equipment design, improper assembly or erection, defective workmanship and materials, leakage, breakage or other failure of all equipment and components furnished by the manufacturer.

## **6.0 EVALUATION OF RESPONSES**

### **6.1 Selection Process**

In general, the City will conduct the selection process in accordance with this Section and all applicable City purchasing policies and procedures.

### **6.2 Scoring**

The criteria to determine the lowest, best responsive, and responsible bidder, is listed numerically below by their relative order of importance.

| <b>EVALUATION CRITERIA</b>             | <b>Max<br/>POINTS</b> |
|----------------------------------------|-----------------------|
| Price Proposal (1-5 points) x2         | 10                    |
| Qualifications/Experience (1-5 points) | 5                     |
| Project Approach (1-5 points)          | 5                     |
| Past Performance (1-5 points)          | 5                     |
| <b>TOTAL</b>                           | <b>25</b>             |
|                                        |                       |

#### **Scoring Guidance**

- 5 points: Meets the requirement 100%.
- 4 points: Some minor gaps but substantially meet the requirements.
- 3 points: More moderate gaps and does not meet the requirements.
- 2 points: Only partially meets the requirements.
- 1 point: Does not meet the requirements at all.

### **6.3 Criteria Descriptions**

- a. Price Proposal
  - Costs will be evaluated based on the items outlined in the scope of work and price proposal submission requirements.

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- Are costs reasonable compared to the work performed? Are assumptions used in developing costs reasonable?
- Did bidder provide all the requested cost information?
- How competitive is the price proposal compared to the others received?

b. Qualifications and Experience

- Does the contractor have the experience necessary to carry out the specific work for this project? Does the contractor have experience with similar projects?
- Does the background and qualifications of individual key team members provide proven technical, operational, and managerial experience needed to handle the proposed project? Are the company structure and the relation of the project team clearly shown?
- Do financial qualifications clearly demonstrate financial stability of the company?

c. Project Approach and Performance Differentiators

- Does the submittal include detailed information that demonstrates the bidder's understanding of the scope of work and how they intend to meet the objectives of the project?
- Does submittal demonstrate the firm's ability to manage existing budgets and implement cost controls throughout a project?
- Has bidder demonstrated knowledge of local site conditions and applicable requirements? Does submittal contain approach to receiving permitting and maintaining the original construction scheduled as provided for in the scope of work?
- Is project approach specific, describing the means and methods of accomplishing the work. Does it identify any key issues on the project and/or propose some potential solutions?
- Is contractors schedule and availability practical and meet project requirements?

d. Past Performance

- Do past performance evaluations and/or past performance information provided reflect a trend of satisfactory performance?
- Basis of evaluation:
  - A pattern of successful completion of work
  - A pattern of work identical to, similar to, or related to the work the project requires.
  - Ability shown, through workmanship provided on other projects.
- Did the bidder provide references, did they demonstrate the company's quality of work?



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## **7.0 SUBMITTAL REQUIREMENTS**

### **7.1 No Contact Clause**

All prospective bidders are hereby instructed to not contact any member of the Destin City Council, City Manager, or City of Destin staff member other than the authorized city contact person identified below regarding this solicitation or the bidder's submittal package. In order to ensure a fair, competitive, and open process, once a project is advertised all communication between interested bidder and the City must be directed to:

City Clerk  
City of Destin  
4200 Indian Bayou Trail  
Destin, Florida 32541  
850-837-4242  
[cityclerk@cityofdestin.com](mailto:cityclerk@cityofdestin.com)

Office Hours: Monday- Friday, 8:00 A.M. TO 5:00 P.M. CT

Any such contact to anyone but the Clerk may be cause for rejection of your submittal.

### **7.2 Addenda**

Submitter acknowledges that it is the submitter's responsibility to determine whether an Addendum has been issued; and if so, to obtain copies of such Addendum from the City Clerk of Destin and agrees to be bound by all addenda that have been issued for this REQUEST FOR BIDS. If addendum is issued, bidder shall sign and return each addendum with the submittal package. Failure to return signed any and all addenda may disqualify the submittal.

### **7.3 Inquiries**

The City will not respond to oral inquiries. Proposers may submit only e-mailed inquiries regarding this RFB. The City will respond to written e-mailed inquiries received by May 9, 2025. Questions or requests for Bid documents, plans and specifications regarding this RFB may be directed to the City Clerk, 4200 Indian Bayou Trail 32541 (850) 837-4242 [cityclerk@cityofdestin.com](mailto:cityclerk@cityofdestin.com).

### **7.4 Submittal Preparation**

Submittals should be prepared in the following order:

- a. Coversheet: provide a submittal cover sheet that includes RFB NO. 25-04-REC, BATTING CAGE AT MORGAN SPORTS CENTER, bid opening date and bidder contact information.

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- b. Table of Contents: provide Table of Contents to aid the evaluation of the qualifications
- c. Transmittal Letter: provide a signed letter of transmittal that demonstrates the bidder's:
  - commitment to perform the work,
  - understanding of the work to be done, including approach, notional schedule, assumptions, contingencies, and mitigating factors
  - delineating features that articulate why it is the best qualified firm to perform the work (e.g. bidder's qualifications, competence, and capacity for the construction proposed in this RFB),
- d. Completed Forms [Reference RFB Attachments]
  - Attachment NO. 1 - Bidder Qualification Statement
  - Attachment NO. 2 - Public Entity Crime Form
  - Attachment NO. 3 - Drug Free Workplace Certification Form
  - Attachment NO. 4 - Bid Bond Form
  - Attachment NO. 5 - Anti-Human Trafficking Affidavit
  - Attachment NO. 6 - Anti-Collusion Statement
- e. Proof of Insurance: provide proof of insurance meeting minimum insurance requirements as outlined in section 4.3 Insurance Requirements.
- f. Addendums (if applicable)
- g. Price Proposal Sheet
- h. W-9
- i. Copies of Proposal
- j. Proof of licensing and certifications: provide proof of licensing and certifications meeting minimum requirements as outlined in section 4.2 License Requirements.
- k. Florida Product Approval Certifications

**Failure to provide any of the above listed mandatory information shall result in the elimination of the submittal package from consideration.**

### **7.5 Price Proposal Sheet**

The 'Total Base Bid' and 'Total Alternative Bid Items' amounts, as respectively submitted by the bidder in the Price Proposal Sheet, shall include the cost of all work and all costs incidentals thereto, to accomplish the scope identified in this RFB and supporting Exhibits.

### **7.6 Conflict of Interest Disclosure**

Each proposal is subject to the provisions of Florida Statutes, Chapter 112, providing that all bidders must disclose with the RFB submittal the name of any officer, director, or agent who is also a public officer or an employee of the City of Destin. Further, all bidders must disclose the name of any City officer or employee who owns, directly or indirectly, an interest of five percent or more in the Bidding firm.

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**7.7 Drug Free Workplace Program**

Complete the form provided.

**7.8 Public Entity Crime Form**

Each submittal shall contain a completed Public Entity Crime Form pursuant to Florida Statutes, Section 287.132-133, providing that no public entity shall accept any proposal from or award any contract to, or transact any business in excess of the threshold amount for Category Two (\$25,000) for a period of thirty-six months from the date placed on the convicted vendor list.

**7.9 Anti-Human Trafficking Affidavit**

All nongovernmental entities that are or potentially will be contracting, renewing or extending contracts with the City of Destin must have an officer or representative fully execute this affidavit. Note, this is a mandatory requirement of s 787.06(13), Florida Statutes effective July 1, 2024.

**7.10 Sealed Submittal Packages**

All proposals to be considered must be in the possession of the Destin City Clerk no later than **May 22, 2025, 2:00 p.m. (CDT)**. Submittals may be mailed or delivered to the Office of the City Clerk at the address below and shall be submitted in a sealed envelope clearly marked “**RFB NO. 25-04-REC, BATTING CAGE AT MORGAN SPORTS CENTER**” and note the time and date of the opening. Regardless of method of delivery, each bidder shall be responsible for their Bid being delivered on time, as the City of Destin assumes no responsibility for same. Proposals offered or received after the time set for the Bid Opening will be rejected and returned unopened to the submitter.

Mailing and Hand Delivery Address:

City Clerk  
City of Destin  
4200 Indian Bayou Trail  
Destin, Florida 32541  
850-837-4242  
[cityclerk@cityofdestin.com](mailto:cityclerk@cityofdestin.com)

Office Hours: Monday- Friday, 8:00 A.M. TO 5:00 P.M. CT



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**7.11 Bid Withdrawals**

Bidders may withdraw a bid after it has been submitted any time before the scheduled time for opening the bids. To withdraw a Bid, contact in writing via email at [cityclerk@cityofdestin.com](mailto:cityclerk@cityofdestin.com).

**7.12 Bid Opening**

Proposals will be opened publicly and read aloud on **May 22, 2025, 2:00 p.m. (CT)** in the City Hall Board Room, 4200 Indian Bayou Trail, Destin, Florida.

**7.13 Reservation of Rights**

The City reserves the right to reject any and all proposals or portions thereof, to waive minor defects and informalities in the process, to re-advertise, to accept the proposal or award multiple proposals or take any other actions deemed by the City to be in the City's best interest.

**7.14 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 THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (850) 837-4242, CITY CLERK, 4200 INDIAN BAYOU TRAIL, DESTIN, FL.**

The successful bidder shall:

- a. Keep and maintain public records required by the CITY to perform the service.
- b. Upon request from the City's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this FS Chapter 119 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 for the duration of the contract term and following completion of the contract if the CONTRACTOR does not transfer the records to the public agency.
- d. Upon completion of the contract, transfer, at no cost, to the CITY all public records in possession of the contractor or keep and maintain public records required by the CITY agency to perform the service. If the CONTRACTOR transfers all public records to the CITY upon completion of the contract, the CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CONTRACTOR keeps and maintains public records upon completion of the contract, the GROUP shall meet all applicable requirements for

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retaining public records. All records stored electronically must be provided to the CITY, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the CITY.

**RFB NO. 25-04-REC  
ATTACHMENT NO. 1  
BIDDER QUALIFICATION STATEMENT**

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

SUBMITTED TO: City of Destin  
CITY CLERK'S OFFICE  
4200 Indian Bayou Trail  
Destin, Florida 32541  
Telephone: (850) 837-4242

Check One

Submitted By: \_\_\_\_\_        Corporation

Name: \_\_\_\_\_        Partnership

Address: \_\_\_\_\_        Individual

City, State, Zip: \_\_\_\_\_        Other

Telephone No.: \_\_\_\_\_

Email: \_\_\_\_\_

1. State the true, exact, correct and complete name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the bidder is:

\_\_\_\_\_

The address of the principal place of business is:

\_\_\_\_\_

\_\_\_\_\_

2. If bidder is a corporation, answer the following:

a. Date of Incorporation: \_\_\_\_\_

b. State of Incorporation: \_\_\_\_\_

c. President's name: \_\_\_\_\_

d. Vice President's name: \_\_\_\_\_



- e. Secretary's name: \_\_\_\_\_
  - f. Treasurer's name: \_\_\_\_\_
  - g. Name and address of Resident Agent: \_\_\_\_\_
3. If bidder is an individual or a partnership, answer the following:
- a. Date of organization: \_\_\_\_\_
  - b. Name, address and ownership units of all partners:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  - c. State whether general or limited partnership: \_\_\_\_\_
4. If bidder is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. If bidder is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.  
\_\_\_\_\_
6. How many years has your organization been in business under its present business name?  
\_\_\_\_\_
- a. Under what other former names has your organization operated?  
\_\_\_\_\_  
\_\_\_\_\_

7. Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this Bid. Please attach certificate of competency and/or state registration.

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8. Have you ever failed to complete any work awarded to you? If so, state when, where and why:

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9. List the pertinent experience of the key individuals of your organization (continue on insert sheet, if necessary)

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10. State the name of the individual who will have personal supervision of the work:

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11. State the name and address of attorney, if any, for the business of the bidder:

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12. State the names and addresses of all businesses and/or individuals who own an interest of more than five percent (5%) of the bidder's business and indicate the percentage owned of each such business and/or individual:

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13. State the names, addresses, and the type of business of all firms that are partially or wholly owned by bidder:

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14. Average Annual Revenue of the bidder for the last three years as follows:

|    |                               | <u>Revenue</u> |
|----|-------------------------------|----------------|
| a. | Government Related Work       |                |
| b. | Non-Governmental Related Work |                |
| c. | <b>Total of a. and b.</b>     |                |

**Revenue Index Number**

|     |                                        |
|-----|----------------------------------------|
| 1.  | Less than \$100,000                    |
| 2.  | \$100,000 to less than \$250,000       |
| 3.  | \$250,000 to less than \$500,000       |
| 4.  | \$500,000 to less than \$1 million     |
| 5.  | \$1 million to less than \$2 million   |
| 6.  | \$2 million to less than \$5 million   |
| 7.  | \$5 million to less than \$10 million  |
| 8.  | \$10 million to less than \$25 million |
| 9.  | \$25 million to less than \$50 million |
| 10. | \$50 million or greater                |



15. Bank References:

| Bank | Address | Telephone |
|------|---------|-----------|
|      |         |           |
|      |         |           |
|      |         |           |
|      |         |           |

16. What will be your turnaround time for written responses to City inquiries?

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17. List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the bidder, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description, the disposition of each such petition.

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18. List all claims, arbitrations, administrative hearings and lawsuits brought by or against the bidder or its predecessor organization(s) during the last five (5) years. The list shall include all case names, case arbitration or hearing identification numbers, the name of the project which the dispute arose, and a description of the subject matter of the dispute.

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19. List and describe all criminal proceedings or hearings concerning business related offenses to which the bidder, its principals or officers or predecessors' organization(s) were defendants.

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20. Conflict of Interest Disclosure

Each proposal is subject to the provisions of Florida Statutes, Chapter 112, providing that all bidders must disclose with the RFB submittal the name of any officer, director, or agent who is also a public officer or an employee of the City of Destin. Further, all bidder must disclose the name of any City officer or employee who owns, directly or indirectly, an interest of five percent or more in the Bidding firm.

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21. Has the bidder, its principals, officers or predecessors' organization(s) been CONVICTED OF a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details.

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The bidder acknowledges and understands that the information contained in response to this qualification statement shall be relied upon by the City in awarding the contract and such information is warranted by bidder to be true. The discovery of any omission or misstatement that materially affects the bidder qualifications to perform under the contract shall cause the owner to reject the submittal, and if after the award, to cancel and terminate the award and/or contract.

(Signed)\_\_\_\_\_

(Title)\_\_\_\_\_

Subscribed and sworn to before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Notary Public (Signature)

My Commission Expires: \_\_\_\_\_

END OF SECTION



**RFB NO. 0125-04-REC  
ATTACHMENT NO. 2  
PUBLIC ENTITY CRIMES STATEMENT**

SWORN STATEMENT UNDER SECTION 287.133 (3) (A)

FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

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

1. This sworn statement is submitted with Bid, Proposal or Contract \_\_\_\_\_

2. This sworn statement is submitted by \_\_\_\_\_ whose business address is \_\_\_\_\_

and (if applicable) Federal Employer Identification Number (FEIN) is \_\_\_\_\_ (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_)

3. My name is \_\_\_\_\_ and my relationship to the entity named above is \_\_\_\_\_

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

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

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

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

A person who was knowingly convicted of a public entity crime, in Florida during the preceding 36 months shall be considered an affiliate.

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

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

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

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

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

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

\_\_\_\_\_  
(Signature) Date: \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed his/her signature at the space provided above on this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_, and is personally known to me, or has provided as identification.

\_\_\_\_\_  
Notary Public

My Commission expires:

END OF SECTION

**RFB NO. 24-02-REC  
ATTACHMENT NO. 3  
DRUG-FREE WORKPLACE CERTIFICATION**

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

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

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

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME (TYPED OR PRINTED): \_\_\_\_\_

TITLE: \_\_\_\_\_

END OF SECTION



**RFB NO. 0125-04-REC**  
**ATTACHMENT NO. 4**  
**BID BOND**

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

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

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

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ add email

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME (TYPED OR PRINTED): \_\_\_\_\_

TITLE: \_\_\_\_\_

END OF SECTION

## BID BOND SECTION

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, as B \_\_\_\_\_ Principal, and as Surety, are hereby held and firmly bound unto the **City of Destin, Florida** as Owner in the sum of, (five percent (5%) of the Contract Bid) \_\_\_\_\_ for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns to pay Owner upon default of Bidder the sum set forth on the face of this Bond.

Signed, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

The condition of the obligation is such that whereas the Principal has submitted to **City of Destin, Florida** a certain Bid, attached hereto and hereby made a part hereof, to enter into a contract in writing, for the **RFB NO. 25-04-REC, BATTING CAGE AT MORGAN SPORTS CENTER.**

NOW THEREFORE,

1. Default of the Bidder shall occur upon the failure of the Bidder to deliver within the time required by the Bidding Documents, the executed Agreement required by the Bidding Documents, and any performance and payment bonds required by the Bidding and Contract Documents.
2. This obligation shall be null and void if:
  - Owner accepts Bidder's bid, and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents and Contract Documents, or
  - All bids are rejected by Owner, or
  - Owner fails to issue a notice of award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by paragraph 5 hereof) if any time is specified.
3. Payment under this Bond will be due and payable upon default of Bidder and within thirty (30) calendar days after receipt of Bidder and Surety of written notice of default from Owner which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
4. Surety waives notice of any and all defenses based on or arising out of any time extension to issue notice of award agreed to in writing by Owner and Bidder, provided that the time for issuing notice of award including extensions shall not in the aggregate exceed one hundred twenty (120) days from Bid Due without Surety's written consent.
5. No suit or action shall be commenced under this Bond prior to thirty (30) calendar days after the notice of default required in paragraph 3 above is received by Bidder and Surety, and in no case later than one year after Bid Due Date.
6. Any suit or action under this Bond shall be commenced only in a state court of competent jurisdiction located in the state in which the Project is located.

7. Notice required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the part concerned.
8. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent or representative who executed this Bond on behalf of Surety to execute, seal and deliver such Bond and bind the Surety thereby.
9. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of the Bond conflicts with any applicable provision of any applicable statute, then the provision of said statute shall govern and the remainder of the Bond that is not in conflict therewith shall continue in full force and effect.
10. The term "bid" as used herein includes a bid, offer or proposal as applicable.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Principal (Print Full Name):

Surety (Print Full Name):

\_\_\_\_\_

\_\_\_\_\_  
(Seal) Surety's Name and Corporate Seal

By: \_\_\_\_\_ (L.S.) By: \_\_\_\_\_

Signature (attach power of attorney)

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

Signature and Title

Attest: \_\_\_\_\_

Signature and Title

IMPORTANT - Surety companies executing bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Florida. See Article 5 of the General Conditions as amended by Supplementary Conditions.

END OF SECTION

**RFB NO. 25-04-REC**  
**ATTACHMENT NO. 5**  
**ANTI-HUMAN TRAFFICKING AFFIDAVIT**

***DIRECTIONS:*** All nongovernmental entities that are or potentially will be contracting, renewing or extending contracts with the City of Destin must have an officer or representative fully execute this affidavit. Note, this is a mandatory requirement of s 787.06(13), Florida Statutes effective July 1, 2024.

I \_\_\_\_\_ (insert name) as \_\_\_\_\_ (insert title)  
on behalf of \_\_\_\_\_ (insert entity name) under penalty of perjury  
hereby attest as follows:

1. I am over 21 years of age and have personal knowledge of the matters set forth in this affidavit.
2. \_\_\_\_\_ (insert entity name) does not use coercion for labor or services as defined in s. 787.06(2)(a), Florida Statutes.
3. More particularly, \_\_\_\_\_ (insert entity name) does not participate in any of the following actions:
  - a. Using or threatening to use physical force against any person;
  - b. Restraining, isolating or confining or threatening to restrain, isolate or confine any person without lawful authority and against her or his will;
  - c. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of the labor or services are not respectively limited and defined;
  - d. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
  - e. Causing or threatening to cause financial harm to any person;
  - f. Enticing or luring any person by fraud or deceit; or
  - g. Providing a controlled substance as outlined in Schedule I or Schedule II of s. 893.03, Florida Statutes to any person for the purpose of exploitation of that person.



FURTHER AFFIANT SAYETH NAUGHT.

\_\_\_\_\_  
Printed Name:  
Title:  
Nongovernmental entity:  
Date:

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

SWORN TO AND SUBSCRIBED before me \_\_\_\_\_ in person or \_\_\_\_\_ remote notarization by  
\_\_\_\_\_ as \_\_\_\_\_ on behalf of  
\_\_\_\_\_, who is personally known to me or who  
produced \_\_\_\_\_ as identification this \_\_\_\_\_ day of  
\_\_\_\_\_, 202\_\_\_\_.

(Notary Seal)

\_\_\_\_\_  
Notary Public

**RFB NO. 25-04-REC  
ATTACHMENT NO. 6  
ANTI-COLLUSION STATEMENT**

**ANTI-COLLUSION STATEMENT:**

The below signed bidder has not divulged to, discussed, or compared their bid with other bidders and has not colluded with any other bidder or parties to bid whatsoever. No premiums, rebates, or gratuities permitted either with, prior to, or after any delivery of materials. Any such violation will result in, but is not limited to, the contract cancellation and removal from bid list(s).

\_\_\_\_\_  
Bidder's Company Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Authorized Signatory (Print Name)

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Email

\_\_\_\_\_  
Federal ID # or SS #

**RFB NO. 25-04-  
REC EXHIBITS**

**See documents posted on <https://www.cityofdestin.com/Bids.aspx>.**

**Exhibit A – Price Proposal Sheet**

**Exhibit B - Plan Sheets**

Bidder shall use paper copy provided on next page.



**EXHIBIT A - BID PROPOSAL FORM  
PRICE PROPOSAL SHEET**  
Destin, FL  
RFB NO. 25-04-REC, Morgan's Batting Cage

Pg 1 of 1

BIDDER NAME:

| Item No.                                     | Unit | Amt | Description                                                              | Unit Price | Total Price |
|----------------------------------------------|------|-----|--------------------------------------------------------------------------|------------|-------------|
| <b>SECTION 1 - GRADING</b>                   |      |     |                                                                          |            |             |
| 1.1                                          | LS   | 1   | Mobilization / Demobilization including City Permits                     | \$         | \$          |
| 1.2                                          | LS   | 1   | Demolition of the existing Batting Cage                                  | \$         | \$          |
| 1.3                                          | LS   | 1   | Debris removal of the existing batting cage to the landfill.             | \$         | \$          |
| 1.4                                          | LS   | 1   | Construction Area Safety Fencing                                         | \$         | \$          |
| 1.5                                          | LS   | 1   | Construction Staking                                                     | \$         | \$          |
| <b>SECTION 2 - SITE IMPROVEMENTS</b>         |      |     |                                                                          |            |             |
| 2.1                                          | LS   | 1   | Batting Cage Structure - S100, S101, S102, S103 and A101, A201           | \$         | \$          |
| 2.2                                          | LS   | 2   | Batting Cage Netting - Provided and Installed by GC                      | \$         | \$          |
| 2.3                                          | SY   | 218 | Green Artificial Turf - Provided and Installed by GC                     | \$         | \$          |
| 2.4                                          | LF   | 140 | Gutters-Downspouts, Splashblock for Batting Cage Roof - A101 & A201      | \$         | \$          |
| 2.5                                          | LS   | 12  | Lighting Fixtures and Installation - E201                                | \$         | \$          |
| 2.6                                          | LS   | 4   | Electrical Power Receptacle Fixtures and Installation - E201             | \$         | \$          |
| 2.7                                          | LS   | 1   | Conduit runs and Pullboxes from the Concession Stand to new Batting Cage | \$         | \$          |
| 2.8                                          | LS   | 2   | New Electrical Breakers in existing                                      | \$         | \$          |
| 2.9                                          | LS   | 1   | Concrete Sidewalk Repair                                                 | \$         | \$          |
|                                              |      |     |                                                                          | \$         | \$          |
| <b>SECTION 3 - STORM DRAINAGE SYSTEM</b>     |      |     |                                                                          |            |             |
| 3.1                                          | LF   |     | Silt Fence                                                               | \$         | \$          |
| 3.2                                          | LS   |     | Existing Irrigation System Repair                                        |            |             |
| 3.3                                          | SY   |     | Replacement Damaged or Removed Sodding                                   | \$         | \$          |
| <b>SECTION 4 - WATER &amp; SEWER SYSTEMS</b> |      |     |                                                                          |            |             |
| 4.1                                          | LF   |     |                                                                          | \$         | \$          |
| 4.2                                          | EA   |     |                                                                          | \$         | \$          |
| 4.3                                          | LS   |     |                                                                          | \$         | \$          |
| <b>SECTION 5 - MISCELLANEOUS</b>             |      |     |                                                                          |            |             |
| 5.1                                          | EA   |     | As-Built Survey and Documentation per Permitting Process                 | \$         | \$          |
| 5.2                                          | EA   |     |                                                                          | \$         | \$          |
| 5.3                                          | EA   |     |                                                                          | \$         | \$          |
|                                              |      |     |                                                                          |            |             |
| <b>TOTAL BASE BID:</b>                       |      |     |                                                                          |            | \$          |

The bidder further proposes that, in the event additions or deletions are made from the Drawings and Specifications for the proposed work, the total adjustments to Bid shall be computed based on the following Unit Prices for the following types of construction. The City reserves the right to delete these Unit Prices from the Contract if, in their opinion they are unbalanced or not reasonable.

| Item No.                          | Unit | Amt | Description | Unit Price | Total Price |
|-----------------------------------|------|-----|-------------|------------|-------------|
|                                   |      |     |             | \$         | \$          |
|                                   |      |     |             | \$         | \$          |
|                                   |      |     |             | \$         | \$          |
|                                   |      |     |             | \$         | \$          |
| <b>ALTERNATE BID ITEMS</b>        |      |     |             |            |             |
|                                   |      |     |             | \$         | \$          |
|                                   |      |     |             | \$         | \$          |
|                                   |      |     |             |            |             |
|                                   |      |     |             | \$         | \$          |
|                                   |      |     |             |            |             |
| <b>TOTAL ALTERNATE BID ITEMS:</b> |      |     |             |            | \$          |

**NOTE 1:** ALL ITEMS QUOTED MUST BE IN COMPLIANCE WITH THE SPECIFICATIONS. IF YOU ARE TAKING EXCEPTION, INDICATE THOSE EXCEPTIONS ON COMPANY LETTERHEAD AND ATTACH TO THIS INVITATION TO BID.

**NOTE 2:** CY = Cubic Yard; EA = Each; LF = Linear Feet; LS = Lump Sum; SY = Square Yard

**RE-CHECK YOUR QUOTATIONS PRIOR TO SUBMISSION  
BIDS MAY NOT BE CHANGED AFTER BEING OPENED.**



**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, and it is in all respects fair and without collusion and fraud.

**Signature and Certification:**

Name and Title of Authorized Representative: \_\_\_\_\_

(Print or Type)

Signature: \_\_\_\_\_

Date of Bid: \_\_\_\_\_

**Note: See RFB Section III, Bid Requirements, and attach 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 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 upon their Bid proposal or negotiation as may be necessary to meet grant funding or completion requirements.

**END OF BID FORM**

## **EXHIBIT B – PLAN SHEETS**

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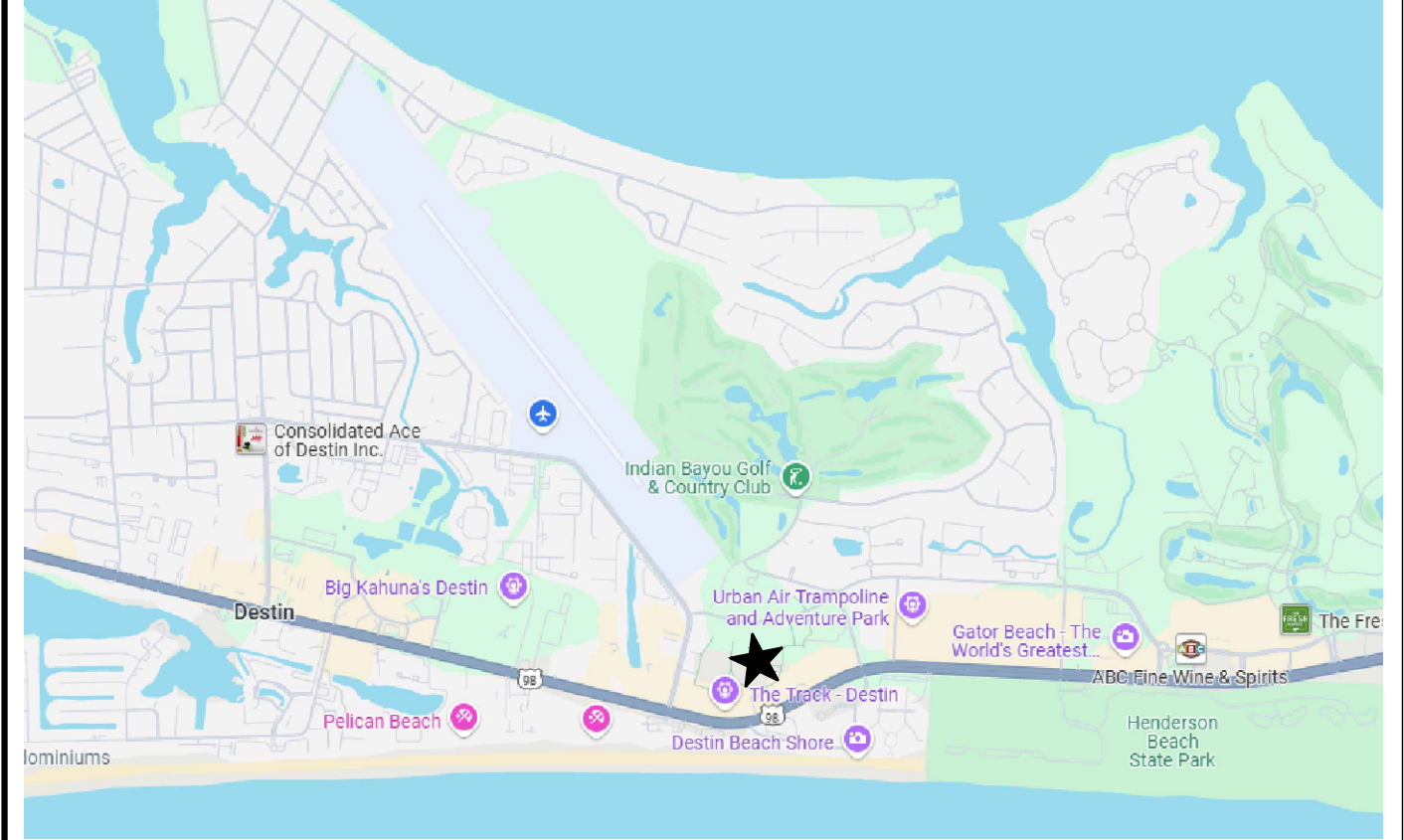
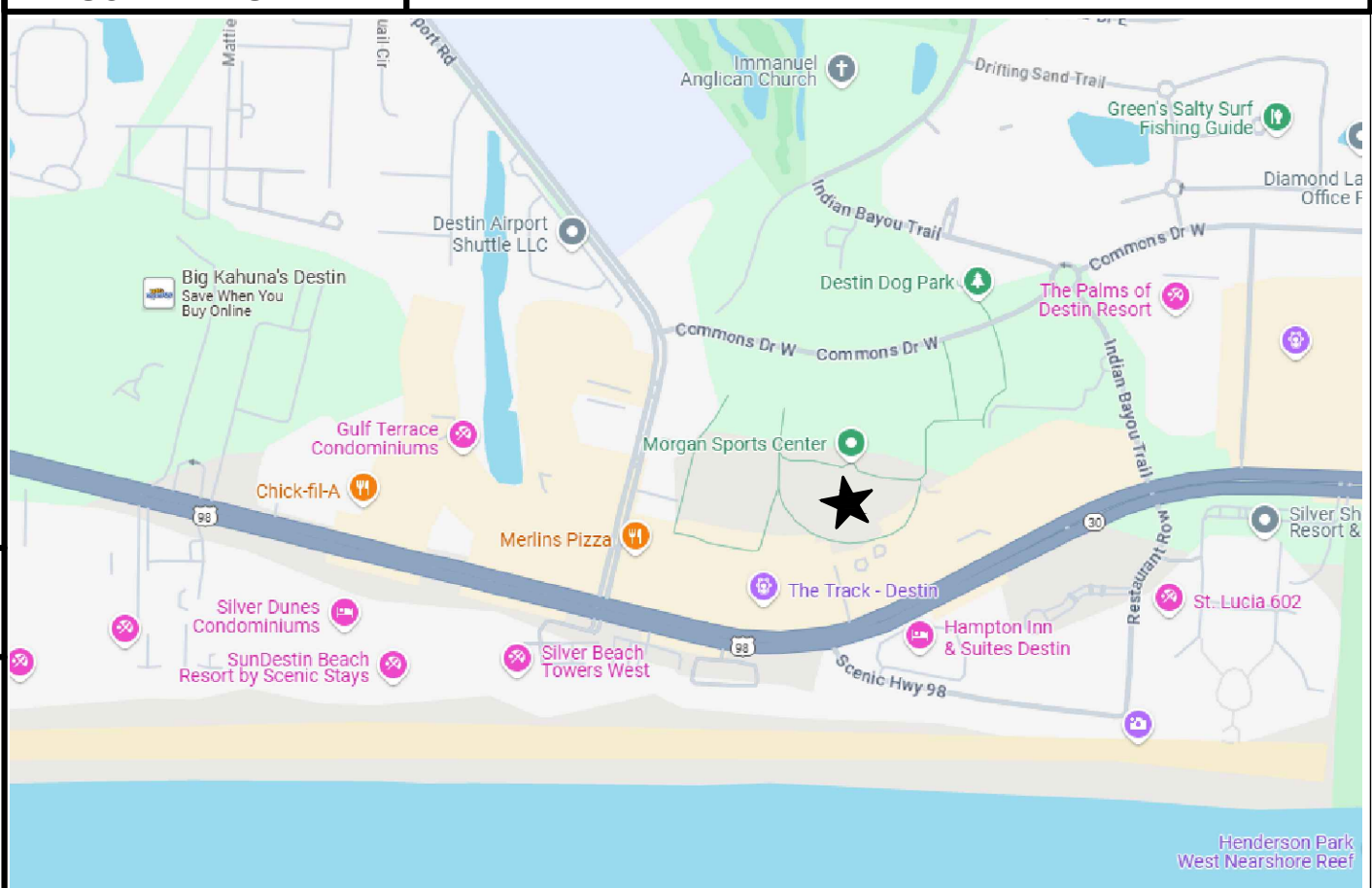
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# BATTING CAGE

MORGAN SPORTS CENTER  
4200 INDIAN BAYOU TRAIL  
DESTIN, FLORIDA 32541

| ARCHITECT:                                                                                                                                                  | CIVIL ENGINEER:                                                                                                                                                                          | STRUCTURAL ENGINEER:                                                                                                                                                     | ELECTRICAL ENGINEER:                                                                                                                                                     | CLIENT:                                                                                                                                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
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|------------|-----------------------------------------|
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|  |                               |
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| SCALE: NTS                                                                            | .                             |

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PERMIT SET  
04-21-2025

STATE OF FLORIDA  
JOHN LEVI WEIGAND  
AR100595  
REGISTERED ARCHITECT

JOHN LEVI WEIGAND  
FL REGISTRATION NO. AR100595

Morgan Sports Center  
Batting Cage

4200 INDIAN BAYOU TRAIL, DESTIN, FL 32541

REVISIONS:

| No. | Description | Date |
|-----|-------------|------|
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COVER SHEET

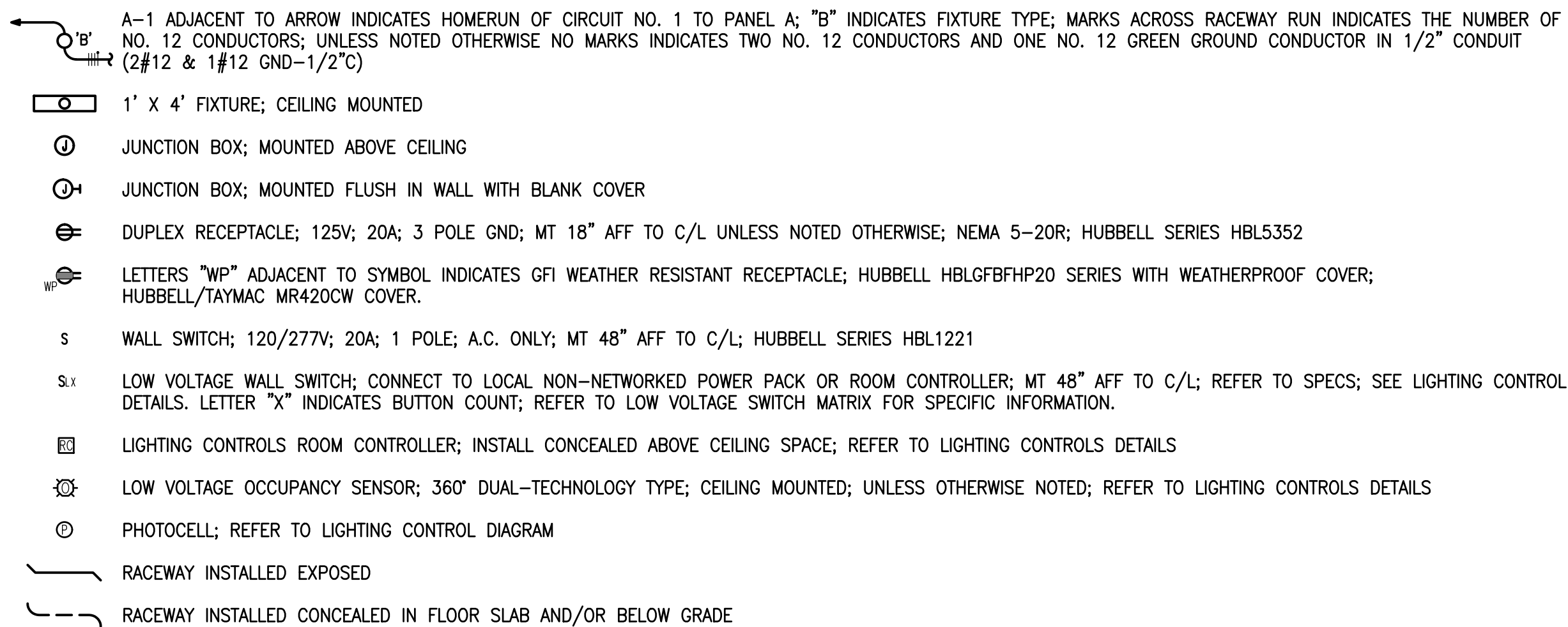
PROJECT NUMBER  
DATED

24140  
2025.01.01

G-001



## ELECTRICAL LEGEND

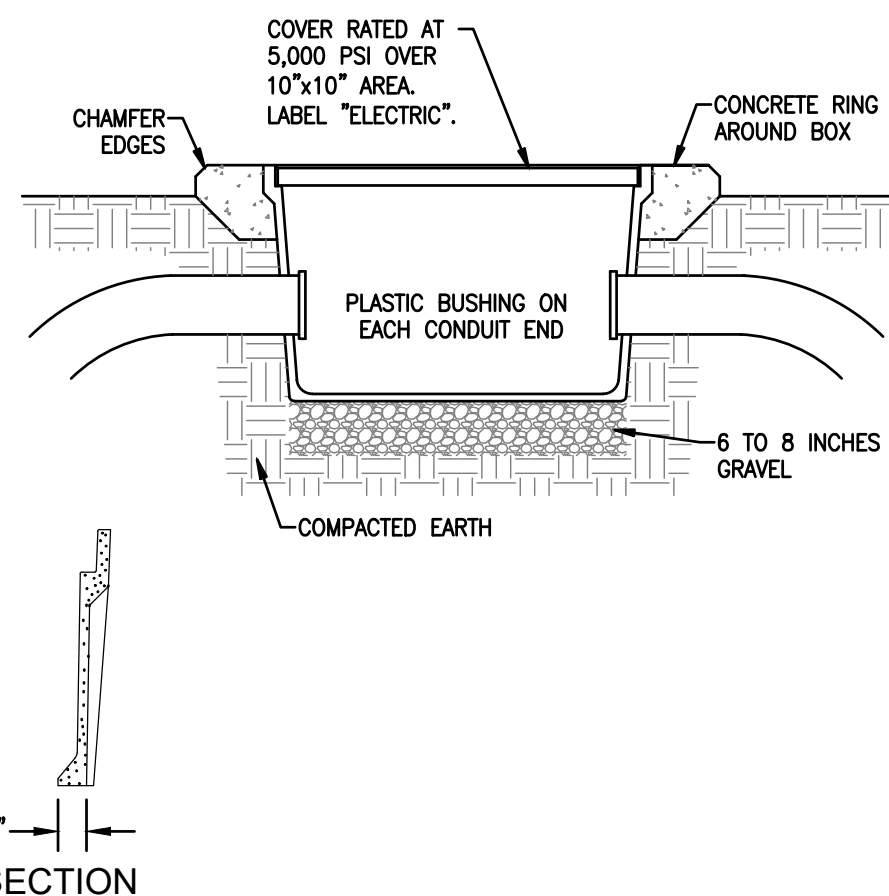
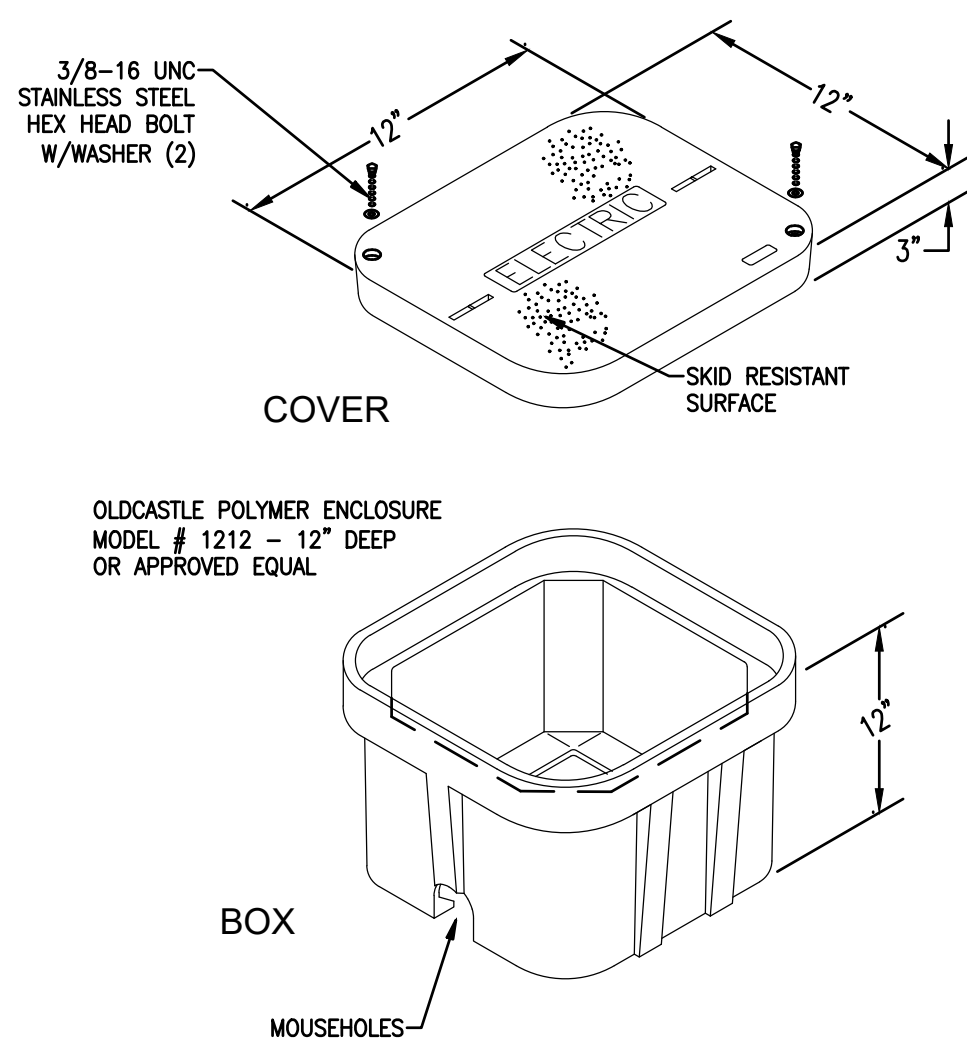
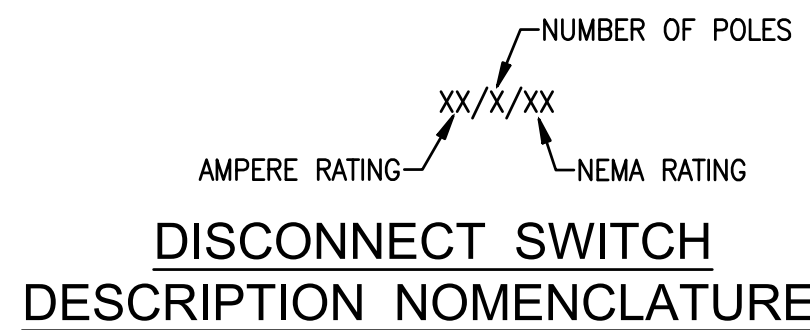


# ELECTRICAL GENERAL NOTES

- A. CONTRACTOR SHALL COORDINATE ALL WORK WITH OTHER TRADES PRIOR TO INSTALLATION. REFER TO MECHANICAL AND PLUMBING DRAWINGS FOR EXACT SIZE AND LOCATION OF EQUIPMENT WHICH IS FURNISHED BY OTHERS AND CONNECTED BY ELECTRICAL.
- B. RECEPTACLES, SWITCHES AND COVERPLATES COLOR SHALL BE SELECTED BY THE ARCHITECT FROM STANDARD COLORS.
- C. LOCATION OF LIGHTING FIXTURES, DISCONNECT SWITCHES, ETC. FOR MECHANICAL EQUIPMENT/ROOM SHALL BE COORDINATED WITH FINAL MECHANICAL EQUIPMENT LOCATION TO PROVIDE NATIONAL ELECTRIC CODE REQUIRED ACCESS SPACE.
- D. FINAL CONNECTION TO ALL MOTORS SHALL BE WITH FLEXIBLE CONDUIT CONNECTION.
- E. PROVIDE GREEN GROUND CONDUCTOR IN ALL CIRCUITS - SIZE PER N.E.C.
- F. PROVIDE CONCRETE MARKER AT END OF ALL CONDUITS STUBBED OUT OF BUILDING FOR FUTURE USE. MARKER SHALL BE 6" DIA X 18" HIGH WITH 2" ABOVE FINISHED GRADE. INSCRIBE IN TOP OF MARKER "E" FOR ELECTRICAL, "T" FOR TELEPHONE, "V" FOR TV CABLE, "F" FOR FIRE ALARM, AND "IC" FOR INTERCOM.
- G. GENERAL CONTRACTOR SHALL FIELD-VERIFY ALL EXISTING CONDITIONS PRIOR TO BEGINNING ANY WORK, AND SHALL IMMEDIATELY NOTIFY THE ARCHITECT OF ANY DISCREPANCIES. FAILURE TO DO SO INDICATES THAT THE CONTRACTOR ACCEPTS THE CONDITIONS AS THEY EXIST, AND SHALL PERFORM THE WORK REQUIRED AS SHOWN AND SPECIFIED.
- H. THE ELECTRICAL CONTRACTOR SHALL OBTAIN AND REVIEW THE MECHANICAL AND SPECIAL EQUIPMENT SUBMITTALS PRIOR TO SUBMITTING THE ELECTRICAL SUBMITTALS. ANY ELECTRICAL EQUIPMENT, CONDUIT, AND WIRE SIZE CHANGES RESULTING FROM THIS REVIEW SHALL ALSO BE SUBMITTED FOR APPROVAL.
- I. THE ELECTRICAL CONTRACTOR SHALL PROVIDE FAULT CURRENT CALCULATIONS FOR THE SERVICE EQUIPMENT AND SHALL MARK THE EQUIPMENT WITH THE AVAILABLE FAULT CURRENT AND DATE OF THE CALCULATION PER NEC 110.24. REFER TO TYPICAL SERVICE EQUIPMENT FAULT CURRENT LABEL DETAIL.
- J. THE ELECTRICAL CONTRACTOR SHALL PROVIDE ARC FAULT LABELS PER NFPA 70E ARTICLE 110.16 FOR NEW EQUIPMENT. THE OWNER SHALL PROVIDE AVAILABLE CALCULATION DATA FOR THE EXISTING EQUIPMENT IN THE ELECTRICAL SYSTEM. REFER TO TYPICAL ARC FLASH HAZARD LABEL DETAIL.
- K. PROVIDE NEUTRAL AT ALL LINE VOLTAGE SWITCH LOCATIONS PER N.E.C. 404.2(C).
- L. PROVIDE BUSHINGS ON ALL CONDUIT.
- M. COMPLY WITH ALL LOCAL CODE, LAWS, AND ORDINANCES APPLICABLE TO ELECTRICAL WORK, THE STATE BUILDING CODE AND THE NATIONAL ELECTRIC CODE. OBTAIN ALL PERMITS REQUIRED BY LOCAL ORDINANCES.
- N. OBTAIN ARCHITECTS APPROVAL OF ALL LIGHT FIXTURES, SWITCHES, RECEPTACLES, PANELBOARDS, ETC. PRIOR TO PURCHASING.
- O. THE ELECTRICAL WORK SHALL BE INSTALLED IN A NEAT AND WORKMANLIKE MANNER. ALL NOT SO INSTALLED SHALL BE REMOVED AND REPLACED AT NO COST TO THE OWNER.
- P. ALL WORK SHALL BE INSTALLED IN CONCEALED TYPE CONSTRUCTION. UNDERGROUND CONDUITS UP TO FIRST BOX IN CONCEALED CONSTRUCTION MAY BE SCH.40 PVC. EXTERIOR EXPOSED WORK SHALL BE I.M.C. BRANCH CIRCUIT CONDUIT RUN IN OPEN SPACES ABOVE CEILING OR IN WALLS MAY BE THINWALL (E.M.T.) CONDUIT 1/2" MIN. SIZE.
- Q. ALL CONDUCTORS LESS THAN 100A. SHALL BE COPPER #12 & #10 SOLID, #8 AND LARGER STRANDED, #6 AND SMALLER TO BE TYPE THWN, 600 VOLT INSULATION AND TYPE THWN OR THHN FOR #4 AND LARGER. ALUM. CONDUCTORS MAY BE USED FOR 100A. AND LARGER ONLY WHERE USED WITH COMPRESSION TERMINATIONS.
- R. PROVIDE GROUNDING PER NATIONAL ELECTRIC CODE.
- S. THE CONTRACTOR SHALL LEAVE THE ENTIRE ELECTRICAL SYSTEM INSTALLED IN PROPER WORKING ORDER, AND SHALL REPLACE WITHOUT ADDITIONAL COST, ALL WORK OR MATERIAL WHICH MAY DEVELOP DEFECTS, (ORDINARY WEAR AND TEAR OR DAMAGE RESULTING FROM IMPROPER HANDLING EXCEPTED) WITHIN A PERIOD OF ONE (1) YEAR FROM THE DATE OF FINAL ACCEPTANCE BY THE OWNER.

## ABBREVIATIONS

AFF – ABOVE FINISHED FLOOR  
C. – CONDUIT  
C/L – CENTERLINE  
EC – ELECTRICAL CONTRACTOR  
GND – GROUND CONDUCTOR  
GFI – GROUND FAULT PROTECTION  
LTG – LIGHTING  
LTS – LIGHTS  
REC – RECEPTACLE  
UNO – UNLESS NOTED OTHERWISE  
WP – WEATHERPROOF



## ELECTRICAL PULLBOX / HANDHOLD DETAIL

NOT TO SCALE

25002  
Job No.

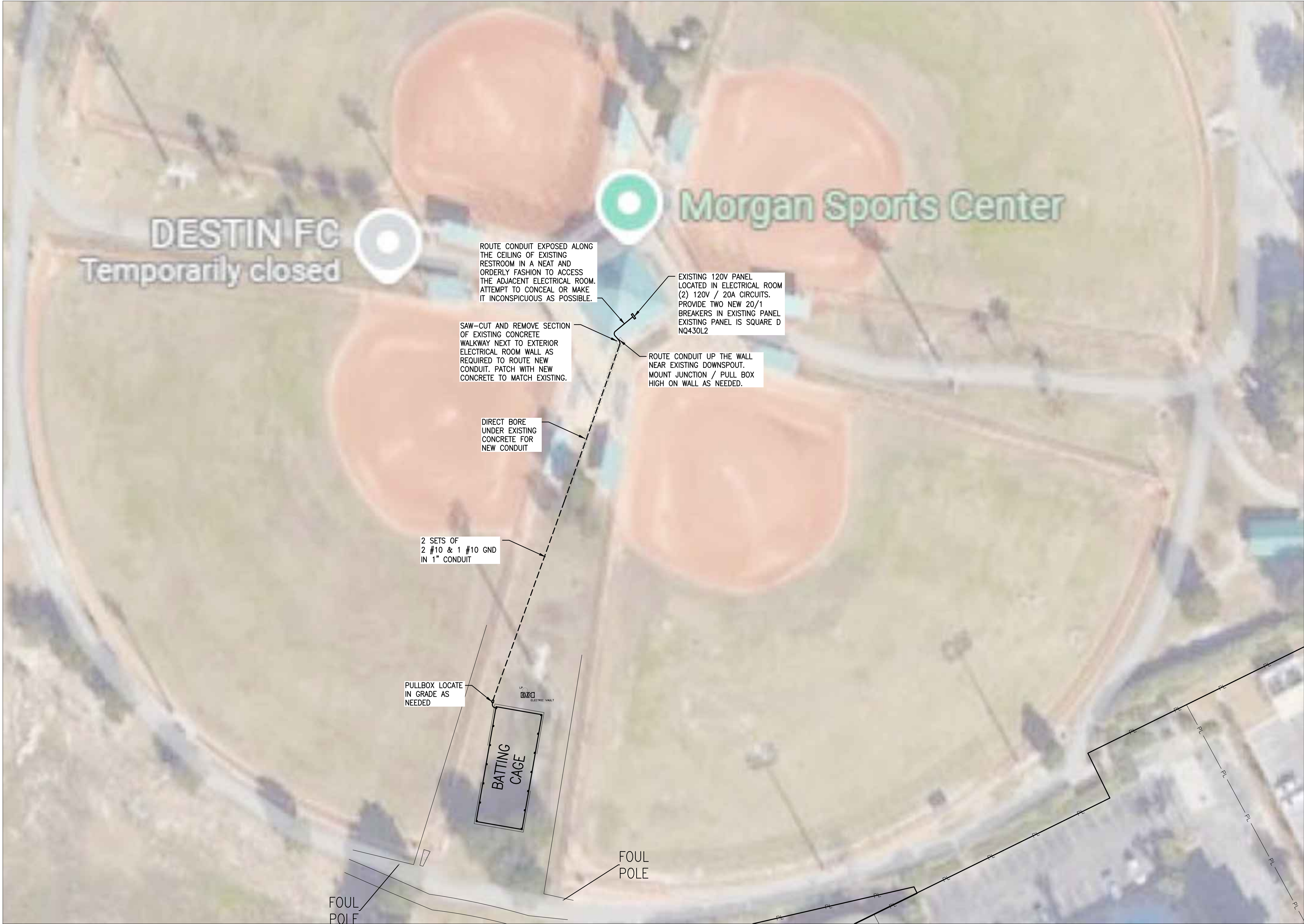
## REVISIONS:

[illegible]

## LEGEND AND NOTES

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| PROJECT NUMBER | 25007      |
| DATED          | 2025.02.24 |





ELECTRICAL SITE PLAN

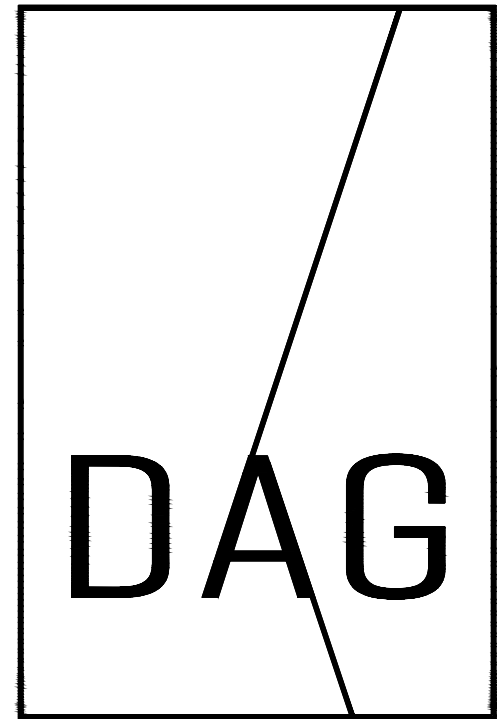
1" = 30'



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25007  
Job No.



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PERMIT SET  
02-24-2025

Morgan Sports Center  
Batting Cages

4200 INDIAN BAYOU TRAIL, DESTIN, FL 32541

REVISIONS:

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ELECTRICAL  
SITE PLAN

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| PROJECT NUMBER | 25007      |
| DATED          | 2025.02.24 |

E-100



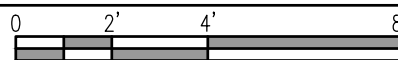
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E-201 BATTING CAGES - ELECTRICAL PLAN.DWG



BATTING CAGES - POWER PLAN

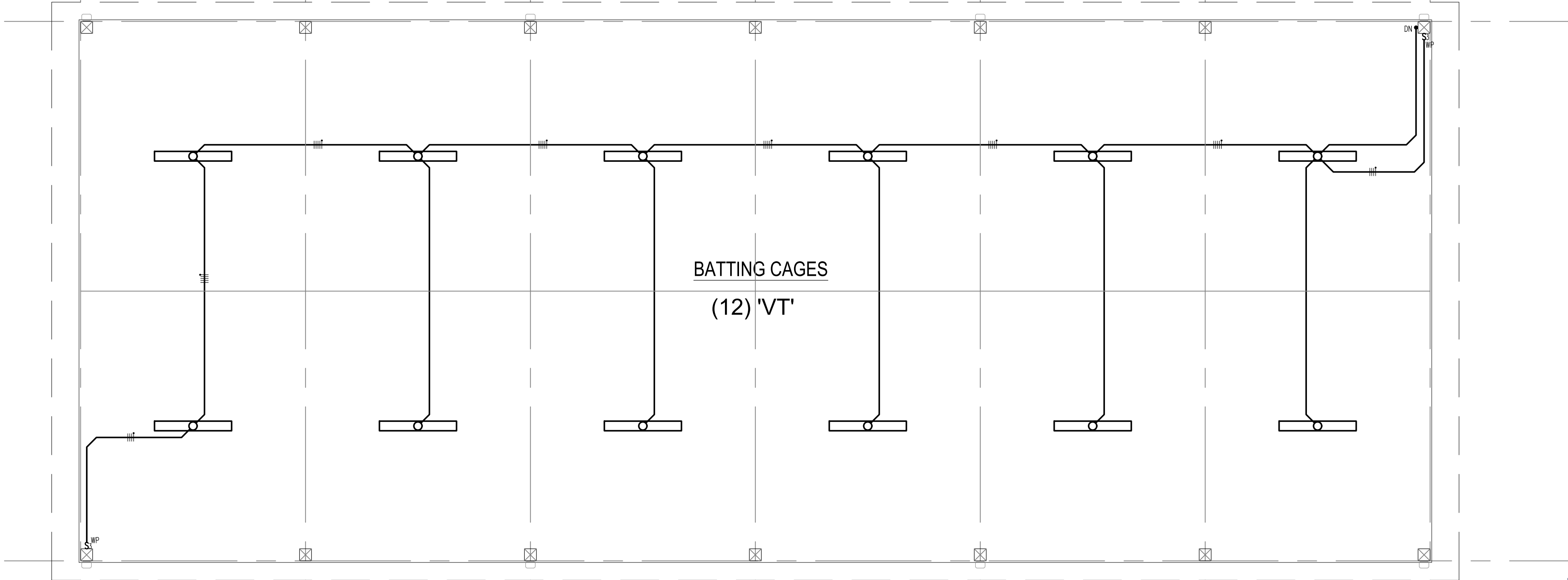
1"= 4'-0"



| LIGHTING FIXTURE SCHEDULE |               |                                                                                                                                                                                                                                                                |                   |                     |                |                             |                    |                      |          |                               |
|---------------------------|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|---------------------|----------------|-----------------------------|--------------------|----------------------|----------|-------------------------------|
| Project:                  |               | #25002 - Morgan Sports Center - Batting Cages                                                                                                                                                                                                                  |                   |                     |                |                             |                    |                      |          |                               |
| Note:                     |               | Per electrical specifications, required alternate fixtures shall be submitted to the engineer for prior approval a minimum of (10) ten business days prior to bid date. Any required alternate fixtures not submitted for prior approval will not be reviewed. |                   |                     |                |                             |                    |                      |          |                               |
| Luminaire Designation     | Manufacturer  | Catalog Number                                                                                                                                                                                                                                                 | Connected Voltage | Luminaire Load (va) | Lamping Source | Color Rendering Index (CRI) | Kelvin Temperature | Mounting             | Comments | Prior Approved Equal Required |
| 'VT'                      | H.E. WILLIAMS | 96-4L110/850-SFRA-TP/SSCMB-UNV                                                                                                                                                                                                                                 | 120v              | 88                  | LED            | 80                          | 5000               | CEILING - CHAIN HUNG |          | YES                           |
|                           |               |                                                                                                                                                                                                                                                                |                   |                     |                |                             |                    |                      |          |                               |

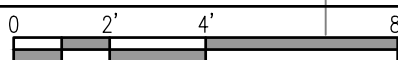
NOTES

- INSTALL CONDUIT UNDERGROUND TO PANEL LP-1 LOCATED IN THE CONCESSION BUILDING. DIRECT BORE UNDER EXISTING CONCRETE.
- SECURE WITH HARDWARE AS RECOMMENDED BY MANUFACTURER. CORD REEL TO HAVE DUPLEX WEATHER RESISTANT GFI RECEPTACLE.
- RECEPTACLE TO HAVE A TAYMAC #MX3200 IN USE WATERPROOF COVER OR APPROVED EQUAL.
- CONNECT POWER TO LIGHT FIXTURES (SEE LIGHTING PLAN)



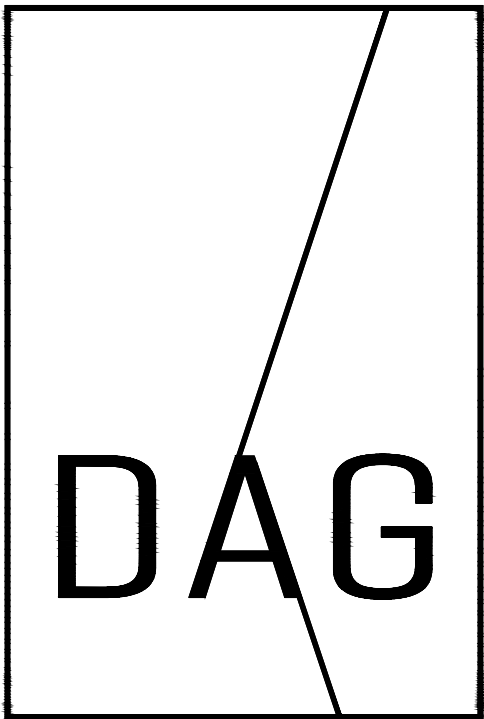
BATTING CAGES - LIGHTING PLAN

1"= 4'-0"



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25002  
Job No.



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PERMIT SET  
02-24-2025

Morgan Sports Center  
Batting Cages

4200 INDIAN BAYOU TRAIL, DESTIN, FL 32541

REVISIONS:

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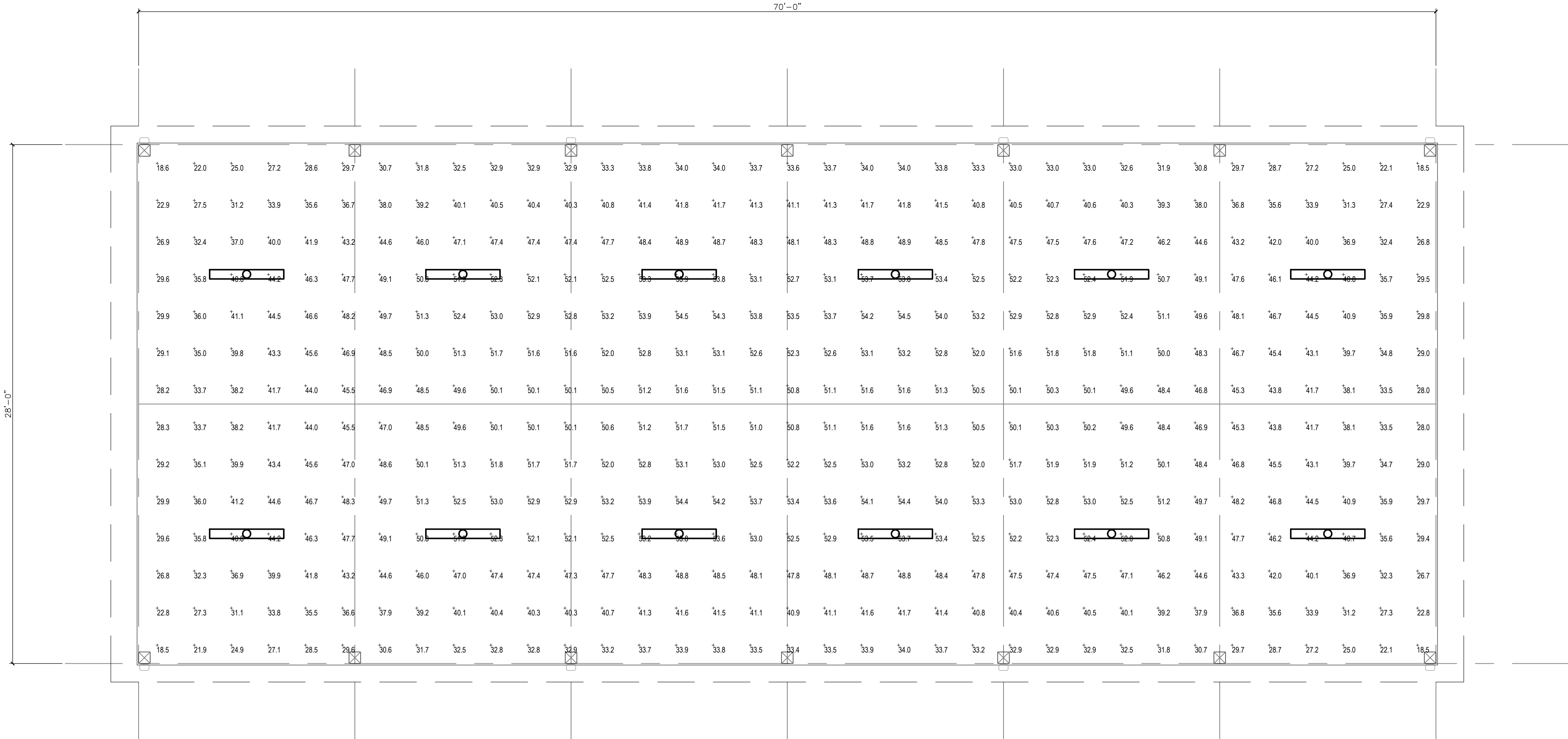
BATTING CAGES  
ELECTRICAL PLAN

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| PROJECT NUMBER | 25007      |
| DATED          | 2025.02.24 |

E-201

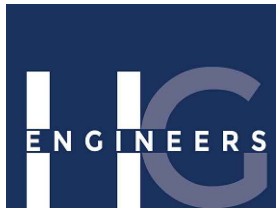
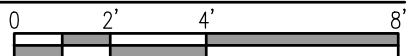


| Luminaire Schedule |     |                              |             |                             |     |       |                  |                 |             |
|--------------------|-----|------------------------------|-------------|-----------------------------|-----|-------|------------------|-----------------|-------------|
| Symbol             | Qty | Label                        | Arrangement | Description                 | Tag | LLF   | Luminaire Lumens | Luminaire Watts | Total Watts |
|                    | 12  | 96-4-L110-850-HIAFR-DIM-UNV_ | Single      | 96-4-L110-850-HIAFR-DIM-UNV | VT2 | 1.000 | 11408            | 88              | 1056        |



LIGHTING PHOTOMETRICS PLAN

1"= 4'-0"



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25007  
Job No.

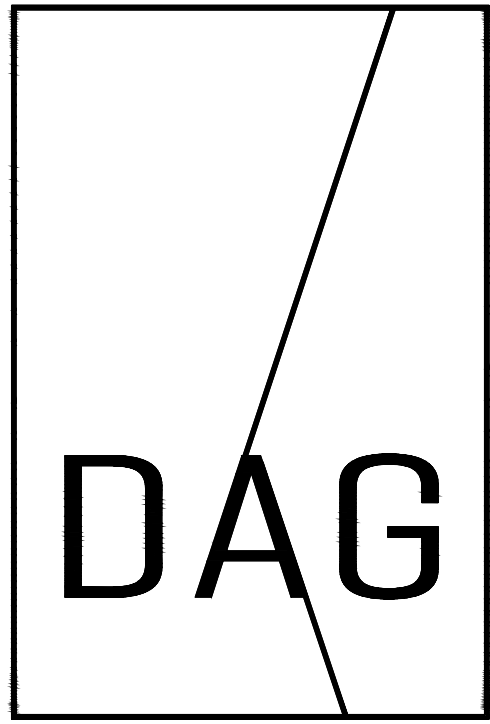
LIGHTING  
PHOTOMETRICS

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| PROJECT NUMBER | 25007      |
| DATED          | 2025.02.24 |

E-301

Morgan Sports Center  
Batting Cages

4200 INDIAN BAYOU TRAIL, DESTIN, FL 32541

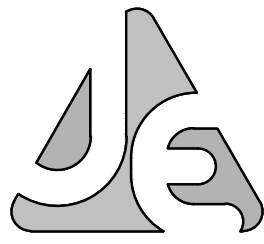
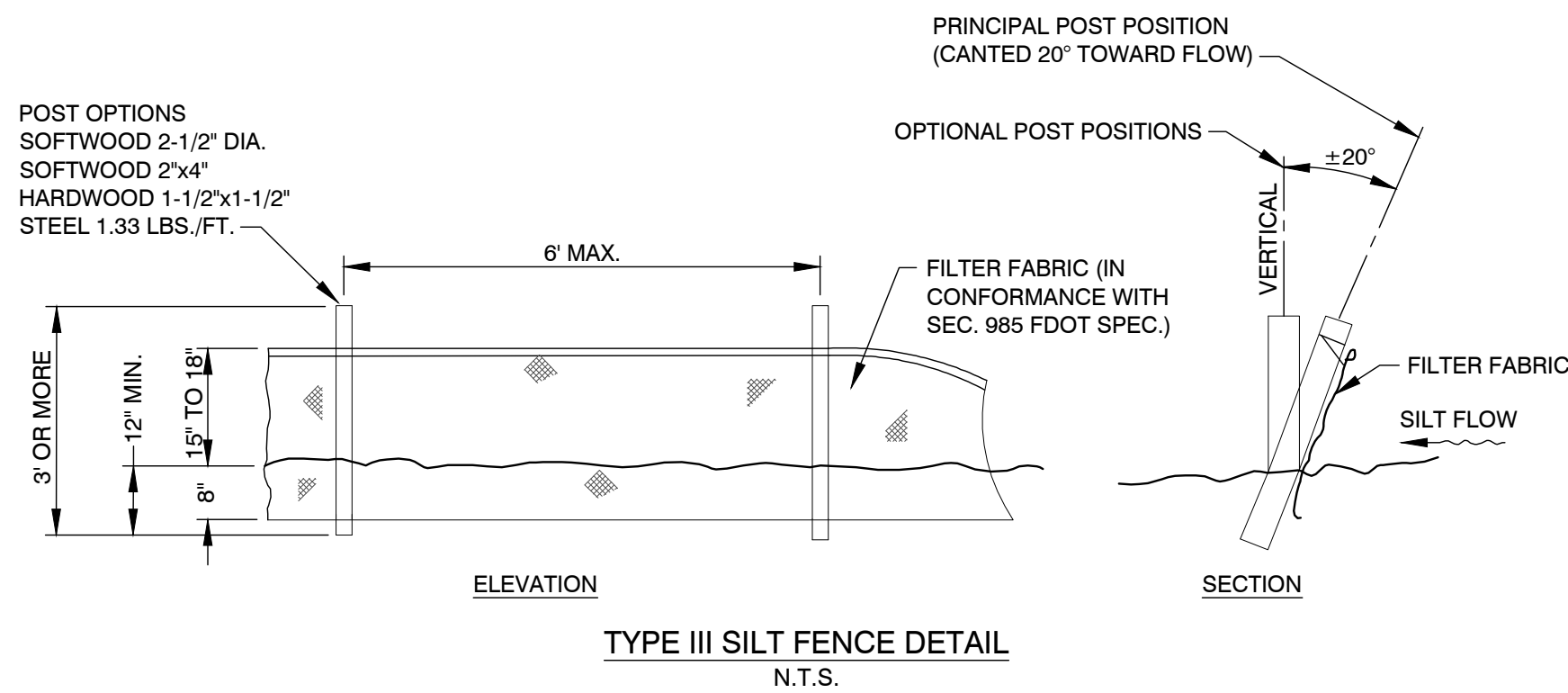
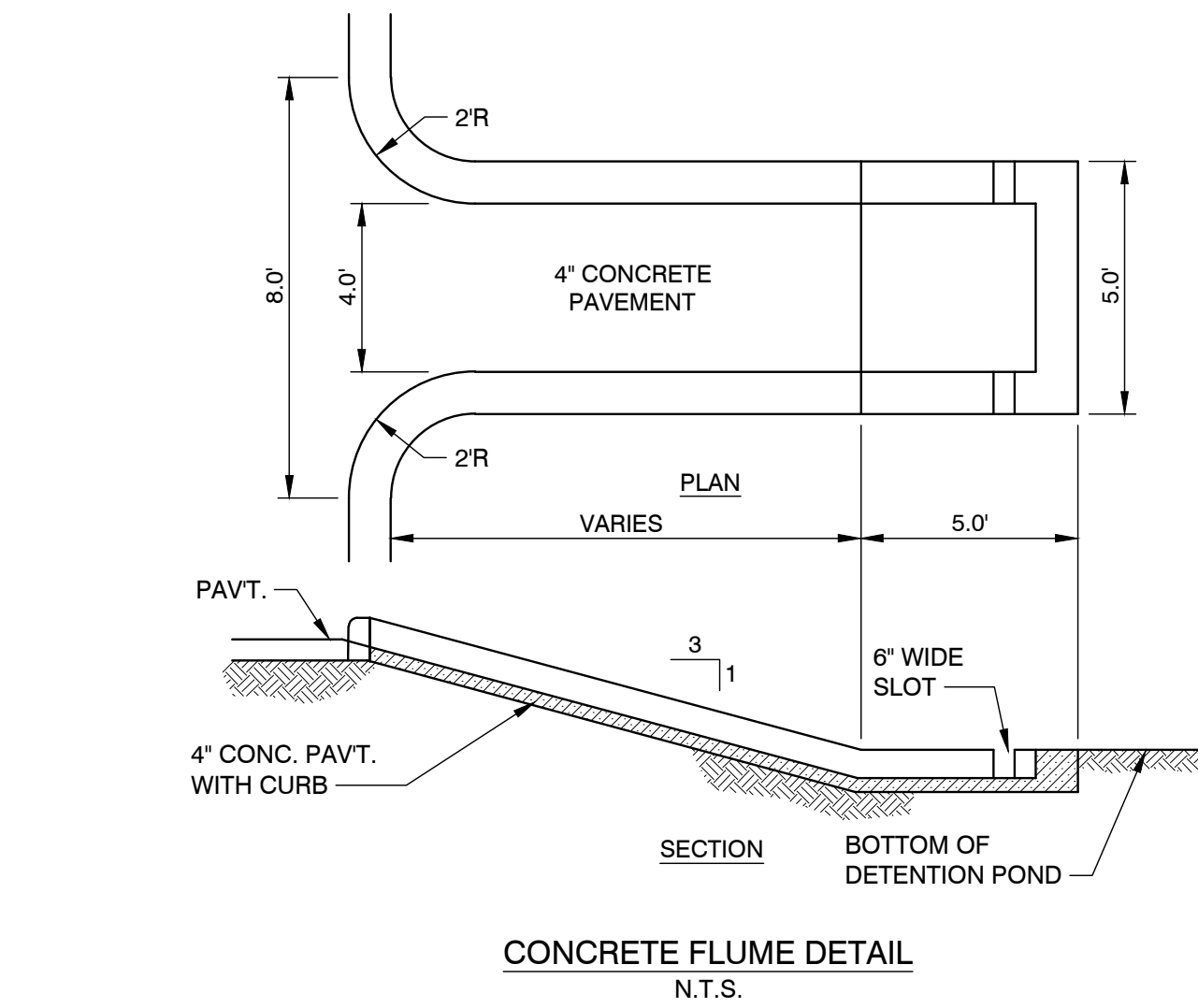
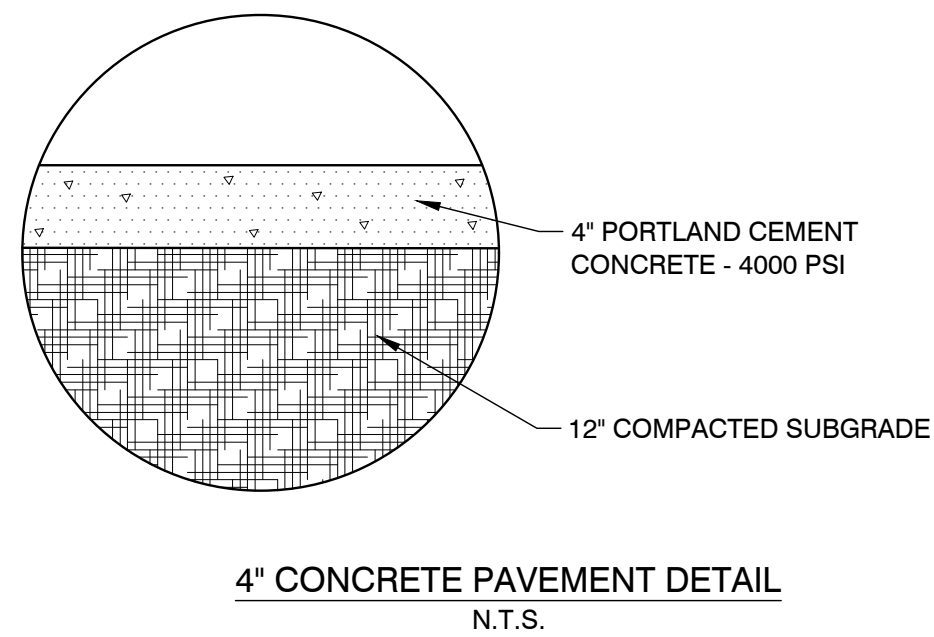
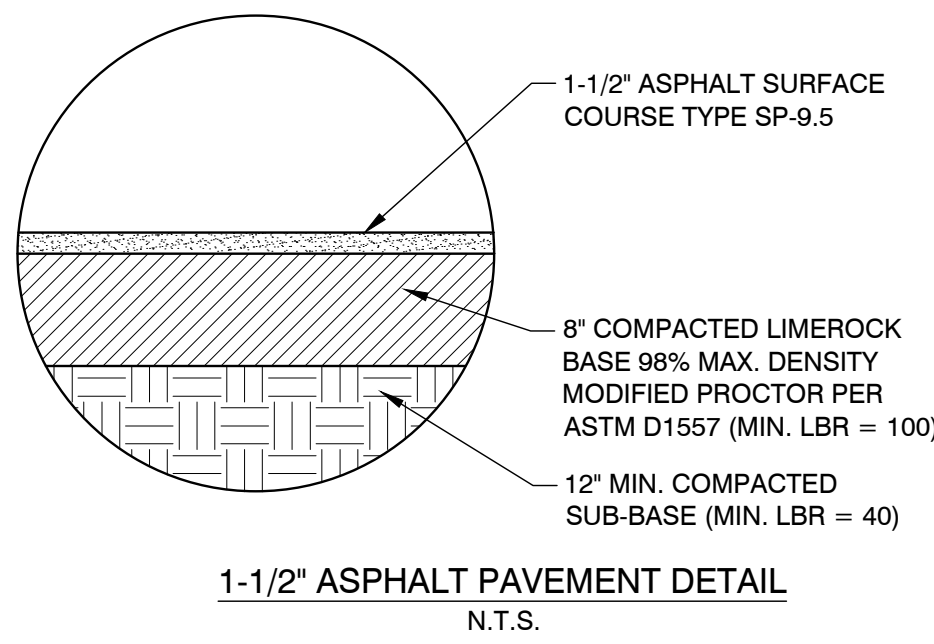
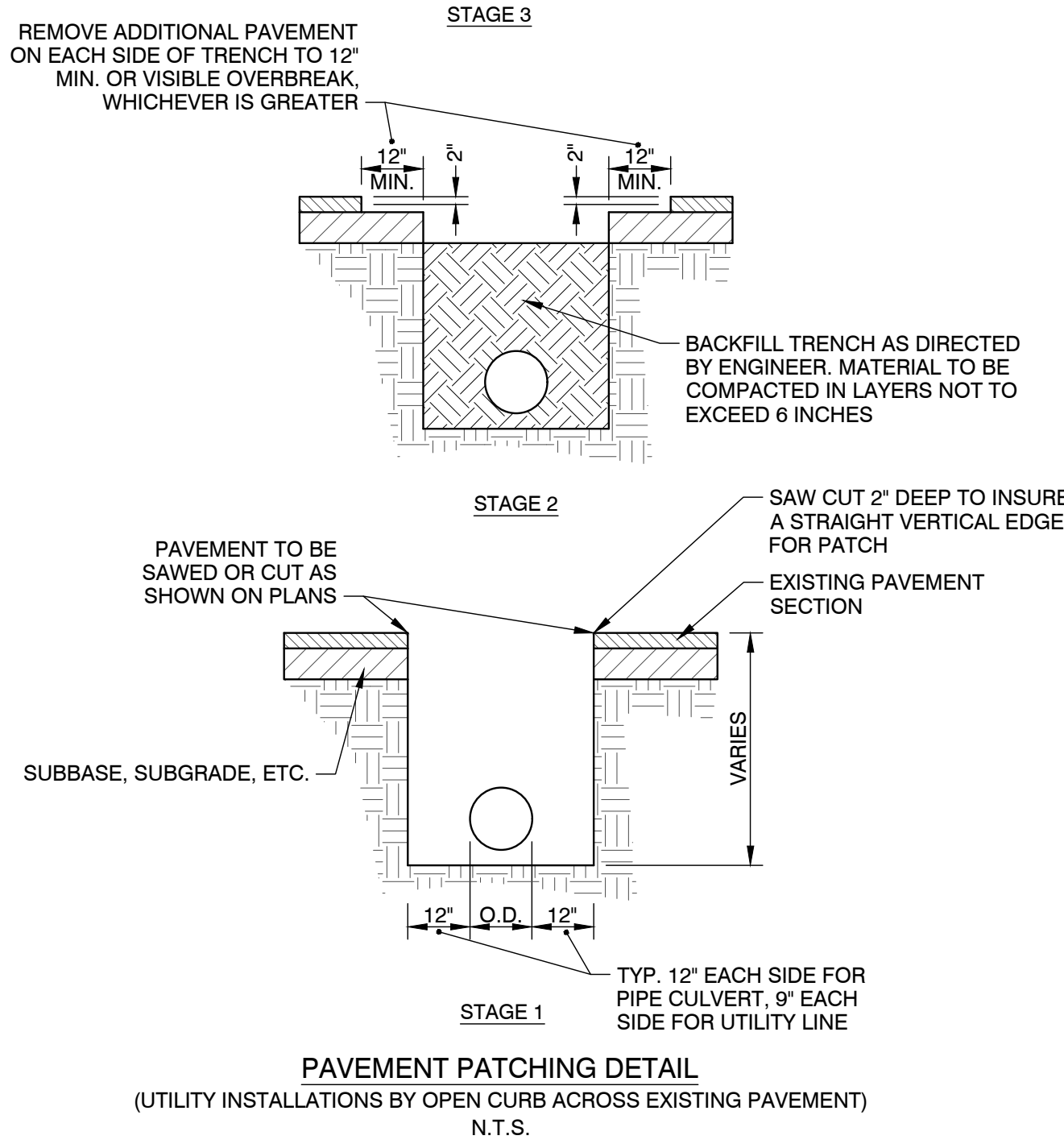
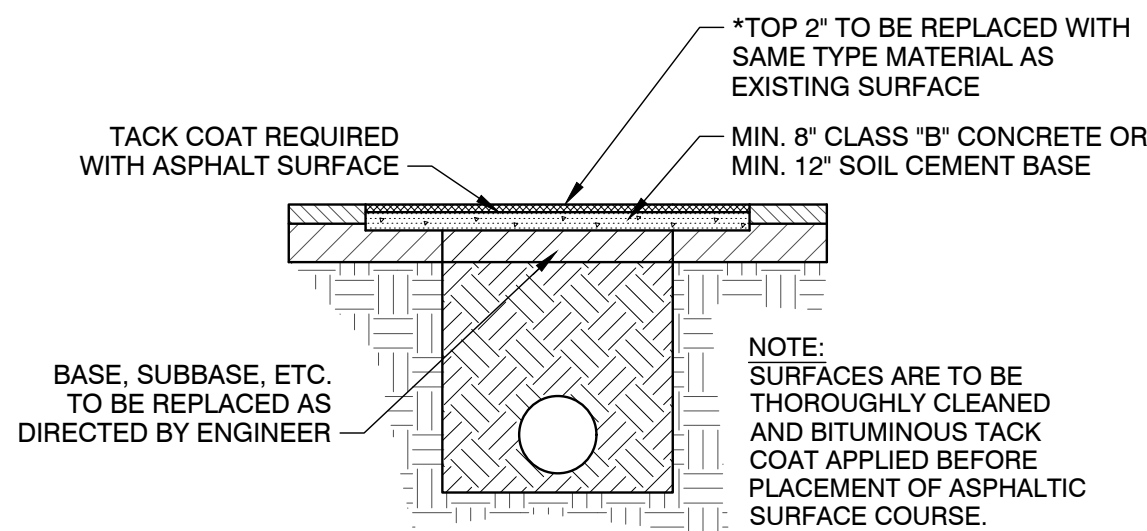
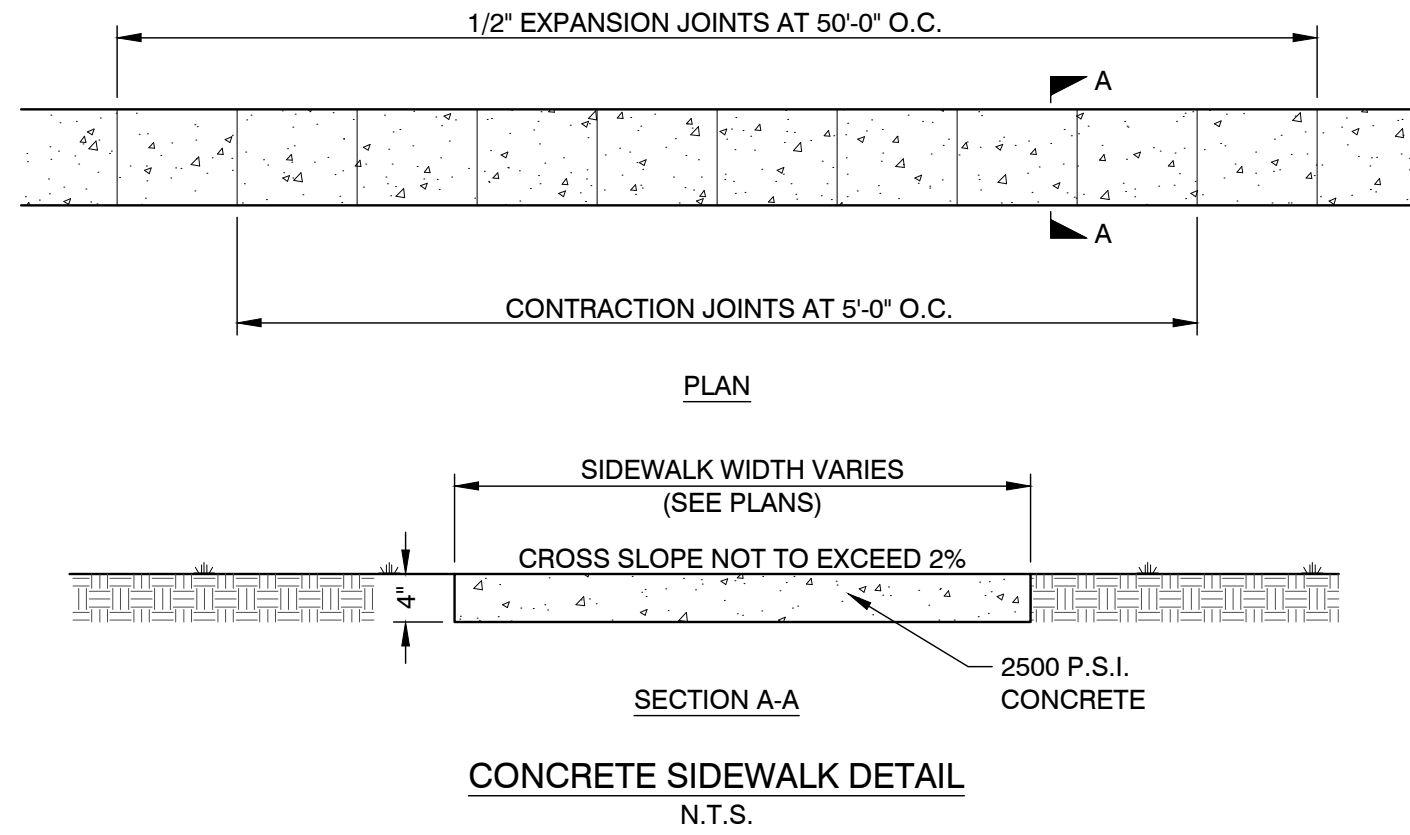


ARCHITECTS

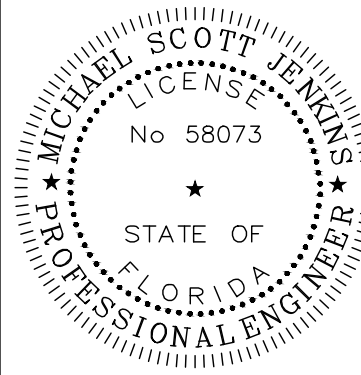
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PERMIT SET  
02-24-2025





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M. SCOTT JENKINS, P.E.  
FL REGISTRATION NO. 58073

| BY   | MSJ        | DESCRIPTION | REVISIONS PER TRC COMMENTS |
|------|------------|-------------|----------------------------|
| DATE | 04/03/2025 |             |                            |
| REV  | 1          |             |                            |

DAE ARCHITECTS  
**MORGAN SPORTS COMPLEX  
IMPROVEMENTS**  
DESTIN, FLORIDA  
**MISCELLANEOUS DETAILS**

JOB: 24-95  
DATE: 02-2025  
DESIGNED: MSJ  
DRAWN: MPF

BAR IS ONE INCH ON ORIGINAL  
0  
IF NOT ONE INCH ON THIS SHEET  
ADJUST SCALES ACCORDINGLY

DRAWING NUMBER  
06 OF 08

SHEET NUMBER  
**C06**







Construction Joints:

Plan concrete placement such that construction joints fall at expansion joints as detailed in the plans.

Expansion Joints:

Provide premodeld joint filler for expansion joints abutting concrete curbs, catch basins, manholes, inlets, structures, walks, and other fixed objects.

Locate expansion joints at 40'-0" o.c. maximum for each pavement lane or for curb.

Located expansion joints at 50'-0" o.c. maximum for walkways.

Joint Fillers:

Extend joint fillers full-width and depth of joint, and not less than 1/2" or more than 1" below finished surface where joint sealer is indicated.

Furnish joint filler in one-piece lengths for full width being placed, wherever possible. Where more than one length is required, lace or clip joint filler sections together.

Joint Sealants:

Exterior pavement joint sealants shall be composed of a non-priming, pourable, self-leveling type polyurethane sealant, such as grey shep-calk, or approved equal suitable for use in pavements and sidewalks.

4.9 CONCRETE FINISHING:

After striking-off and consolidating concrete, smooth surface by screeding and floating. Adjust floating to compact surface and produce uniform texture.

After floating, test surface for trueness with 10'-0" straightedge (maximum deviation of 1/4 inch). Distribute concrete as required to remove surface irregularities, and refloat repaired areas to provide continuous smooth finish.

Work edges of slabs, gutters, back top edge of curb, and formed joints with an edging tool, and round to 1/2" radius. Eliminate tool marks on concrete surface.

After completion of floating and troweling when excess moisture or surface sheen has disappeared, complete surface finish as follows:

Curbs, Gutters, and Walks:

Broom finish by drawing fine-hair broom across concrete surface perpendicular to line of traffic. Repeat operation if required to provide fine line texture.

Inclined Slab Surfaces:

Provide coarse, nonslip finish by scoring surface with stiff-bristled broom perpendicular to line of traffic.

Paving:

Burlap finish by dragging seamless strip of damp burlap across concrete perpendicular to line of traffic. Repeat operation to provide gritty texture.

Do not remove forms for 24 hours after concrete has been placed. After form removal, clean ends of joints and point up any minor honeycombed areas. Remove and replace areas or section with major defects, as directed.

Protect and cure finished concrete paving in accordance with "Florida Department of Transportation Specifications for Road and Bridge Construction" Section 350-13.

4.10 CLEANING AND ADJUSTING:

Repair or replace broken or defective concrete as directed.

Protect concrete from damage until acceptance of work. Exclude traffic from pavement for at least 14 days after placement. When construction traffic is permitted, maintain pavement as clean as possible by removing surface stains and spillage of materials.

Sweep concrete pavement and wash free of stains, discolorations, dirt, and other foreign material just prior to final inspection.

5 SPECIFICATION: FENCING

The Contractor shall install fencing as shown on the plans and in accordance with the manufacturer's brochure. The following are minimum requirements and shall govern except that all local, state and/or federal codes and ordinances shall govern when their requirements are in excess hereof.

5.1 MATERIAL CERTIFICATES:

Furnish copies of materials certificates signed by material producer and Contractor, certifying that each material item complies with, or exceeds, specified requirements.

5.2 MATERIALS:

All materials and equipment incorporated in the work shall be new, clean, and free of visual defects unless otherwise specified, and that all work will be of good quality, free from faults and defects and in conformance with the Contract Documents. All work not conforming to these requirements may be considered defective.

Height shall be as required as shown on the construction plans.

Fabric shall be #9 gauge, chain link open hearth steel wire, hot-dipped galvanized after weaving with minimum coating of 2.0 ounce of zinc per square foot or aluminum coating with .40 ounces per square foot, woven in 2" diamond mesh.

Line post, top, intermediate and bottom rails, shall be 1-5/8" O.D. steel pipe, weight 2.27 lbs. per foot, hot-dipped galvanized. Set 36" deep in concrete.

Terminal, corner, gate and pull posts shall be 3" O.D. pipe, 5.79 lbs. Set 36" deep in concrete.

Concrete for setting posts shall be Portland Cement complying with ASTM C-150, aggregates complying with ASTM C-33, and clean water. Mix materials to obtain concrete with a minimum 28-day compressive strength of 2,500 psi.

Stretcher bar bands, tie wires, hog rings, couplings, nuts, stretcher bars, bolts, and miscellaneous fastening devices shall be manufacturer's standard for heavy construction fence.

Swing gates shall consist of the following components.

2" O.D. steel pipe 2.72 lbs. per foot, hot-dipped galvanized. Each frame to be equipped with 3/8" diameter adjustable truss rods.

Hinges shall be hot-dipped galvanized pressed steel or malleable iron to suit gate size, non-lift-off type. Hinges shall be offset to permit 180 degrees opening. Provide one (1) pair of hinges per lead.

Latch shall be forked type to permit operation from either side with provisions to lock both sides with padlock.

5.3 ACCEPTABLE MANUFACTURERS:

Cyclone Fence, Page Fence, and Hackney Corporation.

6 SPECIFICATION: TRAFFIC STRIPING AND PAINTING

The Contractor shall paint traffic striping as shown on the plans. The following are minimum requirements and shall govern except that all local, state and/or federal codes and ordinances shall govern when their requirements are in excess hereof. All traffic striping and painting shall be in accordance with Sections 710 and 971 of the "Florida Department of Transportation Roadway and Traffic Design Standards".

6.1 MATERIAL CERTIFICATES:

Furnish copies of materials certificates signed by material producer and Contractor, certifying that each material item complies with, or exceeds, specified requirements.

6.2 TRAFFIC STRIPING AND PAINTING:

Traffic control markings shall be marked on pavement as indicated on drawings.

Paint shall be in sealed containers that plainly show the designated name, formula or specification number, batch number, color, date of manufacture, manufacturer's name, formulation number, and directions, all of which shall be plainly legible at the time of use. The paint shall be homogeneous, easily stirred to smooth consistency, and shall show no hard settlement or other objectionable characteristics during a storage period of six months.

All machines, tools, and equipment used in performance of the work shall be approved and maintained in satisfactory operating condition. Hand-operated push-type machines of a type commonly used for application of paint to pavement surfaces shall be acceptable for marking small street and parking areas. Applicator machines shall be equipped with necessary paint tanks and spraying nozzles, and shall be capable of applying paint uniformly at the coverage specified. Sandblasting equipment shall be provided as required for cleaning surfaces to be painted. Hand-operated spay guns shall be provided for use in areas where push-type machines cannot be used.

New pavement surfaces shall be allowed to cure for a period of not less than thirty days before application of marking materials. All surfaces to be marked shall be thoroughly cleaned before application of the paint. Dust, dirt, and other granular surface deposits shall be removed by sweeping, blowing with methods as required. Rubber deposits, surface laitance, existing paint markings and other coatings adhering to the pavement shall be completely removed with scrapers, wire brushes, sandblasting, approved chemicals, or mechanical abrasion as directed.

Paint shall be applied evenly to the pavement surface to be coated at a rate of 105 plus or minus 5 square feet per gallon. Paint shall be applied as shown on the drawings.

Paint shall be applied to clean, dry surfaces, and unless otherwise approved, only when air and pavement temperatures are above 40 degrees F and less than 95 degrees F. Paint temperature shall be maintained within these same limits. Paint shall be applied pneumatically with approved equipment at rate of coverage specified herein. The Contractor shall provide guidelines and templates as necessary to control paint application. Special precautions shall be taken in marking numbers, letters, and symbols. All edges of marking shall be sharply outlined. The maximum drying time requirements of the paint specifications will be strictly enforced, to prevent undue softening bitumen, and pickup, displacement, or discoloration by tires of traffic. If there is a deficiency in drying of the markings, painting operations shall be discontinued until cause of the slow drying is determined and corrected.

Suitable warning signs shall be placed near the beginning of the work site and well ahead of the work site for alerting approaching traffic from both directions. Small markers shall be placed along newly painted lines to control traffic and prevent damage to newly painted surfaces. Painting equipment shall be marked with large warning signs indication that slow moving painting equipment is in operation.

Markings which must be visible at night shall be reflectorized unless ambient illumination assures adequate visibility.

7 SPECIFICATION: WATER DISTRIBUTION SYSTEM

The Contractor shall provide and install all materials for a potable water distribution system as shown on the drawings and in this specification. In addition, he shall obtain all permits and conduct all tests required by local, state and federal authorities and as specified on these drawings.

7.1 MATERIALS:

All materials and equipment incorporated in the work shall be new, clean, and free of visual defects unless otherwise specified, and that all work will be of good quality, free from faults and defects and in conformance with the Contract Documents. All work not conforming to these requirements may be considered defective.

Piping less than 4 inches in diameter:

- Polyvinyl Chloride (PVC) 160 psi, SDR 26
- Polyethylene pipe 160 psi, SDR 9
- Polyethylene tubing 200 psi, SDR 9

Piping greater than 4 inches in diameter:

- Polyvinyl Chloride (PVC) 150 psi
- Ductile Iron (Class 50)

Joints for PVC pipes:

- Joints shall comply with ASTM D-3139
- No solvent cements or toxic lubricant will be allowed.
- Expansion capability will be provided.

Joints for Ductile Iron pipes:

- Joints shall comply with AWWA C-153 or AWWA C-110

Gate Valves:

- Valves shall comply with AWWA C-509
- 200 psi iron body, bronze mounted, non-rising stems with square operating nuts and a suitable valve box.

7.2 INSTALLATION:

Shall comply with all local, state and federal regulations. The Contractor shall provide proper facilities for handling and laying pipe and accessories. No pipe will be laid in unsuitable weather or in water. The Contractor will verify all field dimensions with the design Engineer (including Field Stake-Out) prior to commencing work. The Contractor shall notify the Engineer at 24 hours prior to installing any portion of the water main distribution system. He shall also stake all service connections and provide as-built dimensions to the Engineer. Connections to the existing system shall be coordinated with the Utility Company. Minimal service interruption shall occur and traffic safeguards shall be taken.

The Contractor shall conduct hydrostatic pressure and leakage tests as follows: Apply 150 psi or 150% of the working pressure whichever is greater to the test line. Duration of the pressure test shall be at least two (2) hours. After 1/2 hour, check pressure, if pressure has dropped, inspect for leaks and correct as required. Repeat tests until there are no leaks or pressure loss. Pressure must hold for two hours.

Note: The Contractor shall notify the Utility Company and the Engineer at least 48 hours prior to conducting pressure and leakage tests. A 3/4 inch hose bib connection will be required for gauge connection.

The Contractor shall sterilize the lines by chlorinating at 40 to 50 ppm, injecting at a corporation stop and operating all valves and accessories. Flush system. Subsequent tests on replacement water shall show a chemical and bacterial count equal to the supply main. Samples shall be taken and tested at the expense of the Contractor, and results shall be acceptable to local, state and federal agencies of interest.

7.3 NOTES:

All water piping and fittings used shall be National Sanitation Foundation (N.S.F.) approved for potable water.

A minimum separation of 10 ft. horizontal, outside to outside and 18 inches vertical is required between all water lines and the sanitary sewer system.

When trench excavation depth exceeds five feet, the Contractor shall provide trench protection (shields, sloping, shoring, etc.) and shall comply with OSHA Standard 29 CFR, Section 1926.650 Subpart P.

In accordance with rules of the Florida Department of Environmental Protection (DEP), Chapter 62-555, the Engineer of record will be responsible for observation of construction of the Potable Water System. The Engineer shall be notified at commencement and completion of construction. To assure compliance with plans and specifications, said Engineer will report to DEP upon completion of construction and cleaning and disinfecting described above before the system can be placed in service.

All PVC potable water lines and services will be marked with No. 14 copper insulated tracer wire to enable location with a Ferrous Metal Detector. The tracer wire will be placed 12 inches above and throughout the length of all such pipe.

7.4 FIRE HYDRANTS:

All fire hydrants shall be 6 inch, three way hydrants with two 2-1/2 inch hose nozzles and one 4-1/2 inch pumper nozzle, designed for 150 lbs working pressure or 300 lbs hydrostatic pressure and shall conform to the latest specifications of the AWWA All working parts shall be bronze. All hose threads shall be National Standard Threads. Hydrants shall have a mechanical joint end inlet. Hydrants shall be Traffic Breakaway Model. The hydrant main valve shall be a compression type that closes with the water pressure. Hydrants shall have not less than a 5-1/4 inch valve opening. All hydrants shall be equipped with automatic self-oiling reservoirs that lubricate the stem threads and all bearing surfaces each time the hydrant is operated. Hydrants shall be painted one coat of red iron oxide, zinc oxide primer conforming to Steel Structures Painting Council SSPC-paint 25 and two finish coats of silicone alkyl paint conforming to Steel Structures Painting Council

SSPC-paint 21. Fire hydrants shall be painted in accordance with NFPA 291, Recommended Practice For Fire Flow Testing and Marking of Hydrants.

8 SPECIFICATION: SANITARY SEWER SYSTEM

The Contractor shall provide and install all gravity sewer material shown on the drawings and in this specification. In addition, he shall obtain all permits and conduct all tests required by local, state and federal authorities and as specified on these drawings.

8.1 MATERIALS:

All materials and equipment incorporated in the work shall be new, clean, and free of visual defects unless otherwise specified, and that all work will be of good quality, free from faults and defects and in conformance with the Contract Documents. All work not conforming to these requirements may be considered defective.

Piping:

- PVC Gravity Sewer
- Ductile Iron Pipe (D.I.P.)
- PVC Force Mains (160 psi)

Joints:

- PVC, Rubber Ring
- D.I.P. Joints, Rubber Gasket

NOTE: ALL JOINTS TO BE BELL AND SPIGOT TYPE.

Concrete:

- Poured or Pre-cast

8.2 INSTALLATION:

Shall comply with all local, state and federal regulations. The Contractor shall provide proper facilities for handling and laying pipe and accessories. Trenches shall be properly prepared; pipe shall be supported over its full length and bell holes hand dug as required. No pipe will be laid in unsuitable weather or in water. The Contractor will verify all field dimensions and report all discrepancies (including field stake-out) prior to commencing work. The contractor shall notify the Engineer at least 24 hours prior to installing any portion of the sanitary sewer system. He shall also stake all service connections and provide as-built dimensions to the Engineer. Manholes, cleanouts and the like shall be located, built and sized as shown on these drawings. Connections with existing sewer systems shall be coordinated by the Contractor with the utility company.

A minimum separation of 10 ft. horizontal measured outside to outside and 18 inches vertical is required between sanitary sewer lines and all water lines.

When trench excavation depth exceeds five feet, the Contractor shall provide trench protection (shields, sloping, shoring, etc.) and shall comply with OSHA Standard 29 CFR, Section 1926.650 Subpart P.

In accordance with rules of the Florida Department of Environmental Protection (DEP), Chapter 62-604, the Engineer of record will be responsible for observation of construction of the Sanitary Sewer System. The Engineer shall be notified at commencement and completion of construction. To assure compliance with plans and specifications said Engineer will report to DEP upon completion of construction before the system can be placed in service.

The Contractor shall coordinate all tests with the utility company and the Engineer. All lines, fittings and manholes shall be clean and dry before conducting tests. Tests and subsequent corrections shall be at the expense of the Contractor.

8.3 GRAVITY SEWERS:

Leakage tests by exfiltration and/or infiltration will be made on all pipe. The Engineer shall have the option determining which test shall be employed. Generally, if the groundwater table is below the bottom of the pipe, an exfiltration test shall be used. Duration of test shall be not less than two (2) hours. Visible leaks encountered shall be corrected regardless of leakage test results. Leakage as measured by either the infiltration or exfiltration test shall not exceed 0.157 gallons per inch diameter per 100 feet of pipe per hour. When leakage exceeds the maximum amount specified, satisfactory correction shall be made and retesting accomplished.

Deflection testing shall be done on all flexible pipe at the direction of the Engineer. Testing shall be done using a mandrel having a diameter equal to 95 percent of the inside diameter of the pipe. When a deflection device is used in lieu of the mandrel, such device shall be approved by the Engineer prior to use. No pipe deflection shall exceed 5 percent.

8.4 FORCE MAINS:

The Contractor shall conduct hydrostatic pressure and leakage tests as follows:

Apply 100 psi or 150% of the working pressure, whichever is greater, to the test line. Duration of the pressure test shall be at least two (2) hours. After 1/2 hour, check pressure, if pressure has dropped, inspect for leaks and correct as required. Repeat tests until there are no leaks or pressure loss. Pressure must hold for two hours.

Note: The Contractor shall notify the Utility Company and the Engineer at least 24 hours prior to conducting pressure and leakage tests.

Force mains shall have thrust blocks designed for 100 psi test pressure. Force mains shall be colored other than white to distinguish from water lines. Force mains in the right-of-way shall have 30 inches (minimum) cover over the crown.

All sanitary sewer force mains will be marked with No. 14 copper insulated tracer wire to enable location with a Ferrous Metal Detector. The tracer wire will be placed 12 inches above and throughout the length of all such pipes.

8.5 MANHOLES:

Shape: All manholes will be eccentric or as specified on the drawings.

Setting Manhole Castings: The frame of the casting shall be set in a full mortar bed composed of one part Portland Cement to two parts of fine aggregate.

Concrete: The minimum compressive strength required at twenty-eight days is 4000 lbs. per sq. inch. The minimum amount of water shall be used to produce a workable mix and shall not exceed six (6) U.S. Gallons per sack of cement. Concrete shall conform to ASTM C-94.

Pre-cast Reinforced Concrete Manhole Sections: Pre-cast reinforced concrete manhole sections shall conform to ASTM C-478. All joints for pre-cast sections shall be approved by the Engineer.

Castings: Cast iron frames and covers shall conform to the drawings in all essentials of design. All castings shall be made of clean, even grain, tough gray cast iron. The quality of iron in the castings shall conform to the current ASTM Specification A-48 for Class 20 Gray Iron Castings. The weight of castings shall be as shown in the plans. Castings shall be smooth, true to pattern, and free from projections, sand holes, or defects. A raised word "SEWER" shall be cast on the upper non-skid surface of all manhole covers. The portio of the frame and cover which forms the cover seat shall be machined so that no rocking of the cover is possible. The castings shall be coated with coal tar pitch varnish. On roadways the frame and cover shall be set flush with and in the plane of the surface. In other locations they shall be set to grades determined by the Engineer. A shop drawing of the manhole frame and cover must be approved by the Engineer for all covers and frames furnished on the project.

Water-Proofing: Both concrete and pre-cast sections below grade shall be painted on the outside with either two coats of bitumastic paint or a heavy layer of emulsified asphalt to water-proof completely. Manholes shall be inspected for water tightness prior to being placed in service. All incoming and outgoing sewer lines shall be plugged and the manhole filled with water to a level to create a minimum positive head of two feet or above the highest section joint. If the water level drop exceeds 1/8" per vertical foot of manhole depth in 5 minutes, the manhole shall have failed the test.

8.6 GENERAL:

Grout all riser joints and entry pipes.

Provide neat cement seals for pre-cast units.

Minimum radius allowed is 20 inches.

Invert grouting shall be uniform and smooth-sloped to center line of pipe.

Note: Roof drains, foundation drains and all other clean water connections to the sanitary sewer system are prohibited.

9 SPECIFICATION: STORM SEWER SYSTEM

The Contractor shall provide and install all storm sewer material shown on the drawings and in this specification. In addition, he shall obtain all permits and conduct all tests required by local, state and federal authorities and as specified.

9.1 MATERIALS:

Corrugated Polyethylene Pipe: Shall comply with section 948 of the latest edition "Florida Department of Transportation Specifications for Road and Bridge Construction" unless modified herein. Pipes 12 inches to 24 inches in diameter shall comply with ASTM F-405 and ASTM F-667. Joints shall be by means of dimpled band. If used outside of dry wells, joints shall be wrapped in filtercloth 2 feet in width and with 2 feet of overlap on the diameter. This pipe, in the perforated form, shall be used inside dry wells. It may be used outside dry wells only when used with a filter sock. Perforations shall be 1/4 inch diameter and spaced 10 inches on center in the valley of the corrugations.

Polyvinyl-Chloride Pipe: Shall comply with section 948 of the latest edition "Florida Department of Transportation Specifications for Road and Bridge Construction" unless modified herein. Polyvinyl-Chloride Pipe shall meet the requirements of ASTM D 3034, SDR-35, or ASTM F 949, profile wall without perforations. Polyvinyl-Chloride Pipe for use as underdrain shall conform to the requirements of ASTM F 758 or ASTM F 949. Also, PVC underdrain manufactured from PVC pipe meeting ASTM D 3033 or ASTM D 3034, perforated in accordance with the perforation requirements given in AASHTO M 36, or AASHTO M 196 will be permitted.

Reinforced Concrete Pipe: Shall comply with requirements of ASTM C-76, Class III, unless otherwise indicated on the Drawings, and shall be installed with rubber gasketed joints complying with ASTM C-443. Install rubber gaskets in strict accordance with pipe manufacturer's recommendations.

Manholes: Precast reinforced concrete manhole sections shall conform to ASTM Specification C-478. Construct manholes of precast concrete sections as required by Drawings to size, shape, and depth indicated, but never less than 4'-0" inside diameter. All joints for precast sections shall be approved by the engineer.

Inlets and Catch Basins: Precast reinforced concrete Inlets and Catch Basin sections shall conform to ASTM C-478. Construct Inlets and Catch Basins of precast concrete construction as required by drawings to size, shape and depth indicated.

Main and Lateral Pipes: Neatly cut off main and lateral pipes flush with inside of manhole or inlet where they enter structure walls. Dress all irregularities and rough edges with non-shrinking group (inside and outside).

Where pipes enter or exit manholes, a "Kor-N-Seal" molded neoprene boot with stainless steel internal and external bands as manufactured by the National Pollution Control Systems, Inc., Nashua, New Hampshire, or a polyurethane joint with a short transition joint as manufactured by Moorform Corporation, Centralia, Illinois, or an approved equal (or superior) connection shall be provided.

Cast Iron Frames, Covers, and Grates: After completion of manhole inlet, set cast iron frame in full mortar bed after adjusting to required elevation. Cast iron frames and covers shall conform to the drawings in all essentials of design. All castings shall be made of clean, even grain, tough gray cast iron The quality of iron in the castings shall conform to the current ASTM Specification A-48 for Class 20 Gray Iron Castings. The weight of castings shall be as shown in the plans. Castings shall be smooth, true to pattern, and free from projections, sand holes, or defects. A raised word "STORM SEWER" shall be cast on the upper non-skid surface of all manhole covers. The portion of the frame and cover which forms the cover seat shall be machined so that no rocking of the cover is possible. The castings shall be coated with coal tar pitch varnish. On roadways the frame and cover shall be set flush with and in the plane of the surface. In other locations they shall be set to grades determined by the engineer. The frame and cover shall be heavy duty traffic bearing.

Plastic Filter Fabric: Plastic Filter Fabric shall be the non-woven type and shall comply with sections 514 and 985 of the latest edition "Florida Department of Transportation Specifications for Road and Bridge Construction" unless modified herein.

Concrete: Concrete shall comply with Section 345 of the latest edition "Florida Department of Transportation Specifications for Road and Bridge Construction" unless modified herein. Minimum compressive strength at 28 days shall be 4,000 psi.

9.2 DETENTION AREAS AND GRASSED SWALES:

Swales must be landscaped with seeding, sodding, or sprigging, which does not inhibit the infiltration rate of the soil. Engineer requires 48 hours notice prior to landscaping of infiltration areas to make appropriate inspections.

The system will require periodic maintenance for continued proper operation. This will include, as a minimum: A) removal of silt debris from surface infiltration areas and catch basins, and B) maintenance of vegetative cover in surface infiltration areas.

9.3 STORMWATER DRYWELLS:

Drywells shall be constructed to the dimensions as detailed in the plans. The washed granular material shall have of a void ratio of not less than 0.4 and the gradation shall conform to section 901 of the latest edition "Florida Department of Transportation Specifications for Road and Bridge Construction". The dry well shall be completely wrapped in woven (as opposed to spun) filter cloth with a minimum 2 feet of overlap at field joints. The dry well shall contain perforated pipes as detailed in the plans.

9.4 INSTALLATION:

The Contractor shall comply with all local, state and federal regulations. The Contractor shall provide proper facilities for handling and laying pipe and accessories. Trenches shall be properly prepared; pipe shall be supported over its full length and bell holes hand dug as required. No pipe will be laid in unsuitable weather or in water. The Contractor will verify all field dimensions and report all discrepancies (including field stake-out) prior to commencing work. The contractor shall notify the Engineer at least 24 hours prior to installing any portion of the storm sewer system. He shall also stake all service connections and provide as-built dimensions to the Engineer. Manholes, cleanouts and the like shall be located, built and sized as shown on these drawings. Connections with existing storm sewer systems shall be coordinated by the Contractor with the Utility Authority. Adequate traffic control shall be provided.

A minimum separation of 10 ft. horizontal measured outside to outside and 18 inches vertical is required between storm sewer lines and all water lines.

When trench excavation depth exceeds five feet, the Contractor shall provide trench protection (shields, sloping, shoring, etc.) and shall comply with OSHA Standard 29 CFR, Section 1926.650 Subpart P.

In accordance with rules of the Florida Department of Environmental Protection (DEP), Chapter 62-25, the Engineer of record will be responsible for observation of construction of the Storm Sewer System. The Engineer shall be notified at commencement and completion of construction. To assure compliance with plans and specifications, said Engineer will report to DEP upon completion of construction before the system can be placed in service.

9.5 TESTS:

The Contractor shall coordinate all Tests and Inspections with the Utility Authority and the Engineer. All lines, fittings and manholes shall be clean and dry before the Inspector is summoned. Tests and subsequent corrections shall be at the expense of the Contractor.

Non-Perforated Storm Sewers: Leakage tests by exfiltration and/or infiltration will be made on all pipe as deemed by the Engineer. The Engineer shall have the option determining which test shall be employed. Generally, if the groundwater table is below the bottom of the pipe, an exfiltration test shall be used. Duration of test shall be not less than two (2) hours. Visible leaks encountered shall be corrected regardless of leakage test results. Leakage as measured by either the infiltration or exfiltration test shall not exceed 0.2 gallons per inch diameter per 100 feet of pipe per hour. When leakage exceeds the maximum amount specified, satisfactory correction shall be made and retesting accomplished.

Deflection testing shall be done on all flexible pipe at the direction of the Engineer. Testing shall be done using a mandrel having a diameter equal to 95 percent of the inside diameter of the pipe. When a deflection device is used in lieu of the mandrel, such device shall be approved by the Engineer prior to use. No pipe deflection shall exceed 5 percent.

9.6 EROSION PROTECTION:

New and existing drainage structures shall be protected from soil erosion sedimentation by placing baled hay around structures.

Stacked baled hay and silt fence barriers shall be installed downhill from any earthwork activity, and in all areas subject to soil erosion, prior to start of construction.

Soil erosion sedimentation shall be controlled during all phases of construction.

ALL SOIL EROSION SEDIMENTATION SHALL BE RETAINED ON SITE.

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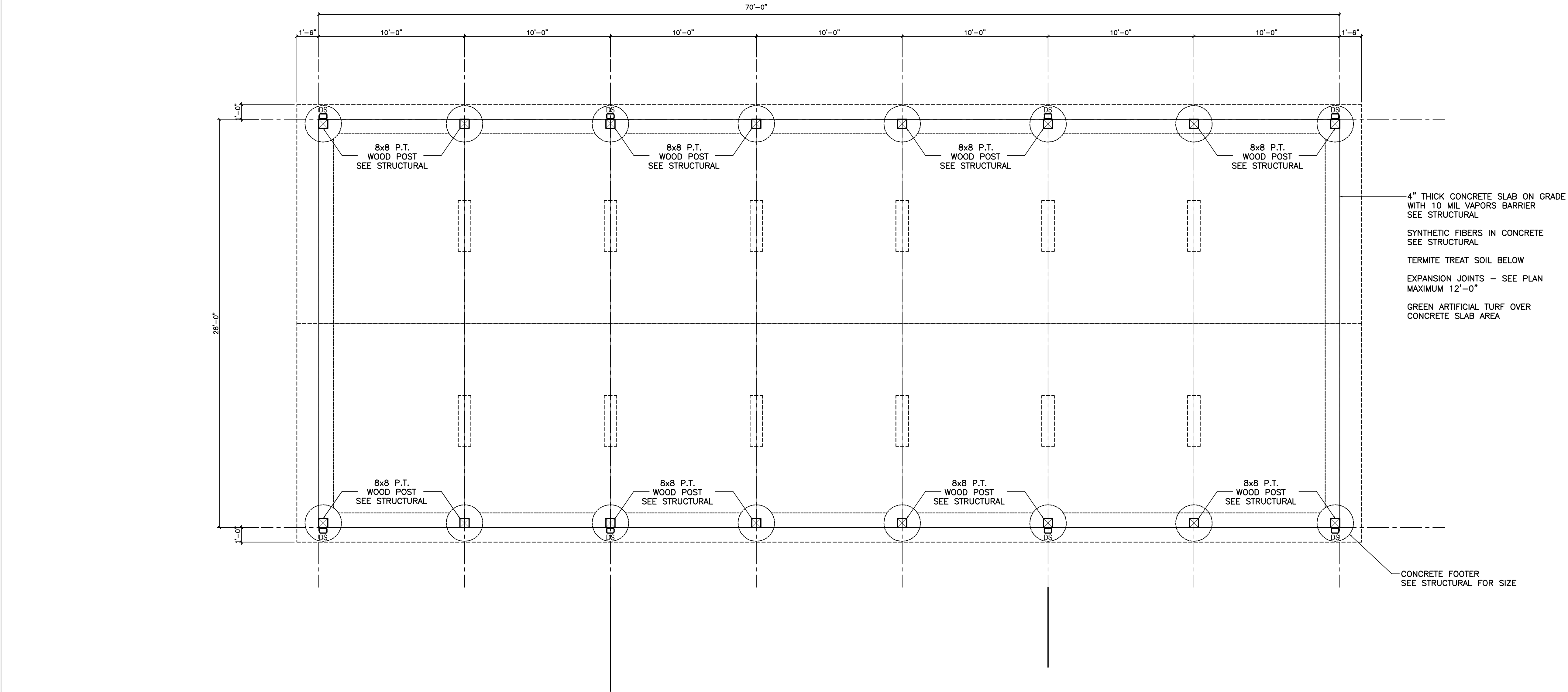
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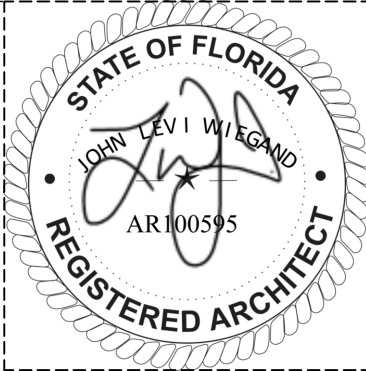
24140 A-101 FLOOR PLAN.DWG



ARCHITECTS

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www.DAGarchitects.com

PERMIT SET  
04-21-2025



JOHN LEVI WEIGAND  
FL. REGISTRATION NO. AR100595

Morgan Sports Center  
Batting Cage

4200 INDIAN BAYOU TRAIL, DESTIN, FL 32541

| REVISIONS: |             |      |
|------------|-------------|------|
| No.        | Description | Date |
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FLOOR PLAN  
BATTING CAGE

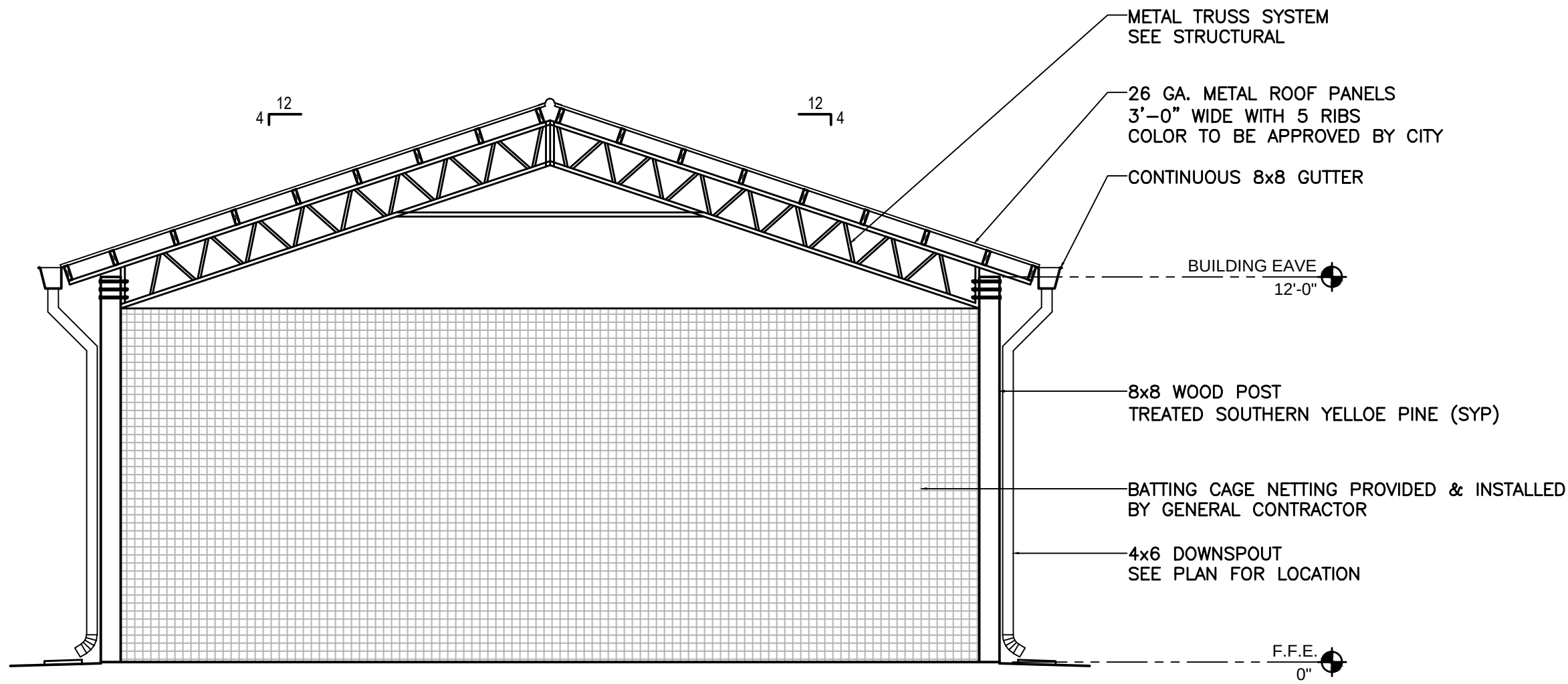
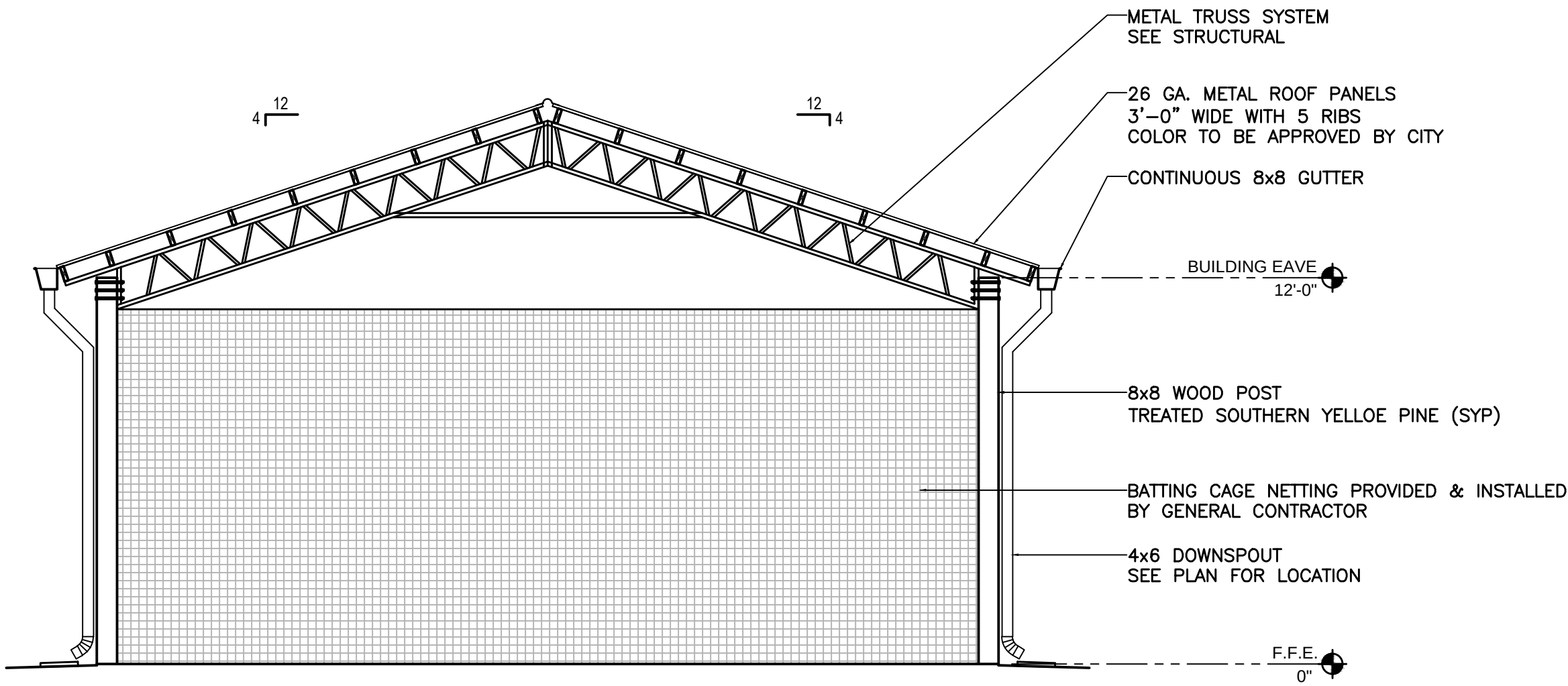
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| PROJECT NUMBER | 24140      |
| DATED          | 2025.01.01 |

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| A1                  | FLOOR PLAN - BATTING CAGE |
| SCALE: 1/4" = 1'-0" |                           |



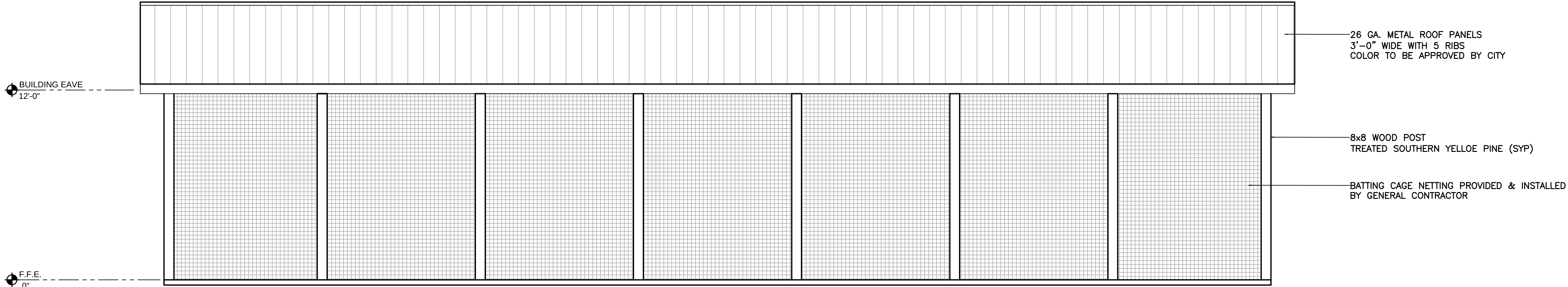
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24140 A-101 FLOOR PLAN.DWG

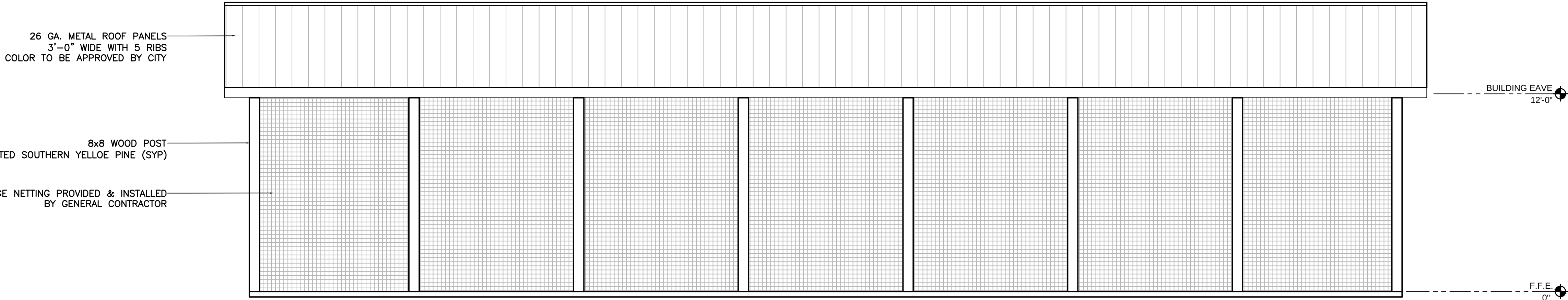


|                     |                 |
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| C1                  | FRONT ELEVATION |
| SCALE: 1/4" = 1'-0" |                 |

|                     |                |
|---------------------|----------------|
| C3                  | REAR ELEVATION |
| SCALE: 1/4" = 1'-0" |                |



|                     |                      |
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| B1                  | RIGHT SIDE ELEVATION |
| SCALE: 1/4" = 1'-0" |                      |

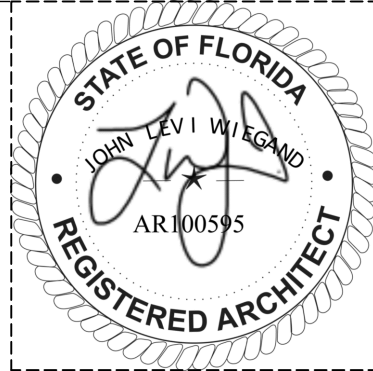


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| A1                  | LEFT SIDE ELEVATION |
| SCALE: 1/4" = 1'-0" |                     |



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PERMIT SET  
04-21-2025



JOHN LEVI WEIGAND  
FL. REGISTRATION NO. AR100595

## Morgan Sports Center Batting Cage

4200 INDIAN BAYOU TRAIL, DESTIN, FL 32541

| REVISIONS: |             |      |
|------------|-------------|------|
| No.        | Description | Date |
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### EXTERIOR ELEVATIONS

|                |            |
|----------------|------------|
| PROJECT NUMBER | 24140      |
| DATED          | 2025.01.01 |



"Any modifications, whether in-field or prior to construction, must be submitted, reviewed, and approved by the EOR before modifications take place. MK Weber bears no liability for any modifications made outside of this signed and sealed plan set without prior approval. Any requests for modifications, whether prior to construction or in-field, must be submitted to the EOR in writing. The owner and/or contractor understands that any requested modifications to the plan set may take several weeks to process and should plan accordingly. There is no guarantee that requested modifications will be approved. Any modifications requested must be reflected in a revised set of drawings that bear the EOR's signature and seal."

