



**AGENDA
REGULAR MEETING
of THE MARY ESTHER CITY COUNCIL
September 6, 2023 - 6:00 PM**

195 Christobal Road – North, Mary Esther, FL 32569

- 1. INVOCATION**
- 2. CALL TO ORDER**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL**
- 5. APPROVAL OF THE AGENDA**
- 6. BUDGET HEARING**
 - 6.1. FY 2024 Tentative Budget Hearing**
- 7. SPECIAL PRESENTATIONS**
 - 7.1. Okaloosa County Public Library Cooperative**
 - 7.2. Yard of the Month**
- 8. CONSENT AGENDA**
 - 8.1. Approval of the Minutes**
 - 8.2. Financial Report**
 - 8.3. Maintenance Report**
 - 8.4. Library Report**
 - 8.5. Fire Department Report**
 - 8.6. Code Compliance Report**
 - 8.7. Jacobs Report**
- 9. CITIZENS WHO HAVE REQUESTED TO BE PLACED ON THE AGENDA**
- 10. PUBLIC COMMENT (NON-AGENDA ITEMS)**
- 11. UNFINISHED BUSINESS**
- 12. NEW BUSINESS**
 - 12.1. City Manager Evaluation**
 - 12.2. Draft 2023 Community Vision Plan Presentation**
 - 12.3. First reading of Ordinance 2023-02, Amending the 2024 Municipal Election Date**
 - 12.4. First Reading of Ordinance 2023-03, Compensation for Councilmembers and the Mayor as a result of the new financial reporting requirements.**
- 13. COUNCILS' STANDING COMMITTEE STATUS REPORTS**
- 14. OTHER COMMENTS**
- 15. ADJOURN**

******* PLEASE TURN OFF OR SILENCE ALL CELL PHONES *******

REMOTE MEETING ATTENDANCE

The virtual link to our meetings is posted in the calendar section of our website (www.cityofmaryesther.com) You may log into the meeting up to 10 minutes prior to the start time to ensure your connection is working properly.

All communications via the chat feature by online participants during city meetings are subject to Florida's public records laws and must be civil in public discourse whether written or spoken. Any private messages sent by online attendees during the meeting is strongly discouraged. Only messages sent to "All" or "Everyone" in the public forum will be addressed by the City Council or City staff during the meeting.

NOTES:

- 1) *Adjournment with continuation on the following day at 6:00 PM may be called if the meeting proceeds past 10 PM.*
- 2) *The City does not keep verbatim minutes as a matter of record. If a person decides to appeal any decision made by the Mary Esther City Council with respect to any matter considered at this meeting, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. See Florida Statute 286.0105*
- 3) *Any invocation that may be offered before the official start of the Council meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council, and the Council is not allowed by law to endorse the religious beliefs or views of this or any other speaker.*

AGENDA ITEM

Agenda Item 6.1.

TO: Honorable Mayor and Members of the City Council

FROM: Heather Day, Finance Director

DATE: September 6, 2023

SUBJECT: FY 2024 Tentative Budget Hearing

BACKGROUND:

On Monday, July 24, the City Council held a meeting to review the first draft of the FY 2024 Budget. The document was also included on the Monday, August 7 City Council meeting for discussion and to set the tentative millage rate for the required public advertisement. The first public hearing is scheduled for Wednesday, September 6 at PM (tonight) and the second public hearing and budget adoption scheduled for Monday, September 20 at 6 PM.

DISCUSSION:

The attached budget for FY 2024 is being presented for final review. Modifications have been applied to the General Fund budget initially presented during the council meeting on August 7, 2023. These adjustments are as follows:

- An additional \$190,160 in revenue was added to the Public Utilities Fund to account for the existing cell phone leases on the elevated water storage tanks.
- The Deputy City Clerk position has been transitioned to a part-time position, with scheduled hours reduced to 30 hours per week and the elimination of full-time benefits.
- Funds from the Tourist Development Tax, previously allocated for the city pier replacement project, have been reallocated to the South Christobal Road park project.
- Costs related to the acquisition and development of the South Christobal Road park project have been included.
- Additionally, loan revenue has been incorporated into the budget, designated for the South Christobal Road park project, with repayment facilitated through Tourist Development Tax revenues.

FINANCIAL IMPACT:

The budget is based on the current mill levy of 5.0261 and a 5% increase in utility rates.

RECOMMENDATION:

The City Council should review the attached tentative budget and conduct a public hearing on the tentative budget and proposed millage rate. If necessary, the Council may amend the tentative budget and or amend the proposed millage rate. In accordance with state budget law, the

tentative millage rate and budget must be adopted at this time.

ATTACHMENT(S):

1. Ordinance 2023-01
2. FY 2024 Budget and CIP
3. FY 2024 Budget Resolution (Preview)

ORDINANCE NO. 2023-01

AN ORDINANCE OF THE CITY OF MARY ESTHER, IN OKALOOSA COUNTY, FLORIDA, ADOPTING AN AD VALOREM TAX MILLAGE RATE OF 5.0261 MILLS FOR THE 2023-2024 TAXABLE YEAR; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Tax Appraiser of Okaloosa County, Florida has certified an Ad Valorem Tax Millage of 5.0261 and the City of Mary Esther will set its millage above the roll back rate to equal 5.0261 based upon a gross taxable value of \$437,585,728 which would produce a revenue of \$2,199,350; and

WHEREAS, the current year rolled-back rate is 4.6770 mills as listed on the Certification of Taxable Value, DR-420 line 16; and

WHEREAS, the FY 2023-24 operating millage rate is 5.0261 mills, which is greater than the roll back rate of 4.6770 mills by 7.46%; and

WHEREAS, the City Council of the City of Mary Esther, Florida has determined an Ad Valorem Tax Millage Rate of 5.0261 based upon a gross taxable value of \$437,585,728 would produce a revenue of \$2,199,350; and

WHEREAS, the City Council of the City of Mary Esther, Florida has further determined that the Ad Valorem Tax Millage Rate of 5.0261 will be sufficient to meet the reasonable minimal budgetary requirements of the City of Mary Esther, Florida for FY 2023-24; and

WHEREAS the approval and adoption of the same is necessary for the health, welfare, and general benefit of the citizens of the City of Mary Esther.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Mary Esther, Florida:

SECTION I: Tax Rate Levied.

There is hereby levied an Ad Valorem Tax Millage Rate of 5.0261 mils on the non-exempt taxable property in the City of Mary Esther, Florida, provided, however, that in the event the Tax Assessor of Okaloosa County, Florida, shall change the aforesaid assessed valuation of the non-exempt property in the City of Mary Esther, that the City Manager is hereby authorized to change the said millage rate accordingly in a pro-rata manner so as to achieve Ad Valorem Tax Revenues of the aforesaid sum of \$2,199,350.

SECTION II: Conflict

This Ordinance shall prevail over all prior Ordinances or parts thereof in conflict

herewith and are hereby repealed to the extent of such conflict.

SECTION III: Effective Date.

This Ordinance shall take effect immediately upon its passage and adoption according to the law.

SO DONE this ____ day of _____ 2023.

By: _____

Christopher Stein, Mayor
City of Mary Esther, Florida

ATTEST:

Valerie Broxson
City Clerk

1st Reading: September 6, 2023
Published: September 8, 2023
2nd Reading: September 20, 2023

Time adopted: _____



Annual Operating Budget

Fiscal Year 2024

Financial Summaries

Financial Summaries

General Fund

OPERATING BUDGET SUMMARY, GENERAL FUND

	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
REVENUES	5,401,870	4,822,718	9,225,505
LESS ONE-TIME REVENUES	1,471,678	701,650	4,777,699
RECURRING REVENUES	3,930,192	4,121,068	4,447,806
EXPENDITURES	6,233,941	4,505,803	11,628,019
LESS ONE-TIME EXPENDITURES	2,701,428	1,290,969	7,362,566
RECURRING EXPENDITURES	3,532,513	3,214,835	4,265,453
STRUCTURAL SURPLUS/(DEFICIT)	397,679	906,233	182,353

Notes:

(1) Recurring revenues is defined as revenues the city will reasonably receive on annual basis. It does not include one-time grant or project revenues.

(2) Recurring expenditures is defined as expenditures the city will be required to expend to maintain services. It does not include one-time grant or project expenditures.

Financial Summaries

General Fund

GENERAL FUND SUMMARY, BY OBJECT						
	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 PROPOSED
BEGINNING BALANCE	3,372,234	4,174,043	5,207,781	5,980,721	5,980,721	6,297,636
REVENUES						
TAXES	2,363,846	2,473,815	2,597,043	2,857,616	2,903,722	3,283,867
LICENSES & PERMITS	231,659	247,883	275,034	311,500	244,400	321,000
INTERGOVERNMENTAL	1,099,961	1,029,451	823,804	768,609	721,859	682,500
CHARGES FOR SERVICE	329,089	373,104	77,984	61,717	27,687	33,439
FINES & FORFEITURES	16,305	19,369	7,828	7,000	38,400	7,000
MISCELLANEOUS	59,926	61,296	42,237	20,000	190,650	121,000
OTHER SOURCES	5,000	5,000	41,380	1,375,428	696,000	4,776,699
TOTAL REVENUES	4,105,787	4,209,917	3,865,310	5,401,870	4,822,718	9,225,505
EXPENDITURES						
PERSONAL SERVICES	1,185,407	1,237,532	1,079,103	1,425,488	1,166,206	1,786,573
OPERATING EXPENSES	1,666,407	1,756,507	1,906,269	2,720,025	2,178,165	2,298,880
CAPITAL OUTLAY	10,897	82,139	106,998	2,088,428	1,161,432	7,362,566
OTHER USES	441,267	100,000	-	-	-	180,000
TOTAL EXPENDITURES	3,303,978	3,176,178	3,092,370	6,233,941	4,505,803	11,628,019
RESTRICTED RESERVES						
NONSPENDABLE - PREPAID ITEMS	3,592	31,417	31,632	31,632	35,000	35,000
IMPACT FEES	247,373	255,703	266,158	266,158	266,158	266,158
CAPITAL PROJECTS	-	-	-	-	-	-
RESTRICTED - OTHER	-	829,738	933,186	-	-	-
NATURAL DISASTER	640,579	1,060,701	1,246,788	1,246,788	1,246,788	2,325,604
TOTAL RESTRICTED RESERVES	891,544	2,177,559	2,477,764	1,544,578	1,547,946	2,626,762
ENDING UNASSIGNED FUND BAL	3,282,499	3,030,222	3,502,957	3,604,072	4,749,689	1,268,360

Financial Summaries

General Fund

GENERAL FUND SUMMARY, BY PROGRAM						
	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
BEGINNING BALANCE	3,372,234	4,174,045	5,207,783	5,980,723	5,980,723	6,297,638
REVENUES						
TAXES	2,363,846	2,473,815	2,597,043	2,857,616	2,903,722	3,283,867
LICENSES & PERMITS	231,659	247,883	275,034	311,500	244,400	321,000
INTERGOVERNMENTAL	1,099,961	1,029,451	823,804	768,609	721,859	682,500
CHARGES FOR SERVICE	329,089	373,104	77,984	61,717	27,687	33,439
FINES & FORFEITURES	16,305	19,369	7,828	7,000	38,400	7,000
MISCELLANEOUS	59,926	61,296	42,237	20,000	190,650	121,000
OTHER SOURCES	5,000	5,000	41,380	1,375,428	696,000	4,776,699
TOTAL REVENUES	4,105,787	4,209,917	3,865,310	5,401,870	4,822,718	9,225,505
EXPENDITURES						
MAYOR & CITY COUNCIL	27,176	81,730	58,740	63,035	58,597	73,675
CITY MANAGER	85,739	133,138	99,111	143,396	130,361	259,768
CITY ATTORNEY	73,895	50,538	34,841	80,000	60,000	70,000
CITY CLERK	166,200	152,381	139,729	125,681	114,380	185,115
FINANCE	287,958	280,326	92,262	106,500	103,874	119,166
HUMAN RESOURCES	-	-	43,890	77,761	54,148	70,114
INFORMATION TECHNOLOGY	-	-	126,928	160,345	143,945	125,094
PLANNING & ZONING	7,898	2,200	150,665	207,404	179,415	167,012
CODE COMPLIANCE	139,610	147,339	105,359	65,783	58,666	75,435
BUILDING SERVICES	-	-	32,141	138,500	46,895	149,293
ANIMAL SERVICES	1,005	-	-	5,000	5,000	5,000
LAW ENFORCEMENT	217,958	218,240	230,804	252,025	252,025	285,334
FIRE	990,914	1,018,354	1,047,067	1,079,498	1,079,680	1,113,088
LIBRARY	350,093	364,204	354,783	421,134	404,606	465,299
FACILITIES	-	-	120,261	383,015	160,285	498,965
STREETS	361,976	414,889	154,395	1,593,527	924,209	4,563,381
PARKS	-	-	181,302	654,574	589,172	1,593,351
STORMWATER	-	-	93,853	631,339	95,421	1,558,197
NONDEPARTMENTAL	593,557	312,840	26,238	45,424	45,124	250,732
TOTAL EXPENDITURES	3,303,978	3,176,178	3,092,370	6,233,941	4,505,803	11,628,019
RESTRICTED RESERVES						
NONSPENDABLE - PREPAID ITEMS	3,592	31,417	31,632	31,632	35,000	35,000
IMPACT FEES	247,373	255,703	266,158	266,158	266,158	266,158
CAPITAL PROJECTS	-	-	-	-	-	-
RESTRICTED - OTHER	-	829,738	933,186	-	-	-
NATURAL DISASTER	640,579	1,060,701	1,246,788	1,246,788	1,246,788	2,325,604
TOTAL RESTRICTED RESERVES	891,544	2,177,559	2,477,764	1,544,578	1,547,946	2,626,762
ENDING UNASSIGNED BALANCE	3,282,499	3,030,224	3,502,959	3,604,074	4,749,691	1,268,362

001	GENERAL FUND
00	NONDEPARTMENTAL
300000	REVENUES

		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
REVENUES							
TAXES							
311100	AD VALOREM TAXES	1,420,295	1,492,482	1,582,868	1,935,416	1,884,322	2,089,383
311200	AD VALOREM DELINQUENT	31,064	29,622	37,813	30,000	84,400	65,000
312130	TOURIST DEVELOPMENT TAX	-	-	-	-	-	180,000
312410	LOCAL OPTION GAS TAX	176,254	202,517	202,740	180,000	190,000	200,000
314100	UTILITY TAXES - ELECTRIC	225,533	240,597	243,903	230,000	230,000	235,000
314200	UTILITY TAXES - COMMUNICATION	269,133	257,651	271,177	250,000	250,000	255,000
314300	UTILITY TAXES - WATER	89,834	99,234	119,663	100,000	110,000	123,484
314400	UTILITY TAXES - GAS	38,593	41,935	40,650	40,000	40,000	40,000
314800	UTILITY TAXES - PROPANE	647	358	432	200	-	-
316010	BUSINESS TAX PENALTY	2,767	2,333	2,106	2,000	1,000	1,000
316100	BUSINESS TAX RECEIPTS	109,725	107,085	95,692	90,000	114,000	95,000
	SUBTOTAL TAXES	2,363,846	2,473,815	2,597,043	2,857,616	2,903,722	3,283,867
LICENSES & PERMITS							
322000	BUILDING PERMITS	14,350	21,007	16,814	95,000	3,000	80,000
323100	FRANCHISE FEES - ELECTRIC	175,791	181,044	207,938	175,000	200,000	205,000
323400	FRANCHISE FEES - GAS	31,898	35,132	39,692	35,000	40,000	35,000
324120	IMPACT FEE - FIRE PROTECTION	1,011	1,011	1,348	-	-	-
324125	IMPACT FEE - LAW ENFORCEMENT	969	969	1,292	-	-	-
329050	CONTRACTOR REGISTRATION	7,640	8,720	7,950	6,500	1,400	1,000
	SUBTOTAL LICENSES & PERMITS	231,659	247,883	275,034	311,500	244,400	321,000
INTERGOVERNMENTAL							
331100	GENERAL GOVERNMENT	13,026	30,089	-	-	-	-
331200	PUBLIC SAFETY	476,822	185,817	-	-	-	-
331500	FEDERAL DISASTER RELIEF	1,660	50,780	5,078	82,500	-	-
331700	CULTURE/RECREATION	3,418	10,369	-	-	-	-
334500	STATE DISASTER RELIEF	237	8,463	-	13,750	-	-
335120	STATE REVENUE SHARING	146,358	171,554	219,989	160,000	186,000	160,000
335150	ALCOHOLIC BEVERAGE	2,652	3,410	4,344	1,000	500	500
335180	LOCAL HALF CENT SALES TAX	392,158	505,683	530,171	450,000	475,000	460,000
338200	COUNTY BUSINESS TAX	3,762	4,042	3,973	2,000	1,000	1,000
338210	LIBRARY COOPERATIVE	59,868	59,244	60,250	59,359	59,359	61,000
	SUBTOTAL INTERGOVERNMENTAL	1,099,961	1,029,451	823,804	768,609	721,859	682,500
CHARGES FOR SERVICES							
341200	ZONING FEES	450	627	150	150	-	-
341300	CODE ENFORCEMENT ADMIN FEES	1,700	2,734	100	1,500	200	500
341901	FIRE DEPARTMENT FEES	14,433	10,368	6,984	10,000	10,000	8,500
341902	NOTARY FEE REVENUE	40	80	90	100	20	-
341910	PLAN REVIEW	1,625	915	4,989	800	-	-
341920	SITE INSPECTION	485	1,135	805	600	600	500
342300	ADMINISTRATIVE SERVICES	251,167	295,804	-	-	-	-
342500	FIRE AND LBS CODE INSPECTIONS	-	-	-	-	-	-
342510	FINAL INSPECTION	1,680	2,418	2,697	1,000	1,000	1,000
342910	IMPACT FEE - STORMWATER	900	1,400	1,215	-	-	-
343315	CREDIT CARD USAGE FEE REVENUE	4,284	5,129	4,141	2,000	500	-

001 GENERAL FUND							
00 NONDEPARTMENTAL							
300000 REVENUES							
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
343800	CEMETERY FEES	150	200	450	100	100	100
344210	BOAT LAUNCH DAILY PERMIT	1,697	572	1,717	1,000	500	-
344220	PERMIT - BOAT LAUNCH ANNUAL	-	100	100	-	-	-
344901	FLORIDA DOT	43,159	44,332	45,575	43,467	13,467	21,839
344910	IMPACT FEE - TRANSPORTATION	4,500	4,500	6,000	-	-	-
347210	IMPACT FEE - PARKS & RECREATION	450	450	600	-	-	-
349100	LIEN SEARCH FEES	2,370	2,340	2,372	1,000	1,300	1,000
	SUBTOTAL CHARGES FOR SERVICE	329,089	373,104	77,984	61,717	27,687	33,439
FINES & FORFEITURES							
351100	COURT FINES	4,547	4,289	3,853	3,000	4,500	3,000
352000	LIBRARY FINES/LOST BOOKS	1,813	1,523	2,472	1,500	2,400	1,500
354100	VIOLATION OF LOCAL ORDINANCE	9,946	13,557	1,504	2,500	31,500	2,500
	SUBTOTAL FINES & FORFEITURES	16,305	19,369	7,828	7,000	38,400	7,000
MISCELLANEOUS							
361100	INTEREST INCOME	41,364	17,273	23,060	20,000	185,000	120,000
361300	NET INCREASE (DECREASE) IN FAIR	5	7	(13)	-	-	-
364400	SALE OF EQUIPMENT	225	-	-	-	2,400	-
365100	SCRAP SALES	63	-	208	-	-	-
366010	DONATIONS & CONTRIBUTIONS	7,682	4,500	1,300	-	-	1,000
366012	DONATIONS - OTHER SOURCES	-	-	-	-	-	-
369300	SETTLEMENTS (INS. ACCIDENT REIM)	867	23,202	10,792	-	750	-
369900	MISCELLANEOUS REVENUE	9,720	16,314	6,890	-	2,500	-
	SUBTOTAL MISCELLANEOUS	59,926	61,296	42,237	20,000	190,650	121,000
OTHER SOURCES							
381000	INTERFUND TRANSFERS IN	-	-	-	606,528	-	2,411,145
384000	DEBT PROCEEDS	-	-	-	-	-	1,177,779
389200	GRANTS - FEDERAL	-	-	36,380	439,900	-	-
389400	GRANTS - OTHER SOURCES	5,000	5,000	5,000	329,000	696,000	1,187,775
	SUBTOTAL OTHER SOURCES	5,000	5,000	41,380	1,375,428	696,000	4,776,699
	<u>TOTAL REVENUES</u>	<u>4,105,787</u>	<u>4,209,917</u>	<u>3,865,310</u>	<u>5,401,870</u>	<u>4,822,718</u>	<u>9,225,505</u>

Financial Summaries

General Fund

Mayor and City Council

The City of Mary Esther maintains a Mayor – City Council – Manager form of government. In accordance with the City Charter, the Mayor serves as the presiding officer for City Council meetings, head of government for all ceremonial, military purposes, and executes contracts, agreements, deeds, and other official documents. The City Council serves as the legislative body, approves the budget, and appoints the City Clerk, City Attorney, and City Manager.

EXPENDITURE SUMMARY						
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
PERSONAL SERVICES	19,249	19,871	18,069	21,268	18,830	21,300
OPERATING EXPENSES	7,927	16,629	40,672	41,767	39,767	50,875
CAPITAL OUTLAY	-	45,230	-	-	-	1,500
TOTAL REQUIREMENTS	27,176	81,730	58,740	63,035	58,597	73,675

001 GENERAL FUND							
11 MAYOR AND CITY COUNCIL							
51100 LEGISLATIVE							
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	17,845	18,075	16,470	19,200	17,000	19,200
2110	SOCIAL SECURITY TAXES	1,106	1,121	1,021	1,190	1,000	1,200
2410	WORKER'S COMPENSATION	39	413	338	600	600	600
3000	MEDICARE INSURANCE	259	262	239	278	230	300
	SUBTOTAL PERSONAL SERVICES	19,249	19,871	18,069	21,268	18,830	21,300
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	-	3,000	12,325	10,000	7,000	11,000
4010	TRAVEL & PER DIEM	593	4,929	6,596	12,500	12,500	13,000
4655	COMPUTER HARDWARE & SOFTW/	60	295	15	-	-	-
4676	FURNITURE/EQUIPMENT	-	-	-	500	500	-
4810	TROPHIES & AWARDS	491	481	706	850	850	800
4907	STRATEGIC PLANNING	-	-	-	-	-	-
4908	CITY MANAGER RECRUITMENT	24	-	-	-	-	-
4930	TRAINING	-	2,503	2,797	4,000	4,000	4,200
4940	ELECTION EXPENDITURES	1,487	-	4,311	1,000	1,000	3,000
5110	OFFICE SUPPLIES	223	27	53	250	250	250
5231	SEASONAL DECORATIONS	-	-	750	-	-	-
5225	NEWSLETTER	-	-	-	-	-	-
5280	LEAGUE OF CITIES DINNERS	118	305	6,770	1,000	1,000	11,875
5290	OPERATING SUPPLIES	755	73	961	2,149	2,149	2,150
5410	BOOKS, PUBS, SUBS & MEMBS	3,580	4,009	3,739	4,518	4,518	4,600
5740	VETERANS DAY PARADE	597	1,007	-	-	-	-
5741	COMMUNITY EVENTS	-	-	1,648	5,000	6,000	-
5742	SANTA RUN	-	-	-	-	-	-
	SUBTOTAL OPERATING EXPENSES	7,927	16,629	40,672	41,767	39,767	50,875
CAPITAL OUTLAY							
6400	COMPUTER SOFTWARE & EQUIPM	-	45,230	-	-	-	1,500
	SUBTOTAL CAPITAL OUTLAY	-	45,230	-	-	-	1,500
TOTAL EXPENDITURES		27,176	81,730	58,740	63,035	58,597	73,675

Financial Summaries

General Fund

City Manager

The City Manager is the chief administrative officer of the City. This includes oversight of daily operations, management of personnel and financial resources, policy development and implementation.

EXPENDITURE SUMMARY						
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
PERSONAL SERVICES	81,900	127,536	90,309	130,296	130,296	242,668
OPERATING EXPENSES	3,839	3,811	4,861	13,100	13,100	13,600
CAPITAL OUTLAY	-	1,791	3,940	-	-	3,500
TOTAL REQUIREMENTS	85,739	133,138	99,111	143,396	143,396	259,768

PERSONAL SERVICES						
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
POSITION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
CITY MANAGER	1.00	1.00	1.00	1.00	1.00	0.90
ADMINISTRATIVE COORDINATOR	0.00	0.00	0.00	0.50	0.00	0.80
TOTAL FULL-TIME EQUIVALENTS	1.00	1.00	1.00	1.50	1.00	1.70

001 GENERAL FUND							
12 CITY MANAGER							
51200 EXECUTIVE							
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1110	EXECUTIVE SALARIES	44,277	110,106	45,830	-	2,518	-
1210	SALARIES	-	-	27,698	96,955	88,717	170,700
2110	SOCIAL SECURITY TAXES	2,745	6,827	4,559	6,011	5,000	10,584
2210	RETIREMENT	5,000	133	3,495	13,574	4,500	23,898
2310	EMPLOYEE INSURANCE	-	8,805	7,636	12,250	12,773	34,840
2410	WORKER'S COMPENSATION	1,742	69	24	100	30	170
3000	MEDICARE INSURANCE	642	1,597	1,066	1,406	1,323	2,476
3100	PROFESSIONAL SERVICES	27,494	-	-	-	-	-
	SUBTOTAL PERSONAL SERVICES	81,900	127,536	90,309	130,296	114,861	242,668
OPERATING EXPENSES							
4010	TRAVEL & PER DIEM	1,403	1,414	2,100	6,100	5,000	6,100
4612	FURNITURE/EQUIPMENT	-	-	-	1,000	-	-
4655	COMPUTER HARDWARE & SOFTW/	-	376	-	-	-	-
4920	MISCELLANEOUS CHARGES	2,412	-	-	-	-	-
4930	TRAINING	-	550	978	3,000	3,500	3,500
5110	OFFICE SUPPLIES	24	32	326	500	500	-
5290	OPERATING SUPPLIES	-	25	431	500	1,000	2,500
5410	BOOKS, PUBS, SUBS & MEMBS	-	1,414	1,026	2,000	1,500	1,500
	SUBTOTAL OPERATING EXPENSES	3,839	3,811	4,861	13,100	11,500	13,600
CAPITAL OUTLAY							
6400	COMPUTER SOFTWARE & EQUIPM	-	1,791	-	-	-	-
6411	OFFICE EQUIP/FURNITURE	-	-	3,940	-	4,000	3,500
	SUBTOTAL CAPITAL OUTLAY	-	1,791	3,940	-	4,000	3,500
	TOTAL EXPENDITURES	85,739	133,138	99,111	143,396	130,361	259,768

Financial Summaries

General Fund

City Attorney

The City Attorney is the legal advisor to the Mayor, City Council, and staff. This position represents the City in all court cases where the City has an interest and assists staff, as needed, in prosecuting cases in front of the Special Magistrate. The City currently contracts with Hayward Dykes, Jr. of the firm Hand Arendall Harrison Sale LLC.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
OPERATING EXPENSES	73,895	50,538	34,841	80,000	60,000	70,000
TOTAL REQUIREMENTS	<u>73,895</u>	<u>50,538</u>	<u>34,841</u>	<u>80,000</u>	<u>60,000</u>	<u>70,000</u>

001	GENERAL FUND
14	CITY ATTORNEY
51400	LEGAL

		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
<u>EXPENDITURES</u>							
OPERATING EXPENSES							
3111	LEGAL COUNSEL	73,895	50,538	34,841	80,000	60,000	70,000
	SUBTOTAL OPERATING EXPENSES	73,895	50,538	34,841	80,000	60,000	70,000
	<u>TOTAL EXPENDITURES</u>	<u>73,895</u>	<u>50,538</u>	<u>34,841</u>	<u>80,000</u>	<u>60,000</u>	<u>70,000</u>

Financial Summaries

General Fund

City Clerk

The City Clerk supports the Mayor and City Council. Specific responsibilities of the office include providing notice of City Council meetings, preparing minutes of all City Council meetings, archiving and maintenance of public records. The position is appointed by the City Council.

EXPENDITURE SUMMARY

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
PERSONAL SERVICES	152,666	139,151	129,433	103,819	87,518	161,860
OPERATING EXPENSES	13,534	13,229	10,296	21,862	26,862	21,755
CAPITAL OUTLAY	-	-	-	-	-	1,500
TOTAL REQUIREMENTS	166,200	152,381	139,729	125,681	114,380	185,115

PERSONAL SERVICES

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
POSITION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
CITY CLERK	1.00	1.00	1.00	1.00	1.00	1.00
DEPUTY CITY CLERK	1.00	1.00	1.00	0.00	0.00	0.75
TOTAL FULL-TIME EQUIVALENTS	2.00	2.00	2.00	1.00	1.00	1.75

001	GENERAL FUND
16	CITY CLERK
51600	CITY CLERK

		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	113,476	100,645	98,204	71,285	56,248	82,500
1310	PART-TIME SALARIES	-	-	3,111	-	4,944	32,000
1410	OVERTIME	-	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	6,951	6,151	6,245	4,420	3,794	7,099
2210	RETIREMENT	12,603	12,812	8,950	9,980	3,600	11,500
2310	EMPLOYEE INSURANCE	17,851	17,967	11,366	17,000	18,000	26,900
2410	WORKER'S COMPENSATION	159	137	97	100	42	200
3000	MEDICARE INSURANCE	1,626	1,439	1,461	1,034	890	1,661
	SUBTOTAL PERSONAL SERVICES	152,666	139,151	129,433	103,819	87,518	161,860
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	2,412	1,092	682	2,500	2,500	2,350
4010	TRAVEL & PER DIEM	1,771	-	2,550	2,000	7,000	2,150
4510	NOTARY INSURANCE	-	-	99	50	50	150
4612	FURNITURE/EQUIPMENT	-	-	-	-	-	-
4650	COMPUTER OPERATIONS & MAINT	-	-	-	-	-	-
4655	COMPUTER HARDWARE & SOFTW/	-	-	-	-	-	-
4676	FURNITURE/EQUIP. UNDER \$1000	-	-	874	-	-	-
4710	PRINTING & BINDING	-	-	163	500	500	-
4930	TRAINING	660	698	325	1,500	1,500	1,500
4946	LEGAL & RETAIL ADVERTISEMENTS	3,603	7,071	2,001	8,700	8,700	8,700
5110	OFFICE SUPPLIES	619	-	242	1,612	1,612	1,605
5290	OPERATING SUPPLIES	84	-	513	500	500	600
5410	BOOKS, PUBS, SUBS & MEMBS	1,024	903	794	1,000	1,000	1,200
5416	CODIFICATION	3,361	3,466	2,053	3,500	3,500	3,500
	SUBTOTAL OPERATING EXPENSES	13,534	13,229	10,296	21,862	26,862	21,755
CAPITAL OUTLAY							
6400	COMPUTER SOFTWARE & EQUIPM	-	-	-	-	-	-
6411	OFFICE EQUIPMENT/FURNITURE	-	-	-	-	-	1,500
	SUBTOTAL CAPITAL OUTLAY	-	-	-	-	-	1,500
	TOTAL EXPENDITURES	166,200	152,381	139,729	125,681	114,380	185,115

Financial Summaries

General Fund

Finance

The Finance program is responsible for the financial activity of the City including accounts payable, accounts receivable, budgeting, auditing, investments, debt issuance, capital assets, internal controls, grant administration. This program is led by the Finance Director.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
PERSONAL SERVICES	264,988	254,096	67,978	71,990	71,194	81,781
OPERATING EXPENSES	21,622	24,439	24,284	34,510	32,680	37,385
CAPITAL OUTLAY	1,348	1,791	-	-	-	-
TOTAL REQUIREMENTS	287,958	280,326	92,262	106,500	103,874	119,166

PERSONAL SERVICES						
POSITION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
FINANCE DIRECTOR	1.00	1.00	1.00	0.50	0.50	0.50
ACCOUNTING CLERK	1.00	1.00	1.00	1.00	1.00	0.20
BUSINESS TAX ADMINISTRATOR	1.00	1.00	1.00	1.00	0.00	0.00
TOTAL FULL-TIME EQUIVALENTS	3.00	3.00	3.50	2.50	1.50	0.70

001	GENERAL FUND
13	ADMINISTRATIVE SERVICES
51300	FINANCE

		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	195,458	186,823	53,905	55,010	56,755	63,500
1410	OVERTIME	-	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	11,868	11,450	3,335	3,411	3,520	4,000
2210	RETIREMENT	19,694	21,398	6,904	7,701	7,300	8,890
2310	EMPLOYEE INSURANCE	34,930	31,472	3,007	5,000	2,766	4,400
2410	WORKER'S COMPENSATION	262	275	48	70	30	70
3000	MEDICARE INSURANCE	2,775	2,678	780	798	823	921
	SUBTOTAL PERSONAL SERVICES	264,988	254,096	67,978	71,990	71,194	81,781
OPERATING EXPENSES							
3210	ACCOUNTING & AUDITING	15,669	15,930	15,980	24,230	20,000	23,230
4010	TRAVEL & PER DIEM	-	-	792	2,500	2,000	3,500
4655	COMPUTER HARDWARE & SOFTWARE	680	951	-	-	-	-
4710	PRINTING & BINDING	301	246	393	1,000	700	1,900
4906	OTHER CHARGES	-	204	-	-	-	-
4915	CREDIT CARD FEE EXPENSE	3,607	5,388	4,935	1,500	4,000	2,000
4920	MISCELLANEOUS CHARGES	20	-	20	-	-	-
4921	BANK FEES	542	639	739	900	900	1,000
4930	TRAINING	325	375	-	1,500	2,200	2,500
4946	LEGAL & RETAIL ADVERTISEMENTS	-	-	1,250	-	-	-
5290	OPERATING SUPPLIES	299	476	95	2,150	2,150	2,400
5410	BOOKS, PUBS, SUBS & MEMBS	180	230	80	730	730	855
	SUBTOTAL OPERATING EXPENSES	21,622	24,439	24,284	34,510	32,680	37,385
CAPITAL OUTLAY							
6400	COMPUTER SOFTWARE & EQUIPMENT	1,348	1,791	-	-	-	-
6411	OFFICE EQUIP/FURNITURE	-	-	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	1,348	1,791	-	-	-	-
TOTAL EXPENDITURES		287,958	280,326	92,262	106,500	103,874	119,166

Financial Summaries

General Fund

Human Resources

The Human Resources program is new for FY 2022. Historically, human resources, payroll, and benefit services were provided by the City Clerk. Starting in FY 2022 the duties were reassigned to the Human Resources program.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
PERSONAL SERVICES	-	-	17,770	54,061	18,343	26,764
OPERATING EXPENSES	-	-	26,120	23,700	35,805	43,350
TOTAL REQUIREMENTS	-	-	43,890	77,761	54,148	70,114

PERSONAL SERVICES						
POSITION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
ADMINISTRATIVE COORDINATOR	0.00	0.00	0.50	0.50	0.50	0.20
TOTAL FULL-TIME EQUIVALENTS	0.00	0.00	0.50	0.50	0.50	0.20

001	GENERAL FUND
13	ADMINISTRATIVE SERVICES
51310	HUMAN RESOURCES

		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	-	-	15,272	35,151	13,735	13,450
1410	OVERTIME	-	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	-	-	947	2,179	852	835
2210	RETIREMENT	-	-	-	4,921	-	1,883
2510	UNEMPLOYMENT COMPENSATION	-	-	-	5,000	-	5,000
2310	EMPLOYEE INSURANCE	-	-	1,306	6,250	3,506	5,380
2410	WORKER'S COMPENSATION	-	-	24	50	50	20
3000	MEDICARE	-	-	221	510	200	196
	SUBTOTAL PERSONAL SERVICES	-	-	17,770	54,061	18,343	26,764
OPERATING EXPENSES							
2220	RETIRED EMPLOYEE LIFE INSURANC	-	-	485	800	700	900
2230	RETIRED EMPLOYEE DENTAL INSUR	-	-	4,403	6,200	4,100	4,500
3100	PROFESSIONAL SERVICES	-	-	6,901	7,000	16,675	7,000
3130	MEDICAL SERVICES	-	-	-	200	200	200
4010	TRAVEL & PER DIEM	-	-	1,810	1,000	1,000	1,500
4520	LIABILITY INSURANCE	-	-	10,251	-	-	-
4540	EMPLOYEE APPRECIATION	-	-	973	2,000	2,000	2,500
4710	PRINTING & BINDING	-	-	-	500	1,000	500
4930	TRAINING	-	-	-	3,750	1,875	2,500
4934	TUITION	-	-	-	-	6,455	21,000
4946	LEGAL & RETAIL ADVERTISEMENTS	-	-	669	1,000	1,000	1,500
5290	OPERATING SUPPLIES	-	-	372	500	500	500
5410	BOOKS, PUBS, SUBS & MEMBS	-	-	256	750	300	750
6411	OFFICE EQUIPMENT/FURNITURE	-	-	-	-	-	-
	SUBTOTAL OPERATING EXPENSES	-	-	26,120	23,700	35,805	43,350
CAPITAL OUTLAY							
6411	OFFICE EQUIPMENT/FURNITURE	-	-	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	-	-	-	-	-	-
	TOTAL EXPENDITURES	-	-	43,890	77,761	54,148	70,114

Financial Summaries

General Fund

Information Technology

The Information Technology program is new for FY 2022. This budget includes managed IT services for all staff and programs. Licensing costs for enterprise resource planning (ERP) software, geographic information systems, city website, and other miscellaneous software applications are also covered. For FY 2022 the budget is significantly higher due to the one-time capital costs for the new ERP software. This program is led by the Administrative Services Department.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
OPERATING EXPENSES	-	-	97,135	110,345	113,945	117,094
CAPITAL OUTLAY	-	-	29,794	50,000	30,000	8,000
TOTAL REQUIREMENTS	-	-	126,928	160,345	143,945	125,094

001	GENERAL FUND					
13	ADMINISTRATIVE SERVICES					
51610	INFORMATION TECHNOLOGY					
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED
						FY 2024
						BUDGET
<u>EXPENDITURES</u>						
OPERATING EXPENSES						
3100	PROFESSIONAL SERVICES	-	-	18,164	23,900	23,900
4110	TELEPHONE & INTERNET	-	-	13,923	15,000	18,100
4520	LIABILITY INSURANCE	-	-	1,624	-	-
4655	COMPUTER HARDWARE & SOFTWARE	-	-	63,093	64,945	64,945
4660	COPIER MAINTENANCE	-	-	-	6,000	7,000
5110	OFFICE SUPPLIES	-	-	331	500	-
	SUBTOTAL OPERATING EXPENSES	-	-	97,135	110,345	113,945
CAPITAL OUTLAY						
6400	COMPUTER SOFTWARE & EQUIPMENT	-	-	29,794	50,000	30,000
	SUBTOTAL CAPITAL OUTLAY	-	-	29,794	50,000	30,000
	<u>TOTAL EXPENDITURES</u>	-	-	126,928	160,345	143,945
						125,094

Financial Summaries

General Fund

Planning and Zoning

The Planning and Zoning program includes current planning services, economic development, and subdivision review. Updates to the comprehensive plan and other long-range planning studies are also covered in this budget. The program is led by the Community Development Manager.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
PERSONAL SERVICES	-	-	42,191	111,154	60,265	138,762
OPERATING EXPENSES	7,898	2,200	108,474	96,250	119,150	28,250
TOTAL REQUIREMENTS	7,898	2,200	150,665	207,404	179,415	167,012

PERSONAL SERVICES						
POSITION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
COMMUNITY DEVELOPMENT DIRECTOR	0.00	0.00	0.20	0.20	0.70	0.70
CODE COMPLIANCE OFFICER	0.00	0.00	0.20	0.20	0.20	0.20
PERMIT SPECIALIST	0.00	0.00	0.50	0.50	0.50	0.50
TOTAL FULL-TIME EQUIVALENTS	0.00	0.00	0.90	0.90	1.40	1.40

001	GENERAL FUND					
30	COMMUNITY DEVELOPMENT					
51500	PLANNING AND ZONING					
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED
						FY 2024
						BUDGET
EXPENDITURES						
PERSONAL SERVICES						
1210	SALARIES	-	-	32,867	73,954	42,935
1410	OVERTIME	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	-	-	2,032	4,585	2,662
2210	RETIREMENT	-	-	1,349	10,353	750
2310	EMPLOYEE INSURANCE	-	-	4,882	20,750	13,055
2410	WORKER'S COMPENSATION	-	-	584	440	240
3000	MEDICARE INSURANCE	-	-	475	1,072	623
	SUBTOTAL PERSONAL SERVICES	-	-	42,191	111,154	60,265
OPERATING EXPENSES						
3100	PROFESSIONAL SERVICES	-	-	107,828	93,000	115,000
3112	PROFESSIONAL SERVICES - COMP PL	7,898	2,200	-	-	-
4010	TRAVEL & PER DIEM	-	-	-	1,250	1,250
4522	VEHICLE INSURANCE	-	-	-	-	-
4930	TRAINING	-	-	-	500	500
4946	LEGAL & RETAIL ADVERTISEMENTS	-	-	633	1,000	1,000
5110	OFFICE SUPPLIES	-	-	-	250	250
5290	OPERATING SUPPLIES	-	-	13	100	1,000
5410	BOOKS, PUBS, SUBS & MEMBS	-	-	-	150	150
	SUBTOTAL OPERATING EXPENSES	7,898	2,200	108,474	96,250	119,150
	TOTAL EXPENDITURES	7,898	2,200	150,665	207,404	179,415
						167,012

Financial Summaries

General Fund

Code Compliance

The Code Compliance program is responsible for the enforcement of the municipal, development, and building codes. Staff conducts proactive inspections, responds to requests for service and complaints. The City's policy is to seek voluntary compliance; however, unresolved cases are presented to the Special Magistrate for final disposition. This program is led by the Code Compliance Officer.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
PERSONAL SERVICES	132,225	136,589	99,256	59,719	51,531	68,633
OPERATING EXPENSES	7,385	6,752	4,404	6,064	7,135	6,802
CAPITAL OUTLAY	-	3,998	1,699	-	-	-
TOTAL REQUIREMENTS	139,610	147,339	105,359	65,783	58,666	75,435

PERSONAL SERVICES						
POSITION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
COMMUNITY DEVELOPMENT DIRECTOR	1.00	1.00	0.70	0.00	0.10	0.10
CODE COMPLIANCE OFFICER	1.00	1.00	0.70	0.70	0.70	0.70
TOTAL FULL-TIME EQUIVALENTS	2.00	2.00	1.40	0.70	0.80	0.80

001	GENERAL FUND
30	COMMUNITY DEVELOPMENT
52400	CODE COMPLIANCE

		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	95,844	97,645	70,879	39,283	36,479	45,106
1410	OVERTIME	-	-	-	-	-	-
1411	HOLIDAY PAY	-	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	5,941	6,051	4,375	2,436	2,262	2,797
2210	RETIREMENT	7,882	8,022	4,722	5,500	2,500	6,315
2310	EMPLOYEE INSURANCE	19,130	20,744	17,087	10,800	9,285	13,050
2410	WORKER'S COMPENSATION	2,040	2,712	1,169	1,130	475	710
3000	MEDICARE INSURANCE	1,389	1,415	1,023	570	530	655
	SUBTOTAL PERSONAL SERVICES	132,225	136,589	99,256	59,719	51,531	68,633
OPERATING EXPENSES							
4010	TRAVEL & PER DIEM	-	-	-	1,250	1,250	1,250
4110	TELEPHONE & INTERNET	1,449	1,340	960	160	960	500
4520	LIABILITY INSURANCE	-	-	-	-	-	-
4522	VEHICLE INSURANCE	-	-	387	504	901	1,352
4610	VEHICLE R & M	119	455	20	500	500	500
4612	FURNITURE/EQUIPMENT	-	-	532	-	-	-
4655	COMPUTER HARDWARE & SOFTWARE	3,131	3,292	-	-	-	-
4710	PRINTING & BINDING	124	139	56	400	400	400
4906	OTHER CHARGES	-	-	29	200	200	-
4930	TRAINING	-	-	1,500	500	824	1,000
4934	TUITION	1,271	389	-	-	-	-
5110	OFFICE SUPPLIES	66	36	-	150	150	150
5210	FUEL, OIL & LUBRICANTS	467	350	568	1,200	1,000	800
5220	UNIFORMS	389	565	206	650	400	450
5221	PERSONAL PROTECTIVE EQUIPMENT	73	-	-	100	100	100
5295	OPERATING SUPPLIES	176	86	24	300	300	150
5410	BOOKS, PUBS, SUBS & MEMBS	120	100	123	150	150	150
	SUBTOTAL OPERATING EXPENSES	7,385	6,752	4,404	6,064	7,135	6,802
CAPITAL OUTLAY							
6207	VEHICLE PICKUP	-	-	-	-	-	-
6400	COMPUTER SOFTWARE & EQUIPMENT	-	3,998	-	-	-	-
6405	OFFICE MACHINERY & EQUIPMENT	-	-	1,699	-	-	-
	SUBTOTAL CAPITAL OUTLAY	-	3,998	1,699	-	-	-
	TOTAL EXPENDITURES	139,610	147,339	105,359	65,783	58,666	75,435

Financial Summaries

General Fund

Building Services

The Building Services program covers the permitting, inspections, and enforcement of the Florida Building Code. Building permit review and inspections are currently provided by the Okaloosa County Growth Management Department. This program is led by the City Planner.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
PERSONAL SERVICES	-	-	27,788	56,500	45,095	67,293
OPERATING EXPENSES	-	-	4,352	82,000	1,800	82,000
TOTAL REQUIREMENTS	-	-	32,141	138,500	46,895	149,293

PERSONAL SERVICES						
POSITION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
COMMUNITY DEVELOPMENT DIRECTOR	0.00	0.00	0.10	0.00	0.10	0.20
CODE COMPLIANCE OFFICER	0.00	0.00	0.10	0.10	0.10	0.10
PERMIT SPECIALIST	0.00	0.00	0.50	0.50	0.50	0.50
TOTAL FULL-TIME EQUIVALENTS	0.00	0.00	0.70	0.60	0.70	0.80

001		GENERAL FUND					
30		COMMUNITY DEVELOPMENT					
52410		BUILDING					
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	-	-	22,742	37,239	28,400	43,453
1410	OVERTIME	-	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	-	-	1,407	2,314	1,761	2,695
2210	RETIREMENT	-	-	675	5,226	600	6,084
2310	EMPLOYEE INSURANCE	-	-	2,441	10,950	13,842	14,260
2410	WORKER'S COMPENSATION	-	-	195	230	80	170
3000	MEDICARE INSURANCE	-	-	329	541	412	631
SUBTOTAL PERSONAL SERVICES		-	-	27,788	56,500	45,095	67,293
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	-	-	3,933	80,000	-	80,000
4010	TRAVEL & PER DIEM	-	-	-	500	500	500
4522	VEHICLE INSURANCE	-	-	-	-	-	-
4906	OTHER CHARGES	-	-	299	500	500	500
4930	TRAINING	-	-	-	250	250	250
4946	LEGAL & RETAIL ADVERTISEMENTS	-	-	-	300	100	300
5110	OFFICE SUPPLIES	-	-	-	100	100	100
5290	OPERATING SUPPLIES	-	-	-	100	100	100
5410	BOOKS, PUBS, SUBS & MEMBS	-	-	121	250	250	250
SUBTOTAL OPERATING EXPENSES		-	-	4,352	82,000	1,800	82,000
TOTAL EXPENDITURES		-	-	32,141	138,500	46,895	149,293

Financial Summaries

General Fund

Animal Control

The Animal Control program is responsible for the intake of stray animals within the City of Mary Esther. Currently, the City contracts with the Panhandle Animal Welfare Society (PAWS) to provide service. Contract oversight is provided by the Code Compliance Officer.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
OPERATING EXPENSES	1,005	-	-	5,000	5,000	5,000
TOTAL REQUIREMENTS	1,005	-	-	5,000	5,000	5,000

001	GENERAL FUND
30	COMMUNITY DEVELOPMENT
56200	ANIMAL CONTROL

		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
<u>EXPENDITURES</u>							
OPERATING EXPENSES							
3410	ANIMAL CONTROL	1,005	-	-	5,000	5,000	5,000
	SUBTOTAL OPERATING EXPENSES	1,005	-	-	5,000	5,000	5,000
	TOTAL EXPENDITURES	1,005	-	-	5,000	5,000	5,000

Financial Summaries

General Fund

Law Enforcement

The City contracts with the Okaloosa County Sheriff's Office for enhanced services. This includes the services of two full-time deputies that conduct patrols, respond to calls, and provide crime prevention training to City staff and the public at-large.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
OPERATING EXPENSES	217,958	218,240	230,804	252,025	252,025	285,334
TOTAL REQUIREMENTS	<u>217,958</u>	<u>218,240</u>	<u>230,804</u>	<u>252,025</u>	<u>252,025</u>	<u>285,334</u>

001	GENERAL FUND
20	PUBLIC SAFETY
52100	LAW ENFORCEMENT

		FY 2020	FY 2021	FY 2022	FY 2023	FY 2022	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
<u>EXPENDITURES</u>							
OPERATING EXPENSES							
3405	CONTRACT FOR SERVICES	217,958	218,240	230,804	252,025	252,025	285,334
	SUBTOTAL OPERATING EXPENSES	217,958	218,240	230,804	252,025	252,025	285,334
	<u>TOTAL EXPENDITURES</u>	<u>217,958</u>	<u>218,240</u>	<u>230,804</u>	<u>252,025</u>	<u>252,025</u>	<u>285,334</u>

Financial Summaries

General Fund

Fire

The City contracts with the Ocean City/Wright Fire Department. This includes fire rescue, suppression, emergency medical services, and building fire inspections. The Department utilizes the existing City fire station, apparatus, and equipment.

EXPENDITURE SUMMARY						
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
PERSONAL SERVICES	69	-	-	-	-	-
OPERATING EXPENSES	990,844	1,018,354	1,047,067	1,079,498	1,079,680	1,113,088
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL REQUIREMENTS	<u>990,914</u>	<u>1,018,354</u>	<u>1,047,067</u>	<u>1,079,498</u>	<u>1,079,680</u>	<u>1,113,088</u>

001	GENERAL FUND						
20	PUBLIC SAFETY						
52200	FIRE						
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	-	-	-	-	-	-
1410	OVERTIME	-	-	-	-	-	-
1411	HOLIDAY PAY	-	-	-	-	-	-
1412	STEP-UP PAY	-	-	-	-	-	-
1510	INCENTIVE PAY	-	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	-	-	-	-	-	-
2210	RETIREMENT	-	-	-	-	-	-
2310	EMPLOYEE INSURANCE	69	-	-	-	-	-
2410	WORKER'S COMPENSATION	-	-	-	-	-	-
3000	MEDICARE INSURANCE	-	-	-	-	-	-
	SUBTOTAL PERSONAL SERVICES	69	-	-	-	-	-
OPERATING EXPENSES							
3130	MEDICAL SERVICES	-	-	-	-	-	-
3405	CONTRACT FOR SERVICES	989,495	1,015,236	1,046,885	1,079,498	1,079,498	1,113,088
4010	TRAVEL & PER DIEM	-	-	-	-	-	-
4110	TELEPHONE & INTERNET	-	-	-	-	-	-
4120	CENTRAL DISPATCH	-	-	-	-	-	-
4310	ELECTRICITY	-	-	-	-	-	-
4320	WATER	-	-	-	-	-	-
4340	NATURAL GAS	-	-	-	-	-	-
4520	LIABILITY INSURANCE	-	-	-	-	-	-
4610	VEHICLE R & M	1,350	-	-	-	-	-
4611	BUILDING R & M	-	3,124	-	-	-	-
4612	FURNITURE/EQUIPMENT	-	-	-	-	-	-
4614	COMMUNICATION R & M	-	-	-	-	-	-
4616	FIRE DEPT EQUIP. R & M	-	-	-	-	-	-
4621	EXTINGUISHER/AIR O2	-	-	-	-	-	-
4655	COMPUTER HARDWARE& SOFTWA	-	-	-	-	-	-
4665	HOSES, NOZZLES, ETC R & M	-	-	-	-	-	-
4710	PRINTING & BINDING	-	-	182	-	182	-
4810	TROPHIES & AWARDS	-	-	-	-	-	-
4920	MISCELLANEOUS CHARGES	-	-	-	-	-	-
4930	TRAINING	-	-	-	-	-	-
4960	HAZARDOUS MATERIALS	-	-	-	-	-	-
5110	OFFICE SUPPLIES	-	-	-	-	-	-
5210	FUEL, OIL & LUBRICANTS	-	(6)	-	-	-	-
5220	UNIFORMS	-	-	-	-	-	-
5221	PERSONAL PROTECTIVE EQUIPMEN	-	-	-	-	-	-
5260	TOOLS	-	-	-	-	-	-
5285	FOOD ALLOWANCE	-	-	-	-	-	-
5295	OPERATING SUPPLIES/JANITORIAL	-	-	-	-	-	-
5410	BOOKS, PUBS, SUBS & MEMBS	-	-	-	-	-	-
	SUBTOTAL OPERATING EXPENSES	990,844	1,018,354	1,047,067	1,079,498	1,079,680	1,113,088
CAPITAL OUTLAY							
6430	BUILDING IMPROVEMENTS	-	-	-	-	-	-
6460	SAFETY EQUIPMENT	-	-	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	-	-	-	-	-	-
	TOTAL EXPENDITURES	990,914	1,018,354	1,047,067	1,079,498	1,079,680	1,113,088

Financial Summaries

General Fund

Library

The Library provides a program of public library service which makes resources available to residents for lifelong learning, access to information, and leisure. This includes a materials collection of over 33,800 books, audio books, DVDs, as well a computer lab and educational programming.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
PERSONAL SERVICES	311,271	318,024	325,026	384,734	367,706	427,299
OPERATING EXPENSES	38,822	37,204	29,757	36,400	36,900	38,000
CAPITAL OUTLAY	-	8,976	-	-	-	-
TOTAL REQUIREMENTS	350,093	364,204	354,783	421,134	404,606	465,299

PERSONAL SERVICES						
POSITION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
LIBRARIAN	1.00	1.00	1.00	1.00	1.00	1.00
YOUTH SERVICES COORDINATOR	1.00	1.00	1.00	1.00	1.00	1.00
LIBRARY TECHNICIAN	3.00	3.00	3.00	3.00	3.00	3.00
LIBRARY TECHNICIAN (PT)	1.00	1.00	1.00	1.00	1.00	1.00
TOTAL FULL-TIME EQUIVALENTS	6.00	6.00	6.00	6.00	6.00	6.00

001 GENERAL FUND							
71 LIBRARY							
57100 LIBRARY							
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	213,299	189,586	193,419	236,803	240,509	270,000
1310	PART-TIME SALARIES	23,730	42,697	45,820	33,532	32,085	39,000
1410	OVERTIME	-	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	14,408	13,713	14,277	16,761	16,901	19,158
2210	RETIREMENT	24,781	24,710	25,383	33,152	33,672	37,800
2310	EMPLOYEE INSURANCE	31,344	43,698	42,449	63,300	40,294	56,360
2410	WORKER'S COMPENSATION	339	413	338	700	290	500
3000	MEDICARE INSURANCE	3,370	3,207	3,339	486	3,955	4,481
	SUBTOTAL PERSONAL SERVICES	311,271	318,024	325,026	384,734	367,706	427,299
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	-	940	-	-	-	-
4010	TRAVEL & PER DIEM	456	377	1,316	1,200	1,200	1,200
4100	POSTAGE & SHIPPING	-	-	60	200	200	1,300
4110	TELEPHONE & INTERNET	-	-	-	-	-	-
4310	ELECTRICITY	-	-	-	-	-	-
4320	WATER	-	-	-	-	-	-
4330	SOLID WASTE	-	-	-	-	-	-
4520	LIABILITY INSURANCE	-	-	-	-	-	-
4611	BUILDING R & M	941	100	-	-	-	-
4612	FURNITURE/EQUIPMENT	80	11	70	-	500	500
4650	COMPUTER OPERATIONS & MAINT	-	383	-	-	-	-
4655	COMPUTER HARDWARE & SOFTW/	-	270	-	-	-	-
4676	FURNITURE/EQUIP. UNDER \$1000	-	-	-	500	-	-
4710	PRINTING & BINDING	-	100	206	600	-	600
4920	MISCELLANEOUS CHARGES	-	-	-	-	-	-
4925	PROGRAM EXPENSES	2,017	2,087	1,429	1,900	2,900	1,900
5110	OFFICE SUPPLIES	1,769	1,648	1,954	3,000	3,000	2,700
5295	OPERATING SUPPLIES	33	-	-	-	100	-
5410	BOOKS, PUBS, SUBS & MEMBS	15,524	13,722	10,583	12,000	12,000	12,000
5415	LIBRARY BOOK LEASES	6,347	6,476	6,403	7,000	7,000	6,800
5417	LIBRARY E-BOOK LEASES	9,461	10,173	6,454	9,000	9,000	10,000
5420	MEMBERSHIPS	2,193	917	1,282	1,000	1,000	1,000
	SUBTOTAL OPERATING EXPENSES	38,822	37,204	29,757	36,400	36,900	38,000
CAPITAL OUTLAY							
6400	COMPUTER SOFTWARE & EQUIPM	-	1,791	-	-	-	-
6405	OFFICE MACHINERY & EQUIPMENT	-	2,935	-	-	-	-
6411	OFFICE EQUIPMENT/FURNITURE	-	-	-	-	-	-
6430	BUILDING IMPROVEMENTS	-	4,250	-	-	-	-
6610	BOOKS, PUBS, SUBS & MEMBS	-	-	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	-	8,976	-	-	-	-
TOTAL EXPENDITURES		350,093	364,204	354,783	421,134	404,606	465,299

Financial Summaries

General Fund

Facilities

The Facilities program is responsible for all building and landscaping maintenance. Utilities and insurance for all public facilities is also covered by this budget. The program is led by the Maintenance Superintendent.

