

**REGULAR MEETING
DESTIN CITY COUNCIL
JULY 19, 2021
ANNEX COUNCIL CHAMBERS
6:00 PM**

*****Core Value of the Month - Professionalism****

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

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

1. APPROVAL OF MINUTES

- A. Approval of minutes of July 12, 2021 Budget Workshop
- B. Approval of minutes of June 21, 2021 Regular City Council Meeting

2. PROCLAMATIONS / RECOGNITIONS / **SPECIAL PRESENTATIONS / ANNOUNCEMENTS (No public comments)

- A. Introduction of Captain Matt Abbott - Replacement for Major Mike Howell as District 3 Commander and City of Destin Liaison - Major Mike Howell, Okaloosa County Sheriff's Office

3. PUBLIC COMMENTS ON AGENDA ITEMS THAT ARE NOT PUBLIC HEARINGS AND ANY OTHER MATTERS NOT ON THE AGENDA (All agenda items other than those under Number 5)

(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)

4. CITY MANAGER REPORTS

- A. Consideration of a Joint Resolution Between Okaloosa County Municipalities to Address TDC Expansion Concerns.
- B. Consideration of resolution for the option of commencement of local government alternative dispute process under Chapter 164, Florida Statutes
- C. Adoption of 2021-2022 Strategic Plan
- D. Establishing the FY2022 Tentative Millage Rate and Budget Public Hearing Dates
- E. Capital Project Status
- F. Operations Financial Report
- G. Low Speed Vehicles
- H. Regulations relating to electric bicycles
- I. Update on Proposed Building Integrity Reports Post Certificate of Occupancy
- J. Council Approval of All Way Stop Signs at Regatta Bay Road (Dolphin St) and Woodwind/Windstarr Drive.

- K. Council approval of Cross Town Connector Multimodal Options
- L. Announcements:
 - 1. Special Election for vacant Destin City Council seat will be held on Tuesday July 20th, 2021 from 7am to 7pm.
 - 2. Budget workshop #3 tentatively scheduled on August 9th, 2021 at 5:30 pm in the Council Chambers.
 - 3. COMPASS can be accessed from the City's website if you would like to research the current status of new items in the system.

5. PUBLIC HEARINGS

- 6. ***CONSENT AGENDA** (No public comments)
 - A. Authorization to pay Jeff Burns, Burns Legal Solutions, PLLC
 - B. Agreement with Destin High School granting permission for use of the City Hall Annex as their Emergency Shelter
 - C. EPA Trash Free Waters Grant for Okaloosa County
- 7. **COMMENTS/PRESENTATIONS FROM MAYOR, COUNCIL, LAND USE ATTORNEY AND CITY ATTORNEY** (No public comments)
 - A. Councilmember Braden
 - B. Councilmember Ramswell
 - 1) Voting delegate at the Florida League of Cities Annual Conference
 - 2) Destin High School path right-of-way
 - 3) Dress Up Destin community arts projects
 - C. Councilmember Destin
 - D. Councilmember Morgan
 - E. Councilmember Hebert
 - F. Councilmember King
 - G. Councilmember Schmidt
 - H. Mayor Gary Jarvis
 - I. Land Use Attorney
 - J. City Attorney

8. PUBLIC COMMENTS

ADJOURNMENT

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

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

***** 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.**

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

Persons with disabilities who require assistance to participate in City meetings are requested to notify the City Clerk's Office at (850) 837-4242 in advance. Hearing Impaired: TTY: 711. Assistance also available through Human Resources, Title VI Coordinator, at (850) 837-4242.

Personas con discapacidades que necesitan asistencia o personas que necesiten ayuda con un idioma para participar en las reuniones de la ciudad, deberán notificar la oficina de la Secretaria Municipal al (850) 837-4242 antes de la reunión. Discapacidad auditiva: TTY: 711 (Solicitar Espanol CA). La ayuda tambien está disponible por Recursos Humanos, Coordinador del Título VI, al (850) 837-4242.

Note: Persons who wish to provide public comments on agenda items are requested to fill out a blue speaker card and submit it to the City Clerk at the start of the meeting.

Persons who wish to provide public comments on any other matters not on the agenda are requested to fill out a yellow speaker card and submit it to the City Clerk at the start of the meeting.

All regularly scheduled city council meetings will be streamed live via the city's YouTube channel, www.youtube.com/CityofDestin. Past council meetings can also be viewed here.

Please visit our agenda center on the city website at www.cityofdestin.com/agendas

**MINUTES
BUDGET WORKSHOP
DESTIN CITY COUNCIL
JULY 12, 2021
ANNEX COUNCIL CHAMBERS
5:30 PM**

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

Destin City Council

Mayor Pro Tem Dewey Destin
Councilmember Terésa Hebert

Councilmember Prebble Ramswell
Councilmember Johnny King

City of Destin Staff

City Manager Lance Johnson
City Clerk Rey Bailey
Public Services Director Michael Burgess
Principal Planner Steve O'Connor
Community Development Director Louis Zunguze
Code Compliance Manager Joey Forgione
City Attorney Kyle Bauman

Deputy City Manager Webb Warren
Finance Director Krystal Strickland
HR Manager Nichole De Vito
Grants/Program Manager Jeffrey Cozadd
Deputy Parks/Rec Director Ryan Reed
City Engineer Donald Smith

CALL TO ORDER

Mayor Pro Tem Dewey Destin called the meeting to order at 5:30 PM; followed by recitation of the Pledge of Allegiance.

WORKSHOP

A. Fiscal Year 2022-2026 Capital Budget

The City Manager presented the following information:

2022 Budget Process

- Visioning Session – January 2021
- Operational Budget Workshop – June 14, 2021
- Capital Budget Workshop – July 12, 2021
- Individual Sessions with Council for Capital and Operational Budgets – August 4-5, 2021
- Operational Budget Workshop – August 9, 2021
- Adoption of a Balanced Budget – September 2021

Strategic Planning Review

- In January 2021, Council participated in the annual visioning session which resulted in the following list of Projects, Improvements, and Initiatives:

Notes: Priority Definitions

1. Critical Priority – An objective that must be successfully accomplished within a specified amount of time (no matter what)
2. Important Priority – A priority that can have a significant impact on performance. Resources are fixed and the variable is either time or the objective.
3. Desirable Priority – A priority where both resources** and time are variables. The organization desires an outcome but cannot absolutely commit specific resources over any specifiable time period.

** Resources are fixed for all critical and important priorities, therefore, it may become necessary to transfer resources from DESIRABLE priorities to CRITICAL priorities.

Council Objectives FY 21/22

SECTION 1

- Critical Priorities
 - ❖ 1.1 Offer livable wages and benefits to attract and maintain high caliber, qualified staff
- Important Priorities
 - ❖ 1.2 Complete two-lane Crosstown Connector
 - ❖ 1.3 Public Beachfront Acquisition Initiative
 - ❖ 1.4 Underground Utilities
 - ❖ 1.5 Zerbe St./Calhoun Avenue Phase II – Design pedestrian pathway under Marler Bridge
- Desirable Priorities
 - ❖ 1.6 Research viability of Multi-use Convention/Sports/Community Center (Phase 1 Feasibility Study)
 - ❖ 1.7 Annexation of unincorporated enclaves
 - ❖ 1.8 Transit/Trolley System
 - ❖ 1.9 City Marina (Phase 1 Feasibility Study)
 - ❖ 1.10 Improve parking, explore options (i.e., garage, surface, etc.)
 - ❖ 1.11 Beach renourishment, planning and scheduling.

Management Objectives FY 21/22

SECTION 2

- Critical Priorities
 - ❖ 2.1 Balance resources (staffing, time, money) with mandatory and non-mandatory functions/projects/tasks
 - ❖ 2.2 Funding sources for beach acquisitions
 - ❖ 2.3 Funding sources for undergrounding utilities

- Important Priorities
 - ❖ 2.4 Develop and implement processes for consistent and streamlined application of codes and procedures; streamlined livery vessel regulations and permitting; streamlined, prompt, consistent building permitting.
 - ❖ 2.5 Improve communications with council/public/staff
 - ❖ 2.6 Continuous improvement of contract management process.
 - ❖ 2.7 Key functions/services: Continuous improvement of effectiveness and efficiency
- Desirable Priorities
 - ❖ 2.8 Establish a park foundation to assist with acquisitions, renovations, and maintenance

Management in Progress FY 21/25

SECTION 3

- Critical Priorities
 - ❖ 3.1 Memorialize institutional knowledge.
 - ❖ 3.2 Plan for renewal and replacement of city facilities and Infrastructure
 - ❖ 3.3 Monitor Restore Act grants
- Important Priorities
 - ❖ 3.4 Implement enhanced signage control.
 - ❖ 3.5 Develop/Implement Wayfinding Program; improvement of the city's gateways; move "Welcome Sign" to east side of the bridge.
 - ❖ 3.6 Update Golf Cart/Low Speed Vehicle (LSV) rules
 - ❖ 3.7 Implement a roadway striping program.
 - ❖ 3.8 Provide training to board and committee members.
 - ❖ 3.9 Improve sidewalks (wider, more walkable)
 - ❖ 3.10 Enforce residential boat and RV parking regulations.
 - ❖ 3.11 Monitor beach cleaning with Okaloosa County
 - ❖ 3.12 Redevelopment (citywide)
- Desirable Priorities
 - ❖ 3.13 Reestablish Environmental Committee

Major Projects FY 21-25

SECTION 4

- Critical Priorities
 - ❖ 4.1 Implement and Manage COMPASS software
 - ❖ 4.2 Harbor Capacity Study (USACE)
 - ❖ 4.3 Land Development Code revision
 - ❖ 4.4 Impact Fee Study
 - ❖ 4.5 Building Permit Fee Study
- Important Priorities
 - ❖ 4.6 Update BTR Fee Schedule and processes
 - ❖ 4.7 Construct Capt Royal Melvin Heritage Park

- ❖ 4.8 Zerbe Street/Calhoun Avenue Phase II – Design pedestrian pathway under Marler Bridge
 - ❖ 4.9 Hwy 98 Median Improvement Project
 - ❖ 4.10 Norriego Point Phase III – Recreation Components
 - ❖ 4.11 Renovate Clement Taylor Park
 - ❖ 4.12 Redevelop Joe's Bayou Recreation Area
 - ❖ 4.13 Continuity of streetlights/Conversion to LEDs
 - ❖ 4.14 Implement prioritized stormwater improvements based on the Stormwater Master Plan
- Desirable Priorities
- ❖ 4.15 Design and construct Gulf Power Easement Trail/Linear Park
 - ❖ 4.16 Design and construct pickleball courts

Finance Director Krystal Strickland presented the FY 2022-2016 Capital Improvement Project Budget. She stated that the strategic plan summary sheet/poster has been updated to expedite council's review. Matching their priorities with available funding is the key. Council's questions, comments, and recommended changes will help staff complete this document to meet the council's expectations. She further stated this is the council's plan and they should feel free to point out needed changes including re-prioritization or changing the funding levels of any of the projects. She then proceeded to review the different types of funding that will be applied to different types of projects and the actual details of each of the categories.

5-year Capital Budget Summary

Capital Projects	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Citizen/Council Directed	9,720,000	780,000	1,975,000	1,600,000	11,346,132	25,421,132
Renewal & Replacement	2,522,529	1,651,530	1,779,530	1,524,030	1,782,486	9,260,104
Growth Necessitated	776,000	85,000	220,000	-	-	1,081,000
Other Capital Projects	3,193,532	1,692,500	82,500	1,132,500	32,500	6,133,532
Total Projects	\$16,212,061	\$4,209,030	\$4,057,030	\$4,256,530	\$13,161,117	\$41,895,767

Funding Sources	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
TC CRA	\$ -	\$ 370,000	\$ 50,000	\$ 1,000,000	\$ -	\$ 1,420,000
Gas Taxes	590,000	509,000	509,000	509,000	509,000	2,626,000
General Fund	1,156,722	225,000	-	100,000	-	1,481,722
Grant	8,323,444	790,000	1,600,000	1,600,000	6,694,218	19,007,662
Half Cent	2,061,529	1,121,863	1,249,863	994,363	1,252,819	6,680,437
Harbor CRA	-	150,000	150,000	-	-	300,000
Impact Fees	888,800	42,500	152,500	32,500	32,500	1,148,800
Oka 1/2 Penny	2,990,566	780,000	225,000	-	4,651,914	8,647,480
Parking Fund	126,000	95,667	120,667	20,667	20,667	383,667
Tech Fund	75,000	125,000	-	-	-	200,000
Total Sources	\$16,212,061	\$4,209,030	\$4,057,030	\$4,256,530	\$13,161,117	\$41,895,767

Capital Improvement Programming

- Renewal and Replacement Fund (R&R)
 - ❖ Facilities Renewal and Replacement
 - ❖ Infrastructure Renewal and Replacement
- Capital Improvement Program (CIP)
 - ❖ Citizen/Council priority projects
 - ❖ Comprehensive Plan and Growth Necessitated (Impact Fees)
 - ❖ Other capital projects
- Renewal and Replacement
 - ❖ Established in FY 2021 with an initial \$2 million investment.
 - ❖ Funded by Half-Cent Sales Tax and Gas Tax #1
 - ❖ National average for commercial building replacement value is \$50 per square foot + re-sodding turf + replacing park amenities avg need is \$600k/year.
 - ❖ Roads/Sidewalks/Streetlights – Restripe every 7 years; resurface every 15 years requires over \$1m/year.
 - ❖ Investing at rate of asset depreciation would be \$3m/year.
 - ❖ Not to be confused with operating repairs and maintenance
 - ❖ R&R is to renew/replace major building components (roof, HVAC, exterior paint, flooring).

Infrastructure Renewal and Replacement

- Local Option Gas Tax #1 (\$500k/yr)
 - ❖ Establishing, operating, and maintaining transportation system and related equipment and facilities
 - ❖ Cost of acquisition, construction, reconstruction and maintenance of roads, streets, ROWs, sidewalks, signage, pavement markings, and street lighting, equipment and storage facilities for transportation equipment
 - ❖ City is using for Transportation and Pedestrian Facilities, primarily restriping and resurfacing of roads

CIP Restricted Funding Sources

- Local Option Gas Tax #2 (\$200k/yr)
 - ❖ Not for routine maintenance
 - ❖ To meet requirements of capital improvement elements of an adopted (comprehensive plan) to meet immediate local transportation problems and for critical roadway networks
- Impact Fees
 - ❖ Collected from developers for “Growth Necessitated Improvements.”

	PROJECTED FY 2022 BEGINNING BALANCE	PROJECTED FY 2022 ADDITIONS	AVAILABLE TO BUDGET FY 2022
POLICE IMPACT FEES	11,332	500	10,832
ROAD IMPACT FEES	1,670,767	50,000	1,620,767
MULTIMODEL TRANSPORTATION	224,133	30,000	194,133
NPEB	254,999	500	254,499
LIBRARY IMPACT FEES	177,721	5,000	172,721
PARK IMPACT FEES	354,746	30,000	324,746
TOTAL IMPACT FEES	2,693,698	116,000	2,577,698

- Okaloosa 1/2 Penny Surtax (\$1.2m/yr – 2019-2028)
 - ❖ On February 18, 2020, a motion was made by the council to allocate the funds as follows:
 - 75% Beach Acquisitions
 - 10% Undergrounding
 - 10% Public Works/Public Safety Committee Initiatives
 - 5% Other Council Directed Projects

Grant Funding Sources

- Cost Reimbursement
- Current major grantors:
 - ❖ Tourist Development Council (TDC)
 - ❖ Okaloosa Board of County Commissioners (BOCC)
 - ❖ Florida Department of Environmental Protection (FDEP)
 - ❖ Florida Department of Transportation (FDOT)
 - ❖ RESTORE (Deep Horizon) via BOCC
 - ❖ American Rescue Plan (ARP)
 - ❖ TRIUMPH Gulf Coast

5-year Capital Budget Summary

Capital Projects	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Citizen/Council Directed	9,720,000	780,000	1,975,000	1,600,000	11,346,132	25,421,132
Renewal & Replacement	2,522,529	1,651,530	1,779,530	1,524,030	1,782,486	9,260,104
Growth Necessitated	776,000	85,000	220,000	-	-	1,081,000
Other Capital Projects	3,208,718	1,692,500	82,500	1,132,500	32,500	6,148,718
Total Projects	\$16,227,247	\$4,209,030	\$4,057,030	\$4,256,530	\$13,161,117	\$41,910,953

Funding Sources	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
TC CRA	\$ -	\$ 370,000	\$ 50,000	\$ 1,000,000	\$ -	\$ 1,420,000
Gas Taxes	590,000	509,000	509,000	509,000	509,000	2,626,000
General Fund	1,156,722	225,000	-	100,000	-	1,481,722
Grant	8,331,037	790,000	1,600,000	1,600,000	6,694,218	19,015,255
Half Cent	2,061,529	1,121,863	1,249,863	994,363	1,252,819	6,680,437
Harbor CRA	-	150,000	150,000	-	-	300,000
Impact Fees	888,800	42,500	152,500	32,500	32,500	1,148,800
Oka 1/2 Penny	2,998,159	780,000	225,000	-	4,651,914	8,655,073
Parking Fund	126,000	95,667	120,667	20,667	20,667	383,667
Tech Fund	75,000	125,000	-	-	-	200,000
Total Sources	\$16,227,247	\$4,209,030	\$4,057,030	\$4,256,530	\$13,161,117	\$41,910,953

Ms. Strickland explained that the \$19 million amount highlighted above are grant funding amount for which they either have signed awards or they have seen funding earmarked. She stated that out of the \$41 million 5-year capital improvement plan, they are going to use approximately \$1.5 million of unassigned General Fund money as a match towards all the grants the city is receiving.

FY 2022-2026 Grants

FY 2022-2026 Grants	Operating	CIP Grants	Contributions
FDEP Ops Leonard Destin Park	424,045		
FDOT Median Maintenance	21,180		
FDOT Traffic Signal/Hwy Light Maint	144,117		
County Library Coopertive	62,629		
BOCC RESTORE Captain Royal Melvin		1,138,229	
BOCC RESTORE Clement Taylor		729,918	
BOCC Okaloosa County Beach Cleaning			500,000
BOCC Okaloosa GIS link (ENERGOV)			80,000
FDEP Joes Bayou Renovation Project			12,000,000
FDEP Norriego Point Phase III			3,000,000
TDD Lifeguards Norriego Point			109,137
TDD Waterfront Park Maintenance	476,350		
TDD Beach Acquisition		9,644,043	3,355,957
TDD Crystal Beach Accessway Imp		700,000	
FDOT Stahlman Ave Intersection			1,501,500
FDOT Crosstown ROW Acquisition		2,700,000	
BOCC Crosstown Construction Funds		3,200,000	
American Rescue Plan		790,000	
IMLS Cares Act Library		51,745	
FDEM Stormwater Equipment		48,309	
FL Cultural Affairs - Museum Repairs		13,011	
Total	1,128,321	19,015,255	20,546,594
GRAND TOTAL \$ 40,690,170			

Councilmember Ramswell asked whether Leonard Destin Park will receive \$424,045 a year from 2022 thru 2026.

According to Ms. Strickland, Leonard Destin Park will receive approximately \$83,000 a year over a 5-year period for operations.

5-year Capital Budget Details

Citizen/Council Directed	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
EN615 Cross-Town Connector	2,700,000	-	1,600,000	1,600,000	-	5,900,000
CM001 Beach Acquisition	6,585,000	-	-	-	11,346,132	17,931,132
EVENT Multi-Use Convention/Spc	75,000	-	-	-	-	75,000
UNDER Undergrounding	250,000	780,000	375,000	-	-	1,405,000
TR621 Transit Trolley	25,000	-	-	-	-	25,000
MARINA City Marina	75,000	-	-	-	-	75,000
ANNEX Annexation Study	10,000	-	-	-	-	10,000
Citizen/Council Directed Subtotal	9,720,000	780,000	1,975,000	1,600,000	11,346,132	25,421,132

Funding:

FDOT (TPO), TDC, Oka ½ Penny, General Fund (State Half Cent)

Ms. Strickland explained the purpose of the funding allocated for each of the above projects as follows:

- Cross-Town Connector – for ROW allocations
- Beach Acquisition – for the 3rd parcel they are trying to acquire at Crystal Beach, plus approximately \$700,000 for park improvements.
- Multi-use Convention Center – for a feasibility study
- Undergrounding – continuing contract with current project management company to refine the design and phases
- City Marina – for feasibility study
- Annexation study – to look into some enclaves they may be able to annex into the city without going through the normal lengthy procedure



5-year Capital Budget Details

Renewal & Replacement	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
RR051 General Government	195,000	22,500	51,500	28,500	142,500	440,000
RR052 Public Safety	217,044	259,544	132,544	128,044	239,500	976,678
RR053 Physical Environment (Sto	26,307	26,307	26,307	26,307	26,307	131,533
RR054 Roads, Sidewalks, Street Li	1,018,000	1,011,667	1,031,667	1,011,667	1,011,667	5,084,667
RR057 Parks and Recreation	602,751	331,512	537,512	329,512	362,512	2,163,799
RRVEH Vehicles	463,427	-	-	-	-	463,427
Renewal & Replacement Subtotal	2,522,529	1,651,530	1,779,530	1,524,030	1,782,486	9,260,104

Funding:

Gas Tax #1, General Fund (State Half Cent), prior year RR fund balance

Councilmember Hebert noted that the city already purchased and replaced a lot of their vehicles this year. She asked what the amount of \$463,427 listed above covers.

According to Ms. Strickland, it will pay for a new dump truck and other large vehicles which are mission critical for the city.

Councilmember Destin asked when they would receive the budget line items.

Ms. Strickland explained that council will see the budget line items during their individual briefing with the City Manager on August 4th and 5th.

5-year Capital Budget Details

Growth Necessitated		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
LB002	Library Impact Fee Projects	24,000	10,000	120,000	-	-	154,000
NORG1	Norriego Point Road	350,000	-	-	-	-	350,000
RC004	Park Impact Fee Projects	-	-	-	-	-	-
SW54	Stormwater Improvements	80,000	-	-	-	-	80,000
TR618	Zerbe-Calhoun Pedestrian Pathway	-	-	-	-	-	-
TR619	Sibert-Zerbe Parking Lot Consolidation	150,000	-	-	-	-	150,000
TR620	ADA Transition - Pedestrian Facilities	142,000	-	-	-	-	142,000
TR622	General Parking Improvements	30,000	75,000	100,000	-	-	205,000
Growth Necessitated Subtotal		776,000	85,000	220,000	-	-	1,081,000

Funding:
Impact Fees, Gas Tax#2, Parking Fund

5-year Capital Budget Details

Other Capital Projects		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
CE001	Code Compliance Vessel	41,000	-	-	-	-	41,000
CRH63	Captain Royal Melvin Heritage Park and Plaza (RESTORE)	150,000	-	-	-	-	150,000
CRH64	Harbor CRA Wayfinding Plan Signage	-	150,000	-	-	-	150,000
CRH65	Harbor Capacity Study	-	-	-	-	-	-
CRT17	Town Center CRA Easement Trail/Linear Park	-	270,000	50,000	1,000,000	-	1,320,000
CRT64	Town Center CRA Wayfinding Plan Signage	-	100,000	-	-	-	100,000
TR64	General Wayfinding Plan Signage	100,000	-	-	-	-	100,000
IT001	COMPASS/Energov	75,000	125,000	-	-	-	200,000
IT002	CD Tech Fund Hardware/Software Replacements	75,000	225,000	-	-	-	300,000
IT003	Other Hardware/Software Replacements	50,000	-	-	100,000	-	150,000
LB001	Library Tablet Station & Biblioteca RFID, Mobil App	57,904	-	-	-	-	57,904
NPDES	National Pollutant Discharge Elimination System (NPDES)	32,500	32,500	32,500	32,500	32,500	162,500
PW015	Vehicle WashDown Station	-	-	-	-	-	-
RC124	Morgan's Children's Park Playground Structure	51,745	-	-	-	-	51,745
RC125	Buck Destin Restrooms	135,000	-	-	-	-	135,000
RC127	Pickleball Court	400,000	-	-	-	-	400,000
RC128	Morgan's Bathrooms/Storage/Fieldhouse	250,000	-	-	-	-	250,000
RC129	World's Luckiest Fishing Pond at X-Town Park	-	-	-	-	-	-
RC130	Cultural Facilities Grant Bldg Improvements	39,033	-	-	-	-	39,033
RC216	Clement Taylor Park Renovations	764,918	-	-	-	-	764,918
SW55	Mobile Pumps and Hoses (Flood Prevention)	96,618	-	-	-	-	96,618
ARP	Infrastructure Project TBD	790,000	790,000	-	-	-	1,580,000
TRSAF	Intersection Safety	100,000	-	-	-	-	100,000
Other Capital Projects Subtotal		3,208,718	1,692,500	82,500	1,132,500	32,500	6,148,718

Councilmember Ramswell asked who owns the land for Morgan Sports Center.

The City Manager replied that Destin Water Users owns most of the land which the city rents for \$7,500 a year.

Councilmember Destin recommends staff reviews the agreement to determine if it includes any bail out clauses for both the Destin Water Users and the City of Destin.

Effect on General Fund

ACCOUNT DESCRIPTION	FY2022	FY2023	FY2024	FY2025	FY2026
NET OPERATING (REV-EXP)	12,776,427	5,513,951	6,343,729	6,532,696	11,746,992
TXFR OUT GAS TAX#1	(510,120)	(512,671)	(515,234)	(517,810)	(520,399)
TXFR OUT GAX TAX#2	(231,502)	(232,660)	(233,823)	(234,992)	(236,167)
TXFR OUT TECH FUND	(73,172)	(74,810)	(76,494)	(78,224)	(80,004)
TXFR OUT OKA 1/2 PENNY	(1,431,400)	(1,474,342)	(1,518,572)	(1,564,129)	(1,611,053)
TXFR OUT TDC BEACH GRANT REV	(3,885,150)	-	-	-	(6,694,218)
TXFR OUT FDOT and BOCC X-TOWN	(2,700,000)	-	(1,600,000)	(1,600,000)	-
TXFR OUT IMLS GRANT	(57,904)	-	-	-	-
TXFR OUT MUSEUM BLDG GRANT	(13,011)	-	-	-	-
TXFR FDEM STRMWTR PUMP GRANT	(48,309)	-	-	-	-
TXFR OUT ARP GRANT	(790,000)	(790,000)	-	-	-
TXFR RESTORE PARK GRANT	(729,918)	-	-	-	-
TXFR OUT FOR 213 DEBT SERV	(555,245)	(554,420)	(553,571)	(552,698)	(551,801)
TXFR OUT FOR 221 DEBT SERV	(467,936)	(463,015)	(470,032)	(464,975)	(466,898)
TXFR OUT TO FACILITIES R&R	(900,000)	(900,000)	(1,150,000)	(1,150,000)	(1,150,000)
TXFR OUT GF GRANT MATCH	(1,156,722)	(225,000)	-	(100,000)	-
TXFR OUT TO BUILDING FUND	(238,400)	(455,018)	(488,075)	(513,327)	(539,816)
Total 0158188 TRANSFERS OUT	(13,788,788)	(5,681,935)	(6,605,800)	(6,776,156)	(11,850,356)
Increase (decrease) in Fund Balance	(1,012,361)	(167,984)	(262,072)	(243,460)	(103,363)
Fund Balance, beginning of year	24,598,847	23,586,485	23,418,502	23,156,430	22,912,970
Fund Balance, ending of year	23,586,485	23,418,502	23,156,430	22,912,970	22,809,607

Ms. Strickland explained that once they meet their operating requirements, they will need to transfer net operating revenues out of the General Fund. She continued that the building fund is highlighted because it shows how much they are in the negative, and that they would be transferring money out from the General Fund to subsidize their building fund for the next few years. She continued that by Florida Statutes, their building permit fees should cover the costs to enforce the Florida Building Code. However, they are not covering their cost with their annual fee schedule, which is the reason they are prioritizing the building permit fees. Once they get the building permit fees updated, they should be able to recoup all the money and establish the proper reserve for the building fund.

Councilmember Destin asked if the building funds are down because the city has been issuing fewer building permits.

According to Ms. Strickland, they are projecting to bring in over \$800,000 in building permit revenues by the end of this year, which is higher than it was in the past years. The difference between the previous year and the current year's budget is that the city has never fully allocated out all the costs of the building funds to the building funds itself. For instance, the insurance on the Annex Building and on the code inspectors' vehicles should have been applied to the building funds. All software licenses for city staff, from Microsoft to Energov and all the different software the city uses, as well as all the telephones/cell phones expenditures, should have been charged to the building funds. She added that better management accounting will be emphasized to correct this problem moving forward.

Effect on Total Fund Balance

ALL FUNDS	FY2022 PROJECTION	FY2023 PROJECTION	FY2024 PROJECTION	FY2025 PROJECTION	FY2026 PROJECTION
Restricted					
102 Town Center CRA (State Regulations)	nonspendable 'til greater than zero				
110 Harbor CRA (State Regulations)	354,680	344,290	351,890	536,137	735,738
111 Building Fund (State Regulations)	252,620	252,620	252,620	252,620	252,620
209 Harbor CRA 2009 Debt Svc	-	-	-	-	-
213 General 2013 Debt Svc	93,341	93,341	93,341	93,341	93,341
214 Town Ctr CRA 2014 Debt Svc	245,852	245,952	246,052	246,152	246,252
221 Beach 2021 Debt Svc	1,920	1,920	1,920	1,920	1,920
305 Capital Projects (Grant Agreements)	-	-	-	-	-
315 Impact Fees (State Regulations)	1,882,359	2,188,518	2,385,841	2,704,333	3,024,000
	2,830,771	3,126,642	3,331,664	3,834,503	4,353,870
Committed					
1 yr debtsvc	2,588,740	2,582,454	2,591,937	2,581,260	2,589,376
3 mos emergency ops x 2	6,618,014	6,857,583	7,105,768	7,397,324	7,686,896
122 Parking Fund	72,000	180,333	269,847	465,725	668,160
125 Tech Fund	140,694	28,110	44,163	63,959	87,606
129 Oka Half Penny	1,362,514	1,703,612	2,643,687	3,854,100	459,413
	10,781,962	11,352,092	12,655,402	14,362,369	11,491,451
Assigned					
Open PO Balance	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Unassigned					
	7,970,757	7,670,183	8,252,693	6,967,985	7,532,379
Grand Total Fund Balance	24,352,032	24,820,528	26,375,944	27,825,963	25,572,889

FY 22-23 Capital Budget Summary page 1

COUNCIL/ MGMT				
OBJECTIVE			FY 2022	FY 2023
PRIORITY	Citizen/Council Directed			
1.2	EN615	Cross-Town Connector	\$ 2,700,000	\$ -
1.3, 2.2	CM001	Beach Acquisition	6,585,000	-
1.6	EVENT	Multi-Use Convention/Sports/Comm Ctr	75,000	-
1.4, 2.3	UNDER	Undergrounding	250,000	780,000
1.8	TR621	Transit Trolley	25,000	-
1.9	MARINA	City Marina	75,000	-
1.7	ANNEX	Annexation Study	10,000	-
Renewal & Replacement				
3.2	RR051	General Government	195,000	22,500
3.2	RR052	Public Safety	217,044	259,544
3.2	RR053	Physical Environment (Stormwater, Cemete	26,307	26,307
1.10, 3.2, 3.7	RR054	Roads, Sidewalks, Street Lighting (Gas Tax 1	1,018,000	1,011,667
3.2	RR057	Parks and Recreation	602,751	331,512
3.2	RRVEH	Vehicles	463,427	-
Growth Necessitated & Comp Plan				
	LB002	Library Impact Fee Projects	24,000	10,000
4.10	NORG1	Norriego Point Road	350,000	-
	RC004	Park Impact Fee Projects	-	-
4.14	SW54	Stormwater Improvements	80,000	-
1.5, 4.8	TR618	Zerbe-Calhoun Pedestrian Pathway	-	-
1.10	TR619	Sibert-Zerbe Parking Lot Consolidation	150,000	-
3.9	TR620	ADA Transition - Pedestrian Facilities	142,000	-
1.10	TR622	General Parking Improvements (FY22 kiosk)	30,000	75,000

Councilmember Hebert noted that priority 1.1 is not listed.

Ms. Strickland explained that priority 1.1 involves livable wages and benefits for city staff, which is part of the city's operating expenses and not capital projects.

Councilmember Hebert asked if they have incorporated Christmas bonuses into the budget as she previously requested. She wants to make sure city staff is on top of the priority list.

Ms. Strickland replied that it is currently included, however, they are still conducting the necessary due diligence to determine exactly the type of policy to write that would allow it.

According to the City Attorney, they have also been coordinating with the city's Labor Attorney who is researching this matter.

Councilmember Destin stated that the key is finding the reoccurring resources necessary to to implement the kind of pay increases they want for city staff.

FY 22-23 Capital Budget Summary page 2

COUNCIL/ MGMT OBJECTIVE			FY 2022	FY 2023
	Other Capital Projects			
	CE001	Code Compliance Vessel	41,000	-
3.3, 4.7	CRH63	Captain Royal Melvin Heritage Park and Pla	150,000	-
3.5	CRH64	Harbor CRA Wayfinding Plan Signage	-	150,000
4.2	CRH65	Harbor Capacity Study	-	-
4.15	CRT17	Town Center CRA Easement Trail/Linear Pa	-	270,000
3.5	CRT64	Town Center CRA Wayfinding Plan Signage	-	100,000
3.5	TR64	General Wayfinding Plan Signage	100,000	-
	IT001	COMPASS/Energov	75,000	125,000
3.2	IT002	CD Tech Fund Hardware/Software Replacen	75,000	225,000
	IT003	Other Hardware/Software Replacements	50,000	-
	LB001	Library Tablet Station & Biblioteca RFID and	57,904	-
	NPDES	National Pollutant Discharge Elimination Sy	32,500	32,500
	PW015	Vehicle WashDown Station	-	-
	RC124	Morgan's Children's Park Playground Structu	51,745	-
	RC125	Buck Destin Restrooms	135,000	-
4.16	RC127	Pickleball Court	400,000	-
	RC128	Morgan's Bathrooms/Storage/Fieldhouse	250,000	-
	RC129	World's Luckiest Fishing Pond at X-Town Pa	-	-
	RC130	Cultural Facilities Grant Bldg Improvements	39,033	-
3.3, 4.11	RC216	Clement Taylor Park Renovations	764,918	-
	SW55	Mobile Pumps and Hoses (Flood Preventior	96,618	-
	ARP	Infrastructure Project TBD	790,000	790,000
	TRSAF	Intersection Safety	100,000	-
		Total Projects	\$ 16,227,247	\$ 4,209,030

According to Councilmember Ramswell, the city was supposed to receive additional funding from the TDC last year to cover the cost of bringing extra law enforcement for spring break. It is an additional 10 percent that cannot supplant the amount they are already providing to the city. The county has agreed at one point to give the city that additional funding, but the money was not allocated due to the pandemic. She asked staff to determine the status of the additional funding.

Ms. Strickland noted that the TDC has certain maximum amount they are allowed to spend on law enforcement each year, and that she believes the city has already received the full amount this year.

Grants/Project Manager Jeffrey Cozadd stated that the TDC's proposed budget this year includes funding of over \$100,000 for lifeguards on Norriego Point.

According to the City Attorney, the county previously stated that the city could apply for the additional 10 percent funding, but because of the unexpected impacts of COVID-19, they are not making any budget changes at this time. However, they would investigate and see if they could still obtain that money from the county.

Councilmember Ramswell mentioned a recent newspaper article where the PAWS Director commented that based on the number of service calls from cities, Destin should only be paying half, and the City of Crestview twice the amount they are currently paying. She recommends the City of Destin takes this statement into account and seeks some equity with other cities in terms of payment to PAWS.

Next, Councilmember Ramswell stated that a lot of their objectives tend to be more of a benefit to their visitors more so than their residents. She would like to encourage the city to look at funding items that directly benefit their citizens. One of those is the crosstown connector which is already one of their top priorities. They need to seriously consider annexation as it would definitely bring in additional funding to the city. She would like to see more beautification elements such as landscaping and holiday decorations. These are things that would really beautify the city. The linear trail is one of their main objectives which could be lumped in as city beautification.

The Deputy City Manager noted they already have some money allocated for holiday decorations.

Ms. Strickland discussed the next steps in the budget process.

- July 19, 2021: Adopt Tentative Millage Rate
- August 4, 2021: Certify Tentative Millage Rate and Public Hearing #1 with Property Appraiser
- August 4-5, 2021: Individual Budget Briefs with Council Members
- August 9, 2021: Optional Budget Workshop #3
- August 24, 2021: TRIM notices mailed by Property Appraiser
- September 9, 2021: Budget Public Hearing #1

ADJOURNMENT

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

Gary Jarvis, Mayor

ATTEST:

Rey Bailey, City Clerk

**MINUTES
REGULAR MEETING
DESTIN CITY COUNCIL
JUNE 21, 2021
CITY HALL ANNEX COUNCIL CHAMBERS
6:00 PM**

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

Destin City Council

Mayor Gary Jarvis

Councilmember Dewey Destin

Councilmember Terésa Hebert

Councilmember Rodney Braden

Councilmember Johnny King

Councilmember Prebble Ramswell

Councilmember Chatham Morgan

Destin City Staff

City Manager Lance Johnson

City Clerk Rey Bailey

Code Compliance Manager Joey Forgione

Comm. Dev. Director Louis Zunguze

Parks/Recreation Director Lisa Firth

Finance Director Krystal Strickland

City Engineer Donald Smith

Grants/Project Manager Jeffrey Cozadd

Deputy City Manager Webb Warren

Public Information Manager Catherine Card

Public Services Director Michael Burgess

Code Compliance Officer Kris Mercurio

Building Official Noelle Bell

IT Specialist James Lauria

IT Manager Matthew Pace

City Attorney Kyle Bauman

CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

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

AGENDA APPROVAL

Councilmember Hebert moved to add an agenda item “*Emergency asphalt repair for areas on Indian Bayou Drive and Calhoun Avenue*” under the City Manager Reports; seconded by Councilmember King. Motion passed 6-0 (Council members King, Hebert, Morgan, Destin, Ramswell and Braden voted “yes”; Councilmember Schmidt was absent from the meeting).

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

1. APPROVAL OF MINUTES

A. Approval of minutes of June 14, 2021 City Council Budget Workshop

Motion by Councilmember Hebert, seconded by Councilmember King, to approve minutes of June 14, 2021 City Council Budget Workshop passed 6-0 (Council members King, Hebert, Morgan, Destin, Ramswell and Braden voted “yes”; Councilmember Schmidt was absent from the meeting).

B. Approval of minutes of June 14, 2021 Special City Council Meeting

Councilmember Ramswell moved for approval of minutes of June 14, 2021 Special City Council Meeting; seconded by Councilmember King. Motion passed 6-0 (Council members King, Hebert, Morgan, Destin, Ramswell and Braden voted “yes”; Councilmember Schmidt was absent from the meeting).

C. Approval of minutes of May 10, 2021 City Council Workshop

Councilmember Hebert moved for approval of minutes of May 10, 2021 Special City Council Meeting; seconded by Councilmember Destin. Motion passed 6-0 (Council members King, Hebert, Morgan, Destin, Ramswell and Braden voted “yes”; Councilmember Schmidt was absent from the meeting).

2. PROCLAMATIONS / RECOGNITIONS / SPECIAL PRESENTATIONS / ANNOUNCEMENTS

A. Proclamation - Parks and Recreation Month

The mayor read the Proclamation designating the month of July 2021 as *Parks and Recreation Month* in the City of Destin, and then presented it to the Parks & Recreation Director Lisa Firth and the members of the Parks & Recreation Committee.

B. Water Safety Video - Mr. Greg Fisher, CEO, Okaloosa County Watersports Operators Coalition

Mr. Greg Fisher, CEO, Okaloosa County Watersports Operators Coalition presented a 7-minute navigational/water safety video produced by the Coalition and funded by the City of Destin. Mr. Fisher informed the council they expect the final copy of the video to be completed in approximately two weeks. They plan to submit the video to every local travel website, hotel and property manager, as well as to Beach TV which has already expressed interest in using the video for programming content. The Coalition’s goal is to have 100,000 views by next summer.

Councilmember Ramswell stated that it was an excellent video, and one that local residents may be interested in seeing. Since both the city council and county commission broadcast their regular meetings, she recommends showing the video either before or after airing the meetings on television as an informational item.

Councilmember Hebert noted that the City of Destin and the “Leave No Trace” logos will be added to the video; and that she has also suggested adding a “No Jumping off the Pontoon Boat” sign to avoid an incident that happened at Crab Island recently.

Councilmember Braden recommends adding a reminder of the no wake zones towards the end of the video.