STRUCTURAL NOTES

GENERAL

1. DESIGN CODE DATA  
2023 FLORIDA BUILDING CODE  
ASCE 7-22: MINIMUM DESIGN LOADS FOR BUILDINGS AND OTHER STRUCTURES.  
AISC 360-05: SPECIFICATION FOR STRUCTURAL STEEL BUILDINGS

2. DESIGN LOADS:

ROOF DEAD LOADS: 5 PSF  
ROOF LIVE LOADS: 20 PSF - ON ROOF MEMBERS WITH REDUCTION ON SUPPORTING FRAMES AS PERMITTED BY PER FBC 2023 - SECTION 1607.11.1 UNIFORM LIVE LOAD REDUCTION.

WIND DESIGN CRITERIA

WIND LOAD: 138 MPH 3 SECOND GUST  
NOMINAL DESIGN WIND SPEED: 107 MPH  
INTERNAL PRESSURE COEFFICIENT: 0.0 (OPEN)  
RISK CATEGORY 1 BUILDING (THIS STRUCTURE IS DESIGNED AS AN UNINHABITABLE STRUCTURE AND SHALL NOT BE CONVERTED TO A HABITABLE WITHOUT PRIOR APPROVAL FROM ENGINEER OF RECORD)  
EXPOSURE CATEGORY C  
BASE VELOCITY PRESSURE: 35.3 PSF

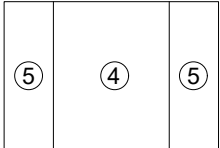
4. THE CONTRACTOR IS RESPONSIBLE FOR LIMITING THE AMOUNT OF CONSTRUCTION LOAD IMPOSED UPON OR EXISTING STRUCTURAL FRAMING. CONSTRUCTION LOADS SHALL NOT EXCEED THE DESIGN CAPACITY OF THE FRAMING AT THE TIME THE LOADS ARE IMPOSED.

| COMPONENTS AND CLADDING |                       |                |                       |                |
|-------------------------|-----------------------|----------------|-----------------------|----------------|
| ROOFS                   | DESIGN PRESSURE (ULT) |                | DESIGN PRESSURE (ASD) |                |
| TRIBUTARY AREA 10 SF    | POSITIVE (PSF)        | NEGATIVE (PSF) | POSITIVE (PSF)        | NEGATIVE (PSF) |
| ZONE 1 max              | 34.4                  | 31.6           | 20.6                  | 19.0           |
| ZONE 2 max              | 53.0                  | 48.9           | 31.8                  | 29.3           |
| ZONE 3 max              | 68.7                  | 63.2           | 41.2                  | 37.9           |
| TRIBUTARY AREA 100 SF   | POSITIVE (PSF)        | NEGATIVE (PSF) | POSITIVE (PSF)        | NEGATIVE (PSF) |
| ZONE 1 max              | 34.4                  | 31.6           | 20.6                  | 19.0           |
| ZONE 2 max              | 34.4                  | 31.6           | 20.6                  | 19.0           |
| ZONE 3 max              | 34.4                  | 31.6           | 20.6                  | 19.0           |
| WALLS                   | DESIGN PRESSURE       |                | DESIGN PRESSURE       |                |
| TRIBUTARY AREA 10 SF    | POSITIVE (PSF)        | NEGATIVE (PSF) | POSITIVE (PSF)        | NEGATIVE (PSF) |
| ZONE 4                  | 35.3                  | 38.8           | 21.2                  | 23.3           |
| ZONE 5                  | 35.3                  | 49.4           | 21.2                  | 29.6           |
| TRIBUTARY AREA 100 SF   | POSITIVE (PSF)        | NEGATIVE (PSF) | POSITIVE (PSF)        | NEGATIVE (PSF) |
| ZONE 4                  | 29.0                  | 32.6           | 17.4                  | 19.5           |
| ZONE 5                  | 29.0                  | 36.9           | 17.4                  | 22.2           |

5. SNOW LOAD (S)  
2.52psf = Roof Snow Load 3psf = Ground Snow Load  
Thermal Factor = 1.20 Snow Exposure Factor = 1.00 Snow Importance Factor = 1.0

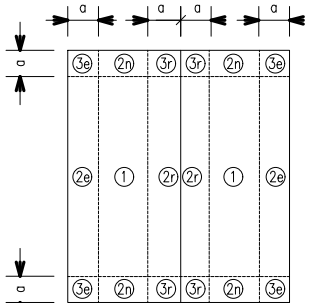
6. SEISMIC LOAD (E)  
Equivalent Lateral Force Procedure  
0.11 = 0.2s Short Period Spectral Response Acceleration S(s)  
0.061 = 1.0s Spectral Response Acceleration S(1)  
Site Classification =D  
Seismic Importance Factor =1.00

WIND ZONES



WALL

\*8'-0" EDGE DISTANCE



PLAN

Gable and Flat Roofs 7° < Ø < 45°  
a = 8'-0"

- 7.THE STRUCTURE IS DESIGNED TO FUNCTION AS A UNIT UPON COMPLETION. THE CONTRACTOR IS RESPONSIBLE FOR DESIGNING AND FURNISHING ALL TEMPORARY BRACING AND/OR SUPPORT THAT MAY BE REQUIRED AS THE RESULT OF THE CONTRACTOR'S CONSTRUCTION METHODS AND/OR SEQUENCES. THE STRUCTURAL ENGINEER ASSUMES NO LIABILITY FOR THE STRUCTURE DURING CONSTRUCTION.

- 8.THE CONTRACTOR IS RESPONSIBLE FOR ALL MEANS AND METHODS OF CONSTRUCTION AND ALL JOB SITE SAFETY.

- 9.VERIFY ALL DIMENSIONS PRIOR TO THE START OF CONSTRUCTION - DO NOT SCALE DRAWINGS.

10. CONCRETE  
FOOTING AND FOUNDATION WALL 3,000 PSI @ 28 DAYS  
SLAB ON GRADE 3,000 PSI @ 28 DAYS  
ALL OTHER CIP CONCRETE 3,000 PSI @ 28 DAYS  
CONCRETE REINFORCING STEEL 60 KSI, ASTM A615

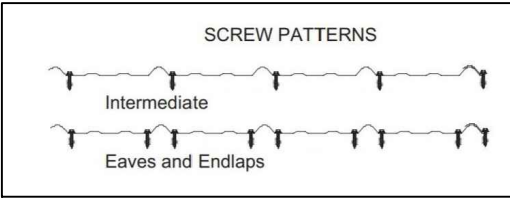
11. FOUNDATION  
1. ALLOWABLE SOIL BEARING CAPACITY = 2,000 PSF FOR FOOTINGS (PRESUMPTIVE)  
2. GRADE AREAS IN ACCORDANCE WITH ELEVATIONS AND GRADES SHOWN ON THE SITE DRAWINGS AND AS REQUIRED FOR DRAINAGE.  
3. ALL SLAB ON GRADE AREAS SHALL BE PROOF ROLLED. ALL SOFT SPOTS SHALL BE REMOVED AND REPLACED WITH COMPACTABLE FILL.  
4. SLAB ON GRADE TO BE CONSTRUCTED ON A MINIMUM OF 6" OF COMPACTED GRANULAR FILL.  
5. ALL FILL MATERIAL USED IN GRADING OPERATIONS SHALL CONSIST OF EARTH, WHICH IS FREE OF DEBRIS, BOULDERS OR ORGANIC MATERIAL. FILL SHALL BE PLACED IN MAXIMUM OF 12" LIFTS AND COMPACTED TO 95% OF MODIFIED PROCTOR MAXIMUM DRY DENSITY.  
6. ALL FOOTINGS SHALL BEAR ON UNDISTURBED SOIL OR COMPACTED FILL HAVING A MINIMUM ALLOWABLE BEARING CAPACITY AS INDICATED ABOVE.  
7. THE ENGINEER SHALL BE NOTIFIED IF ACTUAL FIELD CONDITIONS DO NOT MEET BEARING REQUIREMENTS OR, IF QUESTIONABLE SOIL CONDITIONS ARE DISCOVERED INCLUDING BUT NOT LIMITED TO PEAT AND OTHER HIGH ORGANIC SOILS.  
8. ANY FOUNDATION UNDER THE BASE FLOOD ELEVATION SHALL COMPLY W/ R322.2.2 OF THE FLORIDA BUILDING CODE & WILL PROVIDE FLOOD VENTS TO MEET THESE REQUIREMENTS.

12. STEEL  
ANGLES, PLATES, AND CHANNELS 36 KSI, ASTM A36  
SQUARE AND RECTANGULAR HSS 46 KSI, ASTM A500 GRADE B,  
BOLTS @ RIDGE (PEAK): (2) GRADE A5, 5/8" W/  
(4) FLAT & (2) LOCK WASHERS  
BOLTS @ TRUSS TO POST CONN. (3) 5/8" THRU-BOLTS &  
(6) 2"x2"x1/8" FLAT & LOCK  
WASHERS  
WELDING ELECTRODES E70XX

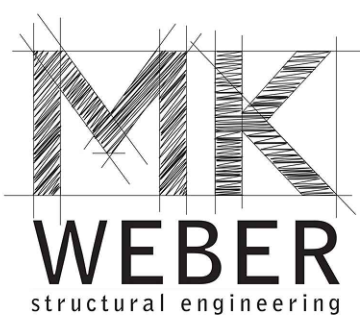
13. WOOD  
2x8 AND SMALLER SYP NO. 2 OR BETTER  
MINIMUM DESIGN VALUES  
Fb 1,500 PSI  
Ft 825 PSI  
Fv 175 PSI  
Fc⊥ 565 PSI  
Fcll 1,600 PSI  
E 1,600,000 PSI  
Emin 580,000 PSI

- 6x6, 8X8, 10X10 OR 12X12 WD POST TREATED SOUTHERN YELLOW PINE (SYP)  
MINIMUM DESIGN VALUES  
Fb 1,350 PSI  
E 1,500,000 PSI

14. ROOF & WALL SHEATHING  
ROOF METAL PANELS SHALL BE 26 GA. x 3'-0" WIDE w/ 5 RIBS

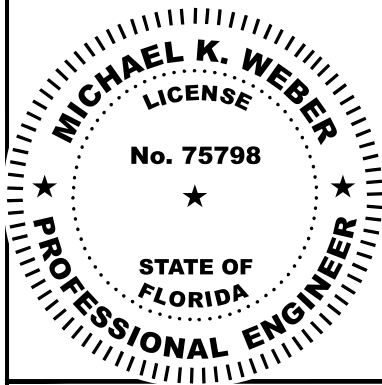


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AUTHORIZATION # 33120



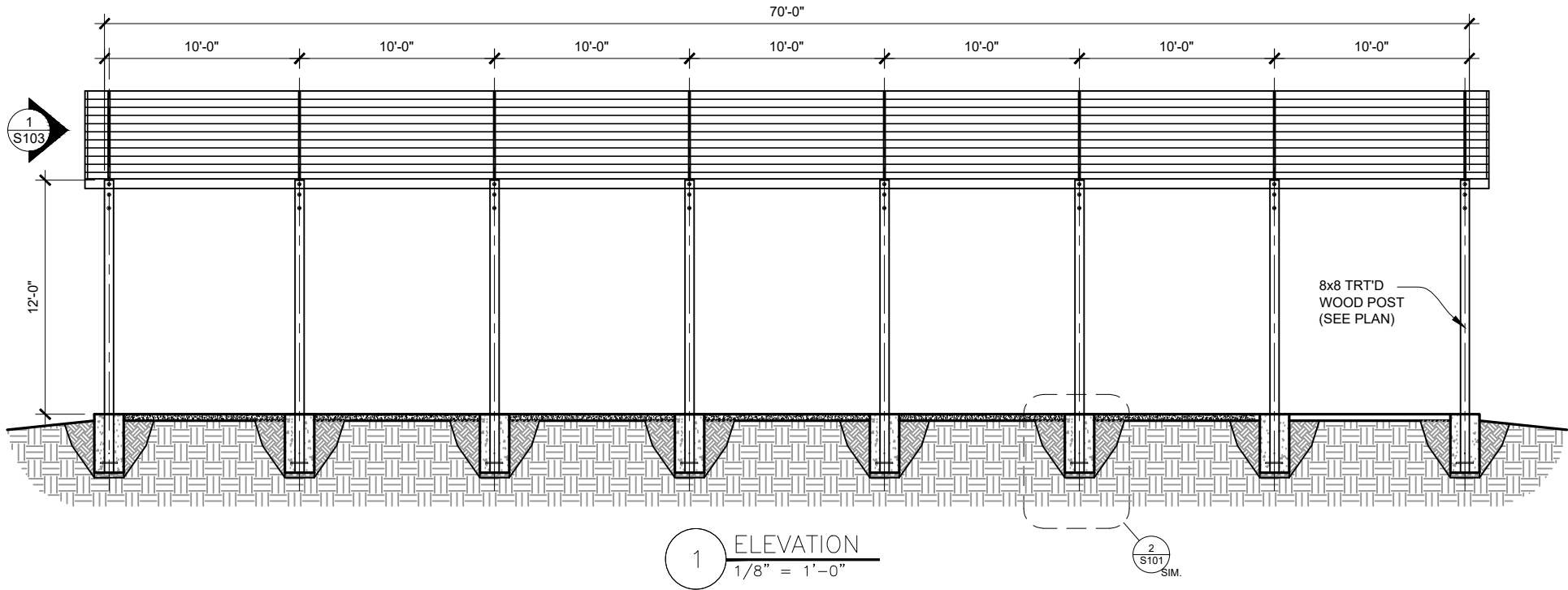
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FLORIDA P.E. # 75798

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| Open 28'x 70'x 12' Pole Barn for:<br>Morgan Sports Center<br>City of Destin<br>4200 Indian Bayou Trail<br>Destin, FL 32541                                              |                                                                                                                                  |
| REV.                                                                                                                                                                    | DATE                                                                                                                             |
| DESCRIPTION                                                                                                                                                             |                                                                                                                                  |

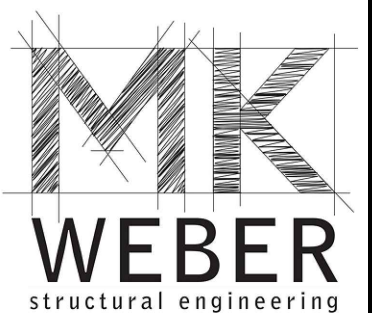
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| JOB NUMBER: | 25064    |
| DRAWN BY:   | DAW      |
| CHECKED BY: | RES      |
| PLOT DATE:  | 3/3/2025 |

| SHEET TITLE    |
|----------------|
| GENERAL NOTES  |
| DRAWING NUMBER |
| S100           |

|                              |
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| SHEET TITLE                  |
| FOUNDATION PLAN<br>& DETAILS |
| DRAWING NUMBER               |
| S101                         |

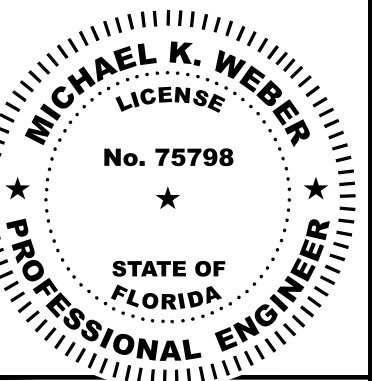


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Morgan Sports Center  
City of Destin  
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Destin, FL 32541

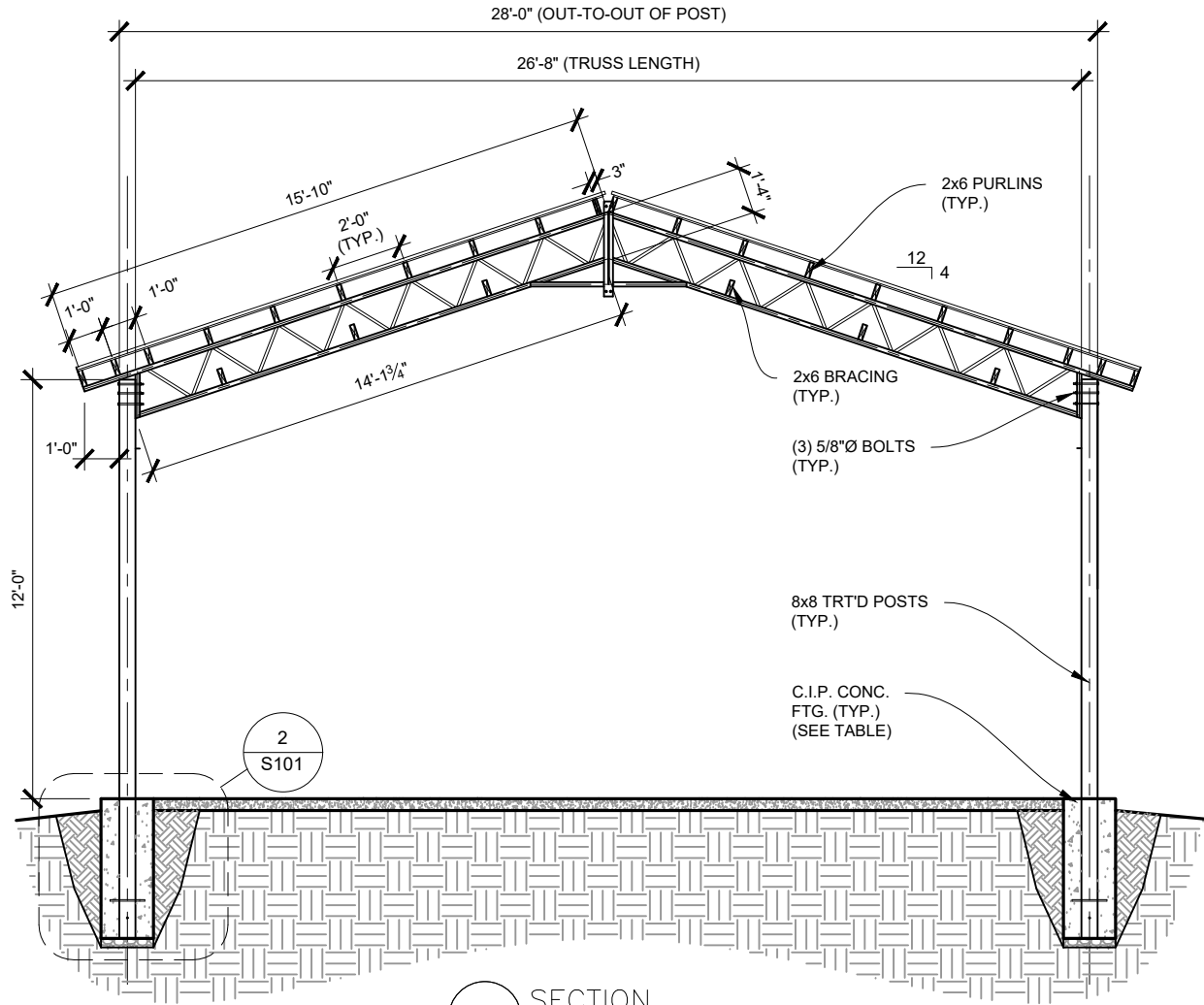
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| DRAWN BY:   | DAW      |
| CHECKED BY: | RES      |
| PLOT DATE:  | 3/3/2025 |

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| SHEET TITLE    |
| ELEVATIONS     |
| DRAWING NUMBER |
| S102           |

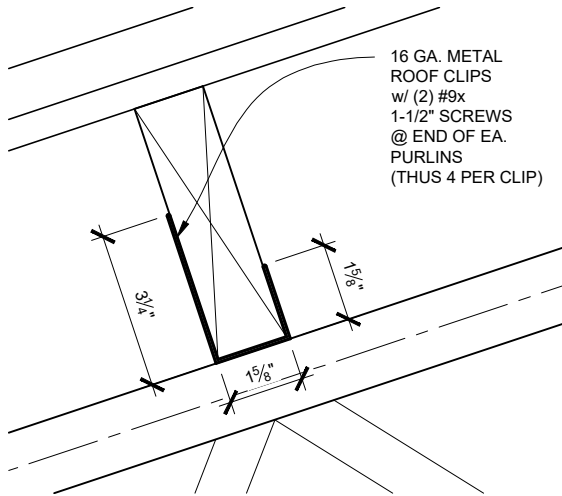


ALL HOLES IN CHORD & WEB ITEMS ARE 11/16" Ø  
1" FROM ENDS AND/OR CENTERED RELATIVE TO ENDS.  
TOP CHORD MATERIAL SHALL BE HSS1-1/2x1-1/2x14GA.  
BOTTOM CHORD SHALL BE HSS1-1/2x1-1/2x14GA.  
DIAGONAL WEB MEMBERS SHALL BE HSS1x1x14GA.  
RIDGE COLLAR-TIE SHALL BE L1-1/2x1-1/2x1/8"  
VERTICAL ENDS SHALL BE L1-1/2x1-1/2x1/8"

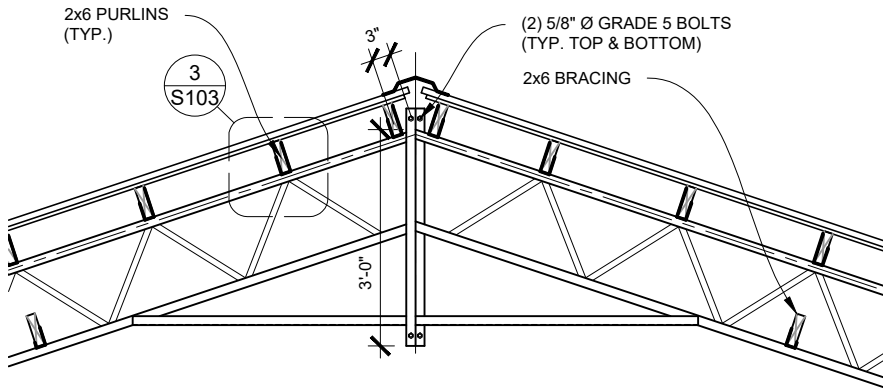


1 SECTION  
3/16" = 1'-0"

NOTE:  
ALL POSTS ARE TO BE SET TO THE  
INSIDE-TO-INSIDE TRUSS DIMENSION -  
PER TRUSS MANF. REGARDLESS OF  
OVERALL DIMENSION

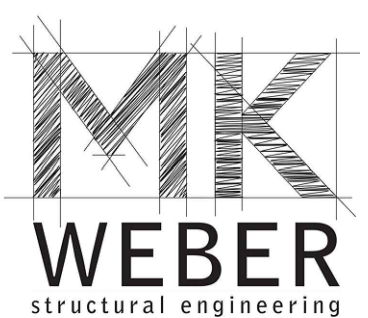


3 TRUSS CONN. DETAIL  
3" = 1'-0"



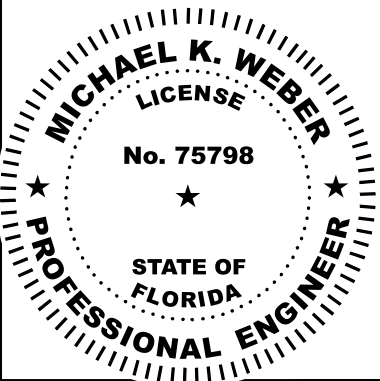
2 TRUSS CONN. DETAIL  
3/8" = 1'-0"

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| REV. | DESCRIPTION | DATE |
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| SHEET TITLE             |
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| SECTION & TRUSS DETAILS |
| DRAWING NUMBER          |
| S103                    |



## **ADDENDUM NO. 1**

### **CITY OF DESTIN, FLORIDA REQUEST FOR QUALIFICATIONS RFB NO. 25-04-REC DESTIN MORGAN SPORTS CENTER BATTING CAGES**

**MAY 12, 2025**

To All Potential Proposers:

This addendum modifies the previously issued RFB and is hereby made a part of the proposal documents. Per the RFB, proposer shall acknowledge receipt of any and all addenda; and shall include this acknowledgement receipt in their submittal. Failure to do so may subject the proposer to disqualification.

The following items shall become a part of the proposal for the above-referenced project.

The City received the questions from a potential bidders with respect to the City's RFB NO. 25-04-REC. As per the City's standard practice, the City is furnishing the responses below to these questions.

1. The contractor should determine best method for delivery and installation of materials required, including concrete.
2. Yes, the general contractor will be responsible for pulling permits at their cost.
3. Contract duration will be 90 days from NTP
4. Start date will be mid-July or later
5. Liquidated damages will be \$250 a day
6. No bid bond is required
7. A performance and payment bond will be required
8. Total budget is approximately \$85,000
9. Engineer's estimate is approximately \$82,400
10. Construction area will be closed to the public
11. Contractor is responsible for fencing/barriers needed to secure the site
12. Laydown site can be coordinated with the city and will be at Morgan Sports Center property
13. Plan set provided is all that we have available
14. No specific type of netting is required, black, no bigger than 1 3/4" mesh, #62 gauge minimum, provide specs with quote (project description sheet)
15. Contractor responsible for demolition of any existing structure and removal of debris from the site
16. Contractor is responsible for restabilizing the permanent grassing
17. No protective measures are required
18. Artificial turf - Face weight 34 oz. – Yarn Type: Poly – height 1/2" – Backing 5mm. Contractor to submit a product specification. (product description sheet) With a quote.
19. Sidewalk repair noted in item 2.9 is referring to the area north of the proposed maintenance facility, where utility connections are proposed to be extended through the existing parking area, area called out on Sheet CO2 of the plan set
20. Silt fence should be installed at property boundaries or down gradient areas to ensure sedimentation is contained on the project site.
21. Unit price to repair irrigation damaged during construction.
22. Unit price to replace sodding if damaged during construction

- 23. See attached soils information for the site. It is anticipated groundwater will be deeper than 80 inches from the existing grade
- 24. See attached cord reel info, power requirement will be 30 amp circuit

The bid opening date for RFB 25-04-REC remains May 22, 2025 at 2:00 P.M. (CST)

**END OF ADDENDUM NO. 1**

A copy of Addendum No. 1 signed and acknowledged shall precede the mandatory information required in the subject RFB.

Receipt of Addendum No. 1 is hereby acknowledged:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

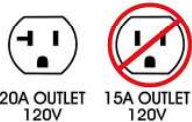
\_\_\_\_\_  
Date

Retractable Cord Reel - Heavy Duty, 45', Single Outlet



Never wind a cord again. Pull down for safe and easy access.

- Wall and ceiling mountable. Hardware included.
- Cord locks to desired length, retracts with slight tug.
- Single grounded outlet with resettable circuit breaker.
- Industrial grade polyethylene housing.
- Requires a 20A outlet.



More Images

ETL/C-ETL Listed

| MODEL NO. | DESCRIPTION | DIMENSIONS<br>L x W x H  | CORD LENGTH | GAUGE/<br>CONDUCTOR | 125V RATING | WT.<br>(LBS.) | PRICE EACH |       | IN STOCK<br>SHIPS TODAY               |
|-----------|-------------|--------------------------|-------------|---------------------|-------------|---------------|------------|-------|---------------------------------------|
|           |             |                          |             |                     |             |               | 1          | 4+    |                                       |
| H-10990   | Heavy Duty  | 13 3/4 x 5 1/4 x 15 1/4" | 45'         | 12/3                | 20A         | 17            | \$250      | \$240 | <div><div>1</div><div>ADD</div></div> |

SHIPS VIA UPS

[Additional Info](#) [Shopping Lists](#) [Request a Catalog](#)

SAME DAY SHIPPING | HUGE SELECTION IN STOCK | SHIPS FROM 14 LOCATIONS



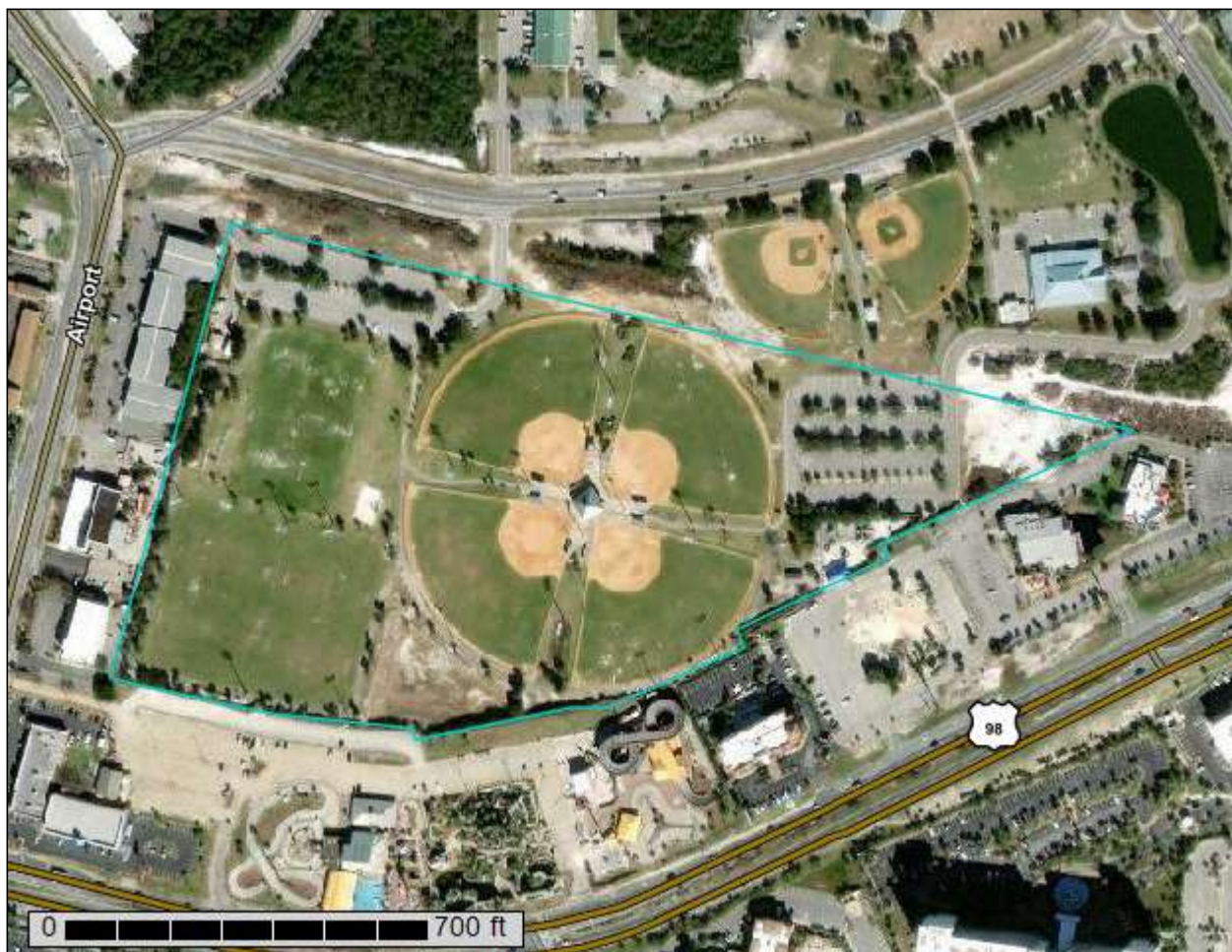
United States  
Department of  
Agriculture

**NRCS**

Natural  
Resources  
Conservation  
Service

A product of the National  
Cooperative Soil Survey,  
a joint effort of the United  
States Department of  
Agriculture and other  
Federal agencies, State  
agencies including the  
Agricultural Experiment  
Stations, and local  
participants

# Custom Soil Resource Report for **Okaloosa County, Florida**



March 3, 2025



# Preface

---

Soil surveys contain information that affects land use planning in survey areas. They highlight soil limitations that affect various land uses and provide information about the properties of the soils in the survey areas. Soil surveys are designed for many different users, including farmers, ranchers, foresters, agronomists, urban planners, community officials, engineers, developers, builders, and home buyers. Also, conservationists, teachers, students, and specialists in recreation, waste disposal, and pollution control can use the surveys to help them understand, protect, or enhance the environment.

Various land use regulations of Federal, State, and local governments may impose special restrictions on land use or land treatment. Soil surveys identify soil properties that are used in making various land use or land treatment decisions. The information is intended to help the land users identify and reduce the effects of soil limitations on various land uses. The landowner or user is responsible for identifying and complying with existing laws and regulations.

Although soil survey information can be used for general farm, local, and wider area planning, onsite investigation is needed to supplement this information in some cases. Examples include soil quality assessments (<http://www.nrcs.usda.gov/wps/portal/nrcs/main/soils/health/>) and certain conservation and engineering applications. For more detailed information, contact your local USDA Service Center (<https://offices.sc.egov.usda.gov/locator/app?agency=nrcs>) or your NRCS State Soil Scientist ([http://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/contactus/?cid=nrcs142p2\\_053951](http://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/contactus/?cid=nrcs142p2_053951)).

Great differences in soil properties can occur within short distances. Some soils are seasonally wet or subject to flooding. Some are too unstable to be used as a foundation for buildings or roads. Clayey or wet soils are poorly suited to use as septic tank absorption fields. A high water table makes a soil poorly suited to basements or underground installations.

The National Cooperative Soil Survey is a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local agencies. The Natural Resources Conservation Service (NRCS) has leadership for the Federal part of the National Cooperative Soil Survey.

Information about soils is updated periodically. Updated information is available through the NRCS Web Soil Survey, the site for official soil survey information.

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# How Soil Surveys Are Made

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Soil surveys are made to provide information about the soils and miscellaneous areas in a specific area. They include a description of the soils and miscellaneous areas and their location on the landscape and tables that show soil properties and limitations affecting various uses. Soil scientists observed the steepness, length, and shape of the slopes; the general pattern of drainage; the kinds of crops and native plants; and the kinds of bedrock. They observed and described many soil profiles. A soil profile is the sequence of natural layers, or horizons, in a soil. The profile extends from the surface down into the unconsolidated material in which the soil formed or from the surface down to bedrock. The unconsolidated material is devoid of roots and other living organisms and has not been changed by other biological activity.

Currently, soils are mapped according to the boundaries of major land resource areas (MLRAs). MLRAs are geographically associated land resource units that share common characteristics related to physiography, geology, climate, water resources, soils, biological resources, and land uses (USDA, 2006). Soil survey areas typically consist of parts of one or more MLRA.

The soils and miscellaneous areas in a survey area occur in an orderly pattern that is related to the geology, landforms, relief, climate, and natural vegetation of the area. Each kind of soil and miscellaneous area is associated with a particular kind of landform or with a segment of the landform. By observing the soils and miscellaneous areas in the survey area and relating their position to specific segments of the landform, a soil scientist develops a concept, or model, of how they were formed. Thus, during mapping, this model enables the soil scientist to predict with a considerable degree of accuracy the kind of soil or miscellaneous area at a specific location on the landscape.

Commonly, individual soils on the landscape merge into one another as their characteristics gradually change. To construct an accurate soil map, however, soil scientists must determine the boundaries between the soils. They can observe only a limited number of soil profiles. Nevertheless, these observations, supplemented by an understanding of the soil-vegetation-landscape relationship, are sufficient to verify predictions of the kinds of soil in an area and to determine the boundaries.

Soil scientists recorded the characteristics of the soil profiles that they studied. They noted soil color, texture, size and shape of soil aggregates, kind and amount of rock fragments, distribution of plant roots, reaction, and other features that enable them to identify soils. After describing the soils in the survey area and determining their properties, the soil scientists assigned the soils to taxonomic classes (units).

Taxonomic classes are concepts. Each taxonomic class has a set of soil characteristics with precisely defined limits. The classes are used as a basis for comparison to classify soils systematically. Soil taxonomy, the system of taxonomic classification used in the United States, is based mainly on the kind and character of soil properties and the arrangement of horizons within the profile. After the soil



scientists classified and named the soils in the survey area, they compared the individual soils with similar soils in the same taxonomic class in other areas so that they could confirm data and assemble additional data based on experience and research.

The objective of soil mapping is not to delineate pure map unit components; the objective is to separate the landscape into landforms or landform segments that have similar use and management requirements. Each map unit is defined by a unique combination of soil components and/or miscellaneous areas in predictable proportions. Some components may be highly contrasting to the other components of the map unit. The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The delineation of such landforms and landform segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, onsite investigation is needed to define and locate the soils and miscellaneous areas.

Soil scientists make many field observations in the process of producing a soil map. The frequency of observation is dependent upon several factors, including scale of mapping, intensity of mapping, design of map units, complexity of the landscape, and experience of the soil scientist. Observations are made to test and refine the soil-landscape model and predictions and to verify the classification of the soils at specific locations. Once the soil-landscape model is refined, a significantly smaller number of measurements of individual soil properties are made and recorded. These measurements may include field measurements, such as those for color, depth to bedrock, and texture, and laboratory measurements, such as those for content of sand, silt, clay, salt, and other components. Properties of each soil typically vary from one point to another across the landscape.

Observations for map unit components are aggregated to develop ranges of characteristics for the components. The aggregated values are presented. Direct measurements do not exist for every property presented for every map unit component. Values for some properties are estimated from combinations of other properties.

While a soil survey is in progress, samples of some of the soils in the area generally are collected for laboratory analyses and for engineering tests. Soil scientists interpret the data from these analyses and tests as well as the field-observed characteristics and the soil properties to determine the expected behavior of the soils under different uses. Interpretations for all of the soils are field tested through observation of the soils in different uses and under different levels of management. Some interpretations are modified to fit local conditions, and some new interpretations are developed to meet local needs. Data are assembled from other sources, such as research information, production records, and field experience of specialists. For example, data on crop yields under defined levels of management are assembled from farm records and from field or plot experiments on the same kinds of soil.

Predictions about soil behavior are based not only on soil properties but also on such variables as climate and biological activity. Soil conditions are predictable over long periods of time, but they are not predictable from year to year. For example, soil scientists can predict with a fairly high degree of accuracy that a given soil will have a high water table within certain depths in most years, but they cannot predict that a high water table will always be at a specific level in the soil on a specific date.

After soil scientists located and identified the significant natural bodies of soil in the survey area, they drew the boundaries of these bodies on aerial photographs and

## Custom Soil Resource Report

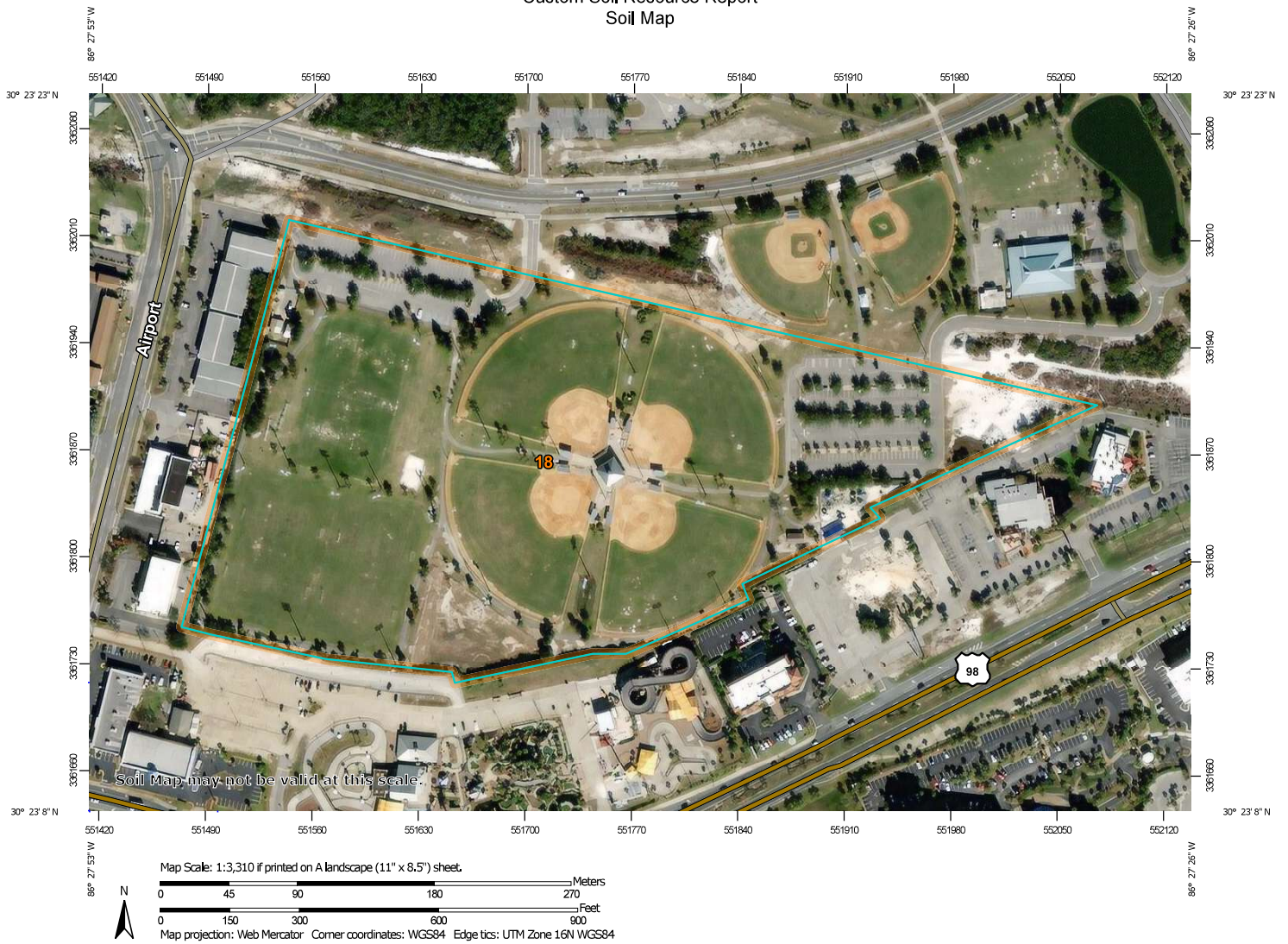
identified each as a specific map unit. Aerial photographs show trees, buildings, fields, roads, and rivers, all of which help in locating boundaries accurately.

# Soil Map

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The soil map section includes the soil map for the defined area of interest, a list of soil map units on the map and extent of each map unit, and cartographic symbols displayed on the map. Also presented are various metadata about data used to produce the map, and a description of each soil map unit.

Custom Soil Resource Report  
Soil Map





## Custom Soil Resource Report

### MAP LEGEND

#### Area of Interest (AOI)

 Area of Interest (AOI)

#### Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

#### Special Point Features

 Blowout

 Borrow Pit

 Clay Spot

 Closed Depression

 Gravel Pit

 Gravelly Spot

 Landfill

 Lava Flow

 Marsh or swamp

 Mine or Quarry

 Miscellaneous Water

 Perennial Water

 Rock Outcrop

 Saline Spot

 Sandy Spot

 Severely Eroded Spot

 Sinkhole

 Slide or Slip

 Sodic Spot

 Spoil Area

 Stony Spot

 Very Stony Spot

 Wet Spot

 Other

 Special Line Features

#### Water Features

 Streams and Canals

#### Transportation

 Rails

 Interstate Highways

 US Routes

 Major Roads

 Local Roads

#### Background

 Aerial Photography

### MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:20,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service

Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Okaloosa County, Florida

Survey Area Data: Version 23, Aug 26, 2024

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Dec 31, 2009—Dec 10, 2017

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Map Unit Legend

| Map Unit Symbol                    | Map Unit Name                                  | Acres in AOI | Percent of AOI |
|------------------------------------|------------------------------------------------|--------------|----------------|
| 18                                 | Newhan-Corolla complex, 2 to 30 percent slopes | 25.8         | 100.0%         |
| <b>Totals for Area of Interest</b> |                                                | <b>25.8</b>  | <b>100.0%</b>  |

## Map Unit Descriptions

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however, onsite investigation is needed to define and locate the soils and miscellaneous areas.

## Custom Soil Resource Report

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. Except for differences in texture of the surface layer, all the soils of a series have major horizons that are similar in composition, thickness, and arrangement.

Soils of one series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.

## Okaloosa County, Florida

### 18—Newhan-Corolla complex, 2 to 30 percent slopes

#### Map Unit Setting

*National map unit symbol:* 2w4gq

*Elevation:* 0 to 20 feet

*Mean annual precipitation:* 60 to 73 inches

*Mean annual air temperature:* 63 to 72 degrees F

*Frost-free period:* 236 to 306 days

*Farmland classification:* Not prime farmland

#### Map Unit Composition

*Newhan and similar soils:* 60 percent

*Corolla and similar soils:* 30 percent

*Minor components:* 10 percent

*Estimates are based on observations, descriptions, and transects of the mapunit.*

#### Description of Newhan

##### Setting

*Landform:* Dunes on marine terraces

*Landform position (two-dimensional):* Shoulder

*Landform position (three-dimensional):* Interfluve

*Down-slope shape:* Convex

*Across-slope shape:* Linear

*Parent material:* Sandy eolian deposits

##### Typical profile

*C - 0 to 80 inches:* sand

##### Properties and qualities

*Slope:* 2 to 30 percent

*Depth to restrictive feature:* More than 80 inches

*Drainage class:* Excessively drained

*Runoff class:* Very low

*Capacity of the most limiting layer to transmit water (Ksat):* Very high (19.98 to 50.02 in/hr)

*Depth to water table:* More than 80 inches

*Frequency of flooding:* None

*Frequency of ponding:* None

*Maximum salinity:* Slightly saline to moderately saline (4.0 to 8.0 mmhos/cm)

*Sodium adsorption ratio, maximum:* 20.0

*Available water supply, 0 to 60 inches:* Very low (about 1.8 inches)

##### Interpretive groups

*Land capability classification (irrigated):* None specified

*Land capability classification (nonirrigated):* 7s

*Hydrologic Soil Group:* A

*Ecological site:* F152AY205FL - Central Coastal Adjacent Dune

*Forage suitability group:* Sandy soils on ridges and dunes of xeric uplands (G152AA111FL)

*Other vegetative classification:* Sandy soils on ridges and dunes of xeric uplands (G152AA111FL)

*Hydric soil rating:* No



## Description of Corolla

### Setting

*Landform:* Rises on dunes on marine terraces  
*Landform position (two-dimensional):* Shoulder  
*Landform position (three-dimensional):* Interfluvium  
*Down-slope shape:* Convex  
*Across-slope shape:* Linear  
*Parent material:* Sandy marine deposits

### Typical profile

*A - 0 to 3 inches:* sand  
*C - 3 to 80 inches:* sand

### Properties and qualities

*Slope:* 2 to 30 percent  
*Depth to restrictive feature:* More than 80 inches  
*Drainage class:* Somewhat poorly drained  
*Runoff class:* Low  
*Capacity of the most limiting layer to transmit water (Ksat):* Very high (19.98 to 50.02 in/hr)  
*Depth to water table:* About 18 to 36 inches  
*Frequency of flooding:* Rare  
*Frequency of ponding:* None  
*Maximum salinity:* Moderately saline to strongly saline (8.0 to 16.0 mmhos/cm)  
*Sodium adsorption ratio, maximum:* 20.0  
*Available water supply, 0 to 60 inches:* Very low (about 1.2 inches)

### Interpretive groups

*Land capability classification (irrigated):* None specified  
*Land capability classification (nonirrigated):* 7s  
*Hydrologic Soil Group:* A/D  
*Ecological site:* F152AY200FL - Central Coastal Adjacent Ridges and Rises  
*Forage suitability group:* Sandy soils on ridges and dunes of xeric uplands (G152AA111FL)  
*Other vegetative classification:* Sandy soils on ridges and dunes of xeric uplands (G152AA111FL)  
*Hydric soil rating:* No

## Minor Components

### Duckston

*Percent of map unit:* 10 percent  
*Landform:* Flats on marine terraces, swales on marine terraces, depressions on marine terraces  
*Landform position (three-dimensional):* Talf, dip  
*Down-slope shape:* Linear, concave  
*Across-slope shape:* Linear, concave  
*Ecological site:* F152AY215FL - Central Coastal Adjacent Flooded Interdunal Flats  
*Other vegetative classification:* Sandy soils on ridges and dunes of xeric uplands (G152AA111FL)  
*Hydric soil rating:* Yes



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- United States Department of Agriculture, Natural Resources Conservation Service. National range and pasture handbook. <http://www.nrcs.usda.gov/wps/portal/nrcs/detail/national/landuse/rangepasture/?cid=stelprdb1043084>

## Custom Soil Resource Report

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## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: \_\_\_\_\_

Contract/Lease Control #: \_\_\_\_\_

Procurement#: RFB 25-04-REC  
\_\_\_\_\_

Contract/Lease Type: Batting Cage  
\_\_\_\_\_

Award To/Lessee: Complete Site Source  
\_\_\_\_\_

Owner/Lessor: CITY OF DESTIN  
\_\_\_\_\_

Effective Date: \_\_\_\_\_

Expiration Date: Insert Date and # of Renewals  
\_\_\_\_\_

Description of: Batting Cage at MSC  
\_\_\_\_\_

Department: Parks and Rec  
\_\_\_\_\_

Department Monitor: Jeff Cozadd  
\_\_\_\_\_

Monitor's Telephone #: 850-279-4228  
\_\_\_\_\_

Monitor's FAX # or E-mail: jcozadd@cityofdestin.com  
\_\_\_\_\_

Closed: \_\_\_\_\_

CC: CITY CLERK  
CITY MANAGER  
CITY ATTORNEY

**AGREEMENT BETWEEN CITY OF DESTIN, FLORIDA AND BGN  
CONTRACTORS FOR CONSTRUCTION SERVICES**

THIS CONTRACT, made this \_\_\_\_ day of \_\_\_\_\_ by and between the **City of Destin, Florida**, a municipal corporation existing under the laws of the State of Florida, hereinafter referred to as the "City", and **Complete Site Source**, with an address at 212 Lakeside Lane, Mary Esther FL 32569 hereinafter referred to as the "Contractor,"

**IN CONSIDERATION** of the mutual covenants contained herein, and for other good and valuable consideration, City and Contractor do agree as follows:

**SECTION 1. SCOPE OF WORK –**

The Contractor shall perform the Work as defined in Request for Bids No. 25-04-REC Batting Cage project ("RFB 25-04-REC"), its Exhibits and amendments, if any, to the Invitation to Bid and any addenda thereto being attached hereto as **Attachment "A"**, incorporated by reference herein and made a part hereof as fully as if herein set forth.

- 1.1 Project:** CONTRACTOR shall perform work that consists of the project, as specified in RFB 25-04-REC. Generally, the work consists of the construction of a batting cage at Morgan Sports Center.
- 1.2 Scope:** Specifically, the Scope of Services will include all items listed and priced in the base bid for RFB 25-04-REC, its Exhibits and addenda, and all terms and conditions listed therein (**Attachment "A"**). At its option, the City may choose to approve all or none of the alternatives described by the Contractor in its bid for RFB 25-04-REC.
- 1.3 Terms & Conditions:** **THE COMPLETE TERMS AND CONDITIONS STATED, REGARDLESS OF WHICH DOCUMENT LISTED IN RFB 25-04-REC, ARE INCORPORATED BY REFERENCE INTO THIS DOCUMENT.**
- 1.4 Pricing:** Unless otherwise specified herein, the Contractor is to furnish all tools, equipment, labor and consumables to complete the Work at the unit prices stated in **Attachment "C"**.
- 1.5 Work Site Conditions:** The Contractor shall at all times, keep the work area free from accumulation of waste materials or rubbish caused by its operations, and promptly remove any such materials to an area or waste site as designated by the City. If the Contractor fails to clean up the work site after 24 hours' notice by the City, the City may complete the clean-up and charge the Contractor for the costs of such clean up.

**SECTION 2. PLACE OF WORK**

Contractor's work will be rendered within the City of Destin, Okaloosa County, Florida.

### **SECTION 3. SCHEDULE/TERM –**

The Contract Work Schedule/Term is as stated below:

- 3.1 Contractor shall order product and materials no later than 30 days of issuance of the date of City's Notice to Proceed**, and Contractor shall proceed with all work in accordance with this Contract, as per Contract Attachments A, B and C. Proof of supplier/manufacture's order acceptance shall be promptly forwarded to the City.
- All Work shall be substantially completed within 90 days of the date of City's Notice to Proceed.**
- 3.2** Contractor shall maintain contact with product supplier/manufacturer, obtaining updates on a regular basis, and shall immediately notify the City of manufacturer delays or transit delays.
- 3.3 Though lead times may be long, Contractor confirms that product is on hand, and if not available at time of construction, will have alternate solutions to maintain the project deadlines.**
- 3.3.1 Contractor and City shall continue to make adjustments in work scheduling, and where unavoidable, request in writing for an extension of the Contract's performance time.
- 3.3.2 Any installation of replacements or additional work required by alternate solutions will be done at no cost to the City, and final completion will be as new product specified in the RFB.
- 3.4 Product warranties begin at date of Substantial Completion, as defined by mutual agreement at the pre-construction meeting.**

### **SECTION 4. PROJECT COORDINATION & SCHEDULING**

- 4.1** During the course of work, the Contractor shall be responsible for keeping the City informed of the proposed work schedule. This includes any scheduled work that could impede the public or traffic at the worksite. The Contractor shall prepare a Construction Schedule to serve as a guide in managing the construction progress.
- 4.2** The Contractor shall not put workers on the job or perform any work without prior knowledge that such work is to be done, the place of work, and the scheduled starting time. A minimum 48-hour notification to the City is required. The City reserves the right to deny the request without penalty.

### **SECTION 5. COMPENSATION PLAN –**

The Contractor agrees to provide the services and equipment as negotiated on **Attachment C** to the City at the cost specified in said proposal and amendments, if any, the proposal and any amendments thereto being attached hereto as **Attachment B**, incorporated by reference herein and made a part hereof as fully as if herein set forth.

The City shall pay the Contractor for the performance of this Contract in an amount not to exceed \$120,381.53.

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- \$6,150 - Section 1 Grading
  - \$109,631.53 – Section 2 Site Improvements
  - \$400 – Section 3 Storm Drainage
  - \$4,200 – Section 5 Miscellaneous

**5.1** Any additional work performed under this Contract shall be through the Issuance of a Contract Amendment, and change order of the City Purchase order(s).

## **SECTION 6. PAYMENT**

- 6.1** The City shall pay the Contractor the contract price(s) at the successful completion of the work.
- 6.2** The City will make progress payments on a monthly basis as the work proceeds, on estimates of work accomplished which meets the standards of quality established under the contract and as approved by the City Manager or his designee.
- 6.3** Partial payments under the Contract shall be made at the request with an Application and Certification for Payment (AIA Document G702) by the Contractor not more than once each month, based upon partial estimates agreed to by the Contractor and City and shall be furnished to and approved by the City prior to transmittal to the City payment.
- 6.4** All invoices received by the City are payable within thirty (30) days from receipt, (unless prompt payment discount is offered), provided they have first been approved by the City, and the City has accepted the invoiced work.
- 6.5** The City reserves the right, with justification, to partially pay any invoice submitted by the Contractor.
- 6.6** Availability of Funds. The City's performance and obligation to pay under this Agreement is contingent upon annual appropriation for its purpose by the City Council.
- 6.7** Retainage. City shall withhold from each payment of the contract price a sum ("retainage") equal to ten percent (10%) of the invoice. Purchases of materials are excluded from retainage calculations. Fifty percent (50%) of the accumulated retainage shall be released by City to Contractor upon the City's acceptance of one-half (50%) of the total Work to be performed pursuant to this Contract. After the City has accepted that 50% of the Work is completed, retainage shall be reduced to five percent (5%) of the invoice. Upon the City's acceptance of all remaining Work (including the final punchlist), the entirety of the remainder of the retainage shall be released by City to Contractor.
- 6.8** **All invoices shall be directed to: [accountspayable@cityofdestin.com](mailto:accountspayable@cityofdestin.com)**

**NOTE: ALL INVOICES MUST CLEARLY INDICATE THE CITY CONTRACT NUMBER AS STATED HEREIN.**

## **SECTION 7. TERMS & CONDITIONS**

- 7.1 Independent Contractor Status; Indemnity:** At all times the Contractor is an independent contractor and agrees to indemnify and save harmless the City, its officers, agents, and employees, from and against any and all liability, claims, demands, damages, fines, fees, expenses, penalties, suits, proceedings, actions and



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costs of action, including attorney's fees for trial and on appeal, of any kind and nature arising or growing out of or in any way connected with the performance of the Contract whether by act or omission of the Contractor, its agents, servants, employees or others, or because of or due to the mere existence of the Contract between the parties. Nothing contained herein is intended nor shall it be construed to waive the City's rights and immunities under the common law or Florida Statute 768.28 as amended from time to time.

## **7.2 Subcontractors:**

7.2.1 Unless otherwise stated in the Contract Documents or the bidding requirements, the Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the City the names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for each principal portion of the Work. The City will promptly reply to the Contractor in writing stating whether or not the City, after due investigation, has reasonable objection to any such proposed person or entity. Failure of the City to reply promptly shall constitute notice of no reasonable objection.

7.2.1.1 Should no objection be made the City within five (5) business days, the person or entity selected by the Contractor shall be deemed acceptable. The Contractor shall be entitled to consideration of an EOT (Extension of Time) for the process or delay incurred due to replacing the person or entity that was objected to by the City.

7.2.2 The Contractor shall not contract with a proposed person or entity to whom the City has made reasonable and timely objection. If the City has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the City has no reasonable objection. If the proposed but rejected Subcontractor was reasonably capable of performing the Work, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor's Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

7.2.3 The Contractor shall not change a Subcontractor, person or entity previously selected without prior approval from the City.

7.2.4 Contractor shall be fully liable and responsible to the City for all acts and omissions of his subcontractors, and of persons either directly or indirectly employed by them, to the same degree and extent as he is liable and responsible for the acts and omissions of his own employees and other persons directly employed by him.

## **7.3 Time is of the Essence**

7.3.1 The parties agree that time is of the essence in the completion of the Work

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called for in the delivery of services of the character and quality specified in the bid document and that Contractor will conduct all work diligently and as specified by the City.

7.3.2 The Contractor agrees that all Work shall be prosecuted regularly, diligently, and uninterrupted at such a rate of progress as will ensure full completion thereof within the time specified.

7.3.3 Upon receipt of a written request and justification for an extension from the Contractor, the City may extend the time for performance of the contract or delivery of goods here in specified at the City's sole discretion for good cause shown.

7.3.3.1 Depending on the specific facts, reasonable cause for a permissible EOT (Extension of Time) may include: Weather Delays, Material Lead Times affect by Force Majeure, Delays by Design Team responses, Delays by City responses, Schedule Impact associated with any approved Change Order, or other items that may be qualified as Excusable Delays. See Section 7.5 for details.

#### **7.4 Liquidated Damages:**

7.4.1 In the event these specified supplies, services, or equipment are not delivered by the date specified, there will be deducted from the total contract price, not as a penalty but as liquidated damages, the sum of \$100 per day for each and every calendar day of delay beyond the time specified; except that if the delivery be delayed by any act, negligence, or default on the part of the City, public enemy, war, embargo, fire, or explosion not caused by the negligence or intentional act of the contractor or its supplier(s), or by riot, sabotage, or labor trouble that results from a cause or causes entirely beyond the control or fault of the contractor or its supplier(s), a reasonable extension of time as the City deems appropriate may be granted.

7.4.2 The above amounts per calendar day are fixed and agreed upon by and between the Contractor and City, because of impracticability and difficulty in ascertaining actual damages City would sustain, and said amounts are agreed to as adequate coverage of damages which City would sustain by reason of inconvenience, loss of use of monies, or other additional costs.

7.4.3 Upon receipt of a written request and justification for an extension from the Contractor, the City may extend the time for performance of the contract or delivery of goods herein specified at the City's sole discretion for good cause shown.

7.4.4 In the event that the City should choose to permit the Contractor to continue the work after expiration of the contract time, or as such contract time may be extended, such will not operate as a waiver by the City of its rights to recover liquidated damages. In the event that the City terminates the employment of the Contractor under the contract, the City shall retain the right to assess, collect, and recover liquidated damages from the Contractor and/or the Surety until the work under the contract

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is satisfactorily completed. The amount of liquidated damages will be deducted from the remaining balance of funds due the Contractor under the contract. In the event that liquidated damages which accrue prior to completion of the work under the contract should exceed the remaining balance of funds due the Contractor under the contract, the Contractor shall forfeit any rights to claim additional payments under the contract and both the Contractor and his Surety shall be liable for accrued liquidated damages in excess of the contract balance.

**7.4.5 Delays: If the Contractor wishes to make a request to increase the Contract Performance Time, a written notice shall be given within seven (7) calendar days from the probable cause of delay on progress of the Work.**

7.4.6 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated and had an adverse effect on the scheduled construction. This Request for Time shall be made within seven (7) calendar days of the adverse weather.

7.4.7 If the Contractor is delayed at any time in the commencement or progress of the Work by an act or neglect of the City, or of a separate Contractor employed by the City, or by changes ordered in the Work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Contractor's control, or by delay authorized by the City pending mediation and arbitration, or by other causes which the City Engineer determines may justify delay, then the Contract Time shall be extended by Change Order for such reasonable time as the City may determine.

**7.5 Changes in Scope of Work:** The City, without invalidating this Contract, may order changes in the Work within the general scope of this Contract consisting of additions, deletions, or other revisions, the Contract price and time being adjusted accordingly. All such changes in the Work shall be authorized by a written Addendum to this Contract, and shall be executed under the applicable conditions of the Contract.

7.5.1 "Additional work" shall be defined as work that results from a change or alteration in plans concerning the scope of work of this Contract, or added work necessary to meet the performance goals of the scope of work.

7.5.2 "Extra work" shall be defined as work not required under the scope of work of this Contract, is something done or furnished beyond the requirements of the Contract, and is entirely outside and independent of the scope of work and not contemplated by it.

7.5.3 "Change Order" shall be defined as a written instrument prepared by and signed by the City and Contractor, stating the specific agreement upon all of the following: the change in the scope of work, the amount of the adjustment, if any, to the Contract price,

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and the adjustment, if any, to the Contract's completion time.

- 7.5.4 No claim for additional or extra work will be considered or paid by the City unless a request for a Change Order is first submitted in writing by the Contractor and authorized by the City as a Change Order.
- 7.6.5 The City Manager may request and approve change orders to the Contract consisting of additions, deletions, extra work, or other revisions so long as each change order does not exceed amounts specified in the City's Purchasing Manual and Policy.
- 7.6.6 A change order exceeding the City Manager's authority must be approved by the City Council.
- 7.6.7 All change orders shall be considered a written addendum to the Contract.
- 7.6.8 Contractor is not authorized to approve any additional or extra work, grant authority for any work, issue a notice to proceed, recommend progress payments, or otherwise act as an agent of the City unless specifically authorized in writing by the appropriate City officials.
- 7.6.9 No claim for extra work will be considered valid by the City unless first submitted in writing.

**7.6 Correction of Work** - The Contractor shall promptly correct all Work rejected by the City as faulty, defective, or failing to conform to this Contract whether observed before or after substantial completion of the Work, and whether or not fabricated, installed or completed. The Contractor shall bear all costs of correcting such rejected Work.

- 7.6.1 Promptly shall be defined as reasonable with consideration to sequence of work. Contractor will track such requests by the City on a Corrective Actions Log or Punchlist to be corrected in sequence with the flow of work that is conducive to maintain the project schedule and predictive workflow.

## **7.7 Final Inspection**

- 7.7.1 Upon notice from the Contractor that work is completed in accordance with the specifications, the City shall make a final inspection of the Work. The Contractor will be notified of all instances where his Work fails to comply with the specifications.
  - 7.7.1.1 The City shall conduct final inspection within a reasonable amount of time relative to the schedule set forth by the Contractor. This shall include any inspection by Architect or Consultants for the City.
- 7.7.2 A delay in conducting the inspection within a reasonable amount of time after request is made by the Contractor shall constitute a delay by the City and qualify for consideration for an EOT (Extension of



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Time) if submitted in writing by the Contractor. The Contractor shall immediately correct or complete all issues as well as defects that were identified by the City or a City representative.

7.7.2.1 The term immediately shall be defined as reasonably within the Project Schedule set forth by the Contractor and accepted by the City for the close out process and punchlist activities whether prior or post Certificate of Occupancy is applied for or achieved.

7.7.3 Upon completion of the repair work the Contractor shall notify the City when it is ready for inspection. The City shall make a final inspection of the work and notify the Contractor of any necessary repair work that is not completed. The Contractor shall immediately complete all incomplete work and arrange for re-inspection.

**7.8 Acceptance** - The City will be deemed to have accepted the Work after the City notifies the Contractor of its satisfaction that the Work is completed.

In the event the Work completed under this Contract does not conform to the specifications, the City reserves the right to cancel the Contract upon written notice to the Contractor.

**7.9 Termination for Convenience**

The City may terminate for its convenience at any time, in whole, or in part, any proposal award. In the event of termination for convenience, the City's sole obligations will be to reimburse Contractor for (1) those goods and/or services actually shipped /performed and accepted up to the date of termination, and (2) costs incurred by the Contractor for unfinished goods, which are specifically manufactured for the City and which are not standard products of the Contractor, as of the date of termination, and a reasonable profit thereon. In no event is the City responsible for loss of anticipated profit nor will reimbursement exceed the proposal value.

7.9.1 Contractor's associated costs of procuring those reimbursable goods and/or services are considered part of the amount incurred.

**7.10 Termination For Default:** The City may terminate all or any part of this contract, by giving Notice of Default to the Contractor, if the Contractor:

7.10.1 refuses or fails to deliver the goods or services within the time specified,

7.10.2 fails to comply with any of the provisions of this Bid or so fails to make progress as to endanger performance hereunder,

7.10.3 becomes insolvent or subject to proceedings under any law relating to bankruptcy, insolvency, or relief of debtors,

7.10.4 fails to supply enough skilled workers or properly operating equipment, to perform the work required under the contract in a timely and proper fashion and to assure prompt completion of the work,

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- 7.10.5 fails to make prompt payment to subcontractors, or payments for or labor;
  - 7.10.6 Persistently disregards law, ordinances or the instructions of the City, or otherwise violates any provision of the contract or contract documents;
  - 7.10.7 Performs the work unsuitably or neglects or refuses to repair work that has been rejected by the City;
  - 7.10.8 Fails to resume work which has been discontinued within a reasonable time after being furnished notification to do so; OR
  - 7.10.9 Fails to secure, replace, and/or maintain the insurance required in this ITB.

In the event of termination for default, the City's liability will be limited to the payment for services delivered and accepted as of the date of termination.

## **7.12. Indemnification and Insurance**

### **7.12.1 Indemnification**

The Contractor hereby agrees, to the fullest extent permitted by law, to indemnify and hold harmless the City, its officers, agents, and employees, from and against any and all liability, claims, demands, damages, fines, fees, expenses, penalties, suits, proceedings, actions and cost of actions, including attorney's fees for trial and on appeal, of any kind and nature arising or growing out of or in any way connected with the performance of this Contract whether by act or omission of the Contractor, its agents, servants, employees or others, or because of or due to the mere existence of this Contract between the parties.

### **7.12.2 Insurance**

Contractor shall provide evidence of insurance coverage which is equal or exceeds the minimum standards for this project, listed here, prior to commencing work. Such insurance shall remain in effect for the entire term of the Contract.

During the project, should Contractor fail to provide acceptable evidence of current insurance within seven (7) days before the expiration date of an insurance policy, the City shall have the right to terminate the Contract.

All insurance coverages shall be written by a company licensed to do business in the State of Florida and shall have an A.M. best rating of at least A-. Proof of Insurance must accompany the signed contract for the following amounts:

#### **a. Workers Compensation:**

|            |                                      |
|------------|--------------------------------------|
| Coverage A | In conformity with Florida Statutes. |
| Coverage B | \$500,000/\$500,000/\$500,000        |

#### **b. Commercial General Liability:**

Each occurrence for:

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|                                        |             |
|----------------------------------------|-------------|
| Bodily Injury/Property Damage          | \$1,000,000 |
| Personal and Advertising Injury        | \$1,000,000 |
| Products/Completed Operations          | \$1,000,000 |
| General Aggregate for:                 | \$2,000,000 |
| Fire Legal Liability                   | \$100,000   |
| Medical Payments                       | \$10,000    |
| Contractual Liability where applicable |             |

**c. Business Automobile Liability**

Combined Single Limit \$1,000,000

This coverage shall include the following provisions:

- The City of Destin shall be an additional insured
- The policy shall not be cancelled unless the City is given at least thirty (30) days advanced notice

The Contractor is responsible for all damage or loss by fire, theft or otherwise, to materials, tools, equipment, and consumables, left on City property by the Contractor.

**d. Umbrella Liability:**

In lieu of providing insurance at the limits required for GL and Auto, Contractors may fulfill the requirements of this section by securing umbrella liability insurance coverage provided that the combined total of the primary and umbrella coverages satisfy the minimum required insurance limits set forth in Section 3.16 of the bid document.

**e. Builders Risk Insurance**

- Contractor shall purchase and keep in effect builders “all-risk” extended coverage (including flood and wind storm damage) on a non-reporting completed value with special cause of loss form in an amount based upon complete replacement value of improvements.
- The City of Destin shall be named as additional insured on the policy and the City explicitly reserves the right to review said policy upon request.
- The policy shall not be cancelled unless the City is given at least thirty (30) days advanced notice.

**7.13 Bond Requirements** – The City is waiving the bond requirement for this project.

**7.14 Safety Measures** - The Contractor shall take all necessary precautions for the safety of the City's and Contractor's workers on all Work sites and shall erect and properly maintain at all times all necessary safeguards for the protection of the Workers and public. The Contractor shall post signs warning against hazards in and around the Work site.

**7.15 OSHA** – Precautions shall be exercised at all times for the protection of persons

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and property. Contractor shall conform to all OSHA, State and County regulations while performing under the terms and conditions of this contract. Any fines levied by the above mentioned authorities because of inadequacies to comply with these requirements shall be borne solely by the Contractor responsible for the same.

**7.16 Protection of Resident Workers** - The City actively supports the Immigration & Nationality Act (INA) which includes provisions addressing employment eligibility, employment verification, and nondiscrimination.

7.17.1 Under the INA, employers may hire only persons who may legally work in the United States, (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S.

7.17.2 The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verification. The Contractor shall establish appropriate procedures and controls so no services or products under the contract documents will be performed or manufactured by any worker who is not legally eligible to perform such services or employment.

7.17.3 The City reserves the right to request documentation showing compliance with this requirement.

**7.17 Federal E-Verify Compliance** - In accordance with Executive Order Number 11-116 from the Office of the Governor of the State of Florida, Contractor hereby certifies that the U.S. Department of Homeland Security's E-Verify system will be used to verify the employment eligibility of all new employees hired by the respondent during the contract term, and shall expressly require any subcontractors performing work or providing services pursuant to the contract to likewise utilize the U.S. Department of Homeland Securities E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term; and shall provide documentation such verification to the CITY upon request.

**7.18 Right to Audit Records** - The City shall be entitled to audit the books and records of the Contractor or any sub-contractor to the extent that such books and records relate to the performance of this Contract or any sub-contract to this Contract. Such books and records shall be maintained by the Contractor for a period of three (3) years from the date of final payment under this Contract and by the sub-contractor for a period of three (3) years from the date of final payment under the sub-contract unless a shorter period is otherwise authorized in writing.

**7.19 PUBLIC RECORDS**

**IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

**CITY CLERK – CITY OF DESTIN  
4200 INDIAN BAYOU TRAIL  
DESTIN, FLORIDA 32541  
850-837-4242**



- 7.19.1 Contractor shall keep and maintain public records required by the City to perform the services contained in this Agreement. Upon request from the City's custodian of public records, Contractor shall provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the costs provided for in Chapter 119, Florida Statutes or as otherwise provided by law.
  - 7.19.2 Contractor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term, and following completion of the contract if the Contractor does not transfer the records to the City.
  - 7.19.3 Upon completion of the contract, Contractor shall transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If Contractor transfers all public records to the City upon completion of the contract, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of the contract, Contractor shall meet all applicable requirements for retaining public records.
  - 7.19.4 All public records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.
  - 7.19.5 Failure of Contractor to comply with the City's request for records or any other provisions contained in this paragraph, shall be deemed a material breach of this contract and the parties agree that the City may seek immediate relief through a court of law as outlined in Section 119.11, Florida Statutes.
  - 7.19.6 If Contractor fails to provide the public records to the City within a reasonable time Contractor may be subject to penalties under Section 119.10, Florida Statutes. If it is found that Contractor has unlawfully refused to comply with a public records request within a reasonable time, and if the Notice requirements of Section 119.0701(4), Florida Statutes have been met, the City will be entitled to recover all reasonable costs and attorneys' fees for such violation in accordance with Section 119.0701(4), Florida Statutes.
- 7.20 Familiarity With The Work:** The Contractor by executing this Contract, acknowledges full understanding of the extent and character of the Work required and the conditions surrounding the performance thereof. The City will not be responsible for any alleged misunderstanding of the Work to be furnished or completed, or any misunderstanding of conditions surrounding the performance thereof. It is understood that the execution of this Contract by the Contractor serves as the Contractor's stated commitment to fulfill all the conditions referred to in this Contract.
- 7.21 Title and Risk of Loss -** The title and risk of loss to the Work shall pass from the Contractor to the City upon the City's final acceptance of the Work.

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- 7.22 Licenses** - The Contractor is responsible for obtaining any necessary state contractor's licenses, and the Contractor must be duly licensed in accordance with the State of Florida's statutory requirements to perform the work identified herein. Proof of licensure shall be submitted with this contract. Required licenses shall be maintained and valid throughout the term of this contract.
- 7.23 Permits** - The Contractor is responsible for procuring all work permits, licenses, and certificates, or any such approvals of plans or specifications as may be required by federal, state and local laws, ordinances, rules, and regulations, for the proper execution and completion of the Work under this Contract.
- 7.24 Federal Terms** – N/A.

## **SECTION 8. OTHER PROVISIONS**

- 8.1 Florida Law Applies & Venue:** The parties acknowledge and agree that this contract shall be governed by, and construed pursuant to the laws of the State of Florida and that the venue for any action related to this contract lies solely within the state courts of Okaloosa County, Florida.
- 8.2 Sovereign Immunity:** Nothing contained herein is intended nor shall it be construed to waive the City's sovereign rights and immunities under the common law or Florida Statute 769.28 as amended from time to time.
- 8.3 No Waiver:** No failure of either party to exercise any right or power given such party hereunder or to insist upon strict compliance by the other party with its obligations hereunder, and no custom or practice of the parties at variance with the terms hereof, shall constitute a waiver of a party's right to demand exact compliance with the terms hereof.
- 8.4 Conflicts of Interest:** The Contractor acknowledges and warrants that no one was paid a fee, commission, gift, or other consideration contingent upon receipt of an award for the services and/or supplies specified in this Contract. The undersigned hereby certify that this Contract is made without prior understanding, Contract or connection with any corporation, firm or person who submitted bids for the Work covered by this Contract and is in all respects fair and without collusion or fraud.
- As to Contractor, the undersigned hereby warrants and certifies that he/she is authorized to enter into this Contract and to execute same on behalf of the Contractor as the act of the said Contractor.
- 8.5 Assignment** - The Contractor may not assign, transfer, or otherwise dispose any rights or obligations of the Contract without prior written consent of the City.
- 8.6 Non-Exclusivity** - This Contract is considered a non-exclusive Contract between the parties.
- 8.7 Modifications** - No waiver, alterations, consent or modification of any of the provisions of this Contract shall be binding unless in writing and signed by the City Manager or his designee.
- 8.8 Conflicts, Severability**  
The provisions of this Contract are intended to be independent, and in the event any provision hereof shall be declared by a court of competent jurisdiction to be invalid, illegal or unenforceable for any reason whatsoever, such illegality, unenforceability, or invalidity shall not affect the remainder of the Contract. If there

is a conflict in the terms or provisions of this Contract and any of the referenced documents, the following shall be the order of precedence from most controlling document to least controlling document: a) this Contract; b) the Request for Bids; and c) Contractor's Bid. If there is a conflict in the terms or provisions, all non-conflicting portions of the terms or provisions of the less controlling documents shall remain enforceable.

**8.9 Entire Agreement:** This Contract supersedes all other understandings and agreements between the parties and constitutes the sole and entire agreement between Contractor and City. Oral representations not set forth herein cannot be relied upon and are not binding on either Contractor or City. This Contract may not be modified except in writing signed by all parties hereto. Notwithstanding the following, any provision, right or obligation found in ITB 23-004 shall be binding on the parties to the extent that such provision, right or obligation is not specifically contradicted in this Contract.

**8.10** Executed on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**THIS AGREEMENT ENTERED INTO AS OF THE DAY AND YEAR FIRST WRITTEN ABOVE.**  
CITY: \_\_\_\_\_ CONTRACTOR: \_\_\_\_\_

\_\_\_\_\_  
Larry Jones  
Its: City Manager

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Attest to Signature:

Witness to Signature:

\_\_\_\_\_  
Rey Bailey  
City Clerk  
SEAL

\_\_\_\_\_  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Approved as to Legal Form for the  
City of Destin, only:

\_\_\_\_\_  
Kimberly Romano Kopp  
City Attorney

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**ATTACHMENT "A"**

**RFB No. 25-04-REC**



**ATTACHMENT "B"**

**CONTRACTOR BID**

**DATED May 22, 2025**

**ATTACHMENT "C" –  
RFB 25-04-REC  
NEGOTIATED PRICING  
PAGE and SUMMARY  
NARRATIVE**

|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                      |                                                                          |            |              |           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|----------------------|--------------------------------------------------------------------------|------------|--------------|-----------|
| EXHIBIT A - BID PROPOSAL FORM<br>PRICE PROPOSAL SHEET<br>Destin, FL<br>RFB NO. 25-04-REC, Morgan's Batting Cage                                                                                                                                                                                                                                                                                             |      |                      |                                                                          |            |              | Pg 1 of 1 |
| BIDDER NAME:                                                                                                                                                                                                                                                                                                                                                                                                |      | Complete Site Source |                                                                          |            |              |           |
| Item No.                                                                                                                                                                                                                                                                                                                                                                                                    | Unit | Amt                  | Description                                                              | Unit Price | Total Price  |           |
| SECTION 1 - GRADING                                                                                                                                                                                                                                                                                                                                                                                         |      |                      |                                                                          |            |              |           |
| 1.1                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                    | Mobilization / Demobilization including City Permits                     | 3700       | \$ 3,700.00  |           |
| 1.2                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                    | Demolition of the existing Batting Cage                                  | 900        | \$ 900.00    |           |
| 1.3                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                    | Debris removal of the existing batting cage to the landfill.             | 900        | \$ 900.00    |           |
| 1.4                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                    | Construction Area Safety Fencing                                         | 450        | \$ 450.00    |           |
| 1.5                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                    | Construction Staking                                                     | 200        | \$ 200.00    |           |
| SECTION 2 - SITE IMPROVEMENTS                                                                                                                                                                                                                                                                                                                                                                               |      |                      |                                                                          |            |              |           |
| 2.1                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                    | Batting Cage Structure - 37x72x12                                        | 78975.13   | \$ 78,975.13 |           |
| 2.2                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                    | Batting Cage Netting - Provided and Installed by GC 35x72 with 6 bays    | 10142.4    | \$ 10,142.40 |           |
| 2.3                                                                                                                                                                                                                                                                                                                                                                                                         | SY   | 240                  | Green Artificial Turf - Provided and Installed by GC 2x 15x72 5mm pad    | 46.68      | \$ 11,204.00 |           |
| 2.4                                                                                                                                                                                                                                                                                                                                                                                                         | LF   | 144                  | Gutters-Downspouts, Splashblock for Batting Cage Roof - A101 & A201      | 29.23      | \$ 4,210.00  |           |
| 2.5                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 12                   | Lighting Fixtures and Installation - E201                                | 308.33     | \$ 3,700.00  |           |
| 2.6                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 4                    | Electrical Power Receptacle Fixtures and Installation - E201             | 350        | \$ 1,400.00  |           |
| 2.7                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                    | Conduit runs and Pullboxes from the Concession Stand to new Batting Cage | removed    | removed      |           |
| 2.8                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 2                    | New Electrical Breakers in existing                                      | removed    | removed      |           |
| 2.9                                                                                                                                                                                                                                                                                                                                                                                                         | LS   | 1                    | Concrete Sidewalk Repair                                                 | removed    | removed      |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                      |                                                                          | \$         | \$           |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                      |                                                                          | \$         | \$           |           |
| SECTION 3 - STORM DRAINAGE SYSTEM                                                                                                                                                                                                                                                                                                                                                                           |      |                      |                                                                          |            |              |           |
| 3.1                                                                                                                                                                                                                                                                                                                                                                                                         | LF   |                      | Silt Fence                                                               | 400        | \$ 400.00    |           |
| 3.2                                                                                                                                                                                                                                                                                                                                                                                                         | LS   |                      | Existing Irrigation System Repair                                        | removed    | removed      |           |
| 3.3                                                                                                                                                                                                                                                                                                                                                                                                         | SY   |                      | Replacement Damaged or Removed Sodding                                   | removed    | removed      |           |
| SECTION 4 - WATER & SEWER SYSTEMS                                                                                                                                                                                                                                                                                                                                                                           |      |                      |                                                                          |            |              |           |
| 4.1                                                                                                                                                                                                                                                                                                                                                                                                         | LF   |                      |                                                                          | \$         | \$           |           |
| 4.2                                                                                                                                                                                                                                                                                                                                                                                                         | EA   |                      |                                                                          | \$         | \$           |           |
| 4.3                                                                                                                                                                                                                                                                                                                                                                                                         | LS   |                      |                                                                          | \$         | \$           |           |
| SECTION 5 - MISCELLANEOUS                                                                                                                                                                                                                                                                                                                                                                                   |      |                      |                                                                          |            |              |           |
| 5.1                                                                                                                                                                                                                                                                                                                                                                                                         | EA   |                      | As-Built Survey and Documentation per Permitting Process                 | 1200       | \$ 1,200.00  |           |
| 5.2                                                                                                                                                                                                                                                                                                                                                                                                         | EA   | 6                    | Hitting Mats 6x12 5mm pad 1 per bay(6)                                   | 500        | \$ 3,000.00  |           |
| 5.3                                                                                                                                                                                                                                                                                                                                                                                                         | EA   |                      |                                                                          | \$         | \$           |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                      | TOTAL BASE BID:                                                          | \$         | 120,381.53   |           |
| The bidder further proposes that, in the event additions or deletions are made from the Drawings and Specifications for the proposed work, the total adjustments to Bid shall be computed based on the following Unit Prices for the following types of construction. The City reserves the right to delete these Unit Prices from the Contract if, in their opinion they are unbalanced or not reasonable. |      |                      |                                                                          |            |              |           |
| Item No.                                                                                                                                                                                                                                                                                                                                                                                                    | Unit | Amt                  | Description                                                              | Unit Price | Total Price  |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                      |                                                                          | \$         | \$           |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                      |                                                                          | \$         | \$           |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                      |                                                                          | \$         | \$           |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                      |                                                                          | \$         | \$           |           |
| ALTERNATE BID ITEMS                                                                                                                                                                                                                                                                                                                                                                                         |      |                      |                                                                          |            |              |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                      |                                                                          | \$         | \$           |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                      |                                                                          | \$         | \$           |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                      |                                                                          | \$         | \$           |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                      |                                                                          | \$         | \$           |           |
|                                                                                                                                                                                                                                                                                                                                                                                                             |      |                      | TOTAL ALTERNATE BID ITEMS:                                               | \$         |              |           |
| NOTE 1: ALL ITEMS QUOTED MUST BE IN COMPLIANCE WITH THE SPECIFICATIONS. IF YOU ARE TAKING EXCEPTION, INDICATE THOSE EXCEPTIONS ON COMPANY LETTERHEAD AND ATTACH TO THIS INVITATION TO BID.                                                                                                                                                                                                                  |      |                      |                                                                          |            |              |           |
| NOTE 2: CY = Cubic Yard; EA = Each; LF = Linear Feet; LS = Lump Sum; SY = Square Yard                                                                                                                                                                                                                                                                                                                       |      |                      |                                                                          |            |              |           |
| RE-CHECK YOUR QUOTATIONS PRIOR TO SUBMISSION<br>BIDS MAY NOT BE CHANGED AFTER BEING OPENED.                                                                                                                                                                                                                                                                                                                 |      |                      |                                                                          |            |              |           |

## NARRATIVE SUMMARY

TO: Complete Site Source  
FROM: City of Destin, FL  
DATE: July 31, 2025  
SUBJECT: RFP 25-04-REC Batting Cage MSC  
Value-Engineered Contract by and Between City of Destin, Florida and Complete Site Source dated August 4, 2025 (the Contract).

The City and Complete Site Source negotiated a value-engineered contract for RFB 25-04-REC Batting Cage. Below is a Summary Narrative of changes to the scope of work and bid requirements.

The batting cage building size has been increased from the original scope of work. This increase required an increase in netting, artificial turf, and gutters. The conduit run, pull boxes, and breakers have been removed, and that work will be done by another contractor. Also removed are the concrete repair, irrigation repair, and replacement sodding; these items will be done by the parks and rec staff.

Below is a list of line items that have changed from the original bid. Items not listed are unchanged. The new price proposal sheet shows all line item prices.

Line Item 2.1 Batting Cage Structure - New description of item: Slab 37'x74'x4", 35'x72x12 Open Pole Barn (engineered barn kit / 150 mph rated), standard overhang 12" eave / 18" gable, pitch 4/12 up to 30', 8x8x18 CCA pressure treated posts with rebar, 26g color metal roofing, ridge cap, fascia/eave/rake trim included to cover overhang boards, digital engineered plan set.

Total: \$78,975.13

Line Item 2.2 Batting Cage Netting

Total: \$10,142.40

Line Item 2.3 Green Artificial Turf

Total: \$11,204.00

Line Item 2.4 Gutters Downspouts

Total: \$4,210.00

Line Item 2.9 Concrete Sidewalk Repair – remove

Total: (\$1,200)

Line Item 3.2 Existing Irrigation System Repair – remove

Total: (\$2,500)

Line Item 3.3 Replacement Damaged or Removed Sodding – remove

Total: (\$2,500)

Line Item 5.2 Hitting Mats

Total \$3,000.00

The total contract price is \$120,381.53.



# CITY OF DESTIN Budget Internal Transfer Form

**Fiscal Year:** 2025

**Posted Date:** \_\_\_\_\_

| Fund             | Department                  | GL Account String                       | Project/Grant#          | Current Remaining Budget | Requested Increase/ (Decrease) | Revised Budget |
|------------------|-----------------------------|-----------------------------------------|-------------------------|--------------------------|--------------------------------|----------------|
| 001 General Fund | 5722<br>Morgan Sport Center | 001.5722.565000<br>MSC CIP              | 100040<br>Batting Cages | \$ 106,000.00            | \$ 28,500.00                   | \$ 134,500.00  |
| 001 General Fund | 5722<br>Morgan Sport Center | 001.5722.512000<br>MSC Regular Salaries |                         | \$ 282,183.00            | \$ (28,500.00)                 | \$ 253,683.00  |
|                  |                             |                                         |                         |                          |                                |                |
|                  |                             |                                         |                         |                          |                                |                |
|                  |                             |                                         |                         |                          |                                |                |
|                  |                             |                                         |                         |                          |                                |                |

Purpose: Increase budget for MSC Batting Cage as per RFP results. Regular Salaries has available funds due to vacancies to date.

Created by/Date: \_\_\_\_\_

Entered by/Date: \_\_\_\_\_

Approved by/Date: \_\_\_\_\_

CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025

**TYPE OF AGENDA ITEM:** Action Item

**AGENDA OUTLINE NUMBER:** 3.B.

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**TO:** City Council

**THRU:** Larry Jones , City Manager  
Kimberly Kopp, City Attorney

**FROM:** Jeffrey Cozadd, Projects, Grants and Contracts Manager  
Krystal Strickland, Finance Director

**DATE:** 8/20/2025

**SUBJECT:** Grant Agreement DEP L0182 - Destin Mattie Kelly Outfall Project

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**I. BACKGROUND:**

**II. DISCUSSION:** The state appropriation request for assistance with the Destin Mattie Kelly Outfall Project was approved/included in the State's FY25 budget. The Florida Department of Environmental Protection will administer this grant. The grant agreement with the city is attached.

**A. Link to Strategic Goals / Objectives:**

**B. Effect on Budget (EOB):**

Agreement Number: L0182

Project Title: Destin Mattie Kelly Outfall

Award Dates: Expiration Date - 12/31/2027

Amount: \$1,000,000

Match Required: \$0

Grant Manager: Florida Department of Environmental Protection

**C. Level of Service (LOS):** Level of Service will be increased.

**D. Legislative Sponsor:**

**E. Business Impact Statement:**

**III. CONCLUSION:** Staff recommends that the Council accept DEP grant agreement L0182 for the Destin Mattie Kelly Outfall Project and authorize the city manager to execute the agreement and return it to DEP for their execution.

**IV. RECOMMENDED MOTION:** I move to accept DEP grant agreement L0182 for the Destin Mattie Kelly Outfall Project and authorize the city manager to execute the agreement and return it to DEP for their execution.

Attachments:

1. L0182\_full\_agreement\_flat

**STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
Standard Grant Agreement**

This Agreement is entered into between the Parties named below, pursuant to section 215.971, Florida Statutes:

1. Project Title (Project): Agreement Number:

**Destin Mattie Kelly Outfall**

**L0182**

2. Parties **State of Florida Department of Environmental Protection,  
3900 Commonwealth Boulevard  
Tallahassee, Florida 32399-3000** (Department)

Grantee Name: **City of Destin** Entity Type: **Local Government**

Grantee Address: **4200 Indian Bayou Trail, Destin, FL 32541** FEID: **59-2480854**

(Grantee)

3. Agreement Begin Date: **July 1, 2025** Date of Expiration: **December 31, 2027**

4. Project Number: Project Location(s): **Lat/Long: (30.4121, -86.4934)**  
(If different from Agreement Number)

Project Description: **The Grantee will install a new stormwater outfall within Mattie Kelly Park, allowing for more efficient flow between Choctawhatchee Bay and the wetland area.**

|                                                           |                                                                            |                                          |                        |
|-----------------------------------------------------------|----------------------------------------------------------------------------|------------------------------------------|------------------------|
| 5. Total Amount of Funding:<br><br><b>\$ 1,000,000.00</b> | Funding Source?                                                            | Award #s or Line-Item Appropriations:    | Amount per Source(s):  |
|                                                           | <input checked="" type="checkbox"/> State <input type="checkbox"/> Federal | <b>LP, GAA LI 1555, FY 25-26, WSPSTF</b> | <b>\$ 1,000,000.00</b> |
|                                                           | <input type="checkbox"/> State <input type="checkbox"/> Federal            |                                          | \$                     |
|                                                           | <input type="checkbox"/> State <input type="checkbox"/> Federal            |                                          | \$                     |
|                                                           | <input type="checkbox"/> Grantee Match                                     |                                          | \$                     |
| Total Amount of Funding + Grantee Match, if any:          |                                                                            |                                          | <b>\$ 1,000,000.00</b> |

|                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6. Department's Grant Manager<br>Name: <b>Ethan Richardson</b><br>or successor<br>Address: <b>Florida Dept. of Environmental Protection<br/>3900 Commonwealth Blvd., MS 3602<br/>Tallahassee, FL 32399-3000</b><br>Phone: <b>850-245-3189</b><br>Email: <b>Ethan.Richardson@FloridaDEP.gov</b> | Grantee's Grant Manager<br>Name: <b>Jeff Cozadd</b><br>or successor<br>Address: <b>City of Destin<br/>4200 Indian Bayou Trail<br/>Destin, FL 32541</b><br>Phone: <b>850-279-4228</b><br>Email: <b>jcozadd@cityofdestin.com</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

7. The Parties agree to comply with the terms and conditions of the following attachments and exhibits which are hereby incorporated by reference:

|                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Attachment 1: Standard Terms and Conditions Applicable to All Grants Agreements                                                                            |
| <input checked="" type="checkbox"/> Attachment 2: Special Terms and Conditions                                                                                                                 |
| <input checked="" type="checkbox"/> Attachment 3: Grant Work Plan                                                                                                                              |
| <input checked="" type="checkbox"/> Attachment 4: Public Records Requirements                                                                                                                  |
| <input checked="" type="checkbox"/> Attachment 5: Special Audit Requirements                                                                                                                   |
| <input type="checkbox"/> Attachment 6: Program-Specific Requirements                                                                                                                           |
| <input type="checkbox"/> Attachment 7: Grant Award Terms (Federal) *Copy available at <a href="https://facts.fldfs.com">https://facts.fldfs.com</a> , in accordance with section 215.985, F.S. |
| <input type="checkbox"/> Attachment 8: Federal Regulations and Terms (Federal)                                                                                                                 |
| <input type="checkbox"/> Additional Attachments (if necessary):                                                                                                                                |
| <input checked="" type="checkbox"/> Exhibit A: Progress Report Form                                                                                                                            |
| <input type="checkbox"/> Exhibit B: Property Reporting Form                                                                                                                                    |
| <input checked="" type="checkbox"/> Exhibit C: Payment Request Summary Form                                                                                                                    |
| <input type="checkbox"/> Exhibit D: Quality Assurance Requirements                                                                                                                             |
| <input type="checkbox"/> Exhibit E: Advance Payment Terms and Interest Earned Memo                                                                                                             |
| <input type="checkbox"/> Exhibit F: Common Carrier or Contracted Carrier Attestation Form PUR1808 (State)                                                                                      |



|                                                                                                                         |                                                           |
|-------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| <input type="checkbox"/> Exhibit H: Non-Profit Organization Compensation Form (State)                                   |                                                           |
| <input type="checkbox"/> Exhibit I: Forced Labor Attestation Form                                                       |                                                           |
| <input type="checkbox"/> Additional Exhibits (if necessary):                                                            |                                                           |
| 8. The following information applies to Federal Grants only and is identified in accordance with 2 CFR 200.331 (a) (1): |                                                           |
| Federal Award Identification Number(s) (FAIN):                                                                          |                                                           |
| Unique Entity Identifier (UEI):                                                                                         |                                                           |
| Federal Award Date to Department:                                                                                       |                                                           |
| Federal Award Project Description:                                                                                      |                                                           |
| Total Federal Funds Obligated by this Agreement:                                                                        |                                                           |
| Federal Awarding Agency:                                                                                                |                                                           |
| Award R&D?                                                                                                              | <input type="checkbox"/> Yes <input type="checkbox"/> N/A |

**IN WITNESS WHEREOF, this Agreement shall be effective on the date indicated by the Agreement Begin Date unless another date is specified in the grant documents.**

|                                        |                   |
|----------------------------------------|-------------------|
| <b>City of Destin</b>                  | <b>GRANTEE</b>    |
| Grantee Name                           |                   |
| By _____                               | Date Signed _____ |
| <i>(Authorized Signature)</i>          |                   |
| <b>Larry Jones, City Manager</b>       |                   |
| Print Name and Title of Person Signing |                   |

|                                                                          |                   |
|--------------------------------------------------------------------------|-------------------|
| <b>State of Florida Department of Environmental Protection</b>           | <b>DEPARTMENT</b> |
| By _____                                                                 |                   |
| Secretary or Designee                                                    | Date Signed _____ |
| <b>Angela Knecht, Director, Division of Water Restoration Assistance</b> |                   |
| Print Name and Title of Person Signing                                   |                   |

☒ Additional signatures attached on separate page.

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## DWRA Additional Signatures

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Ethan Richardson, DEP Grant Manager

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Katie Verdesca, DEP QC Reviewer

**STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
STANDARD TERMS AND CONDITIONS  
APPLICABLE TO GRANT AGREEMENTS**

**ATTACHMENT 1**

**1. Entire Agreement.**

This Grant Agreement, including any Attachments and Exhibits referred to herein and/or attached hereto (Agreement), constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, whether written or oral, with respect to such subject matter. Any terms and conditions included on Grantee's forms or invoices shall be null and void.

**2. Grant Administration.**

- a. Order of Precedence. If there are conflicting provisions among the documents that make up the Agreement, the order of precedence for interpretation of the Agreement is as follows:
  - i. Standard Grant Agreement
  - ii. Attachments other than Attachment 1, in numerical order as designated in the Standard Grant Agreement
  - iii. Attachment 1, Standard Terms and Conditions
  - iv. The Exhibits in the order designated in the Standard Grant Agreement
- b. All approvals, written or verbal, and other written communication among the parties, including all notices, shall be obtained by or sent to the parties' Grant Managers. All written communication shall be by electronic mail, U.S. Mail, a courier delivery service, or delivered in person. Notices shall be considered delivered when reflected by an electronic mail read receipt, a courier service delivery receipt, other mail service delivery receipt, or when receipt is acknowledged by recipient. If the notice is delivered in multiple ways, the notice will be considered delivered at the earliest delivery time.
- c. If a different Grant Manager is designated by either party after execution of this Agreement, notice of the name and contact information of the new Grant Manager will be submitted in writing to the other party and maintained in the respective parties' records. A change of Grant Manager does not require a formal amendment or change order to the Agreement.
- d. This Agreement may be amended, through a formal amendment or a change order, only by a written agreement between both parties. A formal amendment to this Agreement is required for changes which cause any of the following:
  - (1) an increase or decrease in the Agreement funding amount;
  - (2) a change in Grantee's match requirements;
  - (3) a change in the expiration date of the Agreement;
  - (4) changes to the cumulative amount of funding transfers between approved budget categories, as defined in Attachment 3, Grant Work Plan, that exceeds or is expected to exceed twenty percent (20%) of the total budget as last approved by Department; and/or
  - (5) any changes to the terms and conditions of the Agreement other than the specific instances enumerated below when a change order may be used.A change order to this Agreement may be used when:
  - (1) task timelines within the current authorized Agreement period change;
  - (2) the cumulative transfer of funds between approved budget categories, as defined in Attachment 3, Grant Work Plan, are less than twenty percent (20%) of the total budget as last approved by Department;
  - (3) changing the current funding source as stated in the Standard Grant Agreement; and/or
  - (4) fund transfers between budget categories for the purposes of meeting match requirements.This Agreement may be amended to provide for additional services if additional funding is made available by the Legislature.
- e. All days in this Agreement are calendar days unless otherwise specified.

**3. Agreement Duration.**

The term of the Agreement shall begin and end on the dates indicated in the Standard Grant Agreement, unless extended or terminated earlier in accordance with the applicable terms and conditions. The Grantee shall be eligible for reimbursement for work performed on or after the date of execution through the expiration date of this Agreement, unless otherwise specified in Attachment 2, Special Terms and Conditions. However, work performed prior to the

execution of this Agreement may be reimbursable or used for match purposes if permitted by the Special Terms and Conditions.

#### **4. Deliverables.**

The Grantee agrees to render the services or other units of deliverables as set forth in Attachment 3, Grant Work Plan. The services or other units of deliverables shall be delivered in accordance with the schedule and at the pricing outlined in the Grant Work Plan. Deliverables may be comprised of activities that must be completed prior to Department making payment on that deliverable. The Grantee agrees to perform in accordance with the terms and conditions set forth in this Agreement and all attachments and exhibits incorporated by the Standard Grant Agreement.

#### **5. Performance Measures.**

The Grantee warrants that: (1) the services will be performed by qualified personnel; (2) the services will be of the kind and quality described in the Grant Work Plan; (3) the services will be performed in a professional and workmanlike manner in accordance with industry standards and practices; (4) the services shall not and do not knowingly infringe upon the intellectual property rights, or any other proprietary rights, of any third party; and (5) its employees, subcontractors, and/or subrecipients shall comply with any security and safety requirements and processes, if provided by Department, for work done at the Project Location(s). The Department reserves the right to investigate or inspect at any time to determine whether the services or qualifications offered by Grantee meet the Agreement requirements. Notwithstanding any provisions herein to the contrary, written acceptance of a particular deliverable does not foreclose Department's remedies in the event deficiencies in the deliverable cannot be readily measured at the time of delivery.

#### **6. Acceptance of Deliverables.**

- a. Acceptance Process. All deliverables must be received and accepted in writing by Department's Grant Manager before payment. The Grantee shall work diligently to correct all deficiencies in the deliverable that remain outstanding, within a reasonable time at Grantee's expense. If Department's Grant Manager does not accept the deliverables within 30 days of receipt, they will be deemed rejected.
- b. Rejection of Deliverables. The Department reserves the right to reject deliverables, as outlined in the Grant Work Plan, as incomplete, inadequate, or unacceptable due, in whole or in part, to Grantee's lack of satisfactory performance under the terms of this Agreement. The Grantee's efforts to correct the rejected deliverables will be at Grantee's sole expense. Failure to fulfill the applicable technical requirements or complete all tasks or activities in accordance with the Grant Work Plan will result in rejection of the deliverable and the associated invoice. Payment for the rejected deliverable will not be issued unless the rejected deliverable is made acceptable to Department in accordance with the Agreement requirements. The Department, at its option, may allow additional time within which Grantee may remedy the objections noted by Department. The Grantee's failure to make adequate or acceptable deliverables after a reasonable opportunity to do so shall constitute an event of default.

#### **7. Financial Consequences for Nonperformance.**

- a. Withholding Payment. In addition to the specific consequences explained in the Grant Work Plan and/or Special Terms and Conditions, the State of Florida (State) reserves the right to withhold payment when the Grantee has failed to perform/comply with provisions of this Agreement. None of the financial consequences for nonperformance in this Agreement as more fully described in the Grant Work Plan shall be considered penalties.
- b. Invoice reduction  
If Grantee does not meet a deadline for any deliverable, the Department will reduce the invoice by 1% for each day the deadline is missed, unless an extension is approved in writing by the Department.
- c. Corrective Action Plan. If Grantee fails to correct all the deficiencies in a rejected deliverable within the specified timeframe, Department may, in its sole discretion, request that a proposed Corrective Action Plan (CAP) be submitted by Grantee to Department. The Department requests that Grantee specify the outstanding deficiencies in the CAP. All CAPs must be able to be implemented and performed in no more than sixty (60) calendar days.
  - i. The Grantee shall submit a CAP within ten (10) days of the date of the written request from Department. The CAP shall be sent to the Department's Grant Manager for review and approval. Within ten (10) days of receipt of a CAP, Department shall notify Grantee in writing whether the CAP proposed has been accepted. If the CAP is not accepted, Grantee shall have ten (10) days from receipt of Department letter rejecting the proposal to submit a revised proposed CAP. Failure to obtain Department approval of a CAP as specified above may result in Department's termination of this Agreement for cause as authorized in this Agreement.

- ii. Upon Department's notice of acceptance of a proposed CAP, Grantee shall have ten (10) days to commence implementation of the accepted plan. Acceptance of the proposed CAP by Department does not relieve Grantee of any of its obligations under the Agreement. In the event the CAP fails to correct or eliminate performance deficiencies by Grantee, Department shall retain the right to require additional or further remedial steps, or to terminate this Agreement for failure to perform. No actions approved by Department or steps taken by Grantee shall preclude Department from subsequently asserting any deficiencies in performance. The Grantee shall continue to implement the CAP until all deficiencies are corrected. Reports on the progress of the CAP will be made to Department as requested by Department's Grant Manager.
- iii. Failure to respond to a Department request for a CAP or failure to correct a deficiency in the performance of the Agreement as specified by Department may result in termination of the Agreement.

## **8. Payment.**

- a. Payment Process. Subject to the terms and conditions established by the Agreement, the pricing per deliverable established by the Grant Work Plan, and the billing procedures established by Department, Department agrees to pay Grantee for services rendered in accordance with section 215.422, Florida Statutes (F.S.).
- b. Taxes. The Department is exempted from payment of State sales, use taxes and Federal excise taxes. The Grantee, however, shall not be exempted from paying any taxes that it is subject to, including State sales and use taxes, or for payment by Grantee to suppliers for taxes on materials used to fulfill its contractual obligations with Department. The Grantee shall not use Department's exemption number in securing such materials. The Grantee shall be responsible and liable for the payment of all its FICA/Social Security and other taxes resulting from this Agreement.
- c. Maximum Amount of Agreement. The maximum amount of compensation under this Agreement, without an amendment, is described in the Standard Grant Agreement. Any additional funds necessary for the completion of this Project are the responsibility of Grantee.
- d. Reimbursement for Costs. The Grantee shall be paid on a cost reimbursement basis for all eligible Project costs upon the completion, submittal, and approval of each deliverable identified in the Grant Work Plan. Reimbursement shall be requested on Exhibit C, Payment Request Summary Form. To be eligible for reimbursement, costs must be in compliance with laws, rules, and regulations applicable to expenditures of State funds, including, but not limited to, the Reference Guide for State Expenditures, which can be accessed at the following web address: <https://www.myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/state-agencies/reference-guide-for-state-expenditures.pdf>.
- e. Rural Communities and Rural Areas of Opportunity. If Grantee is a county or municipality that qualifies as a "rural community" or "rural area of opportunity" (RAO) as defined in subsection 288.0656(2), F.S., such Grantee may request from the Department that all invoice payments under this Agreement be directed to the relevant county or municipality or to the RAO itself. The Department will agree to Grantee's request if:
  - i. Grantee demonstrates that it is a county or municipality that qualifies as a "rural community" or "rural area of opportunity" under subsection 288.0656(2), F.S.;
  - ii. Grantee demonstrates current financial hardship using one (1) or more of the "economic distress" factors defined in subsection 288.0656(2)(c), F.S.;
  - iii. Grantee's performance has been verified by the Department, which has determined that Grantee is eligible for invoice payments and that Grantee's performance has been completed in accordance with this Agreement's terms and conditions; and
  - iv. Applicable federal and state law(s), rule(s) and regulation(s) allow for such payments.

This subsection may not be construed to alter or limit any other applicable provisions of federal or state law, rule, or regulation. A current list of Florida's designated RAOs can be accessed at the following web address: <https://floridajobs.org/community-planning-and-development/rural-community-programs/rural-areas-of-opportunity>.
- f. Invoice Detail. All charges for services rendered or for reimbursement of expenses authorized by Department pursuant to the Grant Work Plan shall be submitted to Department in sufficient detail for a proper pre-audit and post-audit to be performed. The Grantee shall only invoice Department for deliverables that are completed in accordance with the Grant Work Plan.
- g. State Funds Documentation. Pursuant to section 216.1366, F.S., if Grantee meets the definition of a non-profit organization under section 215.97(2)(m), F.S., Grantee must provide the Department with documentation that indicates the amount of state funds:



- i. Allocated to be used during the full term of the contract or agreement for remuneration to any member of the board of directors or an officer.
- ii. Allocated under each payment by the public agency to be used for remuneration of any member of the board of directors or an officer.

The documentation must indicate the amounts and recipients of the remuneration. Such information must be posted on the State's the contract tracking system and maintained pursuant to section 215.985, F.S., and must be posted on the Grantee's website, if Grantee maintains a website.

- h. Interim Payments. Interim payments may be made by Department, at its discretion, if the completion of deliverables to date have first been accepted in writing by Department's Grant Manager.
- i. Final Payment Request. A final payment request should be submitted to Department no later than sixty (60) days following the expiration date of the Agreement to ensure the availability of funds for payment. However, all work performed pursuant to the Grant Work Plan must be performed on or before the expiration date of the Agreement.
- j. Annual Appropriation Contingency. The State's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. This Agreement is not a commitment of future appropriations. Authorization for continuation and completion of work and any associated payments may be rescinded, with proper notice, at the discretion of Department if the Legislature reduces or eliminates appropriations.
- k. Interest Rates. All interest rates charged under the Agreement shall be calculated on the prevailing rate used by the State Board of Administration. To obtain the applicable interest rate, please refer to: <https://www.myfloridacfo.com/division/aa/local-governments/judgement-interest-rates>.
- l. Refund of Payments to the Department. Any balance of unobligated funds that have been advanced or paid must be refunded to Department. Any funds paid in excess of the amount to which Grantee or subgrantee is entitled under the terms of the Agreement must be refunded to Department. If this Agreement is funded with federal funds and the Department is required to refund the federal government, the Grantee shall refund the Department its share of those funds.

#### **9. Documentation Required for Cost Reimbursement Grant Agreements and Match.**

If Cost Reimbursement or Match is authorized in Attachment 2, Special Terms and Conditions, the following conditions apply. Supporting documentation must be provided to substantiate cost reimbursement or match requirements for the following budget categories:

- a. Salary/Wages. Grantee shall list personnel involved, position classification, direct salary rates, and hours spent on the Project in accordance with Attachment 3, Grant Work Plan in their documentation for reimbursement or match requirements.
- b. Overhead/Indirect/General and Administrative Costs. If Grantee is being reimbursed for or claiming match for multipliers, all multipliers used (i.e., fringe benefits, overhead, indirect, and/or general and administrative rates) shall be supported by audit. If Department determines that multipliers charged by Grantee exceeded the rates supported by audit, Grantee shall be required to reimburse such funds to Department within thirty (30) days of written notification. Interest shall be charged on the excessive rate.
- c. Contractual/Subaward Costs (Subcontractors/Subrecipients). Match or reimbursement requests for payments to subcontractors/subrecipients must be substantiated by copies of invoices with backup documentation identical to that required from Grantee. Subcontracts/subawards which involve payments for direct salaries shall clearly identify the personnel involved, salary rate per hour, and hours spent on the Project. All eligible multipliers used (i.e., fringe benefits, overhead, indirect, and/or general and administrative rates) shall be supported by audit. If Department determines that multipliers charged by any subcontractor/subrecipient exceeded the rates supported by audit, Grantee shall be required to reimburse such funds to Department within thirty (30) days of written notification. Interest shall be charged on the excessive rate. Nonconsumable and/or nonexpendable personal property or equipment costing \$5,000 or more purchased for the Project under a subcontract/subaward is subject to the requirements set forth in chapters 273 and/or 274, F.S., and Chapter 69I-72, Florida Administrative Code (F.A.C.) and/or Chapter 69I-73, F.A.C., as applicable. For grants funded with federal funds, nonconsumable and/or nonexpendable personal property or equipment costing \$10,000 or more purchased for the Project under a subcontract/subaward is subject to the requirements set forth in 2 CFR 200. The Grantee shall be responsible for maintaining appropriate property records for any subcontracts/subawards that include the purchase of equipment as part of the delivery of services. The Grantee shall comply with this requirement and ensure its subcontracts/subaward issued under this Agreement, if any, impose this requirement, in writing, on its subcontractors/subrecipients.

#### **Attachment 1**

- i. For fixed-price (vendor) subcontracts/subawards, the following provisions shall apply: The Grantee may award, on a competitive basis, fixed-price subcontracts/subawards to consultants/contractors in performing the work described in Attachment 3, Grant Work Plan. Invoices submitted to Department for fixed-price subcontracted/subawarded activities shall be supported with a copy of the subcontractor/subrecipient's invoice and a copy of the tabulation form for the competitive procurement process (e.g., Invitation to Bid, Request for Proposals, or other similar competitive procurement document) resulting in the fixed-price subcontract/subaward. The Grantee may request approval from Department to award a fixed-price subcontract/subaward resulting from procurement methods other than those identified above. In this instance, Grantee shall request the advance written approval from Department's Grant Manager of the fixed price negotiated by Grantee. The letter of request shall be supported by a detailed budget and Scope of Services to be performed by the subcontractor/subrecipient. Upon receipt of Department Grant Manager's approval of the fixed-price amount, Grantee may proceed in finalizing the fixed-price subcontract/subaward.
  - ii. If the procurement is subject to the Consultant's Competitive Negotiation Act under section 287.055, F.S., or the Brooks Act, Grantee must provide documentation clearly evidencing it has complied with the statutory or federal requirements.
- d. Travel. All requests for match or reimbursement of travel expenses shall be in accordance with section 112.061, F.S.
- e. Direct Purchase Equipment. For grants funded fully or in part with state funds, equipment is defined as capital outlay costing \$5,000 or more. For grants funded fully with federal funds, equipment is defined as capital outlay costing \$10,000 or more. Match or reimbursement for Grantee's direct purchase of equipment is subject to specific approval of Department and does not include any equipment purchased under the delivery of services to be completed by a subcontractor/subrecipient. Include copies of invoices or receipts to document purchases, and a properly completed Exhibit B, Property Reporting Form.
- f. Rental/Lease of Equipment. Match or reimbursement requests for rental/lease of equipment must include copies of invoices or receipts to document charges.
- g. Miscellaneous/Other Expenses. If miscellaneous or other expenses, such as materials, supplies, non-excluded phone expenses, reproduction, or mailing, are reimbursable or available for match or reimbursement under the terms of this Agreement, the documentation supporting these expenses must be itemized and include copies of receipts or invoices. Additionally, independent of Grantee's contract obligations to its subcontractor/subrecipient, Department shall not reimburse any of the following types of charges: cell phone usage; attorney's fees or court costs; civil or administrative penalties; or handling fees, such as set percent overages associated with purchasing supplies or equipment.
- h. Land Acquisition. Reimbursement for the costs associated with acquiring interest and/or rights to real property (including access rights through ingress/egress easements, leases, license agreements, or other site access agreements; and/or obtaining record title ownership of real property through purchase) must be supported by the following, as applicable: Copies of Property Appraisals, Environmental Site Assessments, Surveys and Legal Descriptions, Boundary Maps, Acreage Certification, Title Search Reports, Title Insurance, Closing Statements/Documents, Deeds, Leases, Easements, License Agreements, or other legal instrument documenting acquired property interest and/or rights. If land acquisition costs are used to meet match requirements, Grantee agrees that those funds shall not be used as match for any other Agreement supported by State or Federal funds.

#### **10. Status Reports.**

The Grantee shall submit status reports quarterly, unless otherwise specified in the Attachments, on Exhibit A, Progress Report Form, to Department's Grant Manager describing the work performed during the reporting period, problems encountered, problem resolutions, scheduled updates, and proposed work for the next reporting period. Quarterly status reports are due no later than twenty (20) days following the completion of the quarterly reporting period. For the purposes of this reporting requirement, the quarterly reporting periods end on March 31, June 30, September 30 and December 31. The Department will review the required reports submitted by Grantee within thirty (30) days.

#### **11. Retainage.**

The following provisions apply if Department withholds retainage under this Agreement:

- a. The Department reserves the right to establish the amount and application of retainage on the work performed under this Agreement up to the maximum percentage described in Attachment 2, Special Terms and Conditions. Retainage may be withheld from each payment to Grantee pending satisfactory completion of work and approval of all deliverables.

- b. If Grantee fails to perform the requested work or fails to perform the work in a satisfactory manner, Grantee shall forfeit its right to payment of the retainage associated with the work. Failure to perform includes, but is not limited to, failure to submit the required deliverables or failure to provide adequate documentation that the work was actually performed. The Department shall provide written notification to Grantee of the failure to perform that shall result in retainage forfeiture. If the Grantee does not correct the failure to perform within the timeframe stated in Department's notice, the retainage will be forfeited to Department.
- c. No retainage shall be released or paid for incomplete work while this Agreement is suspended.
- d. Except as otherwise provided above, Grantee shall be paid the retainage associated with the work, provided Grantee has completed the work and submits an invoice for retainage held in accordance with the invoicing procedures under this Agreement.

## **12. Insurance.**

- a. Insurance Requirements for Subrecipients and/or Subcontractors. The Grantee shall require its subrecipients and/or subcontractors, if any, to maintain insurance coverage of such types and with such terms and limits as described in this Agreement. The Grantee shall require all its subrecipients and/or subcontractors, if any, to make compliance with the insurance requirements of this Agreement a condition of all contracts that are related to this Agreement. Subrecipients and/or subcontractors must provide proof of insurance upon request.
- b. Deductibles. The Department shall be exempt from, and in no way liable for, any sums of money representing a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Grantee providing such insurance.
- c. Proof of Insurance. Upon execution of this Agreement, Grantee shall provide Department documentation demonstrating the existence and amount for each type of applicable insurance coverage *prior to* performance of any work under this Agreement. Upon receipt of written request from Department, Grantee shall furnish Department with proof of applicable insurance coverage by standard form certificates of insurance, a self-insured authorization, or other certification of self-insurance.
- d. Duty to Maintain Coverage. In the event that any applicable coverage is cancelled by the insurer for any reason, or if Grantee cannot get adequate coverage, Grantee shall immediately notify Department of such cancellation and shall obtain adequate replacement coverage conforming to the requirements herein and provide proof of such replacement coverage within ten (10) days after the cancellation of coverage.
- e. Insurance Trust. If the Grantee's insurance is provided through an insurance trust, the Grantee shall instead add the Department of Environmental Protection, its employees, and officers as an additional covered party everywhere the Agreement requires them to be added as an additional insured.

## **13. Termination.**

- a. Termination for Convenience. When it is in the State's best interest, Department may, at its sole discretion, terminate the Agreement in whole or in part by giving 30 days' written notice to Grantee. The Department shall notify Grantee of the termination for convenience with instructions as to the effective date of termination or the specific stage of work at which the Agreement is to be terminated. The Grantee must submit all invoices for work to be paid under this Agreement within thirty (30) days of the effective date of termination. The Department shall not pay any invoices received after thirty (30) days of the effective date of termination.
- b. Termination for Cause. The Department may terminate this Agreement if any of the events of default described in the Events of Default provisions below occur or in the event that Grantee fails to fulfill any of its other obligations under this Agreement. If, after termination, it is determined that Grantee was not in default, or that the default was excusable, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of Department. The rights and remedies of Department in this clause are in addition to any other rights and remedies provided by law or under this Agreement.
- c. Grantee Obligations upon Notice of Termination. After receipt of a notice of termination or partial termination unless as otherwise directed by Department, Grantee shall not furnish any service or deliverable on the date, and to the extent specified, in the notice. However, Grantee shall continue work on any portion of the Agreement not terminated. If the Agreement is terminated before performance is completed, Grantee shall be paid only for that work satisfactorily performed for which costs can be substantiated. The Grantee shall not be entitled to recover any cancellation charges or lost profits.
- d. Continuation of Prepaid Services. If Department has paid for any services prior to the expiration, cancellation, or termination of the Agreement, Grantee shall continue to provide Department with those services for which it has already been paid or, at Department's discretion, Grantee shall provide a refund for services that have been paid for but not rendered.

- e. Transition of Services Upon Termination, Expiration, or Cancellation of the Agreement. If services provided under the Agreement are being transitioned to another provider(s), Grantee shall assist in the smooth transition of Agreement services to the subsequent provider(s). This requirement is at a minimum an affirmative obligation to cooperate with the new provider(s), however additional requirements may be outlined in the Grant Work Plan. The Grantee shall not perform any services after Agreement expiration or termination, except as necessary to complete the transition or continued portion of the Agreement, if any.

#### **14. Notice of Default.**

If Grantee defaults in the performance of any covenant or obligation contained in the Agreement, including, any of the events of default, Department shall provide notice to Grantee and an opportunity to cure that is reasonable under the circumstances. This notice shall state the nature of the failure to perform and provide a time certain for correcting the failure. The notice will also provide that, should the Grantee fail to perform within the time provided, Grantee will be found in default, and Department may terminate the Agreement effective as of the date of receipt of the default notice.

#### **15. Events of Default.**

Provided such failure is not the fault of Department or outside the reasonable control of Grantee, the following non-exclusive list of events, acts, or omissions, shall constitute events of default:

- a. The commitment of any material breach of this Agreement by Grantee, including failure to timely deliver a material deliverable, failure to perform the minimal level of services required for a deliverable, discontinuance of the performance of the work, failure to resume work that has been discontinued within a reasonable time after notice to do so, or abandonment of the Agreement;
- b. The commitment of any material misrepresentation or omission in any materials, or discovery by the Department of such, made by the Grantee in this Agreement or in its application for funding;
- c. Failure to submit any of the reports required by this Agreement or having submitted any report with incorrect, incomplete, or insufficient information;
- d. Failure to honor any term of the Agreement;
- e. Failure to abide by any statutory, regulatory, or licensing requirement, including an entry of an order revoking the certificate of authority granted to the Grantee by a state or other licensing authority;
- f. Failure to pay any and all entities, individuals, and furnishing labor or materials, or failure to make payment to any other entities as required by this Agreement;
- g. Employment of an unauthorized alien in the performance of the work, in violation of Section 274 (A) of the Immigration and Nationality Act;
- h. Failure to maintain the insurance required by this Agreement;
- i. One or more of the following circumstances, uncorrected for more than thirty (30) days unless, within the specified 30-day period, Grantee (including its receiver or trustee in bankruptcy) provides to Department adequate assurances, reasonably acceptable to Department, of its continuing ability and willingness to fulfill its obligations under the Agreement:
  - i. Entry of an order for relief under Title 11 of the United States Code;
  - ii. The making by Grantee of a general assignment for the benefit of creditors;
  - iii. The appointment of a general receiver or trustee in bankruptcy of Grantee's business or property; and/or
  - iv. An action by Grantee under any state insolvency or similar law for the purpose of its bankruptcy, reorganization, or liquidation.

#### **16. Suspension of Work.**

The Department may, in its sole discretion, suspend any or all activities under the Agreement, at any time, when it is in the best interest of the State to do so. The Department shall provide Grantee written notice outlining the particulars of suspension. Examples of reasons for suspension include, but are not limited to, budgetary constraints, declaration of emergency, or other such circumstances. After receiving a suspension notice, Grantee shall comply with the notice. Within 90 days, or any longer period agreed to by the parties, Department shall either: (1) issue a notice authorizing resumption of work, at which time activity shall resume; or (2) terminate the Agreement. If the Agreement is terminated after 30 days of suspension, the notice of suspension shall be deemed to satisfy the thirty (30) days' notice required for a notice of termination for convenience. Suspension of work shall not entitle Grantee to any additional compensation.

#### **17. Force Majeure.**

The Grantee shall not be responsible for delay resulting from its failure to perform if neither the fault nor the negligence of Grantee or its employees or agents contributed to the delay and the delay is due directly to acts of God, wars, acts

of public enemies, strikes, fires, floods, or other similar cause wholly beyond Grantee's control, or for any of the foregoing that affect subcontractors/subrecipients or suppliers if no alternate source of supply is available to Grantee. In case of any delay Grantee believes is excusable, Grantee shall notify Department in writing of the delay or potential delay and describe the cause of the delay either (1) within ten days after the cause that creates or will create the delay first arose, if Grantee could reasonably foresee that a delay could occur as a result; or (2) if delay is not reasonably foreseeable, within five days after the date Grantee first had reason to believe that a delay could result. **THE FOREGOING SHALL CONSTITUTE THE GRANTEE'S SOLE REMEDY OR EXCUSE WITH RESPECT TO DELAY.** Providing notice in strict accordance with this paragraph is a condition precedent to such remedy. No claim for damages, other than for an extension of time, shall be asserted against Department. The Grantee shall not be entitled to an increase in the Agreement price or payment of any kind from Department for direct, indirect, consequential, impact or other costs, expenses or damages, including but not limited to costs of acceleration or inefficiency, arising because of delay, disruption, interference, or hindrance from any cause whatsoever. If performance is suspended or delayed, in whole or in part, due to any of the causes described in this paragraph, after the causes have ceased to exist Grantee shall perform at no increased cost, unless Department determines, in its sole discretion, that the delay will significantly impair the value of the Agreement to Department, in which case Department may: (1) accept allocated performance or deliveries from Grantee, provided that Grantee grants preferential treatment to Department with respect to products subjected to allocation; (2) contract with other sources (without recourse to and by Grantee for the related costs and expenses) to replace all or part of the products or services that are the subject of the delay, which purchase may be deducted from the Agreement quantity; or (3) terminate Agreement in whole or in part.

#### **18. Indemnification.**

- a. The Grantee shall be fully liable for the actions of its agents, employees, partners, and subcontractors/subrecipients and shall fully indemnify, defend, and hold harmless Department and its officers, agents, and employees, from suits, actions, damages, and costs of every name and description arising from or relating to:
  - i. personal injury and damage to real or personal tangible property alleged to be caused in whole or in part by Grantee, its agents, employees, partners, and subcontractors/subrecipients; provided, however, that Grantee shall not indemnify for that portion of any loss or damages proximately caused by the negligent act or omission of Department;
  - ii. the Grantee's breach of this Agreement or the negligent acts or omissions of Grantee.
- b. The Grantee's obligations under the preceding paragraph with respect to any legal action are contingent upon Department giving Grantee: (1) written notice of any action or threatened action; (2) the opportunity to take over and settle or defend any such action at Grantee's sole expense; and (3) assistance in defending the action at Grantee's sole expense. The Grantee shall not be liable for any cost, expense, or compromise incurred or made by Department in any legal action without Grantee's prior written consent, which shall not be unreasonably withheld.
- c. Notwithstanding sections a. and b. above, the following is the sole indemnification provision that applies to Grantees that are governmental entities: Each party hereto agrees that it shall be solely responsible for the negligent or wrongful acts of its employees and agents. However, nothing contained herein shall constitute a waiver by either party of its sovereign immunity or the provisions of section 768.28, F.S. Further, nothing herein shall be construed as consent by a state agency or subdivision of the State to be sued by third parties in any matter arising out of any contract or this Agreement.
- d. No provision in this Agreement shall require Department to hold harmless or indemnify Grantee, insure or assume liability for Grantee's negligence, waive Department's sovereign immunity under the laws of Florida, or otherwise impose liability on Department for which it would not otherwise be responsible. Any provision, implication or suggestion to the contrary is null and void.

#### **19. Limitation of Liability.**

The Department's liability for any claim arising from this Agreement is limited to compensatory damages in an amount no greater than the sum of the unpaid balance of compensation due for goods or services rendered pursuant to and in compliance with the terms of the Agreement. Such liability is further limited to a cap of \$100,000.

#### **20. Remedies.**

Nothing in this Agreement shall be construed to make Grantee liable for force majeure events. Nothing in this Agreement, including financial consequences for nonperformance, shall limit Department's right to pursue its remedies for other types of damages under the Agreement, at law or in equity. The Department may, in addition to



other remedies available to it, at law or in equity and upon notice to Grantee, retain such monies from amounts due Grantee as may be necessary to satisfy any claim for damages, penalties, costs and the like asserted by or against it.

**21. Waiver.**

The delay or failure by Department to exercise or enforce any of its rights under this Agreement shall not constitute or be deemed a waiver of Department's right thereafter to enforce those rights, nor shall any single or partial exercise of any such right preclude any other or further exercise thereof or the exercise of any other right.

**22. Statutory Notices Relating to Unauthorized Employment and Subcontracts/Subawards.**

- a. The Department shall consider the employment by any Grantee of unauthorized aliens a violation of Section 274A(e) of the Immigration and Nationality Act. If Grantee/subcontractor/subrecipient knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement. The Grantee shall be responsible for including this provision in all subcontracts/subawards with private organizations issued as a result of this Agreement.
- b. Pursuant to sections 287.133, 287.134, and 287.137 F.S., the following restrictions apply to persons placed on the convicted vendor list, discriminatory vendor list, or the antitrust violator vendor list:
  - i. Public Entity Crime. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a Grantee, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in section 287.017, F.S., for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.
  - ii. Discriminatory Vendors. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity.
  - iii. Antitrust Violator Vendors. A person or an affiliate who has been placed on the antitrust violator vendor list following a conviction or being held civilly liable for an antitrust violation may not submit a bid, proposal, or reply on any contract to provide any good or services to a public entity; may not submit a bid, proposal, or reply on any contract with a public entity for the construction or repair of a public building or public work; may not submit a bid, proposal, or reply on leases of real property to a public entity; may not be awarded or perform work as a Grantee, supplier, subcontractor, or consultant under a contract with a public entity; and may not transact new business with a public entity.
  - iv. Notification. The Grantee shall notify Department if it or any of its suppliers, subcontractors, or consultants have been placed on the convicted vendor list, the discriminatory vendor list, or antitrust violator vendor list during the life of the Agreement. The Florida Department of Management Services is responsible for maintaining the discriminatory vendor list and the antitrust violator vendor list and posts the list on its website. Questions regarding the discriminatory vendor list or antitrust violator vendor list may be directed to the Florida Department of Management Services, Office of Supplier Development, at (850) 487-0915.

**23. Compliance with Federal, State and Local Laws.**

- a. The Grantee and all its agents shall comply with all federal, state and local regulations, including, but not limited to, nondiscrimination, wages, social security, workers' compensation, licenses, and registration requirements. The Grantee shall include this provision in all subcontracts/subawards issued as a result of this Agreement.
- b. The Grantee, its subrecipients, subcontractors and agents must also comply with the following civil rights laws and regulations:
  - i. Title VI of the Civil Rights Act of 1964 as amended (prohibiting discrimination in federally assisted programs on the basis of race, color, or national origin in the delivery of services or benefits);

- ii. Section 13 of the 1972 Amendment to the Federal Water Pollution Control Act (prohibiting discrimination on the basis of sex in the delivery of services or benefits under the Federal Water Pollution Control Act as amended);
  - iii. Section 504 of the Rehabilitation Act of 1973 (prohibiting discrimination in federally assisted programs on the basis of disability, both in employment and in the delivery of services and benefits);
  - iv. Age Discrimination Act of 1975 (prohibiting discrimination in federally assisted programs on the basis of age in the delivery of services or benefits);
  - v. 40 C.F.R. Part 7, (implementing Title VI of the Civil Rights Act of 1964, Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act, and Section 504 of the Rehabilitation Act of 1973);
  - vi. Florida Civil Rights Act of 1992 (Title XLIV Chapter 760, Sections 760.01, 760.11 and 509.092, F.S.), including Part I, chapter 760, F.S. (prohibiting discrimination on the basis of race, color, religion, sex, pregnancy, national origin, age, handicap, or marital status).
- c. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida.
  - d. Any dispute concerning performance of the Agreement shall be processed as described herein. Jurisdiction for any damages arising under the terms of the Agreement will be in the courts of the State, and venue will be in the Second Judicial Circuit, in and for Leon County. Except as otherwise provided by law, the parties agree to be responsible for their own attorney fees incurred in connection with disputes arising under the terms of this Agreement.