EXPENDITURE SUMMARY						
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
PERSONAL SERVICES	-	-	26,166	43,495	33,171	63,184
OPERATING EXPENSES	-	-	90,909	154,520	112,114	135,781
CAPITAL OUTLAY	-	-	3,186	185,000	15,000	300,000
TOTAL REQUIREMENTS	-	-	120,261	383,015	160,285	498,965

PERSONAL SERVICES						
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
POSITION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
PUBLIC WORKS DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.10
MAINTENANCE SUPERVISOR	0.00	0.00	0.10	0.10	0.10	0.10
MAINTENANCE TECHNICIAN	0.00	0.00	0.40	0.40	0.50	0.50
TOTAL FULL-TIME EQUIVALENTS	0.00	0.00	0.50	0.50	0.60	0.70

001	GENERAL FUND
50	PUBLIC WORKS
51910	FACILITIES

		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	-	-	17,190	25,929	21,525	38,500
1410	OVERTIME	-	-	-	500	500	500
2110	SOCIAL SECURITY TAXES	-	-	1,035	1,608	1,366	2,418
2210	RETIREMENT	-	-	1,487	3,630	1,510	5,460
2310	EMPLOYEE INSURANCE	-	-	4,707	8,430	6,530	13,990
2410	WORKER'S COMPENSATION	-	-	1,504	3,022	1,420	1,750
3000	MEDICARE INSURANCE	-	-	242	376	320	566
	SUBTOTAL PERSONAL SERVICES	-	-	26,166	43,495	33,171	63,184
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	-	-	8,320	9,400	20,800	16,015
4010	TRAVEL & PER DIEM	-	-	-	500	500	500
4110	TELEPHONE & INTERNET	-	-	-	-	-	-
4310	ELECTRICITY	-	-	18,350	19,870	19,870	21,000
4320	WATER	-	-	6,825	7,500	7,500	7,900
4330	SOLID WASTE	-	-	4,042	4,000	4,000	3,760
4340	NATURAL GAS	-	-	676	1,500	1,500	1,100
4410	EQUIPMENT RENTAL	-	-	322	1,000	1,000	2,060
4520	LIABILITY INSURANCE	-	-	4,650	-	-	-
4521	PROPERTY INSURANCE	-	-	15,782	12,300	12,332	18,498
4522	VEHICLE INSURANCE	-	-	368	700	862	1,298
4610	VEHICLE R & M	-	-	921	1,000	1,500	-
4611	BUILDING R & M	-	-	15,501	20,000	25,000	45,000
4612	FURNITURE/EQUIPMENT	-	-	-	500	500	500
4615	FENCING & LANDSCAPING	-	-	736	52,000	1,000	-
4635	PARKING AREA MARKING R & M	-	-	174	5,000	-	-
4930	TRAINING	-	-	704	1,000	1,000	1,000
5110	OFFICE SUPPLIES	-	-	243	250	250	750
5210	FUEL, OIL & LUBRICANTS	-	-	4,054	5,000	3,500	5,000
5220	UNIFORMS	-	-	223	400	1,000	800
5221	PERSONAL PROTECTIVE EQUIPMEN	-	-	999	1,000	1,000	1,000
5230	JANITORIAL SUPPLIES	-	-	1,035	4,000	2,000	3,000
5231	SEASONAL DECORATIONS	-	-	-	2,500	-	-
5240	CHEMICALS	-	-	55	500	400	-
5260	TOOLS	-	-	303	500	600	1,000
5270	MACHINERY & EQUIPMENT	-	-	3,374	3,000	3,000	1,500
5290	OPERATING SUPPLIES	-	-	3,213	1,000	3,000	4,000
5410	BOOKS, PUBS, SUBS & MEMBS	-	-	40	100	-	100
	SUBTOTAL OPERATING EXPENSES	-	-	90,909	154,520	112,114	135,781
CAPITAL OUTLAY							
6210	BUILDINGS	-	-	3,186	150,000	15,000	300,000
6310	INFRASTRUCTURE	-	-	-	35,000	-	-
6400	MACHINERY & EQUIPMENT	-	-	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	-	-	3,186	185,000	15,000	300,000
	TOTAL EXPENDITURES	-	-	120,261	383,015	160,285	498,965

Financial Summaries

General Fund

Streets

The Streets program funds the operation of streetlights, maintenance of roads, and street signs. This budget also includes funds for the planning, design, and engineering for streets and sidewalk infrastructure. The program is led by the Maintenance Superintendent.

EXPENDITURE SUMMARY						
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
PERSONAL SERVICES	218,184	233,486	52,269	86,489	65,999	110,286
OPERATING EXPENSES	134,243	172,232	102,126	500,510	131,235	109,757
CAPITAL OUTLAY	9,549	9,171	-	1,006,528	726,975	4,343,338
TOTAL REQUIREMENTS	361,976	414,889	154,395	1,593,527	924,209	4,563,381

PERSONAL SERVICES						
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
POSITION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
PUBLIC WORKS DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.10
MAINTENANCE SUPERVISOR	1.00	1.00	0.20	0.20	0.20	0.20
MAINTENANCE TECHNICIAN	5.00	3.00	0.80	0.80	1.00	1.00
TOTAL FULL-TIME EQUIVALENTS	6.00	4.00	1.00	1.00	1.20	1.30

001	GENERAL FUND
50	PUBLIC WORKS
54100	STREETS

		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	143,729	151,928	34,381	51,858	43,235	66,500
1410	OVERTIME	75	119	-	500	500	500
2110	SOCIAL SECURITY TAXES	8,520	9,166	2,071	3,215	2,712	4,154
2210	RETIREMENT	9,216	12,371	2,975	7,260	3,012	9,380
2310	EMPLOYEE INSURANCE	40,672	40,253	9,351	16,860	13,065	25,290
2410	WORKER'S COMPENSATION	13,980	17,505	3,007	6,044	2,840	3,490
3000	MEDICARE INSURANCE	1,993	2,144	484	752	635	972
	SUBTOTAL PERSONAL SERVICES	218,184	233,486	52,269	86,489	65,999	110,286
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	6,843	8,998	-	174,000	30,000	-
3150	ENGINEERING, CONSULTING SERVI	-	500	-	-	-	-
4010	TRAVEL & PER DIEM	-	-	-	1,000	-	1,000
4110	TELEPHONE & INTERNET	244	210	-	240	-	-
4310	ELECTRICITY	41,147	39,576	51,923	57,070	50,000	56,000
4320	WATER	-	-	359	500	500	500
4330	SOLID WASTE	457	1,072	1,159	-	3,000	3,500
4410	EQUIPMENT RENTAL	6,445	1,020	-	2,500	2,500	2,500
4522	VEHICLE INSURANCE	-	-	368	700	1,723	2,607
4610	VEHICLE R & M	589	3,867	228	750	2,500	3,500
4611	BUILDING R & M	11,266	20,203	-	-	-	-
4612	FURNITURE/EQUIPMENT	-	-	-	-	-	-
4615	FENCING & LANDSCAPING	8,546	6,093	580	216,000	-	-
4623	HEAVY EQUIPMENT R & M	10,972	5,520	5,577	10,000	25,812	15,000
4631	STREET REPAVING	713	16,562	739	25,000	1,500	10,000
4635	PARKING AREA MARKING R & M	6	-	-	-	-	-
4636	TRAFFIC CONTROL & TRAFFIC SIGN	2,519	780	4,140	5,000	3,000	3,000
4637	CURBS/GUTTERS/STORM DRAINS R	-	12,207	-	-	-	-
4640	DOCKS, BOAT RAMPS, PIERS R & M	97	137	-	-	-	-
4642	TRAFFIC SIGNAL MAINTENANCE - C	30,834	31,638	32,500	-	-	-
4650	COMPUTER OPERATIONS & MAINT	600	600	-	-	-	-
4675	PARKS & RECREATION	223	3,283	-	-	-	-
4920	MISCELLANEOUS CHARGES	-	86	-	-	-	-
4930	TRAINING	150	270	-	300	300	1,000
5110	OFFICE SUPPLIES	281	377	58	100	100	100
5210	FUEL, OIL & LUBRICANTS	3,586	6,087	3,851	3,500	3,500	3,700
5220	UNIFORMS	314	150	112	500	500	250
5221	PERSONAL PROTECTIVE EQUIPMEN	855	737	84	500	500	500
5230	JANITORIAL SUPPLIES	1,131	1,730	-	-	-	-
5240	CHEMICALS	148	234	55	-	200	-
5260	TOOLS	297	193	171	500	500	1,000
5270	MACHINERY & EQUIPMENT	2,604	3,688	120	1,250	1,500	1,500
5290	OPERATING SUPPLIES	3,337	6,397	101	1,000	3,500	4,000
5410	BOOKS, PUBS, SUBS & MEMBS	40	18	-	100	100	100
	SUBTOTAL OPERATING EXPENSES	134,243	172,232	102,126	500,510	131,235	109,757

CAPITAL OUTLAY

001	GENERAL FUND						
50	PUBLIC WORKS						
54100	STREETS						
6310	INFRASTRUCTURE	-	-	-	956,528	726,975	4,293,338
6330	STORM DRAINAGE IMPROVEMENT	-	7,380	-	-	-	-
6380	PARK EQUIPMENT	-	-	-	-	-	-
6405	OFFICE MACHINERY & EQUIPMENT	-	1,791	-	-	-	-
6410	MACHINERY & EQUIPMENT	9,549	-	-	50,000	-	50,000
	SUBTOTAL CAPITAL OUTLAY	9,549	9,171	-	1,006,528	726,975	4,343,338
	<u>TOTAL EXPENDITURES</u>	<u>361,976</u>	<u>414,889</u>	<u>154,395</u>	<u>1,593,527</u>	<u>924,209</u>	<u>4,563,381</u>

Financial Summaries

General Fund

Parks and Recreation

The program is responsible for the management of parks and recreation facilities. Services include the development, construction, and maintenance of parks facilities, and recreation programming. Maintenance of the cemetery is also provided through this budget. The program is led by the Maintenance Superintendent.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
PERSONAL SERVICES	-	-	130,577	215,474	166,434	266,457
OPERATING EXPENSES	-	-	18,725	32,100	65,579	51,894
CAPITAL OUTLAY	-	-	31,999	407,000	357,159	1,275,000
TOTAL REQUIREMENTS	-	-	181,302	654,574	589,172	1,593,351

PERSONAL SERVICES						
POSITION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
PUBLIC WORKS DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.20
MAINTENANCE SUPERVISOR	0.00	0.00	0.50	0.50	0.50	0.50
MAINTENANCE TECHNICIAN	0.00	0.00	2.00	2.00	2.50	2.50
TOTAL FULL-TIME EQUIVALENTS	0.00	0.00	2.50	2.50	3.00	3.20

001	GENERAL FUND
50	PUBLIC WORKS
57200	PARKS

		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	-	-	85,953	129,645	107,530	160,500
1310	PART-TIME SALARIES	-	-	-	-	-	-
1410	OVERTIME	-	-	-	500	-	500
2110	SOCIAL SECURITY TAXES	-	-	5,177	8,038	6,667	9,982
2210	RETIREMENT	-	-	7,437	18,150	7,530	22,540
2310	EMPLOYEE INSURANCE	-	-	23,282	42,150	35,931	61,880
2410	WORKER'S COMPENSATION	-	-	7,517	15,111	7,216	8,720
3000	MEDICARE INSURANCE	-	-	1,211	1,880	1,560	2,335
	SUBTOTAL PERSONAL SERVICES	-	-	130,577	215,474	166,434	266,457
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	-	-	-	-	8,100	-
4010	TRAVEL & PER DIEM	-	-	-	1,000	-	500
4310	ELECTRICITY	-	-	3,455	4,000	5,000	5,000
4320	WATER	-	-	2,956	3,800	3,800	3,800
4330	SOLID WASTE	-	-	-	4,000	1,000	500
4521	PROPERTY INSURANCE	-	-	-	5,700	6,064	9,096
4522	VEHICLE INSURANCE	-	-	368	700	865	1,298
4611	BUILDING R & M	-	-	5,819	5,000	5,000	5,000
4612	FURNITURE/EQUIPMENT	-	-	168	1,000	-	1,000
4615	FENCING & LANDSCAPING	-	-	3,000	2,500	13,000	6,000
5110	OFFICE SUPPLIES	-	-	-	250	250	100
5210	FUEL, OIL & LUBRICANTS	-	-	646	500	3,100	3,500
5220	UNIFORMS	-	-	112	400	400	-
5231	SEASONAL DECORATIONS	-	-	-	-	15,000	2,500
5270	MACHINERY & EQUIPMENT	-	-	704	500	1,500	1,000
5295	OPERATING SUPPLIES	-	-	1,497	2,500	2,500	2,500
5410	BOOKS, PUBS, SUBS & MEMBS	-	-	-	250	-	100
5741	COMMUNITY EVENTS	-	-	-	-	-	10,000
	SUBTOTAL OPERATING EXPENSES	-	-	18,725	32,100	65,579	51,894
CAPITAL OUTLAY							
6210	BUILDINGS	-	-	-	-	-	-
6310	INFRASTRUCTURE	-	-	-	407,000	357,159	1,275,000
6410	MACHINERY & EQUIPMENT	-	-	31,999	-	-	-
	SUBTOTAL CAPITAL OUTLAY	-	-	31,999	407,000	357,159	1,275,000
	TOTAL EXPENDITURES	-	-	181,302	654,574	589,172	1,593,351

Financial Summaries

General Fund

Stormwater

The Stormwater program funds the maintenance of the drainage system. This budget also includes funds for the planning, design, and engineering for stormwater infrastructure. The program is led by the Maintenance Superintendent.

EXPENDITURE SUMMARY						
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
PERSONAL SERVICES	-	-	52,269	86,489	65,259	110,286
OPERATING EXPENSES	-	-	5,204	104,950	1,864	18,183
CAPITAL OUTLAY	-	-	36,380	439,900	28,298	1,429,728
TOTAL REQUIREMENTS	-	-	93,853	631,339	95,421	1,558,197

PERSONAL SERVICES						
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
POSITION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
PUBLIC WORKS DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.10
MAINTENANCE SUPERVISOR	0.00	0.00	0.20	0.20	0.20	0.20
MAINTENANCE TECHNICIAN	0.00	0.00	0.80	0.80	1.00	1.00
TOTAL FULL-TIME EQUIVALENTS	0.00	0.00	1.00	1.00	1.20	1.30

001		GENERAL FUND					
50		PUBLIC WORKS					
53800		STORMWATER					
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	-	-	34,381	51,858	43,048	66,500
1410	OVERTIME	-	-	-	500	-	500
2110	SOCIAL SECURITY TAXES	-	-	2,071	3,215	2,669	4,154
2210	RETIREMENT	-	-	2,975	7,260	3,012	9,380
2310	EMPLOYEE INSURANCE	-	-	9,351	16,860	13,065	25,290
2410	WORKER'S COMPENSATION	-	-	3,007	6,044	2,840	3,490
3000	MEDICARE INSURANCE	-	-	484	752	625	972
SUBTOTAL PERSONAL SERVICES		-	-	52,269	86,489	65,259	110,286
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	-	-	1,946	100,000	-	12,785
4010	TRAVEL & PER DIEM	-	-	-	500	-	500
4522	VEHICLE INSURANCE	-	-	368	700	864	1,298
4615	FENCING & LANDSCAPING	-	-	2,542	2,500	-	2,500
4637	CURBS/GUTTERS/STORM DRAINS R	-	-	100	500	500	500
5220	UNIFORMS	-	-	187	250	250	250
5295	OPERATING SUPPLIES	-	-	60	250	250	250
5410	BOOKS, PUBS, SUBS & MEMBS	-	-	-	250	-	100
SUBTOTAL OPERATING EXPENSES		-	-	5,204	104,950	1,864	18,183
CAPITAL OUTLAY							
6310	INFRASTRUCTURE	-	-	36,380	439,900	28,298	1,429,728
SUBTOTAL CAPITAL OUTLAY		-	-	36,380	439,900	28,298	1,429,728
TOTAL EXPENDITURES		-	-	93,853	631,339	95,421	1,558,197

Financial Summaries

General Fund

Nondepartmental

The Nondepartmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes general operating expenses, debt service, and interfund transfers.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
PERSONAL SERVICES	4,854	8,779	-	-	-	-
OPERATING EXPENSES	147,436	192,878	26,238	45,424	45,124	70,732
CAPITAL OUTLAY	-	11,183	-	-	-	-
OTHER USES	441,267	100,000	-	-	-	180,000
TOTAL REQUIREMENTS	593,557	312,840	26,238	45,424	45,124	250,732

001	GENERAL FUND
99	NONDEPARTMENTAL
51900	GENERAL GOVERNMENT

		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	2 PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
2220	RETIRED EMPLOYEE LIFE INSURANC	495	516	-	-	-	-
2230	RETIRED EMPLOYEE DENTAL INSUR	4,269	4,475	-	-	-	-
2510	UNEMPLOYMENT COMPENSATION	-	2,939	-	-	-	-
3130	MEDICAL SERVICES	90	850	-	-	-	-
	SUBTOTAL PERSONAL SERVICES	4,854	8,779	-	-	-	-
OPERATING EXPENSES							
4100	POSTAGE & SHIPPING	2,516	2,969	2,217	2,000	3,500	4,000
5110	OFFICE SUPPLIES	1,399	1,525	1,460	4,500	3,000	4,500
5410	BOOKS, PUBS, SUBS & MEMBS	394	285	494	900	600	900
4660	COPIER MAINTENANCE	3,701	3,599	3,324	-	-	-
3100	PROFESSIONAL SERVICES	5,181	10,821	355	-	-	-
3150	ENGINEERING, CONSULTING SERVI	-	-	-	-	-	-
4110	TELEPHONE & INTERNET	18,813	14,098	-	-	-	-
4310	ELECTRICITY	25,043	23,814	-	-	-	-
4320	WATER	6,211	7,060	-	-	-	-
4330	SOLID WASTE	2,338	40,348	-	-	-	-
4340	NATURAL GAS	587	730	-	-	-	-
4520	LIABILITY INSURANCE	53,724	49,912	18,387	38,024	38,024	61,332
4611	BUILDING R & M	-	-	-	-	-	-
4612	FURNITURE/EQUIPMENT	-	-	-	-	-	-
4650	COMPUTER OPERATIONS & MAINT	20,778	25,182	-	-	-	-
4655	COMPUTER HARDWARE & SOFTW/	3,093	11,353	-	-	-	-
4670	TELEPHONE SYSTEM - R & M	-	-	-	-	-	-
4710	PRINTING & BINDING	170	-	-	-	-	-
4920	MISCELLANEOUS CHARGES	1,372	525	-	-	-	-
4930	TRAINING	199	-	-	-	-	-
4934	TUITION	-	-	-	-	-	-
5290	OPERATING SUPPLIES	1,934	433	-	-	-	-
5291	COVID-19	(15)	224	-	-	-	-
	SUBTOTAL OPERATING EXPENSES	147,436	192,878	26,238	45,424	45,124	70,732
CAPITAL OUTLAY							
6400	COMPUTER SOFTWARE & EQUIPM	-	3,998	-	-	-	-
6405	OFFICE MACHINERY & EQUIPMENT	-	2,935	-	-	-	-
6411	OFFICE EQUIP/FURNITURE	-	-	-	-	-	-
6430	BUILDING IMPROVEMENTS	-	4,250	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	-	11,183	-	-	-	-
OTHER USES							
7120	LOAN DEBT PRINCIPAL	-	-	-	-	-	93,834
7220	LOAN DEBT INTEREST	-	-	-	-	-	86,166
58100	INTERFUND TRANSFERS	441,267	100,000	-	-	-	-
	SUBTOTAL OTHER USES	441,267	100,000	-	-	-	180,000
	TOTAL EXPENDITURES	593,557	312,840	26,238	45,424	45,124	250,732

Financial Summaries

Utilities Fund

OPERATING BUDGET SUMMARY, UTILITIES FUND			
	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
REVENUES	7,324,212	5,644,154	8,035,762
LESS ONE-TIME REVENUES	4,180,715	2,237,867	4,664,305
RECURRING REVENUES	3,143,497	3,406,287	3,371,457
EXPENDITURES	6,684,743	6,137,222	7,887,350
LESS ONE-TIME EXPENDITURES	4,014,206	3,472,621	5,059,555
RECURRING EXPENDITURES	2,670,537	2,664,601	2,827,795
SURPLUS/(DEFICIT)	472,960	741,686	543,662

Notes:

(1) Recurring revenues is defined as revenues the city will reasonably receive on annual basis. It does not include one-time grant or project revenues.

(2) Recurring expenditures is defined as expenditures the city will be required to expend to maintain services. It does not include one-time grant or project expenditures.

Financial Summaries

Utilities Fund

UTILITIES FUND, BY OBJECT						
	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
BEGINNING BALANCE	1,645,656	2,340,050	2,784,899	3,687,438	3,687,438	3,194,370
REVENUES						
INTERGOVERNMENTAL	-	-	17,113		-	-
CHARGES FOR SERVICE	2,332,608	2,962,380	3,035,395	2,948,900	2,959,600	3,171,297
MISCELLANEOUS	176,579	350,211	397,635	194,597	446,687	200,160
OTHER SOURCES	613,767	100,000	243,227	4,180,715	2,237,867	4,664,305
TOTAL REVENUES	3,122,953	3,412,591	3,693,369	7,324,212	5,644,154	8,035,762
EXPENDITURES						
PERSONAL SERVICES	-	-	260,395	264,510	254,556	303,566
OPERATING EXPENSES	1,982,835	2,207,534	2,159,904	2,386,727	2,390,445	2,504,429
CAPITAL OUTLAY	436,897	961,732	597,198	4,014,206	3,472,621	5,059,555
DEBT SERVICE	-	-	19,798	19,300	19,600	19,800
TOTAL EXPENDITURES	2,419,732	3,169,266	3,037,296	6,684,743	6,137,222	7,887,350
RESTRICTED						
IMPACT FEES	2,600	5,300	7,900	6,900	6,900	6,900
CAPITAL PROJECTS	-	-	-	-	-	-
TOTAL RESTRICTED BALANCE	2,600	5,300	7,900	6,900	6,900	6,900
ENDING UNASSIGNED BALANCE	2,337,450	2,779,599	3,679,538	4,320,007	3,187,470	3,335,882

Financial Summaries

Utilities Fund

UTILITIES FUND SUMMARY, BY PROGRAM						
	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
BEGINNING BALANCE	1,645,656	2,340,050	2,784,899	3,687,438	3,687,438	3,194,370
REVENUES						
INTERGOVERNMENTAL	-	-	17,113	-	-	-
CHARGES FOR SERVICE	2,332,608	2,962,380	3,035,395	2,948,900	2,959,600	3,171,297
MISCELLANEOUS	176,579	350,211	397,635	194,597	446,687	200,160
OTHER SOURCES	613,767	100,000	243,227	4,180,715	2,237,867	4,664,305
TOTAL REVENUES	3,122,953	3,412,591	3,693,369	7,324,212	5,644,154	8,035,762
EXPENDITURES						
WATER	-	-	1,455,895	5,020,725	4,329,545	4,219,820
SEWER	-	-	1,561,602	1,644,717	1,788,077	3,647,730
WATER/SEWER	2,419,732	3,169,266	-	-	-	-
NONDEPARTMENTAL	-	-	19,798	19,300	19,600	19,800
TOTAL EXPENDITURES	2,419,732	3,169,266	3,037,296	6,684,743	6,137,222	7,887,350
RESTRICTED RESERVES						
IMPACT FEES	2,600	5,300	7,900	6,900	6,900	6,900
CAPITAL PROJECTS	-	-	-	-	-	-
TOTAL RESTRICTED RESERVES	2,600	5,300	7,900	6,900	6,900	6,900
ENDING UNASSIGNED BALANCE	2,337,450	2,779,599	3,679,538	4,320,007	3,187,470	3,335,882

410 UTILITIES FUND						
00 NONDEPARTMENTAL						
300000 REVENUES						
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED
						FY 2024
						BUDGET
REVENUES						
INTERGOVERNMENTAL						
343310	FEDERAL DISASTER RELIEF	-	-	17,113	-	-
343320	STATE DISASTER RELIEF	-	-	-	-	-
	SUBTOTAL INTERGOVERNMENTAL	-	-	17,113	-	-
CHARGES FOR SERVICES						
343310	WATER UTILITY REVENUE	915,816	1,010,843	1,248,041	1,200,000	1,200,000
343320	WATER UTILITY PENALTIES	66,078	142,757	(25,445)	15,000	25,000
343325	TRASH PENALTIES	(4)	-	-	-	-
343340	BACKFLOW PREVENTER INSPECTIONS	6,750	6,650	6,600	6,700	6,600
343350	WATER UTILITY SERVICE TAP	-	4,500	-	-	-
343351	UTILITY CONNECTION FEES	13,024	12,973	10,334	12,000	6,500
343510	SEWER UTILITY REVENUE	1,328,287	1,476,637	1,794,264	1,700,000	1,700,000
343520	SEWER UTILITY PENALTIES	-	-	-	15,000	15,000
343550	SEWER UTILITY SERVICE TAP	-	5,000	-	-	2,500
343610	IMPACT FEES WATER & SEWER	2,600	2,700	1,200	-	-
343611	IMPACT FEES WATER	-	-	400	-	-
343612	IMPACT FEES SEWER	-	-	-	-	-
343900	OTHER REVENUE & RETURNED CHECK	57	300,320	-	200	4,000
343901	WATER & SEWER PLAN REVIEW	-	-	-	-	-
	SUBTOTAL CHARGES FOR SERVICES	2,332,608	2,962,380	3,035,395	2,948,900	2,959,600
						3,171,297
MISCELLANEOUS REVENUES						
361000	INTEREST REVENUE	13,945	10,219	12,703	10,000	140,000
364000	DISPOSITION OF FIXED ASSETS	-	(210)	-	-	-
364400	SALE OF EQUIPMENT	94	-	2,350	-	-
369300	SETTLEMENTS (INSURANCE REIMBUR	4,126	193,582	211,840	-	116,906
369600	LEASE/RENTAL ELEVATED	168,885	173,891	183,319	184,597	189,000
369900	MISCELLANEOUS REVENUE	(10,471)	(27,270)	(12,578)	-	781
	SUBTOTAL MISCELLANEOUS REVENUE	176,579	350,211	397,635	194,597	446,687
						200,160
OTHER SOURCES						
381100	INTERFUND TRANSFER	441,267	100,000	-	-	-
384000	DEBT PROCEEDS	-	-	-	1,870,322	2,237,867
384100	CDBG PROCEEDS	-	-	22,225	700,000	-
389300	GRANTS & DONATIONS - STATE	-	-	-	1,000,000	-
389200	GRANTS - FEDERAL	-	-	221,002	610,393	-
389700	CAPITAL CONTRIBUTIONS	172,500	-	-	-	-
	SUBTOTAL OTHER SOURCES	613,767	100,000	243,227	4,180,715	2,237,867
						4,664,305
	TOTAL REVENUES	3,122,953	3,412,591	3,693,369	7,324,212	5,644,154
						8,035,762

Financial Summaries

Utilities Fund

Water

The Water program includes water well operation, well maintenance, maintenance and repair of the distribution system. In addition, this budget also includes the administration for water operations and utility billing. The City currently contracts with Jacobs to manage this program, with oversight provided by the City Manager.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
PERSONAL SERVICES	-	-	130,197	132,255	127,278	151,783
OPERATING EXPENSES	-	-	993,515	1,263,578	1,212,311	1,379,632
CAPITAL OUTLAY	-	-	332,182	3,624,892	2,989,955	2,688,405
TOTAL REQUIREMENTS	-	-	1,455,895	5,020,725	4,329,545	4,219,820

PERSONAL SERVICES						
POSITION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
CITY MANAGER	0.20	0.20	0.25	0.25	0.25	0.05
CITY CLERK	0.13	0.13	0.00	0.00	0.00	0.00
FINANCE DIRECTOR	0.20	0.20	0.25	0.25	0.25	0.25
PUBLIC WORKS DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.25
ACCOUNTING CLERK	0.40	0.40	0.40	0.40	0.40	0.40
UTILITY BILLING CLERK	1.00	1.00	1.00	1.00	1.00	0.50
COMMUNITY DEVELOPMENT DIRECTOR	0.08	0.08	0.00	0.00	0.00	0.00
CODE COMPLIANCE OFFICER	0.08	0.08	0.00	0.00	0.00	0.00
TOTAL FULL-TIME EQUIVALENTS	2.08	2.08	1.90	1.90	1.90	1.45

410 UTILITIES FUND						
50 PUBLIC WORKS						
53300 WATER						
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED
						FY 2024
						BUDGET
EXPENDITURES						
PERSONAL SERVICES						
1210	SALARIES	-	-	102,291	93,889	94,345
1410	OVERTIME	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	-	-	6,421	5,821	5,850
2210	RETIREMENT	-	-	7,599	13,144	8,295
2310	EMPLOYEE INSURANCE	-	-	12,529	17,900	17,360
2410	WORKER'S COMPENSATION	-	-	48	140	60
3000	MEDICARE INSURANCE	-	-	1,308	1,361	1,368
	SUBTOTAL PERSONAL SERVICES	-	-	130,197	132,255	127,278
OPERATING EXPENSES						
3405	CONTRACT FOR SERVICES	-	-	794,059	831,423	831,423
3113	ADMINISTRATIVE SERVICES	-	-	-	-	-
3100	PROFESSIONAL SERVICES	-	-	28,007	115,390	-
3150	ENGINEERING, CONSULTING SERVIC	-	-	-	25,000	6,000
3210	ACCOUNTING & AUDITING	-	-	7,990	11,115	11,115
4100	POSTAGE & SHIPPING	-	-	4,133	5,000	5,000
4110	TELEPHONE & INTERNET	-	-	3,780	4,780	4,780
4310	ELECTRICITY	-	-	343	-	-
4320	WATER	-	-	19,600	60,000	110,000
4521	PROPERTY INSURANCE	-	-	20,786	23,550	23,231
4611	BUILDING R & M	-	-	-	-	-
4613	GROUNDS MAINTENANCE	-	-	-	10,000	25,000
4617	WATER SYSTEMS MAINTENANCE	-	-	3,980	25,000	65,000
4623	HEAVY EQUIPMENT R & M	-	-	2,028	-	-
4644	ELEVATED TANK MAINTENANCE	-	-	30,076	57,000	30,076
4650	COMPUTER OPERATIONS & MAINTNE	-	-	19,441	21,820	21,820
4655	COMPUTER HARDWARE & SOFTWA	-	-	-	-	-
4710	PRINTING & BINDING	-	-	1,855	2,000	2,000
4905	WTP/STP OPERATING PERMITS	-	-	-	-	-
4906	OTHER CHARGES	-	-	976	19,500	1,000
4915	CREDIT CARD FEE EXPENSE	-	-	-	-	15,000
4990	BAD DEBT EXPENSE	-	-	27,295	-	-
5110	OFFICE SUPPLIES	-	-	501	-	-
5270	MACHINERY & EQUIPMENT	-	-	28,082	51,500	59,000
5290	OPERATING SUPPLIES	-	-	63	-	1,000
5410	BOOKS, PUBS, SUBS & MEMBS	-	-	519	500	866
	SUBTOTAL OPERATING EXPENSES	-	-	993,515	1,263,578	1,212,311
CAPITAL OUTLAY						
6310	INFRASTRUCTURE	-	-	233,640	3,498,892	2,964,641
6400	COMPUTER SOFTWARE & EQUIPME	-	-	18,897	2,500	2,568
6410	MACHINERY & EQUIPMENT	-	-	79,646	123,500	22,747
	SUBTOTAL CAPITAL OUTLAY	-	-	332,182	3,624,892	2,989,955
	TOTAL EXPENDITURES	-	-	1,455,895	5,020,725	4,329,545
						4,219,820

Financial Summaries

Utilities Fund

Sewer

The Sewer program includes sewer plant operation, sewer plant maintenance, maintenance and repair of the collections system. In addition, this budget also includes the administration for sewer operations and utility billing. The City currently contracts with Jacobs to manage this program, with oversight provided by the City Manager.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
PERSONAL SERVICES	-	-	130,197	132,255	127,278	151,783
OPERATING EXPENSES	-	-	1,166,389	1,123,148	1,178,133	1,124,797
CAPITAL OUTLAY	-	-	265,016	389,314	482,666	2,371,150
TOTAL REQUIREMENTS	-	-	1,561,602	1,644,717	1,788,077	3,647,730

PERSONAL SERVICES						
POSITION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
CITY MANAGER	0.20	0.20	0.25	0.25	0.25	0.05
CITY CLERK	0.13	0.13	0.00	0.00	0.00	0.00
FINANCE DIRECTOR	0.20	0.20	0.25	0.25	0.25	0.25
PUBLIC WORKS DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.25
ACCOUNTING CLERK	0.40	0.40	0.40	0.40	0.40	0.40
UTILITY BILLING CLERK	1.00	1.00	1.00	1.00	1.00	0.50
COMMUNITY DEVELOPMENT DIRECTOR	0.08	0.08	0.00	0.00	0.00	0.00
CODE COMPLIANCE OFFICER	0.08	0.08	0.00	0.00	0.00	0.00
TOTAL FULL-TIME EQUIVALENTS	2.08	2.08	1.90	1.90	1.90	1.45

410 UTILITIES FUND							
50 PUBLIC WORKS							
53500 SEWER							
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	-	-	102,291	93,889	94,345	102,000
1410	OVERTIME	-	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	-	-	6,421	5,821	5,850	6,324
2210	RETIREMENT	-	-	7,599	13,144	8,295	14,280
2310	EMPLOYEE INSURANCE	-	-	12,529	17,900	17,360	27,555
2410	WORKER'S COMPENSATION	-	-	48	140	60	145
3000	MEDICARE INSURANCE	-	-	1,308	1,361	1,368	1,479
SUBTOTAL PERSONAL SERVICES		-	-	130,197	132,255	127,278	151,783
OPERATING EXPENSES							
3405	CONTRACT FOR SERVICES	-	-	794,059	831,423	831,423	850,000
3113	ADMINISTRATIVE SERVICES	-	-	-	-	-	-
3100	PROFESSIONAL SERVICES	-	-	12,000	75,610	23,055	12,785
3150	ENGINEERING, CONSULTING SERVI	-	-	32,177	25,000	5,000	15,000
3210	ACCOUNTING & AUDITING	-	-	7,990	11,115	11,115	14,000
4100	POSTAGE & SHIPPING	-	-	4,133	5,000	5,000	5,500
4110	TELEPHONE & INTERNET	-	-	3,780	4,780	4,780	1,000
4310	ELECTRICITY	-	-	-	-	-	-
4320	WATER	-	-	47,192	35,000	35,000	38,000
4400	SPRAYFIELD RENTAL	-	-	13,000	13,000	13,390	13,800
4521	PROPERTY INSURANCE	-	-	22,406	26,400	26,141	39,212
4611	BUILDING R & M	-	-	-	2,000	3,500	3,500
4613	GROUNDS MAINTENANCE	-	-	-	25,000	-	35,000
4618	SEWER SYSTEMS MAINTENANCE	-	-	201,512	25,000	177,350	50,000
4623	HEAVY EQUIPMENT R & M	-	-	2,028	-	-	-
4650	COMPUTER OPERATIONS & MAINT	-	-	19,530	21,820	21,820	25,000
4655	COMPUTER HARDWARE & SOFTW.	-	-	-	-	-	-
4710	PRINTING & BINDING	-	-	1,495	2,000	2,000	2,500
4905	WTP/STP OPERATING PERMITS	-	-	500	-	-	1,000
4906	OTHER CHARGES	-	-	944	19,500	2,000	2,000
4915	CREDIT CARD FEE EXPENSE	-	-	-	-	15,000	15,000
4990	BAD DEBT EXPENSE	-	-	-	-	-	-
5110	OFFICE SUPPLIES	-	-	496	-	-	-
5270	MACHINERY & EQUIPMENT	-	-	2,565	-	224	-
5290	OPERATING SUPPLIES	-	-	63	-	470	500
5410	BOOKS, PUBS, SUBS & MEMBS	-	-	519	500	866	1,000
SUBTOTAL OPERATING EXPENSES		-	-	1,166,389	1,123,148	1,178,133	1,124,797
CAPITAL OUTLAY							
6310	INFRASTRUCTURE	-	-	220,533	299,314	392,098	2,146,650
6400	COMPUTER SOFTWARE & EQUIPM	-	-	18,898	2,500	2,568	-
6410	MACHINERY & EQUIPMENT	-	-	25,585	87,500	88,000	224,500
SUBTOTAL CAPITAL OUTLAY		-	-	265,016	389,314	482,666	2,371,150
TOTAL EXPENDITURES		-	-	1,561,602	1,644,717	1,788,077	3,647,730

Financial Summaries

Utilities Fund

Water/Sewer

This budget was discontinued for FY 2022. All activities have been segregated to water, sewer, and Nondepartmental.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2022 PROJECTED	FY 2023 BUDGET
OPERATING EXPENSES	1,917,066	1,982,835	2,207,534	-	-	-
CAPITAL OUTLAY	111,629	436,897	961,732	-	-	-
TOTAL REQUIREMENTS	2,028,695	2,419,732	3,169,266	-	-	-

Financial Summaries

Utilities Fund

Nondepartmental

The Nondepartmental organizational unit is used to fund expenditures that are not allocated to a specific department, division, or program. This includes general operating expenses, debt service, and interfund transfers.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
DEBT SERVICE	-	-	19,798	19,300	19,600	19,800
TOTAL REQUIREMENTS	-	-	19,798	19,300	19,600	19,800

410	UTILITIES FUND					
099	NONDEPARTMENTAL					
7000	DEBT SERVICE					
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED
						FY 2024
						BUDGET
<u>EXPENDITURES</u>						
DEBT SERVICE						
7120	LOAN DEBT PRINCIPAL	-	-	15,938	16,500	16,500
7220	LOAN DEBT INTEREST	-	-	3,860	2,800	3,100
	SUBTOTAL DEBT SERVICE	-	-	19,798	19,300	19,600
	<u>TOTAL EXPENDITURES</u>	-	-	19,798	19,300	19,800

101	HALF-CENT SALES TAX FUND					
99	NONDEPARTMENTAL					
30000	REVENUES					
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2023
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED
						FY 2024
						BUDGET
	REVENUES					
	TAXES					
31260	DISCRETIONARY SALES SURTAX	385,485	469,493	504,288	400,000	475,000
	SUBTOTAL TAXES	385,485	469,493	504,288	400,000	475,000
	MISCELLANEOUS					
36110	INTEREST INCOME	-	-	1,493	-	42,415
	SUBTOTAL MISCELLANEOUS	-	-	1,493	-	42,415
	TOTAL REVENUES	385,485	469,493	505,781	400,000	517,415
						495,000

Financial Summaries

Sales Tax Fund

Sales Tax Fund

The Sales Tax Fund is used to segregate revenues of the half-cent sales surtax approved by the voters of Okaloosa County in November 2018. Proceeds may be used for public safety, transportation and stormwater improvements. When a project is approved, monies are transferred to the fund where the capital improvement project will be completed.

The FY 2023 Budget includes a transfer of \$2,411,145 to the General Fund for the Springdale Park Neighborhood Improvements and Azalea Park Neighborhood Improvements project.

SALES TAX FUND						
	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET
BEGINNING BALANCE	242,271	423,456	892,949	1,398,730	1,398,730	1,916,145
REVENUES						
TAXES	385,485	469,493	504,288	400,000	475,000	475,000
MISCELLANEOUS	-	-	1,493	-	42,415	20,000
TOTAL REVENUES	385,485	469,493	505,781	400,000	517,415	495,000
EXPENDITURES						
OTHER USES	204,300	-	-	-	-	2,411,145
TOTAL EXPENDITURES	204,300	-	-	-	-	2,411,145
ENDING UNASSIGNED BALANCE	423,456	892,949	1,398,730	1,798,730	1,916,145	-

101	HALF-CENT SALES TAX FUND
00	UNDESIGNATED
58100	OTHER USES

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
<u>EXPENDITURES</u>						
OTHER USES						
3112 COMPREHENSIVE PLAN	-	-	-	-	-	-
4600 CAPITAL CONTRIBUTIONS	-	-	-	-	-	-
6207 VEHICLE PICKUP	31,800	-	-	-	-	-
6300 SYSTEM IMPROVEMENTS	172,500	-	-	-	-	-
9001 INTERFUND TRANSFER	-	-	-	-	-	2,411,145
SUBTOTAL OTHER USES	204,300	-	-	-	-	2,411,145
<u>TOTAL EXPENDITURES</u>	<u>204,300</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,411,145</u>

Community Investment Plan

CIP Project Request Form**Ongoing****Title:** Well #1 Rehabilitation**Details:**

Department	<u>City Manager</u>	Contact Person	<u>Jared Cobb</u>
Division	<u>N/A</u>	Original CIP Year	<u>2022</u>

Description:

The project will rehabilitate Well #1. This includes rebuilding the well house and replacing electrical systems, interior piping, pumps, and installing an emergency back-up generator to maintain the system during power outages.

Justification:

In 2019, an inspection was completed of Well #1. Significant deficiencies were noted and the well was taken offline for repairs. This project is necessary to ensure an adequate supply of water and pressure for fire suppression activities.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>1,541,094</u>
Planning	<u>-</u>
Design/Engineering	<u>112,966</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 1,654,060</u>

Funding Sources:

General Fund	<u>-</u>
Utilities Fund	<u>60,191</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant ARPA	<u>1,593,869</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 1,654,060</u>

CIP Project Request Form**Ongoing****Title:** Springdale Neighborhood Infrastructure Improvements**Details:**

Department	<u>City Manager</u>	Contact Person	<u>Jared Cobb</u>
Division	<u>N/A</u>	Original CIP Year	<u>2022</u>

Description:

The project will upgrade existing water, sewer, and street infrastructure:

- Replacement of existing waterlines and fire hydrants with new and larger diameter waterlines.
- Lining and rehabilitating sanitary sewer manholes.
- Resurfacing impacted neighborhood streets.
- Installation of new sidewalks, curb, and gutter

Justification:

The existing waterlines are undersized and have reached the end of their useful life. Lining and rehabilitation of sanitary sewer manholes will reduce inflow and infiltration problems within the neighborhood system. The existing neighborhood streets require resurfacing, which is most cost effective to complete after the replacement of underground utilities. The neighborhood also lacks sidewalks.

Project Costs:

Administration	<u>75,000</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>4,620,418</u>
Planning	<u>-</u>
Design/Engineering	<u>112,966</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 4,808,384</u>

Funding Sources:

General Fund	<u>-</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>915,713</u>
Loan <u>Water</u>	<u>2,128,804</u>
Loan <u>Sewer</u>	<u>368,867</u>
Grant <u>CDBG</u>	<u>700,000</u>
Grant <u>CDBG-CV</u>	<u>695,000</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 4,808,384</u>

CIP Project Request Form**2024****Title:** Misty Water Pier Replacement**Details:**

Department	<u>City Manager</u>	Contact Person	<u>Jared Cobb</u>
Division	<u>N/A</u>	Original CIP Year	<u>2023</u>

Description:

In September 2020, the Misty Water Pier sustained significant damage from Hurricane Sally. The proposed project will replace the pier and incorporate hazard mitigation recommendations, including the installation of thru-flow decking to prevent future damage from storm surge events.

Justification:

Staff has been working with FEMA since the storm to secure funding for repairs. A coastal engineer was hired to perform a damage assessment, repair and funding recommendations. The assessment determined the repair costs exceeded the FEMA threshold (50% value) and should instead be replaced.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>115,780</u>
Planning	<u>10,020</u>
Design/Engineering	<u>24,200</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 150,000</u>

Funding Sources:

General Fund	<u>-</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other TDC Allotment	<u>150,000</u>
Other	<u>-</u>
Total:	<u>\$ 150,000</u>

CIP Project Request Form**2024****Title:** Northwest Stormwater Improvements**Details:**

Department	<u>City Manager</u>	Contact Person	<u>Jared Cobb</u>
Division	<u>N/A</u>	Original CIP Year	<u>2024</u>

Description:

The project will rehabilitate the stormwater pond located on North Street between Pryor Drive and Scottsdale Drive, known locally as "Ray's Pond". This will include removal of sediment, reworking the existing detention pond, and replacement of the stormwater pipe from Pryor Drive east through the utility easement between 113 and 111 Pryor Drive. Additionally, the stormwater ditch along the north side of the Scottsdale and Springdale neighborhoods will be regraded.

Justification:

The existing pond has collected significant sediment and is no longer performing at an acceptable level of service. In addition, the stormwater pipe connecting from Pryor Drive should be replaced to ensure proper drainage within the Springdale Neighborhood. Regrading the pond will reduce flows into Ray's Pond and mitigate street flooding on Scottsdale Drive.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>1,100,000</u>
Planning	<u>-</u>
Design/Engineering	<u>214,700</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 1,314,700</u>

Funding Sources:

General Fund	<u>-</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>187,784</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant ARPA	<u>626,916</u>
Grant State	<u>500,000</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 1,314,700</u>

CIP Project Request Form**2024****Title:** Community Facilities Improvements**Details:**

Department	<u>City Manager</u>	Contact Person	<u>Jared Cobb</u>
Division	<u>N/A</u>	Original CIP Year	<u>2022</u>

Description:

The project includes the renovation of an existing restroom and construction of a second restroom at the Fire Station; ADA accessibility and security improvements to the circulation desk, new furniture for the computer lab, and new area for programs at the Library; construction of a conference room within an existing space in City Hall.

Justification:

Fire Station - The project will provide restrooms for both genders and allow for faster turnaround times between calls.

Library - The project will improve ADA accessibility, security, and provide space for programs.

City Hall - The conference room will provide space for staff meetings and trainings.

Public Works - The project adds an additional office space for the Public Works Director.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>185,000</u>
Planning	<u>-</u>
Design/Engineering	<u>40,000</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 225,000</u>

Funding Sources:

General Fund	<u>225,000</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 225,000</u>

CIP Project Request Form**2024****Title:** Community Facilities Beautification**Details:**

Department	<u>City Manager</u>	Contact Person	<u>Jared Cobb</u>
Division	<u>N/A</u>	Original CIP Year	<u>2022</u>

Description:

The project includes the design and installation of new landscaping for the existing government complex. This includes City Hall, Fire Department, and Library. A new digital monument sign will also be installed at the corner of Hollywood Boulevard and Christobal Road.

Justification:

The goal of the project is to beautify the blocks along Hollywood Boulevard, Christobal Road, and improve the physical environment for building patrons, pedestrians, and staff.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>75,000</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 75,000</u>

Funding Sources:

General Fund	<u>75,000</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 75,000</u>

CIP Project Request Form**2024****Title:** Azalea Park Rehabilitation**Details:**

Department	<u>City Manager</u>	Contact Person	<u>Jared Cobb</u>
Division	<u>N/A</u>	Original CIP Year	<u>2023</u>

Description:

Azalea Park is currently underutilized, contains safety hazards, and is costly to maintain. The project includes partnering with a landscape architect and the neighborhood to develop a plan that includes the desired park amenities (i.e. shelter and playground), improves safety, enhances stormwater quality, and preserves the natural environment. The design will also consider opportunities to reduce maintenance costs.

Justification:

The project will increase safety and reduce maintenance costs. A large percentage of the parkland is comprised of marsh and cypress trees, creating unstable ground and tripping hazards unsuitable for active recreation. These same features also prohibit staff from using standard mowing equipment, requiring the entire park to be maintained with string trimmers.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>240,000</u>
Planning	<u>-</u>
Design/Engineering	<u>30,000</u>
Equipment	<u>-</u>
Contingency	<u>30,000</u>
Other	<u></u>
Total:	<u>\$ 300,000</u>

Funding Sources:

General Fund	<u>300,000</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u></u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 300,000</u>

CIP Project Request Form**2024****Title:** Azalea Neighborhood Infrastructure Improvements**Details:**

Department	<u>City Manager</u>	Contact Person	<u>Jared Cobb</u>
Division	<u>N/A</u>	Original CIP Year	<u>2024</u>

Description:

The project will upgrade existing water, sewer, and street infrastructure:

- Replacement of existing waterlines and fire hydrants with new and larger diameter waterlines.
- Replacement of existing sewer lines
- Resurfacing impacted neighborhood streets.
- Installation of new sidewalks, curb, and gutter

Justification:

The existing waterlines are undersized and have reached the end of their useful life. Lining and rehabilitation of sanitary sewer manholes and lines will reduce inflow and infiltration problems within the system. The existing neighborhood streets require resurfacing, which is most cost effective to complete after the replacement of underground utilities. The neighborhood also lacks sidewalks.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>7,185,600</u>
Planning	<u></u>
Design/Engineering	<u>308,000</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u></u>
Total:	<u>\$ 7,493,600</u>

Funding Sources:

General Fund	<u>76,440</u>
Utilities Fund	<u>158,560</u>
Sales Tax Fund	<u>2,834,000</u>
Loan <u>Water</u>	<u>1,863,650</u>
Loan <u>Sewer</u>	<u>1,560,950</u>
Grant <u>State</u>	<u>1,000,000</u>
Grant <u></u>	<u>-</u>
Other <u></u>	<u>-</u>
Other <u></u>	<u>-</u>
Total:	<u>\$ 7,493,600</u>

CIP Project Request Form**2024****Title:** Sidewalk Improvements**Details:**

Department	<u>City Manager</u>	Contact Person	<u>Jared Cobb</u>
Division	<u>N/A</u>	Original CIP Year	<u>2023</u>

Description:

The project will identify and complete gaps within existing neighborhoods and make repairs.

Justification:

The project will enhance pedestrian safety.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>50,000</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 50,000</u>

Funding Sources:

General Fund	<u>50,000</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 50,000</u>

CIP Project Request Form**2025****Title:** Oxidation Ditch Refurbishment**Details:**

Department	<u>City Manager</u>	Contact Person	<u>Jared Cobb</u>
Division	<u>N/A</u>	Original CIP Year	<u>2022</u>

Description:

The oxidation ditch was removed from service due to a leaking structure and failed equipment. This project will make the required structural repairs and replace all failed and substandard equipment.

Justification:

This facility is in need of repair to achieve compliance with the conditions of the existing permit with the Florida Department of Environmental Protection (FDEP).

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>1,446,720</u>
Planning	<u>-</u>
Design/Engineering	<u>113,000</u>
Equipment	<u>-</u>
Contingency	<u>361,680</u>
Other	<u>-</u>
Total:	<u>\$ 1,921,400</u>

Funding Sources:

General Fund	<u>-</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan Sewer	<u>1,921,400</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 1,921,400</u>

CIP Project Request Form**2026****Title:** Park Development**Details:**

Department	<u>City Manager</u>	Contact Person	<u>Jared Cobb</u>
Division	<u>N/A</u>	Original CIP Year	<u>2026</u>

Description:

The city owns waterfront property located off West Miracle Strip Parkway that is approximately fifty (50) feet wide. This project will explore the potential for development of a waterfront park.

Justification:

The project would increase public access to the Santa Rosa Sound.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Right-of-Way	<u>-</u>
Construction	<u>-</u>
Planning	<u>25,000</u>
Design/Engineering	<u>-</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 25,000</u>

Funding Sources:

General Fund	<u>25,000</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 25,000</u>

Appendix

BUDGET SUMMARY

CITY OF MARY ESTHER - FISCAL YEAR 2023/2024

THE ADOPTED OPERATING BUDGET EXPENDITURES OF THE CITY OF MARY ESTHER ARE 14.1% MORE THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES.

General Fund: 5.0261
Voted Fund: 0.0000

		PUBLIC UTILITIES	HALF-CENT	
	GENERAL FUND	FUND	SALES SURTAX	TOTAL ALL FUNDS
ESTIMATED REVENUES:				
Taxes: Millage per \$1,000				
Ad Valorem (5.0261 Mils)	\$2,154,383	0	0	2,154,383
Federal/State Grants	1,187,775	0	0	1,187,775
Franchise Tax	240,000	0	0	240,000
Utility Tax	853,484	0	0	853,484
Business Taxes and Fees	96,000	0	0	96,000
Intergovernmental Revenue	862,500	0	495,000	1,357,500
Charges for Services	114,439	3,171,297	0	3,285,736
Fines and Forfeitures	7,000	0	0	7,000
Interest Earned/Other	1,298,779	4,864,465	0	6,163,244
TOTAL SOURCES	\$6,814,360	\$8,035,762	\$495,000	\$15,345,122
Transfers In	2,411,145	0	0	2,411,145
Fund Balance/Reserves/Net Assets	6,297,636	3,194,370	1,916,145	11,408,151
TOTAL REVENUES, TRANSFERS & BALANCES	\$15,523,141	\$11,230,132	\$2,411,145	\$29,164,418
EXPENDITURES				
General Government	1,294,672	0	0	1,294,672
Public Safety	1,654,154	0	0	1,654,154
Water/Sewer Operating Exp.	0	7,887,350	0	7,887,350
Maintenance/Transportation	8,213,894	0	0	8,213,894
Library	465,299	0	0	465,299
TOTAL EXPENDITURES	\$11,628,019	\$7,887,350	\$0	\$19,515,369
Transfers Out	0	0	2,411,145	2,411,145
Fund Balance/Reserves/Net Assets	3,895,122	3,342,782	0	7,237,904
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES & BALANCES	\$15,523,141	\$11,230,132	\$2,411,145	\$29,164,418
THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGET(S) ARE ON FILE IN THE OFFICE OF THE ABOVE REFERENCED TAXING AUTHORITY AS A PUBLIC RECORD.				