3. PUBLIC COMMENTS ON AGENDA ITEMS THAT ARE NOT PUBLIC HEARINGS AND ANY OTHER MATTERS NOT ON THE AGENDA

Mr. Shane Moody, President and CEO of the Destin Chamber of Commerce, stated that he watched the council’s special meeting last week when the proposed tourist development district bed tax expansion was discussed, and that he believes a lot of valid points were raised at that meeting. He announced that the Chamber currently does not have a position on this matter, and that they want to review the county ordinance before taking that step. He also tends to believe in what the county is saying that Destin will maintain its seat on the TDC, and that the \$41 million currently in the reserved funds will be spent in the district from which they were collected.

Mr. Bobby Wagner, a Destin resident, stated that the city’s Leave No Trace initiative has been well received. In the furtherance of this initiative and based on the number of people reaching out to him, they have devised a plan to provide baskets at certain beach locations to encourage beach walkers to participate in this initiative by picking up trash while walking down the beach and enjoying the scenery. He stated that they have already secured donations for the signs, installation, and baskets. There will be a sponsor per station, and that it will be the sponsor’s responsibility to help keep the program running, similar to the Adopt-A-Street program. He added that Trees on the Coast is prepared to add the expenses into their budget, together with the sponsorship efforts from other entities. They are asking for the city’s permission to go forward with this initiative and to provide the appropriate locations for the baskets.

Councilmember Hebert requests this item be placed under her name on the agenda so she could address this request at that time.

Ms. Victoria McCraw, a Destin resident, informed the Council that that a neighboring home at 355 Gulf Shore Drive was originally a 4-bedroom 4-bathroom, 4500 square foot home built in 2001 on less than 1/5 of an acre parcel. The City of Destin has approved its conversion to a 10-bedroom,10-bathroom resort without changing the footprint. The city has provided substantial improvement worksheet for the remodeling currently being conducted. She stated there had been a prior project that happened with the prior owner, which the city was reporting as costing \$2,000. When they contacted the prior owner, they were informed that it was a complete exterior remodeling, which was a 6-month project costing over \$300,000. If they add that amount to the amount the new builder/owner is reporting to the city, and using the city’s substantial improvement policy based on the valuations during the years these are reported, they are now at 77.5 percent of the assessed value of the home. Under Florida State law, they should be forced to bring the entire home up to code, which is not current being in the AE coastal zone

which is base level plus 2. She also noted that the workers are working day and night, 7 days a week, on this project trying to complete it as soon as possible. She asked the city to put a stop to this project.

Councilmember Ramswell requests this item be placed on the agenda under her name so they could address it further and take the appropriate action.

The City Attorney advises the council to be mindful of the fact there is an active code enforcement matters on the property as they discuss this subject.

4. CITY MANAGER REPORTS

A. Capital Project Status

The Finance Director provided a summary of the current capital improvement projects, including year-to-date expenditures and encumbrances.

B. Operations Financial Report

The Finance Director discussed year-to-date versus actuals for the General Fund and the two CRAs.

C. Historical Information on Harbor Master and Harbor Compliance Officer

Code Compliance Department Director Joey Forgione went through the following historical data as outlined in the agenda item report:

- April 24, 2013 – Previous Code Enforcement Manager David Bazylak wrote a staff report to Council with Harbor Master information stating without a mooring field, a Harbor Master has no authority in the harbor waters, and recommended the City not hire a Harbor Master due to the lack of a city marina and/or mooring field.
- July 25, 2016 – The Harbor CRA Advisory Committee recommended raising livery fees to hire more Code Enforcement Officers to conduct enforcement on the harbor.
- August 1, 2016 – Council approved the Harbor CRA Advisory Committee's recommendations
- September 8, 2016 – Florida Fish and Wildlife Commission (FWC) officers confirmed that without a mooring field, a Harbor Master or code enforcement officer has no authority in the harbor waters, stating that it would have to be a sworn law enforcement officer. Council approved the hiring of an additional code enforcement officer.
- February 21, 2017 – Staff recommend, and council approved, a first-year registration fee of \$75.00 per vessel.

- June 18, 2018 - Council inquired whether livery registration fees have been used to hire the additional Code Enforcement Officer. The City Manager announced that a Code Enforcement Officer has been assigned to the Harbor.
- August 18, 2018 – During a budget workshop, it was discussed hiring more Code Enforcement Officers to handle the number of service calls to the city.
- February 19, 2019 – Staff recommended, and council approved, the hiring of a Harbor Compliance Officer permanently assigned to the harbor.
- August 19, 2019 – Staff recommended, and council approved, raising the livery vessel registration fees from \$75.00 to \$100.00. The fee increase will support the review/inspection efforts conducted by different department, as follows:
 - ❖ Code Compliance Department
 - Review
 - Inspection
 - Stickers
 - ❖ Community Development Department
 - Planning
 - Review
 - Engineering
 - Review
 - Building
 - Review

Councilmember Braden expressed the need for a full time Code Compliance Officer who is totally dedicated to the harbor and focusing on issues related to the harbor, such as those involving livery vessels; adding he does not believe one is currently in place.

Councilmember Morgan stated that he was involved in the discussion about the possibility of hiring a harbor master back in 2017 when the city only had a limited number of code enforcement officers. He continued that even though they still do not have a harbor master, he believes code enforcement in the harbor now is far better than it was then.

The City Manager stated that they have hired all the code compliance officers they have budgeted for, and that the additional money gained from increased livery vessel fees is not nearly enough to hire a harbor master or another code compliance officer.

Mr. Forgione noted they have a full-time code compliance officer assigned to the harbor; but it has been necessary to pull him from time to time to attend to other issues that arise along Joe's Bayou and Norriego Point.

Councilmember Ramswell noted that this issue has come up repeatedly over the past few years, and that staff should have notified the council that additional funding is necessary. She

recommends authorizing staff to budget for the position if there is not enough money coming from increased livery vessel fees.

Councilmember Destin recommends putting in a budget request for the position for FY 2022, and for staff to provide the council a job description with a clear definition of Harbor Master or Harbor Compliance Officer responsibilities.

The City Manager requested, and Council approved, to authorize Councilmember Braden to work with staff in drafting the job description for the position.

D. Potential implementation of a countywide Tourism Development Taxing District

The City Attorney noted that at their June 15, 2021 meeting, the Okaloosa County Board of Commissioners (BOCC) adopted a resolution directing the Supervisor of Elections to hold a mail-in ballot only special referendum election on October 5, 2021, for the public to consider implementing the Tourism Development Taxing District on a countywide basis. He stated that he and the Land Use Attorney have conducted extensive research and analysis of Attorney General's Opinions and other laws related to this matter. Before they proceed any further, they would like formal directions from the council if they wanted to take any action at all on this matter.

Councilmember Destin noted that he and other members of the city council and staff attended the meeting and requested a 30-day extension so that they could have all the attorneys and stakeholders together and work on a compromise necessary to move forward with the county's plan to expand the district; and that the county subsequently denied that request. However, the county did say they fully intend to address some of the city's concerns within the county's proposed ordinance that would implement the proposed district expansion.

Councilmember Destin moved to direct the City's legal staff to continue working with the county attorneys and other stakeholders in finding an acceptable compromise necessary to move ahead with the County's plan to expand the taxing district; and to authorize the city's hiring of Attorney Jeff Burns of the Burns Law Firm as special counsel (at \$225 per hour with a cap of \$5,000 for the next two weeks) to provide an analysis of the City's options moving forward. Councilmember Hebert provided a second to the motion.

Councilmember Braden stated that he has a lot of questions regarding this issue including the reason current district members cannot vote on the proposed expansion.

Councilmember Hebert noted that as the council's representative to the TDC, she will be participating in the TDC meeting on June 22nd. She asked for members of this council to identify issues they would like her to bring before the TDC.

Councilmember Morgan asked Councilmember Hebert to request iron clad legal assurances from the county that the bed tax money will be distributed equitably in areas in which it was generated, which could be achieved through the ballot language or require a super majority vote to amend the ordinance.

Councilmember Morgan requests the city's legal team:

- Research and seek a legal opinion about the County preventing current taxing district citizens from voting in the special election.
- Research and render an opinion on how Walton County created their sub-districts.
- Determine whether the current bed tax rate of 5 cents will remain for Okaloosa County if the taxing district is expanded, or whether the north **end** of the County will start at 2 cents the same way Walton County has done; and provide advise on how to proceed.
- Provide a legal opinion on what options current taxing district municipalities have in withdrawing from the taxing district, if necessary.

Councilmember Ramswell asked the City's legal team to research and determine the process involved with the city seceding from the county and creating a sub-district or even creating a county. She stated that they need to protect the bed tax money coming in and provide for their infrastructure, roads, accesses and beaches. A significant amount of that money is coming from Destin. They vary from 62 percent to 75 percent of the total amount based on the monthly report the county used to publish.

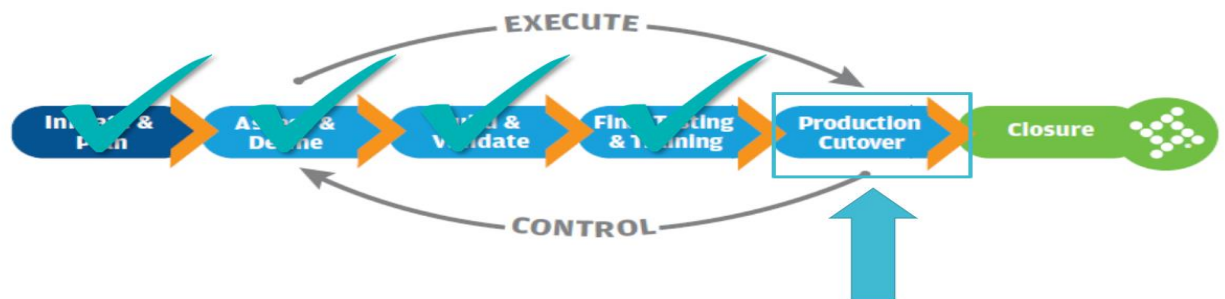
The mayor noted that during the BOCC meeting, the county's tax collector stated on record that he has the ability to go back to the former way of self-collection of bed tax money, which, if memorialize in the ordinance, would solve most of the issues that have been expressed by every member of this council.

The mayor called for a vote on the motion, which passes 6-0 (Council members King, Hebert, Morgan, Destin, Ramswell and Braden voted "yes"; Councilmember Schmidt was absent from the meeting).

E. COMPASS System/EnerGov Update

IT Manager Matthew Pace provided a COMPASS/EnerGov System implementation update; announcing that June 22nd is the Go Live Day internally for city staff and customer portal goes live on June 23rd.

PROGRESS



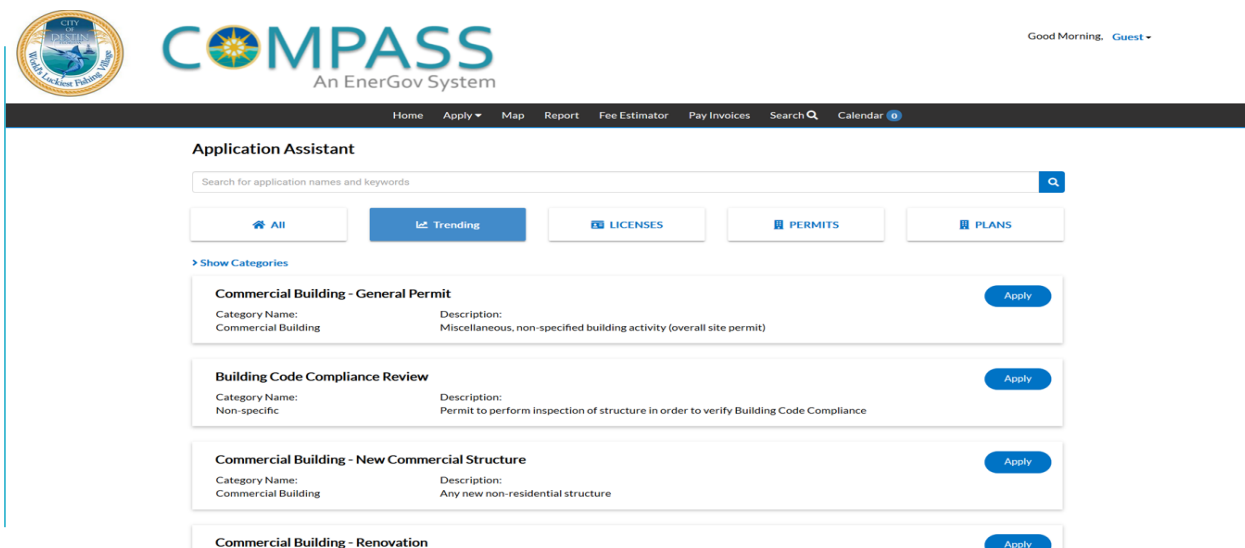
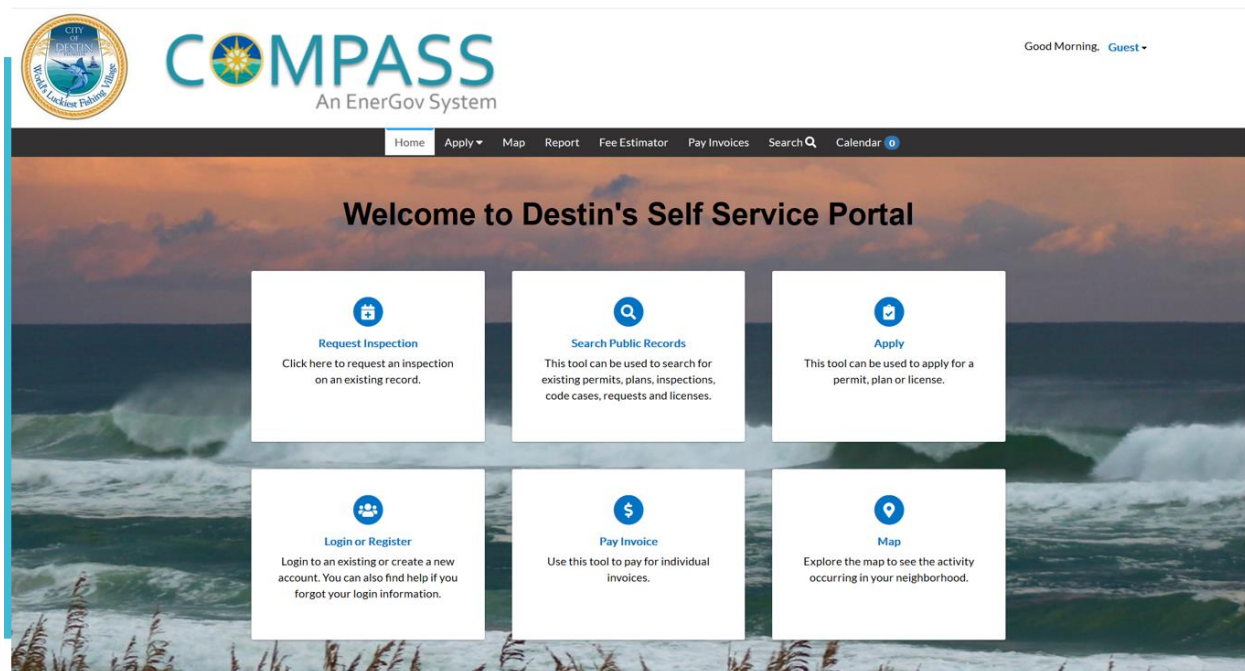
GIS MAPPING

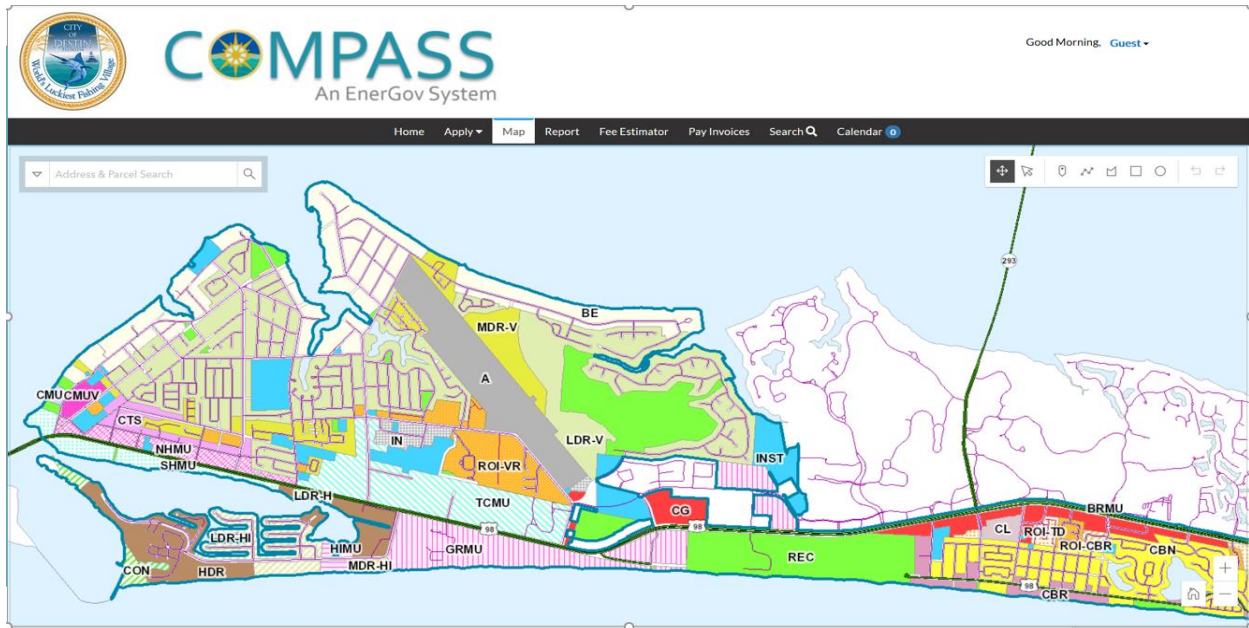
➤ GIS Features

- ❖ GeoRules Configured – Allows staff to setup automatic parcel information when a new permit, plan, or code case is created.
- ❖ Online Maps Configured – For use by the public and staff to enter parcel and property information.

CUSTOMER SELF-SERVICE

➤ Online Customer Portal





THIS SITE IS CURRENTLY IN DEMO MODE.

Destin, FL

Order Number: 26

Monday, November 23, 2020

Invoice #	Item Description	Quantity	Unit Price	Total Price
INV-00000005	NONE	1	\$270.00	\$270.00
			Item Total:	\$270.00
			Order Total:	\$270.00

Payment Details

*all fields are required

Cardholder Name 	Billing Street 	Billing Zip Code 	
Card Type Select one... 	Card Number 	Expiration Date Month... 	Year...
CVV Code 	Email Address 		
Pay Now - \$270.00			

GOING LIVE

➤ Internal Processes

- ❖ As COMPASS is in live production, staff will continue to monitor applications, processes, and data.

- External Use
 - ❖ Citizens will have access to online applications and data. Community Development Department and Code Compliance Department staff are ready to assist customers with support.

F. Emergency asphalt repair for areas on Indian Bayou Drive and Calhoun Avenue

The City Manager noted they have had some erosions underneath the asphalts causing some holes to form in the asphalts.

Public Services Director Michael Burgess presented the following information:

- Indian Bayou Drive
 - ❖ Hole has opened in the pavement in the driving lane
 - ❖ Storm culvert extends under the roadway
 - ❖ Public Works has placed a steel plate over the hole
 - ❖ Quote from H&T Contracting, the city's Asphalt and Stormwater Maintenance Contractor to repair - \$28,162.50
 - ❖ Funding is available in Public Works – Repairs and Maintenance
- Calhoun Avenue
 - ❖ Close to Clement Taylor Park
 - ❖ Public Works has backfilled the hole as a stop-gap measure
 - ❖ Quote from H&T Contracting, the city's Asphalt and Stormwater Maintenance Contractor to repair - \$10,220.00.
 - ❖ Funding is available in Public Works – Repairs and Maintenance

Motion by Councilmember Hebert, seconded by Councilmember Destin, to approve emergency repairs for storm piping under roadways on Indian Bayou Drive and Calhoun Avenue and accept repair quotes of \$28,162.50 and \$10,220 respectively from H&T Contracting, the city's asphalt and stormwater maintenance contractor, passed 6-0 (Council members King, Hebert, Morgan, Destin, Ramswell and Braden voted "yes"; Councilmember Schmidt was absent from the meeting).

G. ANNOUNCEMENTS

- Independence Day Fireworks: July 4th, 9:00pm, East Pass
- City facilities will be closed in observance of Independence Day on Monday July 5th, 2021.
- The next City Council meeting will be held on Tuesday July 6th, 2021 at 6:00pm, City Hall Annex.
- FY 2022 Capital Projects budget workshop will be held on Monday July 12th, 2021, at 5:30 PM
- There were some very minor damages around the city from Tropical Storm Claudette
- The city will begin looking for some normalcy with regards to the dais, starting with obtaining Council's permission to take down the plexiglass and

try to get the dais back to the way it used to be for the next Council meeting. It was the consensus of the Council to remove the plexiglass.

- The city is waiting to hear back from Mr. Greg Darden, Director of Business Development for Structured Parking Solutions, LLC, a continuing services contractor for the City, to attend a Council meeting, as requested by Council, to provide a brief presentation on establishing a shuttle system in Destin.
- Staff has looked into the mayor's ideas on portable toilets for future big special events on the harbor. There are other ideas staff may be able to come up with and some nicer units now available if they could obtain cooperation with some of their businesses on the harbor district.

5. PUBLIC HEARINGS

6. CONSENT AGENDA

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

A) Councilmember Braden

1) Low Speed Vehicles (LSV)

Councilmember Braden noted that the Council previously voted to table this item indefinitely. He would like to bring this item back for discussion as the Sheriff's Office is asking for an ordinance regulating LSVs to be in place on Airport Road.

Motion by Councilmember Braden, seconded by Councilmember Hebert, to take the item off the table and place it on the next meeting agenda for discussion passed 6-0 (Council members King, Hebert, Morgan, Destin, Ramswell and Braden voted "yes"; Councilmember Schmidt was absent from the meeting).

The City Attorney stated they will also bring in some discussion items on the next meeting relating to Councilmember Braden's previous request to formulate a city ordinance prohibiting electric bicycles, scooters, skateboards, and other motorized vehicles from operating on sidewalks.

Councilmember Destin noted that with regards to LSVs, they are trying to be more restrictive than the state law; and that state law currently prohibits motorized vehicles from operating on the sidewalk.

2) City Manager's Annual Evaluation Review

Councilmember Braden stated that it seems it has been almost two years since the City Manager had his last evaluation. He asked when the next evaluation is due.

The City Attorney will work with the city's Human Resources Manager to determine the timelines in place for the City Manager's Annual Evaluation and will bring that forward to council.

B) Councilmember Ramswell

1) 355 Gulf Shore Drive

Councilmember Ramswell requests a status update on 355 Gulf Shore Drive. She stated that a previous speaker has discussed it for the second time earlier tonight, and that she has been receiving email correspondence from other citizens commenting and offering their advice regarding this property.

The City Attorney noted there is at least one active code enforcement case and a possible Special Magistrate hearing involving this property. It would be a quasi-judicial process and so they must be careful not to prejudice the case as they discuss this matter tonight.

Mr. Forgione stated that a Notice of Violation has been issued and a possible Notice of Hearing will be issued on the property. A second Notice of Violation has also been issued and the matter was turned over to the Building Official for review and to schedule a possible Special Magistrate hearing.

Councilmember Ramswell noted that work is reportedly continuing on the property despite of the issuance of the Stop Work Order.

According to the Building Official, the Stop Work Order has been lifted as it has been determined that an interior renovation permit has been issued for this property. They previously stopped the whole job to review some of the items that have been reported including the possibility of substantial improvement based on the cost estimate provided to the city by the applicant. She continued that they followed the guidelines of the city's itemized list from the FEMA guidelines. They have evaluated the costs list against comparable permit for similar permit renovation project and reviewed it based on the square footage of the house. Their calculation came out approximately \$200,000. Based on that amount and using the property appraisal's current value of the structure, it came out to be a 32 percent improvement to the home. They have lifted the Stop Work Order for the overall project to allow them to resume the home renovations. They currently have the cease-and-desist order for the roof top deck for which an application has been submitted. Staff has completed a preliminary review of the application and found it to be incomplete. Staff has requested additional information for the application so that staff can determine whether it is permissible. He added they can proceed with the work if it is permissible; otherwise, it would have to be removed.

Councilmember Ramswell stated that it has been reported that work on the roof top deck has been continuing despite the cease-and-desist order.

According to the Building Official, when it was brought to the city's attention that work is continuing on the roof top deck despite of the issuance of the Stop Work Order, a Code Compliance Officer visited the property and issued a cease-and-desist order.

Councilmember Ramswell pointed that a significant amount of work was done on the property in 2019 by a remediation company called Cahaba Disaster Recovery. She asked how this project factors into the work currently being done on the property in terms of cumulative pricing.

The Building Official noted they have no record of any permits being issued in 2019 for this particular company. There was a permit obtained in February 2019 for a cost value of \$2,000 for stucco repairs. She added they would not be able to investigate further due to lack of documentation.

Councilmember Ramswell asked whether it is incumbent upon the city to look further into this issue to try to determine whether the total amount of work done on this property within the last few years has not surpassed the 50 percent threshold. She also inquired as to the staff's position if a work is done illegally without a permit.

The City Attorney advises staff not to opine on this particular question and bind themselves to a position on this matter at this time as it could potentially damage the city's position in the future. He continued that if the city is unsatisfied with the result after the Special Magistrate hearing, there are other potential legal avenues the city could take. Taking a position at this time could negatively affect potential litigations on this matter. He added there are certain due process considerations they have to take into account when they engage in any matter that is potentially infringing on property rights.

Mr. Trey McCraw, one of the complainants, commented that it is hard to believe how the city could have missed the obvious work being done at the house. It was a 6-month project that was performed on the property in 2019. There were several maintenance vehicles parked in front of the property on a daily basis, and the construction work was visible from the outside of the house. The house was even repainted following the construction. He added that a follow up action should have been conducted rather than allowing an illegal work to occur without any consequences.

Councilmember Ramswell advises the complainants to keep in touch with the city's Land Use Attorney so they could be kept apprised of what is happening with 355 Gulf Shore Drive.

2) Submerged Land Lease follow-up direction

The City Attorney reported that on June 16th, the City Attorney, City Manager, Deputy City Manager, Parks and Recreation Director, and Councilmember Ramswell attended a pre-application meeting with FDEP for the potential submerged land lease application related to submerged lands adjacent to Norriego Point. Several issues arose at the pre-application meeting. First, FDEP expressed some concern over the lack of concrete plans for the submerged lands. Typically, FDEP will only lease land to entities if that entity has a specific purpose in mind. Consequently, the application would have a much higher likelihood of success if the council were to elect to include specific projects (e.g., swim ropes, swim platforms, buoys, etc.). Second, FDEP informed the city that the existing embayments should be removed from the proposed lease location. FDEP's position is that the previous compromise reached between the City and

FDEP relating to the four embayments will likely constitute the necessary authorized use for certain specific activities in the three embayments designated for swimming purposes. This could potentially anything that will further the intent of the previous compromise such as swim ropes, buoys, signage, and swim platforms. FDEP was quite clear they could not simply submit an application for open water lease around Norriego Point. It is not typically a practice they would engage as they want a control of the waterways at their jurisdiction. They would be more amenable to the city seeking placement of certain physical structures in the embayments. Third, the current Management Plan in effect between FDEP and the City may have some overlap in authorization. As a result, the Management Plan may need to be amended to accommodate certain requests. Regardless of whether this is necessary, it may be advisable to direct City staff, the City Attorney, and Land Use Attorney, to review the Management Plan and potentially seek amendment to it given the vastly changed conditions since it was first entered into. Finally, with the removal of the embayments from the application, the remaining area is almost entirely the harbor side of Norriego Point. If the Council desires, City staff can apply for certain specific projects in this area (swim ropes, buoys, signage, swim platforms, etc.). However, there are certain restrictive covenants in the Management Plan, funding agreements, and deed relating to ensuring this area remains open to boaters. These restrictive covenants would have to be reviewed to ensure the proposed projects comply with the restrictions contained therein.

According to Councilmember Ramswell, FDEP indicated that the embayment areas would fall under the existing easement in the city's possession that was dated in 2013. There was also the Norriego Point Recreation Area Management Plan that was provided to the council. The 2013 easement appears to be more about building and construction. She requests the city's attorneys further examine the terms of the 2013 easement as to what it actually covers, and report back.

Councilmember Ramswell moved to proceed with any required documentation to establish proper swimming buoys across the embayments; seconded by Councilmember Hebert. Motion passed 6-0 (Council members King, Hebert, Morgan, Destin, Ramswell and Braden voted "yes"; Councilmember Schmidt was absent from the meeting).

3) Coast Guard Dredge – Status Update

The Deputy City Manager informed the Council that this process is currently on hold as permits have not been achieved from the Army Corps of Engineers. The city will be notified as soon as permits are granted.

4) Airport Road Improvements – Status Update

According to Public Services Director Michael Burgess, a pre-construction meeting is scheduled for July 2nd with construction contractor, FDOT staff and city staff. After the pre-construction meeting and the Notice to Proceed, the contractor will have 20 days to mobilize. Construction will commence towards the end of July. He continued that after the initial maintenance of traffic controls are put up, the contractor will mill and traditionally resurface the curve. Asphalt will have about a 30-day cure time, and then the high surface friction treatment will be applied and all the signage, thermoplastics, and everything else will be put in place.

5) Coffee Manufacturing Plant on Mountain Drive – Status Update

According to Community Development Director Louis Zunguze, staff met and had a very cordial discussion with the owner of the company on June 18th. Staff shared with the owner all the concerns that were raised during the last council meeting. They asked if staff could conduct some inspections to verify some of these concerns. This afternoon, prior to this meeting, the city's Building Official and Code Compliance Director visited the property and will be sharing their reports to the council.

Code Compliance Manager Joey Forgione reported that when they parked in front of the property, exited their vehicle, and stood in front of the property, they could only hear a light humming noise coming from the building but no obvious smell of coffee. The noise got a little louder, similar to the noise of an air conditioning unit, when they entered the property. There was a very small coffee roaster located inside the property. They could smell the odor of coffee beans, but it was not a strong or overbearing. The owner went through all the steps involved in roasting coffee beans. It is a 5-day a week operation, Monday through Friday until 5 PM. They do not roast coffee after 5 PM. They come back on Saturdays only to make deliveries. They have a filter system that catches all the particles before they emit into the air. While the filter was running, they went back outside and walked around the property line. They did not smell coffee or hear the motor running. Based on this inspection, they found no violations of the noise or odor.

Councilmember Ramswell asks staff to follow up with the complainant and inform them of their findings.

6) Norriego Point Project Bidding – Final Phase – Status Update

According to Grants/Project Manager Jeff Cozadd, this project is being managed by FDEP, and that Mr. Pierce Barrett, the FDEP Project Manager, will put this project out to bid. He will follow up with Mr. Barrett to see if he needs any more information from the city.

The City Attorney noted they had a virtual meeting with Mr. Barrett and the FDEP's legal counsel about two months ago. They are going through the permitting process and needed to wait on the permit before they could place the project out to bid. They are also interested in the resolution of the roadway matter. He continued that he expects to receive a proposal from the adjacent landowner related to the roadway soon and will reevaluate the proposal upon receipt. He stated that the roadway is slightly separate matter and will probably be considered separately, although there will be issues overlapping with various applications. The council will ultimately have discretion on all those items as well as how to proceed on that roadway.

7) Calhoun-Zerbe Historical District – Status Update

Mr. Zunguze noted that the historical district has been overlayed, and a map created for it. All city departments have been informed of its existence should there be city projects that might impact those areas.

Councilmember Ramswell asked staff to provide a copy of the historical map to Council.

8) Open Utility Cover on Indian Bayou Trail/Country Club Drive East Intersection – Update

Councilmember Ramswell noted that following the meeting when she brought up her concerns about this utility box, somebody went out at that location and place some small flags around it.

Mr. Burgess stated that he reached out to telecommunication vendors in the area soon after the meeting and found the owner of the utility box who then placed the orange flags around it as safety precaution. They will follow up with the vendor and get the status on the repair.

9) Signage on Dog Park “Hot Pavement – Watch for Pet Paws”

Councilmember Ramswell noted that council received an email asking that signage, such as “Hot Pavement – Watch for Pet Paws” be placed in the dog park and other places to protect pets. She expressed her gratitude to Lisa Firth for immediately creating the signage and showing it to council tonight.

Councilmember Hebert recommends a similar signage be placed on the Harborwalk pier and other places staff feels is appropriate to protect pets.

C) Councilmember Destin

Councilmember Destin announced that Gulf Power has sent back the latest version of the franchise and undergrounding agreements to the city and are being reviewed by the city’s special counsel.

Councilmember Destin moved to direct staff to invite the City’s Franchise Attorney Schef Wright to appear at the next meeting to provide Council an update on the progress on the franchise and undergrounding agreements with Gulf Power. Councilmember Hebert provided a second to the motion, which passes 6-0 (Council members King, Hebert, Morgan, Destin, Ramswell and Braden voted “yes”; Councilmember Schmidt was absent from the meeting).

D) Councilmember Morgan

E) Councilmember Hebert

Councilmember Hebert noted that the road on Beach Drive has recently been repaired and resurfaced, and that she has been asked by several residents if the city plans to replace the speed bumps on this road.

Mr. Burgess stated they have been working with their continuing service contractor to add asphalts to the road so they could place the speed humps back at their previous locations. They plan to combine this effort along with the two pipe repair jobs they have to do on this road.

Councilmember Hebert asked when the city plans to convert the property located between the Destin cemetery and McGuire's Restaurant, which they bought a few years back, into a parking lot.

Mr. Burgess noted that the property is temporarily being used as a lay down area for the Zerbe/Calhoun Pedestrian Project Phase 1. According to the project manager, they will go ahead and grate the lot after they get done cleaning it up as a courtesy to the city for letting them use that piece of property, which should facilitate its transformation into a third parking lot. They expect completion of phase 1 within the next two weeks.

Councilmember Hebert wishes to address an earlier statement from a citizen about providing baskets at certain beach locations to encourage beachgoer's participation in the city's Leave no Trace initiative. She asked for a motion authorizing the city to create two signs and to specify the locations of those signs and baskets.

Councilmember Ramswell moved to authorize the city to create two signs for the beach baskets as part of the Leave No Trace initiative, and to place those signs at Crystal Beach and June White Decker Park; seconded by Councilmember Hebert. Motion passed 6-0 (Council members King, Hebert, Morgan, Destin, Ramswell and Braden voted "yes"; Councilmember Schmidt was absent from the meeting).

F) Councilmember King

1) Catch and Release Pond at Crosstown Connector

Councilmember King stated that as part of the beautification efforts on the crosstown connector which they previously discussed, he feels it would be beneficial to have a small catch and release pond along that road. The Destin High School could also utilize it if they want to add a freshwater course in their school curriculum.

The mayor stated it is a good idea; but since there is no pond in that area now, the city would need to build and maintain one. He would be willing to discuss that idea further when they get into the park development.

G) Councilmember Schmidt

H) Mayor Gary Jarvis

The mayor announced that he and Commissioner Ponder plan to meet with General Caine, Eglin Commander, on June 23rd to discuss the military's plans for the Eglin property located on the west end of the Destin Bridge. He will provide a report to Council at the next meeting.

I) Land Use Attorney

J) City Attorney

The City Attorney announced that the county is forming a negotiating team to discuss a new contract with Timberview Helicopters and requested that the City of Destin appoints a representative.

Motion by Councilmember Hebert, seconded by Councilmember Destin, to appoint the City Land Use Attorney Kim Kopp as the City's representative to the County passed 6-0 (Council members King, Hebert, Morgan, Destin, Ramswell and Braden voted "yes"; Councilmember Schmidt was absent from the meeting).

8. PUBLIC COMMENTS

Mr. Jim Bagby recommends the city seeks some answers to the following questions:

- According to State Statutes, the most populous municipality is guaranteed at least one of the two municipal elected official seats as a voting member of the TDC. Bay County codified that the municipality that generates the most bed tax revenue, which is Panama City Beach, would be guaranteed the other municipal elected official seat. Is the Okaloosa County ordinance codified such that the City of Destin will have a guaranteed seat since it generates the most bed tax revenue for Okaloosa County?
- State statute states that at least 15% of registered voters on a previous election which created a taxing district is required just to file a petition for a special election to dissolve the district. Who gets to vote to expand the district?
- Does the TDC produce the sales tax revenue that is paid by tourists in Okaloosa County?

Next, Ms. Sandy Trammell, a Destin resident, noted that dump trucks full of sand have been going through the residential neighborhoods on the east end of Mountain Drive. There is a sign on the east end of the street that states, "No Thru Trucks Over 7 Tons" and that a similar sign on the west end of the street is missing. She requested that the city takes appropriate action and to install another sign on the west end of Mountain Drive.

Councilmember Destin asked the City Manager to investigate this matter.

ADJOURNMENT

Having no further business at this time, the meeting was adjourned at 8:55 PM.

Gary Jarvis, Mayor

ATTEST:

Rey Bailey, City Clerk

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021

TYPE OF AGENDA ITEM: Announcement

AGENDA OUTLINE NUMBER: 2.A.

TO: City Council

THRU:

FROM:

DATE:

SUBJECT: Introduction of Captain Matt Abott - Replacement for Major Mike Howell as District 3 Commander and City of Destin Liaison - Major Mike Howell, Okaloosa County Sheriff's Office

I. BACKGROUND:

II. DISCUSSION:

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB):

C. Level of Service (LOS):

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

None

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021

TYPE OF AGENDA ITEM: Resolution

AGENDA OUTLINE NUMBER: 4.A.

TO: City Council

THRU: Lance Johnson, City Manager
Webb Warren, Deputy City Manager

FROM: Kyle Bauman, City Attorney
Kimberly Kopp, Land Use Attorney

DATE: July 13, 2021

SUBJECT: Consideration of a Joint Resolution Between Okaloosa County Municipalities to Address TDC Expansion Concerns.

I. BACKGROUND: City staff, the City Attorney, and the City Land Use Attorney have been in contact with staff and the City Attorney for the City of Fort Walton Beach regarding the County's implementation of a countywide tourist development taxing district. Destin and Fort Walton Beach comprise the TDT's brand and both have concerns regarding the process and effect of the County's manner and method of expansion of this taxing district.

II. DISCUSSION: On July 12, 2021, Fort Walton Beach's City Manager distributed the attached Joint Resolution to all city managers of municipalities located within Okaloosa County. This Joint Resolution requests the Board of County Commissioners to:

- (1) Implement the Local Collection Method so that it has the means to determine how much of this tax is being collected in various portions of the County; and
- (2) Postpone the mail-in only referendum election currently scheduled for October 5, 2021 for at least 60 days, allowing the county staff and attorneys to work with the municipalities' staffs and attorneys on this matter.

The City Council is the first governing body to consider adoption of this Joint Resolution; however, it is anticipated that other municipalities in Okaloosa County will also consider its adoption at future regular or special meetings.

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB):

C. Level of Service (LOS):

III. CONCLUSION: The attached Joint Resolution represents a unified voice on certain

aspects of the tourist development taxing district expansion for those municipalities choosing to adopt it.

IV. RECOMMENDED MOTION: I move to adopt Joint Resolution 21-01.

Attachments:

1. 21.07.12 Joint Resolution 21-01 - TDT
Countywide District - Final Draft

JOINT RESOLUTION 21-01

A JOINT RESOLUTION OF THE CITY COUNCILS OF THE CITY OF FORT WALTON BEACH, FLORIDA, THE CITY OF MARY ESTHER, FLORIDA, THE CITY OF NICEVILLE, FLORIDA, THE CITY OF VALPARAISO, FLORIDA, THE CITY OF DESTIN, FLORIDA, THE CITY OF CRESTVIEW, FLORIDA, THE CITY OF LAUREL HILL, FLORIDA, AND THE TOWN COUNCILS OF THE TOWN OF CINCO BAYOU, FLORIDA, AND THE TOWN OF SHALIMAR, FLORIDA, REQUESTING THAT THE BOARD OF COUNTY COMMISSIONERS OF OKALOOSA COUNTY, FLORIDA DIRECT ITS STAFF TO IMPLEMENT A LOCAL REVENUE COLLECTION METHOD OF TOURIST DEVELOPMENT TAXING DOLLARS; REQUESTING THAT THE BOARD OF COUNTY COMMISSIONERS TABLE THE POTENTIAL IMPLEMENTATION OF A COUNTYWIDE TAXING DISTRICT AND THE REFERENDUM ELECTION CURRENTLY SET FOR OCTOBER 5, 2021, FOR SIXTY (60) DAYS; AND PROVIDING FOR AN EFFECTIVE DATE.