**24. Build America, Buy America Act (BABA) - Infrastructure Projects with Federal Funding.**

**This provision does not apply to Agreements that are wholly funded by Coronavirus State and Local Fiscal Recovery Funds under the American Rescue Plan Act. Also, this provision does not apply where there is a valid waiver in place. However, the provision may apply to funds expended before the waiver or after expiration of the waiver.**

If applicable, Recipients or Subrecipients of an award of Federal financial assistance from a program for infrastructure are required to comply with the Build America, Buy America Act (BABA), including the following provisions:

- a. All iron and steel used in the project are produced in the United States--this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
- b. All manufactured products used in the project are produced in the United States--this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and
- c. All construction materials are manufactured in the United States--this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

**25. Investing in America**

Grantees of an award for construction projects in whole or in part by the Bipartisan Infrastructure Law or the Inflation Reduction Act, including the following provision:

- a. Signage Requirements
  - a. Investing in America Emblem: The recipient will ensure that a sign is placed at construction sites supported in whole or in part by this award displaying the official Investing in America emblem and must identify the project as a “project funded by President Biden’s Bipartisan Infrastructure Law” or “project funded by President Biden’s Inflation Reduction Act” as applicable. The sign must be placed at construction sites in an easily visible location that can be directly linked to the work taking place and must be maintained in good condition throughout the construction period.

The recipient will ensure compliance with the guidelines and design specifications provided by EPA for using the official Investing in America emblem available at:  
<https://www.epa.gov/invest/investing-america-signage>.

b. Procuring Signs: Consistent with section 6002 of RCRA, 42 U.S.C. 6962, and 2 CFR 200.323, recipients are encouraged to use recycled or recovered materials when procuring signs. Signage costs are considered an allowable cost under this assistance agreement provided that the costs associated with signage are reasonable. Additionally, to increase public awareness of projects serving communities where English is not the predominant language, recipients are encouraged to translate the language on signs (excluding the official Investing in America emblem or EPA logo or seal) into the appropriate non-English language(s). The costs of such translation are allowable, provided the costs are reasonable.

## **26. Scrutinized Companies.**

- a. Grantee certifies that it is not on the Scrutinized Companies that Boycott Israel List or engaged in a boycott of Israel. Pursuant to section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Grantee is found to have submitted a false certification; or if the Grantee is placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.
- b. If this Agreement is for more than one million dollars, the Grantee certifies that it is also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in section 287.135, F.S. Pursuant to section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Grantee is found to have submitted a false certification; or if the Grantee is placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.
- c. As provided in subsection 287.135(8), F.S., if federal law ceases to authorize these contracting prohibitions, then they shall become inoperative.

## **27. Lobbying and Integrity.**

The Grantee agrees that no funds received by it under this Agreement will be expended for the purpose of lobbying the Legislature or a State agency pursuant to section 216.347, F.S., except that pursuant to the requirements of section 287.058(6), F.S., during the term of any executed agreement between Grantee and the State, Grantee may lobby the executive or legislative branch concerning the scope of services, performance, term, or compensation regarding that agreement. The Grantee shall comply with sections 11.062 and 216.347, F.S.

## **28. Record Keeping.**

The Grantee shall maintain books, records and documents directly pertinent to performance under this Agreement in accordance with United States generally accepted accounting principles (US GAAP) consistently applied. The Department, the State, or their authorized representatives shall have access to such records for audit purposes during the term of this Agreement and for five (5) years following the completion date or termination of the Agreement. In the event that any work is subcontracted or subawarded, Grantee shall similarly require each subcontractor/subrecipient to maintain and allow access to such records for audit purposes. Upon request of Department's Inspector General, or other authorized State official, Grantee shall provide any type of information the Inspector General deems relevant to Grantee's integrity or responsibility. Such information may include, but shall not be limited to, Grantee's business or financial records, documents, or files of any type or form that refer to or relate to Agreement. The Grantee shall retain such records for the longer of: (1) three years after the expiration of the Agreement; or (2) the period required by the General Records Schedules maintained by the Florida Department of State (available at: <http://dos.myflorida.com/library-archives/records-management/general-records-schedules/>).

## **29. Audits.**

- a. Inspector General. The Grantee understands its duty, pursuant to section 20.055(5), F.S., to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing. The Grantee will comply with this duty and ensure that its subrecipients and/or subcontractors issued under this Agreement, if any, impose this requirement, in writing, on its subrecipients and/or subcontractors, respectively.
- b. Physical Access and Inspection. Department personnel shall be given access to and may observe and inspect work being performed under this Agreement, with reasonable notice and during normal business hours, including by any of the following methods:

- i. Grantee shall provide access to any location or facility on which Grantee is performing work, or storing or staging equipment, materials or documents;
  - ii. Grantee shall permit inspection of any facility, equipment, practices, or operations required in performance of any work pursuant to this Agreement; and,
  - iii. Grantee shall allow and facilitate sampling and monitoring of any substances, soils, materials or parameters at any location reasonable or necessary to assure compliance with any work or legal requirements pursuant to this Agreement.
- c. Special Audit Requirements. The Grantee shall comply with the applicable provisions contained in Attachment 5, Special Audit Requirements. Each amendment that authorizes a funding increase or decrease shall include an updated copy of Exhibit 1, to Attachment 5. If Department fails to provide an updated copy of Exhibit 1 to include in each amendment that authorizes a funding increase or decrease, Grantee shall request one from the Department's Grants Manager. The Grantee shall consider the type of financial assistance (federal and/or state) identified in Attachment 5, Exhibit 1 and determine whether the terms of Federal and/or Florida Single Audit Act Requirements may further apply to lower tier transactions that may be a result of this Agreement. For federal financial assistance, Grantee shall utilize the guidance provided under 2 CFR §200.331 for determining whether the relationship represents that of a subrecipient or vendor. For State financial assistance, Grantee shall utilize the form entitled "Checklist for Nonstate Organizations Recipient/Subrecipient vs Vendor Determination" (form number DFS-A2-NS) that can be found under the "Links/Forms" section appearing at the following website: <https://apps.fldfs.com/fsaa>.
- d. Proof of Transactions. In addition to documentation provided to support cost reimbursement as described herein, Department may periodically request additional proof of a transaction to evaluate the appropriateness of costs to the Agreement pursuant to State guidelines (including cost allocation guidelines) and federal, if applicable. Allowable costs and uniform administrative requirements for federal programs can be found under 2 CFR 200. The Department may also request a cost allocation plan in support of its multipliers (overhead, indirect, general administrative costs, and fringe benefits). The Grantee must provide the additional proof within thirty (30) days of such request.
- e. No Commingling of Funds. The accounting systems for all Grantees must ensure that these funds are not commingled with funds from other agencies. Funds from each agency must be accounted for separately. Grantees are prohibited from commingling funds on either a program-by-program or a project-by-project basis. Funds specifically budgeted and/or received for one project may not be used to support another project. Where a Grantee's, or subrecipient's, accounting system cannot comply with this requirement, Grantee, or subrecipient, shall establish a system to provide adequate fund accountability for each project it has been awarded.
  - i. If Department finds that these funds have been commingled, Department shall have the right to demand a refund, either in whole or in part, of the funds provided to Grantee under this Agreement for non-compliance with the material terms of this Agreement. The Grantee, upon such written notification from Department shall refund, and shall forthwith pay to Department, the amount of money demanded by Department. Interest on any refund shall be calculated based on the prevailing rate used by the State Board of Administration. Interest shall be calculated from the date(s) the original payment(s) are received from Department by Grantee to the date repayment is made by Grantee to Department.
  - ii. In the event that the Grantee recovers costs, incurred under this Agreement and reimbursed by Department, from another source(s), Grantee shall reimburse Department for all recovered funds originally provided under this Agreement and interest shall be charged for those recovered costs as calculated on from the date(s) the payment(s) are recovered by Grantee to the date repayment is made to Department.
  - iii. Notwithstanding the requirements of this section, the above restrictions on commingling funds do not apply to agreements where payments are made purely on a cost reimbursement basis.

### **30. Conflict of Interest.**

The Grantee covenants that it presently has no interest and shall not acquire any interest which would conflict in any manner or degree with the performance of services required.

### **31. Independent Contractor.**

The Grantee is an independent contractor and is not an employee or agent of Department.

### **32. Subcontracting/Subawards.**

- a. Unless otherwise specified in the Special Terms and Conditions, all services contracted for are to be performed solely by Grantee.

- b. The Department may, for cause, require the replacement of any Grantee employee, subcontractor/subrecipient, or agent. For cause, includes, but is not limited to, technical or training qualifications, quality of work, change in security status, or non-compliance with an applicable Department policy or other requirement.
- c. The Department may, for cause, deny access to Department's secure information or any facility by any Grantee employee, subcontractor/subrecipient, or agent.
- d. The Department's actions under paragraphs b. or c. shall not relieve Grantee of its obligation to perform all work in compliance with the Agreement. The Grantee shall be responsible for the payment of all monies due under any subcontract/subaward. The Department shall not be liable to any subcontractor/subrecipient for any expenses or liabilities incurred under any subcontract/subaward, and Grantee shall be solely liable to the subcontractor for all expenses and liabilities incurred under any subcontract/subaward.
- e. The Department will not deny Grantee's employees, subcontractors/subrecipients, or agents access to meetings within the Department's facilities, unless the basis of Department's denial is safety or security considerations.
- f. A list of minority-owned firms that could be offered subcontracting opportunities may be obtained by contacting the Office of Supplier Development at (850) 487-0915.
- g. The Grantee shall not be liable for any excess costs for a failure to perform, if the failure to perform is caused by the default of a subcontractor/subrecipient at any tier, and if the cause of the default is completely beyond the control of both Grantee and the subcontractor(s)/subrecipient(s), and without the fault or negligence of either, unless the subcontracted/subawarded products or services were obtainable from other sources in sufficient time for Grantee to meet the required delivery schedule.

### **33. Guarantee of Parent Company.**

If Grantee is a subsidiary of another corporation or other business entity, Grantee asserts that its parent company will guarantee all of the obligations of Grantee for purposes of fulfilling the obligations of Agreement. In the event Grantee is sold during the period the Agreement is in effect, Grantee agrees that it will be a requirement of sale that the new parent company guarantee all of the obligations of Grantee.

### **34. Survival.**

The respective obligations of the parties, which by their nature would continue beyond the termination or expiration of this Agreement, including without limitation, the obligations regarding confidentiality, proprietary interests, and public records, shall survive termination, cancellation, or expiration of this Agreement.

### **35. Third Parties.**

The Department shall not be deemed to assume any liability for the acts, failures to act or negligence of Grantee, its agents, servants, and employees, nor shall Grantee disclaim its own negligence to Department or any third party. This Agreement does not and is not intended to confer any rights or remedies upon any person other than the parties. If Department consents to a subcontract/subaward, Grantee will specifically disclose that this Agreement does not create any third-party rights. Further, no third parties shall rely upon any of the rights and obligations created under this Agreement.

### **36. Severability.**

If a court of competent jurisdiction deems any term or condition herein void or unenforceable, the other provisions are severable to that void provision, and shall remain in full force and effect.

### **37. Grantee's Employees, Subcontractors/Subrecipients and Agents.**

All Grantee employees, subcontractors/subrecipients, or agents performing work under the Agreement shall be properly trained technicians who meet or exceed any specified training qualifications. Upon request, Grantee shall furnish a copy of technical certification or other proof of qualification. All employees, subcontractors/subrecipients, or agents performing work under Agreement must comply with all security and administrative requirements of Department and shall comply with all controlling laws and regulations relevant to the services they are providing under the Agreement.

### **38. Assignment.**

The Grantee shall not sell, assign, or transfer any of its rights, duties, or obligations under the Agreement, or under any purchase order issued pursuant to the Agreement, without the prior written consent of Department. In the event of any assignment, Grantee remains secondarily liable for performance of the Agreement, unless Department expressly waives such secondary liability. The Department may assign the Agreement with prior written notice to Grantee of its intent to do so.

### **39. Compensation Report.**

If this Agreement is a sole-source, public-private agreement or if the Grantee, through this agreement with the State, annually receive 50% or more of their budget from the State or from a combination of State and Federal funds, the Grantee shall provide an annual report, including the most recent IRS Form 990, detailing the total compensation for



the entities' executive leadership teams. Total compensation shall include salary, bonuses, cashed-in leave, cash equivalents, severance pay, retirement benefits, deferred compensation, real-property gifts, and any other payout. The Grantee must also inform the Department of any changes in total executive compensation between the annual reports. All compensation reports must indicate what percent of compensation comes directly from the State or Federal allocations to the Grantee.

**40. Disclosure of Gifts from Foreign Sources.**

If the value of the grant under this Agreement is \$100,000 or more, Grantee shall disclose to Department any current or prior interest of, any contract with, or any grant or gift received from a foreign country of concern, as defined in section 286.101, F.S., if such interest, contract, or grant or gift has a value of \$50,000 or more and such interest existed at any time or such contract or grant or gift was received or in force at any time during the previous 5 years. Such disclosure shall include the name and mailing address of the disclosing entity, the amount of the contract or grant or gift or the value of the interest disclosed, the applicable foreign country of concern and, if applicable, the date of termination of the contract or interest, the date of receipt of the grant or gift, and the name of the agent or controlled entity that is the source or interest holder. If the disclosure requirement is applicable as described above, then within 1 year before applying for any grant, Grantee must also provide a copy of such disclosure to the Department of Financial Services.

**41. Food Commodities.**

To the extent authorized by federal law, the Department, its grantees, contractors and subcontractors/subrecipients shall give preference to food commodities grown or produced in this state when purchasing food commodities, including farm products as defined in section 823.14, F.S., of any class, variety, or use thereof in their natural state or as processed by a farm operation or processor for the purpose of marketing such product.

**42. Anti-human Trafficking.**

If the Grantee is a nongovernmental entity, the Grantee must provide the Department with an affidavit signed by an officer or a representative of the Grantee under penalty of perjury attesting that the Grantee does not use coercion for labor or services as defined in section 787.06, F.S.

**43. Iron and Steel for Public Works Projects.**

If this Agreement funds a "public works project" as defined in section 255.0993, F.S., or the purchase of materials to be used in a public works project, any iron or steel permanently incorporated in the Project must be "produced in the United States," as defined in section 255.0993, F.S. This requirement does not apply if the Department determines that any of the following circumstances apply to the Project:

- (1) iron or steel products produced in the United States are not produced in sufficient quantities, reasonably available, or of satisfactory quality;
- (2) the use of iron or steel products produced in the United States will increase the total cost of the project by more than twenty percent (20%); or
- (3) complying with this requirement is inconsistent with the public interest.

Further, this requirement does not prevent the Contractor's minimal use of foreign steel and iron materials if:

- (1) such materials are incidental or ancillary to the primary product and are not separately identified in the project specifications; and
- (2) the "cost" of such materials, as defined in section 255.0993, F.S., does not exceed one-tenth of one percent (1%) of the total Project Cost under this Agreement or \$2,500, whichever is greater.

Electrical components, equipment, systems, and appurtenances, including supports, covers, shielding, and other appurtenances related to an electrical system that are necessary for operation or concealment (excepting transmission and distribution poles) are not considered to be iron or steel products and are, therefore, exempt from the requirements of this paragraph.

This provision shall be applied in a manner consistent with and may not be construed to impair the state's obligations under any international agreement.

**44. Complete and Accurate information.**

Grantee represents and warrants that all statements and information provided to DEP are current, complete, and accurate. This includes all statements and information in this Grant, as well as its Attachments and Exhibits.

**45. Execution in Counterparts and Authority to Sign.**

This Agreement, any amendments, and/or change orders related to the Agreement, may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument. In accordance with the Electronic Signature Act of 1996, electronic signatures, including facsimile transmissions, may be used and shall have the same force and effect as a written signature. Each person signing this Agreement warrants that he or she is duly authorized to do so and to bind the respective party to the Agreement.

**Attachment 1**

**STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
Special Terms and Conditions  
AGREEMENT NO. L0182**

**ATTACHMENT 2**

These Special Terms and Conditions shall be read together with general terms outlined in the Standard Terms and Conditions, Attachment 1. Where in conflict, these more specific terms shall apply.

**1. Scope of Work.**

The Project funded under this Agreement is Destin Mattie Kelly Outfall. The Project is defined in more detail in Attachment 3, Grant Work Plan.

**2. Duration.**

- a. Reimbursement Period. The reimbursement period for this Agreement is the same as the term of the Agreement.
- b. Extensions. There are extensions available for this Project.
- c. Service Periods. Additional service periods are not authorized under this Agreement.

**3. Payment Provisions.**

- a. Compensation. This is a cost reimbursement Agreement. The Grantee shall be compensated under this Agreement as described in Attachment 3.
- b. Invoicing. Invoicing will occur as indicated in Attachment 3.
- c. Advance Pay. Advance Pay is not authorized under this Agreement.

**4. Cost Eligible for Reimbursement or Matching Requirements.**

Reimbursement for costs or availability for costs to meet matching requirements shall be limited to the following budget categories, as defined in the Reference Guide for State Expenditures, as indicated:

| <u>Reimbursement</u>                | <u>Match</u>             | <u>Category</u>                                     |
|-------------------------------------|--------------------------|-----------------------------------------------------|
| <input type="checkbox"/>            | <input type="checkbox"/> | Salaries/Wages                                      |
|                                     |                          | Overhead/Indirect/General and Administrative Costs: |
| <input type="checkbox"/>            | <input type="checkbox"/> | a. Fringe Benefits, N/A.                            |
| <input type="checkbox"/>            | <input type="checkbox"/> | b. Indirect Costs, N/A.                             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Contractual/Subaward (Subcontractors/Subrecipients) |
| <input type="checkbox"/>            | <input type="checkbox"/> | Travel, in accordance with Section 112, F.S.        |
| <input type="checkbox"/>            | <input type="checkbox"/> | Equipment                                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Rental/Lease of Equipment                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Miscellaneous/Other Expenses                        |
| <input type="checkbox"/>            | <input type="checkbox"/> | Land Acquisition                                    |

**5. Equipment Purchase.**

No Equipment purchases shall be funded under this Agreement.

**6. Land Acquisition.**

There will be no Land Acquisitions funded under this Agreement.

**7. Match Requirements**

There is no match required on the part of the Grantee under this Agreement.

**8. Insurance Requirements**

Required Coverage. At all times during the Agreement the Grantee, at its sole expense, shall maintain insurance coverage of such types and with such terms and limits described below. The limits of coverage under each policy

maintained by the Grantee shall not be interpreted as limiting the Grantee's liability and obligations under the Agreement. All insurance policies shall be through insurers licensed and authorized to issue policies in Florida, or alternatively, Grantee may provide coverage through a self-insurance program established and operating under the laws of Florida. Additional insurance requirements for this Agreement may be required elsewhere in this Agreement, however the minimum insurance requirements applicable to this Agreement are:

a. Commercial General Liability Insurance.

The Grantee shall provide adequate commercial general liability insurance coverage and hold such liability insurance at all times during the Agreement. The Department, its employees, and officers shall be named as an additional insured on any general liability policies. The minimum limits shall be \$250,000 for each occurrence and \$500,000 policy aggregate.

b. Commercial Automobile Insurance.

If the Grantee's duties include the use of a commercial vehicle, the Grantee shall maintain automobile liability, bodily injury, and property damage coverage. Insuring clauses for both bodily injury and property damage shall provide coverage on an occurrence basis. The Department, its employees, and officers shall be named as an additional insured on any automobile insurance policy. The minimum limits shall be as follows:

|                   |                                                                |
|-------------------|----------------------------------------------------------------|
| \$200,000/300,000 | Automobile Liability for Company-Owned Vehicles, if applicable |
| \$200,000/300,000 | Hired and Non-owned Automobile Liability Coverage              |

c. Workers' Compensation and Employer's Liability Coverage.

The Grantee shall provide workers' compensation, in accordance with Chapter 440, F.S. and employer liability coverage with minimum limits of \$100,000 per accident, \$100,000 per person, and \$500,000 policy aggregate. Such policies shall cover all employees engaged in any work under the Grant.

d. Other Insurance. None.

**9. Quality Assurance Requirements.**

There are no special Quality Assurance requirements under this Agreement.

**10. Retainage.**

No retainage is required under this Agreement.

**11. Subcontracting/Subawards.**

The Grantee may subcontract/subaward work under this Agreement without the prior written consent of the Department's Grant Manager except for certain fixed-price subcontracts/subawards pursuant to this Agreement, which require prior approval. Regardless of any subcontract/subaward, the Grantee is ultimately responsible for all work to be performed under this Agreement. Upon request by the Department's Grant Manager, the Grantee will submit a copy of the executed subcontract.

**12. State-owned Land.**

The work will not be performed on State-owned land.

**13. Office of Policy and Budget Reporting.**

The Grantee will identify the expected return on investment for this project and provide this information to the Governor's Office of Policy and Budget (OPB) within three months of execution of this Agreement. For each full calendar quarter thereafter, the Grantee will provide quarterly update reports directly to OPB, no later than 20 days after the end of each quarter, documenting the positive return on investment to the state that results from the Grantee's project and its use of funds provided under this Agreement. Quarterly reports will continue until the Grantee is instructed by OPB that no further reports are needed, or until the end of this Agreement, whichever occurs first. All reports shall be submitted electronically to OPB at [env.roi@laspbs.state.fl.us](mailto:env.roi@laspbs.state.fl.us), and a copy shall also be submitted to the Department at [legislativeaffairs@floridaDEP.gov](mailto:legislativeaffairs@floridaDEP.gov).

**14. Common Carrier.**

- a. Applicable to contracts/grants with a common carrier – firm/person/corporation that as a regular business transports people or commodities from place to place. If applicable, Contractor/Subrecipient must also fill out and return PUR 1808 before contract/subaward execution. If Contractor/Subrecipient is a common carrier pursuant to section 908.111(1)(a), Florida Statutes, the Department will terminate this Agreement immediately if Contractor/Subrecipient is found to be in violation of the law or the attestation in PUR 1808.

- b. Applicable to solicitations for a common carrier – Before contract execution, the winning Contractor(s) must fill out and return PUR 1808, and attest that it is not willfully providing any service in furtherance of transporting a person into this state knowing that the person unlawfully present in the United States according to the terms of the federal Immigration and Nationality Act, 8 U.S.C. ss. 1101 et seq. The Department will terminate a contract immediately if Contractor is found to be in violation of the law or the attestation in PUR 1808.

**15. Financial Assistance and Payment of Invoices to Rural Communities or Rural Areas of Opportunity**

This agreement does not provide federal or state financial assistance to a county or municipality that is a rural community or rural area of opportunity as those terms are defined in s. 288.0656(2).

**16. Additional Terms.**

None.

## **ATTACHMENT 3 GRANT WORK PLAN**

**PROJECT TITLE:** Destin Mattie Kelly Outfall

**PROJECT LOCATION:** The Project will be located in the City of Destin within Okaloosa County; Lat/Long (30.4121, -86.4934).

**PROJECT BACKGROUND:** The Mattie Kelly stormwater outfall currently serves the wetland area adjacent to Joe's Bayou Recreation Area and a significant area of the surrounding residential neighborhood. This outfall is undersized and frequently becomes clogged with debris, increasing the risk of inundating the neighborhood surrounding the wetland area and overtopping the roadway during storms or other high-water events. A Project Development and Environmental Study identified the need for an upgraded plate arch structure with a natural bottom to allow for more efficient flow between Choctawhatchee Bay and the wetland area.

**PROJECT DESCRIPTION:** The Grantee will install a new plate arch culvert stormwater outfall within Mattie Kelly Park, allowing for more efficient flow between Choctawhatchee Bay and the wetland area, and improved stormwater management.

**TASKS:** All documentation should be submitted electronically unless otherwise indicated and should be submitted prior to the expiration of the grant agreement.

### **Task 1: Project Management**

**Deliverables:** The Grantee will perform project management related to the Destin Mattie Kelly Outfall Project, to include field engineering services, construction observation and inspections, site meetings with construction contractor(s) and design professionals, and overall construction coordination and supervision.

**Documentation:** The Grantee will submit a signed summary of activities completed for the period of work covered in the payment request, using the format provided by the Department's Grant Manager. Upon request by the Department's Grant Manager, the Grantee will provide additional supporting documentation relating to this task.

**Performance Standard:** The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, a payment request may be processed.

**Payment Request Schedule:** The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

### **Task 2: Construction**

**Deliverables:** The Grantee will construct the Destin Mattie Kelly Outfall Project in accordance with the final design.

**Documentation:** The Grantee will submit: 1) a copy of the final design; 2) a signed summary of activities completed for the period of work covered in the payment request, using the format provided by the Department's Grant Manager. Upon request by the Department's Grant Manager, the Grantee will provide additional supporting documentation relating to this task.



**Performance Standard:** The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, a payment request may be processed.

**Payment Request Schedule:** The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

**PROJECT TIMELINE & BUDGET DETAIL:** The tasks must be completed by the corresponding task end date. Cost reimbursable grant funding must not exceed the budget amounts as indicated below.

| Task No. | Task Title         | Budget Category      | Grant Amount | Task Start Date | Task End Date |
|----------|--------------------|----------------------|--------------|-----------------|---------------|
| 1        | Project Management | Contractual Services | \$65,000     | 07/01/2025      | 06/30/2027    |
| 2        | Construction       | Contractual Services | \$935,000    | 07/01/2025      | 06/30/2027    |
| Total:   |                    |                      | \$1,000,000  |                 |               |

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**STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
Public Records Requirements**

**Attachment 4**

**1. Public Records.**

- a. If the Agreement exceeds \$35,000.00, and if Grantee is acting on behalf of Department in its performance of services under the Agreement, Grantee must allow public access to all documents, papers, letters, or other material, regardless of the physical form, characteristics, or means of transmission, made or received by Grantee in conjunction with the Agreement (Public Records), unless the Public Records are exempt from section 24(a) of Article I of the Florida Constitution and section 119.07(1), F.S.
- b. The Department may unilaterally terminate the Agreement if Grantee refuses to allow public access to Public Records as required by law.

**2. Additional Public Records Duties of Section 119.0701, F.S., If Applicable.**

For the purposes of this paragraph, the term “contract” means the “Agreement.” If Grantee is a “contractor” as defined in section 119.0701(1)(a), F.S., the following provisions apply and the contractor shall:

- a. Keep and maintain Public Records required by Department to perform the service.
- b. Upon request, provide Department with a copy of requested Public Records or allow the Public Records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S., or as otherwise provided by law.
- c. A contractor who fails to provide the Public Records to Department within a reasonable time may be subject to penalties under section 119.10, F.S.
- d. Ensure that Public Records that are exempt or confidential and exempt from Public Records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the Public Records to Department.
- e. Upon completion of the contract, transfer, at no cost, to Department all Public Records in possession of the contractor or keep and maintain Public Records required by Department to perform the service. If the contractor transfers all Public Records to Department upon completion of the contract, the contractor shall destroy any duplicate Public Records that are exempt or confidential and exempt from Public Records disclosure requirements. If the contractor keeps and maintains Public Records upon completion of the contract, the contractor shall meet all applicable requirements for retaining Public Records. All Public Records stored electronically must be provided to Department, upon request from Department’s custodian of Public Records, in a format specified by Department as compatible with the information technology systems of Department. These formatting requirements are satisfied by using the data formats as authorized in the contract or Microsoft Word, Outlook, Adobe, or Excel, and any software formats the contractor is authorized to access.

**f. IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, F.S., TO THE CONTRACTOR’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, CONTACT THE DEPARTMENT’S CUSTODIAN OF PUBLIC RECORDS AT:**

**Telephone:** (850) 245-2118  
**Email:** [public.services@floridadep.gov](mailto:public.services@floridadep.gov)  
**Mailing Address:** Department of Environmental Protection  
ATTN: Office of Ombudsman and Public Services  
Public Records Request  
3900 Commonwealth Boulevard, MS 49  
Tallahassee, Florida 32399

**STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
Special Audit Requirements  
(State and Federal Financial Assistance)**

**Attachment 5**

The administration of resources awarded by the Department of Environmental Protection (*which may be referred to as the "Department", "DEP", "FDEP" or "Grantor", or other name in the agreement*) to the recipient (*which may be referred to as the "Recipient", "Grantee" or other name in the agreement*) may be subject to audits and/or monitoring by the Department of Environmental Protection, as described in this attachment.

**MONITORING**

In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F-Audit Requirements, and Section 215.97, F.S., as revised (see "AUDITS" below), monitoring procedures may include, but not be limited to, on-site visits by DEP Department staff, limited scope audits as defined by 2 CFR 200.425, or other procedures. By entering into this Agreement, the recipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department of Environmental Protection. In the event the Department of Environmental Protection determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the Department to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer (CFO) or Auditor General.

**AUDITS**

**PART I: FEDERALLY FUNDED**

This part is applicable if the recipient is a State or local government or a non-profit organization as defined in 2 CFR §200.330

1. A recipient that expends \$1,000,000 or more in Federal awards in its fiscal year, must have a single or program-specific audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F. EXHIBIT 1 to this Attachment indicates Federal funds awarded through the Department of Environmental Protection by this Agreement. In determining the federal awards expended in its fiscal year, the recipient shall consider all sources of federal awards, including federal resources received from the Department of Environmental Protection. The determination of amounts of federal awards expended should be in accordance with the guidelines established in 2 CFR 200.502-503. An audit of the recipient conducted by the Auditor General in accordance with the provisions of 2 CFR Part 200.514 will meet the requirements of this part.
2. For the audit requirements addressed in Part I, paragraph 1, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in 2 CFR 200.508-512.
3. A recipient that expends less than \$1,000,000 in federal awards in its fiscal year is not required to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F-Audit Requirements. If the recipient expends less than \$1,000,000 in federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F-Audit Requirements, the cost of the audit must be paid from non-federal resources (i.e., the cost of such an audit must be paid from recipient resources obtained from non-federal entities).
4. The recipient may access information regarding the Catalog of Federal Domestic Assistance (CFDA) via the internet at <https://sam.gov/content/assistance-listings>.

**Attachment 5**

## PART II: STATE FUNDED

This part is applicable if the recipient is a nonstate entity as defined by Section 215.97(1)(n), Florida Statutes.

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$750,000 in any fiscal year of such recipient (for fiscal years ending June 30, 2017, and thereafter), the recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, F.S.; Rule Chapter 69I-5, F.A.C., State Financial Assistance; and the current Rules of the Auditor General. EXHIBIT 1 to this form lists the state financial assistance awarded through the Department of Environmental Protection by this agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department of Environmental Protection, other state agencies, and other nonstate entities. State financial assistance does not include federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.
2. In connection with the audit requirements addressed in Part II, paragraph 1; the recipient shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and the current Rules of the Auditor General.
3. If the recipient expends less than \$750,000 in state financial assistance in its fiscal year (for fiscal year ending June 30, 2017, and thereafter), an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. In the event that the recipient expends less than \$750,000 in state financial assistance in its fiscal year, and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the non-state entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than State entities).
4. For information regarding the Florida Catalog of State Financial Assistance (CSFA), a recipient should access the Florida Single Audit Act website located at <https://apps.fldfs.com/fsaa> for assistance. In addition to the above websites, the following websites may be accessed for information: Legislature's Website at <http://www.leg.state.fl.us/Welcome/index.cfm>, State of Florida's website at <http://www.myflorida.com/>, Department of Financial Services' Website at <https://www.myfloridacfo.com/> and the Auditor General's Website at <http://www.myflorida.com/audgen/>.

## PART III: OTHER AUDIT REQUIREMENTS

*(NOTE: This part would be used to specify any additional audit requirements imposed by the State awarding entity that are solely a matter of that State awarding entity's policy (i.e., the audit is not required by Federal or State laws and is not in conflict with other Federal or State audit requirements). Pursuant to Section 215.97(8), Florida Statutes, State agencies may conduct or arrange for audits of State financial assistance that are in addition to audits conducted in accordance with Section 215.97, Florida Statutes. In such an event, the State awarding agency must arrange for funding the full cost of such additional audits.)*

## PART IV: REPORT SUBMISSION

1. Copies of reporting packages for audits conducted in accordance with 2 CFR Part 200, Subpart F-Audit Requirements, and required by PART I of this form shall be submitted, when required by 2 CFR 200.512, by or on behalf of the recipient directly to the Federal Audit Clearinghouse (FAC) as provided in 2 CFR 200.36 and 200.512
  - A. The Federal Audit Clearinghouse designated in 2 CFR §200.501(a) (the number of copies required by 2 CFR §200.501(a) should be submitted to the Federal Audit Clearinghouse), at the following address:

By Mail:

Federal Audit Clearinghouse  
Bureau of the Census  
1201 East 10th Street  
Jeffersonville, IN 47132

Submissions of the Single Audit reporting package for fiscal periods ending on or after January 1, 2008, must be submitted using the Federal Clearinghouse's Internet Data Entry System which can be found at <http://harvester.census.gov/facweb/>

2. Copies of financial reporting packages required by PART II of this Attachment shall be submitted by or on behalf of the recipient directly to each of the following:

- A. The Department of Environmental Protection at one of the following addresses:

By Mail:

**Audit Director**  
Florida Department of Environmental Protection  
Office of Inspector General, MS 40  
3900 Commonwealth Boulevard  
Tallahassee, Florida 32399-3000

Electronically:

[FDEPSingleAudit@dep.state.fl.us](mailto:FDEPSingleAudit@dep.state.fl.us)

- B. The Auditor General's Office at the following address:

Auditor General  
Local Government Audits/342  
Claude Pepper Building, Room 401  
111 West Madison Street  
Tallahassee, Florida 32399-1450

The Auditor General's website (<http://flauditor.gov/>) provides instructions for filing an electronic copy of a financial reporting package.

3. Copies of reports or management letters required by PART III of this Attachment shall be submitted by or on behalf of the recipient directly to the Department of Environmental Protection at one of the following addresses:

By Mail:

**Audit Director**  
Florida Department of Environmental Protection  
Office of Inspector General, MS 40  
3900 Commonwealth Boulevard  
Tallahassee, Florida 32399-3000

Electronically:

[FDEPSingleAudit@dep.state.fl.us](mailto:FDEPSingleAudit@dep.state.fl.us)

4. Any reports, management letters, or other information required to be submitted to the Department of Environmental Protection pursuant to this Agreement shall be submitted timely in accordance with 2 CFR 200.512, section 215.97, F.S., and the current Rules of the Auditor General, as applicable.
5. Recipients, when submitting financial reporting packages to the Department of Environmental Protection for audits done in accordance with 2 CFR 200, Subpart F-Audit Requirements, or the current Rules of the Auditor

## Attachment 5

3 of 6



General, should indicate the date and time the reporting package was delivered to the recipient and any correspondence accompanying the reporting package.

#### **PART V: RECORD RETENTION**

The recipient shall retain sufficient records demonstrating its compliance with the terms of the award and this Agreement for a period of **five (5)** years from the date the audit report is issued, and shall allow the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General upon request for a period of **three (3)** years from the date the audit report is issued, unless extended in writing by the Department of Environmental Protection.

# EXHIBIT – 1

FUNDS AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

*Note: If the resources awarded to the recipient represent more than one federal program, provide the same information shown below for each federal program and show total federal resources awarded*

| Federal Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following: |                |             |            |                |                              |
|-------------------------------------------------------------------------------------------------|----------------|-------------|------------|----------------|------------------------------|
| Federal Program A                                                                               | Federal Agency | CFDA Number | CFDA Title | Funding Amount | State Appropriation Category |
|                                                                                                 |                |             |            | \$             |                              |
|                                                                                                 |                |             |            |                |                              |
|                                                                                                 |                |             |            |                |                              |
| Federal Program B                                                                               | Federal Agency | CFDA Number | CFDA Title | Funding Amount | State Appropriation Category |
|                                                                                                 |                |             |            | \$             |                              |
|                                                                                                 |                |             |            |                |                              |
|                                                                                                 |                |             |            |                |                              |

*Note: Of the resources awarded to the recipient represent more than one federal program, list applicable compliance requirements for each federal program in the same manner as shown below:*

| Federal Program A | First Compliance requirement: i.e.: (what services of purposes resources must be used for)     |  |
|-------------------|------------------------------------------------------------------------------------------------|--|
|                   | Second Compliance requirement: i.e.: (eligibility requirement for recipients of the resources) |  |
|                   | Etc.                                                                                           |  |
|                   | Etc.                                                                                           |  |
| Federal Program B | First Compliance requirement: i.e.: (what services of purposes resources must be used for)     |  |
|                   | Second Compliance requirement: i.e.: (eligibility requirement for recipients of the resources) |  |
|                   | Etc.                                                                                           |  |
|                   | Etc.                                                                                           |  |

*Note: If the resources awarded to the recipient for matching represent more than one federal program, provide the same information shown below for each federal program and show total state resources awarded for matching.*

| State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Matching Resources for Federal Programs: |                |      |            |                |                              |
|---------------------------------------------------------------------------------------------------------------------------------------|----------------|------|------------|----------------|------------------------------|
| Federal Program                                                                                                                       | Federal Agency | CFDA | CFDA Title | Funding Amount | State Appropriation Category |
| A                                                                                                                                     |                |      |            |                |                              |
|                                                                                                                                       |                |      |            |                |                              |
| Federal Program B                                                                                                                     | Federal Agency | CFDA | CFDA Title | Funding Amount | State Appropriation Category |
|                                                                                                                                       |                |      |            |                |                              |
|                                                                                                                                       |                |      |            |                |                              |

*Note: If the resources awarded to the recipient represent more than one state project, provide the same information shown below for each state project and show total state financial assistance awarded that is subject to section 215.97, F.S.*

| State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.: |                                                |                                |             |                                                        |                              |
|-----------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|--------------------------------|-------------|--------------------------------------------------------|------------------------------|
| State Program                                                                                                                           | State Awarding Agency                          | State Fiscal Year <sup>1</sup> | CSFA Number | CSFA Title or Funding Source Description               | State Appropriation Category |
| Original Agreement                                                                                                                      | Florida Department of Environmental Protection | 2025-2026                      | 37.039      | Statewide Water Quality Restoration Projects – LI 1555 | 149950                       |
|                                                                                                                                         |                                                |                                |             |                                                        |                              |
| State Program B                                                                                                                         | State Awarding Agency                          | State Fiscal Year <sup>2</sup> | CSFA Number | CSFA Title or Funding Source Description               | State Appropriation Category |
|                                                                                                                                         |                                                |                                |             |                                                        |                              |
|                                                                                                                                         |                                                |                                |             |                                                        |                              |

|             |             |
|-------------|-------------|
| Total Award | \$1,000,000 |
|-------------|-------------|

*Note: List applicable compliance requirement in the same manner as illustrated above for federal resources. For matching resources provided by the Department for DEP for federal programs, the requirements might be similar to the requirements for the applicable federal programs. Also, to the extent that different requirements pertain to different amount for the non-federal resources, there may be more than one grouping (i.e. 1, 2, 3, etc.) listed under this category.*

For each program identified above, the recipient shall comply with the program requirements described in the Catalog of Federal Domestic Assistance (CFDA) [<https://sam.gov/content/assistance-listings>] and/or the Florida Catalog of State Financial Assistance (CSFA) [<https://apps.fldfs.com/fsaa/searchCatalog.aspx>], and State Projects Compliance Supplement (Part Four: State Projects Compliance Supplement [<https://apps.fldfs.com/fsaa/compliance.aspx>]). The services/purposes for which the funds are to be used are included in the Agreement's Grant Work Plan. Any match required by the Recipient is clearly indicated in the Agreement.

<sup>1</sup> Subject to change by Change Order.

<sup>2</sup> Subject to change by Change Order.

**STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION**

**Exhibit A  
Progress Report Form**

The current **Exhibit A, Progress Report Form** for this grant can be found on the Department's website at this link:

<https://floridadep.gov/wra/wra/documents/progress-report-form>

Please use the most current form found on the website, linked above, for each progress report submitted for this project.

**STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION**

**Exhibit C  
Payment Request Summary Form**

The **Payment Request Summary Form** for this grant can be found on our website at this link:

<https://floridadep.gov/wra/wra/documents/payment-request-summary-form>

Please use the most current form found on the website, linked above, for each payment request.



CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025  
**TYPE OF AGENDA ITEM:** Consent Agenda  
**AGENDA OUTLINE NUMBER:** 3.C.

---

**TO:** City Council

**THRU:** Krystal Strickland, Finance Director  
Larry Jones , City Manager

**FROM:** Jamie Haynes

**DATE:** 8/27/2025

**SUBJECT:** Property Insurance Renewals

---

**I. BACKGROUND:** The City has been working with Public Risk Insurance Agency since 1996 as a strategic partner in the administration of our Property & Casualty insurance policies. Insurance policies for Property, Automobile (A/L), General Liability (G/L), and Worker's Compensations (since 2024).

**II. DISCUSSION:** The City of Destin's Property and Casualty Insurance program renewal for FY26 is estimated with a premium of \$585,970, reflecting a 5% increase (\$28,703) over the prior year. This renewal maintains comprehensive coverage across key risk areas including property, inland marine, general liability, auto, workers' compensation, public officials liability, cyber liability, and crime.

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

**B. Effect on Budget (EOB):** \$97,500 is the estimate for Worker's Compensation insurance for 10/01/25 - 09/30/26 and the proposed FY26 Budget amount is \$97,878 (account 524000).  
\$488,470 is the estimate for the all the remaining risk management insurance for 10/01/25 - 09/30/26 and the proposed FY26 Budget amount is \$476,593 (account 545000).

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

**D. Legislative Sponsor:**

**E. Business Impact Statement:**

**III. CONCLUSION:** The total premium increase for Property and Liability insurance and Workers Compensation insurance is 5%.

**IV. RECOMMENDED MOTION:** I move to approve the FY25 binding of Property & Casualty, Worker's Compensation policies with Preferred Governmental Trust.

Attachments:

1. Budget Estimate 2025

|                 |                |
|-----------------|----------------|
| Covered Party:  | City of Destin |
| Effective Date: | 10/1/2025      |
| Version Date    | 5/12/2025      |



## Budget Estimate 2025

| LINE OF COVERAGE                            | 2024/2025                |                       |                   | 2025/2026 Estimates                          |
|---------------------------------------------|--------------------------|-----------------------|-------------------|----------------------------------------------|
|                                             | LIMIT                    | DEDUCTIBLE            | ANNUAL PREMIUM    | Based on an estimated payroll increase of 5% |
| <b>Property:</b>                            | Stated Value             |                       |                   |                                              |
| <b>Preferred</b>                            |                          |                       |                   |                                              |
| Buildings & Contents                        | \$ 22,281,385            | \$ 5,000              | \$ 226,405        | \$ 228,669                                   |
| Equipment Breakdown                         | \$ 22,281,385            | \$ 5,000              |                   |                                              |
| Excess Flood                                | \$ 2,000,000             | \$5,000 / Except A, V |                   |                                              |
| Earth Movement                              | \$ 2,000,000             | \$ 5,000              |                   |                                              |
| Named Windstorm                             | \$ 22,281,385            | 5% / Minimum \$35,000 |                   |                                              |
| Additional Expense                          | \$ 1,000,000             | \$ 5,000              |                   |                                              |
| Business Income                             | \$ 500,000               | \$ 5,000              |                   |                                              |
| Errors & Omissions                          | \$ 250,000               | \$ 5,000              |                   |                                              |
| Property at Misc. Unnamed Locations         | \$ 150,000               | \$ 5,000              |                   |                                              |
| Demolition & Increased Cost of Construction | \$ 500,000               | \$ 5,000              |                   |                                              |
| <b>Inland Marine:</b>                       |                          |                       |                   |                                              |
| Unscheduled Blanket Inland Marine           | \$ 945,921               | \$ 2,500              | \$ 9,121          | \$ 9,303                                     |
| Communications Equipment                    | Included in Blanket      | \$ 2,500              |                   |                                              |
| Mobile Equipment                            | \$ 549,402               | \$ 2,500              |                   |                                              |
| Electronic Data Processing                  | Included in Blanket      | \$ 2,500              |                   |                                              |
| Emergency Services Portable Equip           | Included in Blanket      | \$ 2,500              |                   |                                              |
| Fine Arts                                   | \$ 30,450                | \$ 2,500              |                   |                                              |
| Other Inland Marine                         | Included in Blanket      | \$ 2,500              |                   |                                              |
| Rented Borrowed Leased Equipment            | \$ 33,237                | \$ 2,500              |                   |                                              |
| Valuable Papers                             | Included in Blanket      | \$ 2,500              |                   |                                              |
| Watercraft                                  | Not Included             | \$ 2,500              |                   |                                              |
|                                             |                          | <b>Sub-Total</b>      | <b>\$ 235,526</b> | <b>237,972</b>                               |
| <b>Crime:</b>                               |                          |                       |                   |                                              |
| <b>Preferred</b>                            |                          |                       |                   |                                              |
| Employee Dishonesty                         | \$ 250,000               | \$ 1,000              | \$ 1,279          |                                              |
| Theft, Disappearance & Destruction In/Out   | \$ 10,000                | \$ 1,000              |                   |                                              |
| Computer Fraud                              | \$ 25,000                | \$ 1,000              |                   |                                              |
| Forgery/Alterations                         | \$ 10,000                | \$ 1,000              |                   |                                              |
|                                             |                          | <b>Sub-Total</b>      | <b>\$ 1,279</b>   | <b>1,279</b>                                 |
| <b>General Liability:</b>                   |                          |                       |                   |                                              |
| <b>Preferred</b>                            |                          |                       |                   |                                              |
| General Liability                           | \$ 1,000,000             | \$ 5,000              | \$ 113,134        |                                              |
| Employee Benefits                           | \$ 1,000,000             | \$ 5,000              |                   |                                              |
| Deadly Weapon Protection                    | \$ 1,000,000             | \$ -                  | Included          |                                              |
|                                             |                          | <b>Sub-Total</b>      | <b>\$ 113,134</b> | <b>124,447</b>                               |
| <b>Automobile:</b>                          |                          |                       |                   |                                              |
| <b>Preferred</b>                            |                          |                       |                   |                                              |
| Auto Liability                              | \$ 1,000,000             | \$ -                  | \$ 18,837         |                                              |
| Uninsured Motorist                          | \$ 30,000                | \$ -                  |                   |                                              |
| Comprehensive/Collision                     | Symbol 2, 8              | \$ 2,500              | \$ 17,682         |                                              |
| Hired Physical Damage                       | \$ 35,000                | \$ 2,500              |                   |                                              |
| Medical Payments                            | \$ 5,000                 | \$ -                  |                   |                                              |
|                                             |                          | <b>Sub-Total</b>      | <b>\$ 36,519</b>  | <b>38,345</b>                                |
| <b>Public Officials:</b>                    |                          |                       |                   |                                              |
| <b>Preferred</b>                            |                          |                       |                   |                                              |
| Public Officials Liability                  | \$ 1,000,000             | \$ 10,000             | \$ 71,569         |                                              |
| Employment Practices Liability              | \$ 1,000,000             | \$ 10,000             |                   |                                              |
| Cyber Liability                             | \$ 2,000,000             | \$ 25,000             | \$ 2,802          |                                              |
| Cyber Extortion & Ransomware                | \$ 500,000               | \$ 25,000             |                   |                                              |
|                                             |                          | <b>Sub-Total</b>      | <b>\$ 74,371</b>  | <b>85,527</b>                                |
| <b>Workers' Compensation:</b>               | 24/25 Payroll: 6,320,914 |                       |                   |                                              |
| <b>Preferred</b>                            | Experience Mod: 1.17     |                       |                   |                                              |
| Workers' Compensation                       | Statutory                |                       | \$ 95,588         |                                              |
| Employers Liability                         | \$1M/\$1M/\$1M           |                       | Included          |                                              |
|                                             |                          | <b>Sub-Total</b>      | <b>\$ 95,588</b>  | <b>97,500</b>                                |
| <b>General Liability (Boat Slips)</b>       |                          |                       |                   |                                              |
| <b>Scottsdale Ins. Co.</b>                  |                          |                       |                   |                                              |
| General Liability                           | 1,000,000 / 2,000,000    | \$ -                  | \$ 750            |                                              |
| Fees                                        |                          |                       | \$ 100            |                                              |
|                                             |                          | <b>Sub-Total</b>      | <b>\$ 850</b>     | <b>900</b>                                   |
| <b>TOTAL PREMIUM</b>                        |                          |                       | <b>\$ 557,267</b> | <b>585,970</b>                               |

\$ Difference \$ 28,703

% Difference 5%

**CITY OF DESTIN**  
**TRAVEL EXPENSE LOG**

Name: Bobby Wagner

Travel Dates: 8/13/25 - 8/17/25

|                             |          | Wednesday<br>13-Aug-25 | Thursday<br>14-Aug-25 | Friday<br>15-Aug-25 | Saturday<br>16-Aug-25 | Sunday<br>17-Aug-25 | Total              |
|-----------------------------|----------|------------------------|-----------------------|---------------------|-----------------------|---------------------|--------------------|
| <b>Date:</b>                |          |                        |                       |                     |                       |                     |                    |
| <b>Meals:</b>               |          |                        |                       |                     |                       |                     |                    |
| Partial Per Diem:           |          |                        |                       |                     |                       |                     |                    |
| Daily Per Diem:             |          | \$ 68.00               | \$ 68.00              | \$ 68.00            | \$ 68.00              | \$ 68.00            | \$ 340.00          |
| <b>Total Meals</b>          |          | <b>\$ 68.00</b>        | <b>\$ 68.00</b>       | <b>\$ 68.00</b>     | <b>\$ 68.00</b>       | <b>\$ 68.00</b>     | <b>\$ 340.00</b>   |
| <b>Transportation:</b>      |          |                        |                       |                     |                       |                     |                    |
| Airfare:                    |          |                        |                       |                     |                       |                     |                    |
| Car Rental:                 |          |                        |                       |                     |                       |                     |                    |
| Fuel Expenses:              |          |                        |                       |                     |                       |                     |                    |
| Taxi:                       |          |                        |                       |                     |                       |                     |                    |
| Personal Miles:             | \$ 0.700 |                        | \$ 242.20             |                     |                       | \$ 242.20           | \$ 484.40          |
| <b>Total Transportation</b> |          |                        | <b>\$ 242.20</b>      |                     |                       | <b>\$ 242.20</b>    | <b>\$ 484.40</b>   |
| <b>Lodging:</b>             |          |                        |                       |                     |                       |                     |                    |
| Hotel Charges:              |          | \$204.00               | \$ 204.00             | \$ 204.00           | \$ 204.00             |                     | \$ 816.00          |
|                             |          | <b>\$ 204.00</b>       | <b>\$ 204.00</b>      | <b>\$ 204.00</b>    | <b>\$ 204.00</b>      |                     | <b>\$ 816.00</b>   |
| <b>Misc. Expenses:</b>      |          |                        |                       |                     |                       |                     |                    |
| Parking:                    |          | \$ 45.53               | \$ 45.53              | \$ 45.53            | \$ 45.53              |                     | \$ 182.12          |
| Tolls:                      |          |                        |                       |                     |                       |                     |                    |
| WIFI:                       |          |                        |                       |                     |                       |                     |                    |
| Other: Explain: Conf. Reg.  |          | \$ 650.00              |                       |                     |                       |                     | \$ 650.00          |
| Other: Explain:             |          |                        |                       |                     |                       |                     |                    |
| <b>Total Misc. Expenses</b> |          | <b>\$ 695.53</b>       | <b>\$ 45.53</b>       | <b>\$ 45.53</b>     | <b>\$45.53</b>        |                     | <b>\$ 832.12</b>   |
| <b>Grand Total</b>          |          | <b>\$ 967.53</b>       | <b>\$ 559.73</b>      | <b>\$ 317.53</b>    | <b>\$317.53</b>       | <b>\$ 310.20</b>    | <b>\$ 2,472.52</b> |

**City of Destin**  
**Travel Expense Claim**

**Name:** Bobby Wagner

**Department:** Mayor

**Travel: Place/Purpose** FLC Annual Conference

**Date:** 8/13/25 - 8-17-25

Note: All expenses must be supported by a receipt except meal per diems and must be supported by a Travel Expense Log.

Meals/Per Diem: \$ 340.00

Airfare: \$ -

Car Rental: \$ -

Fuel Expenses \$ -

Taxi: \$ -

Personal Miles: \$ 484.40 POV

Lodging: \$ 816.00

Parking: \$ 182.12

Tolls: \$ -

WIFI: \$ -

Other: Itemize \$ 650.00 Conference Registration

Other: Itemize \$ -

\$ -

\$ -

**Total Reimbursable Expenses:** \$ 2,472.52

**Less: Purchasing Card Charges** \$ 1,466.00

**Less: Purchasing Card Charges**                     

**Balance Due Traveler**                     

**Reimburse City for fuel cost**                     

**Net Due Traveler** \$ 1,006.52

**Finance Director:** Krystal Strickland

**Account #:** 001.5110.540000

**City Manager:** Larry Jones

**Date:** 8/25/2025



**CITY OF DESTIN**  
**TRAVEL EXPENSE LOG**

Name: Sandy Trammell

Travel Dates: 8/13/25 - 8/17-25

|                             |          | Wednesday<br>13-Aug-25 | Thursday<br>14-Aug-25 | Friday<br>15-Aug-25 | Saturday<br>16-Aug-25 | Sunday<br>17-Aug-25 | Total       |
|-----------------------------|----------|------------------------|-----------------------|---------------------|-----------------------|---------------------|-------------|
| <b>Date:</b>                |          |                        |                       |                     |                       |                     |             |
| <b>Meals:</b>               |          |                        |                       |                     |                       |                     |             |
| Partial Per Diem:           |          |                        |                       |                     |                       |                     |             |
| Daily Per Diem:             |          | \$ 68.00               | \$ 68.00              | \$ 68.00            | \$ 68.00              |                     | \$ 272.00   |
| <b>Total Meals</b>          |          | \$ 68.00               | \$ 68.00              | \$ 68.00            | \$ 68.00              |                     | \$ 272.00   |
| <b>Transportation:</b>      |          |                        |                       |                     |                       |                     |             |
| Airfare:                    |          |                        |                       |                     |                       |                     |             |
| Car Rental:                 |          |                        |                       |                     |                       |                     |             |
| Fuel Expenses               |          |                        |                       |                     |                       |                     |             |
| Taxi:                       |          |                        |                       |                     |                       |                     |             |
| Personal Miles:             | \$ 0.700 |                        | \$ 231.05             |                     | \$ 231.05             |                     | \$ 462.10   |
| <b>Total Transportation</b> |          |                        | \$ 231.05             |                     | \$ 231.05             |                     | \$ 462.10   |
| <b>Lodging:</b>             |          |                        |                       |                     |                       |                     |             |
| Hotel Charges:              |          | \$270.00               | \$ 254.00             | \$ 268.00           |                       |                     | \$ 792.00   |
|                             |          | \$ 270.00              | \$ 254.00             | \$ 268.00           |                       |                     | \$ 792.00   |
| <b>Misc. Expenses:</b>      |          |                        |                       |                     |                       |                     |             |
| Parking:                    |          |                        |                       |                     |                       |                     |             |
| Tolls:                      |          |                        |                       |                     |                       |                     |             |
| WIFI:                       |          |                        |                       |                     |                       |                     |             |
| Other: Explain: Conf. Reg.  |          | \$ 650.00              |                       |                     |                       |                     | \$ 650.00   |
| Other: Explain:             |          |                        |                       |                     |                       |                     |             |
| <b>Total Misc. Expenses</b> |          | \$ 650.00              |                       |                     |                       |                     | \$ 650.00   |
| <b>Grand Total</b>          |          | \$ 988.00              | \$ 553.05             | \$ 336.00           | \$299.05              |                     | \$ 2,176.10 |

**City of Destin**  
**Travel Expense Claim**

**Name:** Bobby Wagner

**Department:** Mayor

**Travel: Place/Purpose** FLC Annual Conference

**Date:** 8/13/25 - 8-17-25

Note: All expenses must be supported by a receipt except meal per diems and must be supported by a Travel Expense Log.

Meals/Per Diem: \$ 272.00

Airfare: \$ -

Car Rental: \$ -

Fuel Expenses \$ -

Taxi: \$ -

Personal Miles: \$ 462.10 POV

Lodging: \$ 792.00

Parking:                     

Tolls: \$ -

WIFI: \$ -

Other: Itemize \$ 650.00 Conference Registration

Other: Itemize \$ -

\$ -

\$ -

**Total Reimbursable Expenses:** \$ 2,176.10

**Less: Purchasing Card Charges** \$ 1,442.00

**Less: Purchasing Card Charges**                     

**Balance Due Traveler**                     

**Reimburse City for fuel cost**                     

**Net Due Traveler** \$ 734.10

**Finance Director:** Krystal Strickland

**Account #:** 001.5110.540000

**City Manager:** Larry Jones

**Date:** 8/25/2025

**REGULAR MEETING  
DESTIN CITY COUNCIL  
AUGUST 4, 2025  
ANNEX COUNCIL CHAMBERS**

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 Kevin Schmidt  
Councilmember Terésa Hebert  
Councilmember Sandy Trammell

Councilmember Dewey Destin  
Councilmember Torey Geile  
Councilmember Jim Bagby  
Councilmember Rodney Braden

**Destin City Staff**

City Manager Larry Jones  
IT Director Andy Peters  
Comm Dev Deputy Director Steve O'Connor  
Building Official Noell Bell  
Projects/Grants/Contract Manager Jeffrey Cozadd  
Community Development Director David Prichard  
City Attorney Kimberly Kopp

City Clerk Rey Bailey  
Public Works Director Michael Burgess  
Finance Director Krystal Strickland  
Planner Jesse Hernandez  
City Engineer Robert Tomasek  
Parks & Recreation Director Lisa Firth

**CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE**

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

**AGENDA APPROVAL**

- Remove item 4B from the agenda
- Pull Consent Agenda item 3B for discussion.

**Motion by Councilmember Bagby, seconded by Councilmember Hebert, to approve the agenda as amended passed 7-0**

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

## 2. PUBLIC COMMENTS

Mr. Ken Wampler acknowledged that the ordinance on short-term vacation rentals has already passed and the discussion now focuses on the associated fees for condominiums. He stated that he reviewed the proposed fee schedule and is urging the council to consider what services the city actually provides for condos when setting the fees. He suggested that a fair starting point would be a \$150 registration fee, which aligns with the original short-term vacation rental registration fee used in the past for homes before subsequent increases. He emphasized that his request is aimed at ensuring fairness and reasonableness in the fee structure, without rehashing prior arguments, as he recognizes that the ordinance and fees will be adopted, but the key question is at what level.

## 3. CONSENT AGENDA

- A. Parks and Recreation Purchase of Field Pro
- B. Concrete Continuing Services Contract (S.H. Hayes) - adjustment to "Exhibit A"
- C. Declaration of City Property as Surplus (Mowers and Tractor)
- D. Approval of minutes of July 7, 2025, Regular City Council Meeting

Consent Agenda itm 3B was pulled for further discussion.

**Motion by Councilmember Hebert, seconded by Councilmember Trammell, to approve Consent Agenda items 3A, 3C, and 3D passed 7-0.**

With regards to Consent Agenda item 3B, Councilmember Destin raised concerns about substantial price increases in the city's concrete services contract, noting that some costs had doubled or tripled. He questioned at what point the city should consider rebidding the contract and asked about termination provisions.

The City Attorney responded that the contract includes a termination-for-convenience clause requiring only five days' notice. The Public Works Director clarified that the item under discussion was not a contract renewal but an adjustment to Exhibit A of the existing 2021 contract, which had already been amended once in 2023 due to rising concrete costs. They added that a new bid process was scheduled for FY26.

Councilmember Bagby suggested the city could proceed with reissuing an RFP and asked about interim needs while bids were solicited. Councilmember Destin responded that since the city is not obligated to approve price increases, the contractor would still be bound by the existing rates until the contract's expiration on December 31. He favored seeking competitive bids to determine if prices are reasonable. Councilmember Guile, citing his engineering background, questioned the use of a more expensive 89 aggregate mix instead of the less costly 57 rock recommended for slab-on-grade applications. The Public Works Director explained that the city standard requires 4,000 PSI concrete with fiber, which increases cost, but agreed to follow up on Councilmember Guile's technical concerns regarding aggregate selection.

**Councilmember Destin moved to reschedule Consent Agenda item 3B concerning the proposed concrete price adjustments to the next city council meeting agenda and to direct staff to prepare a procurement package for a Request for Bids (RFB) for concrete services to be presented at that meeting. The motion was seconded by Councilmember Hebert and passed unanimously, 7-0.**

## 4. CITY MANAGER REPORTS

### A. Resolution 25-17 Restated Schedule of Fees Adoption of STR Registration Fees

The City Manager opened the discussion of this item by outlining proposed amendments to the city's fee resolution, primarily addressing short-term rental registration fees for condominiums. He noted that while the main focus was on setting these fees, other potential updates included raising public records request fees from \$21 to \$28 per hour as allowed by statute, adding a 3% credit card service fee for permit-related purchases, adjusting library media replacement fees to match actual replacement costs, and making some formatting and accounting code corrections. These could either be addressed concurrently or later, but the priority was establishing the condominium short-term rental fees. The City Manager explained there was no existing fee category for condominiums under 1,500 square feet, and suggested creating a lower tier for units 1,499 square feet or less with a proposed \$300 annual fee, while units above 1,500 square feet would align with the existing single-family dwelling fee schedule. He also raised implementation considerations, including whether to continue exploring internal data collection with the Okaloosa County Clerk of Court or proceed with developing a Request for Proposal (RFP) for a third-party vendor to handle compliance and monitoring.

Councilmember Bagby expressed concerns about combining unrelated fee changes and suggested handling only the short-term rental item to avoid legal challenges over improper advertising. He supported moving forward with the rental fees and issuing an RFP for program implementation.

**Councilmember Bagby moved to adopt Resolution 25-17 as discussed during the meeting; to focus exclusively on the imposition and structure of short-term rental fees; and to authorize staff to develop and issue a Request for Proposal (RFP) for the engagement of a third-party vendor to manage the short-term rental registration process. Motion was seconded by Councilmember Hebert.**

Councilmember Geile noted the uncertainty of actual program costs and argued it is easier to reduce fees later than to raise them, recommending setting the new under-1,500-square-foot category fee at \$500 annually rather than \$300. He justified this amount based on the unknown costs of implementation and stated the need for flexibility in adjusting later. He provided supporting data, noting the city has roughly 15,000 residents, 3,600 homesteaded properties, \$3.5 million annually for fire and beach safety, and about \$1.6 million for code enforcement, with approximately 29,466 calls received and 4,500 traffic stops. While not all are directly linked to short-term rentals, he emphasized their substantial impact and the need for adequate funding to offset city costs.

**Councilmember Geile proposed a substitute motion to amend the existing registration fee structure. The motion recommends the creation of a new fee category specifically for condominium units that are under 1,500 square feet in size. For this newly defined tier, an annual registration fee of \$500 would be established and that the current fee levels for all other square footage categories to remain unchanged. The motion was seconded by Councilmember Schmidt.**

A robust discussion followed among the council members about fairness and revenue impacts. Some argued \$500 might be punitive to owners of smaller condos, particularly since non-homesteaded properties already pay higher property taxes without exemptions and contribute significantly to city revenue. Others supported the \$500 fee as reasonable given the rental income these properties generate and the additional burden they place on infrastructure and public safety. It was noted that many smaller condos rent frequently, often multiple times a week, adding to



enforcement challenges. Council members debated the equity of applying the same fee to an 890-square-foot condo and a 2,499-square-foot house, with differing opinions on whether the fee structure should be proportional to impact or simply cover program costs. There were also discussions about implementation logistics, including sending notices to owners, the feasibility of beginning internal compliance efforts while an RFP is pursued, and ensuring any fee structure is legally defensible.

**The substitute motion passed 4-3 (Council members Schmidt, Geile, Hebert, and Braden voted “yes”; Council members Destin, Bagby, and Trammell voted “no”).**

- B. POSTPONED TO AUGUST 18TH REGULAR COUNCIL MTG: Sea Chase: livery vessel agreement partial extension request (Sheri Andrews)

**This item was removed from the agenda.**

- C. Resolution 25-15 Social Media Policy for Elected Officials and Board/Committee Appointees

The City Manager introduced the item, explaining it was a proposed social media policy for elected officials and board appointees at the request of the council. The policy primarily addressed Sunshine Law compliance, prohibiting online discussions of matters that may foreseeably come before officials, to avoid inadvertent violations. It also covered quasi-judicial matters and clarified that public records are determined by content rather than the device used.

**Councilmember Destin moved to adopt Resolution 25-15, establishing a social media policy for city elected officials and city board and committee appointees; seconded by Councilmember Trammell.**

The mayor expressed disagreement with the policy as drafted, arguing it restricted transparency and free speech, and should focus instead on protecting the city’s liability without limiting elected officials’ communications with constituents. He cited Supreme Court rulings about distinguishing personal from city authority and expressed concern about government overreach.

Councilmember Hebert supported the policy, referencing her ongoing ethics training, which emphasized the risks of officials commenting on social media. She suggested using the Public Information Officer (PIO) to communicate city matters to avoid Sunshine issues.

Councilmember Schmidt also opposed the policy as written, feeling it overly restricted engagement with citizens in today’s social media environment, where most public input occurs online rather than through traditional channels. He clarified he agreed some limits were necessary, but viewed the policy as too prohibitive.

The City Attorney explained the legal rationale, noting Sunshine Law has no exceptions for social media and violations can be civil or criminal; inadvertent “likes” or responses can be problematic. She also described public records retention challenges when officials use personal accounts for city business.

Councilmember Braden supported having some policy to prevent Sunshine violations, emphasizing the need for caution to protect the council’s reputation.

Councilmember Geile admitted he was not active on social media and criticized it as an ineffective way for citizens to engage, but was open-minded.

The City Attorney further clarified retention and Sunshine issues, emphasizing best practices until state law changes.

The Mayor reiterated his disagreement, warning against government censorship and fear of technology.

Councilmember Trammell agreed with the attorney's points about inadvertent violations. The council debated extensively, with back-and-forth comments on free speech, technology, and generational differences.

**Councilmember Schmidt offered a substitute motion to bring this item back at the next council meeting, and direct staff to conduct additional research and provide examples of other policies; seconded by Councilmember Geile. Substitute motion failed 2-5 (Council members Schmidt and Geile voted "yes"; Council members Hebert, Bagby, Destin, Trammell and Braden voted "no.")**

**The original motion made by Councilmember Destin and seconded by Councilmember Trammell, to adopt Resolution 25-15, establishing a social media policy for city elected officials and city board and committee appointees passed 6-1, with Councilmember Schmidt dissenting.**

After the vote, the mayor stated he respected his colleagues but, absent an ordinance with penalties, he intended to continue exercising his freedom of speech, even as he agreed to sign the resolution.

#### D. No Wake Zones for Joe's Bayou

The City Manager began by presenting slides on the existing no-wake zone signage at Joe's Bayou, noting the current markers and the potential to add an additional sign at the apex of the arc between existing markers. He explained that extending protections would require further improvements, such as a kayak launch and approval by Florida Fish and Wildlife (FWC), and potentially an ordinance to establish a new 500-foot no-wake zone. Mr. Mike Norberg, Okaloosa County's Coastal Resource Manager, described his role overseeing boating safety zones and explained the statutory framework for creating such zones. He emphasized that local governments must comply with state statute, requiring an ordinance and FWC permit, and that facilities like boat or kayak launches must be improved and maintained to justify additional zones. He also clarified that maintenance and periodic renewal are needed to keep zones valid and noted the county's willingness to help manage zones for continuity.

Councilmember Hebert expressed concern for Joe's Bayou as a residential area with children on paddleboards and asked about making it safer through an ordinance, possibly with county support. Mr. Norberg responded that state waters access is tightly regulated, and outside the statutory criteria, options are limited; only things like kayak launches or blind-corner buffers are generally allowed.

Councilmember Trammell asked about the existing finger-jetties no-wake zones, and Mr. Norberg confirmed those were properly established and remain valid if maintained. Councilmember Trammell expressed skepticism about adding a kayak launch due to terrain and parking challenges.

Councilmember Destin then raised concerns about excessive speed and asked about imposing reasonable speed limits. Mr. Norberg explained the difference between slow-speed (off-plane) and idle zones and said he would work with staff and FWC to see if speed limits could be lawfully implemented. The City Attorney added that state statute allows speed restrictions when specific criteria are met, and those should be examined.

Councilmember Geile asked about enforcement, and Mr. Norberg stated that FWC and the sheriff's office enforce these zones, though both face staffing constraints. Capt. Fulghum from the Sheriff's Office confirmed they already enforce harbor and Joe's Bayou regulations and could enforce any new zones. The discussion then covered the types of boating safety zones: idle/no-wake, slow speed, and vessel-restricted zones. The City Attorney read directly from Section 327.46(1)(c) of Florida Statutes outlining criteria for slow-speed zones (e.g., blind corners, hazardous traffic, accident data).

Councilmember Bagby requested staff prepare a matrix summarizing the types of zones, the statutory requirements, and possible justifications, noting only one statutory "or" criterion is needed to qualify. Councilmember Schmidt added context about water safety complaints and noted ADA compliance would be needed for any kayak facility, which staff confirmed.

**Councilmember Bagby moved to direct city staff to develop and return with a justification for establishing a slow speed zone in Joe's Bayou, based on the criteria outlined in Florida Statute 327.46(1)(c), including but not limited to:**

- **Presence of blind corners,**
- **Unsafe levels of vessel traffic congestion,**
- **Navigational hazards, or**
- **Credible data indicating a threat to boating safety (such as accident reports or citations).**

**The motion further includes that once the city and the county agree that such justification exists, an ordinance may then be drafted to formally establish the slow speed zone. The motion was seconded by Councilmember Hebert and passed 7-0.**

#### **E. Re-Striping Airport Road Discussion**

The City Manager summarized prior conversations about options for Airport Road and the need to review its lane configuration.

The City Engineer explained that the current layout consists of two lanes of about 11.5 feet each, with limited room for expansion without major construction. He presented options to restripe the road with either equal 11-foot lanes or an 11-foot inside lane and a 12-foot outside lane to give bicycles and e-bikes slightly more space.

During the council discussion, members debated where e-bikes and mopeds should be allowed to travel, noting that state law currently permits them on both sidewalks and roads. Some council members questioned whether ordinances could restrict high-speed e-bikes to the roadway and discussed shared-lane symbols and even raising the speed limit, though concerns about safety and low-speed vehicles were raised. Capt. Fulghum of the Sheriff's Office explained that by Florida law, any bike-like vehicle exceeding 28 mph is classified as a moped and is not allowed on sidewalks; however, distinguishing between e-bikes and mopeds visually is difficult. He described significant enforcement

challenges for sidewalk speed limits, explaining that radar and laser technology are ineffective on small targets and that consistent speed detection is nearly impossible. He suggested a city permitting system with visible placards for true e-bikes as a more enforceable approach.

Ultimately, the conversation returned to the original purpose – restriping – and after discussion on safety, speed, and bike lane feasibility, a motion was made.

**Councilmember Schmidt moved to restripe Airport Road with two 11.5-foot vehicular travel lanes, as previously configured, and proceed with the overlay as scheduled. The motion was seconded by Councilmember Destin and passed 6-1, with Councilmember Trammell dissenting.**

F. Draft Minutes of Volunteer Board & Committees - Informational Only

G. Announcements

1. Councilmember Trammell and the City Manager recently met with Representative Maney at the Matty Kelly outfall site. Representative Maney was visiting to observe how the previously allocated \$1 million state appropriation would be used. He expressed satisfaction with the project's direction and was excited to be part of the effort.
2. During the visit, Representative Maney also shared that the state budget includes an additional \$1 million earmarked for Celebrate Florida 250, commemorating the 250th anniversary of the United States, which will be celebrated in July 2026. As a member of the committee responsible for awarding those funds, he encouraged the city to participate in the program. In response, Dr. Young, the city's Public Information Director, is working alongside various partners to develop a proposal and pursue a share of that funding.
3. Perez Planning Group, which is assisting with the City's Parks Master Plan, will be conducting a public engagement event on Thursday, from 4:00 to 5:00 PM, the group will meet with the Parks and Recreation Committee to present their findings and gather feedback. Following that, a public meeting will be held at City Hall from 5:30 to 7:00 PM to provide residents with the opportunity to share their input and help shape the future of local parks.
4. School is scheduled to start next week. Residents are urged to be cautious, particularly while driving, and to use their social media platforms.

## 5. PUBLIC HEARINGS

A. First Reading of Proposed Ordinances 25-14-LC – Creation of Design Standards for Low-Speed Vehicles (LSV) Parking on City-Owned Property

The City Attorney read proposed Ordinance 25-14-LC by title, and then presented it to the council on first reading.

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA; REMOVING SECTION 20.06.00 OF THE LAND DEVELOPMENT CODE "UNSAFE BUILDING ABATEMENT"; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR REMOVAL FROM THE LAND DEVELOPMENT CODE; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; 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.

**Motion by Councilmember Destin, seconded by Councilmember Hebert, to approve proposed Ordinance 25-14-LC on first reading passed 7-0.**

- B. First reading of Ordinance 25-05-CC - Relating to livery vessels; amending Article VIII "Registration of livery vessels" of the city Code of Ordinances; amending provisions related to transferability of permits, providing for additional required training and safety measures.

The City Attorney read proposed Ordinance 25-05-CC by title, and then presented it to the council on first reading.

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA RELATING TO LIVERY VESSELS; AMENDING ARTICLE VIII "REGISTRATION OF LIVERY VESSELS" OF THE CITY CODE OF ORDINANCES; AMENDING PROVISIONS RELATED TO TRANSFERABILITY OF PERMITS; PROVIDING FOR ADDITIONAL REQUIRED TRAINING AND SAFETY MEASURES; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

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

Ms. Patti Brown of 86 Shira Street shared her thoughts on citizen participation and her experiences in Destin. She noted her long involvement in community meetings despite personal discomfort with public speaking. She recalled past activism such as the "red wave" of pilots opposing airport housing plans, stressing that effective advocacy requires effort. She also addressed concerns about social media communications, clarifying that community reaction to posts from the mayor's page was due to perceived official endorsement. Switching "hats" to speak as a livery vessel operator, Ms. Brown thanked the city for implementing the new permitting system smoothly and asked whether an owner could upgrade a vessel while retaining its permit.

The City Attorney responded that permits must be assigned to a vessel but can be transferred within the same company when upgrading; they cannot be sold separately except under certain conditions

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 Braden emphasized that the term "medallion" is misleading, as the registration is simply a sticker used by code compliance to track vessels.

Councilmember Hebert referenced recommendations from Mr. John Stephens regarding transfer provisions, particularly reducing the restriction on re-transfers from two years to one.

**Councilmember Hebert moved to adopt the ordinance to include the one-year modification; seconded by Councilmember Geile.**



Councilmember Bagby expressed concerns about creating bidding wars and objected to language capping sale prices of vessels or registrations, arguing the city should not control private sale prices. He clarified that when equipment is sold, the registration ends unless the new owner applies for a permit, and he requested removal of limits on sale amounts.

Councilmember Schmidt asked about the fate of expired registrations, and the City Attorney explained that under the proposed ordinance, lapsed permits revert to the city and count toward the overall cap of 490, though a moratorium currently prevents issuing new registrations until its expiration.

The council engaged in further discussion about caps, moratorium implications, and concerns about reselling permits. They debated whether to impose limits on sales during a one-year grace period and how to handle returned permits, with some questioning potential unintended consequences and public safety impacts.

Due to lingering uncertainties and the complexity of the issue, Councilmember Bagby recommends tabling the matter until the next meeting to allow additional staff discussions and clarification.

**Motion by Councilmember Bagby, seconded by Councilmember Schmidt, to move this item to the next council meeting agenda passed 6-1, with Councilmember Hebert dissenting.**

- C. Second reading of Ordinance 24-17-CC - Amending Chapter 6 of the Code of Ordinances to create a new Article 5, "Property Maintenance Code."

The City Attorney read Ordinance 24-17-CC by title, and then presented it to the council on second reading.

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA; AMENDING CHAPTER 6 OF THE CODE OF ORDINANCES TO CREATE A NEW ARTICLE 5, "PROPERTY MAINTENANCE CODE"; 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.

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 Trammell moved to adopt Ordinance 24-17-CC. The motion was seconded by Councilmember Hebert and passed 7-0.**

## **6. COMMENTS / PRESENTATIONS FROM MAYOR, COUNCIL, AND CITY ATTORNEY**

- A. Councilmember Braden
- B. Councilmember Trammell

**Councilmember Trammell made a motion to schedule a CRA Board meeting on Monday, August 18<sup>th</sup>, at 5:30 PM, preceding the regular city council meeting which begins at 6:00 PM, to**

**address the motions made by the Harbor CRA Advisory Committee during their previous meeting. Councilmember Hebert provided a second to the motion, which passed 7-0.**

C. Councilmember Destin

Councilmember Destin asked the City Manager for an update on the danger swimming signs that the council had previously approved for the area where a young girl tragically drowned. The City Manager reported that the city has added signage at its O'Steen access points warning of strong currents, while the Tourist Development Council (TDC) has installed signs at the end of the jetties and near the pools at Norriego Point. Discussions are also underway with Emerald Grande to place additional signs on their property. He noted that the TDC's signs were somewhat wordy, so the city is working to install clearer and more succinct versions that simply warn of strong currents, with a goal of having them up by Labor Day.

D. Councilmember Bagby

1) Parks Foundation update

Councilmember Bagby provided an update regarding the Parks Foundation's efforts to acquire a parcel for the city, noting that staff is still waiting for a decision from the Lee family. He also announced that the city recently received an Army Corps permit for the Four Prong Lake project and that the next steps involve seeking contractors and securing additional funding, potentially with help from the county.

E. Councilmember Hebert

F. Councilmember Geile

1) Projects Status/Updates

Councilmember Geile asked to have the existing Sheriff's Office law enforcement service agreement placed on the agenda for review at the next council meeting, with the Sheriff's Office present to answer questions, as preparation for the upcoming renewal in October.

G. Councilmember Schmidt

Councilmember Schmidt shared thoughts related to an earlier social media discussion, noting that while a few meetings have seen high attendance and vocal public opinion, such sentiment has not always translated into the desired outcomes. He encouraged more openness in discussion regardless of political maneuvering.

Councilmember Schmidt inquired about the city's animal services contract with PAWS, and the City Manager explained that the city is currently operating under a handshake agreement at PAWS' requested rate while awaiting a formal contract. The contract will include a "most favorsnrlr negotiation" clause to ensure Destin receives the same or better rate as Okaloosa County if a more favorable county contract is later negotiated.

Councilmember Schmidt raised concerns about the city's business tax receipt (BTR) renewal process and software, recalling that years ago there were discussions about improving BTR renewal notifications. He cited examples from the county, such as postcard notifications with QR codes, and expressed concern that some business owners were unaware of renewal requirements.

The City Manager responded that the city transitioned from Compass to MGO software, sent out two notices, and added a banner to the old system directing people to the new portal. Councilmember Schmidt remarked that despite this, some business owners have not received notices and suggested further process improvements. He also asked about BTR revenue trends, and the Finance Director reported that revenue has held steady at around \$120,000 annually, though it was higher in the past. She explained that Florida law prevents simplifying the rate structure, which complicates invoicing.

Regarding staffing, Councilmember Schmidt asked about the status of code enforcement hiring. The Deputy Community Development Director reported that there have been 15 applicants, with six first-round interviews completed, two more pending, and three second-round interviews scheduled.

Councilmember Schmidt raised questions about the installation of Flock license plate reader cameras after hearing concerns from citizens. The City Manager explained that these cameras are installed under a Sheriff's Office contract with appropriate right-of-way permits; there are currently four on city rights-of-way and four on state rights-of-way within city limits. Councilmember Schmidt acknowledged hearing both positive public safety reports and concerns about privacy and overreach.

Councilmember Schmidt also questioned the process surrounding the city's planned transition to the Florida Retirement System (FRS). He expressed concern that the council had not received a comprehensive presentation about the plan. The City Attorney responded that staff had previously presented slides comparing the existing thrift plan with FRS and confirmed that they were consulting with an ERISA attorney to finalize details. She noted the thrift plan needs to be restated this year regardless, and the ordinance implementing FRS would still go through two public hearings.

H. Mayor Wagner

I. City Attorney

1) Resolution to Engage Outside Council at Flat Fee to Join Senate Bill 180 Litigation

The City Attorney discussed a potential statewide legal challenge to Senate Bill 180, which limits municipal authority over land development regulations. She recommended that Destin join the litigation led by a firm handling other city legal matters. The participation cost is a \$10,000 flat fee plus \$5,000 per appeal if necessary.

**Councilmember Bagby moved to approve Resolution 25-16 to engage outside counsel of flat fee to join Senate Bill 180 litigation. Motion was seconded by Councilmember Hebert and passed 7-0.**

## **7. PUBLIC COMMENTS**

Mr. Gary Saunders spoke about ecological concerns in Spring Lake. He described invasive torpedo grass and algae that have been spreading near his property, requiring expensive treatments from private contractors. When he contacted city staff, he was told the lake is considered private and that maintenance is the homeowners' responsibility. Mr. Saunders questioned how the lake could be private when there is public access at Kelly Street, where residents and visitors use the water for recreation. He asked for clarification on ownership and maintenance responsibility, noting that if the lake is truly private, perhaps public access should be restricted. The mayor and city staff agreed to meet with him after the meeting to discuss next steps and potential resources.

Mr. Gary Troup raised concerns about a proposed provision related to livery boat medallion transfers, warning that using boat value models like NADA to cap sale prices could unfairly affect businesses with higher investments in engines, electronics, and revenue streams. He suggested allowing independent appraisals and noted the need to differentiate between the value of boats and businesses. He also asked about the installation of a new large black pole along Old Highway 98 near Destiny East and the Seahorse Motel. Staff explained it is a 5G antenna placed in the public right-of-way, allowed under state law without property owner veto.

## **ADJOURNMENT**

**Having no further business at this time, the meeting was adjourned at 9:10 PM.**

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**Bobby Wagner, Mayor**

**ATTEST:**

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**Rey Bailey, City Clerk**

CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025  
**TYPE OF AGENDA ITEM:** City Manager Report  
**AGENDA OUTLINE NUMBER:** 4.A.

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**TO:** City Council

**THRU:** Larry Jones , City Manager  
Kimberly Kopp, City Attorney

**FROM:** Lisa Firth, Parks & Rec Director  
Ryan Reed, Deputy Parks/Rec Director

**DATE:** August 27, 2025

**SUBJECT:** Lease of Dalton Threadgill Park (Destin Little League)

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**I. BACKGROUND:** Destin Little League Inc. would like to amend the current lease between City and the Destin Little League. The changes are attached to their proposal.

**II. DISCUSSION:** The Council has reviewed a previous version of the League's lease proposal, and the Council's motion was as follows:

- 1. Extend the current lease by five additional years beyond its existing three-year term, resulting in a total of eight years of lease duration.**
- 2. Maintain all other terms of the current contract, unless specifically modified as part of this motion.**
- 3. Direct city staff to work with the Destin Little League to revise the contract in the following ways:**
  - (a) Grant Little League priority use of the park during the offseason (i.e., when the regular baseball season is not underway).**
  - (b) Allow the league to pursue sponsorship signage as their primary source of revenue, by modifying the sign language in the contract to enable this, while still adhering to applicable city sign codes.**

The proposed lease has been modified consistent with Council's directive, except that the League has requested further modification with respect to 3(a) (see attached redline of the Lease).

**A. Link to Strategic Goals / Objectives:** Enhanced quality of life and safety for families  
A green and sustainable environment



- B. Effect on Budget (EOB):**
- C. Level of Service (LOS):**
- D. Legislative Sponsor:**
- E. Business Impact Statement:**

**III. CONCLUSION:** The Council may approve the lease or request modifications, in its discretion.

**IV. RECOMMENDED MOTION:** I move to approve the lease with the Destin Little League as presented.

OR

I move to approve the lease with the Destin Little League with the following modifications:

Attachments:

1. Destin Little League  
2017 - Lease Dalton  
Threadgrill Park
2. DLL Lease Proposal  
without Sig Page and  
Exhibits
3. Exhibit A \_  
Sponsorship Program  
Signage

## LEASE

STATE OF FLORIDA  
COUNTY OF OKALOOSA

This lease made effective this 1st day of January, 2017, by and between the CITY OF DESTIN, (herein called CITY), and DESTIN LITTLE LEAGUE, INC., (herein called LEAGUE).

1. PREMISES – CITY leases to LEAGUE, and LEAGUE hires from CITY, the premises known as Dalton Threadgill Park, Hickory Street, Destin, Florida, consisting of three (3) ball fields, bleachers, concession stands, restrooms, fences and light poles located on the property further evinced on Attachment “A” to this lease, and legally described on Attachments “B” and “C”, herein referred to as “premises”. LEAGUE shall have exclusive use of the premises during their official season from January 1 through July 31 annually. This does not prohibit the CITY’S use of the premises if mutually agreed upon by both parties in writing. CITY shall have exclusive use of the premises during the LEAGUE’S off-season from August 1 through December 31 annually to be used as a ball park and recreation area. During this timeframe the City may elect to schedule appropriate activities on the premises. This does not prohibit the LEAGUE’S use of the premises if mutually agreed upon by both parties in writing.
2. TERM – The term of this lease is ten (10) years, beginning January 1, 2017, and ending December 31, 2026.
3. RENT – The total rent under this lease is ten and no/100 dollars (\$10.00). Receipt of which is acknowledged by CITY. The LEAGUE’S activities are such that they provide a tangible public benefit to the community which is in alignment with the CITY’S cost recovery program.
4. USE OF PREMISES, GENERALLY – The premises are leased to the LEAGUE from January 1 through July 31 annually to be used as a ball park and recreation area for officially sanctioned LEAGUE activities only. LEAGUE agrees to restrict use to such purposes and not to use or permit the use of the premises for any other purpose or by any other entity or organization without first obtaining the consent in writing of the CITY. LEAGUE further agrees to make no unlawful, immoral or offensive use of the premises, nor to commit any waste, nor allow any nuisance to exist on the premises. LEAGUE shall comply with applicable state and local laws governing the use and occupancy of the leased premises.

5. UTILITIES – CITY shall pay all utilities, including garbage collection, furnished to the premises for the term of this lease, including any installation or hookup charges.
6. BUILDING and GROUNDS MAINTENANCE – It is expressly agreed that the appurtenances, buildings and all fixtures existing as of the date of this lease are and shall remain the sole and exclusive property of the LEAGUE. LEAGUE shall have primary responsibility for inspection, repair and maintenance of the buildings on the premises. CITY shall have secondary responsibility to inspect, repair or maintain the buildings, or any part thereof. Consequently, partial or complete destruction of the existing buildings shall have no effect upon this lease. LEAGUE LEAGUE agrees to groom (drag/rake) infields, line/chalk fields for LEAGUE sanctioned activities and police the premises for garbage/litter/debris throughout the LEAGUE's active season. CITY agrees to provide year-round regular repair and maintenance of the grounds inclusive of mowing, pesticide treatment, fertilization, irrigation, fences and lighting on the premises. CITY agrees to keep the premises free from garbage/litter/debris during the LEAGUE'S inactive season.
7. USE OF MORGAN SPORTS CENTER ENCOURAGED – CITY encourages the expanded use of Flounder and Grouper fields at the Morgan Sports Center (herein called "Center") by LEAGUE during the LEAGUE'S active season, in exchange for which user and concession fees will be waived. Nothing herein shall be permitted or construed in such a manner as to breach or conflict with Center concession franchises or permits in existence from time to time. LEAGUE shall appoint a scheduling liaison to be the sole point of contact with the CITY with regards to reserving Flounder and/or Grouper fields. The scheduling liaison will notify the CITY of the dates and times the LEAGUE would like to reserve the fields for practices and/or games. The liaison will solely be responsible for scheduling and communicating with LEAGUE coaches as to their practice and/or game times. Individuals other than the liaison or the LEAGUE President who contact the CITY to reserve fields for LEAGUE activities will be referred to the liaison. As demands for these fields by other organizations continues to increase, the LEAGUE liaison or President will meet with CITY staff each September to estimate their needs for the upcoming LEAGUE season in January, the CITY will place a temporary hold on these fields based on these estimates. After registration is completed in January/February of each year the LEAGUE liaison will meet with the City staff to refine the tentative field reservations to meet the actual needs of the LEAGUE for their season.
8. APPROVAL FOR ALTERATIONS REQUIRED - No alterations or additions of any character shall be made on or to the leased premises by LEAGUE without obtaining the prior written consent of CITY. If alterations or additions are made, they shall be made at the sole expense of LEAGUE. LEAGUE expressly holds CITY, its employees and agents, harmless for any damage or claim arising as a result of such alterations or additions.

9. DUTY TO KEEP PREMISES FREE OF LIENS AND MORTGAGES - LEAGUE shall keep all of the leased premises and every part thereof and all buildings and other improvements at any time located thereon free and clear of any and all mortgages, mechanics', materialman's, and other liens for or arising out of or in connection with work or labor done, services performed, or materials or appliances used or furnished for or in connection with any operations of LEAGUE, any alteration, improvement, or repairs or additions which LEAGUE may make or permit or cause to be made, or any work or construction, by, for, or permitted by LEAGUE on or about the premises, or any obligations of any kind incurred by LEAGUE. LEAGUE shall at all times promptly and fully pay and discharge any and all claims on which any such lien may or could be based. LEAGUE shall provide written notice no less than 30 days in advance of the commencement of any construction, alteration, addition, improvement, or repair so CITY may post appropriate notice of CITY'S non-responsibility. LEAGUE expressly agrees to indemnify CITY for any and all loss incurred by the CITY due to LEAGUE'S failure to comply with this section.
10. IMPROVEMENTS AS PROPERTY OF CITY - The CITY may make improvements, at the expense of the CITY, in order to bring the facilities into compliance with the American's With Disabilities Act as a part of the City Capital Improvements Plan. Such improvements shall be the property of the CITY. LEAGUE will cooperate with CITY in the planning and accomplishment of such reconstruction and improvements.
11. PARTIAL DESTRUCTION OF PREMISES - If at any time during the term of this Lease the leased premises is damaged by fire, act of nature, or other cause beyond the control of LEAGUE and not due to the negligence or wrongful act of the LEAGUE, its employees or agents, and to the extent that continued use of the leased premises is unfeasible, LEAGUE may, on written notice to CITY delivered within thirty (30) days after the damage has occurred, terminate this Lease without any liability of LEAGUE to CITY. CITY shall have no duty to restore the leased premises to operative condition.
12. SIGNS; IDENTIFICATION - LEAGUE shall not erect any sign on or at the leased premises or at the exterior of the premise property without obtaining the advance written approval of CITY. At no time are political signs allowed to be displayed on the premises. CITY agrees that it will not unreasonably withhold its approval.
13. LICENSES AND PERMITS - LEAGUE shall obtain and pay for all permits or licenses that may be required for use and operation of the leased premises.
14. INSURANCE LEAGUE- LEAGUE shall maintain coverage for a general liability policy in an amount of not less than \$1 million naming the CITY as an additional insured and certificate holder. LEAGUE'S general liability policy shall be at the sole expense of LEAGUE. Any loss or adjustment or changes in the above coverage requirements shall require the written consent of both CITY and LEAGUE. All of

the policies of insurance referred to in this section shall be written in form satisfactory to CITY and by insurance companies satisfactory to CITY. LEAGUE shall pay all the applicable premiums therefore and deliver such policies or certificates thereof, to CITY. CITY shall be entitled, but shall have no obligation, to affect such insurance and pay the premiums therefore, which premiums shall be repayable to CITY by LEAGUE. Each insurer mentioned in this section shall agree, by endorsement on the policy or policies issued by it, or by independent instrument furnished to CITY, that will give to CITY 30 days' written notice before the policy or policies in question shall be altered or canceled. CITY agrees that it will not unreasonably withhold its approval as to the form or to the insurance companies selected by LEAGUE.

15. RIGHT OF ENTRY - At a reasonable time and under reasonable circumstances, the CITY shall have the right to enter and make an inspection of the leased premises during the LEAGUE'S active season. At a reasonable time and under reasonable circumstances, the LEAGUE shall have the right to enter and make inspection of the leased premises during the LEAGUE'S inactive season. LEAGUE shall provide City with keys required to access all facilities on the premises.
16. OPTION TO RENEW - This Lease shall be renewable for successive ten (10) YEAR TERMS UPON OPTION OF LEAGUE, provided LEAGUE performs all of the covenants required of it and tenders to CITY, not later than thirty (30) days before the expiration of any rental period, the rental payment for the next period. CITY agrees to notify LEAGUE of impending expiration of this lease not later than sixty (60) day prior to the expiration of any rental period.
17. INDEMNIFICATION - LEAGUE shall indemnify, defend, save, and hold CITY, its agents and employees, harmless of and from any losses, fines, penalties, costs, damages, claims, demands, suits, and liabilities of any nature, including 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 LEAGUE'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 gross negligence of the CITY.
18. SOVEREIGN IMMUNITY - Nothing contained herein is intended to nor shall be construed to waive the CITY'S rights and immunities under the Florida Constitution, common law or Florida Statutes 768.28, as amended from time to time.
19. PROHIBITION OF ASSIGNMENT OR SUBLEASE - LEAGUE may not assign any right, privilege, or license conferred by this Lease; nor may LEAGUE sublet or encumber any part of the leased premises without first obtaining the written consent of CITY. LEAGUE shall not assign or transfer this Lease, or any interest herein, without prior written consent of CITY, and consent to an assignment shall not be deemed to be consent to any subsequent assignment. Any such assignment without such consent shall be void.

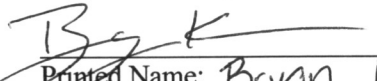


20. CONSTRUCTION - The Parties have participated jointly in the negotiation and drafting of this Lease. In the event an ambiguity or question of intent or interpretation arises, this Lease shall be construed as if drafted jointly by the Parties and no presumption or burden of proof shall arise favoring or disfavoring any Party by virtue of the authorship of any of the provisions of this Lease.
21. ENTIRE AGREEMENT - This Lease represents the entire and integrated Agreement between the CITY and LEAGUE and supersedes all prior negotiations, representations or agreements, either written or oral. This Lease may be amended only by written instrument signed by both CITY and LEAGUE.
22. SEVERABILITY - If any section, subsection, term or provision of this Lease 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 Lease 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 Lease shall be valid or enforceable to the fullest extent permitted by law.
23. SUCCESSOR AND ASSIGNS - The provisions of this Lease shall be binding on the parties, their successors and assigns.
24. ATTORNEY'S FEES - If a party of this lease should prevail in any legal action brought to enforce it or for its breach, the parties agree that such prevailing party may recover as part of the judgment reasonable attorney's fees.
25. VENUE - The parties intend that this Lease and the relationship of the parties shall be governed by the laws of the State of Florida. The venue for any action arising out of this Lease shall be exclusively in the state circuit court of Okaloosa County, Florida and nowhere else.
26. HEADINGS - The headings of sections are for convenient reference only and shall not be deemed to limit, construe, affect, modify or alter the meaning of such sections or subsections.
27. RECORDING IN PUBLIC RECORDS - This Lease shall not be recorded in the public records of Okaloosa County, Florida, however, the City shall have the right to record a Memorandum of Lease, in a form similar to Attachment "D" in the public records of Okaloosa County, Florida that provides the names of the parties to the Lease, the legal description of the leased premises, the term of the Lease, and the material terms of paragraphs 1, 2, 9 and 19 above.

IN WITNESS WHEREOF, these parties have executed this Lease the day and year first above written.

Signed in the presence of as  
Witnesses to CITY

  
Printed Name: Sheri Bethel

  
Printed Name: Bryan Kellar

CITY OF DESTIN

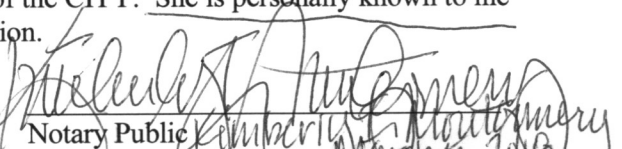
  
By: Carisse LeJeune  
Its: City Manager

STATE OF FLORIDA  
COUNTY OF OKALOOSA

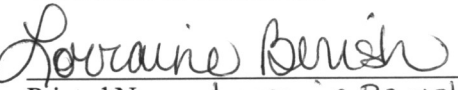
The Foregoing instrument was acknowledged before me this 30th day of December, 2016, by Carisse LeJeune, City Manager of the City of Destin, on behalf of the CITY. She is personally known to me or has produced \_\_\_\_\_ as identification.

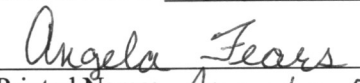


KIMBERLY I. MONTGOMERY  
MY COMMISSION # FF 076984  
EXPIRES: March 5, 2018  
Bonded Thru Budget Notary Services

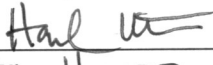
  
Notary Public  
My Commission Expires: March 5, 2018

Signed in the presence of as  
Witnesses to LEAGUE

  
Printed Name: Lorraine Berish

  
Printed Name: Angela Fears

DESTIN LITTLE LEAGUE, INC.

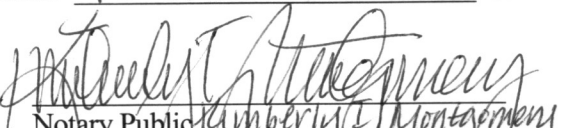
  
  
By: HOWARD WORTHMAN  
Its: PRESIDENT

STATE OF FLORIDA  
COUNTY OF OKALOOSA

The Foregoing instrument was acknowledged before me this 30th day of December, 2016, by William H. Worthman, as President of DESTIN LITTLE LEAGUE, INC., on behalf of the LEAGUE. He/She is personally known to me or has produced FL Drivers License as identification.



KIMBERLY I. MONTGOMERY  
MY COMMISSION # FF 076984  
EXPIRES: March 5, 2018  
Bonded Thru Budget Notary Services

  
Notary Public  
My Commission Expires: March 5, 2018

# FACILITY SALES RECEIPT



Receipt # **42028**  
Payment Date: **01/12/17**  
Household #: **15103**

Community Center  
101 Stahlman Ave  
Destin FL 32541

Howard Wortman  
402 Cobia Ave  
Fort Walton Beach FL 32538  
howard@ovr-greenhouse.com

Hm Ph: (850)200-5264

Phone: (850)654-5184  
Visit us on the Web at: [www.cityofdestin.com](http://www.cityofdestin.com)

## Facility Reservation Details

| Facility:        | Little League Park, Baseball Field | Fees + Tax | Discount | Amount Due |
|------------------|------------------------------------|------------|----------|------------|
| Reserv. Contact: | Howard Wortman, HM: (850)200-5264  | 10.00      | 0.00     | 0.00       |
| Reserv. Number:  | 4209                               |            |          |            |
|                  | Status: Firm                       |            |          |            |
| Date(s):         | Thu @ 7:00A - 10:00P: 01/12        |            |          |            |

Processed on 01/12/17 @ 10:05:48 by SRB

|                                         |              |
|-----------------------------------------|--------------|
| FEES CHARGED ON NEW LINE ITEMS (+)      | 10.00        |
| DISCOUNT APPLIED AGAINST THESE FEES (-) | 0.00         |
| TAX CHARGED ON NEW FEES (+)             | 0.00         |
| HH DEPOSIT/VISIT CHARGED                | 0.00         |
| <b>NEW AMOUNT DUE</b>                   | <b>10.00</b> |
| PREVIOUS NET HOUSEHOLD BALANCE          | 0.00         |
| <b>TOTAL DUE</b>                        | <b>10.00</b> |
| NEW FEES PAID ON THIS RECEIPT (-)       | 10.00        |
| NEW DEPOSIT PAID (-)                    | 0.00         |
| <b>TOTAL PAID</b>                       | <b>10.00</b> |
| NEW NET HOUSEHOLD BALANCE               | 0.00         |

Payment of ==> 10.00 Made By ==> CHECK With Reference ==>

## LEASE OF DALTON THREADGILL PARK

STATE OF FLORIDA  
COUNTY OF OKALOOSA

This lease made effective this first \_\_\_\_\_ day of January \_\_\_\_\_, 20252, by and between the CITY OF DESTIN, herein called CITY, and DESTIN LITTLE LEAGUE, INC., herein called LEAGUE.

1. PREMISES - CITY leases to LEAGUE, and LEAGUE hires from CITY, the premises known as Dalton Threadgill Park, Hickory Street, Destin, Florida, consisting of three (3) ball fields, bleachers, concession stands, restrooms, fences and light poles located on the property further described on Attachment "A" to this lease herein referred to as "premises". LEAGUE shall have exclusive use of the premises during ~~their~~ its official season from January 1 through ~~December~~ July 31 annually. This does not prohibit the CITY'S use of the premises if mutually agreed upon by both parties in writing. ~~CITY shall have exclusive use of the premises, excluding the concessions building, during the LEAGUES off-season from August 1 through December 31 annually. During this timeframe the City may elect to schedule appropriate activities on the premises. This does not prohibit the LEAGUE'S use of the premises if mutually agreed upon by both parties in writing, but the LEAGUE shall have the right of first refusal over any entity other than the CITY that seeks to use the premises during the off season. The City Manager shall have the discretion to permit the LEAGUE's use of the premises during the inactive season. Said permission shall always be in writing.~~
2. TERM-The ~~term~~ of this lease is ~~five~~ eight (85) years, beginning ~~January~~ September 1, 20252, and ending July 31, 2033~~26~~. The City shall have the right to terminate this lease if it provides notice to the LEAGUE at least sixty (60) days prior to the start of the LEAGUE's season beginning on January 1 of each calendar year. In the event of termination, the CITY agrees to make reasonable efforts to accommodate the LEAGUE at a different venue.
3. RENT - The total rent under this lease is ten and no/100 dollars (\$10.00). ~~r~~ RReceipt of which is acknowledged by CITY. The LEAGUE'S activities are such that they provide a tangible public benefit to the community which is in alignment with the CITY'S cost recovery program. In the event this lease is terminated prior to its full ~~term~~, the LEAGUE will be refunded a pro-rata share of the rent paid.
4. USE OF PREMISES, GENERALLY -The premises are leased to the LEAGUE from January 1 through July 31 annually to be used as a ballpark and recreation area for officially sanctioned LEAGUE activities only. LEAGUE agrees to restrict use to such purposes and not to use or permit the use of the premises for any other purpose or by

any other entity or organization without first obtaining the consent in writing of the CITY. LEAGUE further agrees to make no unlawful, immoral or offensive use of the premises, nor to commit any waste, nor allow any nuisance to exist on the premises. LEAGUE shall comply with applicable state and local laws governing the use and occupancy of the lease premises.

5. UTILITIES - CITY shall pay all utilities, including garbage collection, furnished to the premises for the term of this lease, including any installation or hookup charges.
6. BUILDING and GROUNDS MAINTENANCE - It is expressly agreed that the appurtenances, buildings and all fixtures existing as of the date of this lease are and shall remain the sole and exclusive property of the LEAGUE. LEAGUE shall have primary responsibility for inspection, repair and maintenance of the buildings on the premises. CITY shall have secondary responsibility to inspect, repair or maintain the buildings, or any part thereof. Consequently, partial or complete destruction of the existing buildings shall have no effect upon this lease. LEAGUE agrees to groom (drag/rake) infields, line/chalk fields for league sanctioned activities and police the premises for garbage/litter/debris must clean and sanitize restrooms and concession areas throughout the LEAGUE's active season and during any LEAGUE sponsored activities taking place during the LEAGUE'S inactive season. CITY agrees to provide year-round regular repair and maintenance of the grounds inclusive of mowing, pesticide treatment, fertilization, irrigation, fences and lighting on the premises. CITY agrees to keep the premises free from garbage/Jitter/debris during the LEAGUE'S inactive season.
7. USE OF MORGAN SPORTS CENTER ENCOURAGED - CITY encourages the expanded use of Flounder and Grouper fields at the Morgan Sports Center by LEAGUE during the LEAGUE'S active season, in exchange for which user and concession fees will be waived. Nothing herein shall be permitted or construed in such a manner as to breach or conflict with Center concession franchises or permits in existence from time to time. League shall appoint a scheduling liaison to be the sole point of contact with the CITY with regards to reserving Flounder and/or Grouper fields. The scheduling Liaison will notify the CITY of the dates and times the LEAGUE would like to reserve the fields for practices and/or games. The liaison will solely be responsible for scheduling and communicating with LEAGUE coaches as to their practice and/or game times. Individuals other than the liaison or the LEAGUE President who contact the CITY to reserve fields for LEAGUE activities will be referred to the liaison. As demands for these fields by other organizations continues to increase, the LEAGUE liaison or President will meet with CITY staff each September to estimate their needs for the upcoming LEAGUE season in January, the CITY will place a temporary hold on these fields based on these estimates. After registration is completed in January/February of each year the LEAGUE liaison will meet with the CITY staff to



refine the tentative field reservations to meet the actual needs of the LEAGUE for their season.

8. APPROVAL FOR ALTERATIONS REQUIRED - No alterations or additions of any character shall be made on or to the lease premises by LEAGUE without obtaining the prior written consent of CITY. If alterations or additions are made, they shall be made at the sole expense of LEAGUE. LEAGUE expressly holds CITY, its employees and agents, harmless for any damage or claim arising as a result of such alterations or additions.
9. DUTY TO KEEP PREMISES FREE OF LIENS AND MORTGAGES - LEAGUE shall keep all of the lease premises and every part thereof and all buildings and other improvements at any time located thereon free and clear of any and all mortgages, mechanics', materialman's, and other liens for or arising out of or in connection with work or labor done, services performed, or materials or appliances used or furnished for or in connection with any operations of LEAGUE, any alteration, improvement, or repairs or additions which LEAGUE may make or permit or cause to be made, or any work or construction, by, for, or permitted by LEAGUE on or about the premises, or any obligations of any kind incurred by LEAGUE. LEAGUE shall at all times promptly and fully pay and discharge any and all claims on which any such lien may or could be based. LEAGUE shall provide written notice no less than 30 days in advance of the commencement of any construction, alteration, addition, improvement, or repair so CITY may post appropriate notice of CITY'S non-responsibility. LEAGUE expressly agrees to indemnify CITY for any and all loss incurred by the CITY due to LEAGUE'S failure to comply with this section.
10. IMPROVEMENTS AS PROPERTY OF CITY - The CITY may make improvements, at the expense of the CITY, in order to bring the facilities into compliance with the American's With Disabilities Act as a part of the City Capital Improvements Plan. Such improvements shall be the property of the CITY. LEAGUE will cooperate with CITY in the planning and accomplishment of such reconstruction and improvements.
11. PARTIAL DESTRUCTION OF PREMISES - If at any time during the term of this Lease the lease premises is damaged by fire, act of nature, or other cause beyond the control of LEAGUE and not due to the negligence or wrongful act of the LEAGUE, its employees or agents, and to the extent that continued use of the lease premises is unfeasible, LEAGUE may, on written notice to CITY delivered within thirty (30) days after the damage has occurred, terminate this Lease without any liability of LEAGUE to CITY. CITY shall have no duty to restore the lease premises to operative condition.
- ~~12. SIGNS; IDENTIFICATION — In recognition of years of traditional usage of sponsorship signage on fencing at the park, the LEAGUE shall be permitted to erect signs at the premises, including sponsorship signage pursuant to the attached Exhibit A. The LEAGUE shall remain compliant with all other applicable provisions of City Codes related to signage. LEAGUE shall not erect any sign on or at the lease premises or at the exterior of the premise property without obtaining the advance written approval of CITY. At no time are political signs allowed to be displayed on the premises. CITY agrees that it will not unreasonably withhold its approval.~~

~~13.12.~~ 13.12. LICENSES AND PERMITS - LEAGUE shall ~~obtain and~~ obtain and pay for all ~~permits~~ permits or licenses that may be required for use and operation of ~~the~~ the lease premises.

~~14.13.~~ 14.13. INSURANCE - LEAGUE shall maintain coverage for a general liability policy in an amount of not less than \$1 million naming the CITY as an additional insured and certificate holder. LEAGUE'S general liability policy shall be at the sole expense of LEAGUE. Any loss or adjustment or changes in the above coverage requirements shall require the written consent of both CITY and LEAGUE. All of the policies of insurance referred to in this section shall be written in form satisfactory to CITY and by insurance companies satisfactory to CITY. LEAGUE shall pay all the applicable premiums therefore, and deliver such policies or certificates thereof, to CITY. CITY shall be entitled, but shall have no obligation, to affect such insurance and pay the premiums therefore, which premiums shall be repayable to CITY by LEAGUE. Each insurer mentioned in this section shall agree, by endorsement on the policy or policies issued by it, or by independent instrument furnished to CITY, that will give to CITY 30 days' written notice before the policy or policies in question shall be altered or canceled. CITY agrees that it will not unreasonably withhold its approval as to the form or to the insurance companies selected by LEAGUE.

~~15.14.~~ 15.14. RIGHT OF ENTRY - At a reasonable time and under reasonable circumstances, the CITY shall have the right to enter and make an inspection of the lease premises during the LEAGUE'S active season. At a reasonable time and under reasonable circumstances, the LEAGUE shall have the right to enter and make inspection of the lease premises during the LEAGUE'S inactive season. LEAGUE shall provide City with keys required to access all facilities on the premises.

~~16.15.~~ 16.15. OPTION TO RENEW - This Lease shall ~~be~~ be renewable for successive five (5) YEAR TERM upon mutual consent of the parties, provided LEAGUE performs all of the covenants required of it and tenders to CITY, not later than thirty (30) days before the expiration of any rental period, the rental payment for the next period. CITY agrees to notify LEAGUE of impending expiration of this lease not later than sixty (60) day prior to the expiration of any rental ~~period~~ period.

~~17.16.~~ 17.16. INDEMNIFICATION - LEAGUE shall indemnify, defend, save, and hold CITY, its agents and employees, harmless of and from any losses, fines, penalties, costs, damages, claims, demands, suits, and liabilities of any nature, including 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 LEAGUE'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.

~~18.17.~~ 18.17. SOVEREIGN IMMUNITY - Nothing contained herein is intended to nor shall be construed to waive the CITY'S rights and immunities under the Florida Constitution, common law or Florida Statutes 768.28, as amended from time to time.

~~19.~~18. PROHIBITION OF ASSIGNMENT OR SUBLEASE - LEAGUE may not

assign any

right, privilege, or license conferred by this Lease; nor may LEAGUE sublet or encumber any part of the lease premises without first obtaining the written consent of CITY. LEAGUE shall not assign or transfer this Lease, or any interest herein, without prior written consent of CITY, and consent to an assignment shall not be deemed to be consent to any subsequent assignment. Any such assignment without such consent shall be void.

~~20.~~19. CONSTRUCTION - The Parties have participated jointly in the negotiation and drafting of this Lease. In the event an ambiguity or question of intent or interpretation arises, this Lease 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 provisions of this Lease.

~~21.~~20. ENTIRE AGREEMENT-This Lease represents the entire and integrated Agreement between the CITY and LEAGUE and supersedes all prior negotiations, representations or agreements, either written or oral. This Lease may be amended only by written instrument signed by both CITY and LEAGUE.

~~22.~~21. SEVERABILITY - If any section, subsection, term or provision of this Lease 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 Lease 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 Lease shall be valid and enforceable to the fullest extent permitted by law.

~~23.~~22. SUCCESSOR AND ASSIGNS-The provisions of this Lease shall be binding on the parties, their successors and assigns.

~~24.~~23. ATTORNEY'S FEES - If a party of this lease should prevail in any legal action brought to enforce it or for its breach, the parties agree that such prevailing party may recover as part of the judgment reasonable attorney's fees.

~~25.~~24. VENUE - The parties intend that this Lease and the relationship of the parties shall be governed by the laws of the State of Florida. The venue for any action arising out of this Lease shall be exclusively in Okaloosa County, Florida and nowhere else.

~~26.~~25. HEADINGS - The headings of sections are for convenient reference only and shall not be deemed to limit, construe, affect, modify or alter the meaning of such sections or subsections.

## 2025 Destin Little League Sponsorship Form

Join us in fostering the values of teamwork, sportsmanship, and fair play for the youth in our community by becoming a sponsor of Destin Little League! Your sponsorship helps us provide a positive environment for children to grow, compete, and excel both on and off the field.



### Sponsorship Levels & Benefits

#### Scoreboard Sponsor \$3,000 (4)

- Sign placed around Scoreboards at Threadgill Park
- Prime logo placement on our website
- 1 free player registration
- Dedicated social media post and inclusion in email blast
- Company name featured on team uniforms
- Nightly announcement of sponsorship

#### Team & Banner Sponsor \$800

- Company name featured on team uniform
- One 4x8 banner on the field at Threadgill Park
- Logo placement on our website
- 1 free player registration
- Dedicated social media post and inclusion in email blast

#### Banner Sponsor \$500

- One 4x8 banner on the field at Threadgill Park
- Logo placement on our website
- 1 free player registration
- Dedicated social media post and inclusion in email blast

#### Team Sponsor \$400

- Company name featured on team uniforms
- Logo placement on our website
- 1 free player registration
- Inclusion in email blast

#### USA Flag Sponsor \$500 (1)

- Help purchase a brand new American Flag to fly high for every game during the season at Threadgill Park
- Nightly announcement of sponsorship
- Dedicated social media post and inclusion in email blast

#### Home Plate Tarp Sponsor \$1000 (2)

- Help protect home plate every night with a custom tarp with your business name/logo!
- Nightly announcement of sponsorship
- Dedicated social media post and inclusion in email blast

#### Season Game Balls Sponsor \$2000

- Provide game balls for the entire season of Baseball and Softball!
- Nightly announcement of sponsorship
- Dedicated social media post and inclusion in email blast

#### All Star Team Sponsor \$1250 (10)

- Sponsorship covers the cost of one of our All Star team entry fees for post-season play, uniforms and hat for every player
- Team Banner with Company/Family name hung for each game played in post-season
- Dedicated social media post and inclusion in email blast

#### Coach of The Year Sponsor \$500

- Company recognition on plaque presented to "Coach of the Year"
- Dedicated social media post and inclusion in email blast

Company Name

Email Address

Phone Number

Sponsorship Level

This agreement between the Destin Little League (hereinafter, "Local Little League") and \_\_\_\_\_ (hereinafter, "Sponsor") is for the 2025 Spring season. Sponsorship of the Local Little League must be, for the Sponsor, out of a sense of duty to help the community. While Sponsorship does afford some benefits (detailed below), the higher purpose is to help the Local Little League impart the values of teamwork, sportsmanship, and fair play to the children of the community, so that they may someday use these values in becoming good citizens. Sponsorship of the Local Little League does not permit the Sponsor to have any rights or responsibilities in the operation of the Local Little League or any team in the Local Little League, nor does the Sponsor have any rights or responsibilities in the selection of managers, coaches or players for any team in the Local Little League. Nothing herein shall make us partners or joint ventures. The Sponsor and the Local Little League are independent contractors with respect to one another, and neither shall have any authority to represent or bind the other in any manner or to any extent whatsoever, except as specified herein.

Any reference to the Sponsorship under this agreement must make it clear that the Sponsorship is with the Local Little League ONLY, and NOT with Little League Baseball and Softball, the organization. Use of the marks of logos of Little League Baseball and Softball by any local sponsor is prohibited, unless permission is expressly granted in writing by Little League Baseball, Incorporated

Signature: \_\_\_\_\_

Sponsoring Destin Little League is simple! Complete our sponsorship form and email it, along with your company logo, to Amanda Eubank at [destinlitttleleague@gmail.com](mailto:destinlitttleleague@gmail.com). Payments can be made by check or via credit card using our QR code.

## CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025  
**TYPE OF AGENDA ITEM:** City Manager Report  
**AGENDA OUTLINE NUMBER:** 4.B.

---

**TO:** City Council

**THRU:** Larry Jones , City Manager  
 Kimberly Kopp, City Attorney

**FROM:** David Prichard, Community Development Director

**DATE:** August 27, 2025

**SUBJECT:** Lien Reduction Request - 3695 Scenic Hwy 98, Unit 101

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**I. BACKGROUND:** Back in 2018, the property at 3695 Scenic Highway 98, Unit 101 was found in violation of the City's short-term rental ordinance for failure to register a single-family home as a short term rental. A daily fine of \$250 a day commenced accruing via the City's Code Compliance Lien on September 23, 2018. The property was deemed compliance on March 22, 2024, at which time the fines stopped accruing.

This lien reduction request arose in the context of a scheduled real property closing to sell 3695 Scenic Highway 98, Unit 101, to a new owner.

**The total amount of the outstanding lien is \$501,750 due to a daily fine of \$250 a day for 2,007 days. The applicant/property owner is requesting that the City Council reduce the lien, and will be present at the City Council meeting to provide their proposed basis for relief.**

**II. DISCUSSION:** The City Codes of Ordinances provides as follows:

Sec. 14-86. Application to city council for reduction of existing code compliance lien.

(a) The city council shall have the authority to reduce any lien imposed by the city's special magistrate for code compliance based on the criteria set forth in section 14-87 of this Code, and subject to the maximum reduction amounts set forth in subsection 14-86(c).

(b) It shall be the responsibility of the applicant for the lien reduction to demonstrate, and each application shall contain, written statements of fact addressing the criteria prescribed in section 14-87.

(c) All lien reduction requests are subject to the following maximum percentage reductions:

|                                           |                          |
|-------------------------------------------|--------------------------|
| Length of time the Violation Remained     | Non-Percentage Reduction |
| Compliant with Special Magistrate's Order |                          |



|                                    |                                                 |
|------------------------------------|-------------------------------------------------|
| Up to 1 year                       | Reduction up to no more than 30% of lien amount |
| More than 1 year, up to 2 years    | Reduction up to no more than 25% of lien amount |
| More than 2 years, up to 5 years   | Reduction up to no more than 10% of lien amount |
| More than 5 years, up to 10 years  | Reduction up to no more than 5% of lien amount  |
| More than 10 years, up to 15 years | Reduction up to no more than 2% of lien amount  |
| More than 15 years                 | None                                            |

(d) Each request for a lien reduction, and each decision appealed shall be the subject matter of a separate application.

(e) Nothing herein shall obligate the city council to reduce any code compliance lien.

( Ord. No. 23-04-CC , § 3, 5-1-23)

Sec. 14-87. Required criteria for reduction of existing code compliance lien.

The following criteria must be considered in order for the city council to reduce a lien imposed by the special magistrate in a code compliance case:

(1) The amount of any administrative and out-of-pocket costs incurred by the city which are directly associated with the underlying code enforcement case and lien, including, but not limited to, code compliance staff and attorney time, postage, advertising and recording costs, and other city expenses related to any measure taken by the city to abate a nuisance caused by the violation;

(2) The gravity and number of the violation(s);

(3) The amount of the requested reduction;

(4) Whether the applicant was responsible for the violation which caused the lien;

(5) Whether the applicant is or will be a bona fide purchaser of the subject property and is filing or has filed for a homestead exemption evidencing a desire to reside within the city on a non-transient basis, or whether the property is or will be acquired for investment purposes;

(6) The time it took to bring the property into compliance;

(7) The accrued amount of the code compliance fine or lien as compared to the current market value of the property;

(8) Any previous or subsequent code violations pertaining to the property unless an order finding a violation is under appeal at the time of determination;

(9) Any previous or subsequent code violations of the applicant pertaining to other properties owned within the city, unless an order finding a violation is under appeal at the time of the determination;

(10) Any relevant information contained in any title policy required to be submitted to the city under this section;

(11) Any demonstrated financial hardship;

(12) Any other mitigating circumstance which may warrant the reduction or satisfaction of the penalty or fine; and

(13) Any other administrative review criteria relevant to whether it is equitable to reduce or release a lien which is adopted by the city manager, in writing, and is intended to be applied to all applications on a uniform basis.

( Ord. No. 23-04-CC , § 3, 5-1-23)

**A. Link to Strategic Goals / Objectives:**

**B. Effect on Budget (EOB):**

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

**D. Legislative Sponsor:**

**E. Business Impact Statement:**

**III. CONCLUSION:** As of the date of agenda publication, a formal written request detailing the justification for request was not received by the City. However, the applicant will be present at the City Council meeting to verbalize the proposed justification/basis for relief.

**IV. RECOMMENDED MOTION:** I move to reduce the lien to \$\_\_\_\_\_.00.  
or take no action.

Attachments:

1. LIEN\_3695 Scenic 98 101 RECORDED
2. 3695 Scenic 98 101 Hearing Packet
3. Sec. 14\_86. \_\_\_Application\_to\_city\_council\_for\_reduction\_of\_existing\_code\_compliance\_lien\_ (003)
4. Signed FOF 3695 Scenic

**CODE ENFORCEMENT SPECIAL MAGISTRATE  
OF THE  
CITY OF DESTIN, FLORIDA**

**October 16, 2018**

CITY OF DESTIN, FLORIDA

DEPARTMENT OF CODE ENFORCEMENT

Petitioner

Vs.

Kenneth & Beverly Childress

Respondents

Inst. #3238179 Bk: 3371 Pg: 2255  
Page 1 of 2 Recorded: 10/17/2018 11:22 AM  
RECORDING ARTICLE V: \$8.00 RECORDING: \$10.50

DEPUTY CLERK kbritt  
JD PEACOCK II CLERK OF COURTS,  
OKALOOSA COUNTY, FLORIDA

CASE #: 18-001292

**ORDER IMPOSING ADMINISTRATIVE FINE/LIEN**

THIS CAUSE was brought for public hearing before the Code Enforcement Special Magistrate of the City of Destin, Florida, on October 16th, 2018, after due notice to the Respondents, and the Special Magistrate, having heard testimony under oath, received evidence, heard argument, and approved its Findings of Fact, Conclusions of Law, and Order, duly issued said Order, which was furnished to Respondents. Said Order found to following violation:

**Code of Ordinances Sec. 13-105. - Short Term Registration**

Full Description: Registration required.

It shall be unlawful for any person to allow another person to occupy any single-family detached dwelling unit as a seasonal resident within the City of Destin, or offer such rental services within the City of Destin, unless the person has been registered with the City of Destin in accordance with the provisions of this article.

Said Order required Respondents at the property located at 3695 Scenic Hwy 98 #101 , DESTIN, FL 32541 , located in Okaloosa County (Tax Parcel ID # 00-2S-22-3737-0001-0010), to correct the aforesaid violation on or before September 22, 2018

The Respondents are further ordered to contact the Code Enforcement Department of the City of Destin to verify compliance with this Order.

Said Order stated that in the event that City staff finds that the aforesaid property is not brought into compliance after September, 2018, the Respondents may be ordered to pay a fine not to exceed \$250.00 per day for each day such violation continues to exist beyond the above stated date for compliance.

After being sworn, the Code Enforcement Office certified to the Special Magistrate that the Respondents have not taken the corrective action ordered by the Special Magistrate, or that Respondents has repeated the violation.

In determining the amount of the fine to be imposed, if any, the Special Magistrate has considered the following factors:

- (1) The gravity of the violation.
- (2) Any actions taken by the violator to correct the violation.
- (3) Any previous violations committed by the violator.

## I. ORDER:

It has been brought to the Special Magistrate's attention by the City's Code Enforcement Officer that the Respondents continues to be in violation.

The Special Magistrate orders that a fine in the amount of \$250.00 per day be imposed against the property for each and every day the violation continues to exist at 3695 Scenic Hwy 98 #101, DESTIN, FL 32541, located in Okaloosa County (Tax Parcel ID# 00-2S-22-3737-0001-0010), after September 22<sup>nd</sup>, 2018.

This Order shall be recorded in the public records of Okaloosa County, Florida, and shall constitute a lien against the land on which the violation exists and upon any other real or personal property owned by Respondents.

A true and correct copy of this Order Imposing Administrative Fine/Lien shall be delivered to Respondents by United States Postal Service regular mail, by hand delivery or posting on property where violation exist.

DONE AND ORDERED this day of October 16, 2018

CODE ENFORCEMENT SPECIAL MAGISTRATE

CITY OF DESTIN, FLORIDA

By: \_\_\_\_\_

*STEVEN K. HALL*  
Casey King

This will certify that a true copy of this order was furnished to Kenneth & Beverly Childress at 1590 Windsor Way, Bowling Green, KY 42103 by United States mail, this day of

October 17, 2018

October 17, 2018, Billy Morales, personally known to me.

*Karen S. Shumaker*



Karen S. Shumaker  
NOTARY PUBLIC  
STATE OF FLORIDA  
Comm# GG041423  
Expires 10/24/2020

By: \_\_\_\_\_

William Morales

Code Enforcement Officer

City of Destin, Florida



***City of Destin***

**4200 Indian Bayou Trail**

**Destin, Florida 32541**

**850-837-4242**

**CODE ENFORCEMENT SPECIAL MAGISTRATE**

August 21, 2018

**CASE# 18-001292**

**RESPONDENTS:**

Kenneth & Beverly Childress

**ADDRESS OF VIOLATION:**

3695 Scenic Hwy 98 #101 Destin, FL 32541

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**EXHIBIT LIST:**

1. Picture of Property and Online Ad
2. Notice of Violation, 05-15-2018
3. USPS Tracking-Certified
4. Notice of Hearing, 07-18-2018
5. USPS Tracking- Certified
6. Okaloosa Property Appraiser Data Sheet
7. Copy of Warranty Deed
8. Picture of Property on Day of Hearing
9. Findings of Fact, Conclusions of Law and Order





Beach Pointe



FOR RENT  
UNIT 101  
WEEKLY  
270-796-7898  
VRBO.COM/153409



Dates

Search



**\$284** avg/night

★★★★★ 26 Reviews  
Wonderful 4.9/5

Dates



Guests

2 guests

May 2018

June 201

| Su | Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th |
|----|----|----|----|----|----|----|----|----|----|----|----|
|    |    | 1  | 2  | 3  | 4  | 5  |    |    |    |    |    |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 | 3  | 4  | 5  | 6  |    |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 10 | 11 | 12 | 13 | 1  |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 17 | 18 | 19 | 20 | 2  |
| 27 | 28 | 29 | 30 | 31 |    |    | 24 | 25 | 26 | 27 | 2  |

Overview

Amenities

Reviews

Map

Availability



Select a blue date for check in

Overview Amenities Reviews Map Availability

## Watch Dolphins-Ocean View 3 BR/3 BA

Destin, FL, USA

**\$228** avg/night  
★★★★★ 30 Reviews  
Wonderful 4.9/5

Enter dates for accurate pricing

|         |          |        |           |            |          |
|---------|----------|--------|-----------|------------|----------|
| Home    | Bedrooms | Sleeps | Bathrooms | Half Baths | Min Stay |
| sq. ft. | 3        | 10     | 3         | 0          | 7 nights |

Check In  Check Out 

Guests  
2 guests

### Cozy Townhome, 3 Bedrooms + Convertible bed(s), 3 Baths, (Sleeps 6-10)

Of the ocean and beach is like an unbelievable picture from this 3 Bedroom, 3 Bath 3 Story being the first unit in Beach Pointe complex from the beach. Owners have taken pride in making a way from home and have tastefully decorated it for visitors enjoyment.

One of the best of the Emerald Coast with it's nice comfortable furnishings while being very well located. Have your favorite beverage morning or evening from the 2 large balconies or patio area filled with views of the water and white sandy beach. You can also sun by the private pool, or shop at the

 24 hour confirmation

Request to Book

Ask Owner a Question

For booking assistance, call 888-640-79;  
Property # 153409

Kenneth and Beverly Childress

Member Since 2007

Ask Owner a Question

Site: Response time: Speaks: Calendar last updated:



**City of Destin**  
**Community Development Department**  
**Code Enforcement Division**  
City of Destin Annex  
4100 Indian Bayou Trail  
Destin, Florida 32541  
Phone (850) 279-6062 • Fax (850) 460-2171  
**Email to: [wmorales@cityofdestin.com](mailto:wmorales@cityofdestin.com)**

## NOTICE OF VIOLATION

May 15, 2018

The City of Destin,  
Complainant,

Vs.

Kenneth & Beverly Childress,  
Respondents

Location of the Violation: 3695 Scenic Hwy 98 #101  
Parcel ID No.: 00-2S-22-3737-0001-0010

PURSUANT to Chapter 14 Article III, of the Destin Code of Ordinances, the undersigned Code Enforcement Officer hereby gives notice of violation of the City of Destin Code of Ordinances, as more specifically described below.

**Respondent(s) is/are hereby notified that corrective action to cure the violation(s) described below is/are to be performed within 30 DAYS.**

In the event that the violations are not corrected within the time period set forth above or if the violations are corrected and then recur, even if the violations are corrected at the time of hearing, Respondent(s) may be required to attend a hearing before the Special Magistrate of the City of Destin, and a penalty as provided below may be imposed.

The Special Magistrate may enter an order requiring the Respondent(s) to correct the violations and penalties may be assessed up to \$250 per day for each first violation or up to \$500 per day for each repeat violation described in this notice until the violations have been corrected. Additionally, a \$250 administrative fee will be charged to the property owner if the property is found to be in violation.

**IF THE VIOLATIONS ARE CORRECTED WITHIN THE TIME PERIOD REQUIRED, THE RESPONDENT(S) MUST IMMEDIATELY NOTIFY THE CODE ENFORCEMENT OFFICER AND REQUEST AN INSPECTION.**

1. Property where violation(s) exist(s): 3695 Scenic Hwy 98 #101
2. Parcel ID No.: 00-2S-22-3737-0001-0010
3. Name and address of owner(s) of property where violation( s) exist:  
Kenneth & Beverly Childress  
1590 Windsor Way  
Bowling Green, KY 42103

Description of Violation(s) at property:

*Code of Ordinances Sec. 13-103, Purpose of Regulations of Short Term Rentals.*

The city council of the City of Destin recognizes that the unregulated rental of single-family detached dwelling units by seasonal residents uniquely impacts certain neighborhoods within the City of Destin. Therefore, it is necessary and in the interest of the public health, safety, and welfare to monitor and provide reasonable means for citizens of the City of Destin to mitigate impacts created by such rental of single-family dwelling units within the City of Destin as set forth by this article.

Sec. 13-105.-Registration Required.

It shall be unlawful for any person to allow another person to occupy any single-family detached dwelling unit as a seasonal resident within the City of Destin, or offer such rental services within the City of Destin, unless the person has been registered with the City of Destin in accordance with the provisions of this article.

4. DESCRIPTION OF VIOLATION: Failure to register short term rental.

3695 Scenic Hwy 98 #101 is advertised as a short term rental without proper registration.

5. CORRECTIVE ACTION: Register the property with the City of Destin as a short term rental. Visit [www.cityofdestin.com/rentals](http://www.cityofdestin.com/rentals) for info.

Short-term rental is defined as any occupancy of a single-family dwelling unit for a period of time between one (1) day to no more than six (6) months.

**Failure to comply within 30 days from receipt of this Notice shall result in further action, as outlined in this Notice of Violation.**

If you have any questions regarding this Notice of Violation or the recommendations contained herein, do not hesitate to contact the below signed Code Enforcement Officer at the City of Destin, (850) 279-6062.

Method of delivery: Certified Mail RRR Tracking# 7015 3010 0000 6631 7608

Dated this 15th day of May, 2018

---

William Morales  
Code Enforcement Officer  
City of Destin  
State of Florida

## Track Another Package +

**Tracking Number:** 70153010000066317608

Remove X

Your item was delivered to an individual at the address at 1:12 pm on May 19, 2018 in BOWLING GREEN, KY 42103.

### **Delivered**

May 19, 2018 at 1:12 pm  
Delivered, Left with Individual  
BOWLING GREEN, KY 42103

---

### Tracking History



#### **May 19, 2018, 1:12 pm**

Delivered, Left with Individual  
BOWLING GREEN, KY 42103

Your item was delivered to an individual at the address at 1:12 pm on May 19, 2018 in BOWLING GREEN, KY 42103.

#### **May 19, 2018**

In Transit to Next Facility

#### **May 18, 2018, 8:28 pm**

Departed USPS Regional Facility  
NASHVILLE TN DISTRIBUTION CENTER

#### **May 18, 2018, 6:11 am**

Arrived at USPS Regional Facility  
NASHVILLE TN DISTRIBUTION CENTER





**City of Destin**  
**Community Development Department**  
**Code Enforcement Division**  
City of Destin Annex  
4100 Indian Bayou Trail  
Destin, Florida 32541  
Phone (850) 279-6062 • Fax (850) 460-2171  
**Email to: [wmorales@cityofdestin.com](mailto:wmorales@cityofdestin.com)**

## **NOTICE OF HEARING**

July 18, 2018

The City of Destin,  
Complainant,

Vs.

Kenneth & Beverly Childress,  
Respondents

Location of the Violation: 3695 Scenic Hwy 98 #101  
Destin FL 32541  
Parcel ID No.: 00-2S-22-3737-0001-0010

**A HEARING will be conducted before the Special Magistrate of the City of Destin on August 21<sup>st</sup> at 5:30 p.m. or as soon thereafter as possible. The hearing will be held at the City of Destin, 4200 Indian Bayou Trail, Destin, Florida 32541.**

The Special Magistrate will receive testimony and evidence at said hearing regarding the violations occurring upon the property of the Respondent(s), as set forth in the Notice of Violations attached as **EXHIBIT " A "**, and shall make a determination as to whether such violations are corrected pursuant to Chapter 14, Article III, of the City of Destin Code of Ordinances.