GENERAL FUND**LEGISLATIVE CAPITAL ITEMS**

COMPUTER SOFTWARE & EQUIPMENT	\$	1,500.00	Miscellaneous computer hardware
6400			

TOTAL LEGISLATIVE CAPITAL ITEMS	\$	<u>1,500.00</u>	
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EXECUTIVE CAPITAL ITEMS**FURNITURE & EQUIPMENT**

6411	\$	3,500.00	Office furniture
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TOTAL EXECUTIVE CAPITAL ITEMS	\$	<u>3,500.00</u>	
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CLERK CAPITAL ITEMS**COMPUTER SOFTWARE & EQUIPMENT**

6400	\$	1,500.00	Miscellaneous computer hardware
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TOTAL CLERK CAPITAL ITEMS	\$	<u>1,500.00</u>	
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IT CAPITAL ITEMS**COMPUTER SOFTWARE & EQUIPMENT**

6400	\$	8,000.00	Miscellaneous computer hardware
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TOTAL IT CAPITAL ITEMS	\$	<u>8,000.00</u>	
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FACILITIES CAPITAL ITEMS**BUILDINGS**

6210	\$	25,000.00	Office space for Public Works Director
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INFRASTRUCTURE

6310	\$	200,000.00	City Hall/Library building and security improvements, bathroom addition/updates to Fire Department
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	\$	75,000.00	Landscaping and building improvements for City Hall/Library
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TOTAL FACILITIES CAPITAL ITEMS	\$	<u>300,000.00</u>	
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STREETS CAPITAL ITEMS**INFRASTRUCTURE**

6310	\$	1,545,713.00	Springdale Park Neighborhood streets and sidewalks
	\$	50,000.00	Brian Circle sidewalks
	\$	2,697,625.00	Azalea Park Neighborhood streets and sidewalks

MACHINERY & EQUIPMENT

6410	\$	50,000.00	Gator, Concrete Mixer, and Mower
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TOTAL STREET CAPITAL ITEMS	\$	<u>4,343,338.00</u>	
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PARKS CAPITAL ITEMS**INFRASTRUCTURE**

6310	\$	150,000.00	Misty Water Pier replacement
	\$	300,000.00	Azalea Park Improvements

TOTAL PARKS CAPITAL ITEMS	\$	<u>450,000.00</u>	
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STORMWATER CAPITAL ITEMS**INFRASTRUCTURE**

6310	\$	1,268,678.00	Rehabilitation of Ray's Pond
	\$	161,050.00	Azalea Park Neighborhood Improvements
	\$	825,000.00	S. Christobal Rd. Park

TOTAL STORMWATER CAPITAL ITEMS	\$	<u>2,254,728.00</u>	
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TOTAL GENERAL FUND	\$	<u><u>7,362,566.00</u></u>	
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PUBLIC UTILITIES FUND**WATER CAPITAL ITEMS****INFRASTRUCTURE**

6310	\$ 2,387,650.00	Azalea Park Neighborhood Improvements
	\$ 181,755.00	Springdale Park Neighborhood Improvements
	\$ 40,000.00	Well 3 ground storage tank rehabilitation

MACHINERY & EQUIPMENT

6410	\$ 10,000.00	Street saw
	\$ 4,000.00	Demo saw
	\$ 50,000.00	valve insertions
	\$ 8,000.00	Security cameras for the water wells
	\$ 7,000.00	Chlorine regulators

TOTAL WATER CAPITAL ITEMS \$ 2,688,405.00

SEWER CAPITAL ITEMS**INFRASTRUCTURE**

6310	\$ 57,950.00	Springdale Park Neighborhood improvements, demolition
	\$ 2,088,700.00	Azalea Park Neighborhood Improvements

MACHINERY & EQUIPMENT

6410	\$ 5,000.00	Security cameras for the WWTP
	\$ 3,500.00	Portable diaphragm pump
	\$ 5,000.00	Replacement sprayheads at Sprayfield
	\$ 165,000.00	Replacement generator for WWTP
	\$ 16,000.00	Upgrade sewer camera tractor
	\$ 30,000.00	Progressive cavity pumps(2)

TOTAL SEWER CAPITAL ITEMS \$ 2,371,150.00

TOTAL PUBLIC UTILITIES FUND \$ 5,059,555.00

PAYROLL BUDGET										
POSITION	SALARY	SICK	STIPEND	SUBTOTAL	SS	RETIRE	INS	W/C	MEDICARE	TOTAL
MAYOR	4,200	-	-	4,200	260	-	-	100	61	4,621
COUNCILMEMBER	3,000	-	-	3,000	186	-	-	100	44	3,330
COUNCILMEMBER	3,000	-	-	3,000	186	-	-	100	44	3,330
COUNCILMEMBER	3,000	-	-	3,000	186	-	-	100	44	3,330
COUNCILMEMBER	3,000	-	-	3,000	186	-	-	100	44	3,330
COUNCILMEMBER	3,000	-	-	3,000	186	-	-	100	44	3,330
CITY MANAGER	128,530	2,472	-	131,002	8,122	18,340	14,800	100	1,900	174,264
ADMINISTRATIVE COORDINATOR	63,527	1,222	-	64,749	4,014	9,065	26,900	100	939	105,767
CITY CLERK	80,186	1,542	-	81,728	5,067	11,442	26,900	100	1,185	126,422
DEPUTY CITY CLERK PART-TIME	32,000	-	-	32,000	1,984	-	-	100	464	34,548
FINANCE DIRECTOR	98,700	1,898	6,120	106,718	6,617	14,941	2,880	100	1,547	132,803
PUBLIC WORKS DIRECTOR	98,700	1,898	-	100,598	6,237	14,084	26,900	100	1,459	149,378
ACCOUNTING CLERK	43,727	841	-	44,568	2,763	6,240	14,800	100	646	69,117
UTILITY BILLING CLERK	49,270	948	-	50,218	3,113	7,030	26,900	100	728	88,090
COMMUNITY DEVELOPMENT DIRECTOR	80,186	1,542	-	81,728	5,067	11,442	26,900	100	1,185	126,422
CODE COMPLIANCE OFFICER	51,416	989	-	52,405	3,249	7,337	14,800	1,000	760	79,550
PERMIT SPECIALIST	42,418	816	-	43,234	2,680	6,053	14,800	100	627	67,494
MAINTENANCE SUPERVISOR	70,175	1,350	-	71,525	4,435	10,013	14,800	2,900	1,037	104,710
MAINTENANCE TECH	43,438	835	-	44,273	2,745	6,198	14,800	2,900	642	71,559
MAINTENANCE TECH	41,938	807	-	42,745	2,650	5,984	14,800	2,900	620	69,699
MAINTENANCE TECH	40,438	778	-	41,216	2,555	5,770	14,800	2,900	598	67,839
MAINTENANCE TECH	38,938	749	-	39,687	2,461	5,556	26,900	2,900	575	78,079
MAINTENANCE TECH	38,938	749	-	39,687	2,461	5,556	26,900	2,900	575	78,079
LIBRARY DIRECTOR	81,221	1,562	-	82,783	5,133	11,590	14,800	100	1,200	115,605
YOUTH SERVICES COORDINATOR	48,385	930	-	49,315	3,058	6,904	14,800	100	715	74,892
LIBRARY TECH	43,865	844	-	44,709	2,772	6,259	21,000	100	648	75,488
LIBRARY TECH	40,864	786	6,120	47,770	2,962	6,688	2,880	100	693	61,092
LIBRARY TECH	37,865	728	6,120	44,713	2,772	6,260	2,880	100	648	57,374
LIBRARY PART-TIME	18,872	-	-	18,872	1,170	-	-	100	274	20,416
LIBRARY PART-TIME	19,715	-	-	19,715	1,222	-	-	100	286	21,323
	1,352,512	24,283	18,360	1,395,155	86,500	182,752	365,940	20,700	20,230	2,071,276

PROGRAM ALLOCATION										
POSITION	SALARY	SICK	STIPEND	SUBTOTAL	SS	RETIRE	INS	W/C	MEDICARE	TOTAL
LEGISLATIVE	19,200	-	-	19,200	1,190	-	-	600	278	21,269
EXECUTIVE	166,499	3,202	-	169,700	10,521	23,758	34,840	170	2,461	241,451
CITY CLERK	112,186	1,542	-	113,728	7,051	11,442	26,900	200	1,649	160,970
FINANCE	58,095	1,117	3,060	62,273	3,861	8,718	4,400	70	903	80,225
HUMAN RESOURCES	12,705	244	-	12,950	803	1,813	5,380	20	188	21,153
PLANNING	87,622	1,685	-	89,307	5,537	12,503	29,190	320	1,295	138,153
CODE COMPLIANCE	44,010	846	-	44,856	2,781	6,280	13,050	710	650	68,327
BUILDING	42,388	815	-	43,203	2,679	6,048	14,260	170	626	66,986
LIBRARY (FT)	252,200	4,850	12,240	269,290	16,696	37,701	56,360	500	3,905	384,451
LIBRARY (PT)	38,587	-	-	38,587	2,392	-	-	200	560	41,738
FACILITIES	37,257	716	-	37,973	2,354	5,316	13,990	1,750	551	61,934
STREETS	64,643	1,243	-	65,886	4,085	9,224	25,290	3,490	955	108,930
PARKS	156,673	3,013	-	159,685	9,900	22,356	61,880	8,720	2,315	264,857
STORMWATER	64,643	1,243	-	65,886	4,085	9,224	25,290	3,490	955	108,930
GENERAL FUND	1,156,707	20,518	15,300	1,192,525	73,937	154,383	310,830	20,410	17,292	1,769,376
WATER	97,902	1,883	1,530	101,315	6,282	14,184	27,555	145	1,469	150,950
SEWER	97,902	1,883	1,530	101,315	6,282	14,184	27,555	145	1,469	150,950
UTILITIES FUND	195,805	3,765	3,060	202,630	12,563	28,368	55,110	290	2,938	301,899

PAYROLL ALLOCATION																
POSITION	LEG	EXEC	CLERK	FIN	HR	PLAN	CODE	BLDG	LIB	FAC	STR	PARK	STORM	WTR	SWR	TOTAL
MAYOR	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
COUNCILMEMBER	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
COUNCILMEMBER	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
COUNCILMEMBER	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
COUNCILMEMBER	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
COUNCILMEMBER	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
CITY MANAGER	0.00	0.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.05	0.05	1.00
CITY CLERK	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
DEPUTY CITY CLERK PART-TIME	0.00	0.00	0.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50
FINANCE DIRECTOR	0.00	0.00	0.00	0.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.25	0.25	1.00
PUBLIC WORKS DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10	0.10	0.20	0.10	0.25	0.25	1.00
ACCOUNTING CLERK	0.00	0.00	0.00	0.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.40	0.40	1.00
UTILITY BILLING CLERK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50	0.50	1.00
ADMINISTRATIVE COORDINATOR	0.00	0.80	0.00	0.00	0.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
COMMUNITY DEVELOPMENT CLERK	0.00	0.00	0.00	0.00	0.00	0.70	0.10	0.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
CODE OFFICER	0.00	0.00	0.00	0.00	0.00	0.20	0.70	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
PERMIT SPECIALIST	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
MAINTENANCE MANAGER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10	0.20	0.50	0.20	0.00	0.00	1.00
MAINTENANCE TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10	0.20	0.50	0.20	0.00	0.00	1.00
MAINTENANCE TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10	0.20	0.50	0.20	0.00	0.00	1.00
MAINTENANCE TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10	0.20	0.50	0.20	0.00	0.00	1.00
MAINTENANCE TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10	0.20	0.50	0.20	0.00	0.00	1.00
MAINTENANCE TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10	0.20	0.50	0.20	0.00	0.00	1.00
LIBRARY DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
YOUTH SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
LIBRARY TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
LIBRARY TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
LIBRARY TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
LIBRARY PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
	6.00	1.70	1.50	0.70	0.20	1.40	0.80	0.80	6.00	0.70	1.30	3.20	1.30	1.45	1.45	28.50

RESOLUTION 23-03

A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, ADOPTING THE BUDGET FOR THE CITY OF MARY ESTHER FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2023; APPROVING AND AFFIRMING THE APPROPRIATIONS SET FORTH IN SAID BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Mary Esther, Florida, has held public hearings on September 6th and 20th, 2023, on the proposed budget for the Fiscal Year commencing October 1, 2023, and ending September 30, 2024, which shall be \$19,515,369; and

WHEREAS, the immediate approval and adoption of the same is necessary for the health, welfare, and general benefit of the citizens of the City; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Mary Esther, Florida that:

SECTION I: Budget.

The budget for the Fiscal Year commencing October 1, 2023, for the City of Mary Esther, Florida, which is attached hereto, incorporated by reference, and made a part hereof, is hereby officially adopted. The appropriations set forth in said budget are hereby approved, adopted, and confirmed.

SECTION II: Effective Date.

This Resolution shall take effect immediately upon its passage and adoption pursuant to law.

SO DONE this 20th day of September 2023.

By: _____
Chris Stein, Mayor

ATTEST:

Valerie Broxson
City Clerk

Time Adopted: _____

AGENDA ITEM

Agenda Item 7.1.

TO: Honorable Mayor and Members of the City Council

FROM: Valerie Broxson, City Clerk

DATE: September 6, 2023

SUBJECT: Okaloosa County Public Library Cooperative

BACKGROUND:

The Okaloosa County Public Library Cooperative was established in 1997 when an interlocal agreement was signed. The governing board is made of one representative from the Okaloosa County Commissioners and one representative from each of the six participating municipalities. Each representative is appointed to serve on the governing board and must have voting privileges on their council or commission. The City of Mary Esther has appointed Councilmember Oder as the primary representative and Mayor Stein as the alternate.

DISCUSSION:

A PowerPoint was presented to the Okaloosa County Public Library Cooperative's governing board during their meeting on July 26, 2023. The PowerPoint is being presented at the September 2023 meeting by Councilmember Oder to provide a brief overview of the Library Cooperative.

FINANCIAL IMPACT:

N/A.

RECOMMENDATION:

N/A.

ATTACHMENT(S):

1. Introduction to the Library Cooperative



Empowering community to explore, create and learn!

What is a “library cooperative”? (the good stuff)

- Shared resources give citizens more choices and value
- Leveraging costs
- Financial efficiencies
- Increased opportunities
- Enhanced staff development
- Synergy of a common mission and goals



What is a library cooperative? (the dry stuff)

- An unusual type of library structure found only in Florida
- Established by State Statute to facilitate resource sharing
- Single-county (Okaloosa) or Multi-county types
- Must have a Single Administrative Head with a Masters of Library Science degree (that's Vicky)
- Eligible to receive State Aid to Libraries funding from Legislature
- Qualifies for federal & state grants
- Member libraries retain autonomy of operations

The Okaloosa Cooperative was established in 1997.

No membership fees to
any Okaloosa resident

Your card welcomed at
all member locations

Hundreds of classes and
events

Better Together



Borrow items owned by any
location, delivered to the
location of your choice

Self-paced online courses &
homework help

HUGE digital library of
ebooks, audio & magazines

Celebrating 25 Years of Sharing
Okaloosa County Public Library Cooperative
Crestview - Destin - Ft Walton - Mary Esther - Niceville - Valparaiso

Some of our many community partners ...



How This Works

- Participating municipalities operate under an Interlocal Agreement
- Interlocal is based on calendar year; funding based on fiscal year
- 6 cities independently operate their libraries; staff are city employees
- Okaloosa funds the headquarters office as a county department; staff of two are county employees
- Okaloosa County does not operate a public library
- Okaloosa provides monetary & in-kind support to compensate cities for service to residents outside their tax districts

How Are City Allocations Determined?

- Formula is specified in the Interlocal Agreement
- Based on productivity metrics + city spending on personnel and materials
- Of the total allocation:
 - 30% divided equally among 6 member cities
 - 50% divided based on % of total productivity of Cooperative
 - 10% divided based on city funding of materials
 - 10% divided based on city funding of staffing

Libraries don't create revenue.

Libraries position the community to create revenue with tools and educational opportunity.

Libraries provide equitable access to make the community stronger: socially, civically and economically. Access is for everyone, not limited to those who could pay.

Where the Money Comes From

- City budgets fund their library's operations
- County budget funds OCPLC administrative & shared services
- County budget: annual allocations to cities, paid quarterly
- FL Legislature: State Aid to Libraries annual grant, amount fluctuates
- PLAN (Panhandle Library Access Network, a regional membership consortium for all types of libraries): occasional grant opportunities
- State: occasional grant opportunities
- Federal: rare grant opportunities

State Aid to Libraries

- Grant application and administration through OCPLC office
- Grant paid to Cooperative
- Grant monies are allowed to carry forward to future years
- OCPLC uses State Aid grants mainly as a financial reserve
- Used to fund Cooperative's Library Administrative Assistant position
- State Aid has not kept pace with inflation and population growth
 - In 1999, State Aid grant was \$112,867; in 2023 it was \$74,849.
- Decreased State funding negatively impacts federal grant funding

Meet the governing board



Nathan Boyles
Okaloosa County
Board Chair



Cyndie Brown
Crestview

Alternate:
Ryan Bullard



Matthew Sweetser
Destin

Alternate:
Johnny King



Gloria DeBerry
Fort Walton
Beach

Alternate:
Dick Rynearson

Appointed to serve
by each municipality.
No set term.
Must be an elected
representative with
voting privileges on
their council or
commission.



Bernie Oder
Mary Esther

Alternate:
Susan Coxwell



Abner Williams
Niceville
Vice-Chair

Alternate:
Bill Schaetzle



Kay Hamilton
Valparaiso

Alternate:
Ed Crosby

Meet the Library Directors & Cooperative Staff



Front row, L to R: Wen Livingston, Destin; Kimberly Ball, Fort Walton Beach; Sheila Ortyl, Mary Esther; Nathan Boyles, OCPLC Chair; Vicky Stever, OCPLC Coordinator; Hope Willis, Valparaiso; Jean McCarthy, Crestview; Dorothee Bennett, OCPLC Administrative Specialist.

ReadOkaloosa.org is the “digital branch” of the Cooperative. It’s where people find information about library locations and services, browse the catalog, and access their account. There’s a large lending library of e-books, audios and magazines plus online tools for academic, personal and career success. This is maintained by the Cooperative headquarters staff.



Board Meetings

- 6 meetings per year mandated by By-Laws
- 4th Wednesday of January, March, May, July, September, October
- 4:00-5:00 p.m.
- Usually held in the Niceville Library Conference Room
- If board member cannot attend, city alternate should be notified

Board Member/Advocate/Ambassador

- Represent the needs of your city to the Cooperative
- Provide input to Cooperative regarding its budgets and services
- Approve grant applications made by Cooperative
- Learn how libraries help people succeed in education, career and life
- Educate city leaders on library value to citizens
- Advocate for adequate funding: city, county, state, federal
- Understand libraries' mission to serve a diverse population

Cooperative Headquarters: We're Here for You

Vicky Stever

Cooperative Coordinator

850-609-5102 ofc

850-357-2395 cell

vstever@myokaloosa.com



Dorothee Bennett

Library Administrative Specialist

850-609-5101 ofc

drbennett@myokaloosa.com



206 Partin Drive North
Niceville 32578

Inside Niceville Library

Office Hours: M-F 8-5

City of Mary
Esther

Yard of the
Month



545 Brian Circle



101 Paula Court



100 N. Lorraine Drive

AGENDA ITEM

Agenda Item 8.1.

TO: Honorable Mayor and Members of the City Council

FROM: Valerie Broxson, City Clerk

DATE: September 6, 2023

SUBJECT: Approval of the Minutes

BACKGROUND:

Request approval of the 08/07/2023 City Council Regular Meeting minutes, and 08/21/2023 Workshop City Council Meeting minutes.

DISCUSSION:

FINANCIAL IMPACT:

There is no financial impact related to this matter.

RECOMMENDATION:

Motion to approve the consent agenda.

ATTACHMENT(S):

1. Minutes from 08.07.2023
2. Minutes from 08.21.2023
3. Minutes from 08.21.2023 - STR Comparison Handout



**MINUTES
REGULAR MEETING
of THE MARY ESTHER CITY COUNCIL
August 7, 2023 - 6:00 PM**

195 Christobal Road – North, Mary Esther, FL 32569

CITY COUNCIL PRESENT

Chris Stein, Mayor
Susan Coxwell, Councilmember
Jan Lipscomb, Councilmember

Larry Carter, Mayor Pro Tem via zoom
April Sutton, Councilmember
Bernie Oder, Councilmember

CITY STAFF PRESENT

Jared Cobb, City Manager
Hayward Dykes, City Attorney

Valerie Broxson, City Clerk

OTHERS PRESENT

Mark Bundrick, OCWFD Chief

1. INVOCATION

Deputy Chief Jeff Wagner with the Ocean City-Wright Fire Control District performed the invocation.

2. CALL TO ORDER

The meeting was called to order by Mayor Stein at 6:00 pm.

3. PLEDGE OF ALLEGIANCE

Mayor Stein led the pledge of allegiance.

4. ROLL CALL

The City Clerk called the roll as reflected above.

Mayor Pro Tem Carter appeared for the meeting via Zoom, and was experiencing technical difficulties. While the technical issues were being resolved, Mayor Stein proceeded with asking the council if there was a motion to allow MPT Carter to vote during the August 7, 2023, meeting. Councilmember Coxwell made the motion, seconded by Councilmember Sutton. Motion passed 4 to 0.

RESULT:	PASSED (4-0)
MOVER:	Councilmember Susan Coxwell
SECOND:	Councilmember April Sutton
AYES:	Bernie Oder, Susan Coxwell, Janice Lipscomb, April Sutton
NAYS:	None

5. APPROVAL OF THE AGENDA

Mayor Pro Tem Carter was still experiencing technical difficulties and could not hear or speak, so he did not participate in the vote.

Mayor Stein asked if there was a motion to approve the agenda. Councilmember Sutton made the motion, seconded by Councilmember Lipscomb. The motion passed 4 to 0.

RESULT:	(4-0)
MOVER:	Councilmember April Sutton
SECOND:	Councilmember Janice Lipscomb

AYES:	Bernie Oder, Susan Coxwell, Janice Lipscomb, April Sutton
NAYS:	None

6. SPECIAL PRESENTATIONS

The Emerald Coast Board of Realtors had a special presentation that was not listed on the agenda.

Mayor Stein shared that on September 7, 2022, the City of Mary Esther adopted a proclamation designating October 2022 as "Hit and Run Awareness Month". The City of Mary Esthers hit-and-run proclamation was presented to the Emerald Coast Association of Realtors Public Policy Committee on June 15, 2023, by Okaloosa County Commissioner Mel Ponder. The Emerald Coast Association of Realtors Public Policy Committee decided to adopt Mary Esther's Proclamation at that meeting. Mr. Capelotti was present to represent the Emerald Coast Association of Realtors Public Policy Committee and shared that the hit-and-run proclamation has the full backing and endorsement of the Emerald Coast Association of Realtors. Mayor Stein read the proclamation backed by the Emerald Coast Association of Realtors.

Mayor Stein asked Ida Kreiser if she would like to speak. Mrs. Kreiser shared that her son was killed on Highway 98 on December 30, 2020. She thanked the city and the Emerald Coast Board of Realtors for their support and expressed hope that the rest of the county will follow suit. Mrs. Kreiser shared that the spot where her son was killed lacked streetlights. She paid for the cost of a streetlight for two and a half years. There are approximately one hundred streetlights on Highway 98 now, and there will soon be sidewalks.

Mrs. Kreiser stated that there is a book available on Amazon that shares her personal story. The proceeds from book sales and book signings will be donated to Okaloosa County Tiny Houses. Mrs. Kreiser expressed her gratitude to everyone for their support.

MPT Carter shared that he was no longer having technical difficulties and was capable of participating.

6.1. Yard of the Month for August

Mayor Stein shared that there are (4) nominations for Yard of the Month. The council discussed the different locations. Councilmember Coxwell made the motion to select 603 E Hollywood Boulevard, seconded by Councilmember Lipscomb. The motion passed 5 to 0.

RESULT:	PASSED (5-0)
MOVER:	Councilmember Susan Coxwell
SECOND:	Councilmember Janice Lipscomb
AYES:	Bernie Oder, Larry Carter, Susan Coxwell, Janice Lipscomb, April Sutton
NAYS:	None

7. CONSENT AGENDA

Mayor Stein asked if anyone wished to amend the consent agenda. Hearing none, Mayor Stein asked for a motion. Councilmember Coxwell made a motion to approve the consent agenda, seconded by Councilmember Oder. The motion passed 5 to 0.

RESULT:	PASSED (5-0)
MOVER:	Councilmember Susan Coxwell
SECOND:	Councilmember Bernie Oder
AYES:	Bernie Oder, Larry Carter, Susan Coxwell, Janice Lipscomb, April Sutton
NAYS:	None

- 7.1. **Approval of the Minutes**
- 7.2. **Library Report**
- 7.3. **Finance Report**
- 7.4. **Code Compliance Report**
- 7.5. **Fire Department Report**
- 7.6. **Jacobs Report**
- 7.7. **Maintenance Report**

8. CITIZENS WHO HAVE REQUESTED TO BE PLACED ON THE AGENDA

None.

9. PUBLIC COMMENT (NON-AGENDA ITEMS)

Mayor Stein asked if anyone would like to speak on a non-agenda item. No citizens requested to speak.

10. UNFINISHED BUSINESS

None.

11. NEW BUSINESS

11.1. Property Acquisition and Intergovernmental Agreement with Okaloosa County

City Manager Cobb shared that the City of Mary Esther is nearing the end of the Community Vision Plan project. One of the items mentioned in the vision plan involved waterfront access. When this property came up, discussions took place with the County to see if a partnership could be formed to acquire the property. The attached interlocal agreement formalizes the relationship moving forward with the acquisition of the property. CM Cobb shared that him or the Deputy County Administrator Craig Coffee were willing to answer any questions.

Discussion included the acquisition of the property being a win-win for the City of Mary Esther and the County, the funding sources for the acquisition of the property, the relationship between the city and the county after the property was acquired, the history of the land, the dredging of the property located to the right of the property, and the maintenance of the property after it is acquired and turned over to the City of Mary Esther.

Deputy County Administrator Coffee shared that the county has made a similar partnership with the City of Destin and the City of Shalimar. The way it works is it is a 50/50 partnership. The city is getting the property and will maintain. The City and County will both approve a site plan, but one party will take the lead. There will potentially be some give and take, but when it is complete, the property will be transferred to the City.

CM Cobb shared that the estimated project cost is three million dollars. The City of Mary Esther will pay half of that cost. The annual tourism dollars will be used to go towards the purchase, which is usually around \$190,000 per year. The closing is scheduled for August 30, 2023. If the council chooses not to use the tourist development funds, staff can look into a commercial loan. That option would need to be worked out and brought back at a different meeting.

Mayor Stein asked if there was a motion to approve the interlocal agreement between the City of Mary Esther and Okaloosa County for acquisition and development of a joint public waterfront park project on Christobal Road. Councilmember Sutton made the motion, seconded by Councilmember Coxwell. There was no additional discussion or public comment. Motion passed 5 to 0.

RESULT:	PASSED (5-0)
MOVER:	Councilmember April Sutton
SECOND:	Councilmember Susan Coxwell

AYES:	Bernie Oder, Larry Carter, Susan Coxwell, Janice Lipscomb, April Sutton
NAYS:	None

Mayor Stein asked if there was a motion for the second part of the agenda item. Councilmember Lipscomb made the motion to remove the Misty Water Pier from the City's TDT Expenditure Plan and approve use of any saved allocated tourism dollars for the City and, up to \$350,000 from the City's restricted general fund balance, to pay for the City's portion of property acquisition costs for the joint public waterfront park project with Okaloosa County. Councilmember Coxwell seconded the motion.

Discussion included CM Cobb clarifying with council that this motion reassigns the tourism dollars for the property acquisition and removes Misty Water Pier from using those funds. Instead of using tourism dollars for the Pier, the funding will come from the general fund if approved through this vote. Councilmembers also asked CM Cobb to confirm that by changing the funding source it would not impact or delay the Pier. CM Cobb confirmed that the funding change would not impact the Pier.

Motion passed 5 to 0.

RESULT:	PASSED (5-0)
MOVER:	Councilmember Janice Lipscomb
SECOND:	Councilmember Susan Coxwell
AYES:	Bernie Oder, Larry Carter, Susan Coxwell, Janice Lipscomb, April Sutton
NAYS:	None

11.2. Interlocal Cooperation Agreement for Regional Aquatic Facility

CM Cobb shared that a letter was received requesting support for a Regional Aquatic Facility from the City of Niceville. These requests went out to municipalities in Okaloosa County as well as Walton County to support the City of Niceville's efforts, which is not a funding commitment.

CM Cobb shared that City Clerk Broxson had talked with another municipality that had some questions about the use of an interlocal agreement versus a resolution. A typical Interlocal is the same document signed by each agency. City Attorney Dykes agreed with that thought. CA Dykes shared that at this time the agreement was for support. CA Dykes stated that there are a lot of entities that will need to come on board, so Mary Esther may want to wait and see how it develops. In the meantime, staff can collect more information and see how other municipalities proceed, since there is still time before the deadline. The Council agreed to wait before they proceeded.

11.3. Amendment to SRF Drinking Water Loan Agreement DW460211

CM Cobb shared the Springdale Neighborhood project that originally used the CDBG funds for water and sewer improvements. Due to an increase in cost, those funds have been moved to be used for the streets. This amendment increases the loan amount for the water repairs to the amount of \$1,167,430, which includes an additional 336,000 in contingencies out of that amount. Approving this funding request, raises the loan amount from \$1,242,500 to \$2,413,130.

Discussion included questions about why the cost increased.

When the project was being planned, the CDBG money was to be used toward water and sewer improvements, according to CM Cobb. Due to the significantly higher bids, the money will now go toward street repairs rather than the water and sewer improvements that were originally planned.

Heather Day, the finance director, joined via Zoom. According to FD Day, Mary Esther may obtain a low interest rate of roughly .28% from the SRF to pay for the upgrades to the water and sewer improvements, allowing the CDBG monies to be used to pay for the necessary street repairs. There are around \$400,000 in contingency reserves in the CDBG funding, so if those monies aren't used, they can be transferred to cover the SRF loan. In that case, the request will be submitted once more to council for approval.

Mayor Stein asked if there was a motion to approve Amendment #2 to SRF Drinking Water Loan Agreement DW460211. Councilmember Oder made the motion, seconded by Councilmember Sutton. Motion passed 5 to 0.

RESULT:	PASSED (5-0)
MOVER:	Councilmember Bernie Oder
SECOND:	Councilmember April Sutton
AYES:	Bernie Oder, Larry Carter, Susan Coxwell, Janice Lipscomb, April Sutton
NAYS:	None

11.4. Award of RFB 2023-02 City Hall, Fire Station, and Library Remodeling Project

CM Cobb stated that the Request for Bids (RFB) for this project was published on June 28, 2023. On July 13, 2023, a Prebid conference was held. On July 27, 2023, bids were opened, and Stockton Construction submitted one for \$398,000. The bid, however, fell short of the minimum requirements specified in the bid advertisement. Staff had requested that the remodeling bid be broken up into sections so council could decide if they wanted to move forward in part with some of the repairs or all of the repairs. The bid did not have the options listed and it was missing a couple of the forms.

The recommendation by staff is to put it back out to bid and bring it back at the next council meeting. The council asked if there were ways to put it out and get more bids. CM Cobb mentioned that the architectural firm had offered a few additional locations for posting it. We may need to enter into negotiations with a contractor if we put it out for bids twice and don't receive a response.

Mayor Stein asked if there was a motion. Councilmember Sutton made the motion to reject all bids and advertise the project, Councilmember Lipscomb seconded the motion.

Discussion included if the project could be itemized so that council could pick one remodeling job over another. CM Cobb confirmed that the issue with the current bid was that they did not itemize.

Motion passed 5 to 0.

RESULT:	PASSED (5-0)
MOVER:	Councilmember April Sutton
SECOND:	Councilmember Janice Lipscomb
AYES:	Bernie Oder, Larry Carter, Susan Coxwell, Janice Lipscomb, April Sutton
NAYS:	None

11.5. Consideration of Compensation for Councilmembers and Mayor as a result of the new FORM 6 requirement.

City Clerk Broxson stated that the conversation regarding increasing the salary of the council originally took place at the budget workshop in July. It was brought up due to the new requirements for elected officials to file an annual full disclosure of financial interests (Form 6), beginning January 1, 2024. With the additional responsibilities and penalties, some elected officials going forward may choose to use an accountant. These additional concerns and costs related to the Form 6 requirement may discourage individuals from running for open council seats unless they can use an accountant to complete the disclosure form. With that in mind, this agenda item was added so council could have the opportunity to discuss if additional salary compensation is needed to encourage residents to run for elected positions.

Discussion included Form 6 being discussed in greater detail at the annual FLC Conference, conversations with elected officials that are currently required to fill out the Form 6 and the recommendation by them to use an accountant, the current salary for councilmembers (\$250 per month before taxes), the salary of the other local cities, if the voters would have to approve the increase, and if the city could provide an accountant to the elected officials.

In response to the discussion questions, CA Dykes recommended that each elected official choose to obtain their own accountant instead of the City contracting with one attorney for all elected officials. CA Dykes stated that the charter allows an ordinance to be adopted to increase the salary; however, there is a lag time of six months. The ordinance would need to be adopted by September 30, 2023, for it to take effect on April 1. CA Dykes asked the council if they would like him to develop an Ordinance. The council chose to proceed after attending the FLC Conference.

Mayor Stein asked if there was a motion. Councilmember Lipscomb made the motion authorizing the City Attorney to develop an Ordinance necessary to increase the current compensation for the Mayor and Councilmembers for an amount to be determined. Councilmember Coxwell seconded the motion. Motion passed 5 to 0.

RESULT:	PASSED (5-0)
MOVER:	Councilmember Janice Lipscomb
SECOND:	Councilmember Susan Coxwell
AYES:	Bernie Oder, Larry Carter, Susan Coxwell, Janice Lipscomb, April Sutton
NAYS:	None

11.6. Reporting Lines for the City Clerk

CM Cobb shared that during his last annual evaluation, the council discussed the reporting lines for the City Clerk and requested that he bring back a recommended organizational chart. The requested information is presented with one change. The organization chart does not include the Youth Services Coordinator, which should be listed under the library.

Discussion include the topic being brought up when looking to hire the City Manager in 2020 as a way to streamline the process, the agenda item being brought before council after the City Clerk was hired, the pros and cons of having the City Clerk report to the City Manager, having the City Manager with the sole power of the organization under the council, expectations and job descriptions of the two positions, how to handle conflict between the positions, the difference in interaction between department heads and charter members, the association of pay to the importance of an individual's position, who can hire and fire the City Clerk if the reporting lines are changed, the duties that can be reassigned to the City Manager without requiring a referendum, when the charter changed to have the City Clerk report to the council, discussing the topic again at a later date, and waiting to discuss the City Managers evaluation,

CA Dykes addressed some of the topics discussed. If the council chooses to go down this path, then he would need to know what activities the council wants the City Manager to take. The

change of reporting lines would be specific to the day-to-day functions that the council chooses to assign to the City Manager. It would not change the hiring and firing of the City Clerk. If the council wants the City Manager to be able to fire the City Clerk, then the council will need to take it to the referendum to delegate that authority, because currently the power to hire and fire is with the council. If the reporting lines are determined, and the council later decides that they want to have an oversight function returned to the council or more given to the City Manager, council can do it without getting approval from the City Manager. CA Dykes shared that most places have a similar set up to the one Mary Esther has with the three charter officers. The council is the legislative branch, the city attorney is kind of the judiciary branch, so to speak, the city clerk is there to supplement both the council (legislative) and attorney (judiciary).

CA Dykes read in part from the charter, the city clerk shall serve under the supervision of the city council and shall give notice of council meetings to its members and to the public, shall be responsible for the keeping of the minutes of its proceedings, and perform such other duties as are assigned to him/her by this charter or by the council. CA Dykes shared that as long as the council does not take away or try to shift those powers that were listed in the charter, then council would still retain the ultimate supervision of the City Clerk.

CM Cobb asked for more clarification about the duties and responsibilities under the city clerk that would need to be discussed or specified. CA Dykes felt that this clarification would require discussion by the council.

CC Broxson asked if she could share some thoughts that she had written down on the agenda item since it would directly impact her. CC Broxson shared that she is concerned about the way the item was brought before the council. She did not receive any notice that the agenda item was going to be included as an agenda item until the day after the agenda items were published, which was also the same day the City Manager and the City Clerk had a discussion that was not taken well by the City Manager. CC Broxson shared that the City Manager wants to have clear lines of delineation but does not maintain those lines of delineation when it comes to items under the City Clerk's purview. CC Broxson provided examples. CC Broxson shared that she has concerns with having the supervision of some of her duties being transferred to the City Manager.

Discussion included team building or conflict resolution for the City Manager and the City Clerk, staff adhering to the job descriptions, and the need to have someone in the Assistant to the City Manager role to perform HR duties.

CA Dykes stated that part of the issue is that discussions like this can only take place in these types of meetings, which normally only occur once a month and conflict does not normally wait around for a once-a-month meeting.

CM Cobb stated that he felt that the conflict stemmed from the organizational structure. The Council agreed to table the discussion and move forward.

11.7. Proposed FY 2024 Budget and 5-Year Community Investment Plan

According to CM Cobb, the purpose of this agenda item is to determine whether the council would like to put anything in the budget before the public hearing in September. CM Cobb shared that the conversation regarding the pier that took place earlier tonight will need to be incorporated. The distinction is that the Pier will not be receiving any money.

Mayor Stein said he missed the budget meeting but had read the minutes and wanted to know if there was anything else the council needed to talk about.

Cmbr. Sutton applauded the library for hosting exceptional events and executing excellent community projects, particularly given its size and the population of the city. Cmbr. Sutton also shared that she has concerns about the number of staff members that the library has in relation to the number of hours it is available to the public, 42 hours a week. Cmbr. Sutton also expressed

her concern over the number of employees staffed within City Hall and Maintenance versus the number of employees staffed in the library.

CM Cobb shared that the current staff at the library are five (5) full time and two (2) part-time and shared that staffing levels can be adjusted if the council chooses. Cmbr. Sutton shared that she thought the part-time staff numbers were four, and CM Cobb confirmed that there were two part-time employees.

Discussion included the funding for the library, the use of the library by more than residents and individuals living within Okaloosa County, the request for the library to be open more hours, and the benefits of the library to the community.

CM Cobb shared that the county provides about \$60,000 per year. The county also provides IT Support, and they move the checked-out books to the different libraries. CM Cobb shared that the current library budget is \$421,134, and the county provides around \$60,000.

Cmbr. Oder shared information that he had acquired from sitting on the Library Cooperative Committee about library funding. The county receives money from the state and gives that money based upon a percentage. The state also gets money from the federal government to fund libraries. All these funds get distributed based upon the size of your library, attendance, and other factors. Unfortunately, last year the state did not put in a big enough request, so they are cutting federal funding for libraries. As a result, the States budget for next year will be the second lowest budget within the last 25 years.

Cmbr. Oder also spoke about the benefits of the Mary Esther library to individuals outside of the city residents by referencing the benefits of the Fire Department to others outside of Mary Esther.

Mark Bundrick, Ocean City-Wright Fire Chief, spoke referencing that the relationship the Fire Department has is a give and take relationship.

CM Cobb shared that the library hours are comparable to other libraries in the area, and he can provide the hours if requested.

Cmbr. Coxwell and Mayor Stein asked about making changes to the proposed budget and when is the last time that changes can be made? CM Cobb stated that changes can be made at the public hearing; however, changes at that time make the process more complicated.

Cmbr. Coxwell asked if the Assistant to the City Manager could also perform the HR duties part-time. CM Cobb shared that it is part of the job description for that position.

Cmbr. Coxwell asked if the Deputy Clerk could be removed from the budget, since the city has not had a Deputy Clerk for some time and wants the city to focus on getting an HR person.

Discussion included who would fill in during emergencies, staffing differences at city hall and maintenance versus the library, staff sharing the Assistant to the City Manager position, complicating the lines between the duties of the City Manager and the City Clerk, part-time versus full-time hours for the position, council taking the role of manager versus the role of governing body, support by council for the budget in July, the Public Works Director position, and questions about which positions are being discussed.

MPT Carter shared that he would prefer to have the Deputy Clerk hired next year and made the motion to move the Deputy City Clerk request for staffing to FY 2025. Councilmember Coxwell seconded the motion. The motion failed 2 to 3.

RESULT:	FAILED (2-3)
MOVER:	Mayor Pro Tem Larry Carter

SECOND:	Councilmember Susan Coxwell
AYES:	Larry Carter, Susan Coxwell
NAYS:	Bernie Oder, Janice Lipscomb, April Sutton

Councilmember Coxwell made a motion to make the Deputy City Clerk position part-time; Councilmember Carter seconded the motion. The motion passed 4 to 1.

RESULT:	PASSED (4-1)
MOVER:	Councilmember Susan Coxwell
SECOND:	Mayor Pro Tem Larry Carter
AYES:	Larry Carter, Susan Coxwell, Janice Lipscomb, April Sutton
NAYS:	Bernie Oder

12. COUNCILS' STANDING COMMITTEE STATUS REPORTS

Councilmember Sutton had no comment.

Mayor Pro Tem Carter thanked the city for the flowers and everyone for their thoughts and prayers. He will be on sick leave until September 9th due to health issues.

Councilmember Coxwell shared that the Springdale improvements are creating questions for the residents. Cmbr Coxwell asked if weekly updates could be placed on the website or Facebook for the residents. CM Cobb stated that he wasn't sure if the updates could be done weekly, but some of those frequent questions could be posted.

Mayor Stein had no comment.

Councilmember Lipscomb had no comment.

Councilmember Oder shared that the Mary Esther Library gave out 55 backpacks full of library supplies on July 20. Funding for the backpacks and school supplies were raised through efforts outside of City funding. On July 25th, the Mary Esther and Destin Libraries worked together to coordinate an interlibrary beach cleanup. Staff went to the beach and picked up garbage and items littering the beach. The library also offers the only high school graduation GED in Okaloosa County. On average, 6 to 9 people graduate with their GED per year. Finally, Cmbr. Oder stressed looking into the safety of staff at City Hall and the Library.

The City Attorney shared that the Florida Legislature passed a constitutional carry where you do not need a concealed weapons permit. So, the question arises, what are the areas where you can prevent the carrying of a firearm? One of those listed is to a legislative meeting, such as a city council meeting. To address this issue with staff, it may need to be addressed through a personnel handbook.

One of the provisions in the most recent measure, according to CA Dykes, prohibits cities, towns, and counties from passing ordinances, regulations, or rules prohibiting the carrying of firearms, since the Florida legislature has essentially preempted them. CA Dykes suggested that the employee handbook should be updated to include a policy outlining who is allowed to carry firearms, as well as in which areas of the city and which buildings.

Cmbr. Oder shared that his goal is to be proactive in addressing security concerns.

Cmbr. Sutton shared that she felt this topic requires a bigger discussion regarding the safety of individuals within our buildings.

CA Dykes stated that neither an Ordinance nor a Resolution can prohibit a person from carrying a firearm

on city property outside of a legislative meeting, but CA Dyles will collaborate with Jared to see what can be done to provide some of that security and peace of mind.

13. OTHER COMMENTS

None.

14. ADJOURN

The council meeting adjourned at 8:25 pm.

Valerie M. Broxson
City Clerk

(Approved at the _____ meeting.)



**MINUTES
REGULAR MEETING
of THE MARY ESTHER CITY COUNCIL
August 21, 2023 - 6:00 PM**

195 Christobal Road – North, Mary Esther, FL 32569

CITY COUNCIL PRESENT

Chris Stein, Mayor
Susan Coxwell, Councilmember
Jan Lipscomb, Councilmember

Larry Carter, Mayor Pro Tem via zoom
April Sutton, Councilmember
Bernie Oder, Councilmember

CITY STAFF PRESENT

Jared Cobb, City Manager via zoom
Hayward Dykes, City Attorney

Valerie Broxson, City Clerk

OTHERS PRESENT

Mark Bundrick, OCWFD Chief

1. CALL TO ORDER

The meeting was called to order by Mayor Stein at 6:00 PM.

2. PLEDGE OF ALLEGIANCE

Mayor Stein led the pledge of allegiance.

3. ROLL CALL

The City Clerk called the roll and it is reflected above.

4. PUBLIC COMMENTS (3 MINUTES PER PERSON)

Mayor Stein asked if anyone would like to speak before beginning the discussion on short-term rentals. There were no public comments, either in person or online.

5. DISCUSSION OF SHORT-TERM RENTALS

5.1. Review of Short-Term Rental Ordinances

City Manager Jared Cobb appeared for the Workshop City Council Meeting via Zoom and provided a PDF document to be shared on the monitors within the chambers and with those attending virtually.

CM Cobb shared some background on short-term rentals. He shared that the City of Mary Esther went through litigation to determine whether the city's ordinance covered short-term rentals, and it was determined that the city's ordinances do not. As a result, the council requested to have this workshop to discuss the options and levels of regulation going forward, if any.

CM Cobb shared that the PDF Document outlines the different regulations for short-term rentals within the three different agency's ordinances. The governmental entities include City of Panama City Beach, City of Destin, and Wilton Manors. City Attorney Dykes shared that the ordinances provided are to give council an idea of regulations used by other governmental agencies; however, council is not restricted to only those choices. Council may choose all of one ordinance, different regulations from different ordinances, or none of the regulations listed. Council discussed proceeding with a hybrid of the three ordinances.

Prior to reviewing the document, Mayor Pro Tem Carter shared a concern that he received from a resident that lives between two houses used for short-term rentals. The individual has small children and expresses dealing with issues related to parking, noise, trash, and jet skis. In addition, Mayor Pro Tem expressed an interest in having regulations on how to handle situations outside of business hours.

The Council began reviewing the PDF document and decided to start at the top of the list and go through each item. The first item of discussion was the definition of short-term rentals. The council was unanimous that they liked Destin's definition.

The second item was Business Tax Receipts (BTR), which are completed to operate a business within a city. The council felt that short-term rentals should have a BTR.

The third item is registration, which is used to monitor regulations and track violations. Discussion includes the reason for registration, software, or database requirements to track violations, utilizing the county's registration, fines and fees associated with registration, tracking short-term rentals at a city level, the need to make the process customer friendly (one stop shopping), recoup the cost associated with managing the program. The council felt that a registration process was needed.

The council skipped to page 3 to discuss the compliance inspections. Discussion includes when the inspections are performed, the frequency of inspections, the items that are inspected, homeowners' insurance, and the cost of inspecting the location.

The fourth item was whether the City of Mary Esther would want an application process, and the council was in favor.

Fees are the fifth item on the list, and the consensus was to use the structure of Milton Manor. The actual fees assigned were not discussed; however, discussion about recouping the cost associated with doing business.

The sixth item discussed was the responsible party. The council discussed preferring the regulation provided by Wilton Manors that did not require a responsible party to be located within thirty miles of the property.

The seventh item discussed is the FDOR Resale Certificate, which is the requirement of the short-term rental to show proof that they registered with the state. By registering with the state, these properties will pay Tourist Development taxes like hotels and motels.

The eighth item discussed is the application fee and the council agreed that it was needed.

The ninth item discussed was parking. Discussion included water and land vehicles being parked in the streets, garbage cans being left on the side of the streets, having the maximum number of vehicles listed in the advertisement, current city ordinance requirements for parking, the potential need to change the parking ordinance for all in the city versus only short-term rentals, and the need for communication with short-term rental tenants by person managing the short-term rental.

Deputy Aaron Chapman, Okaloosa County Sheriff's Office Deputy

Deputy Aaron Chapman is one of the contracted units for the City of Mary Esther. Before transferring to Mary Esther, he worked in Destin for four (4) years and offered some insight into the short-term discussion from an officer's standpoint. The City of Destin provided a handout with information that was available to the short-term rental so they would know the rules. Deputy Chapman stated that he often made the three-strike rule for noise complaints. The deputy agreed that parking could be a problem, but with the right foundation of communication, it should be okay.

The tenth item discussed was noise regulations. Discussion included the current city ordinance on noise, and the need to improve some of the ordinances (noise and parking). The council set aside the discussion of noise to return to it later.

The eleventh item discussed involved signage requirements for the short-term rental. Discussion included not liking a visible sign in the yard, the use of a decal, security concerns with both options, limitations with yard signs for apartments versus with houses that have yards, having an

easy method for communicating the responsible parties' contact information if violations occur, the impact of violations on the Sheriff's Office and Code Enforcement, and human trafficking concerns.

The twelfth item discussed involved rules regarding garbage. The council reviewed the regulations for the City of Destin and Walton Manors. Discussion included bears getting into the garbage, garbage cans being left out, communication to tenants about rules involving garbage and awareness of bears and the need for responsible parties to handle garbage concerns or violations. Finally, the council discussed that the rules for garbage should be the same for all city residents.

The thirteenth item discussed is trespassing rules which is to benefit the owner. The two that have trespass rules state that an individual may be trespassed if not listed on the rental agreement or on behalf of the property owner. Discussion included that this could be used when there are too many individuals in a dwelling to help law enforcement and protect the owner. The council felt a trespassing rule was needed.

The fourteenth item discussed is Property requirements property which are used by Wilton Manors. The purpose of the property requirement is to inspect the property prior to ensuring certain safety cautions are met. The council did not feel that a property requirement would need to be required.

The fifteenth item discussed was rules regarding shared amenities being listed in the rental agreement. The council agreed that shared amenities should be listed in the rental agreement.

The sixteenth item discussed involved whether the council wanted to regulate the occupancy of the short-term rentals. Discussion included that the city currently does not have any occupancy regulations and the State of Florida has occupancy regulations which might be good numbers to mimic.

The seventeenth item discussed was compliance of inspection rules. The discussion included safety equipment.

The eighteenth item was rental agreement requirements. Discussion included advertising the proximity to a park, a school, or other items that could create compliance concerns for sexual predators staying at the short-term rental.

The nineteenth item was miscellaneous requirements. Discussion included most of the items listed for Wilton Manor either already being listed in another section or items rarely found today, and short-term rentals with violations will not be able to operate until violations are corrected.

The twentieth item discussed rules regarding enforcement and penalties. Discussion included applying the same code enforcement process and penalties already used in the fee schedule to address the short-term rentals and would the council want to deny, suspend, or revoke the short-term rental if there was a problem.

CM Cobb finished out the discussion by stating that he would work with City Attorney Dykes to incorporate the guidance into a first draft ordinance.

6. COMMENTS

Mayor Stein opened up the discussion to the public.

Elaine Rogers, 351 Angela Lane and 350 Angela Lane

Mrs. Rogers feels that most short-term rentals will abide by the rules and have no issues. Also, most short-term rentals want families and military to stay in their dwellings. In support of putting a sign by the front door with a responsible party phone number. Short-term rentals at the Cedars apartments might face some different challenges due to being an apartment complex.. Mrs. Rogers agrees with taking the short-term rental away if someone is constantly receiving violations. The driveway was oversized and had

questions about parking an extra vehicle in the short-term rental driveway. She agreed with placing a booklet in the dwelling sharing information about trash and bears. Mrs. Rodgers concluded by stating that she felt everything talked about was very good and once she was registered, she did not want her short-term rental to be a problem.

Mary Walton, owns a location at the cedars

Mrs. Walton stated that she did not want to advertise that the location is close to a school. The owner should be on the sexual predator to ensure the individual does not choose a location that violates the restrictions placed upon them. Mrs. Walton shared that she has a book in the dwelling that communicates trash and many others need to know information. Parking is not normally a problem with short-term rentals, because most people are traveling a longer distance and they are trying to save money; whereas, those living at the Cedars normally have more vehicles. The AirBNB process requires a picture and several other security measures, which makes them even more secure than many other stays at locations. Mrs. Walton concluded that it is hard to fit a one-size-fits all approach, which is also true with the residents of Mary Esther.

James Evans, 111 Pryor Drive (via Zoon)

Mr. Evans shared that he felt Florida ordinances cover most of the noise compliance regulations. He felt that the QR code was a great idea. Mr. Evans also stated that most short-term rental owners want to respect their home. They often have cameras to make sure nobody is going in or violating the occupancy code, which is dictated by Florida.

Mayor Stein asked if anyone else wanted to speak regarding short-term rentals. Mayor Pro Tem Carter asked when the first draft of the ordinance would be presented. City Manager Cobb and City Attorney Hayward felt that it should be available at the September or October regular meeting.

Hearing no other comments, Mayor Stein closed the public comments.

7. ADJOURN

The council meeting adjourned at 7:39 pm.

Valerie M. Broxson
City Clerk

(Approved at the _____ meeting.)

Short-Term Rental Program Comparison

	Panama City Beach	Destin	Wilton Manors
STR Defined	< 6 Months Rooms Dwelling Unit	< 6 Months Dwelling Unit	< 1 Month Rented more than 3 times/year Dwelling Unit
BTR	Yes	Yes	Yes
Registration		Yes	Yes
Application		Yes	Yes
Fees		2,499 SF - \$500 2,500 - 4,999 - \$600 5,000+ SF - \$700 Late Registration (3/31) - \$100 Late Registration (6/1) - \$500	New Rental - \$375 Renewal - \$350 Inspection - \$150 Late Registration - \$100 Change Responsible Party - \$125
Responsible Party		Yes Located w/in 30 miles Available 24/7 1 Hour Response Education Maintenance Compliance	Yes No location requirement Available 24/7 1 Hour Response Education Maintenance Compliance
FDOR Resale Certificate		Yes	Yes
Application Fees		Yes	Yes
Parking		Driveway Garage	Hard Surface Driveway Garage

Short-Term Rental Program Comparison

	Panama City Beach	Destin	Wilton Manors
		No street parking Maximum vehicles listed in ad	No more 1 vehicle per bedroom No street parking
Noise		Per City Code	Per City Code If violation, detection device required
Signage		Visible from ROW 18"x18" 24/7 Contact Information Occupancy Limit City decal	
Garbage		Specific requirements Placement and Removal Number of cans per bedroom	Placement and Removal
Trespass		May be trespassed if not listed in rental agreement	May be trespassed on behalf of property owner
Property Requirement			Interior building sketch Exterior site sketch
Amenities		Shared amenities must be noted in rental agreement	Shared amenities must be noted in rental agreement
Occupancy		2/bedroom + 4 additional or 24/rental, whichever is less 10 PM - 7 AM occupancy may not exceed limit	2/bedroom + 2 additional Maximum gather of 1.5 times the occupancy limit

Short-Term Rental Program Comparison

	Panama City Beach	Destin	Wilton Manors
Compliance Inspection		Occupancy requirements listed in ad	Occupancy requirements listed in ad Occupancy not prohibited by sexual predator registry Minimum one person age 21+ Initial inspection and every 2 years for life/safety, incl. pools, sleeping rooms, smoke and carbon monoxide detector, fire extinguishers, and required placards
Rental Agreement Requirements		Occupancy limit Maximum # vehicles Evacuation requirement Courtesy document w/City regulations trash, parking, and noise	Occupancy limit All occupants listed in agreement Placards w/in unit for solid waste, responsible party, public safety contact
Miscellaneous			No code violations Register of all guests Inspection after each rental Certificate of Insurance on file One landline required
Penalties	1 - \$1,000 2 - \$2,000 3 - \$3,000	Code enforcement and civil citations not listed Criminal penalty \$500/day	1 - \$250 2 - \$500 Additional \$500

Short-Term Rental Program Comparison

	Panama City Beach	Destin	Wilton Manors
	Additional \$5,000	Criminal penalty <60 days jail	Irreparable - \$5,000
Enforcement	Special Magistrate	Special Magistrate Code Enforcement Board Civil Citation Denial/Suspension/Revocation Criminal Penalties	Special Magistrate Civil Citation Denial/Suspension/Revocation Criminal Penalties

AGENDA ITEM

Agenda Item 8.2.

TO: Honorable Mayor and Members of the City Council

FROM: Heather Day, Finance Director

DATE: September 6, 2023

SUBJECT: Financial Report

BACKGROUND:

Attached are the financial reports for the month of July 2023.

DISCUSSION:

N/A.

FINANCIAL IMPACT:

There is no financial impact related to this matter.

RECOMMENDATION:

Motion to approve financial reports with the consent agenda.