RECITALS:

WHEREAS, The City of Fort Walton Beach, Florida, the City of Mary Esther, Florida, the City of Niceville, Florida, the City of Valparaiso, Florida, the City of Destin, Florida, the City of Crestview, Florida, the City of Laurel Hill, Florida, and the Town of Cinco Bayou, Florida, and the Town of Shalimar, Florida (collectively heretofore referred to as the “Municipalities”), are all Florida municipal corporations located in Okaloosa County, Florida (the “County”); and

WHEREAS, the Municipalities comprise the vast majority of the hotels, motels, resorts, and other rental units that are subject to or could be subjected to a Tourist Development Tax (“TDT”) as levied pursuant to Section 125.0104, Florida Statutes (2020); and

WHEREAS, the Municipalities executing this Joint Resolution are unified in their concerns relating to the levying of this tax and wish to present a unified front and voice in this process moving forward; and

WHEREAS, the County is the taxing authority for the TDT; and

WHEREAS, the Municipalities support the fair and equitable use of Tourist Development Tax dollars for authorized purposes recognized by Section 125.0104(5), Florida Statutes (2020); and

WHEREAS, TDT dollars are currently reported and remitted to the Florida Department of Revenue (“DOR”), which then distributes the funds to the County (the “DOR Collection Method”); and

WHEREAS, the County has authority to require that the TDT dollars be reported and remitted directly to the County (the “Local Collection Method”); and

WHEREAS, according to Form DR-15TDT, produced by the DOR, the majority of Counties in Florida that levy and impose the TDT have instituted the Local Collection Method instead of the DOR Collection Method; and

WHEREAS, Counties utilizing the Local Collection Method gain valuable insight and knowledge relating to where the TDT dollars are collected and can make these determinations with particularity; and

WHEREAS, Counties utilizing the DOR Collection Method lack the ability to receive data relating to where the TDT dollars are generated with any particularity and instead simply receive from DOR a lump sum figure; and

WHEREAS, to distribute TDT dollars fairly and equitably, the County’s Board of County Commissioners must receive data relating where the TDT dollars are generated; and

WHEREAS, to receive this data, the County must implement and utilize the Local Collection Method; and

WHEREAS, the County has indicated to the Cities that utilization of the Local Collection Method is feasible; and

WHEREAS, the Municipalities have serious legal and practical questions relating to the implementation of a Countywide Tourist Development Taxing District, particularly regarding the levying of the Additional Tax and Convention Center Taxes as defined by Sections 125.0104(3)(d),(l) & (n), Florida Statutes (2020), and desire the County to table the matter for sixty (60) days so that municipal officials may work with County officials in an effort to ensure the implementation of a Countywide Tourist Development Taxing District is conducted and implemented utilizing legal, fair, and equitable manners and methods; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCILS OF THE CITY OF FORT WALTON BEACH, FLORIDA, THE CITY OF MARY ESTHER, FLORIDA, THE CITY OF NICEVILLE, FLORIDA, THE CITY OF VALPARAISO, FLORIDA, THE CITY OF DESTIN, FLORIDA, THE CITY OF CRESTVIEW, FLORIDA, THE CITY OF LAUREL HILL, FLORIDA, AND THE TOWN OF CINCO BAYOU, FLORIDA, AND THE TOWN OF SHALIMAR FLORIDA AS FOLLOWS:

Section 1. That each of the above Recitals set forth above are adopted as the findings of the Councils and are hereby incorporated into this Resolution as if set forth in their entirety.

Section 2. The Municipalities respectfully request that the Okaloosa County Board of County Commissioners direct its staff to implement the Local Collection Method.

Section 3. The Municipalities respectfully request that the Okaloosa County Board of County Commissioners table the potential implementation of a Countywide Taxing District for the next sixty (60) days, postpone the referendum election currently set for October 5, 2021, for at least sixty (60) days, and direct its staff and attorneys to work with the Municipalities' staffs and attorneys on this matter.

Section 4. This Resolution shall become effective immediately upon adoption as to each Municipality by the adoption of this Resolution by that Municipality.

DULY ADOPTED this _____ day of _____, 2021.

**CITY COUNCIL OF THE CITY OF
FORT WALTON BEACH, FLORIDA**

By: _____
Dick Rynearson, Mayor

ATTEST:

APPROVED AS TO FORM:

By: _____
Kim Barnes, Clerk

By: _____
Hayward Dykes, City Attorney

DULY ADOPTED this _____ day of _____, 2021.

**CITY COUNCIL OF THE CITY OF
MARY ESTHER, FLORIDA**

By: _____
Margaret McLemore, Mayor

ATTEST:

APPROVED AS TO FORM:

By: _____
Dana Williams, Clerk

By: _____
Hayward Dykes, City Attorney

DULY ADOPTED this _____ day of _____, 2021.

**CITY COUNCIL OF THE CITY OF
NICEVILLE, FLORIDA**

By: _____
Daniel Henkel, Mayor

ATTEST:

APPROVED AS TO FORM:

By: _____
Daniel Doucet, Clerk

Dixie Dan Powell, City Attorney

DULY ADOPTED this _____ day of _____, 2021.

**CITY COUNCIL OF THE CITY OF
VALPARAISO, FLORIDA**

By: _____
Brent Smith, Mayor

ATTEST:

APPROVED AS TO FORM:

By: _____
Tammy Johnson, Clerk

Hayward Dykes, City Attorney

DULY ADOPTED this _____ day of _____, 2021.

**CITY COUNCIL OF THE CITY OF
DESTIN, FLORIDA**

By: _____
Gary Jarvis, Mayor

ATTEST:

APPROVED AS TO FORM:

By: _____
Rey Bailey, Clerk

Kyle S. Bauman, City Attorney

Kimberly Romano Kopp, City Land Use Attorney

DULY ADOPTED this _____ day of _____, 2021.

**CITY COUNCIL OF THE CITY OF
CRESTVIEW, FLORIDA**

By: _____
JB Whitten, Mayor

ATTEST:

APPROVED AS TO FORM:

By: _____
Elizabeth Roy, Clerk

By: _____
Jonathan Holloway, City Attorney

DULY ADOPTED this _____ day of _____, 2021.

**CITY COUNCIL OF THE CITY OF
LAUREL HILL, FLORIDA**

By: _____
Robby Adams, Mayor

ATTEST:

APPROVED AS TO FORM:

By: _____
Nita Miller, Clerk

By: _____
Kyle S. Bauman, City Attorney

DULY ADOPTED this _____ day of _____, 2021.

**TOWN COUNCIL OF THE TOWN OF
CINCO BAYOU, FLORIDA**

By: _____
Jean Hood, Mayor

ATTEST:

APPROVED AS TO FORM:

By: _____
Kim Barnes, Clerk

By: _____
C. Jeffrey McInnis, Town Attorney

DULY ADOPTED this _____ day of _____, 2021.

**TOWN COUNCIL OF THE TOWN OF
SHALIMAR, FLORIDA**

By: _____
Mark Franks, Mayor

ATTEST:

APPROVED AS TO FORM:

By: _____
Thomas A. Burns, Town Administrator Michael Chesser, City Attorney

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021

TYPE OF AGENDA ITEM: City Manager Report

AGENDA OUTLINE NUMBER: 4.B.

TO: City Council

THRU: Webb Warren, Deputy City Manager
Lance Johnson, City Manager

FROM: Kyle Bauman, City Attorney

DATE: July 14, 2021

SUBJECT: Consideration of resolution for the option of commencement of local government alternative dispute process under Chapter 164, Florida Statutes

I. BACKGROUND: At its July 6, 2021, regular meeting, the City Council passed a motion authorizing the drafting of a resolution that will institute the commencement of the local government alternative dispute process under Chapter 164, Florida Statutes, due to a clear dispute between the City of Destin and Okaloosa County and to bring the proposed resolution back at the next City Council meeting for public comments, council discussion, deliberation and a possible vote.

II. DISCUSSION: The attached Resolution 21-08 accomplishes the direction set forth by the Council as it is stated above. Specifically, per section 164.0152, Florida Statutes, the Resolution initiates conflict resolution procedures with Okaloosa County as provided by Chapter 164, Florida Statutes. These procedures and this process are not the equivalent of a lawsuit. The Resolution specifies that the City's conflict with the County is two-fold: (1) there is a conflict over whether the City's electorate has the legal ability to vote in the currently scheduled October 5, 2021, referendum election, which will ask the citizens located outside the Tourist Development Subtaxing District whether it wishes to expand the taxing district countywide; and (2) it specifies that the City opposes the form, manner, and method by which Okaloosa County proposes to expand the taxing district because it puts the current taxing district at risk of being "reset" to a lower tax rate.

If the Council elects to pass this Resolution, then a series of legally required steps will take place unless the Council elects to discontinue the process. These steps are outlined in the attached chart describing the Chapter 164 alternative dispute process.

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB): Unknown

C. Level of Service (LOS):

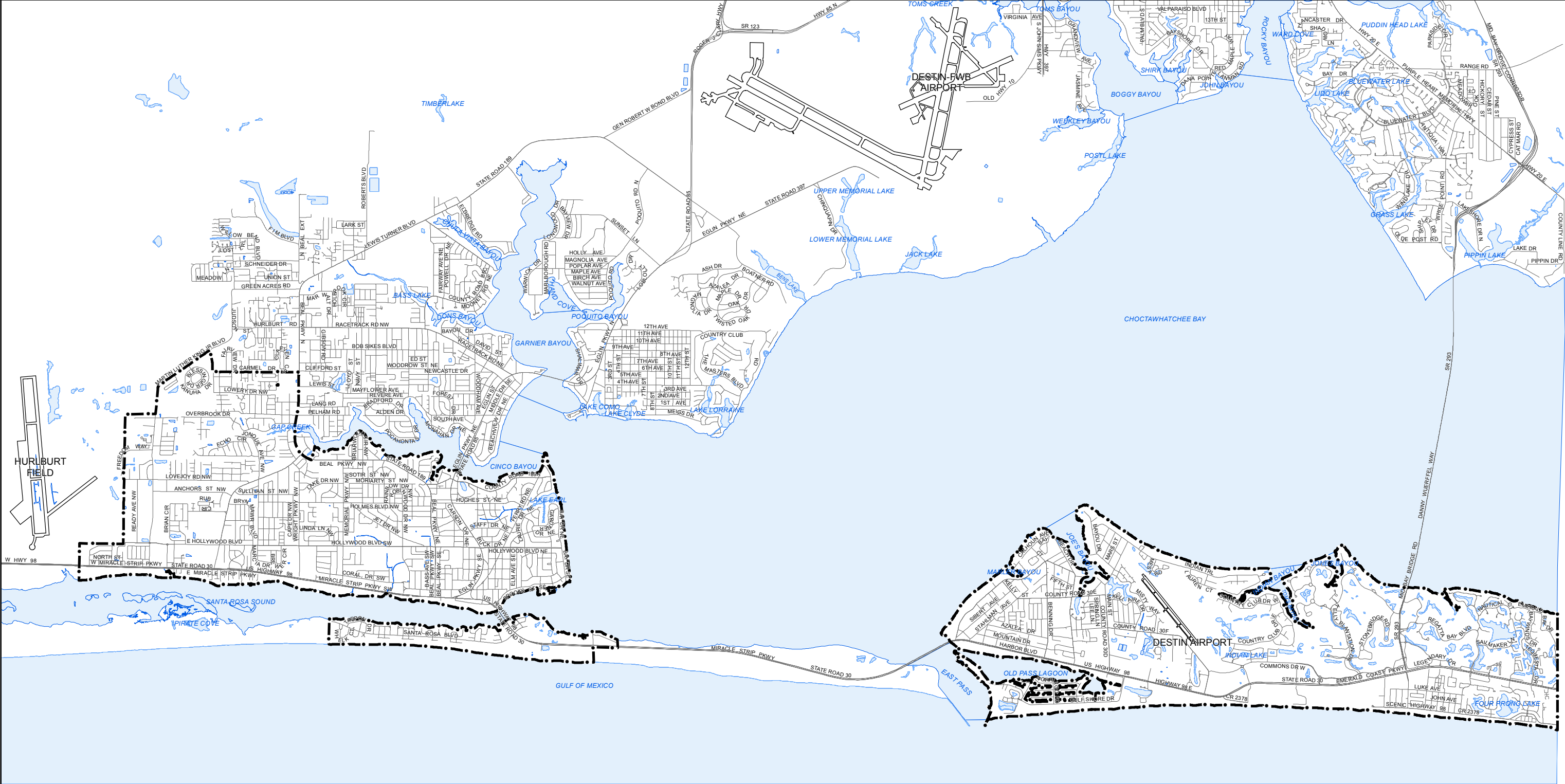
III. CONCLUSION: If adopted, Resolution 21-08 will institute the alternative dispute resolution process for a local government entity certifying a conflict with another local government entity.

IV. RECOMMENDED MOTION: I move to adopt Resolution 21-08

Attachments:

1. Exhibit A -- TDT subtaxing district map
2. Ch 164 Chart
3. Resolution 21-08 -- Chapter 164 Initiation

Okaloosa County TDD Tax District



Legend:

TDD Tax District

Water Features

Produced by:
Okaloosa County GIS
October 2017

Source:
TDC Tax District Boundary: TDC Tax District
Ordinance Resolution 8923, Adopted 09/01/1989

MAP PROJECTION:
Lambert Conformal Conic Projection
Stateplane: Florida North (0903)
NAD 1983(90), NAVD 1988.

PUBLIC RECORD:
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intended for conveyances, nor is it a survey.

Okaloosa County, FL

1 inch = 6,000 feet

0 4,000 8,000 Feet

CHAPTER 164 - LOCAL GOVERNMENT ALTERNATIVE DISPUTE PROCESS

STEP	Authority	Description	Timing	Responsible Parties
Step 1	164.1052	Pass resolution stating "that it is the intention of the governing body to initiate the conflict resolution procedures provided by Chapter 164 prior to initiating court proceedings to resolve the conflict" and then detail the nature of the conflict in the resolution.		City Council
Step 2a	164.1052	Within 5 days after the passage of the resolution, a letter and a certified copy of the resolution shall be provided to the chief administrator of the governmental entity or entities with which the governing body has a conflict by certified mail, return receipt requested. The letter shall state, at a minimum, the conflict, other governmental entities in conflict with the initiating governmental entity, the justification for initiating the conflict resolution process, the proposed date and location for the conflict assessment meeting to be held pursuant to s. 164.1053, and suggestions regarding the officials who should be present at the conflict assessment meeting.	Five Days after Step 1 Resolution	Attorney or Staff
Step 2b	164.1052	The initiating governmental entity also shall mail a copy of the letter and resolution to any state, regional, or local governmental entities which, in the determination of the initiating governmental entity, may have a role in approving or implementing a particular element or aspect of any settlement of the conflict or whose substantial interests may be affected by the resolution of the conflict, and any other governmental entity deemed appropriate by the initiating governmental entity	Five Days after Resolution	Attorney or Staff

Optional	164.1052	Within 10 days after receiving a copy of a certified letter noticing the initiation of the conflict resolution procedure, other governmental entities receiving the notice may elect to participate in the conflict resolution process, but are not entitled by virtue of that participation to control the timing or progress of the conflict resolution process, which at all times shall remain in the discretion of the primary conflicting governmental entities. However, a governmental entity which receives notice of a conflict may, by passage of its own resolution and by otherwise following the procedures set forth in subsection (1), join the conflict resolution process as a primary conflicting governmental entity.	Ten Days after Resolution	Other Municipalities
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STEP 3	164.1053	PUBLIC MEETING NUMBER ONE - After the initiation of the conflict resolution procedure, and after proper notice by certified letter has been given, a conflict assessment meeting shall occur. The meeting shall be scheduled to occur within 30 days of the receipt of the letter initiating the conflict resolution procedure. Public notice shall be given for this meeting in accordance with s. 164.1031(7). The conflict assessment meeting shall be scheduled to allow the attendance by the appropriate personnel from each primary conflicting governmental entity. The chief administrator, or his or her designee, for each governmental entity that is a primary conflicting governmental entity in the conflict resolution procedure shall be present at this meeting.	Thirty Days after Letter in Step 2a is served on County Administrator	Attorney or Staff, and at least one Designee
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Note - this first public meeting only requires attendance of a representative of the City and the County, but if other Municipalities designate themselves as "Primary Conflicting Governmental Entity" under the optional step above, then they are required to also attend.

STEP 4	164.1053	In the event that no tentative resolution can be agreed upon, the primary conflicting governmental entities shall schedule a joint public meeting as described in s. 164.1055, which meeting shall occur within 50 days of the receipt of the first letter initiating the conflict resolution process from the initiating governmental entity.	After Step 3 meeting if no resolution.	Attorney or Staff
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STEP 5	164.1053 and 164.055	PUBLIC MEETING NUMBER TWO - The governmental entity first initiating the conflict resolution process shall have the responsibility to schedule the joint public meeting and arrange a location. If the entities in conflict agree, the assistance of a facilitator may be enlisted to assist them in conducting the meeting. In this meeting, the governing bodies of the primary conflicting governmental entities shall: (a) Consider the statement of issues prepared in the conflict assessment phase. (b) Seek an agreement. (c) Schedule additional meetings of the entities in conflict, or of their designees, to continue to seek resolution of the conflict.	Fifty Days after Letter in Step 2a is served on County Administrator	Full Elected Boards, all attorneys and required staff
STEP 6	164.055	If no agreement is reached, then mediation shall be conducted. The parties have 14 days from Step 5 to agree on a mediator. If a mediator cannot be agreed on, then a process for selecting the mediator is spelled out in the statute.	Fourteen days after Step 5	Attorney, Staff, and Council
STEP 7		MEDIATION - Depending on structure of mediation may or may not be a public meeting requiring notice. There are numerous variations as to how mediation can be conducted.	Fourteen days after Step 6	Attorney, Staff, and Council or Designee
STEP 8		Written Agreement from Mediation must be issued.	Ten days after Step 7	Attorney, Staff, and Council

TIME EXTENSIONS: Any of the time requirements set forth in this act may be extended to a date certain by mutual agreement, in writing, of the primary conflicting governmental entities. To the extent such agreement would cause any jurisdictional time requirements to run with regard to a particular claim, the agreement shall have the effect of extending any jurisdictional time requirements with regard to that claim for the period set forth in the agreement.

IF NO RESOLUTION AFTER ALL 8 STEPS: If there is failure to resolve a conflict between governmental entities through the procedures provided by ss. 164.1053 and 164.1055, the entities participating in the dispute resolution process may avail themselves of any otherwise available legal rights.

RESOLUTION 21-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA INITIATING CHAPTER 164, FLORIDA STATUTES CONFLICT RESOLUTION PROCEEDINGS; AUTHORIZING SPECIAL COUNSEL, THE CITY ATTORNEY, AND THE CITY MANAGER TO IMPLEMENT SAID PROCESS; AND PROVIDING FOR AN EFFECTIVE DATE.

RECITALS:

WHEREAS, the City of Destin, Florida (the “City”) is a Florida municipal corporation and political subdivision of the State of Florida created by the Florida Legislature in 1984 via chapter 84-422 of the *Laws of Florida*, which after passage approved of the City’s Charter; and

WHEREAS, the City Charter grants the City the power to perform any act deemed by the Destin City Council (“City Council”) to be necessary and best for the improvement and general interest of the City, and the protection of the health, life, and property of the City and its inhabitants; and

WHEREAS, the City Charter states that “Any person who is a resident of the city, who has qualified as an elector of this state, and who registers in the procedural manner prescribed by the general law and ordinances of the city, shall be an elector of the city.”; and

WHEREAS, the City of Destin is within the Subcounty Tourist Development Special Taxing District (“the Current TDD”), as defined in section 125.0104, *Florida Statutes*, wherein Tourist Development Taxes (“TDTs” or “bed taxes”) are levied as an excise tax on individuals and businesses who exercise the privilege of providing short term rentals or leases to short term renters (ostensibly tourists) who rent from those subject to the excise tax within the Current TDD; and

WHEREAS, the Current TDD was formed after a referendum approved Okaloosa County Ordinance 89-23 and Resolution No. 89-40 was passed, establishing the Tourist Development Council and stating the intent to levy the section 125.0104, *Florida Statutes* TDT; and

WHEREAS, the geographical boundary of the Current TDD, depicted on the map attached as Exhibit “A” and generated by the Okaloosa County GIS Department, encompasses the City, all unincorporated areas east of the City and south of the Choctawhatchee Bay until the Walton County boundary, all developed portions of the unincorporated area called Okaloosa Island, the City of Mary Esther, the Town of Cinco Bayou, and most of the City of Fort Walton Beach (all portions south of the Cinco Bayou waterway), and about half of the unincorporated area called Wright which can be described as an approximation of all areas lying north of the incorporated portions of Lovejoy Road and Mary Esther Cutoff and lying south of Clifford Street, Carmel Street, and most of Martin Luther King Boulevard; and

WHEREAS, Florida law requires all voters within a proposed Tourist Development Taxing District (“TDD”) to be afforded the right to vote on a referendum to approve or disapprove of the formation of a TDD; and

WHEREAS, all the voters/electors within the geographical boundaries of the Current TDD, including all voters/electors within the City of Destin, could vote in 1989 when the referendum was conducted that formed the Current TDD; and

WHEREAS, the Okaloosa County Board of County Commissioners have scheduled a referendum for October 5, 2021, wherein only a portion of Okaloosa County voters will be asked whether to affirm the expansion of the Current TDD from a sub-county special district to a single countywide district; and

WHEREAS, the October 5, 2021 referendum will be open only to voters/electors in the County’s geographical portions outside the Current TDD; and

WHEREAS, the proposed referendum appears to disenfranchise all voters/electors within the Current TDD; and

WHEREAS, the voter/electors in the City of Destin, along with their fellow voters/electors throughout the Current TDD, have a legal right to vote on whether to expand the Current TDD; and

WHEREAS, the City and County disagree on whether Walton County’s 2020 TDD expansion model is the only TDD expansion method available to legally expand a TDD district and maintain the 5% tax rate within the boundaries of the Current TDD; and

WHEREAS, the City has serious legal and practical concerns about the proposed Okaloosa County enlargement of the Current TDD, especially considering the alternative and legally correct second sub-district model utilized by Walton County last year; and

WHEREAS, the City intends to resolve the dispute with the County over the referendum voting rights of the City’s voters/electors, and the dispute with the County regarding the correct form of TDD expansion, through good faith negotiations conducted after initiating conflict resolution procedures provided for in Chapter 164, *Florida Statutes*, and, optimistically before filing any legal or equitable claim on behalf of the City’s voters/electors; and

WHEREAS, the Florida Governmental Conflict Resolution Act, Chapter 164, *Florida Statutes*, require local governments to follow a dispute resolution process when engaging in litigation with another local government; and

WHEREAS, the County must participate in the Chapter 164, *Florida Statutes* process once initiated by the City. *See City of Apalachicola v. Franklin County*, 132 So. 3d 1217 (Fla. 1st DCA 2014); and

WHEREAS, Chapter 164, *Florida Statutes* tolls no jurisdictional time limits; and

WHEREAS, given the short time until the October 5, 2021, referendum and the corresponding possibility that the City could waive claims if not filed before the referendum, then the City reserves its right to file a legal or equitable lawsuit(s) if it then seeks to abate any suit in deference to these Chapter 164 proceedings; and

WHEREAS, section 164.1052(1), *Florida Statutes*, requires the passage of a resolution to initiate intergovernmental conflict resolution procedures.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA, AS FOLLOWS:

Section 1. Recitals Adopted. Each recital stated above is adopted herein and confirmed.

Section 2. Nature of the Conflict. Okaloosa County's proposed referendum disenfranchises all voters/electors within the Current TDD, including all the voters/electors residing in the City of Destin. The only way to legally conduct the referendum is to give all voters/electors in Okaloosa County the same *equal right to vote*.

Furthermore, the form of the proposed expansion is legally incorrect if the County intends to maximize bed tax revenues. The method of TDD expansion chosen by Walton County in 2020 is the only legal way to implement a countywide TDD while maintaining the current tax rate in the Current TDD areas.

In sum, the City of Destin opposes the October 5, 2021, referendum due to the disenfranchisement of the City's voters/electors. The City of Destin also opposes the TDD expansion method chosen by the County because it risks, and likely will cause, a massive loss of bed tax revenues, countywide, for several years.

Section 3. Conflict Resolution. Per section 164.0152, *Florida Statutes*, the City Council passes this resolution to initiate the conflict resolution procedures provided by Chapter 164, *Florida Statutes* to resolve the stated conflict with the County over the proposed TDD referendum and TDD expansion.

Section 4. Conflict Resolution Implementation. The City Council directs its Special Counsel, City Attorney, and City Manager to take all steps to invoke the conflict resolution process provided for in Chapter 164 of *Florida Statutes* while preserving the City's rights at law and in equity. The City Manager, City Attorney, and Special Counsel are authorized and directed to take all steps necessary and appropriate to implement this resolution and to use their discretion in such implementation.

Section 5. Notice to County and other Municipalities. Special Counsel shall coordinate with the City Manager to mail the letter referenced in section 164.1052, *Florida Statutes*, along with a certified copy of this resolution to County Administrator John Hofstad. Copies of the letter and resolution shall also be sent by regular mail to the head administrators/managers and mayors of Fort Walton Beach, Mary Esther, Cinco Bayou, Crestview, Niceville, Valparaiso, Laurel Hill, and Shalimar, as each municipality has a substantial interest that may be affected by resolving the stated conflict. If these municipalities so elect, each may join in this proceeding, but no other municipality is required to join. In deference to collegiality and transparency, Special Counsel, the City Manager, and City Attorney may coordinate additional in-person oral invitations to be delivered to each municipality's board during their regularly or specially scheduled board meetings.

Section 6. Effective Date. This resolution shall be effective immediately upon adoption.

DULY ADOPTED this _____ day of _____, 2021.

**CITY COUNCIL OF THE CITY OF
DESTIN, FLORIDA**

By: _____
Gary Jarvis, Mayor

ATTEST:

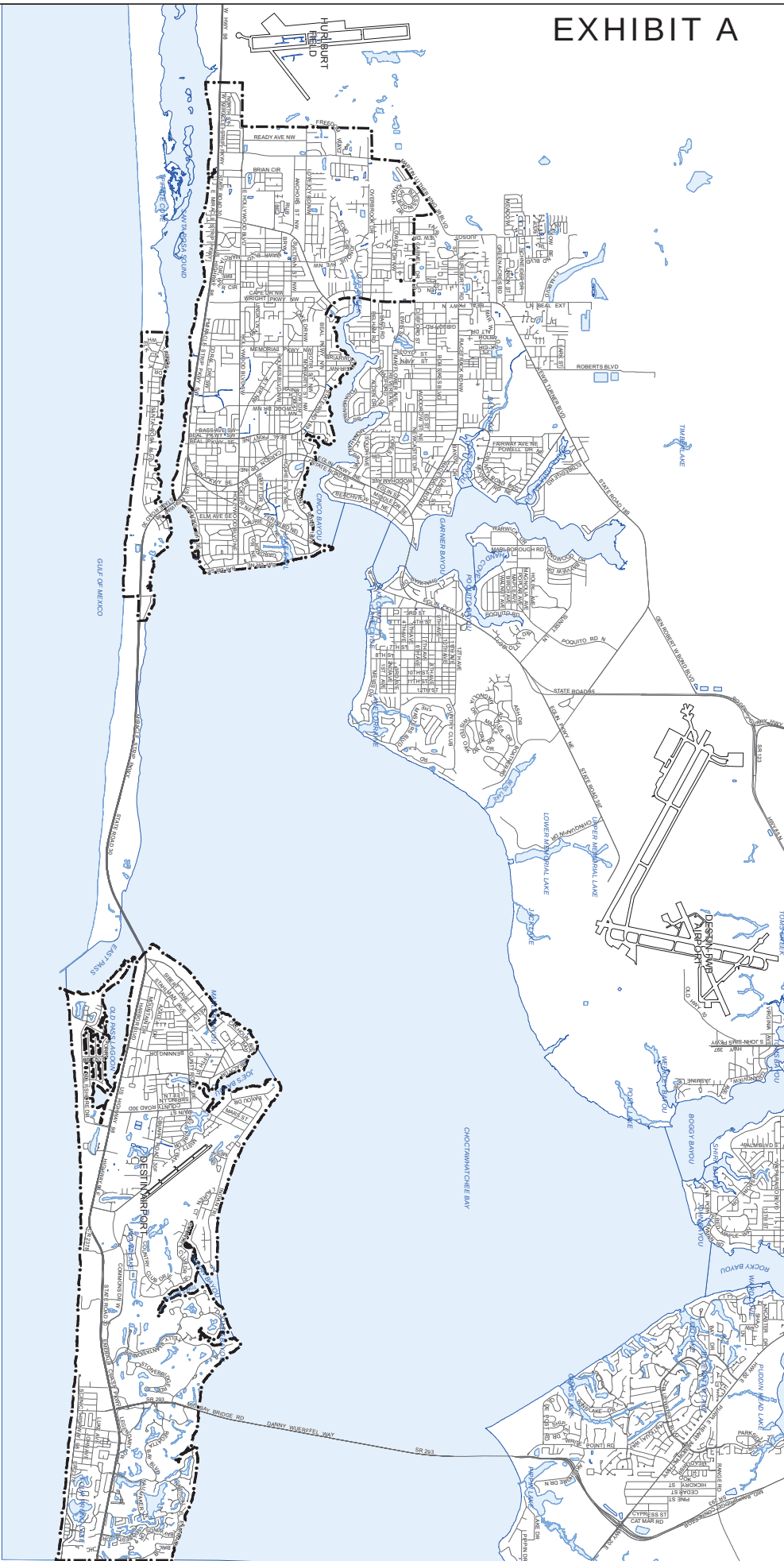
APPROVED AS TO FORM:

By: _____
Rey Bailey, Clerk

Kyle S. Bauman, City Attorney

EXHIBIT A

Okaloosa County TDD Tax District



Legend:

- TDD Tax District
- Water Features

Source:
TDC Tax District Boundary: TDC Tax District
Ordinance Resolution 8923, Adopted 09/01/1989

Produced by:
Okaloosa County GIS
October 2017

MAP PROJECTION:
Lambert Conformal Conic Projection
Stateplane Fvaya North (9803)
NAD 1983(80), NAD 1983

PUBLIC RECORD:
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Okaloosa County, FL

1 inch = 6,000 feet
0 4,000 8,000 feet

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021**TYPE OF AGENDA ITEM:** City Manager Report**AGENDA OUTLINE NUMBER:** 4.C.**TO:** City Council**THRU:** Webb Warren, Deputy City Manager
Krystal Strickland, Finance Director
Louis Zunguze, Community Development Director
Lance Johnson, City Manager**FROM:** Lance Johnson, City Manager**DATE:** July 15, 2021**SUBJECT:** Adoption of 2021-2022 Strategic Plan

I. BACKGROUND: On January 25, 2021, City Council participated in a one-day strategic planning session to identify and prioritize FY21-22 Council and Management Objectives, as well as identify FY21-25 Management in progress and Major Projects. Results from the session have been summarized on the attached Strategic Plan Poster and Strategic Goals Table. The Strategic Goals Table is a "living" document that is divided into to five strategic focus areas and includes goals and objectives set forth with Council consensus this year as well in previous visioning sessions. Additionally, this year priority levels have been assigned to this item based on need (Critical, Important, Desirable). Upon City Council approval of the Strategic Plan Poster and Strategic Goals Table, staff will develop (and/or update existing) workplans for the items identified.

II. DISCUSSION: Adopting the Strategic Plan Poster and Strategic Goals Table will provide direction for both long and short-term decision-making by the Council and staff which will help us to fulfill our mission and make better choices among competing demands for capital funds, philanthropy, facilities, and human resources. The plan is dynamic and it can and should be updated when situations warrant.

A. Link to Strategic Goals / Objectives: Aligns with the City's focus on strategic priorities and are categorized based on priority levels identified.

B. Effect on Budget (EOB):

C. Level of Service (LOS): The Strategic Plan Poster and Strategic Goal Table focus on optimum level of service and quality to our citizens on many levels and through every department and program.

III. CONCLUSION: The Strategic Plan Poster and Strategic Goal Table are presented to City Council for review and consideration, and approval will assist staff will implementing the FY21-25 priority projects and objectives.

IV. RECOMMENDED MOTION: I move that City Council approve the Strategic Plan Poster and Strategic Goal Poster as presented.

Attachments:

1. FY21-22 Strategic Plan Poster Draft
07.09.21
2. FY21-25 Strategic Goal Table Draft
07.09.21
3. 01.25.21 Strategic Visioning Session
Minutes



Strategic Plan FY21-22

VISION 2035

DESTIN IS A FAMILY- ORIENTED BEACH AND FISHING COMMUNITY WHERE PEOPLE WANT TO LIVE, WORK & PLAY AND WHERE VISITORS ARE WELCOMED TO RESPECTFULLY ENJOY OUR COMMUNITY AND ITS RESOURCES.

PRIORITIZED KEY CUSTOMER GROUPS

1. Year-Round Residents
2. Destin-Based Businesses
3. Visitors

STRATEGIC GOALS 2026

1. Financially sound city providing service excellence
2. A green and sustainable environment
3. Improve mobility and connectivity
4. Enhanced quality of life and safety for families
5. Economic development and revitalization
6. Effective, efficient, and aesthetically pleasing infrastructure

COUNCIL OBJECTIVES FY21/22

SECTION 1

CRITICAL PRIORITIES

- 1.1 Offer livable wages & benefits to attract and maintain high caliber, qualified staff

IMPORTANT PRIORITIES

- 1.2 Complete two-lane Crosstown Connector
- 1.3 Public Beachfront acquisition initiative
- 1.4 Underground Utilities
- 1.5 Zerbe St/Calhoun Ave Phase II -Design pedestrian pathway under Marler Bridge

DESIRABLE PRIORITIES

- 1.6 Research viability of Multi-use Convention/Sports/Community Center (Phase 1 Feasibility Study)
- 1.7 Annexation of unincorporated enclaves
- 1.8 Transit/Trolley system
- 1.9 City Marina (Phase 1 Feasibility Study)
- 1.10 Improve parking, explore options (i.e., garage, surface, etc.)
- 1.11 Beach Re-nourishment, planning and scheduling

MANAGEMENT OBJECTIVES FY21/22

SECTION 2

CRITICAL PRIORITIES

- 2.1 Balance resources (Staffing, Time, Money) with mandatory & non-mandatory functions/projects/tasks
- 2.2 Funding sources for beach acquisitions
- 2.3 Funding sources for Undergrounding Utilities

IMPORTANT PRIORITIES

- 2.4 Develop and implement processes for consistent and streamlined application of codes and procedures; Streamline Livery Vessel Regulation & permitting; Streamlined, prompt consistent building permitting
- 2.5 Improve communications with Council/Public/Staff
- 2.6 Continuous improvement of contract management process.
- 2.7 Key Functions/Services: Continuous improvement of effectiveness and efficiency

DESIRABLE PRIORITIES

- 2.8 Establish Park Foundation to assist with acquisitions, renovations and maintenance

DRAFT-NOT ADOPTED

MANAGEMENT IN PROGRESS FY21-25

SECTION 3

CRITICAL PRIORITIES

- 3.1 Memorialize institutional knowledge
- 3.2 Plan for renewal and replacement of city facilities and infrastructure
- 3.3 Monitor Restore Act grants

IMPORTANT PRIORITIES

- 3.4 Implement enhanced signage control
- 3.5 Develop/Implement Wayfinding Program; Improvement of the City's gateways; move "Welcome Sign" to east side of bridge
- 3.6 Update Golf Cart/Low Speed Vehicle (LSV) Rules
- 3.7 Implement a roadway striping program
- 3.8 Provide training to Board and Committee members
- 3.9 Improve sidewalks (wider, more walkable)
- 3.10 Enforce residential boat and RV parking regulations
- 3.11 Monitor beach cleaning with Okaloosa County
- 3.12 Redevelopment (citywide)

DESIRABLE PRIORITIES

- 3.13 Reestablish Environmental Committee

MAJOR PROJECTS FY21-25

SECTION 4

CRITICAL PRIORITIES

- 4.1 Implement and Manage COMPASS software
- 4.2 Harbor Capacity Study (USACE)
- 4.3 Land Development Code revision
- 4.4 Impact Fee Study
- 4.5 Building Permit Fee Study

IMPORTANT PRIORITIES

- 4.6 Update BTR Fee Schedule and processes
- 4.7 Construct Capt. Royal Melvin Heritage Park
- 4.8 Zerbe St/Calhoun Ave Phase II -Design pedestrian pathway under Marler Bridge
- 4.9 Hwy 98 Median Improvement project
- 4.10 Norriego PT. Ph. III - Recreation Components
- 4.11 Renovate Clement Taylor Park
- 4.12 Redevelop Joe's Bayou Recreation Area
- 4.13 Continuity of streetlights/Conversion to LEDS
- 4.14 Implement prioritized stormwater improvements based on the Stormwater Master Plan

DESIRABLE PRIORITIES

- 4.15 Design and construct Gulf Power Easement Trail/Linear Park
- 4.16 Design and construct pickleball courts

PRIORITY LEVELS

■ CRITICAL PRIORITY

An objective that must be successfully accomplished within a specified amount of time. (no matter what)

□ IMPORTANT PRIORITY

A priority that can have a significant impact on performance. Resources are fixed and the variable is either time or the objective.

■ DESIRABLE PRIORITY

A priority where both resources and time are variables. The organization desires and outcome but cannot absolutely commit specific resources over any specifiable time period. *Resources are fixed for all critical and important priorities, therefore, it may become necessary to transfer resources from DESIRABLE priorities to CRITICAL priorities.