You are entitled to testify and present evidence and witnesses in defense at the hearing. Since the proceedings of the Special Magistrate are legal in nature, you may wish to have legal counsel attend the above referenced hearing.

The Special Magistrate may enter an Order requiring the owner of the Property to correct any violations. **AN ADMINISTRATIVE FEE OF \$250 WILL BE CHARGED TO THE PROPERTY OWNER IF THE PROPERTY IS FOUND TO BE IN VIOLATION. ADDITIONALLY, FINES UP TO \$250 PER DAY FOR A FIRST OFFENSE, AND UP TO \$500 PER DAY FOR REPEAT VIOLATIONS MAY BE IMPOSED UNTIL THE VIOLATIONS ARE CORRECTED.** This penalty, if not paid, may become a lien on the Property and any other personal or real property owned by the Respondent(s), which can be satisfied by foreclosure and sale of said Property and/ or other personal or real property.

**AN AGGRIEVED PARTY, INCLUDING THE CITY COUNCIL OF THE CITY OF DESTIN, MAY APPEAL A FINAL ADMINISTRATIVE ORDER OF THE SPECIAL MAGISTRATE TO THE CIRCUIT COURT OF OKALOOSA COUNTY WITHIN THIRTY DAYS OF EXECUTION OF THE ORDER TO BE APPEALED. FURTHER, IF AN APPEAL IS FILED, THE AGGRIEVED PARTY MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE BOARD' S HEARING IS MADE, WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.**

Dated this 18th day of July, 2018

---

William Morales  
Code Enforcement Officer  
City of Destin

Track Another Package +

Tracking Number: 70153010000066318490

Remove X

Your item was delivered to an individual at the address at 12:29 pm on July 23, 2018 in BOWLING GREEN, KY 42103.

 **Delivered**

July 23, 2018 at 12:29 pm  
Delivered, Left with Individual  
BOWLING GREEN, KY 42103

Get Updates ▾

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**Text & Email Updates** ▾

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**Tracking History** ^

**July 23, 2018, 12:29 pm**

Delivered, Left with Individual  
BOWLING GREEN, KY 42103

Your item was delivered to an individual at the address at 12:29 pm on July 23, 2018 in BOWLING GREEN, KY 42103.

**July 22, 2018**

In Transit to Next Facility

**July 21, 2018, 11:44 pm**

Departed USPS Regional Facility  
NASHVILLE TN DISTRIBUTION CENTER

# Okaloosa County

## Property Appraiser

| <a href="#">Sales In Area</a> | <a href="#">Previous Parcel</a> | <a href="#">Next Parcel</a> | <a href="#">Field Definitions</a> | <a href="#">Return to Main Search</a> | <a href="#">Okaloosa Home</a> |
|-------------------------------|---------------------------------|-----------------------------|-----------------------------------|---------------------------------------|-------------------------------|
| Owner and Parcel Information  |                                 |                             |                                   |                                       |                               |
| Owner Name                    | CHILDRESS KENNETH & BEVERLY     |                             | Today's Date                      | May 15, 2018                          |                               |
| Mailing Address               | 1590 WINDSOR WAY                |                             | Parcel Number                     | 00-2S-22-3737-0001-0010               |                               |
|                               | BOWLING GREEN, KY 42103         |                             | Tax District                      | DESTIN (District 10)                  |                               |
| Location Address              | 3695 SCENIC HWY 98 101 DESTIN   |                             | 2017 Millage Rates                | 13.0691                               |                               |
| Property Usage                | SFR/TOWNHO (000109)             |                             | Acreage                           | 0                                     |                               |
| Section Township Range        | 00-2S-22                        |                             | Homestead                         | N                                     |                               |
| Business Name                 |                                 |                             |                                   |                                       |                               |

[Show Parcel Maps](#)

| Value Information                                                                                                                                                             |                       |                       | Legal Information                                                                                                                                                                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                               | 2016 Certified Values | 2017 Certified Values | BEACH POINTE T/H LOT 1 BLK 1<br><br><b>The legal description shown here may be condensed for assessment purposes. Exact description should be obtained from the recorded deed.</b> |
| Building Value                                                                                                                                                                | \$126,603             | \$138,198             |                                                                                                                                                                                    |
| Extra Feature Value                                                                                                                                                           | \$0                   | \$0                   |                                                                                                                                                                                    |
| Land Value                                                                                                                                                                    | \$182,000             | \$182,000             |                                                                                                                                                                                    |
| Land Agricultural Value                                                                                                                                                       | \$0                   | \$0                   |                                                                                                                                                                                    |
| Agricultural (Market) Value                                                                                                                                                   | \$0                   | \$0                   |                                                                                                                                                                                    |
| Just (Market) Value*                                                                                                                                                          | \$308,603             | \$320,198             |                                                                                                                                                                                    |
| Assessed Value                                                                                                                                                                | \$308,603             | \$320,198             |                                                                                                                                                                                    |
| Exempt Value                                                                                                                                                                  | \$0                   | \$0                   |                                                                                                                                                                                    |
| Taxable Value                                                                                                                                                                 | \$308,603             | \$320,198             |                                                                                                                                                                                    |
| "Just (Market) Value" description - This is the value established by the Property Appraiser for ad valorem purposes. This value does not represent anticipated selling price. |                       |                       |                                                                                                                                                                                    |
| <a href="#">Tax Information</a>                                                                                                                                               |                       |                       |                                                                                                                                                                                    |

| Building Information                 |            |             |               |            |                   |                      |
|--------------------------------------|------------|-------------|---------------|------------|-------------------|----------------------|
| Type                                 | Total Area | Heated Area | Exterior Wall | Roof Cover | Interior Wall     | Flooring             |
| TOWNHOME                             | 2,515      | 1,850       | HARDIE BD     | ARCT METAL | DRYWALL           | CLAY/CERMC / CARPET  |
| Heating Type                         | A/C Type   | Baths       | Bedrooms      | Stories    | Actual Year Built | Effective Year Built |
| AIR DUCTED                           | CENTRAL    | 3           | 3             | 3          | 2001              | 2001                 |
| <a href="#">Show Building Sketch</a> |            |             |               |            |                   |                      |

| Extra Features Data                     |                 |                              |       |                      |
|-----------------------------------------|-----------------|------------------------------|-------|----------------------|
| Description                             | Number of Items | Unit Length x Width x Height | Units | Effective Year Built |
| No records associated with this parcel. |                 |                              |       |                      |

| Land Information |                 |           |          |       |
|------------------|-----------------|-----------|----------|-------|
| LAND USE         | NUMBER OF UNITS | UNIT TYPE | Frontage | Depth |
| SFR/TWNHSE       | 1               | UT        | 0        | 0     |

| Sale Information              |                                 |                             |                                   |                                       |                               |                    |                    |                                    |                                               |
|-------------------------------|---------------------------------|-----------------------------|-----------------------------------|---------------------------------------|-------------------------------|--------------------|--------------------|------------------------------------|-----------------------------------------------|
| Multi-Parcel Sale             | Sale Date                       | Sale Price                  | Instrument                        | Deed Book                             | Deed Page                     | Sale Qualification | Vacant or Improved | Grantor                            | Grantee                                       |
| No                            | 03-15-2006                      | \$ 601,000                  | Warranty Deed                     | <a href="#">2694</a>                  | <a href="#">3524</a>          | Qualified          | Improved           | WILLIAMS A WARNER & SUNDRA H       | CHILDRESS KENNETH & BEVERLY                   |
| No                            | 05-05-2003                      | \$ 371,500                  | Warranty Deed                     | <a href="#">2435</a>                  | <a href="#">1860</a>          | Qualified          | Improved           | CASSIDY C W & M J                  | WILLIAMS A WARNER & SUNDRA H                  |
| No                            | 10-01-2002                      | \$ 100                      | Quit Claim Deed                   | <a href="#">2406</a>                  | <a href="#">2075</a>          | Unqualified        | Improved           | MAI MARK                           | CASSIDY C W & M J                             |
| No                            | 07-13-2001                      | \$ 365,000                  | Warranty Deed                     | <a href="#">2306</a>                  | <a href="#">891</a>           | Qualified          | Improved           | ZEPHYR DEVELOPMENT ENTERPRISES LLC | CASSIDY C W & M J (1/2 INT)& MAI MARK (1/2 IN |
|                               |                                 |                             |                                   |                                       |                               |                    |                    |                                    |                                               |
| <a href="#">Sales In Area</a> | <a href="#">Previous Parcel</a> | <a href="#">Next Parcel</a> | <a href="#">Field Definitions</a> | <a href="#">Return to Main Search</a> | <a href="#">Okaloosa Home</a> |                    |                    |                                    |                                               |

The Okaloosa County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The Senior Exemption Does Not Apply to All Taxing Authorities. Just (Market) Value is established by the Property Appraiser for ad valorem tax purposes. It does not represent anticipated selling price. Working values are subject to change. Website Updated: May 14, 2018

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Prepared by:  
Casey Kent  
EMERALD COAST TITLE SERVICES, INC.  
543 Harbor Boulevard, Suite 103, P.O. Box 425  
Destin, Florida 32540

File Number: 06-3032

## General Warranty Deed

Made this March 15, 2006 A.D. By **A. WARNER WILLIAMS and SUNDRA H. WILLIAMS, husband and wife**, whose address is: , hereinafter called the grantor, to **KENNETH CHILDRESS and BEVERLY CHILDRESS, husband and wife**, whose post office address is: 1590 Windsor Way, Bowling Green, Kentucky 42103, hereinafter called the grantee:

(Whenever used herein the term "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

**Witnesseth**, that the grantor, for and in consideration of the sum of Ten Dollars, (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee, all that certain land situate in Okaloosa County, Florida, viz:

**Lot 1, Block 1, a/k/a Unit 101, of Beach Pointe Townhomes, a subdivision according to the Plat thereof, as recorded in Plat Book 19, Page 15, of the Public Records of Okaloosa County, Florida, together with an undivided interest in the common areas of Beach Pointe Townhomes according to the Plat and Declaration of Covenants, Conditions, and Restrictions for Beach Pointe Townhomes recorded in Official Records Book 2254, Page 2693, and First Amendment recorded in Official Records Book 2394, Page 4742, of the Public Records of Okaloosa County, Florida.**

Parcel ID Number: **00-2S-22-3737-0001**

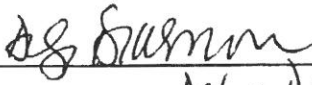
**Together** with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

**To Have and to Hold**, the same in fee simple forever.

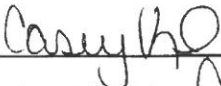
**And** the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2005.

**In Witness Whereof**, the said grantor has signed and sealed these presents the day and year first above written.

*Signed, sealed and delivered in our presence:*

  
\_\_\_\_\_  
Witness Printed Name A. Warner Williams

 (Seal)  
A. WARNER WILLIAMS

  
\_\_\_\_\_  
Witness Printed Name Casey Kent

 (Seal)  
SUNDRA H. WILLIAMS







**CODE ENFORCEMENT BOARD  
OF THE  
CITY OF DESTIN, FLORIDA  
August 21, 2018**

**CASE # 18-001292**

City Of Destin, Department of Code Enforcement  
**PETITIONER**

**-vs-**

Kenneth & Beverly Childress  
**RESPONDENTS**

**FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ORDER**

THIS CASE comes for public hearing before the Code Enforcement Board of the City of Destin on August 21, 2018, after due notice to the Respondents, and the Board, having heard testimony under oath, received evidence, and heard argument, hereby issues its Findings of Fact, Conclusions of Law, and Order, as follows:

**I. FINDINGS OF FACT:**

The Respondents, whose mailing address is 1590 Windsor Way, Bowling Green, KY 42103, is the owner of the property described as 00-2S-22-3737-0001-0010, also known as 3695 Scenic Hwy 98 #101, Destin, FL 32541. The following conditions exist on subject property:

**Sec. 13-105.-Registration Required.**

It shall be unlawful for any person to allow another person to occupy any single-family detached dwelling unit as a seasonal resident within the City of Destin, or offer such rental services within the City of Destin, unless the person has been registered with the City of Destin in accordance with the provisions of this article.

**II. CONCLUSIONS OF LAW:**

This is a lawfully constituted code enforcement proceeding convened pursuant to Chapter 162, Part I, Florida Statutes, and Chapter 14, Article III, Code of Ordinances of the City of Destin. The City of Destin Code Enforcement Board has jurisdiction over the subject matter and the Respondent. Notice of this proceeding has been duly provided to Respondent as required by City Code.

The Respondents, Kenneth & Beverly Childress by reason of the foregoing facts, are in violation of the Code of Ordinances, City of Destin, Florida, to wit: Chapter 13: Section 13-105 The Respondents are subject to the enforcement jurisdiction of City of Destin, Florida Code

Enforcement Special Magistrate.

**III. ORDER:**

1. The Respondent are to correct the aforesaid violation on or before September 22, 2018 by; Register the short term rental with the City of Destin. Failure to register the property within 30 days will violate this order and legal proceedings will be brought forth charging you with a violation of this code.
2. The Respondents are further ordered to contact the Code Enforcement Department of the City of Destin to verify compliance with this Order.
3. In the event that City staff finds that the aforesaid property is not brought into compliance by January 20, 2018, the Respondents may be ordered to pay a fine not to exceed \$250.00 for the first violation, and a fine not to exceed \$500.00 per day for each violation thereafter. Assessment of such penalties shall be as provided by law.
4. An administrative fee of \$250.00 is assessed against the Respondent and shall be paid on or before September 22nd, 2018.
  - Credit card payments can made over the phone at 850-842-4596.
  - Check payments payable to the City of Destin with the property address on the memo line.

Mailing address or to pay in person:  
City of Destin Attn: Code Enforcement  
4100 Indian Bayou Trail  
Destin, FL 32541

**DONE AND ORDERED** this 21<sup>st</sup> day of August, 2018.

CODE ENFORCEMENT SPECIAL MAGISTRATE  
CITY OF DESTIN, FLORIDA

By: \_\_\_\_\_  
Casey King

I HEREBY CERTIFY that a true and correct copy of the forgoing Finding of Fact, Conclusions of Law, and Order has been sent by mail to the respondent, this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

By: \_\_\_\_\_  
William Morales, Code Enforcement Officer

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**Sec. 14-86. Application to city council for reduction of existing code compliance lien.**

- (a) The city council shall have the authority to reduce any lien imposed by the city's special magistrate for code compliance based on the criteria set forth in section 14-87 of this Code, and subject to the maximum reduction amounts set forth in subsection 14-86(c).
- (b) It shall be the responsibility of the applicant for the lien reduction to demonstrate, and each application shall contain, written statements of fact addressing the criteria prescribed in section 14-87.
- (c) All lien reduction requests are subject to the following maximum percentage reductions:

| Length of time the Violation Remained Non-Compliant with Special Magistrate's Order | Percentage Reduction                            |
|-------------------------------------------------------------------------------------|-------------------------------------------------|
| Up to 1 year                                                                        | Reduction up to no more than 30% of lien amount |
| More than 1 year, up to 2 years                                                     | Reduction up to no more than 25% of lien amount |
| More than 2 years, up to 5 years                                                    | Reduction up to no more than 10% of lien amount |
| More than 5 years, up to 10 years                                                   | Reduction up to no more than 5% of lien amount  |
| More than 10 years, up to 15 years                                                  | Reduction up to no more than 2% of lien amount  |
| More than 15 years                                                                  | None                                            |

- (d) Each request for a lien reduction, and each decision appealed shall be the subject matter of a separate application.
  - (e) Nothing herein shall obligate the city council to reduce any code compliance lien.
- ( Ord. No. 23-04-CC , § 3, 5-1-23)

**Sec. 14-87. Required criteria for reduction of existing code compliance lien.**

The following criteria must be considered in order for the city council to reduce a lien imposed by the special magistrate in a code compliance case:

- (1) The amount of any administrative and out-of-pocket costs incurred by the city which are directly associated with the underlying code enforcement case and lien, including, but not limited to, code compliance staff and attorney time, postage, advertising and recording costs, and other city expenses related to any measure taken by the city to abate a nuisance caused by the violation;
- (2) The gravity and number of the violation(s);
- (3) The amount of the requested reduction;
- (4) Whether the applicant was responsible for the violation which caused the lien;
- (5) Whether the applicant is or will be a bona fide purchaser of the subject property and is filing or has filed for a homestead exemption evidencing a desire to reside within the city on a non-transient basis, or whether the property is or will be acquired for investment purposes;
- (6) The time it took to bring the property into compliance;
- (7) The accrued amount of the code compliance fine or lien as compared to the current market value of the property;
- (8) Any previous or subsequent code violations pertaining to the property unless an order finding a violation is under appeal at the time of determination;



- 
- (9) Any previous or subsequent code violations of the applicant pertaining to other properties owned within the city, unless an order finding a violation is under appeal at the time of the determination;
  - (10) Any relevant information contained in any title policy required to be submitted to the city under this section;
  - (11) Any demonstrated financial hardship;
  - (12) Any other mitigating circumstance which may warrant the reduction or satisfaction of the penalty or fine; and
  - (13) Any other administrative review criteria relevant to whether it is equitable to reduce or release a lien which is adopted by the city manager, in writing, and is intended to be applied to all applications on a uniform basis.

( Ord. No. 23-04-CC , § 3, 5-1-23)

**CODE ENFORCEMENT BOARD  
OF THE  
CITY OF DESTIN, FLORIDA  
August 21, 2018**

**CASE # 18-001292**

City Of Destin, Department of Code Enforcement  
**PETITIONER**

**-vs-**

Kenneth & Beverly Childress  
**RESPONDENTS**

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This is a lawfully constituted code enforcement proceeding convened pursuant to Chapter 162, Part I, Florida Statutes, and Chapter 14, Article III, Code of Ordinances of the City of Destin. The City of Destin Code Enforcement Board has jurisdiction over the subject matter and the Respondent. Notice of this proceeding has been duly provided to Respondent as required by City Code.

The Respondents, Kenneth & Beverly Childress by reason of the foregoing facts, are in violation of the Code of Ordinances, City of Destin, Florida, to wit: Chapter 13: Section 13-105 The Respondents are subject to the enforcement jurisdiction of City of Destin, Florida Code

Enforcement Special Magistrate.

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Mailing address or to pay in person:  
City of Destin Attn: Code Enforcement  
4100 Indian Bayou Trail  
Destin, FL 32541

**DONE AND ORDERED** this 21<sup>st</sup> day of August, 2018.

CODE ENFORCEMENT SPECIAL MAGISTRATE  
CITY OF DESTIN, FLORIDA

By: \_\_\_\_\_

Casey King

I HEREBY CERTIFY that a true and correct copy of the forgoing Finding of Fact, Conclusions of Law, and Order has been sent by mail to the respondent, this 22<sup>nd</sup> day of August, 2018.

By: \_\_\_\_\_

William Morales, Code Enforcement Officer

CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025  
**TYPE OF AGENDA ITEM:** City Manager Report  
**AGENDA OUTLINE NUMBER:** 4.C.

---

**TO:** City Council

**THRU:** Kimberly Kopp, City Attorney  
Larry Jones , City Manager

**FROM:** David Prichard, Community Development Director

**DATE:** July 30, 2025

**SUBJECT:** Sea Chase: Livery vessel agreement partial extension request (Sheri Andrews)

---

**I. BACKGROUND:** The City Council previously approved an agreement with Sea Chase for a **TEMPORARY EXCEPTION** to the livery vessel moratorium and regulations that allowed Sea Chase to maintain ten (10) City livery registrations which were assigned to the following ten vessels:

1. FL 7753RU 119
2. FL 7756RU 120
3. FL 2365RJ 121
4. FL 7748RU 122
5. FL 7759RU 123
6. FL 7755RU 124
7. FL 2363RJ 126
8. FL 7761RU 127
9. FL 7750RU 131
10. FL 7763RU 132

This Agreement terminated on June 30, 2025, but may be extended by mutual written agreement of the Parties, including approval by the City Council.

This item was postponed until the August 18, 2025 regular City Council meeting.

**II. DISCUSSION:** As Council is aware, this item was postponed at the request of the applicant as the livery vessel ordinance worked its way through the committees and Council. The applicant desired to understand the future of the regulations before finalizing the details of her request. Ms. Andrews will be present at the meeting to explain her request in further detail.

Her written request is attached to this agenda item for Council consideration. Council has discretion on whether to deny or grant the request.

The request is as follows:

Dear Honorable Mayor, Members of the City Council, and Staff:

My name is Sheri Andrews, and I am the owner of SEA Chase Watersports, a business previously operating under 18 medallions issued by the City of Destin. I am writing to formally address the status of my remaining medallions and to respectfully request equitable treatment consistent with how other operators will be permitted to maintain their unused medallions.

I was the original, and to my knowledge the only, operator to appear before Council to proactively request that my excess medallions be held in reserve for future use or transferred to another party. Since that time, a portion of my fleet was relocated to Niceville under the management of a third-party company. However, two vessels currently remain active within the City of Destin under the management company. My son is interested in taking the business over and would like the opportunity to grow with the remaining medallions we have. It would be a slow growth and would only be as slips/parking become available. Obviously, all fees would be paid in full annually as well as a current BTR.

The original arrangement with the City of Destin was a two-year term, which concluded at the end of June 2025. My intent was to monitor regulatory developments—specifically, whether yacht-class vessels would fall under the same medallion requirements as well as hearings for the new livery ordinance. Our boats are run as bareboats following all USCG requirements and carry yacht/bareboat insurance and are only rented with captains. As I had 10 of my original 18 medallions, I had planned to allocate them accordingly while keeping some for future growth. When the proposal to require medallions for yachts did not pass, I deferred further action pending the City's reading and final determination on medallion policy/ordinance.

As per my agreement, I have continuously maintained compliance with City regulations, including keeping my Business Tax Receipt (BTR) active, remitting all associated fees in a timely manner, and have made payment on my medallions through 2025.

I have 7 vessels I would like to attach 7 of my 10 to the below listed vessels and either keep or sell the other 3 not attached if council will allow. There has been much discussion about the selling of these "registration/medallions." Businesses open with the intent to grow and be more successful with that growth. We were not afforded that opportunity once the moratorium became enforced. I personally would have loved adding to my fleet creating a much larger income stream. The moratorium halted that opportunity, limiting our ability to expand and earn additional revenue. Allowing the sale of unused medallions would not only help recoup lost income but will also enable current unlicensed/illegal operators to come into compliance.

In seeking approval through the appropriate channels from the outset, I have acted in good faith and in accordance with the City's processes. I now respectfully request that the same good faith be extended in return.

Thank you for your time, attention, and continued service to the City of Destin.



Sincerely,  
Sheri Andrews  
5 Calhoun Ave, Unit 605  
Destin, FL 32541

VESSELS:  
FL 7247 TL  
FL2383 SR  
FL 2363 RJ  
FL 2338 SR  
FL 2365 RJ  
FL 2408 TE  
FL 7752 RC

- A. Link to Strategic Goals / Objectives:
- B. Effect on Budget (EOB):
- C. Level of Service (LOS):
- D. Legislative Sponsor:
- E. Business Impact Statement:

**III. CONCLUSION:**

**IV. RECOMMENDED MOTION:** I move to approve/approve with modifications the applicant's request OR

Take no action (If council takes no action, there will no longer be an agreement with the applicant, as it is expired).

Attachments:

1. Sheri Andrews  
Request
2. Sheri Andrews Email  
Correspondence

**From:** [Sheri Andrews](#)  
**To:** [council@cityofdestin.com](mailto:council@cityofdestin.com)  
**Subject:** Livery Medallions/Registrations  
**Date:** Tuesday, August 12, 2025 3:04:45 PM

---

\*Ms. Kopp was going to put this on 8/18 agenda but may be better to wait until first reading of ordinance. We keep postponing due to reading being postponed. Would love to talk with anyone with questions prior to meeting.  
Thank you. Sheri E Andrews 850-502-0218

Dear Honorable Mayor, Members of the City Council, and Staff:

My name is Sheri Andrews, and I am the owner of SEA Chase Watersports, a business previously operating under 18 medallions issued by the City of Destin. I am writing to formally address the status of my remaining medallions and to respectfully request equitable treatment consistent with how other operators will be permitted to maintain their unused medallions.

I was the original, and to my knowledge the only, operator to appear before Council to proactively request that my excess medallions be held in reserve for future use or transferred to another party. Since that time, a portion of my fleet was relocated to Niceville under the management of a third-party company. However, two vessels currently remain active within the City of Destin under the management company. My son is interested in taking the business over and would like the opportunity to grow with the remaining medallions we have. It would be a slow growth and would only be as slips/parking become available. Obviously, all fees would be paid in full annually as well as a current BTR.

The original arrangement with the City of Destin was a two-year term, which concluded at the end of June 2025. My intent was to monitor regulatory developments—specifically, whether yacht-class vessels would fall under the same medallion requirements as well as hearings for the new livery ordinance. Our boats are run as bareboats following all USCG requirements and carry yacht/bareboat insurance and are only rented with captains. As I had 10 of my original 18 medallions, I had planned to allocate them accordingly while keeping some for future growth. When the proposal to require medallions for yachts did not pass, I deferred further action pending the City's reading and final determination on medallion policy/ordinance.

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I have 7 vessels I would like to attach 7 of my 10 to the below listed vessels and either keep or sell the other 3 not attached if council will allow. There has been much discussion about the selling of these "registration/medallions." Businesses open with the intent to grow and be more successful with that growth. We were not afforded that opportunity once the moratorium became enforced. I personally would have loved adding to my fleet creating a much larger income stream. The moratorium halted that opportunity, limiting our ability to expand and earn additional revenue. Allowing the sale of unused medallions would not only help recoup lost income but will also enable current unlicensed/illegal operators to come into

compliance.

In seeking approval through the appropriate channels from the outset, I have acted in good faith and in accordance with the City's processes. I now respectfully request that the same good faith be extended in return.

Thank you for your time, attention, and continued service to the City of Destin.

Sincerely,  
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5 Calhoun Ave, Unit 605  
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VESSELS:  
FL 7247 TL  
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FL 2408 TE  
FL 7752 RC

"Please Note: Florida has a very broad public records law. Most written communications to or from the City of Destin officials are public records available to the public and media upon request. Your e-mail address and communications may therefore be subject to public disclosure."

**From:** [Sheri Andrews](#)  
**To:** [Kimberly Kopp](#)  
**Subject:** Re: Livery Medallions/Registrations  
**Date:** Wednesday, August 13, 2025 11:23:25 PM

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I would prefer the 3rd, please.  
Thank you.

On Aug 13, 2025, at 10:39 AM, Kimberly Kopp <[kkopp@romanokopplaw.com](mailto:kkopp@romanokopplaw.com)> wrote:

Good morning,

This is your call Ms. Andrews. Council has been copied to your email so they can view your reasoning for any postponement.

First reading of the livery ordinance is **not** being held on 8/18 because staff is working on some policy highlights to discuss with Council first based on the discussion at the last regular council meeting. Most likely, first reading of the livery ordinance will now be held on Sept. 3<sup>rd</sup>.

The September 3<sup>rd</sup> meeting, should you choose to wait for that night, is a Wednesday (due to Labor Day), just as an FYI to ensure you would be available.

Let us know today please, as we will public the agenda tomorrow morning.

Council: Please do not "reply all" due to the Sunshine Law.  
Thank you,

<image001.gif>

**Kimberly Romano Kopp, Esq., LEED AP**  
Board Certified in City, County, & Local Government Law  
Romano Kopp Law, P.A.  
P.O. Box 5524  
Destin, Florida 32541  
Phone: (850) 963-6030

Phone: (407) 430-7070 (no text messages)  
Email: [kkopp@romanokopplaw.com](mailto:kkopp@romanokopplaw.com)

---

**From:** Sheri Andrews <seandrews1011@gmail.com>

**Sent:** Tuesday, August 12, 2025 3:20 PM

**To:** Kimberly Kopp <kkopp@romanokopplaw.com>

**Cc:** council@cityofdestin.com; David Prichard <dprichard@cityofdestin.com>; Larry Jones <ljones@cityofdestin.com>

**Subject:** Re: Livery Medallions/Registrations

I would like to defer to you. Without a clear path as to how the ordinance will read, I think it will be like putting the cart before the horse. But I also want them to know my request prior to the reading. The 9/3 meeting makes more sense as long as they have received this email and understand why I keep postponing. I don't think they can give me a decision until they decide on how the ordinance will read. What is your suggestion?

Thank you.

On Aug 12, 2025, at 2:08 PM, Kimberly Kopp

<[kkopp@romanokopplaw.com](mailto:kkopp@romanokopplaw.com)> wrote:

Thank you Ms. Andrews: are you requesting this for 8/18 or 9/3?

Issues relating to the livery ordinance will be discussed at both meetings. Thank you.

Sent from my iPhone

On Aug 12, 2025, at 3:04 PM, Sheri Andrews

<[seandrews1011@gmail.com](mailto:seandrews1011@gmail.com)> wrote:

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Thank you. Sheri E Andrews 850-502-0218

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CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025

**TYPE OF AGENDA ITEM:** Action Item

**AGENDA OUTLINE NUMBER:** 4.D.

---

**TO:** City Council

**THRU:** Kimberly Kopp, City Attorney

**FROM:** Larry Jones , City Manager

**DATE:** August 27, 2025

**SUBJECT:** CRA Additional Revenues Update

---

**I. BACKGROUND:** During the regular City Council meeting on August 18, 2025, the Council passed the following motion:

Councilmember Geile moved to direct staff to seek potential options for generating revenue for the Harbor CRA so that the Harbor CRA can operate effectively. Motion was seconded by Councilmember Trammell and passed 5-0 (Councilmember Braden had departed the meeting, and Councilmember Destin was absent).

**II. DISCUSSION:** The City Manager researched options for additional CRA revenues, and this is what he found:

1. Expand CRA District
2. Rent or lease owned land/facilities
3. Parking Revenue

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

**B. Effect on Budget (EOB):**

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

**D. Legislative Sponsor:**

**E. Business Impact Statement:**

**III. CONCLUSION:**

**IV. RECOMMENDED MOTION:** Council Discretion

Attachments:

None

## CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025**TYPE OF AGENDA ITEM:** City Manager Report**AGENDA OUTLINE NUMBER:** 4.E.**TO:** City Council**THRU:** Larry Jones , City Manager  
Kimberly Kopp, City Attorney**FROM:** Michael Burgess, Public Works Director  
Krystal Strickland, Finance Director**DATE:** 08/21/2025**SUBJECT:** Paid Parking Program Update - Selection of Proposal from LAZ Parking

**I. BACKGROUND:** The City of Destin has faced longstanding challenges with managing parking in the Harbor District and surrounding municipal facilities. While revenues from paid parking have steadily increased over the past three years, enforcement and compliance remain limited under the current system. This has contributed to inconsistent citation revenues, lower compliance levels, and ongoing concerns from residents, visitors, and businesses about fair access to parking.

To address these issues, the City issued a competitive RFP for professional parking management services. After a review of proposals and qualifications, LAZ Parking was selected as the City's vendor. LAZ has extensive experience in managing municipal parking programs nationwide and will present two operational scenarios for the City to consider as part of contract negotiations. The two scenarios vary in scope, technology integration, and potential revenue outcomes.

The purpose of this agenda item is to provide Council with a summary of available options, outline projected financial and operational impacts, and request Council direction on which scenario should form the basis of the final negotiated agreement.

**II. DISCUSSION:** *NOTE: LAZ Staff will be present at the meeting to present their recommendations and field questions from the Council.*

The City's self-managed parking program has produced moderate revenues but limited compliance. Between 2022 and 2024, annual parking revenues grew from approximately \$456,000 to \$932,000. However, citation revenues remained low, averaging under \$20,000 per



year, with daily citations rarely exceeding half a citation per day. This data reflects a system that collects payments inconsistently and struggles with enforcement.

### **LAZ Operational Scenarios**

Scenario 1 offers a baseline management model, with LAZ providing an enforcement officer, vehicle-mounted license plate recognition (LPR) cameras, and enforcement using the LAZgo and Passport systems. Under this model, revenues in 2025 are projected to increase to \$1.55 million, with an average of nine citations issued per day. The City's net gain compared to current operations would be roughly \$519,836.

Scenario 2 expands upon the baseline model by introducing fixed LPR cameras in the Marler Street Parking lot (with possible future expansion to an improved Sibert/Zerbe lot) and applying dynamic pricing during high and low seasons. This approach provides more consistent enforcement and encourages better compliance through seasonal adjustments. Projected revenues for 2025 under this scenario rise to \$1.81 million, with approximately 15 daily citations, resulting in a net gain of \$775,580.

### **Technology & Service Enhancements**

A central feature of LAZ's program is the integration of technology to create a more seamless and user-friendly parking system. Both vehicle-mounted and fixed LPR cameras will enhance enforcement efficiency, with the capacity to scan up to 8,000 license plates per shift. Payment flexibility is a priority, with multiple options including Apple Pay, Google Pay, QR code, text-to-park, and web-based reservations, all available without requiring visitors to download an app.

Customer experience will also improve through gateless entry and exit, which reduces congestion, as well as the option to reserve parking in advance through the LAZgo platform. Enforcement coordination with the Okaloosa County Sheriff's Office is built into the program, with features such as "stealth alerts" that can flag stolen vehicles.

In addition to LAZ's system, the City also received a proposal from Paralign/PRRS, which offers advanced AI-based compliance tools and notice management services. Their program is estimated at \$124,995 in capital costs plus approximately \$3,410 in monthly fees, with potential for \$17,657 per month in new notice revenues. Council may consider whether Paralign's compliance system could serve as a complement to LAZ's core management platform.

### **Resource Sharing with the Harbor CRA**

If approved, Council can authorize the distribution of certain revenues associated with the Harbor District to the Harbor CRA, be they from enforcement efforts or direct parking revenues. Sources and percentages would be at the discretion of the Council and will be brought back as a separate item.

### **Item Attachments**

Financial & Operational Recommendations  
PRRS-Paralign Proposal  
LPR Scenario and Layout

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

**B. Effect on Budget (EOB):** The effect on budget is anticipated to increase cash inflows into the Parking Fund.

**C. Level of Service (LOS):** The proposed LAZ program represents a significant improvement over current operations. Multiple payment platforms enhance accessibility for visitors and residents alike. Enforcement will become more consistent and effective, leading to improved compliance and higher revenues. The integration of advanced LPR technology positions Destin to adopt a modern, efficient, and scalable system capable of handling seasonal variations and visitor surges.

Regardless of the chosen scenario, community relations will be a key consideration, as increased citation activity must be paired with clear communication to ensure public understanding and support.

**D. Legislative Sponsor:**

**E. Business Impact Statement:**

**III. CONCLUSION:** The City's partnership with LAZ Parking presents a timely opportunity to modernize Destin's parking operations, improve compliance, and enhance the visitor experience. Council direction is needed to confirm the preferred operational model, authorize funding for necessary infrastructure, and establish priorities for negotiation. Staff recommends that Scenario 2, fixed LPR in the Harbor District (Marler Street lot) with dynamic pricing, serve as the foundation for final contract negotiations.

**IV. RECOMMENDED MOTION:** I move that the City Council authorize the City Manager and staff to proceed with final contract negotiations with LAZ Parking, consistent with the operational scope outlined in Scenario 2 (LPR integration and dynamic pricing) and authorize the allocation of capital funds necessary for LPR hardware, installation, signage, and supporting infrastructure.

Attachments:

1. City of Destin  
Financial &  
Operational  
Recommendations-  
LAZ PARKING
2. City-of-  
Destin\_proposal-  
PRRS-Paralign
3. CITY OF DESTIN-  
LPR SCENARIO &  
LAYOUT



# City of Destin – Parking Financial & Operational Scenarios

8/15/2025

# CURRENT OPERATIONAL NUMBERS

## **2022**

Transactions: 84,798

Revenue: \$456,775

## **2023**

Transactions: 63,669

Revenue: \$858,095

## **2024**

Transactions: 50,248

Revenue: \$932,130

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# SCENARIO 1

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Scenario 1

The first operational plan is for LAZ to provide management and enforcement of the properties based on our response to the RFP. This includes an attendant, vehicle with camera mounted for license plate/payment verification with the use of LAZgo and Passport as the enforcement software.

| CITY OF DESTIN PARKING REVENUE                                                             |           |                                              |           |                |
|--------------------------------------------------------------------------------------------|-----------|----------------------------------------------|-----------|----------------|
|                                                                                            |           |                                              |           |                |
|                                                                                            |           |                                              |           | PROJECTED      |
| CURRENT CITY OPERATIONS                                                                    | 2022      | 2023                                         | 2024      | 2025           |
| PARKING REVENUE                                                                            | \$456,775 | \$858,095                                    | \$932,130 | \$1,020,682    |
| CITATION REVENUE                                                                           | \$19,404  | \$14,006                                     | \$4,579   | \$12,801       |
| AVERAGE CITATIONS ISSUED PER DAY                                                           | 0.53      | 0.38                                         | 0.13      | 0.35           |
|                                                                                            |           |                                              |           | \$1,033,483    |
|                                                                                            |           |                                              |           |                |
| LAZ PARKING OPERATING<br>(Assumed Revenues if LAZ operated entire 2025<br>for Comparision) |           |                                              |           | Projected 2025 |
| PARKING REVENUE                                                                            |           |                                              |           | \$1,224,818.82 |
| CITATION REVENUE                                                                           |           |                                              |           | \$328,500.00   |
|                                                                                            |           |                                              |           | \$1,553,318.82 |
|                                                                                            |           |                                              |           |                |
| NET GAIN W/LAZ                                                                             |           |                                              |           | \$519,835.92   |
|                                                                                            |           |                                              |           |                |
| ASSUMPTIONS                                                                                | Growth    |                                              |           |                |
| VIOLATIONS ISSUED PER DAY BY LAZ                                                           | 9         | *BASED ON SEASONALITY & NOT OVER ENFORCEMENT |           |                |
| DYNAMIC PRICING                                                                            | 8%        |                                              |           |                |
| PARKER COMPLIANCE INCREASE                                                                 | 12%       |                                              |           |                |



# SCENARIO 2

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Scenario 2

LAZ will provide management and enforcement of the properties in addition will include changes by instituting LPR (License Plate Recognition) in the Harbor District. Dynamic Pricing during the “High and Low” seasons. This option still utilizes an attendant, vehicle with camera mounted for license plate/payment verification with the use of LAZgo and Passport as the enforcement software.

*\*Pricing and Information included in separate attachment for LPR integration into Harbor District lots.*

| CITY OF DESTIN PARKING REVENUE   |           |                        |                                              |                |                       |
|----------------------------------|-----------|------------------------|----------------------------------------------|----------------|-----------------------|
|                                  |           |                        |                                              |                |                       |
|                                  |           |                        |                                              | PROJECTED      |                       |
| CURRENT CITY OPERATIONS          | 2022      | 2023                   | 2024                                         | 2025           |                       |
| PARKING REVENUE                  | \$456,775 | \$858,095              | \$932,130                                    | \$1,020,682    |                       |
| CITATION REVENUE                 | \$19,404  | \$14,006               | \$4,579                                      | \$12,801       |                       |
| AVERAGE CITATIONS ISSUED PER DAY | 0.53      | 0.38                   | 0.13                                         | 0.35           |                       |
|                                  |           |                        |                                              | \$1,033,483    |                       |
|                                  |           |                        |                                              |                |                       |
| LAZ PARKING OPERATING            |           |                        |                                              | Projected 2025 | LPR - Harbor District |
| PARKING REVENUE                  |           |                        |                                              | \$1,224,818.82 | \$1,261,563.38        |
| CITATION REVENUE                 |           |                        |                                              | \$328,500.00   | \$547,500.00          |
|                                  |           |                        |                                              | \$1,553,318.82 | \$1,809,063.38        |
|                                  |           |                        |                                              |                |                       |
| NET GAIN W/LAZ                   |           |                        |                                              | \$519,835.92   | \$775,580.48          |
|                                  |           |                        |                                              |                |                       |
| ASSUMPTIONS                      | Growth    | LPR on Harbor District |                                              |                |                       |
| VIOLATIONS ISSUED PER DAY BY LAZ | 9         | 15                     | *BASED ON SEASONALITY & NOT OVER ENFORCEMENT |                |                       |
| DYNAMIC PRICING                  | 8%        |                        |                                              |                |                       |
| PARKER COMPLIANCE INCREASE       | 12%       |                        |                                              |                |                       |

# OPERATING SYSTEMS

LAZgo, LPR, PRRS, PASSPORT

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# Permitting and Daily Parking

- ✓ LAZgo – Mobile, Tablet, Application, Web
- ✓ Permitting and Daily Parking
- ✓ LAZ Customer Care Integration
- ✓ “Widget” integration for Sales applications
- ✓ Open API Platform for seamless PARCS Integration
- ✓ Permit and Enforcement System Integration



# ***Scan or Text to Park***



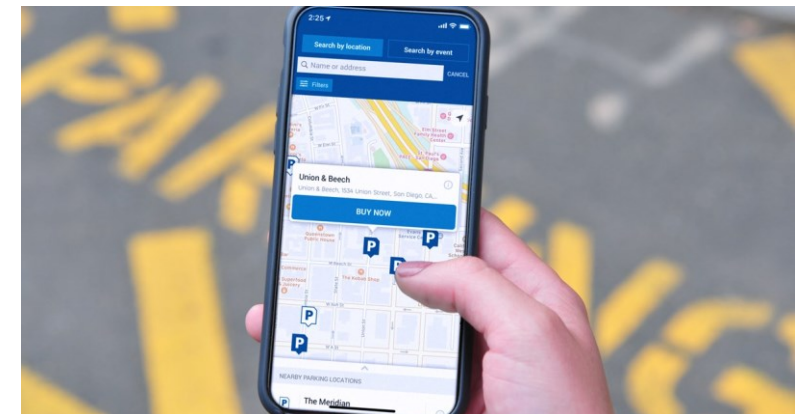
- ✓ Reserve Ahead or Pay as You Go
- ✓ Simple QR code to start, or text with custom message
- ✓ No forced app download or account sign up
- ✓ Your branding customizable per location – On Screen & Signs
- ✓ Apple Pay & Google Pay

# Additional Programs with LAZgo (Reserve parking)

LAZgo lets you reserve and pay for hourly and event parking before you arrive, so we've always got a space for you! *This could be helpful with the local restaurants, shops and retail.*

Here's how to use LAZgo in three easy steps:

- A. Tap “Find Parking Near Me” on [www.lazparking.com](http://www.lazparking.com) or type a location like “MARLER LOT”. You can also use the LAZgo widget on an event or venue’s website (can be synced with local restaurants/shops).
- B. Pay and guarantee your parking spot with a few simple taps. You don’t need to register (but it speeds things up for next time).
- C. **Your Parking Pass has GPS directions to the LAZ location.**

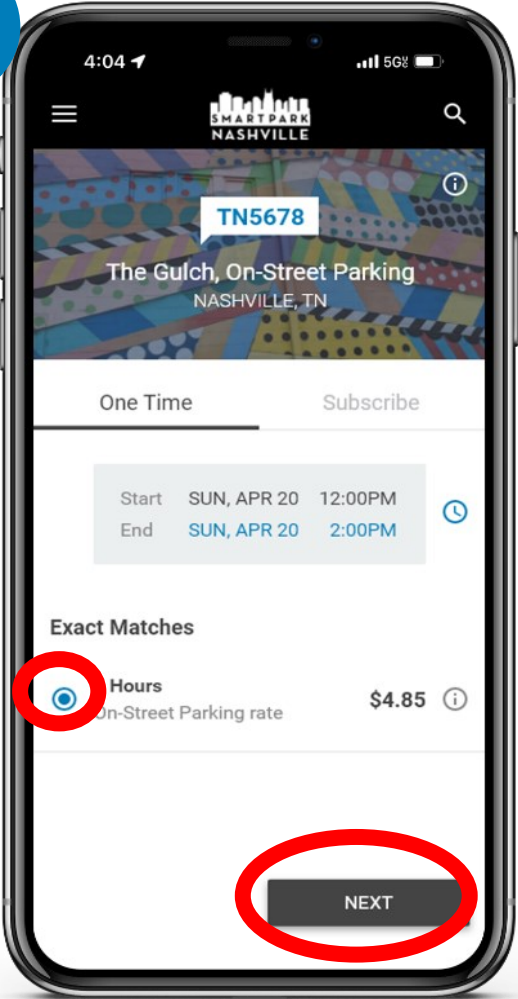




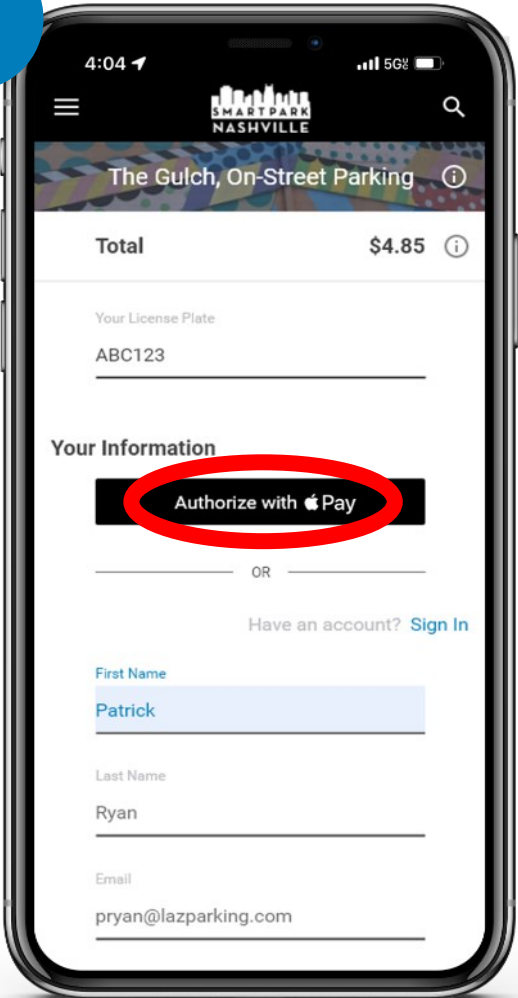
# A FASTER, SIMPLER CHECKOUT!



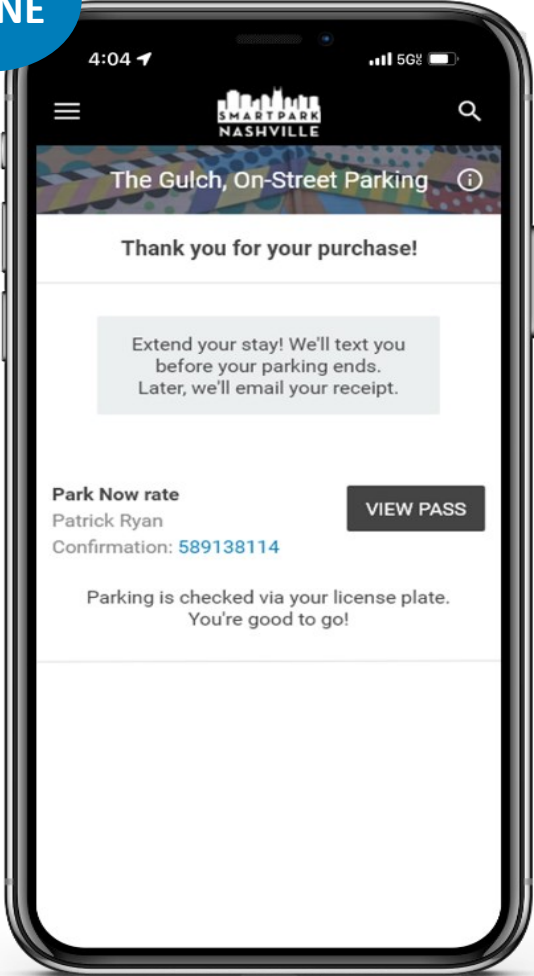
1



2



DONE



# ***VEHICLE LICENSE PLATE RECOGNITION***

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Vehicle-mounted LPR cameras will help efficiency as LAZ staff can scan up to 8,000 plates per shift simply by driving their assigned routes. In addition, they can help collaborate with police on stolen vehicles through Stealth Alerts.



# PRRS- PARALIGN LPR (separate attachment)

## ARC - Your All-Inclusive Parking Solution

ARC is PRRS's comprehensive platform designed to streamline enforcement, data analytics, object recognition, and compliance. Leveraging cutting-edge AI technology, ARC empowers operators and owners to efficiently manage assets, enhance compliance, and optimize operations through actionable data points and gateless control systems.

This frictionless solution delivers a seamless ingress and egress process, elevating the customer experience while maximizing financial outcomes and generating compliance revenue. ARC's all-inclusive offering includes:

- ▣ **Monthly Reporting:** Gain clear insights into operational performance and trends.
- ▣ **Payment Integrations:** Flexible options to suit various transaction methods.
- ▣ **Violation Management:** Efficiently track and manage enforcement activities.
- ▣ **Remote Maintenance:** Ensure uninterrupted performance with proactive system support



- Citation management
- Debt collection
- Boots on the ground

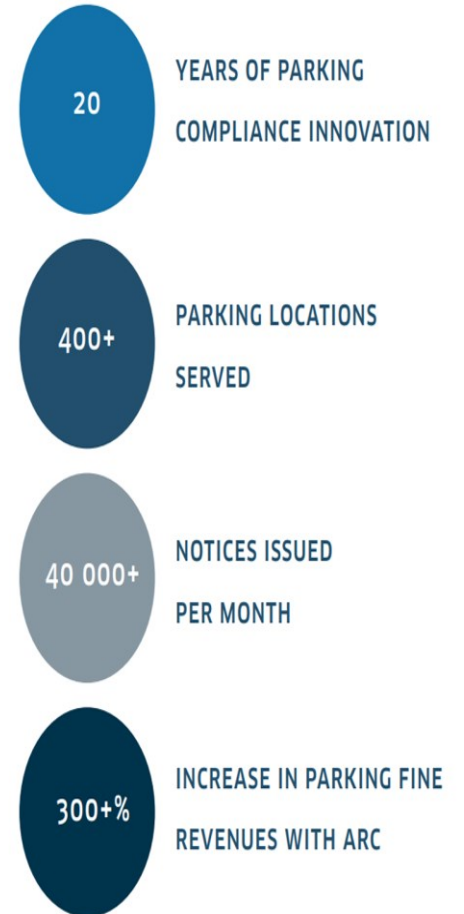


- Reporting and data analytics



- AI and ALPR-based software system for lot monitoring

## PRRS IN NUMBERS



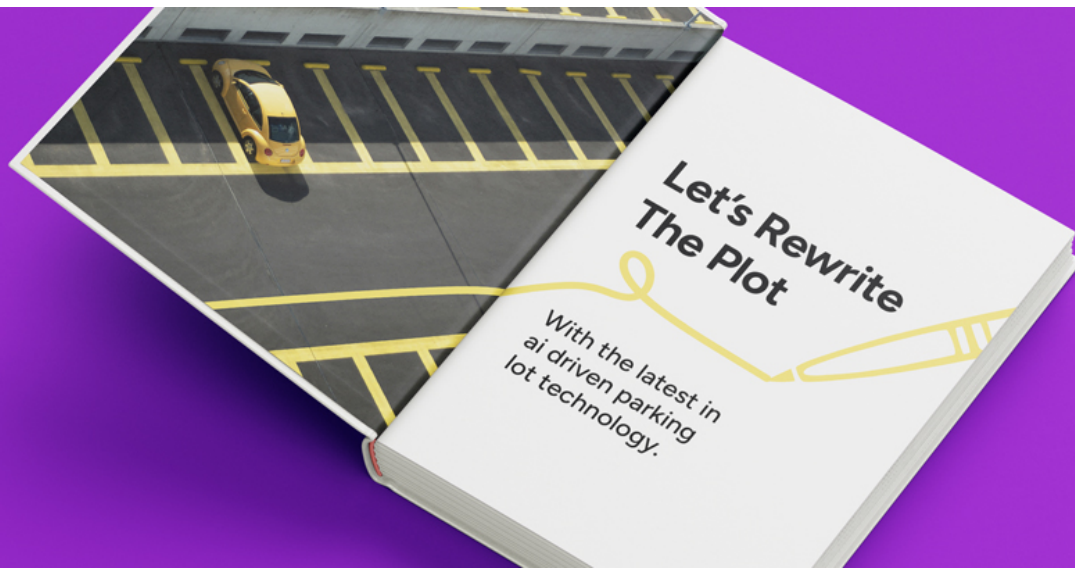




# Proposal from Paralign

Written by Kielan Ehlers for Chris Walsh





## Technology & Compliance Proposal

Paralign is pleased to present a tailored technology and compliance solution for the **City of Destin**. The following pages outline how our revolutionary **ARCFlex** software can elevate the guest experience, reduce operational costs, and create new revenue opportunities for the identified locations.

<https://vimeo.com/1091007345?share=copy>

**By choosing Paralign as your technology partner, you gain access to decades of parking expertise and a team of subject matter experts adept at addressing your specific parking monitoring, compliance, and data requirements. Below is a summary of our key value propositions:**

**1. Automated Software Flexibility** Paralign sets itself apart from traditional LPR providers by offering proprietary parking technology that adapts seamlessly across diverse verticals and operations—no additional products are required. From fixed object detection (LPR superior) to advanced data analytics, multi-payment integrations, compliance management, and people/object detection, we design custom solutions to meet your unique needs.

**2. Frictionless Expertise** Paralign specializes in creating free-flowing ingress and egress systems—with or without gates. Our solutions alleviate traffic congestion, protect the guest experience, enhance parking revenue, capture

real-time data to inform operational decisions, lower capital and maintenance costs, and drive compliance. Each location is set up with tailored deal terms to optimize operations effectively.

**3. Turnkey Solutions** Our vision based monitoring solutions are designed for simplicity and ease of implementation. Paralign provides a fully turnkey service that includes project management, hardware selection, installation and maintenance, object detection software, and a robust reporting platform. We deliver a comprehensive suite of digital solutions for every parking vertical.

**4. Scalable Pricing Models** Paralign does more than object recognition—we deliver complete hardware and software solutions crafted by subject matter experts for projects of any size, nationally or globally. Leveraging our extensive U.S. network and Paralign’s global reach, we provide flexible pricing models that grow with our clients, fostering long-term partnerships.

**5. Technology-Agnostic Approach** At Paralign, we embrace open APIs and offer payment provider and hardware-agnostic solutions. This ensures our clients can choose every parking operation component without compromising reliability or customization. Whether working with gateless payment providers or gated PARC vendors, Paralign helps build a modern parking operation focused on long-term success.

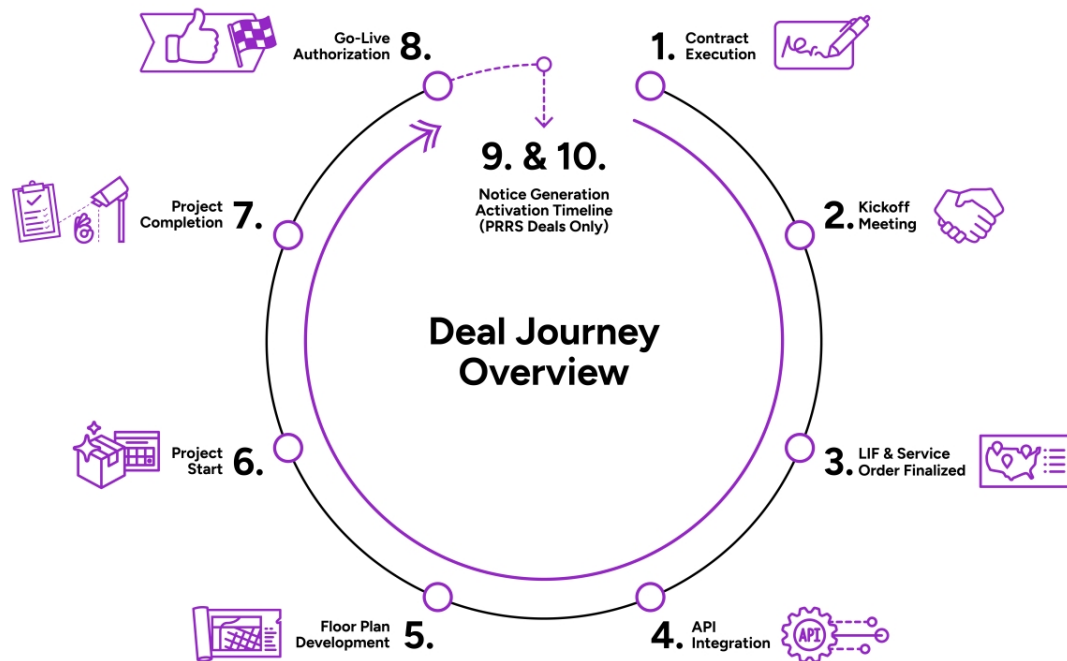
**Paralign looks forward to partnering with you to deliver cutting edge technology to you and your clients; thank you for considering us as your trusted technology partner.**

In the Spirit of Service,

**Kie Ehlers** – Vice President of Sales



# The Paralign Process



## 1. Contract Execution

The client signs the agreement, initiating the formal engagement.

## 2. Kickoff Meeting

Internal and client teams align on scope, timelines, and expectations.

## 3. LIF & Service Order Finalized

Location Intake Form (LIF) completed. Service Order(s) executed to define site-specific details and billing terms.

## 4. API Integration

API and API Key activated simultaneously for system communication and automation.

## 5. Floor Plan Development

Custom floor plans are created and submitted for client approval.

## 6. Project Start

Equipment procurement, site preparation, and installation begin.

## 7. Project Completion

Physical and software components fully installed and tested. Camera aiming and system configuration completed. Exclusion lists and validation software are initiated as necessary.

**8. Go-Live Authorization** The client signs the Go-Live form, marking the formal handoff to active operations.

## Notice Generation Activation Timeline (PRRS Deals Only)

### 9. Initial Compliance Ramp-Up (Months 1–6)

- High volume of notices and customer complaints as monitoring and compliance begin.
- Education and communication efforts are emphasized.

### 10. Stabilization & Revenue Optimization (Months 12–13+)

- Compliance behavior improves, leading to a drop in notice revenue.
- Parking revenue increases and stabilizes as utilization improves and behavior shifts.

# Paralign & ARCFlex

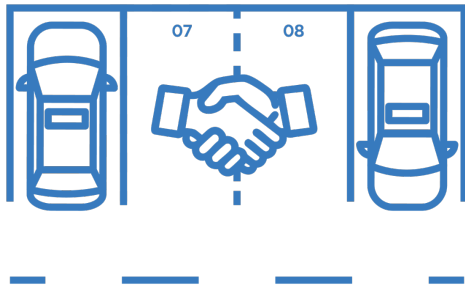


## Transform your parking asset with Paralign

Our parking service platform transforms outdated systems and processes for asset managers using vision AI technology to create actionable insights for now and the future. Paralign's facility monitoring system has a longstanding track record as a game changer in over 450 parking facilities across North America including commercial, residential, campus, industrial sites, resorts and airports.

## Every space tells a story

ArcFlex is the key part of Paralign's vision technology for parking management. It works around the clock, automatically tracking when vehicles enter and leave and shows all activity on a dashboard. Over time, it collects data that helps property managers make smarter decisions to increase profits and reduce operational inefficiencies.



## A collaboration between industry leaders

Our collaborations with leading tech companies utilizing AI, payment solutions, and compliance management services ensure that each chapter of the parking experience is crafted with precision and care.

## Turn the page with parking technology

Don't let inefficiency write your parking story. Turn the page with Paralign. Together, let's pen a success story for your parking asset giving you more occupancy, more revenue and more freedom!

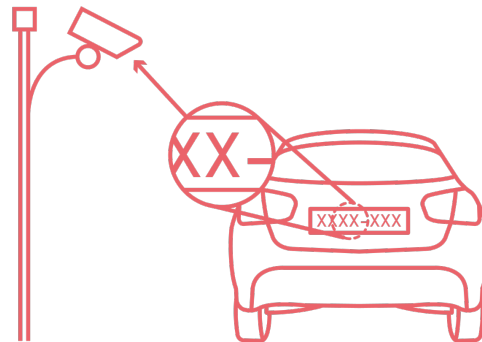
# For Asset Managers By Innovators

Bringing a complementary force into the tale of asset management

## 1. Smart

### Enter swiftly

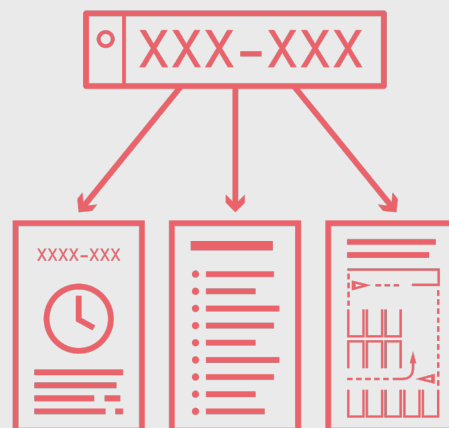
Next generation software connected with IP cameras capture the license plate number of each vehicle as it enters and leaves the parking area. This automatically determines the exact length of time the vehicle has been parked. No need for gates or physical/paper tickets.



## 2. Fast

### Validate immediately

The vehicle data is evaluated against registration data from payment providers, VIP lists, monthly parking systems, validation systems and rules defined for the facility.

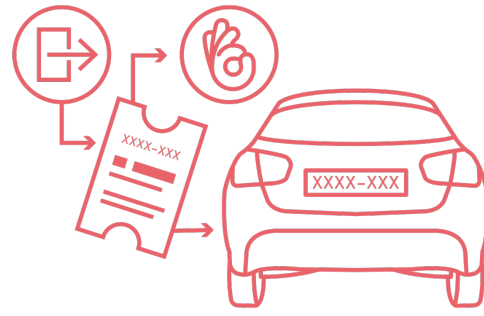


## 3. Clear

### Park effortlessly



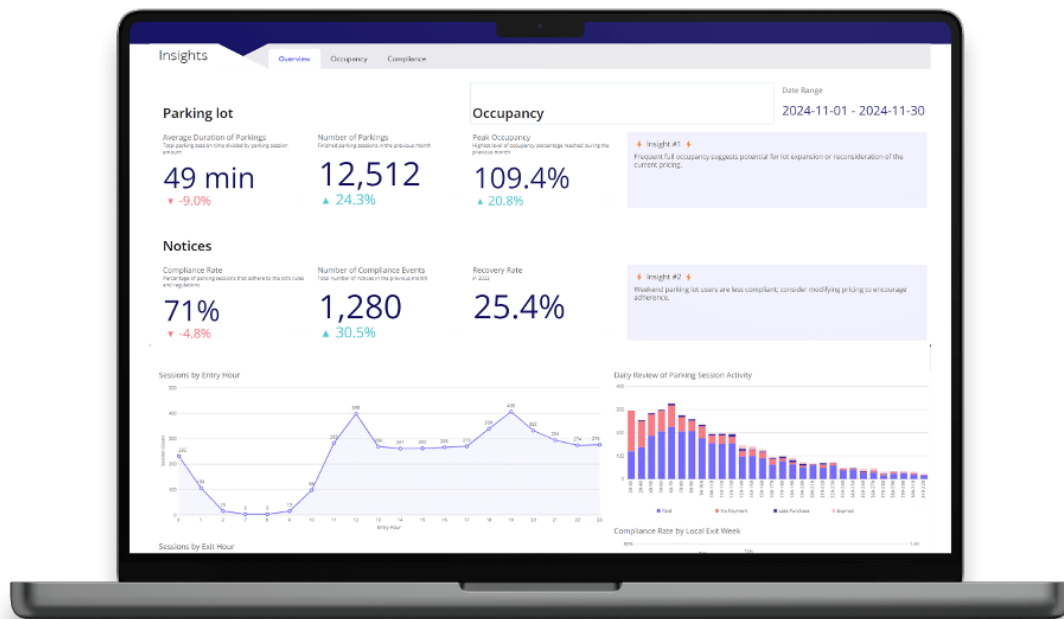
Based on the parking session and compliance status, the system determines the appropriate action while the vehicle is in the facility.



## What is Paralign and ARCFlex?

### Smart parking solutions for commercial operations

In today's fast-paced business world, traditional barriers are disappearing to create seamless and scalable solutions that align with your goals. That's why Paralign has developed streamlined, smart parking solutions to enable parking operators to manage assets on the go, making adjustments anytime, anywhere.



## Turn traffic into transactions

For commercial lots, the stakes are high, and facility managers face many issues. Issues with payment and queueing disrupt the customer experience whereas inconsistent payments and under utilized spaces affect revenue potential.

## Parking that pays

Our vision-tech, gateless smart parking solution leverages AI powered object detection technology to eliminate bottlenecks and deliver touchless access. Guests enjoy intuitive features like mobile payments and a seamless entry/exit experience. For businesses, our scalable system integrates with payment applications, real-time vehicle permitting, and compliance tools to keep operations running smoothly while enhancing your brand image.

## Actionable insights

Not only can we help you optimize your parking operation's potential, but our system can be integrated with data analytics. This allows parking management to gather data concerning parking occupancy rate, peak hours, compliance patterns, etc. which provide insights to optimize parking management.

## Secure. Scalable. Simple

From ensuring revenue capture to adapting to facilities of any size, Paralign's solutions are built for reliability. Actionable data insights and customizable



add-ons let you tailor the system to meet your unique needs, without compromising security or control. We recommend choosing from the following add-ons to your basic ArcFlex package to maximize revenue in your commercial lot: Auto start, Arc Mobile, Notice management, ARC Next and Parking Insights

## Customize Your Asset and Operation with Optional Ad-ons

### Notice management

#### **Compliance has never been this smooth for asset managers**

Our established relationship with third party compliance experts ensures smooth operations and enhanced revenue potential.

Non-compliance can disrupt the flow of car parking systems and tarnish customer experiences. Our Notice Management solution improves compliance at the facility without compromising on customer satisfaction. Advanced technology tools enable operators to monitor parking facilities and issue notices for non-compliance. Once a notice is issued, our Notice Management service provider takes over, handling the entire process, including customer service, payment processing, and collection activities. This transition is seamless, allowing operators to maintain visibility over compliance performance and ensuring that any disputes are resolved professionally.



The system's state-of-the-art technology ensures accuracy, and customer support is handled professionally, minimizing friction. Advanced data protection services always ensure security for customer data. Let's write the next chapter of your parking lot's success story together, one where rules are respected, and results speak volumes.



## Autostart

### Freedom for parking administrators

Autostart is a gateless parking system add on that offers convenience for both operators and customers. It operates 24/7, identifying vehicles, and efficiently handling exceptions. Nonstop parking, easy payment, improved parking operations In today's fast-paced world, outdated parking operations can slow you down. Autostart ensures your parking operations run smoothly without interruptions Thanks to Paralign's robust software platform that employs cutting edge analytics and transmits aggregated data to a more detailed data science interface.



Using cutting-edge AI vision technology, Autostart captures license plate data as vehicles enter and exit, checking for unauthorized parking. If the parker has Autostart enabled with the integrated payment provider, the payment will be automatically charged against their account, without having to do anything. Advanced technology tools enable operators to monitor parking facilities and issue notices for non-compliance. Once a notice is issued, our Notice Management service provider takes over, handling the entire process, including customer service, payment processing, disputes, and collection activities. This transition is seamless, allowing operators to maintain visibility over compliance performance and ensuring that any disputes are resolved professionally.

With over 98% read rate—even in challenging conditions—Autostart ensures no entry or exit event goes untracked, letting customers drive in and out effortlessly while payments are handled automatically. Paralign's gateless technology takes it's time to close the chapter on outdated parking methods and reduced congestion. With Autostart enabled, less cars will queue up at entry/exit points or ticket machines. Embrace Autostart and let us help you craft a story of efficiency, compliance, and customer satisfaction for your parking lot.

## ARC Mobile

### Hand-held smart parking

## **technology on-the-ground**

Arc Mobile is an application for phones and tablets that allows staff within a parking facility to validate parking sessions online, speeding up on-site compliance for peak efficiency.

Even with advanced cameras and automated systems, there are times when human involvement is necessary. Manual checks, rule enforcement, and real-time validation are essential for maintaining compliance and ensuring customer satisfaction.

Through a simple license plate scan, the app verifies payment across multiple platforms such as Arrive/Parkmobile, Flash, Flowbird, Honk, Passport, Parkchirp, Parkwhiz, Paybyphone, Spothero, Tez, T2 Systems, and many more. It guides operators step-by-step, from license plate recognition to payment validation, and finally generates windshield notices when needed. Paired with a portable printer, Arc Mobile ensures smooth, efficient management of unauthorized parking.

Arc Mobile smart parking technology seamlessly connects with your existing ArcFlex system, working as a hybrid solution alongside automated compliance tools. Running on Android handheld devices, Arc Mobile ensures consistent performance backed by our support team.

Arc Mobile enables you to retain the human touch within your





parking operation whilst making every part of your automated parking story efficient, accurate, and profitable.

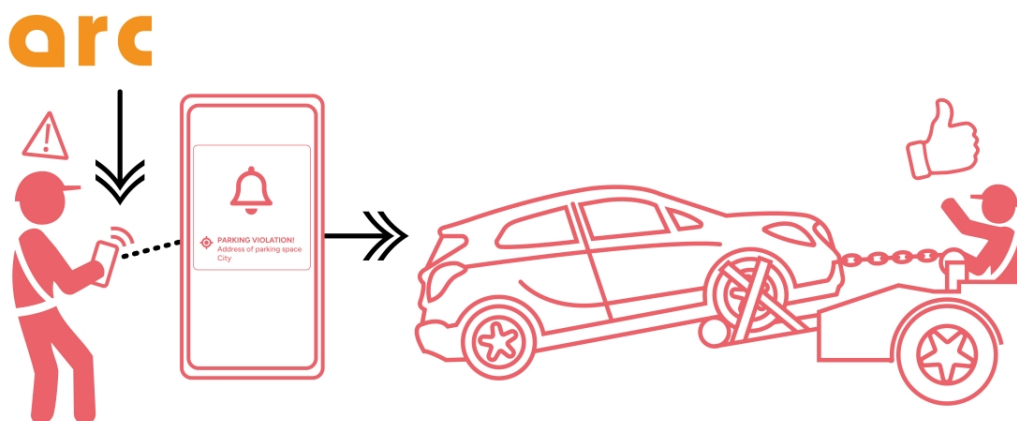
## Helping You To Manage Compliance

Advanced compliance monitoring is the ultimate parking control solution, helping you to follow regulations seamlessly while ensuring your parking operations are efficient and profitable.

### ARC Next

#### Changing the enforcement narrative

Non-compliance disrupts the flow of your parking operations, but traditional enforcement methods can create delay, frustration and negative customer relations. This is especially true for areas with very limited parking spaces, such as gated communities. It's demoralizing to spend over 20 minutes searching for parking around your own home, when you have a permit. ARC Next enables consistent rule enforcement so you can choose between a notice, boot, or tow.



Need to Boot or Tow? In gated communities where spaces are scarce, when the camera captures a vehicle without permit parking, AI-driven monitoring identifies vehicles, flags non-compliance and the operator determines the consequence. In this instance, parking operators have two solutions with the

ARC Next add on:

- A notice, e.g. if it's a first time for that license plate (see notice management)
- Alerting the tow company.

ARC Next takes care of the entire compliance process, including managing customer calls and disputes, and escalating unresolved cases to collections if necessary, including boot tow, all without disrupting the customer experience.

Worried about customer satisfaction or system efficiency? Advanced data protection services always ensure security for customer data. Dispute resolution guidelines ensure fair outcomes, protecting your reputation and maintaining trust.

Close the chapter on outdated compliance methods. Paralign always provides parkers with proper signage on lot regulations, so that users have all the opportunities to be aware that they will be booted/towed if they park without a permit. Then, with ARC Next, you'll enforce facility rules and boost revenue as you create a seamless parking experience for customers.



# Who is Paralign

<https://vimeo.com/1091260135?share=copy>

**This is why we created the ARCFlex- a fully customizable portfolio of solutions to meet ever-changing parking lot's operational automation needs.**

Through ARCFlex, Paralign can deliver a complete turnkey solution to support your facility, or we can start with a more gradual approach by managing cumbersome tasks and allowing your staff to focus on key activities required for your business operations. Our automated compliance services are available as a complete package or can be tailored to meet your specific needs through additional programs. ARCFlex enables 24-hour real-time facility monitoring without disrupting free-flow traffic. This approach speeds up parkers' entry and exit activity to maximize revenues and increases compliance with site rules and regulations. Moreover, it provides unparalleled detail into operational activity to support marketing, pricing, utilization, and audit needs, leveraging an asset-light software-based solution.

## **Why our clients love ARC?**

1. Everything covered: ARCFlex supports parking facility monitoring, invoice generation, compliance management, online payment processing for notices, and enhanced data collection of parking activity.
2. Unmatched efficiency: ARCFlex is the best way to increase parking revenue by improving compliance. Parking facilities using the system experience a minimum of 15% income growth via better compliance and easier payment options, without even issuing a notice.
3. Constant quality assurance: Our proprietary system continuously trains itself through processes confirming payment API activity and checking images, thus the Paralign error rate is under 0.4% of all sessions

monitored.

4. Works around the clock: ARCFlex automation enables 24/7 monitoring of activity in the parking facility.

### Asura Technologies: The Company Behind the AI Powered System

Founded back in 2017, Asura Technologies is a Europe-based company developing next-generation video analytics systems and license plate recognition software. In its solutions, Asura deploys artificial intelligence (AI), to create smart parking-, traffic management-, general security and safety applications. The company is active around the globe, its recent projects include delivering and operating the automatic parking compliance system in the US and the EU, as well as engineering and installing the automatic data collection module for Indonesia's upcoming multi-lane free flow tolling system. Asura has been present in the U.S. since 2018 and partnered with Paralign in 2019 to offer uniquely effective, automated parking compliance solutions by implementing its innovative technology.

Asura Technologies is an AI driven Technology and Solution Provider for future cities and mobility. They create high precision, asset-light tolling, parking, traffic monitoring and security solutions built on our superior image-based data collection capabilities. Their robust AI-based video analytics platform ensures functional flexibility and peerless customization of the solutions to support new-or improve existing operations. Asura delivers mid-and large-scale traffic and mobility projects including mission critical tolling and security operations for cities globally, covering system design, development, hardware procurement, implementation, and maintenance on demand.

## Paralign by Numbers

### Pragmatic AI Excellence

**3 Continents**

supplied with traffic modernization projects

**150+**

Countries supported with LP reading

**10,000,000**

Daily traffic events

**99%**

Detection accuracy

**6TB**

Training database

**4**

Offices worldwide

**40+**

Deep learning modes

**200+**

Colleagues around the globe

# Leadership Team

## **Todd Tucker – Chief Operating Officer**

Todd Tucker, Chief Operating Officer, Todd Tucker, JD, DBA, CPP, CAPP, is a seasoned parking professional with over 30 years of profound experience in transportation, parking, and mobility. His journey began with managing a Miami parking garage in the mid-90s, leading to an illustrious career in senior national leadership positions within significant parking enterprises for two decades. His expertise encompasses operations, sales, legal matters, and strategic development, forming a comprehensive understanding of parking asset management.

- 30+ years of parking & mobility management experience
- Certified Administrator of Public Parking
- Certified Parking Professional
- Licensed Attorney



## **John Conway – Co-Founder and Executive Vice President**

John has spent his entire career in the parking industry in Denver.



John founded Parking Revenue Recovery Services (PRRS) over 23 years ago. PRRS is the parking industry's leading compliance and data analytic services provider. During John's 31-year parking career, John served in many positions in operations management, including Regional Vice President, Vice President of Airports, and Senior Vice President. John is a parking industry veteran with many types of transportation and operational experience, including Municipal, Commercial, University, Hospital, Residential, and Large Venues. John serves as Chief Business Development Officer and Executive Vice President at PRRS, where John oversees the company's account management and business development departments. John is a member of the Board of Directors and continues to be the company's visionary. John is a crucial member of the management team, and it's vital to the company's success. Dutifully, John served Denver Mayors Wellington Webb and John W. Hickenlooper as commissioners on the Denver Parking Commission. Both administrations appointed John to serve two consecutive three-year terms. John also served on the Board of Directors for the Cherry Creek North Business Improvement District for over five years.

- 31+ years of parking & mobility management experience
- Municipal & Airport Parking

Professional

- Certified Parking Professional
- RPA and LEED AP Certified

### **Kie Ehlers – Vice President of Sales**

Kie Ehlers is responsible for overseeing Paralign's national sales and emerging market. Kie is known for developing high-performing teams and driving strategic growth, having a proven track record of expanding market share and delivering revenue gains in fast-paced, competitive environments. His leadership style combines data-driven decision-making with a strong focus on relationship building, positioning them as a key driver of business development and long-term success in new and evolving markets.



- 15+ years of parking & transportation management experience
- Member of NPA, IPMI, PIE, PIPTA and SWPTA
- Member of the National Ski Area Association

### **Cole Van Wyhe – Senior Sales Support Manager**

Cole oversees the customer success for Paralign in most of the Midwest and Eastern United



States. With over 10 years of customer experience and 4 years of experience in the technology and parking industries, Cole is a well-rounded expert on strategic relationships. Cole's responsibilities include project management, customer success, scheduling maintenance, on-site support, inside sales, and much more. His expertise ensures the success of your location, asset, and or portfolio.

- 10+ years of customer service & technology experience
- Member of NPA, IPMI

**Start writing a new story for your parking lot today, with Paralign.**



# Pricing Made Simple

*Note: All pricing offered in this proposal is valid for 60 days from receipt of offer.*

## Location Assumptions- Three locations including Zerbe Lot, Marler Lot, and Destin Community Center

Lanes- 5

Cameras- 15

Term- 36 months

**Potential Program Revenue** – Based on a \$50 notice with escalation to \$100 after 14 days. Notices would be in the cities name.

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### New Revenue

Net Notice Revenue per month

\$17,657

**Total New Revenue**

**\$17,657**

---

## Definitions & Pricing Structure

For the purposes of this proposal:

- **Location (Asset):** A physical parking facility such as a lot or garage.
- **Lane:** Defined as 35 linear feet of monitored access, typically consisting of one entry lane and one exit lane.
- **Camera:** A single camera device deployed for the project.

### Pricing Model:

Pricing is structured per camera, per lane, and per asset, allowing flexibility to scale according to site requirements. This modular approach ensures accurate budgeting for facilities of all sizes, while accommodating expansions or configuration changes over time.

### Hardware and Installation

Equipment purchases and installation - The client pays for installation as a one-time expense or amortizes it over the agreement term with interest. Paralign can facilitate and complete all services or the client can also directly provide installation, at their cost, using the Paralign project management department and implementation kit. Paralign vision cameras and hardware are required for all software applications.

| Payment Options                                                                                           |  |                          |
|-----------------------------------------------------------------------------------------------------------|--|--------------------------|
| <b>One-time Capital Purchase</b>                                                                          |  | <b>\$124,995</b>         |
| Hardware, Civil, Installation, and Project Management                                                     |  |                          |
| Hardware- \$38,050                                                                                        |  |                          |
| Civil & Installation- \$86,945 *Paralign not to exceed                                                    |  |                          |
| Project Management- \$0.00                                                                                |  |                          |
| *pending power. Power meter installation estimated at \$14,225 per lot and solar installation at \$22,675 |  |                          |
| <b>Amortized Over XX Months (third party financing)</b>                                                   |  | <b>\$4,695.26 /month</b> |
| Hardware, Civil, Installation, and Project Management                                                     |  |                          |
| <b>One-off Total</b> \$124,995                                                                            |  |                          |

| Now the hardware and installation are purchased, what is next?                                                                                                                                                                    |           |                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------------|
| <b>Software Fees</b> - Paralign gives our client full access to our AI digital management tool. Each software subscription comes loaded with capabilities plus a license for parking session data. Each cost is charged per lane. |           |                |
| Flex Pro                                                                                                                                                                                                                          | 5 @ \$622 | \$3,110 /month |
| Vehicle Entry and Exit Events                                                                                                                                                                                                     |           |                |
| Vehicle DNA                                                                                                                                                                                                                       |           |                |
| Vehicle Parking Session Data                                                                                                                                                                                                      |           |                |
| API Integrations                                                                                                                                                                                                                  |           |                |

Compliance Parking Session Data  
Document Mailing  
Activation of Third Party Notice  
Management Partners Notice Management  
Parking Session Data  
ARC Next  
Qty is price per lane

**Monthly Total**\$3,110/month

## Add-ons

Any additional services or products needed for operational success?  
Customize your asset and operation to maximize the power of ARC  
Flex.

Maintenance 5 @ \$150 \$750 /month

OPTIONAL

Cost per lane  
Qty is price per lane

Connectivity 5 @ \$60 \$300 /month

SELECTED

Cost per lane  
Qty is price per lane

**Monthly Total**\$300/month

## Actionable Services Within our Turn-Key Solution

Document Management

SELECTED

Looking to mail notices, invoices, warnings,  
or legal letters? Look no further, Paralign  
can offer this  
surface!

Document fees- **\$4.25** per document  
mailed

### Notice Management

Through third party notice management partners; per clients can manage a full compliance program from A to Z. This includes disputes management, legal management, payment management, and much more!

Revenue share- **15%** of collected notices revenue plus a **\$7** service fee per paid notice.

### Non-compliant Validation Management

Allows clients and owners to activate their own notice management. Paralign charges a \$0.50 charge per non-compliant transaction sent to any in-house or third party document management system.

Qty is per non-compliant event

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**One-off Total**\$124,995

**Monthly Total**\$3,410/month



# CITY OF DESTIN

## LPR (License Plate Recognition) Operating Plan for Harborside District Lots

August 19, 2025





# MARLER LOT – LPR LAYOUT/CAMERA COVERAGE





# MARLER LOT – LPR LAYOUT/CAMERA COVERAGE



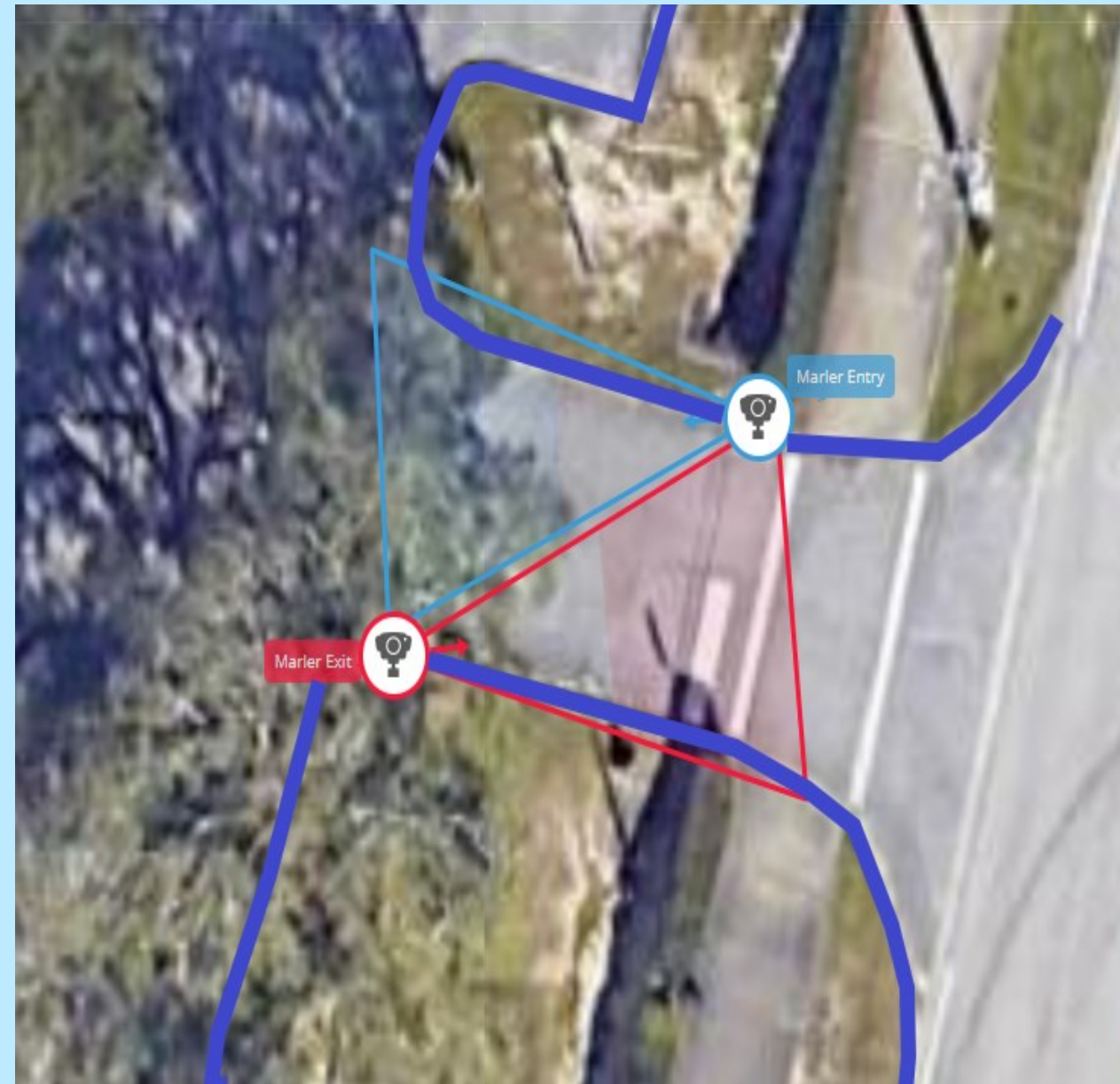


# MARLER LOT – LPR LAYOUT/CAMERA COVERAGE





# MARLER LOT – LPR LAYOUT/CAMERA COVERAGE





# ZERBE LOT – LPR LAYOUT/CAMERA COVERAGE



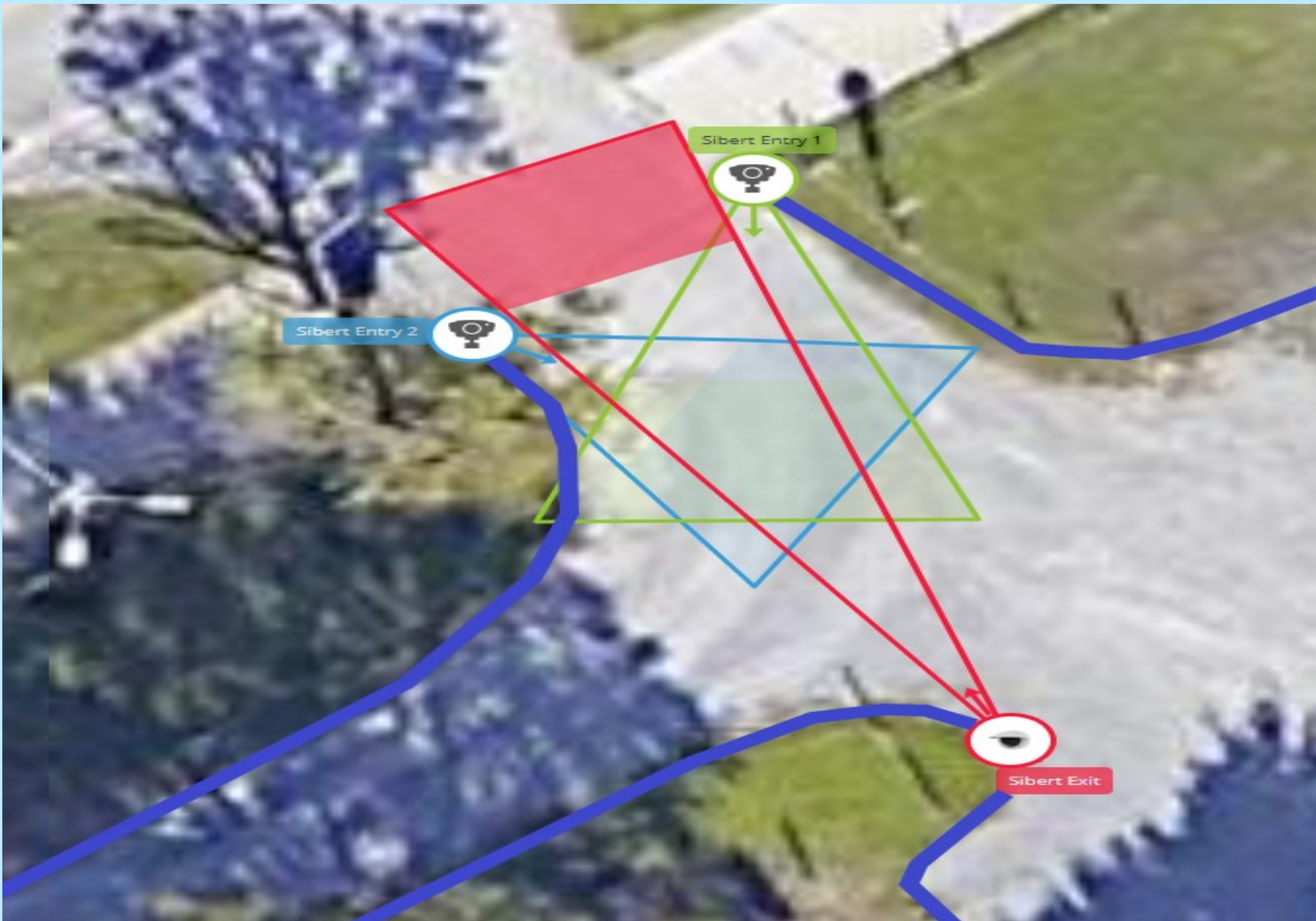


# ZERBE LOT – LPR LAYOUT/CAMERA COVERAGE





# ZERBE LOT – LPR LAYOUT/CAMERA COVERAGE





# COMMUNITY CENTER- LPR LAYOUT/CAMERA COVERAGE





# COMMUNITY CENTER- LPR LAYOUT/CAMERA COVERAGE





# COMMUNITY CENTER- LPR LAYOUT/CAMERA COVERAGE





# COMMUNITY CENTER- LPR LAYOUT/CAMERA COVERAGE





CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025  
**TYPE OF AGENDA ITEM:** City Manager Report  
**AGENDA OUTLINE NUMBER:** 4.F.

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**TO:** City Council

**THRU:** Jeffrey Cozadd, Projects, Grants and Contracts Manager  
Kimberly Kopp, City Attorney

**FROM:** Larry Jones , City Manager

**DATE:** 8/27/2025

**SUBJECT:** Fiscal Year 2027 State Appropriation Request Consideration

---

**I. BACKGROUND:**

**II. DISCUSSION:** During the Regular City Council meeting on August 18, 2025, the City Manager announced that a list of projects for upcoming legislative appropriation requests would be distributed to members for review. Mr. Jones also stated that the list would be emailed to members who were not present. Furthermore, the City Manager explained:

The intent is to identify priorities in four key categories: an infrastructure project, a recreation/parks project, a water project, and a resiliency project. Council members will be asked to narrow down at least one or two projects in each category, and the city's lobbyist, Kelly Horton, will provide leadership and guidance on where the best funding opportunities may be available in the upcoming legislative session.

- A. Link to Strategic Goals / Objectives:** I. Financially sound city providing service excellence.
- B. Effect on Budget (EOB):**
- C. Level of Service (LOS):**
- D. Legislative Sponsor:**
- E. Business Impact Statement:**

**III. CONCLUSION:** A list of projects was distributed to the Council members and is attached to this item for discussion.

**IV. RECOMMENDED MOTION:** Council's Discretion

Attachments:

1. FY26 Appropriations  
Request List

## FY27 State Appropriation Request Considerations

| CIP Projects   |                                      | Projected City Funds      | Additional I |
|----------------|--------------------------------------|---------------------------|--------------|
| Recreation     |                                      |                           |              |
| RC123          | Morgan – Safety Netting              | 450,000 CIP               |              |
| RC132          | Morgan Bathrooms/Fieldhouse          | 250,000 CIP               | 500,000      |
| RC133          | Morgan – Shade structure at pinwheel | 136,000 CIP               |              |
| Joes           | Redevelop Joe's Bayou                | 1,200,000 CIP             | 1,200,000    |
| Stormwater     |                                      |                           |              |
|                | Main St at Indian Trail              | Stormwater Masterplan     | 400,000      |
|                | Scenic 98 – 4 Prong                  | Stormwater Masterplan     | 500,000      |
| Transportation |                                      |                           |              |
| NC5            | Mattie M. Kelly Blvd. – new street   | Mobility Plan/Impact Fees | 850,000      |
| CC-2           | Stahlman Ave. Imp                    | Mobility Plan/Impact Fees | 2,400,000    |
| EN615          | Crosstown Connector                  | Construction Loan         | 2,000,000    |
| NC1            | Pine Street – new street             | Mobility Plan/Impact Fees | 750,000      |
| NC7            | John Ave. – new street               | Mobility Plan/Impact Fees | 870,000      |
| Resiliency     |                                      |                           |              |
| UNDER          | Utility Undergrounding – Phase 2     | Electric Franchise Fees   | 15,000,000   |

Funding Needed

CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025  
**TYPE OF AGENDA ITEM:** City Manager Report  
**AGENDA OUTLINE NUMBER:** 4.G.

---

**TO:** City Council

**THRU:** Kimberly Kopp, City Attorney  
Larry Jones , City Manager

**FROM:** Lisa Firth, Parks & Rec Director  
Ryan Reed, Deputy Parks/Rec Director

**DATE:** 8/13/2025

**SUBJECT:** Boating Safety Zones

---

**I. BACKGROUND:** On August 4, 2025, Councilmember Bagby moved to direct city staff to develop and return with a justification for establishing a slow speed zone in Joe's Bayou, based on the criteria outlined in Florida Statute 327.46(1)(c), including but not limited to:

- Presence of blind corners,
- Unsafe levels of vessel traffic congestion,
- Navigational hazards, or
- Credible data indicating a threat to boating safety (such as accident reports or citations).

The motion further states that once the city and the county agree that such justification exists, an ordinance may then be drafted to formally establish the slow speed zone. The motion was seconded by Councilmember Hebert and passed 7-0.

**II. DISCUSSION:** Staff has attached detailed information as to the process for establishing boating safety zones. This agenda item is informational, only.

- A. Link to Strategic Goals / Objectives:** II. Enhanced quality of life and safety for families
- B. Effect on Budget (EOB):**
- C. Level of Service (LOS):**
- D. Legislative Sponsor:**
- E. Business Impact Statement:**

**III. CONCLUSION:** This agenda item is informational.



IV. RECOMMENDED MOTION: n/a

Attachments:

1. 327.46 Flowchart
2. FWC- Draft Ordinance and SOP\_Aug2017
3. 327.46 F.S. Boating Restricted areas\_2024
4. 68D-21 2024
5. FWC - Local Ordinance Review Checklist Application

**Section 327.46, Florida Statutes**  
**BOATING RESTRICTED AREAS**

327.46(1)

Boating-restricted areas, including, but not limited to, restrictions of vessel speeds and vessel traffic, may be established on the waters of this state for any purpose necessary to protect the safety of the public if such restrictions are necessary based on boating accidents, visibility, hazardous currents or water levels, vessel traffic congestion, or other navigational hazards or to protect seagrasses on privately owned submerged lands.

**327.46(1)(a), FS**

The commission may establish boating-restricted areas by rule pursuant to chapter 120.

**327.46(1)(b), FS**

Municipalities and counties have the authority to establish the following boating-restricted areas by ordinance:

**327.46(1)(c), FS**

Municipalities and counties have the authority to establish by ordinance the following other boating-restricted areas:

**327.46(1)(b)1**

An ordinance establishing an idle speed, no wake boating restricted area, if the area is:

**327.46(1)(b)1a**

Within 500 feet of any boat ramp, hoist, marine railway, or other launching or landing facility available for use by the general boating public on waterways more than 300 feet in width or within 300 feet of any boat ramp, hoist, marine railway, or other launching or landing facility available for use by the general boating public on waterways not exceeding 300 feet in width.

**327.46(1)(b)1b**

Within 500 feet of fuel pumps or dispensers at any marine fueling facility that sells motor fuel to the general boating public on waterways more than 300 feet in width or within 300 feet of the fuel pumps or dispensers at any licensed terminal facility that sells motor fuel to the general boating public on waterways not exceeding 300 feet in width.

**327.46(1)(b)1c**

Inside or within 300 feet of any lock structure.

**327.46(1)(b)2**

An ordinance establishing a slow speed, minimum wake boating-restricted area if the area is:

**327.46(1)(b)2a**

Within 300 feet of any bridge fender system.

**327.46(1)(b)2b**

Within 300 feet of any bridge span presenting a vertical clearance of less than 25 feet or a horizontal clearance of less than 100 feet.

**327.46(1)(b)2c**

On a creek, stream, canal, or similar linear waterway if the waterway is less than 75 feet in width from shoreline to shoreline.

**327.46(1)(b)2d**

On a lake or pond of less than 10 acres in total surface area.

**327.46(1)(b)3**

An ordinance establishing a vessel-exclusion zone if the area is:

**327.46(1)(b)3a**

Designated as a public bathing beach or swim area.

**327.46(1)(b)3b**

Within 300 feet of a dam, spillway, or flood control structure.

**327.46(1)(c)1**

An ordinance establishing an idle speed, no wake boating-restricted area, if the area is within 300 feet of a confluence of water bodies presenting a blind corner, a bend in a narrow channel or fairway, or such other area if an intervening obstruction to visibility may obscure other vessels or other users of the waterway.

**327.46(1)(c)2**

An ordinance establishing a slow speed, minimum wake, or numerical speed limit boating-restricted area if the area is:

**327.46(1)(c)2a**

Within 300 feet of a confluence of water bodies presenting a blind corner, a bend in a narrow channel or fairway, or such other area if an intervening obstruction to visibility may obscure other vessels or other users of the waterway.

**327.46(1)(c)2b**

Subject to unsafe levels of vessel traffic congestion.

**327.46(1)(c)2c**

Subject to hazardous water levels or currents, or containing other navigational hazards.

**327.46(1)(c)2d**

An area that accident reports, uniform boating citations, vessel traffic studies, or other creditable data demonstrate to present a significant risk of collision or a significant threat to boating safety.

**327.46(1)(c)3**

An ordinance establishing a vessel-exclusion zone if the area is reserved exclusively:

**327.46(1)(c)3a**

As a canoe trail or otherwise limited to vessels under oars or under sail.

**327.46(1)(c)3b**

For a particular activity and user group separation must be imposed to protect the safety of those participating in such activity.



# Ordinance Language Standard Operating Procedure

Chapter 327 Section 46, Florida Statutes, grants local governments the authority to establish boating restriction zones on the waters of this state for any purpose necessary to protect the safety of the public if such restrictions are necessary based on boating accidents, visibility, hazardous currents or water levels, vessel traffic congestion, or other navigational hazards.

Here are a couple of things to keep in mind when creating a boating restriction zone:

The zone must adhere to the requirements laid out in Florida Statutes, Section 327.46. This statute establishes the authority for local governments to create boating restriction zones. There are two parts to this statute. The first (327.46(1)(b)), describes physical circumstances on the waterways that warrant boating restriction zones. These physical circumstances include boat landings and fuel facilities that are open to the public, bridge fender systems, bridges with certain clearance limits, and canals that are less than 75 ft. wide. Local governments are able to regulate within prescribed buffers around these areas.

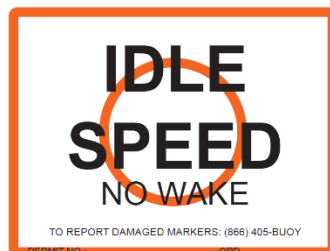
If these buffer zones do not cover the area that your government wishes to regulate then you will need to apply to FWC Boating and Waterways for a review of the ordinance. This process makes up the second part of the statute (327.46(1)(c)). The area will be reviewed based on specific criteria that allows FWC to determine whether there is a boating safety issue on that particular waterway that is best handled by establishing a boating restriction zone. This review process is governed by chapter 68D-21, Florida Administrative Code. We have created a checklist to help local governments navigate the application process.

Here is a breakdown of what you can do under 327.46(1)(b), Florida Statutes:



## Slow Speed Minimum Wake within:

- 300 ft. of bridge fender.
- 300 ft. of bridge with > 25 ft. of vertical clearance or > 100 ft. of horizontal clearance.
- A creek, stream, canal, or similar linear waterway is < 75 ft.



## Idle Speed Minimum Wake within:

- 500 ft. of public boat ramp, hoist, marine railway, launching/landing facility, fuel pumps on waterway > 300 ft.
- 300 ft. of public boat ramp, hoist, marine railway, launching/landing facility, fuel pumps on waterway < 300 ft.
- 300 ft. of lock system.



## Vessel Exclusion:

- Public bathing beach or swim area.
- Within 300 ft. of dam, spillway, or flood control structure.



# Ordinance Language Standard Operating Procedure

If your zone does not meet any of these condition or only a couple of them, then you will need to apply for a review of the ordinance under 327.46(1)(c). Under (1)(c) there are certain conditions that your zone must meet in order to be approved by FWC's Boating and Waterways Section. Those conditions are as follows:



## **Idle Speed Minimum Wake** within:

-300 feet of a confluence of water bodies presenting a blind corner, a bend in a narrow channel or fairway, or such other area if an intervening obstruction to visibility may obscure other vessels or other users of the waterway.



## **Slow Speed Minimum Wake** within:

-300 feet of a confluence of water bodies presenting a blind corner, a bend in a narrow channel or fairway, or such other area if an intervening obstruction to visibility may obscure other vessels or other users of the waterway.

- Subject to unsafe levels of vessel traffic congestion.
- Subject to hazardous water levels or currents, or containing other navigational hazards.
- An area that accident reports, uniform boating citations, vessel traffic studies, or other creditable data demonstrate to present a significant risk of collision or a significant threat to boating safety.



## **Vessel Exclusion** if the area is reserved exclusively:

- As a canoe trail or otherwise limited to vessels under oars or under sail.
- For a particular activity and user group separation must be imposed to protect the safety of those participating in such activity.

The review process is described in Chapter 68D-21, Florida Administrative Code. Our office has created a checklist to help our applicants for this review process make sure that they are submitting a completed application.



# Ordinance Language Standard Operating Procedure

## FAQ Sheet:

**Question: Can local governments regulate waterways for protection of shoreline?**

**Answer:** No. Here is the portion of Florida Administrative Code [68D-23(1)] that prohibits the regulation of vessels for the protection of shoreline:

“(3) It is further the intent of this chapter that no boating restricted area be established, continued in effect, or enforced for the purpose of noise abatement or for the protection of shoreline, shore-based structures, or upland property from vessel wake or shoreline wash. As provided in Section 327.33(2), F.S., “vessel wake and shoreline wash resulting from the reasonable and prudent operation of a vessel shall, absent negligence, not constitute damage or endangerment to property.” The wake resulting from the reasonable and prudent operation of a vessel is a force which should be anticipated by the owners of property adjacent to the navigable waters of this state.”

**Question: How long does it typically take for a local government to go through a 327.46(1)(c) review process?**

**Answer:** It depends on the local government ordinance establishment process. There are a couple of mandatory public review periods that must be met that cause the process to take at least 42 days. Chapter 68D-21 requires FWC to notify the public for a 21 day period when a completed application is received. 68D-21 also requires FWC to notify the public for a 21 day period of the final decision. During these review periods, members of the public can request a public hearing to discuss the zone that is being proposed.



## The 2024 Florida Statutes (including 2025 Special Session C)

[Title XXIV](#)  
VESSELS

[Chapter 327](#)  
VESSEL SAFETY

[View Entire Chapter](#)

### 327.46 Boating-restricted areas.—

(1) Boating-restricted areas, including, but not limited to, restrictions of vessel speeds and vessel traffic, may be established on the waters of this state for any purpose necessary to protect the safety of the public if such restrictions are necessary based on boating accidents, visibility, hazardous currents or water levels, vessel traffic congestion, or other navigational hazards or to protect seagrasses on privately owned submerged lands.

(a) The commission may establish boating-restricted areas by rule pursuant to chapter 120.

(b) Municipalities and counties may establish the following boating-restricted areas by ordinance, including, notwithstanding the prohibition in s. [327.60\(2\)\(c\)](#), within the portion of the Florida Intracoastal Waterway within their jurisdiction:

1. An ordinance establishing an idle speed, no wake boating-restricted area, if the area is:

a. Within 500 feet of any boat ramp, hoist, marine railway, or other launching or landing facility available for use by the general boating public on waterways more than 300 feet in width or within 300 feet of any boat ramp, hoist, marine railway, or other launching or landing facility available for use by the general boating public on waterways not exceeding 300 feet in width.

b. Within 500 feet of fuel pumps or dispensers at any marine fueling facility that sells motor fuel to the general boating public on waterways more than 300 feet in width or within 300 feet of the fuel pumps or dispensers at any licensed terminal facility that sells motor fuel to the general boating public on waterways not exceeding 300 feet in width.

c. Inside or within 300 feet of any lock structure.

2. An ordinance establishing a slow speed, minimum wake boating-restricted area if the area is:

a. Within 300 feet of any bridge fender system.

b. Within 300 feet of any bridge span presenting a vertical clearance of less than 25 feet or a horizontal clearance of less than 100 feet.

c. On a creek, stream, canal, or similar linear waterway if the waterway is less than 75 feet in width from shoreline to shoreline.

d. On a lake or pond of less than 10 acres in total surface area.

e. Within the boundaries of a permitted public mooring field and a buffer around the mooring field of up to 100 feet.

f. Within 500 feet of a sewage pumpout station at any public or private nonresidential marina if the sewage pumpout station is within 100 feet of the marked channel of the Florida Intracoastal Waterway.

3. An ordinance establishing a vessel-exclusion zone if the area is:

a. Designated as a public bathing beach or swim area, except that such areas may not be created on waters that include any portion of the Florida Intracoastal Waterway or that are within 100 feet of the marked channel of the Florida Intracoastal Waterway.

b. Within 300 feet of a dam, spillway, or flood control structure.

Vessel exclusion zones created pursuant to this subparagraph must be marked with uniform waterway markers permitted by the commission in accordance with this chapter. Such zones may not be marked by ropes.

(c) Municipalities and counties have the authority to establish by ordinance the following other boating-restricted areas:

1. An ordinance establishing an idle speed, no wake boating-restricted area, if the area is within 300 feet of a confluence of water bodies presenting a blind corner, a bend in a narrow channel or fairway, or such other area if an intervening obstruction to visibility may obscure other vessels or other users of the waterway.

2. An ordinance establishing a slow speed, minimum wake, or numerical speed limit boating-restricted area if the area is:

a. Within 300 feet of a confluence of water bodies presenting a blind corner, a bend in a narrow channel or fairway, or such other area if an intervening obstruction to visibility may obscure other vessels or other users of the waterway.

b. Subject to unsafe levels of vessel traffic congestion.

c. Subject to hazardous water levels or currents, or containing other navigational hazards.

d. An area that accident reports, uniform boating citations, vessel traffic studies, or other creditable data demonstrate to present a significant risk of collision or a significant threat to boating safety.

3. An ordinance establishing a vessel-exclusion zone if the area is reserved exclusively:

a. As a canoe trail or otherwise limited to vessels under oars or under sail.

b. For a particular activity and user group separation must be imposed to protect the safety of those participating in such activity.

Any of the ordinances adopted pursuant to this paragraph shall not take effect until the commission has reviewed the ordinance and determined by substantial competent evidence that the ordinance is necessary to protect public safety pursuant to this paragraph. Any application for approval of an ordinance shall be reviewed and acted upon within 90 days after receipt of a completed application. Within 30 days after a municipality or county submits an application for approval to the commission, the commission shall advise the municipality or county as to what information, if any, is needed to deem the application complete. An application shall be considered complete upon receipt of all requested information and correction of any error or omission for which the applicant was timely notified or when the time for such notification has expired. The commission's action on the application shall be subject to review under chapter 120. The commission shall initiate rulemaking no later than January 1, 2010, to provide criteria and procedures for reviewing applications and procedures for providing for public notice and participation pursuant to this paragraph.

(d) Owners of private submerged lands that are adjacent to Outstanding Florida Waters, as defined in s. 403.061(28), or an aquatic preserve established under ss. 258.39-258.399 may request that the commission establish boating-restricted areas solely to protect any seagrass and contiguous seagrass habitat within their private property boundaries from seagrass scarring due to propeller dredging. Owners making a request pursuant to this paragraph must demonstrate to the commission clear ownership of the submerged lands. The commission shall adopt rules to implement this paragraph, including, but not limited to, establishing an application process and criteria for meeting the requirements of this paragraph. Each approved boating-restricted area shall be established by commission rule. For marking boating-restricted zones established pursuant to this paragraph, owners of privately submerged lands shall apply to the commission for a uniform waterway marker permit in accordance with ss. 327.40 and 327.41, and shall be responsible for marking the boating-restricted zone in accordance with the terms of the permit.

(e) As used in this section, the term "seagrass" has the same meaning as in s. 253.04.

(2) Each such boating-restricted area shall be developed in consultation and coordination with the governing body of the county or municipality in which the boating-restricted area is located and, when the boating-restricted area is to be on the navigable waters of the United States, with the United States Coast Guard and the United States Army Corps of Engineers.

(3) It is unlawful for any person to operate a vessel in a prohibited manner or to carry on any prohibited activity, as defined in this chapter, within a boating-restricted area which has been clearly marked by regulatory markers as authorized under this chapter.

(4) Restrictions in a boating-restricted area established pursuant to this section shall not apply in the case of an emergency or to a law enforcement, firefighting, or rescue vessel owned or operated by a governmental entity.

**History.**—s. 7, ch. 63-105; s. 1, ch. 65-361; ss. 25, 35, ch. 69-106; s. 23, ch. 78-95; s. 7, ch. 81-100; s. 27, ch. 99-245; s. 16, ch. 2000-362; s. 13, ch. 2009-86; s. 8, ch. 2017-163; s. 31, ch. 2020-150; s. 16, ch. 2021-184; s. 7, ch. 2022-142; s. 1, ch. 2023-151.

**Note.**—Former s. 371.522.



**CHAPTER 68D-21**  
**APPROVAL OF LOCAL ORDINANCES ESTABLISHING BOATING RESTRICTED AREAS**

- 68D-21.001 Requirements for Applications
- 68D-21.002 Procedures for Reviewing Applications
- 68D-21.003 Procedures for Providing for Public Notice and Requesting Administrative Hearing
- 68D-21.004 Criteria for Approval of Ordinances
- 68D-21.005 Seasonal or Year-round Boating Restricted Areas.

**68D-21.001 Requirements for Applications.**

(1) Approval by the Florida Fish and Wildlife Conservation Commission is not required for ordinances adopted pursuant to Section 327.46(1)(b), F.S. Regulatory markers necessary for implementing those ordinances must be permitted as required in Sections 327.40 and 327.41, F.S., and as provided in Chapter 68D-23, F.A.C.

(2) Any municipality or county application for approval of an ordinance establishing a boating-restricted area pursuant to Section 327.46(1)(c), F.S., must be submitted to: Florida Fish and Wildlife Conservation Commission, Division of Law Enforcement, Boating and Waterways Section.

(3) Each application must include:

(a) The name of the applicant municipality or county.

(b) The name, mailing address, telephone number, and any email address or facsimile number of the applicant's:

1. Primary contact person; and,
2. Attorney or qualified representative.

(c) A certified copy of the adopted ordinance for which approval is sought, including proof that the applicant has followed the required procedures for ordinance notice and adoption as set forth in Ch.166, F.S. A county or municipality may submit a draft ordinance for informal agency review and discussion prior to adoption.

(d) A statement identifying the provision within Section 327.46(1)(c), F.S., which authorizes regulation of vessel speed or operation being proposed by the ordinance.

(e) One or more scaled drawings no larger than 8 1/2 inches by 11 inches, reproducible in black and white on standard office photocopying equipment which clearly show the following:

1. The jurisdictional boundaries of the municipality or county enacting the ordinance and, for county ordinances, the jurisdictional boundaries of any municipality in which a boating-restricted area is located.

2. The exact boundaries of each boating-restricted area established by the ordinance and the restrictions on vessel operation imposed within each boating-restricted area.

3. Any other known boating-restricted area (federal, state, county, other municipality, etc.) located within 2,500 feet of any boating-restricted area established by the ordinance.

(f) Documentation that the ordinance was developed, prior to presenting language for adoption, in consultation and coordination with:

1. The governing body of every other county or municipality sharing jurisdiction over the area in which the boating-restricted area is located.

2. The United States Coast Guard if the boating-restricted area is to be established on navigable waters of the United States as defined in 33 C.F.R. §2.36(a) (2009), which is adopted by reference and is available at <http://www.gpoaccess.gov/cfr/index.html>.

3. The United States Army Corps of Engineers if the boating-restricted area is to be established on navigable waters of the United States as defined in 33 C.F.R. §329.4 (2009), which is adopted by reference and is available at <http://www.gpoaccess.gov/cfr/index.html>.

(g) Identification of the provision under section 327.46(1)(c)1. through 3., F.S. on which the county or municipality is seeking to establish the proposed boating restricted area.

(h) A summary of the facts and circumstances the applicant contends justifies the establishment of the restriction on speed or operation and a list of the evidence in support of that contention the applicant desires for the agency to review.

(i) An appendix containing all evidence listed in paragraph (h) above.

(4) Complete applications may be submitted by mail to the Fish and Wildlife Conservation Commission, Boating and Waterways Section, 620 South Meridian Street, Tallahassee, FL 32399-1600, or by email as a Portable Document Format (.pdf) file to [waterway.management@myfwc.com](mailto:waterway.management@myfwc.com).

*Rulemaking Authority 327.04, 327.46 FS. Law Implemented 327.46 FS. History—New 10-6-10, Amended 11-10-21, 9-10-24.*

#### **68D-21.002 Procedures for Reviewing Applications.**

(1) The Boating and Waterways Section shall notice the applicant within 30 days as to whether the application is complete or what information is needed to complete the application.

(2) The Boating and Waterways Section will review and act upon a complete application within 90 days of receipt as follows:

(a) The Boating and Waterways Section will determine whether each boating-restricted area created in the ordinance is authorized under Section 327.46(1)(c), F.S. As provided in subsection 68D-21.001(1), F.A.C., approval is not required for ordinances unless a boating-restricted area set forth therein is authorized under Section 327.46(1)(b), F.S. Where the ordinance includes boating restricted areas under both 327.46(1)(b) and (c) F.S., the Commission will only review those that are being created pursuant to subsection (c).

(b) The Boating and Waterways Section will determine whether the required consultation and coordination set forth in Rule 68D-21.001(3)(f) above has taken place.

(c) The Boating and Waterways Section will review the application and appendix submitted to determine whether competent, substantial evidence exists pursuant to the criteria set forth in Rule 68D-21.004, F.A.C.

(d) No ordinance establishing a boating restricted area will be approved for the purpose of noise abatement or for the protection of shoreline, shore-based structures, or upland property from vessel wake or shoreline wash. As provided in Section 327.33(2), F.S., “vessel wake and shoreline wash resulting from the reasonable and prudent operation of a vessel shall, absent negligence, not constitute damage or endangerment to property.” The wake resulting from the reasonable and prudent operation of a vessel is a force which should be anticipated by the owners of property adjacent to the navigable waters of this state.

(3) The Boating and Waterways Section will issue a determination approving or denying the application. The Boating and Waterways Section will provide notice as provided in Rule 68D-21.003, F.A.C.

*Rulemaking Authority 327.04, 327.46 FS. Law Implemented 327.46 FS. History—New 10-6-10, Amended 9-10-24.*

#### **68D-21.003 Procedures for Providing for Public Notice and Requesting Administrative Hearing.**

(1) Public Notice. The Boating and Waterways Section will provide notice of denial or approval of applications: on the Boating and Waterways Section’s web page at <http://www.myfwc.com/boating>. In addition, notice will be sent to all parties listed in the “Boating and Waterways Section’s Public Distribution List – Rules, Regulations, and Waterway Management Notifications.” Any member of the public may join the distribution list by submitting a request to [waterway.management@myfwc.com](mailto:waterway.management@myfwc.com).

(2) Anyone who wishes to challenge the Commission’s determination may do so by filing a petition for administrative hearing pursuant to chapter 120, Florida Statutes. Petitions must be received by the Commission within 21 days of posting of the determination approving or denying the application to the Boating and Waterways Section, 620 South Meridian Street, Tallahassee, Florida 32399-1600, or by email to [waterwaymanagement@mfwc.com](mailto:waterwaymanagement@mfwc.com).

*Rulemaking Authority 327.04, 327.46 FS. Law Implemented 327.46 FS. History—New 10-6-10, Amended 9-10-24.*

#### **68D-21.004 Criteria for Approval of Ordinances.**

(1) Any ordinance submitted pursuant to Section 327.46(1)(c), F.S., and in compliance with Chapter 68D-21, F.A.C., is subject to review and approval by the Commission.

(2) An ordinance establishing either an “idle speed, no wake” or a “slow speed, minimum wake” boating restricted area will be approved for areas not more than 300 feet from a confluence (intersection) of water bodies presenting a blind corner, a bend in a narrow channel or fairway, or such other area if an intervening obstruction to visibility may obscure other vessels or other users of the waterway.

(a) A blind corner is presented where an intervening obstruction to visibility prevents the operator of a vessel on one of the water bodies from seeing a vessel on the other water body at a distance of 300 feet or less from the confluence.



(b) A bend or other intervening obstruction to visibility in a narrow channel, fairway, or other similar water body within the meaning of Inland Navigation Rule 9 (33 U.S.C. §2009) as adopted by Section 327.33, F.S., is presented where a decision sight distance of less than 300 feet exists and prevents the operator of a vessel from seeing other vessels or other users of the waterway.

(3) An ordinance establishing an “idle speed, no wake” or “slow speed, minimum wake” boating restricted area will be approved to close the gap with a “slow speed, minimum wake” zone where there are two or more existing or newly created boating restricted areas that are separated by 500’ or less, such that acceleration of vessels between the areas is unsafe or presents risk of collision.

(4) An ordinance establishing a “slow speed, minimum wake” boating-restricted area or numerical speed limit boating-restricted area if the area is:

(a) Subject to hazardous water levels or currents if:

1. The boating-restricted area established in the ordinance is active and enforceable only when the water levels are at or above flood stage on a river gauge operated or reported by the National Weather Service’s River Forecast Center (<http://www.srh.noaa.gov/serfc/>) or at the equivalent level on a river gauge operated or reported by the United States Geological Survey’s National Water Information System (<http://waterdata.usgs.gov/fl/nwis/rt>) and the specific gauge and flood stage water level is specified in the ordinance.

2. A navigation chart published by the National Oceanic and Atmospheric Administration’s National Ocean Service identifies the area as being subject to hazardous tides or currents.

3. Creditable data demonstrate that the area is subject to water levels or currents that endanger vessels operating in the area or the occupants of such vessels.

(b) Containing a documented navigational hazard of a nature that vessel operation in its vicinity at speed in excess of slow speed, minimum wake endangers the vessel or its occupants. Navigational hazards are presumed to exist within the marked boundaries of mooring fields as permitted by Section 327.40, F.S.

(c) Subject to unsafe levels of vessel traffic congestion, seasonally or year-round, such that:

1. The traffic density including concentration of fishing vessels or any other vessels would require that vessels slacken speed under Inland Navigation Rule 6(a)(ii) (33 U.S.C. §2006) as adopted by Section 327.33, F.S., or

2. It presents a significant risk of collision or a significant threat to boating safety.

3. Unsafe levels of vessel traffic congestion, a significant risk of collision, or a significant threat to boating safety may be demonstrated by:

a. Accident reports – The following reports of boating accidents are acceptable if prepared contemporaneously with the boating accident being reported and if such reports reflect law enforcement’s determination that vessel traffic congestion or the speed, wake, or operation of a vessel involved in the accident was a primary contributing factor in the accident:

(I) Florida Boating Accident Investigation Report, form FWCDLE 146, (05/2024), available at <https://www.flrules.org/Gateway/reference.asp?No=Ref-16821> and incorporated by reference herein; Florida Boating Accident Self Report, form FWCDLE 146C (05/2024), available at <https://www.flrules.org/Gateway/reference.asp?No=Ref-16904> and incorporated by reference herein; or any United States Coast Guard forms related to recreational boating accident or marine casualty, injury or death.

(II) A law enforcement agency’s official offense or incident report prepared and signed by an officer authorized under Section 327.70, F.S., to enforce the provisions of Chapters 327 and 328, F.S.

(III) Medical records, including EMS and medical examiner reports, if they document death or injuries as a result of a boating accident and specify the nature and location of the boating accident;

b. Uniform boating citations issued on citation forms supplied by the Commission as provided in Section 327.74, F.S., or written warnings if the violation alleged in the citation or warning is related to the cited vessel’s speed, wake, or operation. Citations and written warnings unrelated to vessel speed, wake, or operation will not be considered, nor will verbal warnings. In no event will citations or written warnings issued for violations of Chapter 328, or Sections 327.50, 327.53, 327.54, 327.65, 327.66, F.S., be considered.

c. A vessel traffic study demonstrating that vessel traffic congestion or the speed, wake, or operation of vessels in the area create unsafe levels of vessel traffic congestion, a significant risk of collision, or a significant threat to boating safety. The conclusions of the study, as determined by the Boating and Waterways Section, must be based upon sufficient facts or data, be the product of

reliable principles and methods, and apply the principles and methods reliably to the facts or data considered. In assessing the creditability of a vessel traffic study, the following factors (as applicable) shall be among those considered:

(I) Whether the study's methodology can be or has been tested (i.e., whether the study's methodology can be challenged in some objective sense, or whether it is instead simply a subjective, conclusory approach that cannot reasonably be assessed for reliability),

(II) Whether the study's methodology has been subject to peer review and publication,

(III) The known or potential rate of error of the study's methodology,

(IV) The existence and maintenance of standards and controls; and,

(V) Whether the methodology has been generally accepted in the scientific community.

Vessel traffic studies must identify the number of vessels transiting the proposed boating restricted area each hour for no less than six hours out of each twenty-four-hour period documented and provided to the Commission. When this minimum threshold is met, the area will be evaluated taking all other relevant factors into consideration, including width of the waterway, vessel types using the waterway, navigational hazards, and other conditions specific to the proposed boating restricted area.

d. Other creditable data. For the purposes of this subparagraph, "other creditable data" means facts or data that are of a type reasonably relied upon by experts in the fields of boating safety, maritime safety, navigation safety, ports and waterways safety assessments, or vessel traffic management, as contemplated in Section 90.704, F.S.

4. When relying upon vessel traffic studies for reviews under this rule, video surveillance made during a vessel traffic study may be submitted with a corresponding log documenting number of vessels, vessel types, examples of careless or reckless operation of vessels, navigation rule violations, actions taken to avoid collisions, unsafe vessel speeds, near misses of navigational hazards by vessels, or any other specific criteria the applicant wants considered, along with relevant video time stamps for each item. Without such a corresponding log documenting the specific identified issues, video surveillance will not be considered. Video surveillance which has been altered or edited will not be considered.

(d) An area that could have been established as an idle speed, no wake boating-restricted area under Section 327.46(1)(b)1., F.S., provided the applicant demonstrates by competent substantial evidence how the specific regulation will adequately solve public safety concerns in the area.

(5) An ordinance establishing a vessel exclusion zone (an area from which all vessels or certain classes of vessels are excluded) will be approved if the area is reserved exclusively:

(a) As a canoe trail or otherwise limits vessel propulsion if the applicant demonstrates by competent substantial evidence how the restriction is necessary to protect public safety pursuant to Section 327.46, F.S. if imposition of the restriction will not unreasonably or unnecessarily endanger navigation or interfere with the use of a navigation channel that is lawfully marked with lateral aids to navigation.

(b) For a particular specified activity (e.g.: sailing instruction, marine research, water skiing, personal watercraft use, sailboard use, etc.) if the applicant demonstrates by competent substantial evidence how certain classes of vessels (including all vessels if appropriate under the prevailing circumstances) endanger or are likely to endanger those participating in the specified activity and that exclusion of the specified vessels is necessary to adequately protect the safety of those participating in the specified activity.

*Rulemaking Authority 327.04, 327.302, 327.46 FS. Law Implemented 327.302, 327.46 FS. History--New 10-6-10, Amended 6-24-21, 9-10-24.*

#### **68D-21.005 Seasonal or Year-Round Boating Restricted Areas.**

(1) The Commission will approve an ordinance creating a year-round boating restricted area when the documentation provided reflects competent substantial evidence that such a restriction is necessary to protect public safety throughout the entire year. When vessel traffic studies alone are relied upon to apply for a year-round boating restricted area, the studies must document the area for a minimum of four consecutive, non-holiday (those days not identified as "holidays" in Rule 68D-23.103, F.A.C.) days, for each season (spring, summer, fall, and winter).

(2) The Commission will approve an ordinance creating a seasonal boating restricted area when the documentation provided reflects competent substantial evidence that such a restriction is necessary to protect public safety throughout the requested season. When vessel traffic studies alone are relied upon to apply for a seasonal boating restricted area, the studies must document the area for a minimum of four consecutive, non-holiday days (those days not identified as "holidays" in Rule 68D-23.103, F.A.C.), for each season sought to be regulated. For purposes of this chapter, a seasonal boating restricted area shall mean a boating restricted area in force and effect for any time period less than a complete calendar year.

*Rulemaking Authority 327.04, 327.46 FS. Law Implemented 327.46 FS. History—New 9-10-24.*



# **Local Ordinances Review Checklist** **68D-21, Florida Administrative Code** **Consult 327.46(1)(c), F.S.**

*Checklist should be used in conjunction with 68D-21.001 FAC*

## **Directions:**

The Local Ordinance Review Checklist is a guide provided by the FWC Waterway Management Unit to aid applicants in the review of drafted local ordinances.

Please complete the form and attach the necessary documents as specified in each section. As the form is fillable, it is encouraged that the applicant utilizes the text boxes to submit the Identifying Statement (section II), and the Facts/Circumstances Summary (section V). The Ordinance (section II), the Scale Drawings (section III), and the Proof of Published Ordinance (section VI) should be submitted along with this checklist.

If you have any questions, or need any clarification, please do not hesitate to contact the FWC Waterway Management Unit via phone, (850) 488-5600, or email, [Waterway.Management@MyFWC.com](mailto:Waterway.Management@MyFWC.com).

| TABLE OF CONTENTS |                                          | *Attached                  |
|-------------------|------------------------------------------|----------------------------|
| I.                | Contact Information                      |                            |
| II.               | Ordinance/Identifying Statement          | <input type="checkbox"/> A |
| III.              | Scale drawings                           | <input type="checkbox"/> A |
| IV.               | USCG and USCOE Consultation/Coordination | <input type="checkbox"/> A |
| V.                | Proof of Published Ordinance             | <input type="checkbox"/> A |
| VI.               | Facts/Circumstances Summary              |                            |

*\*To be completed by FWC Staff*

*Completed by FWC Staff*

Date Received:

FWC Reviewer:

Reviewer Phone:

Reviewer Email:

*Completed by Applicant*

Applicant Name:

Phone:

Email:

Name of Waterway:

City:

County:



**Local Ordinances Review Checklist**  
**68D-21, Florida Administrative Code**  
**Consult 327.46(1)(c), F.S.**

*Checklist should be used in conjunction with 68D-21.001 FAC*

**I. Contact Information**

The name municipality and/or county:

**Primary contact person**

Name:

Organization:

Mailing address:

Telephone number:

Facsimile number:

Email address:

**Applicant's attorney or qualified representative**

Name:

Organization:

Mailing address:

Telephone number:

Facsimile number:

Email address:





# Local Ordinances Review Checklist

## 68D-21, Florida Administrative Code

### Consult 327.46(1)(c), F.S.

*Checklist should be used in conjunction with 68D-21.001 FAC*

#### **II. Ordinance/Identifying Statement**

☐ Certified copy or draft of the ordinance. **(Attached)**

Ordinance No.:

Adoption Date:

Statement identifying the provision within Section 327.46(1)(c), F.S., authorizing regulation of vessel speed or operation by the ordinance:

*FWC Comments:*



# Local Ordinances Review Checklist

## 68D-21, Florida Administrative Code

### Consult 327.46(1)(c), F.S.

*Checklist should be used in conjunction with 68D-21.001 FAC*

### III. Scale drawings

☐ No larger than 8 1/2 inches by 11 inches, reproducible in black and white on standard office photocopying equipment which clearly show all the following, where applicable. **(Attached)**

- The jurisdictional boundaries of the municipality or county enacting the ordinance, and, for county ordinances, the jurisdictional boundaries of any municipality in which a boating-restricted area is located.
- The exact boundaries of each boating-restricted area established by the ordinance and the restrictions on vessel operation imposed within each boating-restricted area.
- Any other known boating-restricted area (federal, state, county, other municipality, etc.) located within 2,500 feet of any boating-restricted area established by the ordinance.
- The location of any of the following within a proposed boating-restricted area or used as a basis for establishing a boating restricted area, identified with a label or legend as to whether or not it is available for use by the general public:
  - o Any boat ramp, hoist, marine railway, or other launching or landing facility
  - o Any fuel pump or dispenser at any marine fueling facility or licensed terminal facility
  - o Any lock structure
  - o Any designated public bathing beach or swim area
- The location of any of the following within a proposed boating-restricted area or used as a basis for establishing boating restricted area:
  - o Any bridge, including any bridge fender system, if present
  - o Any dam, spillway, or flood control structure
  - o Any confluence of water bodies presenting a blind corner
  - o Any bend or other intervening obstruction to visibility
  - o Any specific hazards to navigation (with a label or legend describing the hazard)
- Shoreline-to-shoreline width of the body of water and if the water body is a lake or pond, total surface area in acres.
- If relied upon as a basis for establishing the boating-restricted area, location and description:
  - o Any specific area subject to unsafe levels of vessel traffic congestion
  - o Any specific area subject to hazardous water levels or currents
  - o Any reported boating accident
  - o Any issuance of a Uniform Boating Citation

*FWC Comments:*



## Local Ordinances Review Checklist

### 68D-21, Florida Administrative Code

### Consult 327.46(1)(c), F.S.

*Checklist should be used in conjunction with 68D-21.001 FAC*

#### **IV. USCG and USCOE Consultation/Coordination**

☐ (Attached) Documentation that the ordinance was developed, prior to presenting language for adoption, in consultation and coordination with:

- The governing body of every other county or municipality sharing jurisdiction over the area in which the boating-restricted area is located.
- The United States Coast Guard (USCG) if the boating-restricted area is to be established on navigable waters of the United States as defined in 33 C.F.R. § 2.36(a) (2009), which is adopted by reference and is available at <http://www.gpo.gov/>.
- The United States Army Corps of Engineers (USCOE) if the boating-restricted area is to be established on navigable waters of the United States as defined in 33 C.F.R. § 329.4 (2009), which is adopted by reference and is available at <http://www.gpo.gov/>.

#### **V. Proof of Published Ordinance**

☐ Proof that the applicant has at its own cost published once a week for 2 consecutive weeks, prior notice of the public hearing on the ordinance in a newspaper of general circulation in the area(s) affected by the ordinance. (Attached)

FWC Comments:



## Local Ordinances Review Checklist

### 68D-21, Florida Administrative Code

### Consult 327.46(1)(c), F.S.

*Checklist should be used in conjunction with 68D-21.001 FAC*

#### **VI. Facts/Circumstances Summary**

A summary of the facts and circumstances the applicant contends justifies the establishment of the restriction on speed or operation and a list of the evidence in support of that contention the applicant desires for the agency to review.

An appendix containing all evidence, listed below:

**NOTE: Not to be included in appendix:**

*Copies of Boating Accident Reports or Boating Accident Investigation Reports, if those reports are identified by law enforcement agency case number and provided in a list. If the Boating and Waterways Section does not have a copy on file of one or more such reports, it will request that the applicant supplement the application appendix with copies of those reports.*

*Copies of Florida Uniform Boating Citations if identified by citation number in a list. If one or more citations are not already entered into the ArrestNet Database maintained by the Field Services Section, the Boating and Waterways Section will request the applicant to supplement the application appendix with copies of those citations.*

*FWC Comments:*

CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025

**TYPE OF AGENDA ITEM:** City Manager Report

**AGENDA OUTLINE NUMBER:** 4.H.

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**TO:** City Council

**THRU:** Kimberly Kopp, City Attorney  
Larry Jones , City Manager

**FROM:** Robert Tomasek, City Engineer

**DATE:** August 28, 2025

**SUBJECT:** Innovative Technology Grant Update

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**I. BACKGROUND:** During the Public Comments time at the Regular City Council meeting on August 18, 2025, Mr. Daniel Danforth spoke regarding a grant opportunity through FDEP to evaluate new and emerging technologies for improve water quality in ponds and lakes. The Council passed the below motion for staff to meet with Mr. Danforth and evaluate the opportunity.