ATTACHMENT(S):

1. City Bank Account Balances as of July 31, 2023
2. July 2023 Budget vs. Actuals Report



**City of Mary Esther
Cash and Investment Balances
as of July 31, 2023**

BMS Account	GENERAL FUND BANK	Summary of Investments 7/31/2023	Fund	INTEREST RATE	Purpose of Acct.
101251	FNBT BANK	\$139,995.00	410	0.00%	Cust. Utility Deposits Acct.
104300	GEN FUND FLORIDA PRIME	\$2,203,884.52	1	5.39%	GF Savings/Investment
104400	W/S FUND FLORIDA PRIME	\$319,095.17	410	5.39%	W/S Savings/Investment
101001	FNBT BANK	\$9,872,819.76	1 & 410	3.30%	Operating Acct.
101001	FNBT BANK	\$0.00	410	0.00%	Credit Card Payments Account
101210	FNBT BANK	\$1,042.18	1	0.00%	Payroll Account
101001	FNBT BANK	\$3,474.13	1	0.00%	HRA Account
101001	FNBT BANK	\$1,554,977.50	1 & 410	3.30%	Money Market Account
104301	FLCLASS	\$496,297.46	1	5.29%	GF Investment
104302	AMERIS BANK	\$6,530.82	1	0.00%	GF Investment

\$14,598,116.54

FY22-23 ESTIMATED BEGINNING GENERAL FUND UNRESTRICTED CASH	\$4,335,028
FY2023 Budget deficit	(\$832,070)

ESTIMATED GENERAL FUND TOTAL UNRESTRICTED CASH	\$3,502,958
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FY22-23 ESTIMATED BEGINNING W/S FUND UNRESTRICTED CASH	\$3,510,059
FY2023 Budget surplus	\$639,469

ESTIMATED W/S FUND TOTAL UNRESTRICTED CASH	\$4,149,528
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FY 22-23 BEGINNING DISCRETIONARY SALES SURTAX REVENUE FUND	\$1,398,730
Current revenue for FY22-23	\$392,398

DISCRETIONARY SALES SURTAX FUND BALANCE	\$1,791,128
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GRAND TOTAL ALL FUNDS:	\$9,443,614
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RESTRICTED REVENUES:

IMPACT FEE REVENUE AVAILABLE FOR RELATED EXPENSES	
Fire Protection	\$64,366
Law Enforcement	\$61,637
Stormwater	\$40,165
Transportation	\$66,000

Parks & Recreation	\$36,600
Water & Sewer	\$7,700
TOTAL	\$276,468

OTHER RESTRICTED REVENUE	
Committed to natural disaster relief	\$1,246,788
TOTAL	\$1,246,788

TOTAL RESTRICTED REVENUES	\$1,523,256
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City of Mary Esther, FL

Budget vs Actuals

Account Summary

For Fiscal: 2022-2023 Period Ending: 07/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 001 - GENERAL FUND							
Revenue							
Department: 00 - UNDESIGNATED							
001-00-311100	AD VALOREM TAXES	1,935,416.00	1,935,416.00	0.00	1,876,259.90	1,876,259.90	59,156.10
001-00-311200	AD VALOREM TAXES-DELOQ	30,000.00	30,000.00	105.59	84,519.20	84,519.20	-54,519.20
001-00-312410	FIRST LOCAL OPTION FUEL TAX	180,000.00	180,000.00	17,221.40	144,329.90	144,329.90	35,670.10
001-00-314100	UTILITY TAXES-ELECTRIC	230,000.00	230,000.00	20,420.00	179,279.47	179,279.47	50,720.53
001-00-314200	UTILITY TAXES-COMMUNICATION SE...	250,000.00	250,000.00	16,482.70	190,335.35	190,335.35	59,664.65
001-00-314300	UTILITY TAXES-WATER	100,000.00	100,000.00	9,833.70	102,128.86	102,128.86	-2,128.86
001-00-314400	UTILITY TAXES-GAS	40,000.00	40,000.00	2,661.85	32,116.34	32,116.34	7,883.66
001-00-314800	UTILITY TAXES -PROPANE GAS	200.00	200.00	0.00	0.00	0.00	200.00
001-00-316010	BUSINESS TAX - PENALTY INT	2,000.00	2,000.00	0.00	701.25	701.25	1,298.75
001-00-316100	BUSINESS TAX	90,000.00	90,000.00	0.00	114,290.50	114,290.50	-24,290.50
001-00-322000	BUILDING PERMITS	95,000.00	95,000.00	538.00	4,367.31	4,367.31	90,632.69
001-00-323100	ELECTRICITY FRANCHISE FEES	175,000.00	175,000.00	0.00	121,943.58	121,943.58	53,056.42
001-00-323400	GAS FRANCHISE FEES	35,000.00	35,000.00	2,419.39	32,621.14	32,621.14	2,378.86
001-00-324120	IMPACT FEES-FIRE PROTECTION	0.00	0.00	0.00	337.00	337.00	-337.00
001-00-324125	IMPACT FEES-LAW ENFORCEMENT	0.00	0.00	0.00	323.00	323.00	-323.00
001-00-329050	TRACKING FEES	6,500.00	6,500.00	2,640.00	4,160.00	4,160.00	2,340.00
001-00-331500	FEDERAL DISASTER RELIEF	82,500.00	82,500.00	0.00	0.00	0.00	82,500.00
001-00-334501	STATE DISASTER RELIEF	13,750.00	13,750.00	0.00	0.00	0.00	13,750.00
001-00-335120	STATE REVENUE SHARING PROCEEDS	160,000.00	160,000.00	17,570.97	157,371.89	157,371.89	2,628.11
001-00-335150	ALCOHOLIC BEVERAGE LICENSES	1,000.00	1,000.00	0.00	244.72	244.72	755.28
001-00-335180	LOCAL GOVERNMENT 1/2 SALES TAX	450,000.00	450,000.00	46,394.40	349,174.08	349,174.08	100,825.92
001-00-338200	INTERGOV REV-COUNTY BUSINESS TAX	2,000.00	2,000.00	39.63	840.75	840.75	1,159.25
001-00-338210	INTERGOV REV - LIBRARY COOP	59,359.00	59,359.00	0.00	59,359.00	59,359.00	0.00
001-00-341200	ZONING FEES	150.00	150.00	0.00	750.00	750.00	-600.00
001-00-341300	CODE ENFORCEMENT ADMIN FEES	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-00-341901	FIRE DEPARTMENT FEES	10,000.00	10,000.00	881.00	11,973.44	11,973.44	-1,973.44
001-00-341902	NOTARY FEE REVENUE	100.00	100.00	10.00	20.00	20.00	80.00
001-00-341910	PLAN REVIEW	800.00	800.00	0.00	0.00	0.00	800.00
001-00-341920	SITE INSPECTION	600.00	600.00	0.00	620.00	620.00	-20.00
001-00-342510	FINAL INSPECTION	1,000.00	1,000.00	0.00	525.00	525.00	475.00
001-00-342910	IMPACT FEE- STORMWATER	0.00	0.00	-800.00	300.00	300.00	-300.00
001-00-343315	CREDIT CARD USAGE FEE REVENUE	2,000.00	2,000.00	0.00	224.50	224.50	1,775.50
001-00-343800	CEMETERY FEES	100.00	100.00	0.00	100.00	100.00	0.00
001-00-344210	BOAT LAUNCH DAILY PERMIT	1,000.00	1,000.00	295.00	1,161.65	1,161.65	-161.65
001-00-344901	FLORIDA DOT	43,467.00	43,467.00	0.00	13,467.05	13,467.05	29,999.95
001-00-344910	IMPACT FEE- TRANSPORTATION	0.00	0.00	0.00	1,500.00	1,500.00	-1,500.00
001-00-347210	IMPACT FEE- PARKS & RECREATION	0.00	0.00	0.00	150.00	150.00	-150.00
001-00-349100	LIEN SEARCH FEE	1,000.00	1,000.00	269.00	1,705.00	1,705.00	-705.00
001-00-351100	COURT FINES	3,000.00	3,000.00	174.33	6,224.86	6,224.86	-3,224.86
001-00-352000	LIBRARY FINES/LOST BOOKS	1,500.00	1,500.00	205.00	2,465.85	2,465.85	-965.85
001-00-354100	VIOLATION OF LOCAL ORDINANCE	2,500.00	2,500.00	-10.00	30,484.00	30,484.00	-27,984.00
001-00-361000	INTEREST AND OTHER EARNINGS	0.00	0.00	1.58	615.01	615.01	-615.01
001-00-361100	INTEREST INCOME	20,000.00	20,000.00	19,081.29	161,808.00	161,808.00	-141,808.00
001-00-364400	SALE OF EQUIPMENT	0.00	0.00	0.00	2,414.00	2,414.00	-2,414.00
001-00-369300	SETTLEMENTS (INSURANCE ACCIDENT...	0.00	0.00	0.00	786.78	786.78	-786.78
001-00-369900	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	47.23	1,918.45	1,918.45	-1,918.45
001-00-381000	INTERFUND TRANSFER	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
001-00-389200	GRANTS - FEDERAL	439,900.00	439,900.00	0.00	0.00	0.00	439,900.00

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 07/31/2023

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-00-389400 GRANTS - OTHER SOURCES	329,000.00	329,000.00	0.00	1,000.00	1,000.00	328,000.00
Department: 00 - UNDESIGNATED Total:	5,401,870.00	5,401,870.00	156,482.06	3,694,916.83	3,694,916.83	1,706,953.17
Revenue Total:	5,401,870.00	5,401,870.00	156,482.06	3,694,916.83	3,694,916.83	1,706,953.17

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 07/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense							
Activity: 51100 - LEGISLATIVE							
Department: 11 - MAYOR AND CITY COUNCIL							
001-11-51100-1210	SALARIES	19,200.00	19,200.00	1,350.00	12,805.00	12,805.00	6,395.00
001-11-51100-2110	SOCIAL SECURITY TAXES	1,190.00	1,190.00	83.70	793.91	793.91	396.09
001-11-51100-2410	WORKER'S COMPENSATION	600.00	600.00	0.00	246.32	246.32	353.68
001-11-51100-3000	MEDICARE INSURANCE	278.00	278.00	19.60	185.91	185.91	92.09
001-11-51100-3100	PROFESSIONAL SERVICES	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00
001-11-51100-4010	TRAVEL & PER DIEM	12,500.00	12,500.00	709.01	5,967.68	11,392.70	1,107.30
001-11-51100-4676	FURNITURE/EQUIP. UNDER \$1000	500.00	500.00	0.00	0.00	0.00	500.00
001-11-51100-4810	TROPHIES AND AWARDS	850.00	850.00	0.00	158.69	158.69	691.31
001-11-51100-4930	TRAINING	4,000.00	4,000.00	1,475.00	3,043.63	3,043.63	956.37
001-11-51100-4940	ELECTION EXPENSES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-11-51100-5110	OFFICE SUPPLIES	250.00	250.00	123.04	123.04	123.04	126.96
001-11-51100-5280	LEAGUE OF CITIES DINNERS	1,000.00	1,000.00	0.00	598.00	730.00	270.00
001-11-51100-5290	OPERATING SUPPLIES	2,149.00	2,149.00	75.34	764.45	764.45	1,384.55
001-11-51100-5410	BOOKS, PUBS, SUBS & MEMBS	4,518.00	4,518.00	0.00	3,790.00	3,790.00	728.00
001-11-51100-5741	COMMUNITY EVENTS	5,000.00	5,000.00	0.00	5,980.02	5,980.02	-980.02
Department: 11 - MAYOR AND CITY COUNCIL Total:		63,035.00	63,035.00	3,835.69	34,456.65	40,013.67	23,021.33
Activity: 51100 - LEGISLATIVE Total:		63,035.00	63,035.00	3,835.69	34,456.65	40,013.67	23,021.33
Activity: 51200 - EXECUTIVE							
Department: 12 - CITY MANAGER							
001-12-51200-1110	EXECUTIVE SALARIES	0.00	0.00	0.00	-2,518.04	-2,518.04	2,518.04
001-12-51200-1210	SALARIES	96,955.00	96,955.00	4,620.00	61,556.07	61,556.07	35,398.93
001-12-51200-2110	SOCIAL SECURITY TAXES	6,011.00	6,011.00	286.44	3,660.40	3,660.40	2,350.60
001-12-51200-2210	RETIREMENT	13,574.00	13,574.00	277.21	3,364.77	3,364.77	10,209.23
001-12-51200-2310	EMPLOYEE INSURANCE	12,250.00	12,250.00	452.12	6,887.62	6,887.62	5,362.38
001-12-51200-2410	WORKER'S COMPENSATION	100.00	100.00	0.00	41.02	41.02	58.98
001-12-51200-3000	MEDICARE INSURANCE	1,406.00	1,406.00	67.00	856.30	856.30	549.70
001-12-51200-4010	TRAVEL & PER DIEM	6,100.00	6,100.00	700.34	1,300.06	1,804.06	4,295.94
001-12-51200-4612	FURNITURE/EQUIP. R & M	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-12-51200-4930	TRAINING	3,000.00	3,000.00	654.00	3,428.58	3,428.58	-428.58
001-12-51200-5110	OFFICE SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00
001-12-51200-5290	OPERATING SUPPLIES	500.00	500.00	127.72	1,205.27	1,205.27	-705.27
001-12-51200-5410	BOOKS, PUBS, SUBS & MEMBS	2,000.00	2,000.00	0.00	761.60	761.60	1,238.40
Department: 12 - CITY MANAGER Total:		143,396.00	143,396.00	7,184.83	80,543.65	81,047.65	62,348.35
Activity: 51200 - EXECUTIVE Total:		143,396.00	143,396.00	7,184.83	80,543.65	81,047.65	62,348.35
Activity: 51300 - FINANCE							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51300-1210	SALARIES	55,010.00	55,010.00	4,240.37	46,108.74	46,108.74	8,901.26
001-13-51300-2110	SOCIAL SECURITY TAXES	3,411.00	3,411.00	262.33	2,852.67	2,852.67	558.33
001-13-51300-2210	RETIREMENT	7,701.00	7,701.00	544.18	5,916.10	5,916.10	1,784.90
001-13-51300-2310	EMPLOYEE INSURANCE	5,000.00	5,000.00	245.40	2,520.22	2,520.22	2,479.78
001-13-51300-2410	WORKER'S COMPENSATION	70.00	70.00	0.00	28.72	28.72	41.28
001-13-51300-3000	MEDICARE INSURANCE	798.00	798.00	61.37	667.31	667.31	130.69
001-13-51300-3210	ACCOUNTING AND AUDITING	24,230.00	24,230.00	0.00	18,767.00	18,767.00	5,463.00
001-13-51300-4010	TRAVEL & PER DIEM	2,500.00	2,500.00	1,374.56	1,374.56	1,374.56	1,125.44
001-13-51300-4710	PRINTING & BINDING	1,000.00	1,000.00	0.00	290.53	290.53	709.47
001-13-51300-4915	CREDIT CARD FEE EXPENSES	1,500.00	1,500.00	0.00	3,884.66	3,884.66	-2,384.66
001-13-51300-4921	BANK FEES	900.00	900.00	77.00	656.03	656.03	243.97
001-13-51300-4930	TRAINING	1,500.00	1,500.00	0.00	1,835.00	1,835.00	-335.00
001-13-51300-5290	OPERATING SUPPLIES	2,150.00	2,150.00	0.00	146.98	146.98	2,003.02
001-13-51300-5410	BOOKS, PUBS, SUBS & MEMBS	730.00	730.00	0.00	305.00	305.00	425.00
Department: 13 - ADMINISTRATIVE SERVICES Total:		106,500.00	106,500.00	6,805.21	85,353.52	85,353.52	21,146.48
Activity: 51300 - FINANCE Total:		106,500.00	106,500.00	6,805.21	85,353.52	85,353.52	21,146.48

Budget vs Actuals

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Activity: 51310 - HUMAN RESOURCES							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51310-1210	SALARIES	35,151.00	35,151.00	0.00	9,835.01	9,835.01	25,315.99
001-13-51310-2110	SOCIAL SECURITY TAXES	2,179.00	2,179.00	0.00	609.72	609.72	1,569.28
001-13-51310-2210	RETIREMENT	4,921.00	4,921.00	0.00	412.34	412.34	4,508.66
001-13-51310-2220	RETIRED EMPLOYEE LIFE INSURANCE	800.00	800.00	52.30	613.10	613.10	186.90
001-13-51310-2230	RETIRED EMPLOYEE DENTAL INSURA...	6,200.00	6,200.00	214.83	3,191.75	3,191.75	3,008.25
001-13-51310-2310	EMPLOYEE INSURANCE	6,250.00	6,250.00	0.00	2,467.03	2,467.03	3,782.97
001-13-51310-2410	WORKER'S COMPENSATION	50.00	50.00	0.00	20.52	20.52	29.48
001-13-51310-2510	UNEMPLOYMENT COMPENSATION	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
001-13-51310-3000	MEDICARE INSURANCE	510.00	510.00	0.00	142.49	142.49	367.51
001-13-51310-3100	PROFESSIONAL SERVICES	7,000.00	7,000.00	3,687.50	10,275.00	13,275.00	-6,275.00
001-13-51310-3130	MEDICAL SERVICES	200.00	200.00	0.00	0.00	0.00	200.00
001-13-51310-4010	TRAVEL & PER DIEM	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-13-51310-4015	RECRUITMENT	0.00	0.00	0.00	829.70	829.70	-829.70
001-13-51310-4540	EMPLOYEE APPRECIATION	2,000.00	2,000.00	0.00	1,596.92	1,596.92	403.08
001-13-51310-4710	PRINTING & BINDING	500.00	500.00	0.00	743.95	743.95	-243.95
001-13-51310-4930	TRAINING	3,750.00	3,750.00	0.00	0.00	0.00	3,750.00
001-13-51310-4934	TUITION	0.00	0.00	0.00	6,455.13	6,455.13	-6,455.13
001-13-51310-4946	LEGAL & RETAIL ADVERTISEMENTS	1,000.00	1,000.00	0.00	150.00	150.00	850.00
001-13-51310-5290	OPERATING SUPPLIES	500.00	500.00	0.00	301.93	301.93	198.07
001-13-51310-5410	BOOKS, PUBS, SUBS & MEMBS	750.00	750.00	0.00	100.00	100.00	650.00
Department: 13 - ADMINISTRATIVE SERVICES Total:		77,761.00	77,761.00	3,954.63	37,744.59	40,744.59	37,016.41
Activity: 51310 - HUMAN RESOURCES Total:		77,761.00	77,761.00	3,954.63	37,744.59	40,744.59	37,016.41
Activity: 51400 - LEGAL							
Department: 14 - CITY ATTORNEY							
001-14-51400-3111	LEGAL COUNSEL	0.00	80,000.00	296.00	20,073.60	20,073.60	59,926.40
Department: 14 - CITY ATTORNEY Total:		0.00	80,000.00	296.00	20,073.60	20,073.60	59,926.40
Activity: 51400 - LEGAL Total:		0.00	80,000.00	296.00	20,073.60	20,073.60	59,926.40
Activity: 51500 - PLANNING AND ZONING							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-51500-1210	SALARIES	73,954.00	73,954.00	2,234.72	23,825.97	23,825.97	50,128.03
001-30-51500-2110	SOCIAL SECURITY TAXES	4,585.00	4,585.00	138.32	1,474.85	1,474.85	3,110.15
001-30-51500-2210	RETIREMENT	10,353.00	10,353.00	66.19	502.72	502.72	9,850.28
001-30-51500-2310	EMPLOYEE INSURANCE	20,750.00	20,750.00	695.53	7,650.83	7,650.83	13,099.17
001-30-51500-2410	WORKER'S COMPENSATION	440.00	440.00	0.00	237.32	237.32	202.68
001-30-51500-3000	MEDICARE INSURANCE	1,072.00	1,072.00	32.37	345.08	345.08	726.92
001-30-51500-3100	PROFESSIONAL SERVICES	93,000.00	93,000.00	20,148.75	88,118.06	88,118.06	4,881.94
001-30-51500-4010	TRAVEL & PER DIEM	1,250.00	1,250.00	0.00	0.00	0.00	1,250.00
001-30-51500-4930	TRAINING	500.00	500.00	0.00	0.00	0.00	500.00
001-30-51500-4946	LEGAL & RETAIL ADVERTISEMENTS	1,000.00	1,000.00	0.00	540.48	540.48	459.52
001-30-51500-5110	OFFICE SUPPLIES	250.00	250.00	0.00	0.00	0.00	250.00
001-30-51500-5290	OPERATING SUPPLIES	100.00	100.00	0.00	898.07	898.07	-798.07
001-30-51500-5410	BOOKS, PUBS, SUBS & MEMBS	150.00	150.00	0.00	0.00	0.00	150.00
Department: 30 - COMMUNITY DEVELOPMENT Total:		207,404.00	207,404.00	23,315.88	123,593.38	123,593.38	83,810.62
Activity: 51500 - PLANNING AND ZONING Total:		207,404.00	207,404.00	23,315.88	123,593.38	123,593.38	83,810.62
Activity: 51600 - NON-COURT INFORMATION SYSTEMS							
Department: 16 - CITY CLERK							
001-16-51600-1210	SALARIES	71,285.00	71,285.00	5,710.40	41,971.44	41,971.44	29,313.56
001-16-51600-1310	PART-TIME SALARIES	0.00	0.00	0.00	4,944.00	4,944.00	-4,944.00
001-16-51600-2110	SOCIAL SECURITY TAXES	4,420.00	4,420.00	300.12	2,531.28	2,531.28	1,888.72
001-16-51600-2210	RETIREMENT	9,980.00	9,980.00	799.46	799.46	799.46	9,180.54
001-16-51600-2310	EMPLOYEE INSURANCE	17,000.00	17,000.00	1,897.23	16,080.88	16,080.88	919.12
001-16-51600-2410	WORKER'S COMPENSATION	100.00	100.00	0.00	41.04	41.04	58.96
001-16-51600-3000	MEDICARE INSURANCE	1,034.00	1,034.00	70.20	592.07	592.07	441.93
001-16-51600-3100	PROFESSIONAL SERVICES	2,500.00	2,500.00	62.50	580.80	600.00	1,900.00
001-16-51600-4010	TRAVEL & PER DIEM	2,000.00	2,000.00	867.99	4,167.71	4,963.71	-2,963.71

Budget vs Actuals

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-16-51600-4510	NOTARY INSURANCE	50.00	50.00	0.00	0.00	0.00	50.00
001-16-51600-4710	PRINTING & BINDING	500.00	500.00	0.00	62.99	62.99	437.01
001-16-51600-4930	TRAINING	1,500.00	1,500.00	79.00	1,212.00	1,212.00	288.00
001-16-51600-4946	LEGAL & RETAIL ADVERTISEMENTS	8,700.00	8,700.00	650.92	1,754.12	1,754.12	6,945.88
001-16-51600-5110	OFFICE SUPPLIES	1,612.00	1,612.00	0.00	416.50	416.50	1,195.50
001-16-51600-5290	OPERATING SUPPLIES	500.00	500.00	49.40	194.01	194.01	305.99
001-16-51600-5410	BOOKS, PUBS, SUBS & MEMBS	1,000.00	1,000.00	0.00	556.10	556.10	443.90
001-16-51600-5416	CODIFICATION	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00
Department: 16 - CITY CLERK Total:		125,681.00	125,681.00	10,487.22	75,904.40	76,719.60	48,961.40
Activity: 51600 - NON-COURT INFORMATION SYSTEMS Total:		125,681.00	125,681.00	10,487.22	75,904.40	76,719.60	48,961.40
Activity: 51610 - INFORMATION TECHNOLOGY							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51610-3100	PROFESSIONAL SERVICES	23,900.00	23,900.00	4,377.33	18,820.22	18,820.22	5,079.78
001-13-51610-4110	TELEPHONE & INTERNET	15,000.00	15,000.00	938.17	15,629.32	15,629.32	-629.32
001-13-51610-4655	COMPUTER HARDWARE & SOFTWARE...	64,945.00	64,945.00	6,927.04	67,970.47	69,275.47	-4,330.47
001-13-51610-4660	COPIER MAINTENANCE	6,000.00	6,000.00	167.80	5,805.71	5,889.61	110.39
001-13-51610-5110	OFFICE SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00
001-13-51610-6400	COMPUTER SOFTWARE & EQUIPMENT	50,000.00	50,000.00	0.00	28,421.43	28,421.43	21,578.57
Department: 13 - ADMINISTRATIVE SERVICES Total:		160,345.00	160,345.00	12,410.34	136,647.15	138,036.05	22,308.95
Activity: 51610 - INFORMATION TECHNOLOGY Total:		160,345.00	160,345.00	12,410.34	136,647.15	138,036.05	22,308.95
Activity: 51900 - GENERAL GOVERNMENT							
Department: 99 - NON DEPARTMENTAL							
001-99-51900-3100	PROFESSIONAL SERVICES	0.00	0.00	892.50	892.50	892.50	-892.50
001-99-51900-4100	POSTAGE & SHIPPING	2,000.00	2,000.00	300.00	2,176.61	2,176.61	-176.61
001-99-51900-4520	LIABILITY INSURANCE	38,024.00	38,024.00	0.00	40,888.00	40,888.00	-2,864.00
001-99-51900-4906	OTHER EXPENDITURES	0.00	0.00	0.00	48.25	48.25	-48.25
001-99-51900-5110	OFFICE SUPPLIES	4,500.00	4,500.00	501.10	1,108.70	1,236.54	3,263.46
001-99-51900-5410	BOOKS, PUBS, SUBS & MEMBS	900.00	900.00	0.00	369.00	369.00	531.00
Department: 99 - NON DEPARTMENTAL Total:		45,424.00	45,424.00	1,693.60	45,483.06	45,610.90	-186.90
Activity: 51900 - GENERAL GOVERNMENT Total:		45,424.00	45,424.00	1,693.60	45,483.06	45,610.90	-186.90
Activity: 51910 - FACILITIES							
Department: 50 - PUBLIC WORKS							
001-50-51910-1210	SALARIES	25,929.00	25,929.00	1,388.41	15,864.61	15,864.61	10,064.39
001-50-51910-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-51910-2110	SOCIAL SECURITY TAXES	1,608.00	1,608.00	85.59	974.27	974.27	633.73
001-50-51910-2210	RETIREMENT	3,630.00	3,630.00	124.72	1,232.75	1,232.75	2,397.25
001-50-51910-2310	EMPLOYEE INSURANCE	8,430.00	8,430.00	398.02	4,784.63	4,784.63	3,645.37
001-50-51910-2410	WORKER'S COMPENSATION	3,022.00	3,022.00	0.00	1,419.20	1,419.20	1,602.80
001-50-51910-3000	MEDICARE INSURANCE	376.00	376.00	20.02	227.90	227.90	148.10
001-50-51910-3100	PROFESSIONAL SERVICES	9,400.00	9,400.00	6,405.90	13,634.30	13,634.30	-4,234.30
001-50-51910-4010	TRAVEL & PER DIEM	500.00	500.00	0.00	0.00	0.00	500.00
001-50-51910-4310	ELECTRICITY	19,870.00	19,870.00	1,811.91	12,181.65	12,181.65	7,688.35
001-50-51910-4320	WATER	7,500.00	7,500.00	0.00	5,683.50	5,683.50	1,816.50
001-50-51910-4330	SOLID WASTE	4,000.00	4,000.00	223.76	2,204.18	2,204.18	1,795.82
001-50-51910-4340	NATURAL GAS	1,500.00	1,500.00	19.83	709.40	709.40	790.60
001-50-51910-4410	EQUIPMENT RENTAL	1,000.00	1,000.00	0.00	33.00	33.00	967.00
001-50-51910-4521	PROPERTY INSURANCE	12,300.00	12,300.00	0.00	12,332.00	12,332.00	-32.00
001-50-51910-4522	VEHICLE INSURANCE	700.00	700.00	0.00	862.25	862.25	-162.25
001-50-51910-4610	VEHICLE R & M	1,000.00	1,000.00	0.00	967.75	967.75	32.25
001-50-51910-4611	BUILDING R & M	20,000.00	20,000.00	1,919.14	16,152.59	16,152.59	3,847.41
001-50-51910-4612	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	282.86	282.86	217.14
001-50-51910-4615	FENCING AND LANDSCAPING	52,000.00	52,000.00	0.00	758.72	758.72	51,241.28
001-50-51910-4635	PARKING AREA MARKING R & M	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
001-50-51910-4930	TRAINING	1,000.00	1,000.00	0.00	376.38	376.38	623.62
001-50-51910-5110	OFFICE SUPPLIES	250.00	250.00	0.00	199.20	199.20	50.80
001-50-51910-5210	FUEL, OIL, & LUBRICANTS	5,000.00	5,000.00	118.70	1,681.29	1,681.29	3,318.71
001-50-51910-5220	UNIFORMS	400.00	400.00	0.00	772.34	772.34	-372.34

Budget vs Actuals

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-50-51910-5221	PERSONAL PROTECTIVE EQUIPMENT	1,000.00	1,000.00	0.00	464.31	464.31	535.69
001-50-51910-5230	JANITORIAL SUPPLIES	4,000.00	4,000.00	0.00	690.59	825.85	3,174.15
001-50-51910-5231	SEASONAL DECORATIONS	2,500.00	2,500.00	0.00	0.00	13,844.50	-11,344.50
001-50-51910-5240	CHEMICALS	500.00	500.00	0.00	12.48	12.48	487.52
001-50-51910-5260	TOOLS	500.00	500.00	0.00	512.98	512.98	-12.98
001-50-51910-5270	MACHINERY & EQUIPMENT	3,000.00	3,000.00	0.00	1,853.24	1,853.24	1,146.76
001-50-51910-5290	OPERATING SUPPLIES	1,000.00	1,000.00	113.90	2,235.28	2,503.92	-1,503.92
001-50-51910-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	50.00	75.00	75.00	25.00
001-50-51910-6210	BUILDINGS	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00
001-50-51910-6310	INFRASTRUCTURE	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00
Department: 50 - PUBLIC WORKS Total:		383,015.00	383,015.00	12,679.90	99,178.65	113,427.05	269,587.95
Activity: 51910 - FACILITIES Total:		383,015.00	383,015.00	12,679.90	99,178.65	113,427.05	269,587.95
Activity: 52100 - LAW ENFORCEMENT							
Department: 20 - PUBLIC SAFETY							
001-20-52100-3405	CONTRACT FOR SERVICES	252,025.00	252,025.00	21,002.08	210,020.80	210,020.80	42,004.20
Department: 20 - PUBLIC SAFETY Total:		252,025.00	252,025.00	21,002.08	210,020.80	210,020.80	42,004.20
Activity: 52100 - LAW ENFORCEMENT Total:		252,025.00	252,025.00	21,002.08	210,020.80	210,020.80	42,004.20
Activity: 52200 - FIRE							
Department: 20 - PUBLIC SAFETY							
001-20-52200-3405	CONTRACT FOR SERVICES	1,079,498.00	1,079,498.00	269,874.42	809,623.26	809,623.26	269,874.74
001-20-52200-4710	PRINTING & BINDING	0.00	0.00	0.00	181.76	181.76	-181.76
Department: 20 - PUBLIC SAFETY Total:		1,079,498.00	1,079,498.00	269,874.42	809,805.02	809,805.02	269,692.98
Activity: 52200 - FIRE Total:		1,079,498.00	1,079,498.00	269,874.42	809,805.02	809,805.02	269,692.98
Activity: 52400 - CODE COMPLIANCE							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-52400-1210	SALARIES	39,283.00	39,283.00	2,574.32	28,037.77	28,037.77	11,245.23
001-30-52400-2110	SOCIAL SECURITY TAXES	2,436.00	2,436.00	158.76	1,729.36	1,729.36	706.64
001-30-52400-2210	RETIREMENT	5,500.00	5,500.00	231.68	1,759.52	1,759.52	3,740.48
001-30-52400-2310	EMPLOYEE INSURANCE	10,800.00	10,800.00	717.60	7,893.71	7,893.71	2,906.29
001-30-52400-2410	WORKER'S COMPENSATION	1,130.00	1,130.00	0.00	474.64	474.64	655.36
001-30-52400-3000	MEDICARE INSURANCE	570.00	570.00	37.14	404.55	404.55	165.45
001-30-52400-4010	TRAVEL & PER DIEM	1,250.00	1,250.00	0.00	0.00	0.00	1,250.00
001-30-52400-4110	TELEPHONE & INTERNET	160.00	160.00	3.93	644.23	644.23	-484.23
001-30-52400-4522	VEHICLE INSURANCE	504.00	504.00	0.00	901.00	901.00	-397.00
001-30-52400-4610	VEHICLE R & M	500.00	500.00	0.00	133.15	133.15	366.85
001-30-52400-4710	PRINTING & BINDING	400.00	400.00	0.00	0.00	0.00	400.00
001-30-52400-4906	OTHER CHARGES	200.00	200.00	0.00	0.00	0.00	200.00
001-30-52400-4930	TRAINING	500.00	500.00	0.00	824.00	824.00	-324.00
001-30-52400-5110	OFFICE SUPPLIES	150.00	150.00	19.87	19.87	19.87	130.13
001-30-52400-5210	FUEL, OIL, & LUBRICANTS	1,200.00	1,200.00	100.14	388.42	388.42	811.58
001-30-52400-5220	UNIFORMS	650.00	650.00	0.00	100.51	100.51	549.49
001-30-52400-5221	PERSONAL PROTECTIVE EQUIPMENT	100.00	100.00	0.00	0.00	0.00	100.00
001-30-52400-5295	OPERATING SUPPLIES/JANITORIAL	300.00	300.00	0.00	25.85	25.85	274.15
001-30-52400-5410	BOOKS, PUBS, SUBS & MEMBS	150.00	150.00	0.00	0.00	0.00	150.00
Department: 30 - COMMUNITY DEVELOPMENT Total:		65,783.00	65,783.00	3,843.44	43,336.58	43,336.58	22,446.42
Activity: 52400 - CODE COMPLIANCE Total:		65,783.00	65,783.00	3,843.44	43,336.58	43,336.58	22,446.42
Activity: 52410 - BUILDING							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-52410-1210	SALARIES	37,239.00	37,239.00	1,866.96	19,820.34	19,820.34	17,418.66
001-30-52410-2110	SOCIAL SECURITY TAXES	2,314.00	2,314.00	115.62	1,227.33	1,227.33	1,086.67
001-30-52410-2210	RETIREMENT	5,226.00	5,226.00	33.11	251.35	251.35	4,974.65
001-30-52410-2310	EMPLOYEE INSURANCE	10,950.00	10,950.00	593.01	6,523.15	6,523.15	4,426.85
001-30-52410-2410	WORKER'S COMPENSATION	230.00	230.00	0.00	79.11	79.11	150.89
001-30-52410-3000	MEDICARE INSURANCE	541.00	541.00	27.02	286.89	286.89	254.11
001-30-52410-3100	PROFESSIONAL SERVICES	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
001-30-52410-4010	TRAVEL & PER DIEM	500.00	500.00	0.00	0.00	0.00	500.00
001-30-52410-4906	OTHER CHARGES	500.00	500.00	0.00	0.00	0.00	500.00

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 07/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-30-52410-4930	TRAINING	250.00	250.00	0.00	0.00	0.00	250.00
001-30-52410-4946	LEGAL & RETAIL ADVERTISEMENTS	300.00	300.00	0.00	0.00	0.00	300.00
001-30-52410-5110	OFFICE SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00
001-30-52410-5290	OPERATING SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00
001-30-52410-5410	BOOKS, PUBS, SUBS & MEMBS	250.00	250.00	0.00	0.00	0.00	250.00
Department: 30 - COMMUNITY DEVELOPMENT Total:		138,500.00	138,500.00	2,635.72	28,188.17	28,188.17	110,311.83
Activity: 52410 - BUILDING Total:		138,500.00	138,500.00	2,635.72	28,188.17	28,188.17	110,311.83
Activity: 53800 - STORMWATER							
Department: 50 - PUBLIC WORKS							
001-50-53800-1210	SALARIES	51,858.00	51,858.00	2,776.80	31,728.85	31,728.85	20,129.15
001-50-53800-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-53800-2110	SOCIAL SECURITY TAXES	3,215.00	3,215.00	171.21	1,948.97	1,948.97	1,266.03
001-50-53800-2210	RETIREMENT	7,260.00	7,260.00	249.38	2,464.81	2,464.81	4,795.19
001-50-53800-2310	EMPLOYEE INSURANCE	16,860.00	16,860.00	796.03	9,569.15	9,569.15	7,290.85
001-50-53800-2410	WORKER'S COMPENSATION	6,044.00	6,044.00	0.00	2,838.40	2,838.40	3,205.60
001-50-53800-3000	MEDICARE INSURANCE	752.00	752.00	40.01	455.62	455.62	296.38
001-50-53800-3100	Professional Services	100,000.00	100,000.00	6,961.25	6,961.25	6,961.25	93,038.75
001-50-53800-4010	TRAVEL & PER DIEM	500.00	500.00	0.00	0.00	0.00	500.00
001-50-53800-4522	VEHICLE INSURANCE	700.00	700.00	0.00	862.25	862.25	-162.25
001-50-53800-4615	FENCING AND LANDSCAPING	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-50-53800-4637	CURBS/GUTTERS/STORM DRAINS R&M	500.00	500.00	0.00	0.00	0.00	500.00
001-50-53800-5220	UNIFORMS	250.00	250.00	0.00	0.00	0.00	250.00
001-50-53800-5295	OPERATING SUPPLIES/JANITORIAL	250.00	250.00	0.00	0.00	0.00	250.00
001-50-53800-5410	BOOKS, PUBS, SUBS & MEMBS	250.00	250.00	0.00	0.00	0.00	250.00
001-50-53800-6310	INFRASTRUCTURE	439,900.00	439,900.00	11,447.50	24,955.00	24,955.00	414,945.00
Department: 50 - PUBLIC WORKS Total:		631,339.00	631,339.00	22,442.18	81,784.30	81,784.30	549,554.70
Activity: 53800 - STORMWATER Total:		631,339.00	631,339.00	22,442.18	81,784.30	81,784.30	549,554.70
Activity: 54100 - STREETS							
Department: 14 - CITY ATTORNEY							
001-14-54100-3111	LEGAL COUNSEL	80,000.00	0.00	0.00	0.00	0.00	0.00
Department: 14 - CITY ATTORNEY Total:		80,000.00	0.00	0.00	0.00	0.00	0.00
Department: 50 - PUBLIC WORKS							
001-50-54100-1210	SALARIES	51,858.00	51,858.00	2,776.80	31,914.37	31,914.37	19,943.63
001-50-54100-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-54100-2110	SOCIAL SECURITY TAXES	3,215.00	3,215.00	171.21	1,948.97	1,948.97	1,266.03
001-50-54100-2210	RETIREMENT	7,260.00	7,260.00	249.38	2,464.81	2,464.81	4,795.19
001-50-54100-2310	EMPLOYEE INSURANCE	16,860.00	16,860.00	796.03	9,569.13	9,569.13	7,290.87
001-50-54100-2410	WORKER'S COMPENSATION	6,044.00	6,044.00	0.00	2,838.40	2,838.40	3,205.60
001-50-54100-3000	MEDICARE INSURANCE	752.00	752.00	40.01	455.62	455.62	296.38
001-50-54100-3100	PROFESSIONAL SERVICES	174,000.00	174,000.00	8,739.17	9,073.99	9,073.99	164,926.01
001-50-54100-4010	TRAVEL & PER DIEM	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-54100-4110	TELEPHONE & INTERNET	240.00	240.00	0.00	0.00	0.00	240.00
001-50-54100-4310	ELECTRICITY	57,070.00	57,070.00	4,613.59	41,705.45	41,705.45	15,364.55
001-50-54100-4320	WATER	500.00	500.00	0.00	242.08	242.08	257.92
001-50-54100-4330	Solid Waste	0.00	0.00	153.22	2,175.25	4,023.23	-4,023.23
001-50-54100-4410	EQUIPMENT RENTAL	2,500.00	2,500.00	120.46	345.22	500.00	2,000.00
001-50-54100-4522	VEHICLE INSURANCE	700.00	700.00	0.00	1,722.50	1,722.50	-1,022.50
001-50-54100-4610	VEHICLE R & M	750.00	750.00	728.03	2,671.71	2,671.71	-1,921.71
001-50-54100-4615	FENCING AND LANDSCAPING	216,000.00	216,000.00	194.30	2,874.37	2,874.37	213,125.63
001-50-54100-4623	HEAVY EQUIPMENT R & M	10,000.00	10,000.00	71.56	3,883.41	22,395.96	-12,395.96
001-50-54100-4631	STREET REPAVING	25,000.00	25,000.00	61.84	638.80	638.80	24,361.20
001-50-54100-4636	TRAFFIC CONTROL/SIGNS R&M	5,000.00	5,000.00	0.00	986.54	986.54	4,013.46
001-50-54100-4906	OTHER CHARGES	0.00	0.00	393.08	393.08	393.08	-393.08
001-50-54100-4930	TRAINING	300.00	300.00	0.00	0.00	0.00	300.00
001-50-54100-5110	OFFICE SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00
001-50-54100-5210	FUEL, OIL, & LUBRICANTS	3,500.00	3,500.00	302.68	2,303.41	2,303.41	1,196.59
001-50-54100-5220	UNIFORMS	500.00	500.00	0.00	0.00	0.00	500.00
001-50-54100-5221	PERSONAL PROTECTIVE EQUIPMENT	500.00	500.00	178.80	245.21	245.21	254.79

Budget vs Actuals

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-50-54100-5240	CHEMICALS	0.00	0.00	0.00	108.04	108.04	-108.04
001-50-54100-5260	TOOLS	500.00	500.00	0.00	282.82	282.82	217.18
001-50-54100-5270	MACHINERY & EQUIPMENT	1,250.00	1,250.00	0.00	1,697.93	1,697.93	-447.93
001-50-54100-5290	OPERATING SUPPLIES	1,000.00	1,000.00	52.80	1,656.58	1,656.58	-656.58
001-50-54100-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	67.86	67.86	67.86	32.14
001-50-54100-6310	INFRASTRUCTURE	956,528.00	956,528.00	0.00	17,746.50	17,746.50	938,781.50
001-50-54100-6410	MACHINERY & EQUIPMENT	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00
Department: 50 - PUBLIC WORKS Total:		1,593,527.00	1,593,527.00	19,710.82	140,012.05	160,527.36	1,432,999.64
Activity: 54100 - STREETS Total:		1,673,527.00	1,593,527.00	19,710.82	140,012.05	160,527.36	1,432,999.64
Activity: 56200 - ANIMAL CONTROL							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-56200-3410	ANIMAL CONTROL	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
Department: 30 - COMMUNITY DEVELOPMENT Total:		5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
Activity: 56200 - ANIMAL CONTROL Total:		5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
Activity: 57100 - LIBRARY							
Department: 71 - LIBRARY							
001-71-57100-1210	SALARIES	236,803.00	236,803.00	18,338.40	194,871.00	194,871.00	41,932.00
001-71-57100-1310	SALARIES - PART TIME	33,532.00	33,532.00	2,675.37	24,685.00	24,685.00	8,847.00
001-71-57100-2110	SOCIAL SECURITY TAXES	16,761.00	16,761.00	1,263.09	13,233.37	13,233.37	3,527.63
001-71-57100-2210	RETIREMENT	33,152.00	33,152.00	2,567.36	23,171.04	23,171.04	9,980.96
001-71-57100-2310	EMPLOYEE INSURANCE	63,300.00	63,300.00	3,584.39	36,808.89	36,808.89	26,491.11
001-71-57100-2410	WORKER'S COMPENSATION	700.00	700.00	0.00	287.35	287.35	412.65
001-71-57100-3000	MEDICARE INSURANCE	486.00	486.00	295.40	3,094.86	3,094.86	-2,608.86
001-71-57100-3100	PROFESSIONAL SERVICES	0.00	0.00	425.00	425.00	425.00	-425.00
001-71-57100-4010	TRAVEL & PER DIEM	1,200.00	1,200.00	0.00	563.69	563.69	636.31
001-71-57100-4100	POSTAGE & SHIPPING	200.00	200.00	0.00	0.00	0.00	200.00
001-71-57100-4612	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	192.68	192.68	307.32
001-71-57100-4710	PRINTING & BINDING	600.00	600.00	0.00	400.00	400.00	200.00
001-71-57100-4925	PROGRAM EXPENSES	1,900.00	1,900.00	52.38	1,079.78	1,079.78	820.22
001-71-57100-5110	OFFICE SUPPLIES	3,000.00	3,000.00	245.32	1,242.41	1,242.41	1,757.59
001-71-57100-5295	OPERATING SUPPLIES/JANITORIAL	0.00	0.00	56.99	102.98	102.98	-102.98
001-71-57100-5410	BOOKS, PUBS, SUBS & MEMBS	12,000.00	12,000.00	796.89	7,868.52	8,105.52	3,894.48
001-71-57100-5415	LIBRARY BOOK LEASES	7,000.00	7,000.00	0.00	6,473.88	6,473.88	526.12
001-71-57100-5417	LIBRARY E-BOOK LEASES	9,000.00	9,000.00	0.00	2,991.40	5,491.40	3,508.60
001-71-57100-5420	MEMBERSHIPS	1,000.00	1,000.00	168.00	739.10	773.84	226.16
Department: 71 - LIBRARY Total:		421,134.00	421,134.00	30,468.59	318,230.95	321,002.69	100,131.31
Activity: 57100 - LIBRARY Total:		421,134.00	421,134.00	30,468.59	318,230.95	321,002.69	100,131.31
Activity: 57200 - PARKS							
Department: 50 - PUBLIC WORKS							
001-50-57200-1210	SALARIES	129,645.00	129,645.00	6,941.99	79,322.03	79,322.03	50,322.97
001-50-57200-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-57200-2110	SOCIAL SECURITY TAXES	8,038.00	8,038.00	428.01	4,871.15	4,871.15	3,166.85
001-50-57200-2210	RETIREMENT	18,150.00	18,150.00	623.44	6,162.11	6,162.11	11,987.89
001-50-57200-2310	EMPLOYEE INSURANCE	42,150.00	42,150.00	1,990.09	27,214.39	27,214.39	14,935.61
001-50-57200-2410	WORKER'S COMPENSATION	15,111.00	15,111.00	0.00	7,216.00	7,216.00	7,895.00
001-50-57200-3000	MEDICARE INSURANCE	1,880.00	1,880.00	100.13	1,139.28	1,139.28	740.72
001-50-57200-3100	PROFESSIONAL SERVICES	0.00	0.00	8,100.00	8,100.00	8,100.00	-8,100.00
001-50-57200-4010	TRAVEL & PER DIEM	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-57200-4310	ELECTRICITY	4,000.00	4,000.00	390.92	3,325.22	3,325.22	674.78
001-50-57200-4320	WATER	3,800.00	3,800.00	0.00	2,283.67	2,283.67	1,516.33
001-50-57200-4330	SOLID WASTE	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
001-50-57200-4521	PROPERTY INSURANCE	5,700.00	5,700.00	0.00	6,064.00	6,064.00	-364.00
001-50-57200-4522	VEHICLE INSURANCE	700.00	700.00	0.00	0.00	0.00	700.00
001-50-57200-4611	BUILDING R & M	5,000.00	5,000.00	0.00	108.36	108.36	4,891.64
001-50-57200-4612	FURNITURE/EQUIP. R & M	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-57200-4615	FENCING AND LANDSCAPING	2,500.00	2,500.00	12.21	15,308.07	17,751.35	-15,251.35
001-50-57200-5110	OFFICE SUPPLIES	250.00	250.00	0.00	0.00	0.00	250.00

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 07/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-50-57200-5210	FUEL, OIL, & LUBRICANTS	500.00	500.00	256.70	2,046.58	2,046.58	-1,546.58
001-50-57200-5220	UNIFORMS	400.00	400.00	0.00	0.00	0.00	400.00
001-50-57200-5270	MACHINERY & EQUIPMENT	500.00	500.00	598.94	1,291.45	1,676.44	-1,176.44
001-50-57200-5290	OPERATING SUPPLIES	0.00	0.00	0.00	432.73	432.73	-432.73
001-50-57200-5295	OPERATING SUPPLIES/JANITORIAL	2,500.00	2,500.00	208.88	1,437.49	1,437.49	1,062.51
001-50-57200-5410	BOOKS, PUBS, SUBS & MEMBS	250.00	250.00	0.00	0.00	0.00	250.00
001-50-57200-6310	INFRASTRUCTURE	407,000.00	407,000.00	0.00	9,272.00	9,272.00	397,728.00
Department: 50 - PUBLIC WORKS Total:		654,574.00	654,574.00	19,651.31	175,594.53	178,422.80	476,151.20
Activity: 57200 - PARKS Total:		654,574.00	654,574.00	19,651.31	175,594.53	178,422.80	476,151.20
Expense Total:		6,233,941.00	6,233,941.00	472,291.86	2,545,951.05	2,597,707.73	3,636,233.27
Fund: 001 - GENERAL FUND Surplus (Deficit):		-832,071.00	-832,071.00	-315,809.80	1,148,965.78	1,097,209.10	-1,929,280.10

Budget vs Actuals

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 101 - DISCRETIONARY SALES SURTAX							
Revenue							
Department: 00 - UNDESIGNATED							
101-00-312600	DISCRETIONARY SALES SURTAXES	400,000.00	400,000.00	39,118.99	342,059.10	342,059.10	57,940.90
101-00-361100	INTEREST INCOME	0.00	0.00	6,963.97	50,338.43	50,338.43	-50,338.43
Department: 00 - UNDESIGNATED Total:		400,000.00	400,000.00	46,082.96	392,397.53	392,397.53	7,602.47
Revenue Total:		400,000.00	400,000.00	46,082.96	392,397.53	392,397.53	7,602.47

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 07/31/2023

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 58100 - INTERFUND TRANSFER						
Department: 99 - NON DEPARTMENTAL						
101-99-58100-9001 INTERFUND TRANSFER	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Department: 99 - NON DEPARTMENTAL Total:	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Activity: 58100 - INTERFUND TRANSFER Total:	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Expense Total:	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):	-206,528.00	-206,528.00	46,082.96	392,397.53	392,397.53	-598,925.53

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 07/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 410 - WATER/SEWER FUND							
Revenue							
Department: 00 - UNDESIGNATED							
410-00-343310	WATER UTIL REVENUE-OPER INCOME	1,200,000.00	1,200,000.00	99,426.06	996,746.73	996,746.73	203,253.27
410-00-343320	WATER UTIL - PENALTIES	15,000.00	15,000.00	2,485.87	23,037.70	23,037.70	-8,037.70
410-00-343340	BACKFLOW PREVENTER INSPECTION F...	6,700.00	6,700.00	1,850.00	4,150.00	4,150.00	2,550.00
410-00-343351	TURN-ON & CUT-OFF FEES	12,000.00	12,000.00	510.00	5,610.00	5,610.00	6,390.00
410-00-343510	SEWER UTIL REV - OPER INCOME	1,700,000.00	1,700,000.00	141,962.19	1,411,582.55	1,411,582.55	288,417.45
410-00-343520	SEWER UTILITY PENALTIES	15,000.00	15,000.00	1,268.08	15,135.24	15,135.24	-135.24
410-00-343550	SEWER UTIL REVENUE-TAP FEES	0.00	0.00	0.00	2,500.00	2,500.00	-2,500.00
410-00-343611	IMPACT FEES WATER	0.00	0.00	400.00	400.00	400.00	-400.00
410-00-343612	IMPACT FEES SEWER	0.00	0.00	400.00	400.00	400.00	-400.00
410-00-359000	OTHER REVENUE & RETURN CHECKS	200.00	200.00	60.00	4,082.31	4,082.31	-3,882.31
410-00-361000	INTEREST AND OTHER EARNINGS	10,000.00	10,000.00	17,549.86	144,709.98	144,709.98	-134,709.98
410-00-369300	SETTLEMENTS (INSURANCE ACCIDENT...	0.00	0.00	0.00	116,906.80	116,906.80	-116,906.80
410-00-369600	LEASE/RENTAL ELEVATED TANK REV	184,597.00	184,597.00	15,922.75	157,270.28	157,270.28	27,326.72
410-00-369900	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	0.00	898.26	898.26	-898.26
410-00-384000	REVENUE FROM OTHER SOURCES	1,870,322.00	1,870,322.00	0.00	0.00	0.00	1,870,322.00
410-00-384100	CDBG ADMINISTRATION	700,000.00	700,000.00	0.00	0.00	0.00	700,000.00
410-00-389200	GRANTS - FEDERAL	610,393.00	610,393.00	0.00	0.00	0.00	610,393.00
410-00-389300	GRANTS AND DONATIONS - STATE	1,000,000.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00
Department: 00 - UNDESIGNATED Total:		7,324,212.00	7,324,212.00	281,834.81	2,883,429.85	2,883,429.85	4,440,782.15
Revenue Total:		7,324,212.00	7,324,212.00	281,834.81	2,883,429.85	2,883,429.85	4,440,782.15

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 07/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense							
Activity: 51700 - DEBT SERVICE PAYMENT							
Department: 99 - NON DEPARTMENTAL							
410-99-51700-7220	SRF LOAN INTEREST	0.00	0.00	0.00	1,732.38	1,732.38	-1,732.38
Department: 99 - NON DEPARTMENTAL Total:		0.00	0.00	0.00	1,732.38	1,732.38	-1,732.38
Activity: 51700 - DEBT SERVICE PAYMENT Total:		0.00	0.00	0.00	1,732.38	1,732.38	-1,732.38
Activity: 53300 - WATER							
Department: 50 - PUBLIC WORKS							
410-50-53300-1210	SALARIES	93,889.00	93,889.00	7,107.64	76,551.77	76,551.77	17,337.23
410-50-53300-2110	SOCIAL SECURITY TAXES	5,821.00	5,821.00	424.05	4,595.13	4,595.13	1,225.87
410-50-53300-2210	RETIREMENT	13,144.00	13,144.00	632.58	6,740.15	6,740.15	6,403.85
410-50-53300-2310	EMPLOYEE INSURANCE	17,900.00	17,900.00	1,437.87	15,917.17	15,917.17	1,982.83
410-50-53300-2410	WORKER'S COMPENSATION	140.00	140.00	0.00	57.48	57.48	82.52
410-50-53300-3000	MEDICARE INSURANCE	1,361.00	1,361.00	99.18	1,074.72	1,074.72	286.28
410-50-53300-3100	PROFESSIONAL SERVICES	115,390.00	115,390.00	0.00	0.00	0.00	115,390.00
410-50-53300-3150	ENGINEERING, CONSULTING SERVICES	25,000.00	25,000.00	0.00	5,994.00	5,994.00	19,006.00
410-50-53300-3210	ACCOUNTING AND AUDITING	11,115.00	11,115.00	0.00	9,647.50	9,647.50	1,467.50
410-50-53300-3405	CONTRACT FOR SERVICES	831,423.00	831,423.00	67,642.77	676,432.70	676,432.70	154,990.30
410-50-53300-4100	POSTAGE & SHIPPING	5,000.00	5,000.00	579.95	3,506.31	3,506.31	1,493.69
410-50-53300-4110	TELEPHONE & INTERNET	4,780.00	4,780.00	244.07	3,852.14	3,852.14	927.86
410-50-53300-4320	Water	60,000.00	60,000.00	0.00	72,770.47	72,770.47	-12,770.47
410-50-53300-4521	PROPERTY INSURANCE	23,550.00	23,550.00	0.00	23,231.00	23,231.00	319.00
410-50-53300-4613	GROUPS MAINTENANCE	10,000.00	10,000.00	0.00	960.00	960.00	9,040.00
410-50-53300-4617	WATER SYSTEMS MAINTENANCE	25,000.00	25,000.00	0.00	51,417.50	51,417.50	-26,417.50
410-50-53300-4644	ELEVATED TANKS MAINTENANCE CO...	57,000.00	57,000.00	0.00	30,076.00	30,076.00	26,924.00
410-50-53300-4650	COMPUTER OPERATIONS AND MAINT...	21,820.00	21,820.00	1,982.07	15,460.08	15,460.08	6,359.92
410-50-53300-4710	PRINTING & BINDING	2,000.00	2,000.00	110.68	1,573.23	1,573.23	426.77
410-50-53300-4906	OTHER CHARGES	19,500.00	19,500.00	42.40	483.72	493.33	19,006.67
410-50-53300-4915	CREDIT CARD PROCESSING FEES	0.00	0.00	2,148.79	9,230.96	9,230.96	-9,230.96
410-50-53300-4990	BAD DEBT EXPENSE	0.00	0.00	43.96	43.96	43.96	-43.96
410-50-53300-5270	MACHINERY & EQUIPMENT	51,500.00	51,500.00	0.00	28,881.81	47,244.81	4,255.19
410-50-53300-5290	OPERATING SUPPLIES	0.00	0.00	0.00	690.05	690.05	-690.05
410-50-53300-5410	BOOKS, PUBS, SUBS & MEMBS	500.00	500.00	0.00	865.80	865.80	-365.80
410-50-53300-6310	INFRASTRUCTURE	3,498,892.00	3,498,892.00	595,601.45	1,050,498.13	1,050,498.13	2,448,393.87
410-50-53300-6400	COMPUTER SOFTWARE & EQUIPMENT	2,500.00	2,500.00	0.00	2,567.61	2,567.61	-67.61
410-50-53300-6410	MACHINERY & EQUIPMENT	123,500.00	123,500.00	0.00	1,746.83	15,726.45	107,773.55
Department: 50 - PUBLIC WORKS Total:		5,020,725.00	5,020,725.00	678,097.46	2,094,866.22	2,127,218.45	2,893,506.55
Activity: 53300 - WATER Total:		5,020,725.00	5,020,725.00	678,097.46	2,094,866.22	2,127,218.45	2,893,506.55
Activity: 53500 - SEWER							
Department: 50 - PUBLIC WORKS							
410-50-53500-1210	SALARIES	93,889.00	93,889.00	7,107.59	76,551.38	76,551.38	17,337.62
410-50-53500-2110	SOCIAL SECURITY TAXES	5,821.00	5,821.00	423.98	4,594.24	4,594.24	1,226.76
410-50-53500-2210	RETIREMENT	13,144.00	13,144.00	632.51	6,739.38	6,739.38	6,404.62
410-50-53500-2310	EMPLOYEE INSURANCE	17,900.00	17,900.00	1,437.87	15,917.17	15,917.17	1,982.83
410-50-53500-2410	WORKER'S COMPENSATION	140.00	140.00	0.00	57.48	57.48	82.52
410-50-53500-3000	MEDICARE INSURANCE	1,361.00	1,361.00	99.13	1,074.20	1,074.20	286.80
410-50-53500-3100	PROFESSIONAL SERVICES	75,610.00	75,610.00	0.00	23,054.64	23,054.64	52,555.36
410-50-53500-3150	ENGINEERING, CONSULT. SERVICES & ...	25,000.00	25,000.00	0.00	135.70	135.70	24,864.30
410-50-53500-3210	ACCOUNTING AND AUDITING	11,115.00	11,115.00	0.00	9,647.50	9,647.50	1,467.50
410-50-53500-3405	CONTRACT FOR SERVICES	831,423.00	831,423.00	67,642.77	676,422.70	676,422.70	155,000.30
410-50-53500-4100	POSTAGE & SHIPPING	5,000.00	5,000.00	354.96	3,310.39	3,310.39	1,689.61
410-50-53500-4110	TELEPHONE & INTERNET	4,780.00	4,780.00	469.07	4,077.15	4,077.15	702.85
410-50-53500-4320	WATER	35,000.00	35,000.00	0.00	18,249.33	18,249.33	16,750.67
410-50-53500-4400	SPRAYFIELD RENTAL	13,000.00	13,000.00	0.00	13,390.00	13,390.00	-390.00
410-50-53500-4521	PROPERTY INSURANCE	26,400.00	26,400.00	0.00	26,141.00	26,141.00	259.00
410-50-53500-4611	BUILDING R & M	2,000.00	2,000.00	0.00	3,323.98	3,323.98	-1,323.98
410-50-53500-4613	GROUPS MAINTENANCE	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
410-50-53500-4618	SEWER SYSTEMS MAINTENANCE	25,000.00	25,000.00	-51,200.00	111,143.24	132,609.86	-107,609.86

Budget vs Actuals
For Fiscal: 2022-2023 Period Ending: 07/31/2023

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
410-50-53500-4650	COMPUTER OPERATIONS AND MAINT...	21,820.00	21,820.00	1,982.07	15,460.09	15,460.09	6,359.91
410-50-53500-4710	PRINTING & BINDING	2,000.00	2,000.00	110.68	1,198.51	1,198.51	801.49
410-50-53500-4906	OTHER CHARGES	19,500.00	19,500.00	42.40	1,698.93	1,708.54	17,791.46
410-50-53500-4915	CREDIT CARD PROCESSING FEES	0.00	0.00	2,148.81	9,386.14	9,386.14	-9,386.14
410-50-53500-4990	Bad Debt Expense Sewer	0.00	0.00	43.97	43.97	43.97	-43.97
410-50-53500-5270	MACHINERY & EQUIPMENT	0.00	0.00	0.00	223.61	223.61	-223.61
410-50-53500-5290	OPERATING SUPPLIES	0.00	0.00	0.00	469.69	469.69	-469.69
410-50-53500-5410	BOOKS, PUBS, SUBS & MEMBS	500.00	500.00	0.00	865.80	865.80	-365.80
410-50-53500-6310	INFRASTRUCTURE	299,314.00	299,314.00	0.00	43,330.66	49,080.66	250,233.34
410-50-53500-6400	COMPUTER SOFTWARE & EQUIPMENT	2,500.00	2,500.00	0.00	2,567.64	2,567.64	-67.64
410-50-53500-6410	MACHINERY & EQUIPMENT	87,500.00	87,500.00	0.00	48,686.86	70,395.25	17,104.75
Department: 50 - PUBLIC WORKS Total:		1,644,717.00	1,644,717.00	31,295.81	1,117,761.38	1,166,696.00	478,021.00
Activity: 53500 - SEWER Total:		1,644,717.00	1,644,717.00	31,295.81	1,117,761.38	1,166,696.00	478,021.00
Activity: 58100 - INTERFUND TRANSFER							
Department: 99 - NON DEPARTMENTAL							
410-99-58100-7120	SRF - LOAN PRINCIPAL	16,500.00	16,500.00	0.00	0.00	0.00	16,500.00
410-99-58100-7220	SRF LOAN INTEREST	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00
Department: 99 - NON DEPARTMENTAL Total:		19,300.00	19,300.00	0.00	0.00	0.00	19,300.00
Activity: 58100 - INTERFUND TRANSFER Total:		19,300.00	19,300.00	0.00	0.00	0.00	19,300.00
Expense Total:		6,684,742.00	6,684,742.00	709,393.27	3,214,359.98	3,295,646.83	3,389,095.17
Fund: 410 - WATER/SEWER FUND Surplus (Deficit):		639,470.00	639,470.00	-427,558.46	-330,930.13	-412,216.98	1,051,686.98
Report Surplus (Deficit):		-399,129.00	-399,129.00	-697,285.30	1,210,433.18	1,077,389.65	

Group Summary

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 001 - GENERAL FUND						
Revenue						
00 - UNDESIGNATED	5,401,870.00	5,401,870.00	156,482.06	3,694,916.83	3,694,916.83	1,706,953.17
Revenue Total:	5,401,870.00	5,401,870.00	156,482.06	3,694,916.83	3,694,916.83	1,706,953.17

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 07/31/2023

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 51100 - LEGISLATIVE						
11 - MAYOR AND CITY COUNCIL	63,035.00	63,035.00	3,835.69	34,456.65	40,013.67	23,021.33
Activity: 51100 - LEGISLATIVE Total:	63,035.00	63,035.00	3,835.69	34,456.65	40,013.67	23,021.33
Activity: 51200 - EXECUTIVE						
12 - CITY MANAGER	143,396.00	143,396.00	7,184.83	80,543.65	81,047.65	62,348.35
Activity: 51200 - EXECUTIVE Total:	143,396.00	143,396.00	7,184.83	80,543.65	81,047.65	62,348.35
Activity: 51300 - FINANCE						
13 - ADMINISTRATIVE SERVICES	106,500.00	106,500.00	6,805.21	85,353.52	85,353.52	21,146.48
Activity: 51300 - FINANCE Total:	106,500.00	106,500.00	6,805.21	85,353.52	85,353.52	21,146.48
Activity: 51310 - HUMAN RESOURCES						
13 - ADMINISTRATIVE SERVICES	77,761.00	77,761.00	3,954.63	37,744.59	40,744.59	37,016.41
Activity: 51310 - HUMAN RESOURCES Total:	77,761.00	77,761.00	3,954.63	37,744.59	40,744.59	37,016.41
Activity: 51400 - LEGAL						
14 - CITY ATTORNEY	0.00	80,000.00	296.00	20,073.60	20,073.60	59,926.40
Activity: 51400 - LEGAL Total:	0.00	80,000.00	296.00	20,073.60	20,073.60	59,926.40
Activity: 51500 - PLANNING AND ZONING						
30 - COMMUNITY DEVELOPMENT	207,404.00	207,404.00	23,315.88	123,593.38	123,593.38	83,810.62
Activity: 51500 - PLANNING AND ZONING Total:	207,404.00	207,404.00	23,315.88	123,593.38	123,593.38	83,810.62
Activity: 51600 - NON-COURT INFORMATION SYSTEMS						
16 - CITY CLERK	125,681.00	125,681.00	10,487.22	75,904.40	76,719.60	48,961.40
Activity: 51600 - NON-COURT INFORMATION SYSTEMS Total:	125,681.00	125,681.00	10,487.22	75,904.40	76,719.60	48,961.40
Activity: 51610 - INFORMATION TECHNOLOGY						
13 - ADMINISTRATIVE SERVICES	160,345.00	160,345.00	12,410.34	136,647.15	138,036.05	22,308.95
Activity: 51610 - INFORMATION TECHNOLOGY Total:	160,345.00	160,345.00	12,410.34	136,647.15	138,036.05	22,308.95
Activity: 51900 - GENERAL GOVERNMENT						
99 - NON DEPARTMENTAL	45,424.00	45,424.00	1,693.60	45,483.06	45,610.90	-186.90
Activity: 51900 - GENERAL GOVERNMENT Total:	45,424.00	45,424.00	1,693.60	45,483.06	45,610.90	-186.90
Activity: 51910 - FACILITIES						
50 - PUBLIC WORKS	383,015.00	383,015.00	12,679.90	99,178.65	113,427.05	269,587.95
Activity: 51910 - FACILITIES Total:	383,015.00	383,015.00	12,679.90	99,178.65	113,427.05	269,587.95
Activity: 52100 - LAW ENFORCEMENT						
20 - PUBLIC SAFETY	252,025.00	252,025.00	21,002.08	210,020.80	210,020.80	42,004.20
Activity: 52100 - LAW ENFORCEMENT Total:	252,025.00	252,025.00	21,002.08	210,020.80	210,020.80	42,004.20
Activity: 52200 - FIRE						
20 - PUBLIC SAFETY	1,079,498.00	1,079,498.00	269,874.42	809,805.02	809,805.02	269,692.98
Activity: 52200 - FIRE Total:	1,079,498.00	1,079,498.00	269,874.42	809,805.02	809,805.02	269,692.98
Activity: 52400 - CODE COMPLIANCE						
30 - COMMUNITY DEVELOPMENT	65,783.00	65,783.00	3,843.44	43,336.58	43,336.58	22,446.42
Activity: 52400 - CODE COMPLIANCE Total:	65,783.00	65,783.00	3,843.44	43,336.58	43,336.58	22,446.42
Activity: 52410 - BUILDING						
30 - COMMUNITY DEVELOPMENT	138,500.00	138,500.00	2,635.72	28,188.17	28,188.17	110,311.83
Activity: 52410 - BUILDING Total:	138,500.00	138,500.00	2,635.72	28,188.17	28,188.17	110,311.83
Activity: 53800 - STORMWATER						
50 - PUBLIC WORKS	631,339.00	631,339.00	22,442.18	81,784.30	81,784.30	549,554.70
Activity: 53800 - STORMWATER Total:	631,339.00	631,339.00	22,442.18	81,784.30	81,784.30	549,554.70
Activity: 54100 - STREETS						
14 - CITY ATTORNEY	80,000.00	0.00	0.00	0.00	0.00	0.00
50 - PUBLIC WORKS	1,593,527.00	1,593,527.00	19,710.82	140,012.05	160,527.36	1,432,999.64
Activity: 54100 - STREETS Total:	1,673,527.00	1,593,527.00	19,710.82	140,012.05	160,527.36	1,432,999.64
Activity: 56200 - ANIMAL CONTROL						
30 - COMMUNITY DEVELOPMENT	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
Activity: 56200 - ANIMAL CONTROL Total:	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 07/31/2023

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Activity: 57100 - LIBRARY						
71 - LIBRARY	421,134.00	421,134.00	30,468.59	318,230.95	321,002.69	100,131.31
Activity: 57100 - LIBRARY Total:	421,134.00	421,134.00	30,468.59	318,230.95	321,002.69	100,131.31
Activity: 57200 - PARKS						
50 - PUBLIC WORKS	654,574.00	654,574.00	19,651.31	175,594.53	178,422.80	476,151.20
Activity: 57200 - PARKS Total:	654,574.00	654,574.00	19,651.31	175,594.53	178,422.80	476,151.20
Expense Total:	6,233,941.00	6,233,941.00	472,291.86	2,545,951.05	2,597,707.73	3,636,233.27
Fund: 001 - GENERAL FUND Surplus (Deficit):	-832,071.00	-832,071.00	-315,809.80	1,148,965.78	1,097,209.10	-1,929,280.10

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 07/31/2023

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 101 - DISCRETIONARY SALES SURTAX						
Revenue						
00 - UNDESIGNATED	400,000.00	400,000.00	46,082.96	392,397.53	392,397.53	7,602.47
Revenue Total:	400,000.00	400,000.00	46,082.96	392,397.53	392,397.53	7,602.47

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 07/31/2023

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 58100 - INTERFUND TRANSFER						
99 - NON DEPARTMENTAL	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Activity: 58100 - INTERFUND TRANSFER Total:	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Expense Total:	606,528.00	606,528.00	0.00	0.00	0.00	606,528.00
Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):	-206,528.00	-206,528.00	46,082.96	392,397.53	392,397.53	-598,925.53

Budget vs Actuals

For Fiscal: 2022-2023 Period Ending: 07/31/2023

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 410 - WATER/SEWER FUND						
Revenue						
00 - UNDESIGNATED	7,324,212.00	7,324,212.00	281,834.81	2,883,429.85	2,883,429.85	4,440,782.15
Revenue Total:	7,324,212.00	7,324,212.00	281,834.81	2,883,429.85	2,883,429.85	4,440,782.15

Budget vs Actuals
For Fiscal: 2022-2023 Period Ending: 07/31/2023

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 51700 - DEBT SERVICE PAYMENT						
99 - NON DEPARTMENTAL	0.00	0.00	0.00	1,732.38	1,732.38	-1,732.38
Activity: 51700 - DEBT SERVICE PAYMENT Total:	0.00	0.00	0.00	1,732.38	1,732.38	-1,732.38
Activity: 53300 - WATER						
50 - PUBLIC WORKS	5,020,725.00	5,020,725.00	678,097.46	2,094,866.22	2,127,218.45	2,893,506.55
Activity: 53300 - WATER Total:	5,020,725.00	5,020,725.00	678,097.46	2,094,866.22	2,127,218.45	2,893,506.55
Activity: 53500 - SEWER						
50 - PUBLIC WORKS	1,644,717.00	1,644,717.00	31,295.81	1,117,761.38	1,166,696.00	478,021.00
Activity: 53500 - SEWER Total:	1,644,717.00	1,644,717.00	31,295.81	1,117,761.38	1,166,696.00	478,021.00
Activity: 58100 - INTERFUND TRANSFER						
99 - NON DEPARTMENTAL	19,300.00	19,300.00	0.00	0.00	0.00	19,300.00
Activity: 58100 - INTERFUND TRANSFER Total:	19,300.00	19,300.00	0.00	0.00	0.00	19,300.00
Expense Total:	6,684,742.00	6,684,742.00	709,393.27	3,214,359.98	3,295,646.83	3,389,095.17
Fund: 410 - WATER/SEWER FUND Surplus (Deficit):	639,470.00	639,470.00	-427,558.46	-330,930.13	-412,216.98	1,051,686.98
Total Surplus (Deficit):	-399,129.00	-399,129.00	-697,285.30	1,210,433.18	1,077,389.65	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001 - GENERAL FUND	-832,071.00	-832,071.00	-315,809.80	1,148,965.78	1,097,209.10	-1,929,280.10
101 - DISCRETIONARY SALES ...	-206,528.00	-206,528.00	46,082.96	392,397.53	392,397.53	-598,925.53
410 - WATER/SEWER FUND	639,470.00	639,470.00	-427,558.46	-330,930.13	-412,216.98	1,051,686.98
Total Surplus (Deficit):	-399,129.00	-399,129.00	-697,285.30	1,210,433.18	1,077,389.65	

Maintenance Review September 2023

The Maintenance Department continues its grounds maintenance to area parks and right of ways and storm water ditches.