	FY 21-25 Strategic Goal Table	Strategic Poster Category	Strategic Poster Ref. No.	Department	Process Owner	FY & Priority Level Critical ☒ Important ☐ Desirable ☐
GOAL #1	FINANCIALLY SOUND CITY PROVIDING SERVICE EXCELLENCE					
Objective 1A	<i>Create and maintain strategies for revenue growth, expenditure monitoring, and long term financing options.</i>					
1A1	Funding sources for beach acquisitions	Mgmt. Objective	2.2	Grant Mgr. & Finance	J. Cozadd	2021-2022
1A2	Funding sources for Undergrounding Utilities	Mgmt. Objective	2.3	Grant Mgr. & Finance	J. Cozadd	2021-2022
1A3	Monitor Restore Act Grants	Mgmt. In Progress	3.3	Grant Mgr. & Finance	J. Cozadd	2021-2025
1A4	Impact Fee Study	Major Projects	4.4	CD & Finance	L. Zunguze	2021-2025
1A5	Building Permit Fee Study	Major Projects	4.5	CD & Finance	L. Zunguze	2021-2025
1A6	Continuous improvement of contract management process	Mgmt. Objective	2.6	Grant Mgr. & Finance	J. Cozadd	2021-2022
1A7	Update BTR Fee Schedule and processes	Major Projects	4.6	CD & Finance	L. Zunguze	2021-2025
Objective 1B	<i>Develop initiatives to enhance organizational development and service excellence.</i>					
1B1	Offer livable wages and benefits to attract and maintain high caliber, qualified staff	Council Objective	1.1	Human Resources	N. DeVito	2021-2022
1B2	Balance resources (staffing, time, money) with mandatory and non-mandatory functions/projects/tasks	Mgmt. Objective	2.1	HR/FIN/CMO	N. DeVito	2021-2022
1B3	Memorialize institutional knowledge	Mgmt. In Progress	3.1	All Depts	Senior Leaders	2021-2025
1B4	Land Development Code revision	Major Projects	4.3	Community Dev.	L. Zunguze	2021-2025
1B5	Develop and implement processes for consistent and streamlined application of codes and procedures; Streamline Livery Vessel regulation & permitting; Streamline, prompt consistent building permitting	Mgmt. Objective	2.4	Community Dev.	L. Zunguze	2021-2022
1B6	Improve communications with Council/Public/Staff	Mgmt. Objective	2.5	CMO/All Depts	Senior Leaders	2021-2022
1B7	Key Functions/Services: Continuous improvement of effectiveness and efficiency	Mgmt. Objective	2.7	All Depts	Senior Leaders	2021-2022
1B8	Provide training to Board and Committee members	Mgmt. In Progress	3.8	Clerk	R. Bailey	2021-2025
GOAL #2	A GREEN AND SUSTAINABLE ENVIRONMENT					
Objective 2A	<i>Implement a stormwater management plan that maintains water quality in support of our fishing and tourism industries.</i>					
2A1	Implement prioritized Stormwater Improvements based on the Stormwater Masterplan	Major Projects	4.14	Engineering	L. Zunguze	2021-2025

	FY 21-25 Strategic Goal Table	Strategic Poster Category	Strategic Poster Ref. No.	Department	Process Owner	FY & Priority Level Critical ☒ Important ☐ Desirable ☐
2A2	Reestablish Environmental Committee	Mgmt. In Progress	3.13	Code Compliance	J. Forgione	2021-2025
GOAL #3	IMPROVED MOBILITY AND CONNECTIVITY					
Objective 3A	<i>Implement multiple innovative methods of transportation throughout the city.</i>					
3A1	Zerbe St./Calhoun Ave Phase II - design pedestrian pathway under Marler Bridge.	Council Objective	1.5	Engineering	L. Zunguze	2021-2022
3A2	Transit/Trolley system	Council Objective	1.8	ENG/CMO	L. Zunguze	2021-2022
3A3	Improve parking, explore options (i.e., garage, surface, etc.)	Council Objective	1.10	CD/CMO	L. Zunguze	2021-2022
Objective 3B	<i>Construct roadways as alternatives to Highway 98.</i>					
3B1	Complete two-lane Crosstown Connector	Council Objective	1.2	Grant Mgr./ CD	J. Cozadd	2021-2022
GOAL #4	ENHANCED QUALITY OF LIFE AND SAFETY FOR FAMILIES					
Objective 4A	<i>Enhance the City's recreational and educational opportunities.</i>					
4A1	Research viability of Multi-use Convention/Sports/Community Center (Phase I Feasibility Study)	Council Objective	1.6	Grant Mgr./ CD	J. Cozadd	2021-2022
4A2	Establish Park Foundation to assist with acquisitions, renovations and maintenance	Mgmt. Objective	2.8	PR/CMO	L. Firth	2021-2022
Objective 4B	<i>Improve public use and safety of city parks, waterways and harbor.</i>					
4B1	Harbor Capacity Study	Major Projects	4.2	Community Dev.	L. Zunguze	2021-2025
4B2	Public beachfront acquisition initiative	Council Objective	1.3	Grant Mgr./CMO	W. Warren	2021-2022
4B3	Monitor beach cleaning with Okaloosa County	Mgmt. in Progress	3.11	PR/CMO	L. Firth	2021-2025
4B4	Construct Capt. Royal Melvin Heritage Park and Plaza	Major Projects	4.7	Grant Mgr./ CD	J. Cozadd	2021-2025
4B5	Construct Norriego PT Phase III Recreation Improvements	Major Projects	4.10	Grant Mgr./ CD	J. Cozadd	2021-2025
4B6	Renovate Clement Taylor Park	Major Projects	4.11	Grant Mgr./ CD	J. Cozadd	2021-2025
4B8	Redevelop Joe's Bayou Recreation Area	Major Projects	4.12	Grant Mgr./ CD	J. Cozadd	2021-2025
4B9	City Marina (Phase I Feasibility Study)	Council Objective	1.9	CD/CMO	L. Zunguze	2021-2022

	FY 21-25 Strategic Goal Table	Strategic Poster Category	Strategic Poster Ref. No.	Department	Process Owner	FY & Priority Level Critical ☒ Important ☐ Desirable ☐
4B10	Beach re-nourishment, planning and scheduling	Council Objective	1.11	CD/CMO	L. Zunguze	2021-2022
4B11	Design and construct pickleball courts	Major Projects	4.16	PR/CD	L. Firth	2021-2025
Objective 4C	<i>Implement proactive Code Compliance Program</i>					
4C1	Enforce residential boat and RV parking regulations	Mgmt. In Progress	3.1	CC	J. Forgione	2021-2025
4C2	Update Golf Cart/Low Speed Vehicle (LSV) Rules	Mgmt. In Progress	3.6	CC/CD	L. Zunguze	2021-2025
Objective 4D	<i>City facilities and infrastructure</i>					
4D1	Plan for renewal and replacement of city facilities and infrastructure	Mgmt. In Progress	3.2	PW/CD	M. Burgess	2021-2025
4D2	Implement a roadway striping program	Mgmt. In Progress	3.7	Public Works	M. Burgess	2021-2025
4D3	Improve sidewalks (wider, more walkable)	Mgmt. In Progress	3.9	PW/CD	M. Burgess	2021-2025
GOAL #5	ECONOMIC DEVELOPMENT AND REVITALIZATION					
Objective 5A	<i>Implement the Harbor and Town Center CRA Master Plans.</i>					
5A1	Zerbe St/Calhoun Ave Phase II -Design pedestrian pathway under Marler Bridge	Major Projects	4.8	CD/PW	CD/PW	2021-2022
5A2	Design and Construct Gulf Power Easement Trail/Linear Park	Major Projects	4.16	CD/PW	CD/PW	2021-2025
Objective 5B	<i>Enhance Opportunities for economic growth and diversity within the City</i>					
5B3	Redevelopment (citywide)	Mgmt. in Progress	3.12	CD/CMO	L. Zunguze	2021-2025
5B4	Annexation of unincorporated enclaves	Major Projects	1.7	CD/CMO	L. Zunguze	2021-2022
Objective 5C	<i>Improve municipal management software and training</i>					
5C1	Implement and manage COMPASS software	Major Projects	4.1	IT/CD	M. Pace	2021-2022
GOAL #6	EFFECTIVE, EFFICIENT, AND AESTHETICALLY-PLEASING INFRASTRUCTURE					
Objective 6A	<i>Beautify the city's streets through landscaping, streetscaping, streetlighting, and attractive signage.</i>					
6A1	Implement enhanced signage control	Mgmt. in Progress	3.4	CD/CC	L. Zunguze	2021-2025
6A2	Develop/implement Wayfinding Program; improvement of the City's gateways; move "Welcome Sign" to east side of bridge	Mgmt. in Progress	3.5	CD/PW	L. Zunguze	2021-2025

	FY 21-25 Strategic Goal Table	Strategic Poster Category	Strategic Poster Ref. No.	Department	Process Owner	FY & Priority Level Critical ☐ Important ☐ Desirable ☐
6A3	US HWY 98 Median Improvement Project	Major Projects	4.9	Public Works	M. Burgess	2021-2025
6A4	Continuity of streetlights/conversion to LEDS	Major Projects	4.13	PW/CD	M. Burgess	2021-2025
Objective 6B	<i>Underground utilities along Highway 98.</i>					
6B1	Underground utilities	Council Objective	1.4	Grant Mgr./ CD	J. Cozadd	2021-2022

PRIORITY LEVELS	
Critical ☐	An objective that must be successfully accomplished within a specified amount of time. (no matter what)
Important ☐	A priority that can have a significant impact on performance. Resources are fixed and the variable is either time or the objective.
Desirable ☐	A priority where both resources and time are variables. The organization desires and outcome but cannot absolutely commit specific resources over any specifiable time period. *Resources are fixed for all critical and important priorities, therefore, it may become necessary to transfer resources from DESIRABLE priorities to CRITICAL priorities.

MINUTES
STRATEGIC VISIONING SESSION
DESTIN CITY COUNCIL
JANUARY 25, 2021
8:00 AM

The Mayor and Council for the City of Destin met in special session in the Destin City Hall Annex Council Chambers with the following members and staff present:

Destin City Council

Mayor Gary Jarvis
Councilmember Kevin Schmidt
Councilmember Rodney Braden
Councilmember Johnny King

Councilmember Terésa Hebert
Councilmember Skip Overdier
Councilmember Prebble Ramswell
Councilmember Dewey Destin

Destin City Staff

City Manager Lance Johnson
City Clerk Rey Bailey
City Engineer Donald Smith
Public Info Officer Catherine Card
Code Compliance Manager Joey Forgione
Deputy Public Services Director John Hart
Community Dev. Director Louis Zunguze
Principal Planner Lauren Witt
Library Director Wen Livingston
Land Use Attorney Kimberly Kopp

Deputy City Manager Webb Warren
Parks/Recreation Director Lisa Firth
Public Services Director Michael Burgess
HR Manager Karen Jankowski
IT Specialist James Lauria
IT Manager Matthew Pace
Building Official Noell Bell
Finance Director Krystal Strickland
City Attorney Kyle Bauman

Facilitator

Buz Eddy

1. Welcome/Introduction – Overview of the Day

The City Manager and lead facilitator Buz Eddy, provided a brief overview of the workshop, discussed its overall objective, and reinforced what needs to be accomplished during this time.

2. Review of Current Strategic Plan and Objectives

The City Manager discussed the following items:

a. Vision 2035

“Destin is a family – oriented beach and fishing community where people want to live, work & play and where guests are welcomed to respectfully enjoy our community and its resources.”

b. Core Values

- Transparency
- Teamwork
- Integrity
- Professionalism
- Stewardship
- Respect

c. Mission (adopted in 2018)

“We are an organization that strives to provide a healthy, safe quality of life, balancing the needs of our residents with the expectations of our visitors, and providing open, clear, accurate communication.”

d. Strategic Plan Process

- Annual Visioning Session with City Council, staff and public
- Adoption of plan by Council
- Staff executes plan
- Final report/new visioning session (Plan-Do-Check-Act)

e. Strategic Focus – 2025

- Public beach initiative
- Transparent and equitable governance
- Financially sound city providing service value
- World class beach, fishing and harbor
- Improved mobility and connectivity
- High quality of life and safety for residents
- Quality development and revitalization through clear vision and unified approach

Deputy City Manager Webb Warren gave the following presentation:

f. Council Objectives – FY 2020 (in priority order)

1) Public Beach Initiative

- Over \$22 million committed to this initiative. \$13.5 million funding from external sources (TDD)
- 3 parcels under contract by TPL in Crystal Beach
- Demolition bids received
- TPL is pursuing other opportunities

2) Underground Utilities

- Gulf Power franchise agreement being finalized
- RFQ for undergrounding consultant
- Bid protest settled
- Contract is under negotiation
- Funding resources being researched

- 3) Short-Term Rentals (STR) Compliance with Regulations
 - Total registered STRs – 1202
 - Total STR inspections – 975
 - STR parking violations – 506
 - STR garbage violations – 233
 - STR noise violations – 14
 - STR event violations – 14
 - STR stop work violation – 10
 - STR miscellaneous violations – 244
- 4) Recruit Project and Grants Manager
 - New position for FY 2020 – hire date: March 2, 2020
 - Organization created a Project Review Team (PRT) and process to improve project design and management
 - Helping to manage existing grants
 - \$10.25 million city administered
 - \$15.1 million administered by other agencies
 - \$16 million in potential co-administered grants
 - Chairs the re-vamped Bid Committee
- 5) Request TDC Funds for Additional OCSO Services
 - 2/26/20 – request sent to Council for input for TDC application
 - 4/8/20 – application submitted
 - 4/29/20 – COVID-19 Impacted future TDC budget. All new TDC requests were cut. Existing beach funding levels retained
- 6) Research Viability of Multi-Use Convention/Sports/Community Center
 - Workshop held on February 24, 2020
 - Pending Council direction and resources
- 7) Complete Two-Lane Crosstown Connector
 - Proposed two-lane crosstown connector presented and approved by Council on June 1, 2020
 - Redesign underway and process monitored by Project Review Team
- 8) Calhoun Avenue Multi-Use Trail – Phase I
 - Enhanced multi-use pathway from community center to Clement Taylor Park
 - Project has been approved by Council, has been awarded and notice to proceed issued
 - The project will begin February 1, 2021
- 9) Calhoun Avenue Multi-Use Trail – Phase II
 - Community Development completed identification of Scope of Work
 - Community Development Director and City Manager in the process of determining funding and timing of RFP for design phase
- 10) Improve Parking: Explore Options, Garage, and Surface
 - Beach parking zones activated July 1, 2020
 - Free resident beach parking passes are available
 - Paid parking revenue is earmarked for future parking solutions

- Program is freeing up parking spaces for intended use and preventing unintended use
- Utilize harbor study/recommendations

11) Beach Renourishment, Planning and Schedule

- 2020 dredging operations provided emergency sand placement of approximately 193,310 cubic yards on Holiday Isle beaches
- County contractors have compiled data from Hurricane Sally/beach erosion assessment. Report is forthcoming
- Although no immediate and comprehensive renourishment plan is in place, the TDC and BOCC are researching options and is in regular communication with City administration

12) Improve Communications with Council/Public/Staff

- Council Task/Project Tracking Report
- Regularly scheduled Council member briefings
- Improved turnaround time for meeting minutes
- Revamped project management processes
- New website launch – March 2021
- Website and social media metrics:
 - Since Oct 2019, there were over 369,400 visits to the/City of Destin website, over 10,000 “likes” on Facebook, and over 1,400 public engagement posts, 160 press releases distributed
- Newsletter launched January 2021

13/14) Implement Wayfinding Program/Enhanced Signage Control

- Master plan reviewed and approved by City Council
- TDD is planning a similar initiative and staff is in communication

15) Update Golf Cart/Low Speed Vehicle Rules

- This item is slated to be incorporated in the Land Development Code (Chapter 8)
- To LPA in March 2021

16) Continuity of Streetlights/Conversion to LED

- Staff has recently completed the City’s first-ever GIS-based streetlight inventory
- Based on current data, 98%+ of the City’s inventory is non-LED
- The FDOT PD&E for US Hwy 98 was advertised in December of 2020, which includes a street-lighting evaluation
- Based on a replacement estimate, conversion could approach \$1.2 million for material and installation (cost-distribution over a 5-year period, \$240,000/year)
- Possible opportunity in renegotiation of Franchise Agreement with Gulf Power

17) Implement a Roadway Striping Program

- The Public Works Department has focused its re-striping efforts for FY 2020 and FY 2021 on collector-class streets only. In the past, City staff has ordered the optional striping and installation of raised pavement markers on “local” or neighborhood streets when those roadways have

been resurfaced. Based on estimates, restriping collector-class streets every 7 years will require approximately \$120,000 to be dedicated each year to keep this pace

- FY 2021 Projects – Gulf Shore Drive (Sandpiper Cove to Norriego Point), Scenic Hwy 98 (Tarpon-Matthew), Dolphin-Regatta Bay, Sibert Avenue

18) Provide Board and Committee Training to Members

- City Clerk and staff reviewed and are revising the City Council and Committee appointee orientation process
- The City Attorney is conducting annual Sunshine and Public Records refresher training with each board/committee

19) Improve Sidewalks (wider, more walkable)

- This initiative also includes providing a sustainable funding and planning process, improve ADA access as well as ensure sidewalks meet the LDC requirements
- During FY 2020, approximately 4613 square feet, the equivalent to 1150' of damaged 4' sidewalk, had been removed and replaced

20) Reestablish Environmental Committee

- Staff will bring forward an Environmental Committee agenda item for Council direction to re-establish the intent (need) of this committee

21) Enforce Residential Boat and RV Parking Regulations

- Officers are trained in these regulations and proactively seek compliance from our residents
- Code Compliance has issued 26 citations to date in 2020

22) Regulate Building Height Limits to Five Stories

- November 3, 2020 referendum election – approved by 82.% of voters

g. Management Objectives – FY 2020 (Listed in Priority Order)

- Balance Staffing Resources with Expectations
 - City Manager's Staff – Realignment for improved process management
 - Reopened and filled the Grants/Projects/Contracts Manager position
 - Code Compliance – Increased staffing based upon Council's strategic priorities
 - Increased from 4 employees to 8.5 over three FY (1-Mgr / 6.5 – Officers / 1-AA)
 - Community Development – Increased staffing based upon Council's strategic priorities
 - Planning Division: Increased from 3 employees to 5 over two FY
 - Building/Permit Division: Adding Permit/BTR Technician and Inspector
 - Engineering Division

- Realignment for improved process management: Engineering and Stormwater moved under Community Development Department
- Library
 - Realigned staffing for needs of the community: Consolidated two part-time positions for 1 full-time position
- Parks and Recreation – Realignment for improved process management
 - Created lead positions to aid supervisory chain of command with the divisions (largest department)
- Align Comprehensive Plan, Future Land Use Map (FLUM), and Zoning Map – Complete
- Acquire and Deploy Comprehensive Municipal Management Software along with Required Training – Complete
- Acquire and Deploy Comprehensive Municipal Management Software along with Required Training
 - April 2021 – target date to go live with COMPASS system
- Seek out Funding Sources for Beach Acquisitions
 - Over \$22 million earmarked (started with \$2 million)
- Implement Code Enforcement Compliance Plan – Complete
- h. Management in Progress (2020 – 2021) (Listed in Priority Order)
 - Align Comprehensive Plan, Future Land Use Map (FLUM), and Zoning Map – Complete
 - LDC Update/Impact Fee Study (CD) – In progress
 - Harbor Capacity Study (USACE) (CD)
 - City committee established
 - Project to start April 2021
 - Implement Proactive Code Compliance Program (CC) – Complete
 - Memorialize Institutional Knowledge (All Departments) – In Progress
 - Processes and historical data being incorporated into COMPASS
 - Formed a strike team to prioritize updating and managing operation instructions documents
 - Departments analyzing and revising plans
 - Produce City Facilities and City Infrastructure Plans (PS) – In progress
 - Streetlight, sign, irrigation and other critical infrastructure inventories are being incorporated into our GIS system

- Renewal and Replacement Fund set up for FY 2021 Budget
- Monitor Restore Act Grants (CM) – In progress
 - Grants and Projects Manager is in regular coordination with Restore Act administration

i. Major Projects – FY 2020-2023 (Listed in priority order)

- Development Software Implementation (CD/IT/PS/FIN/CODE)
 - First phase completion – April 2021
- Airport Road Safety Improvements (PS/ENG)
 - Plans are finalized
 - FDOT anticipates Spring 2021 construction
- Construct Capt, Royal Melvin Heritage Park (PR/CD/PS/CM)
 - Construction started
- Renovate Clement Taylor Park (PR/CD/PS/CM)
 - Seawall finished, renovations to start in 2021
- Redevelop Joe's Bayou Recreation Area (PR/CD/PS/CM)
 - DEP bid process in progress
- Norriego Point Phase III – Recreation Components (PS)
 - DEP obtaining permits
- Calhoun Avenue MUT – Phase I Construction (PS/CD)
 - Construction to start in February 2021
- Calhoun Avenue MUT – Phase II Design & Construction (Pathway under Marler Bridge (PS/CD)
 - CDD & CMO working on funding to complete design
- Beach Street Reconstruction/Resurfacing (PS/ENG)
 - Complete from US Hwy 98 to Kelly Street
- Implement Prioritized Stormwater Improvements Based on the Stormwater Master plan (CD) – In progress
 - Plan came before Council on August 17th
 - Final plan to Council in Spring 2021

j. COVID – 19 Pandemic

- Provided immediate challenges to our workforce and processes
- Forced tremendous amount of change in a very short period of time
- Council and staff have transitioned to new processes so that we can safely conduct business to serve our residents, businesses and visitors
- Staff has accomplished or is accomplishing most planned objectives to-date and have overcome many unplanned challenges associated with COVID-19

k. Senior Leadership Team

- Lance Johnson - City Manager
- Webb Warren - Deputy City Manager
- Lorraine Berish - Senior Administrative Services Coordinator
- Jeff Cozadd - Projects/Grants Contracts Manager
- Catherine Card - Public Information Manager
- Rey Bailey - City Clerk
- Karen Jankowski/Nichole DeVito – Human Resources/Risk Manager
- Krystal Strickland - Finance Director
- Matthew Pace - Information Technology Manager
- Michael Burgess - Public Services Director
- Lisa Firth - Parks and Recreation Director
- Louis Zunguze - Community Development Director
- Joey Forgione - Code Compliance Manager
- Wen Livingston - Library Director

l. Introductions

At this time, all session participants (Mayor, City Council, and staff) introduced themselves.

m. Strategic Partner Presentations

Ms. Jennifer Adams, Executive Director of Tourist Development Council (TDC), discussed some of the TDC initiatives for 2021. She stated that although the TDC was down 18 percent in 2020; October 2020 was up by 68 percent. She stated they cut a lot of their projects at the Convention Center on Okaloosa Island due to COVID-19, losing about \$2 million. But, their reserve funds are mostly intact. They also approved a 5-year \$30 million capital projects plan last year, with Destin having the major share of those dollars, with more than \$19 million with projects to include the purchasing of beach front property to which the TDC is very committed. They saved \$2.5 million in advertising last year, which is then added to the normal \$5 million advertising budget this year. They have invested a lot of money in putting together a strategic research plan. They are focusing on a new initiative called “Destination Stewardship” with the goal of making the experience better for their visitors, residents and people who work in the community. Through research they realize they need to make the experience better for their residents and visitors. Their biggest problems are mobility, accessibility to water, and both residents and visitors think they lack in southern hospitality. Everything they are doing with “Destination Stewardship” will be designed to combat those issues. They also rebranded. They are no longer the Emerald Coast - Northwest Florida – Okaloosa Island. They are now Destin – Fort Walton Beach Florida. That brand is out and starting to gain some momentum changing the mind set of visitors. There have been talk of possibly expanding the taxing district to be County-wide. It hits on product developments, with Destin obviously the biggest brand. The funds they have already earmarked for their projects cannot be sent to the northern end of the County. She would be working with the City and discussing the composition of the TDC Board to make sure there is a sit for Destin and outlining their plans for moving forward.

Councilmember Ramswell asked how the expansion of the taxing district could impact distribution of tax dollars, which is typically based upon population. She stated that Destin brings in the bulk of the bed tax dollars, but it does not have the highest population.

Ms. Adams stated that they look at the whole picture, including the problems, and align it with the branding initiatives. They react to the research, then they allocate funds. This is how they plan to continue, and they would be working on a plan with the City.

Councilmember Braden noted that purchasing beach front property benefits the entire County; and that they hope to continue purchasing more property, possibly a fishing marina.

Ms. Adams noted that the projects they have in the capital improvements plan, such as the bridge-to-bridge bike path and waterfront property, are designed to benefit the entire community. They are all within the taxing district. The 5-year plan is set and approved, and funding will be allocated to it for the next 5 years.

Councilmember Braden asked if there have been some suggestions or if there's anything they ought to be doing now to improve upon the perception that they lack in southern hospitality.

According to Ms. Adams, they have reached out to the college to see if they could do some hospitality training. She stated that the TDC has about 110 partners and they have been working through them to try to do outreach and education. She continued that with the "Destination Stewardship" they would be employing people who would be out coordinating and interacting with people. They plan to be more creative in getting the message out to people and continue to have outreach and education.

Mr. Lockwood Wernet, General Manager of the Destin Water Users (DWU), spoke next. He noted that DWU is the water and sewer provider serving the City of Destin and the unincorporated areas of Okaloosa County north of US Hwy 98 and west of the Mid-Bay Bridge. Their objective is to always provide safe and reliable drinking water to their members. He stated they have had an excellent relationship with the City and staff through the years. He asked that the City continuous to include DWU in the coordinating process in all their projects, especially some of the bigger projects they have discussed today, such as the undergrounding of utilities along US Hwy 98, as there are a lot of utilities in the ground. They also expect to have a lot of involvement with the crosstown connector. He sees a lot of opportunities for DWU to continue to loop their system to provide reliable pressure throughout the rights-of-way. He also stated they have done some expansion of sewer lines in the past and are working very hard to try to eliminate septic tanks. They would like to partner with the City to help them notify and convince the property owners to convert from septic tank to sewer. Also, there is comprehensive legislation that has been passed dealing with water and sewer massive management. As they work through those things, there are a lot of important information they need to share with the City; some of which are still being developed.

The Mayor inquired as to the approximately number of septic tanks there are within the city limits of Destin.

Mr. Wernet replied there are about 200 septic tanks, but so far, they have not been much of an issue locally. It does not impact their drinking water because it comes from Florida aquifer which is separated by clay layer, and there is no transmission between the aquifers. He continued that it is more of an issue for those areas central Florida as their watershed is much closer to the ground. They are establishing best management practices to try to remove septic tanks and cleanup those watersheds. He also stated the main reason

they want to get rid of septic tanks in this community is because it is in the sand and gravel aquifer which interconnects with basin bayous

Councilmember Schmidt inquired as to the main function of the west end water tower and whether it is operational.

Mr. Wernet announced the water tower has been operational since July 2020. He explained that the primary water supply, and 66 percent of their water, comes from the inland wells north of Freeport, that they developed jointly with South Walton. They needed to add some storage in order to get water into the western part of the system. The west end water tower once served as a storage facility to make sure they meet their mandate to limit what they are taking out of their coastal wells and take more from their inland wells. It also provides fire protection for the western side of town.

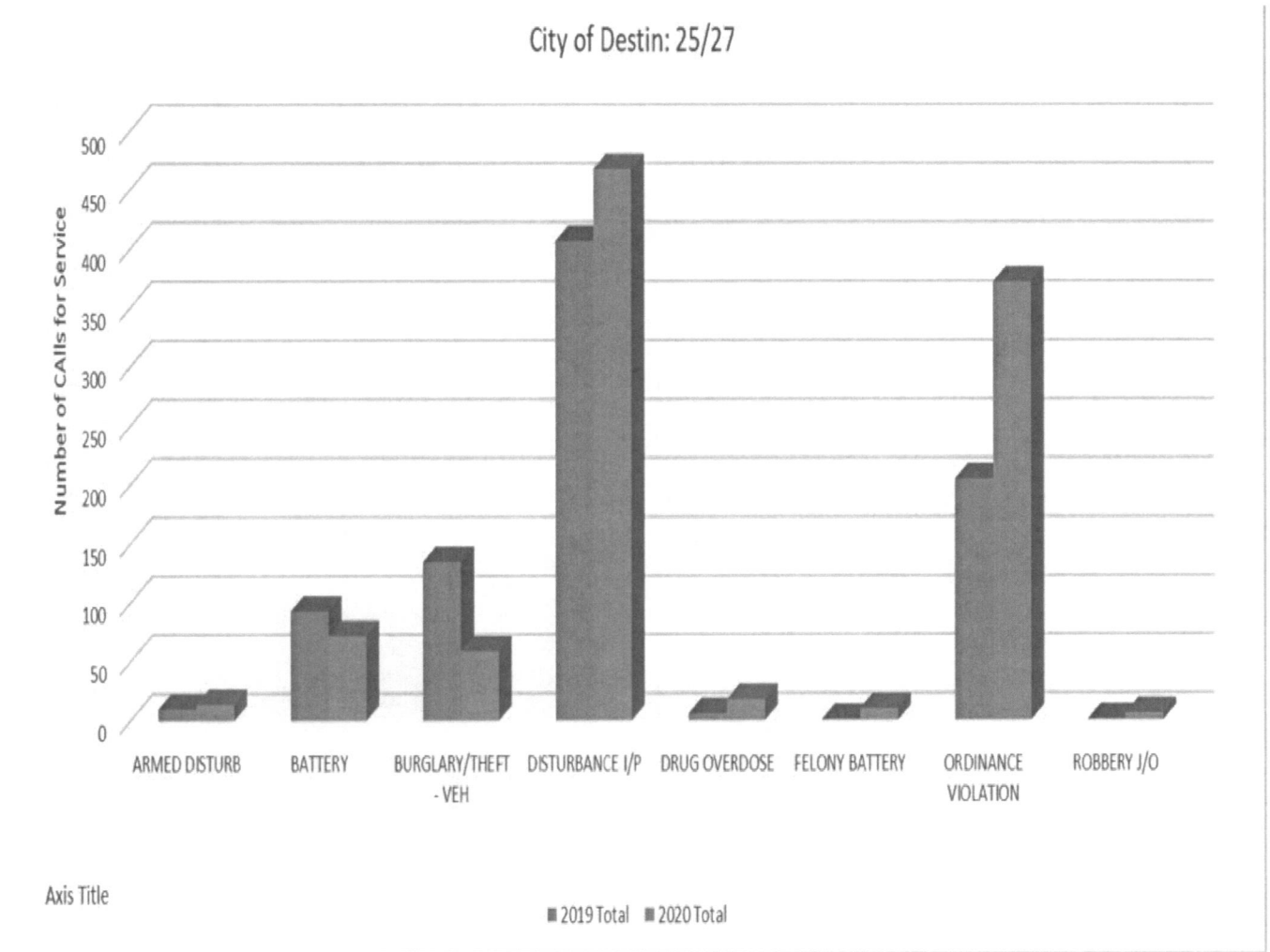
Mr. Shane Moody, President and CEO of the Destin Chamber of Commerce, stated that the Chamber has had an excellent relationship with the City through the years, and that several members of City staff as well as a current member of the Council have been through their leadership program called Destin Forward. He stated the one of the things they have been discussing was the labor pool. People used to drive across the bridge for service jobs here in Destin. But with all the development in Niceville and Crestview, and that is currently happening in Freeport, those jobs have been created on the north side of the bridge. Workers do not have to drive all the way to Destin to go to work. He also stated that the crosstown connector has been a big Chamber initiative and they are glad to hear the City is moving forward with its construction. It has been discussed over the past 18 years. Mr. Moody also noted that traffic in Destin has been a big issue; but traffic does not come into a stand still on US Hwy 98 mainly due to the number of cars on the road. The reason they have so many cars on the road is because there is no place to park in Destin. They may need to consider a public-private partnership in building parking garages to help solve the parking problems. He further stated that the event center would be a tremendous project for the City, and that the Chamber is willing to do everything possible to help the City make it come to fruition. He also stated that the City is doing an excellent job with code enforcement. It has been a big issue with the Chambers and something they have been addressing the past several years. Purchasing beach front property is a tremendous initiative for the City. Lack of beach access has been the biggest complaints they receive from residents and visitors alike. There is also a problem with water access once people get to the beach, which they need to address. They need to figure out how the tourist, who spend a lot of money coming to Destin, can have access to the water. He added that Destin is a town of approximately 14,000 people, but a community of about 100,000 most of the time because of the tourists; adding that it is a small community with big city issues.

Councilmember Braden asked what the Chamber has done to assist in solving the problems with lack of beach access and access to the water.

Mr. Moody stated that it is a very difficult issue because it involves legislative matters concerning private property owners. They have worked closely with the sheriff's department to deal with the vendors and explain to them what they can and cannot do. It has been an issue since the early 2000, and it is something that is not going away any time soon. They need to figure out some way to work with their beach vendor partners who also generate a lot of money and jobs for this community.

The Mayor suggest the Chamber Board reach out to beach vendors that are members of the Chamber and try to come up with some possible solutions and bring them up for the City to explore. It would put the Council in a better position to execute some policy that could provide some solutions to this problem.

Capt. Mike Howell of the Okaloosa County Sheriff's Office noted that their contract with the City of Destin involves 21 sworn deputies – 17 road deputies, 2 investigators, a front desk deputy and a beach marine deputy. Their 2021 contract went down by 1.2 percent or approximately \$28,000. He discussed the following statistics regarding the primary calls for service received from the City of Destin and responded to by law enforcement officers in 2019 and 2020



n. Public Comments:

Ms. Myra Williams, a Destin resident, commented on improving the looks on US Hwy 98 and the western portion of Destin. She asked Council to limit the ability of homeowners to take down a 50-year old or a 100-year old tree, and to have something in the Land Development Code or Comprehensive Plan that allows for the preservation of the canopy. She stated that trees provide a lot of benefits, and that it takes more than a lifetime to get big trees back in place. She stated that she is a big proponent of undergrounding the utilities. She also mentioned there was a plan to enhance the Welcome to Destin sign at the

foot of the Marler Bridge, but there were some territorial issues with the military. She would like to see some alternative solutions to that issue. Finally, she expressed her gratitude to the Council and other organizations for their support of the Destin High School and in helping it come to fruition; adding they plan to open its doors in August 2021.

Mr. Dave Mcpherson from NashBuilt Inc., discusses the proposed Destin Community Events Center and the benefit of events center in comparison to civic centers in terms of revenue. He stated that they looked at 3 sites when this issue was discussed last year. One was the property located right beside the existing convention center. Another was the current location of the Old Type Pottery. He stated that he cannot reveal the third site at this time. He also stated he is aware that cost is an issue, and so they need to have a collaborative discussion started if they plan pursue this initiative.

Ms. Marcie Bell, a Destin resident, applauded the beach initiative going on in the City. She thanked the TDC for their assistance as well as property owners who have sold their property and those who are coming forward. She also asked the City to remember turtle lighting along the southern corridor of US Hwy 98 as they discuss conversion of streetlights to LED lights; adding it prevents the turtles from coming towards the street. She also asked the City to consider putting solar panels on top of government buildings. She also pointed out that Section 32B of the City's contract with Waste Management states that the City has the right to audit Waste Management's records twice a year. She asked the Council to consider taking that action as 15 of 20 units in her street alone have not been paying for their trash service. She further stated that she agrees with the City's prioritized customer group – year-round residents, Destin businesses, and tourism. However, in order for Destin-based businesses to succeed, their tourists have to be happy. It creates a cumulative effect if the tourists cannot get to their waters.

City Staff Presentations – Top Priorities and Needs in 2021

➤ **City Manager - Lance Johnson**

- Continuously strive to improve transparent communications with Council, residents, businesses, and staff members
- Professionally execute the City Council's adopted Strategic Priorities and Policies
- Provides staff with the resources they need to execute City Council's Strategic Priorities and Policies
- Remove barriers preventing staff from executing City Council's Strategic Priorities and Policies
- Oversee with integrity the stewardship of the City's fiscal and physical resources
- Preserve the organization's knowledge in processes and procedures
- Foster a team-oriented culture of Continuous Quality Improvement

➤ **Deputy City Manager – Webb Warren**

- Adopt best practices and leverage technology to improve administrative processes
 - MUNIS Financial/HR System
 - Agenda Management System
 - COMPASS
 - Rectrac

- Website
 - Passport
 - Continue to improve communication with the City's strategic partners to help implement Council's policy and strategic plan objectives
 - Okaloosa County Administrative Staff
 - Tourist Development Department Administrative Staff
 - OCSO
 - Improve staff, volunteer, and Council orientation process
- **Finance – Krystal Strickland**
- Training Finance staff
 - Updating financial policies
 - Procurement process and training for staff
 - Updating fixed asset management
 - FEMA procedures and training
- **Community Development – Louis Zunguze**
- COMPASS/EnerGov Software
 - Full implementation
 - Streamlining development review processes to improve turnaround times
 - Land Development Code (LDC) Update
 - Complete re-write of the LDC to align with Comprehensive Plan
 - Staffing Issues
 - Additional staffing/outside resources
 - Address compensation packages
 - Need to be competitive in hiring
 - Attract and retain competent staff

DISCUSSIONS:

Councilmember Hebert asked staff to provide some recommendations, sooner rather than later, on actions the Council could undertake to help alleviate the difficulty of hiring competent and highly qualified staff to fill their vacant positions.

The City Manager explained that this problem is beyond the Community Development Department. It is an ongoing problem for the City as a whole. They hire and train employees, and then they leave for a higher salary elsewhere.

Councilmember Ramswell asked about the results of the comprehensive evaluation the City's HR Manager conducted last year of all the positions in the City in terms of salaries in comparison with other cities.

According to HR Manager Karen Jankowski, an internal study was conducted in 2019. Some of the positions were adjusted accordingly based on the study. She also explained that each time there is a job opening, she confers with the Finance Director before the position is advertised. They look at the current needs of the market, determine the budget availability, and whether it is feasible to increase the salary offer to fill the position. They also try to balance the market needs with internal equity and avoid paying the new hire a higher salary than someone who is already in a similar position in the City. She also noted that salary expectations for specialized positions are quite high even from applicants just coming out of college and with no prior experience. She also

mentioned that they hired Evergreen Solutions to conduct a comprehensive wage and class study a few years back. One of their recommendations was to conduct a wage and class study every 3 to 5 years; and so there will be a recommendation to Council for another wage and class study in 2022.

Councilmember Destin noted that the City incorporated 36 years ago; and that the primary purpose for that incorporation was to afford the City the ability to handle growth, and to have some input into the quality of life in Destin. Decisions that affected the City were previously made at the County level with very little input from Destin. He continued that the main goal for the incorporation would be lost without a strong, vibrant, and efficient Community Development; which is why one of his top priorities is to provide City staff the resources they need to do the job necessary to fulfill the goal for the incorporation.

Councilmember Braden noted that the common theme among all the department is staffing needs. They are losing well qualified employees to other organizations that are offering more money. If they do not provide staff the resources necessary to accomplish the tasks this Council and its citizens expect, the goals they establish will not be accomplished.

➤ **Information Technology – Matthew Pace**

- EnerGov/COMPASS Software
 - Completion of implementation
 - Integration with City departments to maintain excellence in service
 - Continue to streamline departmental functions and processes
- Network and Information Technology growth within the organization
 - User mobility and emergency remote capabilities
 - Software upgrades
 - Best-in-suite systems for consolidation of services
 - New and improved equipment to maintain high levels of service
 - Overhaul of wireless phone and data services (Federally Regulated Service Provider Access)
- Network and Data Cybersecurity Measures
 - End-user Training and Awareness
 - Advanced Threat Protection Integration with current systems
- Enhance network and wireless equipment to handle more secure and sustainable communications

DISCUSSIONS:

Councilmember Hebert stated that the City has such a terrible internet and phone services especially during tourist season. She asked if and when they could upgrade their infrastructure.

Mr. Pace explained that in terms of wireless components, there are very little bandwidths left. The United States was slated to run out of bandwidth for their 4G networks in 2020. All towers are being converted to 5G network, which is a totally different system than the 3G and 4G. The latter are not working to capacity because they do not have the availability of connection. When they get an influx of people in Destin, towers get overloaded especially when they have events down on the Harbor. The harbor has Century Link connections, which are extremely slow. Things will be different once the new towers are put in place; however, the City is not on the priority list since it is not an urban center like Atlanta and New York. He continued that the City's infrastructure is older. Nothing has been updated. There are avenues they need to explore to make sure the infrastructure is sound for residents, but it would take some initiatives and planning, and

possibly working with private-public partnerships. He added that some wiring upgrades would hopefully take place during the undergrounding of utilities.

Councilmember Ramswell noted that statutes are written in a way that basically grants a monopoly to cable or internet companies, limiting the companies that could come in and service a particular area causing the level of service to suffer. For instance, Cox Communications is essentially the cable provider for this area. She continued that she favors the whole concept of competition as they get better quality service because companies are fighting to provide that service. She asked how they might be able to change that process or convince legislature it needs to be changed to allow other companies to come in and compete for service.

Mr. Pace explained that proving monopolistic activities would not be easy because, though they are not the greatest, there are other service providers in the area other than Cox Communications. HughesNet is their satellite provider, Century Link is the DSL provider, and Cox Communication is the broadband cable service provider. He also stated that just because they have no other service providers in the cable arena does not necessarily mean Cox Communications has a monopoly in a particular area. The firm could own the infrastructure or portions of the infrastructure where the wires run through; or lease it from Gulf Power or other property owner and not allow other users to access their wiring system.

➤ **Projects/Grants/Contracts – Jeff Cozadd**

- Grants procurement and management
 - Identify/secure grant funding
- Project management
 - Significantly improved with the development of the City's Project Review Team
- City procurement policy
 - Considered making modifications
 - Create simple/efficient process

DISCUSSION:

Councilmember Braden asked what grant the City is currently pursuing.

Mr. Cozadd noted that the City has applied for a grant to add \$25,000 worth of exercise equipment to the walking path of Morgan Sports Complex. The other was for a recreational trail enhancement program, a larger grant which they plan to pursue next. They have to secure funding for it because it is a matching grant. There is a variety of other grants they plan to pursue in the near future. He added that they look at their strategic goals that have already been identified and they tried to pursue grants to match those goals. There are a lot of grants available, it is just a matter of finding grants for which they are eligible.

➤ **Code Compliance – Joey Forgione**

- Staffing needs
- Deputy Manager or shift supervisor
 - Good management practices
 - Allows supervisor to handle nighttime issues
 - Allow supervisor to handle weekend issues
 - Filters low level issues
 - Allows Professional Growth Development & Advancement

- Builds moral
- Staffing needs
- Code Compliance needs
 - Reclassification of part-time beach compliance officer to full-time
- Department equipment needs
 - 20-foot harbor compliance vessel
 - Beach Unit 4-Wheeler
 - Radio Communication
 - Officer safety
 - Faster dispatch time
 - Emergency management
 - Waiting for the County to go to New System
- Davis or Elvis System
 - Allows to Run Tags & Vessels – help locate owners of abandoned property

DISCUSSION:

Councilmember Braden asked if the City has the money they could allocate for the new vessel or whether they need to rely on grants.

Mr. Forgione stated they would certainly pursue any grants available for it.

Councilmember Ramswell stated that with regards to community policing aspects, they may want to consider incorporating some sort of a neighborhood watch approach or a citizen patrol who watches the field and report their findings to the Code Compliance Department; adding it could help the officers immensely in their information gathering.

Mr. Forgione stated it is definitely something worth considering. He continued that it is already happening in an unofficial capacity, as they are being contacted by rental companies, beach vendors and harbor businesses on a regular basis to report code violations.

➤ **Public Information - Catherine Card**

- Continue to strengthen and engage citizens by creating and administering proactive contention on the City's social media platforms
- Support social media strategy by creating strong digital content for the City
- Create video library for City achievements, high-level projects, Council and staff Q&A

➤ **Human Resources – Karen Jankowski**

- Flat organization
 - Lack of progression, i.e., train to retain, not train to leave
 - Highly competitive market
 - Especially for specialized disciplines
 - High turnover of part-time staff
- Recommend new wage and class study in 2022

DISCUSSION:

Councilmember Hebert asked if there is a way to put some sort of a 2-year clause on someone's contract to prevent them from leaving after receiving training from the City.

Ms. Jankowski stated there may be able to do it for specialized positions, but they decide not to do it to avoid any legal ramifications.