Mr. Daniel Danfort, representing Project Hydrarology, spoke about his company's expertise in stormwater quality using natural, chemical-free methods. He highlighted that his team recently secured a \$1 million grant opportunity (with potential for \$2 million through continuation next year) specifically targeting algae bloom reduction and other water quality improvements. He explained that his company has award-winning, proven technologies – such as bacteria-hosting hoses, floating islands, and wetland construction – that combat algae, reduce odors, and improve stormwater retention. He offered to assist the city in applying for the grant before the September 1st deadline, emphasizing the need for staff partnership to move the application forward.

Councilmember Schmidt moved to direct the City Manager to meet with Mr. Danforth immediately and evaluate the opportunity. The motion was seconded by Councilmember Hebert and passed 6-0.



**II. DISCUSSION:** Staff reached out to Mr. Danforth to discuss the program and how he could help us. The program is titled “Innovative Technology for Harmful Algal Blooms Grant Program” This is a 100%, no match grant. As the name suggests, the program is to evaluate new technologies for harmful algal blooms in ponds and lakes. This is a one-year pilot program is see what technologies work in order to add to official list of technologies approved for funding in the future. The deadline for grant application was Sept 1.

Staff, with Mr. Danforth’s help, applied for the grant August 26th, 2025 for Twin Lake and Coleman Lake (Kell Aire Lake). Both of these lakes are on Florida's Statewide Comprehensive Verified List of Impaired Waters.

If our application is selected, staff will come back to council to consider the acceptance of this grant to fight the harmful algal blooms.

- A. Link to Strategic Goals / Objectives:** II. Enhanced quality of life and safety for families  
VI. A green and sustainable environment
- B. Effect on Budget (EOB):** None
- C. Level of Service (LOS):**
- D. Legislative Sponsor:**
- E. Business Impact Statement:**

**III. CONCLUSION:**

**IV. RECOMMENDED MOTION:** Update only. No motion at this time.

Attachments:

None

## CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025  
**TYPE OF AGENDA ITEM:** City Manager Report  
**AGENDA OUTLINE NUMBER:** 4.I.

---

**TO:** City Council

**THRU:** Larry Jones , City Manager

**FROM:** Rey Bailey, City Clerk

**DATE:** August 25, 2025

**SUBJECT:** Destin Youth Council - Membership Appointments

---

**I. BACKGROUND:** The Destin City Council created a Youth Council to engage local teens, gather their perspectives on how city policies affect young residents, and offer them opportunities to contribute to the city’s decision-making by providing recommendations on youth-related matters. Members of the Destin Youth Council must be high school students who maintain a minimum GPA of 2.25 and reside within the city limits of Destin. Each term lasts one year, beginning in August and ending in July of the following year. Students may reapply annually as long as they continue to meet the grade level and eligibility requirements.

**II. DISCUSSION:** At the previous meeting, the council appointed five resident members and one non-resident member to the Destin Youth Council. The council also directed staff to make additional efforts to encourage more resident applicants and to present an updated list of applicants at the next meeting for consideration of further appointments. Since then, two additional applications have been submitted by city residents. The following is a list of current applicants to the Youth Council:

| NAME             | GRADE | SCHOOL             | RESIDENCE                  | COMMENTS     |
|------------------|-------|--------------------|----------------------------|--------------|
| Gentile, Alyssia | 11    | Home School        | 621 Second St              | Resident     |
| Eason, Sophia    | 10    | Destin High School | 209 Panther Court          | Resident     |
|                  |       |                    |                            |              |
| Aslin, Zoe       | 11    | Destin High School | 4571 Sailmaker Lane        | Non-Resident |
| Frankfurt, Luci  | 10    | Destin High School | 336 Kelly Plantation Drive | Non-Resident |
| Majors, Chloe    | 10    | Destin High School | 6298 Augusta Cove          | Non-Resident |
| Hustin, Benjamin | 10    | Destin High School | 306 Stillwater Cove        | Non-Resident |
| Baker, Aspen     | 10    | Destin High School | 276 Champion Court         | Non-Resident |

**A. Link to Strategic Goals / Objectives:** Enhanced Quality of Life

**B. Effect on Budget (EOB):** No significant budgetary impact. The Clerk's Office provides staff support to the Destin Youth Council.

**C. Level of Service (LOS):** The Destin Youth Council may include up to 14 members. A full membership is essential to effectively carry out the council's intended work and responsibilities.

**D. Legislative Sponsor:** City Council

**E. Business Impact Statement:**

**III. CONCLUSION:** Recommend that the City Council appoint two resident applicants, Alyssia Gentile and Sophia Eason to the Destin Youth Council, and allow the appointment of additional non-resident applicants at the council's discretion.

**IV. RECOMMENDED MOTION:** I move to appoint \_\_\_\_\_ to the Destin Youth Council.

Attachments:

1. Gentile, Alyssia
2. Eason, Sophia
3. Aslin, Zoe
4. Baker, Aspen
5. Frankfurt, Luci
6. Hustin, Benjamin
7. Majors, Chloe\_
8. Resolution 23-27
9. Resolution 17-36

### Applicant Information:

### Applicant Experience:

**Employment:**

Beginning with your present or most recent job, please list your employment history.

Type of Work: Associate  
Period of Work: March 2025 - current Hours per week: < 20  
Name of Employer: Hollister Phone Number: (850) 650-0946

Type of Work: \_\_\_\_\_  
Period of Work: \_\_\_\_\_ Hours per week: \_\_\_\_\_  
Name of Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Type of Work: \_\_\_\_\_  
Period of Work: \_\_\_\_\_ Hours per week: \_\_\_\_\_  
Name of Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Sponsor and Personal References:**

| Name          | Address                                | Phone Number   |
|---------------|----------------------------------------|----------------|
| Jen Martin    | 301 Stahlman Ave<br>Destin FL 32541    | (843) 364-0670 |
| Betty Marler  | 616 Second St<br>Destin FL 32541       | (850) 837-6589 |
| Katie Burmham | 4097 Indian Bayou N<br>Destin FL 32541 | 256 345-4890   |



2025-2026 Destin Youth Council Program

GPA Verification Form

To Be Completed by the Student

This form must be signed by your counselor or other school official, verifying your weighted GPA on a 4.00 scale. Please complete the information below and sign and date the release of information section. Ask your high school counselor to complete the remainder of the form and return it to you to include with your application.

Applicant's full name: Alyssia Gentile Grade 11  
High School name: Home school

Release of Information I grant permission to release all information regarding my GPA to the City of Destin, as deemed necessary for consideration for membership to the Destin Youth Council.

Signature of Applicant Alyssia Gentile Date Aug 19, 25

To Be Completed by your High School Counselor

Please provide requested information below and return the form to the student so that he or she may submit it with the application.

High School name Home school student

The above named student has a cumulative weighted GPA on a 4.00 scale of:

4.0 Student's current grade level 11

Heather Gentile

Signature of Authorized Official

Aug 19, 2025  
DATE

chief administrator

School Official's Title

(850) 396-3320  
PHONE

### Additional Information:

To give each applicant the opportunity to demonstrate his or her eligibility for the Youth Council, answer the following questions limiting each response to 100 words or less. Use separate sheet of paper if necessary and attach response sheet to the application and submit together.

**1. Why do you believe that you would be a good candidate for the Youth Council? Any special qualities?**

Destin is a place I call home. I notice when improvements are made or when things are made worse in our area. I'm not afraid to stand up for what I think is right. I want this to continue to be a great place to call home.

**2. What do you envision a Youth Council as being? Why should there be one?**

The Youth Council will help shine a light on a new perspective to our cities leadership. A city should make decisions with the future in mind. Children and the Youth are the future. We are who will be here to carry on traditions in 50 years or more.

**3. In your opinion, what is the most critical issue facing youth in your school, in your neighborhood, and in your city? What can a Youth Council do to solve such a problem?**

Maintaining our parks and natural spaces is a critical issue. Lack of maintenance and overdevelopment harm not just the animals in the area, but the people and the town as well. Too much concrete and broken down parks isn't aesthetic. The Youth Council might notice issues that adults ignore.

## Applicant Statement

I hereby certify that the information I have given is true and correct to the best of my knowledge. I understand that provision of false information may disqualify my consideration. I authorize the release of this information for verification purposes and understand it will be used only to process my application. I also understand that by submitting this form, I am submitting an application to participate as a member of the Destin Youth Council and that said application is only complete upon receipt of the Parental/Guardian Consent and Liability Release form and receipt of GPA certification form and class rank verification form signed by my school counselor. Upon submission of the application, I understand that I will be considered for membership with all other applicants and that I may or may not be selected for membership. If selected, I agree to attend all meetings and events and understand that I will be removed from membership for failure to do so.

*Alyssia Gentile*

Signature

*Aug 19, 2025*

Date

## Parental Consent

I, the undersigned, do hereby consent to my child's participation in the Destin Youth Council. I acknowledge that I have read and understand the Destin Youth Council By-Laws and allow my child to attend all meetings and events relative to this program; and that I understand that my child will be removed from membership for failure to do so. I also acknowledge that upon submission of the application, my child will be considered for membership with all other applicants and that my child may or may not be selected for membership. I further acknowledge that my child's participation in this program is voluntary and I agree to release the City of Destin and all of their employees, officials, and any and all individuals and organizations assisting or participating in the program from any and all claims for personal injuries and property damage which my child may suffer while participating as a member of the Destin Youth Council.

*Heather Gentile*

Signature of Parent or Guardian

*Aug 19, 2025*

Date



**City of Destin**  
**4200 Indian Bayou Trail**  
**Destin, FL 32541**  
**(Attn: Office of the City Clerk)**

**Applicant Information:**

Name: Sophia Eason  
Home Address: [REDACTED]  
E-mail Address: [REDACTED]  
Phone Number: [REDACTED] Date of Birth [REDACTED]  
School: Destin High School Current Grade: 10<sup>th</sup>

**Applicant Experience:**

Please list activities in which you have participated. Include organizations, school-related activities, and community activities.

Name of Organization: Diamonds Dance Team, Destin High School  
Title or Position: Dancer  
Period of Involvement: 2024 - Present Hours per week: 5+  
Name of Sponsor: Pepitos Phone Number: 985-273-2702

Name of Organization: Rise Dance Center  
Title or Position: Dancer  
Period of Involvement: 2015 - 2024 Hours per week: 16+  
Name of Sponsor: None Phone Number: 850-240-9135

Name of Organization: Destiny Worship Center  
Title or Position: Nursery Helping Hands  
Period of Involvement: 2023 - Present Hours per week: 1  
Name of Sponsor: None Phone Number: 251-635-6009

### Employment:

Beginning with your present or most recent job, please list your employment history.

Type of Work: Retail - Coconut Kidz  
Period of Work: Summer 2025 Hours per week: 10 hours  
Name of Employer: Karoline Kellogg Phone Number: 850-368-5654

Type of Work: Picture Girls at the Harbor Walk  
Period of Work: 2024 - 2025 Hours per week: (seasonal) 20 hours  
Name of Employer: Diann Pulliam Phone Number: 850-585-2202

Type of Work: \_\_\_\_\_  
Period of Work: \_\_\_\_\_ Hours per week: \_\_\_\_\_  
Name of Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### Sponsor and Personal References:

| Name              | Address            | Phone Number |
|-------------------|--------------------|--------------|
| Lorraine Christen | 3948 Indian Trail  | 850-240-9135 |
| Camie Murphy      | 4668 Westwinds Way | 573-217-5424 |
| Elvia Eason       | 209 Panther Court  | 850-699-8307 |



**Additional Information:**

To give each applicant the opportunity to demonstrate his or her eligibility for the Youth Council, answer the following questions limiting each response to 100 words or less. Use separate sheet of paper if necessary and attach response sheet to the application and submit together.

**. Why do you believe that you would be a good candidate for the Youth Council? Any special qualities?**

**. What do you envision a Youth Council as being? Why should there be one?**

**. In your opinion, what is the most critical issue facing youth in your school, your neighborhood, and in your city? What can a Youth Council do to solve such a problem?**

1. I believe I would be a good candidate for the Youth council because I have been a resident of Destin since I was born and I want to help the community even more. I am very responsible, I am eager to collaborate with people and my goal is to ensure Destin is a place where young voices are heard.

2. I envision a Youth council being a place where teens can give officials direct insight into priorities of the youth. There should be a Youth Council because whatever decisions being made now could possibly reflect the needs and aspirations of the city's future leaders.

3. The most critical issue facing youth in my school is the lack of real-world experiences. In my neighborhood there isn't a lot of things for teens to do. City-wide, it is sort of tough to find internships. A Youth Council could solve this by teaming up with local businesses to create internships or even workshops.

## Applicant Statement

I hereby certify that the information I have given is true and correct to the best of my knowledge. I understand that provision of false information may disqualify my consideration. I authorize the release of this information for verification purposes and understand it will be used only to process my application. I also understand that by submitting this form, I am submitting an application to participate as a member of the Destin Youth Council and that said application is only complete upon receipt of the Parental/Guardian Consent and Liability Release form and receipt of GPA certification form and class rank verification form signed by my school counselor. Upon submission of the application, I understand that I will be considered for membership with all other applicants and that I may or may not be selected for membership. If selected, I agree to attend all meetings and events and understand that I will be removed from membership for failure to do so.

Sophia Eason

Aug, 25, 2025

Signature

Date

## Parental Consent

I, the undersigned, do hereby consent to my child's participation in the Destin Youth Council. I acknowledge that I have read and understand the Destin Youth Council By-Laws and allow my child to attend all meetings and events relative to this program; and that I understand that my child will be removed from membership for failure to do so. I also acknowledge that upon submission of the application, my child will be considered for membership with all other applicants and that my child may or may not be selected for membership. I further acknowledge that my child's participation in this program is voluntary and I agree to release the City of Destin and all of their employees, officials, and any and all individuals and organizations assisting or participating in the program from any and all claims for personal injuries and property damage which my child may suffer while participating as a member of the Destin Youth Council.

[Signature]

Aug 25, 2025

Signature of Parent or Guardian

Date



2024-2025 Destin Youth Council Program

GPA Verification Form

**To Be Completed by the Student**

This form must be signed by your counselor or other school official, verifying your weighted GPA on a 4.00 scale. Please complete the information below and sign and date the release of information section. Ask your high school counselor to complete the remainder of the form and return it to you to include with your application.

**Applicant's full name:** Sophia Eason **Grade** 10<sup>th</sup>

**High School name:** Destin High School

Release of Information I grant permission to release all information regarding my GPA to the City of Destin, as deemed necessary for consideration for membership to the Destin Youth Council.

**Signature of Applicant** Sophia Eason **Date** 8/25/25

**To Be Completed by your High School Counselor**

Please provide requested information below and return the form to the student so that he or she may submit it with the application.

**High School name** Destin High School

**The above named student has a cumulative weighted GPA on a 4.00 scale of:**

3.64

**Student's current grade level** 10<sup>th</sup>

[Signature]

**Signature of Authorized Official**

8/26/25

**Date**

Guidance Counselor

**School Official's Title**

850-204-2044

**Phone**

City of Destin  
4200 Indian Bayou Trail  
Destin, FL 32541  
(Attn: Office of the City Clerk)

Applicant Information:

Name: Zoe Astin  
Home Address: [REDACTED]  
E-mail Address: [REDACTED]  
Phone Number: [REDACTED] Date of Birth [REDACTED]  
School: Destin High School Current Grade: 11<sup>th</sup>

Applicant Experience:

Please list activities in which you have participated. Include organizations, school-related activities, and community activities.

Name of Organization: Future Business Leaders of America  
Title or Position: President  
Period of Involvement: Aug '23 - Present Hours per week: —  
Name of Sponsor: Kelly Tucker Phone Number: (704) 724-7135

Name of Organization: Fellowship of Christian Athletes  
Title or Position: Captain  
Period of Involvement: Aug '23 - Present Hours per week: —  
Name of Sponsor: Garrett Rubbel Phone Number: rubbelg@destinhigh.org

Name of Organization: National Honors Society  
Title or Position: Secretary  
Period of Involvement: Jan '25 - Present Hours per week: —  
Name of Sponsor: Katherine Lake Phone Number: lakek@destinhigh.org



**Employment:**

Beginning with your present or most recent job, please list your employment history.

Type of Work: Dress up in Destin

Period of Work: Aug '24 - Present Hours per week: —

Name of Employer: MS. JESS Phone Number: 203-500-9866

Type of Work: Bruster's Real Icecream

Period of Work: July '24 - Present Hours per week: —

Name of Employer: Ms. Tatem Phone Number: 850-642-1962

Type of Work: —

Period of Work: — Hours per week: —

Name of Employer: — Phone Number: —

**Sponsor and Personal References:**

| Name          | Address              | Phone Number   |
|---------------|----------------------|----------------|
| Mrs. Jess     | —                    | 203-500-9866   |
| Ms. Tatem     | —                    | 850-642-1962   |
| Alexia Astlin | 41571 Sailmaker Lane | (425) 295-5419 |

### Additional Information:

To give each applicant the opportunity to demonstrate his or her eligibility for the Youth Council, answer the following questions limiting each response to 100 words or less. Use separate sheet of paper if necessary and attach response sheet to the application and submit together.

#### **1. Why do you believe that you would be a good candidate for the Youth Council? Any special qualities?**

I believe I would be a great candidate because I'm a fantastic team player and an incredible hard worker. My involvement at Destin High School is being President of Future Business Leaders of America, Captain of Fellowship of Christian Athletes, a Destin High School Ambassador, and Secretary of National Honors Society. All these roles I have part taken in has taught me how to be a leader, I know my strengths and I can put my hardworking aspects into the Youth Council. Also, I participate in indoor and beach volleyball.

#### **2. What do you envision a Youth Council as being? Why should there be one?**

I envision the Destin Youth Council as a group of young individuals with drive to make Destin the best it can be. The Youth Council always has creative and inspiring ideas being made daily that would help benefit everyone.

#### **3. In your opinion, what is the most critical issue facing youth in your school, in your neighborhood, and in your city? What can a Youth Council do to solve such a problem?**

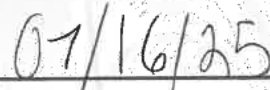
When I first moved to Florida about three years ago I was deep heavy into schoolwork. I am involved with so many clubs, sports, and schoolwork. The only problem is not having anywhere to complete such schoolwork. Some students may not have a steady home life to focus or study at a busy Starbucks. I think teens deserve to have such a place in Destin to reach their academic success by studying in a specific spot made for only teens.

## Applicant Statement

I hereby certify that the information I have given is true and correct to the best of my knowledge. I understand that provision of false information may disqualify my consideration. I authorize the release of this information for verification purposes and understand it will be used only to process my application. I also understand that by submitting this form, I am submitting an application to participate as a member of the Destin Youth Council and that said application is only complete upon receipt of the Parental/Guardian Consent and Liability Release form and receipt of GPA certification form and class rank verification form signed by my school counselor. Upon submission of the application, I understand that I will be considered for membership with all other applicants and that I may or may not be selected for membership. If selected, I agree to attend all meetings and events and understand that I will be removed from membership for failure to do so.



**Signature**



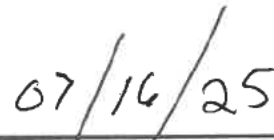
**Date**

## Parental Consent

I, the undersigned, do hereby consent to my child's participation in the Destin Youth Council. I acknowledge that I have read and understand the Destin Youth Council By-Laws and allow my child to attend all meetings and events relative to this program; and that I understand that my child will be removed from membership for failure to do so. I also acknowledge that upon submission of the application, my child will be considered for membership with all other applicants and that my child may or may not be selected for membership. I further acknowledge that my child's participation in this program is voluntary and I agree to release the City of Destin and all of their employees, officials, and any and all individuals and organizations assisting or participating in the program from any and all claims for personal injuries and property damage which my child may suffer while participating as a member of the Destin Youth Council.



**Signature of Parent or Guardian**



**Date**

**2025-2026 Destin Youth Council Program**

**GPA Verification Form**

**To Be Completed by the Student**

This form must be signed by your counselor or other school official, verifying your weighted GPA on a 4.00 scale. Please complete the information below and sign and date the release of information section. Ask your high school counselor to complete the remainder of the form and return it to you to include with your application.

**Applicant's full name:** Zoe Aslin **Grade** 11<sup>th</sup>  
**High School name:** Destin High School

Release of Information I grant permission to release all information regarding my GPA to the City of Destin, as deemed necessary for consideration for membership to the Destin Youth Council.

**Signature of Applicant** Zoe Aslin **Date** 07/16/25

**To Be Completed by your High School Counselor**

Please provide requested information below and return the form to the student so that he or she may submit it with the application.

**High School name** Destin High School

**The above named student has a cumulative weighted GPA on a 4.00 scale of:**

4.25 **Student's current grade level** 11

Cynthia Marsh

**Signature of Authorized Official**

7/15/25

**DATE**

School Counselor

**School Official's Title**

850-204-4044

**PHONE**

Nm-Resident

City of Destin  
4200 Indian Bayou Trail  
Destin, FL 32541  
(Attn: Office of the City Clerk)

**Applicant Information:**

**Name:** Aspen H Baker

**Home Address:** [REDACTED]

**E-mail Address:** [REDACTED]

**Phone Number:** [REDACTED] **Date of Birth:** [REDACTED]

**School:** Destin High School **Current Grade:** 10

**Applicant Experience:**

*Please list activities in which you have participated. Include organizations, school-related activities, and community activities.*

**Name of Organization:** Destin High School Cheerleading Team

**Title or Position:** Varsity Squad

**Period of Involvement:** 2025- current **Hours per week:** 8

**Name of Sponsor:** Kandice Meniffee **Phone Number:** 850-855-9973

**Name of Organization:** Emerald Coast Management Tennis College Prep

**Title or Position:** Member

**Period of Involvement:** 2025-current **Hours per week:** 2-10 varies

**Name of Sponsor:** Brett Beattie **Phone Number:** 850-499-4619

**Name of Organization:** Alaqua

**Title or Position:** Volunteer

**Period of Involvement:** 2025 **Hours per week:** 3 hours a month

**Name of Sponsor:** Wendy Dell **Phone Number:** 850-460-2115



**City of Destin**  
**4200 Indian Bayou Trail**  
**Destin, FL 32541**  
**(Attn: Office of the City Clerk)**

**Applicant Information:**

**Name:** Aspen H Baker

**Home Address:** [REDACTED]

**E-mail Address:** [REDACTED]

**Phone Number:** [REDACTED] **Date of Birth:** [REDACTED]

**School:** Destin High School **Current Grade:** 10

**Applicant Experience:**

***Please list activities in which you have participated. Include organizations, school-related activities, and community activities.***

**Name of Organization:** Niceville High School Tennis Varsity Tennis Team 2024-25

**Title or Position:** Varsity, MVP

**Period of Involvement:** 2024-25 **Hours per week:** 15

**Name of Sponsor:** Brian Braziel **Phone Number:** 850-585-1188

**Name of Organization:** Destin United Methodist Youth Group

**Title or Position:** Core Leadership Team

**Period of Involvement:** 2023-current **Hours per week:** 4

**Name of Sponsor:** Logan Broderson (previously Blake) **Phone Number:** 850-837-2021

**Name of Organization:** Helping Hearts Club , Comfort Closet Club and Hope Squad

**Title or Position:** President, co-president, President

**Period of Involvement:** 2020-2023 **Hours per week:** 1-2 hours each club

**Name of Sponsor:** Dr Anne Sparks **Phone Number:** 850-833-7655

**Employment:**

***Beginning with your present or most recent job, please list your employment history.***

**Type of Work:** Custodial  
**Period of Work:** Jan 2024- current **Hours per week:** 3  
**Name of Employer:** Miramar Beach Dental **Phone Number:** 850-650-2070

**Type of Work:** Petsitter  
**Period of Work:** 2020-current **Hours per week:** varies  
**Name of Employer:** Chuck Mills, Houston Sparks, **Phone Number:** 850-502-7632

**Type of Work:** Babysitter  
**Period of Work:** 2023-current **Hours per week:** varies  
**Name of Employer:** Amanda McClusky **Phone Number:** 804-514-4949

**Sponsor and Personal References**

| <b><i>Name</i></b> | <b><i>Address</i></b>                        | <b><i>Phone number</i></b> |
|--------------------|----------------------------------------------|----------------------------|
| Bill Lindsley      | 36474 Emerald Coast Pkwy<br>Bldg B<br>Destin | 850-974-3966               |
| Lori Saczynski     | 267 Okeechobee Cove<br>Destin                | 850-217-9495               |
| Anne Sparks        | 249 Champion Court<br>Destin                 | 850-830-3468               |

***Additional Information:***

***To give each applicant the opportunity to demonstrate his or her eligibility for the Youth Council, answer the following questions limiting each response to 100 words or less. Use separate sheet of paper if necessary and attach response sheet to the application and submit together.***

- 1. Why do you believe that you would be a good candidate for the Youth Council? Any special qualities?***

See next page

- 2. What do you envision a Youth Council as being? Why should there be one?***

See next page

- 3. In your opinion, what is the most critical issue facing youth in your school, in your neighborhood, and in your city? What can a Youth Council do to solve such a problem?***

See next page

Aspen Baker

I desire to be a part of a group of like-minded students that want to learn about our local government and to bring ideas to make our amazing community even better. I enjoy giving back to the community through volunteering, especially with students in need either financially, mentally, or physically. I think it's good to have teens help other teens or kids because they can relate more and understand the needs of our age groups. I am an outgoing active student in school and the community, and I absolutely love meeting new people. I really enjoy working within a team to help reach solutions.

I envision a Youth Council as being a group of students that represent different schools in our area but all live in Destin and have a common goal of keeping our city strong. I believe that the youth council can work with adults within the government of our city as well as others in our community to support schools, youth programs, or other community needs. I see it as a group of thinkers that can learn about Destin and how it's governed as well as ask questions and contribute ideas that represent my peers. I am curious to see how things are run behind the scenes!

In my opinion, the most critical issue facing youth in all schools is mental health. I was a part of Hope Squad and Helping Hearts for 3 years which both focus on either suicide prevention or mental health awareness of all students. Everyone battles some form of anxiety, worry, sadness and depression, they just need to know how to ask for help and know they are not alone. Even when contributing clothes and personal needs to stock closets at the schools for Comfort Closet, many of the students needed more than just a new pair of socks or snacks. I think students helping students can bridge the gap.



### Applicant Statement

I hereby certify that the information I have given is true and correct to the best of my knowledge. I understand that provision of false information may disqualify my consideration. I authorize the release of this information for verification purposes and understand it will be used only to process my application. I also understand that by submitting this form, I am submitting an application to participate as a member of the Destin Youth Council and that said application is only complete upon receipt of the Parental/Guardian Consent and Liability Release form and receipt of GPA certification form and class rank verification form signed by my school counselor. Upon submission of the application, I understand that I will be considered for membership with all other applicants and that I may or may not be selected for membership. If selected, I agree to attend all meetings and events and understand that I will be removed from membership for failure to do so.

Aspen Baker  
Signature

07/30/2025

Date

### Parental Consent

I, the undersigned, do hereby consent to my child's participation in the Destin Youth Council. I acknowledge that I have read and understand the Destin Youth Council By-Laws and allow my child to attend all meetings and events relative to this program; and that I understand that my child will be removed from membership for failure to do so. I also acknowledge that upon submission of the application, my child will be considered for membership with all other applicants and that my child may or may not be selected for membership. I further acknowledge that my child's participation in this program is voluntary and I agree to release the City of Destin and all of their employees, officials, and any and all individuals and organizations assisting or participating in the program from any and all claims for personal injuries and property damage which my child may suffer while participating as a member of the Destin Youth Council.

Kathleen Burr  
Signature of Parent or Guardian

July 30, 2025

Date



# Destin Youth Council Program

## GPA Verification Form

### To Be Completed by the Student

This form must be signed by your counselor or other school official, verifying your weighted GPA on a 4.00 scale. Please complete the information below and sign and date the release of information section. Ask your high school counselor to complete the remainder of the form and return it to you to include with your application.

Applicant's full name: Aspen Baker Grade 10

High School name: Destin High School

### Release of Information

I grant permission to release all information regarding my GPA to the City of Destin, as deemed necessary for consideration for membership to the Destin Youth Council.

Signature of Applicant Aspen Baker Date 7.30.2025

### To Be Completed by your High School Counselor

Please provide requested information below and return the form to the student so that he or she may submit it with the application.

High School name Destin High School

The above named student has a cumulative weighted GPA on a 4.00 scale of 4.55

Student's current grade level 10<sup>th</sup>

[Signature]

Signature of Authorized Official

7/30/25

Date

Guidance Counselor

School Official's Title

850-204-4044

Phone

Non-Resident

City of Destin  
4200 Indian Bayou Trail  
Destin, FL 32541  
(Attn: Office of the City Clerk)

Applicant Information:

Name: Luci Frankfurt  
Home Address: [REDACTED]  
E-mail Address: [REDACTED]  
Phone Number: [REDACTED] Date of Birth [REDACTED]  
School: Destin High School Current Grade: 10th

Applicant Experience:

Please list activities in which you have participated. Include organizations, school-related activities, and community activities.

Name of Organization: Destin Methodist Core team  
Title or Position: Youth group organizer  
Period of Involvement: 3 years Hours per week: 2-3  
Name of Sponsor: Logan Broderson Phone Number: 802-379-6592

Name of Organization: Hope Squad / Light club  
Title or Position: Vice President  
Period of Involvement: 3 years Hours per week: 1  
Name of Sponsor: April Dill Phone Number: April.Dill@staff.  
destinhighschool.org

Name of Organization: Destin High School Student Council  
Title or Position: Class representative  
Period of Involvement: 2 years Hours per week: 1-2  
Name of Sponsor: Wendy Gill Phone Number: wendy.gill@staff.  
destinhighschool.org  
Page 2 of 6

### Employment:

Beginning with your present or most recent job, please list your employment history.

Type of Work: Baby Sitting  
Period of Work: 2 years Hours per week: Varies  
Name of Employer: Kathryn Cope Phone Number: 251-363-3691

Type of Work: \_\_\_\_\_  
Period of Work: \_\_\_\_\_ Hours per week: \_\_\_\_\_  
Name of Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Type of Work: \_\_\_\_\_  
Period of Work: \_\_\_\_\_ Hours per week: \_\_\_\_\_  
Name of Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### Sponsor and Personal References:

| Name                  | Address                                                                   | Phone Number |
|-----------------------|---------------------------------------------------------------------------|--------------|
| Coach<br>Tanja Tate   | 126 South Shore Dr.<br>Unit 43 Miramar Beach,<br>Florida <del>32550</del> | 318-461-0891 |
| Coach<br>Sosie Pierce | 4487 Ocean View<br>Drive, Destin Florida                                  | 850-499-5144 |
| Deena Hall            | 438 Admiral Court,<br>Destin Florida                                      | 850-502-9504 |

**1. Why do you believe that you would be a good candidate for the Youth Council? Any special qualities?**

I believe that I would be a good candidate for the Youth Council because I am very passionate about improving our city. I am a great leader because I have been the captain on many sports teams. I put a lot of time and energy into volunteering for my community. I am also very organized and I am able to complete any task given.

**2. What do you envision a youth council as being? Why should there be one?**

I envision the Youth Council being a place for teens to express their opinions to help improve Destin. There should be a Youth Council so we can make an action plan to positively change our community for adults and teens. The Youth Council gives a different perspective on the city's problems and resolutions.

**3. In your opinion, what is the most critical issue facing youth in your school, in your neighborhood, and in your city? What can a youth council do to solve such a problem?**

All kids feeling included is a concern in schools. To help integrate everyone together we could have activities during school hours for kids to interact with each other so no one would feel isolated. An issue in the neighborhood is teens have been breaking into the pickleball courts after hours. To prevent this we could create a teen pickleball league for the kids to participate in during open hours. A problem in Destin is dog poop being left and not picked up. To solve this difficulty we can identify the best locations to put poop bins.



## Applicant Statement

I hereby certify that the information I have given is true and correct to the best of my knowledge. I understand that provision of false information may disqualify my consideration. I authorize the release of this information for verification purposes and understand it will be used only to process my application. I also understand that by submitting this form, I am submitting an application to participate as a member of the Destin Youth Council and that said application is only complete upon receipt of the Parental/Guardian Consent and Liability Release form and receipt of GPA certification form and class rank verification form signed by my school counselor. Upon submission of the application, I understand that I will be considered for membership with all other applicants and that I may or may not be selected for membership. If selected, I agree to attend all meetings and events and understand that I will be removed from membership for failure to do so.

Alex Frankfort

Signature

07/28/25

Date

## Parental Consent

I, the undersigned, do hereby consent to my child's participation in the Destin Youth Council. I acknowledge that I have read and understand the Destin Youth Council By-Laws and allow my child to attend all meetings and events relative to this program; and that I understand that my child will be removed from membership for failure to do so. I also acknowledge that upon submission of the application, my child will be considered for membership with all other applicants and that my child may or may not be selected for membership. I further acknowledge that my child's participation in this program is voluntary and I agree to release the City of Destin and all of their employees, officials, and any and all individuals and organizations assisting or participating in the program from any and all claims for personal injuries and property damage which my child may suffer while participating as a member of the Destin Youth Council.

Alexis Frankfort

Signature of Parent or Guardian

07/28/25

Date



2025-2026 Destin Youth Council Program

GPA Verification Form

To Be Completed by the Student

This form must be signed by your counselor or other school official, verifying your weighted GPA on a 4.00 scale. Please complete the information below and sign and date the release of information section. Ask your high school counselor to complete the remainder of the form and return it to you to include with your application.

Applicant's full name: Elizabeth Lucille Frankfurt Grade 10

High School name: Destin High School

Release of Information I grant permission to release all information regarding my GPA to the City of Destin, as deemed necessary for consideration for membership to the Destin Youth Council.

Signature of Applicant Luci Frankfurt Date 07/28/25

To Be Completed by your High School Counselor

Please provide requested information below and return the form to the student so that he or she may submit it with the application.

High School name Destin High School

The above named student has a cumulative weighted GPA on a 4.00 scale of:

4.44

Student's current grade level 10<sup>th</sup>



Signature of Authorized Official

7/29/25

DATE

Guidance Counselor

School Official's Title

850-204-4044

PHONE

Non-resident

City of Destin  
4200 Indian Bayou Trail  
Destin, FL 32541  
(Attn: Office of the City Clerk)

Applicant Information:

Name: Benjamin Roger Austin

Home Address: [REDACTED]

E-mail Address: [REDACTED]

Phone Number: [REDACTED] Date of Birth: [REDACTED]

School: Destin High School Current Grade: 10th

Applicant Experience:

Please list activities in which you have participated. Include organizations, school-related activities, and community activities.

Name of Organization: Destin High School Cross Country Team

Title or Position: Athlet

Period of Involvement: 4 month Hours per week: 8-10 H

Name of Sponsor: Bryan Otto Phone Number: 703-973-0043

Name of Organization: Destin High School Boy's Weightlifting Team

Title or Position: athlet

Period of Involvement: 6 month Hours per week: 8-10

Name of Sponsor: Jonathan Ramos Phone Number: Jonathan.ramos@staff  
destinhighschool.org

Name of Organization: Destin High School Track and Field Team

Title or Position: Athlet

Period of Involvement: 6 month Hours per week: 8-10

Name of Sponsor: Jonathan Ramos Phone Number: Jonathan.ramos@staff  
destinhighschool.org



### Employment:

Beginning with your present or most recent job, please list your employment history.

Type of Work: N/A

Period of Work: \_\_\_\_\_ Hours per week: \_\_\_\_\_

Name of Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Type of Work: N/A

Period of Work: \_\_\_\_\_ Hours per week: \_\_\_\_\_

Name of Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Type of Work: N/A

Period of Work: \_\_\_\_\_ Hours per week: \_\_\_\_\_

Name of Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### Sponsor and Personal References:

| Name           | Address            | Phone Number                              |
|----------------|--------------------|-------------------------------------------|
| Jonathan Ramon | Dexter High School | Jonathan.ramon@staff.dexterhighschool.org |
| Bryan Otto     | Dexter High School | 703-973-0042                              |
|                |                    |                                           |

**Additional Information:**

To give each applicant the opportunity to demonstrate his or her eligibility for the Youth Council, answer the following questions limiting each response to 100 words or less. Use separate sheet of paper if necessary and attach response sheet to the application and submit together.

1. Why do you believe that you would be a good candidate for the Youth Council? Any special qualities?

I'm an incredibly reliable and consistent working student. I have an open calendar and am ~~always~~ always willing to help.

2. What do you envision a Youth Council as being? Why should there be one?

A collection of young citizens of Destin collaborating to discuss events and issues in the community and form programs to improve quality of life or create entertainment for the city.

3. In your opinion, what is the most critical issue facing youth in your school, in your neighborhood, and in your city? What can a Youth Council do to solve such a problem?

The safety of our roads in ~~Destin~~ Destin, mainly 98, is a big area I would like to focus on for the well being of the locals and visitors. To make this community more livable and safe.



## Applicant Statement

hereby certify that the information I have given is true and correct to the best of my knowledge. I understand that provision of false information may disqualify my consideration. I authorize the release of this information for verification purposes and understand it will be used only to process my application. I also understand that by submitting this form, I am submitting an application to participate as a member of the Destin Youth Council and that said application is only complete upon receipt of the Parental/Guardian Consent and Liability Release form and receipt of GPA certification form and class rank verification form signed by my school counselor. Upon submission of the application, I understand that I will be considered for membership with all other applicants and that I may or may not be selected for membership. If selected, I agree to attend all meetings and events and understand that I will be removed from membership for failure to do so.



7/30

Signature

Date

## Parental Consent

I, the undersigned, do hereby consent to my child's participation in the Destin Youth Council. I acknowledge that I have read and understand the Destin Youth Council By-Laws and allow my child to attend all meetings and events relative to this program; and that I understand that my child will be removed from membership for failure to do so. I also acknowledge that upon submission of the application, my child will be considered for membership with all other applicants and that my child may or may not be selected for membership. I further acknowledge that my child's participation in this program is voluntary and I agree to release the City of Destin and all of their employees, officials, and any and all individuals and organizations assisting or participating in the program from any and all claims for personal injuries and property damage which my child may suffer while participating as a member of the Destin Youth Council.

 MARGARET AUSTIN

7/30

Signature of Parent or Guardian

Date



2025-2026 Destin Youth Council Program

GPA Verification Form

To Be Completed by the Student

This form must be signed by your counselor or other school official, verifying your weighted GPA on a 4.00 scale. Please complete the information below and sign and date the release of information section. Ask your high school counselor to complete the remainder of the form and return it to you to include with your application.

Applicant's full name: Benjamin Roger Fustin Grade 10th  
High School name: Destin High School

Release of Information I grant permission to release all information regarding my GPA to the City of Destin, as deemed necessary for consideration for membership to the Destin Youth Council.

Signature of Applicant Ben Fustin Date 7/27

To Be Completed by your High School Counselor

Please provide requested information below and return the form to the student so that he or she may submit it with the application.

High School name Destin High School

The above named student has a cumulative weighted GPA on a 4.00 scale of:

4.5

Student's current grade level 10th

[Signature]

Signature of Authorized Official

7/30

DATE

Guidance Counselor

School Official's Title

Matt.Mearns@staff.destinhighschool.org

PHONE

**City of Destin  
4200 Indian Bayou Trail  
Destin, FL 32541  
(Attn: Office of the City Clerk)**

**Applicant Information:**

Name: Chloe Majors  
Home Address: [REDACTED]  
E-mail Address: [REDACTED]  
Phone Number: [REDACTED] Date of Birth [REDACTED]  
School: Destin High School Current Grade: 10th

**Applicant Experience:**

Please list activities in which you have participated. Include organizations, school-related activities, and community activities.

Name of Organization: Sinfonia Gulf Coast  
Title or Position: Volunteer  
Period of Involvement: 2024 - Current Hours per week: 28+ Hours per year  
Name of Sponsor: Elizabeth Boswell Phone Number: 850 543 8128

Name of Organization: Kids Night Out  
Title or Position: Volunteer  
Period of Involvement: 2024 - 2025 school year Hours per week: 3 per event  
Name of Sponsor: Captain Brandy Phone Number: 850-204 2044

Name of Organization: Mattie Chelly Arts Foundation  
Title or Position: Volunteer  
Period of Involvement: 2024 current Hours per week: 10+ Hours per year  
Name of Sponsor: Demitrus Fuller Phone Number: 850-333 650-218-3338



### Employment:

Beginning with your present or most recent job, please list your employment history.

Type of Work: Live love destin  
Period of Work: 2021-current Hours per week: 5  
Name of Employer: Elizabeth Boswell Phone Number: 850-543-8128

Type of Work: \_\_\_\_\_  
Period of Work: \_\_\_\_\_ Hours per week: \_\_\_\_\_  
Name of Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Type of Work: \_\_\_\_\_  
Period of Work: \_\_\_\_\_ Hours per week: \_\_\_\_\_  
Name of Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### Sponsor and Personal References:

| Name           | Address                             | Phone Number |
|----------------|-------------------------------------|--------------|
| Joseph Rogers  | 2604 Champion<br>Court Destin FL    | 850 585 8534 |
| Johnny Boswell | 324 Shore<br>Mirimar drive<br>beach | 850 585 7447 |
| Cassie Long    | 748 Harbor<br>Destin FL Blvd        | 850 502 6378 |

### Additional Information:

To give each applicant the opportunity to demonstrate his or her eligibility for the Youth Council, answer the following questions limiting each response to 100 words or less. Use separate sheet of paper if necessary and attach response sheet to the application and submit together.

**1. Why do you believe that you would be a good candidate for the Youth Council? Any special qualities?**

I grew up around a structured environment and I want to exercise what I've been taught by being in the Council. I also feel like I would be a good advocate for the youth of our city. I am well mannered and well spoken. I'm heavily involved in volunteering with in the community.

**2. What do you envision a Youth Council as being? Why should there be one?**

I envision it being a voice for the youth. I also envision it as an opportunity to learn about the city council. There should be one because it gives the youth a voice and a way to speak up.

**3. In your opinion, what is the most critical issue facing youth in your school, in your neighborhood, and in your city? What can a Youth Council do to solve such a problem?**

In my school I think the biggest problem is no room for sporting events because we do not have a football field. I could meet with the city council to think of ideas to solve the problem.

3. In my city, a critical issue for youths is the lack of a youth center and mentoring program. The youth council can meet with the city council to try and find a location for a youth center and implement a mentoring program. The community center used to be an active center for the younger youth but has since declined.



## Applicant Statement

hereby certify that the information I have given is true and correct to the best of my knowledge. I understand that provision of false information may disqualify my consideration. I authorize the release of this information for verification purposes and understand it will be used only to process my application. I also understand that by submitting this form, I am submitting an application to participate as a member of the Destin Youth Council and that said application is only complete upon receipt of the Parental/Guardian Consent and Liability Release form and receipt of GPA certification form and class rank verification form signed by my school counselor. Upon submission of the application, I understand that I will be considered for membership with all other applicants and that I may or may not be selected for membership. If selected, I agree to attend all meetings and events and understand that I will be removed from membership for failure to do so.



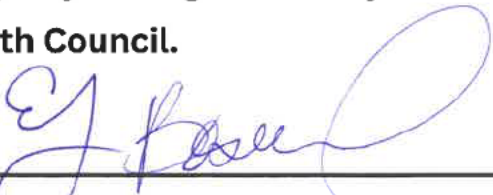
7/24/25

Signature

Date

## Parental Consent

, the undersigned, do hereby consent to my child's participation in the Destin Youth Council. I acknowledge that I have read and understand the Destin Youth Council By-Laws and allow my child to attend all meetings and events relative to this program; and that I understand that my child will be removed from membership for failure to do so. I also acknowledge that upon submission of the application, my child will be considered for membership with all other applicants and that my child may or may not be selected for membership. I further acknowledge that my child's participation in this program is voluntary and I agree to release the City of Destin and all of their employees, officials, and any and all individuals and organizations assisting or participating in the program from any and all claims for personal injuries and property damage which my child may suffer while participating as a member of the Destin Youth Council.



7/24/25

Signature of Parent or Guardian

Date

**2025-2026 Destin Youth Council Program**

**GPA Verification Form**

**To Be Completed by the Student**

This form must be signed by your counselor or other school official, verifying your weighted GPA on a 4.00 scale. Please complete the information below and sign and date the release of information section. Ask your high school counselor to complete the remainder of the form and return it to you to include with your application.

**Applicant's full name:** Chloe Elizabeth Boswell **Grade** 10<sup>th</sup>

**High School name:** Destin High School

Release of Information I grant permission to release all information regarding my GPA to the City of Destin, as deemed necessary for consideration for membership to the Destin Youth Council.

**Signature of Applicant** *Chloe Boswell* **Date** 7/24/25

**To Be Completed by your High School Counselor**

Please provide requested information below and return the form to the student so that he or she may submit it with the application.

**High School name** Destin High School

**The above named student has a cumulative weighted GPA on a 4.00 scale of:**

3.7857

**Student's current grade level** 10th

*Donald Williams*

Executive Director

**Signature of Authorized Official**

**School Official's Title**

July 25, 2025

850-307-5869

**DATE**

**PHONE**



# DESTIN YOUTH COUNCIL



## Application for Membership

The youth council is a city funded council composed of high school aged youth from Destin. The youth council is an opportunity for youth to have a formal role in the city's planning and decision-making process.

### Youth Council Members:

- Represent Destin youth on issues important to them.
- Identify ways to improve Destin for its youth.
- Appropriate funds for youth related activities.
- Act as an advisory board to Destin City Council.

### Membership Criteria

- Applicants must live within the city limits of Destin.
- Applicants must be between the grades of 9 and 12 with at least a 2.25 GPA.
- Terms shall be for one year
- There will be no smoking, drinking alcoholic beverages or using illegal drugs by any member of the Destin Youth Council.
- Applicants must be willing to attend at least one meeting a month.
- All applicants will be considered regardless of race, color, gender, national origin, or disability.

## **RESOLUTION 23-27**

**A RESOLUTION OF THE CITY OF DESTIN, FLORIDA; RELATING TO THE DESTIN YOUTH COUNCIL; AMENDING RESOLUTION 17-36, AND RESOLUTION 22-16, THE DESTIN YOUTH COUNCIL BYLAWS; AMENDING ARTICLE I, SECTION 2 – *MEMBERSHIP QUALIFICATIONS*; ARTICLE 3, SECTION 8 – *MEETING ATTENDANCE*, AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the City of Destin has formed the Destin Youth Council; and

**WHEREAS**, the Destin Youth Council requires certain operating rules and guidelines; and

**WHEREAS**, in accordance with the established bylaws, these by-laws may be amended at any duly constituted meeting of the Destin City Council by an affirmative vote of a majority of the City Council members present and voting.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA, AS FOLLOWS:**

Resolution 17-36, which sets forth the Destin Youth Council Bylaws, is hereby amended as follows:

*NOTE: Underlined language is proposed new language. ~~Struck-through language~~ is language proposed to be deleted.*

### **ARTICLE 1 – MEMBERSHIP APPOINTMENTS AND QUALIFICATIONS**

#### **Section 1 - Representation**

A maximum number of fourteen (14) and a minimum number of seven (7) members will serve on the Destin Youth Council. The Destin Youth Council shall seek in its membership a diverse representation reflecting the community.

#### **Section 2 – Membership Qualifications**

Members must live within the city limits of Destin and must be between the grades of 9 to 12. The Destin City Council may appoint up to ~~30 percent of the members as non-resident members~~ **five non-resident members** who attend a local area high school (or home school) to fill any vacancies occurring during the year. Members shall have at least a 2.25 GPA.

## **ARTICLE III – MEETINGS**

### **Section 8 – Attendance**

Attendance at regular Youth Council meetings is expected from all members. If a member cannot attend due to sickness or for a duly authorized reason, the member shall notify the Office of the City Clerk who shall notify the Chair of the Destin Youth Council. Any member of the Destin Youth Council who missed ~~three~~two consecutive meetings shall be reported to the Destin City Council.

EFFECTIVE DATE: This resolution shall take effect upon its adoption by the Council and signature of the mayor.

**ADOPTED THIS 27<sup>TH</sup> DAY OF NOVEMBER 2023**

**By:**

  
\_\_\_\_\_  
**Bobby Wagner, 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**



## **RESOLUTION 17-36**

**A RESOLUTION OF THE CITY OF DESTIN, FLORIDA; RELATING TO THE DESTIN YOUTH COUNCIL; AMENDING THE DESTIN YOUTH COUNCIL BYLAWS BY AMENDING ARTICLE I, SECTION 2 – MEMBERSHIP APPOINTMENTS AND QUALIFICATIONS; ARTICLE III, SECTION 4 – QUORUM REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the City of Destin has formed the Destin Youth Council; and

**WHEREAS**, the Destin Youth Council requires certain operating rules and guidelines; and

**WHEREAS**, in accordance with the established bylaws, these by-laws may be amended at any duly constituted meeting of the Destin City Council by an affirmative vote of a majority of the City Council members present and voting;

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA, AS FOLLOWS:**

The Destin Youth Council Bylaws are hereby amended as follows:

*NOTE: Underlined language is proposed new language. ~~Struck through language~~ is language proposed to be deleted.*

### **ARTICLE 1 – MEMBERSHIP APPOINTMENTS AND QUALIFICATIONS**

#### **Section 1 – Representation**

A maximum number of fourteen (14) and a minimum number of seven (7) members will serve on the Destin Youth Council. The Destin Youth Council shall seek in its membership a diverse representation reflecting the community.

#### **Section 2 – Membership Qualifications**

Members must live within the city limits of Destin and must be between the grades of 9 to 12. The Destin City Council may appoint up to three non-resident members who attend a local area high school (or home school) to fill any vacancies occurring during the year. Members shall have at least a 2.25 GPA.

#### **Section 3 – Term Limits**

Members will serve a one-year term equivalent to the respective school year. Terms of office will begin in August and end in July the following year. Members may re-apply every year provided they remain within the grade limits of the membership qualifications.

#### **Section 4 – Application Process**

Members of the Destin Youth Council shall be chosen through an application process. Interested parties shall complete an application form. The Destin City Council shall

review the application and select members of the Destin Youth Council.

#### **Section 5 – Appointment of Members**

Each member of the Destin City Council shall appoint up to two members to the Destin Youth Council.

#### **Section 6 – Conduct**

Each member of the Destin Youth Council must conduct himself or herself in a positive, friendly, and law-abiding manner at all times. There will be no smoking, drinking alcoholic beverages, or using illegal drugs by any member of the Youth Council. Such behavior will not be tolerated and is ground for dismissal from the Youth Council.

### **ARTICLE II – OFFICERS**

#### **Section 1 – Officer Appointments**

The officers of the Destin Youth Council shall be elected annually. The Destin Youth Council shall elect from its members a Chair and a Vice-Chair. The officers of the Youth Council shall be elected by a majority vote of the voting members present. The candidates receiving a majority vote of the Destin Youth Council members are elected.

#### **Section 2 – Officer Duties**

The duties of the officers shall be as follows:

- a. The Chair shall preside at the meetings of the Destin Youth Council and shall be charged with the administration of the affairs of the Youth Council with assistance from the City Clerk or designee. The Chair shall perform such other duties as provided by these by-laws and by rule of the Destin City Council.
- b. The duties of the Vice-Chair shall be to perform the duties and exercise the power of the Chair during their absence
- c. The City Clerk or designee shall determine a quorum for the meeting and shall conduct the roll call at the start of the meeting.

#### **Section 3 – Term of Officers**

The term of all officers provided for in Section one hereof shall be for one year or until their successors are elected.

#### **Section 5 – Vacancies of Officers**

Should a vacancy occur in an office of the Destin Youth Council by resignation, removal, or by some other reason, the office shall be filled by an election for the vacant office at the next regular meeting of the Destin Youth Council.

### **ARTICLE III – MEETINGS**

#### **Section 1 – Regular Meetings**

Regular meetings of the Destin Youth Council shall be held at least once a month, on the

fourth Thursday of the month, beginning at 4:00 PM. Meeting schedule may be adjusted from time to time at a regular meeting by a majority vote of the members present. The principal meeting place of the Youth Council shall be at the Destin City Hall. Robert's Rules of Order shall govern the proceedings of the Youth Council in all cases to which they are applicable, and in which they are not inconsistent with these by-laws. Matters for consideration by the Youth Council shall be presented only at Youth Council meetings. The Office of the City Clerk shall give public notice of the meeting in accordance with the requirements of the Florida Open Meetings Law. This notice shall include posting on the City of Destin's official website.

## **Section 2 – Special Meetings**

Special meetings may be called upon the request of the Chair. Request for special meetings shall be sent via electronic mail, or by telephone, to the office of the City Clerk at least 48 hours before the time of the meeting. This request shall include the reason or reasons for requesting the special meeting. The Office of the City Clerk shall notify every member of the Youth Council via electronic mail or by telephone. No subjects other than those stated in the notice shall be considered at the special meeting.

## **Section 3 – Open Meetings**

All meetings of the Destin Youth Council shall be open to the public and be subject to all requirements of the Florida's Open Meeting Law.

## **Section 4 – Quorum Requirements**

A quorum is necessary to transact official business at any meeting. The presence of the majority of the entire membership of the Destin Youth Council shall constitute a quorum for a meeting of the Youth Council. The majority of the quorum present and voting must be comprised of Destin residents.

## **Section 5 – Voting**

The affirmative vote of a majority of the members present shall be necessary to adopt a recommendation to be forwarded to the Destin City Council for review and/or possible action.

## **Section 6 – Order of Business**

The Chair of the Youth Council shall, when present, call the members of the Youth Council to order. Before proceedings to business, the roll of the members shall be called, and the names of those present (and absent) entered in the minutes. If a quorum is present, the order of the business shall be:

- a. Pledge of allegiance.
- b. Approval of the minutes of the previous meeting.
- c. Old business.
- d. New Business
- e. Public comments
- f. Announcements.
- g. Adjournment

## **Section 7 – Conduct of Members**

No member of the Youth Council shall interfere with the orderly progress of the meeting by leaving his or her seat or engaging in unnecessary conversation. Any member guilty of any unprofessional conduct shall be reported to the Destin City Council.

## **Section 8 – Attendance**

Attendance at regular Youth Council meetings is expected from all members. If a member cannot attend due to sickness or for a duly-authorized reason, the member shall notify the Office of the City Clerk who shall notify the Chair of the Destin Youth Council. Any member of the Destin Youth Council who missed three consecutive meetings shall be reported to the Destin City Council.

## **ARTICLE IV – REPORTS**

### **Section 1 – Annual Report to the Destin City Council**

The Chair or their designee shall make a report to the Destin City Council of the activities and businesses of the Youth Council at least once each calendar year.

## **ARTICLE V – AMENDMENTS TO THE BYLAWS**

### **Section 1 – By-Laws and Amendments**

The by-laws of the Youth Council shall be reviewed once each year. The Destin Youth Council may make a recommendation for amendments to the bylaws at a regular meeting by a majority vote of the voting members present. Amendments to the bylaws must be approved by the Destin City Council in order to take effect.

**EFFECTIVE DATE:** This resolution shall take effect upon its adoption by Council and signature of the Mayor.

ADOPTED THIS 6<sup>TH</sup> DAY OF SEPTEMBER 2017  
By:

  
\_\_\_\_\_  
Scott Fischer, Mayor

ATTEST:

  
\_\_\_\_\_  
Rey Bailey, City Clerk

## CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025**TYPE OF AGENDA ITEM:** City Manager Report**AGENDA OUTLINE NUMBER:** 4.J.

---

**TO:** City Council

**THRU:** Kimberly Kopp, City Attorney  
Larry Jones , City Manager

**FROM:** Jamie Haynes

**DATE:** 8/27/2025

**SUBJECT:** Resolution 25-18, Employee Manual Update

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**I. BACKGROUND:**

On October 2, 2023, the Human Resources Director, through the City Attorney, requested that future amendments to the Employee Manual be adopted by resolution, rather than through the more extensive ordinance process. Council had no objections. This change simplifies administrative procedures, allowing for more timely and flexible updates to personnel policies, while preserving transparency and Council oversight. The most recent update to the manual was on May 5, 2025 through resolution.

The Employee Manual was adopted in July 1988 - and Revised: Feb. 1996, Jun. 2003, Dec. 2008, Nov. 2009, Nov. 2020, May 2025. The most recent version is attached as Exhibit A to proposed Resolution 25-18 in strike through and underlined form showing the current proposed revisions to the current Employee Manual.

**II. DISCUSSION:** Attached to this agenda item is Resolution 25-18 which includes its Exhibit A, the full redlined copy of the policy revisions. Below is a summary of the updates:

- 1) Formatting of the Table of Contents
- 2) Section 15.1 Changed section title from Pre-employment Examinations to Fitness for Duty
- 3) Section 15.2 Drug Screens- revised to follow our Drug Free Workplace Policy
- 4) Section Added Section 22.2 Shift Differential
- 5) Section 23.2 updated language for clarity
- 6) Section 56- added language to require reimbursement of training expenses if an employee voluntarily terminates employment within 12 months of completing City sponsored training.



A. **Link to Strategic Goals / Objectives:** Financially Sound City  
Providing Service Excellence.

B. **Effect on Budget (EOB):** No effect on budget.

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

D. **Legislative Sponsor:**

E. **Business Impact Statement:**

**III. CONCLUSION:** Staff will bring back updates to each section of the Employee Manual as they are completed.

**IV. RECOMMENDED MOTION:** I move to approve Resolution 25-18, updating the Employee Manual as presented, effective immediately.

Attachments:

1. EXHIBIT A TO  
RESOLUTION  
Employee Manual  
Revision 9.3.2025
2. Resol No 25-18 HR  
Manual Update02  
\_Sept 3 2025

# **Personnel Rules & Regulations**



Updated ~~November 2020~~Sept 2025

**CITY OF DESTIN  
PERSONNEL RULES AND REGULATIONS**

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**SECTION 1 Authority**

The authority for the enactment of this ordinance is Article I, Section 1.01 (a) of the City Charter and Section 166.021, Florida Statutes.

**SECTION 2 Purpose**

These rules set forth the principles and procedures to be followed by the City of Destin in the administration of personnel policies. The objective of these rules is to provide reasonable, fair and equitable treatment for all City employees and to ensure that the citizens served by the City derive the benefits and advantages which can be expected from a component staff of City employees.

**SECTION 3 Positions Covered**

These rules shall apply to all positions and officers in the City's classified service. The following are exceptions and are not covered:

- Chairman and Members of the Destin City Council
- City Manager
- City Attorney
- Contractual Employees
- Appointed Members of Boards or Committees
- Mayor

**SECTION 4 Amendments and Revisions**

Amendments and revisions of these rules shall be initiated by the City Manager annually, or as required by the State of Florida, with recommendations made to the City Council for adoption.

**SECTION 5 Application**

All positions existing and hereinafter created within the City's services, except those listed in Section 3 above, are placed within the jurisdiction of the City and shall be subject to the rules and procedures as are indicated in this ordinance, or as are set forth by action of the City Council. The policies described herein are not intended, nor are they to be construed, to create a contract between the City and its employees. Further, it is specifically understood that all employees are terminable at will and none of the personnel rules and regulations give rise to any due process rights. All grievance and complaint procedures, including those procedures where a Hearing Officer may be requested, shall not place any burden upon the City or the Hearing Officer to make any findings of fact or conclusions of law. Further, no appeal from a final decision as provided within these internal procedures may be taken to any judicial, administrative or quasi-judicial forum.

**SECTION 6 Implementation**

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The responsibility for implementing the provisions of this ordinance is hereby vested in the City Manager or his/her designee.

### SECTION 7 Equal Opportunity Employer

The City of Destin, Florida, is an equal opportunity employer and is pledged to provide equal employment opportunity without regard to race, age, color, religion, national origin, marital status, disability, or sex. This pledge applies to all employees and to all applicants for employment with regard to recruiting, hiring, placement, promotion, transfer, demotion, advertising, or solicitation for employment, rates of pay, or other forms of compensation, treatment while employed, training, lay-off or termination.

Whenever possible, the City will always give consideration to qualified City employees when filling job vacancies. If no City employee either qualifies for or desires to be transferred or promoted to a vacancy, then recruiting efforts will seek applicants from other sources.

### SECTION 7.1 Anti-Harassment (from Ordinance 109.4)

The City of Destin is opposed to and will not tolerate any unlawful harassment of its employees. The City makes every effort to maintain an atmosphere which will enable employees to perform their work without sexual, racial, and/or ethnic harassment, intimidation and/or without creating an offensive work environment. Sexual, racial, and/or ethnic harassment consisting of the use of derogatory terms, jokes or any conduct or comment that disparages someone because of their race, national origin, sex, age or ethnicity. The City will not tolerate such harassment of its employees by anyone. Persons guilty of unlawful harassment will be subject to discipline up to and including discharge. The City is also equally opposed to bad faith claims of sexual harassment which means claims of sexual harassment that have no rational basis in fact or justifiable employee perception and are deliberately designed to effect adversely the employment or personal reasonable relationships of persons against whom the complaint is made.

Sexual harassment can include so called “cheesecake” or “beefcake” calendars, graffiti, or other sexually suggestive or offensive materials. It is defined as:

Unwelcome sexual advances, requests for favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment;
2. submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting such individual; or

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3. such conduct has the purpose or effect or unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment

Any employee who believes he/she is being unlawfully harassed by a department head, supervisor, co-worker, or anyone else, including the City Manager or Council Member, should contact Human Resources or complete a Harassment Complaint Form.

All employees have the obligation to understand this policy and to understand what type of conduct and/or language can constitute harassment and agree not to engage in such conduct. All City Personnel should also understand that they will be subject to discipline up to and including discharge for any violations.

Further, all personnel have an affirmative obligation to report such conduct, and will not be subject to any discipline for doing so.

## **SECTION 7.2 Procedure**

The City of Destin establishes the following procedure for investigating and resolving claims of unlawful harassment, including sexual harassment, or other types of claims or problems dealing with improper personal behavior, which either has caused, or in the opinion of management, has the potential of causing disruption or interference with the operation of the City:

1. All employees have been informed as to the City's policy concerning unlawful harassment. All management has been advised concerning improper personal involvement with others and behavior towards others. All such claims should be reported within a reasonable time frame and will be investigated and handled by the City Manager or Human Resources immediately. If the allegation or claim is against the City Manager, then the investigation will be handled by the City Attorney or designee.
2. Because of the extremely sensitive nature of these types of problems and the potential "spill over effect" to the job future as well as the personal lives of all involved:
  - a. A file for each complaint or problem reported will be opened by the City Manager or designee, which will be separate from the personnel files of individuals involved. The file will be confidential to the extent permitted by law.
  - b. An investigation will be conducted by the City Manager or designee and management personnel as appropriate.
  - c. Where appropriate, disciplinary action up to and including discharge will be taken.

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- d. Where appropriate, those persons directly involved will be made aware of the decision and documentation entered into the confidential file.

Because of the extremely sensitive nature of these types of claims and cases, investigators will request all persons interviewed to keep the contents of their interview confidential to the extent permitted by law.

Management personnel who discuss cases in which they or any of their employees are involved with anyone other than those persons directly involved, will be subject to discipline, including discharge, unless they have been given specific instructions to the contrary.

Any questions about this policy should be addressed to the City Manager.

## **SECTION 8 Definitions**

As used in these rules, unless the context clearly requires otherwise, the following words shall have the meaning herein given them.

### **SECTION 8.1 Allocate**

The act of assigning each position to its proper class.

### **SECTION 8.2 Anniversary Date**

The recurring date of original appointment or the date of promotion, except that such shall be adjusted for suspensions, unauthorized leaves of absence, and separation and re-employment.

### **SECTION 8.3 Appeal**

An application for review of an alleged grievance.

### **SECTION 8.4 Appointment**

The offer and acceptance by a person of a position either on a permanent, part-time, temporary or seasonal basis. A temporary appointment shall terminate automatically upon completion of the activity necessitating the appointment.

### **SECTION 8.5 Class/Classification**

A position or group of positions having similar duties and responsibilities, requiring similar qualifications, which can be properly designated by one title indicative of the nature of the work and which carry the same salary range.

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**SECTION 8.6 Compensatory Time**

Time off from work in lieu of monetary payment for having worked in excess of forty (40) hours during a work week.

**SECTION 8.7 Continuous Service**

Employment in the classified service which is uninterrupted except for authorized leave(s) of absence.

**SECTION 8.8 Demotion**

The assignment of an employee to a position in a lower class and/or having a lower maximum salary than the class from which the assignment is made.

**SECTION 8.9 Department Head/Division Head**

An employee responsible for the day-to-day operation of a major division of the City and work force assigned to it, whose responsibility includes developing efficient work schedules, proper assignment of personnel for efficient operation, budgeting expenses, developing the potential of employees in the division and keeping the City Manager informed as to the progress of the division. The Department Head generally shall authorize disciplinary action deemed necessary for the orderly and efficient operation of the division subject to the approval of the City Manager.

**SECTION 8.10 Full-Time Employee**

An employee working a forty (40) hour week in either a permanent or probationary position, budgeted on an annual basis.

**SECTION 8.11 Job Description**

A written statement describing the duties and responsibilities and entrance qualification requirements of a position.

**SECTION 8.12 Layoff**

The involuntary, non-disciplinary separation of an employee from employment with the City.

**SECTION 8.13 Overtime**

Time worked in excess of **forty** (40) hours per work week for those persons not working in an exempt position under FLSA guidelines.



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**SECTION 8.14 Part-Time Employee**

An employee working less than thirty-four (34) hours per week who is paid on an hourly basis for those actually worked and who is not entitled to City benefits.

**SECTION 8.15 Pay Status**

An employee who is physically at work or is on an approved leave of absence with pay.

**SECTION 8.16 Position**

A group of duties assigned to one person or job.

**SECTION 8.17 Probationary Employee**

Any employee who is serving his/her probationary period following original appointment (hiring) or following promotion, prior to being regularly appointed to a regular position and class in the classified service.

**SECTION 8.18 Probationary Period**

A specified period of time whereby the employee's performance is carefully evaluated in order to attain regular status. At any time during the probationary period, the Department Head may recommend termination and/or the City Manager may terminate the employee. Any termination prior to expiration of the probationary period shall be final with no right of appeal of any type.

**SECTION 8.19 Promotion**

The assignment of an employee to a position in a higher class and/or having a higher maximum salary than the position from which the assignment is made.

**SECTION 8.20 Regular Employee**

An employee who has been appointed to a regular, full-time or part-time position in the classified service in accordance with the provisions of these rules after completing a probationary period.

**SECTION 8.21 Regular Position**

Any position (vacant or filled), without time limitations or special restrictions as to continued employment, which is designated as such by the budget or by the Council.

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**SECTION 8.22 Regular Status**

A classification conferred upon an employee in a position designated by the City budget and who has satisfactorily completed a probationary period.

**SECTION 8.23 Temporary Employee**

An employee holding a position other than regular, except as provided in the rules, which is of temporary, seasonal, casual, or emergency nature. A temporary employee is not entitled to City benefits.

**SECTION 8.24 Temporary Position**

All positions that are not designated as regular.

**SECTION 8.25 Transfer**

The voluntary or involuntary change of an employee's assignment from one position to another position of a substantially similarly level.

**SECTION 8.26 Work Day**

The scheduled number of hours an employee is assigned to work.

**SECTION 8.27 Work Period**

The scheduled number of hours an employee is assigned to work during two (2) calendar weeks, for which the employee receives a bi-weekly paycheck. This also may be known as the Pay Period.

**SECTION 8.28 Work Week**

The scheduled number of hours an employee is assigned to work during a calendar week.

**SECTION 8.29 Vacancy**

A position not occupied, for which funds are available.

**SECTION 8.30 Exempt Employee**

Executive, professional, managerial, or administrative employees within the organization who are exempt from wage and hour law requirements and are not paid overtime or compensatory time for hours worked over forty (40) hours in a seven (7) day period.

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**SECTION 8.31 Non-Exempt Employee**

Support personnel who are eligible for overtime and compensatory time payment at the rate of one and one-half times the regular hourly rate for actual work required beyond forty (40) hours in a seven (7) day work week.

**SECTION 8.32 Short-Term Leave Without Pay**

Time away from the job without pay for up to thirty (30) days. Leave without pay may be granted upon approval by the City Manager. The City will continue benefits, regardless of reason for leave.

**SECTION 8.33 Extended Leave Without Pay**

Time away from the job without pay for period in excess of thirty (30) consecutive days, not to exceed one (1) year. A leave of absence may be granted upon approval by the City Manager, however, the employee may lose his/her benefits after thirty (30) days.

**SECTION 9 Recruitment**

The goal of the City of Destin is to select the best qualified individual without regard to race, color, religion, national origin, marital status, sex, age, or physical or mental disability.

The City shall treat all job candidates uniformly and give close attention to internal promotion.

**SECTION 9.1 Job Vacancies – General**

All vacancies in the City workforce shall be filled by original appointment, promotional appointment, re-employment, reinstatement, transfer, or demotion. Upon approval of the city Council, a commercial employment service may be used to recruit and procure prospective candidates for original appointment vacancies at the level of Department Head.

**SECTION 9.2 Notice of Vacancy**

When a vacancy occurs within a Department, the Department Head shall notify the City Manager and request a replacement to fill a temporary or regular position. The City Manager's approval is required prior to notice of a vacancy being issued.

**SECTION 9.3 Sources of Recruitment**

All job vacancies below the level of Department Head shall be posted in-house for promotional or transfer consideration. Where there is no in-house appointment for the position:

- The Florida State Employment services may be notified of the vacancy.

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- Applications will be accepted only when there is a vacancy and applications will only be active for a period not to exceed ninety (90) days.
- Advertisements shall be placed in local newspapers or professional journals, or both.
- Organizations reaching minorities, women, and disabled individuals may be notified.

### **SECTION 9.5 Recruitment Area**

Individuals shall be recruited from a geographical area as wide as is necessary to assure obtaining qualified candidates for the various types of positions. The City Manager reserves the right to establish residency requirements for employment. Specific response time requirement for employees in Departments where quick response time is essential may be required.

### **SECTION 9.6 Veteran's Preference**

Veterans, spouses of totally and permanently disabled veterans, and spouses of Missing in Action persons shall receive preference in employment and, in retention should a layoff occur. This preference is in compliance with "Veteran's Preference in Appointment and Retention In Employment" rule, Chapter 22VP-1 of the Florida Administrative Code.

## **SECTION 10 Hiring**

### **SECTION 10.1 Application for Employment**

All applicants shall complete forms relevant to the requirements of the position or vacancy for which they are applying. References may be required.

### **SECTION 10.2 Interviewing**

All applications shall be carefully screened and referred to the appropriate Department Head for further review. The Department Head shall notify applicants they desire to interview. The City Manager or his/her designee shall set up and control the interview schedule. Department Heads shall make every effort to adhere to the interviewing schedule.

### **SECTION 10.3 Testing**

The City Manager or designee may test specific applicant skills that are required to fulfill the duties of the vacancy. Such tests shall be designed and the parameters for satisfactory completion shall be promulgated by the head of the affected department. All testing shall be consistent with State and Federal regulations concerning employee selection.

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**SECTION 10.4 References**

The City Manager<sup>7</sup> or designee shall make any necessary contacts for the purpose of checking references. References shall preferably be obtained by telephone, but where necessary, written reference checks will be made. When written reference checks are required, applicants will be offered employment with the understanding that their employee status is dependent upon the results of reference checks.

Falsification or withholding of pertinent information shall result in immediate termination of the interviewing process or of employment.

**SECTION 10.5 Pre-employment Drug Screen/Physical Examinations**

Pre-employment drug screen and physical examination requirements are specified in Section 15, Medical Examinations.

**SECTION 10.6 Selection and Notification of Offer**

The Department Head shall select the applicant whose qualifications most ideally meet the requirements of the vacant position. The Department Head shall recommend to the City Manager the name of the applicant selected.

Upon approval of the City Manager, the Department Head may notify the successful applicant of the offer of employment.

Department Heads are selected by the City Manager and approved by City Council. Notification and offer to the successful applicant is made by the City Manager.

**SECTION 10.7 Disqualification of Applicants**

The Department Head or City Manager may remove from further consideration, at any time, the application of any applicant who:

- Does not possess the minimum job-related qualifications
- Has made false statements of any material fact or practiced deception in the application.
- Fails to pass the required drug-screen test.
- Fails to accept appointment within two (2) days or report for duty within the time prescribed in the offer.

**SECTION 10.8 Notice of Rejection of an Application**

Whenever an application or applicant is rejected, notice of such rejection shall be given to the applicant by the City Manager's office.



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**SECTION 10.9 Application Files**

Only active applications of qualified unsuccessful candidates will be considered if the position(s) the applicant initially applied for becomes vacant.

**SECTION 10.10 Reporting for Duty**

A new employee shall be instructed to report directly to the Department in which he/she will be working on the first day of work for in-processing.

**SECTION 11 Hiring Part-Time Employees**

A continuous year-round position budgeted for less than an average of thirty-four (34) hours per week and paid on an hourly basis for hours actually worked shall be designated a part-time appointment.

Part-time employees may be recruited, hired, evaluated after the usual probationary period to receive regular part-time status, and reviewed on his/her anniversary date for determination for eligibility for a merit increase in the same manner as full-time employees. Part-time employees may also be eligible for any special annual salary increase afforded to full-time employees by the City Council. Part-time employees shall not be entitled to other benefits offered to full-time employees.

**SECTION 12 Hiring Former Employees**

**SECTION 12.1 Procedure**

A former employee may be rehired providing the following conditions are met:

- His/Her qualifications meet the requirements of the vacant position.
- He/she had been an employee in good standing at the time of separation.

The City Manager shall review the personnel folder of a former employee prior to actual job offer to recommend whether to rehire, based on previous employment record.

A former employee who is rehired shall be processed in the same manner as a new hire to also include a pre-employment drug screen.

**SECTION 12.2 Terms**

For purposes of computing benefits due, the employee shall be considered as a new appointment and shall serve the required probationary period.

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**SECTION 13 Hiring Temporary Employees**

A temporary employee may be recruited to assist in the handling of peak workloads, seasonal employment, casual employment or employment of an emergency nature. A temporary employee shall not be used to fill a continuing full-time position.

A temporary employee shall not be entitled to City fringe benefits.

If a temporary employee changes status to a regular position, the employee shall be considered as a new hire at the time that employee's status is changed unless otherwise designated by the City Manager.

The provision of this Section shall not apply to temporary reassignments of a regular employee nor to restructuring of an employee's job description.

Department Heads may request the hiring of temporary employees. Requests must be justified by the Department Head and submitted to the City Manager for his/her approval. Preferably such request should be submitted during the budget process.

**SECTION 14 Employment of Minors**

All persons employed by the City should be a minimum of seventeen (17) years of age. Where it is not possible to recruit a qualified applicant who has reached his/her seventeenth birthday, employment of a younger person may be considered if approved by the City Manager.

Prior to employing a minor under sixteen (16) years of age, the City Manager's Office shall complete an Application for Employment Certificate that shall be obtained by the minor from the County Superintendent of Schools or such other person designated by the Superintendent to issue certificates.

Unless married, all minors who have not reached age eighteen (18) at time of hire shall be required to have an Age Certificate. This certificate shall be obtained through the same channels as the Application for Employment Certificate.

The Employment Certificate and the Age Certificate shall remain in the employee's personnel file.

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SECTION 15 Medical Examinations

SECTION 15.1 ~~Pre-Employment~~

~~Examinations~~Fitness for Duty

~~Once a prospective employee has been offered employment, he/she shall be required to undergo a pre-employment medical examination through a City designated physician. This examination shall be in addition to the medical history statement. Applicants may also be required to take a pre-employment psychological examination. The City of Destin does comply~~

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~~with the provisions of the Americans with Disabilities Act in making the final determination of employment as it relates to the essential functions of the position.~~

The City reserves the right to require employees to submit to examination by a physician which will be paid for by the City under circumstances where the City deems it necessary to protect the employee from physical harm and/or the City from potential liability.

### SECTION 15.2 Drug Screen

~~The City of Destin is a "Drug Free" workplace. All employees will be subject to a drug screen at the City's expense prior to their employment with the City. The results of these tests may be used to determine the eligibility of a candidate for employment.~~

~~All drug screens will be administered In relation to workmen's comp claims, an employee will also be subjected to a drug screen in accordance with our Drug Free Workplace guidelines. (A copy of the Drug-free Workplace is included in this policy.)~~

### SECTION 16 Nepotism

It is the policy of the City that no employee shall be hired to work under the direct supervision of a relative as defined below, except in accordance with the terms of this subsection:

- If two employees change their family relationship by adoption or other means so as to come in conflict with these prohibitions, one of them shall be transferred to a different Department, if possible, or separated from City service.

The relative of an official or an employee shall be defined as the following relationships: parent, sibling, uncle, aunt, first cousin, nephew, niece, parent-in-law, child-in-law, sibling-in-law, stepparent, stepsibling, half-sibling or child. If related employees are eligible for promotion, advancement or a raise in pay or status, other than cost of living increases, the appropriate Department Head shall make a special evaluation of the proposed change and report to the City Manager for a determination before any change takes place.

### SECTION 17 Orientation

The City recognizes the importance of a sound indoctrination program so that the employee shall have a clear understanding of his/her duties, how to perform them and the relationship to the Department and the overall operation of the City Government.

Orientation of a new employee begins with processing by the City Manager's Office and includes:

- Completion of all hiring forms
- Detailed explanation of benefits and conditions of employment
- Accompanying the employee to his/her area of employment whereby the Department Head shall assure that:

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1. The employee is introduced to co-workers and various facilities.
2. The employee has proper supplies and a suitable working area.
3. The employee becomes familiar with his/her duties and responsibilities.

The most important function of the Department head during this process is to make every attempt to ensure that a new employee is comfortable and familiar with his/her new surroundings.

### **SECTION 18 Probationary Period**

The probationary period is regarded as an integral part of the placement process. It is utilized to closely observe the employee's performance for securing the most effective adjustment of the new employee to the position and for rejecting an employee whose performance or conduct does not meet the required standards.

The minimum time an employee will serve under the probationary period is six (6) months. The City Manager, at this his/her discretion, may require an employee to serve a longer period of time, but will not exceed one (1) year.

### **SECTION 18.1 Termination of Employment**

At anytime during the probationary period, the Department Head may recommend termination and the City Manager may terminate the employee. Any termination prior to expiration of the probationary period shall be final with the no right of appeal of any type.

### **SECTION 18.2 Initial and Final Probationary Reviews for New Hires and Promoted Employees**

A new employee or an employee promoted to a higher classification shall be formally reviewed by his/her Department Head once immediately after ninety (90) days and then again immediately after 180 days from date of hire or from date of promotion. These reviews shall in no way affect the employee's salary, but rather, shall be a means of notifying the employee, the Department Head and the City Manager of the employee's progress. The initial and final review of new employees reflecting less than satisfactory progress may be one cause for immediate termination of employment. The review forms shall be forwarded to the Department Head by the City Manager's Office at the time the review is to be conducted. The completed review form shall be signed by the Department Head, the employee and the City Manager. The review form shall provide space for comments of the employee.

Upon completion of 180 days of service, the Department Head shall evaluate the employee's performance and complete an Employee Evaluation Form indicating final recommendation on the employee's probationary status. The Department Head shall sign the form and shall return the form for review and approval by the City Manager. If approved by the City Manager, a Change of Status form shall be prepared taking the employee off probation. After approval by the City Manager, the form shall be signed by the employee, who shall



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receive a copy of same from the City Manager's Office. Original review and change of status forms are retained in the employee's permanent personnel file. New employees attaining regular status, following successful probationary period, shall be entitled to receive all City benefits as described in other sections. Promoted employees shall not experience loss of City benefits while serving a probationary period for a position in a higher classification. A final probationary review reflecting less than satisfactory progress shall be sufficient grounds for immediate termination of employment. See also Section 26, Promotion.

### **SECTION 18.3 Extension of Final Probationary Review Procedures**

The circumstances where extension period beyond 180 days may be permissible are specifically as follows:

- An employee hired at a salary or hourly rate which is greater than the entry step for the position may, as a condition of offer of employment, be required to serve a one (1) year probationary period at the discretion of the City Manager. Such affected employee shall, however, be reviewed after ninety (90) days and, if determined to be making satisfactory progress, the employee shall be entitled to City benefits.
- At the conclusion of the one (1) year probationary period, a final review and determination of status shall be done according to the process outlined under subsection 18.2, Final Probationary Review, above.
- Probationary employees who have been absent without pay and excused from duty for a collective total of twenty (20) scheduled workdays or more during the probationary period may, upon approval of the City Manager, have their probationary period extended for a period equivalent to time lost during the initial probationary period. Newly hired employees affected by this provision shall not be entitled to City benefits until final probationary review and approval to regular status. The review procedure shall conform to subsection 18.2 above.
- Excessive absence, even if excused, has a negative impact on completion of departmental workloads. This provision to extend the probationary period is set forth to recognize those unique and unusual circumstances, such as major illness or injury to a probationary employee or member of his/her family, necessitating an excused absence of greater duration than normal.

### **SECTION 18.4 Anniversary Date – Merit Increase Review**

The date of original appointment to a position shall be the anniversary date and the employee shall be considered, following a performance review and above satisfactory evaluation, for a merit increase one (1) year from this date, with the recommendation of the Department Head and approval of the City Manager.

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**SECTION 19 Performance Evaluations**

**SECTION 19.1 Performance Evaluation Report**

At least once a year at the employee's anniversary date, supervisors shall rate and discuss the overall job performance with each employee. The performance evaluation evaluates quantity of work, quality of work, work habits and relationships with fellow employees and the public. If the rated employee is a supervisor, his/her supervisory ability also is evaluated.

The City Manager's Office shall forward a Performance Evaluation Form and cover memo to the appropriate supervisor when an employee becomes eligible for regular status, a merit increase or an annual rating.

If an increase is indicated, the supervisor shall make the appropriate recommendations and return the form to the City Manager's Office for approval. If approved, a Change of Status form shall be prepared entitling him/her to an increase. The Employee Service Report then shall be signed by the employee and retained in the personnel file.

The employee may submit a rebuttal statement as part of the evaluation and such statement shall remain in the employee's personnel file as long as the evaluation is retained on file.

All questions on the Performance Evaluation shall be forwarded to the City Manager.

**SECTION 19.2 Employee Performance Problem – Corrective Action**

It is recognized that unacceptable job performance may stem from misunderstanding, lack of knowledge, skills and abilities, or general unsuitability to meet the requirements of the job. Corrective action requires counseling, training or retraining. If this process is unsuccessful, transfer, demotion or termination will result. The City retains the right to treat each incident on an individual basis without creating a precedent for other cases which may arise in the future and to determine appropriate corrective action on a case-by-case basis.

The steps below are recommended but not mandatory and should apply to specific offences; however, the action utilized shall be discretionary with management and nothing herein shall require that a particular action be utilized in any case prior to the utilization of another. In determining the action, management may consider the severity of the problem or offense, the cost involved, the time interval between occurrences, the employee's work record, the employee's length of service with the City, the employee's overall value to the City, the ability and potential of the employee concerned and other factors as may bear on the efficient and harmonious operation of the government.

**Step 1:** Documented Verbal Counseling – The problem(s) should be handled promptly and discussed with the employee to ensure that he or she clearly understands the problem and

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what corrective action must be taken. If such counseling corrects the problem, no additional action is required.

**Step 2:** Documented Corrective Action – Document the problem(s) in writing and cite specific examples of deficiencies and review the document with the employee. Develop a planned improvement program with measurable goals to be achieved in an acceptable time frame i.e., 30, 60 or 90 days.

**Step 3:** Review the improvement goals and timetables and document the results of the review. Obtain the employee's signature and that of the City Manager. If significant improvement has been achieved to the extent that the employee's performance has met the job requirements, the program may be successfully documented and concluded.

If the employee has not corrected the deficiencies in his/her job performance during or by the conclusion of the planned improvement program, the supervisor should review the case with the City Manager to determine the following:

1. Offer the employee an opportunity to be placed in a position equal to his/her demonstrated skills and abilities, if such position is available, or;
2. Terminate the employee due to "inability to do the job."

### SECTION 20 Merit Increases

A salary increase shall be based on merit. A merit increase in salary rewards an employee who is doing above satisfactory performance.

An employee shall become eligible for his/her first merit increase after satisfactorily completing one (1) year of service for the City, being the employee's anniversary date.

An employee becomes eligible for consideration for further merit increases on the anniversary of the first merit increase granted. All merit increases stop when an employee reaches the maximum amount of his/her pay grade.

The Department Head shall notify the City Manager's Office one (1) month before an employee becomes eligible for a merit review. See Section 19 for procedures.

### SECTION 21 Outside Employment

An employee shall not accept outside employment, either incidental, occasional or otherwise, where City time, equipment or materials is to be used or where such employment or any part thereof is to be performed on City time.

An employee may be authorized to accept incidental or occasional outside employment as long as such employment is not contrary, detrimental or adverse to the interest of the City or any of its departments.

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Approval by the Department Head is required for all outside employment. Such approval or denial shall be retained in the employee's Personnel File.

Requests to engage in outside employment must be in writing and must explain the type of employment and hours involved for which the request is made. Such requests shall be submitted to the Department Head for approval or disapproval, and a copy of the request shall be forwarded to the City Manager's Office for inclusion in the personnel file. If outside employment appears to be contrary to the City's policies concerning such employment, a final decision shall be made by the City Manager as to whether or not an employee can engage in such employment.

Permission to engage in supplemental employment may be denied or withdrawn at any time when the Department Head feels such employment is interfering with the employee's efficiency or is in conflict of interest of the City.

### **SECTION 22 Hours of Work**

#### **SECTION 22.1 Hours of Work**

The normal hours of work for City Departments will be 8 AM to 5 PM Monday through Friday except for legal or designated holidays. Alternate working hours may be established by each Department Head with the approval of the City Manager.

The lunch period is one hour and employees are encouraged to utilize their lunch period during the designated hours. This time cannot be accumulated and cannot be saved for the purposes of leaving work early.

Each employee is required to maintain a weekly record of hours worked, to be turned in to his/her supervisor or Department Head at the end of each pay period. Failure to keep or falsification of the weekly records of hours worked shall be grounds for disciplinary action or dismissal.

#### **SECTION 22.2 Shift Differential**

The City recognizes the extra burden of working non-standard work hours. The purpose of this policy is to provide additional compensation to City of Destin employees who are required to work during evening, night, and weekend hours.

#### **I. PROCEDURES:**

- A. Eligible employees will receive an additional \$3.00 per hour for all hours worked between 6:00 PM and 6:00 AM on weekdays, City approved holidays, and all hours worked on Saturday and Sunday.
- B. The shift differential is calculated based on actual hours worked during the specified times.
- C. The differential is added to the regular hourly rate of the employee.
- D. Overtime work, if applicable, will be calculated based on the combined regular and shift

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differential rates.

**II. ELIGIBILITY**

- A. Full-time and part-time employees are eligible for the shift differential.
- B. Temporary or seasonal employees may be eligible as determined by their respective department heads.
- C. Shift differential is not applicable during paid time off, such as vacation or sick leave.
- D. To be eligible for shift differential, each employee must work at least 30 minutes into the qualifying shift in order to be compensated at the higher rate.
- E. This policy does not apply to standby or emergency operations which are compensated in accordance with other policies.
- F. Employees who are on approved travel for City business will not be eligible for shift differential. All compensation related to travel will be addressed in ADM-08 Travel Expense Policy

**SECTION 22.2 Absence from Work/Lateness**

An employee who is not at work during the approved hours shall be considered unexcused, unless such absence is approved by the Department Head.

Lateness, which is an unexcused absence from work, shall cause an employee to be penalized in quarter hour (15 minute) units for each fraction of such period absent.

Repeated lateness including extended lunch periods and unexcused absences is significant to operational effectiveness and is grounds for disciplinary action against the employee.



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**SECTION 23 Overtime and Compensatory Time**

Departmental schedules should be prepared to provide for the completion of work tasks and delivery of public services within the standard forty (40) hours work week of each and all employees assigned to the Department.

Overtime hours are permissible only by an actual emergency or such other unusual circumstances, requiring the assignment of employees to overtime hours of work, certified by the Department Head and approved by the City Manager. For purposes of this section, the term “emergency” shall be construed to mean circumstances including, but not limited to, civil disturbances, natural disasters such as hurricanes, or a significant shortage of personnel or unusual surplus of work to be performed.

Overtime shall be voluntary except in emergency situations, at which time an employee can be required to work. The Department Head, or supervisor, will give the employee as much notice as possible before requiring overtime.

**SECTION 23.1 Authorization Required**

Prior to assigning overtime work, it shall be the Department Head’s responsibility to notify and obtain approval from the City Manager for the circumstances requiring the overtime work. The only exception shall be in emergency situations where the immediate repair of facilities shall be essential to prevent loss of equipment, further damage to the facility or an interruption of essential public services. In case of such emergency, it shall be the Department Head’s responsibility to notify the City Manager as soon as possible regarding the details surrounding the overtime worked.

**SECTION 23.2 Practice for Overtime and Compensatory Time**

Actual hours worked in excess of the normal forty (40) hours in any work week shall be compensated at the rate of one and one-half (1½) times the employee’s hourly rate of pay; for the purpose of this provision, actual hours worked shall include only those hours actually worked ~~and holidays~~.

Certain positions within the City require attendance of meetings after normal work hours. Department Heads will give employees the option of taking time off during the work week in which they have worked after hours or pay the employee overtime or comp time, unless giving the employee such option would place a burden on the Department.

Compensatory time at the rate of one and one-half (1½) hour for each overtime hour, in lieu of paid overtime, may be granted upon request of the employee, subject to the approval of the Department Head and City Manager. Accrual of compensatory leave shall be governed by the provisions of FLSA. The maximum comp time to be accrued in public safety, emergency response or seasonal activity is 480 hours (or 320 hours of actual overtime work); other employees are permitted a maximum compensatory accrual of 240 hours (160 hours of actual overtime work).

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Compensatory time, recorded in the employee's payroll File, shall be removed from the books and paid to the affected employee:

- As a result of a properly authorized Leave of Absence, or
- At the time of termination, in good standing, whether voluntary or involuntary.

It is the responsibility of the employee, the appropriate Department Head and the City Manager's Office to monitor compensatory time earned. In accordance with the provisions of FLSA, all employees who have accrued the maximum compensatory time shall be paid in cash for additional overtime hours of work until they have used some of their accrued compensatory time.

### **SECTION 23.3 Eligibility**

Exempt employees, in accordance with the Fair Labor Standards Act, are not entitled to overtime payment or accrual of recorded compensatory time. Exception: in preparation, during or after an officially declared emergency such as a natural or man made disaster, exempt employees may be compensated for overtime and paid in accordance with the provisions of Sections 23.1 and 23.2 of the City's Personnel Rules and Regulations and Federal Law.

The City Manager shall have the authority to provide reasonable and commensurate work schedule flexibility, where not in conflict with the essential work and delivery of public

services of the City, for exempt employees whose duties and responsibilities regularly require substantial hours of work beyond a normal workweek.

### **SECTION 24 Attendance**

#### **SECTION 24.1 Punctuality**

Lateness, to include absence, causes additional burden on the City. Therefore, an employee shall be expected to make every effort to be on the job at starting time.

Problems occasionally occur causing an employee to be late. Whenever possible, the employee shall be expected to advise his/her Department or supervisor prior to starting time.

Lateness, which is unexcused absence from work, shall cause an employee to be penalized in quarter hour (15 minute) units for each fraction of such period absent.

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**SECTION 24.2 Recording Attendance**

The City shall maintain time records to ensure that all employees are correctly paid for time worked. Accuracy in reporting time worked is extremely important.

The City shall maintain individual records on employees':

- Available PTO
- compensatory time

Each payroll period, each employee shall submit an accurate record of his/her time for that period to his/her Department Head. The Department Head shall summarize the time for the entire Department on a Payroll Summary Sheet. Employees must arrive and depart only at their scheduled hours. Employees will be paid according to their work schedule, with adjustments for leaves of absence and any overtime authorized as reported by the Department Head.

The City Manager or his/her designee shall review and record all lost time and forward payroll data for processing.

The Department Head shall bring any apparent abuse of leave time to the immediate attention of the City Manager's Office.

**SECTION 25 Unauthorized Absence**

An unauthorized absence automatically results when an employee fails to report within one (1) hour of the scheduled work time and fails to communicate to the Department Head explaining the reason for the absence and requesting leave.

**SECTION 25.1 Resignation Due to Unauthorized Absence**

If an employee is absent without authorization for a period exceeding one (1) day, the Department Head shall notify the City Manager immediately.

Unauthorized absence for a period of two (2) consecutive days shall be considered as a resignation without notice from the employee. Acceptance of the resignation shall be by letter from the City Manager.

**SECTION 26 Promotion**

Promotions may be either inter- or intra-departmental and must be recommended by the Department Head(s) and approved by the City Manager. All promotions shall be based on qualifications of the individual.

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**SECTION 27 Demotion**

A demotion is the assignment of an employee to a position in a lower classification, having a lower maximum salary, than the classification from which an assignment is made.

Department Heads shall have the authority to recommend demotion of an employee. All demotions require the written approval of the City Manager. If it becomes necessary to recommend demotion of an employee, the Department Head should make the recommendation to the City Manager, in writing, citing the reasons. The causes for demotion shall normally be due to the removal of higher-level duties and responsibilities, or inability of the employee to assume or perform duties. Demotions may be initiated by the City Manager.

An employee not on a probationary status in the position from which he/she has been demoted has the right to appeal demotions through the grievance procedure as outlined in this employee manual.

An employee who has not completed his/her probationary period prior to the demotion will be required to serve a new probationary period. Regular employees may be required to serve a new probationary period upon the recommendation of the Department Head.

**SECTION 28 Transfer**

A transfer is the moving of an employee to a job on an equal level in the same or another Department.

An employee may submit a written request for a transfer to another Department or to another division or section within the Department, if a position is vacant. A transfer must be approved by the affected Department Heads and the City Manager. Employee requests for transfer to another Department shall be made, in writing, to the City Manager with a copy to the Department Head.

The City Manager may transfer an employee temporarily, or permanently, when said transfer is deemed to be in the best interest of the City.

A transferred employee shall not be placed in probationary status. Regular status and all accrued benefits shall be transferred with the employee.

**SECTION 29 Temporary Acting Positions**

Appointments in an acting capacity to positions in a higher class shall be approved by the City Manager.

Persons appointed in acting capacity for a period exceeding thirty (30) days will receive compensation at the entry level for the position being filled, if higher than his or her normal salary.

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Temporary acting assignments may conclude due to the return of the regular employee holding the position, the hiring or promotion of an individual to fill the position, the elimination of the position or upon notification by the City Manager, without regard to the reason.

### **SECTION 30 Leave of Absence**

#### **SECTION 30.1 General Policy**

The following types of leave are officially established: Holidays, , PTO, Leave with Pay and Leave Without Pay. Leaves may be granted by the respective Department Head in conformance with the rules established for each type and after verification from the City Manager's Office in the case of accrued leave\_or other Leave with Pay that the affected employee has accrued the number of leave hours being requested. Leave without Pay also requires the approval of the City Manager. Any employee who is on leave of absence and obtains employment elsewhere, which employment conflicts with the employee's normal work schedule for the City, shall automatically be deemed to have resigned his/her position with the City, without notice, and shall forfeit his/her accrued leave.

#### **SECTION 30.2 Leave of Absence Request Form**

The purpose of this form is to document the employee's request and approval to be absent during scheduled working hours and to provide for an orderly review by the employee's Department Head.

Except in emergency situations, an employee shall submit a completed request form to the Department head two (2) weeks prior to the intended absence. An employee who is absent from work without advance notice shall complete a request form immediately upon his/her return to work.

#### **SECTION 30.3 Routing of Request Form**

After the Department Head receives the request form and if the leave request is acceptable to the Department Head, it is signed and forwarded to the City Manager's Office. The City Manager or his/her designee shall review the hours of paid leave requested against the employee's accrual record and shall countersign the request from, if sufficient accrual exists to cover the paid leave period sought. The type, amount and dates of the leave shall be recorded in the employee's Payroll File and the original leave request form shall be retained therein. A copy shall be returned to the employee's Department as proof of approval.

#### **SECTION 30.4 Family and Medical Leave Policy**

This is the City's Policy for taking family and/or medical leave. Eligible employees will be allowed up to twelve (12) weeks of leave for the birth, adoption, or foster care placement of a child with an eligible employee or when an employee or the employee's parent, child or spouse



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has a serious health condition and the employee is needed to care for that person. All or a portion of the leave may be paid in certain instances. The taking of leave under this policy will not be used against an employee in any employment decision including the determination of raises, promotions or discipline.

**Eligibility for Leave:** It is the Policy of the City to provide employees with family or medical leave if they have worked for the City for at least twelve (12) months and have at least 1,250 hours in the twelve (12) month period prior to the time leave begins. The leave taken under this Policy will count towards the leave to which an employee is entitled under federal or state law.

**Amount Of Leave Available:** Employees are entitled to up to twelve (12) weeks of leave, in a twelve month period, for any one or combination of the reasons under A, B, C, and/or D:

**A.** Birth and Care of the Employee's Newborn Child

This leave must be taken all at once, unless both the City and the employee agree to leave on an intermittent basis. Available accrued ~~leave~~leave will be used by the mother. Earned vacation days will be substituted for unpaid time. If both parents are employed by the City, the combined total of leave time is 12 weeks. Extensions of the leave period are not permitted.

**B.** Placement and Arrangement of a Child for Adoption or Foster Care with Employee

This leave must be taken all at once, unless both the City and the employee agree to leave on an intermittent basis. Earned vacation days will be substituted for unpaid time. Extensions of the family leave period are not permitted. If both parents are employed by the City, the combined total of leave time is 12 weeks.

**C.** Serious Health Condition of Employee

Leave may be taken by an employee in the event he/she experiences a "serious health condition." A serious health condition will generally occur when the employee receives

inpatient care at a hospital, hospice, nursing home or residential medical care facility, or receives outpatient care which requires continuing treatment by a health care provider. Medical leave may be taken all at once or in smaller increments where medically necessary. If leave is taken in smaller increments, the employee may be temporarily transferred to another job at the City with equivalent pay and benefits, to better accommodate the employee's treatment or care schedule. Available accrued leave will be used. Accrued leave will be substituted for unpaid time. Extensions of leave are not permitted.

**D.** Serious Health Condition of a Spouse, Parent, Son or Daughter

Leave may be taken to care for a child (including any child for whom the employee has the day to day responsibility of raising), spouse or parent with a "serious health condition". The leave may be taken all at once or in smaller increments where medically necessary. If leave is taken in smaller increments, the employee may be transferred to

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another job at the City to better accommodate the treatment or care schedule. Earned accrued leave will be substituted for unpaid time, the remaining portion of the leave will be unpaid. If both spouses are employed by the City, the combined total leave time is 12 weeks. Extensions of leave under this Policy are not permitted.

### NOTIFYING THE CITY OF YOUR NEED FOR FAMILY OR MEDICAL LEAVE:

In the event an employee would like family or medical leave, the City must be notified at least fifteen (15) days before the date on which leave is to begin, on the Request for Family or Medical Leave form.

If the leave is unforeseeable, notice must be given to the City of the need for leave as soon as possible, but not later than three (3) workdays after the occurrence of the reason for leave.

The failure to timely notify the City of the need for leave may result in the delaying of leave until a proper notice is received.

### HEALTH CARE PROVIDER CERTIFICATION:

If an employee needs a family or medical leave, the employee must provide the City with a Health Care Provider Certification, which must be completed by the employee's (or qualifying family member's) treating health care provider. If the leave is required to care for a family member, the certification must state the employee is needed "to care for" the family member. If the leave is for the employee's own serious health condition, the certification must state the employee is unable to perform one or more of the essential functions of the employee's position.

The Health Care Provider Certification must be provided prior to the beginning of the leave. With an unforeseeable leave, the Health Care Provider Certification must be provided to the City within 15 calendar days of the leave.

If medical certification is not provided, the leave is not protected under the Family Medical Leave Act (FMLA).

### HEALTH INSURANCE AND BENEFITS WHILE ON LEAVE:

Group Insurance coverage will continue while on a family or medical leave, but the employee must pay for his/her share of the cost of coverage. Insurance payments should be made payable to The City of Destin.

Should the employee fail to continue to pay his or her share of the premium, notices of proposed insurance cancellation, and the opportunity to pay the premium as required by the FMLA, will be provided before the cancellation.

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Employees will be advised, well in advance, of any changes in premiums so they will have ample opportunity to make arrangements to continue to pay their share of the premiums during their leave.

### SECOND OPINIONS

The City may request that an employee provide a second and third certification from a health care provider, chosen and paid for by the City, if it questions the correctness of the certification provided by the employee. If the second opinion differs from the initial certification, a third opinion may be obtained. The third opinion is final and binding.

### ADDITIONAL CERTIFICATIONS

The City may request that an employee recertify as to the continuation of the serious health condition at various points in time.

### RETURN TO YOUR POSITION AT END OF LEAVE

At the end of an employee's period of leave, the employee will be returned to his/her former position or, if the position is filled, to an equivalent position, with equivalent pay and benefits and other terms and conditions of employment, with the City.

If an employee wants to return to work before the leave is to end, and work is available, the employee must notify the City on the Early Return Request form, at least two (2) days prior to the desired early return date.

If the reason for leave was due to the serious health condition of the employee, a Fitness for Duty Certification must be provided before returning to work. If this form is not received, the employee's return to work will be delayed.

### ACCRUAL

During leave, the FMLA does not require accrual of employment benefits such as accrued time off, seniority, etc. Accordingly, during FMLA leave, accrual of leave benefits and seniority shall be on the same basis as for any other unpaid leave of absence. Pension benefits will be determined in accordance with DOL rules. Employment benefits to which an employee may be entitled on the day on which the FMLA leave absence begins will not be lost because of such leave, except for those paid leave days substituted for leave taken under this policy as described above. Upon return from FMLA leave, employees are entitled to any changes in benefit plans not dependent upon seniority or accrual during the leave period.

### RELATIONSHIP TO PAID LEAVE

Leave covered by worker's compensation and/or short term or long term disability will run concurrently with the FMLA leave when the reason for the leave is covered by the FMLA.

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However, the City will not allow, the use of accrued leave or personal leave at the same time as worker's compensation paid leave.

### EXCEPTION TO POLICY

A salaried employee among the highest paid five percent (5%) of all employees may be denied family leave to prevent substantial and grievous economic injury to the City's operations.

### FAILURE TO MEET POLICY REQUIREMENTS

If the employee fails to meet the requirements of this Policy, the request for leave may be denied or delayed until the requirements are met.

If the employee has any questions regarding the operation or interpretation of this Policy, please contact Human Resources.

### FAMILY AND MEDICAL LEAVE POLICY / NOTICE OF RIGHTS

The following information concerns your rights and obligations under the FMLA and will explain to you the consequences of your failure to meet these obligations. Please read the information carefully, and if you have any questions, please contact Human Resources.

1. **Leave Entitlement.** The actual amount of time you spend on family and/or medical leave will be subtracted from your 12 workweeks of leave entitlement. The City will designate the time you have been absent as Family & Medical leave if your condition qualifies based on the information received.
2. **Medical Certification.** If your leave request is based on your serious health condition or the serious health condition of a qualifying family member, you must provide Human Resources with a Health Care Provider Certification form prepared by your treating health care provider. The medical certification must be provided to Human Resources prior to the beginning of the leave. In cases of medical emergency or unforeseen circumstances, the certification is needed as soon as practicable after your leave begins, up to 15 calendar days. If you fail to provide Human Resources with a timely medical certification, your leave request, or your continuation of leave will be denied until the required certification is provided.
3. **Second Opinions.** If Human Resources has any doubt about the accuracy of your initial medical certification, you must submit to another examination, at the City's expense, by a health care provider selected by the City. If the second opinion differs from the initial certification, a third opinion may be obtained. The third opinion is final and binding.
4. **Recertification.** You must provide Human Resources with subsequent recertifications on a periodic basis that your serious health condition still prevents you from performing your job functions or that you are still needed to care for a family member with a serious health

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condition. Upon taking such leave, the employee will be advised of the reporting requirements.

5. Intent to Return to Work. You must provide Human Resources with a periodic report on your status and intent to return to work.
6. Fitness for Duty Certification. If you are on medical leave because of your own serious health condition, you must provide Human Resources with a Fitness for Duty Certification signed by your treating health care provider before you can return to work. If you fail to provide a Fitness for Duty Certification, your reinstatement will be denied until the required certification is provided.
7. Substitution. You may be paid by the City for paid leave you have earned under the City's leave policies. Under no circumstances will you be entitled to additional family and/or medical leave as a result of the substitution of paid leave.
8. Maintenance of Health Insurance Coverage. In order to maintain your group insurance coverage during your family or medical leave, you must continue to pay your share of the insurance premiums, as you did prior to your leave. If you elect to substitute paid leave, or if the City requires the substitution of paid leave, your share of premiums will be paid through your normal payroll deduction method. Otherwise, you will have to arrange to make your regular premium payment to The City of Destin.
9. Employment Protection. Upon returning to work from family or medical leave, you will be reinstated to the position you held prior to leave or, if your position is no longer available, to an equivalent position with equivalent pay, benefits, and other equivalent terms and conditions of employment.
10. Recovery of Premiums. If you fail to return to work after your leave, you will be liable to the City for any group insurance premiums paid on your behalf by the City during your leave.



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**FAMILY AND MEDICAL LEAVE REQUEST**

I, \_\_\_\_\_, request a leave of absence under the Family  
Name of Employee  
and Medical Leave Act:

The leave of absence is requested for the following reason (check the appropriate number):

1.    \_\_\_\_\_    The birth of my child and to care for such child.
2.    \_\_\_\_\_    The placement of a son or daughter with me for adoption or foster care.
3.    \_\_\_\_\_    To care for my spouse, child, or parent (circle one) who has a serious health condition.
4.    \_\_\_\_\_    My serious health condition.

I will be absent from work from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_.

*If you checked number 3 or 4, please have a Health Care Provider Certification completed by the Health Care Provider indicated below.*

Health Care Provider:

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

By reception of this request form, I hereby authorize the Health Care Provider to provide such information and medical records as requested by the City without liability for such release of information. I understand that I may elect to substitute for my unpaid leave, leave that I have earned under other City leave plans. The substitution of paid benefits with Family and Medical Leave will not extend or result in additional Family and Medical Leave being available to me. Family and medical leaves will not be extended due to layoffs or emergency shutdowns.

**Return to Work Certification:** I understand that if I am requesting medical leave for my serious health condition, I must not only provide the City with a certification from my health care provider as to the existence of my serious health condition, but must also provide the City, prior to my return to work, with a Return To Work Certification which has been completed by my health care provider. I understand that failure to provide the Return to Work Certification may result in my being denied reinstatement until such document is provided to Human Resources. I understand that the Return to Work Certification Form is attached.

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In the event that I desire to return to work prior to the expiration of my leave, I will notify the City at least two (2) working days prior to my desired return date. If my position is filled or equivalent employment is not available, I am not eligible for employment until the expiration of

my family or medical leave though I may accept alternative employment with the City (a position dissimilar from my regular employment position).

Alternative Position During Leave: I understand and agree that if my leave is requested to be taken on a reduced or intermittent basis and I am capable of performing work during my requested leave, the City may place me in alternative employment within the City and I hereby agree to such placement. I understand that the position that I may be placed in may have no relation to my current job responsibilities and that such placement is only temporary. I will be returned to my position or substantially equivalent employment upon the expiration of my leave.

If I am requesting intermittent or reduced leave for the birth, adoption or foster care of a son or daughter, below is a proposed schedule of leave. Human Resources will notify me if it agrees with my intermittent or reduced leave proposed schedule.

Date\_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_  
Employee's Signature

\*\*\*\*\*

For Office Use Only

Date Received: \_\_\_\_/\_\_\_\_/\_\_\_\_

Received By:\_\_\_\_\_

Date Notice of Rights provided to employee: \_\_\_\_/\_\_\_\_/\_\_\_\_.

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**FAMILY AND MEDICAL LEAVE HEALTH CARE PROVIDER CERTIFICATION**

I, \_\_\_\_\_, certify that \_\_\_\_\_ Name of Health Care Provider Patient's Name  
has a "serious health condition", which is an illness or injury, impairment or physical or mental  
condition involving:

- A) In-patient care in a hospital, hospice or residential medical facility; and/or
- B) 1. Any period of incapacity requiring absence from work, school, or other regular daily activities of more than three (3) calendar days that involve continuing treatment or supervision by a health care provider;
2. Continuing treatment by (or under the supervision of) a health care provider for a chronic or long-term health condition that is incurable or so serious that it may result in a period of incapacity of more than three (3) calendar days; or
3. Prenatal care.

In addition, I certify that the patient is one of the following (check the appropriate):

- \_\_\_\_\_ An employee of the City of Destin;  
\_\_\_\_\_ The spouse of an employee of the City of Destin;  
\_\_\_\_\_ The child of an employee of the City of Destin; or  
\_\_\_\_\_ The parent of an employee of the City of Destin.

Accordingly, I certify that:

- The serious health condition commenced on \_\_\_\_/\_\_\_\_/\_\_\_\_ and has a probable duration through \_\_\_\_/\_\_\_\_/\_\_\_\_.
- The patient was seen by me and treated for this serious health condition on the following date(s):  
  
\_\_\_\_/\_\_\_\_/\_\_\_\_; \_\_\_\_/\_\_\_\_/\_\_\_\_; \_\_\_\_/\_\_\_\_/\_\_\_\_; \_\_\_\_/\_\_\_\_/\_\_\_\_.
- The patient was treated on an inpatient / outpatient basis (circle one).
- The medical facts regarding the serious health condition are as follows:

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*If the patient is an employee*, the serious health condition must render the employee unable to perform the functions of his or her position which means the employee is unable to work at all or unable to perform the essential functions of the position.

Below is an explanation of the extent to which the employee is unable to perform the functions of the position as a result of the serious health condition:

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If the employee requires intermittent leave (leave taken in blocks of time) or reduced leave (leave that reduces the employee's hours per workweek or workday) which is medically necessary, please describe why the intermittent or reduced leave is medically necessary, the dates on which treatment is expected, and the expected duration of the treatment and leave.

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*If the patient is the spouse, son, daughter or parent of the employee*, the serious health condition of such individual must require that the employee is needed to care for such individual. A serious health condition for such individual is any condition that affects an individual's ability to engage in normal daily activities.

- The employee will be needed to care for the spouse, parent, son or daughter for approximately the following length of time:

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- Describe the care to be provided by employee

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- If the employee required intermittent leave (leave taken in blocks of time) or reduced leave (leave that reduces the employee's hours per workweek or workday) to care for the

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employee's spouse, parent, son or daughter, please describe why it is necessary, the schedule of treatment, and the duration.

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Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Signature of Health Care Provider

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State



**CITY OF DESTIN  
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**FAMILY AND MEDICAL LEAVE BENEFIT ELECTION FORM**

Employee Name: \_\_\_\_\_

**NOTICE**

While you are on a leave of absence, the City will continue to maintain your group insurance if you continue to pay the employee co-payment amounts for insurance coverage. Make checks or money orders payable to the City of Destin, and send the payment to Human Resources.

If you elect to cease coverage while on leave, you will again be covered under the plan once your leave expires. Your entire premium arrearage will be deducted from your first paycheck upon returning to work unless other arrangements are made prior to the running of payroll. If you have questions about payments, please call Human Resources at (850) 837-4242.

If your insurance arrearage amount reflects 12 weeks or more, you will be removed from the group insurance and offered COBRA continuation insurance. Your last day of coverage will reflect the date that your insurance premium was paid through. Please note, only medical claims with dates of service prior to your "paid through date" will be responded to.

If you elect or if the City requires you to substitute paid time for the unpaid family or medical leave time, your insurance premium amount will be deducted from your regular payroll on a pre-tax basis.

Please note, if you elect to maintain coverage and do not return to work, the City will seek to recover from you all amounts it paid for health insurance coverage during your leave.

**ELECTION**

Please check the appropriate line below, sign, and date this Benefit Election Form. Return this Election Form to Human Resources prior to the commencement of your leave.

I elect the following with respect to health and/or dental insurance coverage and premium payments during my leave of absence:

\_\_\_ I DO ELECT to continue my health and dental coverage during my leave of absence and pay to the City, on an after tax basis, and will send a check or money order by the required date each month.

\_\_\_ I DO ELECT to continue my health and dental coverage during my leave of absence and request the Company to deduct the premium payments from my paychecks. If my paid leave ends, and my leave should become unpaid, I will send a check or money order by the required date each month.

\_\_\_ I DO NOT ELECT to continue coverage during my leave of absence.

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NOTE: If you elect not to continue coverage, all other persons receiving health insurance coverage through you must also elect not to continue coverage below:

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

Employee's

Signature: \_\_\_\_\_

If coverage is declined:

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Other Covered Person: \_\_\_\_\_

\*\*\*\*\*

For Office Use Only:

Received: \_\_\_\_/\_\_\_\_/\_\_\_\_

By: \_\_\_\_\_

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**FAMILY AND MEDICAL LEAVE**

**HEALTH CARE PROVIDER RECERTIFICATION AND INTENT TO RETURN TO WORK**

**TO BE COMPLETED BY A HEALTH CARE PROVIDER EMPLOYEE:**

I certify that \_\_\_\_\_ continues to suffer from  
(Name of Patient)  
a serious health condition that renders him/her unable to perform his/her job functions.

May the individual perform duties with restrictions? YES \_\_\_\_ NO \_\_\_\_

Explain: \_\_\_\_\_  
\_\_\_\_\_

**[OR]**

**PARENT, SPOUSE, SON OR DAUGHTER OF EMPLOYEE:**

I certify that \_\_\_\_\_ continues to suffer from a serious health  
(Name of Patient)  
condition and that \_\_\_\_\_ is needed "to care for" the individual  
(Name of Employee)  
with the serious health condition. The employee will provide care from \_\_\_\_/\_\_\_\_/\_\_\_\_ to  
\_\_\_\_/\_\_\_\_/\_\_\_\_ on the following schedule if an intermittent leave:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Health Care Provider

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

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TO BE COMPLETED BY EMPLOYEE:

I, \_\_\_\_\_, intend / do not intend (circle one) to return  
Name of Employee

to work at the City of Destin at the end of my leave of absence.

\_\_\_\_\_  
Signature of Employee

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

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**FAMILY AND MEDICAL LEAVE POLICY EARLY RETURN TO WORK REQUEST FORM**

I, \_\_\_\_\_, am requesting to return to work at (time) \_\_\_\_\_ on (Date) \_\_\_\_/\_\_\_\_/\_\_\_\_. My family or medical leave is due to expire on \_\_\_\_/\_\_\_\_/\_\_\_\_. I understand that if my position is filled or equivalent employment is not available, that I may accept alternative employment (a position different from my regular employment position) with the City of Destin for the remainder of my leave period.

\_\_\_\_\_  
Signature of Health Care Provider

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_



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**FAMILY AND MEDICAL LEAVE POLICY FITNESS FOR DUTY CERTIFICATION**

I certify that \_\_\_\_\_, as of \_\_\_\_/\_\_\_\_/\_\_\_\_, no longer  
Employee Name  
suffers from a serious health condition or other medical condition or disability and is able to  
return to work to perform all of the functions of his/her position without restriction.

\_\_\_\_\_  
Signature of Health Care Provider      Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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**SECTION 31 Official Leave**

The City Manager may grant requests for leave of absence with pay for the purpose of having employees attend professional meetings, technical conferences, short-term courses, seminars in matters relating to official duties or for other purposes. Such leave shall not be deducted from any other leave earned by the employee. Approval must be obtained prior to taking the leave.

Travel expenses and reimbursements for authorized official leave shall be processed in accordance with the rules and regulations contained herein.

**SECTION 32 Leave of Absence Without Pay**

The City recognizes that a matter of unusual or emergency nature may cause an employee to leave the job for a specific period of time.

**SECTION 32.1 Short-Term Leave of Absence Without Pay**

With the approval of the City Manager, a full-time employee will be granted leave without pay for personal reasons for a period not in excess of thirty (30) calendar days in one (1) calendar year. A regular status full-time employee requesting leave of absence without pay must utilize all accrued leave prior to the commencement of leave without pay.

Leaves of absence may be granted for:

- Sickness and disability, maternity or paternity leave, after all accumulated accrued time has been exhausted.
- Extended religious holidays.
- Engagement in a course of study.
- Other good and sufficient reasons in the best interest of the City service.

Leaves of absence shall not be granted to permit an employee to accept employment elsewhere or to establish a business.

**SECTION 32.2 Extended Leave of Absence Without Pay**

Medical Leave:

For an extended period beyond thirty (30) days, due to illness or injury, the employee may apply for an extended leave of absence. The employee will be required to first utilize all accrued PTO. The City Manager may authorize leave up to one (1) year with physician's written verification of illness. The City will continue to pay for the employee's

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health benefits for the first thirty (30) days, after which time the employee must request coverage under COBRA or his/her benefits will cease.

The application for extended leave of absence without pay shall be in writing and shall include a physician's certification of the condition and the period of time the employee will be incapacitated. Dates set forth by the physician shall be strictly adhered to; however, they may be amended by the physician. The City may require additional documentation from the physician issuing the certificate or may secure additional medical opinions from other physicians.

If an employee applies for disability insurance coverage, he/she may use their accrued leave for the first seven (7) days of disability. On the eighth (8<sup>th</sup>) day, disability coverage begins and the employee may use the remaining leave to make up the difference in his/her salary (33 1/3 %). Employees may use their accrued leave or comp time for their first seven (7) days and to make up the additional 33 1/3% of their salary. At no time shall the employee receive double payments from both accrued leave and disability. It is the intention of this provision for accrued leave to work in conjunction with disability, if applicable.

If a disability claim, which is sickness or injury related, is denied, the employee must use all accrued leave prior to going on Leave of Absence Without Pay status, provided sickness is in accordance with "approved uses" as outlined in Section 33, Paid Time Off

Due to the staffing needs of the City, there is no guarantee that a position will be available immediately upon the release of an employee to return to work. The employee will then be eligible for the first available opening for which they are qualified.

### **SECTION 32.3 Benefits**

All job-related benefits cease when an employee is granted Leave of Absence Without Pay (LWOP) for personal reasons in excess of thirty (30) days. When an employee returns, the City Manager's Office shall be notified immediately so that reinstatement may be effected. Approved absences shall not constitute a break in the continuity of service if less than thirty (30) days.

If an employee on Leave of Absence With Out Pay status desires to continue their health-related benefits, they will be notified of their rights of insurance coverage under COBRA.

### **Section 32.4 Revocation of Leave**

Except in cases of sickness or disability, Leave of absence Without Pay may be subsequently withdrawn and the employee recalled to service.

### **SECTION 32.5 General – Other**

All employees on Leave of absence With Out Pay are subject to the applicable provisions of these rules.

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¶ Employees must be reminded of the consequences of taking Leave Without Pay, but responsibility for these consequences resides with the employee.

**SECTION 33 PTO**

**33.11. PTO Accrual Rates**

Employees accrue Paid Time Off (PTO) based on their years of service with the City of Destin. PTO accrues biweekly per pay period and can be used for any purpose, including vacation, personal time, and medical leave.

Years of Service   Accrued PTO   Accrued Hours per pay period

1st through 3rd year- 6:47 per pay period

4th through 7th year- 7:24 per pay period

8th through 12th year- 8:19 per pay period

13+ years- 9:13 per pay period

**33.22. Legacy Leave Balances of Existing Sick and Vacation Leave Banks**

Eligibility:

Employees hired before May 10, 2025, will retain access to their existing vacation and sick leave banks. However, beginning on May 10, 2025, these employees will no longer accrue separate sick or vacation leave. Instead, they will accrue PTO under the new system.

**33.3 Use of Existing Leave Banks:**

Vacation Leave Bank: Employees may continue to use any vacation leave they accrued prior to May 10, 2025, for personal, vacation, or non-medical purposes.

Sick Leave Bank: Employees may continue to use their accrued sick leave for illness or medical-related absences.

**33.4 New PTO Accrual**

Beginning on May 10, 2025, employees will start accruing PTO under the new rates outlined above. PTO can be used for any purpose, without distinguishing between vacation or sick leave.

**33.5 Payout of Existing Leave Banks**

Vacation: Employees will receive a 100% payout of any unused vacation time accrued before March May 10, upon separation. The total vacation payout cannot exceed the 240-hour payout limit.

Sick Leave: Unused sick leave accrued before May 10, 2025, will not be paid out upon separation.

**3.33.6 PTO Carryover Limits**

Employees are encouraged to use their PTO within the year it is accrued. However, any unused PTO can be carried over into the next calendar year, up to a maximum of 480 hours

Carryover Limit: Employees may carry over a maximum of 480 hours of PTO per calendar year.

Forfeiture: Any PTO above the 480-hour limit at the end of the year will be forfeited.

**4.33.7 Requesting and Using PTO**

No Waiting Period.

Employees may use PTO as soon as it is accrued, with no waiting period for new hires.

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**Request Process:**

Employees should request PTO through the UKG timekeeping system. PTO may be denied per supervisor discretion.

**Minimum Use:** PTO can be used in increments of 15 minutes providing flexibility for partial-day absences.

Unscheduled PTO requests exceed three (3) days may require a doctor's note.

**5.33.8 PTO Payout Upon Separation**

Upon separation from the City of Destin, employees will be paid for a percentage of their unused accrued PTO based on their years of service:

Years of Service Payout

1-3 years: 47.1% of accrued PTO

4-7 years: 50% of accrued PTO

8-12 years: 56.1% of accrued PTO

13+ years: 60.9% of accrued PTO

Payout will be limited to 240 hours of accrued PTO.

Employees who leave in good standing (proper notice, no misconduct) will receive the PTO payout according to the schedule above. Employees terminated for cause will forfeit their PTO payout.

Employees who do not give two weeks' notice will have their payout reduced accordingly.

**6.33.9 Transition for Employees Hired Before 2025**

Employees hired prior to May 10, 2025, will:

Retain their existing sick and vacation leave balances but will no longer accrue time under these categories.

Start accruing PTO under the new policy as of May 10, 2025.

Existing vacation and sick leave must be used before newly accrued PTO. Employees can draw down their previous leave balances while accruing and using PTO moving forward.

**7.33.10 Interaction with Other Leave Policies**

**Holidays:**

City-observed holidays do not count against PTO. Employees will receive separate holiday pay for official holidays.

**Family and Medical Leave (FMLA):**

Employees who qualify for FMLA may use PTO concurrently with FMLA leave. Once PTO is exhausted, the remaining FMLA leave will be unpaid unless other benefits apply.

**Unpaid Leave:**

Employees may request unpaid leave once their PTO balance has been exhausted, subject to departmental approval.

**8.33.12 PTO Accrual Suspension During Leave Without Pay**

Employees who are in a Leave Without Pay (LWOP) status for more than thirty (30) consecutive calendar days will cease accruing PTO beginning on the 31st day of unpaid leave.

- Accruals will resume in the pay period during which the employee returns to active paid status.



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- This provision does not apply to periods of approved military leave, protected leave under FMLA, or other leave categories where accrual protections are provided under federal or state law.
- Employees are encouraged to consult with Human Resources prior to entering extended unpaid leave to understand the impact on accruals, benefits, and service time.

**9.33.23 Compliance and Adjustments**

This policy complies with all applicable federal, state, and local employment laws, including the Family and Medical Leave Act (FMLA) and the Fair Labor Standards Act (FLSA). The City of Destin reserves the right to modify this policy as needed, subject to approval from the City Council. The City of Destin's Paid Time Off (PTO) policy simplifies time off management by combining vacation and sick leave into one flexible benefit, with a carryover limit of 480 hours. Employees hired before May 10, 2025, will retain access to their existing leave banks while transitioning to the new PTO system, ensuring fairness and continuity for all staff.

**SECTION 34 Funeral Leave**

In case of a death in an employee's immediate family, an employee may be granted up to three (3) days leave with pay. This time may be extended, at the discretion of the City Manager. Funeral leave shall not be deducted from any other leave earned by the employee. All full-time employees are eligible, and eligibility commences on the first day of active employment with the City. Immediate family shall be defined as parent, spouse, children, step-parents, step-brother, step-sister, grandparents, brother, sister, parent-in-law, grandchildren or

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legal dependent. If requested, the employee shall provide the Department Head with proof of death in family before compensation is approved.

Section 35

This section is intentionally left blank.

**SECTION 36 Compensatory Leave**

Compensatory time shall be used in the same manner as Paid Time Off (PTO) under the City of Destin PTO Policy..

If a non-exempt employee is promoted to an exempt position, or if the position an employee is in is determined to be exempt, any compensatory time accrued prior to that date will remain available for use by that employee as outlined above. Once filling an exempt position, however, the employee will no longer accrue additional compensatory leave.

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### **SECTION 37 Military Leave**

Any employee who is a member of the National Guard or the Military Reserve Forces of the United States and who is ordered by the appropriate authorities to attend a prescribed training program or to perform other duties shall be granted a leave of absence up to seventeen (17) days with pay as provided by Florida Statutes and/or Federal law.

### **SECTION 38 Civil Leave**

In an attempt to help employees meet civil responsibilities, the City shall provide leave for jury duty, for appearance as a witness in cases related to the City, and to vote.

If an employee is required to appear in a litigation involving the City or arising out of his/her work with the City, he/she will be placed in a Leave with Pay status. Any witness fees shall be surrendered to the City. If the witness fee is not surrendered, the employee will be placed in Leave Without Pay status. Likewise, any jury duty fees will be surrendered to the City.

After witnessing or upon completion of jury duty for any given day, the employee will return to work if sufficient time remains before working hours end as to be meaningful.

An employee involved in litigation not involving the City or his/her duties with the City is not eligible for Civil Leave. Other forms of leave may be used.

An employee who has filed suit against the City and/or any member of management of the City, will not receive leave with pay concerning any aspect of that litigation.

All employees may be granted up to one (1) hour with pay in order to vote on Election Day. Time off to vote will be scheduled by the employee's Department. Employees shall present their voter registration card to their Department Head at the time they request leave to vote. Employees must notify their Department of their plan to request voting leave prior to Election Day.

### **SECTION 39 Travel Policy**

On occasion, it may be necessary for City employees to travel outside the City boundaries to conduct City business or attend a conference or City business-related meetings. Transportation costs for such purposes shall be borne by the City.

The City Travel Procedures are designed in accordance with IRS rules and are outlined in the appropriate City Operating Instruction. This Operating Instruction gives detailed information including the types of expenses and amounts allowable for reimbursement, substantiation required and procedures to be followed for the authorization and payment of travel expenses. These procedures apply to all employees of the City of Destin.

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Under circumstances where an employee travels during normal work hours (8:00 a.m. to 5:00 p.m.), Monday through Friday, or during these hours on Saturday or Sunday, travel time shall be considered "hours worked."

Prior to approval for all such travel expenses, except in cases of emergencies where prior approval is not possible, shall be obtained from the City Manager.

### **SECTION 40 Holidays**

Eligible full-time employees are entitled to Christmas Eve Day, the day after Thanksgiving and all federal holidays as those holidays exist effective August 15, 2022.

### **SECTION 41 Separation By Resignation**

#### **SECTION 41.1 Voluntary**

An employee who desires to resign in good standing shall submit his/her written resignation to his/her supervisor or Department Head at least two (2) weeks before leaving, and must state the date the resignation shall become effective and the reason for separation. Such resignation entitles the employee to payment of any benefits due. Failure to comply with this procedure may be considered cause for denying such employee future employment by the City. See section 33 for exact payout rules.

#### **SECTION 41.2 Unauthorized Absence**

A resignation, as a result of unauthorized absence, does not entitle the employee to payment of any benefits due. It is a resignation by an employee considered to be "not in good standing" as a direct result of the unauthorized absence and said employee shall not be eligible for rehire. See Section 25.

### **SECTION 42 Disability Insurance**

The City provides a comprehensive disability program -- which consists of both short-term and long-term disability benefits -- for its employees. The coverage is effective following

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completion of thirty (30) days of service, excluding those employees classified as temporary, at no cost to the employee.

For current information on disability benefits, the employee should refer to the insurance schedule booklet.

**SECTION 43 Separation at Death**

Separation shall be effective as of the date of death. All compensation due to the employee as of the effective date of separation shall be paid to the next of kin or the estate. Further, all benefits due an employee separated by death shall be paid to the next of kin or to the estate. The Department Head shall arrange for the return of all City property (badges, keys, tools, equipment, etc.) if any, signed out and in the possession of the deceased employee.

**SECTION 44 Lay-Off and Recall**

**SECTION 44.1 Lay-Off**

The City Manager shall have the authority to lay off any employee(s) because of lack of funds, lack of work or when there has been an insufficient appropriation to meet salary requirements necessary to maintain existing personnel in any Department. A reduction in the number of employees in a job classification shall be made by the City Manager. The City Manager shall notify the City Council of this action at the first appropriate opportunity.

**SECTION 44.2 Recall**

Names of employees laid off by the City will be maintained on a recall register for a period of one (1) year. During this period, should an appropriate job become available, one for which the laid off employee has adequate job-related skills, the former employee will be notified.

Following this notice, the employee would subsequently be treated like any new applicant applying for City employment. However, if recalled to the same position, a recalled employee who has previously completed a probationary period in said position, will not be required to complete an additional probationary period upon recall. All employee benefits will be offered to the employee immediately upon recall to his/her position.

Should a laid off employee refuse two (2) job opportunities offered by the City, his/her name shall be removed from the recall register.

**SECTION 45 Disciplinary Actions**

**STATEMENT OF POLICY**

It is the policy of the City of Destin to provide a well-defined system of discipline that sets forth standards of conduct and guidelines for disciplinary actions and which will be applied to all employees equitably, without bias or prejudice.



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**SECTION 45.1 General Provision**

It is the intent of the City that discipline should be characterized as corrective and constructive rather than punitive and that disciplinary actions be utilized as an element of an overall program to educate and motivate employees to exhibit behavior which will contribute to individual growth and development and to the successful operation of City government.

The type of discipline used may vary in each case, depending on the employee's past work record and/or seniority, each with which he/she can be replaced, the severity of the misconduct, or other factors related to the efficient operation of City business. Nothing herein requires that any particular type of discipline be used as a condition precedent to the use of another form of discipline.

**SECTION 45.2 Applicability**

Any City employee may be disciplined

**SECTION 45.3 General Infractions**

The need for disciplinary action may arise as a result of different kinds of action on the part of the employee, such as, but not limited to:

1. Infractions of rules, regulations, policy or procedures as established either by the City Council or City Manager.
2. Offenses or misconduct which violate general rules of behavior or are specifically prohibited by law.

**SECTION 45.4 Specific Infractions**

The following types of infractions, offenses, or misconduct represent typical reasons for disciplinary action and are not meant to be the only permissible reasons for such action:

1. Absence without calling in
2. Disregard or violation of safety rules
3. Distracting other employees
4. Failure to report an injury
5. Failure to keep the work area tidy
6. Failure to follow instructions
7. Leading or participating in a work slowdown
8. Gambling while on duty
9. Late for work without valid reason
10. Leaving work area without permission
11. Use of another employee's equipment without permission
12. Involvement in an accident chargeable to employee while operating City vehicles or equipment

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13. Operating a City vehicle or equipment without a proper and valid driver's license
14. Habitual extension of lunch periods or break periods
15. Abuse of accrued leave privilege
16. Conduct unbecoming of a City employee
17. Failure to report an accident
18. Insubordination
19. Leaving job without permission
20. Outside employment that interferes with City job
21. Possession or drinking of alcoholic beverage or use of drugs on the job
22. Giving falsified information or refusal to give testimony
23. Reporting to work when intoxicated or under the influence of drugs
24. Sleeping on the job
25. Threatening co-worker or supervisor
26. Unauthorized use or unsafe operation of City property, equipment or vehicle
27. Use of abusive language to an employee, co-worker, supervisor or public
28. Abuse of City vehicle or equipment
29. Conviction and imprisonment for a felony or first degree misdemeanor directly relating to the position held
30. Excessive accidents resulting in injury to self, others or damage to equipment
31. Falsifying application or concealing information during screening and processing
32. Giving false testimony
33. Leading or participating in a strike
34. Falsifying attendance or leave records
35. Failure to work required overtime assignments or unavailability during stand-by duty
36. Fighting on the job or engaging in any intentional act that may inflict bodily harm on anyone
37. Participation in prohibited political activity
38. Theft or removal from City locations without proper authorization, any City property or property of any City employee
39. Soliciting or accepting an unauthorized fee or gift
40. Unauthorized display or possession of a firearm or concealed weapon on property or while performing official City duties
41. Sale of narcotics or alcohol while on duty
42. Alcohol and/or drug influence during working hours
43. Any other action that would bring discredit or interfere with the City service

**SECTION 45.5 Application for Disciplinary Action**

The following are general considerations to be utilized in administering disciplinary actions:

1. Although internal consistency in administering discipline (both departmentally and City-wide) is desirable, numerous factors should be considered in

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determining the appropriate level of discipline to be assessed at each successive step.