Policing continues in city parks as well on city right of ways.

Sweeping cycles are every other month for interior roads, next scheduled sweep will begin September 5th for interior roadways.

Roadway animal pickups is at 0 for the month.

Safety Hasps (Bear Deterrents) installed on Waste Management cans this period 0 ea.

Rain fall for the Month of August in the area ditches, 2.25 inches as of the 28th of August.

The department has been working the grounds in all the parks since the growing season has begun, the crews are also doing trimming in selected areas of low hangers and impeding bushes and shrubs along right of ways.

Crews has been working Mary Esther Blvd. Sprinklers and Systems as time allows.

Misty Water Boat dock is partially open due to damage, use of the facility is limited at this time.

The Department continues to make Mary Esther a great place to live and thanks you for your continuing support.

Brian McMahan

Maintenance Director

Mary Esther Public Library

Report for Council

September 5, 2023

Circulation

	Circulation	Digital Circulation	Library Visits	Registered Users	Internet Use	Wireless Access
Oct-21	3423	764	2541	2381	244	68
Dec-21	2691	867	1562	2460	203	66
Jan-22	3344	895	2198	2460	250	80
Feb-22	3673	740	1859	2405	244	100
Mar-22	3400	887	2519	2405	311	78
Apr-22	2924	797	2107	2405	290	84
May-22	3177	844	2336	2637	240	134
Jun-22	3677	945	2434	2258	268	83
Jul-22	4057	850	3179	2233	235	116
Aug-22	4137	1011	2735	2275	255	112
Sep-22	3915	887	2565	2288	244	91
Dec-22	3283	747	2280	2350	226	70
Jan-23	4218	852	2444	2300	256	101
Mar-23	3923	860	2723	2331	304	87
Apr-23	3483	866	2615	2366	270	56
May-23	3469	844	2663	2364	287	74
Jun-23	3925	895	2973	2379	241	81
Jul-23	4162	930	3236	2358	280	86

Summer Program Events and Stats – June-August

<u>Program</u>	<u>Age Group</u>	<u>Attendance</u>
<i>Kick-off Party</i>	All ages	147
<i>EC Okinawa Drummers</i>	7-12	29
<i>Magician, Mr. Larry</i>	7-12	57
<i>Art Brings us Together</i>	7-12	29
<i>Food Brings us Together</i>	7-12	36
<i>Sunset Wildlife Connection</i>	7-12	32
<i>School Supplies Giveaway</i>	All ages/family	140
<i>Christmas in July</i>	All ages/family	110
<i>Baby Storytimes</i>	0-3	144
<i>Storytimes</i>	3-6	96
<i>Lego Club Meetings</i>	5-13	64
<i>STEAM</i>	9-14	21
<i>Knowledge Ninjas</i>	5-10	16
<i>Roll with It D & D</i>	Teens/Young Adults	15
<i>Book Clubs</i>	Adults	47
<i>Adult Coloring</i>	Adults	23
<i>Puzzle Club</i>	Adults	18
<i>Our Watershed Brings us T</i>	Tweens/Teens	27
<i>Love Crafts?</i>	Adults	18
<i>History Brings us Together</i>	Adults	9
<i>All Together with Food</i>	Adults	25
<i>Cooking Florida Cuisine</i>	Adults	25
<i>All Together Film Adventure</i>	Teens	16
<i>Movie Matinee Saturdays</i>	All Ages	22
<i>Solve a Crime All Together</i>	Teens	15

<i>Spring into Nature</i>	All Ages	62
<i>Inter-Library Beach Cleanup</i>	All Ages	109
<i>Tic-Tac-Toe-gether</i>	Adult Reading Cards	63
<i>Summer Reading Logs</i>	7-12	110
Total number of Summer Program Attendees		1525

Library Special Events

Library staff has prepared **Hurricane Evacuation Kits** for kids and families again this year. These activity kits contain books, puzzles, toys, snacks, color sheets and crayons, and other fun items to keep children occupied during a stressful time of travel or relocation.

The Library hosted city employee Team Building on August 22. Youth Services Coordinator, Jessica Cheek, facilitated a **“Make Your Own Ice Cream” Social**.

Library programs and classes

The Library hosts a monthly **Puzzle Exchange and Social Hour** for those who want to share puzzles, helpful hints, or pictures of their creations. This group meets the second Tuesday at 2:00.

‘LoveCraft?’ adult crafting class is held the third Wednesday at 4:00. **‘All We Need is Hue’** adult coloring class is the second Monday at 10:30. **‘All About Books’** book discussion group meets the third Wednesday at 10:30. **‘It’s a Mystery’** book club meets the first Monday at 10:30.

‘Knowledge Ninjas’, a discussion group for 5-10 year olds is held the third Thursday. The goal is to help young people comprehend reading material, share what they learned with a small group, listen to others, and begin public speaking.

Baby Lapsit Storytime for ages 0-2 is held three Wednesday mornings per month. **Pre-K Storytime** for ages 3-6 is on Thursday mornings. The **‘Lego Club’** meets the third Saturday morning of each month.

Youth Services has returned to **Youth Village** to do **Storytime outreach** for the new school year.

Saturday Monthly Movie Matinees are one Saturday afternoon per month, TBA.

Monthly **STEAM** classes for ages 9-14 are the first Saturday of the month.

‘Roll With It’ D & D group for teens and young adults meets the second Saturday of the month.

Staff Training

The annual **OCPLC All Staff Training and Development Day** was Friday, August 4, at the Crestview Community Center. Training included presenters from the Palm Harbor Library Cooperative and Okaloosa County Legal Services.

Staff attended a PLAN Workshop on **weeding and collection development**, on August 11 at the FSU campus in Panama City.

Staff attended a training webinar on ***"Resources for Caregivers of Alzheimer's Patients"***.

Library Director attended **Krizner Group Supervisory Training** on August 15.

OCPLC Governing Board

The next meeting for the Governing Board will be Wednesday, **September 27, 2023, 4:00 p.m.**, at the Niceville Library. Cmbr. Bernie Oder is Mary Esther's Governing Board Representative; Cmbr. Susan Coxwell serves as the alternate.



Ocean City-Wright Fire Control District

August 21, 2023

TO: City of Mary Esther, Council Members
RE: Monthly Report, Fire Department, July 20, 2023 – August 21, 2023

Mayor & Council Members,

Once again, it is our pleasure to serve as the fire department for the City of Mary Esther.

Like the City of Mary Esther, the Fire District is engaged with the budget process with our personnel and the Board of Fire Commissioners. This process has taken up most of our administrative time this month to continue our excellent stewardship of tax dollars.

We are nearing the request for the proposal stage of the Station 3 renovation. We will solicit interested contractors to submit a proposal to undertake the fire station remodel project for Fire Station 3. Renovations are required to improve infrastructure, modernize facilities, and enhance overall functionality. This project is the next renovation scheduled in our comprehensive plan, and we are excited to be modernizing the building and grounds.

We are nearing the point of a Peer Review Site Visit in the Accreditation Process and are ready to take on the challenge. This process evaluates our existing policies, procedures, and overall performance against the accreditation standards. Identify areas for improvement and compare your agency's readiness to the accreditation requirements.

I attended the International Association of Fire Chiefs Fire-Rescue International Conference. This conference is a significant event in the fire and rescue industry. It serves as a platform for knowledge sharing, networking, and showcasing the latest products and technologies in the field.

The Inspections & Prevention Department is currently up to date with all needed and required inspections which are becoming the norm. Inspections reported thirteen annual inspections, two pre-opening inspections, zero special event inspections, zero food truck inspections, and nine monthly re-inspections. Some noteworthy construction news Murphy's USA gas station has submitted building plans and sign plans, and site plans for an extended stay type hotel going in on Hollywood Boulevard are under review.

Training for our firefighters has been limited to early mornings or evenings to avoid the extreme heat we are experiencing in the area. The Fire District answered 551 calls for assistance during the past month. Station 11, the City of Mary Esther Fire Station, answered 90 calls for service. The Ocean City – Wright Fire Control District has responded to 4,173 incidents in 2023.

Very Respectfully,

A handwritten signature in blue ink, appearing to read 'W. Mark Bundrick', with a stylized flourish at the end.

W. Mark Bundrick / Fire Chief

Station 11 Call Volume - Monthly from Aug 2022 - August 20, 2023



Ocean City-Wright Fire Control District

STATION COUNT

OCW Station 1: 252

OCW Station 2: 83

OCW Station 3: 126

OCW Station 11: 90

TOTAL: 551

COMMUNITY DEVELOPMENT DEPARTMENT
Monthly Activity Report

Reporting Period
July 28, 2023 – August 28, 2023

Code Enforcement

Activities			
Citations	0	Complaints	6
Stop Work Order	0	Inspection	6
Agency Assist	3	Consultations	4
Verbal Warning	2	Advisements On Codes to Citizens	4
Notice of violations	1	Courtesy Notice	6

Permitting

Permit Type	
Accessory structure	1
Fence	2
Swimming pool	1
New Commercial Building	2
Commercial Signage	2
Telecommunications	1
Driveway	2
Inspections	7

*Code Compliance has been working closely with the Maintenance and Water Sewer Departments on clearing debris, inaccessible water meters, and dumping.

*Code Compliance has issued 2 significant development orders, one to the Murphy USA gas station that will be located at 193 Mary Esther Blvd., and the other to Santa Rosa Mall Hotel.



August 24, 2023

Mr. Jared Cobb
City Manager
City of Mary Esther
195 Christobal Road
Mary Esther, Florida 32569

RE: Client Report for the City of Mary Esther for the month of July 2023.

Dear Mr. Cobb;

I have compiled the ongoing activities for the Jacobs Mary Esther Florida Project for July 2023.

With the new Utility Billing Administrator onboard we are working closely with them to correct issues with the database and billing information.

GENERAL

Well 1 rehab project is ongoing and on schedule.

Springdale Park renovation is ongoing and on schedule.

Material has come in for the installation of 24 sampling ports around the city for water residual testing. Installation of these sampling ports is in progress. This is a value add being done by Jacobs for the city.

Link to completed Work Orders for July :

[MAE-Monthly Completed Work Order Summary](#)

Safety and training:

- Weekly Safety Meetings.
- Several associates are studying for certification exams.
- Associates doing online safety training courses.
- Cross training associates to work in all areas of responsibility.

*. The plant has been
accident and injury free for
831 days.*

WASTEWATER TREATMENT

All required reports were submitted on time.

All required laboratory testing was completed per our permit.

Valve exercising on the plant is complete for this fiscal year.

Wastewater plant 1 is out of service and the equipment that is operational is being maintained and exercised. Design for rehab is halted pending an engineering study on going to the county.

Preventive maintenance was performed on all operational equipment.

Clarifier 2 and one of ditch 3 aerators are scheduled for major maintenance repair.

Spray field

Equipment is in service and ready for cutting. Spray heads are being repaired or replaced as needed.

The motor for pump two has been received. Shaft for pump two has been pulled and sent for repair.

Preventive maintenance was performed on all operational equipment.

SANITARY SEWER COLLECTION AND LIFT STATIONS

All lift stations were cleaned, and residual grease removed.

The grounds were mowed, and all litter removed.

Preventive maintenance was performed on all operational equipment.

All generators were load tested.

At Hurlburt Field station there is only one pump available with the auxiliary diesel engine. The other backup diesel engine needs repair or replacement. Quotes on repair were quite high and we are now considering replacing the auxiliary engines with a generator. This is included in the master plan.



WATER TREATMENT AND DISTRIBUTION

July 2023 Water Well Production was 12,884,000 gallons

Running annual average unaccounted-for water: 8.0%.

Preventive maintenance was performed on all operational equipment.

All permit required testing was performed with satisfactory results.

All Water wells are operational and producing, except for well 1.

Flushed several water lines and fire hydrants.

All operational equipment is being maintained and exercised per manufacturer's recommendations.

METER READING

Total number of meters read: 2,111.

Total number of Rereads: 20, (Less than 1%). The national average is 5%

There were 3 callouts in July;

- 120 E. Terry Ci. – Emergency Shut Off – 07/17/23

- 260 W. Lorraine Dr. – Emergency Shut Off – 07/24/23

- 640 Bryn Mawr Blvd. – Leak Check – 07/24/23

If you have any questions regarding the monthly report, please feel free to contact me at your convenience.

Sincerely,

Randall Killian
Project Manager
Jacobs Eng. Group

Cc : Project file
Kyle Holder
Lenard Scroggins

AGENDA ITEM

Agenda Item 12.1.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: September 6, 2023

SUBJECT: City Manager Evaluation

BACKGROUND:

On November 7, 2022, the City Council approved an agreement with Dr. Walt Hanline to facilitate the 2023 annual evaluation of the City Manager.

On July 10, 2023, the evaluation form and process were reviewed by the City Council. The process was as follows:

1. Blank evaluation form was sent to the Mayor and City Council, along with a copy of the current City Manager Work Plan.
2. Mayor and Councilmembers completed the evaluation form and submitted responses directly to Dr. Hanline.
3. Mayor and Councilmembers met individually with Dr. Hanline to review their responses, provide clarity and additional input.
4. Dr. Hanline reviewed the individual evaluations, comments, and produced the attached City Manager Evaluation for review and consideration by the Mayor and City Council.

DISCUSSION:

Dr. Walt Hanline will attend virtually to present the City Manager Evaluation and answer questions.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

Motion to approve the City Manager Evaluation as presented.

ATTACHMENT(S):

1. 2023 City Manager Evaluation

City of Mary Esther

EVALUATION OF THE CITY MANAGER

September 6, 2023

INSTRUCTIONS: This evaluation instrument is divided into nine categories. Each Council member is asked to rate the City Manager on the items cited in each of the categories on a scale ranging from 1 to 5. The number 1 is the lowest possible score and indicates unacceptable performance. The number 5 indicates outstanding or highly commendable performance. A definition of each numerical rating is presented as follows:

- 4.50 - 5.00 = EXEMPLARY** - The City Manager demonstrates exemplary leadership that is a model for others.
- 3.75 - 4.49 = EXCELLENT** - The City Manager exceeds the expectations of his/her job description.
- 2.75 - 3.74 = MEETS EXPECTATIONS** - The City Manager meets expectations.
- 1.75 - 2.74 = NEEDS IMPROVEMENT** - The City Manager needs to concentrate self-improvement efforts in this area.
- 1 - 1.74 = UNSATISFACTORY** - The City Manager's performance in this category is unacceptable and requires immediate attention.

A.) RELATIONSHIP WITH THE COUNCIL

Item	Rating 1 -5
Overall Section Average Rating	4.6297
Keeps the Council informed on issues, needs, and operations of the City	4.5833
Offers professional advice to the Council on items requiring Council action	4.6583
Supports Council policy and actions in a positive and responsive manner	4.6667
Handles differences of opinion between Council members and herself/himself in an effective manner	4.5833
Engenders trust among Council members, staff, and the community.	4.6567

Comments: Mr. Cobb performed at an Exemplary level in addressing the expectations for this section of the evaluation. Mr. Cobb's relationship with the Council is very progressive and open. Jared supports a positive and proactive approach towards interactions with the Council. He takes the initiative to address issues. Jared is very responsive to questions from Council members, both individually and during meetings. Mr. Cobb is a sensitive and caring leader who, at times, takes conflict too personally. The Council encourages Mr. Cobb to be more assertive in providing his point of during times of conflict.

B.) ADMINISTRATION OF THE CITY

Item	Rating 1 -5
Overall Section Average Rating	4.5175
Plans his/her own time so that matters of greatest importance are dealt with thoroughly.	4.6667
Periodically reviews and reorganizes staff duties and/or responsibilities to take full advantage of the staff's special competencies and interests.	4.2067
Has developed a system that assures that all significant activities or duties are performed regularly or administered promptly.	4.4150
Provides the Council with a written agenda and appropriate backup material by the determined date before each Council meeting.	4.7817

Comments: Mr. Cobb performed at an Exemplary level in addressing the expectations for this section of the evaluation. Mr. Cobb performs quite well under the current manpower shortage and is successfully handling the many projects the City is involved in. Jared is very organized and has set up systems that have not been in place, which has enhanced the performance of the staff. Mr. Cobb is highly involved in each aspect of our City operations. Simply stated, Jared's greatest strength is that he is "in control", which is also his greatest weakness in working with his staff. At times Jared's focus on controlling the challenges can disempower the staff members who should be responsible for the work.

C.) LEADERSHIP

Item	Rating 1 -5
Overall Section Average Rating	4.6660
Understands and keeps informed regarding all aspects of City services.	4.7400
Organizes and actively encourages a planned program of City-wide improvement.	4.7833
Has provided for a system of measurement and goals for staff and departments	4.5333
Exemplifies the skills and attitudes of community leader and inspires in others the highest professional standards.	4.7150
Anticipates needs.	4.5583

Comments: Mr. Cobb performed at an Exemplary level in addressing the expectations for this section of the evaluation. Mr. Cobb is quick to address issues within the city. He is very proactive in determining the issues, necessary projects, and is organized and forward thinking on the projects that need to be addressed. Jared utilizes consultants to assist the City. He needs to ensure that each consultant is carefully selected and is tasked appropriately in addressing the needs of the City, including the planning for the use of private property by the City.

D.) PERSONNEL

Item	Rating 1 -5
Overall Section Average Rating	4.3867
Develops good staff morale and loyalty.	4.2333
Delegates authority to staff members appropriate to the position each holds.	4.3333
Develops and executes sound personnel procedures and practices.	4.6000
Provides for the systematic, organized evaluation of all staff.	4.5000
Evaluates performance of staff members, giving commendations for good work as well as constructive suggestions for improvements.	4.2667

Comments: Mr. Cobb performed at an Excellent level in addressing the expectations for this section of the evaluation. The prior year 2021- 2022 evaluation comments continue to be germane to moving forward. The evaluation recommended the following,

1. "The Organizational Chart of positions and duties. The Chart is to be developed by Mr. Cobb and should list each position, the person holding the position, and the person who will back up the position. During the discussion, Mr. Cobb will need to share how he intends to ensure for the cross training to take place.
2. With the shift of human resources from the City Clerk to the Assistant City Manager, there does not appear the need to have both a City Clerk and an Assistant City Clerk.
3. Since the Council is not present, on a day-to-day basis, it should be considered that the Council will delegate the supervision and evaluation of the City Clerk to Mr. Cobb, even if the Charter is not changed to directly mandate that the City Clerk reports to City Manager."

Jared has worked to grow professionally and has tried to better support his team. While he has worked to build out and improve his team, he needs to adjust his leadership style to better support the individual growth of his team members. Due to his "in control" leadership style, at times, Mr. Cobb struggles with managing individuals who are not responsive to his leadership style. To move to the Exemplary level of performance in this area, Mr. Cobb needs to work in delegating to and developing each staff member. Mr. Cobb should set the expectations, teach and develop where appropriate (even if this requires hiring consultants to support his efforts), and provide the staff members with the freedom to make decisions. Mr. Cobb needs to remember that a staff member cannot truly succeed unless the staff member is given the opportunity to fail. To ensure that the Council can support his efforts in building a strong team, it is requested that Mr. Cobb hold, annually, individual meetings with each Council member to brief the Council member on his perspective and the professional growth plan for each staff member. At the meetings, Mr. Cobb should also brief each Council member on the challenges faced by the Human Resource (HR) Department and the impact of a very limited HR staff.

E.) BUSINESS AND FINANCIAL MANAGEMENT

Item	Rating 1 -5
Overall Section Average Rating	4.7583
Plans budget information in terms of community priorities.	4.8000
Oversees budget operations with the Council in a thorough and effective manner.	4.8000
Evaluates needs and recommends adequate financing.	4.6750
Work with support staff in providing adequate data to support budgetary recommendations.	4.7583

Comments: Mr. Cobb performed at an Exemplary level in addressing the expectations for this section of the evaluation. Jared provides sound financial guidance to support budget planning and operational needs. Jared works extremely well with our Chief Business Official in analyzing the budget and future needs. He meets individually with Council members and is very thorough about answering any questions or concerns. Simply stated, overall, Jared does a great job.

F.) COMMUNITY RELATIONSHIPS

Item	Rating 1 -5
Overall Section Average Rating	4.7504
Gains the trust and respect of the community on the conduct of the City operations.	4.7067
Solicits and gives attention to problems and opinions of all groups and individuals.	4.8317
Achieves status as a leader within the community.	4.7317
Provides leadership to the community.	4.7317

Comments: Mr. Cobb performed at an Exemplary level in addressing the expectations for this section of the evaluation. Jared is prompt in communicating with citizen concerns and he makes sure he has details before contacting the individual about the findings. Some residents have the feeling that Jared should be “Johnny on the Spot” with instantaneous responses. Jared is careful in making comments and makes sure he has all the information before responding. It is recommended that Jared continue to focus on listening and hearing. Hearing someone requires a response from the listener, which minimally should leave the speaker with the assurance that they were heard.

Jared hosts coffee meetings with members of the community and is very open to supporting all individuals within the community. Mr. Cobb showcased his skill working with the community in the Community Vision Project. He chaired several Community Workshops and was very well received. It is recommended that Mr. Cobb consider expanding his “monthly coffee with the City Manager” outreach through social media and survey opportunities.

G.) INDIVIDUAL CHARACTERISTICS

Item	Rating 1 -5
Overall Section Average Rating	4.7050
Uses sound and appropriate judgment.	4.6167
Consistently exhibits composure, emotional stability and poise.	4.5917
Demonstrates high standards of ethics and good character.	4.8167
Actively engage, listen for understanding, seek to be understood in his/her interactions with stakeholders.	4.7000
Demonstrates ethical leadership in work and community related activities.	4.8000

Comments: Mr. Cobb performed at an Exemplary level in addressing the expectations for this section of the evaluation. Jared upholds high ethical standards and works to lead by the example he sets. He demonstrates a high degree of passion in the work he does and takes a great deal of pride in his work. Jared presents himself professionally and with composure in public and at meetings. Jared's dedication and leadership style has been a tremendous asset to the City. His "in control" style can take a toll on his balancing life and taking conflict too personally, Mr. Cobb needs to know that the Council supports him and recognizes that conflict is endemic to the workplace, which demands he consistently exhibits composure, emotional stability, and poise.

H.) JOB RELATED CHARACTERISTICS

Item	Rating 1 -5
Overall Section Average Rating	4.6067
Speaks and writes effectively.	4.9500
Acts in a decisive manner.	4.7000
Demonstrates creativity and flexibility.	4.2000
Utilizes effective techniques in managing and prioritizing his/her time and energy.	4.6333
Maintains his/her professional development by reading, conference attendance, work on professional committees and professional organizations.	4.5500

Comments: Mr. Cobb performed at an Exemplary level in addressing the expectations for this section of the evaluation. Jared is a complete package, performing very well under the current circumstances, with vacant positions and many challenging projects to address. At times, Mr. Cobb's "in control" leadership style manifests a tendency toward inflexibility. An example was Mr. Cobb's initial unwillingness to move an important Council meeting, due to the illnesses of Council members. The Council recognizes that Mr. Cobb, as someone who should have a balanced life, needs to delegate more, and empower his staff. The listening strategy discussed earlier would work well in empowering his staff. The input received will be beneficial to his knowledge base, yet, more importantly, may also result in the staff member's improved commitment to the team.

I.) ANNUAL OBJECTIVES

Item	Rating 1 -5
Overall Section Average Rating	4.6667
Performance on addressing annual Council approved City Manager objectives.	4.6667

Comments: Mr. Cobb performed at an Exemplary level in addressing the expectations for this section of the evaluation. He has met the objectives this past year, and we look forward to the great work to be accomplished next year.

Overall Evaluation Average Rating	4.6318
4.50 - 5.00 = EXEMPLARY - The City Manager demonstrates exemplary leadership that is a model for others.	

Summary Comments:

Overall, Mr. Cobb is a great asset to the City! He has done an excellent job in keeping the Council informed and up to date on all City business. Mr. Cobb has spent this last year getting major projects to their final stages. Jared is quick to respond to Council member questions or needs. Residents express that they are pleased with his attention to their concerns. Mr. Cobb's staffing recommendations have been well stated. The positions that he is requesting are designed to ensure that the City functions more efficiently. We appreciate Jared's openness to questions and his forward-thinking thoughts and ideas. His openness to ideas from Council members is also appreciated. Under Mr. Cobb's leadership, the City is moving in the right direction.

CERTIFICATION: I acknowledge that I have seen this evaluation and have been provided with suggestions where improvement in performance is indicated. I understand that a copy of this document shall be placed in my personnel file in ten (10) calendar days and that I have the right to respond in writing and, if I choose to do so, my response shall be attached to the copy placed in my personnel file. I also understand that my signature does not necessarily mean that I agree with this evaluation.

Mayor

City Manager

September 6, 2023

September 6, 2023

AGENDA ITEM

Agenda Item 12.2.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: September 6, 2023

SUBJECT: Draft 2023 Community Vision Plan Presentation

BACKGROUND:

On September 6, 2021, the City Council approved a task order with Barge Design Solutions to facilitate the development of a community vision plan. The project formally kicked off in December 2021. Over the following two (2) years, Barge and staff collected demographic and economic data, facilitated four (4) focus groups, conducted a community survey, hosted two (2) public workshops, and solicited feedback at public events. This process was used to inform the attached Community Vision Plan, which will be presented virtually by Kathryn Withers, Planning Manager of Barge Design Solutions.

DISCUSSION:

The Community Vision Plan is a long-range plan. It is intended to be used as a tool by the Mayor, City Council, and staff in guiding community priorities. The document may serve as the foundation for the City's next strategic plan, updates to the Comprehensive Plan or land development code. The Community Vision Plan is not a prescriptive document, nor does it mandate any action related to public policy or the development of public infrastructure.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

Following the presentation, staff would encourage the Mayor and City Council to discuss and provide feedback. Proposed changes may be incorporated into the final document. Staff anticipates returning the Community Vision Plan for approval by resolution at the next regular City Council meeting on Monday, October 2.

ATTACHMENT(S):

1. Draft 2023 Community Vision Plan



Vision Plan

City of Mary Esther

Prepared by Barge Design Solutions
August 30, 2023

Mary Esther Vision Plan

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Acknowledgments	4. Vision	Appendix
1. Introduction	a. Efficient Government	Public Engagement Report
2. Existing Conditions	b. Vibrant Town Center	a. Stakeholder Interviews
a. Aerial Map	c. Central Gathering Space and Vibrant Neighborhood Parks	b. Community Survey
b. Zoning Map	d. Connection to the Waterfront	c. Vision Plan Public Workshop
c. Public Facilities	f. Housing Opportunities	d. Draft Plan Public Workshop
d. Demographic Profile	g. Become a Walking and Biking City	
e. Areas of Opportunity	5. Action Strategies & Goals	
3. Engagement Process	a. Public Spaces	
a. Stakeholder Interviews	b. Urban Design Framework	
b. Community Survey	c. Public Infrastructure	
c. Design Workshop #1	d. Implementation	
d. Design Workshop #2		

Acknowledgments

Elected Officials	Focus Group Participants
Chris Stein, Mayor	Jason McClelland
Larry Carter, Mayor Pro Tem	Adam J. Thompson
Bernie Oder, Councilmember	Ruth Sykes
Jan Lipscomb, Councilmember	John Spolski
Susan Coxwell, Councilmember	Rich Port
April Sutton, Council member	Wanda Sturges
	Lisa Jo Spencer
	Jan Lipscomb
	Nathan Sparks
	Dustin Parkman
	Ricky Green
	DaVonna Green
	Ted Corcoran
	TJ Lupero
	Akhil Bhakta

City Staff
Jared Cobb, City Manager

Chief Bundrick
Captain Grady Carpenter
Lieutenant Todd Watkins
Rob “Benny” Bennington
Lilly Ealum
Linda Cook
Jonathan Wunningham
Drew Perkins
Jill Crew
Sam Parkes

A special *thank you* to all the residents who attended our meetings and participated in the Online survey.



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Note: Barge Design Solutions is referred to as “we,” “researchers,” “the planning team,” and “consulting team” in this document.



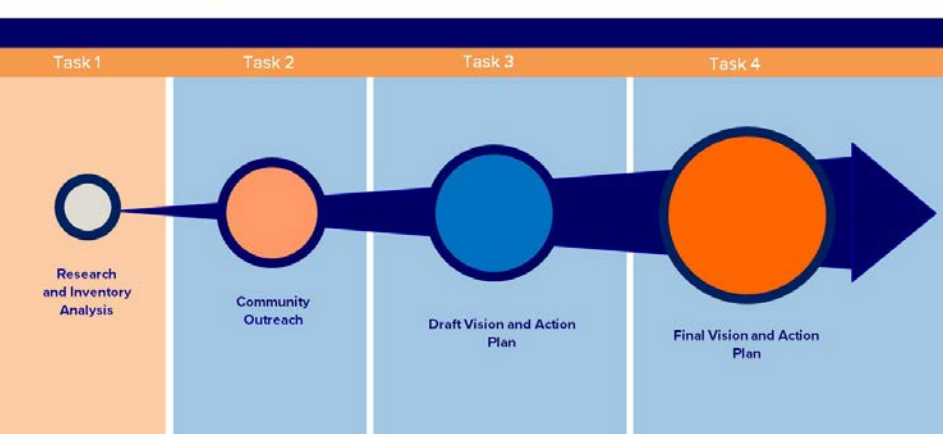
1. Introduction and Overview

Why a Vision Plan?

A Vision Plan is an inspirational view of the future and what a community wants to become. It is a combination of collective values and aspirations expressed by a diverse cross-section of the community. In order to develop a shared vision that will represent every segment of the community, a campaign to gather public inputs through a variety of formats must be designed. This approach will lay the groundwork for what the City of Mary Esther could be in 2045. The purpose of this effort is to create a unified vision through a collaborative process for Mary Esther. The intention of the Vision Plan process is to produce a goal-oriented development tool to guide what the future of Mary Esther could look like in a way that instills a sense of community, unique identity and sets direction for future city projects.

When the Vision Plan process began in 2021, the City of Mary Esther was facing some important decisions. The city owns and operates the Mary Esther Wastewater Treatment Facility, which first came on-line in 1950 and had been modified several times. The Florida Department of Environmental Protection was requiring the removal of the package plant and rehabilitation of one of the oxidization ditches. The city had commissioned a study to address replacement and rehabilitation to meet the requirements. The cost returned, in 2019, was over \$11 million. The City wanted to understand if they should invest resources into the plant replacement or consider other alternatives. Barge Design Solutions was hired, in conjunction with this Vision Plan, to evaluate an additional alternative: replace the existing Mary Esther Waste Water Treatment Facility with a master pump station and pump Mary Esther’s sewage to a neighboring facility

Vision Plan Process



for treatment and disposal. The City has decided to decommission the Waste Water Treatment Facility and connect to the treatment facilities of Okaloosa County. The process of evaluating this issue brought the need for a formal understanding of the community’s desires for the future of the city to the forefront for the City Council, and led them to the undertaking of this Vision Plan.

The steps to develop the Vision Plan began with research data collections, site visits and most importantly, a public input process to gather information on the needs and the desires of the community, and then the development of recommendations to assist the city in achieving the goals development in this planning process, shaped by dialogue with the community.

The planning team conducted outreach for the project, which consisted of three basic components following interviews with the staff: a series of focus group discussions, a community interest and opinion survey, and two public forums. Across the three components, themes such as the need for more walking and biking facilities, a community gathering space, redevelopment of the mall, more housing opportunities and efficient government were noted.

A total of approximately 25 participants joined in the focus group meetings. Individuals involved in the process represented the following groups: Public Services and Education, Economic Development, Public Safety, and People and Families. These Groups provided vital information across many issues facing Mary Esther and their input helped to inform questions that were included in the Community Survey. The input can be broadly categorized into the following subject areas: Government Services, Community Identity, Parks and Public Spaces, Quality of Life, Town Center/Mall, and Transportation.

An on-line survey with 25 questions the were developed based on input received during the stakeholder meetings was open for four weeks, and paper copies were made available through the Mary Esther Library. In addition to basic demographics, the questions in the survey varied from rating city services and amenities, to questions about how the city should spend funds to how residents would like to hear about community activities. Access to parks, open space, and services ranked the highest in satisfaction, while bicycle lanes and facilities and the condition and connectivity of the sidewalks were ranked the lowest. The responses show a clear desire for multi-modal transportation options. Addressing the city’s water and sewer infrastructure is the top priority, with addressing road congestion on Highway 98 and providing more walk and bike options were the high priorities. The highest priorities for future investment were on water and sewer projects, and parks and recreation projects.

Building on the input received in the previous engagements, the community was invited to a Vision Plan Public Workshop provide input on the following categories: Public Investment Priorities, Parks and Open Space, Mobility and Connectivity, and Mixed-use Town Center. The input received and preferences noted was developed into the Draft Vision Statement and Principles that presented at the Draft Vision Plan Public Workshop, along with supporting illustrative

Layered Participation Approach



Economic Development Stakeholder Meeting



Vision Plan Public Workshop

concepts and character images, and implementation goals, that together set the course for the city to move forward on the shared vision created in this process.

The Vision, shown on the next page, is the culmination of input throughout the process with a focus on the themes such as efficient government, a vibrant town center, a large central gathering space, welcoming neighborhood parks, a connection to the Santa Rosa Sound and a presence on the Miracle Strip, variety of housing opportunities and a connected network of sidewalks, greenways and multi-use trails to provide opportunities for walking and biking for recreation and daily travel.

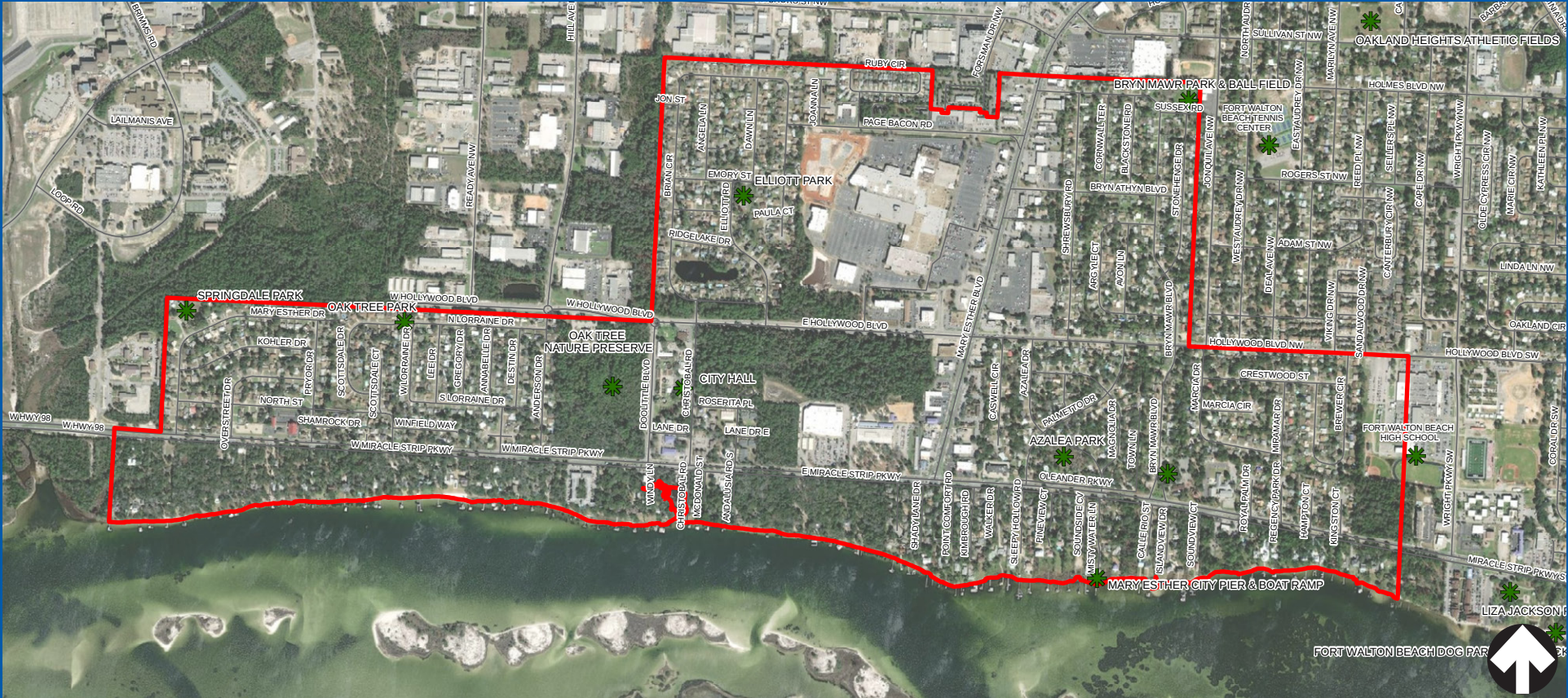
Vision Statement and Principles

In the future, Mary Esther will have an identifiable and walkable small-town character, with vibrant public spaces, diverse businesses, and a variety of housing choices.

Our vision is to.....

- have an efficient government, with a strong economic base built through intentional land use and infrastructure decisions;
- have a vibrant town center that is a recognizable regional attraction, provides services and housing choice to the residents of Mary Esther;
- have a large central gathering space as well as vibrant neighborhood parks, where all members of the community may gather for events, festivities, and recreation;
- have a connection to the Santa Rosa Sound and a presence on the Miracle Strip;
- have a variety of housing opportunities, to serve the broad needs of the community across their lifetimes and household configurations; and
- become a walking and biking city, with a connected network of sidewalks, greenways and multi-use trails.





Planning Area



2. Existing Conditions

Regional Location and History

Mary Esther, is a coastal city located off of US Route 98, that encompasses approximately 1.5 square miles in the Northwest portion of Okaloosa County of Florida, in between Fort Walton Beach and Hurlburt Field Air Force Base.

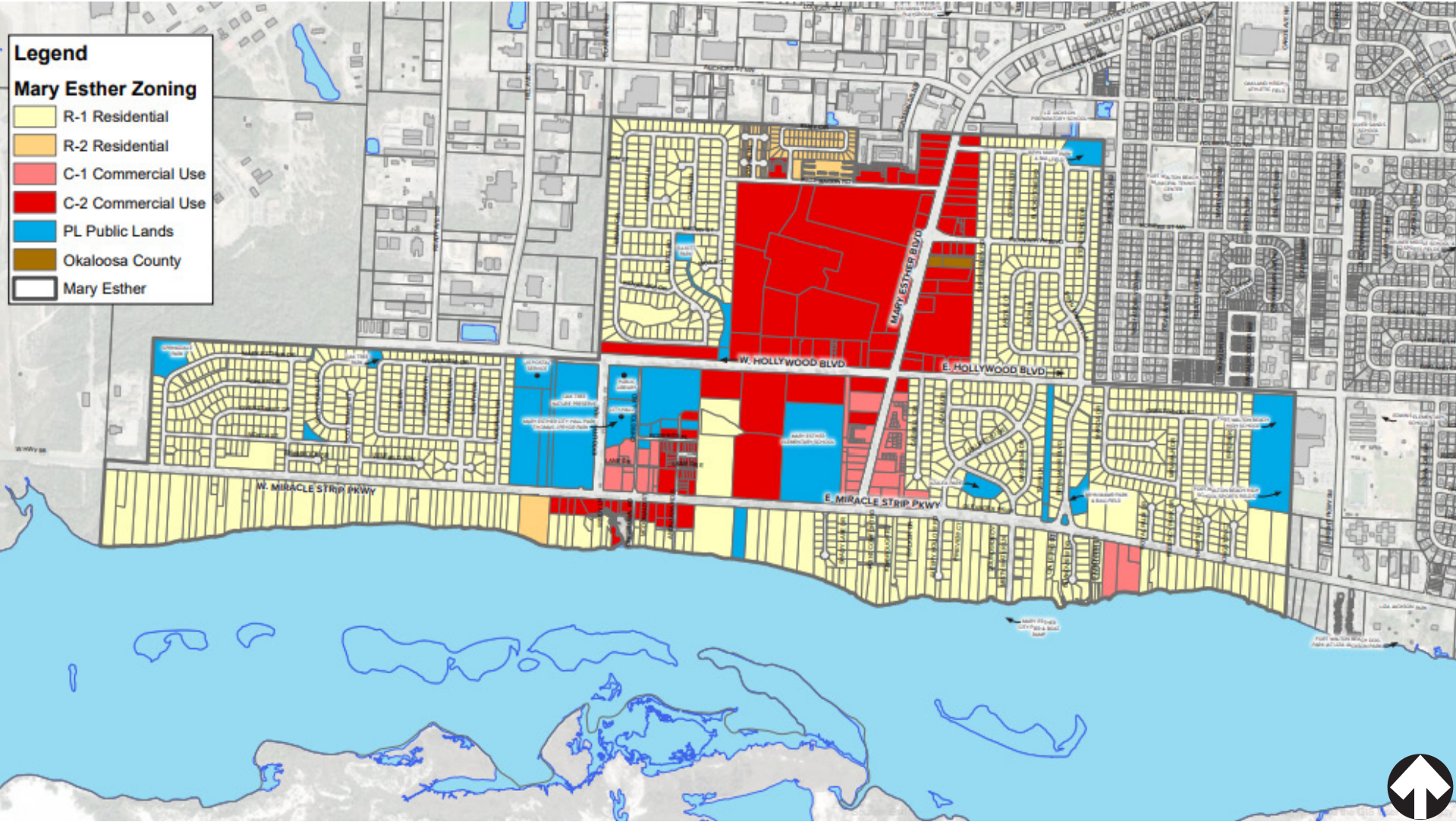
Mary Esther is noted as one of the first areas settled in Northwest Florida. The first settler of Mary Esther came in 1842 when Jesse Rogers and his family drove a large cattle herd from Louisiana to the shores of Santa Rosa Sound and settled here. During the mid-1850's John Newton, a minister and teacher, settled in the area then known as the Narrows, today as Mary Esther. Reverend Newton founded the first school, which also doubled as a church. According to the City of Mary Esther's website, there are three stories about how Mary Esther got its name. One says it was the name of Newton's wife, the second says it was a combination of his two daughter's names and the third says it was a combination of his wife's and daughter's names. No one knows the true story. The City of Mary Esther was incorporated in 1946. The opening of Santa Rosa Mall in 1976 sparked a commercial building boom along Mary Esther Boulevard within the City limits. In recent years, the Santa Rosa Mall has struggled, and has impacted the identity that the city has in the region.



Mary Esther Boulevard in front of Santa Rosa Mall



Pond view in the Mary Esther Manor Subdivision



City of Mary Esther Zoning Map

Existing Land Use

There are approximately 960 acres in Mary Esther, the predominate land use is single-family and multifamily residential housing. Commercial in the form of community serving businesses are the second largest land use. Followed by public lands, comprised of the communities public buildings, schools and parks.

Zoning

Zoning is the primary tool for controlling the use of land within Mary Esther (figure 25). There are five mapped districts citywide and are summarized below:

R1 - Single Family Residential - Low density, single-family residential development as well as community facilities, places of worship, parks and utilities.

- Density: maximum of 5.51 units per acre.
- Lot Size: minimum of 7,500 sf.
- Building Height: 3 stories, or 35 ft.

R2 - Single Family or Multi-Family Residential - Medium density, detached single-family, zero lot line, patio homes, townhomes, cluster homes, duplexes, attached and detached multiple family residential structures and accessory structures and facilities, as well as community facilities, places of worship, parks and utilities.

- Density: maximum of 10 units per acre.
- Lot size: Patio home, and cluster home sites shall provide a minimum 4,000 sf., townhouses 1,600 sf.
- Building Height: 3 stories, or 35 ft..
- Site Plan Approval is required.

C1 - Limited Commercial - Permits a wide variety of businesses that are compatible with being located adjacent to residential development, community facilities, places of worship, and residential uses.

- Density: maximum of 10 units per acre.
- Floor Area Ratio: 1.92
- Impervious Surface Ratio: 82%
- Height: varies from 75 ft to 100 ft. above mean sea level .

C2 - General Commercial - Includes all uses permitted in C1, plus drive through restaurants, wholesale/retail with outdoor displays, outdoor commercial amusement, vehicle sales and services and commercial amusement.

- All bulk standards of C1 govern the C2 district.

PL - Public Lands - Is intended for lands used for passive or active public recreational functions, Municipal functions, Utility functions and other functions planned for property owned by Local, State or Federal agencies/ governments.

There are 2 additional districts that can be used to encourage unified development plans:

PUD - Planned Unit Development District - Encourages the development of land as planned neighborhoods, encourage flexible and creative concepts of site planning. Primarily intended for residential development, though non-residential uses may account for 20 percent of the development site. Requires a master plan approval and allows more flexibility in development standards and intensities than the base zoning permits, including 15 dwelling units per acre. no building or structure shall exceed three (3) stories above a ground floor parking area or 45 feet in height above the highest natural elevation of the property to the bottom of the cornice line, whichever is less. In no cases shall the total height of the structure be more than 75 feet above mean sea level (MSL),”

PMDD - Planned Mixed Development District - Used for planned neighborhoods and business and commercial centers; encourages flexible and creative concepts of site planning. This district is intended to permit development with mixed uses in a single building or in one or more buildings within a development area. For example, a development might include a three story building(s), with commercial uses on the first floor and residential uses on the 2nd and 3rd floors. Requires a master plan approval and allows more flexibility in development standards and intensities than the base zoning permits, including 20 dwelling units per acre.

The zoning districts will need a review and update as there are some standards within them that would not allow the implementation of the development scenarios illustrated in this plan, that allow for a town center style redevelopment of the mall, or the inclusion of missing middle housing types.

Public Facilities

Public facilities and services that support the citizens of Mary Esther are listed on the chart below. The Mary Esther City Hall, Fire Department, and Library are located in close proximity to each other on Christobal Road, south of Hollywood Boulevard. The City of Mary Esther contains multiple neighborhood and community parks spread across the city and located in close proximity to residential development.

The Post Office is owned and operated by the United States Government. Mary Esther Elementary and Fort Walton Beach High School, located within the city limits, are operated by Okaloosa County School District.

City Cemetery		
Jesse Rogers Memorial Cemetery	221 E. Miracle Strip Parkway	
City Hall		
Mary Esther City Hall	195 Christobal Road	
Library		Address
Mary Esther Public Library		100 Hollywood Boulevard
Fire Station		
Mary Esther Fire Department		
195 Christobal Road		
Post Office		
United States Post Office - Mary Esther		
210 Hollywood Boulevard		
Parks		
Azalea Park	5 Azalea Drive	
Bryn Mawr Park	600 Sussex Road	
Elliot Park	254 Elliot Road	
Oak Tree Park	300 N. Lorraine Drive	
Oak Tree Nature Park	Doolittle/Hollywood Boulevard	
S. Bryn Mawr Park	108 South Bryn Mawr Boulevard	
Springdale Park	25 Mary Esther Drive	
Thomas J Pryor Park	195 Christobal Road	
Mary Esther City Pier and Boat Ramp	17 Misty Water Drive	
Schools		Address
		Grade Range
Mary Esther Elementary		320 E. Miracle Strip Parkway
		K-5
Fort Walton Beach High		400 Hollywood Boulevard NW
		9-12



City Hall

Demographics

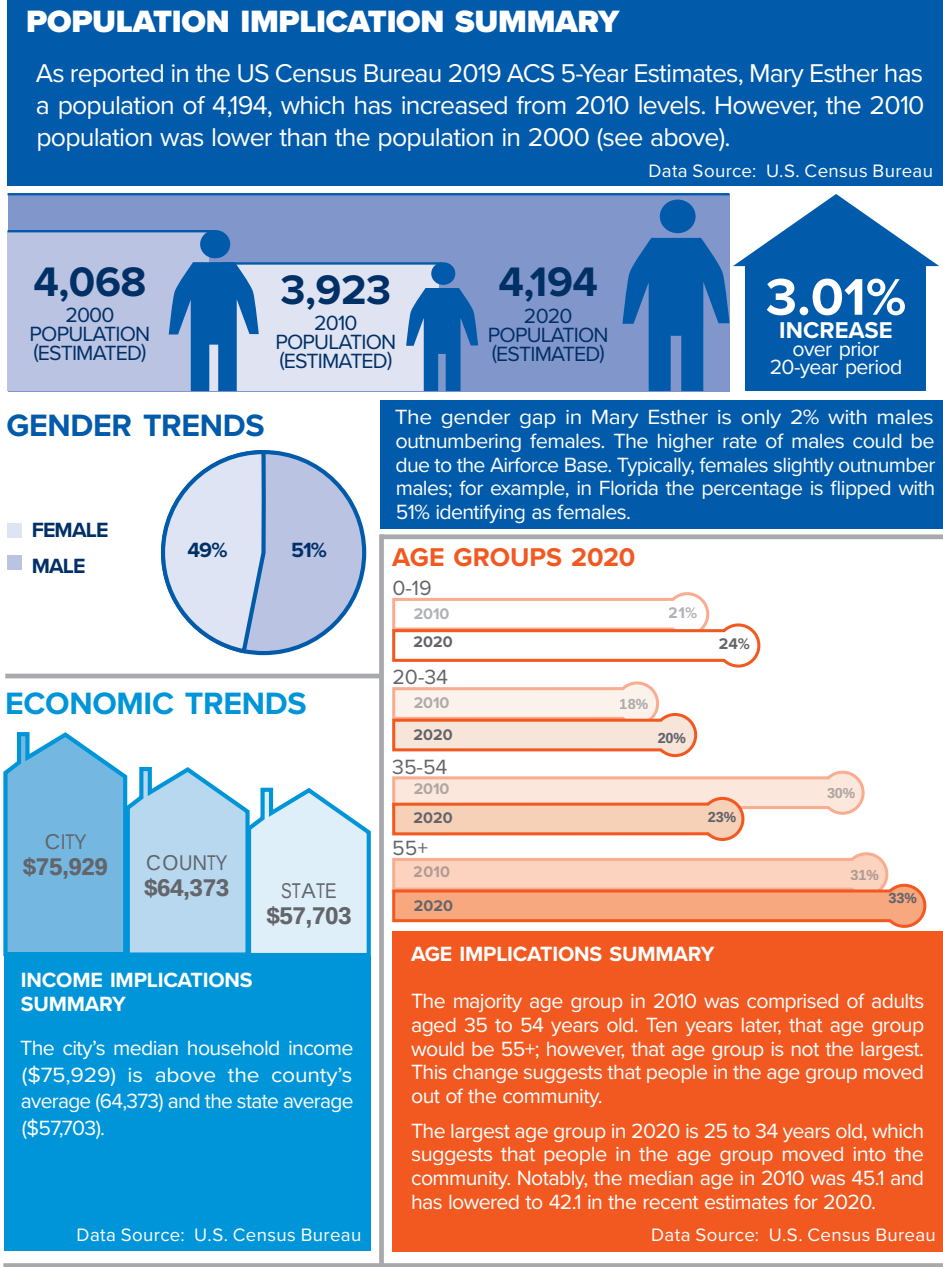
Demographics are ever-changing and understanding the characteristics of the community provides insight into their needs. The consulting team also used the data to compare it with the demographics of those who responded to the survey in order to determine if an accurate representation of the community was engaged.

The city has seen slow growth over the last 20 years. Though the recent construction of the apartments at the mall indicate that is more housing was available, that the city would see a corresponding increase in population.