➤ **City Clerk – Rey Bailey**

- Make necessary preparations for upgrade to the City's meeting agenda system (CiviClerk8) platform. New version offers a better user interface and better control of agenda and meeting management
- Acquire cemetery record management software that is user-friendly and offers robust computing, searching and plotting option to most effectively manage cemetery data
 - Currently using excel database to keep track of voluminous records
 - Managing decades of information. Maintaining accurate records is essential
 - Information is not secure by today's standards. Data can be easily lost and compromised
 - Limitations stand in the way of progress and managing cemeteries much easier

DISCUSSION:

Councilmember Braden stated that the cemetery record management software should have been acquired a long ago since they are dealing with sensitive information which they could ill-afford to lose.

➤ **Public Works – Michael Burgess**

- Human resources needs
 - Staffing levels to meet current demands
 - Competitive compensation
 - Need for a career ladder (compensation for qualifications)
- Equipment/Facility needs
 - Dump truck – current dump truck is over 20 years old
 - Chipper Trailer – current chipper is over 20 years old
 - Metal building for Public Works and Parks and Recreation staff and equipment
 - 6" Self-Priming Trash Pump expansion of existing parking area of maintenance facility
- Emergency management needs
 - City of Destin currently has no hardened facility
 - No alternate means of communication other than cell phones (radios, 800 MHz or equivalent)

DISCUSSION:

Councilmember Schmidt asked whether salary is an issue with the maintenance position remaining vacant for quite a while.

According to Ms. Jankowski, they were able to increase the advertised rate for the position. They also had to increase the salary for each individual already occupying a similar position. She continued that if they hire someone with a higher education and more experience than the salary amount being advertised calls for, they could probably go back and see if they could further increase the salary rate working within the framework of the already approved budget.

Councilmember King asked whether seeking a grant or raising the millage rate the only possible solutions to paying their employees more money or upgrading their equipment and facility since they are such a small town with limited budget.

The City Manager noted that grant is not an option when dealing with personnel payroll issues.

Finance Director Krystal Strickland stated that they need recurring revenue to cover their personnel issues. They want to be able to offer livable family wage. She continued there is a 2-mil cap on the millage rate in the City Charter. This is probably due to the City not having its own first responders and police department and fire departments. She noted that a large percentage of the City's annual budget goes to law enforcement through a contract with the County. She also noted that the City's current millage rate is at 1.6 mil, which is by far the lowest in this area – Crestview is at 6.9 mils, Fort Walton Beach at 5.6 mils, Mary Esther and Valparaiso at 5 mils, and Niceville at 3.7 mils. She recommends that Council reconsiders this matter over the coming terms.

Councilmember Destin stated that having reoccurring revenues should help solve some of these issues. However, due to decisions made by previous Councils, some of these reoccurring revenues are spent on other projects. They formed two community redevelopment areas (CRA) that capped the amount of reoccurring revenues as they diverted a large amount of money away from it to build projects for the CRAs – such as, Harborwalk and Mountain Drive Renovation. These are projects that have a life span of several years. They are now about to make a decision on other big projects such as undergrounding the utilities. They are going to take the reoccurring revenues, such as the franchise fee increase, and use them to pay off the bond issue for the project; and as to the number of years would depend upon the bond issue.

➤ **Parks and Recreation – Lisa Firth**

- Align staffing levels with increasing number of facilities and parks
- Artificial turf/new sod and lighting for Morgan's Sports Complex
 - Original sod is 20 years old
 - LED conversion
- New Recreation facility. Gym and fields are at capacity

DISCUSSION:

According to the City Manager, there is a distinct possibility that some or all their athletic fields at the elementary schools may be removed to make room for additional buildings.

Councilmember Destin noted that the plan to extend Destin Elementary School was associated with the half-cent sales tax. When he was a member of the school board, the plan was to expand the school and put in some pre-K facilities on the athletic fields and make it two schools. The plan has not been approved, but it would most likely be approved. Destin Elementary School is the biggest elementary school in the County. It has reached its capacity and need to be expanded. It could probably take 3-5 years to complete the project if they decide to proceed with the plan.

Councilmember Schmidt spoke of the importance of prioritization and finding ways to put money into the Renewal and Replacement funds the City's Finance Department set up.

Councilmember King asked how else they could generate revenue other than through a grant or increasing the millage rate.

According to the City Manager, another funding opportunity available to the City is cost recovery. In certain areas of operation such as parks and recreation, they can generate revenues by charging fees for some, or all, of its programs and services as much as the law allows. They may target total cost recovery or recovering some percentage of the cost for running programs based on a variety of considerations.

Ms. Strickland noted that Parks and Recreation Department charges for services and operating grants and capital grants are expected to bring in about \$895,000 this year. This money would go towards the \$3.1 million for personnel, contract services and operating expenditures mostly for utilities. She also stated that another funding option is public-private partnership; with the City partnering with local businesses in funding certain projects.

Councilmember Braden stated they may also consider increasing business tax receipts as well as library fees, which have not been increased since the 1990s.

➤ **Library – Wen Livingston**

- Staffing
 - High turnover of part-time staff
- Collection development funding
 - Nonfiction materials are very dated and need to be replaced
 - Spanish language collection is very weak and needs to be developed
 - ebook and e-audio book demand is increasing, and these materials are typically double or triple the cost of print materials
 - New demand for streaming video services
 - Building limitations
 - The building is close to 20 years old and was not designed for future needs. The large meeting room is too small for some events. Children's story time room is not soundproofed, and the programs disturb people in the library

o. Council and Mayor – Key Initiatives and Projects – General Comments

➤ Councilmember Ramswell

- Annexation – work on incorporating different parcels in the neighborhood that are located just outside the City's boundary
 - Provides incentives for annexation; for example:
 - Waive certain fees or taxes
 - Allow feather signage for businesses, similar to County
 - Change zoning in certain areas to be consistent with the County (i.e., some parcels on Airport Road e to the belonging to the City are zoned differently than parcels belonging to the County)

- Public access to waterways
 - ut
 - Improve access to waterways making them feasible and viable for people to utilize and enjoy
 - Destin High School
 - Looking at potential partnership with the City (i.e., use of sports field, financial assistance)
 - Wayfinding Program
 - Develop/implement something unifying and unique, i.e.,
 - “You are in Destin”
 - “This is the Fishing Village”
 - Previously provided examples of signage from Gulf Port, Mississippi the City could consider implementing along its corridor
 - Focus on a PR campaign on reasons for increasing the millage rate – try to get the public to understand
 - Being able to retain employees instead of the City being a training ground
 - Being able to pay for beautiful amenities the citizens want
 - The City has one of the lowest millage rate in the State
- Councilmember Braden
- Completion of EnerGov/COMPASS project
 - Completion of Capt. Royal Melvin Heritage Park
 - Provide more staffing needs/hire more staff/increase wages
 - Update golf cart/SLV rules
 - Compliance with Short-Term Rental regulations (an ongoing matter)
 - Get the directors inputs in determining appropriate wages for their people
- Councilmember Destin
- If they want to address personnel and equipment issues it must come from a reoccurring revenue source. Funding needs to be available every year. IT cannot be treated as a capital project
 - Every year they need to determine which projects to set aside so they could use the money for personnel salaries and other needs
 - Wage and Class Study is necessary. They need to seek independent / objective advice
 - Should not leave it to supervisors and City Manager to determine who gets a raise and how much, and then have Council approves
- Councilmember Overdier
- Need to focus more on beach acquisition/need to purchase more properties
 - Need to develop the properties they purchase
 - Focus on annexation
 - Wage and Class Study is important, but a brand-new study is not necessary at this time
 - A study was conducted just two years ago. Finance Director and HR Manager can probably collaborate and update the information using cost of leaving increase the past two years
 - They have one of the lowest millage rate in the State. The citizens want more but are not willing to pay for it

- Councilmember Hebert
 - Beach acquisition should continue to be a priority
 - Underground utilities should be one of their top priorities
 - Create a convention center/sports center in the Town Center CRA where the Old Tyme Pottery was located
 - Annexation
 - Create incentives to make people want to be part of the City
 - Competitive wages
 - Stop wasting money on wage and class study. Use money to pay staff instead
 - Lock employees into a contract (i.e., 2 years) so they do not leave after receiving training

- Councilmember King
 - Purchase the Old Tyme Pottery location and convert it to a sports facility
 - City marina

- Councilmember Schmidt
 - Comparative wages for City staff
 - Another wage and class study is unnecessary at this time
 - Low wages is the known problem
 - There is an immediate need to hire more people
 - Obtaining more public beach accesses is a must
 - Make sure residents, not just visitors, are provided primary access to public beach
 - Transit trolley to provide transportation to public beach
 - Request TDC funding for all City services
 - Destin has a 14,000-citizen community, but it is supporting a huge population of people (approx. 100,000) that benefits the entire County. The TDC should assist in funding for:
 - OCSO services contract with the City. The OCSO responds to call from visitors, particularly from people on the beach
 - Undergrounding of utility
 - Morgan Sports Complex sports activities. They bring in visitors from other states with seasonal sports
 - Convention Center/Sports Complex
 - Old Tyme Pottery's previous location is a perfect place for it
 - Look into Public-Private partnership to purchase or lease the property

- Mayor Jarvis
 - Multi-use events center
 - Part of the whole concept of the original CRA master plan established in 1998 and updated in 2014 was bringing people to the City, allowing for movement, and providing for economic opportunity
 - Multi-use events center fits the vision of prior Council
 - Benefits the CRA
 - Can spur redevelopment interest in the CRA
 - Can be the gateway into the CRA

- Generate tremendous amount of economic income from sports tourism
- Can enhance the probability of keeping the City's ad-valorem tax low
- Can function as emergency shelter for people during a storm event

p. Public Comments

Mr. Mike Buckingham, a Destin resident and Chairman of the Harbor CRA Advisory Committee, noted that the committee has felt very strongly about cleaning up the harbor and bringing it back to the way it used to be. They fully support the fishing industry and they want to recommend to the City to do whatever is necessary to obtain a City marina. He also supports a wage increase for City staff and encourages the Council to reach out to other cities for information rather than paying a company to conduct another study.

Mr. Lockwood Wernet, Chairman of the Town Center CRA Advisory Committee, noted that the Town Center CRA is currently operating in the red because of a previous downturn of the economy. Part of their master plan is to create a redevelopment parcel that could really spark redevelopment in the Downtown Destin Shopping Center. He urged the City to take advantage of the opportunity to develop the available property, possibly through a public-private partnership.

Mr. Shane Moody stated that the event center would be quite an attraction, and that the Chamber has always been in favor of it. It is not only for sports, but it could also be used to hold concerts. They will have the opportunity to invite famous artist to perform and generate a lot of money for the City. He also stated that a parking garage in the harbor is the only piece of public infrastructure that pays for itself and can lead to better development.

Ms. Sandy Trammell stated that public transportation is a major issue. They desperately need it now to be able to expand it if necessary, to support the other goals they set. She also noted that the reason the convention center on Okaloosa Island failed was they discontinued all the local festivals. They made the criteria and the rent so high that no one could afford it. She also stated that if they have an events center, they could open it up to local festivals in between sports activities. She also recommends charging volunteer committees to come up with some recommendations on how to generate funding for the City.

Ms. Marcie Bell reported having single-family residential homes in the City that are claiming homestead exemptions even though the owners do not live in Destin. Four of these properties are located on Holiday Isle. She stated that she has already addressed this issue with the County, but nothing has been done. In the meantime, the City of Destin is losing tax dollars. She urged the Council to take some action.

Ms. Kimberly Perry, a Destin resident and business owner, stated that the roadway would first have to be addressed as the City plans to build all the large facilities such as an events center. They need to solve the parking problem that currently exist. They need parking garages throughout the City, especially in the harbor area.

q. Prioritization of Initiative and Projects

Mr. Eddy noted that all the objectives that the Mayor and Council have identified have been listed on the board. Each elected official has been provided 7 “dots” (one dot equals one vote). He asked the Council to select their priority objectives for implementation by placing one or more dots for each objective they wish to support.

The results of the voting are as follows:

NOTE: * Included in FY 2020 Council Objectives

** Initiative/Project in Progress

RANKING	INITIATIVE/PROJECT	VOTES
1	** EnerGov / COMPASS (complete the project)	7
2	Staffing Needs (i.e., wages, hire more staff, etc.)	6
3	City Marina	5
3	* Convention Center/Multi Use/City Center (research viability)	5
5	Public Beach Initiative	4
6	Annexation	3
6	** Crosstown Connector (complete the project, two-lane roadway)	3
6	Livery Vessel Regulation/Permitting	3
6	Parking Lot Drop Off Space (fish cleaning, bathrooms, inshore guides)	3
6	Transit Trolley (i.e., access to public beach, along US Hwy 98)	3
11	Building Permits (routine/quicker close out, do not add unless code provides for)	2
11	* Improve Parking (i.e., explore options, garage/surface parking)	2
11	* Underground Utilities	2
14	Beach Renourishment	1
14	High School (assist private efforts)	1
14	Holiday Decorations (pre-plan/install electrical	1
14	* Implement a roadway striping program	1
14	Improve West End of US Hwy 98 (i.e., Harbor CRA)	1
14	* Request TDC Funds for all Services	1
14	Revenue Sources (explore/expand)	1
14	Wayfinding Program (develop/implement)	1

Other Initiatives and Projects (received no votes)

- Beach Cleanup (per contract/take over service)
- * Board & Committees Training for Members
- Bring New Ideas (City Manager/Staff to Council)
- ** Calhoun Avenue Multi-Use Trail Phase II (under Marler Bridge) Design/Construct

- ** Capt. Royal Melvin Heritage Park & Plaza (complete the project)
- Continuity of Streetlights (convert to LED)
- Contracts (improve writing/follow up)
- Core Services (make effective/efficient)
- Destin Government Operations (brief new council members, FLC orientation for new council members)
- * Enforce Residential Boat & RV Parking Regulations
- * Golf Cart/LSV Rules & Update
- Implement enhanced signage control
- Improve City/County Relationship
- Improve Communications with Council/Public/Staff/CM-Council
- * Improve Sidewalks (wider/more walkable)
- * Improvement of City's Gateways
- Public Access to Waterways
- Redevelopment (partnerships, attention to run down areas)
- Reestablish Environmental Committee
- Renewal and Replacement Program (funds reoccurring)
- * Short Term Rental Compliance with Regulations
- US Hwy 98 – Improve Sections Not Updated (add trees/signage)
- US Hwy 98 Improvements (landscaping/utility to reduce interruption)
- Welcome Sign (move to east side, provide photo opportunity)

3. Closing Comments

Having no further business at this time, the meeting was adjourned at 4:15 PM.



Gary Jarvis, Mayor

ATTEST:



Rey Bailey, City Clerk

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021

TYPE OF AGENDA ITEM: Action Item

AGENDA OUTLINE NUMBER: 4.D.

TO: City Council

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

FROM: Krystal Strickland, Finance Director

DATE: July 14, 2021

SUBJECT: Establishing the FY2022 Tentative Millage Rate and Budget Public Hearing Dates

I. BACKGROUND: Chapter 200 of the Florida Statutes "Determination of Millage" sets a statutory timetable for the calculation and notification to the public of the process to set ad valorem tax millage rates and adopt a budget. The statute identifies the time frames and briefly describes the tasks to be accomplished during the timeframe.

Day 1/July 1 The property appraiser certifies the taxable value on the Certification of Taxable Value (Form DR-420) and delivers it to each taxing authority. The property appraiser also certifies Tax Increment Adjustment Worksheet (form DR-420TIF) for community redevelopment areas.

Day 35/Aug 4 Within 35 days of certification of value, each taxing authority certifies the completed DR-420, DR420MMP, and any additional forms (DR-420TIF) and returns them to the property appraiser. The taxing authority informs the property appraiser of the following:

- Prior year millage rate
- Current year proposed millage rate
- Current year rolled-back rate (calculated under F.S. 200.065)
- Date, time and meeting place of the tentative budget hearing

Day 55/Aug 24 In compliance with section F.S. 200.65, the property appraiser mails the TRIM notice within 55 days after certification of value. The TRIM notice publicizes this hearing.

Day 65-80/Sept 3-Sept 18 The tentative budget hearing must be held 65 to 80 days from

the certification of taxable value. Hearings must take place Monday through Friday after 5:00 p.m. or any time on Saturday. At this hearing, the taxing authority:

- Amends the tentative budget
- Re-calculates the proposed millage rate and publicly announces the percentage, if any, by which the re-calculated proposed millage exceeds the rolled-back rate
- Adopts a tentative millage and budget

Staff recommend setting the tentative public hearing for September 9, 2021 at 5:30pm at a special council meeting.

Day 95/Sept 18-Oct 3 Within 15 days after the tentative budget hearing, the taxing authority advertises its intent to adopt a final millage and budget. The public hearing must be held within two to five days after the advertisement appears in the newspaper. Within three days of the public hearing adopting the final millage rate and budget, the resolution or ordinance adopting the final millage rate must be sent to the property appraiser, the tax collector, and the Florida Department of Revenue.

Staff recommend setting the Final public hearing for September 20, 2021 at the regular council meeting.

II. DISCUSSION: Finance has received the 2021 Certification of Taxable Value (form DR-420) from the County Appraiser. The 2021 gross taxable value is \$6,083,539,947 (DR-420 LINE 4) representing an increase of \$396,798,528 (6.98%) from the 2020 Final Gross Taxable Value of \$5,686,741,419 (DR-420 LINE 7. Within 35 days (August 4) of receiving this certification of taxable value, the City must notify the Property Appraiser of its calculated rolled-back rate, its tentative millage rate, and the date of the City's first public hearing for the budget.

Rolled-Back Rate: The rolled-back rate is defined as the millage rate that would produce the same amount of ad valorem tax revenue as was levied during the prior year, exclusive of new construction, deletions, and boundary changes. Staff has calculated the rolled-back rate to be 1.5319 mills, which would generate a tax levy of \$9,319,375.

Tentative Millage: The tentative millage rate is important because once it is set it cannot be increased without the additional expense of a formal notification to each city taxpayer. Staff is in the process of formulating the proposed budget for FY2022. The proposed budget is being developed based upon retaining a millage rate of 1.6150 mills which incorporates capital and infrastructure renewals and replacement. Setting the tentative millage rate at 1.6150 mills will produce approximately \$9,824,917. As per the generally accepted practices, the City would budget 95%, or \$9,333,671. This represents a budgeted amount \$608,788 higher than the FY2021 ad valorem distributed to the City. Setting the millage at 1.6150 mills represents a tax increase of 3.75% over the rolled-back rate of 1.5566 mills (DR-420 LINE16). The additional funds from this increase would be invested into the the renewal and replacement fund to renew aging components of our existing facilities and some would be used to meet match requirements towards the \$8.2 million in grants we expect to earn during FY2022.

Budget Public Hearings: Staff recommend the first public hearing on tentative millage

rate and budget be held during the a special City Council meeting scheduled for September 9, 2021, to avoid scheduling conflicts with Okaloosa County (September 7th) and a CRA Committee meeting (September 8th). Staff recommend the second public hearing to adopt the final millage rate and budget be held at the September 20, 2021 Regular Council Meeting. The City is required to notify the Property Appraiser of the date, time, and location of the City's first public hearing to publish on the tax bills. Any change in the meeting time for the first public hearing will require notice to each city property taxpayer. Staff requests that Council set the public hearing dates for the FY2022 Budget as follows:

Special Council Meeting, Thursday, September 9, 2021 at 5:30pm
Regular Council Meeting, Monday, September 20, 2021 at 6pm

According to the information currently available to the City our budget hearing dates do not conflict with the meeting dates of Okaloosa County School Board (07/26 and 09/13). They also do not conflict with the budget hearing dates for Okaloosa County (09/07 and 09/21).

A. Link to Strategic Goals / Objectives: Goal #1: Financially Sound City
Providing Service Excellence

B. Effect on Budget (EOB): The adoption of the tentative millage rate is the first step in approving the FY2022 budget. There is no effect on our current budget.

C. Level of Service (LOS): Setting the tentative millage rate at 1.6150 will allow for planned increases in levels of service.

III. CONCLUSION: Staff respectfully request that Council set the FY2022 tentative millage rate for ad valorem at 1.6150 mills which is more than the roll-back rate of 1.5319 mills and confirm the date and times of the public hearings for the budget as listed above.

IV. RECOMMENDED MOTION: I move that Council set the tentative millage rate for ad valorem taxes at 1.6150 mills which is more than the roll-back rate of 1.5319 mills and confirm the date and times of the public hearings for the FY2022 Budget on September 9th, 2021 at 5:30pm and September 20th, 2021 at 6:00 PM.

Attachments:

1. 2021 0714 all TRIM forms DR420
DR420TIFF DR420MM



CERTIFICATION OF TAXABLE VALUE

[Reset Form](#)
[Print Form](#)

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

Year : 2021	County : OKALOOSA
Principal Authority : CITY OF DESTIN	Taxing Authority : CITY OF DESTIN

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	5,981,153,215	(1)
2.	Current year taxable value of personal property for operating purposes	\$	102,386,732	(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>	\$	6,083,539,947	(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.)	\$	88,235,916	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$	5,995,304,031	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	5,686,741,419	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	☒ YES	☐ NO	Number 2
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	☐ YES	☒ NO	Number 0
SIGN HERE	Property Appraiser Certification		I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser:		Date :	
	Electronically Certified by Property Appraiser		6/23/2021 9:13 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>	\$	9,184,087	(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>	\$	621,746	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$	8,562,341	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$	494,548,214	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$	5,500,755,817	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>	1.5566	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>	\$	9,824,917	(18)

19.	TYPE of principal authority (check one)		☐ County	☐ Independent Special District	(19)
			☒ Municipality	☐ Water Management District	
20.	Applicable taxing authority (check one)		☒ Principal Authority	☐ Dependent Special District	(20)
			☐ MSTU	☐ Water Management District Basin	
21.	Is millage levied in more than one county? (check one)		☐ Yes	☒ No	(21)
DEPENDENT SPECIAL DISTRICTS AND MSTUs			 STOP HERE - SIGN AND SUBMIT		
22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. <i>(The sum of Line 13 from all DR-420 forms)</i>			\$ 8,562,341	(22)
23.	Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>			1.5566 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>			\$ 9,469,638	(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>			\$ 9,824,917	(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>			3.75 %	(27)
First public budget hearing		Date : 9/9/2021	Time : 5:30 PM CST	Place : City Hall Annex 4100 Indian Bayou Trail Destin, FL 32541	
SIGN HERE	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer :			Date :	
	Title : LANCE JOHNSON CITY MANAGER		Contact Name and Contact Title : KRYSTAL STRICKLAND, FINANCE DIRECTOR		
	Mailing Address : 4200 INDIAN BAYOU TRAIL		Physical Address : 4200 INDIAN BAYOU TRAIL		
	City, State, Zip : DESTIN, FL 32541		Phone Number : 850.337.3146		Fax Number : 850.269.9890

CERTIFICATION OF TAXABLE VALUE INSTRUCTIONS

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

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

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

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

Section I: Property Appraiser

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

Line 8

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

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

Line 9

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

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

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

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

Section II: Taxing Authority

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

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

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

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

Lines 12 and 14

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

Line 24

Include only those levies derived from millage rates.



Reset Form

Print Form

MAXIMUM MILLAGE LEVY CALCULATION 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: 2021		County: OKALOOSA	
Principal Authority : CITY OF DESTIN		Taxing Authority: CITY OF DESTIN	
1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	☐ Yes	☒ No (1)
IF YES,  STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.			
2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	1.5566	per \$1,000 (2)
3.	Prior year maximum millage rate with a majority vote from 2020 Form DR-420MM, Line 13	4.1833	per \$1,000 (3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	1.6150	per \$1,000 (4)
If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.			
Adjust rolled-back rate based on prior year majority-vote maximum millage rate			
5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	\$ 5,686,741,419	(5)
6.	Prior year maximum ad valorem proceeds with majority vote (Line 3 multiplied by Line 5 divided by 1,000)	\$ 23,789,345	(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	\$ 621,746	(7)
8.	Adjusted prior year ad valorem proceeds with majority vote (Line 6 minus Line 7)	\$ 23,167,599	(8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	\$ 5,500,755,817	(9)
10.	Adjusted current year rolled-back rate (Line 8 divided by Line 9, multiplied by 1,000)	4.2117	per \$1,000 (10)
Calculate maximum millage levy			
11.	Rolled-back rate to be used for maximum millage levy calculation (Enter Line 10 if adjusted or else enter Line 2)	4.2117	per \$1,000 (11)
12.	Adjustment for change in per capita Florida personal income (See Line 12 Instructions)	1.0443	(12)
13.	Majority vote maximum millage rate allowed (Line 11 multiplied by Line 12)	4.3983	per \$1,000 (13)
14.	Two-thirds vote maximum millage rate allowed (Multiply Line 13 by 1.10)	4.8381	per \$1,000 (14)
15.	Current year proposed millage rate	1.6150	per \$1,000 (15)
16.	Minimum vote required to levy proposed millage: (Check one)		
☒	a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. Enter Line 13 on Line 17.		
☐	b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to proposed rate. Enter Line 15 on Line 17.		
☐	c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the proposed rate. Enter Line 15 on Line 17.		
☐	d. Referendum: The maximum millage rate is equal to the proposed rate. Enter Line 15 on Line 17.		
17.	The selection on Line 16 allows a maximum millage rate of (Enter rate indicated by choice on Line 16)	4.3983	per \$1,000 (17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	\$ 6,083,539,947	(18)

Continued on page 2

Taxing Authority : CITY OF DESTIN		DR-420MM-P R. 5/12 Page 2	
19.	Current year proposed taxes <i>(Line 15 multiplied by Line 18, divided by 1,000)</i>	\$ 9,824,917	(19)
20.	Total taxes levied at the maximum millage rate <i>(Line 17 multiplied by Line 18, divided by 1,000)</i>	\$ 26,757,234	(20)
DEPENDENT SPECIAL DISTRICTS AND MSTUs		STOP HERE. SIGN AND SUBMIT.	
21.	Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage. <i>(The sum of all Lines 19 from each district's Form DR-420MM-P)</i>	\$ 0	(21)
22.	Total current year proposed taxes <i>(Line 19 plus Line 21)</i>	\$ 9,824,917	(22)
Total Maximum Taxes			
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage <i>(The sum of all Lines 20 from each district's Form DR-420MM-P)</i>	\$ 0	(23)
24.	Total taxes at maximum millage rate <i>(Line 20 plus Line 23)</i>	\$ 26,757,234	(24)
Total Maximum Versus Total Taxes Levied			
25.	Are total current year proposed taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	☒ YES ☐ NO	(25)
SIGN HERE	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.
	Signature of Chief Administrative Officer :		Date :
	Title : LANCE JOHNSON CITY MANAGER	Contact Name and Contact Title : KRYSTAL STRICKLAND, FINANCE DIRECTOR	
	Mailing Address : 4200 INDIAN BAYOU TRAIL	Physical Address : 4200 INDIAN BAYOU TRAIL	
	City, State, Zip : DESTIN, FL 32541	Phone Number : 850.337.3146	Fax Number : 850.269.9890

Complete and submit this form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with the form DR-420, Certification of Taxable Value.

**MAXIMUM MILLAGE LEVY CALCULATION
PRELIMINARY DISCLOSURE
INSTRUCTIONS**

DR-420MM-P
R. 5/12
Page 3

General Instructions

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

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

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

This form calculates the maximum tax levy for 2021 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 2020 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 2020 had been adopted. If these lines are completed, enter the adjusted rate on Line 11.

Line 12

This line is entered by the Department of Revenue. The same adjustment factor is used statewide by all taxing authorities. It is based on the change in per capita Florida personal income (s. 200.001(8)(i), F.S.), which Florida Law requires the Office of Economic and Demographic Research to report each year.

Lines 13 and 14

Millage rates are the maximum that could be levied with a majority or two-thirds vote of the full membership of the governing body. With a unanimous vote of the full membership (three-fourths vote of the full membership if the governing body has nine or more members) or a referendum, the maximum millage rate that can be levied is the taxing authority's statutory or constitutional cap.

Line 16

Check the box for the minimum vote necessary at the final hearing to levy your adopted millage rate.

Line 17

Enter the millage rate indicated by the box checked in Line 16. If the proposed millage rate is equal to or less than the majority vote maximum millage rate, enter the majority vote maximum. If a two-thirds vote, a unanimous vote, or a referendum is required, enter the proposed millage rate. For a millage requiring more than a majority vote, the proposed millage rate must be entered on Line 17, rather than the maximum rate, so that the comparisons on Lines 21 through 25 are accurate.


[Reset Form](#)
[Print Form](#)

DR-420TIF

R. 6/10

Rule 12D-16.002

Florida Administrative Code

Effective 11/12

TAX INCREMENT ADJUSTMENT WORKSHEET

Year :	2021	County :	OKALOOSA
Principal Authority :	CITY OF DESTIN	Taxing Authority :	CITY OF DESTIN
Community Redevelopment Area :	Destin Town Center (DR)	Base Year :	1998

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value in the tax increment area	\$	357,308,517	(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>	\$	262,311,677	(3)
4.	Prior year Final taxable value in the tax increment area	\$	285,058,881	(4)
5.	Prior year tax increment value <i>(Line 4 minus Line 2)</i>	\$	190,062,041	(5)

SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser : Electronically Certified by Property Appraiser	Date : 6/23/2021 9:13 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> <i>If value is zero or less than zero, then enter zero on Line 6b</i>	\$	262,311,677	(6b)
6c.	Amount of payment to redevelopment trust fund in prior year	\$	290,297	(6c)
7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:				
7a.	Amount of payment to redevelopment trust fund in prior year	\$	0	(7a)
7b.	Prior year operating millage levy from Form DR-420, Line 10		0.0000 per \$1,000	(7b)
7c.	Taxes levied on prior year tax increment value <i>(Line 5 multiplied by Line 7b, divided by 1,000)</i>	\$	0	(7c)
7d.	Prior year payment as proportion of taxes levied on increment value <i>(Line 7a divided by Line 7c, multiplied by 100)</i>		0.00 %	(7d)
7e.	Dedicated increment value <i>(Line 3 multiplied by the percentage on Line 7d)</i> <i>If value is zero or less than zero, then enter zero on Line 7e</i>	\$	0	(7e)

S I G N H E R E	Taxing Authority Certification	I certify the calculations, millages and rates are correct to the best of my knowledge.		
	Signature of Chief Administrative Officer :		Date :	
	Title : LANCE JOHNSON CITY MANAGER		Contact Name and Contact Title : KRYSTAL STRICKLAND, FINANCE DIRECTOR	
	Mailing Address : 4200 INDIAN BAYOU TRAIL		Physical Address : 4200 INDIAN BAYOU TRAIL	
	City, State, Zip : DESTIN, FL 32541		Phone Number : 850.337.3146	Fax Number : 850.269.9890

TAX INCREMENT ADJUSTMENT WORKSHEET INSTRUCTIONS

Property appraisers must complete and sign Section I of this worksheet and provide it with form DR-420, *Certification of Taxable Value*, to all taxing authorities who make payments to a redevelopment trust fund under:

- s. 163.387(2)(a), Florida Statutes, or
- An ordinance, resolution, or agreement to fund a project or to finance essential infrastructure.

“Tax increment value” is the cumulative increase in taxable value from the base year to the current year within the defined geographic area. It is used to determine the payment to a redevelopment trust fund under:

- s. 163.387(1), F.S. or
- An ordinance, resolution, or agreement to fund a project or finance essential infrastructure. In this case, the taxing authority must certify the boundaries and beginning date to the property appraiser.

“Dedicated increment value” is the portion of the tax increment value used to determine the payment to the redevelopment trust fund. (See s. 200.001(8)(h), F.S.) Calculate the dedicated increment value on this form and enter on either Line 6b or Line 7e.

“Specific proportion,” used to determine whether to complete Line 6 or Line 7, refers to the calculation of the tax increment payment. Examples:

- Example 1.
Section 163.387(1), F.S., states the payment made by the taxing authority should equal 95% of the millage levied times the tax increment value. The specific proportion in this case is 95%. The ordinance providing for the payment may set a percentage lower than 95%. In these cases, the lower percentage would be the specific proportion.
- Example 2.
Some required tax increment payments are not directly related to the tax increment value. A constant dollar payment is a payment not based on a specific proportion of the tax increment value. Line 7 converts these payments into a proportion based on the prior year's payment and tax increment value to reach the current year's dedicated increment value.

Section I: Property Appraiser

A. Complete Section I of this form for each county, municipality, independent special district, dependent special district, and MSTU that:

- Has a tax increment value and
- Is not exempted from making payments to a community redevelopment trust fund based on tax increments (s. 163.387(2)(c), F.S.).

If a taxing authority has more than one tax increment value, they must complete a separate form for each tax increment value. Send a copy to each taxing authority with the DR-420 and keep a copy. When the taxing authority returns the completed forms, immediately send the original to:

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

B. Enter only tax increment values that apply to the value located within the taxing authority indicated.

Section II: Taxing Authority

Complete Section II of the form, keep one copy, and return the original and one copy to your property appraiser with DR-420 within 35 days of certification. Send one copy to your tax collector.

Additional Instructions for Lines 6 and 7

Complete Line 6 if the payment into the redevelopment trust fund is a specific proportion of the tax increment value.

Complete Line 7 if the payment is based on a calculation other than a specific proportion. Do not complete both Lines 6 and 7.



Reset Form

Print Form

DR-420TIF

R. 6/10

Rule 12D-16.002

Florida Administrative Code

Effective 11/12

TAX INCREMENT ADJUSTMENT WORKSHEET

Year :	2021	County :	OKALOOSA
Principal Authority :	CITY OF DESTIN	Taxing Authority :	CITY OF DESTIN
Community Redevelopment Area :	Destin Harbor (DH)	Base Year :	2003

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value in the tax increment area	\$	428,487,098	(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>	\$	232,236,537	(3)
4.	Prior year Final taxable value in the tax increment area	\$	411,770,834	(4)
5.	Prior year tax increment value <i>(Line 4 minus Line 2)</i>	\$	215,520,273	(5)

SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser : Electronically Certified by Property Appraiser	Date : 6/23/2021 9:13 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> <i>If value is zero or less than zero, then enter zero on Line 6b</i>	\$	232,236,537	(6b)
6c.	Amount of payment to redevelopment trust fund in prior year	\$	331,449	(6c)
7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:				
7a.	Amount of payment to redevelopment trust fund in prior year	\$	0	(7a)
7b.	Prior year operating millage levy from Form DR-420, Line 10		0.0000 per \$1,000	(7b)
7c.	Taxes levied on prior year tax increment value <i>(Line 5 multiplied by Line 7b, divided by 1,000)</i>	\$	0	(7c)
7d.	Prior year payment as proportion of taxes levied on increment value <i>(Line 7a divided by Line 7c, multiplied by 100)</i>		0.00 %	(7d)
7e.	Dedicated increment value <i>(Line 3 multiplied by the percentage on Line 7d)</i> <i>If value is zero or less than zero, then enter zero on Line 7e</i>	\$	0	(7e)

S I G N H E R E	Taxing Authority Certification	I certify the calculations, millages and rates are correct to the best of my knowledge.		
	Signature of Chief Administrative Officer :		Date :	
	Title : LANCE JOHNSON CITY MANAGER		Contact Name and Contact Title : KRYSTAL STRICKLAND, FINANCE DIRECTOR	
	Mailing Address : 4200 INDIAN BAYOU TRAIL		Physical Address : 4200 INDIAN BAYOU TRAIL	
	City, State, Zip : DESTIN, FL 32541		Phone Number : 850.337.3146	Fax Number : 850.269.9890

TAX INCREMENT ADJUSTMENT WORKSHEET INSTRUCTIONS

Property appraisers must complete and sign Section I of this worksheet and provide it with form DR-420, *Certification of Taxable Value*, to all taxing authorities who make payments to a redevelopment trust fund under:

- s. 163.387(2)(a), Florida Statutes, or
- An ordinance, resolution, or agreement to fund a project or to finance essential infrastructure.

“Tax increment value” is the cumulative increase in taxable value from the base year to the current year within the defined geographic area. It is used to determine the payment to a redevelopment trust fund under:

- s. 163.387(1), F.S. or
- An ordinance, resolution, or agreement to fund a project or finance essential infrastructure. In this case, the taxing authority must certify the boundaries and beginning date to the property appraiser.

“Dedicated increment value” is the portion of the tax increment value used to determine the payment to the redevelopment trust fund. (See s. 200.001(8)(h), F.S.) Calculate the dedicated increment value on this form and enter on either Line 6b or Line 7e.

“Specific proportion,” used to determine whether to complete Line 6 or Line 7, refers to the calculation of the tax increment payment. Examples:

- Example 1.
Section 163.387(1), F.S., states the payment made by the taxing authority should equal 95% of the millage levied times the tax increment value. The specific proportion in this case is 95%. The ordinance providing for the payment may set a percentage lower than 95%. In these cases, the lower percentage would be the specific proportion.
- Example 2.
Some required tax increment payments are not directly related to the tax increment value. A constant dollar payment is a payment not based on a specific proportion of the tax increment value. Line 7 converts these payments into a proportion based on the prior year's payment and tax increment value to reach the current year's dedicated increment value.

Section I: Property Appraiser

A. Complete Section I of this form for each county, municipality, independent special district, dependent special district, and MSTU that:

- Has a tax increment value and
- Is not exempted from making payments to a community redevelopment trust fund based on tax increments (s. 163.387(2)(c), F.S.).

If a taxing authority has more than one tax increment value, they must complete a separate form for each tax increment value. Send a copy to each taxing authority with the DR-420 and keep a copy. When the taxing authority returns the completed forms, immediately send the original to:

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

B. Enter only tax increment values that apply to the value located within the taxing authority indicated.

Section II: Taxing Authority

Complete Section II of the form, keep one copy, and return the original and one copy to your property appraiser with DR-420 within 35 days of certification. Send one copy to your tax collector.

Additional Instructions for Lines 6 and 7

Complete Line 6 if the payment into the redevelopment trust fund is a specific proportion of the tax increment value.

Complete Line 7 if the payment is based on a calculation other than a specific proportion. Do not complete both Lines 6 and 7.

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021

TYPE OF AGENDA ITEM: City Manager Report

AGENDA OUTLINE NUMBER: 4.E.

TO: City Council

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

FROM: Krystal Strickland, Finance Director

DATE: July 14, 2021

SUBJECT: Capital Project Status

I. BACKGROUND: Informational Item Only

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

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

B. Effect on Budget (EOB):

C. Level of Service (LOS):

III. CONCLUSION:

IV. RECOMMENDED MOTION: Not applicable. Informational only.

Attachments:

1. June 2021 Capital Projects

CITY OF DESTIN CAPITAL IMPROVEMENT PLAN - Monthly Status Report

Council Objective #		October 1, 2020 - June 30, 2021		FY2021 Budget*	YTD Actuals	YTD Encumbrances	FY2021 Available Budget	Status	Notes
		Renewal & Replacement - Facilities							
1		RR051	General Government	\$ 67,838	\$ 37,715	\$ -	\$ 30,123	50% Complete	
2		RR052	Public Safety	392,500	128,549	-	263,951	33% Complete	Annex remodeling underway. Annex Parking Lot Resurfacing Task Order has been forwarded to the vendor.
3		RR053	Physical Environment (Stormwater, Cemetery)	300,000	10,000	20,700	269,300	Started	Harbor Pump renewal procurement underway. Parts ordered.
4		RR057	Parks and Recreation	1,003,800	109,014	259,401	635,385	35% Complete	Multiple under \$15k renewal/replacements started
5		RRVEH	Vehicles	272,500	30,718	233,064	8,718	88% Complete	8 vehicles have been approved by Council. POs have been forwarded to the vendor. 1 Vehicle has arrived.
		Renewal & Replacement - Infrastructure		-	-	-	-		
6	15,17,19	RR054	Roads, Sidewalks, Street Lighting (Mostly Gas Tax #1)	586,161	110,377	467,565	8,220	Complete	
7		PW612	FY2020 Road Milling & Striping Program	258,138	258,226	-	(88)	Complete	
		Growth Necessitated & Comp Plan		-	-	-	-		
8		LB002	Library Impact Fee Projects	47,000	-	-	47,000	Started	POs in process for lighting and HVAC improvements.
9		NORG1	Norreigo Point Road	250,000	-	-	250,000		Project Number changed from PW612 to NORG1 to avoid overlap with incomplete prior year project
10		RC004	Park Impact Fee Projects	35,000	-	-	35,000	Started	
11		SW53	Stormwater Master Plan	6,148	-	6,148	-	90% Complete	Jenkins is revising as per staff recommendations. Next update to Council in June.
12		SW54	Stormwater Improvements (FDEP funded)	50,000	-	-	50,000		
13	8	TR618	Zerbe-Calhoun Pedestrian Pathway	828,420	315,766	459,871	52,783	50% Complete	Preconstruction meeting 02/11/2021, construction to start 02/15/2021.
14	9	TR619	Sibert-Zerbe Parking Lot Consolidation	-	-	-	-		
15		TR620	ADA Transition - Pedestrian Facilities	100,000	-	-	100,000	Started	Scope of work and fee proposal by engineering firm being routed for initial review.
16		TRSAF	<i>Zerbe/Calhoun Safety</i>	<i>2,500</i>	2,500	-	-	<i>Complete</i>	<i>Speed bump to be installed mid-May</i>
17		TRSAF	<i>Sibert/Forrest safety</i>	<i>2,826</i>	2,826	-	-	<i>Complete</i>	<i>Initial discussion at March 2021 council meeting. LED stop signs installed.</i>
18		TRSAF	<i>Pine Street Safety</i>	-	-	-	-		<i>Brought discussion and initial recommendations to Council in April 2021.</i>
19			<i>Vintage Sidewalk</i>	-	-	-	-		<i>\$290k restricted</i>
		Citizen/Council Directed Projects		-	-	-	-		
20	1	CM001	Beach Acquisition	10,432,361	6,826,007	39,701	3,566,653	66% Complete	Purchase 2 of 3 completed 11/16/2020. Next purchase in first half of 2021. Task Order #1 has been prepared (demolition of two structures plus asbestos testing for one structure).
21	7	EN615	Cross-Town Connector	4,175,000	151,476	578,738	3,444,787	In Progress	Re-design down to 2-lane in progress. The 30% plans were approved by Council in February 2021. TRIP (FDOT) ROW grant award to March 2021 council meeting. Okaloosa County Construction grant/interlocal agreement under review.