2. Some of the factors involved include time intervals between offenses, effectiveness of prior disciplinary actions, willingness to improve, overall work performance, job attitudes, and disciplinary actions previously taken with other comparable employees for similar offenses.
3. Some infractions may be more serious in one case, because of the employee's responsibilities, than in another case. For example, failure to be at an assigned work station would be a more serious offense for a dispatcher or watchman than for a secretary or maintenance worker.
4. A repetition of the same offense or other serious offenses indicates that more severe disciplinary measures should be administered.
5. Certain offenses are of such a serious nature that immediate discharge upon first offense is applicable.
6. When circumstances permit, the City Manager and Department Heads are expected to pursue a philosophy of "progressive discipline" by administering gradually increasing disciplinary actions for each successive instance of employee misconduct. Each level of progressive discipline shall be fully documented for inclusion in the employee's personnel folder.

**SECTION 45.6 Types of Disciplinary Action**

The following types of disciplinary actions are available to management:

**1. Oral Reprimand (Counseling Report)**

The purpose of an oral reprimand is to allow the supervisor to bring to the employee's attention the need for improving behavior, or attitude, and to serve as a warning against further repetition of the unsatisfactory conduct. The supervisor should utilize the occasion to identify and define the area needing improvement and inform the employee as to how such improvement can be realistically achieved. Counseling forms are to be utilized to record actions taken.

**2. Written Reprimand (Reprimand Form)**

In situations where an oral warning has not resulted in the expected improvement, or when an employee commits a more serious offense, a written reprimand should be given to the employee. Reprimand forms are to be utilized

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to record actions taken and should include the incident(s) detailed description, specific times, dates, locations, personnel involved, and rules violated. The reprimand should indicate an expected date of improvement or period allowable for improvement.

**3.1. Suspension (Letter with causes)**

In the event of continued and repetitive offenses for which the employee has already received oral or written reprimands, or where the nature of the offense is relatively serious, an employee may be suspended for a specific period of time.

Such suspension shall be without pay and, if for more than one day, shall be issued on a consecutive working day basis. A suspended employee may not be permitted to work on his normal day(s) off, nor take paid leave time, nor make up the time by working overtime, in lieu of a payroll loss for the period of suspension. A narrative report showing the number of days and specific dates of suspension, in order for the appropriate payroll computation to be made should be sent to Personnel with an acknowledgement from the employee.

**4. Dismissal**

For unremedied, lesser offenses, repetition of serious offenses, or on the first occurrence of an extremely serious offense, an employee may be dismissed from City employment. A letter stating the reason(s) for termination must be given to the employee with a copy sent to Personnel for the employee's file.

In cases where an investigation may have to be made of the employee's conduct or of the seriousness of the offense, an employee should be placed on indefinite suspension which may later be changed to dismissal depending on the results of the investigation. Such suspension may be with or without pay.

**SECTION 45.7 Disciplinary Action Procedures**

The authority for most disciplinary actions are initiated by the immediate supervisor. In general, the final authority to approve a disciplinary action is related to the type of action taken.

**SECTION 45.8 Action Approval Authority**

The action and approval authority for respective action are as follows:

**Type of Action**

Oral Reprimand (Counseling Form)  
Written Reprimand (Reprimand Form)  
Suspension (letter)  
Dismissal (letter)

**Authority to Approve**

Immediate Supervisor  
Department Head/City Manager  
City Manager  
City Manager

**SECTION 46 Dismissal**

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Any employee may be dismissed by the Department Head, with the approval of the City Manager. For all employees, a written statement of the reasons therefore shall be submitted to the employee affected.

### SECTION 47 Employee Rights of Appeal

#### SECTION 47.1 Grievance Procedure

Any regular employee who is suspended, discharged or demoted, or claims that the Rules have been improperly applied or misinterpreted to his/her detriment, may file a grievance in accordance with the procedure herein provided within ten (10) work days after such action is taken. Performance evaluation and decisions with respect to promotions are not grievable.

Probationary, part time and temporary employees are excluded from these provisions.

#### STEP ONE

An aggrieved employee shall present a grievance orally to his/her immediate supervisor. If the employee is dissatisfied with the immediate supervisor's answer or if the immediate supervisor fails to respond to the grievance within five (5) working days, he/she may appeal to Step Two.

If the grievant is a Department Head, he/she may address his/her complaint orally to the City Manager and, if dissatisfied with the response, may notify the City Manager that he/she wishes to have his/her grievance heard by the Hearing Officer in the case of a suspension or discharge. In all other grievances where a Department Head is the grievant, the City Manager's oral decision shall be final.

#### STEP TWO

If the grievance is not resolved in Step 1, the employee may appeal the grievance to his/her Department Head in writing. At this step, the employee must complete the grievance form and state specifically, in writing, the precise nature of his/her grievance and which rule, regulation or ordinance of the City has been violated. The grievance form must be completed and submitted to the Department Head and a copy given to Human Resources within five (5) working days of Step 1. (*Note:* If the employee's immediate supervisor is the Department Head, the employee must still submit the grievance, in writing to that Department head. After seeing the grievance in writing, the Department Head may change his/her decision from Step One.) The Department Head will respond to the grievance, in writing, and will also provide a copy to Human Resources, within five (5) working days.

#### STEP THREE



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If the grievance is not satisfactorily resolved in Step two, and involves a complaint other than one related to a suspension or discharge, the employee may appeal, in writing, to the City Manager and the City Manager's decision at this step shall be final

### **SECTION 47.2 Time Limits**

The time limits contained in the Rules must be strictly observed. A grievance not presented in a timely fashion by the employee shall be deemed resolved and withdrawn, unless an extension of time is mutually agreed upon in writing. If a timely grievance does not receive a timely response, the grievance may proceed to the next Step on the last day within the proper time limit, as if a negative response had been received.

### **SECTION 47.3 Rights and Interests**

This grievance procedure has been promulgated to provide employees an opportunity to have their grievances heard and it is not intended to create for employees any property or liberty interest in their employment nor is it intended to create any due process rights. Consequently, these provisions are not intended to permit any appeal to any state or federal court or to any administrative agency.

### **SECTION 48 Exiting Process**

#### **SECTION 48.1 Return of City Property**

Each employee who is entrusted with City property is responsible for the safety and maintenance of said property. At the time of separation from service and prior to receiving final payment due, all property entrusted to said employee including but not limited to, records, books, uniforms, keys and tools, shall be transferred or returned to the Department Head or supervisor.

### **SECTION 49 Safety and Reporting Accidents**

#### **SECTION 49.1 Policy Statement and Responsibility of City Manager**

The City is vitally interested in the safety and well being of every employee and the general public. It is the intent of the City to provide safe equipment, procedures and surroundings for all employees and the general public and to provide safe and healthful working conditions. The City Manager shall have responsibility for the establishment of safety standards and for the administration and ongoing development of safety education and training to accomplish these goals.

#### **SECTION 49.2 Safety Precautions**

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The Department Heads are responsible to the City Manager for the observance of safety precautions by all their employees.

All employees shall observe the following rules and practices:

- Take every precaution for the prevention of accidents to themselves, their fellow employees and the public.
- Bring any hazardous condition to the attention of their Department Head.
- Observe the proper procedures for safe operation of all equipment used in the performance of the employee's duties, particularly vehicles and heavy equipment.
- Observe safety rules, regulations and procedures.
- Wear required safety equipment.
- See to it that the safety equipment they are required to use or wear in the performance of their duties is in proper condition and is used as instructed.

### **SECTION 49.3 Reporting Accidents**

It shall be the responsibility of each employee to immediately report any accident to the Department Head along with notification to the Public Risk Administrator. The employee will also assist, if possible, the appropriate person in filing the "First Report of Injury" as required by the State's Workers Compensation Laws. It shall be the responsibility of the Department Head to investigate the circumstances of the accident to secure the names of employees and/or other persons who witnessed the occurrence; to make such investigation as may appear to be necessary; to make a written report of the information secured; and to forward immediately such to the City Manager and/or his or her designee for review and appropriate action. This procedure is to be followed accordingly or could result in disciplinary action to both the Department Head and employee.

### **SECTION 49.4 Vehicular Accident Review Board**

Following the reporting process outlined in Subsection 49.3 above, the City Manager shall convene a Vehicular Accident Review Board to review the circumstances of vehicular collisions, or other accidents or incidents, which result in bodily injury or property damage.

This Review Board shall be comprised of three (3) employees, regular, temporary, contract or otherwise, only one of which may be a Department Head, and will be appointed by the City Manager. No member of the Review Board may be a member of the Department reporting the matter to be reviewed. The term of service expires at the conclusion of the

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investigation and submission of a report to the City Manager. The City Manager may recall former Review Board members for future occasions or may rotate service. There will be no additional compensation for this service.

The Vehicular Accident Review Board shall review the Department Head's report, police reports, if applicable, may require further testimony from witnesses, the involved employee(s) and the Department Head, make on-site inspection of the accident scene and take other action necessary to reach its findings. The Board shall report to the City Manager its determination as to cause, contributing factors, "preventability" and measures to prevent reoccurrence, if possible. The Vehicular Accident Review Board shall not make any recommendations regarding the employee(s) involved in the accident. Such determination remains the purview of the Department Head and/or City Manager.

### **SECTION 49.5 Disciplinary Action**

Accidents which, after investigation, show carelessness or negligence on the part of any employee and indicate a disregard for his/her safety or the safety of others shall be cause for disciplinary action, to include termination of employment.

### **SECTION 49.6 Safety Advisory Committee and Safety Officer**

The City Manager may appoint a member of his/her staff to serve as Safety Officer and may authorize the establishment of a Safety Advisory Committee, to be comprised of one employee representative for each Department. The Safety Officer shall be the Chairman of the committee. The employee representatives shall be appointed from informal vote of his/her Department co-workers. There will be no additional compensation for this service.

The Safety Advisory Committee shall meet periodically to establish, promote and monitor safety measures throughout the organization. Minutes of the meeting shall be kept and copies shall be sent to the City Manager and each Department.

All members of the Safety Advisory Committee shall encourage the observance of safety regulations, serve as good examples for their co-workers and shall develop programs to stimulate awareness of the importance of safety to the employees and general public.

### **SECTION 50 Occupational Injury/Death**

#### **SECTION 50.1 Occupational Injury General Policy**

All City employees are covered by and are entitled to the benefits of the Florida Workers Compensation Law. If an employee is injured in the course of performing his/her duties regardless of how minor the injury he/she is responsible for immediately advising the immediate supervisor. The employee will also be required to undergo a drug-screen at the time of the treatment. The supervisor is responsible for preparing and submitting the "Supervisor's Report of Accident" to the City Manager's Office no later than one (1) working

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day following the accident. The City Manager's Office shall be responsible for filing the Notice of Injury and for all future correspondence relating to the claim.

Section 440.12(1) provides, in part, that no compensation shall be allowed for the first seven (7) days of disability. However, if the injury results in disability of more than twenty-one (21) days, compensation shall be allowed from the commencement of the disability. Accordingly, compensation for time off the job due to a work-related injury, commences at the beginning of the second week. The employee has the option of using any accrued leave during the initial period of injury not covered under this provision. At the time of injury, the employee will sign a statement declaring whether or not he/she wants to exercise their option of using accrued leave for the first week or only be paid the

sum allowed by the Workers Compensation Law. If an employee is compensated from the date of injury, a readjustment will be made to the employee's accrued time.

### **SECTION 51 Group Insurance**

Life, health and dental insurance coverage provided by the City shall become effective for all new full-time employees who have completed thirty (30) days of service, at no cost to the employee. The employee is also entitled to family coverage, if desired, with the City and the employee equally sharing the cost.

Should an employee desire dependent coverage, said coverage may be purchased by payroll deduction beginning at the time of the employee's eligibility. Insurability depends on any pre-existing conditions.

The employee will complete all insurance paperwork the first day they start work. It will be sent onto the insurance carrier and they implement the policy on the employee's effective date.

#### **SECTION 51.1 Group Health Insurance**

For up-to-date information on hospitalization and major medical benefits, the employee should refer to the insurance schedule booklet.

#### **SECTION 51.2 Group Life Insurance and/or Accidental Death Benefits**

Life insurance amounts are \$40,000 for non-exempt employees and \$50,000 for exempt employees. Life insurance and/or accidental death coverage is extended only to employees.

#### **SECTION 51.3 Disability Insurance**

The City provides a comprehensive disability program, -- which consists of both short-term and long-term disability benefits,-- for its employees. The coverage is effective following

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completion of the employee's six (6) month probationary period, excluding those employees classified as temporary, at no cost to the employee.

### SECTION 51.4 C.O.B.R.A. Benefits

An employee of the City has the right to choose continuation coverage (COBRA) if group health benefits are lost due to a reduction in hours or termination of employment, for reasons other than crime(s) committed in the workplace ~~(to include embezzlement or theft.)~~

### SECTION 52 Dress Code/Uniforms

Each employee is required to dress appropriately. The Department Head will discuss this with the employee(s) upon their employment with the City.

Some positions require employees to wear a uniform by virtue of his/her position will be provided a complete set of uniforms that reflect his/her position and respective department. It is the responsibility of the employee to keep them in a neat and orderly manner. The complete uniform must be worn at all times while on duty, and no uniform may be altered or changed in appearance. Any employee not wearing his/her assigned uniform will be sent home on his/her own time to change. After three (3) such offenses, the employee will be subject to suspension without pay or dismissal.

### SECTION 53 Code of Ethics

All employees are expected to adhere to certain recognized principles and practices in the conduct of their public lives. These principles are embodied in the following Code of Ethics:

1. Employees may not, either directly or indirectly, use their official position with the City, or information obtained in connection with their employment, for private gain.
2. Employees shall not accept any gifts, favors or services that tend to improperly influence the discharge of their official duties.
3. No employee shall make any false statement, certification or recommendation of any appointment under any provision of these policies or, in any manner, commit or attempt to commit any fraud preventing the impartial execution of the provisions of these policies with regard to employment, promotion or transfer.
4. No City employee shall transact any business in his/her official capacity with any business entity of which that employee is an officer, agent or member, or in which he/she owns a controlling interest.
5. No City employee shall have personal investments in any enterprise that will create a substantial conflict between the private interest and the public interest.



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6. Employees shall not conduct personal business while in City uniform, nor shall they consume alcoholic beverages while on duty, inclusive of mealtime, nor on off-duty hours while in uniform.
7. The political activities of any employee shall be in accord with and regulated by Florida Statute 104.31 as it may be amended from time to time.
8. Any violations of the provisions of this policy shall be subject to review and appropriate disciplinary action. If the employee has any doubt as to the application of the policy as it relates to his/her position, the possible violations should be discussed with the Department Head, who shall either approve or forbid the activity, or refer the question to the City Manager.

**SECTION 54 Social Security**

The City of Destin and its employees do not participate in the retirement portion of the Social Security Program. Employees hired after April 1, 1986 will participate in the Medicare portion of the Social Security program. If Federal laws are amended to require comprehensive participation in the Medicare portion of the program, regardless of hire date, all City employees will participate. The employee's contribution will be deducted each pay period at the then-existing Federal rate.

**SECTION 55 Retirement**

The City offers a comprehensive retirement program for its employees with the basic Retirement Plan. The City also allows a payroll deduction for a Deferred Compensation Plan.

**SECTION 55.1 Retirement Plan**

The City contributes an amount equal to six percent (7.5%) of the employee's annual salary into the plan. The City will also match an employee's contribution up to a maximum of five percent (5%) of the employee's annual salary if the employee participates in the Deferred Compensation Plan. This contribution is in conjunction with the City's Retirement Plan.

**SECTION 55.2 Deferred Compensation Plan**

Following the completion of thirty (30) days of service, employees can elect to participate in the Deferred Compensation Plan. Upon commencement of employment, employees will be given a separate handbook relating to the Deferred Compensation Plan.

**SECTION 55.3 Vesting Schedule**

The vesting schedule of the City's contributions is determined in accordance with the City of Destin Employee Thrift Plan.

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**SECTION 56 Education and Training Reimbursement and Repayment**

The City of Destin recognizes the value of a program promoting additional in-service education and training for its personnel.

**56.1 Tuition Reimbursement**

Accordingly, the City will reimburse the costs of enrollment/tuition for job-applicable coursework or training, provided however, that the employee's participation in the program has been approved in advance by the Department Head and City Manager's Office and that the employee receives a grade of "C" or better, if a grade course, or a certificate of satisfactory completion, if ungraded. Educational costs will be considered for reimbursement upon completion of the course and receipt of final grade or certificate. Tuition reimbursement is subject to budgetary restrictions and the training repayment policy.

**56.2 Training Repayment**

Employees who receive City-sponsored training or education will be required to remain employed with the City for a period of twelve (12) months for every \$2,500 in training received annually, based on their anniversary date. The total commitment period will not exceed thirty-six (36) months. If an employee voluntarily resigns within that commitment period, they will be required to repay the City a prorated amount of those costs. The reimbursement shall be calculated monthly, declining by 1/12 for a 12-month commitment, 1/24 for a 24-month commitment, or 1/36 for a 36-month commitment, based on the total training value received. This includes, but is not limited to, tuition, registration fees, certification or exam fees, and training materials. Employees must sign a reimbursement agreement prior to participating in any training subject to this policy.

**SECTION 57 Savings Clause**

If any section or part of a section of this ordinance is held by any court or legislation to be invalid or unconstitutional, the same shall not invalidate or impair the validity, force the effect of any other section or part of a section of this Ordinance unless it clearly appears that such other section or part of a section is wholly or necessarily dependent for its operation upon a section or part of a section so held invalid or unconstitutional.

**SECTION 58 Effective Date**

This Ordinance shall become effective upon its adoption by Council and signature of the Chairman.

## RESOLUTION 25-18

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA; PROVIDING FOR AMENDMENT OF PERSONNEL RULES AND REGULATIONS (AKA EMPLOYEE MANUAL); PROVIDING FOR AMENDMENT TO PROVISIONS RELATING TO EMPLOYEE LEAVE TIME; PROVIDING FOR A PAID TIME OFF (PTO) SYSTEM IN LIEU OF EMPLOYEE LEAVE TIME; PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE**

### **Section 1. Authority.**

The authority for the enactment of this resolution is Article I, Section 1.01 of the City Charter and Section 166.021, Florida Statutes.

### **Section 2. Findings of Fact.**

**WHEREAS**, Section 1.01 of the City Charter authorizes the City Council to adopt resolutions as may be required for the good government of the city; and

**WHEREAS**, Section 166.021, Florida Statutes, states “*As provided in s. 2(b), Art. VIII of the State Constitution, municipalities shall have the governmental, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, and render municipal services, and may exercise any power for municipal purposes, except when expressly prohibited by law*”; and

**WHEREAS**, the City Council, on advice of the Human Resources Director, desires to update and modify the City’s Personnel Rules and Regulations (“Employee Manual”) as set forth in **Exhibit “A”** to this Resolution; and

**WHEREAS**, changes to the Employee Manual include formatting improvements, updates and clarifications of existing policies, and a new requirement for reimbursement of City training expenses if an employee voluntarily terminates employment within 12 months of completing City sponsored training, as set forth in **Exhibit “A”** to this Resolution; and

**WHEREAS** the City Council has determined that the policy set forth in this Resolution 2025-12 serves the health, safety and welfare of residents and visitors of the City of Destin; and

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DESTIN, THAT:**

**Section 3. Recitals.** The foregoing recitals are true and correct, and incorporated into this Resolution.

**Section 4. Revisions to Personnel Rules and Regulations.** The City Council hereby modifies and revises the attached “Personnel Rules and Regulations” (commonly referred to as the *Employee Manual*), attached hereto as **Exhibit “A”**, and fully incorporated herein by this reference. *Language in all sections of the attached Exhibit “A” 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.*

It is the intent of the City Council to amend the *Employee Manual* with improved formatting, updates and clarifications of existing policies, and to establish a new requirement for reimbursement of City training expenses if an employee voluntarily terminates employment within 12 months of completing City sponsored training, as set forth in **Exhibit “A”** to this Resolution.

**Section 5. Conflicting provisions.** Any resolution, or part thereof, in conflict with this ordinance, or any part hereof, is hereby repealed to the extent of such conflict.

**Section 6. Severability.** If any section, phase, sentence, or portion of this Resolution, 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 Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED BY THE CITY OF DESTIN, FLORIDA THIS 3RD DAY OF SEPTEMBER, 2025.

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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





**MINUTES OF THE  
PARKS & RECREATION COMMITTEE  
DESTIN CITY HALL BOARDROOM  
AUGUST 7, 2025, - 4:00 PM**

**1. CALL TO ORDER:**

Chairwoman Weidenhamer called the Parks & Recreation Meeting to order at 4:03 p.m. on Thursday, August 7, 2025, in the Destin City Hall Boardroom immediately followed by the Pledge of Allegiance.

**2. ROLL CALL:**

**Members Present**

Autumn Weidenhamer  
Jessica Julian  
Jan McGraw  
Allison Stephens  
Aubrey Santucci  
Matthew Sweetser  
Andrea Ansley

**Staff Present**

Lisa Firth Parks & Recreation Director  
Ryan Reed P&R Deputy Director  
Bryan Kellar Recreation Supervisor  
Lawrence Atkins Parks Supervisor  
Jeff Cozadd Projects/Grants/Contracts Mgr.  
Sharon Gardner Records Mgmt. Specialist

**3. APPROVAL OF MINUTES**

**1. May 27, 2025, Parks & Recreation Minutes**

**Motion made by Committee member Jessica Julian and seconded by Committee member Aubrey Santucci to approve the minutes as written. Motion passed 7-0.**

**APPROVAL OF MINUTES**

**2. June 24, 2025, Parks & Recreation Workshop Minutes**

**Motion made by Committee member Jessica Julian and seconded by Committee member Jan McGraw to approve the minutes as written. Motion passed 7-0.**

**4. NEW BUSINESS**

**1. Perez Planning and Design: Parks & Recreation Masterplan Presentation**

Chairwoman Weidenhamer introduced Carlos Perez of Perez Planning and Design to present the Parks & Recreation Masterplan to the committee members.

Mr. Perez opened by expressing enthusiasm about working with the City of Destin. The goal of the session was to provide a brief project overview-covering the purpose, approach, and schedule-followed by interactive exercises to gather participant input. The same activities would later be conducted with the public to allow for pattern analysis in responses across different engagement formats. Mr. Perez then presented the following information:

**Process Outline for the Meeting:**

1. Skip formal introductions and go straight into:
  - Project purpose, scope, and schedule.
  - Interactive exercises.
  - Next steps.
2. Reconvene for open discussion after exercises to address missed points or emphasize important issues.

**Project Purpose:** To create a comprehensive guidebook or blueprint for the City's parks and recreation system, including:

- Parks and facilities.
- Programs and staffing.
- Potential development of a Capitol Improvements Plan and implementation strategy. (pending future Council approval).
- Significant emphasis on public engagement.

**Project Scope & Phases: Approved Phases (1 & 2)****Phase 1-Context Analysis**

- Immersion into the community
- Review of recently completed city plans to build on existing work.
- Demographic study: current population and projected growth (5-10 years)
- Systematic evaluation of all city parks using a standardized assessment tool.
- Field visits: began yesterday, continued today, will conclude tomorrow.

**Phase 2-Needs & Priorities Assessment**

- Use a variety of community engagement techniques to identify needs and priorities.

**Pending Phases (Requires Council Approval):****Phase 3-Vision Development**

- Collaborate with staff and stakeholders to determine appropriate and feasible responses to identified needs.
- Recognize that some needs may require partnerships rather than direct city action.

**Phase 4-Implementation Strategy (Requires Council Approval)**

- Identify realistic funding sources for both capital and operational needs.
- Create a phased implementation plan for the next 5-10 years.

Chairwoman Weidenhamer and other committee members had questions regarding the surveys and if they were open to only Destin residents and if they were random. Other questions centered around how the residents would be made aware of the online surveys, and if this information would be presented to the Parks Foundation. Mr. Perez advised that the first question of the survey would ask that specific question as to whether they were residents or not, and how long they had been a resident. He then explained that the survey has different

questions relating to demographics. Notification of the online survey would be announced on the city's website, email blasts, QR codes, and the City of Destin social media platform. The surveys will be from August to September with the plan to share the findings with this group in November, and then with the City Council.

The committee members were invited to share any final thoughts or priorities not yet discussed, explaining this "Catch-all" step ensures all important points are documented.

Multiple potential sources for funding were noted to include:

- Capitol Improvement Program (general fund)
- Bonds
- Sales tax (including contributions from visitors)
- Hotel/tourism tax
- Grants, partnerships, and sponsorships.

The Parks Foundation was highlighted as a valuable new nonprofit partner for supplemental park funding with Mr. Perez noting that many cities lack such resources. He then confirmed the same process will be conducted with the public, with findings expected to be shared with the committee around November. The presentation concluded with thanks for participation and the transition to the next agenda item.

## **5. COMMITTEE MEMBER COMMENTS/QUESTIONS**

Chairwoman Weidenhamer asked the two newest members to the committee to introduce themselves.

- Matthew Sweetser – Local resident: previous City Councilman; previously served on the Parks & Recreation Committee in 2018, stepped away for health reasons; now returning to the committee.
- Andrea Ansley-Resident of Destin for 22 years; prior service on the Public Works Public Safety Committee; expressed eagerness to get involved.

## **6. DISCUSSION- CHRISTMAS PARADE FLOAT**

In a prior meeting, it was noted there was insufficient time last year to organize a Parks and Recreation float for the Christmas parade. A suggestion was raised to begin planning earlier, potentially starting in July, to ensure participation in the upcoming year's parade.

### **Points raised:**

- Previous floats have been successful but challenging to coordinate under Sunshine Law requirements.
- A trailer is available for use, though past equipment changes were noted.
- Logistical concerns include aligning with the parade's official theme, which is typically announced in late October, leaving a short preparation window.
- Recommended to prepare a base structure ahead of time, then adapt decorations to match the theme once announced.
- Possibility to involve community groups, children, parents, and volunteers in float preparation.
- Agreement that one committee member should serve as designated coordinator to communicate with staff and manage float planning.



**7. COMMENTS FROM THE AUDIENCE**

Councilwoman Sandy Trammel emphasized the need for the Parks and Recreation committee to finalize and submit its goals and objectives along with the annual report to City Council before initiating events like the Christmas float. She reminded the committee that budget items must be submitted by April to be considered as staff begins work in May and approval occurs the following month. Follow-up park evaluations were stressed, noting past issues where reported problems weren't tracked to completion. She suggested either assigning one person to oversee all evaluations or having each member track issues for their assigned parks and bringing updates to meetings. Examples included damage to park benches and safety hazards that required prompt attention.

She concluded by noting that the City Council members are evaluating committee effectiveness and that timely submission of reports and objectives is essential to justify the committee's role.

John Stephens of the Harbor and Waterways Board, and the Harbor CRA, informed the committee he would soon present several plans to City Council, including a Christmas work plan previously shared with the group. He expressed hope that, if approved, the committee would take the lead, as he believes they would handle it better than the Harbor CRA.

A discussion followed on how committees can coordinate under Sunshine Law rules: one designated member can liaise with another committee and bring back updates, but members cannot discuss the project among themselves outside official meetings. Councilwoman Trammel clarified that the number of assigned tasks is flexible, and transparency between committees is key. She also suggested "Volunteers working hard for the city" as the theme for the float. Mr. Stephens volunteered to assist with the Christmas project.

**8. NEXT MEETING DATE:**

Chairwoman Weidenhamer announced the next meeting date is August 26, 2025.

**9. PUBLIC COMMENTS- None**

**10. ADJOURNMENT:**

Having no further discussion, the meeting was adjourned at 5:05 PM

Adopted this 26<sup>th</sup> day of August 2025

Autumn Weidenhamer  
Autumn Weidenhamer, Chairwoman

Sharon Gardner  
Sharon Gardner, Records Mgmt. Specialist

**PUBLIC WORKS/PUBLIC SAFETY  
COMMITTEE MEETING MINUTES  
DESTIN CITY HALL ANNEX CHAMBERS  
TUESDAY, AUGUST 12, 2025 - 5:30 PM**

**1. CALL TO ORDER & PLEDGE OF ALLEGIANCE:**

Chairman Wood called the Public Works/Public Safety Committee to order on Tuesday, August 12, 2025, at 5:30 p.m. at the City Hall Annex Chambers, with the Pledge of Allegiance immediately following.

**2. ROLL CALL:**

**Members Present**

James T. Wood, Jr.  
John Green  
Tom Weidenhamer  
Marcie Bell  
Tammy Weidenhamer  
Curtis Smith

**Members Absent**

Andrea Ansley

**Staff**

Kim Montgomery, Deputy City Clerk  
Joe Bodi, Deputy Public Works Dir  
Robert Tomasek, City Engineer

**3. APPROVAL OF AGENDA:**

**Motion by Committee member Tom Weidenhamer, seconded by Committee member Tammy Weidenhamer to approve the agenda as presented, the motion passed 6-0.**

**4. MINUTES:**

- JUNE 10, 2025
- JULY 8, 2025

**Motion to approve both the minutes of June 10, 2025 and July 8, 2025 meeting as written was made by Committee member Bell with Committee member Tom Weidenhamer providing the second. Motion passed with a unanimous vote of 6-0.**

**5. NEW BUSINESS:**

**A) eBike Update - Jim Wood**

- Reviewed presentation previously provided to City Council in July.
- Ordinance proposal includes:
  - Speed limit regulation for e-bikes (originally set at 12 mph).
  - Adding e-bikes to prohibited commercial rentals list.
  - Zoning restrictions for e-scooter/e-bike rentals.
  - Noted existing law already prohibits commercial rental space for e-scooters.



**Technical & Safety Concerns:**

- Class distinctions of e-bikes (Class 1 & 3 require pedaling; Class 2 can operate throttle-only).
- Overpowered vehicles (5,000-watt battery units) being sold as “e-bikes” though they exceed the legal definitions.
- Accident data limitations due to inadequate reporting forms (no “e-bike” checkbox).
- Local issues: speed-related vision triangle hazards, rider noncompliance at crossings, bi-directional sidewalk travel.

**Discussion Points:**

- Enforcement challenges for speed limits.
- MUTCD requirements for speed limit signage in 5 mph increments (cannot post 12 mph) as previously recommended.
- Potential necessity for regulatory signs (stop/yield) if speed limits are posted on multi-use paths.
- Concerns about cost, safety and uniformity across municipalities.
- Registration sticker proposal was deferred to a future phase to avoid complicating ordinance passage.
- Decision to wait until after the **OCHIP meeting** (Oct. 1, Niceville Community Center) for potential countywide standards.

**Next Steps:**

- Staff to research MUTCD requirements and provide guidance on signage for sidewalks with speed limits and provide clarification on MUTCD compliance, sign placement requirements, and definition of “bicycle facility.”
- Ordinance to move forward focusing on rental prohibition; speed limit inclusion pending further review.

**B) Speed Hump Request - Marcie Bell**

- Citizens have approached her with concerns over speeding from Durango-Gulf Shore Drive split toward Noriego Point Park.
- Limitations are due to driveway density and absence of sidewalks on north side.

**❖ Recommendation:**

- Install three raised crosswalks in the public parallel parking zone, including:
  - End of parallel parking section.
  - Midpoint of parking section.
  - Near cul-de-sac close to Osteen Beach access.

**Motion by Committee member Bell, seconded by Committee member Tom Weidenhamer to support installation of three raised crosswalks as speed calming measures, motion passed 6-0.**

## 6. CURRENT BUSINESS:

### ➤ PUBLIC WORKS UPDATE

- Maps were distributed outlining resurfacing schedule for next fiscal year.
- Clarified project adjustments:
  - Airport Road (east-west segment) and Regatta Bay segment moved forward.
  - Gulf Shore Drive, North Lakeside, and Misty Way were deferred to early next year's schedule.
    - Committee member Bell stressed she wants assurance that the deferred Gulf Shore Drive portions will occur early in next fiscal year and won't get bumped.
- Coordination with Destin Water Users was suggested to assess possible old utility pipes before resurfacing certain streets (Evergreen/Primrose area) to ensure that they won't get damaged.
  - Mr. Bodi explained there should not be any issues, since this is just resurfacing.
- Notices to Proceed have been issued for Tarpon Beach on Scenic 98, Phase 1 of the Pickleball Courts and Clement Taylor Park and should be under construction soon.

## 7. MEMBERS' COMMENTS:

- **Committee member Smith** – Provided update on Four Prong Lake project and how currently they are awaiting contractor bids. He also mentioned how in the future; any repaving projects should also include the turn lanes within the project area, noting that there are several in Crystal Beach that are noticeably mismatched. Additionally, on their assigned area map, it's still is not showing him being reassigned to Crystal Beach, and it needs to be updated.
- **Chairman Wood** – Reported sidewalk issues on Main Street where they may need to be shaved down to prevent any tripping hazards and there are vision triangle obstructions from overgrown vines turning out of Sugarloaf Apartments; staff will follow up with code compliance and utilities since the poles are actually on the private property and not the right-of-way.
- **Committee member Bell** – Questioned the status of the flashing beacons workorder. According to Mr. Bodi, there was a delay in the P.O. process because of the changeover to the new accounting system and it may be 6-8 weeks out. Committee member Bell also reported that some sidewalk flooding is taking place in several areas along Gulf Shore Drive where after the rains, people are having to walk out into the roadway. As well as vision triangle obstructions. Staff will go out and investigate to determine what the issue are that are causing the flooding and report back with the solution.
- **Committee member Tammy Weidenhamer** – Mentioned various items from potholes and drainage issues to restriping needs on the entire roadway of Kelly Street and she would create a report to submit. She also raised concern about storm drain maintenance needed at Bend Arrow Drive/Wildcat Circle.

**7. STORMWATER/FLOODPLAIN PUBLIC COMMENTS:**

Chairman Wood opened the floor for public comments on this item. With no one coming forward, he closed the public discussion on the topic.

**8. PUBLIC COMMENTS: None**

**9. ADJOURNMENT:**

Having no further business at this time, the meeting adjourned at 6:40 p.m.

Adopted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
James T. Wood, Jr., Chairman

\_\_\_\_\_  
Kim Montgomery, Deputy City Clerk

**MINUTES  
HARBOR COMMUNITY REDEVELOPMENT AGENCY  
ADVISORY COMMITTEE MEETING  
AUGUST 13, 2025 - 5:30 PM  
DESTIN CITY HALL ANNEX CHAMBERS**

**1. CALL TO ORDER:**

The Harbor Community Redevelopment Agency Advisory Committee meeting was called to order by Chairman Stephens in the Destin City Hall Annex Council Chambers at 5:30 p.m., on August 13, 2025, followed immediately with the Pledge of Allegiance.

**2. ROLL CALL:**

**Present**

John Stephens  
Jim Green  
Guy Tadlock  
Lance Johnson  
Mariam Paulino

**Absent**

Jay Howard  
Casey Jones

**Staff Present**

Kim Montgomery Deputy City Clerk  
Steve o'Connor CD Deputy Director  
Jesse Hernandez Planner  
Kyle Bauman Special Projects Counsel

**3. AGENDA APPROVAL:**

**Motion by Committee member Green to approve the agenda with Committee member Tadlock providing the second, the motion passed 4-0. Committee member Paulino was not present for the vote.**

**4. APPROVAL OF MINUTES:**

- **May 14, 2025**
- **June 11, 2025**
- **July 9, 2025**

**Motion to consent approve the above listed minutes as written was made by Vice Chairman Green with Chairman Stephens providing the second. The motion passed 4-0, Committee member Paulino was not present for the vote.**

**5. CURRENT BUSINESS:**

- **Development and City Projects Update –Planner Jesse Hernandez**

❖ **Crosstown Connector**

Vice Chair Green asked for an update on the project. Planner Jesse Hernandez provided the members with the following information:

- The Stormwater piping on-site is for underground storage/retention.
- Water will percolate into the ground via the system, which includes gravel bedding and perforated piping.
- Surface will be landscaped into a park-like area.

### ❖ **Crosstown Connector Roundabout & Stahlman Avenue**

- Crosstown Connector is at 100% design completion.
- Previous idea of making Stahlman one-way has not gained traction.
- Intersection improvement study underway; coordination required with FDOT due to U.S. 98 corridor improvements.

### ❖ **Calhoun Pedestrian Walkway (Phase 2) Under the Marler Bridge**

- Project remains under review by FDOT.
- Status unchanged; not directly part of the PD&E study but related.

### ❖ **Clement Taylor Park Improvements**

- Reported that the project has been green-lighted by the county and the Treasury and should be starting soon.

### ❖ **Underground Utilities**

- Summer moratorium on construction along U.S. 98 will end after Labor Day and the work expected to resume.

## **6. COMMITTEE MEMBER COMMENTS:**

### ➤ **Committee member Tadlock – Point One Mezzanine Marina Discussion**

- Spoke of the rumor of a \$70M in funding for municipal marina initiatives.
- Concerns raised that investment adjacent to Noriego Point may not be the most beneficial location due to:
  - Strong currents and swimmer safety risks.
  - Potential for unsafe/illegal business activity in swim-outs.
  - Limited direct benefit for the Harbor District community.
- Alternative suggestions included:
  - Exploring north side of the harbor properties with docks and minimal structures.
  - Continuing investment into One Calhoun site as a safer, long-term solution.

Mr. O’connor informed the members that staff is unaware of any plans for a city marina on this particular property.

### ➤ **Chairman Stephens –**



## ❖ 2024 Annual Report

Chairman Stephens presented his draft Annual Report for the members to review and stated that he would present it to CRA Board, if they agreed.

**Motion by Chairman Stephens, seconded by Vice Chairman Green to approve the Harbor CRA Advisory Committee Annual Report. The motion passed with a 5-0 vote.**

### ➤ Vice Chairman Green –

#### ❖ Underground Utilities, Phase II

- Members restated their prior April 9 motion recommending Old Destin and the Harbor District as a priority over continuing eastward along U.S. 98.
- Concern expressed that funding for undergrounding of utility lines along the unincorporated Okaloosa County would not benefit Destin residents.
- Staff confirmed that phasing is flexible, and council has already discussed revisiting sequencing.

#### ❖ Used Oil Disposal Facility

Vice Chairman Green spoke of how he has repeatedly raised concerns at City Council and Harbor & Waterways meetings about the lack of a proper facility for used motor oil disposal in Destin.

**Motion by Vice Chair Green to recommend the City Council consider approaching business owners that already handle used motor oil for a partnership to provide businesses and residents with a facility for the proper disposal of their used motor oil. Chairman Stephens provided the second.**

Vice Chairman Green explained how the city has a critical need for a used oil disposal solution to serve both residents and its marine-heavy economy. The partnership model with businesses plus modest city investment (infrastructure and oversight) could be a practical and environmentally responsible solution.

- Former disposal options such as Time Saver and others listed by the county are no longer in business.
- The nearest available site appears to be in Crestview, creating a burden for local residents and small businesses.
- Destin has a high concentration of vehicles and vessels:
  - Residents with cars, recreational boats, and small engines.
  - Numerous charter boats, pontoon rental operations, and marine businesses.

Chairman Green explained how there is a tremendous number of businesses in the city that need to recycle their oil and are practically begging auto parts stores and similar businesses to take their oil.

- Captain Green described bringing 22 five-gallon buckets, and at one point, he's stored 44 buckets due to lack of disposal access.
- Destin is surrounded by water on three sides and is a tourism hub with the "World's Luckiest Fishing Village."
- Lack of proper disposal risks illegal dumping, harming stormwater runoff and water quality, which conflicts with the city's environmental stewardship goals.

He suggested the city could support the setup with possible State grant funding to partnership with a local business, i.e. O'Reilly's, who has a large parking lot behind the business for the following:

- City provides infrastructure and oversight.
  - Build a retaining wall, secure tank, and install cameras to deter misuse.
  - Need clear rules and enforcement for abuse or improper use (e.g., fines, banning violators).
  - Estimated infrastructure needs:
  - Tank size around 300–500 gallons with a three-foot containment wall.
  - Cameras for monitoring.
- **Alternatives Considered:**
    - Putting a disposal site on city property (e.g., Public Works):
      - Brought up before; city staff seems reluctant due to cleanup and liability concerns.
    - Explore existing hazardous waste programs (e.g., county's west side hazardous waste site).

**With no further discussion, Chairman Stephens called for the vote, and the motion passed 5-0.**

➤ **Next meeting: September 10, 2025**

## **7. ADJOURNMENT:**

Having no further business at this time, the meeting was adjourned at 6:30 PM.

Adopted and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
John Stephens, Chairman

\_\_\_\_\_  
Kim Montgomery, Deputy City Clerk

CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025

**TYPE OF AGENDA ITEM:** Public Hearing

**AGENDA OUTLINE NUMBER:** 5.A.

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**TO:** City Council

**THRU:** Larry Jones , City Manager  
Kimberly Kopp, City Attorney

**FROM:** Krystal Strickland, Finance Director

**DATE:** August 26, 2025

**SUBJECT:** First reading of Ordinance 25-20-CN - Adopting the Fiscal Year 2026 Millage Rate

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**I. BACKGROUND:** Pursuant to Florida Statute Chapter 200.065, and the City Charter Section 3.13, staff is presenting Ordinance 25-20-CN for adoption of the FY 2026 millage rate.

**II. DISCUSSION:** The proposed Fiscal Year 2026 operating millage rate for the City of Destin is 1.6150 mills, which is more than the roll back rate of 1.5463 by 4.44%. 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 (FDOR) oversees the Truth in Millage program to ensure that all taxing districts within the State of Florida calculate their tax levies 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 FDOR as 1.5463. The millage proposed by the City is 1.6150 which is 4.44% higher than the 1.5463 rolled-back rate. The additional 4.44% ad valorem revenue will help the City increase the service level of Public Works. In FY 2026, Public Works will begin year 2 of a five-year "catch up" plan to renew (mill, resurface, and restripe) roadways that are past due.

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. 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 = \$9,206,816,631) would result in a levy of \$14,869,009. In accordance with statute, the proposed tax levy of \$14,869,009 can be budgeted at 95%, resulting in \$13,394,554 allocated as follows:

\$12,840,539 for the General Fund (net of discounts and delinquents)

610,862 for the Town Center CRA

674,157 for the Harbor CRA

=====

\$14,125,558

The Florida Department of Revenue DR-420 forms and the Notice of Proposed Tax Increase 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 2026 as compared to FY 2025. The taxes levied will support renewed vigor in the roadway resurfacing and restriping program.

**D. Legislative Sponsor:**

**E. Business Impact Statement:**

**III. CONCLUSION:** Adopting Ordinance 25-20-CN provides for the FY 2026 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 25-20-CN on first reading adopting a proposed Fiscal Year 2026 millage rate of 1.6150 mills which is more than the rollback rate of 1.5463 by 4.44%. The second reading will take place at Public Hearing #2 on September 15<sup>th</sup>, 2025 at 6pm in the City Hall Annex.

Attachments:

1. ORD 25-20-CN FY 2026 Millage Rate

**ITEM # 2025-933**

2. FY 2026 Notice of  
Proposed Tax Increase
3. DR420\_2025\_593 (2)
4. DR420TIF\_2025\_593  
(2)
5. DR420TIF\_2025\_593  
(3)
6. DR420MMP\_2025\_593  
(2)



ORDINANCE 25- 20- 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 2026; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the City of Destin of Okaloosa County, Florida, will adopt Fiscal Year 2026 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 \$9,206,816,631.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA:**

1. The FY 2026 operating millage rate for the City of Destin is **1.6150** mills which is **more** than the rolled back rate of **1. 5463 mills by 4.44%**.
2. This ordinance shall take effect immediately upon approval by Council and the signature of the Mayor.

**ADOPTED THIS 15TH DAY OF SEPTEMBER 2025**

By: \_\_\_\_\_

Bobby Wagner, Mayor

ATTEST:

The form and legal sufficiency of the foregoing  
has been reviewed and approved by the City  
Attorney.

\_\_\_\_\_  
Rey Bailey, City Clerk

\_\_\_\_\_  
Kimberly Kopp, City Attorney

First Reading: September 3, 2025

Second Reading: September 15, 2025

# 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 .....                                                      | \$ | 14,099,531        |
| B. | Less tax reductions due to Value Adjustment Board<br>And other assessment changes..... | \$ | <u>7,098</u>      |
| C. | Actual property tax levy .....                                                         | \$ | <u>14,092,433</u> |

**This year's proposed tax levy.....\$ 14,869,009**

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

**September 15, 2025  
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.



# CERTIFICATION OF TAXABLE VALUE

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

|                                         |                                                  |
|-----------------------------------------|--------------------------------------------------|
| Year : 2025                             | County : Okaloosa                                |
| Principal Authority :<br>City of Destin | Taxing Authority :<br>City of Destin - Operating |

## SECTION I : COMPLETED BY PROPERTY APPRAISER

|                      |                                                                                                                                                                                                                                                                        |                                                                     |                                |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|--------------------------------|
| 1.                   | Current year taxable value of real property for operating purposes                                                                                                                                                                                                     | \$ 9,067,127,925                                                    | (1)                            |
| 2.                   | Current year taxable value of personal property for operating purposes                                                                                                                                                                                                 | \$ 139,688,706                                                      | (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>                                                                                                                                                                        | \$ 9,206,816,631                                                    | (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.)            | \$ 54,974,548                                                       | (5)                            |
| 6.                   | Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>                                                                                                                                                                                                       | \$ 9,151,842,083                                                    | (6)                            |
| 7.                   | Prior year FINAL gross taxable value from prior year applicable Form DR-403 series                                                                                                                                                                                     | \$ 8,725,964,418                                                    | (7)                            |
| 8.                   | Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0                                                                                                                             | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | Number<br>2<br>(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 | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | Number<br>0<br>(9)             |
| <b>SIGN<br/>HERE</b> | <b>Property Appraiser Certification</b> I certify the taxable values above are correct to the best of my knowledge.                                                                                                                                                    |                                                                     |                                |
|                      | Signature of Property Appraiser:<br>Electronically Certified by Property Appraiser                                                                                                                                                                                     |                                                                     | Date :<br>6/9/2025 11:42:49 AM |

## 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>                                                                                                     | \$ 14,092,433      | (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> | \$ 1,236,059       | (12) |
| 13.                                                                                                                                                                                                                   | Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>                                                                                                                     | \$ 12,856,374      | (13) |
| 14.                                                                                                                                                                                                                   | Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>                                                                                        | \$ 837,554,695     | (14) |
| 15.                                                                                                                                                                                                                   | Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>                                                                                                                          | \$ 8,314,287,388   | (15) |
| 16.                                                                                                                                                                                                                   | Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>                                                                                                     | 1.5463 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>                                                                                  | \$ 14,869,009      | (18) |

|                                       |                                                                                                                                                                                                      |                                               |                                                                                                                                                                                             |                                                          |      |
|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|------|
| 19.                                   | TYPE of principal authority (check one)                                                                                                                                                              |                                               | <input type="checkbox"/> County                                                                                                                                                             | <input type="checkbox"/> Independent Special District    | (19) |
|                                       |                                                                                                                                                                                                      |                                               | <input checked="" type="checkbox"/> Municipality                                                                                                                                            | <input type="checkbox"/> Water Management District       |      |
| 20.                                   | Applicable taxing authority (check one)                                                                                                                                                              |                                               | <input checked="" type="checkbox"/> Principal Authority                                                                                                                                     | <input type="checkbox"/> Dependent Special District      | (20) |
|                                       |                                                                                                                                                                                                      |                                               | <input type="checkbox"/> MSTU                                                                                                                                                               | <input type="checkbox"/> Water Management District Basin |      |
| 21.                                   | Is millage levied in more than one county? (check one)                                                                                                                                               |                                               | <input type="checkbox"/> Yes                                                                                                                                                                | <input checked="" type="checkbox"/> 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>  |                                               |                                                                                                                                                                                             | \$ 12,856,374                                            | (22) |
| 23.                                   | Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>                                                                                                     |                                               |                                                                                                                                                                                             | 1.5463 per \$1,000                                       | (23) |
| 24.                                   | Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>                                                                                                     |                                               |                                                                                                                                                                                             | \$ 14,236,501                                            | (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> |                                               |                                                                                                                                                                                             | \$ 14,869,009                                            | (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>                                                                   |                                               |                                                                                                                                                                                             | 4.44 %                                                   | (27) |
| First public budget hearing           |                                                                                                                                                                                                      | Date :<br>9/3/2025                            | Time :<br>6:00 PM CST                                                                                                                                                                       | Place :<br>4100 Indian Bayou Trail Destin 32541          |      |
| SIGN<br>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 Principal Taxing Authority                                                                                                                                               |                                               |                                                                                                                                                                                             | 7/22/2025 3:42:00 PM                                     |      |
|                                       | Title :                                                                                                                                                                                              |                                               | Contact Name and Contact Title :                                                                                                                                                            |                                                          |      |
|                                       | Krystal Strickland - Finance Director                                                                                                                                                                |                                               | Larry Jones - City Manager                                                                                                                                                                  |                                                          |      |
|                                       | Mailing Address :                                                                                                                                                                                    |                                               | Physical Address :                                                                                                                                                                          |                                                          |      |
| 4200 Indian Bayou Trail,              |                                                                                                                                                                                                      | 4200 Indian Bayou Trail, Destin Florida 32541 |                                                                                                                                                                                             |                                                          |      |
| City, State, Zip :                    |                                                                                                                                                                                                      | Phone Number :                                |                                                                                                                                                                                             | Fax Number :                                             |      |
| Destin Florida 32541                  |                                                                                                                                                                                                      | (850) 837-4242                                |                                                                                                                                                                                             |                                                          |      |

# 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.





# TAX INCREMENT ADJUSTMENT WORKSHEET

DR-420TIF  
R. 6/10  
Rule 12D-16.002  
Florida Administrative Code  
Effective 11/12

|                                                               |                                                  |
|---------------------------------------------------------------|--------------------------------------------------|
| Year : 2025                                                   | County : Okaloosa                                |
| Principal Authority :<br>City of Destin                       | Taxing Authority :<br>City of Destin - Operating |
| Community Redevelopment Area :<br>City of Destin CRA - Harbor | Base Year :<br>2003                              |

## SECTION I : COMPLETED BY PROPERTY APPRAISER

|    |                                                               |    |             |     |
|----|---------------------------------------------------------------|----|-------------|-----|
| 1. | Current year taxable value in the tax increment area          | \$ | 594,400,563 | (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> | \$ | 398,150,002 | (3) |
| 4. | Prior year Final taxable value in the tax increment area      | \$ | 559,589,748 | (4) |
| 5. | Prior year tax increment value <i>(Line 4 minus Line 2)</i>   | \$ | 363,339,187 | (5) |

|                      |                                                                                     |                                                                             |  |
|----------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|--|
| <b>SIGN<br/>HERE</b> | <b>Property Appraiser Certification</b>                                             | I certify the taxable values above are correct to the best of my knowledge. |  |
|                      | Signature of Property Appraiser :<br>Electronically Certified by Property Appraiser | Date :<br>6/9/2025 11:42:49 AM                                              |  |

## 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><br><i>If value is zero or less than zero, then enter zero on Line 6b</i> | \$ | 398,150,002 | (6b) |
| 6c.                                                                                                                           | Amount of payment to redevelopment trust fund in prior year                                                                                                | \$ | 557,572     | (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                                                                                                | \$ |             | (7a) |
| 7b.                                                                                                                           | Prior year operating millage levy from Form DR-420, Line 10                                                                                                |    | per \$1,000 | (7b) |
| 7c.                                                                                                                           | Taxes levied on prior year tax increment value<br><i>(Line 5 multiplied by Line 7b, divided by 1,000)</i>                                                  | \$ |             | (7c) |
| 7d.                                                                                                                           | Prior year payment as proportion of taxes levied on increment value<br><i>(Line 7a divided by Line 7c, multiplied by 100)</i>                              |    | %           | (7d) |
| 7e.                                                                                                                           | Dedicated increment value <i>(Line 3 multiplied by the percentage on Line 7d)</i><br><i>If value is zero or less than zero, then enter zero on Line 7e</i> | \$ |             | (7e) |

|                                                         |                                                                                                       |                                                                                         |                                                                     |              |
|---------------------------------------------------------|-------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|---------------------------------------------------------------------|--------------|
| <b>S<br/>I<br/>G<br/>N<br/><br/>H<br/>E<br/>R<br/>E</b> | <b>Taxing Authority Certification</b>                                                                 | I certify the calculations, millages and rates are correct to the best of my knowledge. |                                                                     |              |
|                                                         | Signature of Chief Administrative Officer :<br>Electronically Certified by Principal Taxing Authority |                                                                                         | Date :<br>7/22/2025 3:42:00 PM                                      |              |
|                                                         | Title :<br>Krystal Strickland - Finance Director                                                      |                                                                                         | Contact Name and Contact Title :<br>Larry Jones - City Manager      |              |
|                                                         | Mailing Address :<br>4200 Indian Bayou Trail,                                                         |                                                                                         | Physical Address :<br>4200 Indian Bayou Trail, Destin Florida 32541 |              |
|                                                         | City, State, Zip :<br>Destin Florida 32541                                                            |                                                                                         | Phone Number :<br>(850) 837-4242                                    | Fax Number : |

# 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.



# TAX INCREMENT ADJUSTMENT WORKSHEET

DR-420TIF  
R. 6/10  
Rule 12D-16.002  
Florida Administrative Code  
Effective 11/12

|                                                                    |                                                  |
|--------------------------------------------------------------------|--------------------------------------------------|
| Year : 2025                                                        | County : Okaloosa                                |
| Principal Authority :<br>City of Destin                            | Taxing Authority :<br>City of Destin - Operating |
| Community Redevelopment Area :<br>City of Destin CRA - Town Center | Base Year :<br>1998                              |

## SECTION I : COMPLETED BY PROPERTY APPRAISER

|    |                                                               |    |             |     |
|----|---------------------------------------------------------------|----|-------------|-----|
| 1. | Current year taxable value in the tax increment area          | \$ | 534,401,533 | (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> | \$ | 439,404,693 | (3) |
| 4. | Prior year Final taxable value in the tax increment area      | \$ | 536,376,417 | (4) |
| 5. | Prior year tax increment value <i>(Line 4 minus Line 2)</i>   | \$ | 441,379,577 | (5) |

|                      |                                                                                     |                                                                             |  |
|----------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|--|
| <b>SIGN<br/>HERE</b> | <b>Property Appraiser Certification</b>                                             | I certify the taxable values above are correct to the best of my knowledge. |  |
|                      | Signature of Property Appraiser :<br>Electronically Certified by Property Appraiser | Date :<br>6/9/2025 11:42:49 AM                                              |  |

## 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><br><i>If value is zero or less than zero, then enter zero on Line 6b</i> | \$ | 439,404,693 | (6b) |
| 6c.                                                                                                                           | Amount of payment to redevelopment trust fund in prior year                                                                                                | \$ | 678,487     | (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                                                                                                | \$ |             | (7a) |
| 7b.                                                                                                                           | Prior year operating millage levy from Form DR-420, Line 10                                                                                                |    | per \$1,000 | (7b) |
| 7c.                                                                                                                           | Taxes levied on prior year tax increment value<br><i>(Line 5 multiplied by Line 7b, divided by 1,000)</i>                                                  | \$ |             | (7c) |
| 7d.                                                                                                                           | Prior year payment as proportion of taxes levied on increment value<br><i>(Line 7a divided by Line 7c, multiplied by 100)</i>                              |    | %           | (7d) |
| 7e.                                                                                                                           | Dedicated increment value <i>(Line 3 multiplied by the percentage on Line 7d)</i><br><i>If value is zero or less than zero, then enter zero on Line 7e</i> | \$ |             | (7e) |

|                                                         |                                                                                                       |                                                                                         |                                                                     |              |
|---------------------------------------------------------|-------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|---------------------------------------------------------------------|--------------|
| <b>S<br/>I<br/>G<br/>N<br/><br/>H<br/>E<br/>R<br/>E</b> | <b>Taxing Authority Certification</b>                                                                 | I certify the calculations, millages and rates are correct to the best of my knowledge. |                                                                     |              |
|                                                         | Signature of Chief Administrative Officer :<br>Electronically Certified by Principal Taxing Authority |                                                                                         | Date :<br>7/22/2025 3:42:00 PM                                      |              |
|                                                         | Title :<br>Krystal Strickland - Finance Director                                                      |                                                                                         | Contact Name and Contact Title :<br>Larry Jones - City Manager      |              |
|                                                         | Mailing Address :<br>4200 Indian Bayou Trail,                                                         |                                                                                         | Physical Address :<br>4200 Indian Bayou Trail, Destin Florida 32541 |              |
|                                                         | City, State, Zip :<br>Destin Florida 32541                                                            |                                                                                         | Phone Number :<br>(850) 837-4242                                    | Fax Number : |

# 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.



# 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 : 2025                                                                                                                                                               |                                                                                                                                                                                                                       | County : Okaloosa                                |                                            |
| Principal Authority :<br>City of Destin                                                                                                                                   |                                                                                                                                                                                                                       | Taxing Authority :<br>City of Destin - Operating |                                            |
| 1.                                                                                                                                                                        | Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?                                                                                       | <input type="checkbox"/> Yes                     | <input checked="" type="checkbox"/> No (1) |
| <b>IF YES,  STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.</b> |                                                                                                                                                                                                                       |                                                  |                                            |
| 2.                                                                                                                                                                        | Current year rolled-back rate from Current Year Form DR-420, Line 16                                                                                                                                                  | 1.5463 per \$1,000                               | (2)                                        |
| 3.                                                                                                                                                                        | Prior year maximum millage rate with a majority vote from 2024 Form DR-420MM, Line 13                                                                                                                                 | 4.4460 per \$1,000                               | (3)                                        |
| 4.                                                                                                                                                                        | Prior year operating millage rate from Current Year Form DR-420, Line 10                                                                                                                                              | 1.6150 per \$1,000                               | (4)                                        |
| <b>If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.</b>                                                                        |                                                                                                                                                                                                                       |                                                  |                                            |
| <b>Adjust rolled-back rate based on prior year majority-vote maximum millage rate</b>                                                                                     |                                                                                                                                                                                                                       |                                                  |                                            |
| 5.                                                                                                                                                                        | Prior year final gross taxable value from Current Year Form DR-420, Line 7                                                                                                                                            | \$ 8,725,964,418                                 | (5)                                        |
| 6.                                                                                                                                                                        | Prior year maximum ad valorem proceeds with majority vote<br>(Line 3 multiplied by Line 5 divided by 1,000)                                                                                                           | \$ 38,795,638                                    | (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                                                         | \$ 1,236,059                                     | (7)                                        |
| 8.                                                                                                                                                                        | Adjusted prior year ad valorem proceeds with majority vote (Line 6 minus Line 7)                                                                                                                                      | \$ 37,559,579                                    | (8)                                        |
| 9.                                                                                                                                                                        | Adjusted current year taxable value from Current Year form DR-420 Line 15                                                                                                                                             | \$ 8,314,287,388                                 | (9)                                        |
| 10.                                                                                                                                                                       | Adjusted current year rolled-back rate (Line 8 divided by Line 9, multiplied by 1,000)                                                                                                                                | 4.5175 per \$1,000                               | (10)                                       |
| <b>Calculate maximum millage levy</b>                                                                                                                                     |                                                                                                                                                                                                                       |                                                  |                                            |
| 11.                                                                                                                                                                       | Rolled-back rate to be used for maximum millage levy calculation<br>(Enter Line 10 if adjusted or else enter Line 2)                                                                                                  | 4.5175 per \$1,000                               | (11)                                       |
| 12.                                                                                                                                                                       | Adjustment for change in per capita Florida personal income (See Line 12 Instructions)                                                                                                                                | 1.0451                                           | (12)                                       |
| 13.                                                                                                                                                                       | Majority vote maximum millage rate allowed (Line 11 multiplied by Line 12)                                                                                                                                            | 4.7212 per \$1,000                               | (13)                                       |
| 14.                                                                                                                                                                       | Two-thirds vote maximum millage rate allowed (Multiply Line 13 by 1.10)                                                                                                                                               | 5.1933 per \$1,000                               | (14)                                       |
| 15.                                                                                                                                                                       | Current year proposed millage rate                                                                                                                                                                                    | 1.6150 per \$1,000                               | (15)                                       |
| 16.                                                                                                                                                                       | <b>Minimum vote required to levy proposed millage:</b> (Check one)                                                                                                                                                    |                                                  | (16)                                       |
| <input checked="" type="checkbox"/>                                                                                                                                       | 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. <b>Enter Line 13 on Line 17.</b>                 |                                                  |                                            |
| <input type="checkbox"/>                                                                                                                                                  | 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 the proposed rate. <b>Enter Line 15 on Line 17.</b>      |                                                  |                                            |
| <input type="checkbox"/>                                                                                                                                                  | 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. <b>Enter Line 15 on Line 17.</b> |                                                  |                                            |
| <input type="checkbox"/>                                                                                                                                                  | d. Referendum: The maximum millage rate is equal to the proposed rate. <b>Enter Line 15 on Line 17.</b>                                                                                                               |                                                  |                                            |
| 17.                                                                                                                                                                       | The selection on Line 16 allows a maximum millage rate of<br>(Enter rate indicated by choice on Line 16).                                                                                                             | 4.7212 per \$1,000                               | (17)                                       |
| 18.                                                                                                                                                                       | Current year gross taxable value from Current Year Form DR-420, Line 4                                                                                                                                                | \$ 9,206,816,631                                 | (18)                                       |

Continued on page 2



|                                                  |                                                                                                                                                                            |                                                                                   |                                                                                                                                                                                             |
|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Taxing Authority :<br>City of Destin - Operating |                                                                                                                                                                            | DR-420MM-P<br>R. 5/12<br>Page 2                                                   |                                                                                                                                                                                             |
| 19.                                              | Current year proposed taxes <i>(Line 15 multiplied by Line 18, divided by 1,000).</i>                                                                                      | \$ 14,869,009                                                                     | (19)                                                                                                                                                                                        |
| 20.                                              | Total taxes levied at the maximum millage rate <i>(Line 17 multiplied by Line 18, divided by 1,000).</i>                                                                   | \$ 43,467,223                                                                     | (20)                                                                                                                                                                                        |
| <b>DEPENDENT SPECIAL DISTRICTS AND MSTUs</b>     |                                                                                                                                                                            |  | <b>STOP HERE. SIGN AND SUBMIT.</b>                                                                                                                                                          |
| 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>                                                                                                           | \$ 14,869,009                                                                     | (22)                                                                                                                                                                                        |
| <b>Total Maximum Taxes</b>                       |                                                                                                                                                                            |                                                                                   |                                                                                                                                                                                             |
| 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>                                                                                                         | \$ 43,467,223                                                                     | (24)                                                                                                                                                                                        |
| <b>Total Maximum Versus Total Taxes Levied</b>   |                                                                                                                                                                            |                                                                                   |                                                                                                                                                                                             |
| 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)                                     | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO               | (25)                                                                                                                                                                                        |
| SIGN<br>HERE                                     | <b>Taxing Authority Certification</b>                                                                                                                                      |                                                                                   | 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 Principal Taxing Authority                                                                                                                     |                                                                                   | 7/22/2025 3:42:00 PM                                                                                                                                                                        |
|                                                  | Title :                                                                                                                                                                    | Contact Name and Contact Title :                                                  |                                                                                                                                                                                             |
|                                                  | Krystal Strickland - Finance Director                                                                                                                                      | Larry Jones - City Manager                                                        |                                                                                                                                                                                             |
|                                                  | Mailing Address :                                                                                                                                                          | Physical Address :                                                                |                                                                                                                                                                                             |
| 4200 Indian Bayou Trail,                         | 4200 Indian Bayou Trail, Destin Florida 32541                                                                                                                              |                                                                                   |                                                                                                                                                                                             |
| City, State, Zip :                               | Phone Number :                                                                                                                                                             | Fax Number :                                                                      |                                                                                                                                                                                             |
| Destin Florida 32541                             | (850) 837-4242                                                                                                                                                             |                                                                                   |                                                                                                                                                                                             |

***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  
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 2025 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 2024 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 2024 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.

## CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025

**TYPE OF AGENDA ITEM:** Public Hearing

**AGENDA OUTLINE NUMBER:** 5.B.

**TO:** City Council

**THRU:** Larry Jones , City Manager  
Kimberly Kopp, City Attorney

**FROM:** Krystal Strickland, Finance Director

**DATE:** August 27, 2025

**SUBJECT:** First reading of Ordinance 25-21-CN - Adopting the Fiscal Year 2026 Budget

**I. BACKGROUND:** Pursuant to Florida Statute Chapter 200, and City Charter Section 3.13, staff is presenting Ordinance 25-21-CN for adoption of the Fiscal Year 2026 Budget.

Budget Workshops were held June 9, 2025 and July 14, 2025.

The current budget proposed budget for FY 2026 is \$61.4 million, which is \$353,008 lower than was presented at the last Budget Workshop held on July 14, 2025.

## CHANGES SINCE THE 07/14/2025 BUDGET WORKSHOP ARE SUMMARIZED AS FOLLOWS:

| EXPENDITURES BY CHARACTER     | FY 2026<br>TENTATIVE<br>BUDGET | budget<br>workshop<br>07/14/25 | Change           | Description                                                           |
|-------------------------------|--------------------------------|--------------------------------|------------------|-----------------------------------------------------------------------|
| 20 Personnel Services         | 7,828,971                      | 7,828,971                      | (0)              |                                                                       |
| 21 Personnel Taxes & Benefits | 2,741,831                      | 3,549,320                      | (807,489)        | Changed from FRS to Thrift Plan                                       |
| 22 Operating Expenses         | 10,679,975                     | 10,329,975                     | 350,000          | STR on Condos, startup, billing, collections, webscraping             |
| 23 Grants And Aids            | 17,000                         | 17,000                         | -                |                                                                       |
| 24 Debt Service               | 5,614,662                      | 5,614,662                      | -                |                                                                       |
| 25 Capital Outlay             | 22,887,291                     | 23,045,292                     | (158,001)        | Norriego Park removed (\$234k); added \$76k add office space at Annex |
| 26a Transfers Out             | 8,932,838                      | 8,932,838                      | -                |                                                                       |
| 26b Addition to Fund Balance  | 2,690,168                      | 2,427,685                      | 262,483          | Net of changes increased additions to fund balance                    |
| <b>TOTAL EXPENDITURES</b>     | <b>61,392,735</b>              | <b>61,745,743</b>              | <b>(353,008)</b> |                                                                       |

**II. DISCUSSION:** The FY 2026 Budget offers decreased operating costs. The Capital Improvement Program for FY 2026 was trimmed down to focus on completing major projects that are currently underway and/or projects that have grant funding or other contractual obligations.

FY 2025 versus FY 2026 Budget Summaries by Character:

| ALL FUNDS                        | FY 2024<br>ACTUAL | FY 2025<br>REVISED<br>BUDGET | FY 2025<br>PROJECTION | FY 2026<br>TENTATIVE<br>BUDGET | % OF TOTAL  | FY 25 -<br>FY 26 %<br>Change |
|----------------------------------|-------------------|------------------------------|-----------------------|--------------------------------|-------------|------------------------------|
| <b>REVENUES BY CHARACTER</b>     |                   |                              |                       |                                |             |                              |
| 10 Taxes                         | 16,227,351        | 17,455,390                   | 17,883,441            | 18,319,108                     | 30%         | 5%                           |
| 11 Intergovernmental Revenue     | 6,418,348         | 16,873,438                   | 5,792,525             | 16,086,117                     | 26%         | -5%                          |
| 12 Permits, Fees, & Special Asse | 5,479,766         | 5,586,775                    | 4,964,101             | 7,910,514                      | 13%         | 42%                          |
| 13 Charges For Services          | 1,645,874         | 1,270,200                    | 1,654,279             | 1,415,271                      | 2%          | 11%                          |
| 14 Judgements, Fines, & Forfeits | 95,484            | 104,001                      | 166,395               | 63,000                         | 0%          | -39%                         |
| 15 Miscellaneous Revenues        | 2,480,231         | 971,852                      | 2,580,407             | 998,675                        | 2%          | 3%                           |
| 16 Other Sources                 | 121,461           | 25,166,720                   | 25,000,000            | -                              | 0%          | -100%                        |
| 17a Transfers In                 | 6,172,777         | 18,772,673                   | 18,369,169            | 8,932,838                      | 15%         | -52%                         |
| 17b Use of Fund Balance          | -                 | 12,192,594                   | -                     | 7,667,212                      | 12%         | -37%                         |
| <b>TOTAL REVENUES</b>            | <b>38,641,291</b> | <b>98,393,644</b>            | <b>76,410,316</b>     | <b>61,392,735</b>              | <b>100%</b> | <b>-37.6%</b>                |
| <b>EXPENDITURES BY CHARACTER</b> |                   |                              |                       |                                |             |                              |
| 20 Personnel Services            | 6,457,343         | 7,569,783                    | 6,259,965             | 7,828,971                      | 13%         | 3%                           |
| 21 Personnel Taxes & Benefits    | 2,598,245         | 2,981,248                    | 2,329,219             | 2,741,831                      | 4%          | -8%                          |
| 22 Operating Expenses            | 7,271,768         | 10,835,425                   | 8,321,994             | 10,679,975                     | 17%         | -1%                          |
| 23 Grants And Aids               | 14,452            | 16,900                       | 19,868                | 17,000                         | 0%          | 1%                           |
| 24 Debt Service                  | 3,488,857         | 5,552,247                    | 4,773,900             | 5,614,662                      | 9%          | 1%                           |
| 25 Capital Outlay                | 15,654,494        | 41,989,197                   | 24,484,316            | 22,887,291                     | 37%         | -45%                         |
| 26a Transfers Out                | 6,172,777         | 18,772,673                   | 18,369,169            | 8,932,838                      | 15%         | -52%                         |
| 26b Addition to Fund Balance     | -                 | 10,676,170                   | -                     | 2,690,168                      | 4%          | -75%                         |
| <b>TOTAL EXPENDITURES</b>        | <b>41,657,936</b> | <b>98,393,644</b>            | <b>64,558,430</b>     | <b>61,392,735</b>              | <b>100%</b> | <b>-37.6%</b>                |

FY 2025 versus FY 2026 Budget Summaries by Function:

| ALL FUNDS                       | FY 2024<br>ACTUAL | FY 2025<br>REVISED<br>BUDGET | FY 2025<br>PROJECTION | FY 2026<br>TENTATIVE<br>BUDGET | % OF TOTAL  | FY 25 -<br>FY 26 %<br>Change |
|---------------------------------|-------------------|------------------------------|-----------------------|--------------------------------|-------------|------------------------------|
| <b>REVENUES BY FUNCTION</b>     |                   |                              |                       |                                |             |                              |
| General Government              | 27,433,353        | 77,137,145                   | 65,324,011            | 38,124,407                     | 62%         | -51%                         |
| Public Safety                   | 1,800,682         | 1,834,526                    | 1,851,757             | 4,035,727                      | 7%          | 120%                         |
| Physical Environment            | 1,697,932         | 2,971,733                    | 2,263,090             | 3,108,525                      | 5%          | 5%                           |
| Transportation                  | 2,333,587         | 5,907,569                    | 2,138,129             | 5,830,849                      | 9%          | -1%                          |
| Economic Environment            | 3,214,585         | 3,481,712                    | 3,935,811             | 3,601,989                      | 6%          | 3%                           |
| Human Services                  | -                 | -                            | -                     | -                              | 0%          | 0%                           |
| Culture & Recreation            | 2,161,152         | 7,060,959                    | 897,519               | 6,691,238                      | 11%         | -5%                          |
| <b>TOTAL REVENUES</b>           | <b>38,641,291</b> | <b>98,393,644</b>            | <b>76,410,316</b>     | <b>61,392,735</b>              | <b>100%</b> | <b>-37.6%</b>                |
| <b>EXPENDITURES BY FUNCTION</b> |                   |                              |                       |                                |             |                              |
| General Government              | 13,980,146        | 40,810,794                   | 27,717,838            | 22,170,883                     | 36%         | -46%                         |
| Public Safety                   | 5,258,844         | 5,958,548                    | 4,964,980             | 6,579,350                      | 11%         | 10%                          |
| Physical Environment            | 1,942,142         | 16,856,102                   | 13,900,275            | 3,438,151                      | 6%          | -80%                         |
| Transportation                  | 5,820,904         | 18,343,399                   | 8,808,978             | 16,903,455                     | 28%         | -8%                          |
| Economic Environment            | 9,400,766         | 242,831                      | 190,936               | 206,874                        | 0%          | -15%                         |
| Human Services                  | 74,829            | 92,769                       | 49,594                | 87,550                         | 0%          | -6%                          |
| Culture & Recreation            | 5,180,304         | 16,089,202                   | 8,925,830             | 12,006,473                     | 20%         | -25%                         |
| <b>TOTAL EXPENDITURES</b>       | <b>41,657,936</b> | <b>98,393,644</b>            | <b>64,558,430</b>     | <b>61,392,735</b>              | <b>100%</b> | <b>-37.6%</b>                |

**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 2026 in the total amount of \$61,392,735 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.

**D. Legislative Sponsor:**

**E. Business Impact Statement:**

**III. CONCLUSION:** Adopting Ordinance 25-21-CN provides the FY 2026 annual budget for operations, debt service, renewal and replacement, and capital improvements.

**IV. RECOMMENDED MOTION:** I move that Council adopt Ordinance 25-21-CN on first reading to provide for a balanced budget for Fiscal Year 2026. The second reading will take place at Public Hearing #2 on September 15<sup>th</sup>, 2025 at 6pm in the City Hall Annex.

Attachments:

1. ORD 25-21-CN FY 2026 Budget
2. FY 2026 Budget Ad DRAFT 2025 0827
3. FY 2026 Tentative Budget



## **ORDINANCE 25-21-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, 2025 AND ENDING SEPTEMBER 30, 2026; 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, 2025; 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, 2025 and ending September 30, 2026; and

**WHEREAS**, there is established a tax at the rate of 1.6150 mils on property assessed as of January 1, 2025 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 2026 Budget" totals \$61,392,735 for all funds reported, a copy which is attached hereto and made a part hereof by reference, is adopted.
2. This budget represents a 37.6% decrease from the FY 2025 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 2026 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 and purchase orders that were not completed and closed during FY 2025 will be carried forward and shown as an amendment to the FY2026 budget as adopted by this ordinance.
9. This ordinance shall become effective on October 1, 2025.

**ADOPTED THIS 15TH DAY OF SEPTEMBER 2025**

By: \_\_\_\_\_  
Bobby Wagner, Mayor

ATTEST:

The form and legal sufficiency of the foregoing  
has been reviewed and approved by the City  
Attorney.

\_\_\_\_\_  
Rey Bailey, City Clerk

\_\_\_\_\_  
Kimberly Kopp, City Attorney

First Reading: September 3, 2025  
Second Reading: September 15, 2025

DRAFT

# BUDGET SUMMARY

City of Destin - Fiscal Year 2025-2026

General Fund 1.6150

|                                                                            | General Fund         | Town<br>Center CRA  | Harbor CRA          | Florida<br>Building Code | NonMajor<br>Special<br>Revenue | Debt<br>Service     | Capital Project<br>Funds | Total<br>All Funds   |
|----------------------------------------------------------------------------|----------------------|---------------------|---------------------|--------------------------|--------------------------------|---------------------|--------------------------|----------------------|
| <b>ESTIMATED REVENUES:</b>                                                 |                      |                     |                     |                          |                                |                     |                          |                      |
| <b>Taxes:</b>                                                              |                      |                     |                     |                          |                                |                     |                          |                      |
| <b>Millage Per \$1000:</b>                                                 |                      |                     |                     |                          |                                |                     |                          |                      |
| <b>Ad Valorem Taxes 1.6150</b>                                             | \$12,840,541         | \$674,157           | \$610,862           | \$0                      | \$0                            | \$0                 | \$0                      | \$14,125,560         |
| Tax Increment Financing (TIF) / County                                     | -                    | 1,599,108           | 610,862             | -                        | -                              | -                   | -                        | 2,209,970            |
| Delinquent Ad Valorem Taxes                                                | 5,000                | -                   | -                   | -                        | -                              | -                   | -                        | 5,000                |
| Sales and Use Taxes                                                        | 1,208,578            | -                   | -                   | -                        | -                              | -                   | 770,000                  | 1,978,578            |
| Licenses & Permits                                                         | 5,415,898            | -                   | -                   | 1,248,161                | 25,000                         | -                   | 1,221,456                | 7,910,514            |
| Intergovernmental Revenue                                                  | 3,142,614            | -                   | -                   | -                        | 1,719,730                      | 750,000             | 10,473,773               | 16,086,117           |
| Charges For Services                                                       | 676,441              | -                   | -                   | 32,830                   | 706,000                        | -                   | -                        | 1,415,271            |
| Fines & Forfeitures                                                        | 62,900               | -                   | -                   | 100                      | -                              | -                   | -                        | 63,000               |
| Miscellaneous Revenue                                                      | 518,600              | 80,000              | 27,000              | 5,000                    | 185,325                        | 12,500              | 170,250                  | 998,675              |
| <b>TOTAL SOURCES</b>                                                       | <b>\$ 23,870,572</b> | <b>\$ 2,353,265</b> | <b>\$ 1,248,724</b> | <b>\$ 1,286,091</b>      | <b>\$ 2,636,055</b>            | <b>\$ 762,500</b>   | <b>\$ 12,635,479</b>     | <b>\$ 44,792,685</b> |
| Proceeds from Issuance of Debt or Lease                                    | -                    | -                   | -                   | -                        | -                              | -                   | -                        | 0                    |
| Transfers In                                                               | -                    | -                   | -                   | -                        | 178,071                        | 4,754,767           | 4,000,000                | 8,932,838            |
| Beginning Fund Balances/Reserves/Net Assets                                | 0                    | 0                   | 367,011             | 0                        | 1,045,002                      | 0                   | 6,255,199                | 7,667,212            |
| <b>TOTAL REVENUES, TRANSFERS &amp; BALANCES</b>                            | <b>\$ 23,870,572</b> | <b>\$ 2,353,265</b> | <b>\$ 1,615,735</b> | <b>\$ 1,286,091</b>      | <b>\$ 3,859,128</b>            | <b>\$ 5,517,267</b> | <b>\$ 22,890,678</b>     | <b>\$ 61,392,735</b> |
| <b>EXPENDITURES</b>                                                        |                      |                     |                     |                          |                                |                     |                          |                      |
| General Government                                                         | \$ 4,841,175         | \$ -                | \$ -                | \$ -                     | \$ -                           | \$ 35               | \$ 5                     | \$ 4,841,215         |
| Public Safety                                                              | 5,286,713            | -                   | -                   | 1,115,137                | 77,500                         | -                   | -                        | 6,479,350            |
| Physical Environment                                                       | 425,359              | -                   | -                   | -                        | 62,780                         | -                   | 12                       | 488,151              |
| Transportation                                                             | 2,966,863            | -                   | -                   | -                        | 197,555                        | -                   | 500,010                  | 3,664,428            |
| Economic Environment                                                       | 16,000               | 105,413             | 85,461              | -                        | -                              | -                   | -                        | 206,874              |
| Health and Human Services                                                  | 87,550               | -                   | -                   | -                        | -                              | -                   | -                        | 87,550               |
| Culture & Recreation                                                       | 5,500,209            | -                   | -                   | -                        | -                              | -                   | -                        | 5,500,209            |
| Debt Services                                                              | 108,773              | -                   | -                   | -                        | -                              | 5,505,889           | -                        | 5,614,662            |
| Capital Outlay                                                             | 740,025              | -                   | -                   | -                        | 900,000                        | -                   | 21,247,266               | 22,887,291           |
| <b>TOTAL EXPENDITURES</b>                                                  | <b>\$ 19,972,666</b> | <b>\$ 105,413</b>   | <b>\$ 85,461</b>    | <b>\$ 1,115,137</b>      | <b>\$ 1,237,835</b>            | <b>\$ 5,505,924</b> | <b>\$ 21,747,293</b>     | <b>\$ 49,769,730</b> |
| Transfers Out                                                              | 3,763,780            | 999,667             | 1,530,274           | 81,071                   | 1,853,977                      | -                   | 704,069                  | 8,932,838            |
| Ending Fund Balances/Reserves/Net Assets                                   | 134,125              | 1,248,185           | -                   | 89,883                   | 767,316                        | 11,343              | 439,316                  | 2,690,168            |
| <b>TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES &amp; BALANCES</b> | <b>\$23,870,572</b>  | <b>\$2,353,265</b>  | <b>\$1,615,735</b>  | <b>\$1,286,091</b>       | <b>\$3,859,128</b>             | <b>\$5,517,267</b>  | <b>\$22,890,678</b>      | <b>\$61,392,735</b>  |

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 TENTATIVE FY 2026 BUDGET**

*Last Updated: August 27, 2025*

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# BUDGET SUMMARY

City of Destin - Fiscal Year 2025-2026

General Fund 1.6150

|                                                                            | General Fund         | Town<br>Center CRA  | Harbor CRA          | Florida<br>Building Code | NonMajor<br>Special<br>Revenue | Debt<br>Service     | Capital Project<br>Funds | Total<br>All Funds   |
|----------------------------------------------------------------------------|----------------------|---------------------|---------------------|--------------------------|--------------------------------|---------------------|--------------------------|----------------------|
| <b>ESTIMATED REVENUES:</b>                                                 |                      |                     |                     |                          |                                |                     |                          |                      |
| <b>Taxes: Millage Per \$1000:</b>                                          |                      |                     |                     |                          |                                |                     |                          |                      |
| <b>Ad Valorem Taxes 1.6150</b>                                             | \$12,840,541         | \$674,157           | \$610,862           | \$0                      | \$0                            | \$0                 | \$0                      | \$14,125,560         |
| Tax Increment Financing (TIF) / County                                     | -                    | 1,599,108           | 610,862             | -                        | -                              | -                   | -                        | 2,209,970            |
| Delinquent Ad Valorem Taxes                                                | 5,000                | -                   | -                   | -                        | -                              | -                   | -                        | 5,000                |
| Sales and Use Taxes                                                        | 1,208,578            | -                   | -                   | -                        | -                              | -                   | 770,000                  | 1,978,578            |
| Licenses & Permits                                                         | 5,415,898            | -                   | -                   | 1,248,161                | 25,000                         | -                   | 1,221,456                | 7,910,514            |
| Intergovernmental Revenue                                                  | 3,142,614            | -                   | -                   | -                        | 1,719,730                      | 750,000             | 10,473,773               | 16,086,117           |
| Charges For Services                                                       | 676,441              | -                   | -                   | 32,830                   | 706,000                        | -                   | -                        | 1,415,271            |
| Fines & Forfeitures                                                        | 62,900               | -                   | -                   | 100                      | -                              | -                   | -                        | 63,000               |
| Miscellaneous Revenue                                                      | 518,600              | 80,000              | 27,000              | 5,000                    | 185,325                        | 12,500              | 170,250                  | 998,675              |
| <b>TOTAL SOURCES</b>                                                       | <b>\$ 23,870,572</b> | <b>\$ 2,353,265</b> | <b>\$ 1,248,724</b> | <b>\$ 1,286,091</b>      | <b>\$ 2,636,055</b>            | <b>\$ 762,500</b>   | <b>\$ 12,635,479</b>     | <b>\$ 44,792,685</b> |
| Proceeds from Issuance of Debt or Lease                                    | -                    | -                   | -                   | -                        | -                              | -                   | -                        | 0                    |
| Transfers In                                                               | -                    | -                   | -                   | -                        | 178,071                        | 4,754,767           | 4,000,000                | 8,932,838            |
| Beginning Fund Balances/Reserves/Net Assets                                | 0                    | 0                   | 367,011             | 0                        | 1,045,002                      | 0                   | 6,255,199                | 7,667,212            |
| <b>TOTAL REVENUES, TRANSFERS &amp; BALANCES</b>                            | <b>\$ 23,870,572</b> | <b>\$ 2,353,265</b> | <b>\$ 1,615,735</b> | <b>\$ 1,286,091</b>      | <b>\$ 3,859,128</b>            | <b>\$ 5,517,267</b> | <b>\$ 22,890,678</b>     | <b>\$ 61,392,735</b> |
| <b>EXPENDITURES</b>                                                        |                      |                     |                     |                          |                                |                     |                          |                      |
| General Government                                                         | \$ 4,841,175         | \$ -                | \$ -                | \$ -                     | \$ -                           | \$ 35               | \$ 5                     | \$ 4,841,215         |
| Public Safety                                                              | 5,286,713            | -                   | -                   | 1,115,137                | 77,500                         | -                   | -                        | 6,479,350            |
| Physical Environment                                                       | 425,359              | -                   | -                   | -                        | 62,780                         | -                   | 12                       | 488,151              |
| Transportation                                                             | 2,966,863            | -                   | -                   | -                        | 197,555                        | -                   | 500,010                  | 3,664,428            |
| Economic Environment                                                       | 16,000               | 105,413             | 85,461              | -                        | -                              | -                   | -                        | 206,874              |
| Health and Human Services                                                  | 87,550               | -                   | -                   | -                        | -                              | -                   | -                        | 87,550               |
| Culture & Recreation                                                       | 5,500,209            | -                   | -                   | -                        | -                              | -                   | -                        | 5,500,209            |
| Debt Services                                                              | 108,773              | -                   | -                   | -                        | -                              | 5,505,889           | -                        | 5,614,662            |
| Capital Outlay                                                             | 740,025              | -                   | -                   | -                        | 900,000                        | -                   | 21,247,266               | 22,887,291           |
| <b>TOTAL EXPENDITURES</b>                                                  | <b>\$ 19,972,666</b> | <b>\$ 105,413</b>   | <b>\$ 85,461</b>    | <b>\$ 1,115,137</b>      | <b>\$ 1,237,835</b>            | <b>\$ 5,505,924</b> | <b>\$ 21,747,293</b>     | <b>\$ 49,769,730</b> |
| Transfers Out                                                              | 3,763,780            | 999,667             | 1,530,274           | 81,071                   | 1,853,977                      | -                   | 704,069                  | 8,932,838            |
| Ending Fund Balances/Reserves/Net Assets                                   | 134,125              | 1,248,185           | -                   | 89,883                   | 767,316                        | 11,343              | 439,316                  | 2,690,168            |
| <b>TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES &amp; BALANCES</b> | <b>\$23,870,572</b>  | <b>\$2,353,265</b>  | <b>\$1,615,735</b>  | <b>\$1,286,091</b>       | <b>\$3,859,128</b>             | <b>\$5,517,267</b>  | <b>\$22,890,678</b>      | <b>\$61,392,735</b>  |

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

**CITY OF DESTIN**  
**Fiscal year 2026 Tentative Budget**  
**SUMMARIES**

|                                     | FY 2024<br>ACTUAL | FY 2025<br>REVISED BUDGET | FY 2025<br>PROJECTION | FY 2026<br>TENTATIVE<br>BUDGET | % OF TOTAL  | FY 25 -<br>FY 26 %<br>Change |
|-------------------------------------|-------------------|---------------------------|-----------------------|--------------------------------|-------------|------------------------------|
| <b>ALL FUNDS</b>                    |                   |                           |                       |                                |             |                              |
| <b>REVENUES BY CHARACTER</b>        |                   |                           |                       |                                |             |                              |
| 10 Taxes                            | 16,227,351        | 17,455,390                | 17,883,441            | 18,319,108                     | 30%         | 5%                           |
| 11 Intergovernmental Revenue        | 6,418,348         | 16,873,438                | 5,792,525             | 16,086,117                     | 26%         | -5%                          |
| 12 Permits, Fees, & Special Assessm | 5,479,766         | 5,586,775                 | 4,964,101             | 7,910,514                      | 13%         | 42%                          |
| 13 Charges For Services             | 1,645,874         | 1,270,200                 | 1,654,279             | 1,415,271                      | 2%          | 11%                          |
| 14 Judgements, Fines, & Forfeits    | 95,484            | 104,001                   | 166,395               | 63,000                         | 0%          | -39%                         |
| 15 Miscellaneous Revenues           | 2,480,231         | 971,852                   | 2,580,407             | 998,675                        | 2%          | 3%                           |
| 16 Other Sources                    | 121,461           | 25,166,720                | 25,000,000            | -                              | 0%          | -100%                        |
| 17a Transfers In                    | 6,172,777         | 18,772,673                | 18,369,169            | 8,932,838                      | 15%         | -52%                         |
| 17b Use of Fund Balance             | -                 | 12,192,594                | -                     | 7,667,212                      | 12%         | -37%                         |
| <b>TOTAL REVENUES</b>               | <b>38,641,291</b> | <b>98,393,644</b>         | <b>76,410,316</b>     | <b>61,392,735</b>              | <b>100%</b> | <b>-37.6%</b>                |

|                                  |                   |                   |                   |                   |             |               |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------|---------------|
| <b>EXPENDITURES BY CHARACTER</b> |                   |                   |                   |                   |             |               |
| 20 Personnel Services            | 6,457,343         | 7,569,783         | 6,259,965         | 7,828,971         | 13%         | 3%            |
| 21 Personnel Taxes & Benefits    | 2,598,245         | 2,981,248         | 2,329,219         | 2,741,831         | 4%          | -8%           |
| 22 Operating Expenses            | 7,271,768         | 10,835,425        | 8,321,994         | 10,679,975        | 17%         | -1%           |
| 23 Grants And Aids               | 14,452            | 16,900            | 19,868            | 17,000            | 0%          | 1%            |
| 24 Debt Service                  | 3,488,857         | 5,552,247         | 4,773,900         | 5,614,662         | 9%          | 1%            |
| 25 Capital Outlay                | 15,654,494        | 41,989,197        | 24,484,316        | 22,887,291        | 37%         | -45%          |
| 26a Transfers Out                | 6,172,777         | 18,772,673        | 18,369,169        | 8,932,838         | 15%         | -52%          |
| 26b Addition to Fund Balance     | -                 | 10,676,170        | -                 | 2,690,168         | 4%          | -75%          |
| <b>TOTAL EXPENDITURES</b>        | <b>41,657,936</b> | <b>98,393,644</b> | <b>64,558,430</b> | <b>61,392,735</b> | <b>100%</b> | <b>-37.6%</b> |

|                             | FY 2024<br>ACTUAL | FY 2025<br>REVISED BUDGET | FY 2025<br>PROJECTION | FY 2026<br>TENTATIVE<br>BUDGET | % OF TOTAL  | FY 25 -<br>FY 26 %<br>Change |
|-----------------------------|-------------------|---------------------------|-----------------------|--------------------------------|-------------|------------------------------|
| <b>ALL FUNDS</b>            |                   |                           |                       |                                |             |                              |
| <b>REVENUES BY FUNCTION</b> |                   |                           |                       |                                |             |                              |
| General Government          | 27,433,353        | 77,137,145                | 65,324,011            | 38,124,407                     | 62%         | -51%                         |
| Public Safety               | 1,800,682         | 1,834,526                 | 1,851,757             | 4,035,727                      | 7%          | 120%                         |
| Physical Environment        | 1,697,932         | 2,971,733                 | 2,263,090             | 3,108,525                      | 5%          | 5%                           |
| Transportation              | 2,333,587         | 5,907,569                 | 2,138,129             | 5,830,849                      | 9%          | -1%                          |
| Economic Environment        | 3,214,585         | 3,481,712                 | 3,935,811             | 3,601,989                      | 6%          | 3%                           |
| Human Services              | -                 | -                         | -                     | -                              | 0%          | 0%                           |
| Culture & Recreation        | 2,161,152         | 7,060,959                 | 897,519               | 6,691,238                      | 11%         | -5%                          |
| <b>TOTAL REVENUES</b>       | <b>38,641,291</b> | <b>98,393,644</b>         | <b>76,410,316</b>     | <b>61,392,735</b>              | <b>100%</b> | <b>-37.6%</b>                |

|                                 |                   |                   |                   |                   |             |               |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------|---------------|
| <b>EXPENDITURES BY FUNCTION</b> |                   |                   |                   |                   |             |               |
| General Government              | 13,980,146        | 40,810,794        | 27,717,838        | 22,170,883        | 36%         | -46%          |
| Public Safety                   | 5,258,844         | 5,958,548         | 4,964,980         | 6,579,350         | 11%         | 10%           |
| Physical Environment            | 1,942,142         | 16,856,102        | 13,900,275        | 3,438,151         | 6%          | -80%          |
| Transportation                  | 5,820,904         | 18,343,399        | 8,808,978         | 16,903,455        | 28%         | -8%           |
| Economic Environment            | 9,400,766         | 242,831           | 190,936           | 206,874           | 0%          | -15%          |
| Human Services                  | 74,829            | 92,769            | 49,594            | 87,550            | 0%          | -6%           |
| Culture & Recreation            | 5,180,304         | 16,089,202        | 8,925,830         | 12,006,473        | 20%         | -25%          |
| <b>TOTAL EXPENDITURES</b>       | <b>41,657,936</b> | <b>98,393,644</b> | <b>64,558,430</b> | <b>61,392,735</b> | <b>100%</b> | <b>-37.6%</b> |

Fiscal year 2026 Tentative Budget  
SUMMARIES

| ALL FUNDS                   | FY 2024<br>ACTUAL | FY 2025<br>REVISED BUDGET | FY 2025<br>PROJECTION | FY 2026<br>TENTATIVE<br>BUDGET | % OF TOTAL  | FY 25 -<br>FY 26 %<br>Change |
|-----------------------------|-------------------|---------------------------|-----------------------|--------------------------------|-------------|------------------------------|
| <b>REVENUES BY FUND</b>     |                   |                           |                       |                                |             |                              |
| 001 General Fund            | 21,534,973        | 27,155,201                | 22,318,638            | 23,870,572                     | 39%         | -12%                         |
| 106 Town Center CRA         | 2,170,362         | 2,337,868                 | 2,365,896             | 2,353,265                      | 4%          | 1%                           |
| 107 Harbor CRA              | 1,044,223         | 10,143,844                | 10,159,499            | 1,615,735                      | 3%          | -84%                         |
| 100 Special Revenue Funds   | 4,233,735         | 6,873,699                 | 4,092,183             | 5,145,219                      | 8%          | -25%                         |
| 200 Debt Service Funds      | 3,362,440         | 5,413,639                 | 4,667,155             | 5,517,267                      | 9%          | 2%                           |
| 300 Capital Project Funds   | 6,295,558         | 46,469,394                | 32,471,049            | 22,890,678                     | 37%         | -51%                         |
| <b>TOTAL REVENUES</b>       | <b>38,641,291</b> | <b>98,393,644</b>         | <b>76,074,419</b>     | <b>61,392,735</b>              | <b>100%</b> | <b>-37.6%</b>                |
| <b>EXPENDITURES BY FUND</b> |                   |                           |                       |                                |             |                              |
| 001 General Fund            | 19,929,217        | 27,155,201                | 22,075,800            | 23,870,572                     | 39%         | -12%                         |
| 106 Town Center CRA         | 995,645           | 2,337,868                 | 1,304,213             | 2,353,265                      | 4%          | 1%                           |
| 107 Harbor CRA              | 9,605,431         | 10,143,844                | 1,556,064             | 1,615,735                      | 3%          | -84%                         |
| 100 Special Revenue Funds   | 2,111,750         | 6,873,699                 | 4,301,399             | 5,145,219                      | 8%          | -25%                         |
| 200 Debt Service Funds      | 3,342,016         | 5,413,639                 | 4,644,250             | 5,517,267                      | 9%          | 2%                           |
| 300 Capital Project Funds   | 5,673,876         | 46,469,394                | 30,676,703            | 22,890,678                     | 37%         | -51%                         |
| <b>TOTAL EXPENDITURES</b>   | <b>41,657,936</b> | <b>98,393,644</b>         | <b>64,558,430</b>     | <b>61,392,735</b>              | <b>100%</b> | <b>-37.6%</b>                |

**City of Destin**  
Account Details

| Fund         | Department                | Account #       | Account Description            | FY 2024<br>Actual | FY 2025 Budget | FY 2025<br>Projection | FY 2026<br>Tentative<br>Budget |
|--------------|---------------------------|-----------------|--------------------------------|-------------------|----------------|-----------------------|--------------------------------|
| General Fund | Non-Departmental Revenue  | 001.3000.311001 | Current Ad Valorem Taxes       | 11,685,394        | 12,798,416     | 12,807,409            | 13,583,991                     |
| General Fund | Non-Departmental Revenue  | 001.3000.311002 | Prior Year Ad Valorem Taxes    | 132               | 5,000          | 238,111               | 5,000                          |
| General Fund | Non-Departmental Revenue  | 001.3000.311003 | Ad Valorem Int/Pen/Disc        | (415,475)         | (639,921)      | (452,958)             | (743,450)                      |
| General Fund | Non-Departmental Revenue  | 001.3000.315100 | State Communications Service   | 973,728           | 994,280        | 1,016,288             | 957,565                        |
| General Fund | Non-Departmental Revenue  | 001.3000.323100 | Electric Franchise Fee (4% Un  | 1,815,316         | 2,020,000      | 1,711,096             | 2,000,000                      |
| General Fund | Non-Departmental Revenue  | 001.3000.323400 | Gas Franchise Fee              | 347,739           | 370,000        | 348,023               | 336,000                        |
| General Fund | Non-Departmental Revenue  | 001.3000.323700 | Solid Waste Franchise Fee      | 172,567           | 175,000        | 130,155               | 127,000                        |
| General Fund | Non-Departmental Revenue  | 001.3000.335125 | Municipal Revenue Sharing      | 608,224           | 587,231        | 593,186               | 605,949                        |
| General Fund | Non-Departmental Revenue  | 001.3000.335140 | State Shared - Mobile Home I   | 794               | 700            | 396                   | 811                            |
| General Fund | Non-Departmental Revenue  | 001.3000.335150 | State Shared - Alcoholic Beve  | 69,908            | 65,000         | 17,051                | 65,000                         |
| General Fund | Non-Departmental Revenue  | 001.3000.335180 | State Shared - Half-Cent Sales | 1,705,662         | 1,850,365      | 1,695,348             | 1,710,215                      |
| General Fund | Non-Departmental Revenue  | 001.3000.362000 | Rent Of City Property          | -                 | 1              | 50                    | -                              |
| General Fund | Non-Departmental Revenue  | 001.3000.364000 | Sale Of Fixed Assets           | -                 | -              | 49,257                | 5,000                          |
| General Fund | Non-Departmental Revenue  | 001.3000.365000 | Sale Of Surplus Materials      | 76,352            | 5,000          | 1,015                 | 5,000                          |
| General Fund | Non-Departmental Revenue  | 001.3000.366000 | Other Contributions            | -                 | 50             | -                     | -                              |
| General Fund | Non-Departmental Revenue  | 001.3000.369900 | Other Miscellaneous Revenue    | 938               | 5,000          | 4,009                 | -                              |
| General Fund | Non-Departmental Revenue  | 001.3000.369901 | Over/Under                     | 338               | -              | 0                     | -                              |
| General Fund | Non-Departmental Revenue  | 001.3000.369902 | Settlements                    | -                 | -              | -                     | -                              |
| General Fund | City Clerk Revenue        | 001.3121.341300 | Public Records Request Fees    | 15,160            | 15,000         | 705                   | 2,000                          |
| General Fund | City Clerk Revenue        | 001.3121.341900 | Election Qualifying Fees       | -                 | -              | -                     | -                              |
| General Fund | Finance Revenue           | 001.3130.361100 | Bank Interest Earnings         | 164,154           | 106,000        | 94,356                | 40,000                         |
| General Fund | Finance Revenue           | 001.3130.361102 | Money Market Interest          | 686,729           | 500,000        | 947,216               | 450,000                        |
| General Fund | Finance Revenue           | 001.3130.361103 | P-Card Interest Earned         | 5,934             | 4,400          | 6,114                 | 4,500                          |
| General Fund | Finance Revenue           | 001.3130.361300 | Net Increase/Decrease In Fair  | 658,497           | 100,000        | 112,082               | -                              |
| General Fund | Community Development     | 001.3150.316000 | Local Business Tax Receipt     | 131,149           | 115,000        | 101,019               | 214,268                        |
| General Fund | Community Development     | 001.3150.316001 | Florida League Collected Lbtr  | -                 | 400            | 1,325                 | 400                            |
| General Fund | Community Development     | 001.3150.316002 | Delinquent Local Btr           | 21,636            | 1,000          | 39,211                | 36,345                         |
| General Fund | Community Development     | 001.3150.329502 | Zoning/Planning Review Fee     | 252,891           | 190,000        | 196,651               | 221,199                        |
| General Fund | Community Development     | 001.3150.329507 | Marine Application Fee         | 1,250             | 1,000          | -                     | 1,250                          |
| General Fund | Community Development     | 001.3150.341302 | Other Administrative Service   | 3,311             | 2,400          | 135,300               | 2,583                          |
| General Fund | Lease Revenue             | 001.3171.383100 | Lease Inception Proceeds       | 121,461           | 166,720        | -                     | -                              |
| General Fund | It Revenue                | 001.3190.369900 | Other Miscellaneous Revenue    | -                 | -              | -                     | -                              |
| General Fund | Law Enforcement Revenue   | 001.3210.351500 | Traffic Fines                  | 27,760            | 26,500         | 15,797                | 26,900                         |
| General Fund | Code Enforcement Revenue  | 001.3241.329500 | Rental Registration Permits    | 701,501           | 800,000        | 618,875               | 2,650,000                      |
| General Fund | Code Enforcement Revenue  | 001.3241.329504 | Beach Vendor/Wheeled Veh I     | 10,050            | 13,000         | 29,600                | 27,000                         |
| General Fund | Code Enforcement Revenue  | 001.3241.338000 | County Occupational Licenses   | 16,242            | 15,700         | 7,924                 | 12,412                         |
| General Fund | Code Enforcement Revenue  | 001.3241.354001 | Code Violation Fines           | 14,588            | 45,000         | 107,483               | 13,000                         |
| General Fund | Code Enforcement Revenue  | 001.3241.369903 | Opioid Settlement              | 6,861             | 6,900          | 4,326                 | 7,000                          |
| General Fund | Harbor Water Quality Re   | 001.3370.329400 | Livery Vessel Permits          | 44,300            | 60,300         | 47,800                | 50,000                         |
| General Fund | Stormwater Mgmt Revenue   | 001.3380.334390 | State - Fdep Vulnerability     | 12,000            | 180,001        | 214,000               | -                              |
| General Fund | Stormwater Mgmt Revenue   | 001.3380.369900 | Other Miscellaneous Revenue    | 9,017             | -              | -                     | -                              |
| General Fund | Cemetery Revenue          | 001.3390.343800 | Cemetery Lot/ Sea Memorial     | 47,831            | 25,000         | 3,159                 | 20,000                         |
| General Fund | Beach Restoration Revenue | 001.3391.337300 | County -Phys Envir Beach Res   | -                 | -              | -                     | -                              |
| General Fund | Public Works Revenue      | 001.3410.334492 | State - Fdot Traffic Signal/Hw | 92,375            | 93,000         | 106,698               | 109,000                        |
| General Fund | Public Works Revenue      | 001.3410.335450 | State Shared - Fuel Tax Refun  | -                 | 1              | -                     | -                              |
| General Fund | Public Works Revenue      | 001.3410.344901 | Other Transportation Charges   | -                 | -              | -                     | -                              |
| General Fund | Public Works Revenue      | 001.3410.354004 | Parking Fines                  | 10,157            | -              | -                     | -                              |
| General Fund | Public Works Revenue      | 001.3410.354005 | Passport Parking Fines         | 4,929             | -              | -                     | -                              |
| General Fund | Public Works Revenue      | 001.3410.362000 | Rent Of City Property          | 21,028            | -              | -                     | -                              |
| General Fund | Median Maintenance Re     | 001.3411.334490 | State - Fdot Median Maint      | 39,618            | 39,620         | 39,618                | 40,000                         |
| General Fund | Engineering Revenue       | 001.3412.329503 | Row/Utility Permit Fee         | 710               | 3,500          | 2,333                 | 3,449                          |
| General Fund | Engineering Revenue       | 001.3412.344900 | Engineering Fees               | 79,282            | 65,000         | 68,070                | 76,858                         |
| General Fund | Parking Revenues          | 001.3450.354004 | Parking Fines                  | -                 | 30,000         | 3,498                 | 20,000                         |
| General Fund | Parking Revenues          | 001.3450.354005 | Passport Parking Fines         | -                 | 2,300          | 11,839                | 3,000                          |
| General Fund | Economic Dev Revenue      | 001.3520.331500 | Fed - Fema                     | -                 | -              | 351,785               | -                              |
| General Fund | Economic Dev Revenue      | 001.3520.331501 | Fed - Fema Ctp Seawall Mich    | -                 | -              | -                     | -                              |
| General Fund | Economic Dev Revenue      | 001.3520.334500 | State - Fema                   | -                 | -              | 58,631                | -                              |
| General Fund | Library Revenue           | 001.3710.338001 | County Library Cooperative     | 77,513            | 80,000         | 79,227                | 79,227                         |
| General Fund | Library Revenue           | 001.3710.347100 | Library Service Fees           | 4,092             | 3,700          | 4,068                 | 3,500                          |
| General Fund | Library Revenue           | 001.3710.347101 | Library Misc Fees              | 3,605             | 3,500          | 3,971                 | 3,600                          |
| General Fund | Library Revenue           | 001.3710.347102 | Library Concessions & Merch    | -                 | -              | 77                    | 500                            |
| General Fund | Library Revenue           | 001.3710.352000 | Library Fines                  | -                 | 1              | -                     | -                              |
| General Fund | Library Revenue           | 001.3710.366001 | Library Donations              | 772               | 7,500          | 6,208                 | 700                            |
| General Fund | Community Center Revenue  | 001.3721.347202 | Parks & Rec Concessions & M    | 5,334             | 5,000          | 6,925                 | 5,400                          |
| General Fund | Community Center Revenue  | 001.3721.347210 | Community Center               | 175,687           | 155,000        | 204,583               | 175,000                        |
| General Fund | Community Center Revenue  | 001.3721.366002 | Park/Rec Donations             | -                 | -              | -                     | -                              |

| Fund                      | Department                | Account #       | Account Description            | FY 2024<br>Actual | FY 2025 Budget    | FY 2025<br>Projection | FY 2026<br>Tentative<br>Budget |
|---------------------------|---------------------------|-----------------|--------------------------------|-------------------|-------------------|-----------------------|--------------------------------|
| General Fund              | Morgan Sports Complex     | 001.3722.347201 | Concessions Agreement - Nor    | 7,382             | 5,000             | 10,070                | 8,000                          |
| General Fund              | Morgan Sports Complex     | 001.3722.347220 | Morgan Sports Complex          | 235,668           | 120,000           | 164,181               | 235,000                        |
| General Fund              | Morgan Sports Complex     | 001.3722.347221 | Sports Complex Sponsoship      | -                 | -                 | -                     | -                              |
| General Fund              | Morgan Sports Complex     | 001.3722.366002 | Park/Rec Donations             | -                 | -                 | -                     | -                              |
| General Fund              | Parks Revenue             | 001.3726.337701 | Bocc/Tdc Beach Park Ops        | -                 | -                 | -                     | -                              |
| General Fund              | Parks Revenue             | 001.3726.337702 | Bocc/Tdc Beach Park Cip        | -                 | -                 | -                     | -                              |
| General Fund              | Parks Revenue             | 001.3726.347260 | Henderson Beach Park Pass      | 16,100            | 17,000            | 15,695                | 16,000                         |
| General Fund              | Parks Revenue             | 001.3726.347270 | Joe's Bayou Annual Pass        | 16,205            | 14,200            | 17,310                | 16,000                         |
| General Fund              | Parks Revenue             | 001.3726.347271 | Joe's Bayou Honor Box          | 96,532            | 40,000            | 89,074                | 96,000                         |
| General Fund              | Parks Revenue             | 001.3726.347290 | Park Service Fees              | 16,733            | 15,000            | 21,942                | 16,000                         |
| General Fund              | Parks Revenue             | 001.3726.366002 | Park Donations                 | 6,521             | 2,000             | 2,470                 | 6,000                          |
| General Fund              | Parks Revenue             | 001.3726.366003 | Dog Park Donations             | 424               | 200               | 251                   | 400                            |
| General Fund              | Beachfront Parks Revenu   | 001.3727.337712 | Tdc 12.5%                      | 497,791           | 598,300           | 142,012               | 400,000                        |
| General Fund              | Leonard Destin Park Rev   | 001.3728.334700 | State - Fdep Leonard Destin P  | 123,445           | 164,673           | 66,724                | 120,000                        |
| General Fund              | Non-Departmental Reve     | 001.3000.381001 | Transfer In To General Fund    | -                 | -                 | -                     | -                              |
| General Fund              | Non-Departmental Reve     | 001.3000.381305 | Transfer In From 305 Grants    | 9,131             | -                 | -                     | -                              |
| General Fund              | Non-Departmental Reve     | 001.3000.395000 | Deduction of Fund Balance      | -                 | 5,080,263         | -                     | -                              |
| <b>TOTAL GENERAL FUND</b> |                           |                 |                                |                   |                   |                       |                                |
| <b>INFLOWS</b>            |                           |                 |                                | <b>21,534,973</b> | <b>27,155,201</b> | <b>22,318,638</b>     | <b>23,870,572</b>              |
| General Fund              | City Council Expenditure: | 001.5110.523000 | Life & Health Insurance        | 88,686            | 97,344            | 52,301                | 35,572                         |
| General Fund              | City Council Expenditure: | 001.5110.531000 | Professional Services          | -                 | 50,000            | 5,750                 | 25,000                         |
| General Fund              | City Council Expenditure: | 001.5110.534000 | Other Contracted Services      | 7,353             | 20,000            | 6,357                 | -                              |
| General Fund              | City Council Expenditure: | 001.5110.540000 | Travel And Per Diem            | 11,002            | 19,020            | 7,694                 | 11,000                         |
| General Fund              | City Council Expenditure: | 001.5110.541005 | Communications It Alloc        | -                 | -                 | 1,775                 | -                              |
| General Fund              | City Council Expenditure: | 001.5110.544000 | Rentals And Leases             | -                 | -                 | -                     | -                              |
| General Fund              | City Council Expenditure: | 001.5110.546000 | Repairs And Maintenance Ser    | -                 | 1,000             | 2,878                 | 1,000                          |
| General Fund              | City Council Expenditure: | 001.5110.547000 | Printing And Binding           | 24                | -                 | 67                    | -                              |
| General Fund              | City Council Expenditure: | 001.5110.548000 | Ads And Promotional Activitie  | -                 | -                 | 5                     | -                              |
| General Fund              | City Council Expenditure: | 001.5110.549007 | Contingencies                  | 10,800            | 49,000            | -                     | 50,000                         |
| General Fund              | City Council Expenditure: | 001.5110.552000 | Operating Supplies             | 20,106            | 28,500            | 29,018                | 30,000                         |
| General Fund              | City Council Expenditure: | 001.5110.552005 | Ops Software & Workstations    | 638               | 8,750             | 2,910                 | 14,136                         |
| General Fund              | City Council Expenditure: | 001.5110.554000 | Memberships, Subscriptions,    | 7,871             | 6,600             | 5,507                 | 8,300                          |
| General Fund              | City Council Expenditure: | 001.5110.555000 | Training, Education, Conferen  | 1,516             | 1,000             | 3,121                 | 1,000                          |
| General Fund              | City Council Expenditure: | 001.5110.561000 | Land                           | -                 | -                 | -                     | -                              |
| General Fund              | City Council Expenditure: | 001.5110.582000 | Grant/Contribution             | -                 | 1,000             | 1,000                 | 1,000                          |
| General Fund              | City Manager Expenditur   | 001.5120.511000 | Executive Salaries             | 204,940           | 47,940            | 47,713                | -                              |
| General Fund              | City Manager Expenditur   | 001.5120.512000 | Regular Salaries               | 409,869           | 437,477           | 330,006               | 403,530                        |
| General Fund              | City Manager Expenditur   | 001.5120.515000 | Special Pay                    | -                 | -                 | -                     | -                              |
| General Fund              | City Manager Expenditur   | 001.5120.521000 | Fica Taxes                     | 11,296            | 13,973            | 8,929                 | 12,999                         |
| General Fund              | City Manager Expenditur   | 001.5120.522000 | Retirement Contributions       | 62,054            | 75,764            | 34,185                | 35,282                         |
| General Fund              | City Manager Expenditur   | 001.5120.522001 | City Manager 401A              | 12,807            | 10,197            | 2,336                 | -                              |
| General Fund              | City Manager Expenditur   | 001.5120.523000 | Life & Health Insurance        | 118,981           | 109,403           | 112,219               | 41,818                         |
| General Fund              | City Manager Expenditur   | 001.5120.524000 | Workers' Compensation          | 5,516             | 12,918            | 8,888                 | 5,047                          |
| General Fund              | City Manager Expenditur   | 001.5120.531000 | Professional Services          | 49,673            | 277,500           | 276,134               | 414,156                        |
| General Fund              | City Manager Expenditur   | 001.5120.534000 | Other Contracted Services      | -                 | 3,000             | -                     | -                              |
| General Fund              | City Manager Expenditur   | 001.5120.540000 | Travel And Per Diem            | 4,259             | 15,500            | 2,518                 | 15,500                         |
| General Fund              | City Manager Expenditur   | 001.5120.541005 | Communications It Alloc        | 1,084             | 1,025             | 2,513                 | 8,610                          |
| General Fund              | City Manager Expenditur   | 001.5120.542000 | Freight & Postage              | 121               | 340               | 55                    | 340                            |
| General Fund              | City Manager Expenditur   | 001.5120.544000 | Rentals And Leases             | 400               | -                 | -                     | -                              |
| General Fund              | City Manager Expenditur   | 001.5120.546002 | Facility Repairs And Maintena  | -                 | 5,000             | 45                    | 2,500                          |
| General Fund              | City Manager Expenditur   | 001.5120.546005 | It Repairs And Maintenance     | -                 | -                 | -                     | 1,750                          |
| General Fund              | City Manager Expenditur   | 001.5120.547000 | Printing And Binding           | 8,348             | 7,210             | 8,090                 | 7,210                          |
| General Fund              | City Manager Expenditur   | 001.5120.547005 | Printing - It Ink And Copy Cou | -                 | -                 | -                     | -                              |
| General Fund              | City Manager Expenditur   | 001.5120.548000 | Ads And Promotional Activitie  | 49,849            | 15,000            | 18,942                | 15,000                         |
| General Fund              | City Manager Expenditur   | 001.5120.549007 | Contingencies                  | 1,000             | 20,000            | 541                   | 20,000                         |
| General Fund              | City Manager Expenditur   | 001.5120.551000 | Office Supplies                | 1,076             | 2,000             | 637                   | 2,000                          |
| General Fund              | City Manager Expenditur   | 001.5120.552000 | Operating Supplies             | 25,444            | 12,500            | 13,183                | 13,125                         |
| General Fund              | City Manager Expenditur   | 001.5120.552005 | Ops Software & Workstations    | -                 | -                 | 1,744                 | 24,738                         |
| General Fund              | City Manager Expenditur   | 001.5120.554000 | Memberships, Subscriptions,    | 3,490             | 10,300            | 2,701                 | 10,300                         |
| General Fund              | City Manager Expenditur   | 001.5120.555000 | Training, Education, Conferen  | 940               | 10,000            | -                     | 10,000                         |
| General Fund              | City Manager Expenditur   | 001.5120.555005 | It Training                    | -                 | -                 | -                     | -                              |
| General Fund              | City Manager Expenditur   | 001.5120.561000 | Land                           | -                 | -                 | -                     | -                              |
| General Fund              | City Clerk Expenditures   | 001.5121.512000 | Regular Salaries               | 243,618           | 246,581           | 244,964               | 269,519                        |
| General Fund              | City Clerk Expenditures   | 001.5121.514000 | Overtime                       | 437               | 824               | 1,309                 | 881                            |
| General Fund              | City Clerk Expenditures   | 001.5121.521000 | Fica Taxes                     | 3,460             | 2,823             | 3,505                 | 3,908                          |
| General Fund              | City Clerk Expenditures   | 001.5121.522000 | Retirement Contributions       | 29,163            | 30,823            | 30,839                | 33,420                         |
| General Fund              | City Clerk Expenditures   | 001.5121.523000 | Life & Health Insurance        | 48,887            | 49,281            | 48,337                | 42,920                         |
| General Fund              | City Clerk Expenditures   | 001.5121.524000 | Workers' Compensation          | 2,408             | 5,301             | 3,637                 | 3,396                          |



| Fund         | Department              | Account #       | Account Description            | FY 2024 | FY 2025 Budget | FY 2025    | FY 2026          |
|--------------|-------------------------|-----------------|--------------------------------|---------|----------------|------------|------------------|
|              |                         |                 |                                | Actual  |                | Projection | Tentative Budget |
| General Fund | City Clerk Expenditures | 001.5121.534000 | Other Contracted Services      | 2,833   | 4,800          | 1,826      | 2,800            |
| General Fund | City Clerk Expenditures | 001.5121.540000 | Travel And Per Diem            | -       | 1,000          | -          | 1,000            |
| General Fund | City Clerk Expenditures | 001.5121.541005 | Communications It Alloc        | 1,403   | 1,400          | 1,328      | 2,960            |
| General Fund | City Clerk Expenditures | 001.5121.542000 | Freight & Postage              | 369     | 1,300          | 1,715      | 1,500            |
| General Fund | City Clerk Expenditures | 001.5121.543000 | Utilities                      | -       | -              | -          | -                |
| General Fund | City Clerk Expenditures | 001.5121.544000 | Rentals And Leases             | 2,148   | 1,500          | 898        | 1,500            |
| General Fund | City Clerk Expenditures | 001.5121.547000 | Printing And Binding           | 380     | 12,000         | 3,540      | 12,000           |
| General Fund | City Clerk Expenditures | 001.5121.547005 | Printing - It Ink And Copy Cou | 1,932   | 2,000          | 1,128      | 1,360            |
| General Fund | City Clerk Expenditures | 001.5121.548000 | Ads And Promotional Activitie  | 13,851  | 15,000         | 24,758     | 20,000           |
| General Fund | City Clerk Expenditures | 001.5121.549001 | Merchant Services              | -       | 250            | -          | 250              |
| General Fund | City Clerk Expenditures | 001.5121.551000 | Office Supplies                | 1,808   | 3,000          | 2,359      | 3,000            |
| General Fund | City Clerk Expenditures | 001.5121.552000 | Operating Supplies             | 6,459   | 6,000          | 2,419      | 5,000            |
| General Fund | City Clerk Expenditures | 001.5121.552005 | Ops Software & Workstations    | 261     | -              | 515        | 7,068            |
| General Fund | City Clerk Expenditures | 001.5121.554000 | Memberships, Subscriptions,    | 1,182   | 1,900          | 990        | 2,600            |
| General Fund | City Clerk Expenditures | 001.5121.555000 | Training, Education, Conferen  | -       | 500            | -          | 500              |
| General Fund | Finance Expenditures    | 001.5130.512000 | Regular Salaries               | 278,799 | 318,821        | 287,829    | 327,814          |
| General Fund | Finance Expenditures    | 001.5130.514000 | Overtime                       | 18      | -              | 497        | -                |
| General Fund | Finance Expenditures    | 001.5130.521000 | Fica Taxes                     | 3,936   | 4,526          | 4,724      | 5,450            |
| General Fund | Finance Expenditures    | 001.5130.522000 | Retirement Contributions       | 32,194  | 36,935         | 30,958     | 39,255           |
| General Fund | Finance Expenditures    | 001.5130.523000 | Life & Health Insurance        | 46,818  | 55,348         | 46,536     | 25,169           |
| General Fund | Finance Expenditures    | 001.5130.524000 | Workers' Compensation          | 3,395   | 6,551          | 4,393      | 4,130            |
| General Fund | Finance Expenditures    | 001.5130.525000 | Unemployment Compensation      | -       | -              | -          | -                |
| General Fund | Finance Expenditures    | 001.5130.531000 | Professional Services          | 8,680   | 13,400         | 21,893     | 14,500           |
| General Fund | Finance Expenditures    | 001.5130.531006 | Investment Admin Expenses      | -       | 73,000         | 112,845    | -                |
| General Fund | Finance Expenditures    | 001.5130.532000 | Audit Services                 | 40,900  | 90,900         | 38,856     | 50,000           |
| General Fund | Finance Expenditures    | 001.5130.534000 | Other Contracted Services      | -       | -              | -          | -                |
| General Fund | Finance Expenditures    | 001.5130.540000 | Travel And Per Diem            | 2,995   | 2,700          | 4,709      | 5,400            |
| General Fund | Finance Expenditures    | 001.5130.541005 | Communications It Alloc        | 170     | 400            | 1,775      | 4,920            |
| General Fund | Finance Expenditures    | 001.5130.542000 | Freight & Postage              | 954     | 800            | 495        | 800              |
| General Fund | Finance Expenditures    | 001.5130.544000 | Rentals And Leases             | -       | -              | -          | -                |
| General Fund | Finance Expenditures    | 001.5130.546005 | It Repairs And Maintenance     | -       | -              | -          | 1,000            |
| General Fund | Finance Expenditures    | 001.5130.547000 | Printing And Binding           | 1,065   | 3,900          | 2,046      | 3,500            |
| General Fund | Finance Expenditures    | 001.5130.547005 | Printing - It Ink And Copy Cou | 215     | 500            | 620        | 1,960            |
| General Fund | Finance Expenditures    | 001.5130.549001 | Merchant Services              | 2,323   | 2,200          | 1,020      | 2,058            |
| General Fund | Finance Expenditures    | 001.5130.549002 | Bank Fees                      | 6,240   | 10,200         | 4,437      | 6,750            |
| General Fund | Finance Expenditures    | 001.5130.549003 | Parking Fine Processing        | -       | -              | -          | -                |
| General Fund | Finance Expenditures    | 001.5130.549005 | Tax Collector Commissions Pa   | 4,076   | 3,300          | 2,107      | 4,062            |
| General Fund | Finance Expenditures    | 001.5130.549006 | Write-Off To Bad Debt          | 1,747   | 1,800          | -          | 1,000            |
| General Fund | Finance Expenditures    | 001.5130.551000 | Office Supplies                | 273     | 800            | 633        | 554              |
| General Fund | Finance Expenditures    | 001.5130.552000 | Operating Supplies             | 2,326   | 1,700          | 3,589      | 2,051            |
| General Fund | Finance Expenditures    | 001.5130.552005 | Ops Software & Workstations    | -       | -              | 2,679      | 14,136           |
| General Fund | Finance Expenditures    | 001.5130.554000 | Memberships, Subscriptions,    | 2,274   | 1,100          | 2,654      | 3,000            |
| General Fund | Finance Expenditures    | 001.5130.555000 | Training, Education, Conferen  | 1,933   | 4,400          | 725        | 3,500            |
| General Fund | Finance Expenditures    | 001.5130.555005 | It Training                    | -       | -              | -          | -                |
| General Fund | Finance Expenditures    | 001.5130.564000 | Machinery & Equipment          | -       | -              | -          | -                |
| General Fund | Human Resources Expen   | 001.5131.512000 | Regular Salaries               | 161,906 | 168,862        | 164,045    | 174,334          |
| General Fund | Human Resources Expen   | 001.5131.514000 | Overtime                       | -       | -              | 111        | -                |
| General Fund | Human Resources Expen   | 001.5131.515000 | Special Pay                    | -       | -              | -          | -                |
| General Fund | Human Resources Expen   | 001.5131.521000 | Fica Taxes                     | 2,429   | 1,933          | 2,348      | 2,528            |
| General Fund | Human Resources Expen   | 001.5131.522000 | Retirement Contributions       | 19,383  | 21,108         | 20,037     | 21,617           |
| General Fund | Human Resources Expen   | 001.5131.523000 | Life & Health Insurance        | 56,800  | 27,887         | 19,113     | 14,454           |
| General Fund | Human Resources Expen   | 001.5131.524000 | Workers' Compensation          | 1,678   | 3,631          | 2,518      | 2,197            |
| General Fund | Human Resources Expen   | 001.5131.527000 | Other Benefits (Ed; Relo; Etc) | 11,312  | 25,000         | -          | -                |
| General Fund | Human Resources Expen   | 001.5131.531000 | Professional Services          | 4,695   | 21,710         | 10,085     | 15,000           |
| General Fund | Human Resources Expen   | 001.5131.534000 | Other Contracted Services      | 100     | -              | -          | 15,000           |
| General Fund | Human Resources Expen   | 001.5131.535000 | Investigations                 | 1,725   | 2,500          | 75         | 2,500            |
| General Fund | Human Resources Expen   | 001.5131.540000 | Travel And Per Diem            | 2,393   | 4,000          | 2,664      | 5,000            |
| General Fund | Human Resources Expen   | 001.5131.541005 | Communications It Alloc        | 1,452   | 1,600          | 444        | 1,230            |
| General Fund | Human Resources Expen   | 001.5131.542000 | Freight & Postage              | 115     | 200            | 166        | 200              |
| General Fund | Human Resources Expen   | 001.5131.545000 | Risk Management Insurance      | 33,686  | 35,250         | 37,626     | 38,800           |
| General Fund | Human Resources Expen   | 001.5131.546002 | Facility Repairs And Maintena  | -       | 3,000          | -          | 1,500            |
| General Fund | Human Resources Expen   | 001.5131.548000 | Ads And Promotional Activitie  | 391     | 1,000          | -          | 1,000            |
| General Fund | Human Resources Expen   | 001.5131.549000 | Other Current Charges          | 140     | -              | 554        | -                |
| General Fund | Human Resources Expen   | 001.5131.551000 | Office Supplies                | 1,492   | 1,500          | 124        | 3,800            |
| General Fund | Human Resources Expen   | 001.5131.552000 | Operating Supplies             | 12,898  | 9,050          | 6,536      | 13,000           |
| General Fund | Human Resources Expen   | 001.5131.552001 | Operating Supplies - Wellness  | -       | 2,500          | -          | 2,500            |
| General Fund | Human Resources Expen   | 001.5131.552005 | Ops Software & Workstations    | -       | 500            | 258        | 3,534            |
| General Fund | Human Resources Expen   | 001.5131.554000 | Memberships, Subscriptions,    | 332     | 1              | 299        | 2,640            |
| General Fund | Human Resources Expen   | 001.5131.555000 | Training, Education, Conferen  | 2,095   | 6,500          | 519        | 6,500            |

| Fund         | Department               | Account #       | Account Description            | FY 2024<br>Actual | FY 2025 Budget | FY 2025<br>Projection | FY 2026<br>Tentative<br>Budget |
|--------------|--------------------------|-----------------|--------------------------------|-------------------|----------------|-----------------------|--------------------------------|
| General Fund | Human Resources Expen    | 001.5131.555001 | Training - Wellness            | 814               | 1,800          | -                     | 1,800                          |
| General Fund | Human Resources Expen    | 001.5131.568000 | Lease                          | 71,548            | -              | -                     | -                              |
| General Fund | Facility Maintenance Exp | 001.5132.512000 | Regular Salaries               | 76,216            | 76,409         | 89,358                | 162,137                        |
| General Fund | Facility Maintenance Exp | 001.5132.514000 | Overtime                       | 47                | 1,460          | 447                   | 2,722                          |
| General Fund | Facility Maintenance Exp | 001.5132.521000 | Fica Taxes                     | 1,031             | 875            | 1,212                 | 2,351                          |
| General Fund | Facility Maintenance Exp | 001.5132.522000 | Retirement Contributions       | 6,619             | 8,200          | 8,157                 | 20,396                         |
| General Fund | Facility Maintenance Exp | 001.5132.523000 | Life & Health Insurance        | 35,998            | 36,329         | 41,664                | 56,214                         |
| General Fund | Facility Maintenance Exp | 001.5132.524000 | Workers' Compensation          | 805               | 1,643          | 1,101                 | 2,043                          |
| General Fund | Facility Maintenance Exp | 001.5132.531000 | Professional Services          | -                 | -              | -                     | -                              |
| General Fund | Facility Maintenance Exp | 001.5132.534000 | Other Contracted Services      | -                 | -              | -                     | -                              |
| General Fund | Facility Maintenance Exp | 001.5132.541005 | Communications It Alloc        | 2,374             | 800            | 2,252                 | 3,690                          |
| General Fund | Facility Maintenance Exp | 001.5132.543000 | Utilities                      | 41,461            | 44,500         | 41,275                | 45,000                         |
| General Fund | Facility Maintenance Exp | 001.5132.544000 | Rentals And Leases             | -                 | 1,300          | -                     | 1,500                          |
| General Fund | Facility Maintenance Exp | 001.5132.546000 | Repairs And Maintenance Ser    | 25,549            | 34,720         | 39,661                | 15,000                         |
| General Fund | Facility Maintenance Exp | 001.5132.546005 | It Repairs And Maintenance     | -                 | -              | -                     | 750                            |
| General Fund | Facility Maintenance Exp | 001.5132.547005 | Printing - It Ink And Copy Cou | -                 | -              | -                     | 540                            |
| General Fund | Facility Maintenance Exp | 001.5132.551000 | Office Supplies                | -                 | 150            | -                     | 350                            |
| General Fund | Facility Maintenance Exp | 001.5132.552000 | Operating Supplies             | 27,510            | 17,350         | 25,243                | 30,000                         |
| General Fund | Facility Maintenance Exp | 001.5132.552005 | Ops Software & Workstations    | -                 | -              | 727                   | 10,602                         |
| General Fund | Facility Maintenance Exp | 001.5132.554000 | Memberships, Subscriptions,    | -                 | -              | -                     | -                              |
| General Fund | Facility Maintenance Exp | 001.5132.555000 | Training, Education, Conferen  | -                 | -              | -                     | -                              |
| General Fund | Facility Maintenance Exp | 001.5132.555005 | It Training                    | -                 | -              | -                     | -                              |
| General Fund | Facility Maintenance Exp | 001.5132.564000 | Machinery & Equipment          | -                 | -              | -                     | -                              |
| General Fund | Legal Expenditures       | 001.5140.531001 | City Attorney                  | 233,647           | 198,700        | 279,586               | 233,647                        |
| General Fund | Legal Expenditures       | 001.5140.531002 | Labor Attorney                 | -                 | 3,000          | -                     | -                              |
| General Fund | Legal Expenditures       | 001.5140.531003 | Land Use Attorney              | -                 | -              | -                     | -                              |
| General Fund | Legal Expenditures       | 001.5140.531004 | Franchise Attorney             | 35,046            | 31,500         | 6,243                 | 35,046                         |
| General Fund | Legal Expenditures       | 001.5140.531005 | Miscellaneous Representatior   | 91,543            | 141,900        | 95,984                | 91,543                         |
| General Fund | Community Developmen     | 001.5150.512000 | Regular Salaries               | 518,594           | 773,480        | 621,512               | 711,933                        |
| General Fund | Community Developmen     | 001.5150.514000 | Overtime                       | 150               | 43,051         | 425                   | -                              |
| General Fund | Community Developmen     | 001.5150.521000 | Fica Taxes                     | 7,479             | 8,856          | 8,872                 | 10,323                         |
| General Fund | Community Developmen     | 001.5150.522000 | Retirement Contributions       | 56,200            | 85,902         | 69,923                | 88,734                         |
| General Fund | Community Developmen     | 001.5150.523000 | Life & Health Insurance        | 109,842           | 142,166        | 99,485                | 103,282                        |
| General Fund | Community Developmen     | 001.5150.524000 | Workers' Compensation          | 5,485             | 16,297         | 10,921                | 8,970                          |
| General Fund | Community Developmen     | 001.5150.527000 | Other Benefits (Ed; Relo; Etc) | -                 | -              | -                     | -                              |
| General Fund | Community Developmen     | 001.5150.531000 | Professional Services          | 147,508           | 478,200        | 213,789               | 133,000                        |
| General Fund | Community Developmen     | 001.5150.534000 | Other Contracted Services      | -                 | -              | -                     | -                              |
| General Fund | Community Developmen     | 001.5150.540000 | Travel And Per Diem            | 7,189             | 16,900         | 3,044                 | 18,900                         |
| General Fund | Community Developmen     | 001.5150.541005 | Communications It Alloc        | 1,501             | 400            | 3,103                 | 7,380                          |
| General Fund | Community Developmen     | 001.5150.542000 | Freight & Postage              | 1,339             | 4,656          | 1,327                 | 1,450                          |
| General Fund | Community Developmen     | 001.5150.544000 | Rentals And Leases             | -                 | -              | -                     | -                              |
| General Fund | Community Developmen     | 001.5150.545000 | Risk Management Insurance      | 10,192            | 12,260         | 12,528                | 1,315                          |
| General Fund | Community Developmen     | 001.5150.546000 | Repairs And Maintenance Ser    | 1,132             | 2,064          | 3,372                 | -                              |
| General Fund | Community Developmen     | 001.5150.546002 | Facility Repairs And Maintena  | 3,330             | 4,865          | 2,441                 | 5,961                          |
| General Fund | Community Developmen     | 001.5150.547000 | Printing And Binding           | 1,199             | 7,517          | 1,041                 | 4,000                          |
| General Fund | Community Developmen     | 001.5150.547005 | Printing - It Ink And Copy Cou | 2,399             | 2,200          | 376                   | 1,080                          |
| General Fund | Community Developmen     | 001.5150.548000 | Ads And Promotional Activitie  | 10,762            | 7,178          | 7,896                 | 9,600                          |
| General Fund | Community Developmen     | 001.5150.549000 | Other Current Charges          | -                 | -              | -                     | -                              |
| General Fund | Community Developmen     | 001.5150.549001 | Merchant Services              | 20,065            | 20,500         | 34,600                | -                              |
| General Fund | Community Developmen     | 001.5150.551000 | Office Supplies                | 4,792             | 4,500          | 2,263                 | 4,610                          |
| General Fund | Community Developmen     | 001.5150.552000 | Operating Supplies             | 3,502             | 4,850          | 5,790                 | 21,467                         |
| General Fund | Community Developmen     | 001.5150.552005 | Ops Software & Workstations    | 9,941             | -              | 3,463                 | 21,204                         |
| General Fund | Community Developmen     | 001.5150.554000 | Memberships, Subscriptions,    | 3,303             | 5,725          | 3,832                 | 7,640                          |
| General Fund | Community Developmen     | 001.5150.555000 | Training, Education, Conferen  | 3,409             | 16,000         | 3,964                 | 12,660                         |
| General Fund | Community Developmen     | 001.5150.564005 | It Equipment                   | -                 | -              | -                     | -                              |
| General Fund | Community Developmen     | 001.5150.565000 | Construction In Progress       | -                 | -              | -                     | 76,000                         |
| General Fund | Lease Expenditures       | 001.5171.571000 | Principal - Copiers            | 14,726            | 51,301         | 51,301                | 17,233                         |
| General Fund | Lease Expenditures       | 001.5171.571001 | Principal - Aclarian           | -                 | -              | -                     | 61,900                         |
| General Fund | Lease Expenditures       | 001.5171.571002 | Principal - Ukg                | 22,502            | 74,146         | 74,146                | 25,000                         |
| General Fund | Lease Expenditures       | 001.5171.572000 | Interest Expense Copiers       | 596               | 4,007          | 2,283                 | 840                            |
| General Fund | Lease Expenditures       | 001.5171.572001 | Interest - Aclarian            | 1,715             | -              | -                     | 3,150                          |
| General Fund | Lease Expenditures       | 001.5171.572002 | Interest Expense- Ukg          | -                 | 3,284          | 1,939                 | 650                            |
| General Fund | It Expenditures          | 001.5190.512000 | Regular Salaries               | 252,703           | 344,644        | 302,304               | 340,465                        |
| General Fund | It Expenditures          | 001.5190.514000 | Overtime                       | 17                | -              | -                     | -                              |
| General Fund | It Expenditures          | 001.5190.521000 | Fica Taxes                     | 3,547             | 3,946          | 4,260                 | 4,937                          |
| General Fund | It Expenditures          | 001.5190.522000 | Retirement Contributions       | 26,848            | 39,319         | 33,032                | 42,218                         |
| General Fund | It Expenditures          | 001.5190.523000 | Life & Health Insurance        | 44,766            | 48,936         | 55,442                | 34,202                         |
| General Fund | It Expenditures          | 001.5190.524000 | Workers' Compensation          | 3,301             | 7,584          | 5,018                 | 4,290                          |
| General Fund | It Expenditures          | 001.5190.531000 | Professional Services          | 19,574            | 87,196         | 86,306                | -                              |