The median household income of Mary Esther residents is higher than Okaloosa County residents, and median household income of the state of Florida. The median age has trended down by 3 years over the 10 year demographic snapshot. In 2010, the 45 to 54 group was the largest age group and now it is the 25 to 34 year age group.



Activities at the Mary Esther Public Library



Areas of Opportunity

The City of Mary Esther, like many communities, has some issues of concern, but these also present opportunities for new development to reshape the city in a way that contributes to quality of life for residents, promotes a stable commercial base and contributes to the overall prosperity of the city. The issues that rose to the top during the existing condition analysis were the Santa Rosa Mall and the desire for an active town center, the need for diverse and additional housing stock, and the quality of park and recreational offerings within the city.

Retail Conversion at the Santa Rosa Mall

It was 1976 when Santa Rosa Mall first opened it was often said to be the largest mall in Northwest Florida. Today, the same mall is struggling, and its demise is felt by the entire community. What once served as the heart of the community has become a dark spot and a cause of concern for residents. However, the mall site presents a tremendous opportunity for redevelopment. The redevelopment of former mall sites as housing, and mixed-use centers are an increasing trend. At a time when physical retail faces difficult competition from e-commerce, many retail center owners increasingly see residential as both a new revenue source and a way to invigorate stores by putting potential consumers nearby. For suburban malls and shopping centers that are in decline or already closed, demolishing and replacing them with apartment buildings and townhomes is a way to capitalize on what often are desirable locations or along major transportation corridors, and a way for a community to increase their housing stock. This site is uniquely positioned to provide housing for military members from Hurlburt Field.

Another trend to consider is that younger Millennials and Generation Z members are increasingly disinclined to drive. In order to make a mall relevant for the next generation, it should be embedded in a mix of activated, walkable uses that include residential. In contrast to existing malls are interior facing and surrounded by surface parking new designs increasingly densify the perimeter with entertainment, office space, and multifamily housing will bring expanded foot traffic to the retail portion.



Current image of the Santa Rosa Mall



Image of the vision for public spaces in the City of Mary Esther



Nearby Hurlburt Field



Image of the vision for mixed use development in the City of Mary Esther

Missing Middle Housing and Housing Attainability

Missing middle housing is a term that is used to describe a variety of multifamily housing types that are compatible in scale with single family neighborhoods, such as duplexes, fourplexes, cottage courts, and townhouses. The term “missing middle” is meant to describe housing types that were common in the pre-WWII United States but are now less common and, therefore, “missing”. These house-scale buildings fit into the character of existing residential neighborhoods. They support walkability and locally serving retail by providing a level of density that supports the shops, restaurants, and transit. Missing middle housing is intended to meet the demand for walkable neighborhoods, respond to changing demographics, and provide housing at different price points. Missing middle housing units are usually smaller units than single-family homes because they share a lot with other homes, which results in lower per-unit land costs and, therefore, lower housing costs. Missing middle housing types contribute to the financial health of the city through denser and more efficient use of land and infrastructure with more people paying taxes per acre for less infrastructure than large lot single-family homes.

Increasing missing middle housing options may allow families of different sizes, types, and incomes to access quality housing. Missing middle housing options may allow seniors to downsize without leaving their neighborhood. The American Association for Retired Persons (AARP) released a report showing that more and more, Americans want to “age in place” and need easy access to services and amenities available in walkable, urban, transit-oriented communities. Additionally, Millennials have been shown to drive less and seek housing choices in walkable neighborhoods close to transit. The number of automobile miles traveled increased each year between 1946 and 2004; today Americans drive less than 2004, and no more per person than in 1996. The decline in driving is most striking among young people aged 16 to 34, who drove 23% fewer miles on average in 2009 than their age group did in 2001. Furthermore, research suggests that millennials prefer amenity-rich, transit rich, and walkable neighborhoods. Providing missing middle housing types will serve the needs to Mary Esther’s population across the lifetime and family makeup.

Recreation

The City of Mary Esther has a variety of neighborhood parks equitably located across the city, however, many of them are in need of significant improvements to make them attractive to a broader range of users, both in age and ability. The city does not provide active recreational programming at these parks, and should consider providing some light programming and events to draw new users to the parks. It is important to consider local desires and national participation trends in recreational activities when thinking about new investments. People need parks to socialize, and the engagement of the citizens of Mary Esther in this process has indicated that the community desires more places where they can come together. More and more people are turning to parks and other green spaces to improve their emotional and mental well-being, as well as their physical health, and investing in these spaces will provide benefits to improve the city’s health.

Parks as Remedy for Physical Inactivity. Physical inactivity is a concern across all age groups of Americans. Those who do not participate in some sort of activity are more likely to join sports or fitness activities if a friend accompanies them. Multiple studies have found that there has been a sharp and continuing decline in youth sports participation as well as a steady decline in physical activity by youth. These statistics have alarmed youth sports organizations and child health experts alike. One way some agencies are addressing these issues is by hosting sports sampling programs. These specifically designed programs are held over a day or a weekend, during which sports trainers, players and leaders give kids an opportunity to try a variety of sports out for an hour or two and then move on to another sport. Pop-up events in neighborhood parks where events like mini-golf days, family game nights and other recreational activities for kids (and adults) who most likely have never experienced these games and sports before is a good way to spark usage of the park as well as giving users an entry into a new sport.

Parks for Niche Recreation. Pickleball has been named as the fastest growing sport in America by The Economist, pickleball is estimated to have more than 4 million people playing it annually. The best part about pickleball is its universality. Virtually anyone can play, and schools and recreation centers are expanding opportunities for all ages to play in a variety of indoor and outdoor settings.



Places for community events and concerts



Places for organized and informal sports



Facilities, like pickleball courts, attract a wide range of ages and abilities



Places for dogs and their humans to play



Places to cool off



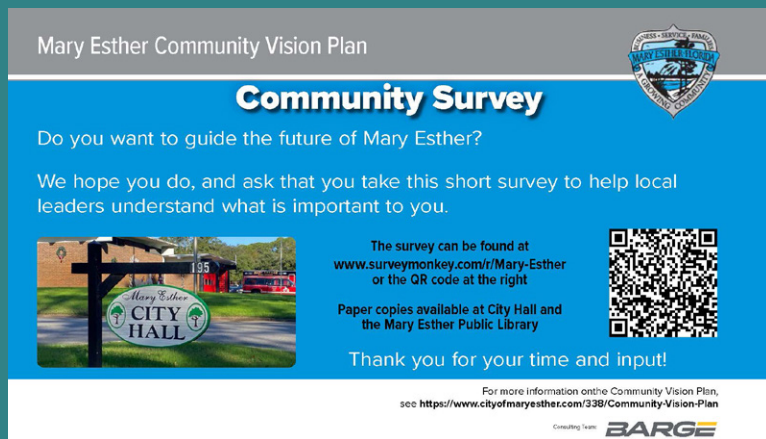
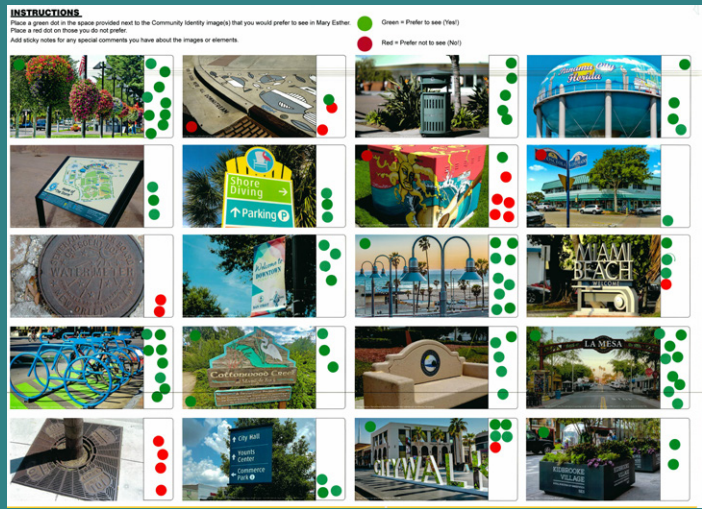
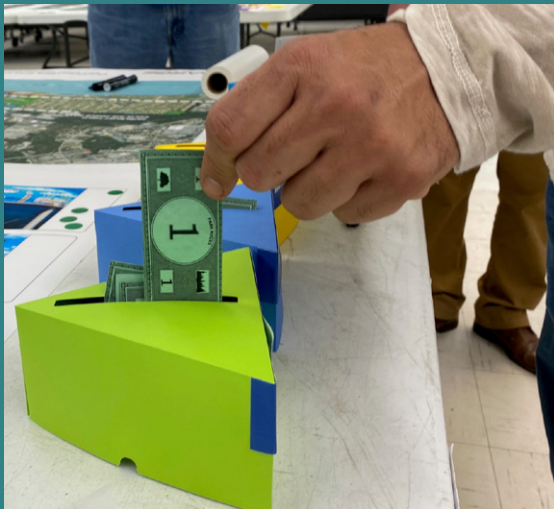
Places for nature and learning

Parks for Dogs (and their humans). Thirty-eight percent of people now travel with their dog, according to research by the National Association of Realtors. Sixty-eight percent of people say that pet-friendly policies influenced their decision to buy or move, 43 percent believe that their dog’s opinion matters on where they live, and 13 percent of people would consider moving if their dogs are not happy with where they live! It has been suggested that a way to take this trend more seriously is to imagine dogs as taxpayers and consider their preferences accordingly when planning new dog parks. No matter the lens that it is viewed through, dogs and their humans provide a high demand for parks.

Parks to Combat Extreme Heat. One of the more detrimental effects of climate change is the trapping of extreme heat in highly developed areas. Often, these highly developed areas contain little heat absorbing natural cover and have high percentages of impervious heat collecting surfaces (like pavement), which amplify extreme heat in the daytime and then radiate it out in the night hours. The concentration of waste energy, air pollution and loss of tree canopy cover all magnify negative health impacts. Lushly planted parks can help to mitigate these impacts.

Parks as Tourism. People love sharing an excellent snapshot with friends and family and sharing some of their beautiful moments in “Instagrammable” spaces. Agencies are optimizing these locations and promoting them as attractive locations. Mary Esther is home to Oak Tree Nature Preserve, which could be promoted as a regional attraction to tourists interested in experiencing native plants and animals. People will have more confidence in the location and return to the venues if they are encouraged to snap photos and post them on social media.

Mary Esther has the opportunity to reposition existing parks to serve the broader needs to the community and has an advantage over other communities who have a shortage of available park land. Parks provide a place where neighbors can meet, which improves community connections. Parks can provide environmental benefits, by reducing air and water pollution, and mitigating heat islands, and are vital infrastructure for the community.



3. Engagement Process

The public outreach for the project included three basic components: group stakeholder interviews or discussions, a community interest and opinion survey, and two public workshops. In each exercise, the planning team asked a series of questions and used visual preference activities to understand the desires of the citizens of Mary Esther. Detailed information about the input can be found in the appendix.

Stakeholder Interviews

With the help of the City of Mary Esther staff, the planning team conducted four stakeholder focus group sessions on December 13 & 14, 2021. A total of approximately 25 participants joined in the focus group meetings. The focus group participants were identified and invited by city staff (please see the acknowledgment page for a list of individuals). Individuals involved in the process represented the following groups: Public Services and Education, Economic Development, Public Safety people and Families. These Groups provided vital information across many issues facing Mary Esther and their input helped to inform questions that were included in the Community Survey. The input can be broadly categorized into the following subject areas: Government Services, Community Identity, Parks and Public Spaces, Quality of Life, Town Center/Mall, and Transportation. A summary of the input is included on the following pages.

If there is just **one thing** this Vision Plan covers, what would that be?

- Develop a **brand** for the city
- Identify the **identity** of Mary Esther
- Spend money **intentionally**
- Create a **place** to intersect - a square or town center
- Update the **visual impact** of the community
- Improve **quality of life** for businesses and citizens
- Create a **workforce housing** solution set
- Become a **pedestrian friendly** community
- Fix the **traffic** at the school

Stakeholder priorities

Stakeholder Input Summary

GOVERNMENT SERVICES 	- Implement the city’s wastewater plan and ensuring capacity for future growth - Become a partner in future expansions of Hurlburt Field and Eglin Air Force Base - Solve the code enforcement issues, address the issue of abandoned homes and provide more lighting throughout the city
COMMUNITY IDENTITY 	- Mary Esther should be more than a pass-through and to have a strong identity separate from Ft. Walton - The trees located within the medians of Miracle Strip Parkway/ Highway 98 are viewed as a character defining element to retain - There is a strong sense of community spirit, with neighbors helping neighbors and participating in public beautification projects
PARKS AND PUBLIC SPACES 	- The library is well loved, and it’s supporters would like to see a new library with more space and resources - Improvements to the existing parks are needed to make them more usable - A community center is desired - More outdoor walking paths and bike trails - The public boat ramp needs improvements
QUALITY OF LIFE 	- Improvements to community appearance are desired (lighting, signage, infrastructure, landscaping) - Homeless housing - More community events
TOWN CENTER/ MALL 	- Need for a Town Center - Need a central gathering space for community events - The Santa Rosa Mall should be redeveloped into a “live work play” community with a variety of appealing businesses and entertainment options
TRANSPORTATION 	- In the future, Mary Esther will have sidewalks, bike paths, lighting, and consistent and attractive signage - Highway 98 is also improved, with the access for Mary Esther Elementary relocated to Hollywood Boulevard - Alternative routes and mass transit should be developed to help alleviate traffic flow concerns

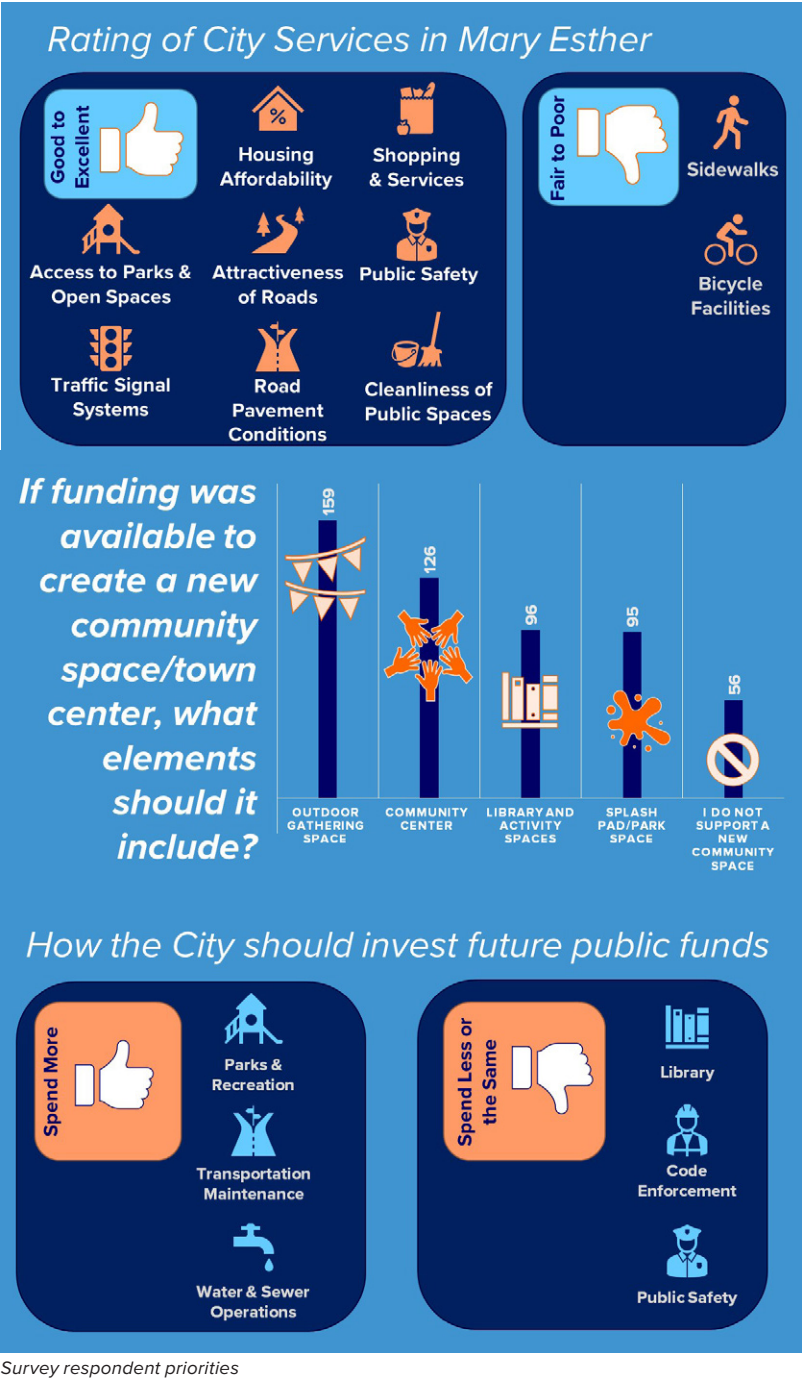
Community Survey

As a part of community engagement efforts, an on-line survey with 25 questions was launched on February 11, 2022 and closed on March 14, 2022. The questions for the survey were developed based on input received during the stakeholder meetings held on December 13 and 14, 2021; the consultant team worked with City staff during a back-and-forth review process to refine questions. The survey was made available on the City website and in print at the City Hall and the Mary Esther Public Library, as well as promoted through direct emails and on social media outlets. The survey received 277 responses, which is roughly 6 percent of the city’s population.

In addition to basic demographics, the questions in the survey varied from rating city services and amenities, to questions about how the city should spend funds to how residents would like to hear about community activities. Access to parks, open space, and services ranked the highest in satisfaction, while bicycle lanes and facilities and the condition and connectivity of the sidewalks were ranked the lowest. The responses show a clear desire for multi-modal transportation options. Addressing the city’s water and sewer infrastructure is the top priority, with addressing road congestion on Highway 98 and providing more walk and bike options were the high priorities. The highest priorities for future investment were on water and sewer projects, and parks and recreation projects, while spending less on planning and code enforcement was ranked as the area to spend less funding.



78% of survey participants would be willing to **walk or bike** to parks, school, or work if it was **safe and convenient**.



Survey respondent priorities

What would you *change* about Mary Esther? (ranked in order of priority)

Address **infrastructure needs** associated with water and sewer systems

Address **congestion** on Highway 98 at Mary Esther Elementary School

Provide more **walk and bike** options

Focus on **public safety**

Address **maintenance and sanitation**

Develop a centrally located **community center**

Organize more **community events**

Survey respondent priorities

Vision Plan Public Workshop

As a companion to the stakeholder interviews and online survey, a public workshop was held at Mary Esther Elementary School on Tuesday, February 21st, with over 40 community members in attendance. Building on the input received in the previous engagement, the community was invited to provide input on the following categories: Public Investment Priorities, Parks and Open Space, Mobility and Connectivity, and Mixed-use Town Center.

Public Investment

Participants were given five one-dollar bills and asked to spend them between the following competing priorities that had been identified in previous engagement activities: Redevelopment Opportunities, Mobility + Connections, Tourism/Public Attractions, Parks + Open Spaces, and Workforce Housing. The Parks + Open Spaces category was the clear winner, garnering \$71 of the total of \$131 “spent”. Redevelopment Opportunities was the second highest category.

Brand and Identity

In previous engagement activities, the consultant team heard participants say that Mary Esther needs to develop a recognizable brand for community identity. Participants were asked to indicate which images that illustrated ways to brand the community through landscaping, decorative street light poles, various signage examples, and artistic bike racks. The highest rated images that participants indicated they would prefer to see were high impact decorative street lights that included hanging plants, gateway signage, and decorative bike racks. The images that participants indicated they would not prefer were branding of utility infrastructure like tree grates, stormwater inlets, traffic signal controller boxes.

Parks and Open Space

Mary Esther is blessed with many parks equitably distributed across the community, however, many of them are in need of comprehensive improvements as is reflected in the comments made about each of the existing parks. When asked to provide feedback on what elements they would like to see in parks, images that showed updated playground or recreational facilities, natural areas with lush landscaping and providing opportunities for walking, biking or small boat access scored favorably, as did places within commercial or town centers that provided places for people to gather together for community events or dining out.

Mobility and Connectivity

Participants were asked to review existing condition cross sections of three city streets: Mary Esther Boulevard, West Hollywood Boulevard and West Miracle Strip Parkways and match them with character images that they would prefer these streets look like in the future. They indicated that the tree lined center median character of Miracle Strip Parkway should remain, and that Hollywood Boulevard and Mary Esther Boulevard should transition to a more pedestrian and bike friendly character both in terms of building placement and facilities for walking and biking, as well as vehicular traffic. Again, the redesigning the driveway for Mary Esther Elementary to be primarily from Hollywood Boulevard was indicated as a near term priority.

Public Investment Priorities



Identity + Branding



Vision Plan Public Workshop input results

Mixed Use Town Center

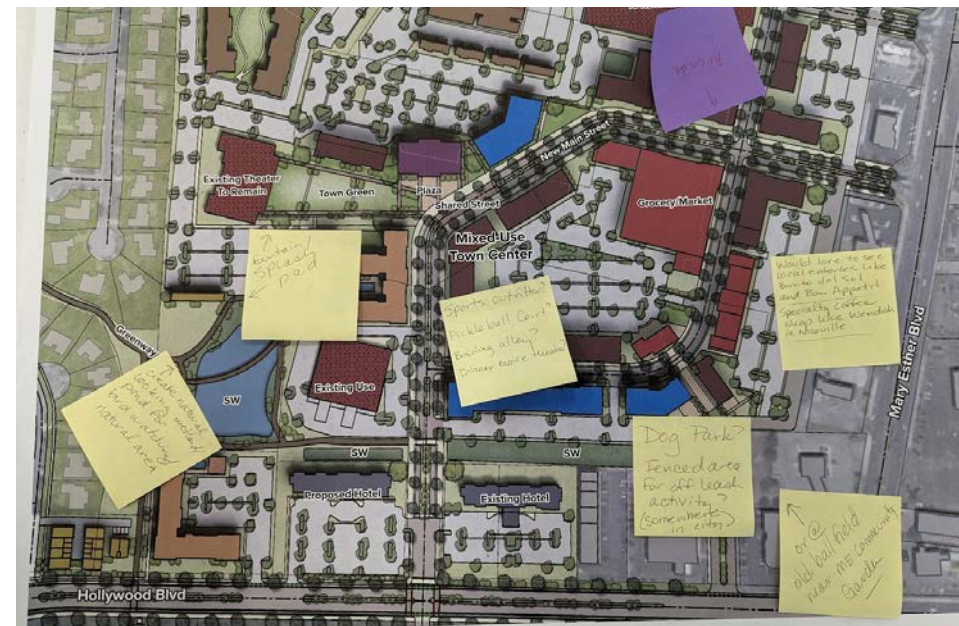
Participants were asked to provide general comments about their thoughts concerning the mall and the center commercial core of the city, as well as indicate preferences for the character of new building and urban design character, and specifically where opportunities for new housing types would be best suited. In the mixed use category, there was a clear preference for images incorporating robust public spaces and active street life, illustrating a small town character. In the housing centered activity, participants were asked to indicate where new single family, town house, manor house or larger multi-family structures would be best placed. Participants indicated possibilities for redevelopment along Mary Esther Boulevard and the mall for larger multi-family/apartment developments, and a preference for less intensive building forms adjacent to existing single family neighborhoods.

Draft Vision Plan Public Workshop

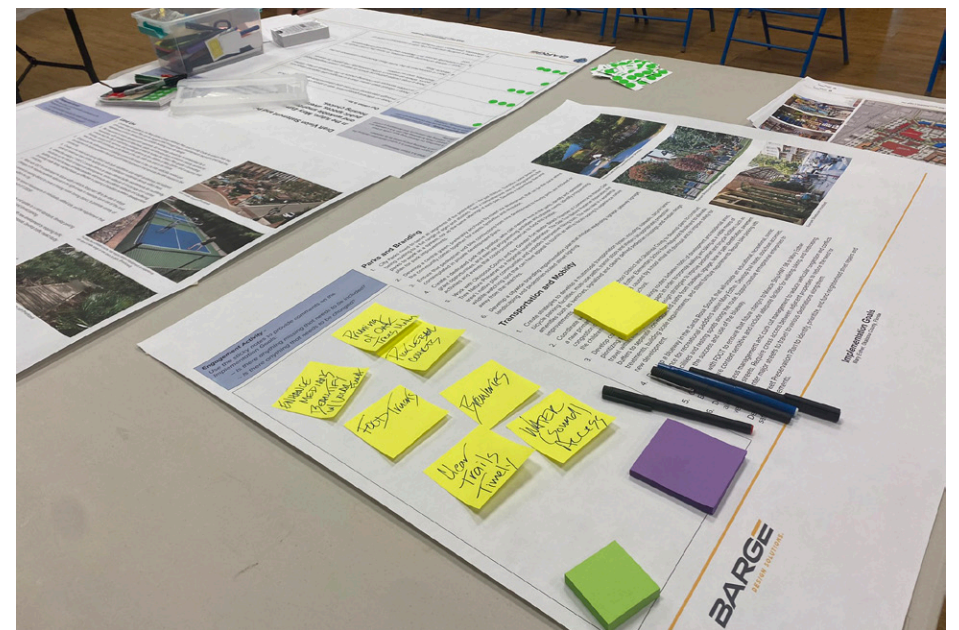
The Draft Vision Plan Presentation and Workshop was held on Monday, May 22nd with the Mary Esther City Council and members of the public at the Santa Rosa Mall.

A draft of the Vision Statement and Principals was presented, with supporting illustrative concepts and character images, and Implementation Goals, to set the course for the city to move forward on the shared vision created in this process. The draft vision is the culmination of input throughout the process with a focus on the themes of efficient government, a vibrant town center, a large central gathering space welcoming neighborhood parks, a connection to the Santa Rosa Sound and a presence on the Miracle Strip, variety of housing opportunities and a connected network of sidewalks, greenways and multi-use trails to provide opportunities for walking and biking for recreation and daily travel.

The conversations focused on next steps of how to implement the vision, but also continued input of previous themes of needs in the city, including maintenance of existing parks, or the need for different facilities within the parks, the need for central gathering spaces for events and access to the waterfront.



Draft Vision Plan Public Workshop comments



Draft Vision Plan Public Workshop comments



4. Vision Plan

Vision Statement and Guiding Principles

In the future, Mary Esther will have an identifiable and walkable small-town character, with vibrant public spaces, diverse businesses, and a variety of housing choices.

Our vision is to...

- have an efficient government, with a strong economic base built through intentional land use and infrastructure decisions;
- have a vibrant town center that is a recognizable regional attraction, provides services and housing choice to the residents of Mary Esther;
- have a large central gathering space as well as welcoming neighborhood parks, where all members of the community may gather for events, festivities, and recreation;
- have a connection to the Santa Rosa Sound and a presence on the Miracle Strip;
- have a variety of housing opportunities, to serve the broad needs of the community across their lifetimes and household configurations; and
- become a walking and biking city, with a connected network of sidewalks, greenways and multi-use trails.

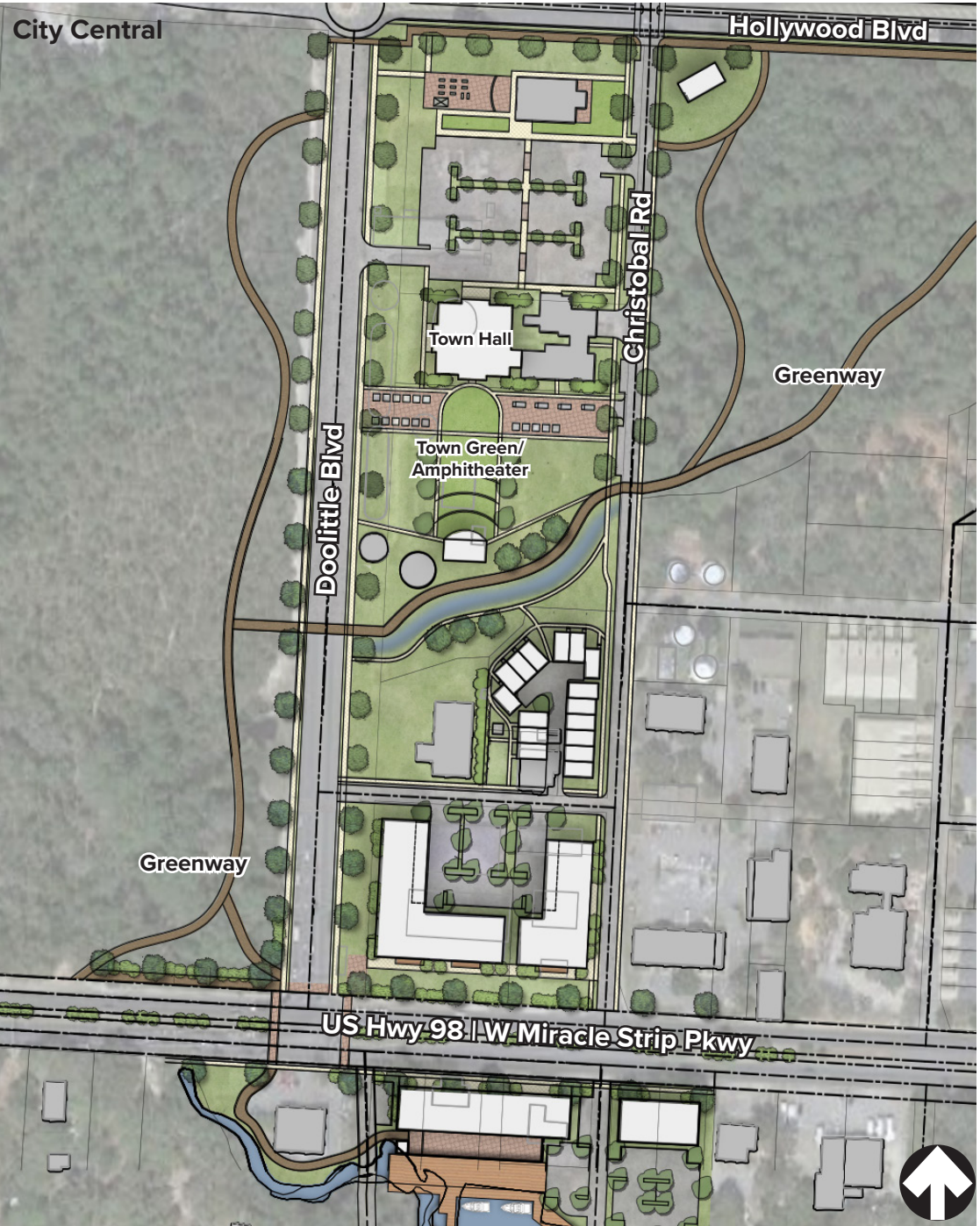
Throughout the vision plan process, residents, city leaders and stakeholders have shared their ideas for the future of Mary Esther. The initial stakeholder meetings, the community survey, and the public workshops all helped to shape what the shared vision for the future of Mary Esther is. Throughout the community engagement process, themes such as efficient government, a desire for a town center, with a public space that is the heart of the community, more connection to the waterfront, a variety of housing choices and walking and biking connections, were shared.

A Vision Statement is a written declaration clarifying the plan's meaning and purpose for community members. It describes the desired long-term results of their shared efforts to develop the plan. The Vision Statement and the six Guiding Principles, shown to the left, have been developed from the inputs received in the community engagement efforts to further support the vision, and help guide future programs, policies and investments that the city will need to implement the vision.

These six principles are further described and illustrated on the following pages of this chapter.

Efficient Government

Our vision is to have an efficient government, with a strong economic base built through intentional land use and infrastructure decisions.



Green



Amphitheater



Townhouses and Mixed Use Buildings

Vibrant Town Center

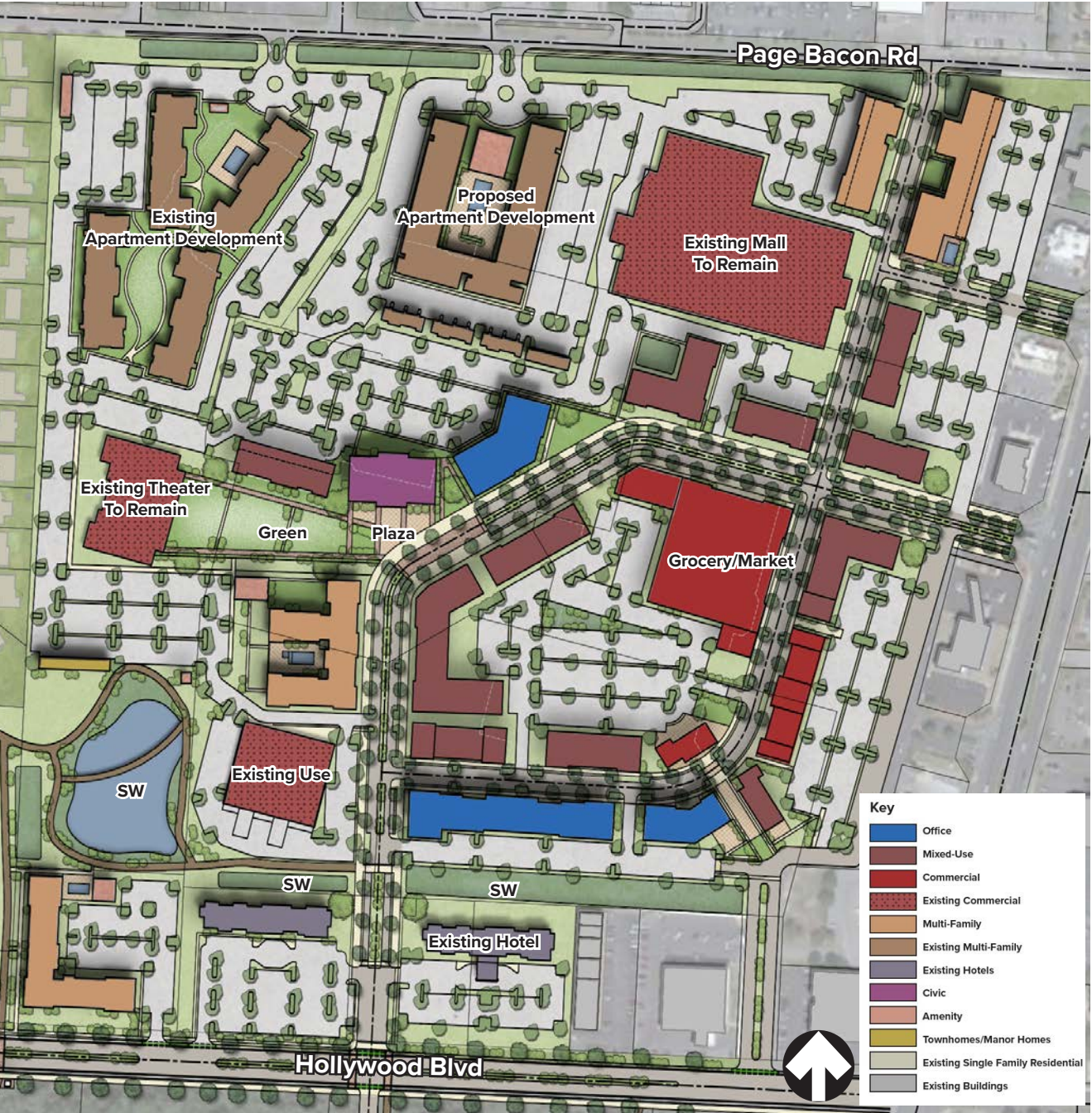
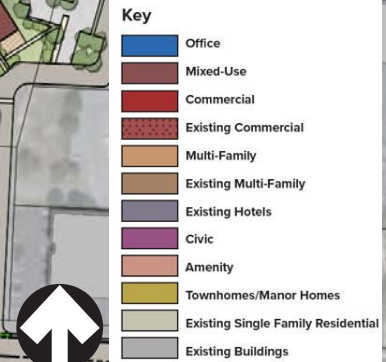
Our vision is to have an vibrant town center that is a recognizable regional attraction, provides services and housing choice to the residents of Mary Esther.



Mixed Use Town Center with Public Spaces

The Right Mix of Uses and Forms

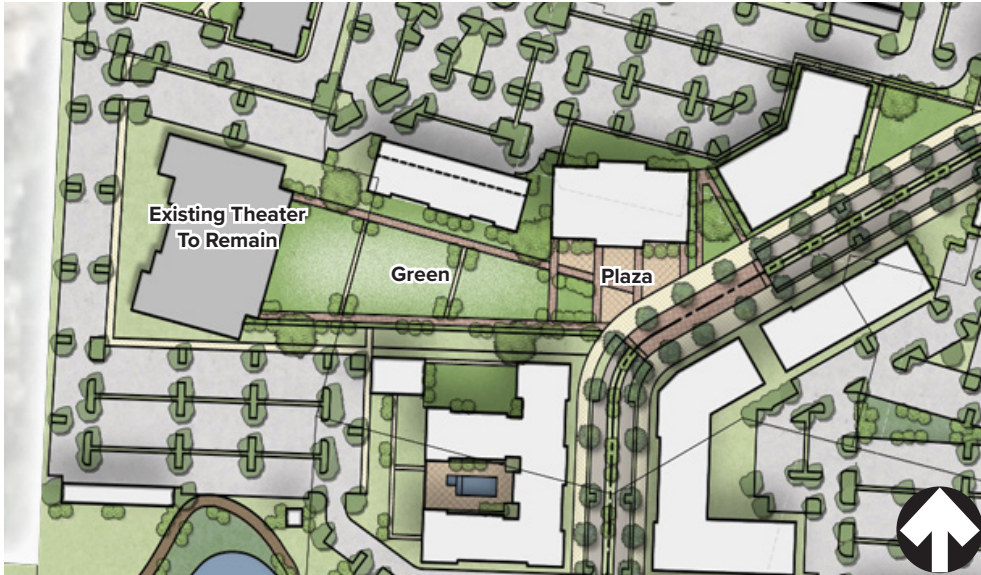
are key to creating vibrant and active centers. Mixed use buildings contains different components and uses, rather that a single use building that one serves on purpose. They can contain a combination of components such as commercial, retail, office, housing, medical or recreational components. They are designed and places to maximize pedestrian activity and interest.



Mixed Use Town Center with Public Spaces

Central Gathering Space and Vibrant Neighborhood Parks

Our vision is to have have a large central gathering space as well as vibrant neighborhood parks, where all members of the community may gather for events, festivities, and recreation.



Option A - Town Center with Green as Focal Point



Option B - City Central with Green and Amphitheater



Vibrant Neighborhood Parks to serve the entire community, all ages and abilities, provided places to exercise, plan, socialize, participate in group activities, explore and relax in nature.

EXERCISE & PLAY	SOCIALIZE & PARTICIPATE	EXPLORE & RELAX IN NATURE

Establish a Connection

Our vision is to have a connection to the Santa Rosa Sound and a presence on the Miracle Strip.



Recreational paddlers



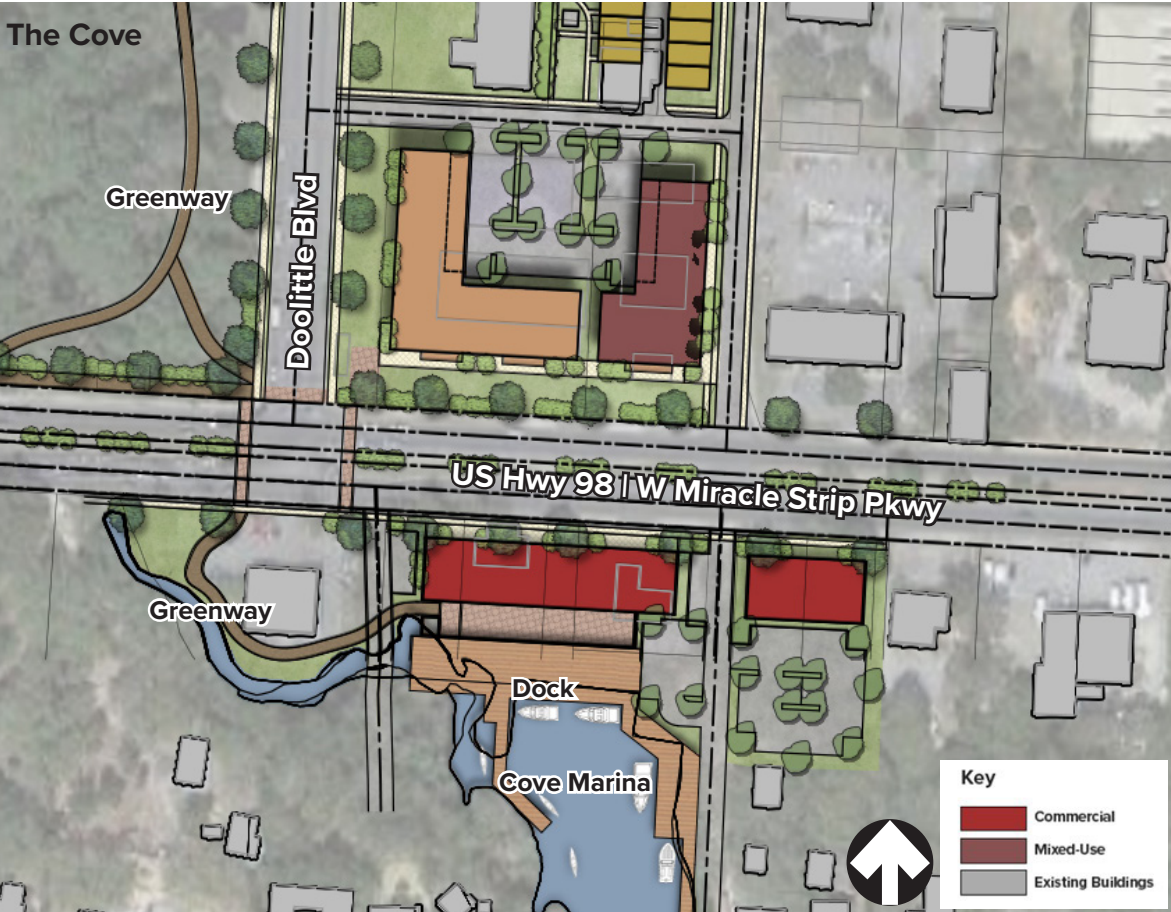
Existing conditions at The Cove



A blueway route in the Santa Rosa Sound would provide an educational, recreational, and scenic experience for recreational paddlers within Mary Esther. Trail heads, dock/boat accesses, public facilities and resting spots should be developed along the route. Development at The Cove should provide a place for creative entrepreneurial enterprises to encourage the success and use of the blueway.

The Cove as a Development Opportunity

The cove and the area surrounding it has opportunity for redevelopment and economy improvement; the intent of this vision principle is to develop this area and establish biking and walking connections with the construction of a greenway system and enhanced pedestrian infrastructure on the adjacent streets, as well as develop an active connection to the waterfront. In addition to opportunities for commercial enterprise along the water front, there is also opportunity for housing on the upper levels of structures on the north side of the Miracle Strip to take advantage of waterfront views.



Mixed use buildings



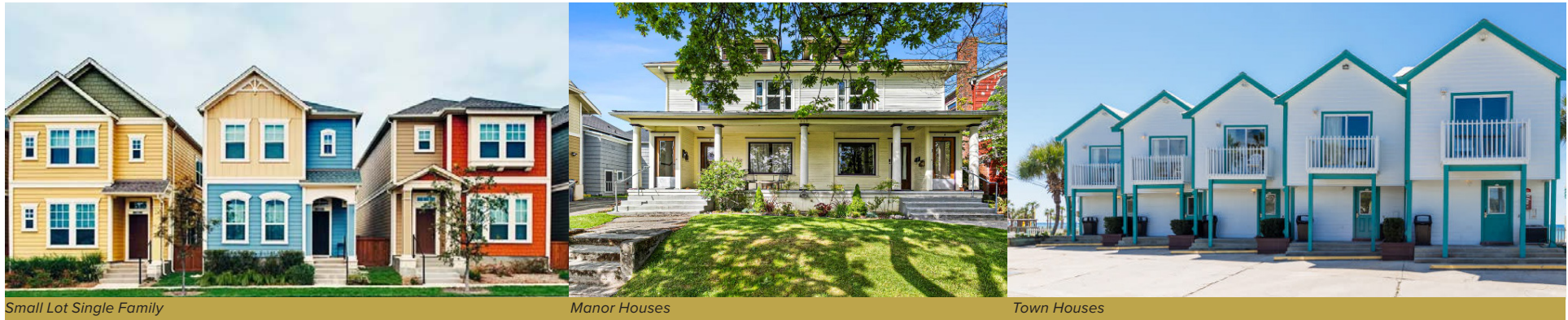
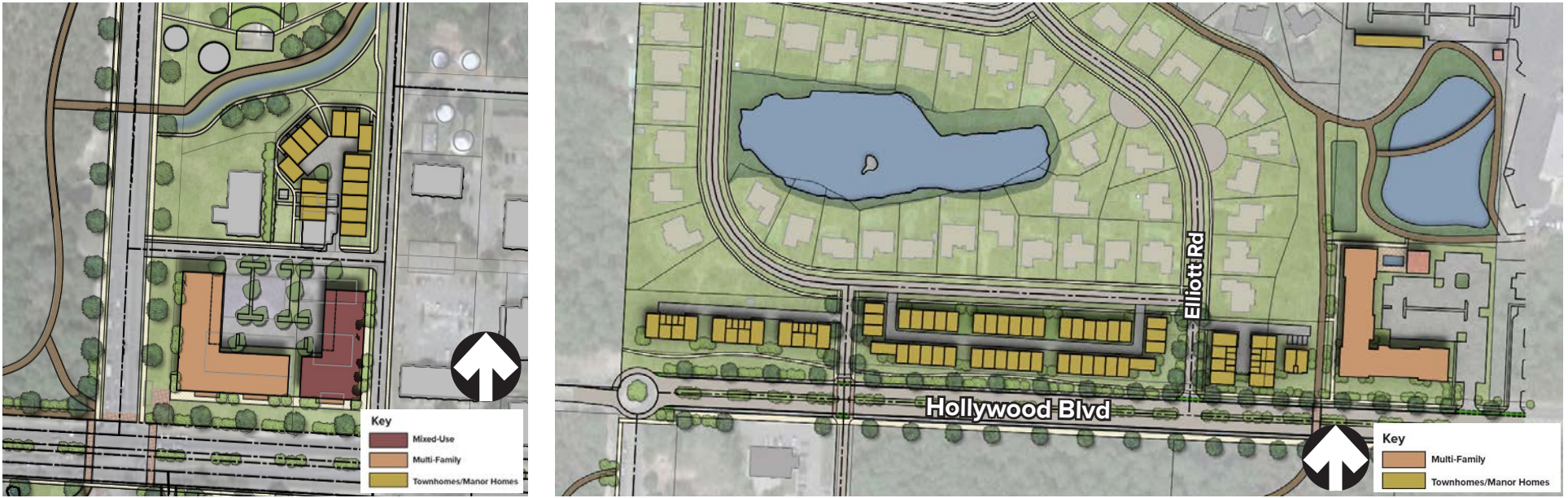
Water oriented dining



Water oriented dining

Housing Opportunities

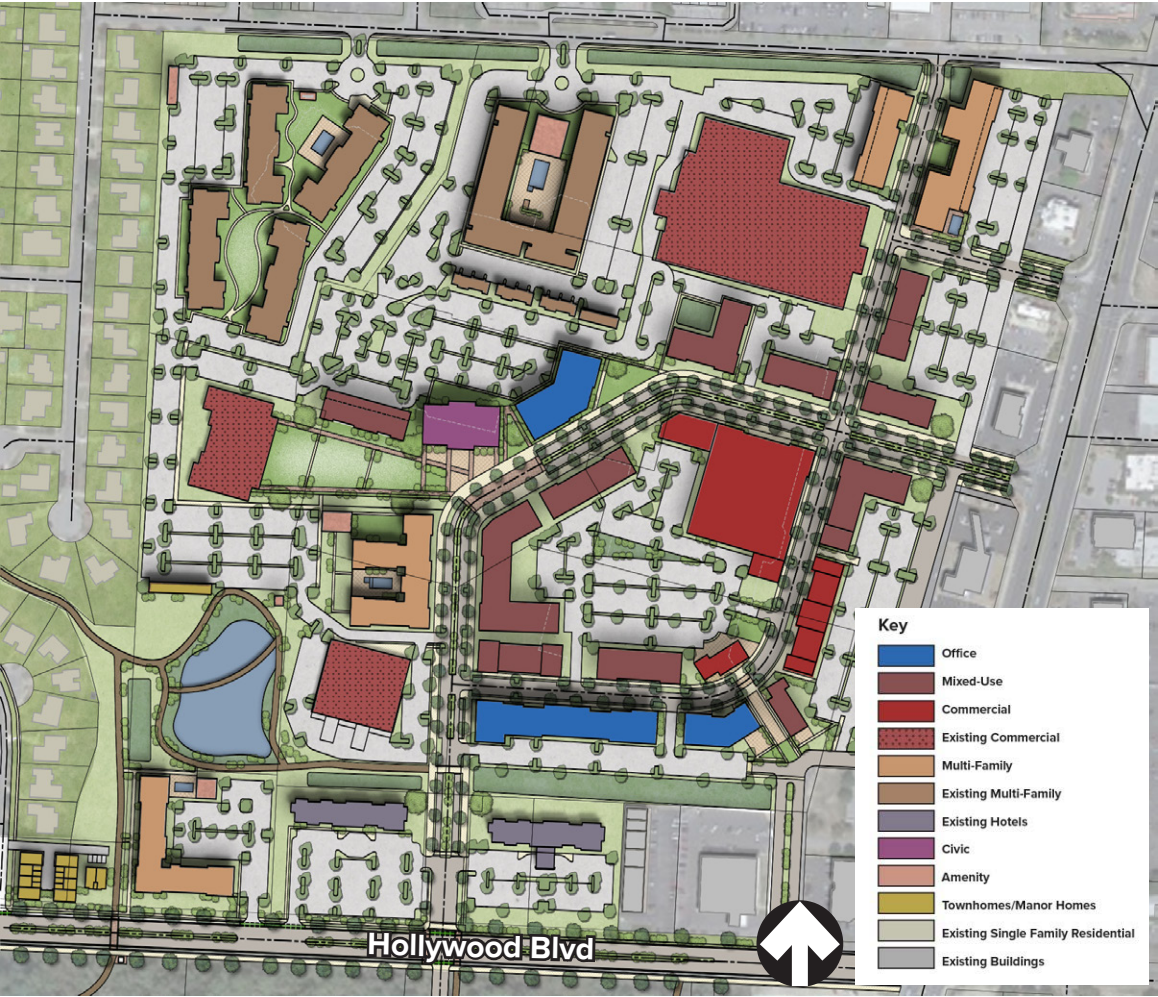
Our vision is to have a variety of housing opportunities, to serve the broad needs of the community across their lifetimes and household configurations.



Increasing Housing Supply in the City

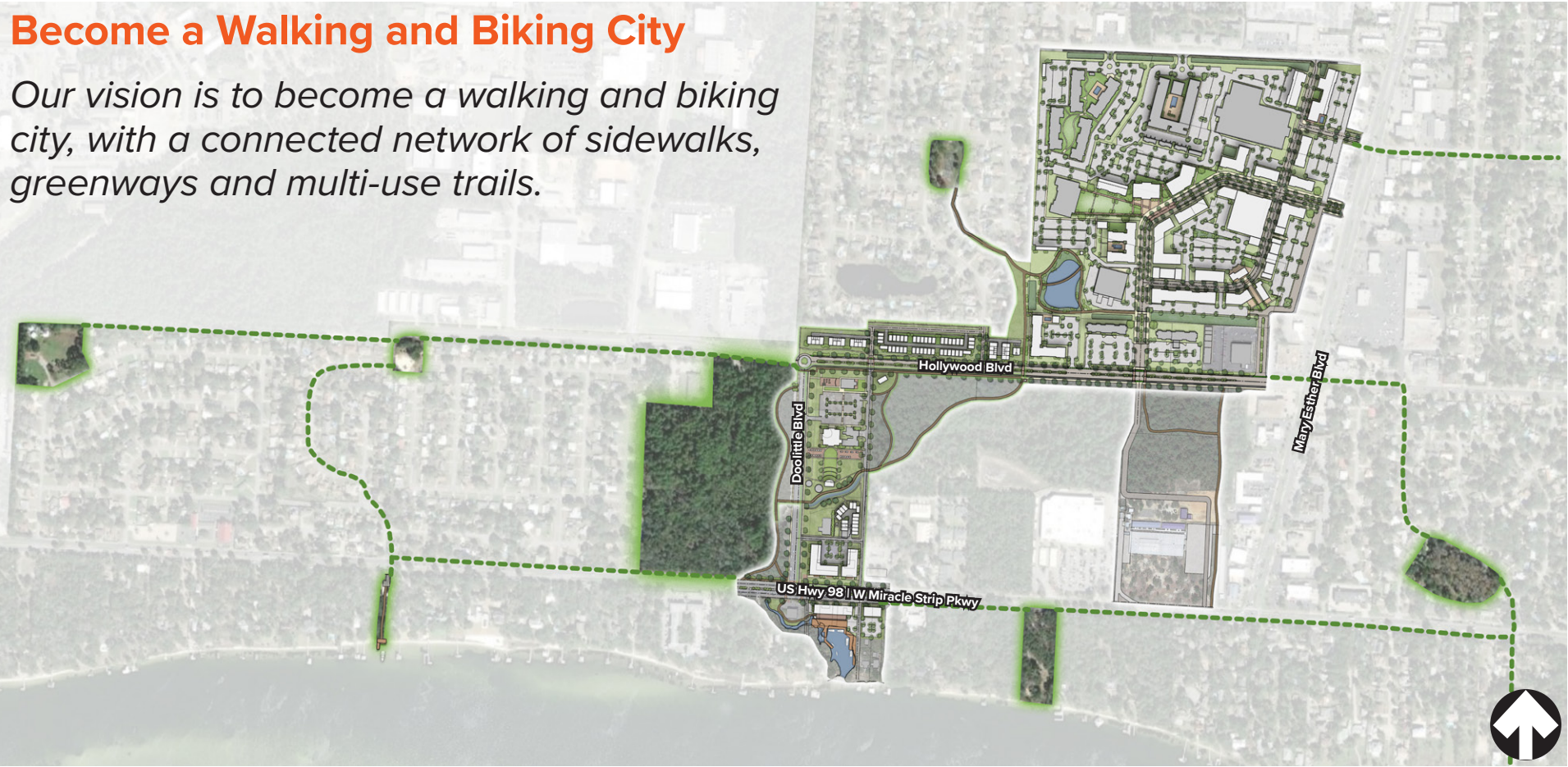
Mary Esther is unable to expand it’s borders, being surrounded by the City of Fort Walton on the north and east, Hurlburt Airforce Base on the west, and the Santa Rosa Sound on the east, so annexing land to provide additional housing opportunities is not a possibility, but redeveloping land in the center of the city with the intent of providing additional housing is an opportunity as there is land that is prime for redevelopment, such as the mall, but also along Mary Esther Boulevard, Hollywood Boulevard and the Miracle Strip.

Additional housing opportunities can be provided in the form of small lot single family, manor houses, townhouses, stacked flat apartment buildings and within mixed use buildings.



Become a Walking and Biking City

Our vision is to become a walking and biking city, with a connected network of sidewalks, greenways and multi-use trails.



Alleviate Congestion on the Miracle Strip caused by Mary Esther Elementary

The citizens of Mary Esther agree that relocating the driveway for Mary Esther Elementary from the Miracle Strip to Hollywood Boulevard with a generous carpool queuing lane would alleviate congestion at pick up and drop off times, and would improve safety for the children accessing the school.





5. Implementation Strategies & Goals

The goal of this vision plan is to identify issues facing the city and the community’s desires and to establish a common vision for future investments or changes in the city. In order to implement the vision, the city will need create partnerships with partner agencies and take action steps to make the necessary changes to implement the vision.

Comprehensive Plan Changes

The State of Florida mandates that local governments maintain a comprehensive plan, that contains elements addressing future land use, housing, transportation, infrastructure, coastal management, conservation, recreation, and open space, intergovernmental coordination, and capital improvements. The changes identified in this plan would need to be addressed within the city’s comprehensive plan

Zoning and Land Development Regulations Updates

In partnership with updated to the comprehensive plan, changes to the zoning and land development ordinances and processes would need to be updated to ensure that new development implements the vision of this plan. While the comprehensive plan is a set of high level goals, zoning and land development ordinances are the local laws or regulations that govern how property can and cannot be used. It is the most important tool that a community has to ensure that new development is of a quality that is compatible and enhances the city.

Additional Studies

This plan represents a high level vision of what the community imagines for the future, but more in depth study will be required to implement change, such as feasibility studies to determine whether a project is viable and if it is then design and construction services will be required.

New City Programs

This plan makes recommendations that could require new city programs or staff positions to implement them. In some cases, recommendation may be implemented by existing city staff, or through strategic partnerships with other government entities, but in some cases the programs may require the creation of additional staff positions.

Capital Improvement Projects

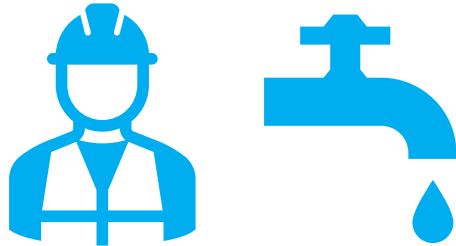
Many of the recommendations at the core of this vision - a public lawn, and the implementation of a connected pedestrian network across the city - are capital improvement projects, major improvements to the city that are facility or infrastructure projects.

Public-Private Partnerships

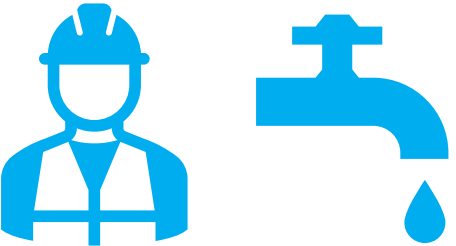
Public-private partnerships involve collaboration between a government agency and a private-sector company that can be used to finance, build, and operate projects, such as public transportation networks or parks.

LAND USE	ACTIONS	
 	1.	Undertake an update to the Mary Esther Comprehensive Plan and Zoning Code to ensure that the principles of the Vision Plan can be implemented through future development decisions and that the regulations produce desired and marketable building and site design.
	2.	Be intentional in future development approvals. All rezonings should be accompanied by a masterplan, with development objectives, yields and infrastructure provisions clearly defined to ensure that the city is maximizing available to land to further the Vision Plan goals of providing housing, employment, services, and mobility options to the citizens of Mary Esther and ensuring that new development contributes to the health of the city, both now and in the future.
	3.	Ensure that adequate off-site improvements are required with new development by requiring traffic impact studies and other utility studies with major development proposals. Develop traffic impact study procedures and requirements.
	4.	Review the zoning code parking requirements and update them to meet current best practice industry standards, develop parking reductions for mixed use or walkable development and shared parking.