CITY OF DESTIN CAPITAL IMPROVEMENT PLAN - Monthly Status Report

Council Objective #			October 1, 2020 - June 30, 2021	FY2021 Budget*	YTD Actuals	YTD Encumbrances	FY2021 Available Budget	Status	Notes
22	2	UNDER	Undergrounding	250,000	13,825	198,799	37,376	In Progress	Project Manager is hired and has started groundwork for Engineering Estimates. City is negotiating franchise rates.
23			<i>Harbor Lane Easement Improvements</i>	-	-	-	-		<i>Easement improvements and lighting upgrades mid-2020 council requested \$25k (\$12-13k spent in 2020 on picnic tables, landscaping, stairwell, bike rack, dog station)</i>
			Other Capital Projects	-	-	-	-		
24		CRH63	Captain Royal Melvin Hertiage Park and Plaza (RESTORE)	1,452,163	475,725	976,438	(0)	In Progress	NTP issued 01/04/2021. Construction is underway.
25		CRH64	Harbor CRA Wayfinding Plan Signage	30,000	-	-	30,000	Postponed	Initial cost estimates are above budget.
26		CRH65	Harbor and Bay Capacity Improvements	325,000	-	250,000	75,000		Agreement signed with Army Corps of Engineers
27		CRT17	Town Center CRA Easement Trail/Park Main to Mattie Kelly	10,000	-	-	10,000		Initial engineering estimates for phases of trail complete: Ph1 \$750k+Ph2 \$960k+Ph3 \$1.46m+ Ph \$4 1.8m=\$4.97m. Grant funding search underway.
28	<i>01/21/20 Council Mtg Priority</i>	<i>EN617</i>	<i>Stahlman Ave Intersection Pedestrian Safety</i>	<i>22,044</i>	23,694	-	<i>(1,650)</i>		
29	<i>11/2/20 Council Mtg TOP PRIORITY</i>	<i>EN626</i>	<i>Main St/Kelly St Crosswalk Safety</i>	<i>20,271</i>	20,271	-	-	<i>Complete</i>	
30		FM637	Clement Taylor Park Seawall (FEMA)	-	-	-	-	Complete	Working with FEMA to change classification for final reimbursement
31		IT001	COMPASS/Energov	111,878	81,991	570	29,317	Delayed	Revised "go-live" set for May/June 2021
32		IT002	CD Tech Fund Hardware/Software Replacements	-	-	-	-		Hardware will be purchased on an as needed basis
33		IT003	Other Hardware/Software Replacements	-	-	-	-		
34		LB001	Library Tablet Station, RFID and Mobil Ap	76,200	17,369	43,808	15,022	30% Complete	Tablets ordered. RFID Tagging began early Feb 2021.
35		RC124	Morgan's Children's Park Playground Structure	-	-	-	-		
36		RC125	Buck Destin Restrooms	95,000	-	-	95,000	Postponed	Initial cost estimates are above budget
37		RC127	Pickleball Court	1,500	-	-	1,500	moved to future year	Researching public-private partnership options. Engineering estimate on existing land \$110k. Reclassed FY2021 funding to upgrade Dalton Threadgill Batting Cages (expand foundation; add lighting).
38		RC216	Clement Taylor Park Renovations	729,918	5,456	-	724,462		Waiting on sub-recipient agreement
39		RC617	Batting Cages for Dalton Threadgill Park	56,230	56,975	-	(745)	Complete	Foundation and cage installed. Surrounding pad expanded and lighting requisitioned (transfer in from RC127 Pickleball).
40	<i>SALLY</i>		<i>Hurricane Sally Damage Repairs</i>	<i>119,760</i>	53,407	57,752	<i>8,602</i>	<i>In Progress</i>	<i>Continuing to meet with FEMA twice/month to complete grant award paperwork. Cat A Debris Removal and Cat B Emergency & Protective awards nearly complete. Cat G Parks in process.</i>
41		SW51L	NFWF Stormwater Projects	374,025	374,025	-	-	Complete	Construction of projects started in Dec. Cross St project is complete. Calhoun Ave project underway.

CITY OF DESTIN CAPITAL IMPROVEMENT PLAN - Monthly Status Report

Council Objective #	October 1, 2020 - June 30, 2021	FY2021 Budget*	YTD Actuals	YTD Encumbrances	FY2021 Available Budget	Status	Notes
	Total Funded Projects	\$ 22,484,182	\$ 9,105,912	\$ 3,592,554	\$ 9,785,716		

*FY2021 Budget is Adopted Budget Plus Prior Year Encumbrances rolled forward

COUNCIL OBJECTIVES		5-Year Capital Budget	FY2021 Capital	Status
		Amount	Budget	
1	Public beach Initiative	\$ 22,000,000	\$ 10,432,361	FY21 2/3 completed
2	Underground utilities	1,280,000	-	project mgmt in contract negotiations
3	Short term rentals compliance with regulations	-	-	not Capital - complete
4	Recruit project and grants manager	-	-	not Capital - complete
5	Request TDC funds for additional OCSO services	-	-	not Capital - complete
6	Research viability of multi-use convention/sports/community center	-	-	In progress
7	Complete two-lane Crosstown Connector	1,475,000	4,175,000	in progress
8	Calhoun Ave Multi-Use Trail Phase II Design and Construction	852,000	828,420	contract in negotiations
9	Improve parking	75,000	-	scheduled to start FY2022
10	Beach re-nourishment	-	-	In Progress - County is lead and partner
11	Improve communications	-	-	Not Capital - in progress
12	Implement enhanced signage control	-	-	Community Dev Researching
13	Develop/implement wayfinding program	50,000	30,000	Community Dev and TDC Researching
14	Update golf cart/low speed vehicle rules	-	-	Not Capital - in progress
16	Improve city gateways	-	-	Community Dev and TDC Researching
15, 17, 19	Streetlights, sidewalks, road striping	2,851,802	844,300	in progress
18	Provide board and committee training	-	-	not Capital - continuous improvement
20	Reestablish environmental committee	-	-	Not Capital - in progress
21	Enforce residential boat and RV parking regulations	-	-	Not Capital - Complete
22	Regulate building height limits to 5 stories	-	-	Not Capital - Complete
TOTAL		<u>\$ 28,583,802</u>	<u>\$ 16,310,081</u>	
TOTALCAPITAL BUDGET		\$ 36,690,143	\$ 22,484,182	
% FOR COUNCIL OBJECTIVES		78%	73%	

CITY OF DESTIN ADOPTED 5-YEAR CAPITAL IMPROVEMENT PLAN

COUNCIL OBJECTIVE		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
PRIORITY	Renewal & Replacement - Facilities						
	RR051 General Government	\$ 62,200	\$ 95,000	\$ 22,500	\$ 71,500	\$ 28,500	\$ 279,700
	RR052 Public Safety	392,500	41,687	134,187	47,187	49,687	665,249
	RR053 Physical Environment (Stormwater, Cemetery)	300,000	6,307	6,307	6,307	6,307	325,227
	RR057 Parks and Recreation	1,003,800	231,828	297,828	411,828	253,828	2,199,113
	RRVEH Vehicles	272,500	-	-	-	-	272,500
	Renewal & Replacement - Infrastructure						
15, 17, 19	RR054 Roads, Sidewalks, Street Lighting (Gas Tax #1)	468,000	318,000	462,000	801,901	801,901	2,851,802
	Growth Necessitated & Comp Plan						
	SW54 Stormwater Improvements (FDEP funded)	50,000	50,000	-	-	-	100,000
	PW612 Norreigo Point Road	250,000	-	-	-	-	250,000
8	TR618 Zerbe-Calhoun Pedestrian Pathway	852,000	-	-	-	-	852,000
9	TR619 Sibert-Zerbe Parking Lot Consolidation	-	75,000	-	-	-	75,000
	TR620 ADA Transition - Pedestrian Facilities	100,000	-	-	-	-	100,000
	LB002 Library Impact Fee Projects	47,000	-	-	-	-	47,000
	RC004 Park Impact Fee Projects	35,000	-	-	-	-	35,000
	Citizen/Council Directed Projects						
1	CM001 Beach Acquisition	10,600,000	11,400,000	-	-	-	22,000,000
7	EN615 Cross-Town Connector	1,475,000	-	-	-	-	1,475,000
2	UNDER Undergrounding	250,000	60,000	60,000	-	910,000	1,280,000
	Other Capital Projects						
	IT001 COMPASS/Energov	100,000	200,000	-	-	-	300,000
	IT002 CD Tech Fund Hardware/Software Replacements	-	150,000	150,000	-	-	300,000
	IT003 Other Hardware/Software Replacements	-	129,000	100,000	100,000	-	329,000
	LB001 Library Tablet Station & Biblioteca RFID and Mobil Ap	76,200	-	-	-	-	76,200
	CRH63 Captain Royal Melvin Hertiage Park and Plaza (RESTORE)	1,335,690	-	-	-	-	1,335,690
	CRH64 Harbor CRA Wayfinding Plan Signage	30,000	10,000	10,000	-	-	50,000
	CRT17 Town Center CRA Easement Trail/Park Main to Mattie Kelly	10,000	50,000	550,000	-	-	610,000
	RC124 Morgan's Children's Park Playground Structure	-	26,745	-	-	-	26,745
	RC125 Buck Destin Restrooms	95,000	-	-	-	-	95,000
	RC127 Pickleball Court	30,000	-	-	-	-	30,000
	RC216 Clement Taylor Park Renovations	729,918	-	-	-	-	729,918
	FM637 Clement Taylor Park Seawall (FEMA)	-	-	-	-	-	-
Total Funded Projects		\$ 18,564,808	\$ 12,843,567	\$ 1,792,822	\$ 1,438,723	\$ 2,050,223	\$ 36,690,143

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021
TYPE OF AGENDA ITEM: City Manager Report
AGENDA OUTLINE NUMBER: 4.F.

TO: City Council

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

FROM: Krystal Strickland, Finance Director

DATE: July 14, 2021

SUBJECT: Operations Financial Report

I. BACKGROUND: This item is informational only.

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

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

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

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

1. 2021 0531 YTD Budget vs Actuals

CITY OF DESTIN - MONTHLY FINANCIAL REPORT

Actuals 10/01/2020 - 05/31/2021

	FY2020 ACTUALS	FY2021 BUDGET*	FY2021 YTD ACTUAL	FY2021 PROJECTION
01 GENERAL FUND				
01-31 Ad Valorem Taxes	7,883,186	8,104,316	8,119,687	8,119,687
01-31 Sales and Use Taxes	2,894,648	2,761,031	2,229,086	3,269,646
01-32 Licenses and Permits	3,342,590	3,148,624	1,885,239	2,851,570
01-33 Intergovernmental	3,752,560	13,865,696	6,360,270	8,978,738
01-34 Charges for Services	513,087	499,843	404,689	623,089
01-35 Fines and Forfeitures	106,750	27,520	46,824	46,824
01-36 Miscellaneous Revenue*	535,374	22,001	83,287	84,388
01-32 Impact Fees	-	-	-	-
TOTAL REVENUES	19,028,193	28,429,031	19,129,083	23,973,943
01-51 General Government	3,876,444	4,702,023	1,988,492	3,840,790
01-52 Public Safety	3,288,133	3,584,206	1,909,302	2,989,325
01-53 Physical Environment	27,009	115,369	99,273	169,922
01-54 Transportation	1,780,759	2,088,291	981,094	1,601,347
01-55 Economic Environment	51,209	15,000	9,906	13,208
01-56 Health & Human Services	55,144	100,000	47,706	81,074
01-57 Culture and Recreation	2,320,426	3,265,845	1,973,238	3,175,398
01-59 Debt Service	509,643	545,598	4,213,756	4,228,274
TOTAL EXPENDITURES	11,908,768	14,416,333	11,222,766	16,099,339
Excess (deficiency) of revenues over expenditures	7,119,426	14,012,698	7,906,318	7,874,605
01-38 Transfers In	-	-	3,682,536	3,682,536
01-58 Transfers Out	(3,363,829)	(18,937,154)	(8,827,932)	(12,389,556)
Total other financing sources (uses)	(3,363,829)	(18,937,154)	(5,145,397)	(8,707,020)
Net change in fund balances	3,755,597	(4,924,456)	2,760,921	(832,415)
Fund Balance (deficit), Beginning	21,750,564	25,506,161	25,506,161	25,506,161
Fund Balance (deficit), Ending	25,506,161	20,581,705	28,267,082	24,673,746

** FY2021 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

CITY OF DESTIN - MONTHLY FINANCIAL REPORT

Actuals 10/01/2020 - 05/31/2021

	FY2020 ACTUALS	FY2021 BUDGET*	FY2021 YTD ACTUAL	FY2021 PROJECTION
102 TOWN CENTER CRA (RESTRICTED)				
102-31 County TIF	600,079	688,589	681,523	681,523
102-31 City TIF	257,304	290,297	290,297	290,297
102-36 Miscellaneous Revenue	1,360	-	864	1,264
TOTAL REVENUES	858,743	978,886	972,683	973,083
102-55 Economic Environment	45,108	134,425	45,946	77,231
102-59 Capital Outlay	-	10,000	-	-
TOTAL EXPENDITURES	45,108	144,425	45,946	77,231
Excess (deficiency) of revenues over expenditures	813,635	834,461	926,738	895,852
102-38 Transfers In	-	-	-	-
102-58 Transfers Out	(973,001)	(731,281)	(487,474)	(731,212)
Total other financing sources (uses)	(973,001)	(731,281)	(487,474)	(731,212)
Net change in fund balances	(159,366)	103,180	439,263	164,641
Fund Balance (deficit), Beginning	(2,231,154)	(2,390,520)	(2,390,520)	(2,390,520)
Fund Balance (deficit), Ending	(2,390,520)	(2,287,340)	(1,951,257)	(2,225,879)

**FY2021 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

	FY2020 ACTUALS	FY2021 BUDGET*	FY2021 YTD ACTUAL	FY2021 PROJECTION
110 HARBOR CRA (RESTRICTED)				
110-31 County TIF	314,648	331,449	328,932	328,932
110-31 City TIF	319,174	331,449	331,449	331,449
110-36 Miscellaneous Revenue	1,467	-	549	789
TOTAL REVENUES	635,288	662,898	660,930	661,170
110-55 Economic Environment	33,856	71,675	17,054	26,822
110-59 Capital Outlay	-	30,000	-	-
TOTAL EXPENDITURES	33,856	101,675	17,054	26,822
Excess (deficiency) of revenues over expenditures	601,432	561,223	643,876	634,348
110-38 Transfers In	-	-	-	-
110-58 Transfers Out	(707,736)	(524,717)	(371,931)	(524,717)
Total other financing sources (uses)	(707,736)	(524,717)	(371,931)	(524,717)
Net change in fund balances	(106,304)	36,506	271,945	109,631
Fund Balance (deficit), Beginning	273,428	167,124	167,124	167,124
Fund Balance (deficit), Ending	167,124	203,630	439,069	276,755

**FY2021 BUDGET is the Adopted Budget plus prior year encumbrances rolled forward*

CITY OF DESTIN - MONTHLY FINANCIAL REPORT

Actuals 10/01/2020 - 05/31/2021

	FY2020	FY2021	FY2021	FY2021
FUND BALANCE - ALL FUNDS	ACTUALS	BUDGET*	YTD ACTUAL	PROJECTION
Beginning Fund Balance	24,660,439	27,727,696	27,579,624	27,579,624
Nonspendable	2,390,520	2,287,340	1,951,257	2,225,879
Restricted	4,060,068	1,283,312	3,950,051	3,775,209
Committed	9,283,180	11,223,952	14,253,364	15,321,412
Assigned	1,016,824	1,016,824	4,411,751	1,000,000
<i>Unassigned</i>	<i>10,965,543</i>	<i>4,004,084</i>	<i>9,037,410</i>	<i>6,306,360</i>
Ending Fund Balance	27,716,135	19,815,512	33,603,834	28,628,860
	<i>27,716,135</i>	<i>19,815,512</i>	<i>33,603,834</i>	<i>28,628,860</i>

Nonspendable = Long-term advance to TownCenter CRA

Restricted = Bond covenants (balances of debt service funds), grant agreements, state and local regulations (CRAs, Building Fund, impact fees).

Committed = Council resolutions, motions, includes fund balance resolution for 1 yr debt (\$1.8m) + 3 mos emergency ops2, CD Tech Fund, Oka Half Penny

Assigned = Contracts, purchase orders

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021

TYPE OF AGENDA ITEM: City Manager Report

AGENDA OUTLINE NUMBER: 4.G.

TO: City Council

THRU: Lance Johnson, City Manager

FROM: Louis Zunguze, Community Development Director
Kyle Bauman, City Attorney

DATE: June 29, 2021

SUBJECT: Low Speed Vehicles

I. BACKGROUND: On May 3, 2021, City Council passed a motion to table the Proposed Ordinance 20-24-LC- Low Speed Vehicles item. At the June 21, 2021 City Council meeting, a motion was passed to take this item off the table and bring information back to Council. The following includes a timeline regarding Proposed Ordinance 20-24-LC to date:

- August 20, 2020 – proposed Ordinance 20-24-LC went before the Local Planning Agency (LPA) for recommendation to City Council.
- September 21, 2020 – Ordinance 20-24-LC went before City Council. Council directed staff to remove Main Street, Airport Road, portion of Indian Bayou Trail, and the section of Gulf Shore Drive from La Paz to the intersection of Highway 98 and to have the Ordinance brought back to LPA for recommendation.
- January 12, 2021 – Mr. Burgess, Public Services Director updated the PW/S Committee on Council's direction.
- March 18, 2021 – Revised Proposed Ordinance 20-24-LC passed unanimously at a public hearing before the LPA.
- May 3, 2021 – City Council passed motion to table Proposed Ordinance 20-24-LC indefinitely.
- June 21, 2021 – City Council passed motion to bring back Ordinance 20-24-LC for discussion.

II. DISCUSSION: In the interest of providing Council all relevant information, Staff reached out to and received responses below from the Okaloosa County Sheriff's Office (OCSO) related to Low-Speed Vehicles (LSV):

As it relates to LSV's does the OCSO recommend LSV operations on Airport Road and South Main St (South of Airport to Hwy 98)?

- **OCSO Response:** OCSO does not recommend LSV's to be permitted to operate on Airport Road.

How would the OCSO enforce the no LSV operations?

- **OCSO Response:** As for the LSV's on Airport Rd. We (OCSO) would enforce the ordinance as operation of an LSV on Airport Rd. presents a danger not only to the operator but also the motoring public.

How would the OCSO deal with the Violators found in violation?

- **OCSO Response:** Should an operator of an LSV be found in violation of the purposed ordinance, deputies will escort the LSV to the nearest side street or safe location and address the situation while operating within all policies and procedures of OCSO.

As it relates to the Electric items (exception of electric vehicles) being able to operate on sidewalk does this cause any issues with the FSS 316.212(8) for OCSO enforcement?

- **OCSO Response:** The issue of electric bicycles on City sidewalks is also a safety issue and if an ordinance is adopted addressing this issue, OCSO would enforce that ordinance. Florida State Statute 316.20655 governs Electric bicycle regulations while also allowing local governments to regulate operation of electric bicycles on sidewalks, streets, and highways. **State Statue does NOT prohibit operation of electric bicycles on sidewalks.**

For clarification purposes the following definitions are provided:

- **Standard Golf Cart** is not considered to be a Low-Speed Vehicle (LSV).
- **Low Speed Vehicle (LSV)** is a properly modified golf cart that complies with the conditions set forth in Florida Statute 316.2122 and can operate legally on streets that meet designated LSV standards.

Following City Council's direction to bring back the LSV ordinance, City Staff has provided the following materials. The **Proposed Ordinance 20-24-LC, Golf Cart and LSV Information, LSV Road Map, 2007 Golf Cart Policy and Florida Statute 316.2122.** for City Council consideration.

- Link to Strategic Goals / Objectives:**
- Effect on Budget (EOB):**
- Level of Service (LOS):**

III. CONCLUSION:

Staff is now seeking direction from City Council on this Ordinance. If Council desires to proceed with this ordinance in any manner, the Ordinance will come back to Council for first and second reading. If changes are made to the ordinance, it will return to LPA for review prior to returning to the City Council.

IV. RECOMMENDED MOTION:

Attachments:

1. 20-24-LC LSV Ordinance Feb 2 2021 (2)
2. City of Destin Golf Cart and LSV Information
3. LSV Roads January 2021 (2)
4. Golf Cart Policy 2007 (2)
5. FL Statute 316.2122

ORDINANCE NO. 20-24-LC

AN ORDINANCE OF THE CITY OF DESTIN, FLORIDA, REGULATING LOW SPEED VEHICLES; AMENDING ARTICLE VIII “TRANSPORTATION” AND CREATING A NEW SECTION 8.09.04 ENTITLED "ALTERNATIVE MODES OF TRANSPORTATION”; DEFINING “LOW SPEED VEHICLES”; PROVIDING FOR LIMITED OPERATION OF LOW SPEED VEHICLES ON CERTAIN CITY STREETS; PROHIBITING LOW SPEED VEHICLES ON SPECIFIED STREETS; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR INCORPORATION INTO THE LAND DEVELOPMENT CODE; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

SECTION 1. AUTHORITY.

The authority for enactment of this Ordinance is Article 1, Section 1.01 (b) of the City Charter, Section 166.021, Florida Statutes and Chapter 163, Part II, Florida Statutes.

SECTION 2. FINDINGS OF FACT.

WHEREAS, the City Council in providing for the health, safety and welfare of its citizens finds that the City should amend Article VIII of the Code of Ordinances to regulate low speed vehicles on city roadways; and

WHEREAS, the City Council recognizes that regulation of low speed vehicles throughout the City benefits the City, it’s residents and the public; and

WHEREAS, failure to prohibit low speed vehicles on certain roadways within the City is a hazard to the public health, welfare, safety and the quality of life of the residents and visitors of the City; and

WHEREAS, the City Council has determined that this ordinance is consistent with the adopted comprehensive plan and is in the best interests of the City and its citizens; and

WHEREAS, a public hearing has been conducted after due public notice by the Local Planning Agency and its recommendations reported to the City Council; and

WHEREAS, a public hearing has been conducted by the City Council after due public notice.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DESTIN, FLORIDA, AS FOLLOWS:

NOTE: Language in all sections of this ordinance that is ~~strike-thru~~ is language proposed to be deleted, underline language is language to be added, language that is not in strike-thru or underlined is not to be changed. The symbol *** represents sections of the Land Development Code that have been skipped and remain unchanged.

SECTION 3. AMENDMENT OF ARTICLE VIII OF THE LAND DEVELOPMENT CODE.

Article VIII of the Land Development Code is hereby amended as follows:

Article VIII- TRANSPORTATION

Sec. 8.09.04.

A. Purpose and intent. The purpose of this Article is to authorize and regulate the use low-speed vehicles upon certain designated streets of the City of Destin, Florida, and establish requirements for the operation of low-speed vehicles that are more restrictive than those enumerated in §316.212 and §316.2122, Florida Statutes.

B. Limited Operation of Low Speed Vehicles on Designated Streets Within the City of Destin

A Low Speed Vehicle, as defined in Section F.S. § 320.01(41) operating in accordance with F.S. § 316.2122 and other applicable State Statutes may operate on all city-owned

streets, except as provided herein. The operation of Low Speed Vehicles is prohibited on the following roadways within the City of Destin: U.S. Highway 98, Airport Road, those portions of Main Street and Gulf Shore Drive, as depicted on the attached “Exhibit A”, attached hereto and incorporated herein by this reference.

“Unsafe” shall mean the operator of the Low Speed Vehicle has reasonably determined that operation of the Low Speed Vehicle would expose any person or property to unreasonable danger or risk. For purposes of enforcement, whether this definition of “unsafe” is met shall ultimately be determined by law enforcement or code compliance staff.

C. Enforcement. of this section 8.09.04 shall constitute a non-criminal infraction punishable pursuant to the provisions of §316.212(9), Florida Statutes. The use of a Low-Speed Vehicle resulting in violations of the Florida "Uniform Traffic Control" statute and the Florida "Uniform Disposition of Traffic Infractions Act" are punishable pursuant to chapters 316, 318, and 319, Florida Statutes, as applicable. All other city ordinances pertaining to the use of motor vehicles within the city, including, but not limited to Article VIII in its entirety, shall also apply to this article.

SECTION 4. INCORPORATION INTO THE CODE OF ORDINANCES. This ordinance shall be incorporated into the City of Destin's Code of Ordinances and any section or paragraph number or letter and any heading may be changed or modified as necessary to effectuate the foregoing.

SECTION 5. CONFLICTING PROVISIONS. Special Acts of the Florida Legislature applicable to the incorporated area of the City of Destin, City Ordinances and City Resolutions, or parts, thereof, in conflict with the provisions of this ordinance are hereby superseded by this ordinance to the extent of such conflict.

SECTION 6. SEVERABILITY. If any section, phase, sentence, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 7. EFFECTIVE DATE. This ordinance shall become effective upon its adoption by the City Council and signature by the Mayor.

**ADOPTED THIS _____ DAY OF _____,
2020.**

By:

Gary Jarvis, Mayor

ATTEST:

The form and legal sufficiency of the foregoing has
been reviewed and approved by the City Land Use
Attorney, for the City of Destin, only.

Rey Bailey, City Clerk

Kimberly Kopp, City Land Use Attorney

First Reading: _____

Second Reading: _____



City of Destin Golf Cart and LSV Information

A standard **golf cart** IS NOT a **Low Speed Vehicle (LSV)**.

What is the difference?

A **golf cart** is defined in section F.S. 320.01 (22) as "a motor vehicle that is designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of 20 MPH." A **low speed vehicle (LSV)** is a vehicle with a top speed greater than 20 MPH, but not greater than 25 MPH.



Do I need a valid driver's license to operate an **LSV**?

Yes! A driver's license is required. **LSV's** must be registered, titled and insured with personal injury protection (PIP) and property damage liability (PDL) insurance. **LSV's** may only be operated on streets where the posted speed limit is 35 MPH or less, or on roads designated as **LSV** friendly.

Can I drive my **LSV** on U.S. Highway 98 or State Road 293 (Danny Wuerffel Way)?

No, **Low Speed Vehicles** shall NOT be driven on U.S. Highway 98 (Harbor Boulevard/Emerald Coast Parkway) and State Road 293 (Danny Wuerffel Way).

Can an **LSV** cross U.S. Highway 98 at a synchronized traffic light?

Yes, but only from an approved **LSV** road to another approved **LSV** road.

Golf carts shall not be operated on any pedestrian sidewalk or bicycle path.

Can I drive my **golf cart** on U.S. Highway 98?

No, **golf carts** shall not be operated on any public street - Reference F.S. 316.212 "Operation of golf carts on certain roadways," or pedestrian facility (sidewalk) - Reference F.S. 316.1995 "Driving upon sidewalk or bicycle path."

To title and register an **LSV**, bring the following documents to the Okaloosa County Tax Collector Office located at:
4012 Commons Drive W Suite 122
Destin, FL 32541
850.651.7300

You must provide the following documentation:

- *Manufacturer's Certificate of Origin.
- *Form HSMV 82040 (Application for Title) flhsmv.gov/forms.
- *Proof of Florida insurance, minimum \$10,000 PDL and \$10,000 PIP.
- *Identification - driver license, ID card or passport.
- *Payment for applicable fees such as title, plate, and registration.

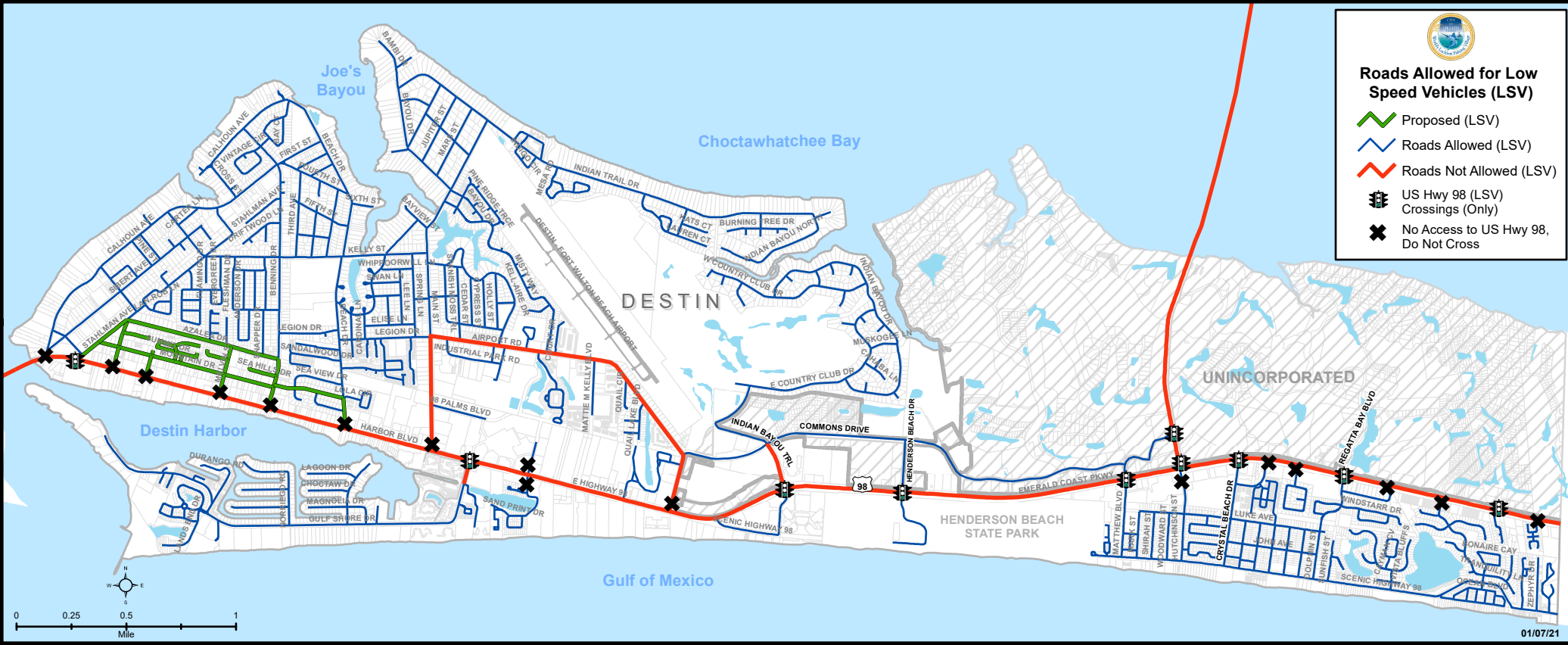
For more information on **LSV** requirements please visit flhsmv.gov/lowspeedvehicles

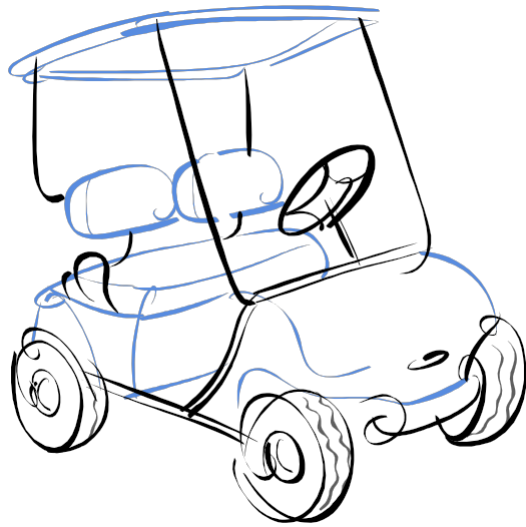




Roads Allowed for Low Speed Vehicles (LSV)

-  Proposed (LSV)
-  Roads Allowed (LSV)
-  Roads Not Allowed (LSV)
-  US Hwy 98 (LSV) Crossings (Only)
-  No Access to US Hwy 98, Do Not Cross





Golf Cart Policy Clarification

PLEASE NOTE:

It is still illegal to drive golf carts on Destin streets and sidewalks.

Updated:
January 2, 2007

The Destin Golf Cart Policy was adopted by City Council contains nine policies. A complete copy can be made available upon request. The following information is provided as a public service.

I. Policies 1 – 2 are directly from Florida Statutes. The City will not set policy that conflicts with State Law.

- **Policy 1** Golf carts shall not be operated on any pedestrian facility.
Reference F.S. 316.1995 "Driving upon sidewalk or Bicycle path"
- **Policy 2** Golf carts shall not be operated on any public road.
Reference F.S. 316.212 "Operation of golf carts on certain roadways"

II. Policies 3 – 5 are statements only. They provide points of clarification and require no specific action. The two-year phase in period will have no impact on these policies.

- **Policy 3** A standard golf cart **IS NOT** a Low Speed Vehicle (LSV)
- **Policy 4** City Council shall designate certain roadways as Low Speed Vehicle Accessible (all roads in the city limits except U.S. Hwy 98/S.R. 30, Airport Road, Main Street – south of Airport Road, Mountain Drive, Palmetto Drive,

Golf Cart Policy Clarification
January 2, 2007

Marler Drive, Melvin Drive, Azalea Drive, Beach Drive – south of Mountain Drive, Benning Drive – south of Azalea Drive, Stahlman Avenue – south of Azalea Drive, Gulf Shore Drive – north of Shoreline Towers entry, Indian Bayou Trail – south of Commons Drive)

- **Policy 5** A properly modified golf cart that complies with the conditions set forth in F.S. 316.2122 “Operation of a Low Speed Vehicle on certain roadways” becomes an LSV. These may be driven on streets designated as Low Speed Vehicle Accessible.

III. Policies 6 – 9 are policies which will require funding and time to coordinate with the State, adjacent counties, and provide training to implement. The 2 year phase in period will be necessary for the proper implementation of these policies and will not conflict with any existing State laws.

- **Policy 6** Provide for public education & information campaign to promote public awareness for the City's current policy. Erect signage around the City stating that motorized vehicles on pedestrian ways are prohibited under F.S. 316.1995. Erect signage around the City showing the designated LSV friendly roads.
- **Policy 7** Provide for regulatory enforcement by the City's Code Enforcement Department as well as all federal, state & local law enforcement officials.
- **Policy 8** Provide for an inter-local agreement with Okaloosa & Walton Counties to evaluate and designate LSV friendly roadways contiguous with the city boundaries.
- **Policy 9** Recommend that City Council direct City staff to coordinate with the Division of Motor Vehicles (DMV) to provide a location in the city for the purposes of registration, inspection and licensing the LSV's.

IV. Registration:

Division of Motor Vehicles (DMV)

<u>LSV Conversions only</u>	Pensacola DMV 185c West Airport Blvd Pensacola FL 32503	(850) 475-5415
	Panama City DMV 6030 County Road 2321 Panama City FL 32404	(850) 872-4158
<u>Manufactured LSV's</u>	Registration shall be at your local County Tax Collector Office	

FLORIDA STATUTE 316.2122 OPERATION OF A LOW-SPEED VEHICLE OR MINI TRUCK ON CERTAIN ROADWAYS

316.2122 Operation of a low-speed vehicle or mini truck on certain roadways.—The operation of a low-speed vehicle as defined in s. [320.01](#) or a mini truck as defined in s. [320.01](#) on any road is authorized with the following restrictions:

(1) A low-speed vehicle or mini truck may be operated only on streets where the posted speed limit is 35 miles per hour or less. This does not prohibit a low-speed vehicle or mini truck from crossing a road or street at an intersection where the road or street has a posted speed limit of more than 35 miles per hour.

(2) A low-speed vehicle must be equipped with headlamps, stop lamps, turn signal lamps, taillamps, reflex reflectors, parking brakes, rearview mirrors, windshields, seat belts, and vehicle identification numbers.

(3) A low-speed vehicle or mini truck must be registered and insured in accordance with s. [320.02](#) and titled pursuant to chapter 319.

(4) Any person operating a low-speed vehicle or mini truck must have in his or her possession a valid driver license.

(5) A county or municipality may prohibit the operation of low-speed vehicles or mini trucks on any road under its jurisdiction if the governing body of the county or municipality determines that such prohibition is necessary in the interest of safety.

(6) The Department of Transportation may prohibit the operation of low-speed vehicles or mini trucks on any road under its jurisdiction if it determines that such prohibition is necessary in the interest of safety.

History.—s. 1, ch. 99-163; s. 5, ch. 2009-183; s. 85, ch. 2012-174; s. 78, ch. 2013-160.

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021

TYPE OF AGENDA ITEM: City Manager Report

AGENDA OUTLINE NUMBER: 4.H.

TO: City Council

THRU: Louis Zunguze, Community Development Director
Lance Johnson, City Manager
Kimberly Kopp, Land Use Attorney

FROM: Kyle Bauman, City Attorney

DATE: July 1, 2021

SUBJECT: Regulations relating to electric bicycles

I. BACKGROUND: At the last two Council meetings, Council has expressed an interest in potentially regulating electric bicycles.

II. DISCUSSION: Chapter 316 controls the regulation of electric bicycles. Pertinent excerpts from Chapter 316 are attached to this item report for Council's review. Pursuant to section 316.20655, Fla. Stat., electric bicycles are treated the same as traditional bicycles.

However, a local government may exercise the discretion afforded to it by section 316.008, Fla. Stat., to adopt an ordinance governing the operation of the electric bicycle on streets, highways, sidewalks, and sidewalk areas under the local government's jurisdiction.

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB):

C. Level of Service (LOS):

III. CONCLUSION: If Council desires to regulate electric bicycles, then it may provide such direction with sufficient specificity by motion. If such direction is received, City staff will develop an ordinance and schedule it for an upcoming LPA meeting.

IV. RECOMMENDED MOTION: Council's discretion.

Attachments:

1. Chapter 316^J Fla Stat excerpts

316.008 Powers of local authorities.—

(1) The provisions of this chapter shall not be deemed to prevent local authorities, with respect to streets and highways under their jurisdiction and within the reasonable exercise of the police power, from:

- (a) Regulating or prohibiting stopping, standing, or parking.
- (b) Regulating traffic by means of police officers or official traffic control devices.
- (c) Regulating or prohibiting processions or assemblages on the streets or highways, including all state or federal highways lying within their boundaries.
- (d) Designating particular highways or roadways for use by traffic moving in one direction.
- (e) Establishing speed limits for vehicles in public parks.
- (f) Designating any street as a through street or designating any intersection as a stop or yield intersection.
- (g) Restricting the use of streets.
- (h) Regulating the operation of bicycles.
- (i) Regulating or prohibiting the turning of vehicles or specified types of vehicles.
- (j) Altering or establishing speed limits within the provisions of this chapter.
- (k) Requiring written crash reports.
- (l) Designating no-passing zones.
- (m) Prohibiting or regulating the use of controlled access roadways by any class or kind of traffic.
- (n) Prohibiting or regulating the use of heavily traveled streets by any class or kind of traffic found to be incompatible with the normal and safe movement of traffic.
- (o) Designating hazardous railroad grade crossings in conformity to criteria promulgated by the Department of Transportation.
- (p) Designating and regulating traffic on play streets.
- (q) Prohibiting pedestrians from crossing a roadway in a business district or any designated highway except on a crosswalk.
- (r) Regulating pedestrian crossings at unmarked crosswalks.
- (s) Regulating persons upon skates, coasters, and other toy vehicles.
- (t) Adopting and enforcing such temporary or experimental regulations as may be necessary to cover emergencies or special conditions.
- (u) Enacting ordinances or erecting signs in the rights-of-way to control, regulate, or prohibit hitchhiking on streets or highways, including all state or federal highways lying within their boundaries.
- (v) Regulating, restricting, or prohibiting traffic within the boundary of any airport owned by the state, a county, a municipality, or a political subdivision and enforcing violations under the provisions of this chapter and chapter 318.
- (w) Regulating, restricting, or monitoring traffic by security devices or personnel on public streets and highways, whether by public or private parties and providing for the construction and maintenance of such streets and highways.