| Fund                    | Department             | Account #       | Account Description            | FY 2024          | FY 2025 Budget   | FY 2025          | FY 2026          |
|-------------------------|------------------------|-----------------|--------------------------------|------------------|------------------|------------------|------------------|
|                         |                        |                 |                                | Actual           |                  | Projection       | Tentative Budget |
| General Fund            | It Expenditures        | 001.5190.540000 | Travel And Per Diem            | 3,626            | 7,957            | 6,457            | 8,196            |
| General Fund            | It Expenditures        | 001.5190.541000 | Communication Services And     | -                | -                | -                | -                |
| General Fund            | It Expenditures        | 001.5190.541005 | Communications It Alloc        | 51,284           | 35,670           | 16,022           | 3,690            |
| General Fund            | It Expenditures        | 001.5190.544000 | Rentals And Leases             | -                | -                | -                | -                |
| General Fund            | It Expenditures        | 001.5190.546000 | Repairs And Maintenance Ser    | 3,064            | 7,250            | -                | -                |
| General Fund            | It Expenditures        | 001.5190.547005 | Printing - It Ink And Copy Cou | -                | 200              | -                | 540              |
| General Fund            | It Expenditures        | 001.5190.551000 | Office Supplies                | 44               | 1,030            | -                | 1,093            |
| General Fund            | It Expenditures        | 001.5190.552000 | Operating Supplies             | 325              | 10,800           | 289              | 7,649            |
| General Fund            | It Expenditures        | 001.5190.552005 | Ops Software & Workstations    | 89,822           | 99,587           | 86,262           | 10,602           |
| General Fund            | It Expenditures        | 001.5190.554000 | Memberships, Subscriptions,    | 300              | 1,400            | 1,909            | 1,420            |
| General Fund            | It Expenditures        | 001.5190.555000 | Training, Education, Conferen  | 1,326            | 15,000           | 4,839            | -                |
| General Fund            | It Expenditures        | 001.5190.555005 | It Training                    | -                | 1,305            | -                | 8,196            |
| General Fund            | It Expenditures        | 001.5190.564005 | It Equipment                   | -                | -                | 176              | -                |
| General Fund            | It Expenditures        | 001.5190.565000 | Construction In Progress       | -                | 120,000          | 18,185           | -                |
| <b>SUBTOTAL GENERAL</b> |                        |                 |                                |                  |                  |                  |                  |
| <b>GOVERNMENT</b>       |                        |                 |                                | <b>4,355,705</b> | <b>5,949,320</b> | <b>4,704,417</b> | <b>5,025,948</b> |
| General Fund            | Law Enforcement Expend | 001.5210.531000 | Professional Services          | -                | -                | -                | -                |
| General Fund            | Law Enforcement Expend | 001.5210.534000 | Other Contracted Services      | -                | -                | -                | -                |
| General Fund            | Law Enforcement Expend | 001.5210.534001 | Sheriff Contract               | 2,872,778        | 3,063,695        | 2,808,387        | 3,363,919        |
| General Fund            | Law Enforcement Expend | 001.5210.534002 | Lifeguard Contact              | 100,000          | 282,175          | 282,000          | 282,000          |
| General Fund            | Law Enforcement Expend | 001.5210.545000 | Risk Management Insurance      | 12,326           | 13,046           | 13,331           | 14,000           |
| General Fund            | Law Enforcement Expend | 001.5210.546000 | Repairs And Maintenance Ser    | 925              | 605              | 1,050            | 1,800            |
| General Fund            | Law Enforcement Expend | 001.5210.546002 | Facility Repairs And Maintena  | -                | 4,398            | 54               | 1,500            |
| General Fund            | Law Enforcement Expend | 001.5210.552000 | Operating Supplies             | -                | -                | -                | -                |
| General Fund            | Code Enforcement Exper | 001.5241.512000 | Regular Salaries               | 582,794          | 587,046          | 427,364          | 635,050          |
| General Fund            | Code Enforcement Exper | 001.5241.514000 | Overtime                       | 10,430           | 11,777           | 1,898            | 9,330            |
| General Fund            | Code Enforcement Exper | 001.5241.521000 | Fica Taxes                     | 9,060            | 6,723            | 6,002            | 9,208            |
| General Fund            | Code Enforcement Exper | 001.5241.522000 | Retirement Contributions       | 63,550           | 71,370           | 46,466           | 88,980           |
| General Fund            | Code Enforcement Exper | 001.5241.523000 | Life & Health Insurance        | 180,156          | 176,548          | 99,839           | 201,987          |
| General Fund            | Code Enforcement Exper | 001.5241.524000 | Workers' Compensation          | 6,636            | 12,621           | 8,756            | 8,002            |
| General Fund            | Code Enforcement Exper | 001.5241.527000 | Other Benefits (Ed; Relo; Etc) | -                | -                | -                | -                |
| General Fund            | Code Enforcement Exper | 001.5241.531000 | Professional Services          | 2,058            | 5,000            | 4,559            | 3,000            |
| General Fund            | Code Enforcement Exper | 001.5241.531007 | Billing & Collection Services  | -                | -                | -                | 350,000          |
| General Fund            | Code Enforcement Exper | 001.5241.534000 | Other Contracted Services      | -                | 3,000            | 1,333            | 16,000           |
| General Fund            | Code Enforcement Exper | 001.5241.540000 | Travel And Per Diem            | 204              | 33,300           | 5,787            | 34,000           |
| General Fund            | Code Enforcement Exper | 001.5241.541000 | Communication Services And     | -                | -                | 1,642            | -                |
| General Fund            | Code Enforcement Exper | 001.5241.541005 | Communications It Alloc        | 12,207           | 13,530           | 8,088            | 13,530           |
| General Fund            | Code Enforcement Exper | 001.5241.542000 | Freight & Postage              | 5,034            | 10,428           | 2,754            | 10,000           |
| General Fund            | Code Enforcement Exper | 001.5241.544000 | Rentals And Leases             | 432              | 660              | -                | -                |
| General Fund            | Code Enforcement Exper | 001.5241.545000 | Risk Management Insurance      | 27,098           | 29,392           | 36,725           | 30,000           |
| General Fund            | Code Enforcement Exper | 001.5241.546000 | Repairs And Maintenance Ser    | 2,924            | 17,500           | 2,938            | 17,000           |
| General Fund            | Code Enforcement Exper | 001.5241.546002 | Facility Repairs And Maintena  | -                | 10,085           | 60               | 7,000            |
| General Fund            | Code Enforcement Exper | 001.5241.546005 | It Repairs And Maintenance     | -                | 2,750            | 3,459            | 2,750            |
| General Fund            | Code Enforcement Exper | 001.5241.547000 | Printing And Binding           | 2,860            | 4,000            | 4,282            | 4,000            |
| General Fund            | Code Enforcement Exper | 001.5241.547005 | Printing - It Ink And Copy Cou | 2,732            | 2,500            | 1,487            | 1,980            |
| General Fund            | Code Enforcement Exper | 001.5241.549000 | Other Current Charges          | 1,610            | 950              | 1,290            | -                |
| General Fund            | Code Enforcement Exper | 001.5241.549001 | Merchant Services              | 48,934           | 33,500           | 53,472           | 34,000           |
| General Fund            | Code Enforcement Exper | 001.5241.549003 | Parking Fine Processing        | 1,416            | -                | 3,312            | -                |
| General Fund            | Code Enforcement Exper | 001.5241.551000 | Office Supplies                | 3,802            | 2,900            | 1,376            | 3,000            |
| General Fund            | Code Enforcement Exper | 001.5241.552000 | Operating Supplies             | 45,027           | 20,260           | 32,254           | 50,000           |
| General Fund            | Code Enforcement Exper | 001.5241.552005 | Ops Software & Workstations    | 39,236           | 36,982           | 20,640           | 38,874           |
| General Fund            | Code Enforcement Exper | 001.5241.554000 | Memberships, Subscriptions,    | 1,830            | 1,700            | 402              | -                |
| General Fund            | Code Enforcement Exper | 001.5241.555000 | Training, Education, Conferen  | 8,325            | 25,750           | 8,436            | -                |
| General Fund            | Code Enforcement Exper | 001.5241.555005 | It Training                    | -                | 495              | -                | -                |
| General Fund            | Code Enforcement Exper | 001.5241.564005 | It Equipment                   | -                | -                | -                | -                |
| General Fund            | Code Enforcement Exper | 001.5241.565000 | Construction In Progress       | 46,018           | 32,000           | -                | -                |
| General Fund            | Emergency Management   | 001.5250.512000 | Regular Salaries               | 27,702           | 26,347           | 21,079           | 31,389           |
| General Fund            | Emergency Management   | 001.5250.521000 | Fica Taxes                     | 399              | 302              | 182              | 455              |
| General Fund            | Emergency Management   | 001.5250.522000 | Retirement Contributions       | 3,191            | 3,293            | 2,544            | 3,892            |
| General Fund            | Emergency Management   | 001.5250.523000 | Life & Health Insurance        | 3,077            | 2,523            | 3,388            | 4,021            |
| General Fund            | Emergency Management   | 001.5250.524000 | Workers' Compensation          | 266              | 566              | 343              | 395              |
| General Fund            | Emergency Management   | 001.5250.534000 | Other Contracted Services      | 13,325           | -                | -                | -                |
| General Fund            | Emergency Management   | 001.5250.540000 | Travel And Per Diem            | -                | 2,300            | 2,786            | 2,300            |
| General Fund            | Emergency Management   | 001.5250.541000 | Communication Services And     | 43               | -                | 86               | -                |
| General Fund            | Emergency Management   | 001.5250.546000 | Repairs And Maintenance Ser    | 325              | 6,569            | 6,710            | 3,500            |
| General Fund            | Emergency Management   | 001.5250.547000 | Printing And Binding           | 371              | 550              | -                | 600              |
| General Fund            | Emergency Management   | 001.5250.548000 | Ads And Promotional Activitie  | -                | 1,050            | -                | 2,500            |
| General Fund            | Emergency Management   | 001.5250.551000 | Office Supplies                | 48               | 225              | -                | 250              |

| Fund                                | Department               | Account #       | Account Description               | FY 2024   | FY 2025 Budget | FY 2025    | FY 2026          |
|-------------------------------------|--------------------------|-----------------|-----------------------------------|-----------|----------------|------------|------------------|
|                                     |                          |                 |                                   | Actual    |                | Projection | Tentative Budget |
| General Fund                        | Emergency Management     | 001.5250.552000 | Operating Supplies                | 1,557     | 10             | 3,108      | 4,000            |
| General Fund                        | Emergency Management     | 001.5250.554000 | Memberships, Subscriptions,       | 19        | 500            | -          | 500              |
| General Fund                        | Emergency Management     | 001.5250.555000 | Training, Education, Conferen     | 600       | 2,000          | -          | 2,000            |
| General Fund                        | Emergency Management     | 001.5250.565000 | Construction In Progress          | -         | 100,000        | -          | 100,000          |
| SUBTOTAL PUBLIC SAFETY EXPENDITURES |                          |                 |                                   | 4,141,324 | 4,662,922      | 3,929,669  | 5,386,713        |
| General Fund                        | Harbor Water Quality Exp | 001.5370.531000 | Professional Services             | -         | -              | -          | 3,105            |
| General Fund                        | Stormwater Managemer     | 001.5380.512000 | Regular Salaries                  | 121,661   | 124,340        | 82,943     | 148,814          |
| General Fund                        | Stormwater Managemer     | 001.5380.514000 | Overtime                          | 837       | 1,460          | 413        | -                |
| General Fund                        | Stormwater Managemer     | 001.5380.521000 | Fica Taxes                        | 1,714     | 1,424          | 1,108      | 2,158            |
| General Fund                        | Stormwater Managemer     | 001.5380.522000 | Retirement Contributions          | 13,385    | 14,721         | 8,330      | 18,953           |
| General Fund                        | Stormwater Managemer     | 001.5380.523000 | Life & Health Insurance           | 37,666    | 32,755         | 23,717     | 48,197           |
| General Fund                        | Stormwater Managemer     | 001.5380.524000 | Workers' Compensation             | 1,705     | 4,304          | 2,819      | 1,875            |
| General Fund                        | Stormwater Managemer     | 001.5380.527000 | Other Benefits (Ed; Relo; Etc)    | -         | -              | -          | -                |
| General Fund                        | Stormwater Managemer     | 001.5380.531000 | Professional Services             | 87,412    | 216,501        | 221,868    | 50,000           |
| General Fund                        | Stormwater Managemer     | 001.5380.534000 | Other Contracted Services         | -         | -              | -          | -                |
| General Fund                        | Stormwater Managemer     | 001.5380.540000 | Travel And Per Diem               | -         | 3,150          | -          | 3,500            |
| General Fund                        | Stormwater Managemer     | 001.5380.541000 | Communication Services And        | -         | -              | -          | -                |
| General Fund                        | Stormwater Managemer     | 001.5380.541005 | Communications It Alloc           | 1,979     | 2,460          | 1,581      | 2,460            |
| General Fund                        | Stormwater Managemer     | 001.5380.543000 | Utilities                         | -         | -              | -          | -                |
| General Fund                        | Stormwater Managemer     | 001.5380.543008 | Harbor Pump Utilities             | 43,417    | 100            | 7,369      | 4,800            |
| General Fund                        | Stormwater Managemer     | 001.5380.544000 | Rentals And Leases                | 2,999     | 5,000          | 2,999      | 6,000            |
| General Fund                        | Stormwater Managemer     | 001.5380.545000 | Risk Management Insurance         | 7,311     | 5,811          | 5,868      | 6,310            |
| General Fund                        | Stormwater Managemer     | 001.5380.546000 | Repairs And Maintenance Ser       | 10,575    | 286            | 4,111      | -                |
| General Fund                        | Stormwater Managemer     | 001.5380.546005 | It Repairs And Maintenance        | -         | 500            | 650        | 500              |
| General Fund                        | Stormwater Managemer     | 001.5380.547000 | Printing And Binding              | -         | -              | -          | -                |
| General Fund                        | Stormwater Managemer     | 001.5380.547005 | Printing - It Ink And Copy Cou    | -         | 200            | -          | 360              |
| General Fund                        | Stormwater Managemer     | 001.5380.548000 | Ads And Promotional Activitie     | 847       | 2,650          | -          | 2,700            |
| General Fund                        | Stormwater Managemer     | 001.5380.552000 | Operating Supplies                | 16,520    | 46,750         | 29,295     | 60,667           |
| General Fund                        | Stormwater Managemer     | 001.5380.552005 | Ops Software & Workstations       | 4,615     | 6,758          | 3,536      | 7,068            |
| General Fund                        | Stormwater Managemer     | 001.5380.554000 | Memberships, Subscriptions,       | 700       | 1,050          | 1,167      | 2,000            |
| General Fund                        | Stormwater Managemer     | 001.5380.555000 | Training, Education, Conferen     | 1,722     | 3,150          | 1,153      | 5,000            |
| General Fund                        | Stormwater Managemer     | 001.5380.555005 | It Training                       | -         | 90             | -          | -                |
| General Fund                        | Stormwater Managemer     | 001.5380.565000 | Construction In Progress          | -         | 600,000        | -          | -                |
| General Fund                        | Cemetery Expenditures    | 001.5390.543000 | Utilities                         | 858       | 800            | 1,011      | 2,500            |
| General Fund                        | Cemetery Expenditures    | 001.5390.545000 | Risk Management Insurance         | 1,584     | 832            | 851        | 892              |
| General Fund                        | Cemetery Expenditures    | 001.5390.546000 | Repairs And Maintenance Ser       | 1,145     | 47,111         | 47,111     | 47,500           |
| General Fund                        | Cemetery Expenditures    | 001.5390.552000 | Operating Supplies                | 4,380     | 10,200         | 6,034      | -                |
| SUBTOTAL PHYSICAL ENVIRONMENT       |                          |                 |                                   | 363,033   | 1,132,403      | 453,933    | 425,359          |
| General Fund                        | Public Works Expenditur  | 001.5410.512000 | Regular Salaries                  | 580,395   | 657,877        | 667,829    | 604,499          |
| General Fund                        | Public Works Expenditur  | 001.5410.514000 | Overtime                          | 3,276     | 12,732         | 3,064      | 5,811            |
| General Fund                        | Public Works Expenditur  | 001.5410.521000 | Fica Taxes                        | 7,981     | 7,533          | 9,130      | 8,617            |
| General Fund                        | Public Works Expenditur  | 001.5410.522000 | Retirement Contributions          | 57,735    | 73,035         | 67,332     | 66,856           |
| General Fund                        | Public Works Expenditur  | 001.5410.523000 | Life & Health Insurance           | 202,695   | 196,390        | 198,409    | 147,961          |
| General Fund                        | Public Works Expenditur  | 001.5410.524000 | Workers' Compensation             | 6,537     | 14,144         | 9,524      | 7,488            |
| General Fund                        | Public Works Expenditur  | 001.5410.525000 | Unemployment Compensatio          | -         | -              | -          | -                |
| General Fund                        | Public Works Expenditur  | 001.5410.531000 | Professional Services             | -         | -              | 741        | 60,000           |
| General Fund                        | Public Works Expenditur  | 001.5410.534000 | Other Contracted Services         | -         | -              | -          | -                |
| General Fund                        | Public Works Expenditur  | 001.5410.540000 | Travel And Per Diem               | -         | 2,100          | -          | 2,100            |
| General Fund                        | Public Works Expenditur  | 001.5410.541000 | Communication Services And        | 4,762     | 6,400          | -          | -                |
| General Fund                        | Public Works Expenditur  | 001.5410.541005 | Communications It Alloc           | 11,933    | 14,760         | 10,153     | 8,610            |
| General Fund                        | Public Works Expenditur  | 001.5410.542000 | Freight & Postage                 | 969       | 3,100          | -          | 1,000            |
| General Fund                        | Public Works Expenditur  | 001.5410.543000 | Utilities                         | -         | -              | 310        | -                |
| General Fund                        | Public Works Expenditur  | 001.5410.543001 | Utility Services - Street Lights  | 241,907   | 240,700        | 260,403    | 245,000          |
| General Fund                        | Public Works Expenditur  | 001.5410.543002 | Utility Services - Traffic Signal | 8,444     | 9,200          | 6,979      | 9,200            |
| General Fund                        | Public Works Expenditur  | 001.5410.543003 | Utility Services - Water (Shop)   | 4,715     | 4,000          | 3,691      | 4,300            |
| General Fund                        | Public Works Expenditur  | 001.5410.543004 | Utility Services - Electric (Sho) | 8,582     | 7,800          | 8,098      | 11,160           |
| General Fund                        | Public Works Expenditur  | 001.5410.543005 | Utility Services - Elect Pumps    | 12,936    | 14,400         | 11,184     | 15,000           |
| General Fund                        | Public Works Expenditur  | 001.5410.543006 | Utility Services - Gas            | 243       | 1,500          | 153        | 600              |
| General Fund                        | Public Works Expenditur  | 001.5410.544000 | Rentals And Leases                | 76        | 3,100          | 1,450      | 3,100            |
| General Fund                        | Public Works Expenditur  | 001.5410.545000 | Risk Management Insurance         | 54,799    | 57,085         | 52,059     | 57,479           |
| General Fund                        | Public Works Expenditur  | 001.5410.546000 | Repairs And Maintenance Ser       | 33,873    | 63,762         | 12,875     | 40,000           |
| General Fund                        | Public Works Expenditur  | 001.5410.546005 | It Repairs And Maintenance        | -         | 3,000          | 1,277      | 1,750            |
| General Fund                        | Public Works Expenditur  | 001.5410.547000 | Printing And Binding              | 444       | -              | 294        | -                |
| General Fund                        | Public Works Expenditur  | 001.5410.547005 | Printing - It Ink And Copy Cou    | 1,596     | 2,000          | 211        | 1,260            |
| General Fund                        | Public Works Expenditur  | 001.5410.551000 | Office Supplies                   | 135       | 2,000          | 951        | 2,000            |



| Fund                                        | Department               | Account #       | Account Description            | FY 2024<br>Actual | FY 2025 Budget   | FY 2025<br>Projection | FY 2026<br>Tentative<br>Budget |
|---------------------------------------------|--------------------------|-----------------|--------------------------------|-------------------|------------------|-----------------------|--------------------------------|
| General Fund                                | Public Works Expenditure | 001.5410.552000 | Operating Supplies             | 92,586            | 142,085          | 102,464               | 140,000                        |
| General Fund                                | Public Works Expenditure | 001.5410.552005 | Ops Software & Workstations    | 25,116            | 40,361           | 30,918                | 24,738                         |
| General Fund                                | Public Works Expenditure | 001.5410.553000 | Road Materials & Supplies      | 59,393            | 76,425           | 13,204                | 75,000                         |
| General Fund                                | Public Works Expenditure | 001.5410.554000 | Memberships, Subscriptions,    | 1,455             | 5,500            | 1,893                 | 3,000                          |
| General Fund                                | Public Works Expenditure | 001.5410.555000 | Training, Education, Conferen  | 2,474             | 8,500            | 2,579                 | 4,500                          |
| General Fund                                | Public Works Expenditure | 001.5410.555005 | It Training                    | -                 | 540              | -                     | -                              |
| General Fund                                | Public Works Expenditure | 001.5410.563000 | Infrastructure                 | -                 | -                | -                     | -                              |
| General Fund                                | Public Works Expenditure | 001.5410.564000 | Machinery & Equipment          | -                 | -                | -                     | 25,000                         |
| General Fund                                | Public Works Expenditure | 001.5410.565000 | Construction In Progress       | 53,782            | 167,746          | 166,451               | -                              |
| General Fund                                | Median Maintenance Exj   | 001.5411.534000 | Other Contracted Services      | -                 | -                | -                     | -                              |
| General Fund                                | Median Maintenance Exj   | 001.5411.546000 | Repairs And Maintenance Ser    | -                 | 114,455          | 51,580                | 6,000                          |
| General Fund                                | Median Maintenance Exj   | 001.5411.546001 | Median Maintenance             | 148,732           | 110,572          | 112,257               | 304,694                        |
| General Fund                                | Median Maintenance Exj   | 001.5411.552000 | Operating Supplies             | 330               | -                | 445                   | -                              |
| General Fund                                | Median Maintenance Exj   | 001.5411.563000 | Infrastructure                 | -                 | -                | -                     | -                              |
| General Fund                                | Engineering Expenditure  | 001.5412.512000 | Regular Salaries               | 181,001           | 285,293          | 170,417               | 434,310                        |
| General Fund                                | Engineering Expenditure  | 001.5412.514000 | Overtime                       | 272               | -                | 47                    | -                              |
| General Fund                                | Engineering Expenditure  | 001.5412.521000 | Fica Taxes                     | 2,596             | 3,267            | 2,430                 | 6,297                          |
| General Fund                                | Engineering Expenditure  | 001.5412.522000 | Retirement Contributions       | 21,380            | 34,110           | 18,577                | 91,121                         |
| General Fund                                | Engineering Expenditure  | 001.5412.523000 | Life & Health Insurance        | 33,453            | 46,335           | 32,811                | 70,282                         |
| General Fund                                | Engineering Expenditure  | 001.5412.524000 | Workers' Compensation          | 2,409             | 6,134            | 4,033                 | 5,472                          |
| General Fund                                | Engineering Expenditure  | 001.5412.527000 | Other Benefits (Ed; Relo; Etc) | -                 | -                | -                     | -                              |
| General Fund                                | Engineering Expenditure  | 001.5412.531000 | Professional Services          | 45,095            | 119,625          | 90,626                | 50,000                         |
| General Fund                                | Engineering Expenditure  | 001.5412.534000 | Other Contracted Services      | -                 | -                | -                     | -                              |
| General Fund                                | Engineering Expenditure  | 001.5412.540000 | Travel And Per Diem            | -                 | 7,043            | 852                   | 8,500                          |
| General Fund                                | Engineering Expenditure  | 001.5412.541005 | Communications It Alloc        | 2,691             | 3,000            | 1,332                 | 3,690                          |
| General Fund                                | Engineering Expenditure  | 001.5412.542000 | Freight & Postage              | -                 | 800              | 80                    | 1,000                          |
| General Fund                                | Engineering Expenditure  | 001.5412.546002 | Facility Repairs And Maintena  | -                 | 1,000            | -                     | -                              |
| General Fund                                | Engineering Expenditure  | 001.5412.547000 | Printing And Binding           | -                 | 1,000            | 69                    | 3,000                          |
| General Fund                                | Engineering Expenditure  | 001.5412.547001 | Printing - Npdes Info          | -                 | -                | -                     | -                              |
| General Fund                                | Engineering Expenditure  | 001.5412.551000 | Office Supplies                | 605               | 1,000            | 444                   | 1,500                          |
| General Fund                                | Engineering Expenditure  | 001.5412.552000 | Operating Supplies             | 1,704             | 1,500            | 1,442                 | 4,500                          |
| General Fund                                | Engineering Expenditure  | 001.5412.552005 | Ops Software & Workstations    | 8,407             | 5,001            | 6,136                 | 10,602                         |
| General Fund                                | Engineering Expenditure  | 001.5412.554000 | Memberships, Subscriptions,    | 765               | 3,000            | 975                   | 3,740                          |
| General Fund                                | Engineering Expenditure  | 001.5412.555000 | Training, Education, Conferen  | 5,344             | 8,000            | 1,736                 | 8,500                          |
| General Fund                                | Engineering Expenditure  | 001.5412.564000 | Machinery & Equipment          | -                 | -                | -                     | -                              |
| General Fund                                | Harbor Channel Expendit  | 001.5430.546003 | Dredging                       | -                 | 325,000          | 81,625                | 325,000                        |
| General Fund                                | Parking Expenditures     | 001.5450.549003 | Parking Fine Processing        | -                 | 3,330            | 443                   | 77,625                         |
| <b>SUBTOTAL</b>                             |                          |                 |                                |                   |                  |                       |                                |
| <b>TRANSPORTATION</b>                       |                          |                 |                                | <b>1,933,625</b>  | <b>2,917,240</b> | <b>2,221,982</b>      | <b>2,991,863</b>               |
| General Fund                                | Economic Development I   | 001.5520.546000 | Repairs And Maintenance Ser    | -                 | -                | -                     | -                              |
| General Fund                                | Economic Development I   | 001.5520.552000 | Operating Supplies             | -                 | -                | -                     | -                              |
| General Fund                                | Economic Development I   | 001.5520.563000 | Infrastructure                 | -                 | -                | -                     | -                              |
| General Fund                                | Economic Development I   | 001.5520.565000 | Construction In Progress       | -                 | -                | -                     | -                              |
| General Fund                                | Economic Development I   | 001.5520.582000 | Grant/Contribution             | 14,452            | 15,900           | 18,868                | 16,000                         |
| <b>SUBTOTAL ECONOMIC DEVELOPMENT</b>        |                          |                 |                                | <b>14,452</b>     | <b>15,900</b>    | <b>18,868</b>         | <b>16,000</b>                  |
| General Fund                                | Animal Control Expendit  | 001.5620.531000 | Professional Services          | -                 | -                | -                     | -                              |
| General Fund                                | Animal Control Expendit  | 001.5620.534000 | Other Contracted Services      | 72,655            | 90,414           | 47,187                | 85,000                         |
| General Fund                                | Animal Control Expendit  | 001.5620.545000 | Risk Management Insurance      | 2,174             | 2,355            | 2,407                 | 2,550                          |
| General Fund                                | Animal Control Expendit  | 001.5620.582000 | Grant/Contribution             | -                 | -                | -                     | -                              |
| <b>SUBTOTAL HUMAN SERVICES EXPENDITURES</b> |                          |                 |                                | <b>74,829</b>     | <b>92,769</b>    | <b>49,594</b>         | <b>87,550</b>                  |
| General Fund                                | Library Expenditures     | 001.5710.512000 | Regular Salaries               | 524,471           | 558,399          | 509,662               | 582,575                        |
| General Fund                                | Library Expenditures     | 001.5710.514000 | Overtime                       | 94                | -                | 427                   | 923                            |
| General Fund                                | Library Expenditures     | 001.5710.521000 | Fica Taxes                     | 11,566            | 11,086           | 10,939                | 13,488                         |
| General Fund                                | Library Expenditures     | 001.5710.522000 | Retirement Contributions       | 49,214            | 56,831           | 50,609                | 62,321                         |
| General Fund                                | Library Expenditures     | 001.5710.523000 | Life & Health Insurance        | 114,720           | 119,790          | 104,152               | 99,541                         |
| General Fund                                | Library Expenditures     | 001.5710.524000 | Workers' Compensation          | 4,474             | 10,378           | 7,137                 | 7,340                          |
| General Fund                                | Library Expenditures     | 001.5710.525000 | Unemployment Compensatio       | -                 | -                | -                     | -                              |
| General Fund                                | Library Expenditures     | 001.5710.531000 | Professional Services          | -                 | -                | -                     | -                              |
| General Fund                                | Library Expenditures     | 001.5710.534000 | Other Contracted Services      | -                 | 1,500            | -                     | -                              |
| General Fund                                | Library Expenditures     | 001.5710.540000 | Travel And Per Diem            | 181               | 1,200            | 37                    | 400                            |
| General Fund                                | Library Expenditures     | 001.5710.541000 | Communication Services And     | -                 | -                | -                     | -                              |
| General Fund                                | Library Expenditures     | 001.5710.541005 | Communications It Alloc        | 10,352            | 10,400           | 6,894                 | 8,610                          |
| General Fund                                | Library Expenditures     | 001.5710.542000 | Freight & Postage              | 89                | 100              | 73                    | 125                            |
| General Fund                                | Library Expenditures     | 001.5710.543000 | Utilities                      | 23,002            | 29,800           | 23,119                | 29,000                         |



| Fund         | Department             | Account #       | Account Description            | FY 2024<br>Actual | FY 2025 Budget | FY 2025<br>Projection | FY 2026<br>Tentative<br>Budget |
|--------------|------------------------|-----------------|--------------------------------|-------------------|----------------|-----------------------|--------------------------------|
| General Fund | Library Expenditures   | 001.5710.544000 | Rentals And Leases             | -                 | 1,200          | 995                   | -                              |
| General Fund | Library Expenditures   | 001.5710.545000 | Risk Management Insurance      | 54,768            | 67,510         | 68,756                | 72,642                         |
| General Fund | Library Expenditures   | 001.5710.546000 | Repairs And Maintenance Ser    | 9,826             | 9,916          | 14,688                | 31,758                         |
| General Fund | Library Expenditures   | 001.5710.546002 | Facility Repairs And Maintena  | 923               | 39,753         | 15,622                | -                              |
| General Fund | Library Expenditures   | 001.5710.546005 | It Repairs And Maintenance     | -                 | 1,500          | -                     | 1,750                          |
| General Fund | Library Expenditures   | 001.5710.547000 | Printing And Binding           | 649               | 2,475          | 195                   | 2,369                          |
| General Fund | Library Expenditures   | 001.5710.547005 | Printing - It Ink And Copy Cou | 1,670             | 2,000          | 946                   | 2,000                          |
| General Fund | Library Expenditures   | 001.5710.548000 | Ads And Promotional Activitie  | 1,505             | 2,000          | 103                   | 2,000                          |
| General Fund | Library Expenditures   | 001.5710.549001 | Merchant Services              | 1,278             | 1,700          | 1,099                 | 1,700                          |
| General Fund | Library Expenditures   | 001.5710.549002 | Bank Fees                      | -                 | -              | -                     | -                              |
| General Fund | Library Expenditures   | 001.5710.551000 | Office Supplies                | 1,984             | 3,200          | 2,540                 | 2,000                          |
| General Fund | Library Expenditures   | 001.5710.552000 | Operating Supplies             | 16,215            | 21,295         | 23,754                | 37,826                         |
| General Fund | Library Expenditures   | 001.5710.552005 | Ops Software & Workstations    | 27,790            | 20,181         | 15,615                | 24,738                         |
| General Fund | Library Expenditures   | 001.5710.552019 | Library Collection             | 13,264            | 14,372         | 14,005                | 16,559                         |
| General Fund | Library Expenditures   | 001.5710.554000 | Memberships, Subscriptions,    | 952               | 359            | 1,152                 | 1,359                          |
| General Fund | Library Expenditures   | 001.5710.555000 | Training, Education, Conferen  | 469               | 700            | 290                   | 200                            |
| General Fund | Library Expenditures   | 001.5710.555005 | It Training                    | -                 | 270            | -                     | 315                            |
| General Fund | Library Expenditures   | 001.5710.562000 | Buildings & Fixtures           | -                 | -              | -                     | -                              |
| General Fund | Library Expenditures   | 001.5710.564000 | Machinery & Equipment          | -                 | -              | -                     | -                              |
| General Fund | Library Expenditures   | 001.5710.566000 | Library Resources              | 57,660            | 65,850         | 57,962                | 65,925                         |
| General Fund | Community Center Expei | 001.5721.512000 | Regular Salaries               | 398,051           | 530,655        | 459,763               | 677,264                        |
| General Fund | Community Center Expei | 001.5721.514000 | Overtime                       | 2,745             | 5,228          | 5,762                 | 5,692                          |
| General Fund | Community Center Expei | 001.5721.521000 | Fica Taxes                     | 8,618             | 16,394         | 10,848                | 22,089                         |
| General Fund | Community Center Expei | 001.5721.522000 | Retirement Contributions       | 41,920            | 50,345         | 47,640                | 59,852                         |
| General Fund | Community Center Expei | 001.5721.523000 | Life & Health Insurance        | 98,187            | 114,221        | 96,118                | 100,523                        |
| General Fund | Community Center Expei | 001.5721.524000 | Workers' Compensation          | 3,973             | 9,105          | 6,152                 | 8,534                          |
| General Fund | Community Center Expei | 001.5721.525000 | Unemployment Compensatio       | -                 | -              | -                     | -                              |
| General Fund | Community Center Expei | 001.5721.531000 | Professional Services          | -                 | 39,000         | 48,000                | -                              |
| General Fund | Community Center Expei | 001.5721.534000 | Other Contracted Services      | 6,306             | 12,500         | 7,889                 | 9,000                          |
| General Fund | Community Center Expei | 001.5721.534004 | Contracted Sports Officials    | 7,528             | 10,000         | 6,302                 | 10,000                         |
| General Fund | Community Center Expei | 001.5721.535000 | Investigations                 | 941               | 1,800          | -                     | 1,800                          |
| General Fund | Community Center Expei | 001.5721.540000 | Travel And Per Diem            | -                 | 1,500          | -                     | -                              |
| General Fund | Community Center Expei | 001.5721.541005 | Communications It Alloc        | 13,930            | 14,000         | 10,467                | 12,300                         |
| General Fund | Community Center Expei | 001.5721.542000 | Freight & Postage              | 53                | 600            | 246                   | 500                            |
| General Fund | Community Center Expei | 001.5721.543000 | Utilities                      | 31,969            | 42,700         | 30,736                | 43,000                         |
| General Fund | Community Center Expei | 001.5721.544000 | Rentals And Leases             | 4,459             | 7,000          | 3,904                 | 7,000                          |
| General Fund | Community Center Expei | 001.5721.545000 | Risk Management Insurance      | 49,585            | 60,753         | 61,716                | 65,561                         |
| General Fund | Community Center Expei | 001.5721.546000 | Repairs And Maintenance Ser    | 24,913            | 26,039         | 13,616                | 26,400                         |
| General Fund | Community Center Expei | 001.5721.546002 | Facility Repairs And Maintena  | 524               | 10,300         | 4,184                 | 28,500                         |
| General Fund | Community Center Expei | 001.5721.546005 | It Repairs And Maintenance     | -                 | 2,500          | -                     | 2,500                          |
| General Fund | Community Center Expei | 001.5721.547000 | Printing And Binding           | 596               | 2,000          | 494                   | 1,300                          |
| General Fund | Community Center Expei | 001.5721.547005 | Printing - It Ink And Copy Cou | 1,634             | 1,700          | 1,783                 | 1,800                          |
| General Fund | Community Center Expei | 001.5721.548000 | Ads And Promotional Activitie  | 100               | 5,100          | -                     | -                              |
| General Fund | Community Center Expei | 001.5721.549001 | Merchant Services              | -                 | -              | -                     | -                              |
| General Fund | Community Center Expei | 001.5721.551000 | Office Supplies                | 728               | 500            | 1,288                 | 500                            |
| General Fund | Community Center Expei | 001.5721.552000 | Operating Supplies             | 96,375            | 39,150         | 82,788                | 62,900                         |
| General Fund | Community Center Expei | 001.5721.552005 | Ops Software & Workstations    | 21,219            | 33,322         | 20,314                | 35,340                         |
| General Fund | Community Center Expei | 001.5721.554000 | Memberships, Subscriptions,    | 954               | 662            | 2,112                 | 562                            |
| General Fund | Community Center Expei | 001.5721.555000 | Training, Education, Conferen  | 600               | 1,750          | -                     | 1,300                          |
| General Fund | Community Center Expei | 001.5721.562000 | Buildings & Fixtures           | -                 | -              | -                     | -                              |
| General Fund | Community Center Expei | 001.5721.563000 | Infrastructure                 | -                 | -              | -                     | -                              |
| General Fund | Community Center Expei | 001.5721.564000 | Machinery & Equipment          | -                 | -              | -                     | -                              |
| General Fund | Community Center Expei | 001.5721.565000 | Construction In Progress       | -                 | 1,000          | -                     | -                              |
| General Fund | Morgan Sports Complex  | 001.5722.512000 | Regular Salaries               | 333,884           | 463,141        | 444,811               | 466,580                        |
| General Fund | Morgan Sports Complex  | 001.5722.514000 | Overtime                       | 4,139             | 6,270          | 5,222                 | 5,972                          |
| General Fund | Morgan Sports Complex  | 001.5722.521000 | Fica Taxes                     | 6,180             | 10,931         | 6,510                 | 8,745                          |
| General Fund | Morgan Sports Complex  | 001.5722.522000 | Retirement Contributions       | 31,369            | 43,020         | 46,098                | 54,713                         |
| General Fund | Morgan Sports Complex  | 001.5722.523000 | Life & Health Insurance        | 81,508            | 92,318         | 131,371               | 125,734                        |
| General Fund | Morgan Sports Complex  | 001.5722.524000 | Workers' Compensation          | 3,665             | 8,006          | 5,380                 | 5,879                          |
| General Fund | Morgan Sports Complex  | 001.5722.525000 | Unemployment Compensatio       | -                 | -              | -                     | -                              |
| General Fund | Morgan Sports Complex  | 001.5722.531000 | Professional Services          | -                 | -              | 2,280                 | -                              |
| General Fund | Morgan Sports Complex  | 001.5722.534000 | Other Contracted Services      | 6,270             | 16,700         | 249                   | 17,500                         |
| General Fund | Morgan Sports Complex  | 001.5722.534004 | Contracted Sports Officials    | 8,190             | 19,000         | 10,104                | 24,000                         |
| General Fund | Morgan Sports Complex  | 001.5722.535000 | Investigations                 | -                 | 6,000          | -                     | 6,000                          |
| General Fund | Morgan Sports Complex  | 001.5722.540000 | Travel And Per Diem            | -                 | 4,500          | 1,768                 | 4,500                          |
| General Fund | Morgan Sports Complex  | 001.5722.541005 | Communications It Alloc        | 9,681             | 9,840          | 9,056                 | 13,530                         |
| General Fund | Morgan Sports Complex  | 001.5722.542000 | Freight & Postage              | 131               | 750            | -                     | 750                            |
| General Fund | Morgan Sports Complex  | 001.5722.543000 | Utilities                      | 25,012            | 29,100         | 28,120                | 26,000                         |
| General Fund | Morgan Sports Complex  | 001.5722.544000 | Rentals And Leases             | 4,555             | 13,000         | 4,133                 | 13,000                         |

| Fund         | Department              | Account #       | Account Description            | FY 2024 | FY 2025 Budget | FY 2025    | FY 2026          |
|--------------|-------------------------|-----------------|--------------------------------|---------|----------------|------------|------------------|
|              |                         |                 |                                | Actual  |                | Projection | Tentative Budget |
| General Fund | Morgan Sports Complex   | 001.5722.545000 | Risk Management Insurance      | 22,421  | 46,453         | 42,060     | 44,790           |
| General Fund | Morgan Sports Complex   | 001.5722.546000 | Repairs And Maintenance Ser    | 19,201  | 34,450         | 43,257     | 11,850           |
| General Fund | Morgan Sports Complex   | 001.5722.546002 | Facility Repairs And Maintena  | -       | 2,698          | 4,115      | 1,875            |
| General Fund | Morgan Sports Complex   | 001.5722.546005 | It Repairs And Maintenance     | -       | 2,000          | -          | 2,750            |
| General Fund | Morgan Sports Complex   | 001.5722.547000 | Printing And Binding           | 2,807   | 5,000          | 1,196      | 3,000            |
| General Fund | Morgan Sports Complex   | 001.5722.547005 | Printing - It Ink And Copy Cou | 575     | 700            | 1,652      | 1,980            |
| General Fund | Morgan Sports Complex   | 001.5722.548000 | Ads And Promotional Activitie  | 84      | 5,000          | 1,407      | 5,000            |
| General Fund | Morgan Sports Complex   | 001.5722.549002 | Bank Fees                      | -       | -              | 30         | -                |
| General Fund | Morgan Sports Complex   | 001.5722.551000 | Office Supplies                | 194     | 2,000          | -          | 2,000            |
| General Fund | Morgan Sports Complex   | 001.5722.552000 | Operating Supplies             | 96,535  | 93,700         | 97,050     | 128,600          |
| General Fund | Morgan Sports Complex   | 001.5722.552002 | Operating Supplies - Leagues   | 2,392   | 18,750         | 35,945     | 24,250           |
| General Fund | Morgan Sports Complex   | 001.5722.552005 | Ops Software & Workstations    | 18,621  | 26,751         | 18,265     | 38,874           |
| General Fund | Morgan Sports Complex   | 001.5722.554000 | Memberships, Subscriptions,    | 1,608   | 1,200          | 117        | 800              |
| General Fund | Morgan Sports Complex   | 001.5722.555000 | Training, Education, Conferen  | -       | 2,635          | 745        | 3,135            |
| General Fund | Morgan Sports Complex   | 001.5722.555005 | It Training                    | -       | 360            | -          | -                |
| General Fund | Morgan Sports Complex   | 001.5722.563000 | Infrastructure                 | -       | -              | -          | -                |
| General Fund | Morgan Sports Complex   | 001.5722.564000 | Machinery & Equipment          | -       | -              | -          | -                |
| General Fund | Morgan Sports Complex   | 001.5722.565000 | Construction In Progress       | -       | 119,000        | 13,003     | 98,100           |
| General Fund | Morgan Sports Complex   | 001.5722.568000 | Lease                          | 49,913  | -              | -          | -                |
| General Fund | Morgan Sports Complex   | 001.5722.571000 | Principal                      | 3,934   | 4,055          | -          | -                |
| General Fund | Morgan Sports Complex   | 001.5722.572000 | Interest Expense               | 3,066   | 2,945          | -          | -                |
| General Fund | Park Expenditures       | 001.5726.512000 | Regular Salaries               | 556,903 | 721,920        | 472,805    | 714,267          |
| General Fund | Park Expenditures       | 001.5726.514000 | Overtime                       | 4,877   | 13,691         | 7,758      | 11,394           |
| General Fund | Park Expenditures       | 001.5726.521000 | Fica Taxes                     | 9,361   | 10,939         | 8,291      | 12,524           |
| General Fund | Park Expenditures       | 001.5726.522000 | Retirement Contributions       | 53,279  | 81,870         | 46,361     | 84,690           |
| General Fund | Park Expenditures       | 001.5726.523000 | Life & Health Insurance        | 199,963 | 201,001        | 72,128     | 150,820          |
| General Fund | Park Expenditures       | 001.5726.524000 | Workers' Compensation          | 6,200   | 16,024         | 10,662     | 9,000            |
| General Fund | Park Expenditures       | 001.5726.525000 | Unemployment Compensatio       | -       | -              | -          | -                |
| General Fund | Park Expenditures       | 001.5726.531000 | Professional Services          | -       | 200,000        | 86,200     | -                |
| General Fund | Park Expenditures       | 001.5726.534000 | Other Contracted Services      | 110     | -              | -          | 20,000           |
| General Fund | Park Expenditures       | 001.5726.534003 | Henderson Park Access          | 8,634   | 30,000         | 1,317      | 30,000           |
| General Fund | Park Expenditures       | 001.5726.540000 | Travel And Per Diem            | 1,034   | 6,500          | 519        | 7,700            |
| General Fund | Park Expenditures       | 001.5726.541000 | Communication Services And     | -       | -              | -          | -                |
| General Fund | Park Expenditures       | 001.5726.541005 | Communications It Alloc        | 10,328  | 14,760         | 8,231      | 11,070           |
| General Fund | Park Expenditures       | 001.5726.542000 | Freight & Postage              | 799     | 800            | 189        | 800              |
| General Fund | Park Expenditures       | 001.5726.543000 | Utilities                      | 19,430  | 22,300         | 26,888     | 42,000           |
| General Fund | Park Expenditures       | 001.5726.543007 | Utilities - Dalton Threadgill  | 13,754  | 17,200         | 6,062      | 22,000           |
| General Fund | Park Expenditures       | 001.5726.544000 | Rentals And Leases             | -       | 4,000          | -          | 4,000            |
| General Fund | Park Expenditures       | 001.5726.545000 | Risk Management Insurance      | 68,579  | 53,139         | 49,532     | 54,253           |
| General Fund | Park Expenditures       | 001.5726.546000 | Repairs And Maintenance Ser    | 42,167  | 36,134         | 48,027     | 13,661           |
| General Fund | Park Expenditures       | 001.5726.546002 | Facility Repairs And Maintena  | 861     | 17,500         | 532        | 4,300            |
| General Fund | Park Expenditures       | 001.5726.546005 | It Repairs And Maintenance     | -       | 3,000          | 165        | 2,550            |
| General Fund | Park Expenditures       | 001.5726.547000 | Printing And Binding           | 7,616   | 7,000          | 5,655      | 7,000            |
| General Fund | Park Expenditures       | 001.5726.547005 | Printing - It Ink And Copy Cou | -       | 4,000          | -          | 1,620            |
| General Fund | Park Expenditures       | 001.5726.548000 | Ads And Promotional Activitie  | -       | -              | -          | -                |
| General Fund | Park Expenditures       | 001.5726.549001 | Merchant Services              | 14,175  | 6,900          | 36,457     | -                |
| General Fund | Park Expenditures       | 001.5726.551000 | Office Supplies                | -       | -              | 94         | -                |
| General Fund | Park Expenditures       | 001.5726.552000 | Operating Supplies             | 174,567 | 93,482         | 160,455    | 120,000          |
| General Fund | Park Expenditures       | 001.5726.552005 | Ops Software & Workstations    | 39,034  | 40,268         | 23,913     | 31,806           |
| General Fund | Park Expenditures       | 001.5726.553000 | Road Materials & Supplies      | -       | -              | -          | -                |
| General Fund | Park Expenditures       | 001.5726.554000 | Memberships, Subscriptions,    | 2,325   | 2,347          | 2,167      | 2,347            |
| General Fund | Park Expenditures       | 001.5726.555000 | Training, Education, Conferen  | 1,431   | 6,800          | 4,031      | 7,500            |
| General Fund | Park Expenditures       | 001.5726.555005 | It Training                    | -       | 540            | -          | -                |
| General Fund | Park Expenditures       | 001.5726.561000 | Land                           | -       | -              | -          | -                |
| General Fund | Park Expenditures       | 001.5726.563000 | Infrastructure                 | -       | -              | -          | -                |
| General Fund | Park Expenditures       | 001.5726.564000 | Machinery & Equipment          | -       | -              | -          | -                |
| General Fund | Park Expenditures       | 001.5726.565000 | Construction In Progress       | 63,600  | 1,565,370      | 1,303,146  | 375,000          |
| General Fund | Park Expenditures       | 001.5726.582001 | Grant/Contribution Aquatic C   | -       | -              | -          | -                |
| General Fund | Beachfront Park Expendi | 001.5727.512000 | Regular Salaries               | 267,221 | 313,738        | 269,968    | 328,798          |
| General Fund | Beachfront Park Expendi | 001.5727.514000 | Overtime                       | 7,821   | -              | 629        | 783              |
| General Fund | Beachfront Park Expendi | 001.5727.521000 | Fica Taxes                     | 5,067   | 5,755          | 5,046      | 7,040            |
| General Fund | Beachfront Park Expendi | 001.5727.522000 | Retirement Contributions       | 26,777  | 31,579         | 26,095     | 36,225           |
| General Fund | Beachfront Park Expendi | 001.5727.523000 | Life & Health Insurance        | 58,952  | 70,965         | 69,568     | 67,900           |
| General Fund | Beachfront Park Expendi | 001.5727.524000 | Workers' Compensation          | 3,106   | 5,995          | 4,057      | 4,143            |
| General Fund | Beachfront Park Expendi | 001.5727.534000 | Other Contracted Services      | 16,539  | 15,000         | 6,270      | 15,000           |
| General Fund | Beachfront Park Expendi | 001.5727.540000 | Travel And Per Diem            | -       | 2,000          | -          | 2,000            |
| General Fund | Beachfront Park Expendi | 001.5727.541000 | Communication Services And     | -       | -              | -          | -                |
| General Fund | Beachfront Park Expendi | 001.5727.541005 | Communications It Alloc        | 3,805   | 4,920          | 4,374      | 4,920            |
| General Fund | Beachfront Park Expendi | 001.5727.543000 | Utilities                      | 20,248  | 15,300         | 17,735     | 17,000           |

| Fund                                                      | Department               | Account #       | Account Description            | FY 2024<br>Actual | FY 2025 Budget   | FY 2025<br>Projection | FY 2026<br>Tentative<br>Budget |
|-----------------------------------------------------------|--------------------------|-----------------|--------------------------------|-------------------|------------------|-----------------------|--------------------------------|
| General Fund                                              | Beachfront Park Expendi  | 001.5727.544000 | Rentals And Leases             | -                 | 1,000            | -                     | 1,000                          |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.545000 | Risk Management Insurance      | 63,424            | 53,869           | 56,064                | 57,911                         |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.546000 | Repairs And Maintenance Ser    | 6,220             | 12,310           | 6,598                 | -                              |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.546002 | Facility Repairs And Maintena  | -                 | 1,147            | 46                    | 2,600                          |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.546005 | It Repairs And Maintenance     | -                 | 1,000            | 270                   | 1,000                          |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.547000 | Printing And Binding           | 2,606             | 1,500            | 791                   | 1,500                          |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.547005 | Printing - It Ink And Copy Cou | -                 | 200              | -                     | 720                            |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.548000 | Ads And Promotional Activitie  | -                 | -                | -                     | -                              |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.551000 | Office Supplies                | -                 | -                | -                     | -                              |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.552000 | Operating Supplies             | 33,407            | 49,000           | 22,128                | 49,000                         |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.552005 | Ops Software & Workstations    | 6,899             | 13,423           | 8,562                 | 14,136                         |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.554000 | Memberships, Subscriptions,    | -                 | -                | 52                    | -                              |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.555005 | It Training                    | -                 | 180              | -                     | -                              |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.563000 | Infrastructure                 | -                 | -                | -                     | -                              |
| General Fund                                              | Beachfront Park Expendi  | 001.5727.564000 | Machinery & Equipment          | -                 | -                | -                     | -                              |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.512000 | Regular Salaries               | 42,075            | 74,278           | 65,753                | 68,928                         |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.514000 | Overtime                       | 259               | 900              | 407                   | -                              |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.521000 | Fica Taxes                     | 2,235             | 2,519            | 2,739                 | 2,769                          |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.522000 | Retirement Contributions       | 1,179             | 4,737            | 4,485                 | 5,007                          |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.523000 | Life & Health Insurance        | 3,237             | 14,856           | 13,273                | 17,492                         |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.524000 | Workers' Compensation          | 616               | 1,018            | 723                   | 868                            |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.534000 | Other Contracted Services      | 11,772            | 29,720           | 6,290                 | 33,320                         |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.541000 | Communication Services And     | -                 | -                | -                     | -                              |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.541005 | Communications It Alloc        | 1,386             | 1,500            | 814                   | 1,230                          |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.543000 | Utilities                      | 7,318             | 7,100            | 13,603                | 9,000                          |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.544000 | Rentals And Leases             | 4,500             | -                | 1,102                 | -                              |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.545000 | Risk Management Insurance      | 4,971             | 9,408            | 9,567                 | 10,140                         |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.546000 | Repairs And Maintenance Ser    | 7,102             | 9,480            | 2,892                 | 4,000                          |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.546002 | Facility Repairs And Maintena  | -                 | 437              | 98                    | -                              |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.546005 | It Repairs And Maintenance     | -                 | -                | -                     | 250                            |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.547000 | Printing And Binding           | -                 | -                | 233                   | -                              |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.547005 | Printing - It Ink And Copy Cou | -                 | 200              | -                     | 180                            |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.552000 | Operating Supplies             | 19,063            | 14,000           | 14,387                | 14,000                         |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.552005 | Ops Software & Workstations    | 3,050             | 94               | 2,338                 | 3,534                          |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.554000 | Memberships, Subscriptions,    | -                 | -                | 50                    | -                              |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.555000 | Training, Education, Conferen  | -                 | -                | -                     | -                              |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.555005 | It Training                    | -                 | -                | -                     | -                              |
| General Fund                                              | Leonard Destin Park Exp  | 001.5728.565000 | Construction In Progress       | 21,578            | 1,454            | -                     | -                              |
| General Fund                                              | Special Event Expenditur | 001.5740.531000 | Professional Services          | -                 | 1,000            | 2,699                 | -                              |
| General Fund                                              | Special Event Expenditur | 001.5740.534000 | Other Contracted Services      | 50,160            | 65,000           | 62,740                | 86,000                         |
| General Fund                                              | Special Event Expenditur | 001.5740.544000 | Rentals And Leases             | 2,125             | 15,000           | 6,242                 | 2,000                          |
| General Fund                                              | Special Event Expenditur | 001.5740.546002 | Facility Repairs And Maintena  | -                 | 2,000            | -                     | -                              |
| General Fund                                              | Special Event Expenditur | 001.5740.547000 | Printing And Binding           | 1,463             | 400              | 1,705                 | 3,700                          |
| General Fund                                              | Special Event Expenditur | 001.5740.548000 | Ads And Promotional Activitie  | 3,332             | 15,300           | 500                   | -                              |
| General Fund                                              | Special Event Expenditur | 001.5740.552000 | Operating Supplies             | 24,919            | 10,000           | 11,052                | 33,250                         |
| General Fund                                              | Special Event Expenditur | 001.5740.554000 | Memberships, Subscriptions,    | 421               | 400              | -                     | -                              |
| General Fund                                              | Special Event Expenditur | 001.5740.564000 | Machinery & Equipment          | -                 | -                | -                     | -                              |
| <b>SUBTOTAL CULTURE &amp;<br/>RECREATION EXPENDITURES</b> |                          |                 |                                | <b>4,512,840</b>  | <b>7,241,027</b> | <b>5,910,371</b>      | <b>6,039,234</b>               |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591000 | Transfers Out                  | -                 | -                | -                     | -                              |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591101 | Transfer Out To 101 Bldg       | -                 | 350,000          | -                     | -                              |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591105 | Transfer Out To 105 Tech       | 100,820           | 86,030           | 79,064                | 97,000                         |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591107 | Transfer Out To 107 Harbor C   | -                 | -                | -                     | -                              |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591109 | Transfer Out To 109 Oka Half   | -                 | -                | -                     | -                              |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591213 | Transfer Out To 213            | 553,426           | 552,549          | 552,698               | 552,000                        |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591221 | Transfer Out To 221            | 470,032           | 464,975          | 465,139               | 466,898                        |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591224 | Transfer Out To 224            | -                 | 90,065           | 90,065                | 147,882                        |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591301 | Transfer Out To 301 Rr         | 3,400,000         | 3,600,000        | 3,600,000             | 2,500,000                      |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591305 | Transfer Out To 305 Grants     | 9,131             | -                | -                     | -                              |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591306 | Transfer Out To 306 Gastax#2   | -                 | -                | -                     | -                              |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591310 | Transfer Out To 310 Police Im  | -                 | -                | -                     | -                              |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591311 | Transfer Out To 311 Road Im    | -                 | -                | -                     | -                              |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591312 | Transfer Out To 312 Library In | -                 | -                | -                     | -                              |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591313 | Transfer Out To 313 Park Imp   | -                 | -                | -                     | -                              |
| General Fund                                              | Nondepartmental Expen    | 001.5000.591324 | Transfer Out To 324            | -                 | -                | 1                     | -                              |
| General Fund                                              | Non-Departmental Reve    | 001.5000.595000 | Addition to Fund Balance       | -                 | -                | -                     | 134,125                        |
| <b>SUBTOTAL TRANSFERS<br/>OUT/ADDITION TO FUND</b>        |                          |                 |                                | <b>4,533,409</b>  | <b>5,143,619</b> | <b>4,786,966</b>      | <b>3,897,905</b>               |

| Fund                                             | Department | Account #       | Account Description            | FY 2024<br>Actual | FY 2025 Budget    | FY 2025<br>Projection | FY 2026<br>Tentative<br>Budget |
|--------------------------------------------------|------------|-----------------|--------------------------------|-------------------|-------------------|-----------------------|--------------------------------|
| <b>TOTAL GENERAL FUND</b>                        |            |                 |                                |                   |                   |                       |                                |
| <b>OUTFLOWS</b>                                  |            |                 |                                | <b>19,929,217</b> | <b>27,155,201</b> | <b>22,075,800</b>     | <b>23,870,572</b>              |
|                                                  |            |                 |                                |                   |                   |                       | 0                              |
| <b>FL BUILDING FUND</b>                          |            |                 |                                |                   |                   |                       |                                |
| Florida Building Code F Non-Departmental Revenue |            | 101.3000.381101 | Transfer In To 101 Bldg        | -                 | 350,000           | -                     | -                              |
| Florida Building Code F Building Dept Revenue    |            | 101.3240.322000 | Building Permit Fees           | 709,581           | 800,000           | 761,748               | 950,838                        |
| Florida Building Code F Building Dept Revenue    |            | 101.3240.322001 | Dbpr Fbc Admin Fee             | 1,252             | 1,200             | 589                   | 1,676                          |
| Florida Building Code F Building Dept Revenue    |            | 101.3240.322002 | Dbpr Bcaib Admin Fee           | 1,666             | 1,500             | 789                   | 2,232                          |
| Florida Building Code F Building Dept Revenue    |            | 101.3240.329505 | Building Plan Review Fee       | 216,393           | 88,200            | 215,567               | 289,966                        |
| Florida Building Code F Building Dept Revenue    |            | 101.3240.329506 | Contractor Registration        | 2,798             | 2,900             | 3,098                 | 3,449                          |
| Florida Building Code F Building Dept Revenue    |            | 101.3240.341301 | Clear Title Search (Open Perr  | 24,500            | 27,400            | 28,385                | 32,830                         |
| Florida Building Code F Building Dept Revenue    |            | 101.3240.354002 | Construction Board Fines       | -                 | 100               | -                     | -                              |
| Florida Building Code F Building Dept Revenue    |            | 101.3240.354003 | Building Code Fines            | 38,050            | 100               | 27,778                | 100                            |
| Florida Building Code F Building Dept Revenue    |            | 101.3240.361100 | Bank Interest Earnings         | 9,058             | 1                 | 5,362                 | 5,000                          |
| <b>TOTAL FL BUILDING FUND</b>                    |            |                 |                                |                   |                   |                       |                                |
| <b>INFLOWS</b>                                   |            |                 |                                | <b>1,003,297</b>  | <b>1,271,401</b>  | <b>1,043,316</b>      | <b>1,286,091</b>               |
| Florida Building Code F Nondepartmental Expen    |            | 101.5000.591001 | Transfer Out To General Fund   | -                 | -                 | -                     | -                              |
| Florida Building Code F Nondepartmental Expen    |            | 101.5000.591105 | Transfer Out To 105 Tech       | 70,958            | 80,000            | 51,669                | 81,071                         |
| Florida Building Code F Nondepartmental Expen    |            | 101.5000.595000 | Addition to Fund Balance       | -                 | 36,597            | -                     | 89,883                         |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.512000 | Regular Salaries               | 625,490           | 671,488           | 518,784               | 653,778                        |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.514000 | Overtime                       | 1,782             | -                 | 235                   | 4,470                          |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.521000 | Fica Taxes                     | 8,792             | 7,689             | 7,321                 | 9,480                          |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.522000 | Retirement Contributions       | 68,760            | 79,182            | 64,297                | 83,273                         |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.523000 | Life & Health Insurance        | 158,881           | 175,881           | 131,048               | 163,498                        |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.524000 | Workers' Compensation          | 7,493             | 14,286            | 9,653                 | 8,238                          |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.527000 | Other Benefits (Ed; Relo; Etc) | -                 | -                 | -                     | -                              |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.531000 | Professional Services          | -                 | 25,000            | 2,862                 | 40,000                         |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.531003 | Land Use Attorney              | 32,015            | 25,000            | 1,439                 | 25,000                         |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.534000 | Other Contracted Services      | -                 | -                 | -                     | -                              |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.540000 | Travel And Per Diem            | 2,663             | 9,000             | 2,882                 | 9,300                          |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.541000 | Communication Services And     | -                 | -                 | -                     | -                              |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.541005 | Communications It Alloc        | 6,607             | 7,380             | 4,071                 | 6,150                          |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.542000 | Freight & Postage              | 339               | 3,000             | 12                    | 1,500                          |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.544000 | Rentals And Leases             | -                 | -                 | -                     | -                              |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.545000 | Risk Management Insurance      | 15,233            | 18,993            | 18,348                | 19,950                         |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.546000 | Repairs And Maintenance Ser    | 636               | -                 | 16                    | 500                            |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.546002 | Facility Repairs And Maintena  | 579               | 4,863             | 8                     | 1,000                          |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.546005 | It Repairs And Maintenance     | -                 | 1,500             | -                     | 1,250                          |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.547000 | Printing And Binding           | 440               | 1,200             | 496                   | 600                            |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.547005 | Printing - It Ink And Copy Cou | 2,399             | 2,200             | 376                   | 1,000                          |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.548000 | Ads And Promotional Activitie  | -                 | 600               | -                     | 600                            |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.549001 | Merchant Services              | 49,028            | 40,300            | 69,199                | 36,000                         |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.549002 | Bank Fees                      | 1                 | -                 | 1                     | 5                              |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.551000 | Office Supplies                | 2,203             | 2,500             | 917                   | 2,500                          |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.552000 | Operating Supplies             | 9,964             | 5,315             | 21,676                | 19,697                         |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.552005 | Ops Software & Workstations    | 12,997            | 20,181            | 12,304                | 17,670                         |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.554000 | Memberships, Subscriptions,    | 4,020             | 4,102             | 2,526                 | 3,680                          |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.555000 | Training, Education, Conferen  | 4,827             | 6,500             | 4,469                 | 6,000                          |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.555005 | It Training                    | -                 | 270               | -                     | -                              |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.564000 | Machinery & Equipment          | 56,750            | 28,375            | 28,375                | -                              |
| Florida Building Code F Building Dept Expenditur |            | 101.5240.564005 | It Equipment                   | -                 | -                 | -                     | -                              |
| <b>TOTAL FL BUILDING FUND</b>                    |            |                 |                                |                   |                   |                       |                                |
| <b>OUTFLOWS</b>                                  |            |                 |                                | <b>1,142,859</b>  | <b>1,271,401</b>  | <b>952,985</b>        | <b>1,286,091</b>               |
|                                                  |            |                 |                                |                   |                   |                       | 0                              |
| <b>NPEB WATER QUALITY FUND</b>                   |            |                 |                                |                   |                   |                       |                                |
| Npeb Water Quality Fu Harbor Water Quality Re    |            | 102.3000.395000 | Deduction of Fund Balance      | -                 | 116,955           | -                     | 116,905                        |
| Npeb Water Quality Fu Harbor Water Quality Re    |            | 102.3370.322900 | Npeb                           | 122,967           | 25,000            | 29,150                | 25,000                         |
| Npeb Water Quality Fu Harbor Water Quality Re    |            | 102.3370.361100 | Bank Interest Earnings         | 6,714             | 50                | 437                   | 1,000                          |
| Npeb Water Quality Fu Harbor Water Quality Re    |            | 102.3370.361102 | Money Market Interest          | 3,933             | 1,000             | 8,602                 | 4,000                          |
| <b>TOTAL NPEB FUND</b>                           |            |                 |                                |                   |                   |                       |                                |
| <b>INFLOWS</b>                                   |            |                 |                                | <b>133,614</b>    | <b>143,005</b>    | <b>38,189</b>         | <b>146,905</b>                 |
| Npeb Water Quality Fu Nondepartmental Expen      |            | 102.5000.591000 | Transfers Out                  | -                 | -                 | -                     | -                              |
| Npeb Water Quality Fu Harbor Water Quality Ex    |            | 102.5370.531000 | Professional Services          | -                 | 3,000             | 6,368                 | -                              |
| Npeb Water Quality Fu Harbor Water Quality Ex    |            | 102.5370.543000 | Utilities                      | -                 | 30,000            | 43,899                | -                              |

|                                                  |                         |                 |                              | FY 2024          |                  | FY 2025          | FY 2026          |
|--------------------------------------------------|-------------------------|-----------------|------------------------------|------------------|------------------|------------------|------------------|
| Fund                                             | Department              | Account #       | Account Description          | Actual           | FY 2025 Budget   | Projection       | Tentative Budget |
| Npeb Water Quality Fu Harbor Water Quality Ex    |                         | 102.5370.543008 | Harbor Pump Utilities        | -                | -                | -                | 36,900           |
| Npeb Water Quality Fu Harbor Water Quality Ex    |                         | 102.5370.549002 | Bank Fees                    | 1                | 5                | 1                | 5                |
| Npeb Water Quality Fu Harbor Water Quality Ex    |                         | 102.5370.565000 | Construction In Progress     | 147,438          | -                | -                | -                |
| Npeb Water Quality Fu Harbor Channel Expendit    |                         | 102.5430.546003 | Dredging                     | 20,580           | 110,000          | -                | 110,000          |
| <b>TOTAL NPEB FUND</b>                           |                         |                 |                              |                  |                  |                  |                  |
| <b>OUTFLOWS</b>                                  |                         |                 |                              | <b>168,019</b>   | <b>143,005</b>   | <b>50,268</b>    | <b>146,905</b>   |
|                                                  |                         |                 |                              |                  | -                |                  | -                |
| <b>PARKING FUND</b>                              |                         |                 |                              |                  |                  |                  |                  |
| Parking Fund                                     | Public Works Revenue    | 103.3410.344500 | Parking Fees                 | 890,869          | -                | -                | -                |
| Parking Fund                                     | Public Works Revenue    | 103.3410.344501 | Parking Passes               | 7,585            | -                | -                | -                |
| Parking Fund                                     | Public Works Revenue    | 103.3410.354004 | Parking Fines                | -                | -                | -                | -                |
| Parking Fund                                     | Public Works Revenue    | 103.3410.361100 | Bank Interest Earnings       | 12,264           | -                | 1,551            | -                |
| Parking Fund                                     | Public Works Revenue    | 103.3410.361102 | Money Market Interest        | 32,460           | -                | 63,284           | -                |
| Parking Fund                                     | Parking Revenues        | 103.3450.344500 | Parking Fees                 | -                | 750,000          | 875,227          | 700,000          |
| Parking Fund                                     | Parking Revenues        | 103.3450.344501 | Parking Passes               | -                | 7,000            | 5,535            | 6,000            |
| Parking Fund                                     | Parking Revenues        | 103.3450.361100 | Bank Interest Earnings       | -                | 200              | 3,011            | 1,000            |
| Parking Fund                                     | Parking Revenues        | 103.3450.361102 | Money Market Interest        | -                | 30,000           | -                | 37,000           |
| <b>TOTAL PARKING FUND</b>                        |                         |                 |                              |                  |                  |                  |                  |
| <b>INFLOWS</b>                                   |                         |                 |                              | <b>943,178</b>   | <b>787,200</b>   | <b>948,608</b>   | <b>744,000</b>   |
|                                                  |                         |                 |                              |                  |                  |                  |                  |
| Parking Fund                                     | Nondepartmental Expen   | 103.5000.591000 | Transfers Out                | -                | -                | -                | -                |
| Parking Fund                                     | Nondepartmental Expen   | 103.5000.595000 | Addition to Fund Balance     | -                | 645,595          | -                | 656,445          |
| Parking Fund                                     | Public Works Expenditur | 103.5410.531000 | Professional Services        | -                | -                | -                | -                |
| Parking Fund                                     | Public Works Expenditur | 103.5410.543000 | Utilities                    | 14,651           | -                | 14,820           | -                |
| Parking Fund                                     | Public Works Expenditur | 103.5410.546000 | Repairs And Maintenance Ser  | -                | -                | 3,126            | -                |
| Parking Fund                                     | Public Works Expenditur | 103.5410.549002 | Bank Fees                    | 2                | -                | 1                | -                |
| Parking Fund                                     | Public Works Expenditur | 103.5410.549003 | Parking Fine Processing      | 58,667           | -                | 44,210           | -                |
| Parking Fund                                     | Public Works Expenditur | 103.5410.552000 | Operating Supplies           | 3,726            | -                | 3,480            | -                |
| Parking Fund                                     | Public Works Expenditur | 103.5410.565000 | Construction In Progress     | 60,873           | -                | -                | -                |
| Parking Fund                                     | Public Works Expenditur | 103.5450.531000 | Professional Services        | -                | 46,874           | -                | 50,000           |
| Parking Fund                                     | Parking Expenditures    | 103.5450.543000 | Utilities                    | -                | 15,500           | -                | 16,050           |
| Parking Fund                                     | Parking Expenditures    | 103.5450.546000 | Repairs And Maintenance Ser  | -                | 3,126            | -                | 6,500            |
| Parking Fund                                     | Parking Expenditures    | 103.5450.549002 | Bank Fees                    | -                | 5                | -                | 5                |
| Parking Fund                                     | Parking Expenditures    | 103.5450.549003 | Parking Fine Processing      | -                | 75,000           | 23,848           | -                |
| Parking Fund                                     | Parking Expenditures    | 103.5450.552000 | Operating Supplies           | -                | 1,100            | -                | 15,000           |
| Parking Fund                                     | Parking Expenditures    | 103.5450.565000 | Construction In Progress     | -                | -                | -                | -                |
| <b>TOTAL PARKING FUND</b>                        |                         |                 |                              |                  |                  |                  |                  |
| <b>OUTFLOWS</b>                                  |                         |                 |                              | <b>137,919</b>   | <b>787,200</b>   | <b>89,485</b>    | <b>744,000</b>   |
|                                                  |                         |                 |                              |                  |                  |                  | -                |
| <b>PERMIT TECHNOLOGY FUND</b>                    |                         |                 |                              |                  |                  |                  |                  |
| Permit & License Techr Non-Departmental Reve     |                         | 105.3000.381105 | Transfer In To 105 Tech      | 171,778          | 166,030          | 130,733          | 178,071          |
| Permit & License Techr Protective Inspection Tec |                         | 105.3243.361100 | Bank Interest Earnings       | 9,359            | 400              | 1,773            | 300              |
| Permit & License Techr Protective Inspection Tec |                         | 105.3243.361102 | Money Market Interest        | 8,894            | 5,000            | 20,557           | 10,000           |
| <b>TECHNOLOGY FUND</b>                           |                         |                 |                              |                  |                  |                  |                  |
| <b>INFLOWS</b>                                   |                         |                 |                              | <b>190,032</b>   | <b>171,430</b>   | <b>153,064</b>   | <b>188,371</b>   |
|                                                  |                         |                 |                              |                  |                  |                  |                  |
| Permit & License Techr Nondepartmental Expen     |                         | 105.5000.595000 | Addition to Fund Balance     | -                | 30,610           | -                | 110,871          |
| Permit & License Techr Protective Inspection Tec |                         | 105.5243.531000 | Professional Services        | 34,000           | -                | -                | -                |
| Permit & License Techr Protective Inspection Tec |                         | 105.5243.534000 | Other Contracted Services    | -                | 3,500            | -                | -                |
| Permit & License Techr Protective Inspection Tec |                         | 105.5243.549002 | Bank Fees                    | 3                | -                | 2                | -                |
| Permit & License Techr Protective Inspection Tec |                         | 105.5243.552000 | Operating Supplies           | 2,340            | 137,320          | 124,749          | -                |
| Permit & License Techr Protective Inspection Tec |                         | 105.5243.552005 | Ops Software &               | -                | -                | 9,244            | 77,500           |
| Permit & License Techr Protective Inspection Tec |                         | 105.5243.564005 | It Equipment                 | -                | -                | -                | -                |
| Permit & License Techr Protective Inspection Tec |                         | 105.5243.565000 | Construction In Progress     | -                | -                | -                | -                |
| <b>TECHNOLOGY FUND</b>                           |                         |                 |                              |                  |                  |                  |                  |
| <b>OUTFLOWS</b>                                  |                         |                 |                              | <b>36,343</b>    | <b>171,430</b>   | <b>133,995</b>   | <b>188,371</b>   |
|                                                  |                         |                 |                              |                  |                  |                  | -                |
| <b>TOWN CENTER CRA FUND</b>                      |                         |                 |                              |                  |                  |                  |                  |
| Cra Town Center Fund Economic Dev Revenue        |                         | 106.3520.311004 | Tiff Revenue - City          | 616,955          | 678,487          | 678,487          | 674,157          |
| Cra Town Center Fund Economic Dev Revenue        |                         | 106.3520.311005 | Tiff Revenue - County        | 1,461,280        | 1,609,381        | 1,586,771        | 1,599,108        |
| Cra Town Center Fund Economic Dev Revenue        |                         | 106.3520.361100 | Bank Interest Earnings       | 27,148           | 45,000           | 20,634           | 5,000            |
| Cra Town Center Fund Economic Dev Revenue        |                         | 106.3520.361102 | Money Market Interest        | 64,979           | 5,000            | 80,004           | 75,000           |
| <b>TOTAL TOWN CENTER CRA</b>                     |                         |                 |                              |                  |                  |                  |                  |
| <b>FUND INFLOWS</b>                              |                         |                 |                              | <b>2,170,362</b> | <b>2,337,868</b> | <b>2,365,896</b> | <b>2,353,265</b> |
|                                                  |                         |                 |                              |                  |                  |                  |                  |
| Cra Town Center Fund Nondepartmental Expen       |                         | 106.5000.591001 | Transfer Out To General Fund | -                | -                | -                | -                |



|                                                |                         |                 |                              | FY 2024          |                   | FY 2025           | FY 2026          |
|------------------------------------------------|-------------------------|-----------------|------------------------------|------------------|-------------------|-------------------|------------------|
| Fund                                           | Department              | Account #       | Account Description          | Actual           | FY 2025 Budget    | Projection        | Tentative Budget |
| Cra Town Center Fund                           | Nondepartmental Expen   | 106.5000.591214 | Transfer Out To 214          | 731,928          | 732,159           | 732,080           | 733,000          |
| Cra Town Center Fund                           | Nondepartmental Expen   | 106.5000.591224 | Transfer Out To 224          | -                | 266,667           | 266,667           | 266,667          |
| Cra Town Center Fund                           | Nondepartmental Expen   | 106.5000.595000 | Addition to Fund Balance     | -                | 991,406           | -                 | 1,248,185        |
| Cra Town Center Fund                           | Public Works Expenditur | 106.5410.565000 | Construction In Progress     | -                | 198,520           | 198,520           | -                |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.512000 | Regular Salaries             | 15,923           | 21,827            | 16,174            | 22,505           |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.514000 | Overtime                     | 1                | -                 | 28                | -                |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.521000 | Fica Taxes                   | 225              | 250               | 243               | 326              |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.522000 | Retirement Contributions     | 1,918            | 2,664             | 1,740             | 2,791            |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.523000 | Life & Health Insurance      | 2,739            | 4,432             | 2,688             | 1,981            |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.524000 | Workers' Compensation        | 241              | 469               | 284               | 284              |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.532000 | Audit Services               | 3,050            | 9,050             | 3,150             | 9,000            |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.534000 | Other Contracted Services    | 7,765            | 10,000            | -                 | -                |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.543000 | Utilities                    | 15,636           | 17,600            | 21,650            | 23,751           |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.546000 | Repairs And Maintenance Ser  | 36,299           | 1,000             | -                 | 39,436           |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.546001 | Median Maintenance           | 4,615            | 80,724            | 60,405            | 4,838            |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.549002 | Bank Fees                    | 1                | -                 | 0                 | -                |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.552000 | Operating Supplies           | -                | -                 | -                 | -                |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.554000 | Memberships, Subscriptions,  | 88               | 1,100             | 585               | 500              |
| Cra Town Center Fund                           | Economic Development I  | 106.5520.565000 | Construction In Progress     | 175,218          | -                 | -                 | -                |
| <b>TOTAL TOWN CENTER CRA</b>                   |                         |                 |                              |                  |                   |                   |                  |
| <b>FUND OUTFLOWS</b>                           |                         |                 |                              | <b>995,645</b>   | <b>2,337,868</b>  | <b>1,304,213</b>  | <b>2,353,265</b> |
|                                                |                         |                 |                              |                  |                   |                   | 0                |
| <b>HARBOR CRA FUND</b>                         |                         |                 |                              |                  |                   |                   |                  |
| Cra Harbor District Fun Non-Departmental Reve  |                         | 107.3000.381107 | Transfer In To Harbor Cra    | -                | 9,000,000         | 9,000,000         | -                |
| Cra Harbor District Fun Non-Departmental Reve  |                         | 107.3000.395000 | Deduction of Fund Balance    | -                | -                 | -                 | 367,011          |
| Cra Harbor District Fun Economic Dev Revenue   |                         | 107.3520.311004 | Tiff Revenue - City          | 494,030          | 557,572           | 557,572           | 610,862          |
| Cra Harbor District Fun Economic Dev Revenue   |                         | 107.3520.311005 | Tiff Revenue - County        | 493,032          | 557,572           | 557,572           | 610,862          |
| Cra Harbor District Fun Economic Dev Revenue   |                         | 107.3520.361100 | Bank Interest Earnings       | 10,822           | 1,000             | 4,784             | 4,000            |
| Cra Harbor District Fun Economic Dev Revenue   |                         | 107.3520.361102 | Money Market Interest        | 17,247           | 15,000            | 27,889            | 23,000           |
| Cra Harbor District Fun Economic Dev Revenue   |                         | 107.3520.362000 | Rent Of City Property        | 29,093           | 12,700            | 11,682            | -                |
| <b>TOTAL HARBOR CRA FUND</b>                   |                         |                 |                              |                  |                   |                   |                  |
| <b>INFLOWS</b>                                 |                         |                 |                              | <b>1,044,223</b> | <b>10,143,844</b> | <b>10,159,499</b> | <b>1,615,735</b> |
| Cra Harbor District Fun Nondepartmental Expen  |                         | 107.5000.591001 | Transfer Out To General Fund | -                | -                 | -                 | -                |
| Cra Harbor District Fun Nondepartmental Expen  |                         | 107.5000.591209 | Transfer Out To 209          | -                | -                 | -                 | -                |
| Cra Harbor District Fun Nondepartmental Expen  |                         | 107.5000.591221 | Transfer Out To 221          | 482,835          | 477,641           | 477,809           | 484,385          |
| Cra Harbor District Fun Nondepartmental Expen  |                         | 107.5000.591224 | Transfer Out To 224          | -                | 1,015,916         | 1,013,133         | 1,045,889        |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.512000 | Regular Salaries             | 15,923           | 21,827            | 16,173            | 22,505           |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.514000 | Overtime                     | 1                | -                 | 28                | -                |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.521000 | Fica Taxes                   | 225              | 250               | 243               | 326              |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.522000 | Retirement Contributions     | 1,918            | 2,664             | 1,781             | 2,791            |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.523000 | Life & Health Insurance      | 2,731            | 4,432             | 2,624             | 1,981            |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.524000 | Workers' Compensation        | 241              | 469               | 284               | 284              |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.532000 | Audit Services               | 3,050            | 9,050             | 3,150             | 5,670            |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.534000 | Other Contracted Services    | 24,705           | 333               | -                 | 29,452           |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.543000 | Utilities                    | 3,822            | 4,400             | 3,707             | 3,679            |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.544000 | Rentals And Leases           | 1,915            | -                 | -                 | 1,955            |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.546000 | Repairs And Maintenance Ser  | 20,615           | 1,000             | -                 | 9,060            |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.546001 | Median Maintenance           | -                | 32,290            | 36,547            | 7,258            |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.549002 | Bank Fees                    | 1                | -                 | 1                 | -                |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.552000 | Operating Supplies           | -                | -                 | -                 | -                |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.554000 | Memberships, Subscriptions,  | 88               | 1,100             | 585               | 500              |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.561000 | Land                         | 9,028,088        | -                 | -                 | -                |
| Cra Harbor District Fun Economic Development I |                         | 107.5520.565000 | Construction In Progress     | 19,275           | -                 | -                 | -                |
| Cra Harbor District Fun Economic Development I |                         | 107.5000.595000 | Addition to Fund Balance     | -                | 8,572,472         | -                 | -                |
| <b>TOTAL HARBOR CRA FUND</b>                   |                         |                 |                              |                  |                   |                   |                  |
| <b>OUTFLOWS</b>                                |                         |                 |                              | <b>9,605,431</b> | <b>10,143,844</b> | <b>1,556,064</b>  | <b>1,615,735</b> |
|                                                |                         |                 |                              |                  |                   |                   | 0                |
| <b>FDEP WATER QUALITY FUND</b>                 |                         |                 |                              |                  |                   |                   |                  |
| Fdep Water Quality Fui Non-Departmental Reve   |                         | 108.3000.395000 | Deduction of Fund Balance    | -                | 24,850            | -                 | 23,850           |
| Fdep Water Quality Fui Harbor Water Quality Re |                         | 108.3370.361100 | Bank Interest Earnings       | 2,143            | 50                | 62                | 25               |
| Fdep Water Quality Fui Harbor Water Quality Re |                         | 108.3370.361102 | Money Market Interest        | 1,702            | 100               | 3,297             | 2,000            |
| <b>TOTAL FDEP WATER FUND</b>                   |                         |                 |                              |                  |                   |                   |                  |
| <b>INFLOWS</b>                                 |                         |                 |                              | <b>3,844</b>     | <b>25,000</b>     | <b>3,359</b>      | <b>25,875</b>    |
| Fdep Water Quality Fui Harbor Water Quality Ex |                         | 108.5370.544000 | Rentals And Leases           | 11,996           | 20,000            | 11,996            | 20,700           |
| Fdep Water Quality Fui Harbor Water Quality Ex |                         | 108.5370.546000 | Repairs And Maintenance Ser  | -                | 5,000             | -                 | 5,175            |

| Fund                                           | Department | Account #       | Account Description          | FY 2024<br>Actual | FY 2025 Budget   | FY 2025<br>Projection | FY 2026<br>Tentative<br>Budget |
|------------------------------------------------|------------|-----------------|------------------------------|-------------------|------------------|-----------------------|--------------------------------|
| Fdep Water Quality Fui Harbor Water Quality Ex |            | 108.5370.549002 | Bank Fees                    | 0                 | -                | -                     | -                              |
| Fdep Water Quality Fui Harbor Water Quality Ex |            | 108.5370.565000 | Construction In Progress     | -                 | -                | -                     | -                              |
| <b>TOTAL FDEP WATER FUND</b>                   |            |                 |                              |                   |                  |                       |                                |
| <b>OUTFLOWS</b>                                |            |                 |                              | <b>11,996</b>     | <b>25,000</b>    | <b>11,996</b>         | <b>25,875</b>                  |
|                                                |            |                 |                              |                   |                  |                       |                                |
| <b>OKALOOSA HALF-PENNY INFRASTRUCTURE FUND</b> |            |                 |                              |                   |                  |                       |                                |
| Okaloosa Half-Penny Fi Non-Departmental Reve   |            | 109.3000.338002 | County 1/2 Penny Infrastruct | 1,737,174         | 1,671,485        | 1,765,563             | 1,719,730                      |
| Okaloosa Half-Penny Fi Non-Departmental Reve   |            | 109.3000.361100 | Bank Interest Earnings       | 94,073            | 15,000           | 9,999                 | 5,000                          |
| Okaloosa Half-Penny Fi Non-Departmental Reve   |            | 109.3000.361102 | Money Market Interest        | 128,523           | 30,000           | 236,830               | 125,000                        |
| Okaloosa Half-Penny Fi Non-Departmental Reve   |            | 109.3000.381109 | Transfer In To 109 Oka Half  | -                 | 229,151          | 229,151               | -                              |
| Okaloosa Half-Penny Fi Non-Departmental Reve   |            | 109.3000.395000 | Deduction of Fund Balance    | -                 | 2,530,027        | -                     | 904,247                        |
| <b>HALF-PENNY FUND</b>                         |            |                 |                              |                   |                  |                       |                                |
| <b>INFLOWS</b>                                 |            |                 |                              | <b>1,959,770</b>  | <b>4,475,663</b> | <b>2,241,543</b>      | <b>2,753,977</b>               |
|                                                |            |                 |                              |                   |                  |                       |                                |
| Okaloosa Half-Penny Fi Nondepartmental Expen   |            | 109.5000.591000 | Transfers Out                | -                 | -                | -                     | 1,500,000                      |
| Okaloosa Half-Penny Fi Nondepartmental Expen   |            | 109.5000.591221 | Transfer Out To 221          | 353,648           | 353,866          | 342,986               | 353,977                        |
| Okaloosa Half-Penny Fi Finance Expenditures    |            | 109.5130.549002 | Bank Fees                    | 3                 | 5                | 1                     | -                              |
| Okaloosa Half-Penny Fi Stormwater Managemer    |            | 109.5380.564000 | Machinery & Equipment        | -                 | -                | -                     | -                              |
| Okaloosa Half-Penny Fi Stormwater Managemer    |            | 109.5380.565000 | Construction In Progress     | 26,925            | 1,239,575        | 39,575                | 800,000                        |
| Okaloosa Half-Penny Fi Undergrounding Expendi  |            | 109.5392.565000 | Construction In Progress     | 229,151           | 1,217,717        | 1,140,449             | -                              |
| Okaloosa Half-Penny Fi Public Works Expenditur |            | 109.5410.565000 | Construction In Progress     | 4,888             | 1,664,500        | 1,539,660             | 100,000                        |
| Okaloosa Half-Penny Fi Park Expenditures       |            | 109.5726.561000 | Land                         | -                 | -                | -                     | -                              |
| Okaloosa Half-Penny Fi Park Expenditures       |            | 109.5726.565000 | Construction In Progress     | -                 | -                | -                     | -                              |
| <b>HALF-PENNY FUND</b>                         |            |                 |                              |                   |                  |                       |                                |
| <b>OUTFLOWS</b>                                |            |                 |                              | <b>614,614</b>    | <b>4,475,663</b> | <b>3,062,671</b>      | <b>2,753,977</b>               |
|                                                |            |                 |                              |                   |                  |                       |                                |
| <b>2013 LOAN DEBT SERVICE FUND</b>             |            |                 |                              |                   |                  |                       |                                |
| 2013 Revenue Refundii Non-Departmental Reve    |            | 213.3000.381213 | Transfer In To 213           | 553,426           | 552,549          | 552,698               | 552,000                        |
| 2013 Revenue Refundii Debt Revenue             |            | 213.3170.361100 | Bank Interest Earnings       | 8,561             | 200              | 7,689                 | 5,000                          |
| <b>TOTAL 2013 DEBT SVC FUND</b>                |            |                 |                              |                   |                  |                       |                                |
| <b>INFLOWS</b>                                 |            |                 |                              | <b>561,986</b>    | <b>552,749</b>   | <b>560,387</b>        | <b>557,000</b>                 |
|                                                |            |                 |                              |                   |                  |                       |                                |
| 2013 Revenue Refundii Nondepartmental Expen    |            | 213.5000.595000 | Transfers Out                | -                 | 45               | -                     | 5,145                          |
| 2013 Revenue Refundii Debt Service Expenditur  |            | 213.5170.549002 | Bank Fees                    | 2                 | 5                | 2                     | 5                              |
| 2013 Revenue Refundii Debt Service Expenditur  |            | 213.5170.571000 | Principal                    | 436,296           | 448,687          | 448,687               | 461,450                        |
| 2013 Revenue Refundii Debt Service Expenditur  |            | 213.5170.572000 | Interest Expense             | 117,275           | 104,012          | 104,012               | 90,400                         |
| <b>TOTAL 2013 DEBT SVC FUND</b>                |            |                 |                              |                   |                  |                       |                                |
| <b>OUTFLOWS</b>                                |            |                 |                              | <b>553,573</b>    | <b>552,749</b>   | <b>552,701</b>        | <b>557,000</b>                 |
|                                                |            |                 |                              |                   |                  |                       |                                |
| <b>2014 LOAN DEBT SERVICE FUND</b>             |            |                 |                              |                   |                  |                       |                                |
| 2014 Revenue Refundii Non-Departmental Reve    |            | 214.3000.381214 | Transfer In To 214           | 731,928           | 732,159          | 732,080               | 733,000                        |
| 2014 Revenue Refundii Debt Revenue             |            | 214.3170.361100 | Bank Interest Earnings       | 10,577            | 200              | 5,956                 | 5,000                          |
| <b>TOTAL 2014 DEBT SVC FUND</b>                |            |                 |                              |                   |                  |                       |                                |
| <b>INFLOWS</b>                                 |            |                 |                              | <b>742,504</b>    | <b>732,359</b>   | <b>738,036</b>        | <b>738,000</b>                 |
|                                                |            |                 |                              |                   |                  |                       |                                |
| 2014 Revenue Refundii Nondepartmental Expen    |            | 214.5000.595000 | Addition to Fund Balance     | -                 | 274              | -                     | 3,720                          |
| 2014 Revenue Refundii Debt Service Expenditur  |            | 214.5170.549002 | Bank Fees                    | 3                 | 5                | 3                     | 5                              |
| 2014 Revenue Refundii Debt Service Expenditur  |            | 214.5170.571000 | Principal                    | 457,081           | 472,896          | 472,896               | 489,275                        |
| 2014 Revenue Refundii Debt Service Expenditur  |            | 214.5170.572000 | Interest Expense             | 274,771           | 259,184          | 259,184               | 245,000                        |
| <b>TOTAL 2014 DEBT SVC FUND</b>                |            |                 |                              |                   |                  |                       |                                |
| <b>OUTFLOWS</b>                                |            |                 |                              | <b>731,854</b>    | <b>732,359</b>   | <b>732,083</b>        | <b>738,000</b>                 |
|                                                |            |                 |                              |                   |                  |                       |                                |
| <b>2021 LOAN DEBT SERVICE FUND</b>             |            |                 |                              |                   |                  |                       |                                |
| 2021 Revenue Refundii Non-Departmental Reve    |            | 221.3000.381221 | Transfer In To 221           | 1,306,514         | 1,296,482        | 1,285,934             | 1,305,260                      |
| 2021 Revenue Refundii Debt Revenue             |            | 221.3170.361100 | Bank Interest Earnings       | 1,435             | 750              | 605                   | 500                            |
| <b>TOTAL 2021 DEBT SVC FUND</b>                |            |                 |                              |                   |                  |                       |                                |
| <b>INFLOWS</b>                                 |            |                 |                              | <b>1,307,949</b>  | <b>1,297,232</b> | <b>1,286,539</b>      | <b>1,305,760</b>               |
|                                                |            |                 |                              |                   |                  |                       |                                |
| 2021 Revenue Refundii Nondepartmental Expen    |            | 221.5000.591000 | Transfers Out                | -                 | -                | -                     | -                              |
| 2021 Revenue Refundii Nondepartmental Expen    |            | 221.5000.595000 | Addition to Fund Balance     | -                 | 650              | -                     | 495                            |
| 2021 Revenue Refundii Debt Service Expenditur  |            | 221.5170.549002 | Bank Fees                    | 74                | 100              | 7                     | 5                              |
| 2021 Revenue Refundii Debt Service Expenditur  |            | 221.5170.571000 | Principal                    | 1,232,000         | 1,236,000        | 1,225,000             | 1,259,000                      |
| 2021 Revenue Refundii Debt Service Expenditur  |            | 221.5170.572000 | Interest Expense             | 74,514            | 60,482           | 60,934                | 46,260                         |
| 2021 Revenue Refundii Debt Service Expenditur  |            | 221.5170.573000 | Cost Of Issuance             | -                 | -                | -                     | -                              |

| Fund                                                     | Department      | Account #       | Account Description         | FY 2024<br>Actual | FY 2025 Budget   | FY 2025<br>Projection | FY 2026<br>Tentative<br>Budget |
|----------------------------------------------------------|-----------------|-----------------|-----------------------------|-------------------|------------------|-----------------------|--------------------------------|
| <b>TOTAL 2021 DEBT SVC FUND</b>                          |                 |                 |                             |                   |                  |                       |                                |
| <b>OUTFLOWS</b>                                          |                 |                 |                             | <b>1,306,589</b>  | <b>1,297,232</b> | <b>1,285,941</b>      | <b>1,305,760</b>               |
|                                                          |                 |                 |                             |                   |                  |                       |                                |
| <b>2023 LOAN DEBT SERVICE FUND</b>                       |                 |                 |                             |                   |                  |                       |                                |
| 2023 Tdc Advance Func Non-Departmental Revenue           | 223.3000.381223 | 223.3000.381223 | Transfer In To 223          | -                 | -                | -                     | -                              |
| 2023 Tdc Advance Func Debt Revenue                       | 223.3170.384000 | 223.3170.384000 | Proceeds From Debt          | -                 | -                | -                     | -                              |
| 2023 Tdc Advance Func Parks Revenue                      | 223.3726.337712 | 223.3726.337712 | Tdc 12.5%                   | 750,000           | 750,000          | -                     | 750,000                        |
| <b>TOTAL 2023 DEBT SVC FUND</b>                          |                 |                 |                             |                   |                  |                       |                                |
| <b>INFLOWS</b>                                           |                 |                 |                             | <b>750,000</b>    | <b>750,000</b>   | <b>-</b>              | <b>750,000</b>                 |
|                                                          |                 |                 |                             |                   |                  |                       |                                |
| 2023 Tdc Advance Func Nondepartmental Expenditures       | 223.5000.591000 | 223.5000.591000 | Transfers Out               | -                 | -                | -                     | -                              |
| 2023 Tdc Advance Func Debt Service Expenditures          | 223.5170.571000 | 223.5170.571000 | Principal                   | 750,000           | 750,000          | -                     | 750,000                        |
| 2023 Tdc Advance Func Park Expenditures                  | 223.5726.561000 | 223.5726.561000 | Land                        | -                 | -                | -                     | -                              |
| <b>TOTAL 2023 DEBT SVC FUND</b>                          |                 |                 |                             |                   |                  |                       |                                |
| <b>OUTFLOWS</b>                                          |                 |                 |                             | <b>750,000</b>    | <b>750,000</b>   | <b>-</b>              | <b>750,000</b>                 |
|                                                          |                 |                 |                             |                   |                  |                       |                                |
| <b>2024 LOAN DEBT SERVICE FUND</b>                       |                 |                 |                             |                   |                  |                       |                                |
| 2024 Capital Project Nc Non-Departmental Revenue         | 224.3000.381224 | 224.3000.381224 | Transfer In To 224          | -                 | 2,081,249        | 2,073,518             | 2,164,507                      |
| 2024 Capital Project Nc Debt Revenue                     | 224.3170.361100 | 224.3170.361100 | Bank Interest Earnings      | -                 | 50               | 8,675                 | 2,000                          |
| 2024 Capital Project Nc Debt Revenue                     | 224.3170.384000 | 224.3170.384000 | Proceeds From Debt          | -                 | -                | -                     | -                              |
| <b>TOTAL 2024 DEBT SVC FUND</b>                          |                 |                 |                             |                   |                  |                       |                                |
| <b>INFLOWS</b>                                           |                 |                 |                             | <b>-</b>          | <b>2,081,299</b> | <b>2,082,193</b>      | <b>2,166,507</b>               |
|                                                          |                 |                 |                             |                   |                  |                       |                                |
| 2024 Capital Project Nc Nondepartmental Expenditures     | 224.5000.591000 | 224.5000.591000 | Transfers Out               | -                 | -                | -                     | -                              |
| 2024 Capital Project Nc Nondepartmental Expenditures     | 224.5000.595000 | 224.5000.595000 | Addition to Fund Balance    | -                 | 50               | -                     | 1,983                          |
| 2024 Capital Project Nc Debt Service Expenditures        | 224.5170.549002 | 224.5170.549002 | Bank Fees                   | -                 | -                | 7                     | 20                             |
| 2024 Capital Project Nc Debt Service Expenditures        | 224.5170.571000 | 224.5170.571000 | Principal                   | -                 | 1,172,000        | 1,172,000             | 1,347,000                      |
| 2024 Capital Project Nc Debt Service Expenditures        | 224.5170.572000 | 224.5170.572000 | Interest Expense            | -                 | 772,804          | 772,804               | 817,504                        |
| 2024 Capital Project Nc Debt Service Expenditures        | 224.5170.573000 | 224.5170.573000 | Cost Of Issuance            | -                 | 136,445          | 128,715               | -                              |
| <b>TOTAL 2024 DEBT SVC FUND</b>                          |                 |                 |                             |                   |                  |                       |                                |
| <b>OUTFLOWS</b>                                          |                 |                 |                             | <b>-</b>          | <b>2,081,299</b> | <b>2,073,525</b>      | <b>2,166,507</b>               |
|                                                          |                 |                 |                             |                   |                  |                       |                                |
| <b>RENEWAL AND REPLACEMENT FUND</b>                      |                 |                 |                             |                   |                  |                       |                                |
| Renewal & Replacement Non-Departmental Revenue           | 301.3000.369900 | 301.3000.369900 | Other Miscellaneous Revenue | -                 | -                | -                     | -                              |
| Renewal & Replacement Non-Departmental Revenue           | 301.3000.381301 | 301.3000.381301 | Transfer In To 301 Rr       | 3,400,000         | 3,600,000        | 3,600,000             | 4,000,000                      |
| Renewal & Replacement Non-Departmental Revenue           | 301.3000.395000 | 301.3000.395000 | Deduction of Fund Balance   | -                 | 1,253,091        | -                     | 1,513,396                      |
| Renewal & Replacement Facility Maintenance Revenue       | 301.3132.361100 | 301.3132.361100 | Bank Interest Earnings      | 56,309            | 1,150            | 44,233                | 1,500                          |
| Renewal & Replacement Facility Maintenance Revenue       | 301.3132.361102 | 301.3132.361102 | Money Market Interest       | 39,135            | 15,000           | 82,881                | 30,000                         |
| Renewal & Replacement Facility Maintenance Revenue       | 301.3132.366000 | 301.3132.366000 | Other Contributions         | 81,000            | -                | -                     | -                              |
| Renewal & Replacement Gas Tax#1 Revenue                  | 301.3413.312410 | 301.3413.312410 | Gas Tax#1                   | 531,379           | 536,474          | 528,627               | 530,000                        |
| <b>REPLACEMENT FUND</b>                                  |                 |                 |                             |                   |                  |                       |                                |
| <b>INFLOWS</b>                                           |                 |                 |                             | <b>4,107,823</b>  | <b>5,405,715</b> | <b>4,255,742</b>      | <b>6,074,896</b>               |
|                                                          |                 |                 |                             |                   |                  |                       |                                |
| Renewal & Replacement Nondepartmental Expenditures       | 301.5000.591000 | 301.5000.591000 | Transfers Out               | -                 | -                | -                     | -                              |
| Renewal & Replacement Finance Expenditures               | 301.5130.549002 | 301.5130.549002 | Bank Fees                   | 0                 | 5                | 0                     | 5                              |
| Renewal & Replacement Facility Maintenance Expenditures  | 301.5132.562000 | 301.5132.562000 | Buildings & Fixtures        | -                 | -                | -                     | -                              |
| Renewal & Replacement Facility Maintenance Expenditures  | 301.5132.565000 | 301.5132.565000 | Construction In Progress    | 9,265             | -                | -                     | 16,000                         |
| Renewal & Replacement Law Enforcement Expenditures       | 301.5210.565000 | 301.5210.565000 | Construction In Progress    | -                 | -                | -                     | -                              |
| Renewal & Replacement Building Dept Expenditures         | 301.5240.565000 | 301.5240.565000 | Construction In Progress    | -                 | -                | -                     | -                              |
| Renewal & Replacement Code Enforcement Expenditures      | 301.5241.564000 | 301.5241.564000 | Machinery & Equipment       | -                 | -                | -                     | -                              |
| Renewal & Replacement Code Enforcement Expenditures      | 301.5241.565000 | 301.5241.565000 | Construction In Progress    | 9,265             | -                | -                     | -                              |
| Renewal & Replacement Stormwater Management Expenditures | 301.5380.564000 | 301.5380.564000 | Machinery & Equipment       | -                 | -                | -                     | -                              |
| Renewal & Replacement Stormwater Management Expenditures | 301.5380.565000 | 301.5380.565000 | Construction In Progress    | 19,200            | 20,495           | 20,495                | -                              |
| Renewal & Replacement Public Works Expenditures          | 301.5410.564000 | 301.5410.564000 | Machinery & Equipment       | 302,988           | 204,971          | 215,217               | -                              |
| Renewal & Replacement Public Works Expenditures          | 301.5410.565000 | 301.5410.565000 | Construction In Progress    | 2,547,505         | 1,671,809        | 1,559,802             | 5,015,420                      |
| Renewal & Replacement Engineering Expenditures           | 301.5412.564000 | 301.5412.564000 | Machinery & Equipment       | -                 | -                | -                     | -                              |
| Renewal & Replacement Gas Tax#1 Expenditures             | 301.5413.549002 | 301.5413.549002 | Bank Fees                   | 2                 | 5                | 1                     | 5                              |
| Renewal & Replacement Gas Tax#1 Expenditures             | 301.5413.565000 | 301.5413.565000 | Construction In Progress    | 426,677           | 599,358          | 563,855               | -                              |
| Renewal & Replacement Library Expenditures               | 301.5710.565000 | 301.5710.565000 | Construction In Progress    | 90,227            | 32,039           | 7,039                 | 140,316                        |
| Renewal & Replacement Community Center Expenditures      | 301.5721.565000 | 301.5721.565000 | Construction In Progress    | 42,685            | -                | -                     | 700,000                        |
| Renewal & Replacement Morgan Sports Complex Expenditures | 301.5722.565000 | 301.5722.565000 | Construction In Progress    | 348,370           | -                | 558,798               | 203,150                        |
| Renewal & Replacement Park Expenditures                  | 301.5726.564000 | 301.5726.564000 | Machinery & Equipment       | -                 | -                | -                     | -                              |
| Renewal & Replacement Park Expenditures                  | 301.5726.565000 | 301.5726.565000 | Construction In Progress    | 114,716           | 2,877,031        | 978,875               | -                              |
| <b>REPLACEMENT FUND</b>                                  |                 |                 |                             |                   |                  |                       |                                |
| <b>OUTFLOWS</b>                                          |                 |                 |                             | <b>3,910,900</b>  | <b>5,405,715</b> | <b>3,904,083</b>      | <b>6,074,896</b>               |
|                                                          |                 |                 |                             |                   |                  |                       |                                |

| Fund                                                | Department              | Account #       | Account Description            | FY 2024 Actual | FY 2025 Budget    | FY 2025 Projection | FY 2026 Tentative Budget |
|-----------------------------------------------------|-------------------------|-----------------|--------------------------------|----------------|-------------------|--------------------|--------------------------|
| <b>CAPITAL GRANT FUND</b>                           |                         |                 |                                |                |                   |                    |                          |
| Capital Grant Fund                                  | Stormwater Mgmt Rever   | 305.3380.331391 | Fed - Physical Envir Cip Grant | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Stormwater Mgmt Rever   | 305.3380.331392 | Fed - Nfwf Stormwater Cip Gr   | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Stormwater Mgmt Rever   | 305.3380.331393 | Fed - American Recovery Plar   | 479,713        | 720,656           | 645,841            | -                        |
| Capital Grant Fund                                  | Stormwater Mgmt Rever   | 305.3380.334361 | State - Fdem Stormwater Equ    | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Stormwater Mgmt Rever   | 305.3380.334362 | State - Fdep Mattie and 4Pror  | -              | 1,000,001         | -                  | 2,000,000                |
| Capital Grant Fund                                  | Public Works Revenue    | 305.3410.334491 | State - Fdot Crosstown Row A   | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Public Works Revenue    | 305.3410.334493 | State - Fdot Multi-Use Trail   | 146,575        | 208,520           | 8,520              | -                        |
| Capital Grant Fund                                  | Public Works Revenue    | 305.3410.337402 | Bocc-Crosstown                 | -              | 3,300,000         | -                  | 3,300,000                |
| Capital Grant Fund                                  | Public Works Revenue    | 305.3410.366004 | Private Donation               | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Harbor Channel Revenue  | 305.3430.334494 | State-Fdep-Dredging Op Gran    | -              | 100,000           | -                  | 100,000                  |
| Capital Grant Fund                                  | Harbor Channel Revenue  | 305.3430.337401 | Bocc-Dredging                  | -              | 400,000           | -                  | 400,000                  |
| Capital Grant Fund                                  | Library Revenue         | 305.3710.331715 | Fed - Imls Cares Library Grant | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Morgan Sports Complex   | 305.3722.361100 | Bank Interest Earnings         | 859            | 200               | 300                | -                        |
| Capital Grant Fund                                  | Parks Revenue           | 305.3726.331701 | Fed - Restore Park Cip Grant   | -              | 729,918           | -                  | -                        |
| Capital Grant Fund                                  | Parks Revenue           | 305.3726.334701 | State-Fdep-Pickleball Court C  | -              | 50,000            | -                  | 50,000                   |
| Capital Grant Fund                                  | Parks Revenue           | 305.3726.334702 | State-Fdep-Leonard Destin Pa   | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Parks Revenue           | 305.3726.337703 | Bocc-Crystal & Tarpon Beach    | 31,435         | 2,630,459         | -                  | 2,685,965                |
| Capital Grant Fund                                  | Parks Revenue           | 305.3726.337712 | Tdc 12.5%                      | 29,877         | 1,637,808         | -                  | 1,937,808                |
| Capital Grant Fund                                  | Parks Revenue           | 305.3726.366004 | Private Donation               | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Lease Revenue           | 305.3171.383100 | Lease Inception Proceeds       | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Non-Departmental Revei  | 305.3000.381305 | Transfer In To 305 Grants      | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Non-Departmental Revei  | 305.3000.395000 | Deduction of Fund Balance      | -              | 19,116            | -                  | -                        |
| <b>TOTAL CAPITAL GRANT FUND INFLOWS</b>             |                         |                 |                                | <b>688,458</b> | <b>10,796,678</b> | <b>654,661</b>     | <b>10,473,773</b>        |
| Capital Grant Fund                                  | Nondepartmental Expen   | 305.5000.591000 | Transfers Out                  | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Lease Expenditures      | 305.5171.568000 | Lease                          | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Lease Expenditures      | 305.5171.571000 | Principal                      | 96,889         | -                 | -                  | -                        |
| Capital Grant Fund                                  | Lease Expenditures      | 305.5171.572000 | Interest Expense               | 3,491          | -                 | -                  | -                        |
| Capital Grant Fund                                  | Stormwater Managemer    | 305.5380.552000 | Operating Supplies             | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Stormwater Managemer    | 305.5380.552005 | Ops Software & Workstations    | 27,500         | -                 | -                  | -                        |
| Capital Grant Fund                                  | Stormwater Managemer    | 305.5380.564000 | Machinery & Equipment          | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Stormwater Managemer    | 305.5380.565000 | Construction In Progress       | 351,833        | 1,716,607         | 712,237            | 2,000,000                |
| Capital Grant Fund                                  | Public Works Expenditur | 305.5410.561000 | Land                           | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Public Works Expenditur | 305.5410.565000 | Construction In Progress       | 146,575        | 3,508,520         | 27,369             | 3,300,000                |
| Capital Grant Fund                                  | Harbor Channel Expendit | 305.5430.546003 | Dredging                       | -              | 500,000           | -                  | 500,000                  |
| Capital Grant Fund                                  | Economic Development I  | 305.5520.563000 | Infrastructure                 | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Library Expenditures    | 305.5710.564005 | It Equipment                   | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Morgan Sports Complex   | 305.5722.565000 | Construction In Progress       | 2,634          | 23,366            | 4,551              | -                        |
| Capital Grant Fund                                  | Park Expenditures       | 305.5726.561000 | Land                           | -              | -                 | -                  | -                        |
| Capital Grant Fund                                  | Park Expenditures       | 305.5726.565000 | Construction In Progress       | 61,312         | 5,048,185         | 1,067,365          | 4,673,773                |
| <b>TOTAL CAPITAL GRANT FUND OUTFLOWS</b>            |                         |                 |                                | <b>690,234</b> | <b>10,796,678</b> | <b>1,811,522</b>   | <b>10,473,773</b>        |
|                                                     |                         |                 |                                |                |                   |                    | (0)                      |
| <b>GAS TAX#2 TRANSPORTATION INFRASTRUCTURE FUND</b> |                         |                 |                                |                |                   |                    |                          |
| Gas Tax#2 Fund                                      | Non-Departmental Revei  | 306.3000.381306 | Transfer In To 306 Gastax#2    | -              | -                 | -                  | -                        |
| Gas Tax#2 Fund                                      | Non-Departmental Revei  | 306.3000.395000 | Deduction of Fund Balance      | -              | 730,527           | -                  | 695,735                  |
| Gas Tax#2 Fund                                      | Gas Tax#2 Revenue       | 306.3414.312430 | Gas Tax#2                      | 234,112        | 241,729           | 224,007            | 240,000                  |
| Gas Tax#2 Fund                                      | Gas Tax#2 Revenue       | 306.3414.361100 | Bank Interest Earnings         | 19,533         | 5,000             | 3,600              | 1,000                    |
| Gas Tax#2 Fund                                      | Gas Tax#2 Revenue       | 306.3414.361102 | Money Market Interest          | 15,031         | 100               | 29,404             | 5,000                    |
| <b>TOTAL GAS TAX#2 FUND INFLOWS</b>                 |                         |                 |                                | <b>268,677</b> | <b>977,356</b>    | <b>257,011</b>     | <b>941,735</b>           |
| Gas Tax#2 Fund                                      | Nondepartmental Expen   | 306.5000.591000 | Transfers Out                  | -              | -                 | -                  | -                        |
| Gas Tax#2 Fund                                      | Nondepartmental Expen   | 306.5000.591224 | Transfer Out To 224            | -              | 260,000           | 260,000            | 241,730                  |
| Gas Tax#2 Fund                                      | Public Works Expenditur | 306.5410.531000 | Professional Services          | -              | -                 | -                  | -                        |
| Gas Tax#2 Fund                                      | Gas Tax#2 Expenditures  | 306.5410.549002 | Bank Fees                      | -              | -                 | -                  | 5                        |
| Gas Tax#2 Fund                                      | Public Works Expenditur | 306.5410.565000 | Construction In Progress       | -              | 717,351           | 25,144             | 700,000                  |
| Gas Tax#2 Fund                                      | Gas Tax#2 Expenditures  | 306.5414.531000 | Professional Services          | 4,157          | -                 | -                  | -                        |
| Gas Tax#2 Fund                                      | Gas Tax#2 Expenditures  | 306.5414.549002 | Bank Fees                      | 2              | 5                 | 1                  | -                        |
| Gas Tax#2 Fund                                      | Gas Tax#2 Expenditures  | 306.5414.565000 | Construction In Progress       | 261,034        | -                 | -                  | -                        |
| <b>TOTAL GAS TAX#2 FUND OUTFLOWS</b>                |                         |                 |                                | <b>265,192</b> | <b>977,356</b>    | <b>285,145</b>     | <b>941,735</b>           |
|                                                     |                         |                 |                                |                |                   |                    | -                        |
| <b>ELECTRIC FRANCHISE FOR UNDERGROUNDING FUND</b>   |                         |                 |                                |                |                   |                    |                          |

| Fund                                                                     | Department | Account #       | Account Description            | FY 2024<br>Actual | FY 2025 Budget   | FY 2025<br>Projection | FY 2026<br>Tentative<br>Budget |
|--------------------------------------------------------------------------|------------|-----------------|--------------------------------|-------------------|------------------|-----------------------|--------------------------------|
| Electric Franchise For L Non-Departmental Revenue                        |            | 307.3000.381307 | Transfer In To 307 Electric    | -                 | 765,054          | 765,054               | -                              |
| Electric Franchise For L Undergrounding Revenue                          |            | 307.3392.323101 | Electric Franchise Fee (2% Re  | 907,658           | 934,575          | 726,937               | 930,000                        |
| Electric Franchise For L Undergrounding Revenue                          |            | 307.3392.361100 | Bank Interest Earnings         | 21,680            | 15,000           | 6,480                 | 1,500                          |
| Electric Franchise For L Undergrounding Revenue                          |            | 307.3392.361102 | Money Market Interest          | 38,276            | 10,000           | 83,686                | 50,000                         |
| <b>TOTAL ELECTRIC FRANCHISE<br/>FOR UNDERGROUNDING<br/>FUND INFLOWS</b>  |            |                 |                                | <b>967,613</b>    | <b>1,724,629</b> | <b>1,582,157</b>      | <b>981,500</b>                 |
| Electric Franchise For L Nondepartmental Expense                         |            | 307.5000.591224 | Transfer Out To 224            | -                 | 361,276          | 361,276               | 462,339                        |
| Electric Franchise For L Nondepartmental Expense                         |            | 307.5000.595000 | Addition to Fund Balance       | -                 | 397,847          | -                     | 369,149                        |
| Electric Franchise For L Undergrounding Expendi                          |            | 307.5392.549002 | Bank Fees                      | 12                | 5                | 1                     | 12                             |
| Electric Franchise For L Undergrounding Expendi                          |            | 307.5392.565000 | Construction In Progress       | 765,054           | 965,500          | 965,500               | 150,000                        |
| <b>TOTAL ELECTRIC FRANCHISE<br/>FOR UNDERGROUNDING<br/>FUND OUTFLOWS</b> |            |                 |                                | <b>765,065</b>    | <b>1,724,629</b> | <b>1,326,777</b>      | <b>981,500</b>                 |
| <b>PUBLIC SAFETY IMPACT FEE FUND</b>                                     |            |                 |                                |                   |                  |                       |                                |
| Police Impact Fee Fund Non-Departmental Revenue                          |            | 310.3000.381310 | Transfer In To 310 Police Imp  | -                 | -                | -                     | -                              |
| Police Impact Fee Fund Police Impact Fees                                |            | 310.3242.324110 | Public Safety Impact Resident  | 1,332             | 500              | 1,232                 | 1,967                          |
| Police Impact Fee Fund Police Impact Fees                                |            | 310.3242.324120 | Public Safety Impact Commer    | 460               | 100              | 299                   | 1,058                          |
| Police Impact Fee Fund Police Impact Fees                                |            | 310.3242.361100 | Bank Interest Earnings         | 301               | 25               | 176                   | -                              |
| Police Impact Fee Fund Police Impact Fees                                |            | 310.3242.361102 | Money Market Interest          | 37                | -                | 398                   | -                              |
| <b>TOTAL POLICE IMPACT<br/>FUND INFLOWS</b>                              |            |                 |                                | <b>2,129</b>      | <b>625</b>       | <b>2,105</b>          | <b>3,025</b>                   |
| Police Impact Fee Fund Nondepartmental Expense                           |            | 310.5000.595000 | Addition to Fund Balance       | -                 | 624              | -                     | 3,025                          |
| Police Impact Fee Fund Police Impact Fee Expense                         |            | 310.5241.549002 | Bank Fees                      | -                 | -                | -                     | -                              |
| Police Impact Fee Fund Police Impact Fee Expense                         |            | 310.5242.549002 | Bank Fees                      | 11                | 1                | -                     | -                              |
| Police Impact Fee Fund Police Impact Fee Expense                         |            | 310.5242.565000 | Construction In Progress       | -                 | -                | -                     | -                              |
| <b>TOTAL POLICE IMPACT<br/>FUND OUTFLOWS</b>                             |            |                 |                                | <b>11</b>         | <b>625</b>       | <b>-</b>              | <b>3,025</b>                   |
| <b>TRANSPORTATION (MOBILITY) IMPACT FEE FUND</b>                         |            |                 |                                |                   |                  |                       |                                |
| Transportation Impact Non-Departmental Revenue                           |            | 311.3000.381311 | Transfer In To 311 Road Imp    | -                 | -                | -                     | -                              |
| Transportation Impact Non-Departmental Revenue                           |            | 311.3000.395000 | Deduction of Fund Balance      | -                 | 1,538,948        | -                     | 1,312,457                      |
| Transportation Impact Transportation Impact Fee                          |            | 311.3415.324310 | Transportation Impact Reside   | 82,209            | 50,000           | 76,170                | 123,243                        |
| Transportation Impact Transportation Impact Fee                          |            | 311.3415.324320 | Transportation Impact Comm     | 49,780            | 25,000           | 29,572                | 94,800                         |
| Transportation Impact Transportation Impact Fee                          |            | 311.3415.361100 | Bank Interest Earnings         | 16,471            | 125              | 2,279                 | 500                            |
| Transportation Impact Transportation Impact Fee                          |            | 311.3415.361102 | Money Market Interest          | 47,219            | 20,000           | 55,284                | 40,000                         |
| <b>TOTAL TRANSPORTATION<br/>IMPACT FUND INFLOWS</b>                      |            |                 |                                | <b>195,679</b>    | <b>1,634,073</b> | <b>163,305</b>        | <b>1,571,000</b>               |
| Transportation Impact Public Works Expenditure                           |            | 311.5410.531000 | Professional Services          | -                 | -                | -                     | -                              |
| Transportation Impact Public Works Expenditure                           |            | 311.5410.549002 | Bank Fees                      | -                 | 5                | -                     | -                              |
| Transportation Impact Public Works Expenditure                           |            | 311.5410.565000 | Construction In Progress       | -                 | 1,634,068        | 32,047                | 1,571,000                      |
| Transportation Impact Transportation Impact Expense                      |            | 311.5415.549002 | Bank Fees                      | 1                 | -                | -                     | -                              |
| Transportation Impact Transportation Impact Expense                      |            | 311.5415.565000 | Construction In Progress       | 34,952            | -                | 18,026                | -                              |
| Transportation Impact Nondepartmental Expense                            |            | 311.5000.591000 | Transfers Out                  | -                 | -                | -                     | -                              |
| <b>TOTAL TRANSPORTATION<br/>IMPACT FUND OUTFLOWS</b>                     |            |                 |                                | <b>34,953</b>     | <b>1,634,073</b> | <b>50,073</b>         | <b>1,571,000</b>               |
| <b>LIBRARY IMPACT FEE FUND</b>                                           |            |                 |                                |                   |                  |                       |                                |
| Library Impact Fee Fun Non-Departmental Revenue                          |            | 312.3000.381312 | Transfer In To 312 Library Imp | -                 | -                | -                     | -                              |
| Library Impact Fee Fun Library Impact Fee Revenue                        |            | 312.3711.324611 | Library Impact Residential     | 9,323             | 5,000            | 8,617                 | 13,746                         |
| Library Impact Fee Fun Library Impact Fee Revenue                        |            | 312.3711.324621 | Library Impact Commercial      | -                 | -                | -                     | -                              |
| Library Impact Fee Fun Library Impact Fee Revenue                        |            | 312.3711.361100 | Bank Interest Earnings         | 4,891             | 500              | 820                   | 250                            |
| Library Impact Fee Fun Library Impact Fee Revenue                        |            | 312.3711.361102 | Money Market Interest          | 4,849             | 500              | 9,459                 | 5,000                          |
| Library Impact Fee Fun Non-Departmental Revenue                          |            | 312.3000.395000 | Deduction of Fund Balance      | -                 | 295,050          | -                     | 231,004                        |
| <b>TOTAL LIBRARY IMPACT<br/>FUND INFLOWS</b>                             |            |                 |                                | <b>19,063</b>     | <b>301,050</b>   | <b>18,896</b>         | <b>250,000</b>                 |
| Library Impact Fee Fun Library Expenditures                              |            | 312.5710.549002 | Bank Fees                      | -                 | -                | 1                     | -                              |
| Library Impact Fee Fun Library Expenditures                              |            | 312.5710.565000 | Construction In Progress       | -                 | 301,050          | 49,543                | 250,000                        |
| Library Impact Fee Fun Library Impact Fee Expense                        |            | 312.5711.549002 | Bank Fees                      | 11                | -                | -                     | -                              |



| Fund                                         | Department               | Account #       | Account Description          | FY 2024<br>Actual | FY 2025 Budget    | FY 2025<br>Projection | FY 2026<br>Tentative<br>Budget |
|----------------------------------------------|--------------------------|-----------------|------------------------------|-------------------|-------------------|-----------------------|--------------------------------|
| Library Impact Fee Fun                       | Library Impact Fee Exper | 312.5711.565000 | Construction In Progress     | -                 | -                 | -                     | -                              |
| <b>TOTAL LIBRARY IMPACT</b>                  |                          |                 |                              |                   |                   |                       |                                |
| <b>FUND OUTFLOWS</b>                         |                          |                 |                              | <b>11</b>         | <b>301,050</b>    | <b>49,544</b>         | <b>250,000</b>                 |
|                                              |                          |                 |                              |                   |                   |                       |                                |
| <b>PARK AND RECREATION IMPACT FEE FUND</b>   |                          |                 |                              |                   |                   |                       |                                |
| Park Impact Fee Fund                         | Parks Impact Fee Revenu  | 313.3729.324612 | Park Impact Residential      | 27,906            | 15,000            | 25,801                | 41,090                         |
| Park Impact Fee Fund                         | Parks Impact Fee Revenu  | 313.3729.324622 | Park Impact Commercial       | 119               | 5,000             | -                     | 15,552                         |
| Park Impact Fee Fund                         | Parks Impact Fee Revenu  | 313.3729.361100 | Bank Interest Earnings       | 9,052             | 5,000             | 1,124                 | 500                            |
| Park Impact Fee Fund                         | Parks Impact Fee Revenu  | 313.3729.361102 | Money Market Interest        | 9,038             | 500               | 16,607                | 10,000                         |
| Park Impact Fee Fund                         | Non-Departmental Revei   | 313.3000.381313 | Transfer In To 313 Park Imp  | -                 | -                 | -                     | -                              |
| Park Impact Fee Fund                         | Non-Departmental Revei   | 313.3000.395000 | Deduction of Fund Balance    | -                 | 541,003           | -                     | -                              |
| <b>TOTAL PARKS IMPACT</b>                    |                          |                 |                              |                   |                   |                       |                                |
| <b>FUND INFLOWS</b>                          |                          |                 |                              | <b>46,115</b>     | <b>566,503</b>    | <b>43,533</b>         | <b>67,142</b>                  |
|                                              |                          |                 |                              |                   |                   |                       |                                |
| Park Impact Fee Fund                         | Nondepartmental Expen    | 313.5000.595000 | Addition to Fund Balance     | -                 | -                 | -                     | 67,142                         |
| Park Impact Fee Fund                         | Morgan Sports Complex    | 313.5722.565000 | Construction In Progress     | 7,497             | 316,503           | 99,285                | -                              |
| Park Impact Fee Fund                         | Park Expenditures        | 313.5726.549002 | Bank Fees                    | -                 | -                 | 1                     | -                              |
| Park Impact Fee Fund                         | Park Expenditures        | 313.5726.563000 | Infrastructure               | -                 | -                 | -                     | -                              |
| Park Impact Fee Fund                         | Park Expenditures        | 313.5726.565000 | Construction In Progress     | -                 | 250,000           | 250,000               | -                              |
| Park Impact Fee Fund                         | Park Impact Fee Expendi  | 313.5729.549002 | Bank Fees                    | 11                | -                 | -                     | -                              |
| Park Impact Fee Fund                         | Park Impact Fee Expendi  | 313.5729.563000 | Infrastructure               | -                 | -                 | -                     | -                              |
| Park Impact Fee Fund                         | Park Impact Fee Expendi  | 313.5729.565000 | Construction In Progress     | -                 | -                 | -                     | -                              |
| <b>TOTAL PARKS IMPACT</b>                    |                          |                 |                              |                   |                   |                       |                                |
| <b>FUND OUTFLOWS</b>                         |                          |                 |                              | <b>7,509</b>      | <b>566,503</b>    | <b>349,287</b>        | <b>67,142</b>                  |
|                                              |                          |                 |                              |                   |                   |                       |                                |
| <b>CAPITAL PROJECTS USING 2024 LOAN FUND</b> |                          |                 |                              |                   |                   |                       |                                |
| 2024 Bond Capital Proj                       | Non-Departmental Revei   | 324.3000.381324 | Transfer In To 324           | -                 | -                 | 1                     | -                              |
| 2024 Bond Capital Proj                       | Non-Departmental Revei   | 324.3000.395000 | Deduction of Fund Balance    | -                 | 62,766            | -                     | 2,502,607                      |
| 2024 Bond Capital Proj                       | Debt Revenue             | 324.3170.384000 | Proceeds From Debt           | -                 | 25,000,000        | 25,000,000            | -                              |
| 2024 Bond Capital Proj                       | Undergrounding Revenue   | 324.3392.361100 | Bank Interest Earnings       | -                 | -                 | 493,639               | 25,000                         |
| <b>TOTAL 2024 BOND CAPITAL</b>               |                          |                 |                              |                   |                   |                       |                                |
| <b>PROJECT FUND INFLOWS</b>                  |                          |                 |                              | <b>-</b>          | <b>25,062,766</b> | <b>25,493,640</b>     | <b>2,527,607</b>               |
|                                              |                          |                 |                              |                   |                   |                       |                                |
| 2024 Bond Capital Proj                       | Nondepartmental Expen    | 324.5000.591000 | Transfers Out                | -                 | 87,325            | 82,377                | -                              |
| 2024 Bond Capital Proj                       | Nondepartmental Expen    | 324.5000.591107 | Transfer Out To 107 Harbor C | -                 | 9,000,000         | 9,000,000             | -                              |
| 2024 Bond Capital Proj                       | Nondepartmental Expen    | 324.5000.591109 | Transfer Out To 109 Oka Half | -                 | 229,151           | 229,151               | -                              |
| 2024 Bond Capital Proj                       | Nondepartmental Expen    | 324.5000.591307 | Transfer Out To 307 Electric | -                 | 765,054           | 765,054               | -                              |
| 2024 Bond Capital Proj                       | Undergrounding Expendi   | 324.5392.549002 | Bank Fees                    | -                 | -                 | 26                    | -                              |
| 2024 Bond Capital Proj                       | Undergrounding Expendi   | 324.5392.565000 | Construction In Progress     | -                 | 10,505,795        | 10,505,795            | -                              |
| 2024 Bond Capital Proj                       | Public Works Expenditur  | 324.5410.565000 | Construction In Progress     | -                 | 4,475,441         | 2,317,869             | 2,527,607                      |
| <b>TOTAL 2024 BOND CAPITAL</b>               |                          |                 |                              |                   |                   |                       |                                |
| <b>PROJECT FUND OUTFLOWS</b>                 |                          |                 |                              | <b>-</b>          | <b>25,062,766</b> | <b>22,900,272</b>     | <b>2,527,607</b>               |
|                                              |                          |                 |                              |                   |                   |                       |                                |
| THE END                                      | THE END                  | THE END         | THE END                      | THE END           | THE END           | THE END               | THE END                        |