ACTIONS		LAND USE
5.	Emphasize the redevelopment of existing commercial areas in the city into vertically mixed-use development to build population that will support retail businesses and services that are desired in the community. • Create a new mixed-use zoning district with bulk regulations and design guidelines that support vertically mixed-use town center building forms and additional residential density within them. • Amend the existing C-1 and C-2 zoning districts to revise internal buffer requirements for multifamily structures on the interior of mixed use developments, revise setbacks to encourage town center building forms and increase permitted densities, and ensure that exterior setbacks and buffering to existing single family neighborhoods are effective in creating a transition between development characters. • Work with FDOT to understand the future width of Miracle Strip/ HWY 98 to be able to adopt changes to the required setbacks adjacent to the right-of-way to maximize future use of the land.	
6.	Create or amend an existing district to create a missing middle zoning district, to promote variety of housing types within the city. • Adapt the R2 district to remove requirements for individually platted lots, and the requirement that each unit shall be a minimum of 1,000SF. • Permit up to 20 dwelling units per acre.	

STORMWATER & WATER/SEWER	ACTIONS	
 	1.	Develop Stormwater Management Programs that will result in the reduction of water pollution caused by stormwater runoff helping to increase the quality of the water leaving a site.
	2.	Implement a public awareness and educational program to inform citizens of the importance of stormwater management programs.
	3.	Incorporate resiliency aspects into new projects, such as low impact design, that increase stormwater permeability. Promote resilient and quality building and infrastructure design. Consider incentives for the inclusion of green infrastructure.



ACTIONS		STORMWATER & WATER/SEWER
4.	Require street trees with new development. Encourage the planting of trees throughout the city to create new or increase existing shade canopy.	 
5.	Continue to implement the adopted Water and Sewer Masterplans to upgrade infrastructure in the city.	
6.	Partner with the Florida Department of Environmental Protection and Okaloosa County to decommission the existing Wastewater Treatment Plant and connect to the treatment facilities of Okaloosa County.	
7.	Incorporate living shoreline policies into Coastal Management Plans, prioritizing the use of natural materials like rock, sand and plant materials that will promote the growth of plants and animals over the use of concrete seawalls or other hard structures.	



TRANSPORTATION & MOBILITY	ACTIONS	
	1.	Create strategies to develop a multimodal transportation system, including sidewalks, bicycle lanes, bicycle parking facilities, multi-use paths, transit stops and shelters (as appropriate) pedestrian amenities such as benches, signalized and clearly defined pedestrian crossings, and median design improvements.
	2.	Coordinate with Okaloosa County School District and Okaloosa County to develop plans to construct a new primary access drive for Mary Esther Elementary School from Hollywood Boulevard to alleviate congestion on Miracle Strip/HWY 98 caused by school arrival and dismissal and to improve safety for the children traveling to and from school.
	3.	Coordinate with FDOT to ensure that future changes to Miracle Strip/HWY 98 or Mary Esther Boulevard are context sensitive and include adequate facilities for walking, biking, and landscaping.



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City of Mary Esther



ACTIONS		TRANSPORTATION & MOBILITY
4.	Develop a blueway in the Santa Rosa Sound, that will provide an educational, recreational, scenic experience for recreational paddlers within Mary Esther. Develop trail heads, dock/boat accesses, public facilities and resting spots along the route. Support creative entrepreneurial enterprises to encourage the success and use of the blueway.	
5.	Develop access management and curb cut management to reduce vehicular congestion and conflicts along major streets. Require cross access between adjacent properties to reduce the need for vehicles to enter major streets to travel to various destinations along them.	
6.	Develop a Street Preservation Plan to identify, prioritize, and fund neighborhood street repairs and safety improvements.	



City of Mary Esther



Vision Plan 45

PARKS AND
BRANDING



ACTIONS

- 1. City Parks need to serve all segments of the population – not just children. Transition some parks to being inviting to a full range of ages and abilities. Undertake a Comprehensive Citywide Parks and Recreation Master Plan to establish the vision for the parks to function as a system, not as the same offerings at each park.
- 2. Develop a central green, preferably anchored by mixed use development, that can be the place where the community comes together for events, festivities and recreation.
- 3. Ensure that pedestrian and bike connections from new development to nearby parks are included or contemplated in private development plans.



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City of Mary Esther



PARKS AND
BRANDING



ACTIONS

- 4. Create a dedicated park staff position, who can oversee work in the parks, identify and administer grant opportunities, and execute programming activities and citywide events. Identify programming activities and events that could provide revenue to fund this position.
- 5. Work with Okaloosa County and the Greater Fort Walton Beach Chamber of Commerce to market Oak Tree Nature Preserve as a regional tourist destination. The Oak Tree Nature Preserve showcases the area’s native plant communities and provides interpretive hiking trails. The easy hike is a wonderful wildlife watching spot that can have appeal to tourists as well as locals looking to experience nature away from the beaches.
- 6. Develop a citywide branding implementation plan that includes wayfinding signage, gateway signage, landscaping and pedestrian-scaled street lighting.



City of Mary Esther



Vision Plan 47

Appendix

Public Engagement Report

- Stakeholder Interviews
- Community Survey
- Vision Plan Public Workshop
- Draft Vision Plan Public Workshop

Public Engagement Report

The consultant team utilizes a layered approach to community participation in the plan the consists of three basic components: a series of stakeholder focus groups, a community interest and opinion survey and two public forums. Across the three components, themes such as the need for more walking and biking facilities, a community gathering space, redevelopment of the mall, more housing opportunities and efficient government were noted. The following pages are a detailed summary of the components and the input received.

Stakeholder Focus Groups

With the help of the City of Mary Esther staff, the planning team conducted four stakeholder focus group sessions on December 13 & 14, 2021. A total of approximately 25 participants joined in the focus group meetings. The focus group participants were identified and invited by city staff (please see the acknowledgment page for a list of individuals). Individuals involved in the process represented the following groups: Public Services and Education, Economic Development, Public Safety people and Families. These Groups provided vital information across many issues facing Mary Esther.

An overview of the process was given to each group. Then, each group was asked a series of questions on the strengths and challenges related to the City of Mary Esther. The following pages are a summary of the responses.

Layered Participation Approach



Community Participation Approach

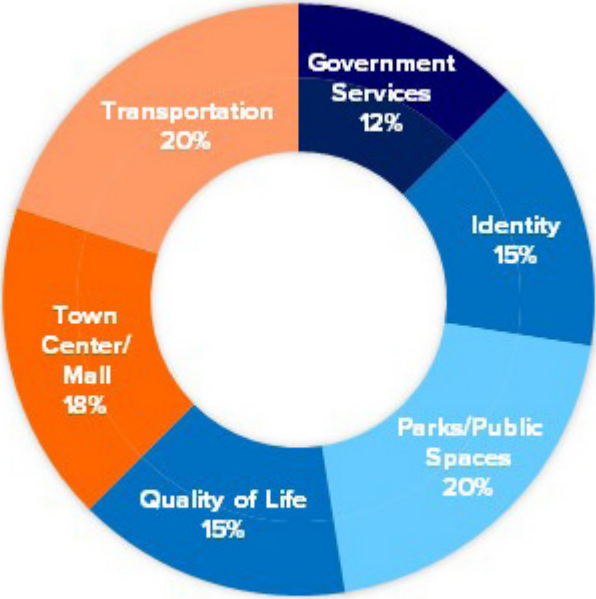


Public Services and Education Stakeholder Meeting



Economic Development Stakeholder Meeting

What is your Vision of Mary Esther in 20 years?



The focus group discussions began by asking the participants to imagine that they left Mary Esther and returned 20 years later. What would they want to see changed or stay the same? Responses varied, but fall within six larger topical areas: Government Services, Community Identity, Parks/Public Spaces, Quality of Life, Town Center/Mall and Transportation.



People and Families Stakeholder Meeting



Government Services

- Implement the city’s wastewater plan and ensuring capacity for future growth
- Become a partner in future expansions of Hurlburt Field and Eglin Air Force Base
- Solve the code enforcement issues, address the issue of abandoned homes and provide more lighting throughout the city



Community Identity

- Mary Esther should be more than a pass-through and to have a strong identity separate from Ft. Walton
- The trees located within the medians of Miracle Strip Parkway/ Highway 98 are viewed as a character defining element to retain.
- There is a strong sense of community spirit, with neighbors helping neighbors and participating in public beautification projects.



Parks/Public Spaces

- The library is well loved, and it’s supporters would like to see a new library with more space and resources
- Improvements to the existing parks are needed to make them more usable
- A community center is desired
- More outdoor walking paths and bike trails.
- The public boat ramp needs improvements.



Quality of Life

- A variety of affordable housing options are needed
- Updated and high quality schools
- Improvements to community appearance are desired (lighting, signage, infrastructure, landscaping)
- Homeless housing



Town Center/Mall

- Need for a Town Center
- Need a central gathering space for community events
- The Santa Rosa Mall should be redeveloped into a “live work play” community with a variety of appealing businesses and entertainment options.

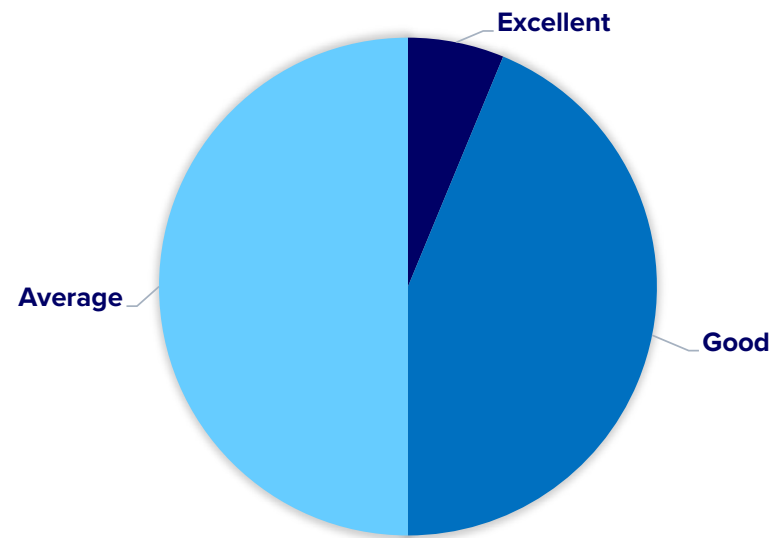


Transportation

- In the future, Mary Esther will have sidewalks, bike paths, lighting, and consistent and attractive signage
- Highway 98 is also improved, with the access for Mary Esther Elementary relocated to Hollywood Boulevard
- Alternative routes and mass transit should be developed to help alleviate traffic flow concerns

Q: How would you rate the quality of life in Mary Esther?

Most of the stakeholder focus group participants consider the quality of life in Mary Esther to be good, though many qualified it as being in the middle of a category (average), though one considered it to be almost excellent.



Quality of Life in Mary Esther

“I would like to spend my money in-house, and know that it’s money being reinvested in Mary Esther.”

-Focus Group Participant lamenting having to travel outside Mary Esther for entertainment and dining options



Sunset Mary Esther | www.zillow.com



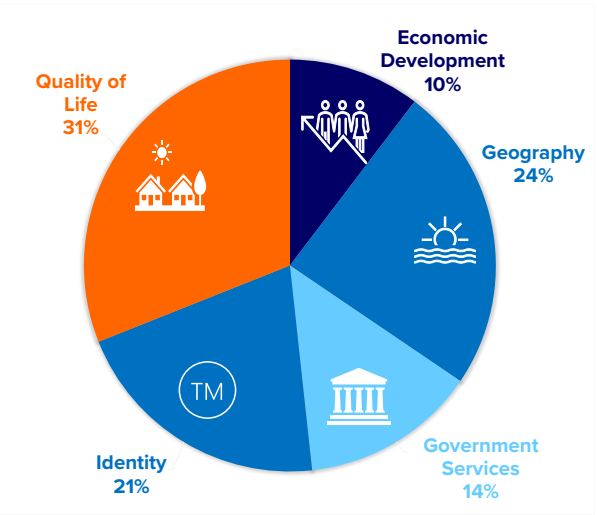
Aerial View of Mary Esther | www.landsearch.com



Veterans Day Parade | www.hurlburt.af.mi

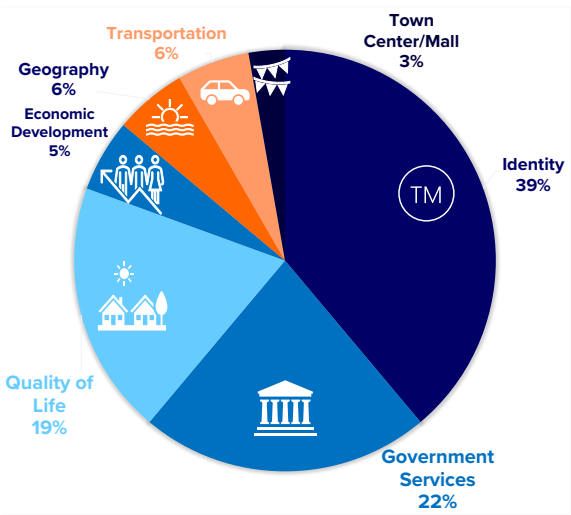
Q: What are the STRENGTHS of Mary Esther?

Focus group participants cited the quality of life as the number one strength of Mary Esther. The sense of community as well as the geography and physical characteristics of the City were also cited as the top strengths.



Q: What are the CHALLENGES of Mary Esther?

An overall lack of identity and direction was cited as the biggest challenge for the City. An aging or lack of infrastructure, as well as, the need for more City Staff were also top challenges identified by the participants.



Q: Thinking of other places you have visited, what is a community that has characteristics that you would want to bring back to Mary Esther to enhance the quality of life?

What are those characteristics?

Characteristics
Sustainable
Walkable
A destination
Up to date technologically
Safe, child friendly
Need a focal point for the City - Town Center
98/Miracle Strip needs to capture folks who are at beach
We serve the base - attract military to live here



Boat Launch



Plant Street, Winter Garden, FL. | www.Weichert.com

Places
Andalusia has a city square with attractions
Defuniak Springs, FL. - Places where people can go
Branson, MO. - Landing
Ocean Springs, MS - it's small, you can walk everywhere
Korea - all the small towns have Wi-Fi access to services but able to keep small town feel
Midwestern small towns - Town centers & community spirit
Naples, FL.
Ferry Park at Ft. Walton Beach
Destin Commons
Charleston, SC.
Savannah, GA.
Jacksonville, FL. - Town Center
Austin, TX. - Aesthetics - identity
Winter Garden, FL. - City center - place for seasonal events, heart of the community
Bedford, VA. - Small but vibrant community, concerts, parades, 5Ks
Niceville, FL .



Destin Commons, Destin, FL.www.GettheCoast.com



Farmers Market, Rosemary Beach, FL.www.ebbandflow.com

Q: With unlimited funds what are the five things you would change about Mary Esther? (Dream big)

Change
Town Center
Redevelop mall, create a small downtown
Create wetland & Nature Park
Create a place for the community to meet, movies in the park
Build a town center at the mall
Create a waterfront gathering place
Create a large, central community park
Transportation
Transportation and roads
Biking everywhere
Walk-ability
Fix Mary Esther Elementary access and put it on Hollywood Boulevard
Develop a walking city



Fort Walton Food Trucks

Change
Economic Development
Industrial Park adjacent to Mary Esther - keep it full and diversified
City Services
Add a volunteer coordinator position on City staff
Need new water/sewer systems
Add a Mary Esther Police Department
Social services - need mental health and veterans services
More public trash cans
Park/Public Space
New library as part of a nature park
Develop the property beside the library into an outdoor classroom and walking trails
Add a Splash pad
Add an Amphitheater



Bike Path | www.TrailLink.com



Park Bench | www.archiexpo.com



Winter Garden, FL. | www.VisitFlorida.com

If there is just one thing that you want would like to make sure that the Vision Plan covers, what would that be?

One Thing
Decide the brand for the community
Make sure we are spending money intentionally
Create a place to intersect, a square, “Mary Esther Landing”
Improve quality of life for businesses and citizens in Mary Esther
Workforce housing - solution set
Identify the identity of Mary Esther
Livability
Pedestrian friendly community
Update the visual impact of the community
Traffic at school

Is there anything else that you’d like to share that we haven’t asked you?

Anything else?
City Staff should meet productivity goals and assessments
Get rid of treatment plant
Need pickle ball
There is interest in the community to dissolve the city. Quantify the perks of being in the city.
Why are there so many personal service salons - hair cuts, nails, etc? It seems a lot for a small community.
Need a car supercharger station
Consolidation of the cities should be considered
Stop being reactive - be proactive
Quality of local political members
Lack of public trash cans in the community - should be at major intersections
Engage the large companies at Ft. Walton Industrial Park in clean ups

Who else would you recommend that we engage in the process (groups or individual)?

Who to Engage
Churches
Hurlburt - Good Neighbor Club, Spouses Club
Pareek - owns the gas station and Fazolis
Target
Pedro's Restaurant
Piggly Wiggly
The Surge Trampoline Park
Regal Theater
Lenny’s
Brandon Lewis, local State Farm agent
Schools
VFW



City Hall

Community Survey, Summary and Analysis

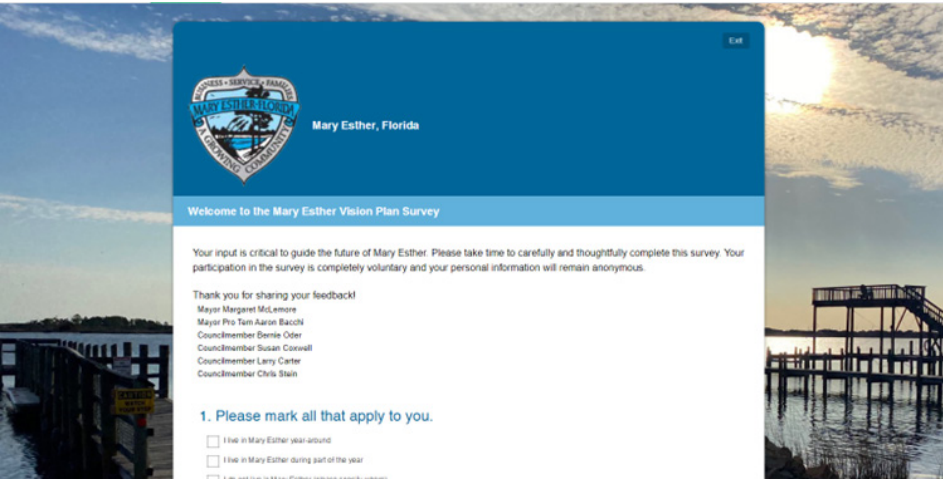
Introduction

As a part of community engagement efforts to develop a Vision Plan to guide the future of growth and development in Mary Esther, an online survey with 25 questions was launched on February 11, 2022 and closed on March 14, 2022. The questions for the survey were developed based on input received during the stakeholder meetings held on December 13 and 14, 2021; the consultant team worked with City staff during a back-and-forth review process to refine questions. The survey was made available on the City website and in print at the City Hall and the Mary Esther Public Library, as well as promoted through direct emails and on social media outlets. The survey received 277 responses, which is roughly 6 percent of the city’s population of 4,309.

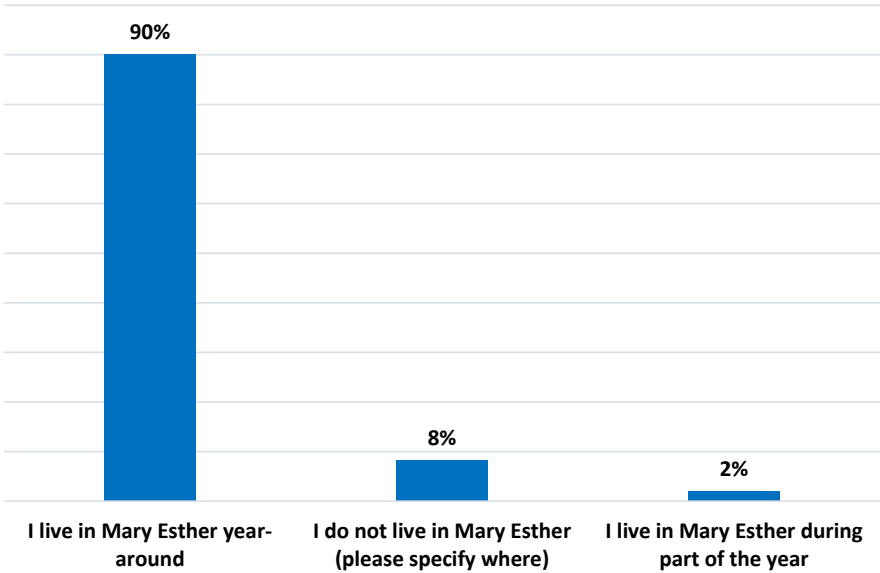
Demographics

Participants were asked to identify if they live in Mary Esther year-around, part of the year, or outside of the city. This question was used to better understand the population and where our survey participants live. The majority (90%) of participants live in Mary Esther year-around, with around 2% living in the city part of the year and another 8% living outside of Mary Esther.

Those participants who did not live in Mary Esther where most often from Fort Walton Beach, other locations included Military and Deployed, Navarre, Shalimar, Crestview, Niceville, Destin and Arizona.



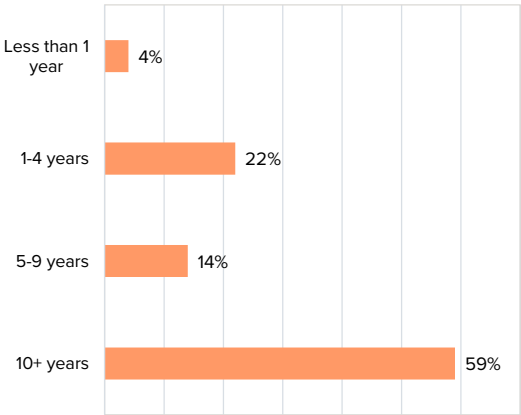
Online Community Survey Screen Shot



Responses to, “Do you live in Mary Esther year-around, part of the year or outside of the city? “

How long have you lived in your current residence?

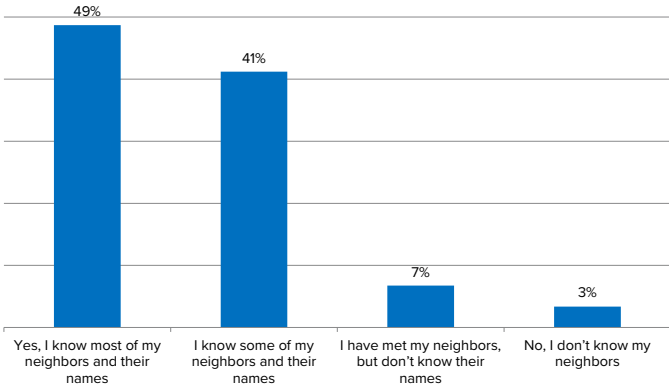
A large portion (59%) of the respondents have lived in their current residence for ten years or more, with a second portion (22%) living in their home for one to four years



Responses to, “How long have you lived in your current residence? “

Please tell us if you know your neighbors

Studies suggest there are community benefits when residents know their neighbors. Most (97%) respondents have either met or know their neighbors, while only 3% do not know their neighbors. These high response numbers emphasize the feeling that Mary Esther has a small town feel and a strong sense of community.

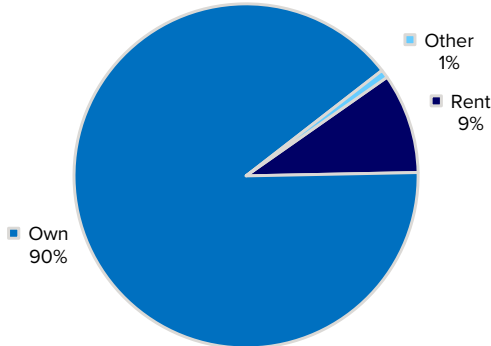


Responses to, “Please tell us if you know your neighbors? “

What is your current housing?

Participants were asked if they own, rent, or have alternate housing. A high percentage (90%) of respondents own a home, while 9% rent.

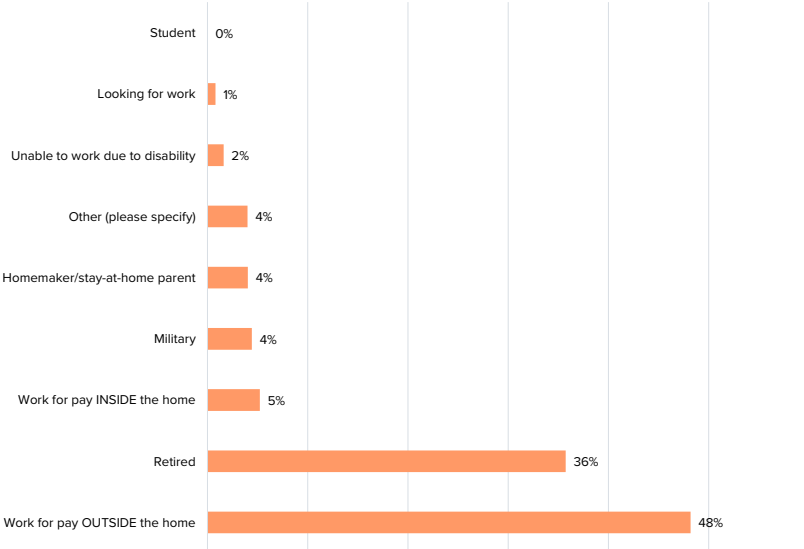
Which of the following describes your employment status?



Responses to, “What is your current housing? “

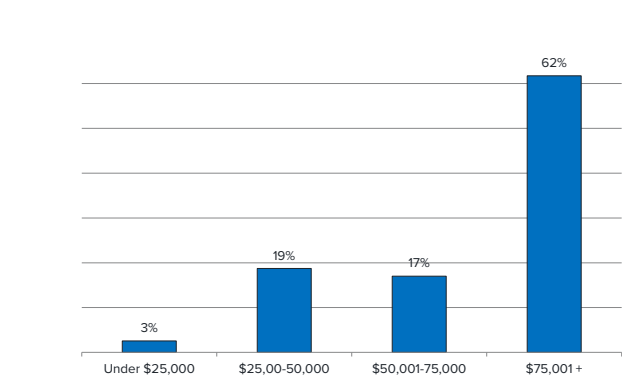
Over half (57%) of respondents work either at home or outside of the home, while 36% are retired and 7% are not employed.

What is your approximate average household income?



Responses to, “What is your employment status?” “

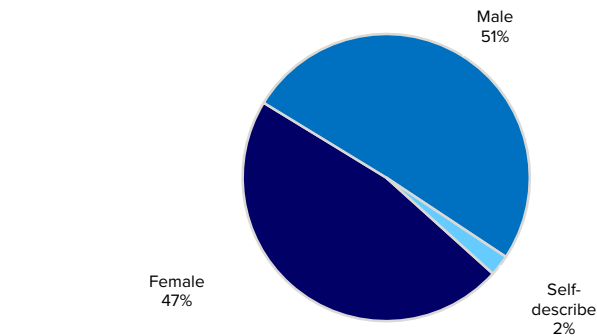
A majority (62%) of respondents indicated that their household income is \$75,000 or above. According to U.S. Census data, this number is higher than the greater Crestview–Fort Walton Beach–Destin, Florida, Metropolitan Statistical Area average of approximately \$64,000 annually and 20% higher than the state average.



Responses to, “What is your approximate household income?”

Gender of Respondents

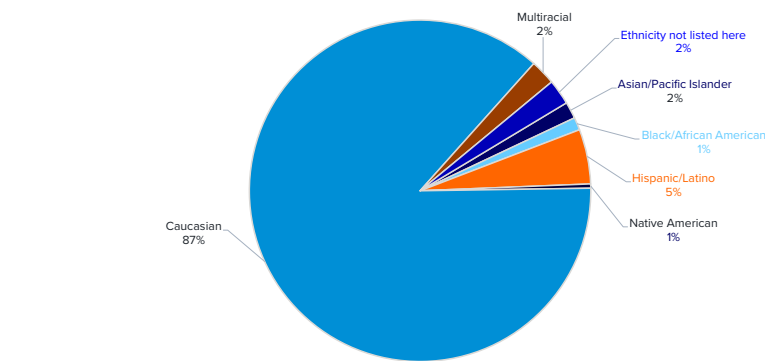
Based on U.S. Census figures, the population in Mary Esther, Florida, is approximately 47% female and 51% male. The percentage of females and males who responded to the survey is closely representative of the U.S. Census numbers, with the number of male respondents being slightly lower than Census data.



Responses to, “What is your gender?”

Race and Ethnicity of Respondents

The survey respondents were predominantly Caucasian (87%), with Hispanic/Latino as the second largest group at 5%; the remaining racial groups represented respectively were Asian/Pacific Islander (2%), Multi-Racial (2%), African American (1%), and Native American (<1%) while roughly 2% identified as an ethnicity not listed.



Responses to, “What race/ethnicity best describes you?”

Age of Respondents

Along with questions about gender and race, we asked respondents to provide their age. The largest age group was 65 to 74 (23%), with the 55 to 64 age group as the second largest (22%) and 35 to 44 (17%) as the third largest group. The median age of the respondents is 47.5 years old. Because different age ranges were used in our survey, the numbers are not exact matches to the U.S. Census data but do closely match. According to U.S. Census data, the median age is 42 years old, with the largest age groups being the 50-59 (16%) and 20-29 (15%).

Children in Households

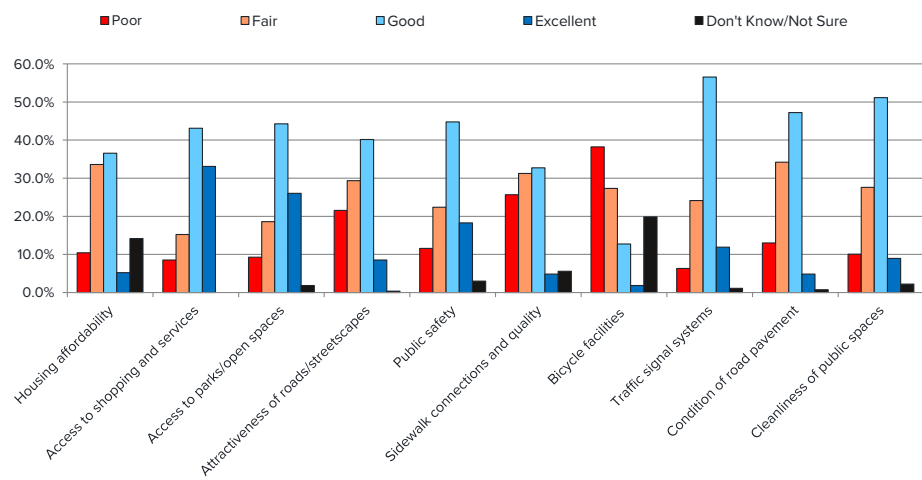
Respondents were asked to provide the number of children by age living in the home. They were provided four age range options (5 years of age and under; 6 to 12 years of age; 13 to 17 year of age, and 18 and older). Respondents could also select “not applicable” or skip the question.

Of the responses indicating that children live in the home, there was a somewhat equal distribution between the ages of <5 and the 13 - 17-year-old range. Approximately 91% of respondents answered zero or skipped the question.

While the exact number of children of the respondents is not critical, it is important for the consulting team to see a variety of household types taking the survey. Overall, the consulting team was pleased to see a mix of households ranging in age, with some having young children, some mid-range, and some with older children, as well as households without children or with grown children.

How would you rate the following within the City of Mary Esther?

Survey participants were asked to rate city services and amenities. Access to parks, open space, and services ranked the highest, while bicycle lanes and facilities and the condition and connectivity of the sidewalks ranked the lowest. These responses show a clear desire for multi-modal transportation options.



Responses to, “How would you rate the following within the City of Mary Esther?”

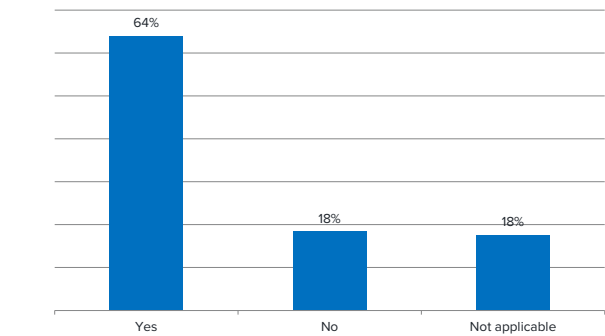
Of the items listed below, what would you change about Mary Esther? Rank in order with 1 being the highest priority.

Addressing the city’s water and sewer infrastructure is the top priority, with addressing road congestion on Highway 98 and providing more walk and bike options were the second highest priorities. Below are the results of how respondents ranked the items, with 1 being the highest priority:

- 1. Address infrastructure needs associated with water and sewer systems
- 2. Address congestion on Highway 98 at Mary Esther Elementary School
- 3. Provide more walk and bike options
- 4. Focus on public safety
- 5. Address maintenance and sanitation
- 6. Develop a centrally located community center
- 7. Organize more community events

Would you be willing to attend a meeting to give input on potential improvements and programming on a park space near your home in Mary Esther?

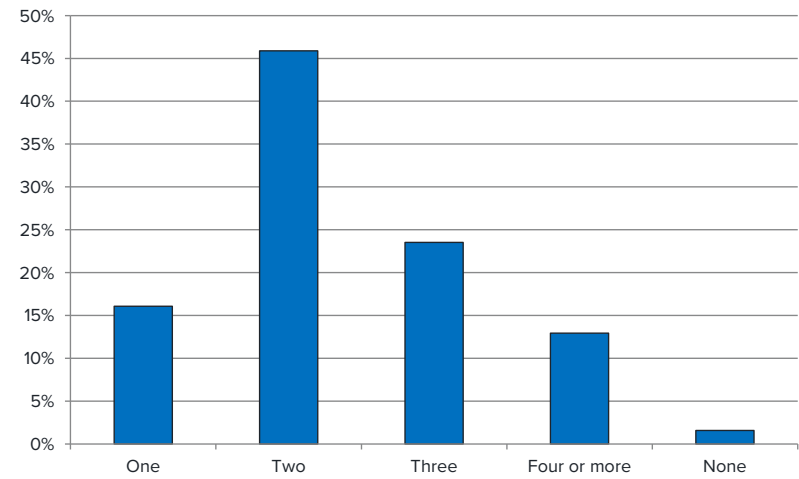
To understand the participants level of interest in park improvements, we asked if they would attend a meeting that focused on potential improvements and design. Most survey respondents, 64%, indicated that they would be interested in attending meetings to provide input for potential park improvements.



Responses to, “Would you be willing to attend a meeting to give input on potential improvements and programming on a park space near your home in Mary Esther?”

How many registered motor vehicles are in your household?

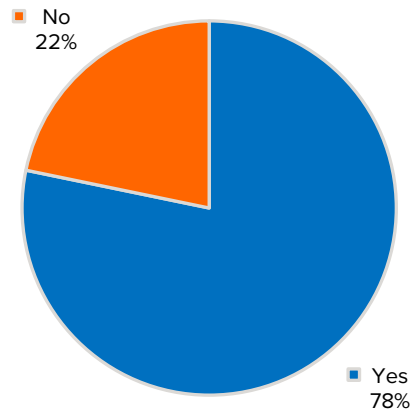
Almost all (98%) residents own at least one vehicle, while only 2% do not have a vehicle.



Responses to, "How many registered vehicles are in your household?"

Would you be willing to walk or bike to parks, school, or work if it was safe and convenient?

A significant percentage (78%) of respondents indicated that they would bike or walk more often if safe and convenient options were available.



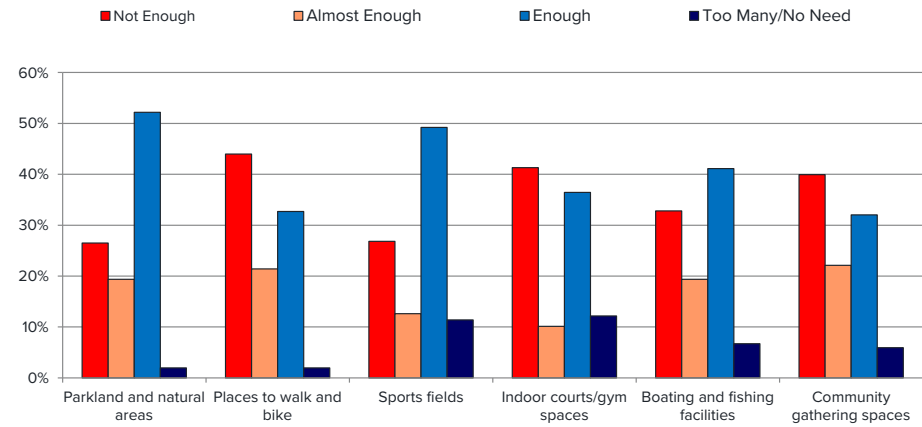
Responses to, "Would you be willing to walk or bike to parks, school, or work if it was safe and convenient?"

If you are not willing to walk or bike in Mary Esther, even if it was safe and convenient, please tell us why.

Of the 88 respondents, 33% said that even if there were safe and convenient options for biking and walking that they would not because of physical constraints. An additional 33% said that they lack the time to walk or bike, and another 20% said that the weather makes it uncomfortable.

Please tell us to what extent the following are meeting your needs in Mary Esther. Please check all that apply.

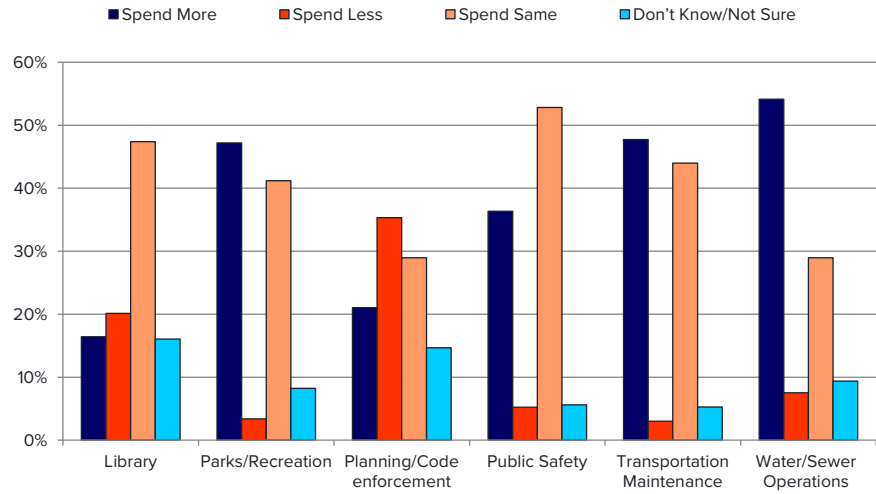
Responses indicate that there is a strong need for places to walk or bike (44%), indoor sports facilities (41%), and community gathering spaces (40%).



Responses to, "Please tell us to what extent the following are meeting your needs in Mary Esther."

To help guide the City of Mary Esther, please tell us how the City should invest future public funds.

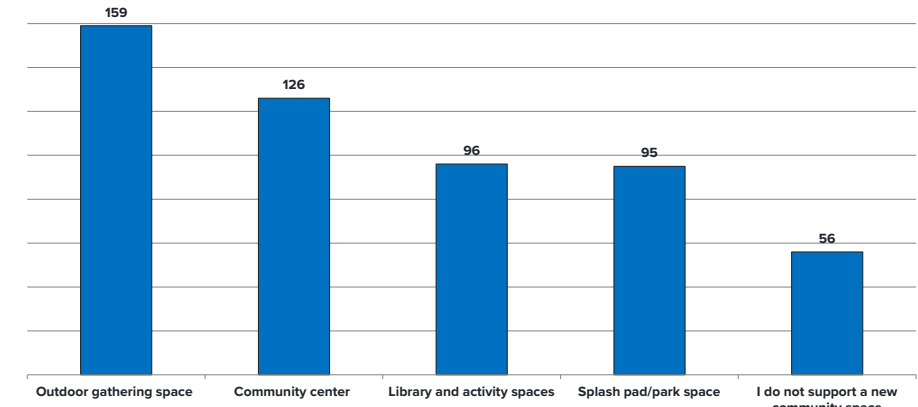
Often there is a correlation between the demand for improvements and the condition of current infrastructure. To understand this, we asked participants where they would like to invest future funds and to prioritize Infrastructure projects. The highest priorities for future investment were on water and sewer projects, and parks and recreation projects, while spending less on planning and code enforcement was ranked at the area to spend less funding.



Responses to, "How should the City invest future public funds?"

If funding was available to create a new community space/town center, what elements should it include? Please check all that apply.

To understand the needs and priorities of the residents, they were asked what improvements, facilities. Outdoor gathering spaces and a community center received the most support, while the option of not supporting a new community space received the least votes.



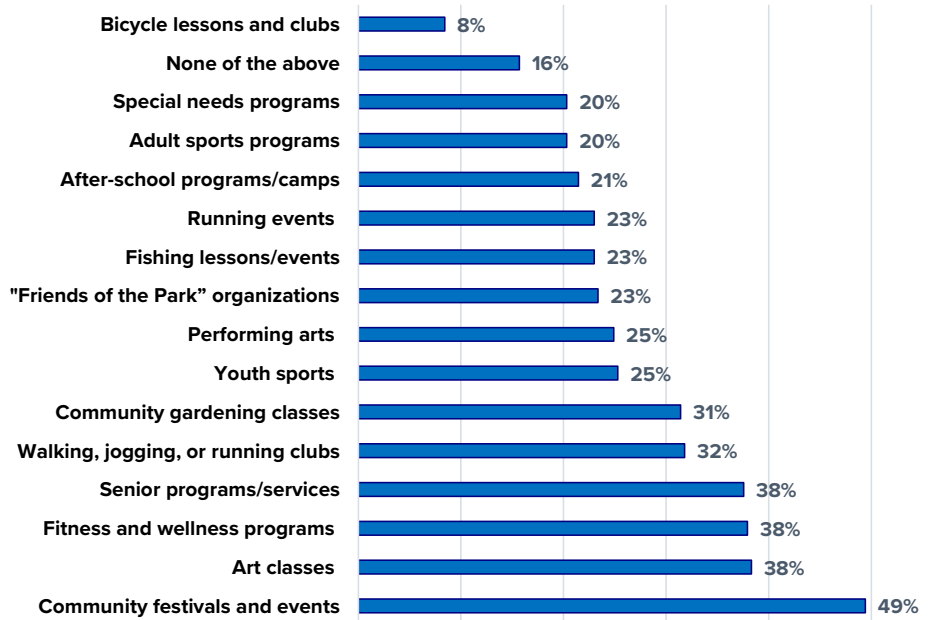
Responses to, "If funding was available to create a new community space/town center, what elements should it include??"

The responses for the "other" item the question above are included below. The most frequently occurring response was that efforts toward on community spaces should not be taken until infrastructure needs are met. Other responses for specific elements are listed below:

- Community Space not needed
- Disc golf
- Indoor facilities: sports courts, recreation, concerts
- New Water/Sewer Infrastructure
- Restaurants
- Dog park
- Farmers Market
- Fix or maintain roads
- Community center
- Upkeep of existing facilities
- Bring in entertainment and allow for ticket sales, food & beverages, etc.
- Public pool
- Ice facilities
- Golf Cart community
- Boat Ramp

Please indicate if you and/or members of your household would be interested in the following activities. Check all that apply.

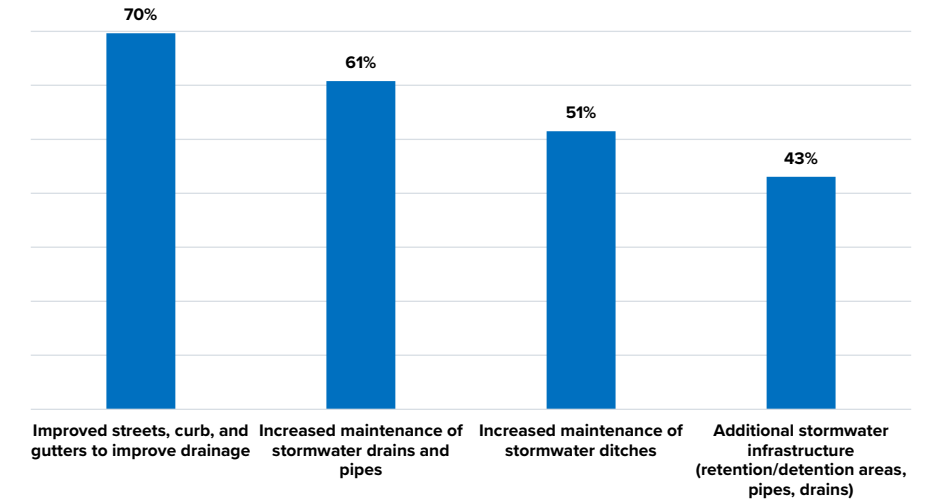
Respondents indicated that they would like to see Community festivals and events, art classes, fitness, and wellness programs as well as senior programs and services at the community center.



Responses to, "Please indicate if you and/or members of your household would be interested in the following activities."

What stormwater improvements would you like to see? Select all that apply.

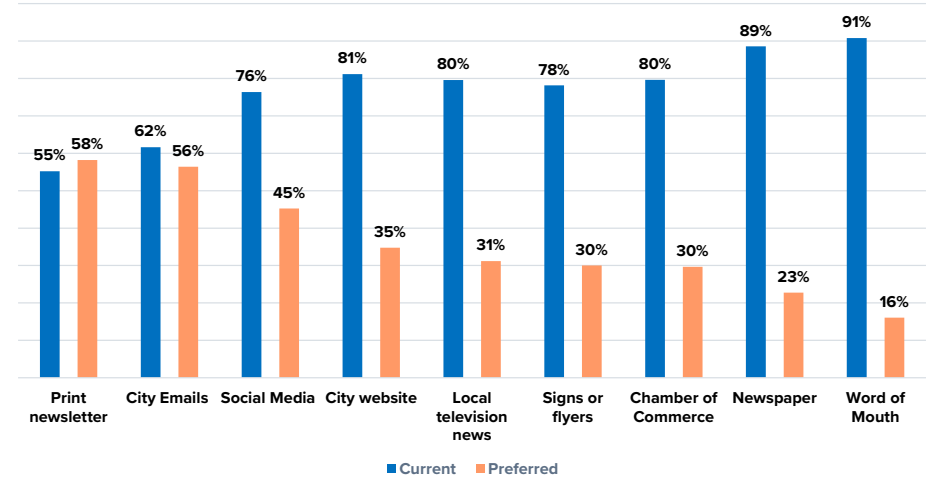
Improved streets, curbs, and gutters and increased maintenance of stormwater drains, and pipes ranked as the top two priorities of the respondents respectively



Responses to, "Which stormwater improvements would you like to see?"

Which of the following ways do you currently learn about community activities in Mary Esther, and how would you like to learn about activities?

The City uses a variety of methods to reach the community. To determine which method(s) are the most effective, we provided the stakeholders with a multiple-choice list and asked them to provide what they currently use and what their preferred method would be. From the responses received, we find that most (91%) are learning about community news through word of mouth or friends and neighbors. However, most participants would prefer to receive their communication through direct mail or email (58% and 56% respectively).



Responses to, "Which of the following ways do you currently learn about community activities in Mary Esther, and how would you like to learn about activities?"

Please tell us what you love about Mary Esther.

Participants were able to write in what they love the most about Mary Esther. The most common words used were that there is a small town feel and a sense of community. A full list of responses is provided in the list below.

Note: While reviewing these comments, the consultant team edited some of the comments for minor grammar corrections.

- Location to beach
- Good people, easy to get around. Many stores and ethnic restaurants.
- Small town
- Living in a small community with small City Hall with friendly staff who know me by name.
- Small friendly library
- Live Oak trees on Highway 98
- Not a lot, but that’s the Gulf Coast in general for me. Too much tourism, poor infrastructure
- The library is wonderful!
- Location near the water. Proximity to Hurlburt.
- Small town with minimal government interference. Close to other towns w the tourist stuff
- People are friendly, convenient location
- It’s a nice small town with a good amount of convenience around it. And living on the water is just amazing.
- beautiful, quiet, safe, friendly, residential waterfront community
- Close to Water
- It’s a small town with a lot of potential.
- That it does have some walkability. You have a nice library & I like the oaks in the median on 98.
- It is home
- The community and small city feeling.

- Small close to everything
- Love that it is relatively small and close to stores. Coming from a bigger city we lack shopping options or eateries. I love the outdoors and hate we can’t walk or bike anywhere without feeling like I’d get hit by traffic. Live south of Hwy 98.
- Access to Santa Rosa Sound.
- It’s a residential city and has limits on short term rentals, density restrictions, etc. Do not want to give up our city status.
- We do have a small community feel
- I like that the city is small but big enough to improve. There is so much potential in this little city
- Beautiful trees and water (Santa Rosa Sound).
- Small town feeling.
- The City is clean, and I have great neighbors in Mary Esther Manor. On the other side of my back fence, we have woods and animal visitors. Mary Esther is a great place to live.
- It is peaceful, less traffic than Destin. Love the fire station so close, the library, the post office. I want to see Mary Esther stay as a city.
- I moved to Mary Esther in 1978. The millage rate was lower. I feel very safe in my neighborhood and can walk it safely. I feel lucky to have moved here.
- I love small town feel. I know most my neighbors and I can get almost everywhere by walking or bike.
- The fact is a small town
- The small-town atmosphere
- The small-town feel
- Location.
- Quiet and friendly small community. Oak trees. Having a local school and library
- Location, affordability
- Small town feel
- It’s not part of Ft. Walton but is close. Usually quiet and safe.

- Library & Fire Department
- Living here for 34 yrs.
- Peacefulness and quiet community. Great for families.
- Small town feel
- Growing city that is conveniently located to quite a lot of great places. I enjoy the growing diversity of the city and how much the citizens care about their city. People are friendly and neighborly.
- It’s small and I like that. We need to find ways to keep housing/ rental prices down, including banning Airbnb. Every rental they rent out is one less for a local family, which increases prices
- I love the bedroom community and my neighbors
- It’s clean
- The serenity and close location to shopping
- I enjoy the misty lane boat ramp, sidewalks, tennis courts for runs with the dog and boating. I’d like to see Mary Esther be more pet friendly! I like to take my dog everywhere with me
- Small town atmosphere but not the same after 30 years. Increase in traffic, speeding, apartment tenants spilling over into quiet neighborhoods. No enforcement of rules in parks. i.e., Elliott park has become a dog run. People in the park after sunset when park is closed. Why doesn’t sheriff patrol parks during nighttime and run violators off. Mary Esther as a small town is great but when you add more parks and activities people from out-side city will come and so our peace and quiet is affected.
- Small town
- The fact that we are a smaller community.
- It’s hard to say I have lived in Mary Esther on and off for more than 40 years. All of that in Okaloosa county.
- The city council members are what is wrong with the city and I hope they know that
- I love the little community and that everyone loves it and is willing to do anything to take care of Mary Esther

- The oak tree canopy as a welcome from the west, the friendliness, the care the city leadership demonstrated during the beginning of the pandemic (we made a concentrated effort to shop and purchase take out from businesses inside the city limits because of the mask ordinance Mary Esther adopted to keep people safe), and the responsiveness of recent leadership that I have heard about from friends that live in the city.
- The city feels safe and neighbors are friendly. I love the access to parks and the Spring-dale community garden and water tower. I am not informed on the stormwater issues as they do not directly impact my household, but if there are infrastructure problems they should be addressed. I know we probably have no control over this, but if Hurlburt could follow a noise ordinance on their gunfire after certain hours that would be great too.
- The small town feel my husband and I have lived in the City of Mary Esther 33 out of the 46 years we’ve been married and love our little town also being able to go into the city of-fice and actually talk with a friendly face.
- Small and mostly calm community
- Crime is low - close to all shopping and theaters
- Small- but infrastructure needs updating
- Code enforcement needs teeth - some houses run down parking all over grass need to find homeowners on the spot - Mary Esther is getting to look like the slums
- The small town feel. It should be expanded upon. I’ve lived here my entire life; the city seems to have forgotten that it is a small town. I would attend more local events and sup-port them if there were in fact, more.
- I’ve lived here since March of 1994. When I bought my home, Mary Esther was the most beautiful city in south Okaloosa outside Niceville. I have a 1978 home that I love, and I’ve remodeled twice since 1994, my neighbors didn’t take care of their yards (where’s code enforcement?) which attracted undesirable tenants to move in. My street is bouncing back with retired and military neighbors. Azalea park looks like a perfect place to film a horror movie! However, your library is beautiful, and I’ll argue all day that libraries are almost a thing of the

past with the digital medias out there. No grass like we had in 1994, you've raised my property taxes and assessments to our water bill with no signs of improvements!! I love this city as it's so close to everything we love to do. I want Mary Esther of early mid 90s back! We had a thriving city with an abundance of shops and restaurants! Drive north on Mary Esther and look at all the closed businesses and old looking store fronts and the creepy mall. But when you get to Anchors Street which is where you leave Mary Esther and enter City of FWB everything is thriving, new businesses, restaurants nice looking building, etc. so there ya go, Mary Esther looks like a dump. I love Mary Esther, but I think it's past recovering unless you do something asap! Niceville, Destin, FWB all have Fantastic benefits, you have squat unless you want to go to the library. I have nowhere to take my grandchildren to play in a park or watch them play organized sports! I seriously think you should consider consolidating with the city of FWB unless you can get it together and get it together soon!

- *Small and friendly still quaint and quiet. Not much crime yet*
- *Safety*
- *Everything except new running candidates clearly someone didn't run background check*
- *That it is a city!*
- *Mary Esther isn't broken. It doesn't need fixing.*
- *This used to be a very nice quiet area, safe for everyone. I do not love this area anymore. Now we have speeders driving all over from the "New" apartment by the mall. numerous mid-teens/adults who do not live here are wandering all over day and night increasing tensions here. Vandalism has drastically risen with all the above mentioned. We no longer have a police dept here. County sheriffs come by weekly...or are just parked by the new apartments all day....no patrolling here. These are just a few of the things that have ruined this once fair town. On top of terrible management, and not informing residents numerous things/changes including your pay raises...*
- *Small town feel and safe quiet place to live, work and raise a family. Convenient location to base, parks, and shopping/*

dining facilities.

- *It's home.*
- *We are a small community with actions that need immediate attention. If you care, show us our voices matter*
- *This is just the greatest place in the world to live and I have lived in many different place*
- *Safe and quiet*
- *A "non-tourist" community that is generally quiet and safe. Centrally located and able to easily access any number of beaches, golf courses, restaurants, military facilities all along the Gulf Coast*
- *Quiet/ very safe. Convenient to needed locations*
- *I really like the well-maintained trees and grass located in the island on Mary Esther Cut-off. It's too bad the grass wasn't cut most of the summer on HWY 98, the city is full of excuses whose responsibility it is without taking into consideration that it's in the city limits of Mary Esther; the elected officials should be contacting FDOT not the tax paying citizens. It's clear to this small town that the city is falling apart from years of neglect.*
- *Small quaint low crime, we know all of our neighbors and it's not as busy as other areas but close enough to go anywhere.*
- *Nice, quiet, established area with good access.*
- *I love living in Mary Esther, it is a nice small city.*
- *It's home*
- *Nice small community. Small town feel but anything you need or want to do is within 15 minutes*
- *It's quiet, not very crowded, a nice place to raise a family*
- *My Community, my City. It's small, and we love and respect our neighbors and community. Need a city government that supports us vs harasses and intimidates us with code enforcement.*
- *Central location to many things outside of Mary Esther*
- *General cleanliness. Accessibility to other local areas. Base*

access. X10 quality of the medians. Responsiveness to all city departments and council members. Forward thinking with community vision. The forward movement with city modernization. Current city manager and council quality and expertise in securing funds from feds/state/ etc. to aid in projects. Current city manager and council quality and expertise in securing alternatives to the previously proposed infrastructure rehab for water/sewer/etc.

- *Sorry, currently have no love for this dysfunctional city.*
- *It used to be a nice place to live. The employees cared about the residents and their well-being. Employees were respectful and wanted to help and find ways to make something work. Now, most employees that have customer contact are arrogant and unwilling to help and only they cater to those that scream the most and the loudest. Employees have an attitude that residents are the enemy and they are not employed to serve only harass.*
- *It's a great city. Access to our local government. Growing in the right direction.*
- *Still has a "small town feel" despite being surrounded by FWB*
- *I love that it's feels like a small, close community but is close to shopping and recreational activities. However, it would be great if Mary Esther could enhance those amenities in Mary Esther rather than leaning on nearby towns*
- *Great place*
- *City employees work hard for Mary Esther citizens.*
- *Nice town if I wanted to move to Fort Walton I would have. But Mary Esther is home small town*
- *The nature preserves behind our townhouse, the quiet streets to walk on, the friendliness of the people that we've met, the peacefulness that we feel all around us.*
- *Small town friends*
- *I love the cleanness of the city, the low crime rate, restaurant choices, location along the panhandle*
- *I love the location and the access to the boat ramp and dock*

on my street, which the city needs to fix since Hurricane Sally in 2020 damaged it.

- *Easy access to everything*
- *Mary Esther Garden since July 2013. Great support from city. Sometimes a short waiting list, which is a good thing.*
- *Nice community. Great location! Have watched it grow over the last 58 years!!*
- *The small town feeling.*
- *Most everything I need is within 2 miles of the house*
- *Liza Jackson Park*
- *Location, Location, Location!*
- *Small friendly community. Neighbors take care of each other. Great Library!!*
- *The small community feel. The city needs so much improvement as of now. We had no Christmas decorations this year. The sidewalks are a mess and hazardous on Hollywood Blvd. The city is dirty, and it seems the council members do not care*
- *Convenience to work, other than this it is just another taxing authority that outsources public services*
- *It is a small town that should have a large gathering park that would provide all activities for all age groups.*
- *Small town feel. Close to major shopping centers.*
- *I have lived in Mary Esther for 51 years and love the small-town feeling. The location of the middle and high school is perfect, and they exceed my expectations.*
- *Nice neighbors and I feel comfortable and safe.*
- *Everything except: Mayor Macklemore, Jared Cobb, or the even less competent code enforcement*
- *Not the mayor, not Larry carter, and not the uniformed and incompetent code enforcers*
- *Just fix the infrastructure and reduce my water bill. No new expenditures. Too many code enforcement positions. Get rid of "old boy" system in city hall.*

- *There is a lot... been here 35 years*
- *I love the “small city” feeling. I would love to see more emphasis on CLEAN, manicured neighborhoods.*
- *I hate this one-sided style survey because three individuals are willing to shake up the status quo and government for the sake of government. There needs to be an overhaul of city government starting with code enforcement. Disclaimer, I have never been cited by code enforcement.*
- *The cemetery, the low crime, the trees*
- *I always feel like it’s home and have loved it for 30years*
- *Great proximity to grocery stores and drug stores*
- *Nicer than FWB!*
- *The weather is nice.*
- *After moving here in 1956, I’ve seen this city grow, but, not always in a good way. The boat ramp at the end of Palmetto Drive on the sound was supposed to be so Rosewood homes residents had access to the sound and have water recreation. That was removed by council members who had the bright idea that the city could sell this property and make money, they didn’t ask those of us who live in the Rosewood Homes area what we thought of this, or they’d have gotten an earful because that was grandfathered into our property rights. When the city was changing the name of the Cutoff to boulevard my mother made the suggestion that they take the cutoff signs and put them onto Palmetto Dr because that was exactly what it had become. People were flying down this 20MPH street at better than 50MPH to avoid the traffic light on ME Boulevard because it was an extra light for them to negotiate. The city set up cars and counters watching what kinds of vehicles were taking advantage of the road 15 buses was enough to have 2-4-way stop signs installed. People weren’t paying attention to them until they started getting tickets. But they continue to this day of doing rolling stops, meaning that they aren’t stopping with the exception of Hollywood Blvd or Hwy-98. There are 4 Okaloosa County Sheriff Officers living in the neighborhood that have helped with the break-ins.*
- *As for Facebook, I do not trust them to be honest. They have*

been caught allowing their premium partners to go through our most private things.

- *As for your thinking, everyone has a smartphone, you are wrong. The 5G phone is a health hazard to senior adults, cancer patients, children with ADHD, and pregnant women. I’m a cancer patient and that “”Smartphone”” won’t become part of my possessions. Also, it is only as “”SMART”” as the person inputting to it. Putting in personal information is a way of giving those who would steal it your identity, bank account, passwords, child’s names, DOB, credit/debit card numbers, your health info. And you think it’s secure, hahaha. Only in your head unless you have purchased a security product built for that device.”*
- *Quiet neighborhood where I can live my life without being bothered. No wife, no kids. Not really into community activities.*
- *Small community*
- *There are no special feeling of warmth or community from. Our leaders. Been here 32 years and only have gotten threatening notices of a fence gate loose, fence on 98 to be replaced by us and if not to be fined, asked for a streetlight to be fixed. Now charged for a private personal light of which I never asked for and has been there 32 years I’ve been here. Pay 8 dollars monthly. Without the light I cannot see my car parked 7 feet from my porch at night, can’t see to walk, can’t see sidewalks. Took a picture from my door to my car and it is a block of black no positive ever in this city. I’m selling my home because of such a cold city to live in*
- *Convenience to basic services - small town - green spaces*
- *Nice place to work. Lots of great restaurants around m, but not much else to do.*
- *Tourists pass through without issues. The blank questions above are meant to be answered as 0 or no for the answers.*
- *The library.*
- *Our place to call home, our Community, our City, with easy*

access to city Council, Mayor, city Manager and staff.

- *Trees. Families that love it so much that they stay for many generations! People at library and post office and all over town are generally very pleasant, friendly, and helpful*
- *It used to be a very active community. Once the mall began going downhill the surrounding community did the same.*
- *It is a small community.*
- *Small town atmosphere!!!!!!!!!!!!*
- *Small town Opportunity, Slower Location between busy life in Fort Walton, Navarre, and Destin.*
- *I love that we are a small city where I feel safe for my children to play outside like I did as a child.*
- *Beautiful Oak trees, ambiance*
- *The city is friendly and welcoming. It has a hometown feel to it*
- *Being Santa Rosa sound property owners, we love the views and solitude.*
- *Great place to live, great neighborhoods, low crime, beautiful trees, family oriented.*
- *I love the ‘small town’ atmosphere. I am 74 and live on the sound so I don’t really know much about the streets and issues of the real neighborhoods, but I do know that my water pressure is abominable. I also am in septic, so I don’t really know about sewer. I love my neighbors and I love the new median plantings.*
- *I love the safety and small-town feel. I don’t want the town to go away!*
- *Cute town. Friendly people*
- *Everything! I love living here so much I moved my business here!*
- *Central location of our house, we are close to everything. The tunnel of trees I go through when I drive east on Highway 98.*
- *Location, Library access, City Hall convenience, Median canopy of trees (thanks to Mr. Scott), shopping availability, the*

Community feel.

- *Love the small community and people*
- *I love being part of this community. I know we have challenges ahead but let’s meet those and not bail on our City just to pass the buck*
- *The fact that it IS a city whose citizens have input and elect representatives to look out for Mary Esther.*
- *The fact that it’s not Fort Walton Beach is appealing. Bring back seashore village, who decided Florosa was more appealing?*
- *I love the ‘small town’ atmosphere. I am 74 and live on the sound so I don’t really know much about the streets and issues of the real neighborhoods, but I do know that my water pressure is abominable. I also am on septic, so I don’t really know about sewer. I love my neighbors and I love the new median plantings.*
- *Quiet, sleepy little town on the water.*
- *Small town feel. Location. Not a Destin. Starting to draw attention to good retail and restaurants.*
- *It’s home.*
- *I love this little town, but we need to keep up with the times and not let us get “grown over” Love love love the community center gardening and park ideas. We need more of that. Love my hometown*
- *Small community*
- *Convenient location to shopping, travel*
- *Nice small-town feel*
- *Oak Trees in medians on Hwy 98*
- *Our public library and its friendly, helpful staff*
- *Oak Tree Nature Park*
- *Misty Water Lane boat launch (dock needs to be repaired!)*
- *Small town feel*
- *Small time life close to the beach*
- *The small community with the close city conveniences.*

- Great neighborhoods
- It was a nice quaint beautiful little city. Now, I believe it is just a city and not quaint at all!!! Nothing special anymore. Out mall is gone, our fire dept is gone, (no one takes their kids to the parks around here!!) I can name more reasons to dislike than to Like. The city is too busy fining people and harrowing businesses. No one way to work here. The city doesn't listen to citizens. We talk and they vote how they want and be damned to what the citizens want!!
- I have lived here 20 years and love it
- It's central to many things
- Things I don't like-code enforcement and raising our taxes.
- I love the small town feel of our neighborhood.
- Small town feel yet connected to a bigger community. Big enough to support popular services yet not a number.
- The Library, The community.

Do you have any other comments, questions, or concerns?

In addition to the survey questions, we provided an opportunity for participants to share comments, questions, and concerns. A full list of the responses can be found in the following list.

Note: While reviewing these comments, the consultant team edited some of the comments for minor grammar corrections.

- I would love to see the streets have better landscaping, irrigation for greener grass and seasonal flowers. Would also love to see Christmas decorations on 98 to show off how wonderful Mary Esther is to live in. Off season, would be great to display the American Flag at the Mary Ester entrances on 98. Would love to see the main road of 98 between Hurlburt and the Okaloosa Bridge venture onto Hollywood Blvd and make the current section of 98 "old 98". I would also love to see the mall torn down and better stores in an open-air shopping center like uptown station, only classier like Destin Commons, but much smaller. Fountains, ice cream shop, a few nice

restaurants on second floor balcony looking at the courtyard of shops below. I would like one stop shopping for permits and codes. Get some funds from DeSantis, fix the water issue, and spruce up the city. And keep Mary Esther!

- Please do not dissolve the City of Mary Esther
- Need more vociferous LGBTQIA+ rep in our city. I understand we have some representatives that are in our community, and that it is not your purview to change the state's mind, but the attitude of local government also determines how we are treated and seen. Now is the time to be loud and proud before more rights are stripped away & your more diverse citizens move away.
- Really support the idea of a community center and more parks/trails. Mary Ester in its current form has no identity and is mainly greater FWB
- Fixing the current water and sewer infrastructure must be Mary Esther's primary objective. A community center is just a place to go and talk about how well or poorly the Mayor is doing — and it won't go well if the city continues to provide rusty water to its people.
- Trash, leaves and debris always along and overtaking the sidewalks next to highway 98
- Keep Mary Esther as a nice quaint town
- If it ain't broke, don't fix it
- Code Enforcement should be transferred to Okaloosa County.
- Give the code enforcement more teeth to clean up properties with cars that don't run and people parking in their yards and junk outside that makes our property values drop Luke on Bryn Mar and Hollywood plus on Marcia drive and Marcia circle nothing has been done in years. Up the fines and don't wait 3 months to let them slide. It makes us sick to see this.
- The sidewalks, medians and roads are a mess. The traffic light at Doolittle is awful, way too many accidents, people running red lights and speeding daily. No sheriff patrols. Left and right turn markings on the road are faded and you cannot see them, therefore people turn left off Doolittle onto 98 in the right turn

only lane. Very hazardous. Please clean up the sidewalks and trim back trees and bushes.

- Save our city!
- I do not want the city to be dissolved. We would lose our identity as a small city that governs itself.
- For #10, we need more high-end stores & restaurants that we don't have to drive to Destin.
- I do not approve of Mary Esther being annexed into County and dissolving City. There is a need to bring in some bigger retail businesses to the mall and surrounding areas. I use most of my disposable income, which isn't much, to support local small businesses when I can."
- Entry to neighborhood is in need of updating, cleaning, and painting. Homes with illegal structures, junk and overgrown/unattended lawns need to be addressed.
- Decline of my neighborhood, overgrown vegetation, unlicensed vehicles, and parking in yards with side yards full of who knows what
- I am concerned about the ever-increasing traffic that passes through residential neighborhoods to bypass arterial roadways such as Mary Esther Cutoff and Doolittle Boulevard to get to Highway 98. It creates an unsafe environment for children and property when people are traveling in excess of the speed limit and ignoring traffic control devices. In one neighborhood there are even speed bumps however they do nothing to alleviate the problem. It is a regular occurrence to see cut through traffic go as far to the right as possible to minimize the impact of the speed bumps or even just go over them in their entirety without slowing down. If anything, the speed bumps have just become one massive inconvenience for residents and have a negative impact on response times from emergency services. The culminating event that illustrates the severity of the issue occurred within the last three years when there was a motor vehicle accident at one of the intersections where a vehicle had run the traffic control device and hit the other vehicle head on. This uptick in cut through traffic is not only a safety concern; it has become a nuisance. What will the City of Mary Esther do to address safety and traffic concerns in residential

neighborhoods?

- Save the city, reduce costs
- Mary Esther is not bringing any new businesses here, as a business owner that is so vital
- Since this survey was about budget appropriation, I am curious to who funded the new median landscaping on 98 by Hurlburt. I absolutely love the oak lined stretch of 98 but the new palm trees seem excessive. It feels like that could have been dressed up for a lot cheaper and more cohesive to the already beautiful medians we enjoy. Thank you for reaching out to the community to address city needs.
- All we would want is to stay small town and that the people we vote in to run our beautiful little city really love our city and not just the prestige they think their office holds.
- Make homeowners clean up the houses that look like homeless live there! Parking vehicles all over the yards. Complaints aren't addressed
- Tax rates are quite high for the city, especially for the services provided. Additionally, the code enforcement section should be abolished.
- I live in Mary Esther Manor. The small apartments were a sore subject for many of us. I have neighbors that moved because of them. A lot was promised to our neighborhood after they were built that either never happened or was never followed through. It is unfortunate. The city also needs to do a better job at communicating. A lot of us would love to contribute and voice our concerns at meetings but it's hard to follow when and what the meetings are about.
- Why is infrastructure going to cost so much and is it affordable?
- Poor question about spending more or less - depends on what you spend it on!
- I would like to see a trash cleanup effort for many of our public roads such as Hollywood Blvd, Doolittle, Mary Esther Blvd, and Hwy 98. The amount of beer cans, water bottles, food wrappings, masks and accumulated trash is a depressing

- eyesore for those of us who regularly walk for exercise and fresh air.*
- Just want to be in the loop with any changes. So, if email updates can be sent out that would be awesome. Then I don't have to hunt for information.*
- Crime is bad in our area. We need more license plate readers and police on patrol.*
- Can we please get brighter lighting, safety issue?*
- Focus on enforcing noise ordinance.*
- Who enforces code enforcement?*
- Hurlburt traffic is still a problem.*
- When will the dock/pier at Misty Water be repaired and opened?*
- Need speed bumps on Bryn Mawr Blvd and could use shopping so you don't have to go to Destin.*
- We need to address speeding and noise violations along. We have parks and community infrastructure that is so poorly maintained they are unusable. Code enforcement needs to have an anonymous option to keep peace among neighbors*
- Dissolution for personalized agenda.*
- Not enough space, too numerous to mention.*
- City employees and contract employees need training in customer contact service. Top city officials should be required to live in the city!*
- The City of Mary Esther is not very user friendly, don't know why there are 2 Code Enforcement people for such a little entity. Why is the Misty Water Dock still not repaired when code enforcement is harassing other residents about their docks? The condition of private docks should not be the City's concern!*
- Is there any way to increase the water pressure to houses in ME? Our house isn't that far from the refinement plant but has the worst water pressure of any house I've lived in*
- I would like to receive emails concerning meet to greet*

- activities, social events, news, etc. from the city of Mary Esther, Chamber of Commerce. I can also participate in fundraisers (preferably outside events (weather permitting)).*
- Would like to see the city allow us to Airbnb or VRBO our homes. I think it's a great way for the city to make extra revenue as well by charging a registration fee, business license fee, bed tax fee, & annual exterior maintenance inspection fee.*
- Safety on Page Bacon. First, A weather and safety safe school bus stop at Ruby Circle. Second, Solar lighted signs at each Page Bacon Rd. crosswalk. Third, egress stop sign where there are none, i.e., Renaissance. I have brought these concerns to Councilman Oder some time ago.*
- Would like to see the City stop trying to generate revenue by fining citizens for things on private property that have been damaged due to storm activity especially when they don't hold themselves to the same standard.*
- Not counting the new landscaping on Hwy 98-why? The streets and medians are a total disgrace with overgrown weeds and trash-Never has it looks like the slums before-I am ashamed to say I live in May Esther just by the nasty appearance...*
- Current Code Enforcement department is silly.*
- Our water bill is way too high! That needs to be fixed!*
- Why should it matter what my income is?*
- The Public Pier on my street has not been repaired for years now. That is not acceptable!*
- I do not want Mary Esther to be managed by the County or any other agency. Like it to stay as it is as I have been very happy living here the past 51 years*
- Due to the continuous lack of diversity of city officials and council members and having been the specific target of racial discrimination and harassment by the above-mentioned groups I would love to see the city dissolved and annexed as a municipality of Okaloosa county.*
- Fix the dock on Misty Water Lane.*
- Get the council out of my wallet*

- I want to live in a clean, well-groomed, and safe city. I want a welcoming city to businesses coming in. I want our mall back!!!!*
- This survey is conveniently sent out just prior to an election where three individuals are willing to make a change. It absolutely appears current city government is running scared and using our taxpayer dollars to try and influence the vote come election.*
- I think the city government lives in a bubble. Everyone acts like the area outside of Mary Esther is a dump and the city is some shiny utopia. There are plenty of rundown houses in the city and plenty of nice places outside the city. It goes both ways. I think the City is more concerned with majority instead of the entire constituency. Most of the city is older in age and many qualify for discounts etc. so some cost-of-living increases do not affect them. These are a big hit to younger folks trying to start their families and set themselves up for a good future. The city should enable people to be all they can be and not hinder people's success. It is interesting with this upcoming election that much of the support for the candidates that want to dissolve the city comes from younger neighborhoods while the support to keep the city comes from older neighborhoods (older/younger in terms of age of residents). The city needs to do a better job of thinking about the consequences of their actions on all residents. Leaders should branch outside of the bubble they live in.*
- Your listing of children does not have none in that drop down listing at all. I'm a single male / never married / no children*
- Serious lack of traffic control especially on 98 at the city limit. more like a drag strip going through a residential area*
- No more zoning for townhouses and apartment complexes.*
- Very disappointed that I do not walk in my neighborhood of Mary Esther Manor anymore because no one will address the seriousness of the bear situation.*
- Maintenance of Green Spaces. These are essential for control of wind damage, flooding and erosion issues. They also add an ambiance of the richness of nature and homes for the wildlife*

- that assist with our Eco balance. Cars - cars parked on street in yards - trailers and utility items packed all around houses. Residential pride - home/yard beatification. Do something with/ for the mall.*
- Lighting on residential streets so low dangerous. Even security cameras show only black at night. Can't see my car from 7 feet from my door. Can't see sidewalk or if anyone is in area. Without it, it is total blackness and dangerous. Where are my rights to a streetlight? I did not order a private light. Enough, 32 years here, outstanding resident and property owner.*
- In reference to the parks and recreational facilities, it would be better to maintain what we currently have than to make more. We also should eliminate code enforcement and rely on the county for inspections and necessary permits or complaints. Code enforcement has caused our community much grief and will become more aggressive if left unchecked. I have witnessed and disapprove of their conduct. Upgraded painting on the roundabouts may help. The speed limit needs to drop on 98 from City limits on as it flies in from west. Maybe we could have a blinking light or such there.*
- I've lived in Mary Esther (Manor) for over 29 years. City has definitely gone downhill. Water/sewage is ridiculously expensive. There is really no benefit anymore to be a separate city, ME should be dissolved and absorbed into the county.*
- Code enforcement is a major issue in Mary Esther and should be addressed.*
- Benefits of a Small Town have don't just happen...you have to make Community Participation an intentional effort each and every day. Keep the overhead as low as able and put the money back into making the community better.*
- The City is too heavy handed on code enforcement, docks specifically, several contractors won't work in ME due to the difficulty of dealing with the bureaucracy.*
- Our Code enforcement is horrible. It would be nice to turn this over to the County.*

- I’m concerned about rumors of the city being unincorporated. This action would be so sad.
- County needs to control speeding on US 98
- Living here 43 years, raised my family and will retire in oak tree park. The infrastructure of our neighborhoods must be a priority. The sewer and streets must be maintained. Our streets Crack and have water pouring out for weeks after rain puddling in the gutters. It is disgusting and unsafe for kids, breeding grounds for mosquitoes. We must fix these sewage and road problems. The amount of trash on the sides of the roads and unmaintained grass and weeds around the sidewalks are concerning. Driving through Mary Esther is beautiful with our oak trees in the median and the grass is maintained, till you look at the trash gathered on the sides of the roads. Could be a lot better.
- We need more financially strong businesses to come to our town. Look at Costco n Trader Joe’s. Mary Esther mall space is perfect. Mary Esther Cutoff is an ugly road. Needs beautification.
- Thank you for chance to have input.
- We didn’t get here overnight. It might be worthwhile to demonstrate how we could have been addressing these issues all along instead of having to drop the big hammer now
- Water pressure Where is the skunk Mark and cribbage
- Giving up being an incorporated city should not be taken lightly. Our city and representatives were an important voice in preventing turning W. Miracle Strip into a 6-lane highway. Please help keep this a city one we can control and protect from unwanted changes.
- We need to maintain Mary Esther as a city. I was happy to see a steering committee. I was not able to volunteer this year due to a commitment than ends in a year. Can do next time.
- The speeding on Hwy 98 is my major concern. People who mostly live in Santa Rosa County work in Okaloosa County and their driving habits reflect an attitude of indifference to public safety and zero respect for the citizens of ME. The speed limit needs to drop to 35 mph because they’re currently driving

- at 50 mph. I advocate making hwy 98 a revenue generator by adding speed trap cameras at lights and especially at the western side of ME Heights to catch eastbound drivers.
- Thank you for this opportunity for input! It’s so nice to be heard. Our opinions do count, and you have made that a priority with this survey So thank you
 - Storm drainage, lift stations, notice more vagrant/homeless in area
 - I have heard multiple complaints about code enforcement. I am not in favor of dissolving the city and suspect that code enforcement issues are at least part of what has made some residents unhappy with the city. I know we need codes, and they need to be enforced but it might be time to reform or revisit the process. We need more and better communication. I signed up for city alerts via email. Is there a city newsletter available via email? I don’t use Facebook.
 - Let’s try to see what the county wants to offer!!
 - Speeding inside of Mary Esther Manor needs to be addressed. Also, waiting until a re-election to get the opinion of the community is poor timing. We have been wanting things addressed, speeding in neighborhoods, the poor state of Elliot Park all addressed for 3 years now with little to no response or action. It feels like this is just a “let’s make them feel like our voices are heard” but do nothing about it attempt.
 - Great idea this survey

Mary Esther Vision Plan Survey Questions

The City of Mary Esther, Florida



Mary Esther Vision Plan Survey Questions

1. Please mark all that apply to you.

- o I live in Mary Esther year-around
- o I live in Mary Esther during part of the year
- o I do not live in Mary Esther (please specify where)

2. How long have you lived in your current residence?

- o Less than 1 year
- o 1-4 years
- o 5-9 years
- o 10+ years

3. How would you rate the following within the City of Mary Esther? Please check only one on each line.

	Poor	Fair	Good	Excellent	Don't Know/ Not Sure
Housing affordability					
Access to shopping and other services					
Access to parks or open spaces					
Attractiveness of roads/streetscapes					
Public safety					
Sidewalk connections and quality					
Bicycle facilities (bike paths and lanes)					
Traffic signal systems					
Condition of road pavement					
Cleanliness of public spaces					

4. To help guide the City of Mary Esther, please tell us how the City should invest future public funds.

	Spend More	Spend Less	Spend Same	Don't Know/ Not Sure
Library				
Parks and Recreation				
Planning and Code enforcement				
Public Safety				
Transportation/Road Maintenance				
Water/Sewer Operations and Maintenance				

The City of Mary Esther, Florida



5. Of the items listed below, what would you change about Mary Esther? Rank in order with 1 being the highest priority.

- o Provide more places to walk and bike (sidewalks, bike lanes, trails)
- o Address infrastructure needs associated with water and sewer systems
- o Organize more community festivals and events
- o Provide new access to Mary Esther Elementary School from Hollywood Boulevard to address congestion on Highway 98
- o Develop a centrally located community space/town center (Uptown Station or the Fort Walton Beach Landing Park)
- o Address maintenance and cleanliness (make repairs, community clean-ups, more trash cans)
- o Focus on public safety (more lighting, law enforcement, neighborhood watch programs)

6. Would you be willing to walk or bike to parks, school, or work if it was safe and convenient?

- o Yes
- o No

7. If you are not willing to walk or bike in Mary Esther, even if it was safe and convenient, please tell us why.

- o I have mobility constraints that keep me from walking or biking
- o I am unsure of routes to use
- o The weather makes it uncomfortable
- o I do not have the time
- o Other, please specify_____

8. Studies suggest there are community benefits when residents know their neighbors. Please tell us if you know your neighbors.

- o Yes, I know most of my neighbors and their names
- o I know some of my neighbors and their names
- o I have met my neighbors, but don't know their names
- o No, I don't know my neighbors

9. Would you be willing to attend a meeting to give input on potential improvements and programming on a park space near your home in Mary Esther?

- o Yes
- o No
- o Not applicable



10. Please tell us to what extent the following are meeting your needs in Mary Esther. Please check all that apply.

	Not Enough	Almost Enough	Enough	Too Many/ No Need
Parkland and natural areas				
Places to walk and bike				
Sports fields				
Indoor courts/gym spaces				
Boating and fishing facilities				
Community gathering spaces				

11. If funding was available to create a new community space/town center, what elements should it include? Please check all that apply.

- ☐ Library and activity spaces
- ☐ Community center (meeting rooms, indoor event space)
- ☐ Outdoor community gathering space for public festivals and events
- ☐ Splash pad and park space
- ☐ I do not support a new community space
- ☐ Other (please specify) _____

12. Please indicate if you and/or members of your household would be interested in the following activities. Check all that apply.

	Please Add
Adult basketball, volleyball, and other intramural programs	
After-school programs/out-of-school camps	
Art classes (pottery, painting, drawing)	
Bicycle lessons and clubs	
Fishing lessons and events	
Community gardening classes	
Community festivals and events	
Fitness and wellness programs (yoga, Tai Chi)	
"Friends of the Park" organizations	
Performing arts programs	
Programs for people with special needs	
Running events (5K, 10K, marathons)	
Senior programs and services	
Walking, jogging, or running clubs	
Youth sports (soccer, baseball, softball, etc.)	



13. Which of the following ways do you currently learn about community activities in Mary Esther, and how would you like to learn about activities? Please check all that apply.

	Current	Preferred
City of Mary Esther website		
Chamber of Commerce		
Local television news		
Newspaper(s)		
Friends and neighbors (word of mouth)		
Temporary signs or flyers		
Emails from City		
Print newsletter		
Social Media Platforms (Nextdoor, Facebook, Twitter)		

14. What stormwater improvements would you like to see? Select all that apply.

- ☐ Improved streets, curb, and gutters to improve drainage
- ☐ Additional stormwater infrastructure (retention/detention areas, pipes, drains)
- ☐ Increased maintenance of stormwater ditches
- ☐ Increased maintenance of stormwater drains and pipes

15. Please tell us what you love about Mary Esther.

Optional Demographic Questions
In order to determine if we have captured input from a representative cross section of the community, we ask that you please tell us about yourself by answering these demographic questions below.

16. What is your current housing?

- ☐ Rent
- ☐ Own
- ☐ Other

17. How many registered motor vehicles are in your household? Check only one.

- ☐ One
- ☐ Two
- ☐ Three
- ☐ Four or more
- ☐ None



18. What is your gender?

- ☐ Female
- ☐ Male
- ☐ Prefer to self-describe

19. Which of the following describes your employment status? Check only one.

- ☐ Work for pay OUTSIDE the home
- ☐ Work for pay INSIDE the home
- ☐ Looking for work
- ☐ Unable to work due to disability
- ☐ Homemaker/stay-at-home parent
- ☐ Military
- ☐ Student
- ☐ Retired
- ☐ Other (please specify)

20. Which race/ethnicity best describes you? Note: this information helps us determine if we are reaching a representative cross-section of the community.

- ☐ Asian or Pacific Islander
- ☐ Black or African American
- ☐ Hispanic or Latino
- ☐ Native American or Alaskan Native
- ☐ White or Caucasian
- ☐ Multiracial or Biracial
- ☐ A race/ethnicity not listed here

21. What is your approximate household income?

- ☐ Under \$25,000
- ☐ \$25,00-50,000
- ☐ \$50,001-75,000
- ☐ \$75,001 and up



22. What is your age?

- ☐ Under age 14
- ☐ 15 to 19
- ☐ 20 to 24
- ☐ 25 to 34
- ☐ 35 to 44
- ☐ 45 to 54
- ☐ 55 to 64
- ☐ 65 to 74
- ☐ 75 or older

23. How many children currently live in your household? Please list the total number of children in each age group below. Please skip this question if none or not applicable.

	Number of Children
5 years of age and under	
6 to 12 years of age	
13 to 17 year of age	
18 and older	

24. Do you have any other comments, questions, or concerns?

25. Please provide your email address if you would like to be contacted about upcoming public meetings.

Vision Plan Public Workshop Input

INSTRUCTIONS

Use the upper map to reference the current zoning.

Place a colored dot on the lower map with the corresponding color of the housing type you would like to see in this location.

Mary Esther Zoning

- R-1 Residential
- R-2 Residential
- C-1 Commercial Use
- C-2 Commercial Use
- PL Public Land
- Okaloosa County
- Mary Esther

New Housing Opportunities

- Single Family
- Townhomes
- Manor House
- Multi-family

Single Family

Townhomes

Manor House

Multi-Family/Apartments

Mary Esther, FL
February 21, 2023

Community Character: Neighborhood Design + Housing Options

BARGE
DESIGN SOLUTIONS

INSTRUCTIONS

The streets shown below have a designated color with matching dots. Place the corresponding dots to the street elements you would like to see incorporated into future street improvement projects.

Add sticky notes for any special comments you have about the images or elements.

EXISTING CROSS SECTION WITH DIMENSIONS

Mary Esther Boulevard Existing

West Hollywood Boulevard Existing

W. Miracle Strip Parkway Existing

EXISTING STREET CHARACTER

Future Main Street at Town Center

EXISTING CHARACTER AT SANTA ROSA MALL

CONCEPTUAL STREET FOR A FUTURE TOWN CENTER

Future Main Street at Town Center

Community Character: Streetscape

- Mary Esther Blvd
- Hollywood Blvd
- Miracle Strip Pkwy
- Conceptual Future Street

Speed camera

Mary Esther, FL

Community Character: Streetscape

BARGE
DESIGN SOLUTIONS

Vision Plan Public Workshop Input

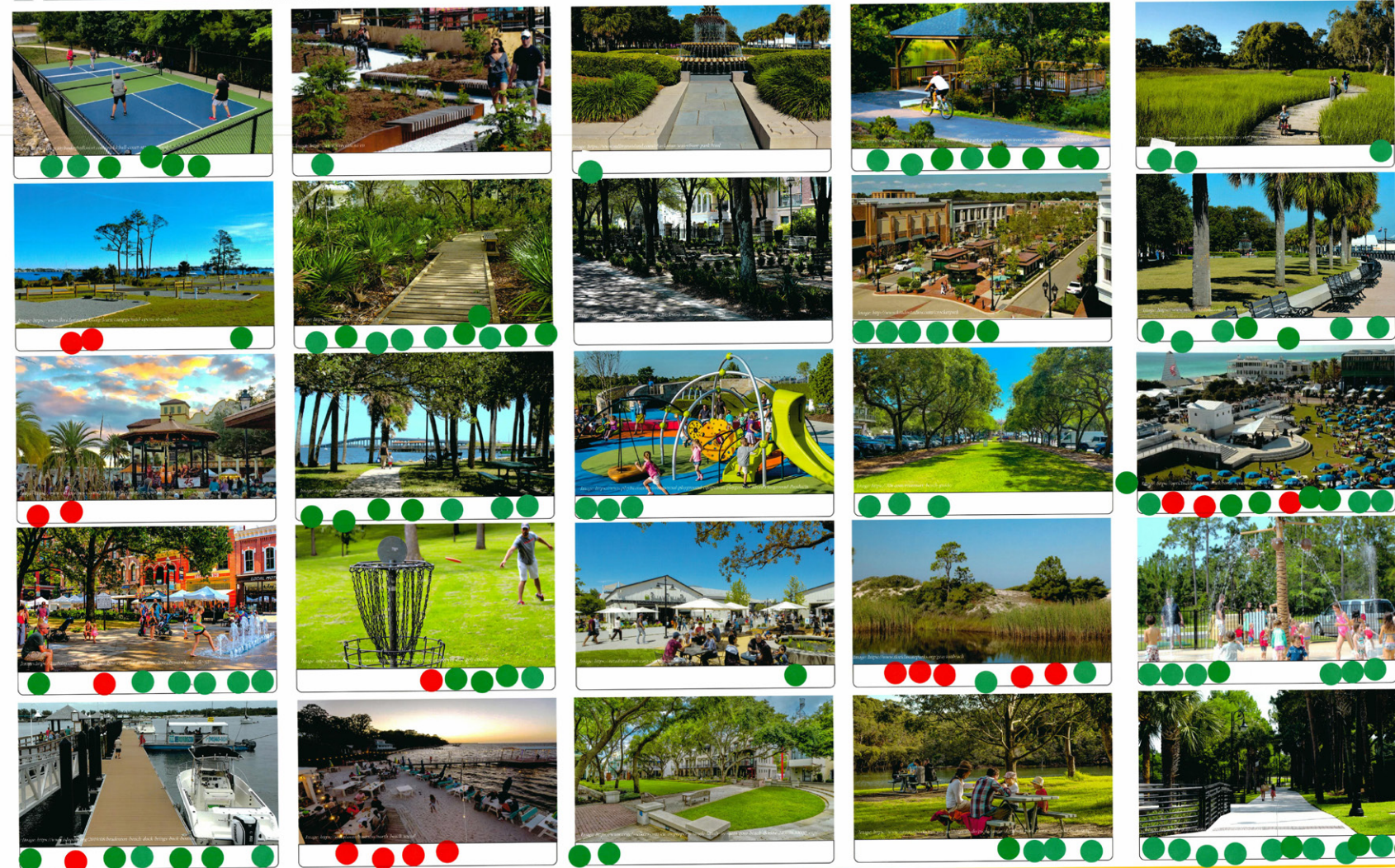


INSTRUCTIONS

Place a green dot in the space provided below the Parks and Open Space image(s) that you would prefer to see in Mary Esther. Place a red dot on those you do not prefer.

- Green = Prefer to see (Yes!)
- Red = Prefer not to see (No!)

Add sticky notes for any special comments you have about the images or elements.

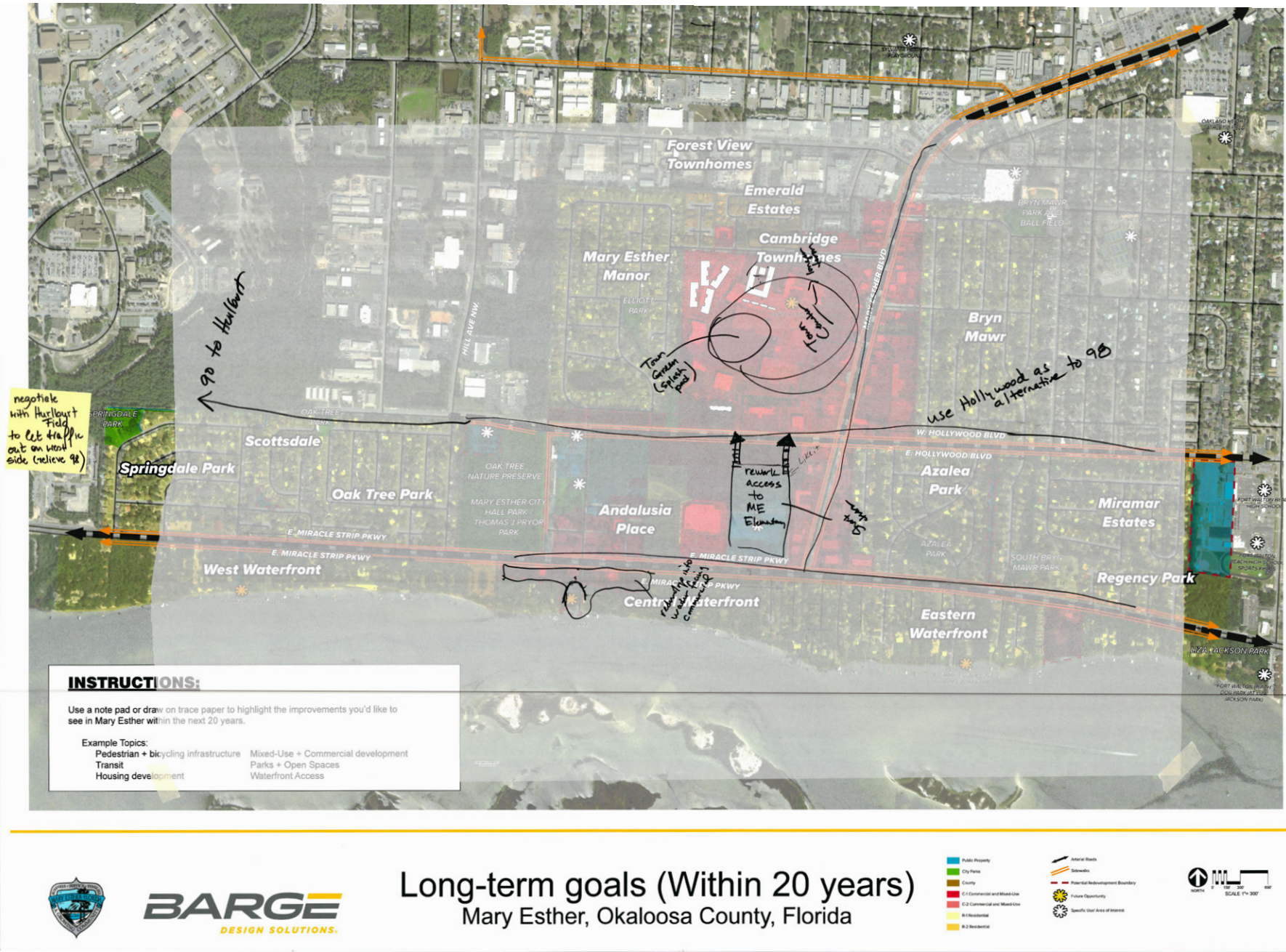


Mary Esther, FL
February 21, 2023

Community Character: Parks & Open Spaces



Vision Plan Public Workshop Input



90 Vision Plan



Vision Plan Public Workshop Input

INSTRUCTIONS

Place a green dot in the space provided next to the Community Identity image(s) that you would prefer to see in Mary Esther.
Place a red dot on those you do not prefer.
Add sticky notes for any special comments you have about the images or elements.

- Green = Prefer to see (Yes!)
- Red = Prefer not to see (No!)

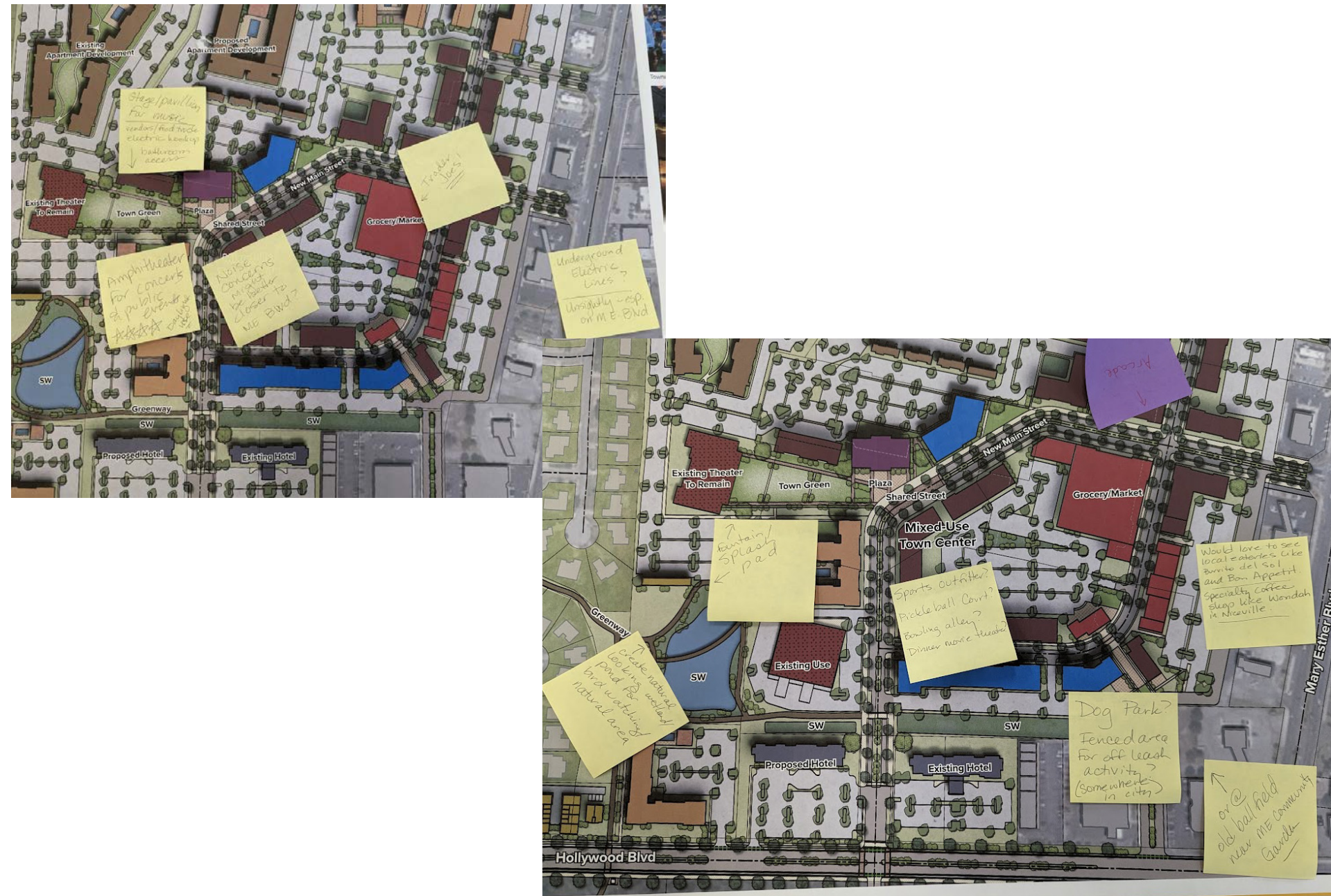
INSTRUCTIONS:

Use a note pad or draw on trace paper to highlight the improvements you'd like to see regarding mobility and connectivity.

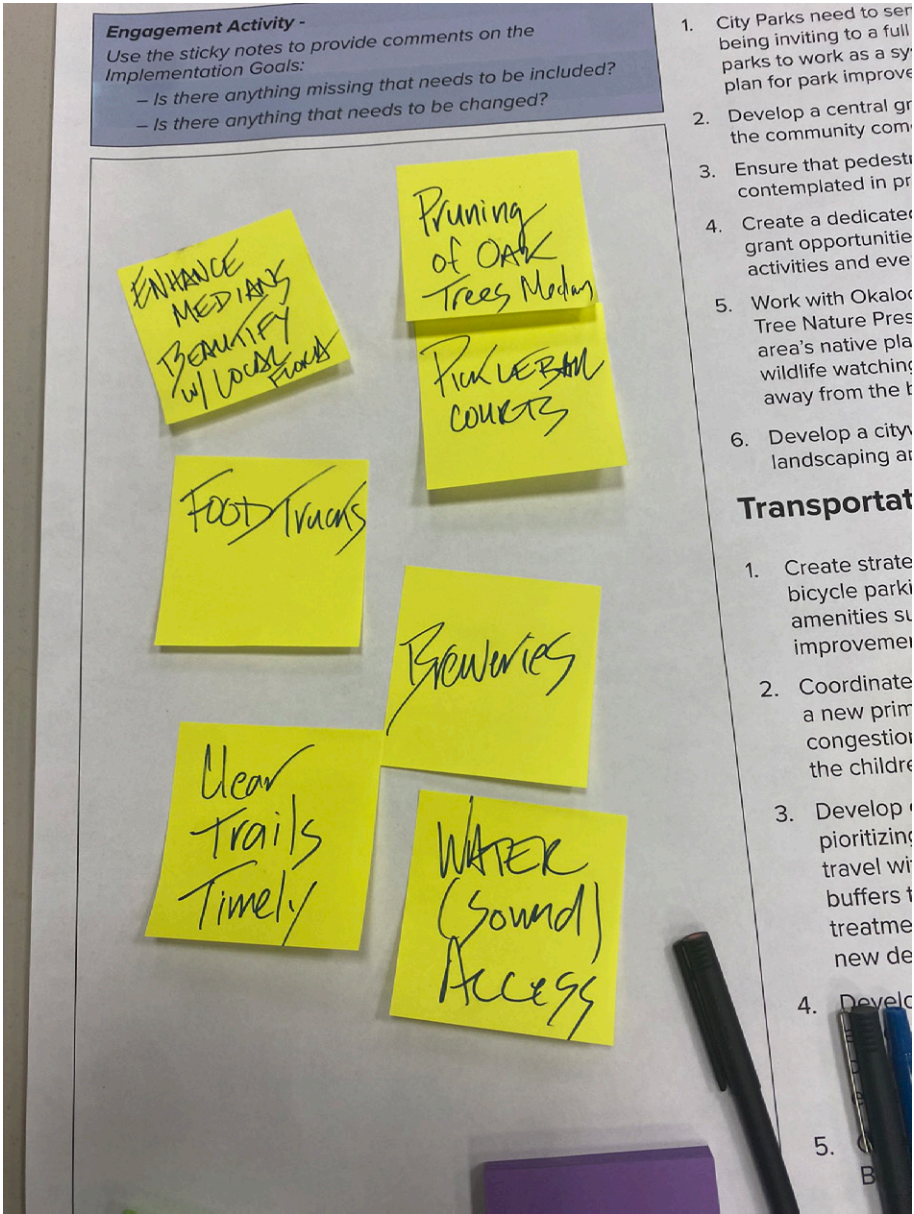
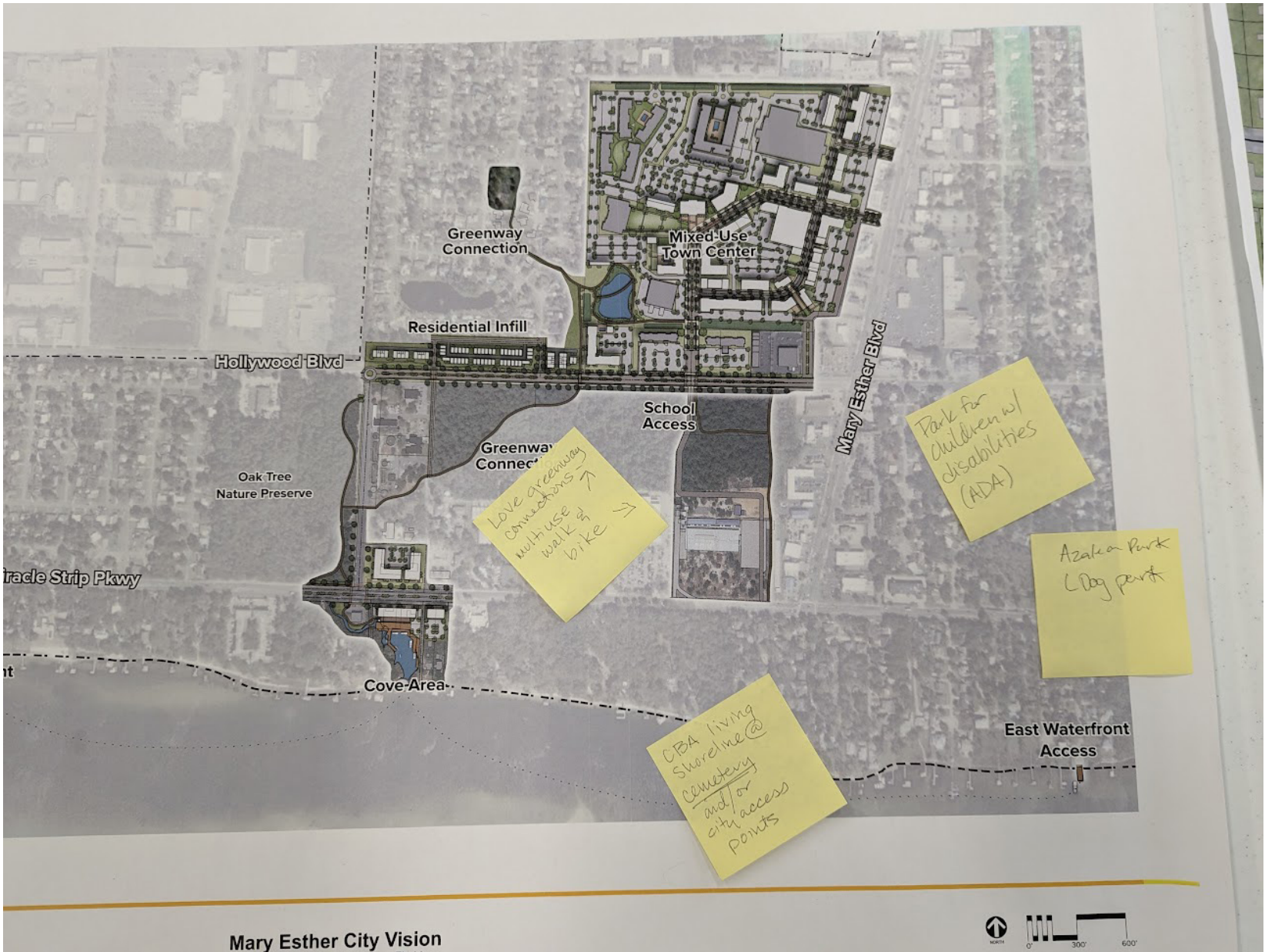
- Are there places you think could be better connected, or with different modes of transportation?
- Can you easily walk to places you need to go?



Draft Plan Public Workshop Input



Draft Plan Public Workshop Input



AGENDA ITEM

Agenda Item 12.3.

TO: Honorable Mayor and Members of the City Council

FROM: Valerie Broxson, City Clerk

DATE: September 6, 2023

SUBJECT: First reading of Ordinance 2023-02, Amending the 2024 Municipal Election Date

BACKGROUND:

The City of Mary Esther's Charter, Sec. 3.05 states, in part,

The regular election of the city council members and mayor shall be held on the second Tuesday of March of each even numbered year in the manner provided in Article VIII of this charter. When a Presidential Preference Primary occurs prior to a scheduled city election, the city council may change by resolution the date of the city's upcoming election so as to coincide with the Presidential Preference Primary. The council shall consist of five (5) seats. Three (3) seats will be filled at one (1) election and the remaining two (2) seats will be filled at the next regularly scheduled election. The terms of office for the city council shall be for four (4) years. The term of office for the mayor shall be for two (2) years.

However, because the legislature amended Florida Statute Section 103.101, the Presidential Preference Primary election is held on the third Tuesday in March of each Presidential election year, and it directly affects municipal elections which have historically been held concurrently with the Presidential Preference Primary election. In 2024, the Presidential Preference Primary election date will be March 19, 2024.

Florida Statute 101.75 permits municipalities to change the date of a municipality's election for cause. In 2024, the Supervisor of Elections office will be conducting those national, state, and local elections on March 19, 2024. By holding the City of Mary Esther election concurrently with the Presidential Preference Primary, the cost to the City of Mary Esther will only be the cost of legal advertising. Therefore, in order to avoid conflict with our Charter and reduce the election cost for the City of Mary Esther, the 2024 Election Day must be amended to coincide with the Presidential Preference Primary election.

DISCUSSION:

FINANCIAL IMPACT:

As proposed, the only cost will be that of advertising for the second reading of the ordinance.

RECOMMENDATION:

Staff recommends approval of Ordinance 2023-04 on first reading.

ATTACHMENT(S):

1. Letter from Supervisor of Elections
2. 2023-02 Changing the Municipal Election Date

August 15, 2023

TO: City of Mary Esther
FROM: Paul Lux, Supervisor of Elections
RE: Change in Presidential Preference Primary Election Date

Under section 103.101 the Presidential Preference Primary election is held on the third Tuesday in March of each Presidential election year, and it directly affects municipal elections which have historically been held concurrently with the Presidential Preference Primary election. In 2024, the Presidential Preference Primary election will be held on March 19, 2024.

As you did four years ago, under section 101.75 of the Florida Statutes, you need to change the date of your regularly scheduled municipal election to coincide with the Presidential Preference Primary election. When held concurrently with the Presidential Preference Primary, your only cost will be the cost of legal advertising.

101.75 Municipal elections; change of dates for cause.--

(3) Notwithstanding any provision of local law or municipal charter, the governing body of a Municipality may, by ordinance, move the date of any municipal election to a date concurrent with any statewide or countywide election. The dates for qualifying for the election moved by the passage of such ordinance shall be specifically provided for in the ordinance. The term of office for any elected municipal official shall commence as provided by the relevant municipal charter or ordinance.

In short the municipal election date can be changed by ordinance; a charter referendum amendment is not needed. Qualifying remains a five-day period beginning on the 71st day prior to the election and ending on the 67th day. Based on the March 19th election date, qualifying will be noon January 8, 2024 to noon January 12, 2024. The terms of office do not have to change; actual date of swearing in is flexible, as it is currently (any time within 30 days of election).

Paul Lux, CERA
Supervisor of Elections
Okaloosa County

ORDINANCE NO. 2023-02

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA, APPROVING THE DATE FOR THE 2024 REGULAR CITY ELECTION TO COINCIDE WITH THE DATE OF THE PRESIDENTIAL PREFERENCE PRIMARY IN 2024; RESTATING THE QUALIFYING PERIOD FOR THE 2024 MUNICIPAL ELECTION; PROVIDING FOR TERM OF OFFICE RESULTING FROM THE 2024 MUNICIPAL ELECTION, PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to *Florida Statutes* §101.75(3), the governing body of a municipality may, by ordinance, move the date of any municipal election to a date concurrent with any statewide or countywide election. The dates for qualifying for the election moved by the passage of such ordinance shall be specifically provided for in the ordinance. The term of office for any elected municipal official shall commence as provided by the relevant municipal charter or ordinance,

WHEREAS Florida Legislature amended Section 103.101 of the Florida Statutes making the presidential preference primary to be held on the third Tuesday in March of each presidential election year,

WHEREAS, the City of Mary Esther recognizes the time constraints in which to provide the Okaloosa County Supervisor of Elections Office with the City Council's decision to change the date to coincide with the Presidential Preference Primary; and

WHEREAS, if the City of Mary Esther, Florida were to conduct a separate General Municipal Election in March, the City would otherwise be responsible for the total election costs imposing a large financial burden on the City and its residents; and

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS:

SECTION 1.

CITY ELECTION DATE FOR 2024. The 2024 regular city election shall be held on the date of the Presidential Preference Primary, March 19, 2024.

SECTION 2.

QUALIFYING PERIOD. The qualifying period for candidates seeking election to office in the City of Mary Esther 2024 regular city election shall be consistent with 99.061 *Florida Statutes* which establishes the qualifying period to begin at Noon on January 8, 2024, and terminate at Noon on January 12, 2024.

SECTION 3.

TERM OF OFFICE. The term of office of any candidate elected to office in the 2024 regular city election shall begin on the first Monday in April 2024.

SECTION 4.

SEVERABILITY. If any word, phrase, sentence, clause or other portion of this Ordinance is determined to be invalid, void or unconstitutional, the remainder of this Ordinance shall remain in effect.

SECTION 5.

EFFECTIVE DATE. This Ordinance shall become effective immediately upon its adoption.

SO DONE this ____ day of _____ 2024.

By:

Chris Stein, Mayor

ATTEST:

Valerie Broxson
City Clerk

1st Reading: September 6, 2023
Published: September 18, 2023
2nd Reading: October 2, 2023

AGENDA ITEM

Agenda Item 12.4.

TO: Honorable Mayor and Members of the City Council

FROM: Valerie Broxson, City Clerk

DATE: September 6, 2023

SUBJECT: First Reading of Ordinance 2023-03, Compensation for Councilmembers and the Mayor as a result of the new financial reporting requirements.

BACKGROUND:

CS/CS/SB 774 (Brodeur) requires elected mayors and elected members of the governing body of a municipality, as well as candidates for such offices and members of the Florida Commission on Ethics, to file an annual full disclosure of financial interests (Form 6), beginning January 1, 2024. These individuals are currently required to file simple financial disclosures (Form 1). The bill also addresses requirements for e-filing of financial disclosures. It maintains the requirement that Form 6 filers submit their disclosures to the Commission on Ethics' electronic filing system beginning January 1, 2023, and requires Form 1 filers to submit their disclosures electronically beginning January 1, 2024. In addition, it allows filers to submit federal tax returns for purposes of showing income. The bill also increases the maximum civil penalty for violations of the Code of Ethics to \$20,000 from \$10,000.

With the new financial requirements and the added financial penalty for violations, the mayor and the council may choose to use an accountant to reduce the chance of error. Staff request the Council discuss and determine if the amount of the compensation needs to increase to offset the need to use an accountant and encourage residents to run for council seats.

Ordinance 2018-03 was adopted in 2018 to establish annual salaries for the City Council and Mayor after receiving an opinion from City Attorney Hayward Dykes. The ordinance and memorandum are attached to the Mayor and the Council.

DISCUSSION:

During the August 7, 2023 meeting, the council directed the City Attorney to draft an ordinance regarding the salary of the council with a To-Be-Determined amount. After careful review, it was determined that the first hearing must take place at the September 6, 2023 meeting for the salary adjustment to become effective on April 1, 2024. Therefore, staff has prepared the ordinance for the first hearing, the advertisement for September 8, and the second hearing for September 20, 2023.

FINANCIAL IMPACT:

RECOMMENDATION:

The Council may choose to:

1. Motion to approve Ordinance 2023-03 on first reading.
2. Motion to approve Ordinance 2023-03 on first reading with salary changes listed.
3. Motion to not approve Ordinance 2023-03 on first reading.

ATTACHMENT(S):

1. Ordinance 2023-03 Salary for Mayor and Council

ORDINANCE NO. 2023-03

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA, PROVIDING FOR AUTHORITY AND FINDINGS; PROVIDING FOR AN INCREASE IN ANNUAL SALARIES FOR THE CITY COUNCIL AND MAYOR; PROVIDING SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Mary Esther is a Florida municipal corporation existing under the laws of the State of Florida, which is governed by five (5) council members and one (1) mayor; and

WHEREAS the demands of public office for the city council members and mayor result in a large amount of time to devote toward fulfilling responsibilities and duties to the city and such other activities associated with being public officials; and

WHEREAS the City Council finds while not all time devoted to civic service can or should be compensated in full, it is in the public's best interest to ensure that public officials are not required to have undue costs and financial burdens due to their public service; and

WHEREAS, pursuant to the City of Mary Esther Charter Article III, Sec. 3.06 provides for how any increase in salary for the City Council and Mayor must be enacted.

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

Section 1. Authority and Findings

The authority for an increase in salary for the city council members and the mayor is contained in Section 3.06 of the Mary Esther City Charter. The above recitals and findings set forth above are hereby adopted as additional legislative findings.

Section 2. Increase in Annual Salary for City Council and Mayor

The City Council hereby increases the annual salary for the city council members and mayor, which will be paid in accordance with the City's Pay Policy for city employees as follows:

City Council Annual Salary	\$ 3,900 (\$325 per month)
Mayor's Annual Salary	\$ 4,500 (\$375 per month)

The salaries will be subject to any and all local, state, and federal taxes.

Section 3. Severability

If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

Section 4. Effective Date

This ordinance shall take effect on April 1, 2024, provided the adoption of the ordinance was at least six (6) months prior to the terms beginning of the council members and mayor elected at the next regular election.

SO DONE THIS ____ DAY OF _____, 2023.

By: _____
Christopher Stein, Mayor
City of Mary Esther, Florida

ATTEST:

Valerie Broxson
City Clerk

1st Reading: September 6, 2023
Published: September 8, 2023
2nd Reading: September 20, 2023