(2) The municipality, through its duly authorized officers, shall have nonexclusive jurisdiction over the prosecution, trial, adjudication, and punishment of violations of this chapter when a violation occurs within the municipality and the person so charged is charged by a municipal police officer. The disposition of such matters in the municipality shall be in accordance with the charter of that municipality. This subsection does not limit those counties which have the charter power to provide and regulate arterial, toll, and other roads, bridges, tunnels, and related facilities from the proper exercise of those

powers pertaining to the consolidation and unification of a traffic court system within such counties.

(3) No local authority shall erect or maintain any official traffic control device at any location so as to regulate the traffic on any state road unless approval in writing has first been obtained from the Department of Transportation.

(4) A county or municipality may enact an ordinance providing a fine for the violation of s. [316.1955](#) in excess of the fine specified by s. [318.18](#)(6), except that such a fine may not exceed \$250. Any such ordinance may provide for the deposit of such fines in a separate county or municipal account to be used in the following manner:

(a) One-third to be used to defray expenses for the administration of this subsection.

(b) Two-thirds to be used to provide funds to improve accessibility and equal opportunity to qualified persons who have disabilities in the county or municipality and to provide funds to conduct public awareness programs in the county or municipality concerning persons who have disabilities.

(5)(a) A county or municipality may enact an ordinance providing a fine for the violation of s. [316.1945](#)(1)(b)2. or 5. in excess of the fine specified by s. [318.18](#)(2), except that such fine may not exceed the fine specified in s. [318.18](#)(2) by more than \$3. However, such ordinance shall provide that the fines collected pursuant to this subsection in excess of the fines which would be collected pursuant to s. [318.18](#)(2) for such violations shall be used by the county or municipality for the purpose of funding a firefighter education program. The amount of the fines collected pursuant to this subsection in excess of the fines which would be collected pursuant to s. [318.18](#)(2) for such violations shall be reported on a monthly basis by the clerk of the court to the appropriate county or municipality.

(b) A county or municipality may enact an ordinance which dedicates a portion of any fine collected for a violation of such ordinance for the purpose of funding a firefighter education program, if such ordinance is limited to the regulation of parking within a firesafety zone.

(6) A county or municipality may enact an ordinance providing for the establishment of a "combat automobile theft" program, and may charge a fee for the administration of the program and the cost of the decal. Such a program shall include:

(a) Consent forms for motor vehicle owners who wish to enroll their vehicles.

(b) Decals indicating a vehicle's enrollment in the "combat automobile theft" program. The Department of Law Enforcement shall approve the color, design, and other specifications of the program decal.

(c) A consent form signed by a motor vehicle owner provides authorization for a law enforcement officer to stop the vehicle when it is being driven between the hours of 1 a.m. and 5 a.m., provided that a decal is conspicuously affixed to the bottom left corner of the back window of the vehicle to provide notice of its enrollment in the "combat automobile theft" program. The owner of the motor vehicle is responsible for removing the decal when terminating participation in the program, or when selling or otherwise transferring ownership of the vehicle. No civil liabilities will arise from the actions of a law enforcement officer when stopping a vehicle with a yellow decal evidencing enrollment in the program when the driver is not enrolled in the program provided that the stop is made in accordance with the requirements of the "combat automobile theft" program.

(7)(a) A county or municipality may enact an ordinance to permit, control, or regulate the operation of vehicles, golf carts, mopeds, motorized scooters, electric bicycles, and electric personal assistive mobility devices on sidewalks or sidewalk areas when such use is permissible under federal law. The ordinance must restrict such vehicles or devices to a maximum speed of 15 miles per hour in such areas.

(b)1. Except as provided in subparagraph 2., a personal delivery device and a mobile carrier may be operated on sidewalks and crosswalks within a county or municipality when such use is permissible under federal law. This paragraph does not restrict a county or

municipality from otherwise adopting regulations for the safe operation of personal delivery devices and mobile carriers.

2. A personal delivery device may not be operated on the Florida Shared-Use Nonmotorized Trail Network created under s. [339.81](#) or components of the Florida Greenways and Trails System created under chapter 260.

(8)(a) A county or municipality may use traffic infraction detectors to enforce s. [316.074](#)(1) or s. [316.075](#)(1)(c)1. when a driver fails to stop at a traffic signal on streets and highways under its jurisdiction under s. [316.0083](#). Only a municipality may install or authorize the installation of any such detectors within the incorporated area of the municipality. Only a county may install or authorize the installation of any such detectors within the unincorporated area of the county.

(b) Pursuant to paragraph (a), a municipality may install or, by contract or interlocal agreement, authorize the installation of any such detectors only within the incorporated area of the municipality, and a county may install or, by contract or interlocal agreement, authorize the installation of any such detectors only within the unincorporated area of the county. A county may authorize installation of any such detectors by interlocal agreement on roads under its jurisdiction.

(c) Pursuant to s. [316.0083](#), a county or municipality may use traffic infraction detectors to enforce s. [316.074](#)(1) or s. [316.075](#)(1)(c)1. when a driver fails to stop at a traffic signal on state roads under the original jurisdiction of the Department of Transportation when permitted by the Department of Transportation.

History.—s. 1, ch. 71-135; s. 3, ch. 71-982; s. 1, ch. 76-72; s. 2, ch. 83-164; s. 1, ch. 84-234; s. 1, ch. 85-227; s. 1, ch. 85-325; s. 3, ch. 86-154; s. 1, ch. 89-34; s. 25, ch. 90-330; s. 1, ch. 93-30; s. 33, ch. 94-306; s. 1, ch. 96-200; s. 4, ch. 96-350; s. 81, ch. 99-248; s. 4, ch. 2010-80; s. 1, ch. 2010-163; s. 44, ch. 2010-223; s. 16, ch. 2011-4; s. 2, ch. 2017-150; s. 2, ch. 2018-130; s. 3, ch. 2020-69.

316.2065 Bicycle regulations.—

(1) Every person propelling a vehicle by human power has all of the rights and all of the duties applicable to the driver of any other vehicle under this chapter, except as to special regulations in this chapter, and except as to provisions of this chapter which by their nature can have no application.

(2) A person operating a bicycle may not ride other than upon or astride a permanent and regular seat attached thereto.

(3)(a) A bicycle may not be used to carry more persons at one time than the number for which it is designed or equipped, except that an adult rider may carry a child securely attached to his or her person in a backpack or sling.

(b) Except as provided in paragraph (a), a bicycle rider must carry any passenger who is a child under 4 years of age, or who weighs 40 pounds or less, in a seat or carrier that is designed to carry a child of that age or size and that secures and protects the child from the moving parts of the bicycle.

(c) A bicycle rider may not allow a passenger to remain in a child seat or carrier on a bicycle when the rider is not in immediate control of the bicycle.

(d) A bicycle rider or passenger who is under 16 years of age must wear a bicycle helmet that is properly fitted and is fastened securely upon the passenger's head by a strap and that meets the federal safety standard for bicycle helmets, final rule, 16 C.F.R. part 1203. As used in this subsection, the term "passenger" includes a child who is riding in a trailer or semitrailer attached to a bicycle.

(e) Law enforcement officers and school crossing guards may issue a bicycle safety brochure and a verbal warning to a bicycle rider or passenger who violates this subsection. A bicycle rider or passenger who violates this subsection may be issued a citation by a law

enforcement officer and assessed a fine for a pedestrian violation, as provided in s. [318.18](#). The court shall dismiss the charge against a bicycle rider or passenger for a first violation of paragraph (d) upon proof of purchase of a bicycle helmet that complies with this subsection.

(4) No person riding upon any bicycle, coaster, roller skates, sled, or toy vehicle may attach the same or himself or herself to any vehicle upon a roadway. This subsection does not prohibit attaching a bicycle trailer or bicycle semitrailer to a bicycle if that trailer or semitrailer is commercially available and has been designed for such attachment.

(5)(a) Any person operating a bicycle upon a roadway at less than the normal speed of traffic at the time and place and under the conditions then existing shall ride in the lane marked for bicycle use or, if no lane is marked for bicycle use, as close as practicable to the right-hand curb or edge of the roadway except under any of the following situations:

1. When overtaking and passing another bicycle or vehicle proceeding in the same direction.

2. When preparing for a left turn at an intersection or into a private road or driveway.

3. When reasonably necessary to avoid any condition or potential conflict, including, but not limited to, a fixed or moving object, parked or moving vehicle, bicycle, pedestrian, animal, surface hazard, turn lane, or substandard-width lane, which makes it unsafe to continue along the right-hand curb or edge or within a bicycle lane. For the purposes of this subsection, a "substandard-width lane" is a lane that is too narrow for a bicycle and another vehicle to travel safely side by side within the lane.

(b) Any person operating a bicycle upon a one-way highway with two or more marked traffic lanes may ride as near the left-hand curb or edge of such roadway as practicable.

(6) Persons riding bicycles upon a roadway may not ride more than two abreast except on paths or parts of roadways set aside for the exclusive use of bicycles. Persons riding two abreast may not impede traffic when traveling at less than the normal speed of traffic at the time and place and under the conditions then existing and shall ride within a single lane.

(7) Every bicycle in use between sunset and sunrise shall be equipped with a lamp on the front exhibiting a white light visible from a distance of at least 500 feet to the front and a lamp and reflector on the rear each exhibiting a red light visible from a distance of 600 feet to the rear. A bicycle or its rider may be equipped with lights or reflectors in addition to those required by this section. A law enforcement officer may issue a bicycle safety brochure and a verbal warning to a bicycle rider who violates this subsection or may issue a citation and assess a fine for a pedestrian violation as provided in s. [318.18](#). The court shall dismiss the charge against a bicycle rider for a first violation of this subsection upon proof of purchase and installation of the proper lighting equipment.

(8) No parent of any minor child and no guardian of any minor ward may authorize or knowingly permit any such minor child or ward to violate any of the provisions of this section.

(9) A person propelling a vehicle by human power upon and along a sidewalk, or across a roadway upon and along a crosswalk, has all the rights and duties applicable to a pedestrian under the same circumstances.

(10) A person propelling a bicycle upon and along a sidewalk, or across a roadway upon and along a crosswalk, shall yield the right-of-way to any pedestrian and shall give an audible signal before overtaking and passing such pedestrian.

(11) No person upon roller skates, or riding in or by means of any coaster, toy vehicle, or similar device, may go upon any roadway except while crossing a street on a crosswalk; and, when so crossing, such person shall be granted all rights and shall be subject to all of the duties applicable to pedestrians.

(12) This section shall not apply upon any street while set aside as a play street authorized herein or as designated by state, county, or municipal authority.

(13) Every bicycle shall be equipped with a brake or brakes which will enable its rider to stop the bicycle within 25 feet from a speed of 10 miles per hour on dry, level, clean pavement.

(14) A person engaged in the business of selling bicycles at retail shall not sell any bicycle unless the bicycle has an identifying number permanently stamped or cast on its frame.

(15)(a) A person may not knowingly rent or lease any bicycle to be ridden by a child who is under the age of 16 years unless:

1. The child possesses a bicycle helmet; or
2. The lessor provides a bicycle helmet for the child to wear.

(b) A violation of this subsection is a nonmoving violation, punishable as provided in s. [318.18](#).

(16) The court may waive, reduce, or suspend payment of any fine imposed under subsection (3) or subsection (15) and may impose any other conditions on the waiver, reduction, or suspension. If the court finds that a person does not have sufficient funds to pay the fine, the court may require the performance of a specified number of hours of community service or attendance at a safety seminar.

(17) Notwithstanding s. [318.21](#), all proceeds collected pursuant to s. [318.18](#) for violations under paragraphs (3)(e) and (15)(b) shall be deposited into the State Transportation Trust Fund.

(18) The failure of a person to wear a bicycle helmet or the failure of a parent or guardian to prevent a child from riding a bicycle without a bicycle helmet may not be considered evidence of negligence or contributory negligence.

(19) Except as otherwise provided in this section, a violation of this section is a noncriminal traffic infraction, punishable as a pedestrian violation as provided in chapter 318. A law enforcement officer may issue traffic citations for a violation of subsection (3) or subsection (15) only if the violation occurs on a bicycle path or road, as defined in s. [334.03](#). However, a law enforcement officer may not issue citations to persons on private property, except any part thereof which is open to the use of the public for purposes of vehicular traffic.

History.—s. 1, ch. 71-135; s. 1, ch. 76-31; s. 2, ch. 76-286; s. 1, ch. 78-353; s. 8, ch. 83-68; s. 5, ch. 85-309; s. 1, ch. 86-23; s. 7, ch. 87-161; s. 21, ch. 94-306; s. 899, ch. 95-148; s. 1, ch. 96-185; s. 2, ch. 97-300; s. 161, ch. 99-248; s. 6, ch. 2010-223; s. 7, ch. 2012-27; s. 6, ch. 2012-181; s. 7, ch. 2020-69.

Note.—Former s. 316.111.

316.20655 Electric bicycle regulations.—

(1) Except as otherwise provided in this section, an electric bicycle or an operator of an electric bicycle shall be afforded all the rights and privileges, and be subject to all of the duties, of a bicycle or the operator of a bicycle, including s. [316.2065](#). An electric bicycle is a vehicle to the same extent as a bicycle. However, this section may not be construed to prevent a local government, through the exercise of its powers under s. [316.008](#), from adopting an ordinance governing the operation of electric bicycles on streets, highways, sidewalks, and sidewalk areas under the local government's jurisdiction or to prevent a municipality, county, or agency of the state having jurisdiction over a bicycle path, multiuse path, or trail network from restricting or prohibiting the operation of an electric bicycle on a bicycle path, multiuse path, or trail network.

(2) An electric bicycle or an operator of an electric bicycle is not subject to the provisions of law relating to financial responsibility, driver or motor vehicle licenses, vehicle registration, title certificates, off-highway motorcycles, or off-highway vehicles.

(3) Beginning January 1, 2021, manufacturers and distributors of electric bicycles shall apply a label that is permanently affixed in a prominent location to each electric bicycle.

The label must contain the classification number, top assisted speed, and motor wattage of the electric bicycle.

(4) A person may not tamper with or modify an electric bicycle so as to change the motor-powered speed capability or engagement of an electric bicycle, unless the label indicating the classification number required in subsection (3) is replaced after such modification.

(5) An electric bicycle must comply with the equipment and manufacturing requirements for bicycles adopted by the United States Consumer Product Safety Commission under 16 C.F.R. part 1512.

(6) An electric bicycle must operate in a manner so that the electric motor is disengaged or ceases to function when the rider stops pedaling or when the brakes are applied.

(7) An operator may ride an electric bicycle where bicycles are allowed, including, but not limited to, streets, highways, roadways, shoulders, bicycle lanes, and bicycle or multiuse paths.

History.—s. 8, ch. 2020-69.

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021

TYPE OF AGENDA ITEM: City Manager Report

AGENDA OUTLINE NUMBER: 4.I.

TO: City Council

THRU: Lance Johnson, City Manager
Louis Zunguze, Community Development Director
Kimberly Kopp, Land Use Attorney

FROM: Noell Bell, Chief Building Official

DATE: July 12, 2021

SUBJECT: Update on Proposed Building Integrity Reports Post Certificate of Occupancy

I. BACKGROUND: During the July 6, 2021 City Council meeting, Council directed staff to research recommendations for potential processes for periodic follow up inspections of properties after the Certificate of Occupancy has been issued.

II. DISCUSSION:

Research is currently ongoing as requested by Council. Staff has reached out to the following to assist with this research:

- Building officials in other communities
- Local structural engineers
- Condominium Homeowners Associations (HOA)
- Community Development Director
- City's Land Use Attorney

A. Link to Strategic Goals / Objectives: N/A

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

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

III. CONCLUSION: Staff will compile all information and provide Council a proposed ordinance recommendation at the August 2, 2021 City Council meeting.

IV. RECOMMENDED MOTION: Information Only

Attachments:

None

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021

TYPE OF AGENDA ITEM: Action Item

AGENDA OUTLINE NUMBER: 4.J.

TO: City Council

THRU: Lance Johnson, City Manager
Louis Zunguze, Community Development Director
Krystal Strickland, Finance Director
Kimberly Kopp, Land Use Attorney
Michael Burgess, Public Services Director

FROM: Donald Smith, City Engineer

DATE: July 13, 2021

SUBJECT: Council Approval of All Way Stop Signs at Regatta Bay Road (Dolphin St) and
Woodwind/Windstarr Drive.

I. BACKGROUND: The City has received concerns from local residents about the safety for vehicle, pedestrian and cyclist traffic at the intersection of Regatta Bay Road (Dolphin Street) and Woodwind/Windstarr Drive.

II. DISCUSSION: The intersection of Regatta Bay Road (Dolphin Street) and Woodwind/Windstarr Drive is in the Crystal Beach Planning Area. The Crystal Beach Planning Area is primarily residential in this area and vehicle, pedestrian and cyclist traffic are present. Regatta Bay is identified as a minor collector street that connects neighborhoods to Scenic 98 and US Highway 98.

The intersection is the only one of its kind in Destin. The roadway (surface) has a colored, textured surface that mimics a brick roadway. The character and design of the intersection encourages drivers to stop before proceeding through the intersection, even though it is not an all way stop as observed by staff on multiple occasions. Currently, only the side streets must stop.

The unique character and design of the intersection creates confusion for drivers, pedestrians and cyclist.

A. Link to Strategic Goals / Objectives: Improve the quality of life and safety for Destin Residents.

B. Effect on Budget (EOB): \$2500 for the installation of all way stop signs and stop bars.

	FY2021 BUDGET
0154160-553000	
Public Works-Road Supplies	\$ 57,500
FY21 Revised Budget	57,500
Internal Transfer	-
Previous Expenses/Encumbrances	(26,128)
Available Program Budget	31,372
This Agreement +(-)	2,500
FY21 Remaining Program Budget	\$ 33,872

C. Level of Service (LOS): The Quality of life, safety, mobility, and connectivity will be improved making for a better multimodal transportation system.

III. CONCLUSION: Based on complaints from residents and field observations, staff concludes the following:

- Regatta Bay Road (Dolphin Street) is a unique intersection.
- Observed behavior is that many vehicles treat the intersection as an all way stop.
- Because of the inconsistent behavior from motorist, this creates a potential hazard to multimodal traffic.

RECOMMENDATION: Based on the lack of clarity in the signage at the intersection of Regatta Bay Road (Dolphin Street) and Woodwind/Windstarr Drives; Staff recommends the installation of an all way stop sign.

IV. RECOMMENDED MOTION: I move that City Council direct City Manager to implement an all way stop sign at the intersection of Regatta Bay Road (Dolphin Street) and Woodwind/Windstarr Drives.

Attachments:

None

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021
TYPE OF AGENDA ITEM: Action Item
AGENDA OUTLINE NUMBER: 4.K.

TO: City Council

THRU: Lance Johnson, City Manager
Louis Zunguze, Community Development Director
Krystal Strickland, Finance Director
Kimberly Kopp, Land Use Attorney

FROM: Donald Smith, City Engineer

DATE: July 13, 2021

SUBJECT: Council approval of Cross Town Connector Multimodal Options

I. BACKGROUND: At the June 7th meeting, Council directed the City Manager to implement right of way and multimodal elements Option No. 2. This included relocating the 5' bike lanes, creating a landscaped median, and an approximate right of way width of 40 feet. The multiuse path and bike lanes will not be part of the street right of way but will meander through the park.

II. DISCUSSION:

Based on Council selection of right of way and multimodal elements Option No. 2, the following design changes are necessary:

- Add landscaped median.
- Relocate the 5' bike lanes.
- Relocate the multiuse trails from the street right of way and include as part of the park.
- Limit the right of way contributed to the street and maximize the facilities attributed to the park.

The design modifications make it necessary to modify the typical section. Staff in cooperation with the consultant has identified two options:

Option No. 1

- 12' median
- 40' right of way
- Center median may only have small trees or shrubs such as Crape Myrtles.

Option No. 2

- 22' median
- 50' right of way
- Center median may have larger trees such as Oak trees.
**Note: Right of way widths will vary, for example, at intersections.*

The cost impacts are as follows:

- **Option No. 1** will cost \$147,100, and
- **Option No. 2** will cost \$110,300.

Cost justification is as follows:

- Stormwater must be reevaluated,
- New street sections must be redeveloped,
- Public involvement process must be done due to the change in the typical section, and
- The additional concepts for fishpond and parks
- Meandering multiuse path
- Re-evaluation document will require modification to relocate bike lanes.
- Additional coordination/presentations
- Redo 60% quantities calculations

Intersection Treatment Summary

- Roundabout at Beach Drive
- 4 Way Stop at Benning Drive

A. Link to Strategic Goals / Objectives: Complete 2-lane section of Cross Town Connector

B. Effect on Budget (EOB): A contract amendment for up to a not-to-exceed amount of \$110,300 or \$147,100 will be brought forth for approval at a future meeting based on Council decision.

C. Level of Service (LOS): The completion of the Cross Town Connector is consistent with the Comprehensive Plan policy to construct transportation facilities to multimodal standards.

III. CONCLUSION: Based on the selection of right of way and multimodal elements, staff, in cooperation with the consultant present the following options to council:

- **Option No. 1**

- 12' median
- 40' right of way
- Small trees and shrubs
-
- **Option No. 2**
 - 22' median
 - 50' right of way
 - Large trees

Atkins contract will need to be amended and staff request approval to proceed with the amendment so that work on the project can continue.

RECOMMENDATION: Staff requests Council select Option No. 1 or 2 and direct staff to amend Atkins contract scope and fee not to exceed the option selected.

IV. RECOMMENDED MOTION:

I move that City Council direct City Manager to implement Option No. 1 or Option No. 2 (choose one) and to bring forth a contract amendment to amend Atkins contract scope and fee not to exceed the option selected.

Attachments:

1. Destin CTC multimodal options for 7-19

Cross Town Connector Multimodal Redesign Update

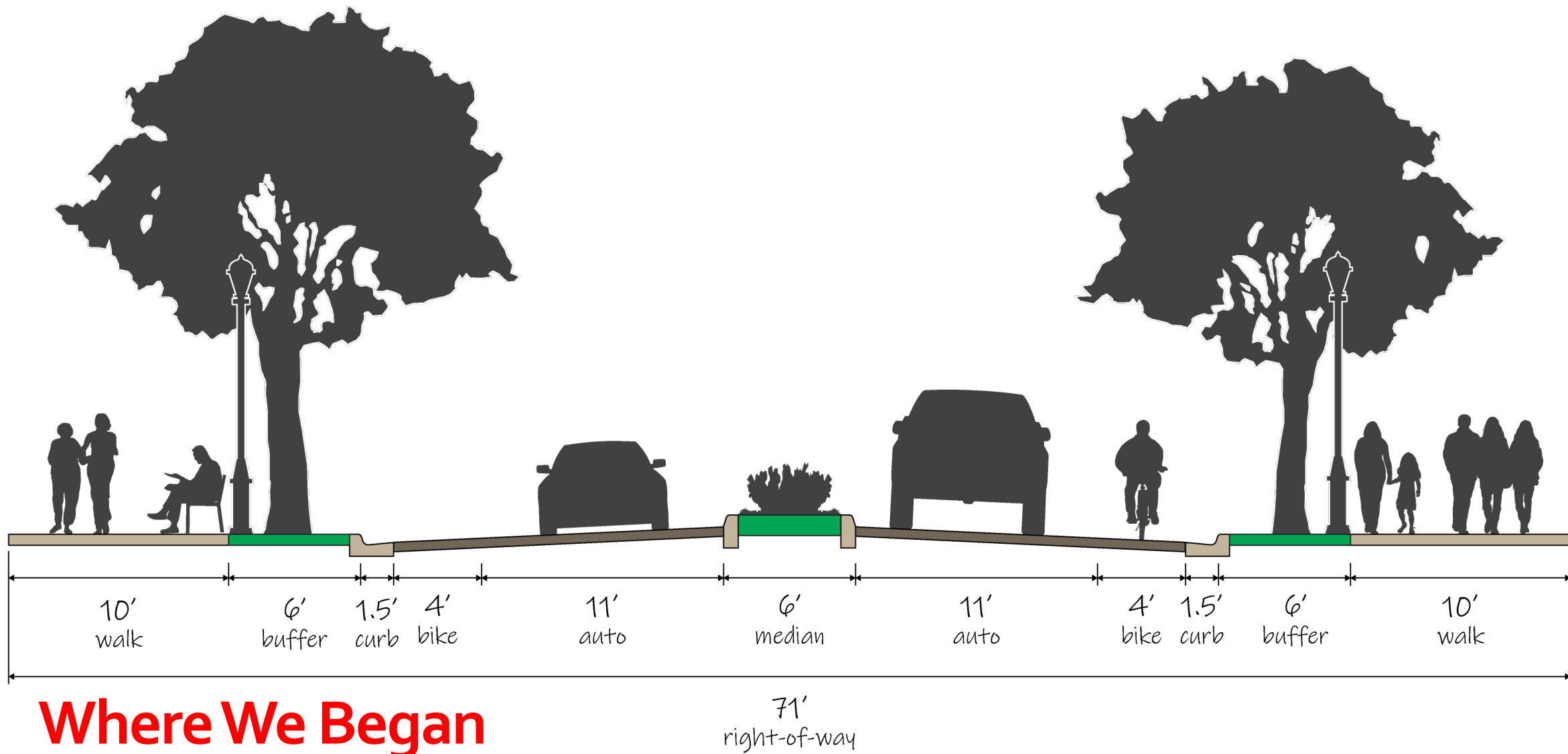
Community Development



Background

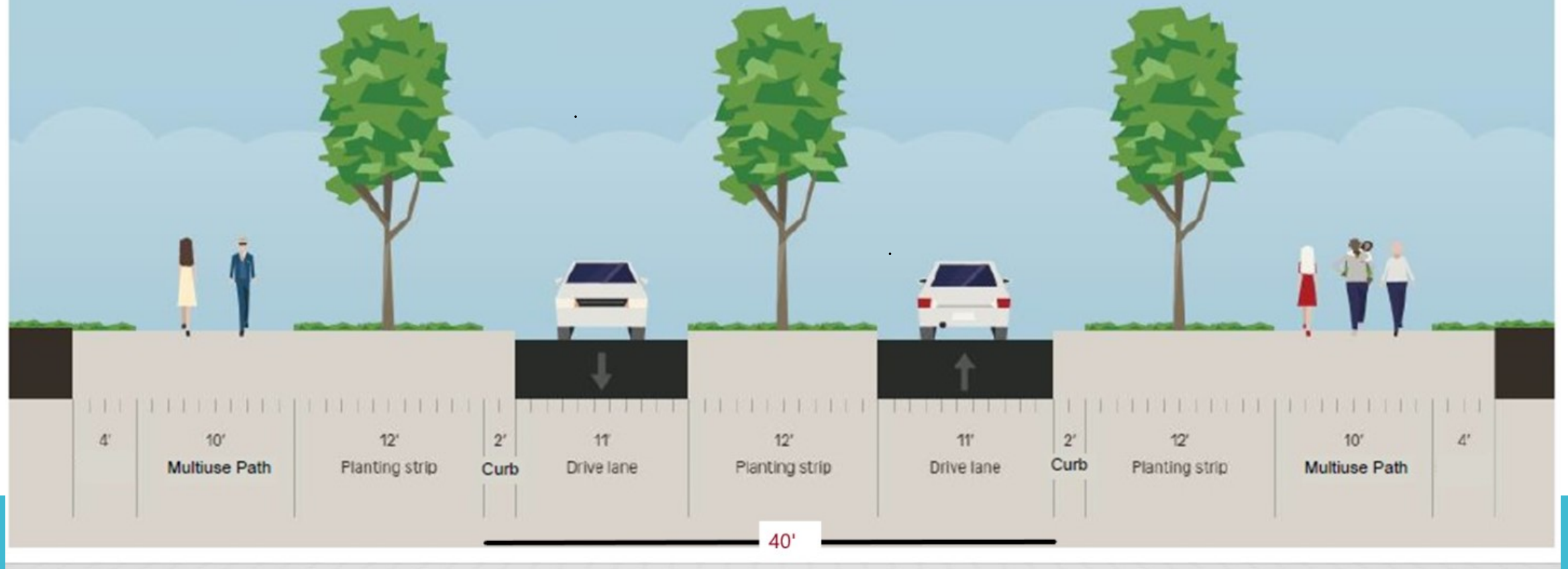


At the June 7, 2021 City Council Meeting, Council directed the City Manager to implement Option No. 2 for right of way and multimodal elements.



Where We Began
71' Right-of-Way

Where We Are Now



Option No. 2 for Right of Way and Multimodal Elements

Right of Way and Multimodal Elements Options No. 2

- Landscaped median
- 10' multiuse paths separated from the street
- Bicycle lanes relocated from the street to the multiuse path
- 40' street right of way





Option No. 2 for Right of Way and Multimodal Elements
Concept Drawing

Major Design Changes

- Relocation of bike lanes
- Relocation of multi use trails
- Limit street right of way

Note: Street right of way widths will vary, for example, at intersections.



Design Option

1. Option No.1
 - 12' median
 - 40' right of way
 - Center median may only have small trees and shrubs such as Crape Myrtles



Design Option No. 1



12' Median with 40' Right-of-Way
Move the outside curb and gutter in

Design Option

Option No.2

- 22' median
- 50' right of way
- Larger trees can be planted in the median such as oak trees



Design Option No. 2



22' Median 40' Right-of-Way
Enlarge the Center Median

Design Impacts

1. Option No. 1 - **\$147,100**
 - Moves outside curb inward (requires redesign of all driveways and curb ramps)
2. Option No. 2 - **\$ 110,300**
 - Moves median curb outward (greater landscaping potential)



Cost Contributors

- Stormwater analysis must be re-run (reduced street pavement and relocated multiuse path and bike lane). Revised inlet placements.
- New roadway section 2D and 3D.
- Additional public involvement due to change in typical section.
- Concepts for fishpond and parks.



Cost Contributors

- Designing meandering multiuse paths on both sides of the street and along skinny pond. Requires additional pond grading.
- Re-eval will require additional time to justify removing bike lanes.
- Additional coordination/presentations.
- Redo 60% quantities calculations.



Intersection Treatments Summary



Intersection Treatments

1. At Beach Drive
 - Roundabout
2. At Benning Drive
 - 4 Way Stop Controlled

Conclusion



Select Option 1 or 2

1. Option 1

- Leave interior median 12',
- 40' Right of Way

2. Option 2

- Change interior median to 22',
- 50' Right of way

3. Direct staff to amend Atkins Contract for scope and fee not to exceed the selected option

Decisions and Questions?



CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021

TYPE OF AGENDA ITEM: Announcement

AGENDA OUTLINE NUMBER: 4.L.

TO: City Council

THRU:

FROM:

DATE:

SUBJECT: Announcements:

1. Special Election for vacant Destin City Council seat will be held on Tuesday July 20th, 2021 from 7am to 7pm.
 2. Budget workshop #3 tentatively scheduled on August 9th, 2021 at 5:30 pm in the Council Chambers.
 3. COMPASS can be accessed from the City's website if you would like to research the current status of new items in the system.
-

I. BACKGROUND:

II. DISCUSSION:

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB):

C. Level of Service (LOS):

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

None

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021

TYPE OF AGENDA ITEM: Consent Agenda

AGENDA OUTLINE NUMBER: 6.A.

TO: City Council

THRU: Kyle Bauman, City Attorney
Krystal Strickland, Finance Director

FROM: Lance Johnson, City Manager

DATE: July 12, 2021

SUBJECT: Authorization to pay Jeff Burns, Burns Legal Solutions, PLLC

I. BACKGROUND: On June 21, 2021, City Council motioned to authorize the hire of Special Counsel Jeff Burns of Burns Legal Solutions, PLLC to provide an analysis of the City's options concerning Okaloosa County's plan to expand the Tourist Development Taxing District, and placed a cap on costs to not exceed \$5,000.00 for the following two week period. Subsequently on July 6, 2021, City Council entered into agreement with Special Counsel Burns for an hourly rate of \$225.00 with no cap or expiration date.

II. DISCUSSION: The City has received Invoice No. 2021003057 from Burns Legal Solutions, PLLC dated 07/08/21 in the amount of \$7,470.00, this amount exceeds the \$5,000.00 not-to-exceed instituted by Council. City manager is requesting authorization to pay the outstanding invoice.

A. Link to Strategic Goals / Objectives: Objective 5B Enhance Opportunities for economic growth and diversity within the City

B. Effect on Budget (EOB): Funding is from "Miscellaneous Representation".

	FY2021 BUDGET
0151430-531005	
Legal Svcs-Misc Representation	\$ 128,700
FY21 Revised Budget	128,700
Internal Transfer	-
Previous Expenses/Encumbrances	49,282
Available Program Budget	177,982
This Agreement +(-)	7,470
FY21 Remaining Program Budget	\$ 185,452

C. Level of Service (LOS): Increased level of service.

III. CONCLUSION: Staff is seeking Council's authorization to pay the current balance due.

IV. RECOMMENDED MOTION: I move that Council authorize the City Manager to pay the balance due on the Burns Firm Invoice No. 2021003057.

Attachments:

1. Burns Legal Solutions, PLLC Inv.
2021003057



Burns Legal Solutions, PLLC

INVOICE

P.O. Box 4097
 Shalimar, FL 32579
 US
 accounting@burnsfirmllegal.com
 www.burnsfirmllegal.com
 O: 850-582-5765

Number	2021003057
Issue Date	7/8/2021
Due Date	8/6/2021
Matter	15 - TDD Expansion 2021 Referendum Issues
Email	accountspayable@cityofdestin.com

Bill To:

City of Destin
 4200 Indian Trail Drive
 Destin, Florida 32541
 O: (850) 837-4242

	Billed By	Rate	Hours	Subtotal
6/18/2021 Legal research into case law covering situations where voters approve of local tax referenda that involve ballot language that conflicts with express statutory language.	JLB	\$225.00	2.50	\$562.50
6/19/2021 Legal research into whether City has the standing to seek relief against County directly for voter disenfranchisement.	JLB	\$225.00	2.20	\$495.00
6/20/2021 Legal research into State Constitution for provisions on local taxation, referendums, and whether Attorney General Opinions are considered legal precedent.	JLB	\$225.00	1.50	\$337.50
6/21/2021 Legal research into Florida Statutes for any legislative grants of authority to levy Tourist Development Taxes other than those found within Chapter 125, and Chapter 212, Florida Statutes.	JLB	\$225.00	1.30	\$292.50
6/22/2021 Legal research into all Attorney General Opinions covering TD Taxing Districts; Legal research into all underlying authority cited within each Attorney General Opinion covering TD Taxing Districts.	JLB	\$225.00	1.80	\$405.00
6/23/2021 Legal research into Chapter 164 ADR procedures; Drafted chart setting forth procedures to present to City Council.	JLB	\$225.00	2.50	\$562.50
6/24/2021 Prepared for and attended teleconference with Walton County's acting general counsel to discuss Walton County's recent TDC expansion from one district to two subdistricts.	JLB	\$225.00	1.60	\$360.00

	Billed By	Rate	Hours	Subtotal
6/25/2021 Reviewed minutes of all Okaloosa County BOCC Meetings wherein TDC Expansion has been discussed; Reviewed minutes of all Bay County BOCC Minutes wherein 2021 Bay County TDC Expansion was discussed; Reviewed minutes of all Walton County BOCC Meetings wherein 2020 TDC Expansion was discussed.	JLB	\$225.00	1.80	\$405.00
6/26/2021 Reviewed minutes of all Okaloosa County TDC Advisory Board Meetings wherein TDC Expansion has been discussed; Reviewed minutes of all Bay County TDC Advisory Board Meetings wherein 2021 Bay County TDC Expansion was discussed; Reviewed minutes of all Walton County TDC Advisory Board Meetings wherein 2020 TDC Expansion was discussed.	JLB	\$225.00	1.50	\$337.50
6/28/2021 Reviewed language from various ballots regarding TDC referendums and compared to controlling case law covering similar sales and use taxes.	JLB	\$225.00	1.30	\$292.50
6/30/2021 Researched, outlined, and commenced with drafting report to Council.	JLB	\$225.00	3.90	\$877.50
7/1/2021 Revised Report on TDC Expansion.	JLB	\$225.00	3.60	\$810.00
7/2/2021 Completed and forwarded Report on Unlawful TDC Expansion to Destin City Council.	JLB	\$225.00	2.90	\$652.50
7/5/2021 Research into Department of Revenue records to ascertain how many counties have formed TDCs countywide versus those whom have started with sub-county districts; Research into which counties whom has started with sub-county districts have expanded sub-county districts to either countywide or larger sub-county districts.	JLB	\$225.00	1.20	\$270.00
7/6/2021 Prepared for and attended City Council meeting, and delivered report to City Council regarding TDC Expansion concerns.	JLB	\$225.00	3.60	\$810.00
		Total	33.20	\$7,470.00



Total (USD)	\$7,470.00
Paid	\$0.00
Balance	\$7,470.00

OK TO PAY

PO# - VENDOR#

AMOUNT \$ 7470.00

ORG 0151430 OBJ 531005

PROJECT

APPROVER / DATE

*ok to pay \$5,000.
Balance going to Council for
approval on July 19, 21. JAJ*

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021**TYPE OF AGENDA ITEM:** Consent Agenda**AGENDA OUTLINE NUMBER:** 6.B.**TO:** City Council**THRU:** Lance Johnson, City Manager
Nichole DeVito, Human Resources Manager**FROM:** Kyle Bauman, City Attorney**DATE:** July 13, 2021**SUBJECT:** Agreement with Destin High School granting permission for use of the City Hall Annex as their Emergency Shelter

I. BACKGROUND: The Okaloosa County School District requires the Destin High School, Inc. to have an emergency plan in place for students, faculty, and staff in the event an emergency and/or crisis situation arises on School grounds. Part of this plan includes the use of an off-site temporary shelter facility. The School has requested that it be permitted to designate the City Hall Annex as its emergency temporary shelter facility. The shelter is meant to be temporary in nature and the intent is not to shift any educational objectives to the City Hall Annex, but rather only to provide a safe, temporary environment for students, faculty, and staff to shelter in the event an unexpected emergency arises on a school day.

II. DISCUSSION: The attached Agreement memorializes the School's use of the City Hall Annex as its emergency temporary shelter location. Hold harmless, indemnity, and damage liability provisions are included to ensure that the City is sufficiently protected should the School use the Annex in this fashion. The City's Risk Manager consulted with the City's insurance carrier and the carrier sees no issue with this proceeding forward.

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB): None

C. Level of Service (LOS):

III. CONCLUSION: Entering into the attached Agreement will sufficiently protect the City while allowing the Destin High School to use the Annex as a temporary shelter facility in the event an emergency and/or crisis situation arises at the High School.

IV. RECOMMENDED MOTION: I move to approve the attached Agreement and

authorize and direct the City Manager to execute the attached Agreement.

Attachments:

1. Destin High School Evacuation
Shelter Agreement City of Destin
(002) - clean - final

OKALOOSA COUNTY SCHOOL DISTRICT
STUDENT INTERVENTION SERVICES
SCHOOL EVACUATION EMERGENCY SHELTER AGREEMENT

THIS AGREEMENT, entered into this ____ day of _____, 20 21 by and between **Destin High School, Inc.** (the "School") and the City of Destin, Florida (the "City") is for the purpose of setting forth the terms and conditions under which the School will be allowed to utilize the facilities of City of Destin Annex Building, 4100 Indian Bayou Trail, Destin, Florida in the event of an emergency at the School during the **2021/2022** school year. The parties do agree as follows:

1. In the event of an emergency and/or crisis situation at the School then the students, faculty and staff of the School may be relocated to the facilities of City of Destin Annex Building, located at 4100 Indian Bayou Trail, Destin, Florida, which shall serve as a temporary shelter facility for the duration of the emergency and/or crisis situation. The shelter is meant to be temporary in nature and the intent is not to shift any educational objectives to the City Hall Annex, but rather only to provide a safe, temporary environment for students, faculty, and staff to shelter in the event an unexpected emergency arises on a school day.
2. In the event an emergency and/or crisis situation involving the School arises, the School shall immediately notify the City of the emergency and/or crisis situation so that the City may prepare for the relocation of the School's students, faculty, and staff to the temporary shelter facility. The Point of Contact for the City shall be Lorraine Berish, telephone number 850-837-4242.
3. The administrators of the School shall be solely responsible for the supervision, health, safety, and welfare of students, faculty, and staff while they are at the temporary shelter facility.
4. The School shall be solely responsible for the actions of the students, faculty, and staff, for the duration of the student, faculty and staff's stay at the temporary shelter facility.
5. Within a reasonable amount of time following the conclusion of the emergency and/or crisis situation, the School shall leave the temporary shelter facility and the facility shall be returned in substantially the same condition as it was when the School's students, faculty, and staff entered the facility. Any damage to the temporary shelter facility as a result of the School's use of the facility shall be solely the responsibility of the School.
6. To the extent permitted by law, the School shall indemnify and hold harmless the City, together with its subsidiaries, affiliates, divisions, parents corporation, joint ventures, related companies, elected and appointed officials, direct and indirect owners, past, present and future officers, directors, partners, agents, attorneys, employees, successors, assigns and other representatives from and against any and all liability, defense costs, including attorney fees, and all other fees incidental to defense, loss, damage, or expense whatsoever and of any nature that the City may suffer or incur as a result of claims, demands, liabilities, injuries, property damage, workers

compensation claims, costs, or judgments against it arising from the School's use as of the temporary shelter facility as outlined in this Agreement.

7. The School shall issue a certificate of insurance to the owner of the temporary shelter facility for the use as outlined in the Agreement.
8. Nothing herein shall be deemed to be a waiver by either party of either party's sovereign immunity or any of its rights, privileges, immunities, or limits of liability existing under Section 768.28, Florida Statutes, as amended from time to time, or any successor statute thereof, or any other law limiting the liability of either party.

City of Destin, Florida

Destin High School, Inc.

By: _____

By: _____

Lance Johnson, City Manager

Christine Cruickshank

Principal, Destin High School

Date: _____

Date: _____

Shelter Provider: City of Destin

School Principal: Christine Cruickshank

By: _____

By: _____

Print Name: _____

Print name: _____

Title: _____

Date: _____

Date: _____

Shelter Name: City of Destin Annex Building(1/2 mile or more)

Address: 4100 Indian Bayou Trail City: Destin, FL Zip: 32541

Phone Number: 850-654-1119

CITY OF DESTIN



AGENDA ITEM

COUNCIL MEETING DATE: July 19, 2021

TYPE OF AGENDA ITEM: Consent Agenda

AGENDA OUTLINE NUMBER: 6.C.

TO: City Council

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

FROM: Catherine Card, Public Information Manager

DATE: 7/15/21

SUBJECT: EPA Trash Free Waters Grant for Okaloosa County

I. BACKGROUND: The coastal resource coordinator with Destin Fort Walton Beach is working on a grant proposal in hopes to receive funding to work with local restaurants to determine the amount of single-use waste they are creating through their current practices. They will look at single-use items restaurants use and create a personal plan for each participating restaurant in Destin and Fort Walton Beach on where adjustments can be made to reduce waste production. County staff will provide the restaurants with the necessary materials and practices for one month which will act as a trial-run. Surveys will be conducted before, during, and after to understand the knowledge of the businesses and their customers on sustainable practices.

II. DISCUSSION: Once the trial run is complete and feedback is received, county staff will engage participating restaurants to continue the practice and provide the information on getting the materials to transition to a more sustainable practice. Target restaurants include: AJ's, Dewey Destin's, and Harbor Docks in Destin and AL's, The Crab Trap, Rockin Tacos, and Floyd's on Okaloosa Island.

A. Link to Strategic Goals / Objectives: 2026 Proposed Strategic Goals - A green and sustainable environment

B. Effect on Budget (EOB): None

C. Level of Service (LOS): None

III. CONCLUSION: Okaloosa County's coastal resource coordinator is asking for letters of support to include in Okaloosa County's grant proposal.

IV. RECOMMENDED MOTION: I move for the Destin City Council to authorize the Mayor to sign the letter of support for the EPA Trash Free Waters Grant Proposal.

Attachments:

1. EPA Trash Free Waters - Partner Contribution
2. Project Overview
3. EPA Trash Free Waters Grant Letter of Support

From: [Jessica Valek](#)
To: [Alex Fogg](#); [Alison McDowell](#); [April Sarver](#); [Brian Underwood](#); [Catherine Card](#); [Chelsea Conley](#); [Jenna Kilpatrick](#); [Laura Tiu UF](#); [Michael Norberg](#); [Savanna Christy](#)
Subject: EPA Trash Free Waters - Partner Contribution
Date: Monday, July 12, 2021 10:29:27 AM
Attachments: [Project Overview.docx](#)

[CAUTION: This email originated from outside of the City of Destin email system. DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Hey everybody,

I hope you all had a great weekend! We have been working on the EPA Trash Free Waters grant proposal and I think we have come up with a solid project idea. Please see the attached document for a brief overview of what we plan to do. If you have any questions, or would like more details, let me know! I didn't want to bombard you all with a 10 page write up. I know we have strayed away some from what we discussed in our meeting, but I think this will be a good project to act as a pilot for a much larger complex program.

What I need from all of you now is an idea of what you would be willing to contribute to the project (if you're interested). We will need to state project partners in the proposal and we will need letters of support from different community organizations. If you want to be a lead project partner, then we will need contribution from you that is required for the project to be successful.

The areas that we will need the most help in are with the surveys, education and outreach, and developing the guidelines.

I will be out of the office this week but will be checking my e-mail regularly and working on the proposal. If you want to get in touch with me, e-mail is probably best. My cell phone number is 320-305-1154 in case you need to reach me by phone.

Let me know what you think and if you'd like to contribute. The application is due August 6th. If you'd like to be a lead partner, then please get me something by the end of this week. If you'd like to provide a letter of support, we would need that by the end of July.

Thanks!

Jessica Valek
Coastal Resource Coordinator
(850) 609-5381



JESSICA VALER
Coastal Resource Coordinator

Destin-Fort Walton Beach, Florida
850.609.5381

1540 Miracle Strip Pkwy SE, Fort Walton Beach, FL 32548
destinfwb.com

Please note: Due to Florida's very broad public records laws, most written communications to or from County employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail

communication, including your e-mail address, may be subject to public disclosure.

Project Overview

Goal: to reduce the amount of trash being put into the Gulf of Mexico by reducing the amount of single-use items being served and used at restaurants. The goal is to get 5 restaurants to continue using sustainable practices and items after the project end.

Project Description: We will be working with local restaurants to determine the amount of single-use waste they are creating through their current practices. We will look at the single-use items they are using and serving and why they are using them. We will create a personalized plan for each restaurant on where they can make adjustments to reduce their waste production. We will provide them with the necessary materials and practices for one month which will act as a trial-run. Surveys will be conducted before, during, and after to understand the knowledge of the businesses and their customers on sustainable practices. The surveys will also be conducted to see how the businesses and their staff are liking the adjustments and practices. Once the trial-run is complete and feedback has been received, we will discuss with the restaurants their willingness to continue these practices. We will provide them with the resources they will need to continue and additional practices they can do. We will not provide them with the materials, but we will provide them with the information to get them.

We hope to create a set of guidelines on how to transition to a more sustainable practice. These guidelines will be available for all restaurants and businesses with help and guidance from project partners. The guidelines will provide products and practices available and the results of this project.

Target Restaurants:

- The Boardwalk on Okaloosa Island
 - Al's
 - Crab Trap
 - Rockin Tacos
 - Floyd's
- Destin
 - AJ's
 - Harbor Docks
 - Dewey Destin's

Sustainable Practices:

- Switch to reusable products where they are able to
- Only provide single-use items when necessary or requested
- Switch to environmentally friendly single-use products

Needs:

- Letters of support and contribution from project partners that the project will be dependent on
- Letters of support from project stakeholders and groups that will be meaningfully engaged



Office of the Mayor

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

July 15, 2021

Re: EPA Trash Free Waters Grant

To Whom It May Concern,

The Destin City Council along with city staff is pleased to support this grant initiative. It is crucial that we protect our way of life here in Destin and Northwest Florida. We can do that by reducing the amount of trash that ends up in the Gulf of Mexico. Through public education and encouraging local restaurants to reduce trash produced by replacing single-use items with reusable ones or biodegradable alternatives is a step in the right direction.

Our gulf, harbor and beaches are vital to our local economy and we support this effort by Okaloosa County because the goal of this project is compatible with the city's Leave No Trace initiative. In 2017, the City of Destin created this initiative to promote environmental awareness and pride in our city. Through a partnership between the City of Destin, Okaloosa County and the Okaloosa Tourist Development Department, our beaches and beach trash cans are cleaned and emptied on a regular basis. In 2019, more than 1.3 million pounds of trash was collected from Destin and Okaloosa Island beaches. In 2020, about 900,000 pounds of trash was collected off the same beaches in a year of COVID-19 related travel impacts.

The goal after this project ends is to create a set of guidelines for restaurants and businesses throughout our county to reduce the amount of trash, they produce which will help ensure that our emerald waters and sugar white beaches remains beautiful and healthy. It is our hope that through this project's education and messaging, residents, businesses, and visitors will take individual pride by reducing the amount of trash they produce. We love Destin and we all play a vital role and must be conscious of our actions and how they can impact our environment, our city, and our county.

Sincerely,

Gary Jarvis, Mayor
City of Destin



To: Key Official

From: Eryn Russell, Florida League of Cities

Date: June 11, 2021

Subject: 95th Annual Conference Voting Delegate Information

The Florida League of Cities' Annual Conference will be held at the World Center Marriot, Orlando, Florida on August 12-14, 2021. This conference will provide valuable educational opportunities to help Florida's municipal officials serve their citizenry more effectively.

It is important that each municipality designate one official to be the voting delegate. Election of League leadership and adoption of resolutions are undertaken during the business meeting. One official from each municipality will make decisions that determine the direction of the League.

In accordance with the League's by-laws, each municipality's vote is determined by population, and the League will use the Estimates of Population from the University of Florida.

Conference registration materials were sent to each municipality via newsletter and are also available online at floridaleagueofcities.com/education-and-events/annual-conference.

If you have any questions on voting delegates, please call (850) 701-3616 or email erussell@flcities.com.
Voting delegate forms must be received by the League no later than July 28, 2021.

Attachments: Form Designating Voting Delegate



**95th Annual Conference
Florida League of Cities, Inc.
August 12-14, 2021
Orlando, Florida**

It is important that each member municipality sending delegates to the Annual Conference of the Florida League of Cities, designate one of their officials to cast their votes at the Annual Business Session. League By-Laws requires that each municipality select one person to serve as the municipalities voting delegate. *Municipalities do not need to adopt a resolution to designate a voting delegate.*

Please fill out this form and return it to the League office so that your voting delegate may be properly identified. **Voting delegate forms must be received by the League no later than July 28, 2021.**

Designation of Voting Delegate

Name of Voting Delegate: _____

Title: _____

Municipality of: _____

AUTHORIZED BY:

Name

Title

Return this form to:

Eryn Russell
Florida League of Cities, Inc.
Post Office Box 1757
Tallahassee, FL 32302-1757
Fax: (850) 222-3806
Email: erussell@flcities.com

Rey Bailey

From: Michaela Metcalfe <mmetcalfe@flcities.com>
Sent: Tuesday, July 13, 2021 1:40 PM
Cc: Allison Payne
Subject: FLC Resolutions Packet 2021
Attachments: Resolutions Committee - Key Officials Packet.pdf

[CAUTION: This email originated from outside of the City of Destin email system. DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Good Afternoon,

Attached are the proposed resolutions that are being submitted for consideration by the FLC Resolutions Committee, which will convene **Friday, August 13, at 9:15 a.m.**

The Resolutions Committee will review and vote on each resolution and then forward the committee's recommendations to the League's membership at the Annual Business Meeting, which will take place **Saturday, August 14, 2020 at 9:00 a.m.**

It is at the Business Meeting where the League's voting delegates vote on the Report of the Resolutions Committee. **Please forward this packet to your city's voting delegate in preparation for the Business Meeting.** Printed copies will not be available at the meeting so please download the meeting packet to an electronic device or print a copy in advance of the meeting. Please note, proposed resolutions are subject to change by the Resolutions Committee.

Should you have any questions, please contact **Allison Payne** at (850) 545-2755 or email apayne@flcities.com.

Thanks,
Michaela Metcalfe
Administrative Assistant
Florida League of Cities, Inc.
850.701.3619
www.flcities.com



LOCAL
VOICES
MAKING
LOCAL
CHOICES



FLC 2021 Annual Conference

Proposed Resolutions

FLC Staff Contact: Allison Payne

Please forward this packet to your city's voting delegate.



TO: Key Officials
FROM: Jeannie Garner, Executive Director
DATE: July 13, 2021
SUBJECT: Transmittal of the 2021 Proposed Resolutions

Attached are the proposed resolutions that are being submitted for consideration by the FLC Resolutions Committee, which will convene on Friday, August 13, at 9:15 a.m., in conjunction with the League's Annual Conference at the World Center Marriott, Orlando, Florida.

The Resolutions Committee is charged with considering official resolutions relating principally to constitutional, congressional and commemorative issues. The committee will review and vote on each resolution and then forward the committee's recommendations to the League's membership at the Business Session, which will take place on Saturday, August 14, at 9:00 a.m.

It is at the Business Session where the League's voting delegates vote on the Report of the Resolutions Committee. **Please forward this packet to your city's voting delegate in preparation for the Business Session.** Please note proposed resolutions are subject to change by the Resolutions Committee.

Proposed resolutions may also be submitted directly to the Resolutions Committee or the Business Session. These resolutions will be considered late-filed and will require a favorable two-thirds vote of the committee or the voting delegates, respectively, in order for them to be considered. Therefore, additional resolutions may be proposed at the conference.

Should you have any questions, please contact Allison Payne at the League office at (850) 701-3602 or e-mail apayne@flicities.com.

Attachments

2021 RESOLUTIONS/LEGISLATIVE COMMITTEE

Chair: Commissioner Phillip Walker, City of Lakeland
First Vice President, Florida League of Cities

Vice Chair: Councilwoman Jolien Caraballo, City of Port St. Lucie
Second Vice President, Florida League of Cities

LOCAL AND REGIONAL LEAGUE REPRESENTATIVES

Gib Coerper, Mayor, City of Alachua
President, Alachua County League of Cities

Billy Rader, Commissioner, City of Panama City
President, Bay County League of Cities

Beverly Williams, Vice Mayor, City of Lauderdale Lakes
President, Broward League of Cities

Troy Singer, Council Member, City of Tavares
President, Lake County League of Cities

Jen Ahearn-Koch, Commissioner, City of Sarasota
Vice President, Manasota League of Cities

Joseph Corradino, Mayor, Village of Pinecrest
President, Miami-Dade County League of Cities

Fred Sirmones, Commissioner, City of Lake Butler
President, Northeast Florida League of Cities

J.B. Whitten, Mayor, City of Crestview
President, Northwest Florida League of Cities

Amy Jamieson, Council Member, City of Fort Walton Beach
President, Okaloosa County League of Cities

Lawrence Gordon, Vice Mayor, Town of Haverhill
First Vice President, Palm Beach County League of Cities

Neda Cobb, Mayor Pro Tem, City of Wauchula
President, Ridge League of Cities

Fred Forbes, Councilman, City of Bonita Springs
President, Southwest Florida League of Cities

Andrea Young, Councilmember, City of West Melbourne
President, Space Coast League of Cities

Jamie Robinson, Commissioner, City of Largo
President, Suncoast League of Cities

Kenneth "Tank" Lee, Mayor, Town of Cross City
President, Suwannee River League of Cities

Mike Meier, Commissioner, City of Stuart
Vice President, Treasure Coast Regional League of Cities

Joseph McMullen, Commissioner, Town of Oakland
President, Tri-County League of Cities

Don Burnette, Mayor, City of Port Orange
President, Volusia League of Cities

FLC POLICY COMMITTEE REPRESENTATIVES

Heidi Herzberg, Mayor, City of Deltona
Chair, Utilities, Natural Resources & Public Works
Kenny Johnson, Deputy Mayor, City of Palm Bay
Chair, Finance, Taxation & Personnel Committee
Jack Dearmin, Vice Mayor, City of Lake Alfred
Chair, Land Use & Economic Development Committee
Rufus J. Borom, Commissioner, City of Palatka
Chair, Transportation & Intergovernmental Relations Committee
Kimberly Glas-Castro, Vice Mayor, Town of Lake Park
Chair, Municipal Administration Committee
Greg Ross, Mayor, City of Cooper City
Chair, Federal Action Strike Team
Dominick Montanaro, Councilman, City of Satellite Beach
Chair, Advocacy Committee

MUNICIPAL STAFF ASSOCIATION REPRESENTATIVES

Stacey Johnston, City Clerk, City of Holmes Beach
Florida Association of City Clerks
Horace McHugh, Assistant City Manager, City of North Miami Beach
Florida City & County Management Association
Darrel Donatto, Deputy Fire Rescue Chief, Palm Beach Fire Rescue
Florida Fire Chiefs' Association
Jamie Roberson, Director of Finance, City of Apopka
Florida Government Finance Officers Association
A. Kurt Ardaman, Attorney
Florida Municipal Attorneys Association
Stephan Dembinsky, Director of Public Safety, Daytona Beach Shores PD
Florida Police Chiefs Association

FLC-SPONSORED PROGRAM REPRESENTATIVES

Matthew Surrency, Mayor, City of Hawthorne
Chair, Florida Municipal Insurance Trust
Isaac Salver, Councilmember, Town of Bay Harbor Islands
Chair, Florida Municipal Loan Council
Joseph Barkley III, Commissioner, City of Belleair Bluffs
Chair, Florida Municipal Pension Trust
Frank Ortis, Mayor, City of Pembroke Pines
Chair, Florida Municipal Investment Trust

AT LARGE MEMBERS

Pat Bates, Mayor, City of Altamonte Springs

Ed Cook, City Manager, City of Callaway

Anne Gerwig, Mayor, Village of Wellington

Stuart Glass, Deputy Mayor, Town of Indialantic

Linda Hudson, Mayor, City of Fort Pierce

Bob Mayersohn, Vice Mayor, City of Parkland

Lois Paritsky, Vice Mayor, Town of Ponce Inlet

Cal Rolfson, Councilmember, City of Mount Dora

Mark Ryan, City Manager, City of Indian Harbour Beach

Dan Saracki, Councilmember, City of Oldsmar

William Schaetzle, Mayor Pro Tem, City of Niceville

Scott Singer, Mayor, City of Boca Raton

Holly Smith, Mayor, City of Sanibel

Darrel Thomas, Chief Financial Officer, City of Weston

Teresa Watkins Brown, Councilwoman, City of Fort Myers

Voting Delegate Information/Reminder to Designate a Delegate

The Florida League of Cities' Annual Conference will be held at the World Center Marriot, Orlando, Florida on August 12-14, 2021. This conference will provide valuable educational opportunities to help Florida's municipal officials serve their citizenry more effectively.

It is important that each municipality designate one official to be the voting delegate. Election of League leadership and adoption of resolutions are undertaken during the business meeting. One official from each municipality will make decisions that determine the direction of the League.

In accordance with the League's by-laws, each municipality's vote is determined by population, and the League will use the Estimates of Population from the University of Florida.

If your city has not chosen a delegate, please see the attached form. **Voting delegate forms must be received by the League no later than July 28, 2021.**

If you have any questions on voting delegates, please call (850) 701-3616 or email erussell@flcities.com.

**95th Annual Conference
Florida League of Cities, Inc.
August 12-14, 2021
Orlando, Florida**

It is important that each member municipality sending delegates to the Annual Conference of the Florida League of Cities, designate one of their officials to cast their votes at the Annual Business Session. League By-Laws requires that each municipality select one person to serve as the municipalities voting delegate. *Municipalities do not need to adopt a resolution to designate a voting delegate.*

Please fill out this form and return it to the League office so that your voting delegate may be properly identified. **Voting delegate forms must be received by the League no later than July 28, 2021.**

Designation of Voting Delegate

Name of Voting Delegate: _____

Title: _____

Municipality of: _____

AUTHORIZED BY:

Name

Title

Return this form to:
Eryn Russell
Florida League of Cities, Inc.
Post Office Box 1757
Tallahassee, FL 32302-1757
Fax: (850) 222-3806
Email: erussell@flicities.com

Proposed Florida League of Cities 2021 Resolutions

1. City of Orlando
2. Florida City Government Week
3. Florida Territory Bicentennial
4. National Flood Insurance Program
5. Cybersecurity Assistance
6. American Infrastructure Bonds
7. PFAS
8. Investing in Infrastructure

1. City of Orlando

2021-01

**A RESOLUTION OF THE FLORIDA LEAGUE OF CITIES, INC.,
EXPRESSING APPRECIATION TO THE CITY OF ORLANDO FOR ITS
SUPPORT OF ANTONIO L. ORTIZ AS PRESIDENT OF THE FLORIDA
LEAGUE OF CITIES.**

WHEREAS, Antonio “Tony” Ortiz, Commissioner of the City of Orlando, served as President of the Florida League of Cities from 2020-2021; and

WHEREAS, the citizens, mayor, commissioners and staff of the City of Orlando were understanding of the demands placed upon Commissioner Ortiz in his role as President of the League; and

WHEREAS, during his presidency, Commissioner Ortiz focused on the importance of Building Stronger Cities, which organized, empowered and delivered unprecedented grassroots advocacy from Florida residents, showed them the importance of getting engaged in their local and state government and instilled in them how important Home Rule is to ensuring local voices make local choices when protecting their neighborhoods and communities; and

WHEREAS, during his presidency, Commissioner Ortiz provided leadership, guidance, vision and compassion for Florida’s 411 municipalities and their staffs, residents and businesses during an unprecedented time in our nation’s history; and

WHEREAS, the membership and staff of the League recognize that the commitment of the City of Orlando to Commissioner Ortiz’s presidency ensured his active participation in League activities and unselfish service to the League, and it permitted him to successfully promote the programs, projects and philosophy of the League during the past year; and

WHEREAS, the membership and staff of the League also wish to recognize and personally thank Megan A. Shaver and all of the dedicated City of Orlando staff for their efforts in providing outstanding assistance to President Ortiz and FLC staff in coordinating his duties with the City and with the League, and all city staff went above and beyond the call of duty and their outstanding contributions to this effort are applauded and greatly appreciated.

NOW, THEREFORE, BE IT RESOLVED BY THE FLORIDA LEAGUE OF CITIES, INC.:

Section 1. The Florida League of Cities, Inc., membership and staff do officially and personally appreciate the commitment the City of Orlando’s citizens, commissioners and staff made to Commissioner Ortiz’s presidency.

Section 2. A copy of this resolution be presented to the City of Orlando.

PASSED AND ADOPTED by the Florida League of Cities, Inc., in conference assembled at the League's 2021 Annual Conference at the Orlando World Center Marriott in Orlando, FL, this 14th Day of August 2021.

Phillip E. Walker, First Vice President
Florida League of Cities, Inc.
Commissioner, City of Lakeland

ATTEST:

Jeannie Garner, Executive Director
Florida League of Cities, Inc.

Submitted by: FLC Staff

2. Florida City Government Week

2021-02

**A RESOLUTION OF THE FLORIDA LEAGUE OF CITIES, INC.,
RECOGNIZING THE WEEK OF OCTOBER 18-24, 2021, AS "FLORIDA
CITY GOVERNMENT WEEK" AND ENCOURAGING ALL FLORIDA
CITY OFFICIALS TO SUPPORT THIS CELEBRATION BY
PARTICIPATING IN THE "MY CITY: I'M PART OF IT, I'M PROUD OF
IT!" ACTIVITIES.**

WHEREAS, city government is the government closest to the people and the one with the most direct daily impact upon its residents; and

WHEREAS, city government provides services and programs that enhance the quality of life for residents, making their city their home; and

WHEREAS, city government is administered for and by its citizens and is dependent upon public commitment to and understanding of its many responsibilities; and

WHEREAS, city government officials and employees share the responsibility to pass along the understanding of the services provided by cities and their benefits; and

WHEREAS, the Florida League of Cities and its member cities have joined together to teach students and other citizens about municipal government through a variety of activities; and

WHEREAS, Florida City Government Week was created in 1991, and this year marks thirty years of recognizing the significant role played by city government in our lives.

NOW, THEREFORE, BE IT RESOLVED BY THE FLORIDA LEAGUE OF CITIES, INC.:

Section 1. The Florida League of Cities, Inc., encourages all city officials, city employees, school officials and citizens to participate in events that recognize and celebrate Florida City Government Week.

Section 2. The Florida League of Cities, Inc., supports and encourages all city governments to promote, sponsor and participate in My City: I'm Part of It, I'm Proud of It!

Section 3. A copy of this resolution be provided to Florida Governor Ron DeSantis, the Florida Cabinet, the Florida School Boards Association and the membership of the Florida League of Cities, Inc.

PASSED AND ADOPTED by the Florida League of Cities, Inc., in conference assembled at the League's 2021 Annual Conference at the Orlando World Center Marriott in Orlando, FL, this 14th Day of August 2021.

Antonio Ortiz, President
Florida League of Cities, Inc.
Commissioner, City of Orlando

ATTEST: _____
Jeannie Garner, Executive Director
Florida League of Cities, Inc.

Submitted by: FLC Staff

3. Florida Territory Bicentennial

2021-03

**A RESOLUTION OF THE FLORIDA LEAGUE OF CITIES, INC.,
COMMEMORATING THE BICENTENNIAL OF FLORIDA AS A
TERRITORY WITHIN THE UNITED STATES OF AMERICA.**

WHEREAS, the United States of America acquired the territories of East and West Florida from Spain in 1821 and that transfer was formally conducted by representatives of both countries in 1822; and

WHEREAS, East and West Florida were considered one entity by the United States, and Florida's leaders began to pursue statehood within a few years of joining the U.S. and in doing so adopted a Constitution in 1839 that outlined definitions, roles and responsibilities for Florida's local governments; and

WHEREAS, the territorial ceremony included recognition of the capitols of East and West Florida, respectively St. Augustine and Pensacola which were thriving communities under both English and Spanish rule and were recognized by the territorial Governor as municipalities in 1822 along with the other populous communities of Apalachicola, Key West and St. Joseph (now Port St. Joe), and other new cities joined them as Florida grew; and

WHEREAS, Florida is celebrating its Bicentennial Year as a territory within the United States of America and such observance, celebration and commemoration is worthy of note to each municipality in Florida as the foundation of the state and its constitution is fundamental to each city, town and village; and

WHEREAS, the Florida League of Cities and its membership appreciate Florida's rich history and encourage each municipality to use this anniversary as an opportunity to educate citizens, residents and visitors about Florida's history along with municipal self-government, representative democracy, Home Rule powers, municipal services and public service in general.

NOW, THEREFORE, BE IT RESOLVED BY THE FLORIDA LEAGUE OF CITIES, INC.:

Section 1. The Florida League of Cities, Inc., hereby joins with all Floridians in celebrating the bicentennial and encourages its membership to acknowledge and commemorate this momentous anniversary in all appropriate ways.

Section 2. A copy of this resolution be sent to the Governor and Cabinet.

PASSED AND ADOPTED by the Florida League of Cities, Inc., in conference assembled at the League's 2021 Annual Conference at the Orlando World Center Marriott in Orlando, FL, this 14th Day of August 2021.

Antonio Ortiz, President
Florida League of Cities, Inc.
Commissioner, City of Orlando

ATTEST: _____
Jeannie Garner, Executive Director
Florida League of Cities, Inc.

Submitted by: City of St. Augustine

4. National Flood Insurance Program

2021-04

**A RESOLUTION OF THE FLORIDA LEAGUE OF CITIES, INC., URGING
CONGRESS TO REAUTHORIZE THE NATIONAL FLOOD INSURANCE
PROGRAM.**

WHEREAS, floods are the most common and destructive natural disaster in the United States and Florida; and

WHEREAS, Congress created the National Flood Insurance Program (NFIP) in 1968 to make affordable flood insurance available to homeowners, renters and business owners in exchange for using Federal Emergency Management Agency (FEMA) generated Flood Insurance Rate Maps for floodplain management by participating communities; and

WHEREAS, the Flood Disaster Act of 1973 requires the purchase of flood insurance as a condition of receiving any form of federal or federal-related financial assistance for acquisition or construction purposes with respect to the insurance of buildings; and

WHEREAS, the NFIP provides affordable flood insurance to property owners by encouraging local governments to adopt and enforce floodplain and water management regulations, best practices and techniques; and

WHEREAS, these mitigation efforts reduce and prevent flooding on new and improved structures, thereby saving lives and reducing injuries, reducing economic losses, maintaining and protecting critical infrastructure, and reducing the liability borne by local governments and their elected officials; and

WHEREAS, flooding is a serious risk in Florida due to the state's geography and proximity to water, both coastal and inland; and

WHEREAS, this issue is a critical concern for our state as Florida has the largest number of participants in the NFIP with more than 1.7 million policies in force; and

WHEREAS, the NFIP is set to expire on September 30, 2021; and

WHEREAS, a lack of long-term reauthorization causes uncertainty for beneficiaries and providers; and

WHEREAS, there is still no viable private market for homeowners and businesses to acquire sufficient flood insurance coverage; and

WHEREAS, accurate mapping is fundamental for local governments to assess and communicate risk to their communities and property owners; and

WHEREAS, the current federal mapping process often results in local governments having to rely on inaccurate maps that do not take into account locally built flood protection features and communities building off of outdated mapping, which results in artificially inflated risk. Further, many areas of the country are not mapped or mapped accurately, which results in communities not being aware that they are at risk of flooding; and

WHEREAS, it is incumbent upon all of us to have a long-term, sustainable and viable NFIP with rates that are affordable; and

WHEREAS, FEMA is scheduled to launch a new risk rating system called Risk Rating 2.0 to address deficiencies in the traditional mapping process that was originally scheduled to go into effect October 1, 2021; and

WHEREAS, Risk Rating 2.0 will be used as a basis for new flood insurance rates, but the technical details and the actuarial data on which premiums will be based have not been clearly defined by FEMA.

NOW, THEREFORE, BE IT RESOLVED BY THE FLORIDA LEAGUE OF CITIES, INC.:

Section 1. The Florida League of Cities, Inc., supports a long-term National Flood Insurance Program that utilizes a flood risk rating system that is transparent, equitable and affordable.

Section 2. A copy of this resolution be sent to President Joe Biden, the administrator of FEMA, the Florida Congressional Delegation, the National League of Cities and the membership of the Florida League of Cities, Inc.

PASSED AND ADOPTED by the Florida League of Cities, Inc., in conference assembled at the League's 2021 Annual Conference at the Orlando World Center Marriott in Orlando, FL, this 14th Day of August 2021.

Antonio Ortiz, President
Florida League of Cities, Inc.
Commissioner, City of Orlando

ATTEST:

Jeannie Garner, Executive Director
Florida League of Cities, Inc.

Submitted by: FLC Staff

5. Cybersecurity Assistance

2020-05

A RESOLUTION OF THE FLORIDA LEAGUE OF CITIES INC., URGING CONGRESS AND THE ADMINISTRATION TO PROVIDE ASSISTANCE, TRAINING AND FEDERAL FUNDING TO CITIES TO STRENGTHEN AND ASSESS CYBERSECURITY INFRASTRUCTURE.

WHEREAS, local governments are entrusted with gigabytes of personally identifiable, confidential and proprietary information about the businesses and citizens that live and operate within their jurisdictions; and

WHEREAS, numerous high-profile cyber incidents in the public sector have highlighted the emerging challenges that cities face in protecting this data; and

WHEREAS, the “hidden” impact on local government operations when a system is compromised could result in longer response times for police and fire personnel, delays in service delivery to utility customers or holdups in the permitting process for businesses; and

WHEREAS, the loss of personally identifiable, confidential and proprietary information has its own critical and personal cost impacts, but also damages public trust in government; and

WHEREAS, many cities are embracing technology-driven governance while security threats are increasing in frequency and sophistication.

NOW, THEREFORE, BE IT RESOLVED BY THE FLORIDA LEAGUE OF CITIES, INC.:

Section 1. The Florida League of Cities, Inc., urges Congress and the Administration to partner with cities to help strengthen their security measures to thwart future cyberattacks, specifically in the areas of technical assistance, training and infrastructure improvements.

Section 2. The Florida League of Cities, Inc., urges Congress to support the State and Local Cybersecurity Improvement Act which would create a grant program, administered by the Department of Homeland Security, to bolster state and local cybersecurity operations.

Section 3. A copy of this resolution be sent to President Joe Biden, the Florida Congressional Delegation, the National League of Cities and the membership of the Florida League of Cities, Inc.

PASSED AND ADOPTED by the Florida League of Cities, Inc., in conference assembled at the League’s 2021 Annual Conference at the Orlando World Center Marriott in Orlando, FL, this 14th Day of August 2021.

Antonio Ortiz, President
Florida League of Cities, Inc.
Commissioner, City of Orlando

ATTEST: _____
Jeannie Garner, Executive Director
Florida League of Cities, Inc.

Submitted by: FLC Staff

6. American Infrastructure Bonds

2021-06

A RESOLUTION OF THE FLORIDA LEAGUE OF CITIES INC., URGING CONGRESS TO SUPPORT LEGISLATION THAT MAXIMIZES THE FLEXIBILITY OF MUNICIPAL FINANCING TOOLS TO ADDRESS LOCAL INFRASTRUCTURE NEEDS.

WHEREAS, Florida faces much-needed infrastructure challenges without a dedicated source to fund improvements; and

WHEREAS, this deteriorating infrastructure impedes Florida's ability to compete in an increasingly global marketplace; and

WHEREAS, delaying these investments only escalates the cost and risks of an aging infrastructure system, an option that Florida municipalities can no longer afford; and

WHEREAS, Sens. Michael Bennet (D-CO) and Roger Wicker (R-MS) reintroduced the American Infrastructure Bonds Act, that would create "direct pay," taxable municipal bonds to help local governments finance critical public projects; and

WHEREAS, the American Infrastructure Bonds Act would allow state and local governments to issue direct payment bonds for any public expenditure that would be eligible to be financed by tax-exempt bonds with the U.S. Department of the Treasury paying a percentage of the bond's interest to the issuing entity to reduce the cost for the state and local governments; and

WHEREAS, direct payment bonds are attractive to investors who do not receive the tax advantage from traditional tax-exempt bonds; and

WHEREAS, the bipartisan American Infrastructure Bonds Act would help municipal governments invest in much-needed infrastructure improvements by expanding financing options while preserving local decision-making; and

WHEREAS, Congress passed the Tax Cuts and Jobs Act in 2017, which eliminated tax-exempt advanced refunding bonds; and

WHEREAS, Congressmen Dutch Ruppersberger (D-MD) and Steve Stivers (R-OH) reintroduced the Investing in Our Communities Act, legislation that restores the tax-exemption for advanced refunding bonds; and

WHEREAS, the use of tax-exempt advance refunding bonds allows municipalities to take advantage of lower interest rates, therefore, saving taxpayer dollars; and

WHEREAS these bonds are used to support a wide range of infrastructure projects, including roads, bridges, water systems and broadband.

NOW, THEREFORE, BE IT RESOLVED BY THE FLORIDA LEAGUE OF CITIES, INC.:

Section 1. The Florida League of Cities, Inc., urges Congress to support the Investing in Our Communities Act that would restore tax-exempt advance refunding bonds.

Section 2. The Florida League of Cities, Inc., urges Congress to support the American Infrastructure Bonds Act that would expand infrastructure financing options for cities and improve the ability for cities to invest in critical infrastructure projects.

Section 3. A copy of this resolution be sent to President Joe Biden, the Florida Congressional Delegation, the National League of Cities and the membership of the Florida League of Cities, Inc.

PASSED AND ADOPTED by the Florida League of Cities, Inc., in conference assembled at the League's 2021 Annual Conference at the Orlando World Center Marriott in Orlando, FL, this 14th Day of August 2021.

Antonio Ortiz, President
Florida League of Cities, Inc.
Commissioner, City of Orlando

ATTEST:

Jeannie Garner, Executive Director
Florida League of Cities, Inc.

Submitted by: FLC Staff

7. PFAS

2021-07

**A RESOLUTION OF THE FLORIDA LEAGUE OF CITIES INC., URGING THE
FEDERAL GOVERNMENT TO TAKE ACTION TO ADDRESS PER- AND
POLYFLUOROALKYL CONTAMINATION.**

WHEREAS, per- and polyfluoroalkyl substances (PFAS) are a class of nearly 5,000 man-made chemicals that includes PFOA, PFOS, PFBS and GenX manufactured and used in a variety of industries; and

WHEREAS, PFAS are a group of chemicals that are pervasive in the environment, do not breakdown easily and can accumulate in people causing adverse health effects; and

WHEREAS, in 2018 the Local Government Advisory Committee of the U.S. Environmental Protection Agency (EPA) was charged by the EPA to provide recommendations and input on the EPA's development of a national plan to manage PFAS, and to identify specific actions and tools that states, local governments and tribal communities need to address PFAS contamination; and

WHEREAS, in 2019 EPA announced a comprehensive nationwide action plan for addressing PFAS, including identifying both short-term solutions for addressing these chemicals and long-term strategies that will help states, tribes and local government; and

WHEREAS, the 117th Congress introduced legislation that would require the Secretary of Defense to conduct testing, removal and remediation of PFAS at all military installations formerly used as defense sites, and state-owned facilities of the National Guard in the United States; and

WHEREAS, PFAS has contaminated Florida's groundwater resources, including: three areas identified under the federal third Unregulated Contaminant Monitoring Rule (UCMR3) sampling of public supply wells; 22 areas identified by DEP sampling of certified fire training facilities; 27 areas identified by sampling of select State Cleanup Program sites; 15 areas identified by DEP sampling of select dry-cleaning program sites; and 20 current and former federal facilities; and

WHEREAS, in 2021 the Division of Waste Management of the Florida Department of Environmental Protection (DEP) introduced a dynamic plan to provide a coordinated approach to the complex issues associated with PFAS.

**NOW, THEREFORE, BE IT RESOLVED BY THE FLORIDA LEAGUE OF
CITIES, INC.:**

Section 1. The Florida League of Cities, Inc., urges the federal government to coordinate with the DEP to continue the cleanup efforts on federal military sites.

Section 2. The Florida League of Cities, Inc., urges Congress to adopt legislation that would address PFAS contamination on non-federal grounds.

Section 3. A copy of this resolution be sent to President Joe Biden, the administrator of the U.S. Environmental Protection Agency, the Florida Congressional Delegation, the National League of Cities and the membership of the Florida League of Cities, Inc.

PASSED AND ADOPTED by the Florida League of Cities, Inc., in conference assembled at the League's 2021 Annual Conference at the Orlando World Center Marriott in Orlando, FL, this 14th Day of August 2021.

Antonio Ortiz, President
Florida League of Cities, Inc.
Commissioner, City of Orlando

ATTEST:

Jeannie Garner, Executive Director
Florida League of Cities, Inc.

Submitted by: FLC Staff

8. Investing in Infrastructure

2021-08

A RESOLUTION OF THE FLORIDA LEAGUE OF CITIES, INC., URGING CONGRESS AND THE ADMINISTRATION TO WORK WITH CITIES TO REBUILD AND STRENGTHEN AMERICA'S INFRASTRUCTURE.

WHEREAS, municipalities of all sizes own, zone and maintain a significant portion of America's critical infrastructure; and

WHEREAS, as Florida's population continues to grow, investing in infrastructure for transportation, water and broadband access is essential to Florida's prosperity; and

WHEREAS, the lack of federal investment in Florida's transportation system continues to adversely impact cities, which are the economic engines of our state; and

WHEREAS, an estimated \$48 billion is needed over the next 20 years to meet Florida's needs for drinking water, wastewater, flood control, nutrient pollution, Everglades restoration and beach and inlet erosion; and

WHEREAS, making broadband more accessible, reliable and affordable in underserved or unserved areas can dramatically improve the quality of life for Floridians.

NOW, THEREFORE, BE IT RESOLVED BY THE FLORIDA LEAGUE OF CITIES, INC.:

Section 1. The Florida League of Cities, Inc., strongly urges Congress and the Administration to support an infrastructure package that makes a significant federal commitment in strengthening the nation's transportation, water and broadband infrastructure and specifically:

- Directs federal funding to the Surface Transportation Block Grant program and other safety and technology grant programs that are accessible to all cities, towns and villages;
- Provides financing, funding and flexibility to meet Florida's growing water infrastructure needs and address the impacts of climate change; and
- Invests in urban and rural broadband infrastructure to close the digital divide and remove obstacles to municipal, public-private and co-op-provided broadband.

Section 2. The Florida League of Cities, Inc., strongly urges Congress and the Administration to partner directly with local governments, who are closest to their citizens, as full stakeholders in all federal programs that impact their communities.

Section 3. A copy of this resolution be sent to President Joe Biden, the Florida Congressional Delegation, Florida Governor Ron DeSantis, the National League of Cities and the membership of the Florida League of Cities, Inc.

PASSED AND ADOPTED by the Florida League of Cities, Inc., in conference assembled at the League's 2021 Annual Conference at the Orlando World Center Marriott in Orlando, FL, this 14th Day of August 2021.

Antonio Ortiz, President
Florida League of Cities, Inc.
Commissioner, City of Orlando

ATTEST: _____
Jeannie Garner, Executive Director
Florida League of Cities, Inc.

Submitted by: FLC Staff