## 5 YEAR CAPITAL IMPROVEMENT PLAN

## CAPITAL IMPROVEMENT PLAN - FY 2026

| Fund                                                              | 2026-Proposed       |
|-------------------------------------------------------------------|---------------------|
| <b>CIP</b>                                                        |                     |
| <b>General Fund</b>                                               |                     |
| 100023 HURRC-Hurricane Response                                   | \$100,000           |
| 100031 NORG2-Norriego Point Park Development                      | 234,000             |
| 100038 RC127-Pickleball Courts                                    | 375,000             |
| 100040 RC132-Morgan - Batting Cage                                | 98,100              |
| 100tbd Annex Office Space                                         | 76,000              |
| 100tbd John Deere Gator Public Works Irrigation, Signs, Sidewalks | 25,000              |
| 500031 Collection Development Budget                              | 65,925              |
| <b>Total General Fund</b>                                         | <b>974,025</b>      |
| <b>Okaloosa Half-Penny Fund</b>                                   |                     |
| 100058 Mattie Kelly Pier Outfall                                  | 200,000             |
| 100059 4-Prong Lake Stormwater                                    | 600,000             |
| 100063 Public Works & Safety Committee                            | 100,000             |
| <b>Total Okaloosa Half-Penny Fund</b>                             | <b>900,000</b>      |
| <b>Renewal &amp; Replacement Fund</b>                             |                     |
| 100043 General Government Renewals                                | 16,000              |
| 100046 Roadway Renewal                                            | 5,015,420           |
| 100047 Library Renewal                                            | 140,316             |
| 100049 Recreation Facility Renewals                               | 903,150             |
| <b>Total Renewal &amp; Replacement Fund</b>                       | <b>6,074,886</b>    |
| <b>Capital Grant Fund</b>                                         |                     |
| Grant 500014 4-Prong Lake Stormwater                              | 1,000,000           |
| Grant 500015 State-FDEP-Pickleball Court Construction             | 50,000              |
| Grant 500025 BOCC - Crystal Beach Park (CM001)                    | 1,488,965           |
| Grant 500026 BOCC - Tarpon Beach Park (CM002)                     | 1,197,000           |
| Grant 500028 BOCC-CrossTown Construction                          | 3,300,000           |
| Grant 500029 TDC 12.5% - Crystal Beach Park (CM001)               | 440,808             |
| Grant 500038 TDC 12.5% - Tarpon Beach Park (CM002)                | 1,197,000           |
| Grant 500tbd 4-Prong Lake Stormwater                              | 1                   |
| Grant 500tbd State-FDEP-Mattie Kelly Pier Outfall                 | 1,000,000           |
| Grant 500TBD TDC 12.5% - Pickleball Courts                        | 300,000             |
| <b>Total Capital Grant Fund</b>                                   | <b>9,973,774</b>    |
| <b>Gas Tax#2 Fund</b>                                             |                     |
| 100018 Cross Town Connector- Construction                         | 700,000             |
| <b>Total Gas Tax#2 Fund</b>                                       | <b>700,000</b>      |
| <b>Electric Franchise For Undergrounding</b>                      |                     |
| 100064 Utility Undergrounding                                     | 150,000             |
| <b>Total Electric Franchise For Undergrounding</b>                | <b>150,000</b>      |
| <b>Transportation Impact Fee Fund</b>                             |                     |
| 100018 Cross Town Connector- Construction                         | 1,571,000           |
| <b>Total Transportation Impact Fee Fund</b>                       | <b>1,571,000</b>    |
| Library Impact Fee Fund                                           | 250,000             |
| <b>2024 Bond Capital Project Fund</b>                             |                     |
| 100018 Cross Town Connector- Construction                         | 2,527,607           |
| <b>Total 2024 Bond Capital Project Fund</b>                       | <b>2,527,607</b>    |
| <b>Total</b>                                                      | <b>\$23,121,292</b> |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                                                                                                                                                        | 2026-Proposed     |                 |                 |                 |                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------|-----------------|-----------------|-----------------|
|                                                                                                                                                                                        | FY 2026<br>BUDGET | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| <b>General Fund</b>                                                                                                                                                                    |                   |                 |                 |                 |                 |
| 001.5150.565000 Construction In Progress                                                                                                                                               | \$76,000          | \$-             | \$-             | \$-             | \$-             |
| <b>001.5250.565000 Construction In Progress</b>                                                                                                                                        |                   |                 |                 |                 |                 |
| 100023 HURRC-Hurricane Response. Budget disaster response funds for initial use in case emergency declared. Usually 75% reimbursed by FEMA.                                            | 100,000           | -               | -               | -               | -               |
| <b>Total 001.5250.565000 Construction In Progress</b>                                                                                                                                  | <b>100,000</b>    | <b>-</b>        | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>001.5410.564000 Machinery &amp; Equipment</b>                                                                                                                                       |                   |                 |                 |                 |                 |
| 100tbd John Deere Gator Public Works Irrigation, Signs, Sidewalks. John Deere Gator XUV 825 for public works maintenance technicians to repair/replace irrigation, signs and sidewalks | 25,000            | -               | -               | -               | -               |
| <b>Total 001.5410.564000 Machinery &amp; Equipment</b>                                                                                                                                 | <b>25,000</b>     | <b>-</b>        | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>001.5710.566000 Library Resources</b>                                                                                                                                               |                   |                 |                 |                 |                 |
| 500031 Collection Development Budget. Adult Audiobooks                                                                                                                                 | 950               | -               | -               | -               | -               |
| 500031 Collection Development Budget. Adult Crossover (AC) eMedia                                                                                                                      | 2,000             | -               | -               | -               | -               |
| 500031 Collection Development Budget. Adult Crossover (AC) Non-Fiction                                                                                                                 | 1,000             | -               | -               | -               | -               |
| 500031 Collection Development Budget. Adult Crossover Fiction                                                                                                                          | 2,250             | -               | -               | -               | -               |
| 500031 Collection Development Budget. Adult eMedia                                                                                                                                     | 12,000            | -               | -               | -               | -               |
| 500031 Collection Development Budget. Adult Fiction                                                                                                                                    | 12,500            | -               | -               | -               | -               |
| 500031 Collection Development Budget. Adult Large-Print                                                                                                                                | 4,725             | -               | -               | -               | -               |
| 500031 Collection Development Budget. Adult Non-Fiction                                                                                                                                | 7,000             | -               | -               | -               | -               |
| 500031 Collection Development Budget. Adult Video                                                                                                                                      | 3,000             | -               | -               | -               | -               |
| 500031 Collection Development Budget. Children's Audiobooks/Read-Along Books/Video                                                                                                     | 2,000             | -               | -               | -               | -               |
| 500031 Collection Development Budget. Children's Fiction                                                                                                                               | 7,750             | -               | -               | -               | -               |
| 500031 Collection Development Budget. Children's Non-Fiction                                                                                                                           | 5,500             | -               | -               | -               | -               |
| 500031 Collection Development Budget. Parent Teacher Collection                                                                                                                        | 750               | -               | -               | -               | -               |
| 500031 Collection Development Budget. Young Adult (YA) Fiction                                                                                                                         | 1,750             | -               | -               | -               | -               |
| 500031 Collection Development Budget. Young Adult (YA) Non-Fiction                                                                                                                     | 1,000             | -               | -               | -               | -               |
| 500031 Collection Development Budget. Young Adult (YA) Video Games                                                                                                                     | 1,750             | -               | -               | -               | -               |
| <b>Total 001.5710.566000 Library Resources</b>                                                                                                                                         | <b>65,925</b>     | <b>-</b>        | <b>-</b>        | <b>-</b>        | <b>-</b>        |



## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                                                                                                                                                                                                           | 2026-Proposed     |                 |                 |                 |                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------|-----------------|-----------------|-----------------|
|                                                                                                                                                                                                                                           | FY 2026<br>BUDGET | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| <b>001.5722.565000 Construction In Progress</b>                                                                                                                                                                                           |                   |                 |                 |                 |                 |
| 100040 RC132-Morgan - Batting Cage. Engineering design, development order, and permitting is complete. Construction est: \$100k for concrete pad, \$19k for netting and lighting. Materials/design under final review before letting RFB. | 98,100            | -               | -               | -               | -               |
| <b>Total 001.5722.565000 Construction In Progress</b>                                                                                                                                                                                     | <b>98,100</b>     | <b>-</b>        | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>001.5726.565000 Construction In Progress</b>                                                                                                                                                                                           |                   |                 |                 |                 |                 |
| 100031 NORG2-Norriego Point Park Development. FDEP has asked City to fund at least 1 dune crossover. 6/3/24 council motion. Estimated completion date 08/14/2025. Anticipate close-out and billing from FDEP in October/November 2025.    | 234,000           | -               | -               | -               | -               |
| 100038 RC127-Pickleball Courts. Pickleball courts and bathrooms near City Hall Annex                                                                                                                                                      | 375,000           | -               | -               | -               | -               |
| <b>Total 001.5726.565000 Construction In Progress</b>                                                                                                                                                                                     | <b>609,000</b>    | <b>-</b>        | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>Total General Fund</b>                                                                                                                                                                                                                 | <b>\$974,025</b>  | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      |



## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                          | 2026-Proposed     |                  |                 |                 |                 |
|------------------------------------------|-------------------|------------------|-----------------|-----------------|-----------------|
|                                          | FY 2026<br>BUDGET | FY 2027<br>PLAN  | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| <b>Parking Fund</b>                      |                   |                  |                 |                 |                 |
| 103.5450.565000 Construction In Progress | \$-               | \$725,000        | \$-             | \$-             | \$-             |
| <b>Total Parking Fund</b>                | <b>\$-</b>        | <b>\$725,000</b> | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                                                                                                                          | 2026-Proposed     |                  |                 |                 |                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------------|-----------------|-----------------|-----------------|
|                                                                                                                                                          | FY 2026<br>BUDGET | FY 2027<br>PLAN  | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| <b>Okaloosa Half-Penny Fund</b>                                                                                                                          |                   |                  |                 |                 |                 |
| <b>109.5380.565000 Construction In Progress</b>                                                                                                          |                   |                  |                 |                 |                 |
| 100058 Mattie Kelly Pier Outfall. Study and remedy outfall at Mattie Kelly Naturewalk while FDEP is renovating Joe's Bayou                               | \$200,000         | \$-              | \$-             | \$-             | \$-             |
| 100059 4-Prong Lake Stormwater. State appropriation approved (\$1m). \$600k from Oka Half planned. Shortfall of \$400k needed from HOAs or other source. | 600,000           | -                | -               | -               | -               |
| <b>Total 109.5380.565000 Construction In Progress</b>                                                                                                    | <b>800,000</b>    | <b>-</b>         | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>109.5410.565000 Construction In Progress</b>                                                                                                          |                   |                  |                 |                 |                 |
| 100063 Public Works & Safety Committee. 5% allocation of Oka 1/2 Penny. Consider use for Beach Dr/Beach Cir TR623                                        | 100,000           | 100,000          | -               | -               | -               |
| <b>Total 109.5410.565000 Construction In Progress</b>                                                                                                    | <b>100,000</b>    | <b>100,000</b>   | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>Total Okaloosa Half-Penny Fund</b>                                                                                                                    | <b>\$900,000</b>  | <b>\$100,000</b> | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                                       | 2026-Proposed     |                 |                 |                 |                 |
|-----------------------------------------------------------------------|-------------------|-----------------|-----------------|-----------------|-----------------|
|                                                                       | FY 2026<br>BUDGET | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| <b>Renewal &amp; Replacement Fund</b>                                 |                   |                 |                 |                 |                 |
| <b>301.5132.565000 Construction In Progress</b>                       |                   |                 |                 |                 |                 |
| 100043 General Government Renewals. City Hall Annex Generator         | \$-               | \$-             | \$-             | \$53,438        | \$-             |
| 100043 General Government Renewals. City Hall Annex HVAC              | -                 | -               | -               | 22,500          | 23,000          |
| 100043 General Government Renewals. City Hall Annex Switch            | -                 | -               | -               | 20,250          | -               |
| 100043 General Government Renewals. City Hall & EOC HVAC              | -                 | 8,063           | -               | 39,375          | 11,500          |
| 100043 General Government Renewals. City Hall Parking Lot Renewal     | -                 | 176,692         | -               | -               | -               |
| 100043 General Government Renewals. Food 4 Thought HVAC               | -                 | -               | -               | 7,313           | -               |
| 100043 General Government Renewals. HVAC                              | 16,000            | -               | -               | -               | -               |
| <b>Total 301.5132.565000 Construction In Progress</b>                 | <b>16,000</b>     | <b>184,755</b>  | <b>-</b>        | <b>142,876</b>  | <b>34,500</b>   |
| <b>301.5210.565000 Construction In Progress</b>                       |                   |                 |                 |                 |                 |
| 100044 Public Safety Renewals. Destin Sheriff Substation and EMS HVAC | -                 | -               | 7,150           | 7,313           | -               |
| 100044 Public Safety Renewals. Sheriff Substation and EMS Generator   | -                 | -               | -               | 20,250          | -               |
| 100044 Public Safety Renewals. Sheriff Substation Roof                | -                 | -               | -               | 69,041          | -               |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                                                                | 2026-Proposed     |                 |                 |                 |                 |
|------------------------------------------------------------------------------------------------|-------------------|-----------------|-----------------|-----------------|-----------------|
|                                                                                                | FY 2026<br>BUDGET | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| <b>Total 301.5210.565000</b>                                                                   |                   |                 |                 |                 |                 |
| <b>Construction In Progress</b>                                                                | -                 | -               | 7,150           | 96,604          | -               |
| <b>301.5241.564000 Machinery &amp; Equipment</b>                                               |                   |                 |                 |                 |                 |
| 100071 Motorized Equip/Veh Replacements. Replace 2017 Ford F150 4X4 Pickup                     | -                 | -               | -               | 42,750          | -               |
| 100071 Motorized Equip/Veh Replacements. Replace 2018 Ford F150 4X4 Pickup                     | -                 | -               | -               | -               | 43,700          |
| <b>Total 301.5241.564000 Machinery &amp; Equipment</b>                                         | -                 | -               | -               | 42,750          | 43,700          |
| <b>301.5380.564000 Machinery &amp; Equipment</b>                                               |                   |                 |                 |                 |                 |
| 100071 Motorized Equip/Veh Replacements (Gen, Strm, Code, etc). Replace 2017 PipeHunter JETEYE | -                 | -               | -               | 258,750         | -               |
| <b>Total 301.5380.564000 Machinery &amp; Equipment</b>                                         | -                 | -               | -               | 258,750         | -               |
| <b>301.5410.564000 Machinery &amp; Equipment</b>                                               |                   |                 |                 |                 |                 |
| 100051 Public Works Replacement Vehicles. Replace 2016 Ford Transit Van 250                    | -                 | -               | 38,500          | -               | -               |
| 100051 Public Works Replacement Vehicles. Replace 2017 Big Tex Dump Trailer                    | -                 | -               | -               | 13,500          | -               |
| 100051 Public Works Replacement Vehicles. Replace 2017 John Deere 317G Skid Steer              | -                 | -               | -               | 84,375          | -               |
| 100051 Public Works Replacement Vehicles. Replace 2017 John Deere 410L Loader Backhoe          | -                 | -               | -               | 163,125         | -               |
| 100051 Public Works Replacement Vehicles. Replace 2018 Ford F150 4x4 Crew Cab                  | -                 | -               | -               | -               | 43,700          |
| 100051 Public Works Replacement Vehicles. Replace 2019 Ford Transit Connect Van                | -                 | -               | -               | -               | 34,500          |
| 100051 Public Works Replacement Vehicles. Replace 2020 Wylie Water Wagon 1025 Gallons          | -                 | -               | -               | -               | 14,950          |
| <b>Total 301.5410.564000 Machinery &amp; Equipment</b>                                         | -                 | -               | 38,500          | 261,000         | 93,150          |
| <b>301.5410.565000 Construction In Progress</b>                                                |                   |                 |                 |                 |                 |
| 100046 Roadway Renewal. 98 Palms                                                               | -                 | 164,421         | -               | -               | -               |
| 100046 Roadway Renewal. Airport Rd East                                                        | 762,839           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Anderson Dr                                                            | -                 | -               | 78,549          | -               | -               |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                                 | 2026-Proposed     |                 |                 |                 |                 |
|-----------------------------------------------------------------|-------------------|-----------------|-----------------|-----------------|-----------------|
|                                                                 | FY 2026<br>BUDGET | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| 100046 Roadway Renewal. Anna St                                 | 28,808            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Ann Cir                                 | -                 | 28,928          | -               | -               | -               |
| 100046 Roadway Renewal.<br>Barracuda St                         | -                 | -               | -               | -               | 109,781         |
| 100046 Roadway Renewal.<br>Baywood Ct                           | -                 | -               | 13,891          | -               | -               |
| 100046 Roadway Renewal. Beach<br>Cir                            | 15,785            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Bent<br>Arrow Dr                        | -                 | -               | 170,080         | -               | -               |
| 100046 Roadway Renewal. Burning<br>Tree Dr                      | -                 | -               | 121,875         | -               | -               |
| 100046 Roadway Renewal. Cahaba<br>Ct                            | -                 | -               | 24,805          | -               | -               |
| 100046 Roadway Renewal. Cahaba<br>Ln                            | -                 | -               | 52,917          | -               | -               |
| 100046 Roadway Renewal.<br>Calatrava Ct                         | -                 | -               | 16,041          | -               | -               |
| 100046 Roadway Renewal. Canoe Ct                                | -                 | -               | 17,446          | -               | -               |
| 100046 Roadway Renewal. Cardinal<br>Cir                         | 7,182             | -               | -               | -               | -               |
| 100046 Roadway Renewal. Cardinal<br>Ln                          | -                 | -               | 47,956          | -               | -               |
| 100046 Roadway Renewal. Cedar St                                | 140,644           | -               | -               | -               | -               |
| 100046 Roadway Renewal.<br>Chickamauga Ln                       | -                 | -               | 33,073          | -               | -               |
| 100046 Roadway Renewal.<br>Chickasaw Way                        | -                 | -               | 30,097          | -               | -               |
| 100046 Roadway Renewal. Choctaw<br>Dr                           | 78,925            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Clipper<br>Cove                         | -                 | 176,800         | -               | -               | -               |
| 100046 Roadway Renewal. Coosa Ct                                | -                 | -               | 15,793          | -               | -               |
| 100046 Roadway Renewal. Cord Pl                                 | -                 | -               | 13,064          | -               | -               |
| 100046 Roadway Renewal. Country<br>Club Dr E                    | -                 | -               | -               | 424,238         | -               |
| 100046 Roadway Renewal. Country<br>Club Dr W                    | -                 | -               | -               | 366,346         | -               |
| 100046 Roadway Renewal. Creek Ct                                | -                 | -               | 16,785          | -               | -               |
| 100046 Roadway Renewal. Crest Pl                                | -                 | -               | 23,482          | -               | -               |
| 100046 Roadway Renewal. Crystal<br>Beach Dr (Luke to Hwy 98)    | -                 | 192,889         | -               | -               | -               |
| 100046 Roadway Renewal. Crystal<br>Beach Dr (Luke to Scenic 98) | -                 | -               | -               | 100,444         | -               |
| 100046 Roadway Renewal. Cypress<br>St                           | 85,239            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Dawn Ln                                 | -                 | 12,121          | -               | -               | -               |
| 100046 Roadway Renewal.<br>Deerfield Dr                         | -                 | -               | 40,763          | -               | -               |
| 100046 Roadway Renewal. Dolphin<br>St                           | -                 | -               | 103,747         | -               | -               |
| 100046 Roadway Renewal.<br>Driftwood Cir                        | 9,629             | -               | -               | -               | -               |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                                          | 2026-Proposed     |                 |                 |                 |                 |
|--------------------------------------------------------------------------|-------------------|-----------------|-----------------|-----------------|-----------------|
|                                                                          | FY 2026<br>BUDGET | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| 100046 Roadway Renewal.<br>Driftwood Ln                                  | 91,711            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Elise Ln                                         | 83,976            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Emm<br>Lou Ln                                    | -                 | -               | 23,151          | -               | -               |
| 100046 Roadway Renewal.<br>Evergreen Cir                                 | -                 | 75,794          | -               | -               | -               |
| 100046 Roadway Renewal.<br>Evergreen Dr                                  | 61,562            | -               | -               | -               | -               |
| 100046 Roadway Renewal.<br>Evergreen Pl                                  | -                 | 42,584          | -               | -               | -               |
| 100046 Roadway Renewal.<br>Flamingo Dr                                   | 53,511            | -               | -               | -               | -               |
| 100046 Roadway Renewal.<br>Fleshman Dr                                   | -                 | 71,431          | -               | -               | -               |
| 100046 Roadway Renewal. Forest St                                        | -                 | -               | 112,119         | -               | -               |
| 100046 Roadway Renewal. Fox Den<br>Ct                                    | -                 | -               | 13,808          | -               | -               |
| 100046 Roadway Renewal.<br>Goldsby's Way                                 | -                 | -               | 49,527          | -               | -               |
| 100046 Roadway Renewal. Grand<br>Oaks Way                                | -                 | -               | 20,423          | -               | -               |
| 100046 Roadway Renewal. Gulf<br>Mist Ct                                  | -                 | -               | 15,627          | -               | -               |
| 100046 Roadway Renewal. Gulf<br>Shore Dr (Sandpiper Cove to West<br>end) | 776,911           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Harbor<br>Ln (IT to Bayou)                       | 112,310           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Harbor<br>Ln (IT to Dead End)                    | -                 | 33,695          | -               | -               | -               |
| 100046 Roadway Renewal. Harbor<br>Wind Ct                                | -                 | -               | 16,206          | -               | -               |
| 100046 Roadway Renewal. Heron<br>Cir                                     | 15,706            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Heron<br>Ln                                      | 47,592            | -               | -               | -               | -               |
| 100046 Roadway Renewal.<br>Hutchinson St (98 to Luke)                    | -                 | -               | -               | -               | 113,803         |
| 100046 Roadway Renewal.<br>Hutchinson St (Luke to SC98)                  | -                 | -               | 112,569         | -               | -               |
| 100046 Roadway Renewal. Indian<br>Bayou North                            | -                 | -               | -               | -               | 295,613         |
| 100046 Roadway Renewal. Indian<br>Oaks Dr                                | -                 | 62,785          | -               | -               | -               |
| 100046 Roadway Renewal. Indian<br>Trail (Bayou to Mesa)                  | -                 | -               | -               | -               | 433,105         |
| 100046 Roadway Renewal. Indigo<br>Cir                                    | -                 | -               | 80,451          | -               | -               |
| 100046 Roadway Renewal.<br>Industrial Park Ln (Airport to IPR)           | -                 | -               | -               | -               | 55,668          |
| 100046 Roadway Renewal. Juanita<br>Ave                                   | -                 | 63,593          | -               | -               | -               |



## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                      | 2026-Proposed     |                 |                 |                 |                 |
|------------------------------------------------------|-------------------|-----------------|-----------------|-----------------|-----------------|
|                                                      | FY 2026<br>BUDGET | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| 100046 Roadway Renewal. Juniper Ct                   | -                 | 29,655          | -               | -               | -               |
| 100046 Roadway Renewal. Juniper St                   | -                 | 103,106         | -               | -               | -               |
| 100046 Roadway Renewal. Jupiter St                   | 133,068           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Kats Ct                      | -                 | -               | 54,902          | -               | -               |
| 100046 Roadway Renewal. Kayla Ct                     | -                 | -               | -               | -               | 18,153          |
| 100046 Roadway Renewal. Kell-Aire Ct                 | 66,534            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Kell-Aire Dr                 | 271,344           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Kent Ln                      | 51,222            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Knots Pl                     | -                 | 10,101          | -               | -               | -               |
| 100046 Roadway Renewal. Kokomo Row                   | -                 | -               | 38,282          | -               | -               |
| 100046 Roadway Renewal. Lagoon Dr                    | 112,389           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Lan-Rob Ln                   | -                 | -               | 46,137          | -               | -               |
| 100046 Roadway Renewal. Lauren Ct                    | -                 | -               | 235,978         | -               | -               |
| 100046 Roadway Renewal. Lee Ln                       | 105,917           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Legion Ct                    | -                 | 8,484           | -               | -               | -               |
| 100046 Roadway Renewal. Legion Dr (Beach to Benning) | -                 | -               | -               | 157,434         | -               |
| 100046 Roadway Renewal. Legion Dr (Main to Beach)    | -                 | 256,957         | -               | -               | -               |
| 100046 Roadway Renewal. Log Pl                       | -                 | 8,080           | -               | -               | -               |
| 100046 Roadway Renewal. Lola Cir                     | -                 | -               | 121,875         | -               | -               |
| 100046 Roadway Renewal. Louise Cir                   | -                 | -               | 53,579          | -               | -               |
| 100046 Roadway Renewal. Luke Ave                     | -                 | -               | -               | 405,793         | -               |
| 100046 Roadway Renewal. Magnolia Dr                  | 142,933           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Main St (Airport to Kelly)   | -                 | -               | 261,250         | -               | -               |
| 100046 Roadway Renewal. Main St (Bayou to IT)        | -                 | -               | 457,188         | -               | -               |
| 100046 Roadway Renewal. Main St (Kelly to Bayou)     | -                 | -               | 457,188         | -               | -               |
| 100046 Roadway Renewal. Maltezos St                  | -                 | 100,440         | -               | -               | -               |
| 100046 Roadway Renewal. Mark St                      | -                 | -               | -               | -               | 97,420          |
| 100046 Roadway Renewal. Marler St                    | -                 | -               | -               | -               | 67,165          |
| 100046 Roadway Renewal. Mars St                      | 143,880           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Melvin St                    | -                 | -               | -               | -               | 104,681         |
| 100046 Roadway Renewal. Mira Flores Ct               | -                 | -               | 20,754          | -               | -               |
| 100046 Roadway Renewal. Misty Ct                     | -                 | -               | 47,378          | -               | -               |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                           | 2026-Proposed     |                 |                 |                 |                 |
|-----------------------------------------------------------|-------------------|-----------------|-----------------|-----------------|-----------------|
|                                                           | FY 2026<br>BUDGET | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| 100046 Roadway Renewal. Misty Way                         | 268,203           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Mountain Dr (Benning to Stahlman) | -                 | -               | -               | -               | 398,569         |
| 100046 Roadway Renewal. Muskogee Ln                       | -                 | -               | 42,582          | -               | -               |
| 100046 Roadway Renewal. Nautica Way                       | -                 | -               | 36,381          | -               | -               |
| 100046 Roadway Renewal. Norriego Rd                       | 194,313           | -               | -               | -               | -               |
| 100046 Roadway Renewal. North Lakeside Dr                 | 184,171           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Ocean View Dr                     | -                 | -               | 193,148         | -               | -               |
| 100046 Roadway Renewal. Okeechobee Ct                     | -                 | -               | 19,844          | -               | -               |
| 100046 Roadway Renewal. Oleander Ave                      | -                 | 35,877          | -               | -               | -               |
| 100046 Roadway Renewal. Osceola Dr                        | -                 | -               | 95,995          | -               | -               |
| 100046 Roadway Renewal. Overstreet Dr                     | -                 | -               | 76,482          | -               | -               |
| 100046 Roadway Renewal. Palmetto St                       | -                 | -               | -               | 102,361         | -               |
| 100046 Roadway Renewal. Palms St                          | -                 | -               | -               | -               | 65,955          |
| 100046 Roadway Renewal. Panther Ct                        | -                 | -               | -               | 8,456           | -               |
| 100046 Roadway Renewal. Park Ct                           | -                 | 31,029          | -               | -               | -               |
| 100046 Roadway Renewal. Pelican Pl                        | -                 | -               | 16,537          | -               | -               |
| 100046 Roadway Renewal. Pine Ridge Tr                     | -                 | 148,507         | -               | -               | -               |
| 100046 Roadway Renewal. Planet Dr                         | -                 | 167,830         | -               | -               | -               |
| 100046 Roadway Renewal. Primrose Cir                      | 192,025           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Primrose Ln                       | 37,253            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Primrose Pl                       | 33,306            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Quail Cir                         | -                 | 55,997          | -               | -               | -               |
| 100046 Roadway Renewal. Quail Lake Blvd                   | -                 | -               | 55,563          | -               | -               |
| 100046 Roadway Renewal. Quail Ridge Dr                    | -                 | -               | 30,593          | -               | -               |
| 100046 Roadway Renewal. Quail Wood Dr                     | -                 | -               | 30,593          | -               | -               |
| 100046 Roadway Renewal. Reddin Brunson Rd                 | -                 | -               | 71,025          | -               | -               |
| 100046 Roadway Renewal. Sailfish Cir                      | -                 | 73,209          | -               | -               | -               |
| 100046 Roadway Renewal. Sandalwood Ct                     | -                 | 43,715          | -               | -               | -               |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                            | 2026-Proposed     |                 |                 |                 |                 |
|------------------------------------------------------------|-------------------|-----------------|-----------------|-----------------|-----------------|
|                                                            | FY 2026<br>BUDGET | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| 100046 Roadway Renewal. Sandpiper Cir                      | -                 | 12,767          | -               | -               | -               |
| 100046 Roadway Renewal. Scenic 98 (Cobia to Walton County) | -                 | -               | -               | 653,980         | -               |
| 100046 Roadway Renewal. Seagull Cir                        | -                 | 12,767          | -               | -               | -               |
| 100046 Roadway Renewal. Seagull Ln                         | -                 | 46,947          | -               | -               | -               |
| 100046 Roadway Renewal. Sea Hills Dr                       | 47,355            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Sea Oats Dr                        | -                 | 80,239          | -               | -               | -               |
| 100046 Roadway Renewal. Sea View Cir                       | -                 | 33,211          | -               | -               | -               |
| 100046 Roadway Renewal. Sea View Dr                        | -                 | 97,531          | -               | -               | -               |
| 100046 Roadway Renewal. Sibert Ave (98 to Winton Ct)       | -                 | -               | -               | -               | 568,527         |
| 100046 Roadway Renewal. Sidewalk Renewal                   | 134,893           | 134,893         | 134,893         | 134,893         | 134,893         |
| 100046 Roadway Renewal. Sixth St                           | -                 | 49,291          | -               | -               | -               |
| 100046 Roadway Renewal. Skyler Run                         | -                 | -               | 53,910          | -               | -               |
| 100046 Roadway Renewal. Snapper Dr (Azalea to Maltezo)     | -                 | 40,402          | -               | -               | -               |
| 100046 Roadway Renewal. Snapper Dr (Kelly to Maltezo)      | -                 | 101,005         | -               | -               | -               |
| 100046 Roadway Renewal. Sonora Rd                          | -                 | 33,534          | -               | -               | -               |
| 100046 Roadway Renewal. Spanish Moss Tr                    | 203,153           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Spring Lake Dr (Beach to Kelly)    | 149,826           | -               | -               | -               | -               |
| 100046 Roadway Renewal. Spring Lake Dr (Kelly to Bayview)  | 95,537            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Spring Ln                          | -                 | 133,084         | -               | -               | -               |
| 100046 Roadway Renewal. Stahlman Ave (Benning to dead end) | -                 | 88,885          | -               | -               | -               |
| 100046 Roadway Renewal. Sterling Ct                        | -                 | -               | 9,012           | -               | -               |
| 100046 Roadway Renewal. Stingray St                        | -                 | -               | 110,300         | -               | -               |
| 100046 Roadway Renewal. Sunfish St                         | -                 | -               | 110,300         | -               | -               |
| 100046 Roadway Renewal. Sunsail Cir                        | -                 | -               | 97,897          | -               | -               |
| 100046 Roadway Renewal. Swan Cir                           | -                 | 12,767          | -               | -               | -               |
| 100046 Roadway Renewal. Swan Ln                            | -                 | 51,149          | -               | -               | -               |
| 100046 Roadway Renewal. Tarpon St                          | -                 | -               | 110,300         | -               | -               |
| 100046 Roadway Renewal. Teepee Ct                          | 21,152            | -               | -               | -               | -               |
| 100046 Roadway Renewal. Terra Cotta Way                    | -                 | -               | -               | 106,295         | -               |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                                            | 2026-Proposed     |                  |                  |                  |                  |
|----------------------------------------------------------------------------|-------------------|------------------|------------------|------------------|------------------|
|                                                                            | FY 2026<br>BUDGET | FY 2027<br>PLAN  | FY 2028<br>PLAN  | FY 2029<br>PLAN  | FY 2030<br>PLAN  |
| 100046 Roadway Renewal. Timber Ct                                          | -                 | -                | 12,403           | -                | -                |
| 100046 Roadway Renewal. Tomahawk Ct                                        | -                 | -                | 22,986           | -                | -                |
| 100046 Roadway Renewal. Trail Ct                                           | -                 | -                | 9,343            | -                | -                |
| 100046 Roadway Renewal. Vera Cruz Dr                                       | -                 | 111,025          | -                | -                | -                |
| 100046 Roadway Renewal. Wedge Ct                                           | -                 | -                | 8,268            | -                | -                |
| 100046 Roadway Renewal. Weekewachee Cir                                    | -                 | -                | 53,000           | -                | -                |
| 100046 Roadway Renewal. Whippoorwill Cir                                   | -                 | 12,767           | -                | -                | -                |
| 100046 Roadway Renewal. Whippoorwill Ln                                    | -                 | 60,765           | -                | -                | -                |
| 100046 Roadway Renewal. Wild Cat Ct                                        | -                 | -                | 10,583           | -                | -                |
| 100046 Roadway Renewal. Wild Oak Ave                                       | 54,616            | -                | -                | -                | -                |
| 100046 Roadway Renewal. Windstarr Dr                                       | -                 | -                | 133,120          | -                | -                |
| 100046 Roadway Renewal. Wood Wind Dr                                       | -                 | -                | 45,062           | -                | -                |
| 100046 Transportation Renewal. Public Works / Maintenance Fac HVAC         | -                 | -                | -                | -                | 7,475            |
| 100046 Transportation Renewal. Public Works / Maint Fac Switch             | -                 | 12,900           | -                | -                | -                |
| <b>Total 301.5410.565000 Construction In Progress</b>                      | <b>5,015,420</b>  | <b>3,123,957</b> | <b>4,648,876</b> | <b>2,460,240</b> | <b>2,470,808</b> |
| <b>301.5412.564000 Machinery &amp; Equipment</b>                           |                   |                  |                  |                  |                  |
| 100071 Motorized Equip/Veh Replacements. Replace 2016 Ford F150 4x2 pickup | -                 | -                | 41,800           | -                | -                |
| <b>Total 301.5412.564000 Machinery &amp; Equipment</b>                     | <b>-</b>          | <b>-</b>         | <b>41,800</b>    | <b>-</b>         | <b>-</b>         |
| <b>301.5710.565000 Construction In Progress</b>                            |                   |                  |                  |                  |                  |
| 100047 Library Renewal. Destin Public Library HVAC                         | -                 | -                | -                | 43,875           | -                |
| 100047 Library Renewal. Library HVAC 10 ton Split6                         | -                 | 12,363           | -                | -                | -                |
| 100047 Library Renewal. Library Interior Paint                             | 25,000            | -                | -                | -                | -                |
| 100047 Library Renewal. Monument Sign Replacement                          | 50,000            | -                | -                | -                | -                |
| 100047 Library Renewal. Replace Library HVAC Air Handler                   | 7,875             | -                | -                | -                | -                |
| 100047 Library Renewal. Replace Library HVAC Heat Pump                     | 6,300             | -                | -                | -                | -                |
| 100047 Library Renewal. Replace Library Sod                                | 15,641            | -                | -                | -                | -                |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                                                                                                                                              | 2026-Proposed     |                 |                 |                 |                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------|-----------------|-----------------|-----------------|
|                                                                                                                                                                              | FY 2026<br>BUDGET | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| 100047 Library Renewal. Stucco Replacement                                                                                                                                   | 35,500            | -               | -               | -               | -               |
| <b>Total 301.5710.565000</b>                                                                                                                                                 |                   |                 |                 |                 |                 |
| <b>Construction In Progress</b>                                                                                                                                              | <b>140,316</b>    | <b>12,363</b>   | <b>-</b>        | <b>43,875</b>   | <b>-</b>        |
| <b>301.5721.565000 Construction In Progress</b>                                                                                                                              |                   |                 |                 |                 |                 |
| 100049 Recreation Facility Renewals. Address water intrusion issues - replace windows, doors, roof replace or renew, stucco. This project is pushed from FY 2025 to FY 2026. | 700,000           | -               | -               | -               | -               |
| 100049 Recreation Facility Renewals. Community Center HVAC                                                                                                                   | -                 | 12,363          | -               | -               | -               |
| 100049 Recreation Facility Renewals. Community Center - Playground                                                                                                           | -                 | -               | -               | 161,250         | -               |
| 100049 Recreation Facility Renewals. Destin Community Center HVAC                                                                                                            | -                 | -               | 8,250           | 34,875          | -               |
| <b>Total 301.5721.565000</b>                                                                                                                                                 |                   |                 |                 |                 |                 |
| <b>Construction In Progress</b>                                                                                                                                              | <b>700,000</b>    | <b>12,363</b>   | <b>8,250</b>    | <b>196,125</b>  | <b>-</b>        |
| <b>301.5722.565000 Construction In Progress</b>                                                                                                                              |                   |                 |                 |                 |                 |
| 100049 Recreation Facility Renewals. MSC Replace sod on fields A, B, C, D                                                                                                    | 203,150           | -               | -               | -               | -               |
| <b>Total 301.5722.565000</b>                                                                                                                                                 |                   |                 |                 |                 |                 |
| <b>Construction In Progress</b>                                                                                                                                              | <b>203,150</b>    | <b>-</b>        | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>301.5726.564000 Machinery &amp; Equipment</b>                                                                                                                             |                   |                 |                 |                 |                 |
| 100052 Parks & Rec Equip/Veh. Replace 2016 Ford F150 4X4 Pickup                                                                                                              | -                 | -               | 41,800          | -               | -               |
| 100052 Parks & Rec Equip/Veh. Replace 2016 John Deere Gator HPX 4X4                                                                                                          | -                 | -               | 16,500          | -               | -               |
| 100052 Parks & Rec Equip/Veh. Replace 2016 John Deere Gator TX 4X2                                                                                                           | -                 | -               | 33,000          | -               | -               |
| 100052 Parks & Rec Equip/Veh. Replace 2017 Ford F150 4X4 Pickup                                                                                                              | -                 | -               | -               | 42,750          | -               |
| 100052 Parks & Rec Equip/Veh. Replace 2017 John Deere 5055E Tractor                                                                                                          | -                 | -               | -               | 78,750          | -               |
| 100052 Parks & Rec Equip/Veh. Replace 2017 John Deere Gator HPX                                                                                                              | -                 | -               | -               | 16,875          | -               |
| 100052 Parks & Rec Equip/Veh. Replace 2018 Ford F150 4X4 Pickup                                                                                                              | -                 | -               | -               | -               | 43,700          |
| 100052 Parks & Rec Equip/Veh. Replace 2018 John Deere HPX 4x4 Gator                                                                                                          | -                 | -               | -               | -               | 17,250          |



## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                                                        | 2026-Proposed      |                    |                    |                    |                    |
|----------------------------------------------------------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                                                                                        | FY 2026<br>BUDGET  | FY 2027<br>PLAN    | FY 2028<br>PLAN    | FY 2029<br>PLAN    | FY 2030<br>PLAN    |
| 100052 Parks & Rec Equip/Veh.<br>Replace 2018 John Deere TX 4x2<br>Gator               | -                  | -                  | -                  | -                  | 34,500             |
| 100052 Parks & Rec Equip/Veh.<br>Replace 2018 Toro Groundmaster<br>4300D Crosstrax AWD | -                  | -                  | -                  | 45,000             | -                  |
| 100052 Parks & Rec Equip/Veh.<br>Replace 2019 John Deere 1550<br>Terrain Cut 2WD       | -                  | -                  | -                  | 16,875             | -                  |
| 100052 Parks & Rec Equip/Veh.<br>Replace 2019 John Deere PRO 72                        | -                  | -                  | -                  | 22,500             | -                  |
| 100052 Parks & Rec Equip/Veh.<br>Replace 2021 John Deere ZTrac<br>Mower Z920M          | -                  | -                  | -                  | 24,750             | -                  |
| <b>Total 301.5726.564000 Machinery<br/>&amp; Equipment</b>                             | <b>-</b>           | <b>-</b>           | <b>91,300</b>      | <b>247,500</b>     | <b>95,450</b>      |
| <b>301.5726.565000 Construction In<br/>Progress</b>                                    |                    |                    |                    |                    |                    |
| 100048 Parks Renewals. Buck<br>Destin - Basketball Court                               | -                  | -                  | 35,875             | -                  | -                  |
| 100048 Parks Renewals. Buck<br>Destin - Playground                                     | -                  | -                  | 157,500            | -                  | -                  |
| 100048 Parks Renewals. Buck<br>Destin Recreational Facility HVAC                       | -                  | -                  | -                  | 8,438              | -                  |
| 100048 Parks Renewals. Buck<br>Destin Recreational Facility Roof                       | -                  | -                  | -                  | 23,835             | -                  |
| 100048 Parks Renewals. Buck<br>Destin - Tennis Courts                                  | -                  | -                  | 32,250             | -                  | -                  |
| 100048 Parks Renewals. Dalton<br>Threadgill - Field Lighting (per pole)                | -                  | 334,641            | -                  | -                  | -                  |
| 100048 Parks Renewals. Dalton<br>Threadgill infield turf (sqft)                        | -                  | 35,280             | -                  | -                  | -                  |
| 100048 Parks Renewals. Dalton<br>Threadgill Little League Roof                         | -                  | 7,978              | -                  | -                  | -                  |
| 100048 Parks Renewals. Dalton<br>Threadgill Netting w/Poles (Backstop                  | -                  | 94,500             | -                  | -                  | -                  |
| 100048 Parks Renewals. Dalton<br>Threadgill outfield turf (sqft)                       | -                  | 48,510             | -                  | -                  | -                  |
| 100048 Parks Renewals. Destin<br>History & Fishing Museum HVAC                         | -                  | -                  | 4,950              | 6,750              | -                  |
| 100048 Parks Renewals. Destin<br>History & Fishing Museum - Roof                       | -                  | 8,063              | -                  | -                  | -                  |
| 100048 Parks Renewals. Elementary<br>School - Rubberized Track                         | -                  | -                  | -                  | -                  | 330,000            |
| 100048 Parks Renewals. Joe's Bayou<br>Restrooms and Office HVAC                        | -                  | -                  | 1,100              | -                  | -                  |
| <b>Total 301.5726.565000<br/>Construction In Progress</b>                              | <b>-</b>           | <b>528,972</b>     | <b>231,675</b>     | <b>39,023</b>      | <b>330,000</b>     |
| <b>Total Renewal &amp; Replacement Fund</b>                                            | <b>\$6,074,886</b> | <b>\$3,862,410</b> | <b>\$5,067,551</b> | <b>\$3,788,743</b> | <b>\$3,067,608</b> |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                                                                                                                                                           | 2026-Proposed      |                 |                 |                 |                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-----------------|-----------------|-----------------|-----------------|
|                                                                                                                                                                                           | FY 2026<br>BUDGET  | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| <b>Capital Grant Fund</b>                                                                                                                                                                 |                    |                 |                 |                 |                 |
| <b>305.5380.565000 Construction In Progress</b>                                                                                                                                           |                    |                 |                 |                 |                 |
| Grant 500014 4-Prong Lake Stormwater. State appropriation approved (\$1m). \$600k from Oka Half planned. Shortfall of \$400k needed from HOAs or other source.                            | \$1,000,000        | \$-             | \$-             | \$-             | \$-             |
| Grant 500tbd 4-Prong Lake Stormwater. State appropriation approved (\$1m). \$600k from Oka Half planned. Shortfall of \$400k needed from HOAs or other source.                            | 1                  | -               | -               | -               | -               |
| Grant 500tbd State-FDEP-Mattie Kelly Pier Outfall. Study and remedy outfall at Mattie Kelly Naturewalk while FDEP is renovating Joe's Bayou. State appropriate award for \$1m in process. | 1,000,000          | -               | -               | -               | -               |
| <b>Total 305.5380.565000 Construction In Progress</b>                                                                                                                                     | <b>2,000,001</b>   | <b>-</b>        | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>305.5410.565000 Construction In Progress</b>                                                                                                                                           |                    |                 |                 |                 |                 |
| Grant 500028 BOCC-CrossTown Construction. Stormwater component beginning July 2025. Roadway construction RFP to be issued Sept/Oct 2025 when TRIP grant signed.                           | 3,300,000          | -               | -               | -               | -               |
| <b>Total 305.5410.565000 Construction In Progress</b>                                                                                                                                     | <b>3,300,000</b>   | <b>-</b>        | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>305.5726.565000 Construction In Progress</b>                                                                                                                                           |                    |                 |                 |                 |                 |
| Grant 500015 State-FDEP-Pickleball Court Construction. Pickleball courts and bathrooms near City Hall Annex                                                                               | 50,000             | -               | -               | -               | -               |
| Grant 500025 BOCC - Crystal Beach Park (CM001). City of Destin/BOCC cooperation to develop & construct beach parks at Tarpon and Crystal Beach                                            | 1,488,965          | -               | -               | -               | -               |
| Grant 500026 BOCC - Tarpon Beach Park (CM002). (BGN contract: \$2.328 + CEI \$66k)*50% paid directly by BOCC                                                                              | 1,197,000          | -               | -               | -               | -               |
| Grant 500029 TDC 12.5% - Crystal Beach Park (CM001). Crystal Shores Beach Park Development                                                                                                | 440,808            | -               | -               | -               | -               |
| Grant 500038 TDC 12.5% - Tarpon Beach Park (CM002). (BGN contract: \$2.328 + CEI \$66k)*50% City portion (paid by TDC grant)                                                              | 1,197,000          | -               | -               | -               | -               |
| Grant 500TBD TDC 12.5% - Pickleball Courts. Pickleball courts and bathrooms near City Hall Annex                                                                                          | 300,000            | -               | -               | -               | -               |
| <b>Total 305.5726.565000 Construction In Progress</b>                                                                                                                                     | <b>4,673,773</b>   | <b>-</b>        | <b>-</b>        | <b>-</b>        | <b>-</b>        |
| <b>Total Capital Grant Fund</b>                                                                                                                                                           | <b>\$9,973,774</b> | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                       | 2026-Proposed     |                 |                 |                 |                 |
|-------------------------------------------------------|-------------------|-----------------|-----------------|-----------------|-----------------|
|                                                       | FY 2026<br>BUDGET | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| <b>Gas Tax#2 Fund</b>                                 |                   |                 |                 |                 |                 |
| <b>306.5410.565000 Construction In Progress</b>       |                   |                 |                 |                 |                 |
| 100018 Cross Town Connector– Construction.            |                   |                 |                 |                 |                 |
| Stormwater component beginning July 2025.             |                   |                 |                 |                 |                 |
| Roadway construction RFP to be issued Sept/Oct        |                   |                 |                 |                 |                 |
| 2025 when TRIP grant signed.                          |                   |                 |                 |                 |                 |
|                                                       | \$700,000         | \$-             | \$-             | \$-             | \$-             |
| <b>Total 306.5410.565000 Construction In Progress</b> | <b>\$700,000</b>  | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      |
| <b>Total Gas Tax#2 Fund</b>                           | <b>\$700,000</b>  | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                                                                                                                                                 | 2026-Proposed     |                 |                 |                 |                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------|-----------------|-----------------|-----------------|
|                                                                                                                                                                                 | FY 2026<br>BUDGET | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| <b>Electric Franchise For Undergrounding</b>                                                                                                                                    |                   |                 |                 |                 |                 |
| <b>307.5392.565000 Construction In Progress</b>                                                                                                                                 |                   |                 |                 |                 |                 |
| 100064 Utility Undergrounding. Running conduit to (private) parking lot lights. Property owners will be responsible for signing agreements with FPL for new parking lot lights. | \$150,000         | \$-             | \$-             | \$-             | \$-             |
| <b>Total 307.5392.565000 Construction In Progress</b>                                                                                                                           | <b>\$150,000</b>  | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      |
| <b>Total Electric Franchise For Undergrounding</b>                                                                                                                              | <b>\$150,000</b>  | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      |

## CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                       | 2026-Proposed      |                 |                 |                 |                 |
|-------------------------------------------------------|--------------------|-----------------|-----------------|-----------------|-----------------|
|                                                       | FY 2026<br>BUDGET  | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| <b>Transportation Impact Fee Fund</b>                 |                    |                 |                 |                 |                 |
| <b>311.5410.565000 Construction In Progress</b>       |                    |                 |                 |                 |                 |
| 100018 Cross Town Connector– Construction.            |                    |                 |                 |                 |                 |
| Stormwater component beginning July 2025.             |                    |                 |                 |                 |                 |
| Roadway construction RFP to be issued Sept/Oct        |                    |                 |                 |                 |                 |
| 2025 when TRIP grant signed.                          |                    |                 |                 |                 |                 |
|                                                       | \$1,571,000        | \$-             | \$-             | \$-             | \$-             |
| <b>Total 311.5410.565000 Construction In Progress</b> | <b>\$1,571,000</b> | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      |
| <b>Total Transportation Impact Fee Fund</b>           | <b>\$1,571,000</b> | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      |



 CAPITAL IMPROVEMENT PLAN - MULTI-YEAR

|                                                       | 2026-Proposed      |                 |                 |                 |                 |
|-------------------------------------------------------|--------------------|-----------------|-----------------|-----------------|-----------------|
|                                                       | FY 2026<br>BUDGET  | FY 2027<br>PLAN | FY 2028<br>PLAN | FY 2029<br>PLAN | FY 2030<br>PLAN |
| <b>2024 Bond Capital Project Fund</b>                 |                    |                 |                 |                 |                 |
| <b>324.5410.565000 Construction In Progress</b>       |                    |                 |                 |                 |                 |
| 100018 Cross Town Connector– Construction.            |                    |                 |                 |                 |                 |
| Stormwater component beginning July 2025.             |                    |                 |                 |                 |                 |
| Roadway construction RFP to be issued Sept/Oct        |                    |                 |                 |                 |                 |
| 2025 when TRIP grant signed.                          |                    |                 |                 |                 |                 |
|                                                       | \$2,527,607        | \$-             | \$-             | \$-             | \$-             |
| <b>Total 324.5410.565000 Construction In Progress</b> | <b>\$2,527,607</b> | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      |
| <b>Total 2024 Bond Capital Project Fund</b>           | <b>\$2,527,607</b> | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      | <b>\$-</b>      |

## CAPITAL IMPROVEMENT PROJECT REQUEST

100018 EN615

Citizen/Council Directed Projects: Azalea Drive Extension

**Project Manager:** Public Works Director

**Council Objective:** 1.6 Complete Two-Lane Crosstown Connector (aka Azalea Drive Extension)

**Purpose and Justification:** Since 2004, the City of Destin has pursued the development of an alternative east-west corridor to alleviate congestion on U.S. Highway 98 and enhance connectivity within the city. The Azalea Drive Extension, or Crosstown Connector, aims to provide residents and visitors with improved access to city amenities, commercial areas, and recreational facilities without relying solely on Highway 98.

| Capital Expenditure Overview |              |      |      |      |      |
|------------------------------|--------------|------|------|------|------|
|                              | FY26         | FY27 | FY28 | FY29 | FY30 |
| Estimated Project Costs      | 8,098,607    |      |      |      |      |
| TOTAL                        | \$ 8,098,607 | \$ - | \$ - | \$ - | \$ - |

**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. This project will be completed in two phases (Phase I - Stormwater Management Elements, Phase II - Transportation Elements, Phase III - Recreational Elements).

**Impact on Level of Service:** Increased level of service with improved vehicle, bicycle and pedestrian access to West Destin. Additional green space and future recreational improvements.

| Current Year Total Funding Requirement:     |             |
|---------------------------------------------|-------------|
| 531000 Professional Svc                     |             |
| Project Mgmt/Architects/Engineers           |             |
| 565005 Construction Management              | \$404,930   |
| 565006 Inspection                           | \$404,930   |
| 561000 Land Acquisition                     |             |
| 563000 Infrastructure (Street/Sidewalk)     |             |
| 564000 Machinery/Equipment/Fixtures (Signs) |             |
| 565000 Permitting & Construction            | \$7,288,746 |
| TOTAL                                       | \$8,098,607 |

| Annual Operating Costs |          |
|------------------------|----------|
| Personnel              | \$8,500  |
| Contractual            |          |
| Operating Expenses     | \$9,000  |
| RR Fund                | \$25,000 |
| Debt Service           |          |
| TOTAL                  | \$42,500 |

# of Additional FTEs

-

| Funding Source(s)                 |             |
|-----------------------------------|-------------|
| 500028 BOCC Grant                 | \$3,300,000 |
| 500tbd FDOT TRIP Grant (est \$2m) |             |
| 100018 Gas Tax#2                  | \$700,000   |
| 100018 Transportation Impact Fees | \$1,571,000 |
| 100018 2024 Construction Loan     | \$2,527,607 |
| TOTAL                             | \$8,098,607 |



**Estimated Project Cost:** Combination of bid prices and Engineer's Opinion of Cost estimates.

**Stormwater component (est \$2.4m) contractor chosen in July 2025, completion anticipated by October 2025.** Construction RFP to be let with FDOT TRIP oversight anticipated October/November 2025.

| MAJOR MILESTONES                                     | Estimated Start Date | Estimated End Date | Responsible Department |
|------------------------------------------------------|----------------------|--------------------|------------------------|
| <b>Planning &amp; Design</b>                         |                      |                    |                        |
| Project Review Team (PRT) Review                     |                      | complete           |                        |
| Engineering Design<br>(in-house or CCNA procurement) |                      | complete           |                        |
| 30% Design Committee Review                          |                      | complete           |                        |
| 60% Design Committee Review                          |                      | complete           |                        |
| 90% Design Committee Review                          |                      | complete           |                        |
| Permitting                                           |                      | complete           |                        |
| <b>Procurement &amp; Contracting</b>                 | 10/1/2025            | 11/30/2025         | PW                     |
| <b>Construction</b>                                  |                      |                    |                        |
| Construction kick-off & mobilization                 |                      |                    | PW                     |
| Construction                                         |                      |                    | PW                     |
| <b>Closeout &amp; Acceptance</b>                     |                      |                    |                        |
| Punchlists & final inspections                       |                      |                    |                        |
| As-builts & warranties                               |                      |                    |                        |
| Ribbon Cutting                                       |                      |                    |                        |

**CAPITAL IMPROVEMENT PROJECT REQUEST****100023 HURRIC****Citizen/Council Directed Projects: Disaster Debris Management****Project Manager:** Public Works/Emergency Management Director**Council Objective:** Not Applicable

**Purpose and Justification:** In event of a hurricane, these funds will be allocated to pre-positioned 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.

| <b>Capital Expenditure Overview</b> |                   |             |             |             |             |
|-------------------------------------|-------------------|-------------|-------------|-------------|-------------|
|                                     | FY26              | FY27        | FY28        | FY29        | FY30        |
| Estimated Project Costs             | 100,000           |             |             |             |             |
| <b>TOTAL</b>                        | <b>\$ 100,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> |

**Status:**

Comprehensive Plan Policy: 6-1.10.3: Repair and Cleanup

Is this a Multi-Year Project: No

If yes, what was/is the Project's initiation Date: N/A

**Operations & Maintenance (O & M) impact(s):** Not Applicable

**Impact on Level of Service:** The hurricane cleanup reserve improves the City's Level of Service (LOS) in emergency management and disaster resilience by:

| <b>Current Year Total Funding Requirement:</b> |                  |
|------------------------------------------------|------------------|
| 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         |
| <b>TOTAL</b>                                   | <b>\$100,000</b> |

| <b>Annual Operating Costs</b> |            |
|-------------------------------|------------|
| Personnel                     | \$0        |
| Contractual                   |            |
| Operating Expenses            |            |
| RR Fund                       |            |
| Debt Service                  |            |
| <b>TOTAL</b>                  | <b>\$0</b> |

# of Additional FTEs

| <b>Funding Source(s)</b> |                  |
|--------------------------|------------------|
| 100023 General Fund      | \$100,000        |
|                          |                  |
|                          |                  |
|                          |                  |
| <b>TOTAL</b>             | <b>\$100,000</b> |



**Estimated Project Cost:** General estimate for first 3 days of urgent debris cleanup. Further repairs will be assessed and brought forth for Council consideration.

| <b>MAJOR MILESTONES</b>                              | <b>Estimated<br/>Start Date</b> | <b>Estimated<br/>End Date</b> | <b>Responsible<br/>Department</b> |
|------------------------------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <b>Planning &amp; Design</b>                         |                                 |                               |                                   |
| Project Review Team (PRT) Review                     |                                 | Not Applicable                |                                   |
| Engineering Design<br>(in-house or CCNA procurement) |                                 |                               |                                   |
| 30% Design Committee Review                          |                                 | Not Applicable                |                                   |
| 60% Design Committee Review                          |                                 | Not Applicable                |                                   |
| 90% Design Committee Review                          |                                 | Not Applicable                |                                   |
| Permitting                                           |                                 | Not Applicable                |                                   |
| <b>Procurement &amp; Contracting</b>                 |                                 |                               |                                   |
| <b>Construction</b>                                  |                                 |                               |                                   |
| Construction kick-off & mobilization                 |                                 | Not Applicable                |                                   |
| Construction                                         |                                 | Not Applicable                |                                   |
| <b>Closeout &amp; Acceptance</b>                     |                                 |                               |                                   |
| Punchlists & final inspections                       |                                 | Not Applicable                |                                   |
| As-builts & warranties                               |                                 | Not Applicable                |                                   |
| Ribbon Cutting                                       |                                 | Not Applicable                |                                   |



## **CAPITAL IMPROVEMENT PROJECT REQUEST**

100028 LB002

**Citizen/Council Directed Projects:** Architectural Professional Services/Library Expansion

**Project Manager:** Library Director

**Council Objective:**

**Purpose and Justification:** The proposed expenditure aligns with the statutory purpose of library impact fees, which is to expand library services and infrastructure to meet the demands of a growing population. Architectural planning is a critical first phase of any facility expansion or space optimization project, ensuring that future construction is responsive, efficient, and scalable.

| <b>Capital Expenditure Overview</b> |                   |             |             |             |             |
|-------------------------------------|-------------------|-------------|-------------|-------------|-------------|
|                                     | FY26              | FY27        | FY28        | FY29        | FY30        |
| Estimated Project Costs             | 250,000           |             |             |             |             |
| <b>TOTAL</b>                        | <b>\$ 250,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> |

**Status:**

Comprehensive Plan Policy: Objective 4-6.1 et. al.

Is this a Multi-Year Project: No. Budget reviewed annually.

If yes, what was/is the Project's initiation Date: September 2025

**Operations & Maintenance (O & M) impact(s):** Expansion of the existing Library footprint would result in higher utility costs and increased resources for custodial services. Additional Maintenance requirements may include additional HVAC, roofing, flooring and general repairs.

**Impact on Level of Service:** Increased square footage per capita, additional meeting and program spaces, additional seating-study-work areas.

| <b>Current Year Total Funding Requirement:</b> |                  |
|------------------------------------------------|------------------|
| 531000 Professional Svc                        |                  |
| Project Mgmt/Architects/Engineers              | \$250,000        |
| 565005 Construction Management                 |                  |
| 565006 Inspection                              |                  |
| 561000 Land Acquisition                        |                  |
| 563000 Infrastructure (Street/Sidewalk)        |                  |
| 564000 Machinery/Equipment/Fixtures (Signs)    |                  |
| 565000 Permitting & Construction               |                  |
| <b>TOTAL</b>                                   | <b>\$250,000</b> |

| <b>Annual Operating Costs</b> |            |
|-------------------------------|------------|
| Personnel                     |            |
| Contractual                   |            |
| Operating Expenses            |            |
| RR Fund                       |            |
| Debt Service                  |            |
| <b>TOTAL</b>                  | <b>\$0</b> |

# of Additional FTEs

| <b>Funding Source(s)</b>     |                  |
|------------------------------|------------------|
| 31557132 Library Impact Fees | \$250,000        |
|                              |                  |
|                              |                  |
|                              |                  |
| <b>TOTAL</b>                 | <b>\$250,000</b> |



**Estimated Project Cost:** Scope/Quote from DAG Architects.

| <b>MAJOR MILESTONES</b>                              | <b>Estimated<br/>Start Date</b> | <b>Estimated<br/>End Date</b> | <b>Responsible<br/>Department</b> |
|------------------------------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <b>Planning &amp; Design</b>                         | 9/1/2025                        | 9/1/2026                      | LIB & ENG                         |
| Project Review Team (PRT) Review                     |                                 |                               |                                   |
| Engineering Design<br>(in-house or CCNA procurement) |                                 |                               |                                   |
| 30% Design Committee Review                          |                                 |                               |                                   |
| 60% Design Committee Review                          |                                 |                               |                                   |
| 90% Design Committee Review                          |                                 |                               |                                   |
| Permitting                                           |                                 |                               |                                   |
| <b>Procurement &amp; Contracting</b>                 |                                 |                               |                                   |
| <b>Construction</b>                                  |                                 |                               |                                   |
| Construction kick-off & mobilization                 |                                 |                               |                                   |
| Construction                                         |                                 |                               |                                   |
| <b>Closeout &amp; Acceptance</b>                     |                                 |                               |                                   |
| Punchlists & final inspections                       |                                 |                               |                                   |
| As-builts & warranties                               |                                 |                               |                                   |
| Ribbon Cutting                                       |                                 |                               |                                   |

**CAPITAL IMPROVEMENT PROJECT REQUEST**

100031 NORG2

Citizen/Council Directed Projects: Architectural Professional Services/Library Expansion

Project Manager: Parks Director

**Council Objective:**

June 3, 2024 council moved to pay for a dune crossover. An MOU was signed with FDEP to pay up to \$234,000 to FDEP's construction contractor upon completion of the dune crossover (eta fall 2025).

| Capital Expenditure Overview |            |      |      |      |      |
|------------------------------|------------|------|------|------|------|
|                              | FY26       | FY27 | FY28 | FY29 | FY30 |
| Estimated Project Costs      | 234,000    |      |      |      |      |
| TOTAL                        | \$ 234,000 | \$ - | \$ - | \$ - | \$ - |

**Status:**

Comprehensive Plan Policy: Objective 4-6.1 et. al.

Is this a Multi-Year Project: No. Budget reviewed annually.

If yes, what was/is the Project's initiation Date: June 2024

**Operations & Maintenance (O & M) impact(s):** Addition of a dune crossover at Norriego Point will add boardwalk repairs/maintenance costs for the City..

**Impact on Level of Service:** Addition of an amenity that is ADA accessible is an increased service level at a beachfront park.

| 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            | \$234,000 |
| TOTAL                                       | \$234,000 |

| Annual Operating Costs |     |
|------------------------|-----|
| Personnel              |     |
| Contractual            |     |
| Operating Expenses     |     |
| RR Fund                |     |
| Debt Service           |     |
| TOTAL                  | \$0 |

# of Additional FTEs

| Funding Source(s)   |           |
|---------------------|-----------|
| 100031 General Fund | \$234,000 |
|                     |           |
|                     |           |
|                     |           |
| TOTAL               | \$234,000 |

**Estimated Project Cost:** MOU between FDEP and City of Destin.

| <b>MAJOR MILESTONES</b>                              | <b>Estimated<br/>Start Date</b>     | <b>Estimated<br/>End Date</b> | <b>Responsible<br/>Department</b> |
|------------------------------------------------------|-------------------------------------|-------------------------------|-----------------------------------|
| <b>Planning &amp; Design</b>                         |                                     |                               |                                   |
| Project Review Team (PRT) Review                     |                                     |                               |                                   |
| Engineering Design<br>(in-house or CCNA procurement) | N/A - FDEP is managing this project |                               |                                   |
| 30% Design Committee Review                          |                                     |                               |                                   |
| 60% Design Committee Review                          |                                     |                               |                                   |
| 90% Design Committee Review                          |                                     |                               |                                   |
| Permitting                                           |                                     |                               |                                   |
| <b>Procurement &amp; Contracting</b>                 |                                     |                               |                                   |
| <b>Construction</b>                                  | Expected completion Fall 2025       |                               |                                   |
| Construction kick-off & mobilization                 |                                     |                               |                                   |
| Construction                                         |                                     |                               |                                   |
| <b>Closeout &amp; Acceptance</b>                     |                                     |                               |                                   |
| Punchlists & final inspections                       |                                     |                               |                                   |
| As-builts & warranties                               |                                     |                               |                                   |
| Ribbon Cutting                                       |                                     |                               |                                   |

**CAPITAL IMPROVEMENT PROJECT REQUEST**

100038 RC127

Citizen/Council Directed Projects: Pickleball Facility w/ Restrooms

Project Manager: Parks &amp; Recreation Director

Council Objective: Major Project 4.7 Pickleball Courts

**Purpose and Justification:** The purpose of this project is to design and construct a dedicated four-court outdoor pickleball facility to meet the growing demand for active recreational opportunities in Destin. This facility will provide year-round access to one of the fastest-growing sports in the nation, promote community health and wellness, support intergenerational play, and relieve scheduling pressure on existing shared-use facilities.

| Capital Expenditure Overview |            |      |      |      |      |
|------------------------------|------------|------|------|------|------|
|                              | FY26       | FY27 | FY28 | FY29 | FY30 |
| Estimated Project Costs      | 725,000    |      |      |      |      |
| TOTAL                        | \$ 725,000 | \$ - | \$ - | \$ - | \$ - |

**Status:**

Comprehensive Plan Policy: 7-1.6.4: Identify Future Recreation Facilities in Capital Improvements Element

Is this a Multi-Year Project: Yes

If yes, what was/is the Project's initiation Date: Construction started August 2025

**Operations & Maintenance (O & M) impact(s):** The annual operations and maintenance (O&M) requirement for a new four-court outdoor pickleball facility in Destin is estimated to range between \$9,000 and \$30,000, depending on the inclusion of lighting, restrooms, and staffing. This estimate includes routine surface cleaning, minor repairs, landscaping, utilities, custodial services, trash removal, and general upkeep.

**Impact on Level of Service:** increases the total number of public pickleball courts available to residents and visitors, thereby improving key metrics such as court availability per capita, programming capacity, and access to age-inclusive recreational opportunities. The facility will help Destin meet growing community demand, relieve pressure on existing shared-use courts, and enhance recreational equity by offering a low-impact, multi-generational sport accessible to all skill levels.

| Current Year Total Funding Requirement:     |           |
|---------------------------------------------|-----------|
| 531000 Professional Svc                     |           |
| Project Mgmt/Architects/Engineers           |           |
| 565005 Construction Management              | \$36,250  |
| 565006 Inspection                           | \$36,250  |
| 561000 Land Acquisition                     |           |
| 563000 Infrastructure (Street/Sidewalk)     |           |
| 564000 Machinery/Equipment/Fixtures (Signs) |           |
| 565000 Permitting & Construction            | \$652,500 |
| TOTAL                                       | \$725,000 |

| Annual Operating Costs |          |
|------------------------|----------|
| Personnel              | \$5,200  |
| Contractual            | \$0      |
| Operating Expenses     | \$6,000  |
| RR Fund                | \$2,000  |
| Debt Service           |          |
| TOTAL                  | \$13,200 |
| # of Additional FTEs   | 0.50     |

| Funding Source(s)      |           |
|------------------------|-----------|
| 100038 General Fund    | \$375,000 |
| 500015 FRDAP           | \$50,000  |
| 500tbd TDC 12.5% funds | \$300,000 |
|                        |           |
| TOTAL                  | \$725,000 |



Estimated Project Cost: Determined by bid prices



| <b>MAJOR MILESTONES</b>                              | <b>Estimated<br/>Start Date</b> | <b>Estimated<br/>End Date</b> | <b>Responsible<br/>Department</b> |
|------------------------------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <b>Planning &amp; Design</b>                         |                                 |                               |                                   |
| Project Review Team (PRT) Review                     |                                 |                               |                                   |
| Engineering Design<br>(in-house or CCNA procurement) |                                 |                               |                                   |
| 30% Design Committee Review                          |                                 |                               |                                   |
| 60% Design Committee Review                          |                                 |                               |                                   |
| 90% Design Committee Review                          |                                 | done                          |                                   |
| Permitting                                           |                                 | done                          |                                   |
| <b>Procurement &amp; Contracting</b>                 |                                 |                               |                                   |
| <b>Construction</b>                                  |                                 |                               |                                   |
| Construction kick-off & mobilization                 | 8/4/2025                        |                               |                                   |
| Construction                                         |                                 | 2/1/2026                      |                                   |
| <b>Closeout &amp; Acceptance</b>                     |                                 |                               |                                   |
| Punchlists & final inspections                       |                                 | 3/1/2026                      |                                   |
| As-builts & warranties                               |                                 | 3/31/2026                     |                                   |
| Ribbon Cutting                                       |                                 | 4/10/2026                     |                                   |

**CAPITAL IMPROVEMENT PROJECT REQUEST**

100040 RC132

**Citizen/Council Directed Projects: Morgan Sports Complex Batting Cage****Project Manager:** Parks and Rec Director**Council Objective:** Project is included

**Purpose and Justification:** The existing batting cage at Morgan Sports Center is outdated and no longer meets the functional, safety, or usability standards expected by today's youth and adult baseball and softball participants. The current structure shows signs of physical deterioration, including worn netting, deteriorated frame components, inadequate lighting, and poor surface conditions, which can present safety risks and reduce its effectiveness as a training tool.

| <b>Capital Expenditure Overview</b> |                  |             |             |             |             |
|-------------------------------------|------------------|-------------|-------------|-------------|-------------|
|                                     | FY26             | FY27        | FY28        | FY29        | FY30        |
| Permit                              | 1,549.00         |             |             |             |             |
| Estimated Project Costs             | 96,551           |             |             |             |             |
| <b>TOTAL</b>                        | <b>\$ 98,100</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> |

**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. Budget reviewed annually.

If yes, what was/is the Project's initiation Date: FY2026

**Operations & Maintenance (O & M) impact(s):** The annual operations and maintenance (O&M) costs for a new batting cage are expected to be minimal, ranging from \$1,500 to \$3,500 depending on features and usage. These costs would cover: Netting inspections and replacement, surface cleaning or turf maintenance, lighting, hardware and frame upkeep, trash removal and minor custodial upkeep.

**Impact on Level of Service:** Replacing the batting cage directly improves the Level of Service (LOS) offered at Morgan Sports Center by upgrading a key piece of athletic infrastructure. A modern batting cage will: provide greater access to high-quality training resources for baseball and softball players, ensure safe, reliable use during high-traffic practice seasons, align the park's recreational amenities with current user expectations and competitive standards.

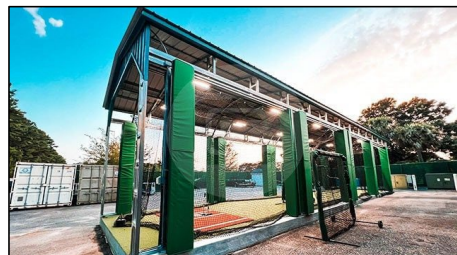
| <b>Current Year Total Funding Requirement:</b> |                 |
|------------------------------------------------|-----------------|
| 531000 Professional Svc                        |                 |
| Project Mgmt/Architects/Engineers              |                 |
| 565005 Construction Management                 | \$4,905         |
| 565006 Inspection                              | \$4,905         |
| 561000 Land Acquisition                        |                 |
| 563000 Infrastructure (Street/Sidewalk)        |                 |
| 564000 Machinery/Equipment/Fixtures (Signs)    |                 |
| 565000 Permitting & Construction               | \$88,290        |
| <b>TOTAL</b>                                   | <b>\$98,100</b> |

| <b>Annual Operating Costs</b> |                |
|-------------------------------|----------------|
| Personnel                     | \$1,500        |
| Contractual                   |                |
| Operating Expenses            | \$1,500        |
| RR Fund                       | \$1,800        |
| Debt Service                  |                |
| <b>TOTAL</b>                  | <b>\$4,800</b> |

# of Additional FTEs

-

| <b>Funding Source(s)</b> |                 |
|--------------------------|-----------------|
|                          |                 |
|                          |                 |
|                          |                 |
| 100040 General Fund      | \$98,100        |
|                          |                 |
| <b>TOTAL</b>             | <b>\$98,100</b> |

**Estimated Project Cost:** [Quotes off Specs]

| <b>MAJOR MILESTONES</b>                              | <b>Estimated<br/>Start Date</b> | <b>Estimated<br/>End Date</b> | <b>Responsible<br/>Department</b> |
|------------------------------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <b>Planning &amp; Design</b>                         | <b>Sep-25</b>                   | <b>Dec-25</b>                 | <b>P&amp;R</b>                    |
| Project Review Team (PRT) Review                     |                                 |                               |                                   |
| Engineering Design<br>(in-house or CCNA procurement) |                                 |                               |                                   |
| 30% Design Committee Review                          |                                 |                               |                                   |
| 60% Design Committee Review                          |                                 |                               |                                   |
| 90% Design Committee Review                          |                                 |                               |                                   |
| Permitting                                           |                                 |                               |                                   |
| <b>Procurement &amp; Contracting</b>                 |                                 |                               |                                   |
| <b>Construction</b>                                  | <b>Sep-25</b>                   | <b>Dec-25</b>                 | <b>P&amp;R</b>                    |
| Construction kick-off & mobilization                 |                                 |                               |                                   |
| Construction                                         |                                 |                               |                                   |
| <b>Closeout &amp; Acceptance</b>                     |                                 |                               |                                   |
| Punchlists & final inspections                       | <b>Dec-25</b>                   | <b>Dec-25</b>                 | <b>P&amp;R</b>                    |
| As-builts & warranties                               |                                 |                               |                                   |
| Ribbon Cutting                                       | <b>N/A</b>                      | <b>N/A</b>                    |                                   |

## CAPITAL IMPROVEMENT PROJECT REQUEST

100058 SW56

### Citizen/Council Directed Projects: Mattie Kelly Outfall Replacement

**Project Manager:** Public Works Director

**Council Objective:** 4.xx Implement prioritized stormwater improvements based on the Stormwater Master Plan

**Purpose and Justification:** The culvert system under Beach Drive serves as a critical outfall for stormwater runoff from the surrounding residential neighborhood and associated wetland. Over time, the existing pipe system has become functionally impaired due to tidal sedimentation, with high tides depositing sand and silt into the undersized culvert. Without a proper settling basin or updated conveyance structure, the system experiences frequent blockages, drainage delays, and reduced stormwater outflow capacity.

| Capital Expenditure Overview |              |      |      |      |      |
|------------------------------|--------------|------|------|------|------|
|                              | FY26         | FY27 | FY28 | FY29 | FY30 |
| Estimated Project Costs      | 1,200,000    |      |      |      |      |
| TOTAL                        | \$ 1,200,000 | \$ - | \$ - | \$ - | \$ - |

**Status:**

Comprehensive Plan Policy: 6-1.2.1 Implement Stormwater System Improvements

Is this a Multi-Year Project: No. 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:** This upgrade will bring the outfall infrastructure in line with modern design standards, ensuring a sustainable, low-maintenance solution that enhances the LOS for public infrastructure and neighborhood resiliency.

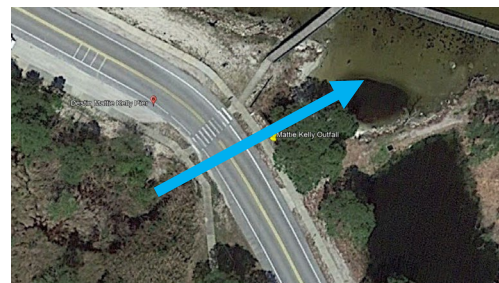
| Current Year Total Funding Requirement:     |             |
|---------------------------------------------|-------------|
| 531000 Professional Svc                     |             |
| Project Mgmt/Architects/Engineers           |             |
| 565005 Construction Management              | \$60,000    |
| 565006 Inspection                           |             |
| 561000 Land Acquisition                     |             |
| 563000 Infrastructure (Street/Sidewalk)     |             |
| 564000 Machinery/Equipment/Fixtures (Signs) |             |
| 565000 Permitting & Construction            | \$1,140,000 |
| TOTAL                                       | \$1,200,000 |

| Annual Operating Costs |          |
|------------------------|----------|
| Personnel              | \$4,000  |
| Contractual            |          |
| Operating Expenses     | \$500    |
| RR Fund                | \$20,000 |
| Debt Service           |          |
| TOTAL                  | \$24,500 |

# of Additional FTEs

-

| Funding Source(s)                       |             |
|-----------------------------------------|-------------|
| 100058 OKA 1/2 Stormwater               | \$200,000   |
| 500tbd FDEP Grant (State Appropriation) | \$1,000,000 |
|                                         |             |
|                                         |             |
| TOTAL                                   | \$1,200,000 |



**Estimated Project Cost:** Engineer's cost estimate

| <b>MAJOR MILESTONES</b>                              | <b>Estimated<br/>Start Date</b> | <b>Estimated<br/>End Date</b> | <b>Responsible<br/>Department</b> |
|------------------------------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <b>Planning &amp; Design</b>                         |                                 |                               |                                   |
| Project Review Team (PRT) Review                     |                                 |                               |                                   |
| Engineering Design<br>(in-house or CCNA procurement) |                                 |                               |                                   |
| 30% Design Committee Review                          |                                 |                               |                                   |
| 60% Design Committee Review                          |                                 | <b>complete</b>               |                                   |
| 90% Design Committee Review                          |                                 | <b>complete</b>               |                                   |
| Permitting                                           |                                 |                               |                                   |
| <b>Procurement &amp; Contracting</b>                 | <b>Oct-25</b>                   | <b>Nov-25</b>                 | <b>PW</b>                         |
| <b>Construction</b>                                  | <b>Jan-26</b>                   |                               | <b>PW</b>                         |
| Construction kick-off & mobilization                 | <b>Feb-26</b>                   |                               | <b>PW</b>                         |
| Construction                                         |                                 | <b>Mar-26</b>                 | <b>PW</b>                         |
| <b>Closeout &amp; Acceptance</b>                     |                                 |                               |                                   |
| Punchlists & final inspections                       |                                 | <b>Apr-26</b>                 | <b>PW-ENG</b>                     |
| As-builts & warranties                               |                                 | <b>Apr-26</b>                 | <b>PW-ENG</b>                     |
| Ribbon Cutting                                       | <b>N/A</b>                      | <b>N/A</b>                    |                                   |



**CAPITAL IMPROVEMENT PROJECT REQUEST**

100059 SW60

**Citizen/Council Directed Projects: Four-Prong Lake Flood Mitigation****Project Manager:** Public Works Director**Council Objective:** Major Projects 4.13 Implement prioritized stormwater improvements based on the Stormwater Master Plan

**Purpose and Justification:** Four-Prong Lake has historically experienced elevated water levels during heavy rainfall events, contributing to flooding in two adjacent neighborhoods within the Crystal Beach area. These events threaten private property, limit access, and degrade both public infrastructure and natural systems. To address this recurring issue, the City of Destin is partnering with the affected neighborhoods to implement a dedicated stormwater discharge system that will provide safe and reliable outfall capacity during high-water conditions. The Destiny East HOA has retained an engineer to design and permit the project, and the City has secured a State appropriation grant through FDEP to assist with implementation.

| <b>Capital Expenditure Overview</b> |              |      |      |      |      |
|-------------------------------------|--------------|------|------|------|------|
|                                     | FY26         | FY27 | FY28 | FY29 | FY30 |
| Estimated Project Costs             | 1,600,000    |      |      |      |      |
| TOTAL                               | \$ 1,600,000 | \$ - | \$ - | \$ - | \$ - |

**Status:**

Comprehensive Plan Policy: 6-1.2.1 Implement Stormwater System Improvements

Is this a Multi-Year Project: Yes. Review budget annually.

If yes, what was/is the Project's initiation Date: FY2023

**Operations & Maintenance (O & M) impact(s):** The annual operations and maintenance (O&M) costs for the Four-Prong Lake discharge system are expected to range from \$4,000 to \$7,500, depending on the final system design and conveyance path. These costs will support: Annual inspections of the discharge system and any tide valves or control structures, sediment or debris removal, vegetation and access maintenance near the lake, outfall system and bank stabilization maintenance. Costs may be shared or offset in part by partner HOAs, depending on maintenance agreements. Overall, the investment will lower the City's exposure to reactive flood response costs and damage

**Impact on Level of Service:** The improved LOS will reduce risk to property, reduce emergency response needs, and ensure better stormwater management performance in a high-visibility, high-value coastal neighborhood.

| <b>Current Year Total Funding Requirement:</b> |             |
|------------------------------------------------|-------------|
| 531000 Professional Svc                        |             |
| Project Mgmt/Architects/Engineers              |             |
| 565005 Construction Management                 | \$80,000    |
| 565006 Inspection                              | \$80,000    |
| 561000 Land Acquisition                        |             |
| 563000 Infrastructure (Street/Sidewalk)        |             |
| 564000 Machinery/Equipment/Fixtures (Signs)    |             |
| 565000 Permitting & Construction               | \$1,440,000 |
| TOTAL                                          | \$1,600,000 |

| <b>Annual Operating Costs</b> |          |
|-------------------------------|----------|
| Personnel                     | \$1,500  |
| Contractual                   |          |
| Operating Expenses            | \$3,000  |
| RR Fund                       | \$40,000 |
| Debt Service                  |          |
| TOTAL                         | \$44,500 |

# of Additional FTEs

-

| <b>Funding Source(s)</b>         |             |
|----------------------------------|-------------|
| 100059 OKA 1/2 Stormwater        | \$600,000   |
| 500014 FDEP Grant (State Approp) | \$1,000,000 |
|                                  |             |
|                                  |             |
| TOTAL                            | \$1,600,000 |

**Estimated Project Cost:** Engineer's Opinion of Probable Cost

| <b>MAJOR MILESTONES</b>                              | <b>Estimated<br/>Start Date</b> | <b>Estimated<br/>End Date</b> | <b>Responsible<br/>Department</b> |
|------------------------------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <b>Planning &amp; Design</b>                         |                                 |                               |                                   |
| Project Review Team (PRT) Review                     |                                 |                               |                                   |
| Engineering Design<br>(in-house or CCNA procurement) |                                 | <b>TBD</b>                    | <b>ENG</b>                        |
| 30% Design Committee Review                          |                                 |                               |                                   |
| 60% Design Committee Review                          |                                 |                               |                                   |
| 90% Design Committee Review                          |                                 |                               |                                   |
| Permitting                                           | <b>TBD</b>                      |                               | <b>ENG</b>                        |
| <b>Procurement &amp; Contracting</b>                 | <b>TBD</b>                      | <b>TBD</b>                    | <b>ENG</b>                        |
| <b>Construction</b>                                  |                                 |                               |                                   |
| Construction kick-off & mobilization                 | <b>TBD</b>                      | <b>TBD</b>                    | <b>ENG</b>                        |
| Construction                                         |                                 |                               |                                   |
| <b>Closeout &amp; Acceptance</b>                     |                                 |                               |                                   |
| Punchlists & final inspections                       | <b>TBD</b>                      | <b>TBD</b>                    | <b>ENG</b>                        |
| As-builts & warranties                               |                                 |                               |                                   |
| Ribbon Cutting                                       | <b>N/A</b>                      | <b>N/A</b>                    |                                   |

**CAPITAL IMPROVEMENT PROJECT REQUEST**

100064 UNDER

**Citizen/Council Directed Projects: Undergrounding of Overhead Utilities****Project Manager:** Grants & Projects Director**Council Objective 1.3 Underground Utilities**

**Purpose and Justification:** The City of Destin is initiating Phase 1 of a long-term project to underground overhead utility lines along U.S. Highway 98, beginning with the corridor from Marler Bridge to Airport Road. This project addresses multiple community goals by: improving resiliency against storms and hurricanes, enhancing public safety, and beautifying the city's appearance, supporting economic vitality, and aligning with long-term planning visions and coastal resilience strategies.

In FY 2026, City Council approved payment to ADS to extend conduit from service boxes to parking lot light fixtures along Hwy 98.

| Capital Expenditure Overview |            |      |      |      |      |
|------------------------------|------------|------|------|------|------|
|                              | FY26       | FY27 | FY28 | FY29 | FY30 |
| Estimated Project Costs      | 150,000    |      |      |      |      |
| TOTAL                        | \$ 150,000 | \$ - | \$ - | \$ - | \$ - |

**Status:**

Comprehensive Plan Policy: Not Applicable

Is this a Multi-Year Project: Yes. Budget to be reviewed and updated annually.

If yes, what was/is the Project's initiation Date: Construction began in FY2024

**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:** Undergrounding utilities along the US 98 corridor will result in a substantial increase in Level of Service (LOS) across multiple dimensions of municipal and public utility infrastructure by: improving the reliability of electric and communication services, reducing risk of live downed wires, reducing the number of pole collisions, and providing safer post-storm conditions for emergency response, improving community aesthetics and streetscape quality and reducing conflicts between poles, sidewalks, ADA routes, and future utility or transportation elements.

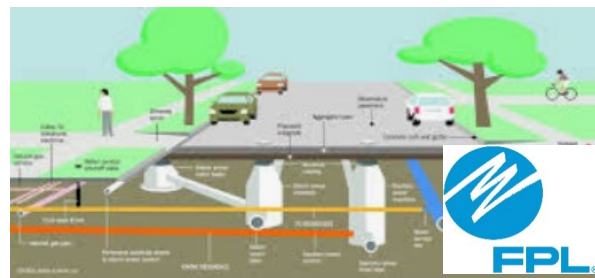
| Current Year Total Funding Requirement:     |           |
|---------------------------------------------|-----------|
| 531000 Professional Svc                     |           |
| Project Mgmt/Architects/Engineers           |           |
| 565005 Construction Management              | \$7,500   |
| 565006 Inspection                           | \$7,500   |
| 561000 Land Acquisition                     |           |
| 563000 Infrastructure (Street/Sidewalk)     |           |
| 564000 Machinery/Equipment/Fixtures (Signs) |           |
| 565000 Permitting & Construction            | \$135,000 |
| TOTAL                                       | \$150,000 |

| Funding Source(s)  |           |
|--------------------|-----------|
| Electric Franchise | \$150,000 |
|                    |           |
|                    |           |
|                    |           |
|                    |           |

| Annual Operating Costs |     |
|------------------------|-----|
| Personnel              |     |
| Contractual            |     |
| Operating Expenses     |     |
| RR Fund                |     |
| Debt Service           |     |
| TOTAL                  | \$0 |

# of Additional FTEs

-



**Estimated Project Cost:** Cost determined by procurement.

| <b>MAJOR MILESTONES</b>                              | <b>Estimated<br/>Start Date</b> | <b>Estimated<br/>End Date</b> | <b>Responsible<br/>Department</b> |
|------------------------------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <b>Planning &amp; Design</b>                         |                                 |                               |                                   |
| Project Review Team (PRT) Review                     | complete                        | complete                      | GPM                               |
| Engineering Design<br>(in-house or CCNA procurement) | complete                        | complete                      | GPM                               |
| 30% Design Committee Review                          | complete                        | complete                      | GPM                               |
| 60% Design Committee Review                          | complete                        | complete                      | GPM                               |
| 90% Design Committee Review                          | complete                        | complete                      | GPM                               |
| Permitting                                           | complete                        | complete                      | GPM                               |
| <b>Procurement &amp; Contracting</b>                 | complete                        | complete                      | GPM                               |
| <b>Construction</b>                                  | complete                        | complete                      | GPM                               |
| Construction kick-off & mobilization                 | Nov-24                          | complete                      | GPM                               |
| Construction                                         | Jan-25                          | Jun-26                        | GPM                               |
| <b>Closeout &amp; Acceptance</b>                     |                                 |                               |                                   |
| Punchlists & final inspections                       | 5/1/2026                        | 6/30/2026                     | GPM                               |
| As-builts & warranties                               | 5/1/2026                        | 6/30/2026                     | GPM                               |
| Pole Removal Celebration                             | 7/1/2026                        | 7/1/2026                      |                                   |

**CAPITAL IMPROVEMENT PROJECT REQUEST**

500025 CM001

**Citizen/Council Directed Projects: Crystal Shores Beach Park Development****Project Manager:** Parks and Recreation Director**Council Objective: 1.2 Public Waterfront Initiative**

**Purpose and Justification:** Previous land purchases, including parcels at Shores at Crystal Beach, have laid the foundation for this expansion. The remaining \$2.5 million allocated for FY2026 will fund the design and construction of new park amenities, including additional public parking, ADA-compliant access, landscaping, and visitor enhancements that support equitable use and improved safety. This project is a strategic investment in: public access equity, environmental stewardship, and tourism infrastructure. This completion of this park expansion reinforces the City's identity as a premier coastal community committed to both conservation and quality of life.

| Capital Expenditure Overview |              |      |      |      |      |
|------------------------------|--------------|------|------|------|------|
|                              | FY26         | FY27 | FY28 | FY29 | FY30 |
| Estimated Project Costs      | 1,929,774    |      |      |      |      |
| TOTAL                        | \$ 1,929,774 | \$ - | \$ - | \$ - | \$ - |

**Status:**

Comprehensive Plan Policy: 7-1.6.4: Identify Future Recreation Facilities

Is this a Multi-Year Project: Yes. Budget reviewed annually.

If yes, what was/is the Project's initiation Date: FY 2020

**Operations & Maintenance (O & M) impact(s):** The annual operations and maintenance (O&M) cost for the expanded beachfront park is estimated at \$50,000 to \$80,000, depending on final design, visitation patterns, and landscaping features. This cost range reflects typical O&M expenses associated with a high-use public waterfront facility.

**Impact on Level of Service:** The Crystal Beach Park expansion project significantly enhances the Level of Service (LOS) provided by the City's public recreation and coastal access network. Key LOS improvements include: increased linear feet of public beachfront per capita, additional parking capacity, enhanced ADA access and landscaping, improved LOS for coastal management, as City ownership allows for sustainable beach maintenance, erosion control, and habitat protection. This project ensures that Destin continues to meet the recreational and environmental expectations of its population while managing access pressure in a responsible and resilient way.

| 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            | \$1,929,774 |
| TOTAL                                       | \$1,929,774 |

| Annual Operating Costs |          |
|------------------------|----------|
| Personnel              | \$3,750  |
| Contractual            | \$0      |
| Operating Expenses     | \$5,000  |
| RR Fund                | \$50,000 |
| Debt Service           | \$0      |
| TOTAL                  | \$58,750 |

# of Additional FTEs

| Funding Source(s)      |             |
|------------------------|-------------|
| 500025 BOCC Grant      | \$1,488,965 |
| 500029 TDC 12.5% Grant | \$440,808   |
|                        |             |
|                        |             |
| TOTAL                  | \$1,929,774 |





**Estimated Project Cost:** County engineer's Opinion of Probable Cost as listed in the 2021 Amended Interlocal Agreement between Okaloosa County and the City of Destin.

| <b>MAJOR MILESTONES</b>                              | <b>Estimated Start Date</b> | <b>Estimated End Date</b> | <b>Responsible Department</b> |
|------------------------------------------------------|-----------------------------|---------------------------|-------------------------------|
| <b>Planning &amp; Design</b>                         |                             |                           |                               |
| Project Review Team (PRT) Review                     |                             | n/a                       |                               |
| Engineering Design<br>(in-house or CCNA procurement) |                             | done                      |                               |
| 30% Design Committee Review                          |                             | done                      |                               |
| 60% Design Committee Review                          |                             | done                      | County                        |
| 90% Design Committee Review                          |                             | 9/1/2025                  | County                        |
| Permitting                                           |                             | 11/1/2025                 | County                        |
| <b>Procurement &amp; Contracting</b>                 |                             | 1/1/2025                  | County                        |
| <b>Construction</b>                                  |                             |                           |                               |
| Construction kick-off & mobilization                 | 3/1/2026                    |                           | County                        |
| Construction                                         | 4/1/2026                    | 4/30/2027                 | County                        |
| <b>Closeout &amp; Acceptance</b>                     |                             |                           |                               |
| Punchlists & final inspections                       |                             | 5/31/2025                 | County                        |
| As-builts & warranties                               |                             | 6/30/2025                 | County                        |
| Ribbon Cutting                                       |                             | 7/15/2026                 | County                        |

**CAPITAL IMPROVEMENT PROJECT REQUEST**

500026 CM002

**Citizen/Council Directed Projects: Tarpon Beach Park Development****Project Manager:** Parks and Recreation Director**Council Objective: 1.2 Public Waterfront Initiative**

**Purpose and Justification:** The development of Tarpon Beach Gulf Front Park represents a significant advancement in the City of Destin's commitment to expanding public beach access. This initiative is a collaborative effort involving the City of Destin and Okaloosa County, aiming to enhance the quality of life for residents and visitors alike. Key aspects of the project include: acquisition of 340 feet of Gulf-front property, construction of new amenities such as restrooms, four pavilions, and improved stormwater infrastructure, and the development of parking facilities. This project not only addresses the growing demand for public beach access but also contributes to the preservation of Destin's coastal character and supports the local economy through tourism enhancement.

| Capital Expenditure Overview |              |      |      |      |      |
|------------------------------|--------------|------|------|------|------|
|                              | FY26         | FY27 | FY28 | FY29 | FY30 |
| Estimated Project Costs      | 2,394,000    |      |      |      |      |
| TOTAL                        | \$ 2,394,000 | \$ - | \$ - | \$ - | \$ - |

**Status:**

Comprehensive Plan Policy: 7-1.6.4: Identify Future Recreation Facilities

Is this a Multi-Year Project: Yes. Budget reviewed annually.

If yes, what was/is the Project's initiation Date: FY 2023

**Operations & Maintenance (O & M) impact(s):** The anticipated annual operations and maintenance (O&M) costs for Tarpon Beach Gulf Front Park are projected to range between \$60,000 and \$90,000, contingent upon usage levels and specific maintenance requirements.

**Impact on Level of Service:** The Tarpon Beach Gulf Front Park project significantly elevates the Level of Service (LOS) in several key areas: recreational access, infrastructure improvements, accessibility, and environmental stewardship. Collectively, these enhancements align with the City's strategic objectives to improve public amenities and environmental resilience.

| 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            | \$2,394,000 |
| TOTAL                                       | \$2,394,000 |

| Annual Operating Costs |          |
|------------------------|----------|
| Personnel              | \$5,000  |
| Contractual            | \$0      |
| Operating Expenses     | \$7,300  |
| RR Fund                | \$50,000 |
| Debt Service           | \$0      |
| TOTAL                  | \$62,300 |

# of Additional FTEs

| Funding Source(s)      |             |
|------------------------|-------------|
| 500026 BOCC Grant      | \$1,197,000 |
| 500038 TDC 12.5% Grant | \$1,197,000 |
|                        |             |
|                        |             |
| TOTAL                  | \$2,394,000 |



**Estimated Project Cost:** Estimate based upon County RFP results. Construction ground-breaking held 07/07/2025.

| <b>MAJOR MILESTONES</b>                              | <b>Estimated<br/>Start Date</b> | <b>Estimated<br/>End Date</b> | <b>Responsible<br/>Department</b> |
|------------------------------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <b>Planning &amp; Design</b>                         |                                 |                               |                                   |
| Project Review Team (PRT) Review                     |                                 | n/a                           |                                   |
| Engineering Design<br>(in-house or CCNA procurement) |                                 | done                          |                                   |
| 30% Design Committee Review                          |                                 | done                          |                                   |
| 60% Design Committee Review                          |                                 | done                          |                                   |
| 90% Design Committee Review                          |                                 | done                          |                                   |
| Permitting                                           |                                 | done                          |                                   |
| <b>Procurement &amp; Contracting</b>                 |                                 |                               |                                   |
| <b>Construction</b>                                  |                                 |                               |                                   |
| Construction kick-off & mobilization                 | 7/7/2025                        |                               | County                            |
| Construction                                         | 7/7/2025                        | 5/31/2026                     | County                            |
| <b>Closeout &amp; Acceptance</b>                     |                                 |                               |                                   |
| Punchlists & final inspections                       | 6/1/2025                        | 6/30/2025                     | County                            |
| As-builts & warranties                               |                                 | 7/31/2026                     | County                            |
| Ribbon Cutting                                       |                                 | 8/10/2026                     | County                            |

**CAPITAL IMPROVEMENT PROJECT REQUEST**

500031 LB00K

Citizen/Council Directed Projects: Architectural Professional Services/Library Expansion

Project Manager: Library Director

**Council Objective:**

**Purpose and Justification:** The library invests \$60,000 to \$70,000 per year towards collection development to include media and books. This investment is primarily funded by an operating grant from the County Library Cooperative.

| Capital Expenditure Overview |           |      |      |      |      |
|------------------------------|-----------|------|------|------|------|
|                              | FY26      | FY27 | FY28 | FY29 | FY30 |
| Estimated Project Costs      | 65,925    |      |      |      |      |
| TOTAL                        | \$ 65,925 | \$ - | \$ - | \$ - | \$ - |

**Status:**

Comprehensive Plan Policy: Objective 4-6.1 et. al.

Is this a Multi-Year Project: This is an annual project. The budget is reviewed annually.

If yes, what was/is the Project's initiation Date:

**Operations & Maintenance (O & M) impact(s):****Impact on Level of Service:** To maintain expected 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 (Signs) |          |
| 566000 Library Collection                   | \$69,925 |
| TOTAL                                       | \$69,925 |

| Annual Operating Costs |     |
|------------------------|-----|
| Personnel              |     |
| Contractual            |     |
| Operating Expenses     |     |
| RR Fund                |     |
| Debt Service           |     |
| TOTAL                  | \$0 |

# of Additional FTEs

| Funding Source(s)                |          |
|----------------------------------|----------|
| 500031 BOCC - Library Coop Grant | \$69,925 |
|                                  |          |
|                                  |          |
|                                  |          |
| TOTAL                            | \$69,925 |



**Estimated Project Cost:**

Additions to Library Collection are planned annually and purchased monthly throughout the year.

| <b>MAJOR MILESTONES</b>                              | <b>Estimated<br/>Start Date</b> | <b>Estimated<br/>End Date</b> | <b>Responsible<br/>Department</b> |
|------------------------------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <b>Planning &amp; Design</b>                         |                                 |                               |                                   |
| Project Review Team (PRT) Review                     |                                 |                               |                                   |
| Engineering Design<br>(in-house or CCNA procurement) |                                 |                               |                                   |
| 30% Design Committee Review                          |                                 |                               |                                   |
| 60% Design Committee Review                          |                                 |                               |                                   |
| 90% Design Committee Review                          |                                 |                               |                                   |
| Permitting                                           |                                 |                               |                                   |
| <b>Procurement &amp; Contracting</b>                 |                                 |                               |                                   |
| <b>Construction</b>                                  |                                 |                               |                                   |
| Construction kick-off & mobilization                 |                                 |                               |                                   |
| Construction                                         |                                 |                               |                                   |
| <b>Closeout &amp; Acceptance</b>                     |                                 |                               |                                   |
| Punchlists & final inspections                       |                                 |                               |                                   |
| As-builts & warranties                               |                                 |                               |                                   |
| Ribbon Cutting                                       |                                 |                               |                                   |



**CAPITAL IMPROVEMENT PROJECT REQUEST**

100063 TRSAF

Citizen/Council Directed Projects: Public Works &amp; Safety Committee

Project Manager: Public Works Director

Council Objective: 3.8 Improve sidewalks

**Purpose and Justification:** The City of Destin allocates \$100,000 annually in discretionary funding to the Public Works and Safety Committee to address small- to mid-scale safety improvements throughout the community. This funding allows for timely response to emerging safety concerns and supports proactive investments in public infrastructure that enhance quality of life and reduce risk.

| Capital Expenditure Overview |            |      |      |      |      |
|------------------------------|------------|------|------|------|------|
|                              | FY26       | FY27 | FY28 | FY29 | FY30 |
| Estimated Project Costs      | 100,000    |      |      |      |      |
| TOTAL                        | \$ 100,000 | \$ - | \$ - | \$ - | \$ - |

**Status:**

Comprehensive Plan Policy: Not Applicable

Is this a Multi-Year Project: No. Budget reviewed annually.

If yes, what was/is the Project's initiation Date: Not applicable

**Operations & Maintenance (O & M) impact(s):** Not applicable

**Impact on Level of Service:** The discretionary safety funding improves the Level of Service (LOS) across a wide range of City services by enabling: faster response times to fix safety hazards before they escalate, improved pedestrian and cyclist safety infrastructure, especially near schools, parks, and busy intersections, localized improvements that may not qualify for capital projects but have a high public impact, regular investment in ADA compliance and access improvements. This funding mechanism increases Destin's ability to maintain a consistent and responsive standard of care for public infrastructure, enhancing community trust and long-term service performance.

| 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            | \$100,000 |
| TOTAL                                       | \$110,000 |

| Annual Operating Costs |     |
|------------------------|-----|
| Personnel              | \$0 |
| Contractual            | \$0 |
| Operating Expenses     | \$0 |
| RR Fund                | \$0 |
| Debt Service           | \$0 |
| TOTAL                  | \$0 |

# of Additional FTEs

-

| Funding Source(s)          |           |
|----------------------------|-----------|
| 100063 Okaloosa Half Penny | \$100,000 |
|                            |           |
|                            |           |
|                            |           |
| TOTAL                      | \$100,000 |

**Estimated Project Cost:** Discretionary funding via the Okaloosa 1/2 Penny Surtax

| <b>MAJOR MILESTONES</b>                              | <b>Estimated<br/>Start Date</b> | <b>Estimated<br/>End Date</b> | <b>Responsible<br/>Department</b> |
|------------------------------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <b>Planning &amp; Design</b>                         | <b>TBD</b>                      | <b>TBD</b>                    | <b>PW</b>                         |
| Project Review Team (PRT) Review                     | TBD                             | TBD                           | PRT                               |
| Engineering Design<br>(in-house or CCNA procurement) | TBD                             | TBD                           | PW                                |
| 30% Design Committee Review                          | TBD                             | TBD                           | PW                                |
| 60% Design Committee Review                          | TBD                             | TBD                           | PW                                |
| 90% Design Committee Review                          | TBD                             | TBD                           | PW                                |
| Permitting                                           | TBD                             | TBD                           | PW                                |
| <b>Procurement &amp; Contracting</b>                 | <b>TBD</b>                      | <b>TBD</b>                    | <b>PW</b>                         |
| <b>Construction</b>                                  | <b>TBD</b>                      | <b>TBD</b>                    | <b>PW</b>                         |
| Construction kick-off & mobilization                 | TBD                             | TBD                           | PW                                |
| Construction                                         | TBD                             | TBD                           | PW                                |
| <b>Closeout &amp; Acceptance</b>                     | <b>TBD</b>                      | <b>TBD</b>                    | <b>PW</b>                         |
| Punchlists & final inspections                       | TBD                             | TBD                           | PW                                |
| As-builts & warranties                               | TBD                             | TBD                           | PW                                |
| Ribbon Cutting                                       | N/A                             | N/A                           |                                   |

**CAPITAL IMPROVEMENT PROJECT REQUEST**

100063 PW Gator

Citizen/Council Directed Projects: Public Works &amp; Safety Committee

Project Manager: Public Works Director

Council Objective: 3.8 Improve sidewalks

**Purpose and Justification:** The Public Works Department has a request in the FY 2026 budget for 1 full-time technician who will be dedicated to addressing irrigation and sidewalk repair issues throughout the City, to include within medians and parks. The Public Works Department is requesting a gator to haul repair equipment to these jobsites.

| Capital Expenditure Overview |           |      |      |      |      |
|------------------------------|-----------|------|------|------|------|
|                              | FY26      | FY27 | FY28 | FY29 | FY30 |
| Estimated Project Costs      | 25,000    |      |      |      |      |
| TOTAL                        | \$ 25,000 | \$ - | \$ - | \$ - | \$ - |

**Status:**

Comprehensive Plan Policy: Not Applicable

Is this a Multi-Year Project: No. Budget reviewed annually.

If yes, what was/is the Project's initiation Date: Not applicable

**Operations & Maintenance (O & M) impact(s):** Not applicable

**Impact on Level of Service:** Service regarding median maintenance and beautification projects in the City will be increased if the City hires a dedicated irrigation and sidewalk repair technician and equipment to do the work.

| 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) | \$25,000 |
| 565000 Permitting & Construction            |          |
| TOTAL                                       | \$25,000 |

| Annual Operating Costs |     |
|------------------------|-----|
| Personnel              | \$0 |
| Contractual            | \$0 |
| Operating Expenses     | \$0 |
| RR Fund                | \$0 |
| Debt Service           | \$0 |
| TOTAL                  | \$0 |

# of Additional FTEs

-

| Funding Source(s)   |          |
|---------------------|----------|
| 100tbd General Fund | \$25,000 |
|                     |          |
|                     |          |
|                     |          |
| TOTAL               | \$25,000 |



**Estimated Project Cost:** Quotes from our regional John Deere dealership date July 2025

| <b>MAJOR MILESTONES</b>                              | <b>Estimated Start Date</b> | <b>Estimated End Date</b> | <b>Responsible Department</b> |
|------------------------------------------------------|-----------------------------|---------------------------|-------------------------------|
| <b>Planning &amp; Design</b>                         | <b>TBD</b>                  | <b>TBD</b>                | <b>PW</b>                     |
| Project Review Team (PRT) Review                     | TBD                         | TBD                       | PRT                           |
| Engineering Design<br>(in-house or CCNA procurement) | TBD                         | TBD                       | PW                            |
| 30% Design Committee Review                          | TBD                         | TBD                       | PW                            |
| 60% Design Committee Review                          | TBD                         | TBD                       | PW                            |
| 90% Design Committee Review                          | TBD                         | TBD                       | PW                            |
| Permitting                                           | TBD                         | TBD                       | PW                            |
| <b>Procurement &amp; Contracting</b>                 | <b>TBD</b>                  | <b>TBD</b>                | <b>PW</b>                     |
| <b>Construction</b>                                  | <b>TBD</b>                  | <b>TBD</b>                | <b>PW</b>                     |
| Construction kick-off & mobilization                 | TBD                         | TBD                       | PW                            |
| Construction                                         | TBD                         | TBD                       | PW                            |
| <b>Closeout &amp; Acceptance</b>                     | <b>TBD</b>                  | <b>TBD</b>                | <b>PW</b>                     |
| Punchlists & final inspections                       | TBD                         | TBD                       | PW                            |
| As-builts & warranties                               | TBD                         | TBD                       | PW                            |
| Ribbon Cutting                                       | N/A                         | N/A                       |                               |

## **CAPITAL IMPROVEMENT PROJECT REQUEST**

TR619

### **Citizen/Council Directed Projects: Sibert-Zerbe Parking Lot Consolidation**

**Project Manager:** Public Works Director

**Council Objective:** 1.7 Improve parking, explore options (e.g., parking garage, surface parking)

**Purpose and Justification:** The City of Destin currently manages three separate gravel paid parking areas that are inefficient, inconsistent in quality, and difficult to maintain. These lots experience issues such as poor drainage, unclear traffic flow, dust generation, and reduced accessibility for individuals with mobility challenges. This project proposes to consolidate the three gravel lots into a single, paved parking facility that will: Improve parking efficiency through optimized layout and clearly marked spaces, enhance safety and ADA accessibility for all users, reduce ongoing maintenance and dust control costs associated with gravel surfaces, and provide aesthetically consistent, professionally designed parking infrastructure that supports tourism, downtown activity, and local businesses.

| <b>Capital Expenditure Overview</b> |      |            |      |      |      |
|-------------------------------------|------|------------|------|------|------|
|                                     | FY26 | FY27       | FY28 | FY29 | FY30 |
| Estimated Project Costs             |      | 525,000    |      |      |      |
| TOTAL                               | \$ - | \$ 525,000 | \$ - | \$ - | \$ - |

**Status:**

Comprehensive Plan Policy: 2-1.3.17 Prioritize Community Parking over On-Site Parking

Is this a Multi-Year Project: No. Budget reviewed annually.

If yes, what was/is the Project's initiation Date: Spring 2026

**Operations & Maintenance (O & M) impact(s):** The annual operations and maintenance (O&M) cost for the new consolidated paved parking lot is estimated at \$10,000 to \$18,000, depending on the level of use and seasonal demands. Primary cost components include: cleaning and sweeping, lighting, striping and signage, storm system maintenance, and landscaping.

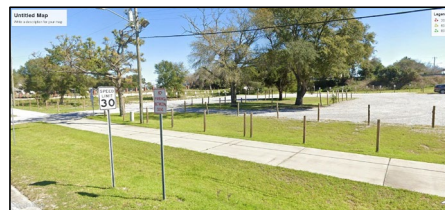
**Impact on Level of Service:** Consolidating and paving the existing gravel parking areas will result in a clear Level of Service (LOS) improvement for public parking operations in Destin. Specifically, the project will: increase the efficiency of space utilization, allowing more vehicles to be accommodated in a smaller footprint through striping and circulation planning, improve LOS for accessibility and safety, including compliance with ADA regulations and better pedestrian circulation, enhance the visual and functional quality of public parking infrastructure, which directly impacts tourism experience and public satisfaction, reduce confusion and user frustration by consolidating fragmented lots into a single, well-marked facility with consistent signage and payment systems.

| <b>Current Year Total Funding Requirement:</b> |           |
|------------------------------------------------|-----------|
| 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               | \$525,000 |
| TOTAL                                          | \$525,000 |

| <b>Funding Source(s)</b> |     |
|--------------------------|-----|
| Parking Fund             | \$0 |
|                          |     |
|                          |     |
|                          |     |
| TOTAL                    | \$0 |

| <b>Annual Operating Costs</b> |          |
|-------------------------------|----------|
| Personnel                     | \$2,000  |
| Contractual                   |          |
| Operating Expenses            | \$8,000  |
| RR Fund                       | \$13,500 |
| Debt Service                  |          |
| TOTAL                         | \$23,500 |

# of Additional FTEs



**Estimated Project Cost:** Quote from H&T, the City's Continuing Service Contractor

| <b>MAJOR MILESTONES</b>                              | <b>Estimated<br/>Start Date</b> | <b>Estimated<br/>End Date</b> | <b>Responsible<br/>Department</b> |
|------------------------------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <b>Planning &amp; Design</b>                         |                                 |                               |                                   |
| Project Review Team (PRT) Review                     |                                 |                               |                                   |
| Engineering Design<br>(in-house or CCNA procurement) | <b>complete</b>                 |                               | <b>ENG</b>                        |
| 30% Design Committee Review                          |                                 |                               |                                   |
| 60% Design Committee Review                          |                                 |                               |                                   |
| 90% Design Committee Review                          |                                 |                               |                                   |
| Permitting                                           |                                 |                               |                                   |
| <b>Procurement &amp; Contracting</b>                 | <b>complete</b>                 |                               | <b>PW</b>                         |
| <b>Construction</b>                                  |                                 |                               |                                   |
| Construction kick-off & mobilization                 | <b>Nov-26</b>                   | <b>Nov-26</b>                 | <b>PW</b>                         |
| Construction                                         | <b>Nov-26</b>                   | <b>Nov-26</b>                 | <b>PW</b>                         |
| <b>Closeout &amp; Acceptance</b>                     |                                 |                               |                                   |
| Punchlists & final inspections                       | <b>Dec-26</b>                   | <b>Dec-26</b>                 | <b>PW</b>                         |
| As-builts & warranties                               |                                 |                               |                                   |
| Ribbon Cutting                                       | <b>N/A</b>                      | <b>N/A</b>                    |                                   |



**CAPITAL IMPROVEMENT PROJECT REQUEST**

CRT17

**Citizen/Council Directed Projects: Destin Multi-Use Trail****Project Manager:** Park and Recreation Director**Council Objective:** Major Projects 4.14 - Linear Trail/SunTrail

**Purpose and Justification:** The City of Destin is advancing the design of a multi-use trail within the Power Line Easement corridor, stretching from 98 Palms Blvd to Airport Road, with connectivity through Main Street and Mattie Kelly Blvd. This project is a cornerstone of the City's Mobility Plan, promoting non-vehicular transportation and increasing recreational options for residents and visitors. Key project goals include: providing convenient and safe pedestrian and bicycle access from Main Street to Commons Drive, linking residential neighborhoods with commercial areas-parks-schools, creating a new recreational amenity, supporting active lifestyles and encouraging outdoor activity for all age groups while leveraging Tax Incremental Financing (TIF) within the Town Center CRA to maximize long-term construction funding. Funding allocated in FY2026 will support project design, public engagement, easement coordination, and engineering documentation, setting the stage for future construction.

| Capital Expenditure Overview |      |              |      |      |      |
|------------------------------|------|--------------|------|------|------|
|                              | FY26 | FY27         | FY28 | FY29 | FY30 |
| Estimated Project Costs      |      | 1,000,000    |      |      |      |
| TOTAL                        | \$ - | \$ 1,000,000 | \$ - | \$ - | \$ - |

**Status:**

Comprehensive Plan Policy: 2-1.3.1 Reduce Automobile Mobility, et. al.

Is this a Multi-Year Project: Yes. Budget reviewed annually.

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:** The Power Line Easement Multi-Use Trail will result in a substantial Level of Service (LOS) increase in both mobility infrastructure and recreational access by: improving LOS for alternative transportation, increasing LOS for recreation access per capita, especially in underserved areas of the Town Center CRA, enhancing mobility equity, and by benefiting users who rely on walking, biking, or transit and reducing transportation barriers for youth, seniors, and low-income residents. This trail is a critical component of Destin's shift toward multimodal infrastructure, fulfilling a major policy objective in the Mobility Plan and increasing the LOS standard citywide.

| 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            |     |
| TOTAL                                       | \$0 |

| Annual Operating Costs |          |
|------------------------|----------|
| Personnel              | \$7,300  |
| Contractual            | \$0      |
| Operating Expenses     | \$20,000 |
| RR Fund                | \$30,000 |
| Debt Service           | \$0      |
| TOTAL                  | \$57,300 |

# of Additional FTEs

| Funding Source(s)       |     |
|-------------------------|-----|
| Town Center CRA         |     |
| State Grant Multi-Modal |     |
| TOTAL                   | \$0 |

**Estimated Project Cost:** Engineer's Opinion of Probable Cost

| <b>MAJOR MILESTONES</b>                              | <b>Estimated<br/>Start Date</b> | <b>Estimated<br/>End Date</b> | <b>Responsible<br/>Department</b> |
|------------------------------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <b>Planning &amp; Design</b>                         |                                 |                               |                                   |
| Project Review Team (PRT) Review                     |                                 |                               |                                   |
| Engineering Design<br>(in-house or CCNA procurement) |                                 |                               |                                   |
| 30% Design Committee Review                          |                                 |                               |                                   |
| 60% Design Committee Review                          |                                 | 6/30/2025                     | ENG                               |
| 90% Design Committee Review                          |                                 |                               |                                   |
| Permitting                                           |                                 | 12/31/2025                    | ENG                               |
| <b>Procurement &amp; Contracting</b>                 |                                 |                               |                                   |
| <b>Construction</b>                                  |                                 |                               |                                   |
| Construction kick-off & mobilization                 |                                 | TBD                           |                                   |
| Construction                                         |                                 |                               |                                   |
| <b>Closeout &amp; Acceptance</b>                     |                                 |                               |                                   |
| Punchlists & final inspections                       |                                 |                               |                                   |
| As-builts & warranties                               |                                 |                               |                                   |
| Ribbon Cutting                                       |                                 |                               |                                   |

**CAPITAL IMPROVEMENT PROJECT REQUEST**

1000tbd ANNEX

Citizen/Council Directed Projects: Annex Office Space

**Project Manager:** Community Development Director**Council Objective:****Purpose and Justification:** Need two offices to accommodate additional planning staff

| Capital Expenditure Overview |           |      |      |      |      |
|------------------------------|-----------|------|------|------|------|
|                              | FY26      | FY27 | FY28 | FY29 | FY30 |
| Estimated Project Costs      | 76,000    |      |      |      |      |
| TOTAL                        | \$ 76,000 | \$ - | \$ - | \$ - | \$ - |

**Status:**

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):** None. This will not increase square footage of the building. It will be a reconfiguration of existing space.**Impact on Level of Service:** Will improve office space capacity and functionality.

| 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            | \$76,000 |
| TOTAL                                       | \$76,000 |

| Funding Source(s) |          |
|-------------------|----------|
| General Fund      | \$76,000 |
|                   |          |
|                   |          |
|                   |          |
| TOTAL             | \$76,000 |

| Annual Operating Costs |         |
|------------------------|---------|
| Personnel              | n/a     |
| Contractual            |         |
| Operating Expenses     |         |
| RR Fund                | \$3,800 |
| Debt Service           |         |
| TOTAL                  | \$3,800 |

# of Additional FTEs

-



**Estimated Project Cost:** Initial quotes from Facilities Department. Facilities staff will re-arrange cubicle walls and office walls to create additional workstations for Community Development staff.

| <b>MAJOR MILESTONES</b>                              | <b>Estimated Start Date</b> | <b>Estimated End Date</b> | <b>Responsible Department</b> |
|------------------------------------------------------|-----------------------------|---------------------------|-------------------------------|
| <b>Planning &amp; Design</b>                         |                             |                           |                               |
| Project Review Team (PRT) Review                     | 10/9/2025                   | N/A                       | CD                            |
| Engineering Design<br>(in-house or CCNA procurement) | 10/13/2025                  | 10/15/2025                | PW                            |
| 30% Design Committee Review                          | N/A                         | N/A                       | N/A                           |
| 60% Design Committee Review                          | N/A                         | N/A                       | N/A                           |
| 90% Design Committee Review                          | N/A                         | N/A                       | N/A                           |
| Permitting                                           | 10/16/2025                  | 10/23/2025                | BD                            |
| <b>Procurement &amp; Contracting</b>                 | N/A                         | N/A                       | N/A                           |
| <b>Construction</b>                                  |                             |                           |                               |
| Construction kick-off & mobilization                 | 10/27/2025                  |                           | CD/PW                         |
| Construction                                         | 10/28/2025                  | 1/15/2026                 | PW                            |
| <b>Closeout &amp; Acceptance</b>                     |                             |                           |                               |
| Punchlists & final inspections                       | 1/15/2026                   | 1/15/2026                 | BD                            |
| As-builts & warranties                               | N/A                         |                           |                               |
| Ribbon Cutting                                       | 1/16/2026                   |                           | CD                            |



# **END OF TENTATIVE FY 2026 BUDGET**

CITY OF DESTIN



# AGENDA ITEM

**COUNCIL MEETING DATE:** September 3, 2025

**TYPE OF AGENDA ITEM:** Public Hearing

**AGENDA OUTLINE NUMBER:** 5.C.

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**TO:** City Council

**THRU:** Larry Jones , City Manager  
Kimberly Kopp, City Attorney

**FROM:** David Prichard, Community Development Director

**DATE:** August 26, 2025

**SUBJECT:** First reading of Ordinance 25-05-CC - Relating to livery vessels; amending Chapter 13 Article VIII "Registration of livery vessels" of the city Code of Ordinances; amending provisions related to transferability of permits; providing for additional required training and safety measures.

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**I. BACKGROUND:** Proposed Ordinance 25-05-CC requires additional training and safety measures for livery vessel operators and their customers, codifies the livery vessel cap within the City, and makes clarifications to permit transferability. The cap on the number of livery vessels is based on the current number of livery vessels legally registered and expected to register based on the recent clarifications related to bareboat yachts and the existing boat club within the city. Proposed clarifications on permit registration transferability include the ability to transfer permit registrations provided the vessel is transferred with the permit, but prohibit separate permit transfers if detached from the vessel to which the permit is registered. Abandoned permits would be required to be returned to the City.

The Ordinance was discussed by the City Council on May 19, 2025; by the Harbor and Waterways Board on May 22, 2025, and again by the City Council on August 4 and 18, 2025. Comments obtained from both the City Council and HWB have been incorporated into the proposed Ordinance before the Council this evening for first reading.

**II. DISCUSSION:** Proposed Ordinance 25-05-CC contains updates related to safety measures for livery operators as well as clarifications on transferability of livery registration permits. With respect to safety measures, the City is proposing to adopt standards consistent with those adopted by Okaloosa County. The additional safety measures include additional required training for both operator employees and customers, as well as a bracelet system for livery operator identification, as further detailed below:



**Section 13-145 (6) Required Safety Measures*****A. Employee training.***

Employees shall be required to complete the following training and, upon request, provide documentation at the site to the city manager or city manager's designee. At all times during business hours, an employee that has completed the training must be located at the business facility. Employees that have not completed the training shall have 30 days from the start of employment to complete the training and may temporarily operate under the supervision of someone who has completed the training. Current/existing employees shall have six months from the effective date of this article to comply with these training requirements.

Documentation of training must be kept at the business location and be made available for inspection at all times while the business is open. Training shall apply to all employees that supervise, receive reservations, handle paperwork with customers, provide pre-ride/pre-rental training, or otherwise operate the rental or response/recovery equipment and shall include the following:

1. State of Florida Boating Safety Education Course;
2. Okaloosa Boating and Waterway Safety Video;
3. Florida Wildlife Commission (FWC)'s online livery course;
4. American Heart Association First Aid Response Course;
5. PWC or pontoon equipment training. In-house training on the safety/operation on the specific apparatus rented by the vendor; and
6. Contingency training. In-house training for the employee on the specific contingency plans required for this business location.

***B. Rental customer operating requirements.***

1. ***Training.*** In addition to any and all state mandated training, all operators of the rental vessel shall undergo the following training:

- (a) Okaloosa Boating and Waterway Safety Video;
- (b) PWC or Pontoon equipment video/training on the safety/operation on the specific apparatus rented; and
- (c) Emergency contact information for law enforcement, Coast Guard, 911, and vendor.

2. ***Operator identification.*** Operators shall have a wristband indicating they have met the training requirements above and are properly licensed. There shall be two separate identification colored wristbands which shall be used by the business to identify the operators, the color coordination of wristbands is as follows:

- a. **Green** - to use when the operator is over the age of 18 years old and was born before January 1, 1988, and by Florida law is not required to obtain a Florida Temporary Boaters Certification or obtain the National Association of State Boating Law Administrators (NASBLA) approved boaters license or passed a Florida Temporary Boaters Certification.
- b. **Pink** - to use when the operator is over the age of 18 but born after January 1, 1988.

**3. *License.*** All livery vessel businesses shall maintain a copy of the operator/renters state drivers' license/certification which can be provided to the appropriate county/state authorities if and when requested.

**4. *Required documentation.***

- a. The rental customer shall have a copy of the rental agreement;
- b. Contact number/call sign to contact rental agency;
- c. Safety and operational information for the device;
- d. Map of the area with the location of rental agency shown as well as any boater restrictive areas;
- e. Emergency contact information and other emergency rental agency; communication device. Shall be an operational cell phone, portable marine radio or other device capable to communicate to the business and emergency personnel; and
- f. Identification markings shall be placed on each personal flotation device worn by operators of the livery vessels which distinguishes the business from other businesses engaged in the rental of livery vessels.

**Sec. 13-148. - Permit not transferable.**

**A.** The number of livery vessel permits within the City of Destin is capped at Four Hundred and Ninety (490). If, at the end of a permit registration year, less than the maximum allowed has been assigned, the next year's cap will be equal to the number of vessels previously permitted. Livery vessel permits must be attached to a designated vessel at all times or shall be automatically returned to the City of Destin and made available to other applicants subject to all requirements of the City's Code of Ordinances and Land Development Code. Unassigned vessels as of the Effective Date of this Ordinance shall have one year before their permit is revoked.

**B.** No permit issued under this article creates any vested right. Except as provided in subsection (a), no permit shall be transferable or assignable. No permit shall be used by any vendor other than the one to whom it is issued. No permit shall be used at any location other than the one for which it is issued except as provided in subsection (a).

*(a) Provided the permit remains attached to a designated vessel, the vessel and permit are transferable and assignable within the City of Destin, subject to the following:*

- The vessels are included in the sale, transfer, or assignment of a business which is currently in good standing with the City of Destin. The purchasing entity, transferee or assignee shall notify the city within ten (10) days of the change of ownership, or any permit shall be deemed automatically revoked and returned to the City of Destin.
- Transfer or assignment of such a permitted vessel does not relieve the new owner of the obligation to comply with all provisions of the City's Code of Ordinances and Land Development Code applicable to livery vessels.

**A. Link to Strategic Goals / Objectives:**

**B. Effect on Budget (EOB):**

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

D. **Legislative Sponsor:** City Council on May 19, 2025

E. **Business Impact Statement:**

**III. CONCLUSION:** This ordinance will provide more consistent guidance that follows the county and the surrounding community regarding livery regulations.

**IV. RECOMMENDED MOTION:** I move to approve Ordinance 25-05-CC on first reading.

Attachments:

1. 25-05-CC LIVERY  
VESSEL  
REGISTRATION\_20250825

## **ORDINANCE 25-05-CC**

**AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA RELATING TO LIVERY VESSELS; AMENDING CHAPTER 13 ARTICLE VIII "REGISTRATION OF LIVERY VESSELS" OF THE CITY CODE OF ORDINANCES; AMENDING PROVISIONS RELATED TO TRANSFERABILITY OF PERMITS; PROVIDING FOR ADDITIONAL REQUIRED TRAINING AND SAFETY MEASURES; PROVIDING FOR FINDINGS OF FACT; 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 386, Florida Statutes.

### **SECTION 2. FINDINGS OF FACT.**

**WHEREAS**, the tranquility, environmentally sound, and orderly and safe use of City waterways is of prime importance to the city, its citizens and visitors; and

**WHEREAS**, the City Council of the City of Destin recognizes that the unregulated rental of livery vessels by the public impacts the welfare of the historic working waterfront, and jeopardizes the health, safety and welfare of the city's residents, property owners, and visitors; and

**WHEREAS**, it is therefore necessary and in the interest of the public health, safety and welfare to monitor and provide reasonable means to ensure adherence to state laws and ensure safe and responsible operation of such livery vessels; and

**WHEREAS**, the unregulated rental of livery vessels has led to increased instances of unlicensed businesses renting livery vessels to inexperienced operators, which has led to unsafe conditions in the waters of the city during many times of the year; and

**WHEREAS**, the requirement of a permit for each livery vessel, that shall be rented out within the city, and the permit fees collected and used to support the code enforcement division in enforcing this ordinance, have allowed the city to effectively regulate and monitor livery vessels being rented by businesses within the city, which is reasonably related to protecting the public health, safety, and welfare of the city's residents and visitors, and is also reasonably related to preserving the historic working waterfront of the city; and

**WHEREAS**, the City Council desires to cap the number of permitted livery vessels operating within the City at 490 to reflect the number of livery vessels that are either currently, legally permitted to operate within the City of Destin, or are expected to become legally permitted in the immediate future pursuant to Ordinance Number 24-15-CC (which made clarifications to the definition of livery vessels set forth in section 13-141 of the City Code of Ordinances and contained provisions making clarifications for bareboat liveries such as yachts and boat clubs pursuant to the terms of the ordinance); and

**WHEREAS**, the City Code of Ordinances, Chapter 13 Article VIII requires permitting and regulations of livery vessels; and

**WHEREAS**, the City Council desires to require additional training and safety measures for operators and renters of livery vessels in order to best protect the public health, safety and welfare; and

**WHEREAS**, the City Council finds that this Ordinance serves the public interest and is necessary and appropriate to protect public health, safety, and welfare of its citizens and visitors.

**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 ARTICLE VIII OF THE CODE OF ORDINANCES, SECTION 13-141, “DEFINITIONS” AND SECTION 13-144 “APPLICATION FOR PERMIT.”**

Article VIII of the Code of Ordinances is hereby amended as follows:

\*\*\*

**ARTICLE VIII. - PERMITTING OF LIVERY VESSEL RENTALS**

\*\*\*

**Sec. 13-145. - General regulations/standards.**

- (1) Livery vessel vendor shall ensure compliance with boater safety identification pursuant to F.S. § 327.395, and with livery safety regulations pursuant to F.S. § 327.54.
- (2) Boater safety information shall be located in a place visible to the renting public.
- (3) Livery vessel vendor shall provide local safety and regulatory instruction, such as the locations of no-wake zones, Crab Island safety corridor, etc. (may be combined with requirements of F.S. § 327.54).
- (4) Permanent restrooms and business-owned trash and recycling receptacles must be provided on the property on which the livery vessel docking location is located.
- (5) Each livery vessel for rental shall have legible information identifying the rental company name, telephone number and vessel name or number.
- (6) Required Safety Measures.

A. Employee training.

Employees shall be required to complete the following training and upon request provide documentation at the site to the city manager or city manager's designee. At all times during business hours, an employee that has completed the training must be located at the business facility. Employees that have not completed the training shall have 30 days from start of employment to complete the training and may temporarily operate under the supervision of someone who has completed the training. Current/existing employees shall have six months from the effective date of this article to comply with these training requirements. Documentation of training must be kept at the business location and be made available for inspection at all times while the business is open. Training shall apply to all employees that supervise, receive reservations, handle paperwork with customers, provide pre-ride/pre-rental training, or otherwise operate the rental or response/recovery equipment and shall include the following:

- (1) State of Florida Boating Safety Education Course;
- (2) Okaloosa Boating and Waterway Safety Video;
- (3) FWC's online livery course;
- (4) American Heart Association First Aid Response Course;
- (5) PWC or pontoon equipment training. In-house training on the safety/operation on the specific apparatus rented by the vendor; and
- (6) Contingency training. In-house training for the employee on the specific contingency plans required for this business location.

B. Rental customer operating requirements.

(1) Training. In addition to any and all state mandated training, all operators of the rental vessel shall undergo the following training:

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- (b) PWC or Pontoon equipment video/training on the safety/operation on the specific apparatus rented; and
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- (a) Green - to use when operator is over the age of 18 years old and was born before January 1, 1988, and by Florida law is not required to obtain a Florida Temporary Boaters Certification or obtain the National Association of State Boating Law Administrators (NASBLA) approved boaters license or passed a Florida Temporary Boaters Certification.



(b) Pink - to use when operator is over the age of 18 but born after January 1, 1988.

(3) License. All livery vessel businesses shall maintain a copy of the operator/renters state drivers' license/certification which can be provided to the appropriate county/state authorities if and when requested.

(4) Required documentation.

(a) The rental customer shall have a copy of the rental agreement;

(b) Contact number/call sign to contact rental agency;

(c) Safety and operational information for the device;

(d) Map of the area with the location of rental agency shown as well as any boater restrictive areas;

(e) Emergency contact information and other emergency rental agency; communication device - Shall be an operational cell phone, portable marine radio or other device capable to communicate to the business and emergency personnel; and

(f) Identification markings shall be placed on each personal flotation device worn by operators of the livery vessels which distinguishes the business from other businesses engaged in the rental of livery vessels.

\*\*\*

#### **Sec. 13-148. - Permit not transferable.**

1. The number of livery vessel permits within the City of Destin is capped at Four Hundred and Ninety (490). If at the end of a permit registration year, less than the maximum allowed has been assigned, the next year's cap will be equal to the number of vessels previously permitted. Livery vessel permits must be attached to a designated vessel at all times or shall be automatically returned to the City of Destin and made available to other applicants subject to all requirements of the City's Code of Ordinances and Land Development Code. Unassigned vessels as of the Effective Date of this Ordinance shall have one year before their permit is revoked.
2. No permit issued under this article creates any vested right. Except as provided in subsection (a), no permit shall be transferable or assignable. No permit shall be used by any vendor other than the one to whom it is issued. No permit shall be used at any location other than the one for which it is issued except as provided in subsection (a).
  - a. Provided the permit remains attached to a designated vessel, the vessel and permit are transferable and assignable within the City of Destin, subject to the following:
    - The vessels are included in the sale, transfer, or assignment of a business, which is currently in good standing with the City of Destin. The purchasing entity, transferee or

assignee shall notify the city within ten (10) days of change of ownership, or any permit shall be deemed automatically revoked and returned to the City of Destin.

- Transfer or assignment of such permitted vessel does not relieve the new owner of the obligation to comply with all provisions of the City's Code of Ordinances and Land Development Code applicable to livery vessels.

\*\*\*

**SECTION 4. INCORPORATION INTO CITY CODE OF ORDINANCES.** This ordinance shall be incorporated into the City of Destin's Code of Ordinances and any section or paragraph number or letter and any heading may be changed or modified as necessary to effectuate the foregoing.

**SECTION 5. CONFLICTING PROVISIONS.** Special Acts of the Florida Legislature applicable to the incorporated area of the City of Destin, City Ordinances and City Resolutions, or parts, thereof, in conflict with the provisions of this ordinance are hereby superseded by this ordinance to the extent of such conflict.

**SECTION 6. SEVERABILITY.** If any section, phase, sentence, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**(Signature Page Follows)**

**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 \_\_\_\_\_, 2025.

\_\_\_\_\_  
Bobby Wagner, 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:  
Second Reading: