AGENDA
Regular Meeting
OF THE MARY ESTHER City Council
January 16, 2024 - 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. **SPECIAL PRESENTATIONS**
- **6.1.** **City Council Vacancies and Appointment Process**
- **6.2.** **Veterans Day Appreciation Certificates**

7. **CONSENT AGENDA**
- **7.1.** **Minutes of the October 25, 2023, Special Council Meeting**
- **7.2.** **Minutes of the November 6, 2023, Regular Council Minutes**
- **7.3.** **Minutes of the December 5, 2023, Regular Council Meeting**
- **7.4.** **Minutes of the December 20, 2023, Special Council Meeting**
- **7.5.** **Code Compliance Report**
- **7.6.** **Financial Report**
- **7.7.** **Fire Department Report**
- **7.8.** **Library Report**
- **7.9.** **Public Works Report**
- **7.10.** **Jacobs Report**

8. **CITIZENS WHO HAVE REQEUSTED TO BE PLACE ON THE AGENDA**
9. **PUBLIC COMMENT (NON-AGENDA ITEMS)**
10. **UNFINISHED BUSINESS**
11. **NEW BUSINESS**
- **11.1.** **Drinking Water State Revolving Loan Fund (SRF) Construction Loan Agreement DW460212**
- **11.2.** **Resolution 24-01, Drinking Water State Revolving Loan Fund (SRF) Lead Line Service Inventory Project #1460455**
- **11.3.** **RFB 2023-02, City Hall, Fire Station, and Library Remodeling Project**
- **11.4.** **Review of City-owned Real Property**
- **11.5.** **FY 2024 City Manager Work Plan**

12. **COUNCILS' STANDING COMMITTEE STATUS REPORTS**
13. **OTHER COMMENTS**
14. **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:	Dillon Morris, Administrative Coordinator
DATE:	January 16, 2024
SUBJECT:	City Council Vacancies and Appointment Process

BACKGROUND:
Councilmember Lipscomb resigned effective December 28, 2023. Councilmember Coxwell resigned effective December 30, 2023. Per the City Charter, the City Council should fill these positions within (10) days. On January 2, both positions were posted on our bulletin boards, website, Facebook, and a legal advertisement was submitted to the Northwest Florida Daily News for publication.

DISCUSSION:
Letters of interest will be accepted for the positions through Friday, January 12. After the deadline, each candidate will be verified by the Supervisor of Elections as a registered voter, and each has an address within the corporate limits of the City. Subsequently, the letters of interest will be sent to the City Council for review and consideration.

<u>Recommended Selection Process</u>

1. Request candidates to wait in the lobby.
2. Review and agree on interview questions (staff will provide a list of potential questions).
3. Call each candidate individually for a short interview.
4. Request the City Clerk to distribute ballots to the Council for rating the candidates.
5. Request the City Clerk to tally the votes and announce the candidates with the "lowest" (most #1 votes) score.
6. Motion, second, and vote to appoint the preferred candidates.

The appointments will carry until after the certification of the next regular election, which is scheduled for March 19, 2024.

FINANCIAL IMPACT:
As this is an appointment rather than an election, there is no increased financial impact than the normal expenses (monthly stipend, training costs, etc.) of any other council position.

RECOMMENDATION:
Motion to appoint _________ as a Councilmember for the City of Mary Esther to fill an

unexpired term through the next regularly scheduled election on March 19, 2024.

ATTACHMENT(S):

AGENDA ITEM

Agenda Item 7.1.

TO:	Honorable Mayor and Members of the City Council
FROM:	Dillon Morris, Administrative Coordinator
DATE:	January 16, 2024
SUBJECT:	Minutes of the October 25, 2023, Special Council Meeting

BACKGROUND:
Request approval of the 10/25/2023 City Council Special Meeting minutes.

DISCUSSION:
NA

FINANCIAL IMPACT:
There is no financial impact related to this matter.

RECOMMENDATION:
Motion to approve the consent agenda.

ATTACHMENT(S):
1. Minutes 10.25.2023

MINUTES
SPECIAL MEETING
of THE MARY ESTHER CITY COUNCIL
October 25, 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
April Sutton, Councilmember
Bernie Oder, Councilmember

CITY STAFF PRESENT

Jared Cobb, City Manager
Hayward Dykes, City Attorney
Dillon Morris, Administrative Coordinator
Valerie Broxson, City Clerk
Shawn Lindsey, Public Works Director
Kelvin Cherry, Code Compliance Officer
Heather Day, Finance Director

OTHERS PRESENT

Grady Carpenter, OSCO Captain
Mark Bundrick, OCWFD Chief

1. **CALL TO ORDER**
The meeting was called to order by Mayor Stein at 6:02 PM.

2. **PLEDGE OF ALLEGIANCE**
Mayor Stein led the pledge of allegiance.

3. **ROLL CALL**
The City Clerk called the roll as reflected above.

4. **SPRINGDALE NEIGHBORHOOD STORMWATER IMPROVEMENTS**

4.1. **Task Order 2024-01, Springdale Neighborhood Stormwater Improvements**
City Manager Cobb provided some background on the Spingdale Neighborhood project. The project originally included water and sewer. It was later amended to include repaving the streets. Recently, it was discovered that stormwater is also a concern due to Ray's Pond not having the capacity to take all of the stormwater from the Springdale neighborhood. Kimley Horn, was looking at diverting storm water flow away from Ray's Pond either past Rays Pond or up to the ditch on the northwest side.

Scott Jernigan from Jacobs spoke regarding the stormwater concern in the Springdale neighborhood. If sidewalks are installed prior to the stormwater, then the sidewalks will have to be ripped up and redone. The recommendation from Jacobs is to have the existing contract with Talcon paused while the Ray's Pond contract is bid, awarded and the design improvements being discussed are completed. Talcon would then return after Ray's Pond is completed to install curbs, asphalt, and sidewalks. Sidewalks can be done for some areas of the Springdale neighborhood, but from Kohler north, Talcon would need to wait until after stormwater improvements are completed.

Discussion included whether the sidewalks in the Azalea Park subdivision will be also be paused and if those individuals impacted by the delay could be notified of the situation.

CM Cobb stated that it would depend on what the cost comes out for this project and on the appropriation request.

Mayor Stein asked if there was a motion to approve task order 2024-01 with Jacobs Engineering for an amount not to exceed $83,200 for engineering. Councilmember Coxwell made the motion, seconded by Councilmember Sutton. Hearing no discussion, the motion passed 5 to 0.

5. FY 2025 LEGISLATIVE APPROPRIATION REQUEST

5.1. Review and select projects for FY 2025 Legislative Appropriation Request submission

City Manager Cobb shared that there are two projects identified as suitable for an appropriations request and wanted feedback from the council. The appropriation requests go before the Legislature in January of 2024 and would become available, if passed, after July.

The first request is for the Northwest Stormwater Improvements in the amount of $500,000. The project includes the ditch and Ray's Pond, which was discussed during the previous agenda item; however, it will be written mainly for the ditch because it is the last part of the project. The second request is for the Azalea Park neighborhood sidewalks in the amount of a million dollars. The Azalea neighborhood and Caswell are projected to have the sewer lines rehabbed and new water lines, streets, and curbs installed. Sidewalks in the area are an alternative.

Mayor Stein if there is a motion to authorize the City Manager to submit a Fiscal Year 2025 local funding initiative request to the Florida Senate and the Florida House of Representatives for Northwest stormwater improvements, for the amount of 500,000, and for sidewalks in the Azalea Park neighborhood for the amount of 1 million. Councilmember Lipscomb made the motion, seconded by Mayor Pro Tem Carter. Hearing no discussion, the motion passed 5 to 0.

6. AWARD OF RFB 2023-01, MISTY WATER BOAT RAMP PIER

6.1. Review and Consideration of Bonding Requirements

City Manager Cobb shared that Complete Site Source was awarded the RFB for the Pier. After the award was made, staff sent them the agreement along with all the additional requirements listed in the bid documents. The contractor came back and asked if a certified check could be accepted instead of the performance bond because it would cost about 3% of the project to get the bonds. Their understanding was that the state does not require a performance bond if the bid is less than $100,000 and hoped we would do the same. To approve the request, the council would need to approve it since it is not in the procurement code. The next lowest bid was around $150,000.

City Attorney Hayward stated that Florida statute allows a certified check in lieu of the bond and as far as the statute's concerned, the certified check is treated like a bond.

Mayor Stein asked if there was a motion to accept the certified check. Councilmember Sutton made the motion, seconded by Councilmember Lipscomb. Hearing no discussion, the motion passed 5 to 0.

7. COMMENTS

Councilmember Sutton got visited the control tower at Hurlburt Field and enjoyed the opportunity.

Councilmember Coxwell read a statement from Ron Moore who thanked the Fire Fighter James Dee, Ocean City Wright Fire District, Okaloosa County Sheriff's Office, and the paramedics involved in saving his life while experiencing a widowmaker heart attack. Council discussed showing recognition to the individuals involved at a future council meeting.

Mayor Stein discussed the progression of the events for the Veteran's Day event. In addition, Mayor Stein discussed Home for the Holidays and Yard of the Month.

City Manager Cobb shared that Shawn Lindsey is the new Public Works Director and Josh Zeigler is the new Maintenance Technician. CM Cobb also mentioned that the area beside the library had electrical work, irrigation, and sod installed.

Mayor Pro Tem Carter, Councilmember Lipscomb, Councilmember Oder, City Attorney Dykes, and City Clerk Broxson had no comment.

8. ADJOURN

The council meeting adjourned at 6:38 PM.

____

Interim City Clerk

Meeting approved on ___________________________

AGENDA ITEM

Agenda Item 7.2.

TO:	Honorable Mayor and Members of the City Council
FROM:	Dillon Morris, Administrative Coordinator
DATE:	January 16, 2024
SUBJECT:	Minutes of the November 6, 2023, Regular Council Minutes

BACKGROUND:
Request approval of the 11/06/2023 City Council Regular Meeting minutes

DISCUSSION:
NA

FINANCIAL IMPACT:
There is no financial impact related to this matter.

RECOMMENDATION:
Motion to approve the consent agenda.

ATTACHMENT(S):
1. Minutes 11.06.2023

MINUTES
REGULAR MEETING
of THE MARY ESTHER CITY COUNCIL
November 6, 2023 - 6:00 PM
195 Christobal Road – North, Mary Esther, FL 32569

CITY COUNCIL PRESENT

Chris Stein, Mayor
Jan Lipscomb, Councilmember
Larry Carter, Mayor Pro Tem
April Sutton, Councilmember
Bernie Oder, Councilmember

CITY STAFF PRESENT

Jared Cobb, City Manager
Hayward Dykes, City Attorney
Dillon Morris, Administrative Coordinator
Valerie Broxson, City Clerk
Kelvin Cherry, Code Compliance Officer
Heather Day, Finance Director
Shawn Lindsey, Public Works Director

OTHERS PRESENT

Grady Carpenter, OSCO Captain
Mark Bundrick, OCWFD Chief

1. **INVOCATION**
   Deputy Chief Jeff Wagner, Ocean City Wright Fire Control District, provided the invocation.
2. **CALL TO ORDER**
   The meeting was called to order by Mayor Stein at 6:00 p.m.
3. **PLEDGE OF ALLEGIANCE**
   Mayor Stein led the pledge of allegiance.
4. **ROLL CALL**
   The City Clerk called the roll as reflected above.
5. **APPROVAL OF THE AGENDA**
   Mayor Stein asked if the council wished to make any changes to the agenda. Hearing none, Mayor Stein asked for a motion. Councilmember Sutton initiated the motion, seconded by Councilmember Lipscomb. The motion passed 4 to 0.

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

6. **SPECIAL PRESENTATIONS**

6.1. NWF Aquatic Center Presentation by the City of Niceville
Amy Hanson and Kathy Heapy presented information to gain support for building an aquatic center in the area. The Council discussed the potential effects of supporting or not supporting the aquatic center.

After the discussion, Mayor Stein called for a motion to support the NWF Aquatic Center by adding the City of Mary Esther to Section 2 of the Cooperative Agreement. A motion was made by Mayor Pro Tem Carter, seconded by Councilmember Oder. The motion passed 3-1.

RESULT:	PASSED (3-1)
MOVER:	Mayor Pro Tem Larry Carter
SECOND:	Councilmember Bernie Oder
AYES:	Larry Carter, Bernie Oder, Janice Lipscomb
NAYS:	April Sutton

6.2. Epilepsy Awareness Month Proclamation

Mayor Stein read a proclamation asking for November to be proclaimed epilepsy awareness month.

Upon hearing no discussion, Mayor Stein called for a motion to authorize the mayor to sign the proclamation, declaring November epilepsy awareness month. A motion was made by Councilmember Oder, seconded by Councilmember Sutton. Motion passed 4-0.

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

6.3. Yard of the Month for November 2023.

Mayor Stein informed the council that a resident had applied to be the November "Yard of the Month" winner. The council discussed the location, then chose 1 Kingston Court as the November winner.

7. CONSENT AGENDA

Mayor Stein asked if the council wished to make any changes to the consent agenda. Hearing none, Mayor Stein asked for a motion. Mayor Pro Tem Carter initiated the motion, seconded by Councilmember Lipscomb. The motion passed 4 to 0.

7.1. Approval of the Minutes

7.2. Financial Report

7.3. Maintenance Report

7.4. Library Report

7.5. Fire Department

7.6. Code Compliance Report

7.7. Jacobs Report

8. CITIZENS WHO HAVE REQEUSTED TO BE PLACE ON THE AGENDA

None.

9. PUBLIC COMMENT (NON-AGENDA ITEMS)

The Ocean City Wright Fire Chief Mark Bundrick informed council that he would be retiring and Deputy Chief Wagner will be taking over as the Fire Chief.

10. UNFINISHED BUSINESS

10.1. Lease or Acquisition of Property Located at 302 Mary Esther Boulevard

City Manager Cobb gave council information relating to the acquisition of the property located at 302 Mary Esther Boulevard. City Manager Cobb showed a powerpoint (see attachment) showcasing the current price of the initial purchase, renovations, as well as disclosing that the city would use reserves as well as a loan to make the purchase.

Council had a discussion and brought up all of the city's current outstanding projects and gave a rough estimate of all the current costs tied to the projects.

The Council deliberated about the information presented, the location of the current city hall and the location of the proposed property being in the center of the city. City Manager Cobb stated that one of his concerns was not about the cost of the bank but the amount of current projects the city has going on.

The Council discussed the current state of the city hall and the current infrastructure of the building.

After deliberation, the Council decided to delay the discussion until all councilmembers could be present to vote. Mayor Stein called for a motion to delay the discussion of lease or purchase of the bank until December 2023. A motion was made by Councilmember Oder, seconded by Councilmember Sutton. Motion passed 4-0.

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

10.2. Holiday Closing Schedule

City Manager Cobb stated that he had a discussion with the library about the closing schedule and that many of the staff already made plans regarding the presumed holiday closing schedule. City Manager Cobb said that the library could still be open this holiday if the council decides and that if council wants to have the library remain open next year then to have the discussion earlier in the year.

Upon hearing no discussion, Mayor Stein called for a motion to authorize the closing of city facilities during the holiday period beginning December 21st, 2023 at noon to January 2nd, 2024. A motion is made by Councilmember Oder and seconded by Mayor Pro Tem Carter. Motion passed 4-0.

11. NEW BUSINESS

11.1. 2024 Regular City Council Meetings

City Clerk Broxson said that the meeting schedule presented will have city council meetings on the first Monday of every month in the calendar year 2024, with the exception of January, September, and December being held on Tuesday due to holidays and community events.

Upon hearing no discussion, Mayor Stein called a motion to approve the 2024 Regular City Council Meeting dates as proposed. Councilmember Sutton made a motion, seconded by Councilmember Lipscomb. Motion passed 4-0.

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

11.2. FDEP Consent Order Amendment

City Manager Cobb presented information about an amendment to the consent order to close the existing waste water plant. This would extend to whether the city would like to proceed with the project in order to gather funding for the project.

City Manager Cobb also stated that a penalty fee had been added by FDEP. The City Council could pay the fine or complete an in-kind project. City Attorney Dykes provided clarification as it related to penalties and fines.

The Council had a discussion and summarized that as the plan is being presented, that the city has until the end of 2024 to gather funding for the project and if the city can not gather the funding, the city can rehab the current plant.

Mayor Stein called for a motion to approve the amended consent order dated November 2, 2023, with the FDEP. A motion was made by Mayor Pro Tem Carter, seconded by Oder. Motion passed 4-0.

RESULT:	**PASSED (4-0)**
MOVER:	Mayor Pro Tem Larry Carter
SECOND:	Councilmember Bernie Oder
AYES:	Larry Carter, Bernie Oder, Janice Lipscomb, April Sutton
NAYS:	None

11.3. State Revolving Fund Loan Agreement Amendment (WW460201)

Finance Director Day stated that the amendment modified the existing construction loan, increasing the loan for sewer improvements in the Azelia Park neighborhood.

Upon hearing no discussion, Mayor Stein called for a motion to approve amendment to loan agreement WW460201. Councilmember Oder makes a motion, seconded by Councilmember Sutton. Motion passed 4-0.

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

11.4. CDBG Grant Agreement Amendment

City Manager Cobb stated the city was informed that the CDBG-CV program had additional funding. Staff applied and the city had been awarded additional funding for the Springdale Neighborhood sidewalks.

The deadline has also been extended through September 30th, 2024.

After a small discussion, Mayor Stein called for a motion to approve modification 1 to the sub-grant agreement between the Department of Commerce and the City of Mary Esther H2508. A motion was made by Councilmember Sutton and seconded by Councilmember Lipscomb. Motion passed 4-0.

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

11.5. FPL LED Streetlight Conversion Agreement

City Manager Cobb stated that FPL converted some lights in the Azalea Park neighborhood to LED fixtures and that they want to change the remainder of the lights to LED fixtures.

Hearing no discussion, Mayor Stein called for a motion to approve the FPL LED Lighting agreement and authorize the mayor to sign the contract. Motioned by Mayor Pro Tem Carter, seconded by Councilmember Lipscomb. Motion passed 4-0.

RESULT:	**PASSED (4-0)**
MOVER:	Mayor Pro Tem Larry Carter
SECOND:	Councilmember Janice Lipscomb
AYES:	Larry Carter, Bernie Oder, Janice Lipscomb, April Sutton
NAYS:	None

11.6. FDEP Grant Agreement for Stormwater Improvements (LPA 0573)

City Manager Cobb stated that the city submitted a legislative appropriation request for Ray's Pond and for storm water ditch improvements. He recommended council to accept the appropriation and authorize the mayor to sign the agreement.

Upon hearing no discussion, Mayor Stein called for a motion to accept an appropriation in the amount of $500,000 and to authorize the mayor to sign the grant agreement with FDEP. A motion is made by councilmember Oder, seconded by Councilmember Sutton. Motion passed 4-0.

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

11.7. Legislative Discussion

The council discussed the recent event to discuss legislative appropriations. They requested talking points for future events. City Manager Cobb agreed to provide them for future events.

11.8. Resolution 23-06, SRF Loan Application for Azalea Park Neighborhood Water

Improvements
City Clerk Broxson read Resolution23-06 by title as follows:

> A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESABLSHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVDING FOR CONFLICTS, SERVABILITY, AND EFFECTIVE DATE.

Finance Director Day stated that resolution 23-06 authorizes staff to create and submit an SRF Loan application for water improvements in the Azalea Park neighborhood project.

Mayor Stein called for a motion to approve resolution 23-06 authorizing SRF Loan application for the water portion of the Azalea Park Neighborhood Infrastructure Improvements. A motion was made by Councilmember Lipscomb, seconded by Mayor Pro Tem Carter. Motion passed 4-0.

RESULT:	**PASSED (4-0)**
MOVER:	Councilmember Janice Lipscomb
SECOND:	Mayor Pro Tem Larry Carter
AYES:	Larry Carter, Bernie Oder, Janice Lipscomb, April Sutton
NAYS:	None

12. COUNCILS' STANDING COMMITTEE STATUS REPORTS AND OTHER COMMENTS

Mayor Stein opted to combine item 12, Councils' Standing Committee Status Reports, and item 13, additional comments.

Councilmember Sutton reminded the public about Mary Esther's Veterans Day Parade and event. Councilmember Sutton also mentioned that our state representative Patt Maney will also be there.

Mayor Pro Tem Carter had no additional comments.

The Mayor reiterated what Councilmember Sutton said about the Veterans Day Parade.

Councilmember Lipscomb brought to attention that Okaloosa County does not carry a drug to prevent against Hepatitis, HIV, other serious illnesses. Councilmember Lipscomb is pushing for our county to have this drug more readily available to healthcare providers.

Councilmember Oder stated that at the upcoming legislative committee meetings, he will be filling in for the Northwest Florida League of Cities. Councilmember Oder also talked about the online graduation program which had 12 people graduate. Councilmember Oder talked about the success of the library's Trunk-or-Treat and the library cooperative meetings are being changed to start at 2 PM instead of 4 PM. Councilmember Oder thanked the fire department.

City Attorney Dykes had no additional comments.

City Clerk Broxson stated that she has sent out a letter of resignation so council can discuss how to proceed with filling the soon-to-be vacant position.

City Manager Cobb thanked Captain Carpenter for his service to the city.

13. ADJOURN

The council meeting adjourned at 7:24 PM.

____
Interim City Clerk

Meeting approved on _______________________

AGENDA ITEM

Agenda Item 7.3.

TO: Honorable Mayor and Members of the City Council

FROM: Dillon Morris, Administrative Coordinator

DATE: January 16, 2024

SUBJECT: Minutes of the December 5, 2023, Regular Council Meeting

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BACKGROUND:
Request approval of the 12/05/2023 City Council Regular Meeting minutes.

DISCUSSION:
NA

FINANCIAL IMPACT:
There is no financial impact related to this matter.

RECOMMENDATION:
Motion to approve the consent agenda.

ATTACHMENT(S):
1. Minutes 12.5.2023 clean

MINUTES
SPECIAL MEETING
of THE MARY ESTHER CITY COUNCIL
December 5, 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
April Sutton, Councilmember
Bernie Oder, Councilmember

CITY STAFF PRESENT

Jared Cobb, City Manager
Hayward Dykes, City Attorney
Shawn Lindsey, Public Works Director
Dillon Morris, Interim City Clerk
Kelvin Cherry, Code Compliance Officer
Heather Day, Finance Director

OTHERS PRESENT

Grady Carpenter, OSCO Captain
Jeff Wagner, OCWFD Deputy Chief

1. **INVOCATION**
Deputy Chief Jeff Wagner, Ocean City Wright Fire Control District, provided the invocation.

2. **CALL TO ORDER**
The meeting was called to order by Mayor Stein at 6:00 p.m.

3. **PLEDGE OF ALLEGIANCE**
Mayor Stein led the pledge of allegiance.

4. **ROLL CALL**
Interim City Clerk Morris called the roll as reflected above.

5. **APPROVAL OF THE AGENDA**
Mayor Stein asked if the Council wished to make any changes to the agenda. Hearing none, Mayor Stein asked for a motion. Councilmember Coxwell initiated the motion, seconded by Councilmember Lipscomb. The motion passed 4 to 0.

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

6. **OLD BUSINESS**

6.1. Lease or Acquisition of Property Located at 302 Mary Esther Boulevard

Council asked if the city manager had any opening comments and the city manager said he only had one change: the square footage of the original city hall was slightly smaller than listed in the original staff report. Mayor Stein mentioned there were several possible motions: purchase, lease, or lease to own.

Mayor Stein called for a motion to submit a formal offer with the purchase price, and terms agreed to in the letter of intent. A motion was made by Councilmember Sutton, seconded by Councilmember Oder.

The Council discussed the timing of buying the property, the state of the current city hall building, and possible ways to help finance the purchase of the property. City Manager Cobb stated that presently, the City could, but in the event of a recession, it may need to reduce operating expenses or use unassigned reserves. Council discussed the possibility of pushing the decision to January when the full Council is present, as well as if the purchase of the property would affect any of the other ongoing projects.

Council discussed the idea of leasing the property or leasing-to-own and asked City Manager Cobb if the public had given any feedback about the potential purchase. City Manager Cobb stated that the public had not given much feedback and reception was neutral. City Manager Cobb then mentioned the possible new amenities the property could provide. Council suggested that city hall was for the public, and employees, mentioning topics of ADA compliance, security, and staff spacing issues.

Council discussed the potential effects and issues of building a new city hall versus buying the property. Council asked City Manager Cobb if there was enough time to purchase the property.He stated they may need to ask for additional time and the city would put down earnest money that could be refunded during the due diligence period.

The Council called for a vote with the motion mentioned above.The motion passed 4-0.

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

7. NEW BUSINESS

7.1. Off Base Military Housing

City Manager Cobb stated that the city was approached about building off-base military housing in Mary Esther and mentioned that if this was something they would like to do, he would need to get in contact with Eglin and Hurlburt. The agenda item was included to provide information and request direction on whether the Council would like to pursue the concept.

Brenner Campbell, shared about his past experiences in the military and his career. He discussed that Cannon Air Force Base approached him about having an issue with housing and dorms and suggested a similar Intergovernmental Support Agreement between the military installation and the city of Mary Esther. Council inquired about if he already had projects in the area, to which he mentioned he did not. Council also inquired about where the housing would be built, to which Campbell said that it would go out to bid and be in the city limits of Mary Esther. Council asked about contingency plans if the base no longer needed the housing. Campbell mentioned the building could be used for additional rental housing. He also discussed the potential economic benefits of the housing, mentioning the effects they have already had in their Clovis, New Mexico, project. Campbell also discussed the increased work and jobs that would be generated during and after construction.

Council inquired about the appearance of the buildings, to which Campbell mentioned that the buildings are made of brick, solar panels are on the roof, stainless steel appliances, laundry units in the dwelling, and 9 foot raised ceilings. He mentioned his plans for the buildings was to increase retention in the military by providing high quality housing. Council asked how many acres would be required for the building plans. Campbell mentioned he would need 4 acres but that he had already discussed with current land owners in the area about the possibility of purchasing their land.

Council asked City Manager Cobb, as he had discussed in a meeting about this topic previously, if Eglin and Hurlburt seemed interested. City Manager Cobb mentioned that they seemed interested and that, if desired by Council, he would send a formal letter asking the base if they were interested in the concept. City Manager Cobb mentioned if Hurlburt showed an interest, there would be more legal documents involved in the project.

Council discussed the possibility of City Manager Cobb reaching out to the city manager of Clovis, New Mexico, to gather more information about the housing project currently there. He mentioned that he could and had met the city manager there before.

Mayor Stein asked for a motion to direct the City Manager to send a formal letter to Eglin Air Force Base and Hurlburt Field. A motion was made by Councilmember Oder, seconded by Councilmember Coxwell. Motion passed 4-0.

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

7.2. Wastewater Treatment Plant Generator Procurement

Shawn Lindsey, the Public Works Director, mentioned that, in accordance with their FDEP consent order, the city is replacing a generator as an in-kind penalty project in lieu of paying a penalty to FDEP. Council asked if a generator was available. Public Works Director Lindsey stated a generator was available. Staff was requesting approval to purchase through a cooperative purchasing agreement. The actual purchase would have additional costs, such as a fuel tank. City Manager Cobb added that this option would expedite the purchase of the generator.

Mayor Stein for a motion to approve the purchase of an emergency backup generator for the sewer plant through a state contract or cooperative purchasing agreement for an amount not to exceed $160,000. A motion was made by Councilmember Sutton, seconded by Councilmember Lipscomb. The motion passed 4-0.

RESULT:	**(4-0)**

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

7.3. Amended Consent Order Penalty Project

Public Works Director Lindsey, mentioned that, per the amended FDEP consent order, the City was required to pay a penalty fee or complete another in-kind project. He requested approval for an in-kind project to install manhole covers. Public Works Director Lindsey mentioned he discussed the project with FDEP. While more expensive than the penalty fee, the project would help protect the sewer system from future overflows.

Mayor Stein called for a motion to submit an in-kind penalty project to FDEP for the purchase and installation of inflow protectors. A motion was made by Councilmember Oder, seconded by Councilmember Coxwell. The motion passed 4-0.

RESULT:	**(0-0)**
MOVER:	Councilmember Bernie Oder
SECOND:	Councilmember Susan Coxwell
AYES:	None
NAYS:	None

7.4. City Clerk Recruitment Process

City Manager Cobb stated that staff was looking for direction on filling the city clerk position, remarking that there were three topics that should be resolved.

Council remarked that the first item was hiring an interim city clerk. City Manager Cobb stated that existing staff could help with the duties of the position until filled; the previous city clerk trained the Administrative Coordinator, Dillon Morris, on the core duties of the position. Alternatively, the council could hire a contract interim city clerk.

The Council asked Dillon Morris if he felt comfortable with the interim duties. He stated that he was comfortable and had already been doing some of the work.

Mayor Stein asked for a motion to appoint Dillon Morris as the Interim City Clerk. A motion was made by Councilmember Sutton, seconded by Councilmember Lipscomb. The motion passed 4-0.

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

Council then discussed the current job description as presented by City Manager Cobb. City Manager Cobb asked for feedback on the job description as provided. Council discussed the city clerk in reporting to the city manager. Council asked if the city manager would accept the responsibility. City Manager Cobb remarked that whatever Council decides he would work with, whether it reports directly to him or to Council. Council also discussed that they do not see the city clerk in their day-to-day, citing that the city manager does and should report to him. The Council stated they would still be a part of the process of hiring, firing, and evaluations and requested the change to be included in the job description to make it clear. Council asked Attorney Dykes if any other cities had a similar situation with their clerks as well as evaluations.

Mayor Stein called for a motion to approve the job description with the following changes: he or she reports to the city manager as a department head, with evaluations completed by city manager and approved by council, and city council retain the right to hire and fire the person as per charter. A motion was made by Councilmemeber Sutton, seconded by Councilmember Coxwell. The motion passed 4-0.

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

City Manager Cobb then asked how the council would like to conduct the recruitment process. Staff could conduct the recruitment in-house, or the Council could hire an executive search firm. Attorney Dykes stated that if the city receives applications and staff culls them to solicit a certain number for council, the process must be done in an advertised public meeting. The exception was fact finding where the applications are culled to meet criteria, but even those applications would need to be submitted to Council for review and consideration.

Mayor Stein called for a motion to direct the City Manager to conduct the recruitment process. A motion was made by Councilmember Oder, seconded by Councilmember Sutton. The motion passed 4-0.

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

7.5. Facilitator for FY 2024 City Manager Evaluation

City Manager Cobb stated that the current evaluator, Dr. Walt Hanline, for the city manager is shifting to more part time and wants to schedule his work for the next year. His proposal was provided for review. Council discussed if they would like to proceed with Dr. Hanline for the annual city manager evaluation.

Mayor Stein called for a motion to select Dr. Walt Hanline and the National Center for Executive Leadership and School Board Development to facilitate the FY 2024 Annual Evaluation of the City Manager for an amount not-to-exceed $4,000. A motion was made by Councilmember Lipscomb, seconded by Councilmember Coxwell. The motion passed 4-0.

RESULT:	**PASSED (4-0)**
MOVER:	Councilmember Janice Lipscomb

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

7.6. Cancelation of Regular December City Council Meeting

City Manager Cobb stated that the main items for the regular December council meeting had been covered in this meeting and that the only additional items were the monthly reports. Cancellation of the meeting required a formal vote. The Council stated that some minor presentations would be delayed to January. City Manager Cobb stated that monthly reports would still be sent to Council with approval at the January meeting.

Mayor Stein called for a motion to cancel the Regular City Council meeting scheduled for December 12, 2023. A motion was made by Councilmember Lipscomb, seconded by Councilmember Coxwell. The motion passed 4-0.

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

8. ADJOURN

Mayor Stein asked if there were any additional comments from the Council.

Councilmember Sutton thanked the city and the workers for the tree lighting event the city conducted, remarking that despite rain the event was a success.

Councilmember Coxwell had no additional comments.

Mayor Stein asked about the status of the Springdale sidewalk and Jacobs work on the pipes. City Manager Cobb remarked that the city is still negotiating with Talcon.

Councilmember Lipscomb asked about a trench on a city street causing cracks, and inquired about the status. City Manager Cobb stated he would check on the progress and get back to her.

Councilmember Oder had no additional comments.

Attorney Dykes stated that he would be attending the city Christmas party.

Interim City Clerk Morris had no additional comments.

City Manager Cobb had no additional comments.

The Council meeting adjourned at 7:22 PM.

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Interim City Clerk Dillon Morris

Minutes Approved on ______________________________

AGENDA ITEM

Agenda Item 7.4.

TO: Honorable Mayor and Members of the City Council

FROM: Dillon Morris, Administrative Coordinator

DATE: January 16, 2024

SUBJECT: Minutes of the December 20, 2023, Special Council Meeting

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BACKGROUND:
Request approval of the 12/20/2023 City Council Special Meeting minutes.

DISCUSSION:
NA

FINANCIAL IMPACT:
There is no financial impact related to this matter.

RECOMMENDATION:
Motion to approve the consent agenda.

ATTACHMENT(S):
1. Minutes for 12.20.23

MINUTES
REGULAR MEETING
of THE MARY ESTHER CITY COUNCIL
December 20, 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
April Sutton, Councilmember

CITY STAFF PRESENT

Jared Cobb, City Manager
Hayward Dykes, City Attorney
Shawn Lindsey, Public Works Director
Dillon Morris, Interim City Clerk
Heather Day, Finance Director
Kelvin Cherry, Code Compliance Officer

OTHERS PRESENT

Scott Jernigan, Jacobs Project Manager
Jeff Wagner, OCWFD Deputy Chief

1. **INVOCATION**
Deputy Chief Jeff Wagner, Ocean City-Wright Fire Control District, gave 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 Interim City Clerk called the roll as reflected above.

5. **APPROVAL OF THE AGENDA**
Mayor Stein asked if the council wished to make any changes to the agenda. Hearing none, Mayor Stein asked for a motion. Councilmember Sutton initiated the motion, seconded by Councilmember Lipscomb. The motion passed 4 to 0.

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

6. **UNFINISHED BUSINESS**
There was no unfinished business so Mayor Stein moved onto item 7.

7. **NEW BUSINESS**

7.1. **Ratification of the Purchase Agreement for 302 Mary Esther Boulevard**
City Manager Cobb discussed the offer letter that was accepted for the asking price of $2,375,000 with all other terms remaining the same as previously discussed. He went on to say that staff is asking for the ratification of that agreement.

Mayor Stein asked for a motion to ratify the purchase agreement for 302 Mary Esther Boulevard as presented. Councilmember Sutton initiated the motion, seconded by Councilmember Coxwell. Upon hearing no discussion, Mayor Stein asked for the vote. The motion passed 4 to 0.

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

7.2. Ratification of Financing Agreements for Purchase and Improvements of 302 Mary Esther Boulevard and Christobal Waterfront Park

Finance Director Day remarked that the Florida League of Cities, Florida Municipal Loan Council, and the Public Resource Advisor Group, has helped the City in regard to securing financing agreements for improvements for 302 Mary Esther Boulevard and Christobal Waterfront Park. The city manager has already executed the engagement letters and the city is seeking the council's ratification of the agreements.

Councilmember Sutton asked Finance Director Day why the city is doing Christobal Park, remarking that she believed it was TDC funds. She responded that the city will be reimbursed and this is to preserve the fund balance.

Mickey Johnston, with Public Resources Advisory Group, introduced himself to council and discussed some of the financing pertaining to the agreements. He remarked that interest rates are about 4.75%-4.85% and they are trying to get that rate if not lower.

Mayor Stein asked if there are any other questions, upon hearing none he asks for a motion to ratify the attached engagement letters with FLC, FMLC, and PRAG. Councilmember Sutton initiated the motion, seconded by Councilmember Lipscomb. Upon hearing no discussion, Mayor Stein asked for the vote. The motion passed 4-0.

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

7.3. Resolution 23-07, Establishing Intent to Reimburse Capital Expenditures with Proceeds of Future Tax-Exempt Financing

Financial Director Day discussed that resolution 23-07 allows the city to seek reimbursement for any expenditures incurred between then and loan closure on the projects instead of using reserves.

Mayor Stein asked if there were any questions. Upon hearing none, he asked for a motion to approve Resolution 23-07, establishing the intent to reimburse capital expenditures with proceeds of future tax-exempt financing. Councilmember Coxwell initiated the motion, seconded by Councilmember Lipscomb. The motion passed 4-0.

RESULT:	**PASSED (4-0)**
MOVER:	Councilmember Susan Coxwell
SECOND:	Councilmember Janice Lipscomb

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

7.4. Update on Springdale Neighborhood Infrastructure Improvements

Public Works Director Shawn Lindsey remarked that public works have placed seed and straw and temporary seeding mix to keep sand from coming out into the subdivision, and that public works have been sweeping the subdivision. He also mentioned the map presented in the packet shows areas that can have sidewalks on both sides of the road and that they would also add to the map where sidewalks can be put on one side of the road.

Councilmember Sutton asked if work was done, if the city could clean up any issues the next day. Public Works Director Lindsey remarked that the Public Works Department and Jacobs would be having monthly meetings to improve communications for issues for cleanup. Council discussed a recent water main break and commended the Jacobs team for their hard work and response to fixing the main break.

Mayor Stein asked about the possibility of including the city projects in the public works monthly reports. City Manager Cobb said that we will take care of it and update the cities website projects page.

Mayor Pro Tem Carter asked about the status of Well 1 to Scott Jernigan, Project Manager at Jacobs, to which he responded that the mechanical equipment is installed, they are installing electrical equipment at that time, and that early February is the goal for the well startup.

8. ADJOURN

Mayor Stein asked if anyone else has any other comments to add.

Councilmember Sutton had no additional comments.

Mayor Pro Tem Carter thanked the staff for a wonderful year, and he appreciated all the due diligence that takes place for every project. He also remarked, as a tax payer, that he likes the prospects of tax revenue the city is generating while following the community vision plan and suggested for the city manager to look at Mary Esther's business tax and follow the best practices for it.

Councilmember Coxwell had no additional comments.

Mayor Stein remarked that the Santa Run went well and he is looking forward to the holidays.

Councilmember Lipscomb had no additional comments.

Interim City Clerk Morris tells everyone of the staff Christmas party and actives there will be and wished everyone a happy holiday.

City Manager Cobb wished everyone a merry Christmas.

The council meeting adjourned at 6:30 PM

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Interim City Clerk

Meeting approved on ____________________________

COMMUNITY DEVELOPMENT DEPARTMENT
Monthly Activity Report

Reporting Period
October 31, 2023 – November 28, 2023

Code Enforcement

Activities			
Citations	0	Complaints	9
Magistrate Notice of Hearing	2	Inspection	10
Agency Assist	2	Consultations	3
Verbal Warning	3	Advisements On Codes to Citizens	3
Notice of violations	5	Courtesy Notice	2

Permitting

Permit Type	
Accessory structure	3
Fence	1
Special Event Permit	1
Commercial Signage	1
Inspections	10
Right of way permit	5
Dock Permit	1

- Landscaping project adjacent to the library is nearing completion, the rest of the sod should be laid with the exception of the sidewalk area by end of day Thursday 11/28/2023.
- Misty Water Dock development order has been issued to the contractor.
- Notice of hearings have been issued for the special magistrate hearings to be held on December 15, 2023 at 8 A.M.

COMMUNITY DEVELOPMENT DEPARTMENT
Monthly Activity Report

Reporting Period
NOVEMBER 29, 2023 – DECEMBER 21, 2023

Code Enforcement

Activities			
Citations	0	Complaints	7
Magistrate Notice of Hearing	2	Inspection	12
Agency Assist	1	Consultations	6
Verbal Warning	4	Advisements On Codes to Citizens	7
Notice of violations	4	Courtesy Notice	3

Permitting

Permit Type	
Accessory structure	1
Fence	1
Driveway	2
Commercial Signage	1
Inspections	8

- The Code Compliance Department is slated to have the magistrate hearings on Friday January 12, 2024.
- Code Compliance is also working with 2 title companies and 1 homeowner on fine reductions for the addresses of 441 Stonehenge which is in full compliance, 20 Kimbrough Rd which is in full compliance, and 709 Marcia Circle which is slated to come into full compliance soon.
- The development of the Murphy USA gas station is in full swing, Code Compliance in partnership with Public Works is making sure that the construction site is practicing there best BMPS (best management practices) which means keeping the roadway and stormwater drains free and clear of debris and sedimentation.

AGENDA ITEM

Agenda Item 7.6.

TO: Honorable Mayor and Members of the City Council

FROM:

DATE: January 16, 2024

SUBJECT: Financial Report

BACKGROUND:

DISCUSSION:

FINANCIAL IMPACT:

RECOMMENDATION:

ATTACHMENT(S):

1. Budget Report - October 2023
2. Cash and Investment Report - October 2023
3. Budget Report - November 2023
4. Cash and Investment Report - November 2023

Budget vs Actuals
Account Summary
For Fiscal: 2023-2024 Period Ending: 10/31/2023

		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	2,089,383.00	2,089,383.00	0.00	0.00	0.00	2,089,383.00
001-00-311200	AD VALOREM TAXES-DELQ	65,000.00	65,000.00	0.00	0.00	0.00	65,000.00
001-00-312130	TOURIST DEVELOPMENT TAX	180,000.00	180,000.00	0.00	0.00	0.00	180,000.00
001-00-312410	FIRST LOCAL OPTION FUEL TAX	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00
001-00-314100	UTILITY TAXES-ELECTRIC	235,000.00	235,000.00	0.00	0.00	0.00	235,000.00
001-00-314200	UTILITY TAXES-COMMUNICATION SE...	255,000.00	255,000.00	0.00	0.00	0.00	255,000.00
001-00-314300	UTILITY TAXES-WATER	123,484.00	123,484.00	10,077.00	10,077.00	10,077.00	113,407.00
001-00-314400	UTILITY TAXES-GAS	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00
001-00-316010	BUSINESS TAX - PENALTY INT	1,000.00	1,000.00	17.50	17.50	17.50	982.50
001-00-316100	BUSINESS TAX	95,000.00	95,000.00	77,958.00	77,958.00	77,958.00	17,042.00
001-00-322000	BUILDING PERMITS	80,000.00	80,000.00	1,006.10	1,006.10	1,006.10	78,993.90
001-00-323100	ELECTRICITY FRANCHISE FEES	205,000.00	205,000.00	0.00	0.00	0.00	205,000.00
001-00-323400	GAS FRANCHISE FEES	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00
001-00-329050	TRACKING FEES	1,000.00	1,000.00	580.00	580.00	580.00	420.00
001-00-335120	STATE REVENUE SHARING PROCEEDS	160,000.00	160,000.00	17,570.97	17,570.97	17,570.97	142,429.03
001-00-335150	ALCOHOLIC BEVERAGE LICENSES	500.00	500.00	0.00	0.00	0.00	500.00
001-00-335180	LOCAL GOVERNMENT 1/2 SALES TAX	460,000.00	460,000.00	0.00	0.00	0.00	460,000.00
001-00-338200	INTERGOV REV-COUNTY BUSINESS TAX	1,000.00	1,000.00	855.05	855.05	855.05	144.95
001-00-338210	INTERGOV REV - LIBRARY COOP	61,000.00	61,000.00	15,780.00	15,780.00	15,780.00	45,220.00
001-00-341300	CODE ENFORCEMENT ADMIN FEES	500.00	500.00	0.00	0.00	0.00	500.00
001-00-341901	FIRE DEPARTMENT FEES	8,500.00	8,500.00	1,418.00	1,418.00	1,418.00	7,082.00
001-00-341902	NOTARY FEE REVENUE	0.00	0.00	30.00	30.00	30.00	-30.00
001-00-341920	SITE INSPECTION	500.00	500.00	0.00	0.00	0.00	500.00
001-00-342510	FINAL INSPECTION	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-00-343800	CEMETERY FEES	100.00	100.00	0.00	0.00	0.00	100.00
001-00-344901	FLORIDA DOT	21,839.00	21,839.00	0.00	0.00	0.00	21,839.00
001-00-349100	LIEN SEARCH FEE	1,000.00	1,000.00	140.00	140.00	140.00	860.00
001-00-351100	COURT FINES	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
001-00-352000	LIBRARY FINES/LOST BOOKS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-00-354100	VIOLATION OF LOCAL ORDINANCE	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-00-361000	INTEREST AND OTHER EARNINGS	0.00	0.00	1.53	1.53	1.53	-1.53
001-00-361100	INTEREST INCOME	120,000.00	120,000.00	17,909.05	17,909.05	17,909.05	102,090.95
001-00-366010	DONATIONS & CONTRIBUTIONS LIBR...	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-00-369900	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	30.00	30.00	30.00	-30.00
001-00-381000	INTERFUND TRANSFER	2,411,145.00	2,411,145.00	0.00	0.00	0.00	2,411,145.00
001-00-384000	DEBT PROCEEDS	1,177,779.00	1,177,779.00	0.00	0.00	0.00	1,177,779.00
001-00-389400	GRANTS - OTHER SOURCES	1,187,775.00	1,187,775.00	0.00	0.00	0.00	1,187,775.00
	Department: 00 - UNDESIGNATED Total:	**9,225,505.00**	**9,225,505.00**	**143,373.20**	**143,373.20**	**143,373.20**	**9,082,131.80**
	Revenue Total:	**9,225,505.00**	**9,225,505.00**	**143,373.20**	**143,373.20**	**143,373.20**	**9,082,131.80**

		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	405.00	405.00	405.00	18,795.00
001-11-51100-2110	SOCIAL SECURITY TAXES	1,200.00	1,200.00	25.11	25.11	25.11	1,174.89
001-11-51100-2410	WORKER'S COMPENSATION	600.00	600.00	70.62	70.62	70.62	529.38
001-11-51100-3000	MEDICARE INSURANCE	300.00	300.00	5.88	5.88	5.88	294.12
001-11-51100-3100	PROFESSIONAL SERVICES	11,000.00	11,000.00	0.00	0.00	0.00	11,000.00
001-11-51100-4010	TRAVEL & PER DIEM	13,000.00	13,000.00	881.96	881.96	1,936.96	11,063.04
001-11-51100-4810	TROPHIES AND AWARDS	800.00	800.00	0.00	0.00	0.00	800.00
001-11-51100-4930	TRAINING	4,200.00	4,200.00	0.00	0.00	600.00	3,600.00
001-11-51100-4940	ELECTION EXPENSES	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
001-11-51100-5110	OFFICE SUPPLIES	250.00	250.00	0.00	0.00	0.00	250.00
001-11-51100-5280	LEAGUE OF CITIES DINNERS	11,875.00	11,875.00	360.00	360.00	360.00	11,515.00
001-11-51100-5290	OPERATING SUPPLIES	2,150.00	2,150.00	0.00	0.00	0.00	2,150.00
001-11-51100-5410	BOOKS, PUBS, SUBS & MEMBS	4,600.00	4,600.00	1,029.00	1,029.00	1,029.00	3,571.00
001-11-51100-5742	SANTA RUN	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-11-51100-6400	COMPUTER SOFTWARE & EQUIPMENT	0.00	0.00	0.00	0.00	2,436.56	-2,436.56
	Department: 11 - MAYOR AND CITY COUNCIL Total:	**73,675.00**	**73,675.00**	**2,777.57**	**2,777.57**	**6,869.13**	**66,805.87**
	Activity: 51100 - LEGISLATIVE Total:	**73,675.00**	**73,675.00**	**2,777.57**	**2,777.57**	**6,869.13**	**66,805.87**
Activity: 51200 - EXECUTIVE							
Department: 12 - CITY MANAGER							
001-12-51200-1210	SALARIES	170,700.00	170,700.00	5,332.46	5,332.46	5,332.46	165,367.54
001-12-51200-2110	SOCIAL SECURITY TAXES	10,584.00	10,584.00	330.62	330.62	330.62	10,253.38
001-12-51200-2210	RETIREMENT	23,898.00	23,898.00	214.74	214.74	214.74	23,683.26
001-12-51200-2310	EMPLOYEE INSURANCE	34,840.00	34,840.00	1,234.57	1,234.57	1,234.57	33,605.43
001-12-51200-2410	WORKER'S COMPENSATION	170.00	170.00	20.01	20.01	20.01	149.99
001-12-51200-3000	MEDICARE INSURANCE	2,476.00	2,476.00	77.34	77.34	77.34	2,398.66
001-12-51200-4010	TRAVEL & PER DIEM	6,100.00	6,100.00	0.00	0.00	0.00	6,100.00
001-12-51200-4930	TRAINING	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00
001-12-51200-5290	OPERATING SUPPLIES	2,500.00	2,500.00	0.00	0.00	498.00	2,002.00
001-12-51200-5410	BOOKS, PUBS, SUBS & MEMBS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-12-51200-6411	OFFICE EQUIP/FURNITURE	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00
	Department: 12 - CITY MANAGER Total:	**259,768.00**	**259,768.00**	**7,209.74**	**7,209.74**	**7,707.74**	**252,060.26**
	Activity: 51200 - EXECUTIVE Total:	**259,768.00**	**259,768.00**	**7,209.74**	**7,209.74**	**7,707.74**	**252,060.26**
Activity: 51300 - FINANCE							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51300-1210	SALARIES	71,500.00	71,500.00	3,271.00	3,271.00	3,271.00	68,229.00
001-13-51300-2110	SOCIAL SECURITY TAXES	4,433.00	4,433.00	202.17	202.17	202.17	4,230.83
001-13-51300-2210	RETIREMENT	10,010.00	10,010.00	423.43	423.43	423.43	9,586.57
001-13-51300-2310	EMPLOYEE INSURANCE	4,400.00	4,400.00	581.02	581.02	581.02	3,818.98
001-13-51300-2410	WORKER'S COMPENSATION	70.00	70.00	8.24	8.24	8.24	61.76
001-13-51300-3000	MEDICARE INSURANCE	1,037.00	1,037.00	47.29	47.29	47.29	989.71
001-13-51300-3210	ACCOUNTING AND AUDITING	23,230.00	23,230.00	1,000.00	1,000.00	1,000.00	22,230.00
001-13-51300-4010	TRAVEL & PER DIEM	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00
001-13-51300-4710	PRINTING & BINDING	1,900.00	1,900.00	0.00	0.00	0.00	1,900.00
001-13-51300-4915	CREDIT CARD FEE EXPENSES	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
001-13-51300-4921	BANK FEES	1,000.00	1,000.00	166.13	166.13	166.13	833.87
001-13-51300-4930	TRAINING	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-13-51300-5290	OPERATING SUPPLIES	2,400.00	2,400.00	0.00	0.00	0.00	2,400.00
001-13-51300-5410	BOOKS, PUBS, SUBS & MEMBS	855.00	855.00	20.00	20.00	20.00	835.00
	Department: 13 - ADMINISTRATIVE SERVICES Total:	**128,835.00**	**128,835.00**	**5,719.28**	**5,719.28**	**5,719.28**	**123,115.72**
	Activity: 51300 - FINANCE Total:	**128,835.00**	**128,835.00**	**5,719.28**	**5,719.28**	**5,719.28**	**123,115.72**
Activity: 51310 - HUMAN RESOURCES							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51310-1210	SALARIES	13,450.00	13,450.00	438.39	438.39	438.39	13,011.61
001-13-51310-2110	SOCIAL SECURITY TAXES	835.00	835.00	27.18	27.18	27.18	807.82

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-13-51310-2210	RETIREMENT	1,883.00	1,883.00	0.00	0.00	0.00	1,883.00
001-13-51310-2220	RETIRED EMPLOYEE LIFE INSURANCE	900.00	900.00	100.44	100.44	100.44	799.56
001-13-51310-2230	RETIRED EMPLOYEE DENTAL INSURA...	4,500.00	4,500.00	552.42	552.42	552.42	3,947.58
001-13-51310-2310	EMPLOYEE INSURANCE	5,380.00	5,380.00	1,045.06	1,045.06	1,045.06	4,334.94
001-13-51310-2410	WORKER'S COMPENSATION	20.00	20.00	2.35	2.35	2.35	17.65
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	196.00	196.00	6.35	6.35	6.35	189.65
001-13-51310-3100	PROFESSIONAL SERVICES	7,000.00	7,000.00	0.00	0.00	3,134.97	3,865.03
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	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-13-51310-4540	EMPLOYEE APPRECIATION	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-13-51310-4710	PRINTING & BINDING	500.00	500.00	0.00	0.00	0.00	500.00
001-13-51310-4930	TRAINING	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-13-51310-4934	TUITION	21,000.00	21,000.00	0.00	0.00	0.00	21,000.00
001-13-51310-4946	LEGAL & RETAIL ADVERTISEMENTS	1,500.00	1,500.00	0.00	0.00	339.02	1,160.98
001-13-51310-5290	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	824.55	-324.55
001-13-51310-5410	BOOKS, PUBS, SUBS & MEMBS	750.00	750.00	0.00	0.00	244.00	506.00
	Department: 13 - ADMINISTRATIVE SERVICES Total:	**70,114.00**	**70,114.00**	**2,172.19**	**2,172.19**	**6,714.73**	**63,399.27**
	Activity: 51310 - HUMAN RESOURCES Total:	**70,114.00**	**70,114.00**	**2,172.19**	**2,172.19**	**6,714.73**	**63,399.27**
Activity: 51400 - LEGAL							
Department: 14 - CITY ATTORNEY							
001-14-51400-3111	LEGAL COUNSEL	70,000.00	70,000.00	0.00	0.00	0.00	70,000.00
	Department: 14 - CITY ATTORNEY Total:	**70,000.00**	**70,000.00**	**0.00**	**0.00**	**0.00**	**70,000.00**
	Activity: 51400 - LEGAL Total:	**70,000.00**	**70,000.00**	**0.00**	**0.00**	**0.00**	**70,000.00**
Activity: 51500 - PLANNING AND ZONING							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-51500-1210	SALARIES	92,000.00	92,000.00	1,621.63	1,621.63	1,621.63	90,378.37
001-30-51500-2110	SOCIAL SECURITY TAXES	5,704.00	5,704.00	100.52	100.52	100.52	5,603.48
001-30-51500-2210	RETIREMENT	12,880.00	12,880.00	54.56	54.56	54.56	12,825.44
001-30-51500-2310	EMPLOYEE INSURANCE	29,190.00	29,190.00	1,597.98	1,597.98	1,597.98	27,592.02
001-30-51500-2410	WORKER'S COMPENSATION	320.00	320.00	85.89	85.89	85.89	234.11
001-30-51500-3000	MEDICARE INSURANCE	1,334.00	1,334.00	23.54	23.54	23.54	1,310.46
001-30-51500-3100	PROFESSIONAL SERVICES	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
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	0.00	0.00	1,000.00
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	0.00	0.00	100.00
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:	**169,678.00**	**169,678.00**	**3,484.12**	**3,484.12**	**3,484.12**	**166,193.88**
	Activity: 51500 - PLANNING AND ZONING Total:	**169,678.00**	**169,678.00**	**3,484.12**	**3,484.12**	**3,484.12**	**166,193.88**
Activity: 51600 - NON-COURT INFORMATION SYSTEMS							
Department: 16 - CITY CLERK							
001-16-51600-1210	SALARIES	82,500.00	82,500.00	3,868.97	3,868.97	3,868.97	78,631.03
001-16-51600-1310	PART-TIME SALARIES	32,000.00	32,000.00	0.00	0.00	0.00	32,000.00
001-16-51600-2110	SOCIAL SECURITY TAXES	7,099.00	7,099.00	230.45	230.45	230.45	6,868.55
001-16-51600-2210	RETIREMENT	11,500.00	11,500.00	541.65	541.65	541.65	10,958.35
001-16-51600-2310	EMPLOYEE INSURANCE	26,900.00	26,900.00	4,498.26	4,498.26	4,498.26	22,401.74
001-16-51600-2410	WORKER'S COMPENSATION	200.00	200.00	17.66	17.66	17.66	182.34
001-16-51600-3000	MEDICARE INSURANCE	1,661.00	1,661.00	53.89	53.89	53.89	1,607.11
001-16-51600-3100	PROFESSIONAL SERVICES	2,350.00	2,350.00	67.41	67.41	780.00	1,570.00
001-16-51600-4010	TRAVEL & PER DIEM	2,150.00	2,150.00	721.03	721.03	1,513.03	636.97
001-16-51600-4510	NOTARY INSURANCE	150.00	150.00	0.00	0.00	0.00	150.00
001-16-51600-4930	TRAINING	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-16-51600-4946	LEGAL & RETAIL ADVERTISEMENTS	8,700.00	8,700.00	0.00	0.00	0.00	8,700.00
001-16-51600-5110	OFFICE SUPPLIES	1,605.00	1,605.00	0.00	0.00	0.00	1,605.00
001-16-51600-5290	OPERATING SUPPLIES	600.00	600.00	0.00	0.00	0.00	600.00

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-16-51600-5410	BOOKS, PUBS, SUBS & MEMBS	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
001-16-51600-5416	CODIFICATION	3,500.00	3,500.00	700.00	700.00	700.00	2,800.00
001-16-51600-6411	OFFICE EQUIP/FURNITURE	1,500.00	1,500.00	0.00	0.00	1,905.36	-405.36
	Department: 16 - CITY CLERK Total:	**185,115.00**	**185,115.00**	**10,699.32**	**10,699.32**	**14,109.27**	**171,005.73**
	Activity: 51600 - NON-COURT INFORMATION SYSTEMS Total:	**185,115.00**	**185,115.00**	**10,699.32**	**10,699.32**	**14,109.27**	**171,005.73**
Activity: 51610 - INFORMATION TECHNOLOGY							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51610-3100	PROFESSIONAL SERVICES	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00
001-13-51610-4110	TELEPHONE & INTERNET	10,068.00	10,068.00	395.04	395.04	395.04	9,672.96
001-13-51610-4655	COMPUTER HARDWARE & SOFTWARE...	69,526.00	69,526.00	3,372.00	3,372.00	14,828.00	54,698.00
001-13-51610-4660	COPIER MAINTENANCE	7,500.00	7,500.00	83.90	83.90	7,006.80	493.20
001-13-51610-6400	COMPUTER SOFTWARE & EQUIPMENT	8,000.00	8,000.00	0.00	0.00	1,915.69	6,084.31
	Department: 13 - ADMINISTRATIVE SERVICES Total:	**125,094.00**	**125,094.00**	**3,850.94**	**3,850.94**	**24,145.53**	**100,948.47**
	Activity: 51610 - INFORMATION TECHNOLOGY Total:	**125,094.00**	**125,094.00**	**3,850.94**	**3,850.94**	**24,145.53**	**100,948.47**
Activity: 51900 - GENERAL GOVERNMENT							
Department: 99 - NON DEPARTMENTAL							
001-99-51900-4100	POSTAGE & SHIPPING	4,000.00	4,000.00	385.89	385.89	385.89	3,614.11
001-99-51900-4520	LIABILITY INSURANCE	61,332.00	61,332.00	23,724.50	23,724.50	23,724.50	37,607.50
001-99-51900-5110	OFFICE SUPPLIES	4,500.00	4,500.00	45.81	45.81	178.62	4,321.38
001-99-51900-5410	BOOKS, PUBS, SUBS & MEMBS	900.00	900.00	0.00	0.00	0.00	900.00
	Department: 99 - NON DEPARTMENTAL Total:	**70,732.00**	**70,732.00**	**24,156.20**	**24,156.20**	**24,289.01**	**46,442.99**
	Activity: 51900 - GENERAL GOVERNMENT Total:	**70,732.00**	**70,732.00**	**24,156.20**	**24,156.20**	**24,289.01**	**46,442.99**
Activity: 51910 - FACILITIES							
Department: 50 - PUBLIC WORKS							
001-50-51910-1210	SALARIES	38,500.00	38,500.00	1,732.31	1,732.31	1,732.31	36,767.69
001-50-51910-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-51910-2110	SOCIAL SECURITY TAXES	2,418.00	2,418.00	107.30	107.30	107.30	2,310.70
001-50-51910-2210	RETIREMENT	5,460.00	5,460.00	94.91	94.91	94.91	5,365.09
001-50-51910-2310	EMPLOYEE INSURANCE	13,990.00	13,990.00	913.61	913.61	913.61	13,076.39
001-50-51910-2410	WORKER'S COMPENSATION	1,750.00	1,750.00	377.07	377.07	377.07	1,372.93
001-50-51910-3000	MEDICARE INSURANCE	566.00	566.00	25.09	25.09	25.09	540.91
001-50-51910-3100	PROFESSIONAL SERVICES	16,015.00	16,015.00	239.40	239.40	239.40	15,775.60
001-50-51910-4010	TRAVEL & PER DIEM	500.00	500.00	0.00	0.00	0.00	500.00
001-50-51910-4310	ELECTRICITY	21,000.00	21,000.00	0.00	0.00	0.00	21,000.00
001-50-51910-4320	WATER	7,900.00	7,900.00	0.00	0.00	0.00	7,900.00
001-50-51910-4330	SOLID WASTE	3,760.00	3,760.00	223.76	223.76	223.76	3,536.24
001-50-51910-4340	NATURAL GAS	1,100.00	1,100.00	0.00	0.00	0.00	1,100.00
001-50-51910-4410	EQUIPMENT RENTAL	2,060.00	2,060.00	0.00	0.00	0.00	2,060.00
001-50-51910-4521	PROPERTY INSURANCE	18,498.00	18,498.00	8,212.00	8,212.00	8,212.00	10,286.00
001-50-51910-4522	VEHICLE INSURANCE	1,298.00	1,298.00	429.63	429.63	429.63	868.37
001-50-51910-4611	BUILDING R & M	45,000.00	45,000.00	0.00	0.00	106.33	44,893.67
001-50-51910-4612	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	0.00	0.00	500.00
001-50-51910-4615	FENCING AND LANDSCAPING	0.00	0.00	10,300.00	10,300.00	33,050.00	-33,050.00
001-50-51910-4930	TRAINING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-51910-5110	OFFICE SUPPLIES	750.00	750.00	0.00	0.00	0.00	750.00
001-50-51910-5210	FUEL, OIL, & LUBRICANTS	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
001-50-51910-5220	UNIFORMS	800.00	800.00	0.00	0.00	0.00	800.00
001-50-51910-5221	PERSONAL PROTECTIVE EQUIPMENT	1,000.00	1,000.00	0.00	0.00	369.80	630.20
001-50-51910-5230	JANITORIAL SUPPLIES	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
001-50-51910-5231	SEASONAL DECORATIONS	0.00	0.00	14,319.50	14,319.50	14,319.50	-14,319.50
001-50-51910-5260	TOOLS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-51910-5270	MACHINERY & EQUIPMENT	1,500.00	1,500.00	0.00	0.00	1,615.44	-115.44
001-50-51910-5290	OPERATING SUPPLIES	4,000.00	4,000.00	23.32	23.32	138.26	3,861.74
001-50-51910-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	0.00	0.00	100.00	0.00
001-50-51910-6210	BUILDINGS	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00
	Department: 50 - PUBLIC WORKS Total:	**498,965.00**	**498,965.00**	**36,997.90**	**36,997.90**	**62,054.41**	**436,910.59**
	Activity: 51910 - FACILITIES Total:	**498,965.00**	**498,965.00**	**36,997.90**	**36,997.90**	**62,054.41**	**436,910.59**

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Activity: 52100 - LAW ENFORCEMENT							
Department: 20 - PUBLIC SAFETY							
001-20-52100-3405	CONTRACT FOR SERVICES	285,334.00	285,334.00	22,836.67	22,836.67	22,836.67	262,497.33
	Department: 20 - PUBLIC SAFETY Total:	**285,334.00**	**285,334.00**	**22,836.67**	**22,836.67**	**22,836.67**	**262,497.33**
	Activity: 52100 - LAW ENFORCEMENT Total:	**285,334.00**	**285,334.00**	**22,836.67**	**22,836.67**	**22,836.67**	**262,497.33**
Activity: 52200 - FIRE							
Department: 20 - PUBLIC SAFETY							
001-20-52200-3405	CONTRACT FOR SERVICES	1,113,088.00	1,113,088.00	0.00	0.00	0.00	1,113,088.00
	Department: 20 - PUBLIC SAFETY Total:	**1,113,088.00**	**1,113,088.00**	**0.00**	**0.00**	**0.00**	**1,113,088.00**
	Activity: 52200 - FIRE Total:	**1,113,088.00**	**1,113,088.00**	**0.00**	**0.00**	**0.00**	**1,113,088.00**
Activity: 52400 - CODE COMPLIANCE							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-52400-1210	SALARIES	54,000.00	54,000.00	2,121.93	2,121.93	2,121.93	51,878.07
001-30-52400-2110	SOCIAL SECURITY TAXES	3,348.00	3,348.00	131.42	131.42	131.42	3,216.58
001-30-52400-2210	RETIREMENT	7,560.00	7,560.00	190.96	190.96	190.96	7,369.04
001-30-52400-2310	EMPLOYEE INSURANCE	13,050.00	13,050.00	1,630.37	1,630.37	1,630.37	11,419.63
001-30-52400-2410	WORKER'S COMPENSATION	710.00	710.00	128.85	128.85	128.85	581.15
001-30-52400-3000	MEDICARE INSURANCE	783.00	783.00	30.74	30.74	30.74	752.26
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	500.00	500.00	0.00	0.00	0.00	500.00
001-30-52400-4522	VEHICLE INSURANCE	1,352.00	1,352.00	459.00	459.00	459.00	893.00
001-30-52400-4610	VEHICLE R & M	500.00	500.00	0.00	0.00	0.00	500.00
001-30-52400-4710	PRINTING & BINDING	400.00	400.00	0.00	0.00	0.00	400.00
001-30-52400-4930	TRAINING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-30-52400-5110	OFFICE SUPPLIES	150.00	150.00	0.00	0.00	0.00	150.00
001-30-52400-5210	FUEL, OIL, & LUBRICANTS	800.00	800.00	0.00	0.00	0.00	800.00
001-30-52400-5220	UNIFORMS	450.00	450.00	0.00	0.00	0.00	450.00
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	150.00	150.00	0.00	0.00	0.00	150.00
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:	**86,253.00**	**86,253.00**	**4,693.27**	**4,693.27**	**4,693.27**	**81,559.73**
	Activity: 52400 - CODE COMPLIANCE Total:	**86,253.00**	**86,253.00**	**4,693.27**	**4,693.27**	**4,693.27**	**81,559.73**
Activity: 52410 - BUILDING							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-52410-1210	SALARIES	45,000.00	45,000.00	1,318.45	1,318.45	1,318.45	43,681.55
001-30-52410-2110	SOCIAL SECURITY TAXES	2,790.00	2,790.00	81.70	81.70	81.70	2,708.30
001-30-52410-2210	RETIREMENT	6,300.00	6,300.00	27.30	27.30	27.30	6,272.70
001-30-52410-2310	EMPLOYEE INSURANCE	14,260.00	14,260.00	1,365.09	1,365.09	1,365.09	12,894.91
001-30-52410-2410	WORKER'S COMPENSATION	170.00	170.00	0.00	0.00	0.00	170.00
001-30-52410-3000	MEDICARE INSURANCE	653.00	653.00	19.08	19.08	19.08	633.92
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
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:	**151,173.00**	**151,173.00**	**2,811.62**	**2,811.62**	**2,811.62**	**148,361.38**
	Activity: 52410 - BUILDING Total:	**151,173.00**	**151,173.00**	**2,811.62**	**2,811.62**	**2,811.62**	**148,361.38**
Activity: 53800 - STORMWATER							
Department: 50 - PUBLIC WORKS							
001-50-53800-1210	SALARIES	66,500.00	66,500.00	2,700.69	2,700.69	2,700.69	63,799.31
001-50-53800-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-53800-2110	SOCIAL SECURITY TAXES	4,154.00	4,154.00	167.19	167.19	167.19	3,986.81
001-50-53800-2210	RETIREMENT	9,380.00	9,380.00	189.83	189.83	189.83	9,190.17
001-50-53800-2310	EMPLOYEE INSURANCE	25,290.00	25,290.00	1,827.30	1,827.30	1,827.30	23,462.70

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-50-53800-2410	WORKER'S COMPENSATION	3,490.00	3,490.00	754.14	754.14	754.14	2,735.86
001-50-53800-3000	MEDICARE INSURANCE	972.00	972.00	39.11	39.11	39.11	932.89
001-50-53800-3100	Professional Services	12,785.00	12,785.00	0.00	0.00	0.00	12,785.00
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	1,298.00	1,298.00	429.62	429.62	429.62	868.38
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	100.00	100.00	0.00	0.00	100.00	0.00
001-50-53800-6310	INFRASTRUCTURE	1,429,728.00	1,429,728.00	0.00	0.00	0.00	1,429,728.00
	Department: 50 - PUBLIC WORKS Total:	**1,558,197.00**	**1,558,197.00**	**6,107.88**	**6,107.88**	**6,207.88**	**1,551,989.12**
	Activity: 53800 - STORMWATER Total:	**1,558,197.00**	**1,558,197.00**	**6,107.88**	**6,107.88**	**6,207.88**	**1,551,989.12**
Activity: 54100 - STREETS							
Department: 50 - PUBLIC WORKS							
001-50-54100-1210	SALARIES	66,500.00	66,500.00	2,700.69	2,700.69	2,700.69	63,799.31
001-50-54100-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-54100-2110	SOCIAL SECURITY TAXES	4,154.00	4,154.00	167.19	167.19	167.19	3,986.81
001-50-54100-2210	RETIREMENT	9,380.00	9,380.00	189.83	189.83	189.83	9,190.17
001-50-54100-2310	EMPLOYEE INSURANCE	25,290.00	25,290.00	1,827.30	1,827.30	1,827.30	23,462.70
001-50-54100-2410	WORKER'S COMPENSATION	3,490.00	3,490.00	874.17	874.17	874.17	2,615.83
001-50-54100-3000	MEDICARE INSURANCE	972.00	972.00	39.11	39.11	39.11	932.89
001-50-54100-4010	TRAVEL & PER DIEM	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-54100-4310	ELECTRICITY	56,000.00	56,000.00	0.00	0.00	0.00	56,000.00
001-50-54100-4320	WATER	500.00	500.00	0.00	0.00	0.00	500.00
001-50-54100-4330	Solid Waste	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00
001-50-54100-4410	EQUIPMENT RENTAL	2,500.00	2,500.00	143.00	143.00	143.00	2,357.00
001-50-54100-4522	VEHICLE INSURANCE	2,607.00	2,607.00	429.62	429.62	429.62	2,177.38
001-50-54100-4610	VEHICLE R & M	3,500.00	3,500.00	453.00	453.00	453.00	3,047.00
001-50-54100-4615	FENCING AND LANDSCAPING	0.00	0.00	37.00	37.00	37.00	-37.00
001-50-54100-4623	HEAVY EQUIPMENT R & M	15,000.00	15,000.00	1,899.45	1,899.45	1,899.45	13,100.55
001-50-54100-4631	STREET REPAVING	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00
001-50-54100-4636	TRAFFIC CONTROL/SIGNS R&M	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
001-50-54100-4930	TRAINING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
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	3,700.00	3,700.00	0.00	0.00	100.01	3,599.99
001-50-54100-5220	UNIFORMS	250.00	250.00	0.00	0.00	0.00	250.00
001-50-54100-5221	PERSONAL PROTECTIVE EQUIPMENT	500.00	500.00	207.34	207.34	207.34	292.66
001-50-54100-5260	TOOLS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-54100-5270	MACHINERY & EQUIPMENT	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-50-54100-5290	OPERATING SUPPLIES	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
001-50-54100-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	0.00	0.00	92.00	8.00
001-50-54100-6310	INFRASTRUCTURE	4,293,338.00	4,293,338.00	0.00	0.00	0.00	4,293,338.00
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:	**4,563,381.00**	**4,563,381.00**	**8,967.70**	**8,967.70**	**9,159.71**	**4,554,221.29**
	Activity: 54100 - STREETS Total:	**4,563,381.00**	**4,563,381.00**	**8,967.70**	**8,967.70**	**9,159.71**	**4,554,221.29**
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	270,000.00	270,000.00	12,566.31	12,566.31	12,566.31	257,433.69
001-71-57100-1310	SALARIES - PART TIME	39,000.00	39,000.00	1,542.89	1,542.89	1,542.89	37,457.11
001-71-57100-2110	SOCIAL SECURITY TAXES	19,158.00	19,158.00	857.10	857.10	857.10	18,300.90
001-71-57100-2210	RETIREMENT	37,800.00	37,800.00	1,759.28	1,759.28	1,759.28	36,040.72

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-71-57100-2310	EMPLOYEE INSURANCE	56,360.00	56,360.00	10,763.43	10,763.43	10,763.43	45,596.57
001-71-57100-2410	WORKER'S COMPENSATION	500.00	500.00	82.39	82.39	82.39	417.61
001-71-57100-3000	MEDICARE INSURANCE	4,481.00	4,481.00	200.43	200.43	200.43	4,280.57
001-71-57100-4010	TRAVEL & PER DIEM	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
001-71-57100-4110	TELEPHONE & INTERNET	1,300.00	1,300.00	0.00	0.00	0.00	1,300.00
001-71-57100-4612	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	0.00	0.00	500.00
001-71-57100-4710	PRINTING & BINDING	600.00	600.00	0.00	0.00	0.00	600.00
001-71-57100-4925	PROGRAM EXPENSES	1,900.00	1,900.00	0.00	0.00	0.00	1,900.00
001-71-57100-5110	OFFICE SUPPLIES	2,700.00	2,700.00	0.00	0.00	0.00	2,700.00
001-71-57100-5410	BOOKS, PUBS, SUBS & MEMBS	12,000.00	12,000.00	2,238.70	2,238.70	2,238.70	9,761.30
001-71-57100-5415	LIBRARY BOOK LEASES	6,800.00	6,800.00	0.00	0.00	0.00	6,800.00
001-71-57100-5417	LIBRARY E-BOOK LEASES	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00
001-71-57100-5420	MEMBERSHIPS	1,000.00	1,000.00	146.00	146.00	266.00	734.00
	Department: 71 - LIBRARY Total:	**465,299.00**	**465,299.00**	**30,156.53**	**30,156.53**	**30,276.53**	**435,022.47**
	Activity: 57100 - LIBRARY Total:	**465,299.00**	**465,299.00**	**30,156.53**	**30,156.53**	**30,276.53**	**435,022.47**
Activity: 57200 - PARKS							
Department: 50 - PUBLIC WORKS							
001-50-57200-1210	SALARIES	160,500.00	160,500.00	6,369.86	6,369.86	6,369.86	154,130.14
001-50-57200-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-57200-2110	SOCIAL SECURITY TAXES	9,982.00	9,982.00	394.10	394.10	394.10	9,587.90
001-50-57200-2210	RETIREMENT	22,540.00	22,540.00	474.49	474.49	474.49	22,065.51
001-50-57200-2310	EMPLOYEE INSURANCE	61,880.00	61,880.00	4,568.25	4,568.25	4,568.25	57,311.75
001-50-57200-2410	WORKER'S COMPENSATION	8,720.00	8,720.00	1,885.35	1,885.35	1,885.35	6,834.65
001-50-57200-3000	MEDICARE INSURANCE	2,335.00	2,335.00	92.18	92.18	92.18	2,242.82
001-50-57200-4010	TRAVEL & PER DIEM	500.00	500.00	0.00	0.00	0.00	500.00
001-50-57200-4310	ELECTRICITY	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
001-50-57200-4320	WATER	3,800.00	3,800.00	0.00	0.00	0.00	3,800.00
001-50-57200-4330	SOLID WASTE	500.00	500.00	0.00	0.00	0.00	500.00
001-50-57200-4521	PROPERTY INSURANCE	9,096.00	9,096.00	3,672.00	3,672.00	3,672.00	5,424.00
001-50-57200-4522	VEHICLE INSURANCE	1,298.00	1,298.00	429.63	429.63	429.63	868.37
001-50-57200-4611	BUILDING R & M	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
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	6,000.00	6,000.00	73.93	73.93	969.43	5,030.57
001-50-57200-5110	OFFICE SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00
001-50-57200-5210	FUEL, OIL, & LUBRICANTS	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00
001-50-57200-5231	SEASONAL DECORATIONS	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-50-57200-5270	MACHINERY & EQUIPMENT	1,000.00	1,000.00	0.00	0.00	338.90	661.10
001-50-57200-5295	OPERATING SUPPLIES/JANITORIAL	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-50-57200-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	0.00	0.00	100.00	0.00
001-50-57200-5741	COMMUNITY EVENTS	10,000.00	10,000.00	1,740.30	1,740.30	4,691.67	5,308.33
001-50-57200-6310	INFRASTRUCTURE	1,275,000.00	1,275,000.00	0.00	0.00	0.00	1,275,000.00
	Department: 50 - PUBLIC WORKS Total:	**1,593,351.00**	**1,593,351.00**	**19,700.09**	**19,700.09**	**23,985.86**	**1,569,365.14**
	Activity: 57200 - PARKS Total:	**1,593,351.00**	**1,593,351.00**	**19,700.09**	**19,700.09**	**23,985.86**	**1,569,365.14**
Activity: 58100 - INTERFUND TRANSFER							
Department: 99 - NON DEPARTMENTAL							
001-99-58100-7120	LOAN DEBT PRINCIPAL	93,834.00	93,834.00	0.00	0.00	0.00	93,834.00
001-99-58100-7220	LOAN DEBT INTEREST	86,166.00	86,166.00	0.00	0.00	0.00	86,166.00
	Department: 99 - NON DEPARTMENTAL Total:	**180,000.00**	**180,000.00**	**0.00**	**0.00**	**0.00**	**180,000.00**
	Activity: 58100 - INTERFUND TRANSFER Total:	**180,000.00**	**180,000.00**	**0.00**	**0.00**	**0.00**	**180,000.00**
	Expense Total:	**11,653,052.00**	**11,653,052.00**	**192,341.02**	**192,341.02**	**255,064.76**	**11,397,987.24**
	Fund: 001 - GENERAL FUND Surplus (Deficit):	**-2,427,547.00**	**-2,427,547.00**	**-48,967.82**	**-48,967.82**	**-111,691.56**	**-2,315,855.44**

		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	475,000.00	475,000.00	0.00	0.00	0.00	475,000.00
101-00-361100	INTEREST INCOME	20,000.00	20,000.00	8,147.35	8,147.35	8,147.35	11,852.65
	Department: 00 - UNDESIGNATED Total:	**495,000.00**	**495,000.00**	**8,147.35**	**8,147.35**	**8,147.35**	**486,852.65**
	Revenue Total:	**495,000.00**	**495,000.00**	**8,147.35**	**8,147.35**	**8,147.35**	**486,852.65**

		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	2,411,145.00	2,411,145.00	0.00	0.00	0.00	2,411,145.00
	Department: 99 - NON DEPARTMENTAL Total:	**2,411,145.00**	**2,411,145.00**	**0.00**	**0.00**	**0.00**	**2,411,145.00**
	Activity: 58100 - INTERFUND TRANSFER Total:	**2,411,145.00**	**2,411,145.00**	**0.00**	**0.00**	**0.00**	**2,411,145.00**
	Expense Total:	**2,411,145.00**	**2,411,145.00**	**0.00**	**0.00**	**0.00**	**2,411,145.00**
	Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):	**-1,916,145.00**	**-1,916,145.00**	**8,147.35**	**8,147.35**	**8,147.35**	**-1,924,292.35**

		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	1,284,234.00	1,284,234.00	153,830.55	153,830.55	153,830.55	1,130,403.45
410-00-343320	WATER UTIL - PENALTIES	15,000.00	15,000.00	3,376.72	3,376.72	3,376.72	11,623.28
410-00-343340	BACKFLOW PREVENTER INSPECTION F...	6,700.00	6,700.00	600.00	600.00	600.00	6,100.00
410-00-343351	TURN-ON & CUT-OFF FEES	12,000.00	12,000.00	450.00	450.00	450.00	11,550.00
410-00-343510	SEWER UTIL REV - OPER INCOME	1,838,163.00	1,838,163.00	220,605.79	220,605.79	220,605.79	1,617,557.21
410-00-343520	SEWER UTILITY PENALTIES	15,000.00	15,000.00	1,534.32	1,534.32	1,534.32	13,465.68
410-00-359000	OTHER REVENUE & RETURN CHECKS	200.00	200.00	440.00	440.00	440.00	-240.00
410-00-361000	INTEREST AND OTHER EARNINGS	10,000.00	10,000.00	17,556.78	17,556.78	17,556.78	-7,556.78
410-00-369600	LEASE/RENTAL ELEVATED TANK REV	190,160.00	190,160.00	15,991.74	15,991.74	15,991.74	174,168.26
410-00-369900	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	613.05	613.05	613.05	-613.05
410-00-384000	REVENUE FROM OTHER SOURCES	3,664,305.00	3,664,305.00	0.00	0.00	0.00	3,664,305.00
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:	**8,035,762.00**	**8,035,762.00**	**414,998.95**	**414,998.95**	**414,998.95**	**7,620,763.05**
	Revenue Total:	**8,035,762.00**	**8,035,762.00**	**414,998.95**	**414,998.95**	**414,998.95**	**7,620,763.05**

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense							
Activity: 53300 - WATER							
Department: 50 - PUBLIC WORKS							
410-50-53300-1210	SALARIES	106,000.00	106,000.00	7,166.92	7,166.92	7,166.92	98,833.08
410-50-53300-2110	SOCIAL SECURITY TAXES	6,572.00	6,572.00	440.73	440.73	440.73	6,131.27
410-50-53300-2210	RETIREMENT	14,840.00	14,840.00	476.44	476.44	476.44	14,363.56
410-50-53300-2310	EMPLOYEE INSURANCE	27,555.00	27,555.00	2,823.46	2,823.46	2,823.46	24,731.54
410-50-53300-2410	WORKER'S COMPENSATION	145.00	145.00	14.13	14.13	14.13	130.87
410-50-53300-3000	MEDICARE INSURANCE	1,537.00	1,537.00	103.10	103.10	103.10	1,433.90
410-50-53300-3100	PROFESSIONAL SERVICES	112,785.00	112,785.00	0.00	0.00	0.00	112,785.00
410-50-53300-3150	ENGINEERING, CONSULTING SERVICES	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00
410-50-53300-3210	ACCOUNTING AND AUDITING	14,000.00	14,000.00	500.00	500.00	500.00	13,500.00
410-50-53300-3405	CONTRACT FOR SERVICES	850,000.00	850,000.00	70,348.48	70,348.48	70,348.48	779,651.52
410-50-53300-4100	POSTAGE & SHIPPING	5,500.00	5,500.00	0.00	0.00	0.00	5,500.00
410-50-53300-4110	TELEPHONE & INTERNET	1,000.00	1,000.00	197.52	197.52	197.52	802.48
410-50-53300-4310	ELECTRICITY	0.00	0.00	-5,925.21	-5,925.21	-5,925.21	5,925.21
410-50-53300-4320	Water	120,000.00	120,000.00	0.00	0.00	0.00	120,000.00
410-50-53300-4521	PROPERTY INSURANCE	34,847.00	34,847.00	15,320.75	15,320.75	15,320.75	19,526.25
410-50-53300-4613	GROUNDS MAINTENANCE	0.00	0.00	0.00	0.00	19,800.00	-19,800.00
410-50-53300-4617	WATER SYSTEMS MAINTENANCE	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00
410-50-53300-4644	ELEVATED TANKS MAINTENANCE CO…	65,000.00	65,000.00	7,744.57	7,744.57	7,744.57	57,255.43
410-50-53300-4650	COMPUTER OPERATIONS AND MAINT…	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
410-50-53300-4710	PRINTING & BINDING	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
410-50-53300-4905	OPERATING PERMITS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
410-50-53300-4906	OTHER CHARGES	1,500.00	1,500.00	195.56	195.56	551.85	948.15
410-50-53300-4915	CREDIT CARD PROCESSING FEES	15,000.00	15,000.00	1,024.74	1,024.74	1,024.74	13,975.26
410-50-53300-5270	MACHINERY & EQUIPMENT	65,000.00	65,000.00	0.00	0.00	0.00	65,000.00
410-50-53300-5290	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00
410-50-53300-5410	BOOKS, PUBS, SUBS & MEMBS	1,000.00	1,000.00	199.00	199.00	199.00	801.00
410-50-53300-6310	INFRASTRUCTURE	2,609,405.00	2,609,405.00	0.00	0.00	0.00	2,609,405.00
410-50-53300-6410	MACHINERY & EQUIPMENT	79,000.00	79,000.00	4,019.34	4,019.34	6,631.79	72,368.21
	Department: 50 - PUBLIC WORKS Total:	**4,224,686.00**	**4,224,686.00**	**104,649.53**	**104,649.53**	**127,418.27**	**4,097,267.73**
	Activity: 53300 - WATER Total:	**4,224,686.00**	**4,224,686.00**	**104,649.53**	**104,649.53**	**127,418.27**	**4,097,267.73**
Activity: 53500 - SEWER							
Department: 50 - PUBLIC WORKS							
410-50-53500-1210	SALARIES	106,000.00	106,000.00	7,166.86	7,166.86	7,166.86	98,833.14
410-50-53500-2110	SOCIAL SECURITY TAXES	6,572.00	6,572.00	440.70	440.70	440.70	6,131.30
410-50-53500-2210	RETIREMENT	14,840.00	14,840.00	476.35	476.35	476.35	14,363.65
410-50-53500-2310	EMPLOYEE INSURANCE	27,555.00	27,555.00	2,823.46	2,823.46	2,823.46	24,731.54
410-50-53500-2410	WORKER'S COMPENSATION	145.00	145.00	14.13	14.13	14.13	130.87
410-50-53500-3000	MEDICARE INSURANCE	1,537.00	1,537.00	103.01	103.01	103.01	1,433.99
410-50-53500-3100	PROFESSIONAL SERVICES	12,785.00	12,785.00	0.00	0.00	0.00	12,785.00
410-50-53500-3150	ENGINEERING, CONSULT. SERVICES & …	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00
410-50-53500-3210	ACCOUNTING AND AUDITING	14,000.00	14,000.00	500.00	500.00	500.00	13,500.00
410-50-53500-3405	CONTRACT FOR SERVICES	850,000.00	850,000.00	70,348.49	70,348.49	70,348.49	779,651.51
410-50-53500-4100	POSTAGE & SHIPPING	5,500.00	5,500.00	0.00	0.00	0.00	5,500.00
410-50-53500-4110	TELEPHONE & INTERNET	1,000.00	1,000.00	197.52	197.52	197.52	802.48
410-50-53500-4320	WATER	38,000.00	38,000.00	0.00	0.00	0.00	38,000.00
410-50-53500-4400	SPRAYFIELD RENTAL	13,800.00	13,800.00	0.00	0.00	0.00	13,800.00
410-50-53500-4521	PROPERTY INSURANCE	39,212.00	39,212.00	16,981.25	16,981.25	16,981.25	22,230.75
410-50-53500-4611	BUILDING R & M	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00
410-50-53500-4613	GROUNDS MAINTENANCE	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00
410-50-53500-4618	SEWER SYSTEMS MAINTENANCE	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00
410-50-53500-4650	COMPUTER OPERATIONS AND MAINT…	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
410-50-53500-4710	PRINTING & BINDING	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
410-50-53500-4905	WTP/STP OPERATING PERMITS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
410-50-53500-4906	OTHER CHARGES	2,000.00	2,000.00	195.56	195.56	551.85	1,448.15
410-50-53500-4915	CREDIT CARD PROCESSING FEES	15,000.00	15,000.00	1,024.75	1,024.75	1,024.75	13,975.25
410-50-53500-5290	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
410-50-53500-5410	BOOKS, PUBS, SUBS & MEMBS	1,000.00	1,000.00	199.00	199.00	199.00	801.00
410-50-53500-6310	INFRASTRUCTURE	2,146,650.00	2,146,650.00	0.00	0.00	0.00	2,146,650.00
410-50-53500-6410	MACHINERY & EQUIPMENT	224,500.00	224,500.00	0.00	0.00	1,401.52	223,098.48
	Department: 50 - PUBLIC WORKS Total:	**3,652,596.00**	**3,652,596.00**	**100,471.08**	**100,471.08**	**102,228.89**	**3,550,367.11**
	Activity: 53500 - SEWER Total:	**3,652,596.00**	**3,652,596.00**	**100,471.08**	**100,471.08**	**102,228.89**	**3,550,367.11**
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	3,300.00	3,300.00	0.00	0.00	0.00	3,300.00
	Department: 99 - NON DEPARTMENTAL Total:	**19,800.00**	**19,800.00**	**0.00**	**0.00**	**0.00**	**19,800.00**
	Activity: 58100 - INTERFUND TRANSFER Total:	**19,800.00**	**19,800.00**	**0.00**	**0.00**	**0.00**	**19,800.00**
	Expense Total:	**7,897,082.00**	**7,897,082.00**	**205,120.61**	**205,120.61**	**229,647.16**	**7,667,434.84**
	Fund: 410 - WATER/SEWER FUND Surplus (Deficit):	**138,680.00**	**138,680.00**	**209,878.34**	**209,878.34**	**185,351.79**	**-46,671.79**
	Report Surplus (Deficit):	**-4,205,012.00**	**-4,205,012.00**	**169,057.87**	**169,057.87**	**81,807.58**	

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		9,225,505.00	9,225,505.00	143,373.20	143,373.20	143,373.20	9,082,131.80
	Revenue Total:	**9,225,505.00**	**9,225,505.00**	**143,373.20**	**143,373.20**	**143,373.20**	**9,082,131.80**

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	73,675.00	73,675.00	2,777.57	2,777.57	6,869.13	66,805.87
Activity: 51100 - LEGISLATIVE Total:	**73,675.00**	**73,675.00**	**2,777.57**	**2,777.57**	**6,869.13**	**66,805.87**
Activity: 51200 - EXECUTIVE						
12 - CITY MANAGER	259,768.00	259,768.00	7,209.74	7,209.74	7,707.74	252,060.26
Activity: 51200 - EXECUTIVE Total:	**259,768.00**	**259,768.00**	**7,209.74**	**7,209.74**	**7,707.74**	**252,060.26**
Activity: 51300 - FINANCE						
13 - ADMINISTRATIVE SERVICES	128,835.00	128,835.00	5,719.28	5,719.28	5,719.28	123,115.72
Activity: 51300 - FINANCE Total:	**128,835.00**	**128,835.00**	**5,719.28**	**5,719.28**	**5,719.28**	**123,115.72**
Activity: 51310 - HUMAN RESOURCES						
13 - ADMINISTRATIVE SERVICES	70,114.00	70,114.00	2,172.19	2,172.19	6,714.73	63,399.27
Activity: 51310 - HUMAN RESOURCES Total:	**70,114.00**	**70,114.00**	**2,172.19**	**2,172.19**	**6,714.73**	**63,399.27**
Activity: 51400 - LEGAL						
14 - CITY ATTORNEY	70,000.00	70,000.00	0.00	0.00	0.00	70,000.00
Activity: 51400 - LEGAL Total:	**70,000.00**	**70,000.00**	**0.00**	**0.00**	**0.00**	**70,000.00**
Activity: 51500 - PLANNING AND ZONING						
30 - COMMUNITY DEVELOPMENT	169,678.00	169,678.00	3,484.12	3,484.12	3,484.12	166,193.88
Activity: 51500 - PLANNING AND ZONING Total:	**169,678.00**	**169,678.00**	**3,484.12**	**3,484.12**	**3,484.12**	**166,193.88**
Activity: 51600 - NON-COURT INFORMATION SYSTEMS						
16 - CITY CLERK	185,115.00	185,115.00	10,699.32	10,699.32	14,109.27	171,005.73
Activity: 51600 - NON-COURT INFORMATION SYSTEMS Total:	**185,115.00**	**185,115.00**	**10,699.32**	**10,699.32**	**14,109.27**	**171,005.73**
Activity: 51610 - INFORMATION TECHNOLOGY						
13 - ADMINISTRATIVE SERVICES	125,094.00	125,094.00	3,850.94	3,850.94	24,145.53	100,948.47
Activity: 51610 - INFORMATION TECHNOLOGY Total:	**125,094.00**	**125,094.00**	**3,850.94**	**3,850.94**	**24,145.53**	**100,948.47**
Activity: 51900 - GENERAL GOVERNMENT						
99 - NON DEPARTMENTAL	70,732.00	70,732.00	24,156.20	24,156.20	24,289.01	46,442.99
Activity: 51900 - GENERAL GOVERNMENT Total:	**70,732.00**	**70,732.00**	**24,156.20**	**24,156.20**	**24,289.01**	**46,442.99**
Activity: 51910 - FACILITIES						
50 - PUBLIC WORKS	498,965.00	498,965.00	36,997.90	36,997.90	62,054.41	436,910.59
Activity: 51910 - FACILITIES Total:	**498,965.00**	**498,965.00**	**36,997.90**	**36,997.90**	**62,054.41**	**436,910.59**
Activity: 52100 - LAW ENFORCEMENT						
20 - PUBLIC SAFETY	285,334.00	285,334.00	22,836.67	22,836.67	22,836.67	262,497.33
Activity: 52100 - LAW ENFORCEMENT Total:	**285,334.00**	**285,334.00**	**22,836.67**	**22,836.67**	**22,836.67**	**262,497.33**
Activity: 52200 - FIRE						
20 - PUBLIC SAFETY	1,113,088.00	1,113,088.00	0.00	0.00	0.00	1,113,088.00
Activity: 52200 - FIRE Total:	**1,113,088.00**	**1,113,088.00**	**0.00**	**0.00**	**0.00**	**1,113,088.00**
Activity: 52400 - CODE COMPLIANCE						
30 - COMMUNITY DEVELOPMENT	86,253.00	86,253.00	4,693.27	4,693.27	4,693.27	81,559.73
Activity: 52400 - CODE COMPLIANCE Total:	**86,253.00**	**86,253.00**	**4,693.27**	**4,693.27**	**4,693.27**	**81,559.73**
Activity: 52410 - BUILDING						
30 - COMMUNITY DEVELOPMENT	151,173.00	151,173.00	2,811.62	2,811.62	2,811.62	148,361.38
Activity: 52410 - BUILDING Total:	**151,173.00**	**151,173.00**	**2,811.62**	**2,811.62**	**2,811.62**	**148,361.38**
Activity: 53800 - STORMWATER						
50 - PUBLIC WORKS	1,558,197.00	1,558,197.00	6,107.88	6,107.88	6,207.88	1,551,989.12
Activity: 53800 - STORMWATER Total:	**1,558,197.00**	**1,558,197.00**	**6,107.88**	**6,107.88**	**6,207.88**	**1,551,989.12**
Activity: 54100 - STREETS						
50 - PUBLIC WORKS	4,563,381.00	4,563,381.00	8,967.70	8,967.70	9,159.71	4,554,221.29
Activity: 54100 - STREETS Total:	**4,563,381.00**	**4,563,381.00**	**8,967.70**	**8,967.70**	**9,159.71**	**4,554,221.29**
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**
Activity: 57100 - LIBRARY						
71 - LIBRARY	465,299.00	465,299.00	30,156.53	30,156.53	30,276.53	435,022.47

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Activity: 57100 - LIBRARY Total:	**465,299.00**	**465,299.00**	**30,156.53**	**30,156.53**	**30,276.53**	**435,022.47**
Activity: 57200 - PARKS						
50 - PUBLIC WORKS	1,593,351.00	1,593,351.00	19,700.09	19,700.09	23,985.86	1,569,365.14
Activity: 57200 - PARKS Total:	**1,593,351.00**	**1,593,351.00**	**19,700.09**	**19,700.09**	**23,985.86**	**1,569,365.14**
Activity: 58100 - INTERFUND TRANSFER						
99 - NON DEPARTMENTAL	180,000.00	180,000.00	0.00	0.00	0.00	180,000.00
Activity: 58100 - INTERFUND TRANSFER Total:	**180,000.00**	**180,000.00**	**0.00**	**0.00**	**0.00**	**180,000.00**
Expense Total:	**11,653,052.00**	**11,653,052.00**	**192,341.02**	**192,341.02**	**255,064.76**	**11,397,987.24**
Fund: 001 - GENERAL FUND Surplus (Deficit):	**-2,427,547.00**	**-2,427,547.00**	**-48,967.82**	**-48,967.82**	**-111,691.56**	**-2,315,855.44**

Department		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 101 - DISCRETIONARY SALES SURTAX							
Revenue							
00 - UNDESIGNATED		495,000.00	495,000.00	8,147.35	8,147.35	8,147.35	486,852.65
	Revenue Total:	**495,000.00**	**495,000.00**	**8,147.35**	**8,147.35**	**8,147.35**	**486,852.65**

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 58100 - INTERFUND TRANSFER						
99 - NON DEPARTMENTAL	2,411,145.00	2,411,145.00	0.00	0.00	0.00	2,411,145.00
Activity: 58100 - INTERFUND TRANSFER Total:	**2,411,145.00**	**2,411,145.00**	**0.00**	**0.00**	**0.00**	**2,411,145.00**
Expense Total:	**2,411,145.00**	**2,411,145.00**	**0.00**	**0.00**	**0.00**	**2,411,145.00**
Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):	**-1,916,145.00**	**-1,916,145.00**	**8,147.35**	**8,147.35**	**8,147.35**	**-1,924,292.35**

Department		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 410 - WATER/SEWER FUND							
Revenue							
00 - UNDESIGNATED		8,035,762.00	8,035,762.00	414,998.95	414,998.95	414,998.95	7,620,763.05
	Revenue Total:	**8,035,762.00**	**8,035,762.00**	**414,998.95**	**414,998.95**	**414,998.95**	**7,620,763.05**

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 53300 - WATER						
50 - PUBLIC WORKS	4,224,686.00	4,224,686.00	104,649.53	104,649.53	127,418.27	4,097,267.73
Activity: 53300 - WATER Total:	**4,224,686.00**	**4,224,686.00**	**104,649.53**	**104,649.53**	**127,418.27**	**4,097,267.73**
Activity: 53500 - SEWER						
50 - PUBLIC WORKS	3,652,596.00	3,652,596.00	100,471.08	100,471.08	102,228.89	3,550,367.11
Activity: 53500 - SEWER Total:	**3,652,596.00**	**3,652,596.00**	**100,471.08**	**100,471.08**	**102,228.89**	**3,550,367.11**
Activity: 58100 - INTERFUND TRANSFER						
99 - NON DEPARTMENTAL	19,800.00	19,800.00	0.00	0.00	0.00	19,800.00
Activity: 58100 - INTERFUND TRANSFER Total:	**19,800.00**	**19,800.00**	**0.00**	**0.00**	**0.00**	**19,800.00**
Expense Total:	**7,897,082.00**	**7,897,082.00**	**205,120.61**	**205,120.61**	**229,647.16**	**7,667,434.84**
Fund: 410 - WATER/SEWER FUND Surplus (Deficit):	**138,680.00**	**138,680.00**	**209,878.34**	**209,878.34**	**185,351.79**	**-46,671.79**
Total Surplus (Deficit):	**-4,205,012.00**	**-4,205,012.00**	**169,057.87**	**169,057.87**	**81,807.58**	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001 - GENERAL FUND	-2,427,547.00	-2,427,547.00	-48,967.82	-48,967.82	-111,691.56	-2,315,855.44
101 - DISCRETIONARY SALES ...	-1,916,145.00	-1,916,145.00	8,147.35	8,147.35	8,147.35	-1,924,292.35
410 - WATER/SEWER FUND	138,680.00	138,680.00	209,878.34	209,878.34	185,351.79	-46,671.79
Total Surplus (Deficit):	**-4,205,012.00**	**-4,205,012.00**	**169,057.87**	**169,057.87**	**81,807.58**	

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

BMS Account	GENERAL FUND BANK	Summary of Investments 10/31/2023	Fund	INTEREST RATE	Purpose of Acct.
101251	FNBT BANK	$127,680.00	410	0.00%	Cust. Utility Deposits Acct.
104300	GEN FUND FLORIDA PRIME	$2,235,084.97	1	5.60%	GF Savings/Investment
104400	W/S FUND FLORIDA PRIME	$323,612.62	410	5.60%	W/S Savings/Investment
101001	FNBT BANK	$9,146,512.20	1 & 410	3.30%	Operating Acct.
101001	FNBT BANK	$0.00	410	0.00%	Credit Card Payments Account
101210	FNBT BANK	$0.00	1	0.00%	Payroll Account
101001	FNBT BANK	$3,749.42	1	0.00%	HRA Account
101001	FNBT BANK	$1,567,750.34	1 & 410	3.30%	Money Market Account
104301	FLCLASS	$503,182.71	1	5.50%	GF Investment
104302	AMERIS BANK	$6,516.53	1	0.00%	GF Investment
		$13,914,088.79			

FY23-24 ESTIMATED BEGINNING GENERAL FUND UNRESTRICTED CASH	$4,146,554
FY2024 Budget deficit	($2,427,547)
ESTIMATED GENERAL FUND TOTAL UNRESTRICTED CASH	**$1,719,007**
FY23-24 ESTIMATED BEGINNING W/S FUND UNRESTRICTED CASH	$4,431,432
FY2024 Budget surplus	$138,680
ESTIMATED W/S FUND TOTAL UNRESTRICTED CASH	**$4,570,112**
FY 23-24 BEGINNING DISCRETIONARY SALES SURTAX REVENUE FUND	$1,888,263
FY2024 Transfer to General Fund	($2,411,145)
FY2024 Estimated Revenue	$522,882
DISCRETIONARY SALES SURTAX FUND BALANCE	**($0)**
GRAND TOTAL ALL FUNDS:	**$6,289,118**

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	$2,330,610
TOTAL	**$2,330,610**
TOTAL RESTRICTED REVENUES	**$2,607,078**

City of Mary Esther, FL

Budget vs Actuals
Account Summary
For Fiscal: 2023-2024 Period Ending: 11/30/2023

		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	2,089,383.00	2,089,383.00	103,620.79	103,620.79	103,620.79	1,985,762.21
001-00-311200	AD VALOREM TAXES-DELQ	65,000.00	65,000.00	0.00	0.00	0.00	65,000.00
001-00-312130	TOURIST DEVELOPMENT TAX	180,000.00	180,000.00	0.00	0.00	0.00	180,000.00
001-00-312410	FIRST LOCAL OPTION FUEL TAX	200,000.00	200,000.00	34,817.00	34,817.00	34,817.00	165,183.00
001-00-314100	UTILITY TAXES-ELECTRIC	235,000.00	235,000.00	20,449.17	20,449.17	20,449.17	214,550.83
001-00-314200	UTILITY TAXES-COMMUNICATION SE…	255,000.00	255,000.00	15,508.25	15,508.25	15,508.25	239,491.75
001-00-314300	UTILITY TAXES-WATER	123,484.00	123,484.00	10,160.21	20,237.21	20,237.21	103,246.79
001-00-314400	UTILITY TAXES-GAS	40,000.00	40,000.00	2,726.14	2,726.14	2,726.14	37,273.86
001-00-314800	UTILITY TAXES -PROPANE GAS	0.00	0.00	15.17	15.17	15.17	-15.17
001-00-316010	BUSINESS TAX - PENALTY INT	1,000.00	1,000.00	253.50	271.00	271.00	729.00
001-00-316100	BUSINESS TAX	95,000.00	95,000.00	1,525.00	79,483.00	79,483.00	15,517.00
001-00-322000	BUILDING PERMITS	80,000.00	80,000.00	9,400.34	10,406.44	10,406.44	69,593.56
001-00-323100	ELECTRICITY FRANCHISE FEES	205,000.00	205,000.00	16,222.70	16,222.70	16,222.70	188,777.30
001-00-323400	GAS FRANCHISE FEES	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00
001-00-329050	TRACKING FEES	1,000.00	1,000.00	200.00	780.00	780.00	220.00
001-00-335120	STATE REVENUE SHARING PROCEEDS	160,000.00	160,000.00	0.00	17,570.97	17,570.97	142,429.03
001-00-335150	ALCOHOLIC BEVERAGE LICENSES	500.00	500.00	0.00	0.00	0.00	500.00
001-00-335180	LOCAL GOVERNMENT 1/2 SALES TAX	460,000.00	460,000.00	43,114.81	43,114.81	43,114.81	416,885.19
001-00-338200	INTERGOV REV-COUNTY BUSINESS TAX	1,000.00	1,000.00	221.88	1,076.93	1,076.93	-76.93
001-00-338210	INTERGOV REV - LIBRARY COOP	61,000.00	61,000.00	0.00	15,780.00	15,780.00	45,220.00
001-00-341300	CODE ENFORCEMENT ADMIN FEES	500.00	500.00	0.00	0.00	0.00	500.00
001-00-341901	FIRE DEPARTMENT FEES	8,500.00	8,500.00	921.00	2,339.00	2,339.00	6,161.00
001-00-341902	NOTARY FEE REVENUE	0.00	0.00	10.00	40.00	40.00	-40.00
001-00-341920	SITE INSPECTION	500.00	500.00	0.00	0.00	0.00	500.00
001-00-342510	FINAL INSPECTION	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-00-343800	CEMETERY FEES	100.00	100.00	50.00	50.00	50.00	50.00
001-00-344901	FLORIDA DOT	21,839.00	21,839.00	0.00	0.00	0.00	21,839.00
001-00-349100	LIEN SEARCH FEE	1,000.00	1,000.00	100.00	240.00	240.00	760.00
001-00-351100	COURT FINES	3,000.00	3,000.00	601.08	601.08	601.08	2,398.92
001-00-352000	LIBRARY FINES/LOST BOOKS	1,500.00	1,500.00	189.00	189.00	189.00	1,311.00
001-00-354100	VIOLATION OF LOCAL ORDINANCE	2,500.00	2,500.00	227.00	227.00	227.00	2,273.00
001-00-361000	INTEREST AND OTHER EARNINGS	0.00	0.00	1.37	2.90	2.90	-2.90
001-00-361100	INTEREST INCOME	120,000.00	120,000.00	35,499.46	53,408.51	53,408.51	66,591.49
001-00-365100	SCRAP SALES	0.00	0.00	112.80	112.80	112.80	-112.80
001-00-366010	DONATIONS & CONTRIBUTIONS LIBR…	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-00-369900	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	27.56	57.56	57.56	-57.56
001-00-381000	INTERFUND TRANSFER	2,411,145.00	2,411,145.00	0.00	0.00	0.00	2,411,145.00
001-00-384000	DEBT PROCEEDS	1,177,779.00	1,177,779.00	0.00	0.00	0.00	1,177,779.00
001-00-389400	GRANTS - OTHER SOURCES	1,187,775.00	1,187,775.00	0.00	0.00	0.00	1,187,775.00
	Department: 00 - UNDESIGNATED Total:	**9,225,505.00**	**9,225,505.00**	**295,974.23**	**439,347.43**	**439,347.43**	**8,786,157.57**
	Revenue Total:	**9,225,505.00**	**9,225,505.00**	**295,974.23**	**439,347.43**	**439,347.43**	**8,786,157.57**

		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	1,755.00	1,755.00	17,445.00
001-11-51100-2110	SOCIAL SECURITY TAXES	1,200.00	1,200.00	83.70	108.81	108.81	1,091.19
001-11-51100-2410	WORKER'S COMPENSATION	600.00	600.00	0.00	70.62	70.62	529.38
001-11-51100-3000	MEDICARE INSURANCE	300.00	300.00	19.60	25.48	25.48	274.52
001-11-51100-3100	PROFESSIONAL SERVICES	11,000.00	11,000.00	0.00	0.00	0.00	11,000.00
001-11-51100-4010	TRAVEL & PER DIEM	13,000.00	13,000.00	1,405.81	2,287.77	4,109.38	8,890.62
001-11-51100-4810	TROPHIES AND AWARDS	800.00	800.00	60.00	60.00	60.00	740.00
001-11-51100-4930	TRAINING	4,200.00	4,200.00	900.00	900.00	1,150.00	3,050.00
001-11-51100-4940	ELECTION EXPENSES	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
001-11-51100-5110	OFFICE SUPPLIES	250.00	250.00	0.00	0.00	0.00	250.00
001-11-51100-5280	LEAGUE OF CITIES DINNERS	11,875.00	11,875.00	0.00	360.00	360.00	11,515.00
001-11-51100-5290	OPERATING SUPPLIES	2,150.00	2,150.00	242.20	242.20	242.20	1,907.80
001-11-51100-5410	BOOKS, PUBS, SUBS & MEMBS	4,600.00	4,600.00	1,850.00	2,879.00	2,879.00	1,721.00
001-11-51100-5742	SANTA RUN	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-11-51100-6400	COMPUTER SOFTWARE & EQUIPMENT	0.00	0.00	2,432.54	2,432.54	2,432.54	-2,432.54
	Department: 11 - MAYOR AND CITY COUNCIL Total:	**73,675.00**	**73,675.00**	**8,343.85**	**11,121.42**	**13,193.03**	**60,481.97**
	Activity: 51100 - LEGISLATIVE Total:	**73,675.00**	**73,675.00**	**8,343.85**	**11,121.42**	**13,193.03**	**60,481.97**
Activity: 51200 - EXECUTIVE							
Department: 12 - CITY MANAGER							
001-12-51200-1210	SALARIES	170,700.00	170,700.00	12,709.21	18,041.67	18,041.67	152,658.33
001-12-51200-2110	SOCIAL SECURITY TAXES	10,584.00	10,584.00	787.99	1,118.61	1,118.61	9,465.39
001-12-51200-2210	RETIREMENT	23,898.00	23,898.00	473.01	687.75	687.75	23,210.25
001-12-51200-2310	EMPLOYEE INSURANCE	34,840.00	34,840.00	2,892.43	4,127.00	4,127.00	30,713.00
001-12-51200-2410	WORKER'S COMPENSATION	170.00	170.00	0.00	20.01	20.01	149.99
001-12-51200-3000	MEDICARE INSURANCE	2,476.00	2,476.00	184.33	261.67	261.67	2,214.33
001-12-51200-4010	TRAVEL & PER DIEM	6,100.00	6,100.00	0.00	0.00	0.00	6,100.00
001-12-51200-4930	TRAINING	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00
001-12-51200-5290	OPERATING SUPPLIES	2,500.00	2,500.00	171.46	171.46	669.46	1,830.54
001-12-51200-5410	BOOKS, PUBS, SUBS & MEMBS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-12-51200-6411	OFFICE EQUIP/FURNITURE	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00
	Department: 12 - CITY MANAGER Total:	**259,768.00**	**259,768.00**	**17,218.43**	**24,428.17**	**24,926.17**	**234,841.83**
	Activity: 51200 - EXECUTIVE Total:	**259,768.00**	**259,768.00**	**17,218.43**	**24,428.17**	**24,926.17**	**234,841.83**
Activity: 51300 - FINANCE							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51300-1210	SALARIES	71,500.00	71,500.00	11,218.35	14,489.35	14,489.35	57,010.65
001-13-51300-2110	SOCIAL SECURITY TAXES	4,433.00	4,433.00	694.72	896.89	896.89	3,536.11
001-13-51300-2210	RETIREMENT	10,010.00	10,010.00	1,476.45	1,899.88	1,899.88	8,110.12
001-13-51300-2310	EMPLOYEE INSURANCE	4,400.00	4,400.00	304.77	885.79	885.79	3,514.21
001-13-51300-2410	WORKER'S COMPENSATION	70.00	70.00	0.00	8.24	8.24	61.76
001-13-51300-3000	MEDICARE INSURANCE	1,037.00	1,037.00	162.50	209.79	209.79	827.21
001-13-51300-3210	ACCOUNTING AND AUDITING	23,230.00	23,230.00	0.00	1,000.00	1,000.00	22,230.00
001-13-51300-4010	TRAVEL & PER DIEM	3,500.00	3,500.00	33.99	33.99	33.99	3,466.01
001-13-51300-4710	PRINTING & BINDING	1,900.00	1,900.00	0.00	0.00	152.61	1,747.39
001-13-51300-4915	CREDIT CARD FEE EXPENSES	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
001-13-51300-4921	BANK FEES	1,000.00	1,000.00	85.00	251.13	251.13	748.87
001-13-51300-4930	TRAINING	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-13-51300-5290	OPERATING SUPPLIES	2,400.00	2,400.00	0.00	0.00	0.00	2,400.00
001-13-51300-5410	BOOKS, PUBS, SUBS & MEMBS	855.00	855.00	0.00	20.00	20.00	835.00
	Department: 13 - ADMINISTRATIVE SERVICES Total:	**128,835.00**	**128,835.00**	**13,975.78**	**19,695.06**	**19,847.67**	**108,987.33**
	Activity: 51300 - FINANCE Total:	**128,835.00**	**128,835.00**	**13,975.78**	**19,695.06**	**19,847.67**	**108,987.33**
Activity: 51310 - HUMAN RESOURCES							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51310-1210	SALARIES	13,450.00	13,450.00	1,206.57	1,644.96	1,644.96	11,805.04
001-13-51310-2110	SOCIAL SECURITY TAXES	835.00	835.00	74.80	101.98	101.98	733.02

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-13-51310-2210	RETIREMENT	1,883.00	1,883.00	0.00	0.00	0.00	1,883.00
001-13-51310-2220	RETIRED EMPLOYEE LIFE INSURANCE	900.00	900.00	50.22	150.66	150.66	749.34
001-13-51310-2230	RETIRED EMPLOYEE DENTAL INSURA...	4,500.00	4,500.00	276.21	828.63	828.63	3,671.37
001-13-51310-2310	EMPLOYEE INSURANCE	5,380.00	5,380.00	454.62	1,499.68	1,499.68	3,880.32
001-13-51310-2410	WORKER'S COMPENSATION	20.00	20.00	0.00	2.35	2.35	17.65
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	196.00	196.00	17.48	23.83	23.83	172.17
001-13-51310-3100	PROFESSIONAL SERVICES	7,000.00	7,000.00	3,331.51	3,331.51	3,331.51	3,668.49
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	1,500.00	1,500.00	544.19	544.19	544.19	955.81
001-13-51310-4540	EMPLOYEE APPRECIATION	2,500.00	2,500.00	0.00	0.00	2,391.20	108.80
001-13-51310-4710	PRINTING & BINDING	500.00	500.00	0.00	0.00	0.00	500.00
001-13-51310-4930	TRAINING	2,500.00	2,500.00	300.00	300.00	300.00	2,200.00
001-13-51310-4934	TUITION	21,000.00	21,000.00	0.00	0.00	0.00	21,000.00
001-13-51310-4946	LEGAL & RETAIL ADVERTISEMENTS	1,500.00	1,500.00	339.02	339.02	339.02	1,160.98
001-13-51310-5290	OPERATING SUPPLIES	500.00	500.00	824.55	824.55	824.55	-324.55
001-13-51310-5410	BOOKS, PUBS, SUBS & MEMBS	750.00	750.00	244.00	244.00	244.00	506.00
	Department: 13 - ADMINISTRATIVE SERVICES Total:	**70,114.00**	**70,114.00**	**7,663.17**	**9,835.36**	**12,226.56**	**57,887.44**
	Activity: 51310 - HUMAN RESOURCES Total:	**70,114.00**	**70,114.00**	**7,663.17**	**9,835.36**	**12,226.56**	**57,887.44**
Activity: 51400 - LEGAL							
Department: 14 - CITY ATTORNEY							
001-14-51400-3111	LEGAL COUNSEL	70,000.00	70,000.00	3,747.50	3,747.50	3,747.50	66,252.50
	Department: 14 - CITY ATTORNEY Total:	**70,000.00**	**70,000.00**	**3,747.50**	**3,747.50**	**3,747.50**	**66,252.50**
	Activity: 51400 - LEGAL Total:	**70,000.00**	**70,000.00**	**3,747.50**	**3,747.50**	**3,747.50**	**66,252.50**
Activity: 51500 - PLANNING AND ZONING							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-51500-1210	SALARIES	92,000.00	92,000.00	4,455.02	6,076.65	6,076.65	85,923.35
001-30-51500-2110	SOCIAL SECURITY TAXES	5,704.00	5,704.00	276.21	376.73	376.73	5,327.27
001-30-51500-2210	RETIREMENT	12,880.00	12,880.00	153.02	207.58	207.58	12,672.42
001-30-51500-2310	EMPLOYEE INSURANCE	29,190.00	29,190.00	796.74	2,394.72	2,394.72	26,795.28
001-30-51500-2410	WORKER'S COMPENSATION	320.00	320.00	0.00	85.89	85.89	234.11
001-30-51500-3000	MEDICARE INSURANCE	1,334.00	1,334.00	64.62	88.16	88.16	1,245.84
001-30-51500-3100	PROFESSIONAL SERVICES	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
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	0.00	0.00	1,000.00
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	0.00	0.00	100.00
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:	**169,678.00**	**169,678.00**	**5,745.61**	**9,229.73**	**9,229.73**	**160,448.27**
	Activity: 51500 - PLANNING AND ZONING Total:	**169,678.00**	**169,678.00**	**5,745.61**	**9,229.73**	**9,229.73**	**160,448.27**
Activity: 51600 - NON-COURT INFORMATION SYSTEMS							
Department: 16 - CITY CLERK							
001-16-51600-1210	SALARIES	82,500.00	82,500.00	9,022.02	12,890.99	12,890.99	69,609.01
001-16-51600-1310	PART-TIME SALARIES	32,000.00	32,000.00	0.00	0.00	0.00	32,000.00
001-16-51600-2110	SOCIAL SECURITY TAXES	7,099.00	7,099.00	559.36	789.81	789.81	6,309.19
001-16-51600-2210	RETIREMENT	11,500.00	11,500.00	1,263.09	1,804.74	1,804.74	9,695.26
001-16-51600-2310	EMPLOYEE INSURANCE	26,900.00	26,900.00	2,160.67	6,658.93	6,658.93	20,241.07
001-16-51600-2410	WORKER'S COMPENSATION	200.00	200.00	0.00	17.66	17.66	182.34
001-16-51600-3000	MEDICARE INSURANCE	1,661.00	1,661.00	130.81	184.70	184.70	1,476.30
001-16-51600-3100	PROFESSIONAL SERVICES	2,350.00	2,350.00	62.50	129.91	780.00	1,570.00
001-16-51600-4010	TRAVEL & PER DIEM	2,150.00	2,150.00	792.00	1,513.03	1,513.03	636.97
001-16-51600-4510	NOTARY INSURANCE	150.00	150.00	0.00	0.00	0.00	150.00
001-16-51600-4930	TRAINING	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-16-51600-4946	LEGAL & RETAIL ADVERTISEMENTS	8,700.00	8,700.00	54.00	54.00	54.00	8,646.00
001-16-51600-5110	OFFICE SUPPLIES	1,605.00	1,605.00	61.67	61.67	61.67	1,543.33
001-16-51600-5290	OPERATING SUPPLIES	600.00	600.00	10.00	10.00	10.00	590.00

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-16-51600-5410	BOOKS, PUBS, SUBS & MEMBS	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
001-16-51600-5416	CODIFICATION	3,500.00	3,500.00	0.00	700.00	700.00	2,800.00
001-16-51600-6411	OFFICE EQUIP/FURNITURE	1,500.00	1,500.00	1,902.21	1,902.21	1,902.21	-402.21
	Department: 16 - CITY CLERK Total:	**185,115.00**	**185,115.00**	**16,018.33**	**26,717.65**	**27,367.74**	**157,747.26**
	Activity: 51600 - NON-COURT INFORMATION SYSTEMS Total:	**185,115.00**	**185,115.00**	**16,018.33**	**26,717.65**	**27,367.74**	**157,747.26**
Activity: 51610 - INFORMATION TECHNOLOGY							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51610-3100	PROFESSIONAL SERVICES	30,000.00	30,000.00	1,704.25	1,704.25	1,704.25	28,295.75
001-13-51610-4110	TELEPHONE & INTERNET	10,068.00	10,068.00	408.98	804.02	804.02	9,263.98
001-13-51610-4655	COMPUTER HARDWARE & SOFTWARE...	69,526.00	69,526.00	1,556.23	4,928.23	16,384.23	53,141.77
001-13-51610-4660	COPIER MAINTENANCE	7,500.00	7,500.00	605.48	689.38	7,006.80	493.20
001-13-51610-6400	COMPUTER SOFTWARE & EQUIPMENT	8,000.00	8,000.00	3,249.50	3,249.50	3,249.50	4,750.50
	Department: 13 - ADMINISTRATIVE SERVICES Total:	**125,094.00**	**125,094.00**	**7,524.44**	**11,375.38**	**29,148.80**	**95,945.20**
	Activity: 51610 - INFORMATION TECHNOLOGY Total:	**125,094.00**	**125,094.00**	**7,524.44**	**11,375.38**	**29,148.80**	**95,945.20**
Activity: 51900 - GENERAL GOVERNMENT							
Department: 99 - NON DEPARTMENTAL							
001-99-51900-4100	POSTAGE & SHIPPING	4,000.00	4,000.00	0.00	385.89	385.89	3,614.11
001-99-51900-4520	LIABILITY INSURANCE	61,332.00	61,332.00	0.00	23,724.50	23,724.50	37,607.50
001-99-51900-5110	OFFICE SUPPLIES	4,500.00	4,500.00	144.39	190.20	190.20	4,309.80
001-99-51900-5410	BOOKS, PUBS, SUBS & MEMBS	900.00	900.00	0.00	0.00	0.00	900.00
	Department: 99 - NON DEPARTMENTAL Total:	**70,732.00**	**70,732.00**	**144.39**	**24,300.59**	**24,300.59**	**46,431.41**
	Activity: 51900 - GENERAL GOVERNMENT Total:	**70,732.00**	**70,732.00**	**144.39**	**24,300.59**	**24,300.59**	**46,431.41**
Activity: 51910 - FACILITIES							
Department: 50 - PUBLIC WORKS							
001-50-51910-1210	SALARIES	38,500.00	38,500.00	3,882.37	5,614.68	5,614.68	32,885.32
001-50-51910-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-51910-2110	SOCIAL SECURITY TAXES	2,418.00	2,418.00	240.46	347.76	347.76	2,070.24
001-50-51910-2210	RETIREMENT	5,460.00	5,460.00	238.05	332.96	332.96	5,127.04
001-50-51910-2310	EMPLOYEE INSURANCE	13,990.00	13,990.00	912.22	1,825.83	1,825.83	12,164.17
001-50-51910-2410	WORKER'S COMPENSATION	1,750.00	1,750.00	0.00	377.07	377.07	1,372.93
001-50-51910-3000	MEDICARE INSURANCE	566.00	566.00	56.24	81.33	81.33	484.67
001-50-51910-3100	PROFESSIONAL SERVICES	16,015.00	16,015.00	578.00	817.40	1,442.40	14,572.60
001-50-51910-4010	TRAVEL & PER DIEM	500.00	500.00	0.00	0.00	0.00	500.00
001-50-51910-4310	ELECTRICITY	21,000.00	21,000.00	1,341.50	1,341.50	1,341.50	19,658.50
001-50-51910-4320	WATER	7,900.00	7,900.00	824.60	824.60	824.60	7,075.40
001-50-51910-4330	SOLID WASTE	3,760.00	3,760.00	223.76	447.52	447.52	3,312.48
001-50-51910-4340	NATURAL GAS	1,100.00	1,100.00	18.57	18.57	18.57	1,081.43
001-50-51910-4410	EQUIPMENT RENTAL	2,060.00	2,060.00	0.00	0.00	0.00	2,060.00
001-50-51910-4521	PROPERTY INSURANCE	18,498.00	18,498.00	0.00	8,212.00	8,212.00	10,286.00
001-50-51910-4522	VEHICLE INSURANCE	1,298.00	1,298.00	0.00	429.63	429.63	868.37
001-50-51910-4611	BUILDING R & M	45,000.00	45,000.00	166.60	166.60	383.05	44,616.95
001-50-51910-4612	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	0.00	0.00	500.00
001-50-51910-4615	FENCING AND LANDSCAPING	0.00	0.00	10,250.00	20,550.00	33,050.00	-33,050.00
001-50-51910-4930	TRAINING	1,000.00	1,000.00	0.00	0.00	182.27	817.73
001-50-51910-5110	OFFICE SUPPLIES	750.00	750.00	0.00	0.00	358.94	391.06
001-50-51910-5210	FUEL, OIL, & LUBRICANTS	5,000.00	5,000.00	184.62	184.62	184.62	4,815.38
001-50-51910-5220	UNIFORMS	800.00	800.00	0.00	0.00	0.00	800.00
001-50-51910-5221	PERSONAL PROTECTIVE EQUIPMENT	1,000.00	1,000.00	0.00	0.00	369.80	630.20
001-50-51910-5230	JANITORIAL SUPPLIES	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
001-50-51910-5231	SEASONAL DECORATIONS	0.00	0.00	0.00	14,319.50	15,014.21	-15,014.21
001-50-51910-5260	TOOLS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-51910-5270	MACHINERY & EQUIPMENT	1,500.00	1,500.00	421.11	421.11	1,615.44	-115.44
001-50-51910-5290	OPERATING SUPPLIES	4,000.00	4,000.00	54.00	77.32	192.26	3,807.74
001-50-51910-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	100.00	100.00	100.00	0.00
001-50-51910-6210	BUILDINGS	300,000.00	300,000.00	0.00	0.00	0.00	300,000.00
	Department: 50 - PUBLIC WORKS Total:	**498,965.00**	**498,965.00**	**19,492.10**	**56,490.00**	**72,746.44**	**426,218.56**
	Activity: 51910 - FACILITIES Total:	**498,965.00**	**498,965.00**	**19,492.10**	**56,490.00**	**72,746.44**	**426,218.56**

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Activity: 52100 - LAW ENFORCEMENT							
Department: 20 - PUBLIC SAFETY							
001-20-52100-3405	CONTRACT FOR SERVICES	285,334.00	285,334.00	22,836.67	45,673.34	45,673.34	239,660.66
	Department: 20 - PUBLIC SAFETY Total:	**285,334.00**	**285,334.00**	**22,836.67**	**45,673.34**	**45,673.34**	**239,660.66**
	Activity: 52100 - LAW ENFORCEMENT Total:	**285,334.00**	**285,334.00**	**22,836.67**	**45,673.34**	**45,673.34**	**239,660.66**
Activity: 52200 - FIRE							
Department: 20 - PUBLIC SAFETY							
001-20-52200-3405	CONTRACT FOR SERVICES	1,113,088.00	1,113,088.00	0.00	0.00	0.00	1,113,088.00
	Department: 20 - PUBLIC SAFETY Total:	**1,113,088.00**	**1,113,088.00**	**0.00**	**0.00**	**0.00**	**1,113,088.00**
	Activity: 52200 - FIRE Total:	**1,113,088.00**	**1,113,088.00**	**0.00**	**0.00**	**0.00**	**1,113,088.00**
Activity: 52400 - CODE COMPLIANCE							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-52400-1210	SALARIES	54,000.00	54,000.00	5,950.83	8,072.76	8,072.76	45,927.24
001-30-52400-2110	SOCIAL SECURITY TAXES	3,348.00	3,348.00	368.95	500.37	500.37	2,847.63
001-30-52400-2210	RETIREMENT	7,560.00	7,560.00	535.58	726.54	726.54	6,833.46
001-30-52400-2310	EMPLOYEE INSURANCE	13,050.00	13,050.00	807.30	2,437.67	2,437.67	10,612.33
001-30-52400-2410	WORKER'S COMPENSATION	710.00	710.00	0.00	128.85	128.85	581.15
001-30-52400-3000	MEDICARE INSURANCE	783.00	783.00	86.30	117.04	117.04	665.96
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	500.00	500.00	40.01	40.01	40.01	459.99
001-30-52400-4522	VEHICLE INSURANCE	1,352.00	1,352.00	0.00	459.00	459.00	893.00
001-30-52400-4610	VEHICLE R & M	500.00	500.00	0.00	0.00	0.00	500.00
001-30-52400-4710	PRINTING & BINDING	400.00	400.00	0.00	0.00	0.00	400.00
001-30-52400-4930	TRAINING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-30-52400-5110	OFFICE SUPPLIES	150.00	150.00	0.00	0.00	0.00	150.00
001-30-52400-5210	FUEL, OIL, & LUBRICANTS	800.00	800.00	148.99	148.99	148.99	651.01
001-30-52400-5220	UNIFORMS	450.00	450.00	0.00	0.00	0.00	450.00
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	150.00	150.00	0.00	0.00	0.00	150.00
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:	**86,253.00**	**86,253.00**	**7,937.96**	**12,631.23**	**12,631.23**	**73,621.77**
	Activity: 52400 - CODE COMPLIANCE Total:	**86,253.00**	**86,253.00**	**7,937.96**	**12,631.23**	**12,631.23**	**73,621.77**
Activity: 52410 - BUILDING							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-52410-1210	SALARIES	45,000.00	45,000.00	3,604.92	4,923.37	4,923.37	40,076.63
001-30-52410-2110	SOCIAL SECURITY TAXES	2,790.00	2,790.00	223.52	305.22	305.22	2,484.78
001-30-52410-2210	RETIREMENT	6,300.00	6,300.00	76.51	103.81	103.81	6,196.19
001-30-52410-2310	EMPLOYEE INSURANCE	14,260.00	14,260.00	681.42	2,046.51	2,046.51	12,213.49
001-30-52410-2410	WORKER'S COMPENSATION	170.00	170.00	0.00	0.00	0.00	170.00
001-30-52410-3000	MEDICARE INSURANCE	653.00	653.00	52.26	71.34	71.34	581.66
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
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:	**151,173.00**	**151,173.00**	**4,638.63**	**7,450.25**	**7,450.25**	**143,722.75**
	Activity: 52410 - BUILDING Total:	**151,173.00**	**151,173.00**	**4,638.63**	**7,450.25**	**7,450.25**	**143,722.75**
Activity: 53800 - STORMWATER							
Department: 50 - PUBLIC WORKS							
001-50-53800-1210	SALARIES	66,500.00	66,500.00	6,625.98	9,326.67	9,326.67	57,173.33
001-50-53800-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-53800-2110	SOCIAL SECURITY TAXES	4,154.00	4,154.00	410.29	577.48	577.48	3,576.52
001-50-53800-2210	RETIREMENT	9,380.00	9,380.00	476.11	665.94	665.94	8,714.06
001-50-53800-2310	EMPLOYEE INSURANCE	25,290.00	25,290.00	1,593.17	3,420.47	3,420.47	21,869.53

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-50-53800-2410	WORKER'S COMPENSATION	3,490.00	3,490.00	0.00	754.14	754.14	2,735.86
001-50-53800-3000	MEDICARE INSURANCE	972.00	972.00	95.93	135.04	135.04	836.96
001-50-53800-3100	Professional Services	12,785.00	12,785.00	1,967.50	1,967.50	1,967.50	10,817.50
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	1,298.00	1,298.00	0.00	429.62	429.62	868.38
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	5,625.00	5,625.00	5,625.00	-5,375.00
001-50-53800-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	100.00	100.00	100.00	0.00
001-50-53800-6310	INFRASTRUCTURE	1,429,728.00	1,429,728.00	8,029.00	8,029.00	8,029.00	1,421,699.00
	Department: 50 - PUBLIC WORKS Total:	**1,558,197.00**	**1,558,197.00**	**24,922.98**	**31,030.86**	**31,030.86**	**1,527,166.14**
	Activity: 53800 - STORMWATER Total:	**1,558,197.00**	**1,558,197.00**	**24,922.98**	**31,030.86**	**31,030.86**	**1,527,166.14**
Activity: 54100 - STREETS							
Department: 50 - PUBLIC WORKS							
001-50-54100-1210	SALARIES	66,500.00	66,500.00	6,625.98	9,326.67	9,326.67	57,173.33
001-50-54100-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-54100-2110	SOCIAL SECURITY TAXES	4,154.00	4,154.00	410.29	577.48	577.48	3,576.52
001-50-54100-2210	RETIREMENT	9,380.00	9,380.00	476.11	665.94	665.94	8,714.06
001-50-54100-2310	EMPLOYEE INSURANCE	25,290.00	25,290.00	1,622.85	3,450.15	3,450.15	21,839.85
001-50-54100-2410	WORKER'S COMPENSATION	3,490.00	3,490.00	0.00	874.17	874.17	2,615.83
001-50-54100-3000	MEDICARE INSURANCE	972.00	972.00	95.93	135.04	135.04	836.96
001-50-54100-3100	PROFESSIONAL SERVICES	0.00	0.00	6,170.00	6,170.00	6,170.00	-6,170.00
001-50-54100-4010	TRAVEL & PER DIEM	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-54100-4310	ELECTRICITY	56,000.00	56,000.00	4,540.69	4,540.69	4,540.69	51,459.31
001-50-54100-4320	WATER	500.00	500.00	30.26	30.26	30.26	469.74
001-50-54100-4330	Solid Waste	3,500.00	3,500.00	2,548.79	2,548.79	3,439.72	60.28
001-50-54100-4410	EQUIPMENT RENTAL	2,500.00	2,500.00	0.00	143.00	310.07	2,189.93
001-50-54100-4522	VEHICLE INSURANCE	2,607.00	2,607.00	0.00	429.62	429.62	2,177.38
001-50-54100-4610	VEHICLE R & M	3,500.00	3,500.00	23.36	476.36	476.36	3,023.64
001-50-54100-4615	FENCING AND LANDSCAPING	0.00	0.00	40.32	77.32	77.32	-77.32
001-50-54100-4623	HEAVY EQUIPMENT R & M	15,000.00	15,000.00	0.00	1,899.45	1,899.45	13,100.55
001-50-54100-4631	STREET REPAVING	10,000.00	10,000.00	77.30	77.30	77.30	9,922.70
001-50-54100-4636	TRAFFIC CONTROL/SIGNS R&M	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
001-50-54100-4930	TRAINING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
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	3,700.00	3,700.00	483.82	483.82	483.82	3,216.18
001-50-54100-5220	UNIFORMS	250.00	250.00	0.00	0.00	0.00	250.00
001-50-54100-5221	PERSONAL PROTECTIVE EQUIPMENT	500.00	500.00	0.00	207.34	207.34	292.66
001-50-54100-5260	TOOLS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-54100-5270	MACHINERY & EQUIPMENT	1,500.00	1,500.00	104.00	104.00	104.00	1,396.00
001-50-54100-5290	OPERATING SUPPLIES	4,000.00	4,000.00	24.15	24.15	24.15	3,975.85
001-50-54100-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	92.00	92.00	92.00	8.00
001-50-54100-6310	INFRASTRUCTURE	4,293,338.00	4,293,338.00	0.00	0.00	0.00	4,293,338.00
001-50-54100-6410	MACHINERY & EQUIPMENT	50,000.00	50,000.00	0.00	0.00	5,885.00	44,115.00
	Department: 50 - PUBLIC WORKS Total:	**4,563,381.00**	**4,563,381.00**	**23,365.85**	**32,333.55**	**39,276.55**	**4,524,104.45**
	Activity: 54100 - STREETS Total:	**4,563,381.00**	**4,563,381.00**	**23,365.85**	**32,333.55**	**39,276.55**	**4,524,104.45**
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	270,000.00	270,000.00	29,906.29	42,472.60	42,472.60	227,527.40
001-71-57100-1310	SALARIES - PART TIME	39,000.00	39,000.00	3,788.95	5,331.84	5,331.84	33,668.16
001-71-57100-2110	SOCIAL SECURITY TAXES	19,158.00	19,158.00	2,073.30	2,930.40	2,930.40	16,227.60

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-71-57100-2210	RETIREMENT	37,800.00	37,800.00	4,186.87	5,946.15	5,946.15	31,853.85
001-71-57100-2310	EMPLOYEE INSURANCE	56,360.00	56,360.00	1,411.21	12,174.64	12,174.64	44,185.36
001-71-57100-2410	WORKER'S COMPENSATION	500.00	500.00	0.00	82.39	82.39	417.61
001-71-57100-3000	MEDICARE INSURANCE	4,481.00	4,481.00	484.88	685.31	685.31	3,795.69
001-71-57100-4010	TRAVEL & PER DIEM	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
001-71-57100-4110	TELEPHONE & INTERNET	1,300.00	1,300.00	0.00	0.00	0.00	1,300.00
001-71-57100-4612	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	0.00	0.00	500.00
001-71-57100-4710	PRINTING & BINDING	600.00	600.00	0.00	0.00	0.00	600.00
001-71-57100-4925	PROGRAM EXPENSES	1,900.00	1,900.00	84.94	84.94	84.94	1,815.06
001-71-57100-5110	OFFICE SUPPLIES	2,700.00	2,700.00	78.37	78.37	78.37	2,621.63
001-71-57100-5410	BOOKS, PUBS, SUBS & MEMBS	12,000.00	12,000.00	364.33	2,603.03	2,603.03	9,396.97
001-71-57100-5415	LIBRARY BOOK LEASES	6,800.00	6,800.00	0.00	0.00	0.00	6,800.00
001-71-57100-5417	LIBRARY E-BOOK LEASES	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00
001-71-57100-5420	MEMBERSHIPS	1,000.00	1,000.00	0.00	146.00	410.00	590.00
	Department: 71 - LIBRARY Total:	**465,299.00**	**465,299.00**	**42,379.14**	**72,535.67**	**72,799.67**	**392,499.33**
	Activity: 57100 - LIBRARY Total:	**465,299.00**	**465,299.00**	**42,379.14**	**72,535.67**	**72,799.67**	**392,499.33**
Activity: 57200 - PARKS							
Department: 50 - PUBLIC WORKS							
001-50-57200-1210	SALARIES	160,500.00	160,500.00	15,995.40	22,365.26	22,365.26	138,134.74
001-50-57200-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-57200-2110	SOCIAL SECURITY TAXES	9,982.00	9,982.00	990.37	1,384.47	1,384.47	8,597.53
001-50-57200-2210	RETIREMENT	22,540.00	22,540.00	1,190.11	1,664.60	1,664.60	20,875.40
001-50-57200-2310	EMPLOYEE INSURANCE	61,880.00	61,880.00	3,871.63	8,439.88	8,439.88	53,440.12
001-50-57200-2410	WORKER'S COMPENSATION	8,720.00	8,720.00	0.00	1,885.35	1,885.35	6,834.65
001-50-57200-3000	MEDICARE INSURANCE	2,335.00	2,335.00	231.68	323.86	323.86	2,011.14
001-50-57200-4010	TRAVEL & PER DIEM	500.00	500.00	0.00	0.00	0.00	500.00
001-50-57200-4310	ELECTRICITY	5,000.00	5,000.00	478.43	478.43	478.43	4,521.57
001-50-57200-4320	WATER	3,800.00	3,800.00	231.59	231.59	231.59	3,568.41
001-50-57200-4330	SOLID WASTE	500.00	500.00	0.00	0.00	0.00	500.00
001-50-57200-4521	PROPERTY INSURANCE	9,096.00	9,096.00	0.00	3,672.00	3,672.00	5,424.00
001-50-57200-4522	VEHICLE INSURANCE	1,298.00	1,298.00	0.00	429.63	429.63	868.37
001-50-57200-4611	BUILDING R & M	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
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	6,000.00	6,000.00	2,384.77	2,458.70	7,667.97	-1,667.97
001-50-57200-5110	OFFICE SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00
001-50-57200-5210	FUEL, OIL, & LUBRICANTS	3,500.00	3,500.00	242.17	242.17	242.17	3,257.83
001-50-57200-5231	SEASONAL DECORATIONS	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-50-57200-5270	MACHINERY & EQUIPMENT	1,000.00	1,000.00	434.87	434.87	434.87	565.13
001-50-57200-5290	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	358.80	-358.80
001-50-57200-5295	OPERATING SUPPLIES/JANITORIAL	2,500.00	2,500.00	87.00	87.00	87.00	2,413.00
001-50-57200-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	100.00	100.00	140.00	-40.00
001-50-57200-5741	COMMUNITY EVENTS	10,000.00	10,000.00	3,337.98	5,078.28	7,133.46	2,866.54
001-50-57200-6310	INFRASTRUCTURE	1,275,000.00	1,275,000.00	0.00	0.00	0.00	1,275,000.00
	Department: 50 - PUBLIC WORKS Total:	**1,593,351.00**	**1,593,351.00**	**29,576.00**	**49,276.09**	**56,939.34**	**1,536,411.66**
	Activity: 57200 - PARKS Total:	**1,593,351.00**	**1,593,351.00**	**29,576.00**	**49,276.09**	**56,939.34**	**1,536,411.66**
Activity: 58100 - INTERFUND TRANSFER							
Department: 99 - NON DEPARTMENTAL							
001-99-58100-7120	LOAN DEBT PRINCIPAL	93,834.00	93,834.00	0.00	0.00	0.00	93,834.00
001-99-58100-7220	LOAN DEBT INTEREST	86,166.00	86,166.00	0.00	0.00	0.00	86,166.00
	Department: 99 - NON DEPARTMENTAL Total:	**180,000.00**	**180,000.00**	**0.00**	**0.00**	**0.00**	**180,000.00**
	Activity: 58100 - INTERFUND TRANSFER Total:	**180,000.00**	**180,000.00**	**0.00**	**0.00**	**0.00**	**180,000.00**
	Expense Total:	**11,653,052.00**	**11,653,052.00**	**255,530.83**	**447,871.85**	**502,535.47**	**11,150,516.53**
	Fund: 001 - GENERAL FUND Surplus (Deficit):	**-2,427,547.00**	**-2,427,547.00**	**40,443.40**	**-8,524.42**	**-63,188.04**	**-2,364,358.96**

		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	475,000.00	475,000.00	52,738.75	52,738.75	52,738.75	422,261.25
101-00-361100	INTEREST INCOME	20,000.00	20,000.00	4,269.60	12,416.95	12,416.95	7,583.05
	Department: 00 - UNDESIGNATED Total:	**495,000.00**	**495,000.00**	**57,008.35**	**65,155.70**	**65,155.70**	**429,844.30**
	Revenue Total:	**495,000.00**	**495,000.00**	**57,008.35**	**65,155.70**	**65,155.70**	**429,844.30**

		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	2,411,145.00	2,411,145.00	0.00	0.00	0.00	2,411,145.00
	Department: 99 - NON DEPARTMENTAL Total:	**2,411,145.00**	**2,411,145.00**	**0.00**	**0.00**	**0.00**	**2,411,145.00**
	Activity: 58100 - INTERFUND TRANSFER Total:	**2,411,145.00**	**2,411,145.00**	**0.00**	**0.00**	**0.00**	**2,411,145.00**
	Expense Total:	**2,411,145.00**	**2,411,145.00**	**0.00**	**0.00**	**0.00**	**2,411,145.00**
	Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):	**-1,916,145.00**	**-1,916,145.00**	**57,008.35**	**65,155.70**	**65,155.70**	**-1,981,300.70**

		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	1,284,234.00	1,284,234.00	102,131.58	255,962.13	255,962.13	1,028,271.87
410-00-343320	WATER UTIL - PENALTIES	15,000.00	15,000.00	2,258.05	5,634.77	5,634.77	9,365.23
410-00-343340	BACKFLOW PREVENTER INSPECTION F…	6,700.00	6,700.00	0.00	600.00	600.00	6,100.00
410-00-343351	TURN-ON & CUT-OFF FEES	12,000.00	12,000.00	330.00	780.00	780.00	11,220.00
410-00-343510	SEWER UTIL REV - OPER INCOME	1,838,163.00	1,838,163.00	146,333.79	366,939.58	366,939.58	1,471,223.42
410-00-343520	SEWER UTILITY PENALTIES	15,000.00	15,000.00	1,464.87	2,999.19	2,999.19	12,000.81
410-00-359000	OTHER REVENUE & RETURN CHECKS	200.00	200.00	40.00	480.00	480.00	-280.00
410-00-361000	INTEREST AND OTHER EARNINGS	10,000.00	10,000.00	18,086.04	35,642.82	35,642.82	-25,642.82
410-00-361100	INTEREST - LEASES	0.00	0.00	-5,204.79	-5,204.79	-5,204.79	5,204.79
410-00-369600	LEASE/RENTAL ELEVATED TANK REV	190,160.00	190,160.00	15,991.74	31,983.48	31,983.48	158,176.52
410-00-369900	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	0.00	613.05	613.05	-613.05
410-00-384000	REVENUE FROM OTHER SOURCES	3,664,305.00	3,664,305.00	0.00	0.00	0.00	3,664,305.00
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:	**8,035,762.00**	**8,035,762.00**	**281,431.28**	**696,430.23**	**696,430.23**	**7,339,331.77**
	Revenue Total:	**8,035,762.00**	**8,035,762.00**	**281,431.28**	**696,430.23**	**696,430.23**	**7,339,331.77**

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense							
Activity: 53300 - WATER							
Department: 50 - PUBLIC WORKS							
410-50-53300-1210	SALARIES	106,000.00	106,000.00	17,194.69	24,361.61	24,361.61	81,638.39
410-50-53300-2110	SOCIAL SECURITY TAXES	6,572.00	6,572.00	1,064.40	1,505.13	1,505.13	5,066.87
410-50-53300-2210	RETIREMENT	14,840.00	14,840.00	1,383.85	1,860.29	1,860.29	12,979.71
410-50-53300-2310	EMPLOYEE INSURANCE	27,555.00	27,555.00	1,986.91	4,810.37	4,810.37	22,744.63
410-50-53300-2410	WORKER'S COMPENSATION	145.00	145.00	0.00	14.13	14.13	130.87
410-50-53300-3000	MEDICARE INSURANCE	1,537.00	1,537.00	248.99	352.09	352.09	1,184.91
410-50-53300-3100	PROFESSIONAL SERVICES	112,785.00	112,785.00	5,009.10	5,009.10	5,009.10	107,775.90
410-50-53300-3150	ENGINEERING, CONSULTING SERVICES	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00
410-50-53300-3210	ACCOUNTING AND AUDITING	14,000.00	14,000.00	0.00	500.00	500.00	13,500.00
410-50-53300-3405	CONTRACT FOR SERVICES	850,000.00	850,000.00	70,348.48	140,696.96	140,696.96	709,303.04
410-50-53300-4100	POSTAGE & SHIPPING	5,500.00	5,500.00	370.97	370.97	370.97	5,129.03
410-50-53300-4110	TELEPHONE & INTERNET	1,000.00	1,000.00	204.49	402.01	402.01	597.99
410-50-53300-4310	ELECTRICITY	0.00	0.00	5,925.21	0.00	0.00	0.00
410-50-53300-4320	Water	120,000.00	120,000.00	3,389.05	3,389.05	3,389.05	116,610.95
410-50-53300-4521	PROPERTY INSURANCE	34,847.00	34,847.00	0.00	15,320.75	15,320.75	19,526.25
410-50-53300-4613	GROUNDS MAINTENANCE	0.00	0.00	8,500.00	8,500.00	8,500.00	-8,500.00
410-50-53300-4617	WATER SYSTEMS MAINTENANCE	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00
410-50-53300-4644	ELEVATED TANKS MAINTENANCE CO…	65,000.00	65,000.00	7,744.57	15,489.14	15,489.14	49,510.86
410-50-53300-4650	COMPUTER OPERATIONS AND MAINT…	25,000.00	25,000.00	478.25	478.25	478.25	24,521.75
410-50-53300-4710	PRINTING & BINDING	2,500.00	2,500.00	109.34	109.34	185.65	2,314.35
410-50-53300-4905	OPERATING PERMITS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
410-50-53300-4906	OTHER CHARGES	1,500.00	1,500.00	31.25	226.81	551.85	948.15
410-50-53300-4915	CREDIT CARD PROCESSING FEES	15,000.00	15,000.00	1,125.88	2,150.62	2,150.62	12,849.38
410-50-53300-5270	MACHINERY & EQUIPMENT	65,000.00	65,000.00	0.00	0.00	0.00	65,000.00
410-50-53300-5290	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00
410-50-53300-5410	BOOKS, PUBS, SUBS & MEMBS	1,000.00	1,000.00	0.00	199.00	510.64	489.36
410-50-53300-6310	INFRASTRUCTURE	2,609,405.00	2,609,405.00	0.00	0.00	0.00	2,609,405.00
410-50-53300-6410	MACHINERY & EQUIPMENT	79,000.00	79,000.00	2,612.45	6,631.79	6,631.79	72,368.21
	Department: 50 - PUBLIC WORKS Total:	**4,224,686.00**	**4,224,686.00**	**127,727.88**	**232,377.41**	**233,090.40**	**3,991,595.60**
	Activity: 53300 - WATER Total:	**4,224,686.00**	**4,224,686.00**	**127,727.88**	**232,377.41**	**233,090.40**	**3,991,595.60**
Activity: 53500 - SEWER							
Department: 50 - PUBLIC WORKS							
410-50-53500-1210	SALARIES	106,000.00	106,000.00	17,194.50	24,361.36	24,361.36	81,638.64
410-50-53500-2110	SOCIAL SECURITY TAXES	6,572.00	6,572.00	1,064.19	1,504.89	1,504.89	5,067.11
410-50-53500-2210	RETIREMENT	14,840.00	14,840.00	1,383.57	1,859.92	1,859.92	12,980.08
410-50-53500-2310	EMPLOYEE INSURANCE	27,555.00	27,555.00	1,986.91	4,810.37	4,810.37	22,744.63
410-50-53500-2410	WORKER'S COMPENSATION	145.00	145.00	0.00	14.13	14.13	130.87
410-50-53500-3000	MEDICARE INSURANCE	1,537.00	1,537.00	248.80	351.81	351.81	1,185.19
410-50-53500-3100	PROFESSIONAL SERVICES	12,785.00	12,785.00	1,967.50	1,967.50	1,967.50	10,817.50
410-50-53500-3150	ENGINEERING, CONSULT. SERVICES & …	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00
410-50-53500-3210	ACCOUNTING AND AUDITING	14,000.00	14,000.00	0.00	500.00	500.00	13,500.00
410-50-53500-3405	CONTRACT FOR SERVICES	850,000.00	850,000.00	70,348.49	140,696.98	140,696.98	709,303.02
410-50-53500-4100	POSTAGE & SHIPPING	5,500.00	5,500.00	370.97	370.97	370.97	5,129.03
410-50-53500-4110	TELEPHONE & INTERNET	1,000.00	1,000.00	204.49	402.01	402.01	597.99
410-50-53500-4320	WATER	38,000.00	38,000.00	1,953.36	1,953.36	1,953.36	36,046.64
410-50-53500-4400	SPRAYFIELD RENTAL	13,800.00	13,800.00	0.00	0.00	0.00	13,800.00
410-50-53500-4521	PROPERTY INSURANCE	39,212.00	39,212.00	0.00	16,981.25	16,981.25	22,230.75
410-50-53500-4611	BUILDING R & M	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00
410-50-53500-4613	GROUNDS MAINTENANCE	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00
410-50-53500-4618	SEWER SYSTEMS MAINTENANCE	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00
410-50-53500-4650	COMPUTER OPERATIONS AND MAINT…	25,000.00	25,000.00	478.25	478.25	478.25	24,521.75
410-50-53500-4710	PRINTING & BINDING	2,500.00	2,500.00	109.35	109.35	185.65	2,314.35
410-50-53500-4905	WTP/STP OPERATING PERMITS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
410-50-53500-4906	OTHER CHARGES	2,000.00	2,000.00	531.25	726.81	1,051.85	948.15
410-50-53500-4915	CREDIT CARD PROCESSING FEES	15,000.00	15,000.00	1,125.89	2,150.64	2,150.64	12,849.36
410-50-53500-5290	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
410-50-53500-5410	BOOKS, PUBS, SUBS & MEMBS	1,000.00	1,000.00	0.00	199.00	510.64	489.36
410-50-53500-6310	INFRASTRUCTURE	2,146,650.00	2,146,650.00	0.00	0.00	0.00	2,146,650.00
410-50-53500-6410	MACHINERY & EQUIPMENT	224,500.00	224,500.00	0.00	0.00	2,188.76	222,311.24
	Department: 50 - PUBLIC WORKS Total:	**3,652,596.00**	**3,652,596.00**	**98,967.52**	**199,438.60**	**202,340.34**	**3,450,255.66**
	Activity: 53500 - SEWER Total:	**3,652,596.00**	**3,652,596.00**	**98,967.52**	**199,438.60**	**202,340.34**	**3,450,255.66**
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	3,300.00	3,300.00	0.00	0.00	0.00	3,300.00
	Department: 99 - NON DEPARTMENTAL Total:	**19,800.00**	**19,800.00**	**0.00**	**0.00**	**0.00**	**19,800.00**
	Activity: 58100 - INTERFUND TRANSFER Total:	**19,800.00**	**19,800.00**	**0.00**	**0.00**	**0.00**	**19,800.00**
	Expense Total:	**7,897,082.00**	**7,897,082.00**	**226,695.40**	**431,816.01**	**435,430.74**	**7,461,651.26**
	Fund: 410 - WATER/SEWER FUND Surplus (Deficit):	**138,680.00**	**138,680.00**	**54,735.88**	**264,614.22**	**260,999.49**	**-122,319.49**
	Report Surplus (Deficit):	**-4,205,012.00**	**-4,205,012.00**	**152,187.63**	**321,245.50**	**262,967.15**	

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		9,225,505.00	9,225,505.00	295,974.23	439,347.43	439,347.43	8,786,157.57
	Revenue Total:	**9,225,505.00**	**9,225,505.00**	**295,974.23**	**439,347.43**	**439,347.43**	**8,786,157.57**

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	73,675.00	73,675.00	8,343.85	11,121.42	13,193.03	60,481.97
Activity: 51100 - LEGISLATIVE Total:	**73,675.00**	**73,675.00**	**8,343.85**	**11,121.42**	**13,193.03**	**60,481.97**
Activity: 51200 - EXECUTIVE						
12 - CITY MANAGER	259,768.00	259,768.00	17,218.43	24,428.17	24,926.17	234,841.83
Activity: 51200 - EXECUTIVE Total:	**259,768.00**	**259,768.00**	**17,218.43**	**24,428.17**	**24,926.17**	**234,841.83**
Activity: 51300 - FINANCE						
13 - ADMINISTRATIVE SERVICES	128,835.00	128,835.00	13,975.78	19,695.06	19,847.67	108,987.33
Activity: 51300 - FINANCE Total:	**128,835.00**	**128,835.00**	**13,975.78**	**19,695.06**	**19,847.67**	**108,987.33**
Activity: 51310 - HUMAN RESOURCES						
13 - ADMINISTRATIVE SERVICES	70,114.00	70,114.00	7,663.17	9,835.36	12,226.56	57,887.44
Activity: 51310 - HUMAN RESOURCES Total:	**70,114.00**	**70,114.00**	**7,663.17**	**9,835.36**	**12,226.56**	**57,887.44**
Activity: 51400 - LEGAL						
14 - CITY ATTORNEY	70,000.00	70,000.00	3,747.50	3,747.50	3,747.50	66,252.50
Activity: 51400 - LEGAL Total:	**70,000.00**	**70,000.00**	**3,747.50**	**3,747.50**	**3,747.50**	**66,252.50**
Activity: 51500 - PLANNING AND ZONING						
30 - COMMUNITY DEVELOPMENT	169,678.00	169,678.00	5,745.61	9,229.73	9,229.73	160,448.27
Activity: 51500 - PLANNING AND ZONING Total:	**169,678.00**	**169,678.00**	**5,745.61**	**9,229.73**	**9,229.73**	**160,448.27**
Activity: 51600 - NON-COURT INFORMATION SYSTEMS						
16 - CITY CLERK	185,115.00	185,115.00	16,018.33	26,717.65	27,367.74	157,747.26
Activity: 51600 - NON-COURT INFORMATION SYSTEMS Total:	**185,115.00**	**185,115.00**	**16,018.33**	**26,717.65**	**27,367.74**	**157,747.26**
Activity: 51610 - INFORMATION TECHNOLOGY						
13 - ADMINISTRATIVE SERVICES	125,094.00	125,094.00	7,524.44	11,375.38	29,148.80	95,945.20
Activity: 51610 - INFORMATION TECHNOLOGY Total:	**125,094.00**	**125,094.00**	**7,524.44**	**11,375.38**	**29,148.80**	**95,945.20**
Activity: 51900 - GENERAL GOVERNMENT						
99 - NON DEPARTMENTAL	70,732.00	70,732.00	144.39	24,300.59	24,300.59	46,431.41
Activity: 51900 - GENERAL GOVERNMENT Total:	**70,732.00**	**70,732.00**	**144.39**	**24,300.59**	**24,300.59**	**46,431.41**
Activity: 51910 - FACILITIES						
50 - PUBLIC WORKS	498,965.00	498,965.00	19,492.10	56,490.00	72,746.44	426,218.56
Activity: 51910 - FACILITIES Total:	**498,965.00**	**498,965.00**	**19,492.10**	**56,490.00**	**72,746.44**	**426,218.56**
Activity: 52100 - LAW ENFORCEMENT						
20 - PUBLIC SAFETY	285,334.00	285,334.00	22,836.67	45,673.34	45,673.34	239,660.66
Activity: 52100 - LAW ENFORCEMENT Total:	**285,334.00**	**285,334.00**	**22,836.67**	**45,673.34**	**45,673.34**	**239,660.66**
Activity: 52200 - FIRE						
20 - PUBLIC SAFETY	1,113,088.00	1,113,088.00	0.00	0.00	0.00	1,113,088.00
Activity: 52200 - FIRE Total:	**1,113,088.00**	**1,113,088.00**	**0.00**	**0.00**	**0.00**	**1,113,088.00**
Activity: 52400 - CODE COMPLIANCE						
30 - COMMUNITY DEVELOPMENT	86,253.00	86,253.00	7,937.96	12,631.23	12,631.23	73,621.77
Activity: 52400 - CODE COMPLIANCE Total:	**86,253.00**	**86,253.00**	**7,937.96**	**12,631.23**	**12,631.23**	**73,621.77**
Activity: 52410 - BUILDING						
30 - COMMUNITY DEVELOPMENT	151,173.00	151,173.00	4,638.63	7,450.25	7,450.25	143,722.75
Activity: 52410 - BUILDING Total:	**151,173.00**	**151,173.00**	**4,638.63**	**7,450.25**	**7,450.25**	**143,722.75**
Activity: 53800 - STORMWATER						
50 - PUBLIC WORKS	1,558,197.00	1,558,197.00	24,922.98	31,030.86	31,030.86	1,527,166.14
Activity: 53800 - STORMWATER Total:	**1,558,197.00**	**1,558,197.00**	**24,922.98**	**31,030.86**	**31,030.86**	**1,527,166.14**
Activity: 54100 - STREETS						
50 - PUBLIC WORKS	4,563,381.00	4,563,381.00	23,365.85	32,333.55	39,276.55	4,524,104.45
Activity: 54100 - STREETS Total:	**4,563,381.00**	**4,563,381.00**	**23,365.85**	**32,333.55**	**39,276.55**	**4,524,104.45**
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**
Activity: 57100 - LIBRARY						
71 - LIBRARY	465,299.00	465,299.00	42,379.14	72,535.67	72,799.67	392,499.33

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Activity: 57100 - LIBRARY Total:	**465,299.00**	**465,299.00**	**42,379.14**	**72,535.67**	**72,799.67**	**392,499.33**
Activity: 57200 - PARKS						
50 - PUBLIC WORKS	1,593,351.00	1,593,351.00	29,576.00	49,276.09	56,939.34	1,536,411.66
Activity: 57200 - PARKS Total:	**1,593,351.00**	**1,593,351.00**	**29,576.00**	**49,276.09**	**56,939.34**	**1,536,411.66**
Activity: 58100 - INTERFUND TRANSFER						
99 - NON DEPARTMENTAL	180,000.00	180,000.00	0.00	0.00	0.00	180,000.00
Activity: 58100 - INTERFUND TRANSFER Total:	**180,000.00**	**180,000.00**	**0.00**	**0.00**	**0.00**	**180,000.00**
Expense Total:	**11,653,052.00**	**11,653,052.00**	**255,530.83**	**447,871.85**	**502,535.47**	**11,150,516.53**
Fund: 001 - GENERAL FUND Surplus (Deficit):	**-2,427,547.00**	**-2,427,547.00**	**40,443.40**	**-8,524.42**	**-63,188.04**	**-2,364,358.96**

Department		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 101 - DISCRETIONARY SALES SURTAX							
Revenue							
00 - UNDESIGNATED		495,000.00	495,000.00	57,008.35	65,155.70	65,155.70	429,844.30
	Revenue Total:	**495,000.00**	**495,000.00**	**57,008.35**	**65,155.70**	**65,155.70**	**429,844.30**

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 58100 - INTERFUND TRANSFER						
99 - NON DEPARTMENTAL	2,411,145.00	2,411,145.00	0.00	0.00	0.00	2,411,145.00
Activity: 58100 - INTERFUND TRANSFER Total:	**2,411,145.00**	**2,411,145.00**	**0.00**	**0.00**	**0.00**	**2,411,145.00**
Expense Total:	**2,411,145.00**	**2,411,145.00**	**0.00**	**0.00**	**0.00**	**2,411,145.00**
Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):	**-1,916,145.00**	**-1,916,145.00**	**57,008.35**	**65,155.70**	**65,155.70**	**-1,981,300.70**

Department		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 410 - WATER/SEWER FUND							
Revenue							
00 - UNDESIGNATED		8,035,762.00	8,035,762.00	281,431.28	696,430.23	696,430.23	7,339,331.77
	Revenue Total:	**8,035,762.00**	**8,035,762.00**	**281,431.28**	**696,430.23**	**696,430.23**	**7,339,331.77**

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 53300 - WATER						
50 - PUBLIC WORKS	4,224,686.00	4,224,686.00	127,727.88	232,377.41	233,090.40	3,991,595.60
Activity: 53300 - WATER Total:	**4,224,686.00**	**4,224,686.00**	**127,727.88**	**232,377.41**	**233,090.40**	**3,991,595.60**
Activity: 53500 - SEWER						
50 - PUBLIC WORKS	3,652,596.00	3,652,596.00	98,967.52	199,438.60	202,340.34	3,450,255.66
Activity: 53500 - SEWER Total:	**3,652,596.00**	**3,652,596.00**	**98,967.52**	**199,438.60**	**202,340.34**	**3,450,255.66**
Activity: 58100 - INTERFUND TRANSFER						
99 - NON DEPARTMENTAL	19,800.00	19,800.00	0.00	0.00	0.00	19,800.00
Activity: 58100 - INTERFUND TRANSFER Total:	**19,800.00**	**19,800.00**	**0.00**	**0.00**	**0.00**	**19,800.00**
Expense Total:	**7,897,082.00**	**7,897,082.00**	**226,695.40**	**431,816.01**	**435,430.74**	**7,461,651.26**
Fund: 410 - WATER/SEWER FUND Surplus (Deficit):	**138,680.00**	**138,680.00**	**54,735.88**	**264,614.22**	**260,999.49**	**-122,319.49**
Total Surplus (Deficit):	**-4,205,012.00**	**-4,205,012.00**	**152,187.63**	**321,245.50**	**262,967.15**	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001 - GENERAL FUND	-2,427,547.00	-2,427,547.00	40,443.40	-8,524.42	-63,188.04	-2,364,358.96
101 - DISCRETIONARY SALES …	-1,916,145.00	-1,916,145.00	57,008.35	65,155.70	65,155.70	-1,981,300.70
410 - WATER/SEWER FUND	138,680.00	138,680.00	54,735.88	264,614.22	260,999.49	-122,319.49
Total Surplus (Deficit):	**-4,205,012.00**	**-4,205,012.00**	**152,187.63**	**321,245.50**	**262,967.15**	

City of Mary Esther
Cash and Investment Balances
as of November 30, 2023

BMS Account	GENERAL FUND BANK	Summary of Investments 11/30/2023	Fund	INTEREST RATE	Purpose of Acct.
101251	FNBT BANK	$128,780.00	410	0.00%	Cust. Utility Deposits Acct.
104300	GEN FUND FLORIDA PRIME	$2,245,447.08	1	5.64%	GF Savings/Investment
104400	W/S FUND FLORIDA PRIME	$325,112.94	410	5.64%	W/S Savings/Investment
101001	FNBT BANK	$9,481,259.16	1 & 410	4.55%	Operating Acct.
101001	FNBT BANK	$0.00	410	0.00%	Credit Card Payments Account
101210	FNBT BANK	$0.01	1	0.00%	Payroll Account
101001	FNBT BANK	$7,223.55	1	0.00%	HRA Account
101001	FNBT BANK	$1,573,495.18	1 & 410	4.55%	Money Market Account
104301	FLCLASS	$505,472.97	1	5.53%	GF Investment
104302	AMERIS BANK	$6,495.00	1	0.00%	GF Investment
		$14,273,285.89			

FY23-24 ESTIMATED BEGINNING GENERAL FUND UNRESTRICTED CASH	$4,146,554
FY2024 Budget deficit	($2,427,547)
ESTIMATED GENERAL FUND TOTAL UNRESTRICTED CASH	**$1,719,007**
FY23-24 ESTIMATED BEGINNING W/S FUND UNRESTRICTED CASH	$4,431,432
FY2024 Budget surplus	$138,680
ESTIMATED W/S FUND TOTAL UNRESTRICTED CASH	**$4,570,112**
FY 23-24 BEGINNING DISCRETIONARY SALES SURTAX REVENUE FUND	$1,888,263
FY2024 Transfer to General Fund	($2,411,145)
FY2024 Estimated Revenue	$522,882
DISCRETIONARY SALES SURTAX FUND BALANCE	**($0)**
GRAND TOTAL ALL FUNDS:	**$6,289,118**

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	$2,330,610
TOTAL	**$2,330,610**
TOTAL RESTRICTED REVENUES	**$2,607,078**

Ocean City-Wright
Fire Control District

November 20th, 2023

TO: Honorable Mayor and Council Members, City of Mary Esther
RE: Monthly Report, Fire Department, October 20, 2023 – November 20, 2023

Mayor and Council Members,

The Fire District is honored to serve the citizens of Mary Esther. It is the mission of the Fire District to fully satisfy the Citizens and the City Council with the services we provide.

Chief Bundrick would like me to thank you once again for the privilege of serving you and the citizens of Mary Esther as the Fire Chief of the Ocean City-Wright Fire Control District. He has enjoyed his time as fire chief and is excited about the next opportunity life has for him.

The men and women of The District have been busy wrapping up our October fire prevention activities. We love these chances to get out into the community, educate about fire-safe practices, and meet the next generation of firefighters. We were also honored to provide set-up assistance and participate in the Veterans Day Parade. We will always take the opportunity to thank our military men and women.

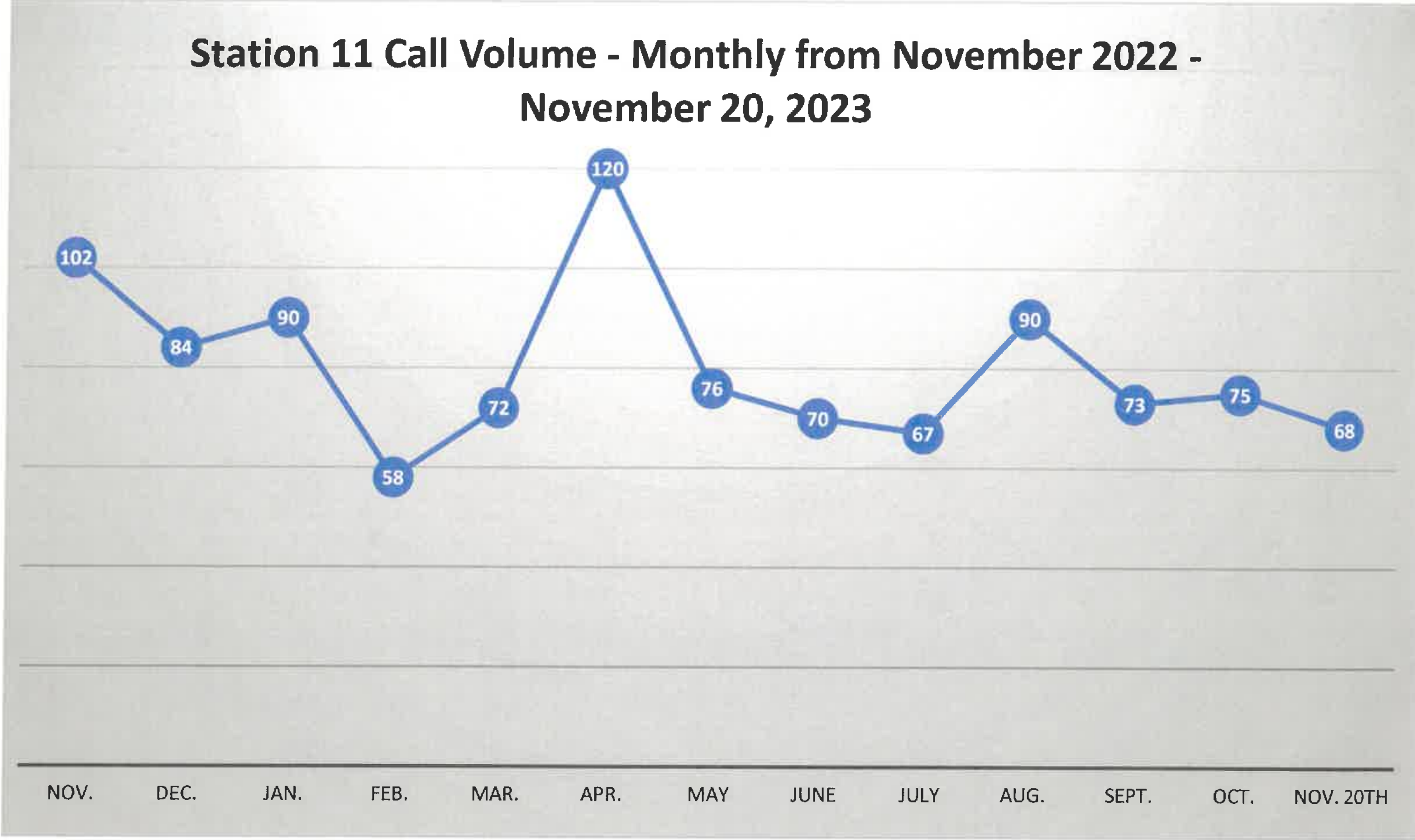
Emergency Response and inspection activities included 68 calls for service within the City of Mary Esther and Fire Prevention completed 9 annual inspections, 1 pre-opening inspection, 3 re-inspections, 1 special event inspection and plans for Renaissance Santa Rosa Phase II are under review currently.

Finally, we are gearing up for Santa's tour through the city. Tentative dates have been set as December 14th, 15th, and 16th. Please let us know if you see any conflict with these dates as the elves will be hard at work on sleigh preparations up until then. We love this community interaction and look forward to it every year.

Respectfully,

Jeff Wagner, Deputy Chief

233 RACETRACK RD, NE. FORT WALTON BEACH, FL 32547
(850)862-1185 (850)862-6224 FAX



Ocean City-Wright Fire Control District

STATION COUNT

OCW Station 1: 296

OCW Station 2: 119

OCW Station 3: 85

OCW Station 11: 68

TOTAL: 568

233 Racetrack Rd, NE. Fort Walton Beach, FL 32547
(850)862-1185 (850)862-6224 fax

Ocean City-Wright
Fire Control District

January 4, 2024

TO: Honorable Mayor and Council Members, City of Mary Esther
RE: Monthly Report, Fire Department, November 21, 2024 – December 21, 2024

Mayor and Council Members,

The Fire District is honored to serve the citizens of Mary Esther. It is the mission of the Fire District to fully satisfy the Citizens and the City Council with the services we provide.

It was once again a privilege and an honor to serve the citizens, council, and city staff of the City of Mary Esther as your public safety and fire service provider in 2023. December was a busy month for us, beginning with a peer team site visit from the Commission for Fire Accreditation International. The team thoroughly assesses every component of the district and is giving the Commission a favorable recommendation for our department. This means that we are nearing the end of our initial accreditation process and will sit before the commission at the end of February for our final approval. I am extremely proud of our team for this effort. We also completed the Santa Tour through the City with Mayor Stein as Santa. This has quickly become one of our favorite holiday season traditions and we would like to thank the Mayor for his support and participation.

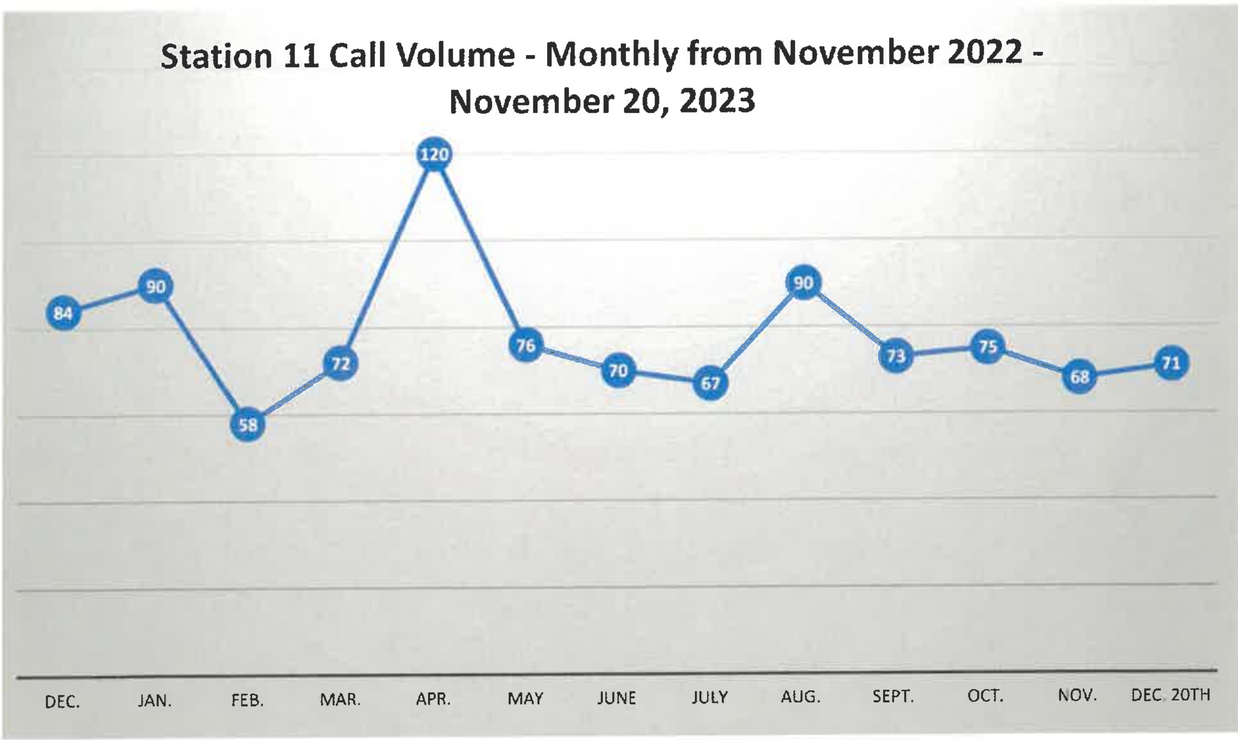
During this reporting period, there were 71 calls for service within the City of Mary Esther. Fire Inspectors have completed 16 annual inspections, 1 Pre-opening inspection, and 12 Re-Inspections this past month.

I am being sworn in as Fire Chief at tonight's monthly meeting of our Board of Fire Commissioners. Over the next month or two I'd love the opportunity to sit down and discuss what your priorities for fire protection are and how we can best serve you and the city. I hope you had an amazing holiday season and look forward to getting to know you all more in 2024.

Respectfully,

Jeff Wagner, Fire Chief

233 Racetrack Rd, NE. Fort Walton Beach, FL 32547
(850)862-1185 (850)862-6224 fax



Ocean City-Wright Fire Control District

STATION COUNT

OCW Station 1: 255

OCW Station 2: 96

OCW Station 3: 122

OCW Station 11: 71

TOTAL: 544

233 RACETRACK RD, NE. FORT WALTON BEACH, FL 32547
(850)862-1185 (850)862-6224 FAX

Mary Esther Public Library -- Report for Council

December 12, 2023

Circulation

	Circulation	Digital Circulation	Library Visits	Registered Users	Internet Use	Wireless Access
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
Aug-23	4133	998	2754	2377	282	72
Sep-23	3779	1023	2831	2393	277	62
Oct-23	3389	1315	3212	2404	243	103

The Library Director is preparing the ***2023 Annual Statistical Report for State Library***. The Council will receive a synopsis with the February library report, pending approval and final acceptance by the DLIS.

Library Special Events

The Mary Esther Library will once again be doing a **non-perishable food drive**, from December 4-16. Proceeds will be donated to **Sharing and Caring** in FWB.

The Library hosted our second ***'Night Walk with Nonie'*** through Oak Tree Nature Park on November 17; there were 32 participants for this event.

Our library staff collaborated with OCPLC and the Fort Walton Beach Library for the annual Junior League of the Emerald Coast, ***Child Clothing Project*** on November 13. The JLEC has been doing this event for 24 years to provide clothing for children in need. Kids get to shop for their own brand-new clothes in a pop-up boutique. They select a complete wardrobe and also receive dental care products, assorted school supplies, a backpack or tote bag, and a new book.

After their shopping experience, the children eat pizza and engage in activities with partner organizations until they board their bus to go back to school.

DINOvember brought Tina the T-Rex, Vinnie the Velociraptor, scavenger hunts, and special educational dinosaur programs to the library.

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 goes to **Youth Village** on Friday mornings to do **Storytime outreach** during the 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 Library Director attended the **PLAN Annual Meeting** in Niceville on November 3.

The Library Director will attend the annual **Florida Public Library Directors' Conference** December 5-7 in Tallahassee.

OCPLC Governing Board

The last meeting of the year for the Governing Board was Wednesday, **October 25, 2023.** Meetings will resume in January. Cmbr. Bernie Oder is Mary Esther's Governing Board Representative; Cmbr. Susan Coxwell serves as the alternate.

Mary Esther Public Library -- Report for Council

January 16, 2024

Circulation

	Circulation	Digital Circulation	Library Visits	Registered Users	Internet Use	Wireless Access
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
Aug-23	4133	998	2754	2377	282	72
Sep-23	3779	1023	2831	2393	277	62
Oct-23	3389	1315	3212	2404	103	103
Nov-23	3367	1249	2804		200	63
Dec-23	2404	1308	1795	2388	266	49

The Library Director submitted the ***2023 Annual Statistical Report for State Library*** in November. The Council will receive a synopsis with the February library report, pending approval and final acceptance by the DLIS.

Library Special Events

The Mary Esther Library once again had a very productive **non-perishable food drive**, from December 4-16. Proceeds were donated to **Sharing and Caring** in FWB on December 19.

The Friends of the Mary Esther Library helped us honor our volunteers at the annual **Adult Programming Christmas Lunch** on December 13. Volunteers were presented with a small gift and a gift card, purchased by the Friends. We very much appreciate their dedication!

The Library hosted a fun-filled evening for adults on December 6, as they worked in teams and constructed the ***"Home Alone" Lego House***. Staff created a beautiful themed charcuterie platter for guests to enjoy as they worked on the project. Laughter, team building and making new friends ensued!

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.

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 goes to **Youth Village** on Friday mornings to do **Storytime outreach** during the 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 Library Director attended the annual **Florida Public Library Directors' Conference** December 5-7 in Tallahassee. Topics included *The Ted Lasso Effect: Building Teams that Make Everyone Feel Like a Winner,* with Communications Consultant Steve Hughes; the *New Worlds Reading Initiative* with UF Family & Community Engagement Coordinator Nasseeka Denis; Florida Department of Corrections partnership update with Director Patrick Mahoney; and *Succession Planning Redefined* with Speaker/Author Meridith Elliott Powell.

OCPLC Governing Board

The next meeting of the Governing Board will be Wednesday, **January 31, 2024** at 2:00 p.m. in Niceville. Cmbr. Bernie Oder is Mary Esther's Governing Board Representative.

Public Works Report - November 2023

- The Maintenance Department continues its ground maintenance to area parks and right of ways
- Sweeping of interior roadways has started in Springdale subdivision to assist with the cleaning of construction debris, then continue in other divisions next cycle.
- Volunteers picked up litter in Oak Tree Nature Park
- The library was pressure washed in front.
- The department has been working the grounds in all the parks, the crews are also doing trimming in selected areas of low hangers and impeding bushes and shrubs along right of ways.
- In preparation of city events, the department has been doing groundwork at the corner of Hollywood Blvd. and Dolittle Blvd for special events, filling low spots, and removing trees.
- The Department is also preparing for the upcoming event by lighting of the City Christmas tree in the newly established area next to the library.
- The Crew has Completed the installation of Christmas Banners throughout the city and Christmas Decorations at City Hall and Library.
- An upgrade of a pump house was completed in the Mary Esther Community Garden Area Due to Age.
- Maintenance has working sedimentation removal in Bryn Mawr Park, part of Storm Water Maintenance, also some sheathing was replaced the concession stand at Bryn Mawr Park and replaced several boards on the foot bridge.
- Misty Water Boat dock preconstruction meeting was held and most of the demolition is completed.
- Pricing for Generator Project, Well Pump House, and Public Works Roof and electrical issues was completed.
- Still waiting for the bids to be returned for Fire Department, Library, and City Hall remodel to be completed.
- Crews installed 100 bags of peat moss and drug library site in preparation for the sod.
- Soil samples were done in 8 locations to help with a landscape maintenance plan.

Mary Esther Public Works Report December 2023

Current and Completed Projects:

1. Installing sidewalks on Lee Drive where a sewer line break occurred. Removed old sidewalks in front of three homes for a total of around 130 feet, should be completed soon weather.
2. Christmas Decoration Installed and Removed and taken to storage rental unit.
3. Oak Tree Park sanded and primed three shelters ready to be painted when weather conditions are optimal.
4. Completed installing window and door and Well 1.
5. Installed Security Gate at Well 2
6. Installed Rye Grass in select areas.
7. Fixed 6 Utility Cuts with Hot mix asphalt patching.
8. Seeded and strawed Springdale Subdivision
9. Swept Springdale Subdivision
10. Also cleaned up road on Azaela from Water line Break
11. Routine trash removed debris from storm drains to prepare for storms.
12. Inspected manholes for Sewer Inventory
13. Completed In kind Proposal for Inflow Protection and sent to FDEP for approval.
14. Worked on SRF Loan Application.
15. Completed annual report for Oak Nature Park
16. Applied for a Plant Stock License so we can purchase plant wholesale for upcoming projects.
17. Worked with Architect on the Azaela Park Plans and public input meetings.
18. Awarded contract and completed electrical work at Public Works, Byrn Mawr, and Library
19. Helped Coordinate inspections of new city hall building.

Upcoming Project

1. Crack Sealing is expected to begin this month. This is the first time we have done crack sealing in Mary Esther and crews will begin training shortly.
2. Removal of trees and limbs around wells and sewer plants which is not expected to be completed this season.
3. Working on patching driveways on Azaela removed during the water line break as wells as on Brian Circle.
4. Began working with ARC Maps Online and ARC Pro Software.
5. Working with Ring Power on Generator Replacement Project.
6. Awarded contract to Roofer for or Well 1.
7. Completed 30 % of Pavement Inspections and Assessment using Road Surface Management System Inventory. Expect to be completed by February.
8. Working to obtain Directors Certification in Playground Inspection in February.
9. Crews will be installing Fiber to Library from Public Works Building so a service can be removed from monthly communications bill for phone and internet.
10. Award of Fire Hall Bathroom Renovation and Library Renovation
11. Public Works Roof Maintenance
12. Windy Lane Bridge are working on coming up with a long-term solution to easement issues and recuring breaks.

JACOBS

November 30, 2023

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

Client Report for the City of Mary Esther for October 2023.

Dear Mr. Cobb,

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

GENERAL

With the new Utility Billing Administrator onboard we are working closely with them to correct issues with the database and billing information.
Well 1 rehab project is ongoing and on schedule.
Springdale Park renovation is ongoing and on schedule.
All residential sampling ports for water residual testing have been installed. This is a value ad being done by Jacobs for the city.
This Project currently holds the following Florida State Licenses:

- 3 Class C Wastewater Licenses
- 4 Class C Water Licenses
- 1 Class 3 Distribution Water License
- 5 Backflow Certifications

There were 3 callouts in September;

10/14: 628 Hollywood - Sewer Back Up
- Customer Issue

10/15: Well 4 - Chlorine Leak Alarm
- Chlorine Regulator Venting
- Replaced regulator on site

10/31: City Wide Power Outage
- Two employees responded
- Checked all facilities
- Backup Generators ran under load
- Commercial Power restored

JACOBS

- Checked all facilities after power restore and reset processes as needed

  Link to completed Work Orders for September:
  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 922 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
- Gearbox has been unfastened and removed by Jacobs Major Maintenance
- Gearbox is in repair shop currently

Ditch 3 Aerator
- Repairs complete
- Aerator returned to operation

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

October 2023 Water Well Production was 12,552,000 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: 18, (1.1%). The national average is 5%

If you have any questions about the monthly report, please contact me at your convenience.

Sincerely,

Randall Killian
Project Manager
Jacobs Eng. Group

Cc : Project file
Kyle Holder

JACOBS

January 9, 2024

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

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

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Well 1 rehab project is ongoing and on schedule.
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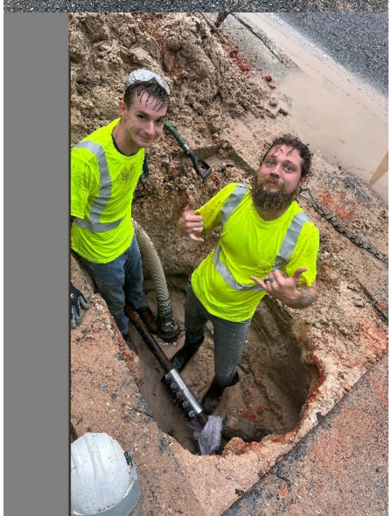
All residential sampling ports for water residual testing have been installed. This is a value add being done by Jacobs for the city.
This Project currently holds the following Florida State Licenses:

- 1 Class 3 Distribution Water License
- 3 Class C Wastewater Licenses
- 4 Class C Water Licenses
- 5 Backflow Certifications

There was 1 Call-Out in December:

- 12/09/23 – 2" Main Break – 825 E. Miracle;
  - Leak repaired under pressure using best management practices.
  - Excavated, repaired, and backfilled in 6 hours.
- 12/10/23 – 2" Main Break – Misty Water and E. Miracle;
  - Leak repaired under pressure best management practices.
  - Excavated, repaired, and backfilled in 4 hours.
- 12/11/23 – Lift Station #7 – High Level Alarm;
  - Checked fuses, reset panel, operations restored.
- 12/12/23 – 211 Lee – Sewer Issues;
  - Repaired City sewer lateral from sewer tap to property line.
  - Excavated, repaired, and backfilled in 10 hours.
- 12/18/23 – 33 Azalea – 6" Main Break;
  - Isolated repair area, repaired following best management practices.
  - Excavated, repaired, and backfilled in 11 hours.
  - PBWN issued and rescinded upon satisfactory sampling.

12/09/12 – 825 E. Miracle 6" Main Break Pictures;



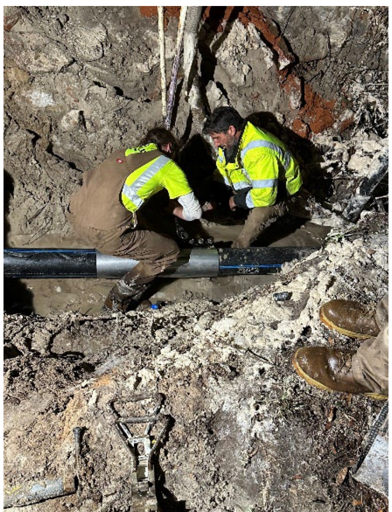
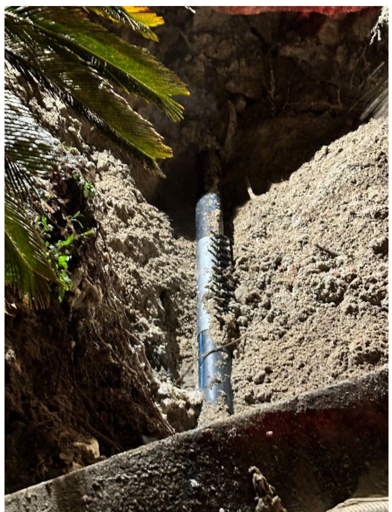
12/11/23 – Misty Water & E.Miracle 2" Main Break Pictures;


12/12/23 – 211 Lee – Sewer Issue Pictures;




12/18/23 – 33 Azalea 6" Main Break;

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MAE-Monthly Completed Work Order Summary

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Running annual average unaccounted-for water: 8.0%.
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All permit required testing was performed with satisfactory results.
All Water wells are operational and producing, except for well 1.
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METER READING

Total number of meters read: 2,111.
Total number of Rereads: 16, (0.8%). The national average is 5%

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

AGENDA ITEM

Agenda Item 11.1.

TO:	Honorable Mayor and Members of the City Council
FROM:	Heather Day, Finance Director
DATE:	January 16, 2024
SUBJECT:	Drinking Water State Revolving Loan Fund (SRF) Construction Loan Agreement DW460212

BACKGROUND:
The Azalea Park neighborhood requires substantial enhancements to its water and sewer infrastructure to guarantee the delivery of safe and efficient services to its residents. The proposed project involves upgrades to both water and sewer systems, with a new SRF loan request of $2,363,650 for water improvements and an amendment to the existing SRF sewer construction loan of $2,060,950. The attached agreement DW460212, amounting to $2,363,650, specifically covers the water segment of the project, and funding of $2,060,950 for sewer upgrades has already received approval at the November 7th council meeting.

DISCUSSION:
The project focuses on essential improvements to the water and sewer systems in the Azalea Park neighborhood, addressing current infrastructure challenges and increasing service reliability. It is important to acknowledge that these amounts represent engineering projections, and the final project cost will be determined through the bid selection process.

FINANCIAL IMPACT:
The related loan agreement for the water segment totals $2,434,523, encompassing a project cost of $2,363,650, along with capitalized interest and fees amounting to $70,873. The interest rate stands at 1.26%. Anticipated semi-annual loan payments for this amount are $69,044, with the payment schedule set to begin on February 15th, 2026. In the event that the project is not concluded by August 15, 2025, an amendment to the agreement will be pursued to extend both the completion date and the commencement of loan repayment.

RECOMMENDATION:
Motion to approve Resolution DW460212, the Drinking Water State Revolving Fund Construction Loan Agreement, securing funding for the water portion of the Azalea Park Neighborhood Infrastructure Improvements.

ATTACHMENT(S):
1. Drinking Water SRF Construction Loan Agreement (DW460212)

STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION

AND

CITY OF MARY ESTHER, FLORIDA

DRINKING WATER STATE REVOLVING FUND CONSTRUCTION LOAN AGREEMENT DW460212

Florida Department of Environmental Protection
State Revolving Fund Program
Marjory Stoneman Douglas Building
3900 Commonwealth Boulevard, MS 3505
Tallahassee, Florida 32399-3000

DRINKING WATER STATE REVOLVING FUND CONSTRUCTION LOAN AGREEMENT

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DRINKING WATER STATE REVOLVING FUND

CONSTRUCTION LOAN AGREEMENT

DW460212

THIS AGREEMENT is executed by the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (Department) and the CITY OF MARY ESTHER, FLORIDA, (Project Sponsor) existing as a local governmental entity under the laws of the State of Florida. Collectively, the Department and the Project Sponsor shall be referred to as "Parties" or individually as "Party".

RECITALS

Pursuant to Section 403.8532, Florida Statutes and Chapter 62-552, Florida Administrative Code, the Department is authorized to make loans to finance or refinance the construction of public water systems, the planning and design of which have been reviewed by the Department; and

The Project Sponsor has applied for financing of the Project, and the Department has determined that such Project meets all requirements for a Loan.

AGREEMENT

In consideration of the Department loaning money to the Project Sponsor, in the principal amount and pursuant to the covenants set forth below, it is agreed as follows:

ARTICLE I - DEFINITIONS

1.01. WORDS AND TERMS.

Words and terms used herein shall have the meanings set forth below:

(1) "Agreement" or "Loan Agreement" shall mean this construction loan agreement.

(2) "Asset Management Plan" means a systematic management technique for utility systems that focuses on the long-term life cycle of the assets and their sustained performance, rather than on short-term, day-to-day aspects of the assets. This plan includes the identification of and costs for rehabilitating, repairing, or replacing all assets as well as the schedule to do so. The requirements for asset management plans are in Subsection 62-552.700(7), Florida Administrative Code.

(3) "Authorized Representative" shall mean the official of the Project Sponsor authorized by ordinance or resolution to sign documents associated with the Loan.

(4) "Capitalized Interest" shall mean the finance charge that accrues at the Financing Rate on Loan proceeds from the time of disbursement until six months before the first Semiannual Loan Payment is due. Capitalized Interest is financed as part of the Loan principal.

(5) “Depository” shall mean a bank or trust company, having a combined capital and unimpaired surplus of not less than $50 million, authorized to transact commercial banking or savings and loan business in the State of Florida and insured by the Federal Deposit Insurance Corporation.

(6) “Final Amendment” shall mean the final agreement executed between the parties that establishes the final terms for the Loan such as the final Loan amount, the Financing Rate, Loan Service Fee, amortization schedule and Semiannual Loan Payment amount.

(7) “Final Unilateral Amendment” shall mean the Loan Agreement unilaterally finalized by the Department after Loan Agreement and Project abandonment under Section 8.06 that establishes the final amortization schedule for the Loan.

(8) “Financing Rate” shall mean the charges, expressed as a percent per annum, imposed on the unpaid principal of the Loan.

(9) “Gross Revenues” shall mean all income or earnings received by the Project Sponsor from the ownership or operation of its Utility System, including investment income, all as calculated in accordance with generally accepted accounting principles. Gross Revenues shall not include proceeds from the sale or other disposition of any part of the Utility System, condemnation awards or proceeds of insurance, except use and occupancy or business interruption insurance, received with respect to the Utility System.

(10) “Loan” shall mean the amount of money to be loaned pursuant to this Agreement and subsequent amendments.

(11) “Loan Application” shall mean the completed form which provides all information required to support obtaining construction loan financial assistance.

(12) “Loan Debt Service Account” shall mean an account, or a separately identified component of a pooled cash or liquid account, with a Depository established by the Project Sponsor for the purpose of accumulating Monthly Loan Deposits and making Semiannual Loan Payments.

(13) “Loan Service Fee” shall mean an origination fee which shall be paid to the Department by the Project Sponsor.

(14) “Local Governmental Entity” means a county, municipality, or special district.

(15) “Monthly Loan Deposit” shall mean the monthly deposit to be made by the Project Sponsor to the Loan Debt Service Account.

(16) “Operation and Maintenance Expense” shall mean the costs of operating and maintaining the Utility System determined pursuant to generally accepted accounting principles, exclusive of interest on any debt payable from Gross Revenues, depreciation, and any other items not requiring the expenditure of cash.

(17) “Pledged Revenues” shall mean the specific revenues pledged as security for repayment of the Loan and shall be the Gross Revenues derived yearly from the operation of the Utility System after payment of the Operation and Maintenance Expense and the satisfaction of all yearly payment obligations on account of any senior or parity obligations issued pursuant to Section 7.02 of this Agreement.

(18) “Project” shall mean the works financed by this Loan and shall consist of furnishing all labor, materials, and equipment to construct the water line improvements made in accordance with the plans and specifications accepted by the Department for the “Mary Esther Azalea Park and Caswell Circle Neighborhood Water and Sewer Improvements” contract.

The Project is in agreement with the planning documentation accepted by the Department effective April 8, 2020. A Florida Categorical Exclusion Notice was published on November 22, 2019 and no adverse comments were received. The Project is an Equivalency Project as defined in Chapter 62-552, Florida Administrative Code.

(19) “Semiannual Loan Payment” shall mean the payment due from the Project Sponsor to the Department at six-month intervals.

(20) “Sewer System” shall mean all facilities owned by the Project Sponsor for collection, transmission, treatment and reuse of wastewater and its residuals.

(21) “Utility System” shall mean all devices and facilities of the Water System and Sewer System owned by the Project Sponsor.

(22) “Water System” shall mean all facilities owned by the Project Sponsor for supplying and distributing water for residential, commercial, industrial, and governmental use.

1.02. CORRELATIVE WORDS.

Words of the masculine gender shall be understood to include correlative words of the feminine and neuter genders. Unless the context shall otherwise indicate, the singular shall include the plural and the word “person” shall include corporations and associations, including public entities, as well as natural persons.

ARTICLE II - WARRANTIES, REPRESENTATIONS AND COVENANTS

2.01. WARRANTIES, REPRESENTATIONS AND COVENANTS.

The Project Sponsor warrants, represents and covenants that:

(1) The Project Sponsor has full power and authority to enter into this Agreement and to comply with the provisions hereof.

(2) The Project Sponsor currently is not the subject of bankruptcy, insolvency, or reorganization proceedings and is not in default of, or otherwise subject to, any agreement or any law, administrative regulation, judgment, decree, note, resolution, charter or ordinance which would currently restrain or enjoin it from entering into, or complying with, this Agreement.

(3) There is no material action, suit, proceeding, inquiry or investigation, at law or in equity, before any court or public body, pending or, to the best of the Project Sponsor's knowledge, threatened, which seeks to restrain or enjoin the Project Sponsor from entering into or complying with this Agreement.

(4) All permits, real property interests, and approvals required as of the date of this Agreement have been obtained for construction and use of the Project. The Project Sponsor knows of no reason why any future required permits or approvals are not obtainable.

(5) The Project Sponsor shall undertake the Project on its own responsibility, to the extent permitted by law.

(6) To the extent permitted by law, the Project Sponsor shall release and hold harmless the State, its officers, members, and employees from any claim arising in connection with the Project Sponsor's actions or omissions in its planning, engineering, administrative, and construction activities financed by this Loan or its operation of the Project.

(7) All Project Sponsor representations to the Department, pursuant to the Loan Application and Agreement, were true and accurate as of the date such representations were made. The financial information delivered by the Project Sponsor to the Department was current and correct as of the date such information was delivered. The Project Sponsor shall comply with Chapter 62-552, Florida Administrative Code, and all applicable State and Federal laws, rules, and regulations which are identified in the Loan Application or Agreement. Minority and Women's Business Enterprise goals as stated in the plans and specifications apply to this Project. To the extent that any assurance, representation, or covenant requires a future action, the Project Sponsor shall take such action to comply with this agreement.

(8) The Project Sponsor shall maintain records using Generally Accepted Accounting principles established by the Financial Accounting Standards Board. As part of its bookkeeping system, the Project Sponsor shall keep accounts of the Utility System separate from all other accounts and it shall keep accurate records of all revenues, expenses, and expenditures relating to the Utility System, and of the Pledged Revenues, Loan disbursement receipts, and Loan Debt Service Account.

(9) In the event the anticipated Pledged Revenues are shown by the Project Sponsor’s annual budget to be insufficient to make the Semiannual Loan Payments for such Fiscal Year when due, the Project Sponsor shall include in such budget other legally available non-ad valorem funds which will be sufficient, together with the Pledged Revenues, to make the Semiannual Loan Payments. Such other legally available non-ad valorem funds shall be budgeted in the regular annual governmental budget and designated for the purpose provided by this Subsection, and the Project Sponsor shall collect such funds for application as provided herein. The Project Sponsor shall notify the Department immediately in writing of any such budgeting of other legally available non-ad valorem funds. Nothing in this covenant shall be construed as creating a pledge, lien, or charge upon any such other legally available non-ad valorem funds; requiring the Project Sponsor to levy or appropriate ad valorem tax revenues; or preventing the Project Sponsor from pledging to the payment of any bonds or other obligations all or any part of such other legally available non-ad valorem funds.

(10) Pursuant to Section 216.347 of the Florida Statutes, the Project Sponsor shall not use this Loan for the purpose of lobbying the Florida Legislature, the Judicial Branch, or a State agency.

(11) The Project Sponsor agrees to construct the Project in accordance with the Project schedule set forth in Section 10.07. Delays incident to strikes, riots, acts of God, and other events beyond the reasonable control of the Project Sponsor are excepted. If for any reason construction is not completed as scheduled, there shall be no resulting diminution or delay in the Semiannual Loan Payment or the Monthly Loan Deposit.

(12) The Project Sponsor covenants that this Agreement is entered into for the purpose of constructing, refunding, or refinancing the Project which will in all events serve a public purpose. The Project Sponsor covenants that it will, under all conditions, complete and operate the Project to fulfill the public need.

(13) The Project Sponsor shall update the revenue generation system annually to assure that sufficient revenues are generated for debt service; operation and maintenance; replacement of equipment, accessories, and appurtenances necessary to maintain the system design capacity and performance during its design life; and to make the system financially self-sufficient.

2.02. LEGAL AUTHORIZATION.

Upon signing this Agreement, the Project Sponsor's legal counsel hereby expresses the opinion, subject to laws affecting the rights of creditors generally, that:

(1) This Agreement has been duly authorized by the Project Sponsor and shall constitute a valid and legal obligation of the Project Sponsor enforceable in accordance with its terms upon execution by both parties; and

(2) This Agreement identifies the revenues pledged for repayment of the Loan, and the pledge is valid and enforceable.

2.03. AUDIT AND MONITORING REQUIREMENTS.

The Project Sponsor agrees to the following audit and monitoring requirements.

(1) The financial assistance authorized pursuant to this Loan Agreement consists of the following:

Federal Resources, Including State Match, Awarded to the Recipient Pursuant to this Agreement Consist of the Following:					
Federal Program Number	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category
4D-02D37922-0	EPA	66.468	Capitalization Grants for Drinking Water State Revolving Fund	$2,363,650	140129

(2) Audits.

(a) In the event that the Project Sponsor expends $750,000 or more in Federal awards in its fiscal year, the Project Sponsor must have a Federal single audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F. In determining the Federal awards expended in its fiscal year, the Project Sponsor shall consider all sources of Federal awards, including Federal resources received from the Department. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by 2 CFR Part 200, Subpart F. An audit of the Project Sponsor conducted by the Auditor General in accordance with the provisions of 2 CFR Part 200, Subpart F, will meet the requirements of this part.

(b) In connection with the audit requirements addressed in the preceding paragraph (a), the Project Sponsor shall fulfill the requirements relative to auditee responsibilities as provided in 2 CFR Part 200, Subpart F.

(c) If the Project Sponsor expends less than $750,000, in Federal awards in its fiscal year, an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F, is not required. The Project Sponsor shall inform the Department of findings and recommendations pertaining to the State Revolving Fund in audits conducted by the Project Sponsor. In the event that the Project Sponsor expends less than $750,000, in Federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F, the cost of the audit must be paid from non-Federal resources (i.e., the cost of such an audit must be paid from Project Sponsor resources obtained from other than Federal entities).

(d) The Project Sponsor may access information regarding the Catalog of Federal Domestic Assistance (CFDA) via the internet at https://sam.gov/.

(3) Report Submission.

(a) Copies of reporting packages for audits conducted in accordance with 2 CFR Part 200, Subpart F, and required by Subsection 2.03(2) of this Agreement shall be submitted, when required by 2 CFR Part 200, Subpart F, by or on behalf of the Project Sponsor directly to each of the following:

(i) The Department at one of the following addresses:

By Mail:

Audit Director
Florida Department of Environmental Protection
Office of the Inspector General, MS40
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-30000

or

Electronically:
FDEPSingleAudit@dep.state.fl.us

(ii) The Federal Audit Clearinghouse designated in 2 CFR Section 200.501(a) at the following address:

https://harvester.census.gov/facweb/

(iii) Other Federal agencies and pass-through entities in accordance with 2 CFR Section 200.512.

(b) Pursuant to 2 CFR Part 200, Subpart F, the Project Sponsor shall submit a copy of the reporting package described in 2 CFR Part 200, Subpart F, and any management letters issued by the auditor, to the Department at the address listed under Subsection 2.03(3)(a)(i) of this Agreement.

(c) Any reports, management letters, or other information required to be submitted to the Department pursuant to this Agreement shall be submitted timely in accordance with 2 CFR Part 200, Subpart F, Florida Statutes, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

(d) Project Sponsors, when submitting financial reporting packages to the Department for audits done in accordance with 2 CFR Part 200, Subpart F, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the Project Sponsor in correspondence accompanying the reporting package.

(4) Record Retention.

The Project Sponsor shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of five years from the date of the Final Amendment, and shall allow the Department, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The Project Sponsor shall ensure that audit working papers are made available to the Department, or its designee, Chief Financial Officer, or Auditor General upon request for a period of five years from the date of the Final Amendment, unless extended in writing by the Department.

(5) Monitoring.

In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F, as revised (see audit requirements above), monitoring procedures may include, but not be limited to, on-site visits by Department staff, limited scope audits as defined by 2 CFR Part 200, Subpart F., and/or other procedures. By entering into this Agreement, the Project Sponsor agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department. In the event the Department determines that a limited scope audit of the Project Sponsor is appropriate, the Project Sponsor agrees to comply with any additional instructions provided by the Department to the Project Sponsor regarding such audit. The Project Sponsor understands its duty, pursuant to Section 20.055(5), F.S., to cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing. The Project Sponsor will comply with this duty and ensure that any subcontracts issued under this Agreement will impose this requirement, in writing, on its subcontractors.

ARTICLE III - LOAN REPAYMENT ACCOUNT

3.01. LOAN DEBT SERVICE ACCOUNT.

The Project Sponsor shall establish a Loan Debt Service Account with a Depository and begin making Monthly Loan Deposits no later than the date set forth for such action in Section 10.07 of this Agreement.

Beginning six months prior to each Semiannual Loan Payment, the Project Sponsor shall make six Monthly Loan Deposits. The first five deposits each shall be at least equal to one-sixth of the Semiannual Loan Payment. The sixth Monthly Loan Deposit shall be at least equal to the amount required to make the total on deposit in the Loan Debt Service Account equal to the Semiannual Loan Payment amount, taking into consideration investment earnings credited to the account pursuant to Section 3.02.

Any month in which the Project Sponsor fails to make a required Monthly Loan Deposit, the Project Sponsor’s chief financial officer shall notify the Department of such failure. In addition, the Project Sponsor agrees to budget, by amendment if necessary, payment to the Department from other legally available non-ad valorem funds all sums becoming due before the same become delinquent. This requirement shall not be construed to give superiority to the Department's claim on any revenues over prior claims of general creditors of the Project Sponsor, nor shall it be construed to give the Department the power to require the Project Sponsor to levy and collect any revenues other than Pledged Revenues.

3.02. INVESTMENT OF LOAN DEBT SERVICE ACCOUNT MONEYS.

Moneys on deposit in the Loan Debt Service Account shall be invested pursuant to the laws of the State of Florida. Such moneys may be pooled for investment purposes. The maturity or redemption date of investments shall be not later than the date upon which such moneys may be needed to make Semiannual Loan Payments. The investment earnings shall be credited to the Loan Debt Service Account and applied toward the Monthly Loan Deposit requirements.

3.03. LOAN DEBT SERVICE ACCOUNT WITHDRAWALS.

The withdrawal of moneys from the Loan Debt Service Account shall be for the sole purpose of making the Semiannual Loan Payment or for discharging the Project Sponsor’s obligations pursuant to Section 8.01.

3.04. ASSETS HELD IN TRUST.

The assets in all accounts created under this Loan Agreement shall be held in trust for the purposes provided herein and used only for the purposes and in the manner prescribed in this Agreement; and, pending such use, said assets shall be subject to a lien and charge in favor of the Department.

ARTICLE IV - PROJECT INFORMATION

4.01. PROJECT CHANGES.

Project changes prior to bid opening shall be made by addendum to plans and specifications. Changes after bid opening shall be made by change order. The Project Sponsor shall submit all addenda and all change orders to the Department for an eligibility determination. After execution of all construction, equipment and materials contracts, the Project contingency may be reduced.

4.02. TITLE TO PROJECT SITE.

The Project Sponsor shall have an interest in real property sufficient for the construction and location of the Project free and clear of liens and encumbrances which would impair the usefulness of such sites for the intended use.

4.03. PERMITS AND APPROVALS.

The Project Sponsor shall have obtained, prior to the Department's authorization to award construction contracts, all permits and approvals required for construction of the Project or portion of the Project funded under this Agreement.

4.04. ENGINEERING SERVICES.

A professional engineer, registered in the State of Florida, shall be employed by, or under contract with, the Project Sponsor to oversee construction.

4.05. PROHIBITION AGAINST ENCUMBRANCES.

The Project Sponsor is prohibited from selling, leasing, or disposing of any part of the Utility System which would materially reduce operational integrity or Gross Revenues so long as this Agreement, including any amendments thereto, is in effect unless the written consent of the Department is first secured.

4.06. COMPLETION MONEYS.

In addition to the proceeds of this Loan, the Project Sponsor covenants that it has obtained, or will obtain, sufficient moneys from other sources to complete construction and place the Project in operation on, or prior to, the date specified in Article X. Failure of the Department to approve additional financing shall not constitute a waiver of the Project Sponsor's covenants to complete and place the Project in operation.

4.07. CLOSE-OUT.

The Department shall conduct a final inspection of the Project and Project records. Following the inspection, deadlines for submitting additional disbursement requests, if any, shall be established, along with deadlines for uncompleted Loan requirements, if any. Deadlines shall be incorporated into the Loan Agreement by amendment. The Loan principal shall be reduced by any excess over the amount required to pay all approved costs. As a result of such adjustment, the Semiannual Loan Payment shall be reduced accordingly, as addressed in Section 10.05.

4.08. DISBURSEMENTS.

Disbursements shall be made only by the State Chief Financial Officer and only when the requests for such disbursements are accompanied by a Department certification that such withdrawals are proper expenditures. Disbursements shall be made directly to the Project Sponsor for reimbursement of the incurred construction costs and related services.

Disbursements for materials, labor, or services shall be made upon receipt of the following:

(1) A completed disbursement request form signed by the Authorized Representative. Such requests must be accompanied by sufficiently itemized summaries of the materials, labor, or services to identify the nature of the work performed; the cost or charges for such work; and the person providing the service or performing the work, and proof of payment.

(2) A certification signed by the Authorized Representative as to the current estimated costs of the Project; that the materials, labor, or services represented by the invoice have been satisfactorily purchased, performed, or received and applied to the project; that all funds received to date have been applied toward completing the Project; and that under the terms and provisions of the contracts, the Project Sponsor is required to make such payments.

(3) A certification by the engineer responsible for overseeing construction stating that equipment, materials, labor and services represented by the construction invoices have been satisfactorily purchased, or received, and applied to the Project in accordance with construction contract documents; stating that payment is in accordance with construction contract provisions; stating that construction, up to the point of the requisition, is in compliance with the contract documents; and identifying all additions or deletions to the Project which have altered the Project's performance standards, scope, or purpose since the issue of the Department construction permit.

(4) Such other certificates or documents by engineers, attorneys, accountants, contractors, or suppliers as may reasonably be required by the Department.

ARTICLE V - RATES AND USE OF THE UTILITY SYSTEM

5.01. RATE COVERAGE.

The Project Sponsor shall maintain rates and charges for the services furnished by the Utility System which will be sufficient to provide, in each Fiscal Year, Pledged Revenues equal to or exceeding 1.15 times the sum of the Semiannual Loan Payments due in such Fiscal Year.

5.02. NO FREE SERVICE.

The Project Sponsor shall not permit connections to, or furnish any services afforded by, the Utility System without making a charge therefore based on the Project Sponsor's uniform schedule of rates, fees, and charges.

5.03. MANDATORY CONNECTIONS.

The Project Sponsor shall adopt, as necessary, and enforce requirements, consistent with applicable laws, for the owner, tenant or occupant of each building located on a lot or parcel of land which is served, or may reasonably be served, by the Sewer System to connect such building to the Sewer System.

5.04. NO COMPETING SERVICE.

The Project Sponsor shall not allow any person to provide any services which would compete with the Utility System so as to adversely affect Gross Revenues.

5.05. MAINTENANCE OF THE UTILITY SYSTEM.

The Project Sponsor shall operate and maintain the Utility System in a proper, sound and economical manner and shall make all necessary repairs, renewals and replacements.

5.06. ADDITIONS AND MODIFICATIONS.

The Project Sponsor may make any additions, modifications or improvements to the Utility System which it deems desirable and which do not materially reduce the operational integrity of any part of the Utility System. All such renewals, replacements, additions, modifications and improvements shall become part of the Utility System.

5.07. COLLECTION OF REVENUES.

The Project Sponsor shall use its best efforts to collect all rates, fees and other charges due to it. The Project Sponsor shall establish liens on premises served by the Utility System for the amount of all delinquent rates, fees and other charges where such action is permitted by law. The Project Sponsor shall, to the full extent permitted by law, cause to discontinue the services of the Utility System and use its best efforts to shut off water service furnished to persons who are delinquent beyond customary grace periods in the payment of Utility System rates, fees and other charges.

ARTICLE VI - DEFAULTS AND REMEDIES

6.01. EVENTS OF DEFAULT.

Upon the occurrence of any of the following events (the Events of Default) all obligations on the part of Department to make any further disbursements hereunder shall, if Department elects, terminate. The Department may, at its option, exercise any of its remedies set forth in this Agreement, but Department may make any disbursements or parts of disbursements after the happening of any Event of Default without thereby waiving the right to exercise such remedies and without becoming liable to make any further disbursement:

(1) Failure to make any Monthly Loan Deposit or to make any installment of the Semiannual Loan Payment when it is due and such failure shall continue for a period of 15 days.

(2) Except as provided in Subsection 6.01(1), failure to comply with the provisions of this Agreement, failure in the performance or observance of any of the covenants or actions required by this Agreement or the Suspension of this Agreement by the Department pursuant to Section 8.14, below, and such failure shall continue for a period of 30 days after written notice thereof to the Project Sponsor by the Department.

(3) Any warranty, representation or other statement by, or on behalf of, the Project Sponsor contained in this Agreement or in any information furnished in compliance with, or in reference to, this Agreement, which is false or misleading, or if Project Sponsor shall fail to keep, observe or perform any of the terms, covenants, representations or warranties contained in this Agreement, the Note, or any other document given in connection with the Loan (provided, that with respect to non-monetary defaults, Department shall give written notice to Project Sponsor, which shall have 30 days to cure any such default), or is unable or unwilling to meet its obligations thereunder.

(4) An order or decree entered, with the acquiescence of the Project Sponsor, appointing a receiver of any part of the Utility System or Gross Revenues thereof; or if such order or decree, having been entered without the consent or acquiescence of the Project Sponsor, shall not be vacated or discharged or stayed on appeal within 60 days after the entry thereof.

(5) Any proceeding instituted, with the acquiescence of the Project Sponsor, for the purpose of effecting a composition between the Project Sponsor and its creditors or for the purpose of adjusting the claims of such creditors, pursuant to any federal or state statute now or hereafter enacted, if the claims of such creditors are payable from Gross Revenues of the Utility System.

(6) Any bankruptcy, insolvency or other similar proceeding instituted by, or against, the Project Sponsor under federal or state bankruptcy or insolvency law now or hereafter in effect and, if instituted against the Project Sponsor, is not dismissed within 60 days after filing.

(7) Any charge is brought alleging violations of any criminal law in the implementation of the Project or the administration of the proceeds from this Loan against one or more officials of the Project Sponsor by a State or Federal law enforcement authority, which charges are not withdrawn or dismissed within 60 days following the filing thereof.

(8) Failure of the Project Sponsor to give immediate written notice of its knowledge of a potential default or an event of default, hereunder, to the Department and such failure shall continue for a period of 30 days.

6.02. REMEDIES.

All rights, remedies, and powers conferred in this Agreement and the transaction documents are cumulative and are not exclusive of any other rights or remedies, and they shall be in addition to every other right, power, and remedy that Department may have, whether specifically granted in this Agreement or any other transaction document, or existing at law, in equity, or by statute. Any and all such rights and remedies may be exercised from time to time and as often and in such order as Department may deem expedient. Upon any of the Events of Default and subject to the rights of others having prior liens on the Pledged Revenues, the Department may enforce its rights by, *inter alia*, any of the following remedies:

(1) By mandamus or other proceeding at law or in equity, cause to establish rates and collect fees and charges for use of the Utility System, and to require the Project Sponsor to fulfill this Agreement.

(2) By action or suit in equity, require the Project Sponsor to account for all moneys received from the Department or from the ownership of the Utility System and to account for the receipt, use, application, or disposition of the Pledged Revenues.

(3) By action or suit in equity, enjoin any acts or things which may be unlawful or in violation of the rights of the Department.

(4) By applying to a court of competent jurisdiction, cause to appoint a receiver to manage the Utility System, establish and collect fees and charges, and apply the revenues to the reduction of the obligations under this Agreement.

(5) By certifying to the Auditor General and the Chief Financial Officer delinquency on loan repayments, the Department may intercept the delinquent amount plus six percent, expressed as an annual interest rate, penalty of the amount due to the Department from any unobligated funds due to the Project Sponsor under any revenue or tax sharing fund established by the State, except as otherwise provided by the State Constitution or State law. Penalty interest shall accrue on any amount due and payable beginning on the 30th day following the date upon which payment is due.

(6) By notifying financial market credit rating agencies and potential creditors.

(7) By suing for payment of amounts due, or becoming due, with interest on overdue payments together with all costs of collection, including attorneys' fees.

(8) By accelerating the repayment schedule or increasing the interest rate on the unpaid principal of the Loan to as much as 1.667 times the Financing Rate.

6.03. DELAY AND WAIVER.

No course of dealing between Department and Project Sponsor, or any failure or delay on the part of Department in exercising any rights or remedies hereunder, shall operate as a waiver of any rights or remedies of Department, and no single or partial exercise of any rights or remedies hereunder shall operate as a waiver or preclude the exercise of any other rights or remedies hereunder. No delay or omission by the Department to exercise any right or power accruing upon Events of Default shall impair any such right or power or shall be construed to be a waiver of any such default or acquiescence therein, and every such right and power may be exercised as often as may be deemed expedient. No waiver or any default under this Agreement shall extend to or affect any subsequent Events of Default, whether of the same or different provision of this Agreement, or shall impair consequent rights or remedies.

ARTICLE VII - THE PLEDGED REVENUES

7.01. SUPERIORITY OF THE PLEDGE TO THE DEPARTMENT.

From and after the effective date of this Agreement, the Department shall have a lien on the Pledged Revenues, which along with any other Department State Revolving Fund liens on the Pledged Revenues, of equal priority, will be prior and superior to any other lien, pledge or assignment with the following exception. All obligations of the Project Sponsor under this Agreement shall be junior, inferior, and subordinate in all respects in right of payment and security to any additional senior obligations issued with the Department's consent pursuant to Section 7.02. The Department may release its lien on such Pledged Revenues in favor of the Department if the Department makes a determination in its sole discretion, based upon facts deemed sufficient by the Department, that the remaining Pledged Revenues will, in each Fiscal Year, equal or exceed 1.15 times the debt service coming due in each Fiscal Year under the terms of this Agreement.

7.02. ADDITIONAL DEBT OBLIGATIONS.

The Project Sponsor may issue additional debt obligations on a parity with, or senior to, the lien of the Department on the Pledged Revenues provided the Department's written consent is obtained. Such consent may be granted if the Project Sponsor demonstrates at the time of such issuance that the Pledged Revenues, which may take into account reasonable projections of growth of the Utility System and revenue increases, plus revenues to be pledged to the additional proposed debt obligations will, during the period of time Semiannual Loan Payments are to be made under this Agreement, equal or exceed 1.15 times the annual combined debt service requirements of this Agreement and the obligations proposed to be issued by the Project Sponsor and will satisfy the coverage requirements of all other debt obligations secured by the Pledged Revenues.

ARTICLE VIII - GENERAL PROVISIONS

8.01. DISCHARGE OF OBLIGATIONS.

All Semiannual Loan payments required to be made under this Agreement shall be cumulative and any deficiencies in any Fiscal Year shall be added to the payments due in the succeeding year and all years thereafter until fully paid. Payments shall continue to be secured by this Agreement until all of the payments required shall be fully paid to the Department. If at any time the Project Sponsor shall have paid, or shall have made provision for the timely payment of, the entire principal amount of the Loan and interest, the pledge of, and lien on, the Pledged Revenues to the Department shall be no longer in effect. Deposit of sufficient cash, securities, or investments, authorized by law, from time to time, may be made to effect defeasance of this Loan. However, the deposit shall be made in irrevocable trust with a banking institution or trust company for the sole benefit of the Department. There shall be no penalty imposed by the Department for early retirement of this Loan.

8.02. PROJECT RECORDS AND STATEMENTS.

Books, records, reports, engineering documents, contract documents, and papers shall be available to the authorized representatives of the Department for inspection at any reasonable time after the Project Sponsor has received a disbursement and until five years after the Final Amendment date.

8.03. ACCESS TO PROJECT SITE.

The Project Sponsor shall provide access to Project sites and administrative offices to authorized representatives of the Department at any reasonable time. The Project Sponsor shall cause its engineers and contractors to cooperate during Project inspections, including making available working copies of plans and specifications and supplementary materials.

8.04. ASSIGNMENT OF RIGHTS UNDER AGREEMENT.

The Department may assign any part of its rights under this Agreement after notification to the Project Sponsor. The Project Sponsor shall not assign rights created by this Agreement without the written consent of the Department.

8.05. AMENDMENT OF AGREEMENT.

This Agreement may be amended in writing, except that no amendment shall be permitted which is inconsistent with statutes, rules, regulations, executive orders, or written agreements between the Department and the U.S. Environmental Protection Agency (EPA). This Agreement may be amended after all construction contracts are executed to re-establish the Project cost, Loan amount, Project schedule, and Semiannual Loan Payment amount. A Final Amendment establishing the final Project and the Loan Service Fee based on actual Project costs shall be completed after the Department's final inspection of the Project records.

8.06. ABANDONMENT, TERMINATION OR VOLUNTARY CANCELLATION.

Failure of the Project Sponsor to actively prosecute or avail itself of this Loan (including e.g. described in para 1 and 2 below) shall constitute its abrogation and abandonment of the rights hereunder, and the Department may then, upon written notification to the Project Sponsor, suspend or terminate this Agreement.

(1) Failure of the Project Sponsor to draw Loan proceeds within eighteen months after the effective date of this Agreement, or by the date set in Section 10.07 to establish the Loan Debt Service Account, whichever date occurs first.

(2) Failure of the Project Sponsor, after the initial Loan draw, to draw any funds under the Loan Agreement for twenty-four months, without approved justification or demonstrable progress on the Project.

Upon a determination of abandonment by the Department, the Loan will be suspended, and the Department will implement administrative close out procedures (in lieu of those in Section 4.07) and provide written notification of Final Unilateral Amendment to the Project Sponsor.

In the event that following the execution of this Agreement, the Project Sponsor decides not to proceed with this Loan, this Agreement can be cancelled by the Project Sponsor, without penalty, if no funds have been disbursed.

8.07. SEVERABILITY CLAUSE.

If any provision of this Agreement shall be held invalid or unenforceable, the remaining provisions shall be construed and enforced as if such invalid or unenforceable provision had not been contained herein.

8.08. SIGNAGE.

The Project Sponsor agrees to comply with signage requirements of the Infrastructure Investment and Jobs Act (IIJIA) in order to enhance public awareness of EPA assistance agreements nationwide. A copy of signage requirements as well as EPA logo requirements can be found at https://floridadep.gov/wra/srf/content/state-revolving-fund-resources-and-documents as "IIJA/BIL Projects Only - A copy of signage requirements as well as EPA logo requirements".

8.09. DAVIS-BACON ACT REQUIREMENTS.

(1) The Project Sponsor shall periodically interview 10% of the work force entitled to Davis-Bacon prevailing wages (covered employees) to verify that contractors or subcontractors are paying the appropriate wage rates. Project Sponsors shall immediately conduct interviews in response to an alleged violation of the prevailing wage requirements. As provided in 29 CFR 5.6(a)(5) all interviews must be conducted in confidence. The Project Sponsor must use Standard Form 1445 or equivalent documentation to memorialize the interviews. Copies of the SF 1445 are available from the EPA on request.

(2) The Project Sponsor shall periodically conduct spot checks of a representative sample of weekly payroll data to verify that contractors or subcontractors are paying the appropriate wage rates. The Project Sponsor shall establish and follow a spot check schedule based on its assessment of the risks of noncompliance with Davis-Bacon posed by contractors or subcontractors and the duration of the contract or subcontract. At a minimum, if practicable, the subrecipient should spot check payroll data within two weeks of each contractor or subcontractor's submission of its initial payroll data and two weeks prior to the completion date the contract or subcontract. Project Sponsors must conduct more frequent spot checks if the initial spot check or other information indicates that there is a risk that the contractor or subcontractor is not complying with Davis-Bacon. In addition, during the examinations the Project Sponsor shall verify evidence of fringe benefit plans and payments thereunder by contractors and subcontractors who claim credit for fringe benefit contributions.

(3) The Project Sponsor shall periodically review contractors and subcontractors use of apprentices and trainees to verify registration and certification with respect to apprenticeship and training programs approved by either the U.S Department of Labor (DOL) or a state, as appropriate, and that contractors and subcontractors are not using disproportionate numbers of laborers, trainees, and apprentices. These reviews shall be conducted in accordance with the schedules for spot checks and interviews described in items (1) and (2) above.

(4) Project Sponsors must immediately report potential violations of the Davis-Bacon prevailing wage requirements to the appropriate DOL Wage and Hour District Office listed at http://www.dol.gov/whd/america2.htm and to the EPA Region 4 Water Division/Grants and Infrastructure Section by calling 404-562-9345. Additional information on Davis-Bacon guidance is located on the EPA website at: https://www.epa.gov/grants/interim-davis-bacon-act-guidance.

8.10. AMERICAN IRON AND STEEL REQUIREMENT.

The Project Sponsor's subcontracts must contain requirements that all of the iron and steel products used in the Project are in compliance with the American Iron and Steel requirement as described in Section 608 of the Federal Water Pollution Control Act unless the Project Sponsor has obtained a waiver pertaining to the Project or the Department has advised the Project Sponsor that the requirement is not applicable to the Project.

8.11. BUILD AMERICA, BUY AMERICA ACT ASSISTANCE REQUIREMENT.

The Project Sponsor's subcontracts must contain the following requirements: that all of the iron and steel, manufactured products, and construction materials used in the Project are to be produced in the United States ("Build America, Buy America Requirements") unless (i) the Project Sponsor has requested and obtained a waiver from the Department pertaining to the Project or the Project is otherwise covered by a general applicability waiver; or (ii) all of the contributing Agencies have otherwise advised the Project Sponsor in writing that the Build America, Buy America Requirements are not applicable to the Project.

8.12. ASSET MANAGEMENT PLAN.

Subsection 62-552.700(7), Florida Administrative Code encourages Project Sponsors to implement an Asset Management Plan to promote long term sustainability of the Water System. To be eligible for a 0.10% Financing Rate reduction, an Asset Management Plan must be adopted by ordinance or resolution and written procedures must be in place to implement the plan.

The plan must include each of the following elements: i) identification of all assets within the Project Sponsor's system; ii) an evaluation of the current age, condition, and anticipated useful life of each asset; iii) the current value of the assets; iv) the cost to operate and maintain all assets; v) a capital improvement plan based on a survey of industry standards, life expectancy, life cycle analysis, and remaining useful life; vi) an analysis of funding needs; vii) an analysis of population growth and drinking water use projections, as applicable, for the sponsor's planning area, and a model, if applicable, for impact fees; commercial, industrial and residential rate structures; viii) the establishment of an adequate funding rate structure; ix) a threshold rate set to ensure the proper operation of the utility (if the sponsor transfers any of the utility proceeds to other funds, the rates must be set higher than the threshold rate to facilitate the transfer and proper operation of the utility); and x) a plan to preserve the assets, renewal, replacement, and repair of the assets as necessary and a risk-benefit analysis to determine the optimum renewal or replacement time.

Failure to adopt and implement such plan prior to three months before the date of the first loan repayment will increase the Financing Rate by 0.10%.

8.13. PUBLIC RECORDS ACCESS.

(1) The Project Sponsor shall comply with Florida Public Records law under Chapter 119, F.S. Records made or received in conjunction with this Agreement are public records under Florida law, as defined in Section 119.011(12), F.S. The Project Sponsor shall keep and maintain public records required by the Department to perform the services under this Agreement.

(2) This Agreement may be unilaterally canceled by the Department for refusal by the Project Sponsor to either provide to the Department upon request, or to allow inspection and copying of all public records made or received by the Project Sponsor in conjunction with this Agreement and subject to disclosure under Chapter 119, F.S., and Section 24(a), Article I, Florida Constitution.

(3) IF THE PROJECT SPONSOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE PROJECT SPONSOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE DEPARTMENT'S CUSTODIAN OF PUBLIC RECORDS AT (850)245-2118, by email at public.services@dep.state.fl.us, **or at the mailing address below:**

Department of Environmental Protection
ATTN: Office of Ombudsman and Public Services
Public Records Request
3900 Commonwealth Blvd, MS 49
Tallahassee, FL 32399

8.14. SCRUTINIZED COMPANIES.

(1) The Project Sponsor certifies that it and its subcontractors are not on the Scrutinized Companies that Boycott Israel List. Pursuant to Section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Project Sponsor or its subcontractors are found to have submitted a false certification; or if the Project Sponsor, or its subcontractors are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.

(2) If this Agreement is for more than one million dollars, the Project Sponsor certifies that it and its subcontractors are also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, F.S. Pursuant to Section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Project Sponsor, its affiliates, or its subcontractors are found to have submitted a false certification; or if the Project Sponsor, its affiliates, or its subcontractors are placed on the Scrutinized Companies that Boycott the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

(3) The Project Sponsor agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under this Agreement.

(4) As provided in Subsection 287.135(8), F.S., if federal law ceases to authorize these contracting prohibitions then they shall become inoperative.

8.15**.** SUSPENSION.

The Department may suspend any or all of its obligations to Loan or provide financial accommodation to the Project Sponsor under this Agreement in the following events, as determined by the Department:

(1) The Project Sponsor abandons or discontinues the Project before its completion,

(2) The commencement, prosecution, or timely completion of the Project by the Project Sponsor is rendered improbable or the Department has reasonable grounds to be insecure in Project Sponsor’s ability to perform, or

(3) The implementation of the Project is determined to be illegal, or one or more officials of the Project Sponsor in responsible charge of, or influence over, the Project is charged with violating any criminal law in the implementation of the Project or the administration of the proceeds from this Loan.

The Department shall notify the Project Sponsor of any suspension by the Department of its obligations under this Agreement, which suspension shall continue until such time as the event or condition causing such suspension has ceased or been corrected, or the Department has re-instated the Agreement.

Project Sponsor shall have no more than 30 days following notice of suspension hereunder to remove or correct the condition causing suspension. Failure to do so shall constitute a default under this Agreement.

Following suspension of disbursements under this Agreement, the Department may require reasonable assurance of future performance from Project Sponsor prior to re-instating the

Loan. Such reasonable assurance may include, but not be limited to, a payment mechanism using two party checks, escrow or obtaining a Performance Bond for the work remaining.

Following suspension, upon failure to cure, correct or provide reasonable assurance of future performance by Project Sponsor, the Department may exercise any remedy available to it by this Agreement or otherwise and shall have no obligation to fund any remaining Loan balance under this Agreement.

8.16. CIVIL RIGHTS.

The Project Sponsor shall comply with all Title VI requirements of the Civils Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Equal Employment Opportunity requirements (Executive Order 11246, as amended) which prohibit activities that are intentionally discriminatory and/or have a discriminatory effect based on race, color, national origin (including limited English proficiency), age, disability, or sex.

ARTICLE IX - CONSTRUCTION CONTRACTS AND INSURANCE

9.01. AUTHORIZATION TO AWARD CONSTRUCTION CONTRACTS.

The following documentation is required to receive the Department's authorization to award construction contracts:

(1) Proof of advertising.

(2) Award recommendation, bid proposal, and bid tabulation (certified by the responsible engineer).

(3) Certification of compliance with the conditions of the Department's approval of competitively or non-competitively negotiated procurement, if applicable.

(4) Certification Regarding Disbarment, Suspension, Ineligibility and Voluntary Exclusion.

(5) Certification by the Authorized Representative that affirmative steps were taken to encourage Minority and Women’s Business Enterprises participation in Project construction.

(6) Current certifications for Minority and Women’s Business Enterprises participating in the contract. If the goals as stated in the plans and specifications are not met, documentation of actions taken shall be submitted.

(7) Certification that the Project Sponsor and contractors are in compliance with labor standards, including prevailing wage rates established for its locality by the DOL under the Davis-Bacon Act for Project construction.

(8) Certification that all procurement is in compliance with Section 8.10 which states that all iron and steel products used in the Project must be produced in the United States unless (a) a waiver is provided to the Project Sponsor by the EPA or (b) compliance would be inconsistent with United States obligations under international agreements.

9.02. SUBMITTAL OF CONSTRUCTION CONTRACT DOCUMENTS.

After the Department's authorization to award construction contracts has been received, the Project Sponsor shall submit:

(1) Contractor insurance certifications.

(2) Executed Contract(s).

(3) Notices to proceed with construction.

9.03. INSURANCE REQUIRED.

The Project Sponsor shall cause the Project, as each part thereof is certified by the engineer responsible for overseeing construction as completed, and the Utility System (hereafter referred to as "Revenue Producing Facilities") to be insured by an insurance company or companies licensed to do business in the State of Florida against such damage and destruction risks as are customary for the operation of utility systems of like size, type and location to the extent such insurance is obtainable from time to time against any one or more of such risks.

The proceeds of insurance policies received as a result of damage to, or destruction of, the Project or the other Revenue Producing Facilities, shall be used to restore or replace damaged portions of the facilities. If such proceeds are insufficient, the Project Sponsor shall provide additional funds to restore or replace the damaged portions of the facilities. Repair, construction or replacement shall be promptly completed.

ARTICLE X - DETAILS OF FINANCING

10.01. PRINCIPAL AMOUNT OF LOAN.

The estimated principal amount of the Loan is $2,387,250, which consists of $2,363,650 to be disbursed to the Project Sponsor and $23,600 of Capitalized Interest.

Capitalized Interest is not disbursed to the Project Sponsor, but is amortized via periodic Loan repayments to the Department as if it were actually disbursed. Capitalized Interest is computed at the Financing Rate, or rates, set for the Loan. It accrues and is compounded annually from the time when disbursements are made until six months before the first Semiannual Loan Payment is due. Capitalized Interest is estimated prior to establishing the schedule of actual disbursements.

10.02. LOAN SERVICE FEE.

The Loan Service Fee is $47,273 for the Loan amount authorized to date. The fee represents two percent of the Loan amount excluding Capitalized Interest; that is, two percent of $2,363,650. The Loan Service Fee is estimated at the time of execution of the loan agreement and shall be revised with any increase or decrease amendment. The Loan Service Fee is based on actual Project costs and assessed in the final loan amendment. The Project Sponsor shall pay the Loan Service Fee from the first available repayment(s) following the Final Amendment.

10.03. FINANCING RATE.

The Financing Rate on the unpaid principal of the Loan amount specified in Section 10.01 is 1.26 percent per annum. However, if this Agreement is not executed by the Project Sponsor and returned to the Department before January 1, 2024, the Financing Rate may be adjusted.

10.04. LOAN TERM.

The Loan term shall be 20 years.

10.05. REPAYMENT SCHEDULE.

Repayments shall be made semiannually (twice per year). The Semiannual Loan Payment shall be computed based upon the principal amount of the Loan plus the estimated Loan Service Fee and the principle of level debt service. The Semiannual Loan Payment amount may be adjusted, by amendment of this Agreement, based upon revised information. After the final disbursement of Loan proceeds, the Semiannual Loan Payment shall be based upon the actual Project costs, the actual Loan Service Fee and the Loan Service Fee capitalized interest, if any, and actual dates and amounts of disbursements, taking into consideration any previous payments. Actual Project costs shall be established after the Department's inspection of the completed Project and associated records. The Department will deduct the Loan Service Fee and any associated interest from the first available repayments following the Final Amendment.

Each Semiannual Loan Payment shall be in the amount of $69,044 until the payment amount is adjusted by amendment. The interest portion of each Semiannual Loan Payment shall be computed on the unpaid balance of the principal amount of the Loan, including Capitalized Interest. Interest also shall be computed on the unpaid balance of the Loan Service Fee. Interest shall be computed as of the due date of each Semiannual Loan Payment.

Semiannual Loan Payments shall be received by the Department beginning on February 15, 2026 and semiannually thereafter on August 15 and February 15 of each year until all amounts due hereunder have been fully paid. Funds transfer shall be made by electronic means.

The Semiannual Loan Payment amount is based on the total amount to be repaid of $2,434,523, which consists of the Loan principal plus the Loan Service Fee with its capitalized interest.

10.06. PROJECT COSTS.

The Project Sponsor and the Department acknowledge that the actual Project costs have not been determined as of the effective date of this Agreement. Project cost adjustments may be made as a result of construction bidding or mutually agreed upon Project changes. Capitalized Interest will be recalculated based on actual dates and amounts of Loan disbursements. If the Project Sponsor receives other governmental financial assistance for this Project, the costs funded by such other governmental assistance will not be financed by this Loan. The

Department shall establish the final Project costs after its final inspection of the Project records. Changes in Project costs may also occur as a result of an audit.

The Project Sponsor agrees to the following estimates of Project costs:

CATEGORY	PROJECT COSTS ($)
Construction and Demolition	2,119,000
Contingencies	211,900
Technical Services After Bid Opening	32,750
SUBTOTAL (Loan Amount)	2,363,650
Capitalized Interest	23,600
TOTAL (Loan Principal Amount)	2,387,250

10.07. SCHEDULE.

The Project Sponsor agrees by execution hereof:

(1) This Agreement shall be effective on August 9, 2023. Invoices submitted for work conducted on or after this date shall be eligible for reimbursement.

(2) Completion of Project construction is scheduled for August 15, 2025.

(3) The Loan Debt Service Account shall be established and Monthly Loan Deposits shall begin no later than August 15, 2025.

(4) The first Semiannual Loan Payment in the amount of $69,044 shall be due February 15, 2026.

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ARTICLE XI - EXECUTION OF AGREEMENT

This Loan Agreement DW460212 may be executed in two or more counterparts, any of which shall be regarded as an original and all of which constitute but one and the same instrument.

IN WITNESS WHEREOF, the Department has caused this Agreement to be executed on its behalf by the Secretary or Designee and the Project Sponsor has caused this Agreement to be executed on its behalf by its Authorized Representative and by its affixed seal. The effective date of this Agreement shall be as set forth below by the Department.

for
CITY OF MARY ESTHER

____
Mayor

Attest:	I attest to the opinion expressed in Section 2.02, entitled Legal Authorization.
____________________________ City Clerk	____________________________ City Attorney

SEAL

for
STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION

____________________________	________________________
Secretary or Designee	Date

AGENDA ITEM

Agenda Item 11.2.

TO: Honorable Mayor and Members of the City Council

FROM: Shawn Lindsey

DATE: January 16, 2024

SUBJECT: Resolution 24-01, Drinking Water State Revolving Loan Fund (SRF) Lead Line Service Inventory Project #1460455

BACKGROUND:
A federal mandate requires a lead line service inventory program. The City issued a task order to Jacobs Engineering to conduct the first phase of this inventory. The exact requirements and procedures required by the EPA are still being worked out between them and the Florida Department of Environmental Protection. We are still meeting and learning the latest in this mandate as updates become available. We learned from Florida Rural Water that we can apply for an SRF Loan with 49% principal forgiveness. We filed intent, were approved, and added to the list of eligible entities in November.

DISCUSSION:
We need a resolution to approve our application for the loan. The initial loan is in the amount of $339,027 for Planning, Design, and a small portion has been designated for construction in the amount of around $15,000. Staff is expected to complete the loan by the end of January and have a new task order for Jacobs by the February 2024 meeting. In addition, Jacobs will be helping us with construction bid documents.

FINANCIAL IMPACT:
This loan, as well as any amendments, through construction, is expected to be forgiven at 49%. If we spend the entire amount approved without any additional amendments for construction, then this loan with the forgiveness will save us $166,123.23. We expect we will have amendments to this loan over the next few years to cover the additional construction cost as those problems are discovered and planned.

RECOMMENDATION:
Motion to approve Resolution 24-01 to apply for Drinking Water State Revolving Loan Fund (SRF) Lead Line Service Inventory Project #1460455.

ATTACHMENT(S):
1. Resolution 24-01, Lead Line Inventory Program SRF Loan

RESOLUTION 24-01

A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDING; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, Florida statutes provide for loans to local governments to finance the planning, design, and construction of drinking water infrastructure; and

WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into loan agreement; and

WHEREAS, the state revolving Fund loan priority list designates Project NO. DW 1460455 as eligible for available funding; and

WHEREAS, the City of Mary Esther, Florida, intends to enter into a loan agreement with the Department of Environmental Protection under the State Revolving Fund for project financing with 49% of the loan amount being forgivable.

NOW, THEREFORE, BE IT RESOLVED **BY THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA, AS FOLLOWS:**

SECTION 1. The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION 2. The City of Mary Esther, Florida, is authorized to apply for a loan to finance the Project.

SECTION 3. The revenues pledged for the repayment of the loan are net water and sewer system revenues. There are no senior liens to repay from the net water and sewer system revenues.

SECTION 4. The City Manager is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

SECTION 5. The Mayor is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The City Manager is authorized to represent the City in carrying out the City's responsibilities under the loan agreement. The City Manager is authorized to delegate responsibility to appropriate City Staff to carry out technical, financial, and administrative activities associated with the loan agreement.

SECTION 6. The legal authority for borrowing money to construct this Project is §166.111, Florida Statutes.

SECTION 7. All resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 8. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 9. This Resolution shall become effective immediately upon its passage and adoption.

PASSED and ADOPTED this ______day of ________________2024

By: ___________________________________
Chris Stein, Mayor

ATTEST:

____
Dillon Morris
Interim City
Clerk

Approved as to form and legality:

____
Hayward Dykes, Jr., City Attorney

AGENDA ITEM

Agenda Item 11.3.

TO: Honorable Mayor and Members of the City Council

FROM: Shawn Lindsey

DATE: January 16, 2024

SUBJECT: RFB 2023-02, City Hall, Fire Station, and Library Remodeling Project

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BACKGROUND:
The City went out to bid for the renovations to City Hall, Fire Station Bathrooms, and Library renovations. We received one bid from Stockton Construction for $398,155.32, which did not comply with the bid requirement to provide separate pricing for each project site (City Hall, Fire Station, Library). RFB 2023-02 was boosted a second time, and no bids were received. Consequently, the City Council authorized staff to negotiate directly with contractors.

DISCUSSION:
Public Works met with three potential bidders, including Stockton, Bernardi Construction, and a third contractor who decided not to bid. Stockton Construction turned in a new bid just for the Fire Station Renovations at a cost of $139,822.28 not including a 10% contingency. Bernardi Construction's bid was for $99,736, but did involve some deviations from the original plans that would save money. Bernardi Construction and our architect discussed and agreed to some changes and his bid was for $99,736 for the Fire Station Renovations and $25,833 for the Library renovations. The architect is currently developing the bid contract for this project.

FINANCIAL IMPACT:
Stockton Construction to date has not given us a broken down bid for the library renovation portion. Bernardi Construction bid appears to save us $54,068 on just the Fire Hall Restrooms Bid alone. We do not have a broken-down bid from Stockton to compare to Bernardi Construction for the Library Renovations, but we know he is a local contractor and uses local subs, which we believe is why the bid is much cheaper than Stockton.

RECOMMENDATION:
Motion to approve Bernardi Construction for the Fire Hall Bathroom addition/renovation project for an amount not to exceed $99,736 and the Library Renovation for an amount not to exceed $25,833 and authorize the Mayor to execute the agreement.

ATTACHMENT(S):
1. Bernardi Construction - Fire Station Bid
2. Stockton Construction - Fire Station Bid
3. Bernardi Construciton - Library Bid

4. Fire Station Restrooms - Design Documents
5. Library Lobby - Design Documents

Bernardi Construction
4321 Jelinek Dr
Milton, FL 32583 US
+1 8504004252
bconstruction1989@hotmail.com
License # CBC1264025/CCC1334662

Estimate

ADDRESS	SHIP TO
Lindsey Shawn City of Mary Esther Mary Esther Shawn Lindsey City of, MD	Lindsey Shawn City of Mary Esther Mary Esther Shawn Lindsey City of, MD

ESTIMATE #	DATE	EXPIRATION DATE
1103	12/17/2023	02/02/2024

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Remodel work	DEMO concrete in storage room for new plumbing, both bathrooms remove all old materials and dispose of prepare for new work ELECTRICAL Provide labor and materials for rough in for 7 ceiling lights , 6 receptacles as shown on FE1.01 purchase and installation of 7 surface mounted light fixtures with a $50.00 allowance each, trim out of receptacles, 2- 42" x 36" lighted, anti fog mirrors Mod #JMBGBM07-4236 PLUMBING install 2 shower pans Delta 500 with drains, Delta shower faucets Mod # T14233C Kayra, 2 Delta tank water closets, 2 Lavatories Mod #1006495421 55"x22"x36" with white marble top and chrome Delta faucet Mod #B3511LF, Floor Drains. HVAC Install 2-1 Ton Mitsubishi Condenser w/ Cassette Fan Coils Heat Pump Systems, Line sets w/ drains, Remote Thermostats, float switch, Stainless steel line set cover, condenser pad with anchors, tamper proof service caps, start up and system check Warranty 1 year labor /10 year parts Showers will be Schluter wall systems with 12"x12" tile, floors will be tiled to match showers Mod #1293639 Power grout, Frame up walls in storage room with steel studs and drywall for vanity wall,	1	99,736.00	99,736.00

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
		shower and closet but reverse location of shower and storage, install new entry door birch wood slabs and hardware, new wood slab, steel frame wood door storage room and shelving, install vent fans in each bathroom and vent outside, Install toilet paper dispenser #ADC-2101, Paper Towel Dispenser and Disposal Mod #494, Sanitary Napkin Disposal, Sanitary napkin dispenser, 40 oz stainless soap dispenser, Install metal struts to ceiling and drywall, Prime and paint walls and ceiling, doors, install bathroom signage, fill wall in with block/ brick where old units are removed REVISED estimate 1/3/24			

Thank you for allowing us to estimate this project

TOTAL **$99,736.00**

Accepted By

Accepted Date

City of Mary Esther Bathrooms Renovation - Phase I

Revision
Monday, December 11, 2023

PREPARED FOR

Shawn Lindsey - Dir Public Works

The City of Mary Esther City Hall

195 Christobal Rd
Mary Esther, FL 32569

PREPARED BY

STEPHEN SZYMANIK

Director of Construction & Manintenance

STOCKTON CONSTRUCTION GROUP

1975 Sansbery's Way Suite 115
West Palm Beach, FL 33411

Stockton Construction
561-660-7471
CBC1265588
1975 Sansbury's Way Suite 109
West Palm Beach, FL 33411

Project Name City of Mary Esther Bathrooms Renovation Phase I
Estimate Number 2023108.1

Project Address 195 Christobal Rd Mary Esther, FL 32569
Estimate Date 12/11/2023

Description of Work: Interior renovation of (2) existing Bathrooms **Value**

Bathrooms **$ 16,021.00**

1	Selective Demolition to existing bathrooms	$	11,700.00
2	Provide (1) 30yrd dumpsters for the duration of the project	$	1,237.00
3	Mobilization, prep work and protection of existing finished using RAM boards, plastic and sticky mats.	$	1,420.00
4	Final Clean-up	$	1,664.00
5	**Partitions:**	$	13,150.00
*	Furnish and install framing and drywall as noted on blue prints	$	200.00
*	Provide a level 4 finish to new drywall and patch excisting as needed	$	200.00
*	Provide blocking as needed for millwork and doors	$	200.00
6	**Ceilngs:**New Drywall to existing ceiling	$	2,600.00
3	**Doors & Hardware**	$	200.00
*	Hollow Metal A40 Galvanneal: 2 – 3’0”x6’8” 5 7/8” & 1 - 24"x6'8" Knock Down Frames LH	$	1,235.00
*	Wood Doors: 2 – 3’0”x6’8” 1 ¾” Flush Rotary Cut Natural Birch Unfinished	$	1,407.50
*	Hardware 6 Hager Hinges, 2 Stanley Privacy Levers, 2 Stanley Closer 2 Wall Stops and 6 Silencers	$	993.50
4	**Millwork: Fabricate and Install**	$	6,089.00
*	**Women's Bathroom** Base cabinet for bathroom vanity with countertops and backsplash. Cabinets fabricated from 3/4" plywood, clad in PLAM ('5th Ave Elm' 7966K-12 VT by Wilsonart). Countertop and splash fabricated from 1/2" acryllic solid surface ('Sparkling Granita' by Corian) with fully radiused edge. Pulls and drawer slides included.		
*	**Men's Bathroom** Base cabinet for bathroom vanity with countertops and backsplash. Cabinets fabricated from 3/4" plywood, clad in PLAM ('5th Ave Elm' 7966K-12 VT by Wilsonart). Countertop and splash fabricated from 1/2" acryllic solid surface ('Sparkling Granita' by Corian) with fully radiused edge. Pulls and drawer slides included.		

*	**Storage** Four tiers of wall to wall linear shelving on standard metal brackets. Fabricated from 3/4" MDF with white liner on both sides.		
5	**Bathroom Accessories -** Furnish and install as noted on bid set	$	5,560.17
6	General Conditions:(Mobilization, daily clean-up, supervision, administrative, insurance)	$	4,785.62

Electrical - **$ 11,807.05**

1	Electrical Scope of work as noted on bid	$	10,075.00
2	Furnish lighting package	$	658.68
3	General Conditions:(Mobilization, daily clean-up, supervision, administrative, insurance)	$	1,073.37

Mechanical - **$ 15,840.00**

1	HVAC Scope:	$	14,400.00
*	(2) Ceiling Cassette AC Units		
*	(1) Heat Punp Condensing Unit		
*	(2) Ceiling Exhaust Fans		
*	Refrigerant Piping		
*	Condensate drain piping		
*	SS Line Set Cover		
*	Ductwork		
*	Demolition		
*	Test & Balance		
*	Relocate existing grills		
2	General Conditions:(Mobilization, daily clean-up, supervision, administrative, insurance)	$	1,440.00

Plumbing - **$ 15,414.64**

1	**Plumbing Scope of Work**	$	10,850.00
*	Provide and install Type K copper for underground domestic water - tie into existing within 10' of what is shown on plans		
*	Provide and install Type L Copper for above domestic water		
*	Provide and install Sch40 PVC for all drains, waste and vent piping. Tie into existing withing 10' of what is shown on plans		
*	Provide and install Domestic water pipe insulation		
*	Plumbing Permit included		
*	Furnish fixtures as noted on bid set	$	3,163.31
2	General Conditions:(Mobilization, daily clean-up, supervision, administrative, insurance)	$	1,401.33

Painting - **$ 5,280.00**

1	**SCOPE OF WORK: Interior Painting**	$	4,800.00
*	Apply one (1) coat of primer & two (2) coats of paint to wood base board		
*	Apply one (1) coat of primer & two (2) coats of paint to gypsum board walls		
*	Apply one (1) coat of primer & two (2) coats of paint to gypsum board furr downs		
*	Apply one (1) coat of primer & two (2) coats of paint to new HM door frames (wood doors factory finished)		

*	Apply one (1) coat of primer & two (2) coats of paint to existing HM door frames (wood doors factory finished)		
*	Apply latex "painter caulk" at paint to paint surfaces		
*	**Excluded** Any/all work to finishing, texture and/or patching of gypsum board Any/all work to cabinets, shelving and/or millwork Any/all caulking of expansion joints, prefinished items installed by others or fire caulking Any other items not listed above		
2	General Conditions:(Mobilization, daily clean-up, supervision, administrative, insurance)	$	480.00

Flooring - **$ 14,914.39**

1	Install tiles to floors and walls as noted on bid set	$	9,400.00
*	Provide Durarock as needed		
*	Apply grout as noted on plans		
2	Furnish Tiles as noted on bid set	$	4,158.53
3	General Conditions:(Mobilization, daily clean-up, supervision, administrative, insurance)	$	1,355.85

Masonry **$ 10,340.00**

1	Furnish and install CMU fill as noted on bid set	$	9,400.00
2	General Conditions:(Mobilization, daily clean-up, supervision, administrative, insurance)	$	940.00

Permits - Master by City **$ 2,250.00**

1	Filing and submission ($450 / permit)			
2	Inspections	**Building, Electrical, Plumbing, HVAC, Fire**		
	Quantity of permits filed 5		$	2,250.00
	Estimated at 4% of Contract total but will not be assumed until permit fee is established.		***$***	***2,929.74***

Total	**$**	**131,417.60**
Profit 3%	**$**	**3,942.53**
Builders Risk	**$**	**705.58**
Performance Bond	**$**	**1,525.50**
Payment Bond	**$**	**1,525.50**
Bid Bond	**$**	**705.58**
Grand Total	**$**	**139,822.28**

CONTINGENCY 10% $ 13,982.23

<u>Terms and Conditions:</u>

This estimate is an approximate and is not guaranteed. The estimate is based of information provided from the client regarding project requirements. Actual cost may change once all project elements are finalized or negotiated. Prior to any changes of cost, the client will be notified. Estimate valid for 10 days and shall remain the proprietary right of Stockton Construction in perpetuity.

All values will be recalculated when actual dimentions are provided. The Bid Drawings are a degisn set and lacking detail information.

Contingency Clause: The Stockton Construction (SC) proposal will suggest a sum of ten **(10) %** of the total contract as the Construction Contingency Bank, which is intended for the purpose of defraying the expenses due to unforeseen circumstances related to construction of this project but will not be added to the final project total. The use of the construction contingency shall be at the sole discretion of the SC construction manager with written consent of the client in leu of the change order process until the total amount of the Construction Contingency Bank has been depleted and at that point shall both parties resume the change order process should any unforeseen circumstances arise. The SC construction manager shall provide a weekly construction contingency status report for the project. Any Construction Contingency payment issued to SC will not be included in any progress payment paid to SC Any portion of the Construction Contingency remaining unallocated at Final Completion, shall not be a charge or credit against the required final payment to SC. (This value is not included in the quote total)

Change Orders: Any changes, deviations, additions, adjustments or modifications, by the client, owner, architect, engineer, designer or any municipal entity, to the contract scope, time or sum, that incurs additional costs after execution of the approved written contract, shall be billed as a separate invoice and must be reconciled within (15) fifteen days of the Change Order invoice date.

Permit exclusion: Stockton Construction (SC) excludes the filing, processing, expedition and fees associated with any building-related permits to the township. Filing the above details are to be by client and will be handled in an expeditious manner as not to jeopardize the construction schedule. Should SC be required to pull permits, an administrative fee of $450 per permit in addition to the cost of the permit plus five (5) % will be assessed to the total contract price and be paid to SC within ten (10) days of receipt of accepted permit application. This assessed fee shall not be included in the contingency draw.

ORDER OF PRECEDENCE In case of any inconsistency, conflict, or ambiguity among the Contract Documents, the documents shall govern in the following order: (a) Change Orders and written amendments to this Agreement; (b) this Agreement; (c) the drawings, specifications and addenda issued prior to the execution of this Agreement or signed by both Parties; (d) information furnished by the Owner (e) other documents listed in this Agreement.

Substantial Completion is defined as the stage when a construction project is deemed sufficiently completed to the point where the owner can use it for its intended purpose.

Signage: Stockton construction is permitted to post window and lawn signage for advertisement, on site, for the duration of the project and will be removed when close-out documents are completed and executed.

Bernardi Construction
4321 Jelinek Dr
Milton, FL 32583 US
+1 8504004252
bconstruction1989@hotmail.com
License # CBC1264025/CCC1334662

Estimate

ADDRESS	SHIP TO
Lindsey Shawn City of Mary Esther Mary Esther Shawn Lindsey City of, MD	Lindsey Shawn City of Mary Esther Mary Esther Shawn Lindsey City of, MD

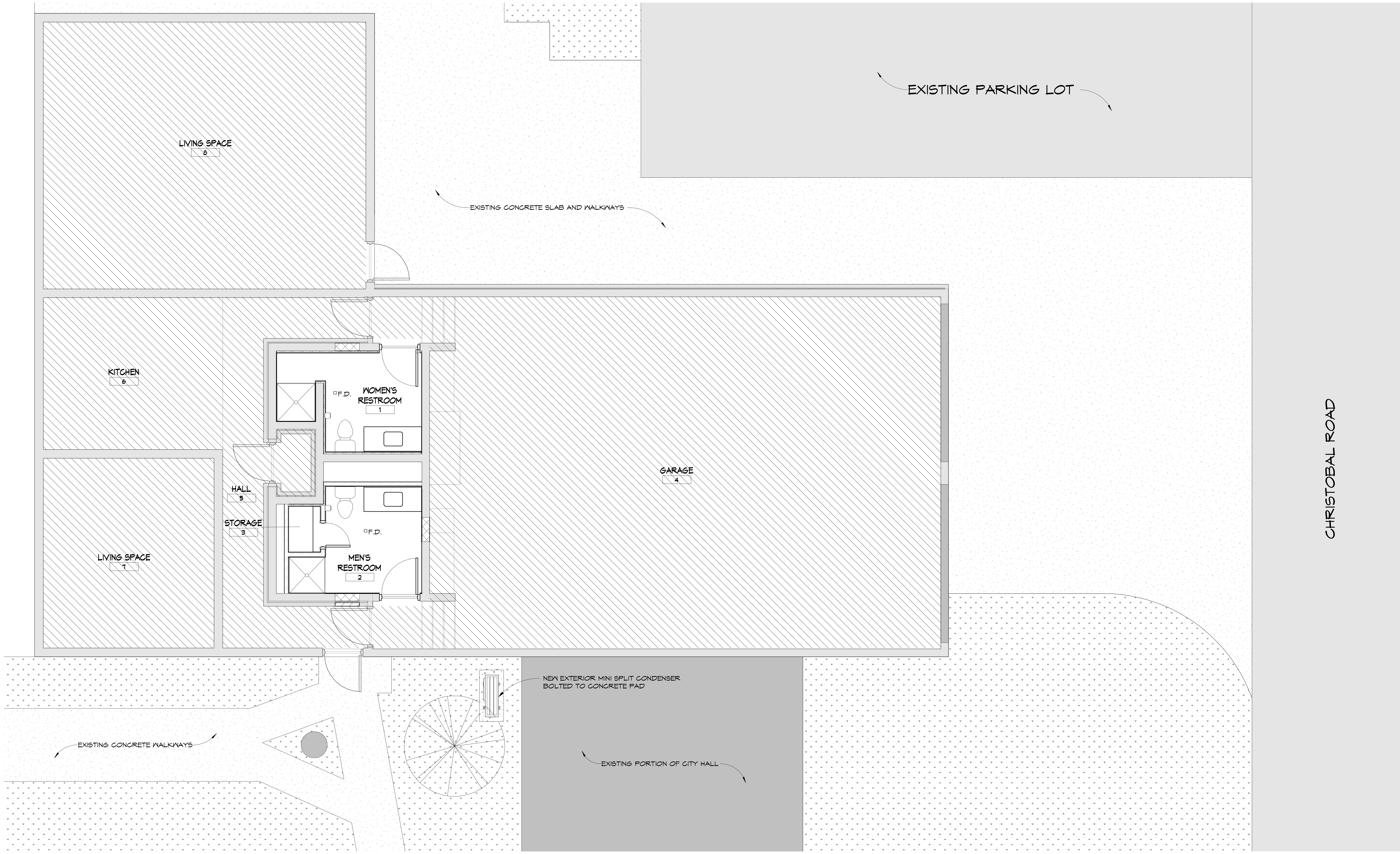
ESTIMATE #	DATE	
1102	12/09/2023	

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Remodel work	Library: Remove & dispose of existing reception area and install new reception area with handicap accessible window, door, and enclosed storage Remove & dispose of existing computer desks and install new 6 station computer desk. REVISED 1/8/23 Removed plexi-glass at main reception, couch and chairs	1	25,883.00	25,883.00

TOTAL **$25,883.00**

Accepted By

Accepted Date



PROJECT NORTH/TRUE NORTH

1 FA0.01 NEW CONSTRUCTION - SITE PLAN 1/4" = 1'-0"

OWNER / CONTRACTOR TO FIELD VERIFY ALL EXISTING DIMENSIONS / CONDITIONS PRIOR CONSTRUCTION AND / OR EQUIPMENT INSTALLATION

FLORIDA ARCHITECTS
LICENSE #AR12728
103 W 5TH STREET,
Panama City, FL 32401
(850) 257-5400

CLIENT:

THE CITY of Mary Esther FLORIDA

CITY OF MARY ESTHER, FL

PROJECT:

CITY HALL, FIRE STATION, AND LIBRARY REMODELING PROJECT

195 CHRISTOBAL RD,
MARY ESTHER, FL 32569

CONSULTANTS:

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY THE DESIGN PROFESSIONAL ON THE DATE ADJACENT TO THE SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

SEAL:

BID SET
CONSTRUCTION DOCUMENTS

SCALE: 1/4" = 1'-0"	DATE: 05/16/23
DRAWN BY: JRP	CHECKED BY: AA, JS

NO	REVISION	DATE

SHEET TITLE:

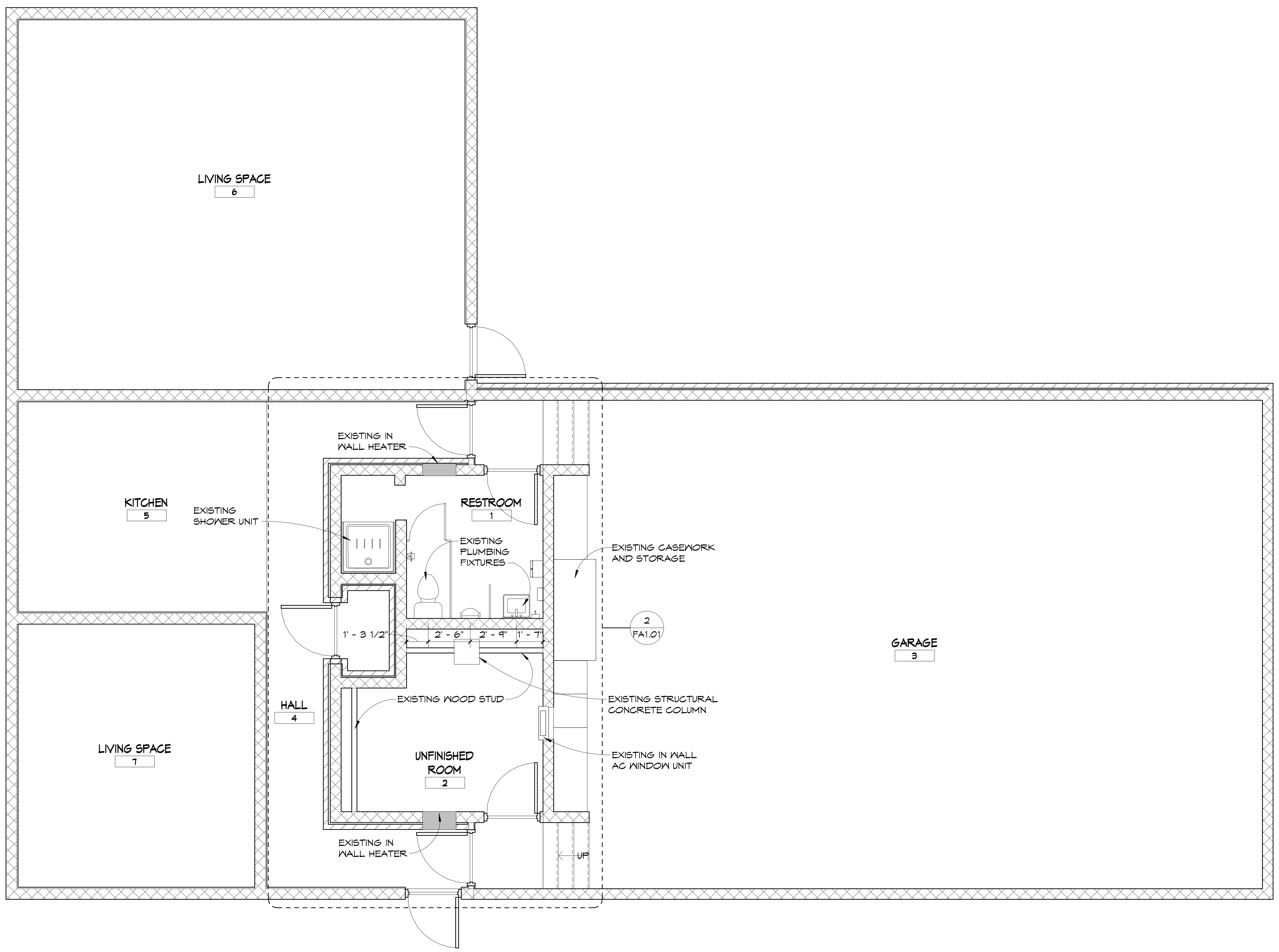
SITE PLAN - NEW CONSTRUCTION

PROJECT NO:	SHEET NO:
4315-01A-C	FA0.01

EXISTING ROOM SCHEDULE		
NUMBER	NAME	AREA
1	RESTROOM	89 SF
2	UNFINISHED ROOM	98 SF
3	GARAGE	1,256 SF
4	HALL	156 SF
5	KITCHEN	185 SF
6	LIVING SPACE	584 SF
7	LIVING SPACE	220 SF
GRAND TOTAL: 7		2,589 SF

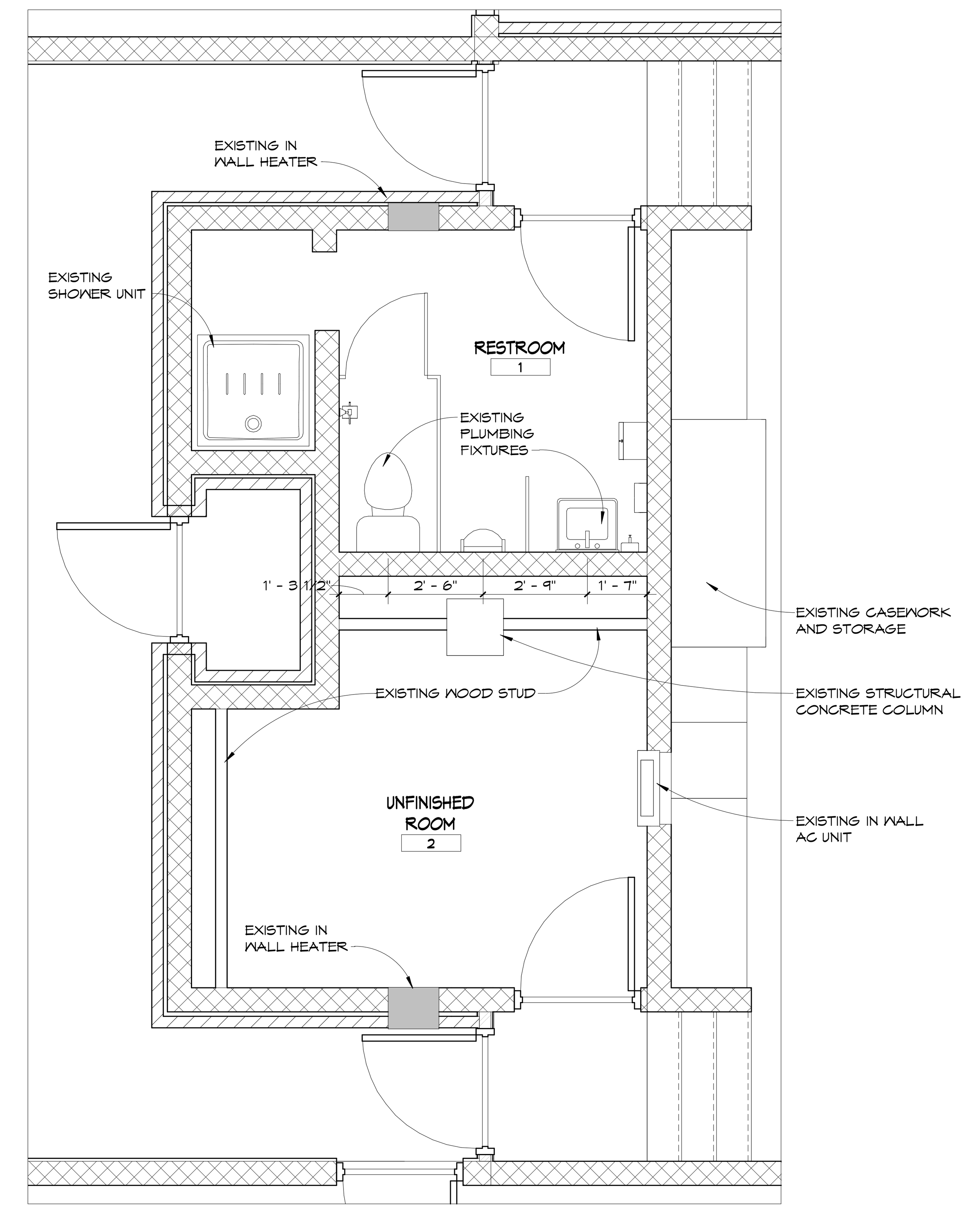
FLOOR PLAN LEGEND

- 1 HR FIRE RATED PARTITION
- SMOKE RATED PARTITION
1-100 - ROOM NUMBER DESIGNATION
2-100 - DOOR NUMBER DESIGNATION
A - WINDOW NUMBER DESIGNATION
- NOT TO BE ALTERED



1 FA1.01 EXISTING 1ST FINISH FLOOR PLAN 1/4" = 1'-0"

PROJECT NORTH/TRUE NORTH



2 FA1.01 EXISTING - ENLARGED 1ST FLOOR PLAN 3/8" = 1'-0"

PROJECT NORTH/TRUE NORTH

OWNER / CONTRACTOR TO FIELD VERIFY ALL EXISTING DIMENSIONS / CONDITIONS PRIOR CONSTRUCTION AND / OR EQUIPMENT INSTALLATION

FL·A
FLORIDA ARCHITECTS
LICENSE #AR12728
103 W 5TH STREET,
Panama City, FL 32401
(850) 257-5400

CLIENT:

THE CITY of Mary Esther FLORIDA

CITY OF MARY ESTHER, FL

PROJECT:

CITY HALL, FIRE STATION, AND LIBRARY REMODELING PROJECT

195 CHRISTOBAL RD,
MARY ESTHER, FL 32569

CONSULTANTS:

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SCALE:	DATE:
As indicated	05/16/23
DRAWN BY:	CHECKED BY:
JRP	AA, JS

NO	REVISION	DATE

SHEET TITLE:

1ST FLOOR PLAN - EXISTING

PROJECT NO:	SHEET NO:
4315-01A-C	FA1.01

DEMOLITION KEY NOTES:

1. - EXISTING DOOR AND FRAME TO BE REMOVED / REPLACED. NEW DOORS ARE - BY SCHEDULE.
2. - EXISTING WALL TO BE COMPLETELY REMOVED.
3. - REMOVE ALL EXISTING PLUMBING FIXTURES AND EQUIPMENT. REFER TO PLUMBING PLAN FOR LOCATION OF NEW FIXTURES.
4. - REMOVE EXISTING FLOOR TILE AND WALL BASE. PREPARE FLOOR TO RECEIVE NEW FLOOR AND WALL BASE PER SCHEDULE.
5. - REMOVE/REPLACE EXISTING DRAIN. REFER TO PLUMBING PLAN.
6. -REMOVE EXISTING ELECTRICAL EQUIPMENT AND FIXTURES. REFER TO ELECTRICAL PLAN FOR LOCATION OF NEW FIXTURES AND EQUIPMENT.
7. -REMOVE/REPLACE EXISTING CEILING REFER TO REFLECTED CEILING PLANS.
8. -EXISTING WOOD STUDS TO BE REMOVED.
9. -EXISTING AC UNIT TO BE REMOVED. REMAINING OPENING TO BE FILLED TO MATCH EXISTING CMU WALL CONDITIONS.
10. -EXISTING IN WALL HEATERS TO BE REMOVED. REMAINING OPENING TO BE FILLED TO MATCH EXISTING CMU WALL CONDITIONS.
11. -EXISTING CROWN MOLDING TO BE REMOVED.
12. -EXISTING PORTION OF CONCRETE TO BE REMOVED FOR NEW SANITARY LINES CONNECTING TO THE FLOOR DRAINS.

DEMO PLAN LEGEND

- EXISTING WALLS TO REMAIN
- WALLS / DOORS TO DEMOLISH
-NOT TO BE ALTERED

EXISTING ROOM SCHEDULE

NUMBER	NAME	AREA
1	RESTROOM	89 SF
2	UNFINISHED ROOM	98 SF
3	GARAGE	1,256 SF
4	HALL	156 SF
5	KITCHEN	185 SF
6	LIVING SPACE	584 SF
7	LIVING SPACE	220 SF
GRAND TOTAL: 7		2,589 SF

GENERAL DEMOLITION NOTES

EACH CONTRACTOR / SUBCONTRACTOR SHALL VISIT AND CAREFULLY EXAMINE ALL PORTIONS OF THE BUILDING AND SITE AFFECTED BY THIS WORK BEFORE SUBMITTING A PROPOSAL SO AS TO BECOME FAMILIAR WITH EXISTING WORK. SUBMISSION OF A PROPOSAL WILL BE CONSTRUED AS EVIDENCE THAT SUCH EXAMINATION HAS BEEN MADE. IT IS UNDERSTOOD THAT SOME UNFORESEEN CONDITIONS MAY EXIST AND NEW WORK MAY NOT BE ABLE TO BE FIELD LOCATED EXACTLY WHERE SHOWN ON THE DRAWINGS. COORDINATION WITH ALL TRADES WILL BE REQUIRED IN EQUIPMENT ROUTING AND EQUIPMENT LOCATIONS AS DETERMINED BY THE CONTRACTOR AND AS MAY BE DIRECTED BY THE OWNER AND ARCHITECT / ENGINEER.
IT IS INTENDED THAT ALL SUCH DEVIATIONS BE CONSIDERED A PART OF THE CONTRACT. IT IS ALSO UNDERSTOOD THAT NOT ALL PORTIONS OF THE DRAWINGS ARE COMPLETELY TO SCALE. EACH CONTRACTOR / SUBCONTRACTOR SHALL FIELD VERIFY EXISTING CONDITIONS, INCLUDING DIMENSIONS, PRIOR TO BID AND INCLUDE ANY SUCH DEVIATIONS AS MAY BE REQUIRED IN THE CONTRACT BID PRICE.

1. DASHED LINES INDICATE CONSTRUCTION TO BE REMOVED UNLESS NOTED OTHERWISE.

2. VERIFY EXTENT OF THE DEMOLITION WITH EXISTING CONDITIONS AND CONSTRUCTION PLANS.

3. WALL DIMENSIONS ON THIS SHEET ARE APPROXIMATE. VERIFY EXACT LOCATIONS OF NEW WALLS PRIOR TO DEFINING EXTENT OF DEMOLISHED AREAS.

4. CONTRACTOR TO PATCH AND REPAIR DAMAGE TO EXISTING SURFACES AFFECTED BY EXTENT OF DEMOLITION / CONSTRUCTION. REPAIRED SURFACE QUALITY TO MATCH EXISTING.

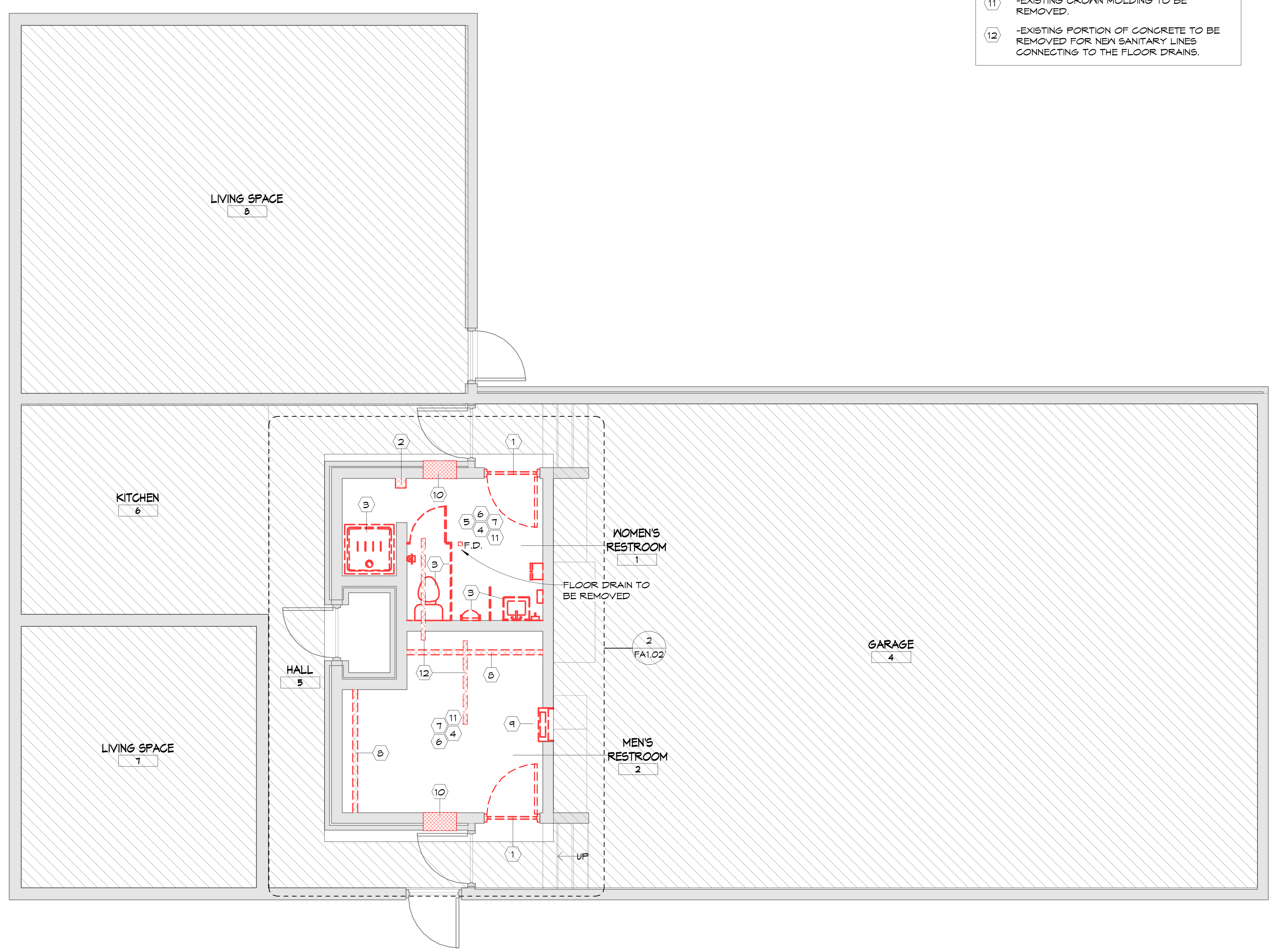
5. VERIFY WITH OWNER FOR FINAL COORDINATION OF DEMOLITION OF EXISTING INFRASTRUCTURE PRIOR TO COMMENCING WORK.

6. REMOVE ALL FLOOR MOUNTED HARDWARE AND PATCH, REPAIR, SMOOTH, AND LEVEL FLOORS SCHEDULED TO RECEIVE NEW FLOOR MATERIAL. ALL ADHESIVE AND GROUT RELATED TO EXISTING FLOORING MATERIALS TO BE REMOVED BY CONTRACTOR. EXPOSED FLOOR SHALL BE LEFT READY TO RECEIVE NEW FINISHES.

7. CONTRACTOR TO DISCONNECT ALL EXISTING CIRCUITS RELATED TO INTERIOR DEMOLITION IN EXISTING PANELS.

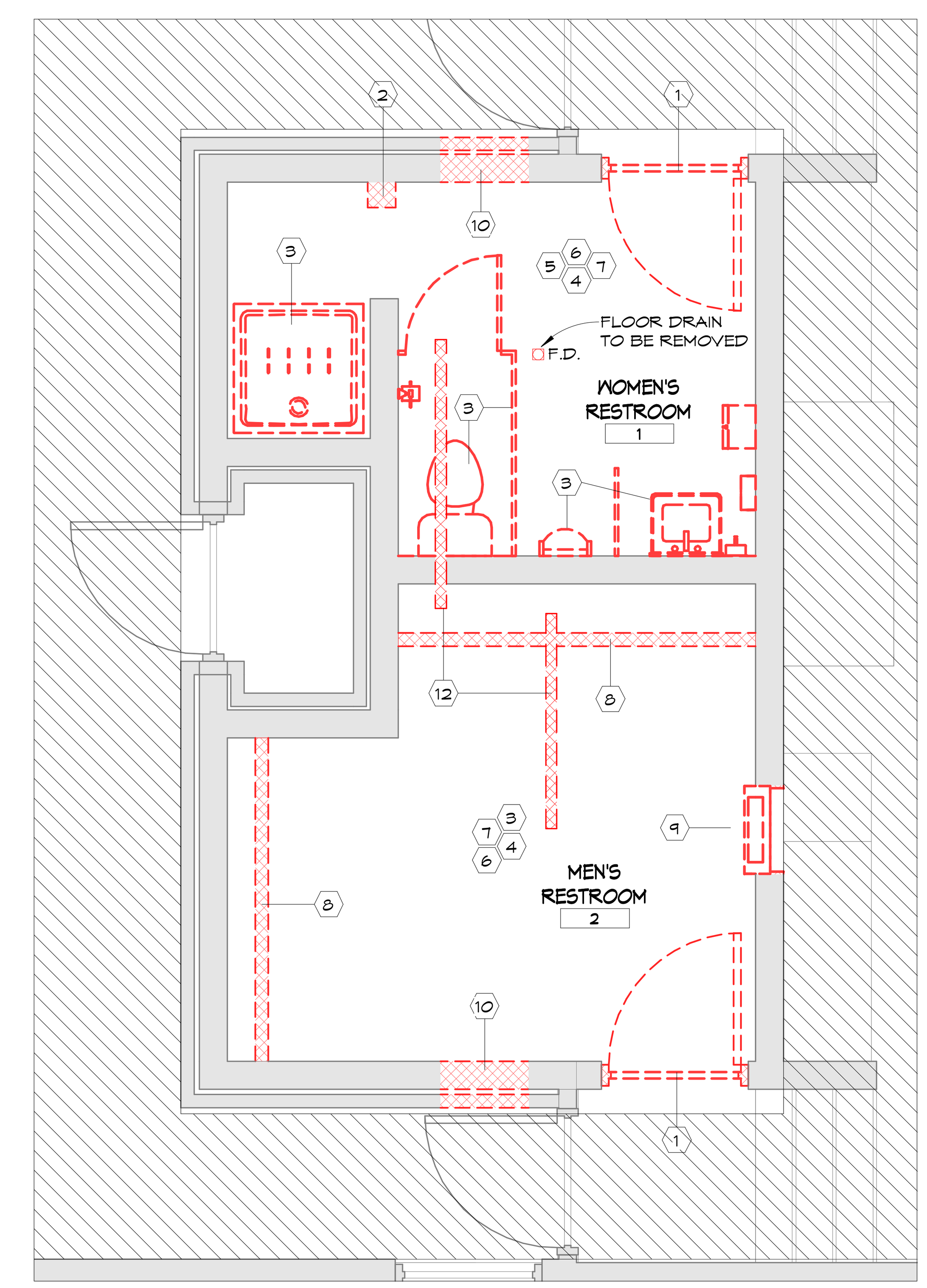
8. CONTRACTOR TO VERIFY AND MAINTAIN CONTINUITY OF SERVICE TO EXISTING INTERIOR LIGHTING.

9. PLUMBING CONTRACTOR TO PROVIDE AND MAINTAIN OPERABLE HOSE BIBS THROUGHOUT LENGTH OF CONSTRUCTION, FOR GENERAL USE.



1 FA1.02 DEMO 1ST FLOOR PLAN 1/4" = 1'-0"

PROJECT NORTH/TRUE NORTH



2 FA1.02 ENLARGED DEMO 1ST FLOOR PLAN 3/8" = 1'-0"

PROJECT NORTH/TRUE NORTH

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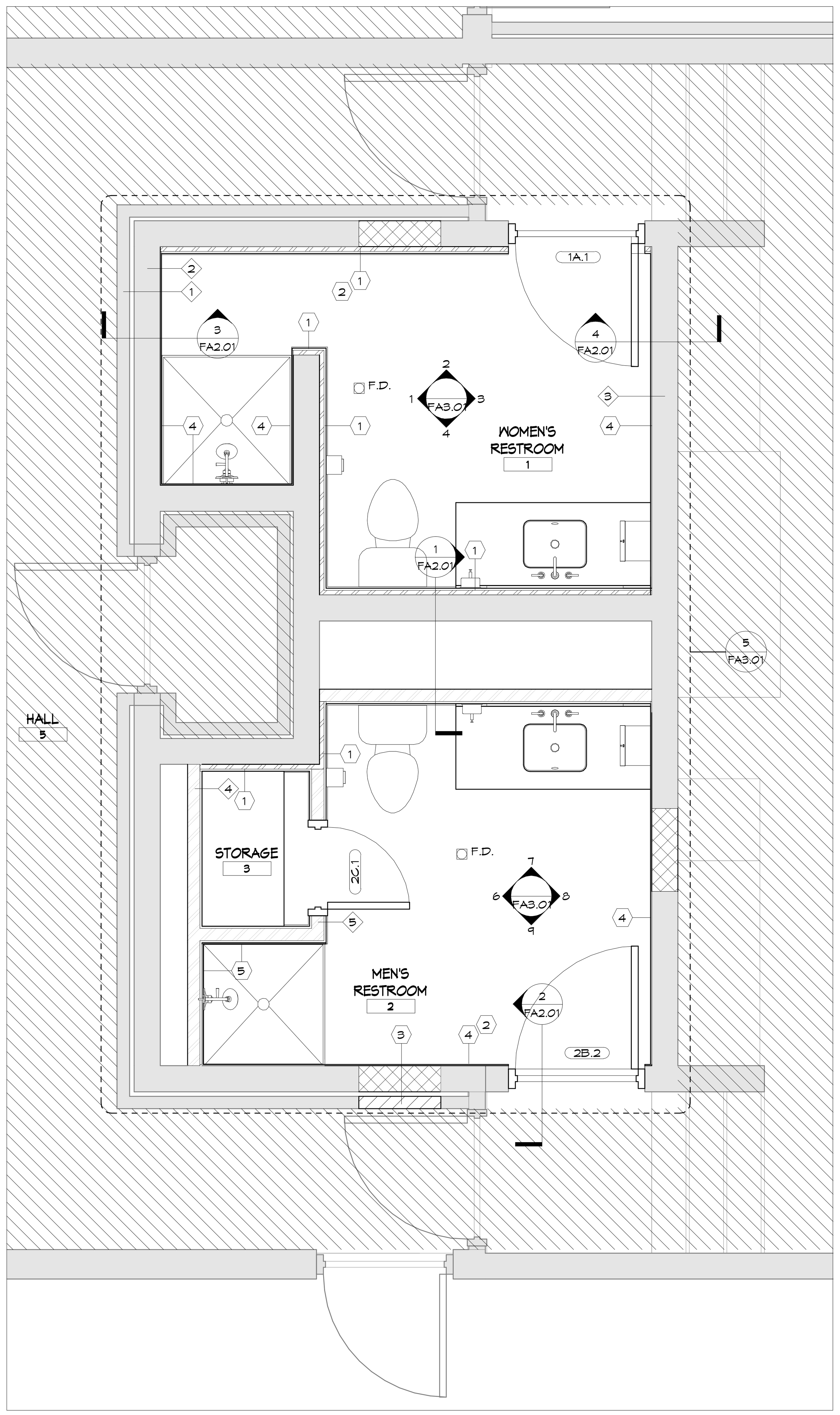
JRP	AA, JS

NO	REVISION	DATE

SHEET TITLE:

1ST FLOOR PLAN - DEMO

PROJECT NO.	SHEET NO.
4315-01A-C	FA1.02

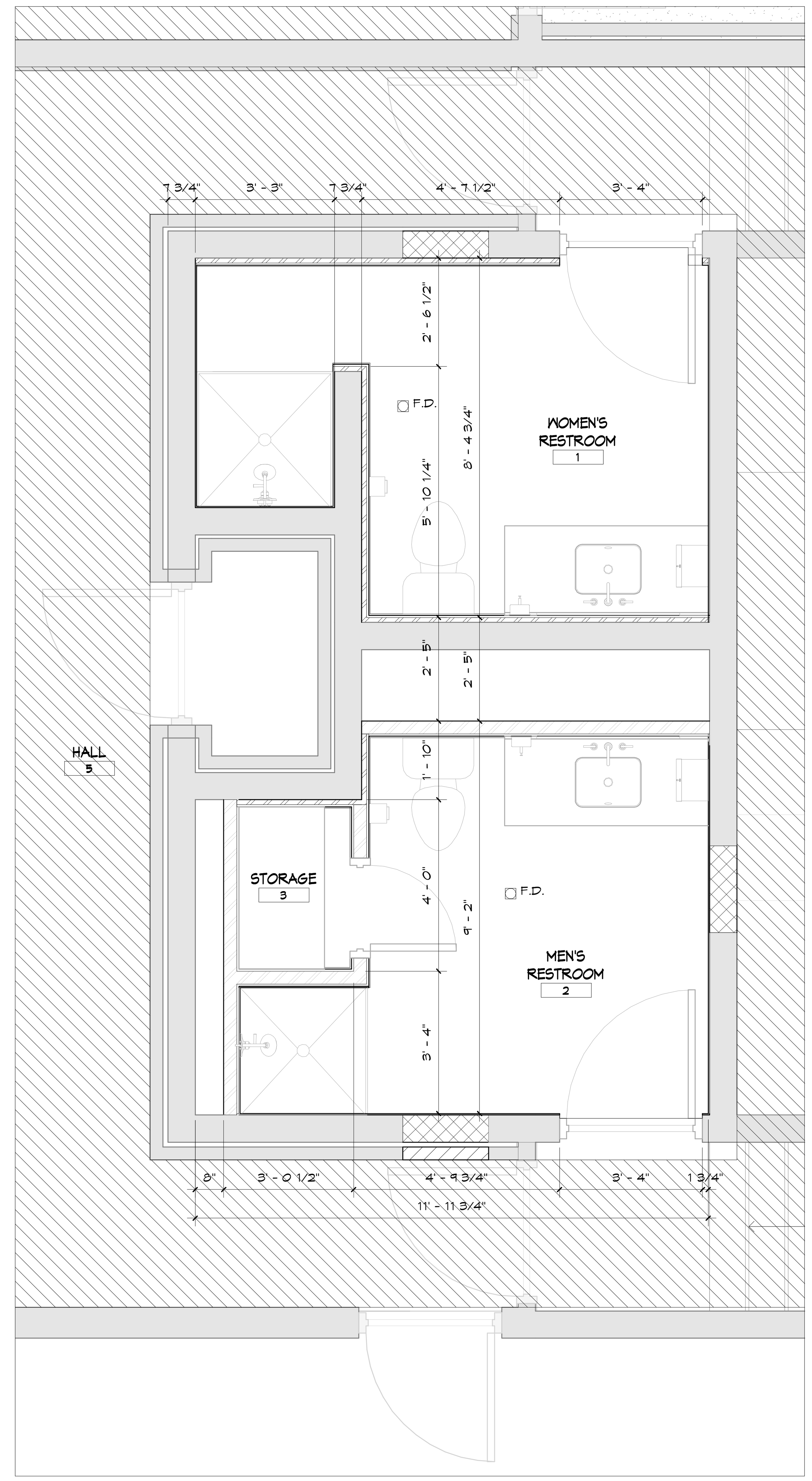


NEW CONSTRUCTION - 1ST FLOOR PLAN

1 FA1.03

1/2" = 1'-0"

PROJECT NORTH/TRUE NORTH



NEW CONSTRUCTION - 1ST FLOOR DIMENSION PLAN

3 FA1.03

1/2" = 1'-0"

PROJECT NORTH/TRUE NORTH

GENERAL DIMENSION NOTES:

1. VERIFY ALL DIMENSIONS IN FIELD PRIOR TO START OF CONSTRUCTION.

2. VERIFY ALL FIELD CONDITIONS AND DIMENSIONS FOR COORDINATION OF ALL TRADES AND EQUIPMENT FROM VENDORS BEFORE CONSTRUCTION AND INSTALLATION.

3. DIMENSIONS TAKE PRECEDENCE OVER DRAWINGS. DO NOT SCALE DRAWINGS.

4. DIMENSIONS ARE FROM FACE OF METAL STUDS, CENTERLINE OF COLUMNS OR NOMINAL FACE OF CONCRETE MASONRY. DIMENSIONS OF EXISTING WALLS ARE FROM FINISH TO FINISH (FIELD VERIFY).

5. DIMENSIONS THROUGH EXTERIOR CAVITY WALL ARE TAKEN FROM THE INTERIOR FACE OF INNER WALL

6. INTERIOR STUD WALL DIMENSIONS ARE TAKEN FROM FACE OF METAL STUDS.

7. GENERALLY, DOOR OPENINGS ARE LOCATED BY DIMENSION FROM FACE OF CMU/CONC WALL OR STUDS TO OUTER EDGE OF DOOR JAMB. IF NO DIMENSIONS ARE PROVIDED, DOOR OPENING AT HINGE SIDE STARTS 4" FROM ADJACENT STUD PARTITION AND 8" FROM ADJACENT CONSTRUCTION.

8. ALL THRESHOLDS TO BE 1/2" (MAX.) IN HEIGHT.

NEW ROOM SCHEDULE

NUMBER	NAME	AREA
1	WOMEN'S RESTROOM	85 SF
2	MEN'S RESTROOM	79 SF
3	STORAGE	10 SF
GRAND TOTAL: 3		174 SF

NEW CONSTRUCTION KEY NOTES:

1 - 1 3/8" FURRING AT ALL INTERIOR CMU WALLS UNLESS NOTED OTHERWISE - 5/8" GYP. BOARD OVER 1 3/8" METAL CHANNEL STUDS @ 16"O.C.

2 - NEW PLUMBING AND ELECTRICAL FIXTURES THROUGHOUT OUT

3 - NEW BRICKWORK TO MATCH EXISTING BRICK

4 - SHOWER WALL TILE IS TO BE DIRECTLY APPLIED TO EXISTING CMU WALL

5 - SHOWER WALL TILE IS TO BE DIRECTLY APPLIED TO NEW METAL STUD WALL

FLOOR PLAN LEGEND

- - 1 HR FIRE RATED PARTITION
- - SMOKE RATED PARTITION
- 1-100 - ROOM NUMBER DESIGNATION
- 2-100 - DOOR NUMBER DESIGNATION
- A - WINDOW NUMBER DESIGNATION
- - NOT TO BE ALTERED

OWNER / CONTRACTOR TO FIELD VERIFY ALL EXISTING DIMENSIONS / CONDITIONS PRIOR CONSTRUCTION AND / OR EQUIPMENT INSTALLATION

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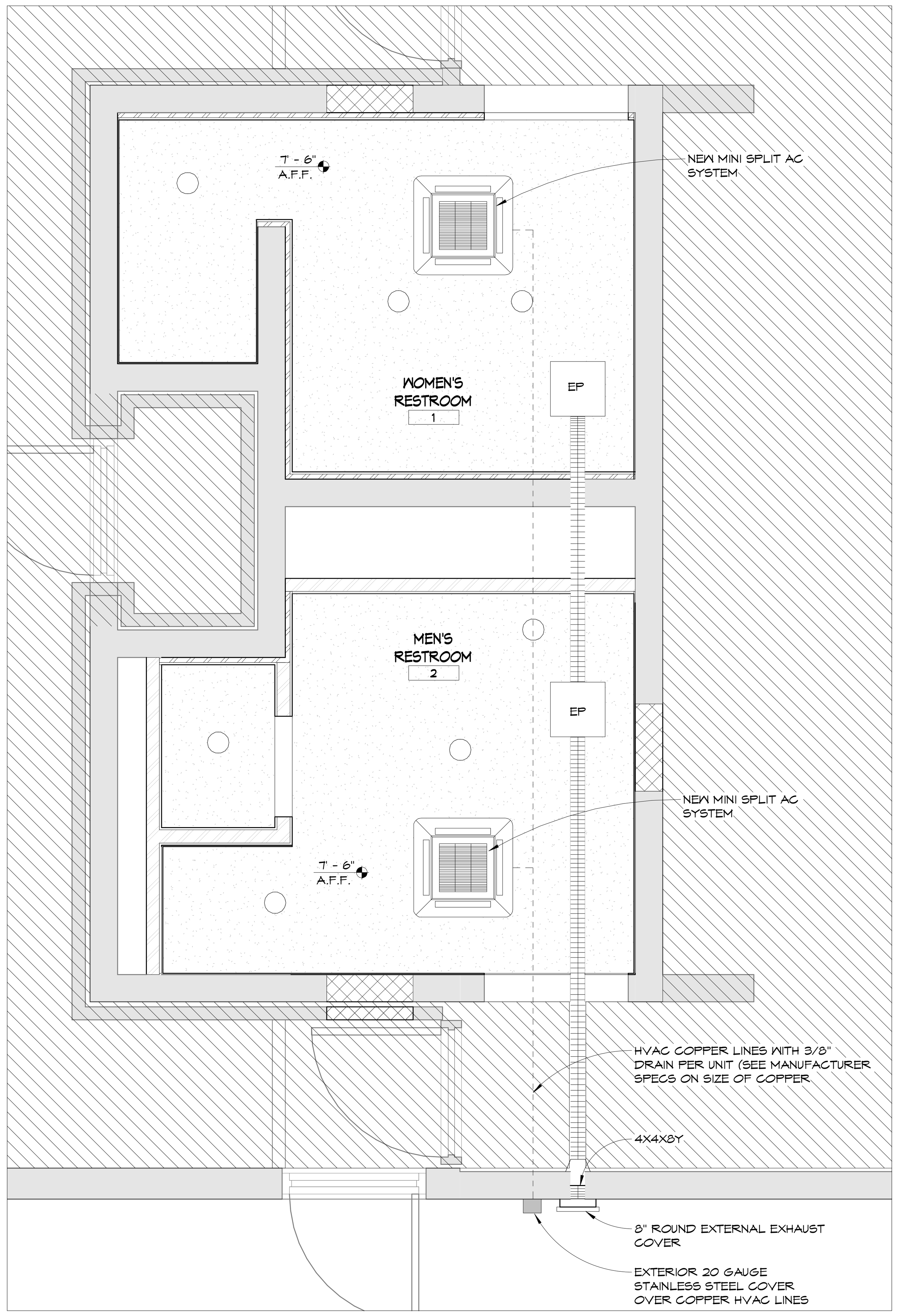
NO	REVISION	DATE

SHEET TITLE:

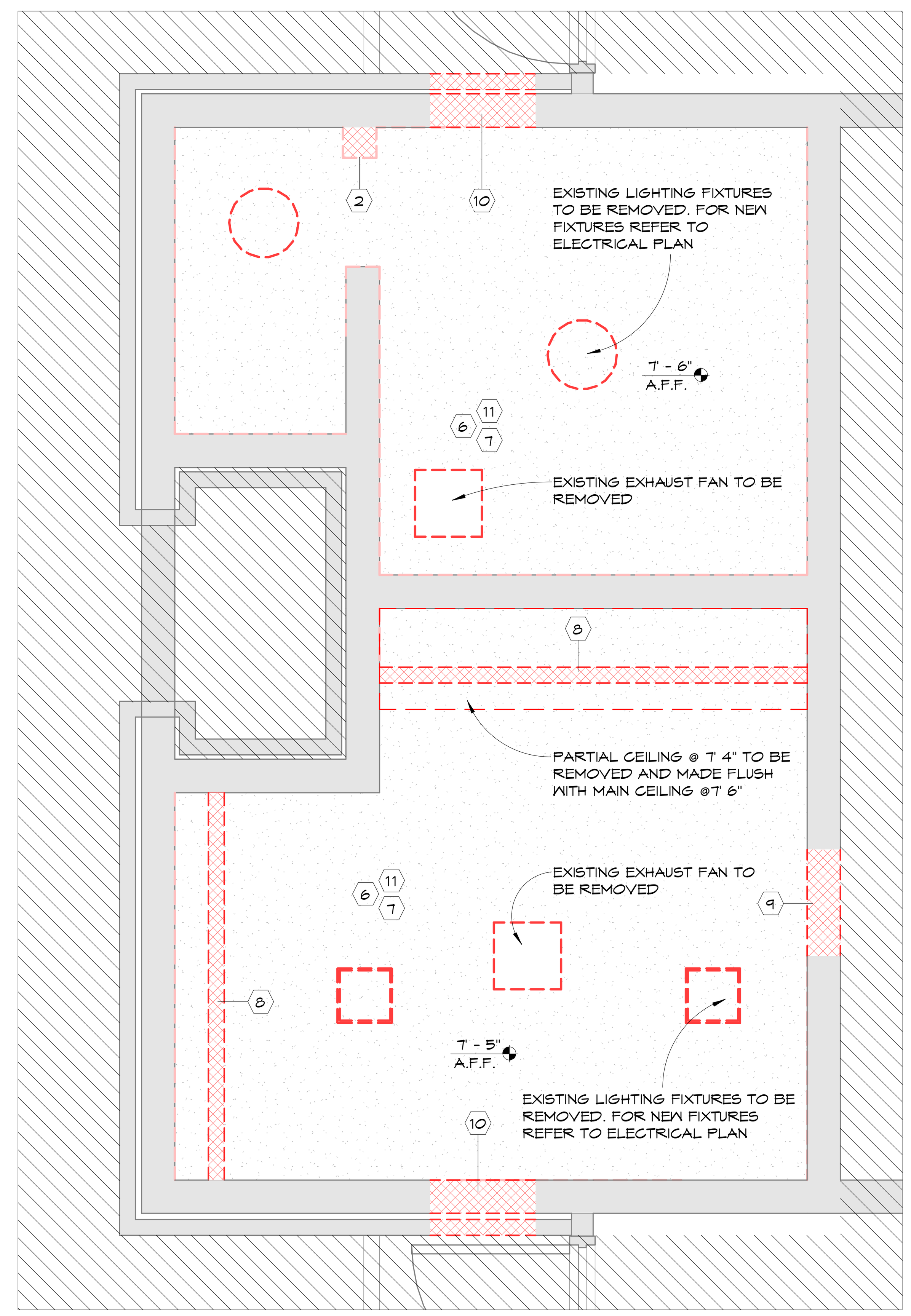
1ST FLOOR & DIMENSION PLAN - NEW CONSTRUCTION

PROJECT NO.	SHEET NO.
4315-01A-C	FA1.03



1 FA1.04 NEW CONSTRUCTION - ENLARGED CEILING PLAN 1/2" = 1'-0"

PROJECT NORTH/TRUE NORTH



2 FA1.04 ENLARGED EXISTING/DEMO CEILING PLAN 1/2" = 1'-0"

PROJECT NORTH/TRUE NORTH

RCP LEGEND:

CEILING TYPES:

- ACT-1 - 2X2 ACOUSTICAL TILE CEILING (REFER TO SPECS)
- EXPOSED CEILING
- GYP. BOARD CEILING OVER METAL STUD (WATER RESISTANT GB @ ALL RESTROOMS & CUSTODIAL ROOMS)

WALL LEGEND:

- NEW CONSTRUCTION WALLS (PATTERN VARIES DEPENDING ON TYPE OF WALL)
- EXISTING WALLS

LIGHT FIXTURES:

- NORA LED DOWNLIGHT - REFER TO ELECT. DRW. FOR DETAILS

MISCELLANEOUS:

-NOT TO BE ALTERED

HVAC LEGEND:

EF - BATHROOM EXHAUST FAN

-MITSUBISHI 9,000 BTU 22.4 SEER CEILING CASSETTE MINI-SPLIT SLZ - KF09NA

-MITSUBISHI SINGLE ZONE HEAT PUMP - SLZ - KF09NA

NOTES:

1. ALL CEILING ELEVATIONS ARE FROM ABOVE FINISH FLOOR (REFER TO SCHEDULE)
2. NEW MINI SPLIT AC SYSTEMS ARE TO CONNECT TO A PUZSM100140YWA 1 TON HEAT PUMP WHICH IS TO BE LOCATED AT THE EXTERIOR OF THE BUILDING REFER TO NEW CONSTRUCTION SITE PLAN

GENERAL DEMOLITION NOTES

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9. PLUMBING CONTRACTOR TO PROVIDE AND MAINTAIN OPERABLE HOSE BIBS THROUGHOUT LENGTH OF CONSTRUCTION, FOR GENERAL USE.

DEMOLITION KEY NOTES:

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2 - EXISTING WALL TO BE COMPLETELY REMOVED.

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4 - REMOVE EXISTING FLOOR TILE AND WALL BASE. PREPARE FLOOR TO RECEIVE NEW FLOOR AND WALL BASE PER SCHEDULE.

5 - REMOVE/REPLACE EXISTING DRAIN. REFER TO PLUMBING PLAN.

6 -REMOVE EXISTING ELECTRICAL EQUIPMENT AND FIXTURES. REFER TO ELECTRICAL PLAN FOR LOCATION OF NEW FIXTURES AND EQUIPMENT.

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8 -EXISTING WOOD STUDS TO BE REMOVED.

9 -EXISTING AC UNIT TO BE REMOVED. REMAINING OPENING TO BE FILLED TO MATCH EXISTING CMU WALL CONDITIONS.

10 -EXISTING IN WALL HEATERS TO BE REMOVED. REMAINING OPENING TO BE FILLED TO MATCH EXISTING CMU WALL CONDITIONS.

11 -EXISTING CROWN MOLDING TO BE REMOVED.

12 -EXISTING PORTION OF CONCRETE TO BE REMOVED FOR NEW SANITARY LINES CONNECTING TO THE FLOOR DRAINS.

DEMO PLAN LEGEND

- EXISTING WALLS TO REMAIN
- WALLS / DOORS TO DEMOLISH
-NOT TO BE ALTERED

OWNER / CONTRACTOR TO FIELD VERIFY ALL EXISTING DIMENSIONS / CONDITIONS PRIOR CONSTRUCTION AND / OR EQUIPMENT INSTALLATION

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As indicated	05/16/23
DRAWN BY:	CHECKED BY:
JRP	AA, JS

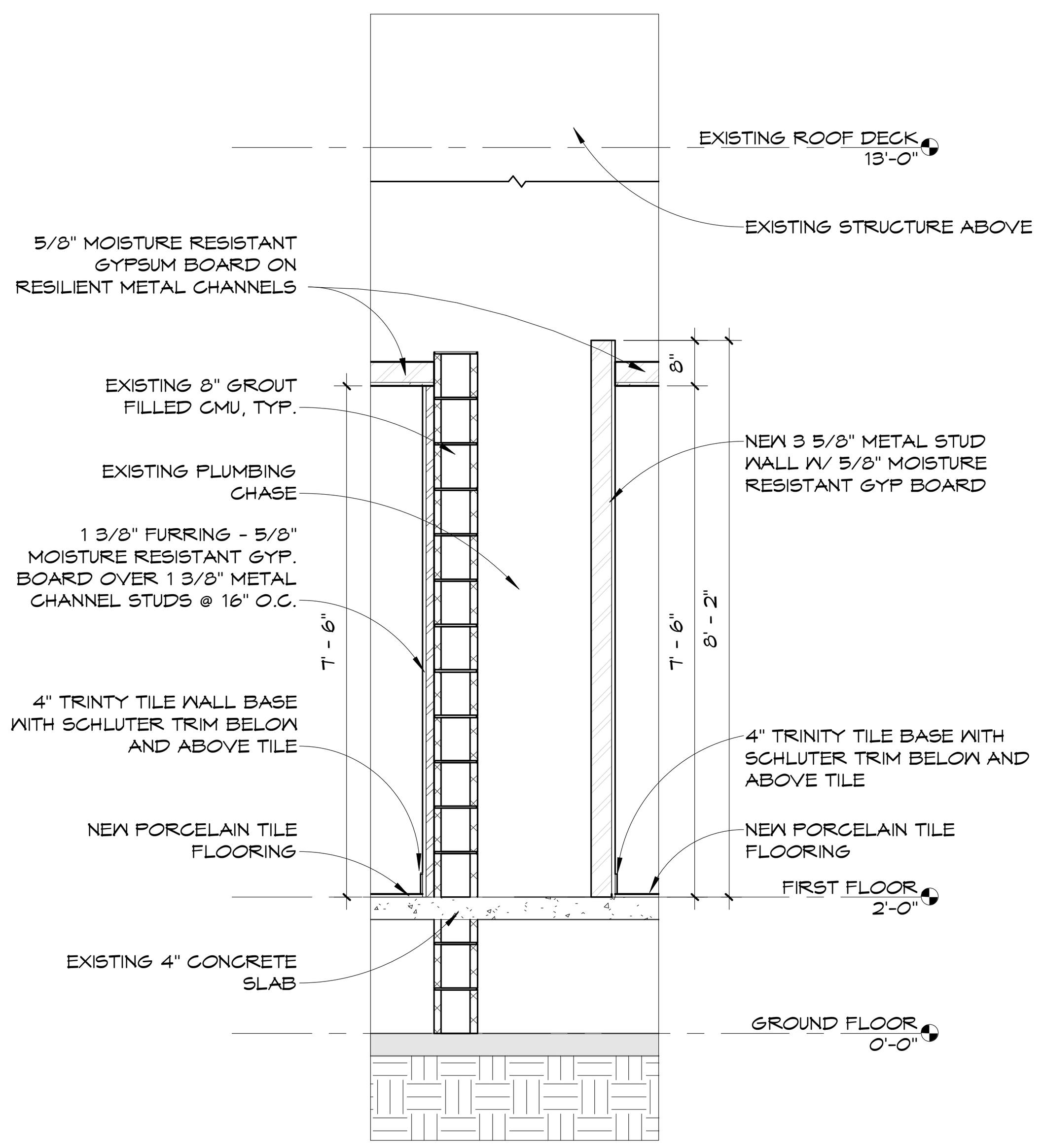
NO	REVISION	DATE

SHEET TITLE:

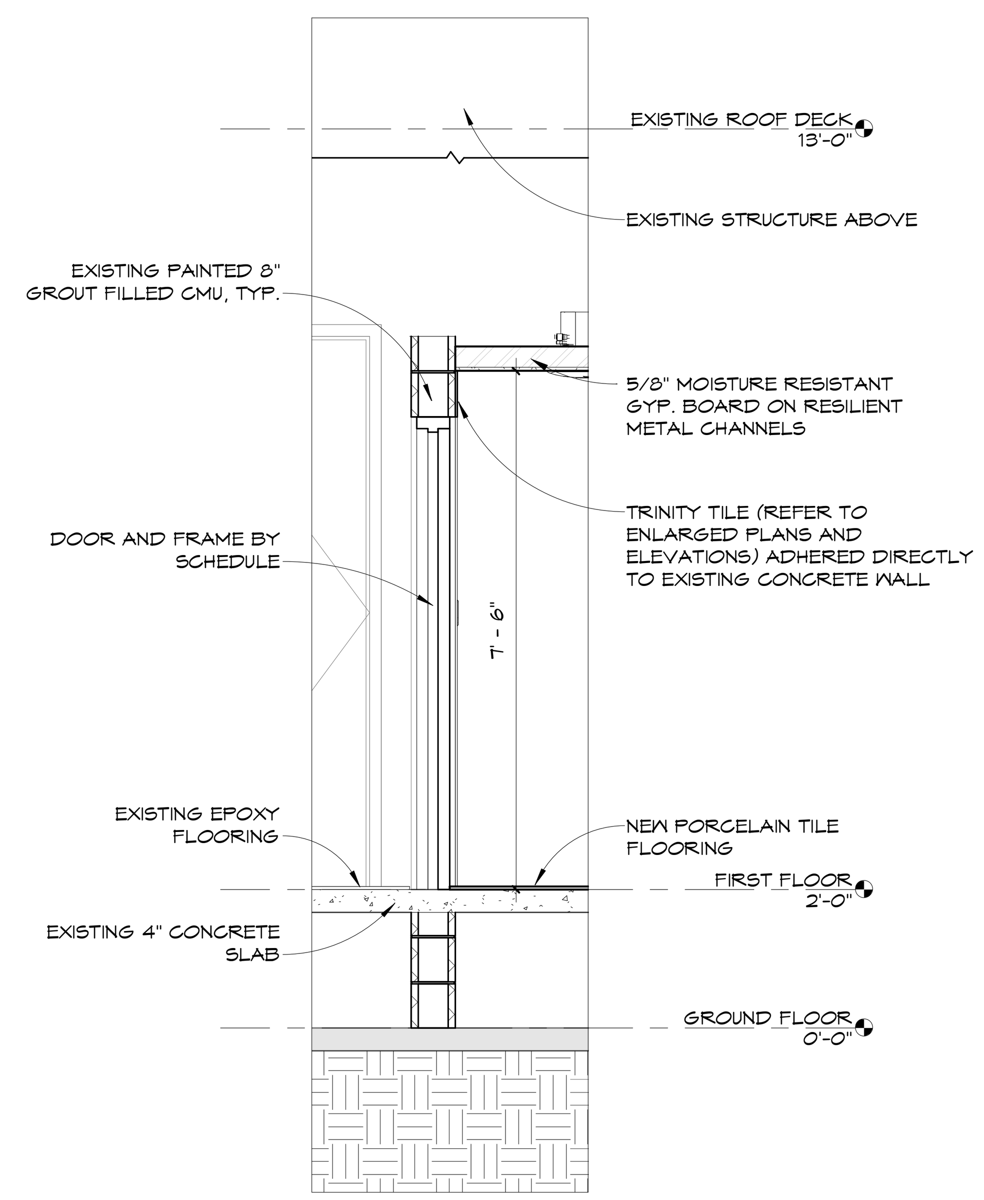
1ST FLOOR CEILING PLAN - DEMO/NEW CONSTRUCTION

PROJECT NO. 4315-01A-C

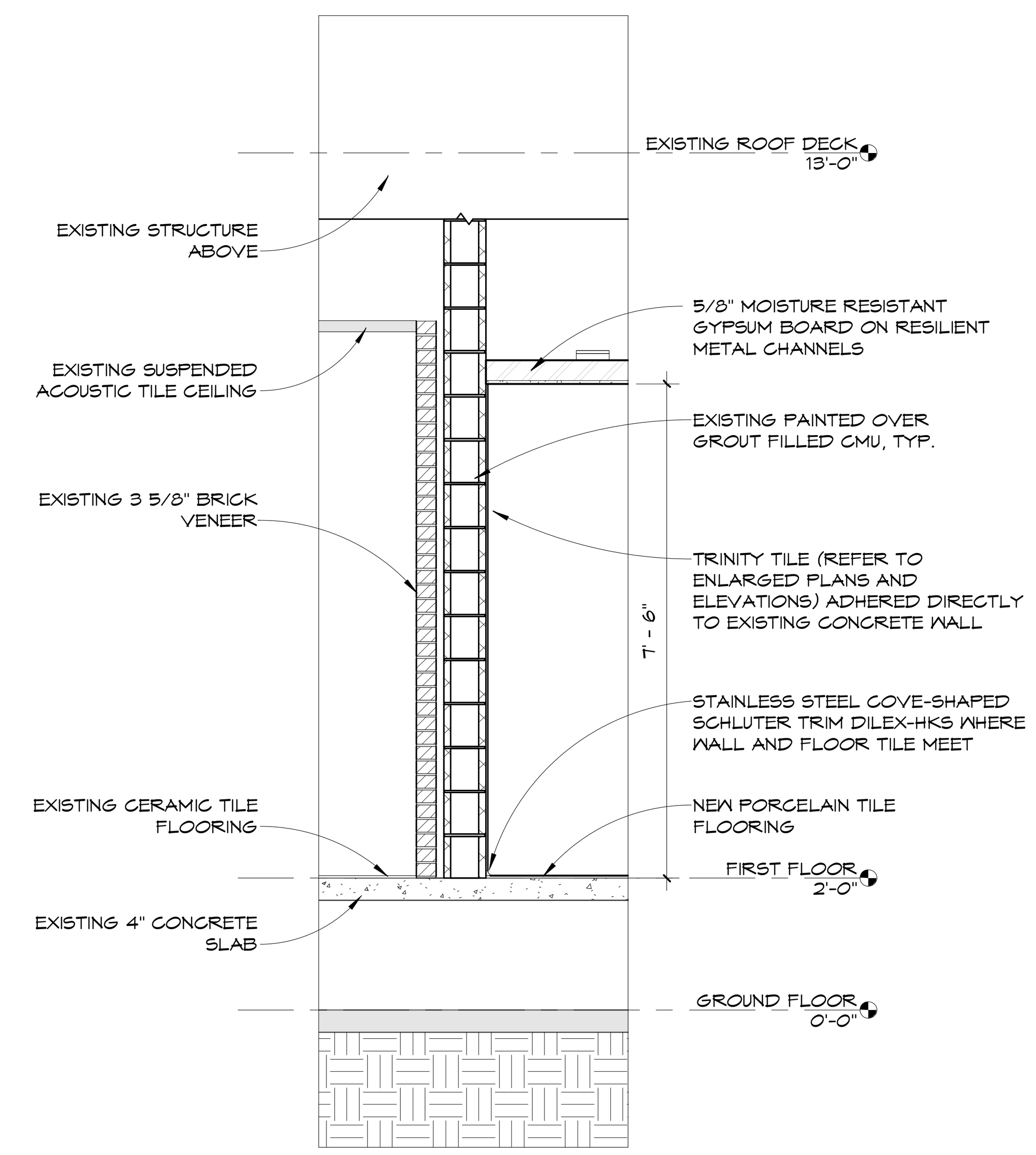
SHEET NO. FA1.04



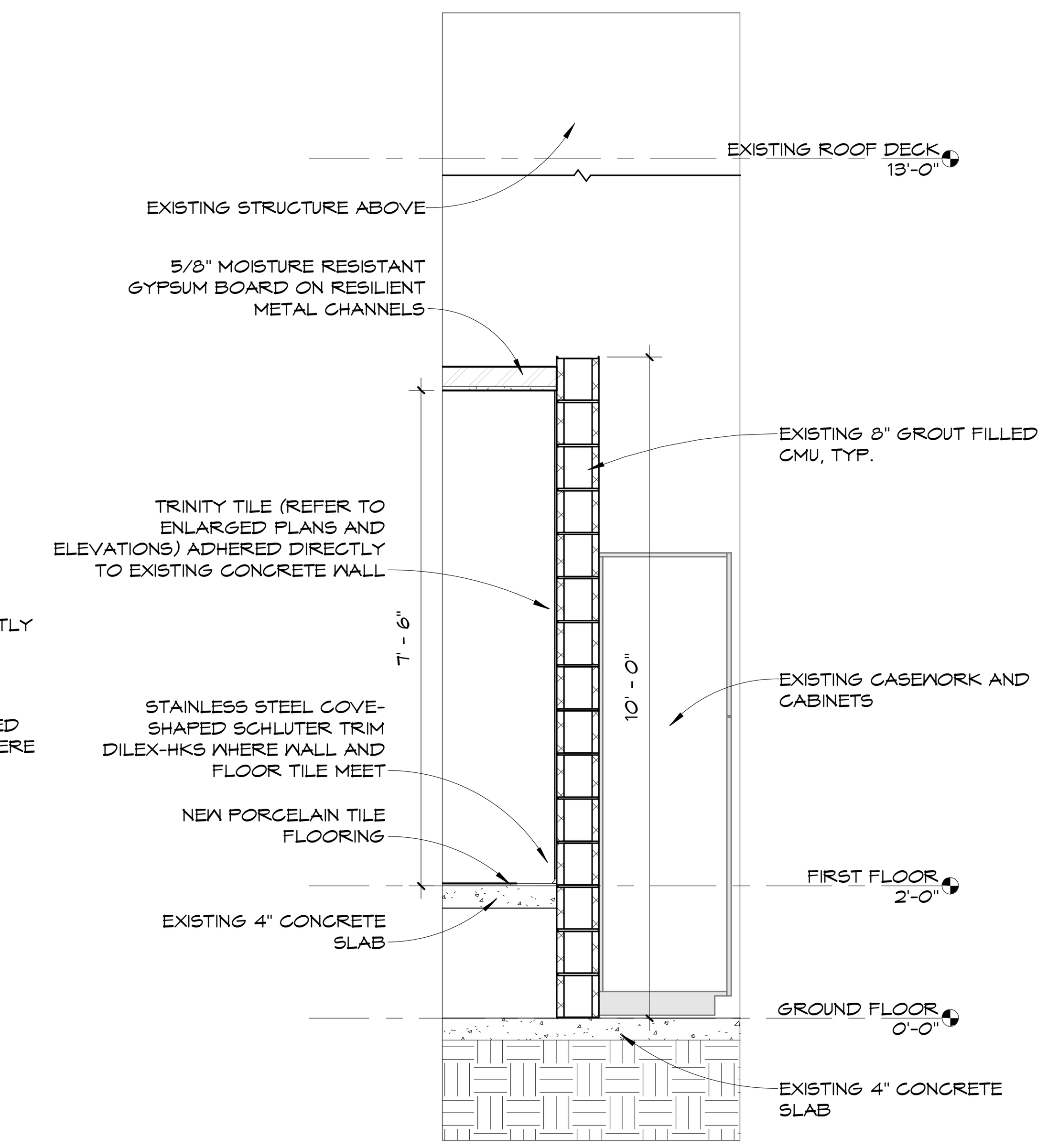
1 FA2.01 INTERIOR PLUMBING CHASE 1/2" = 1'-0"



2 FA2.01 DOOR SECTION 1/2" = 1'-0"



3 FA2.01 CMU WALL W/ TILE 1/2" = 1'-0"

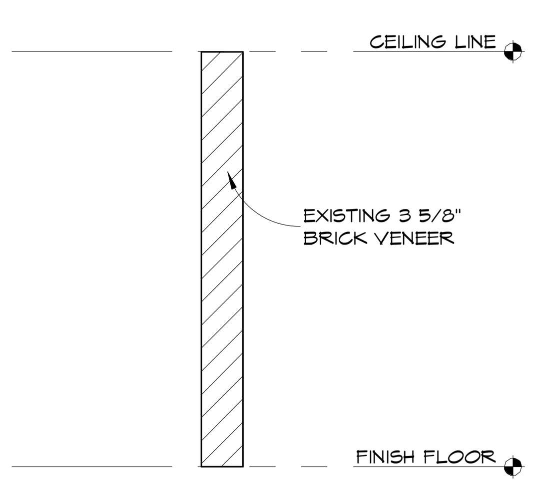


4 FA2.01 CMU WALL W/ METAL FURRING 1/2" = 1'-0"

NOTES:

1. NOT ALL WALL TYPES ARE TAGGED ON PLANS, REFERENCE SECTIONS AND DETAILS
2. ALL NEW BRICKWORK MUST MATCH EXISTING BRICKWORK.

EXISTING WALL TYPES:



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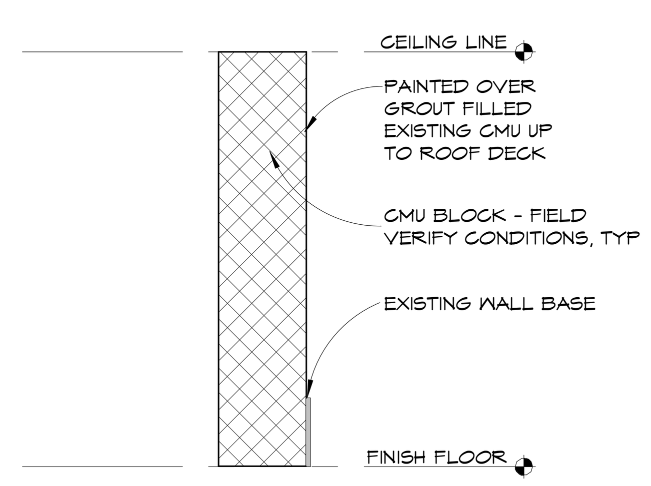

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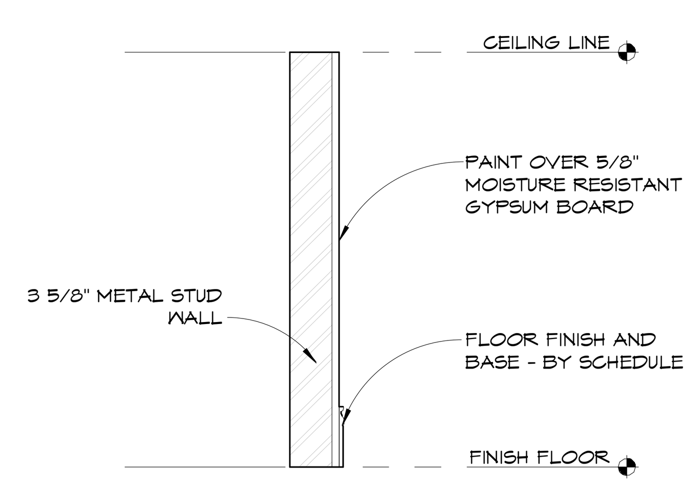
NEW WALL TYPES:



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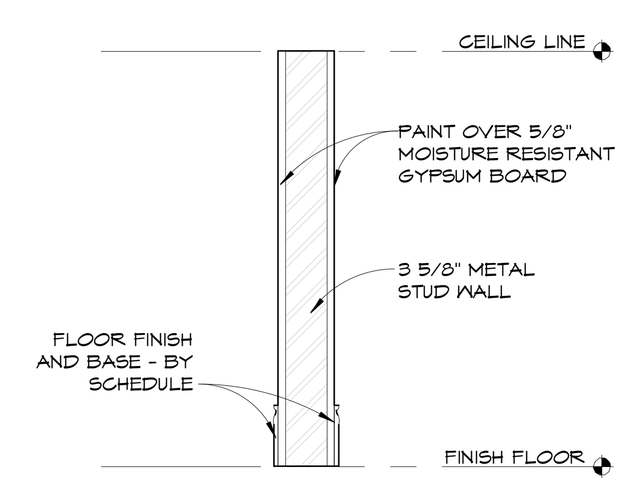

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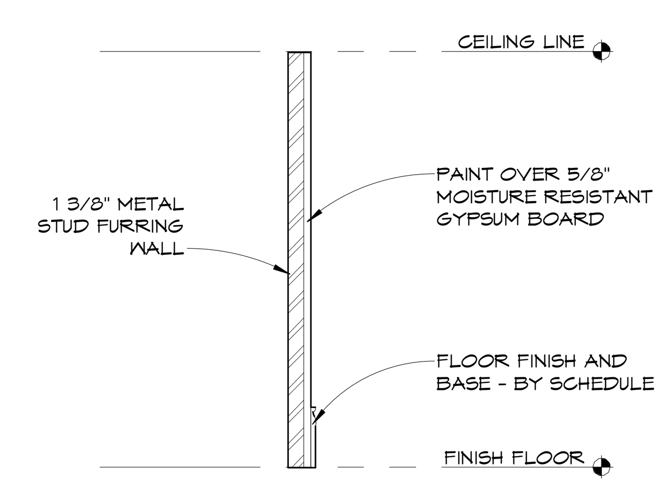

5

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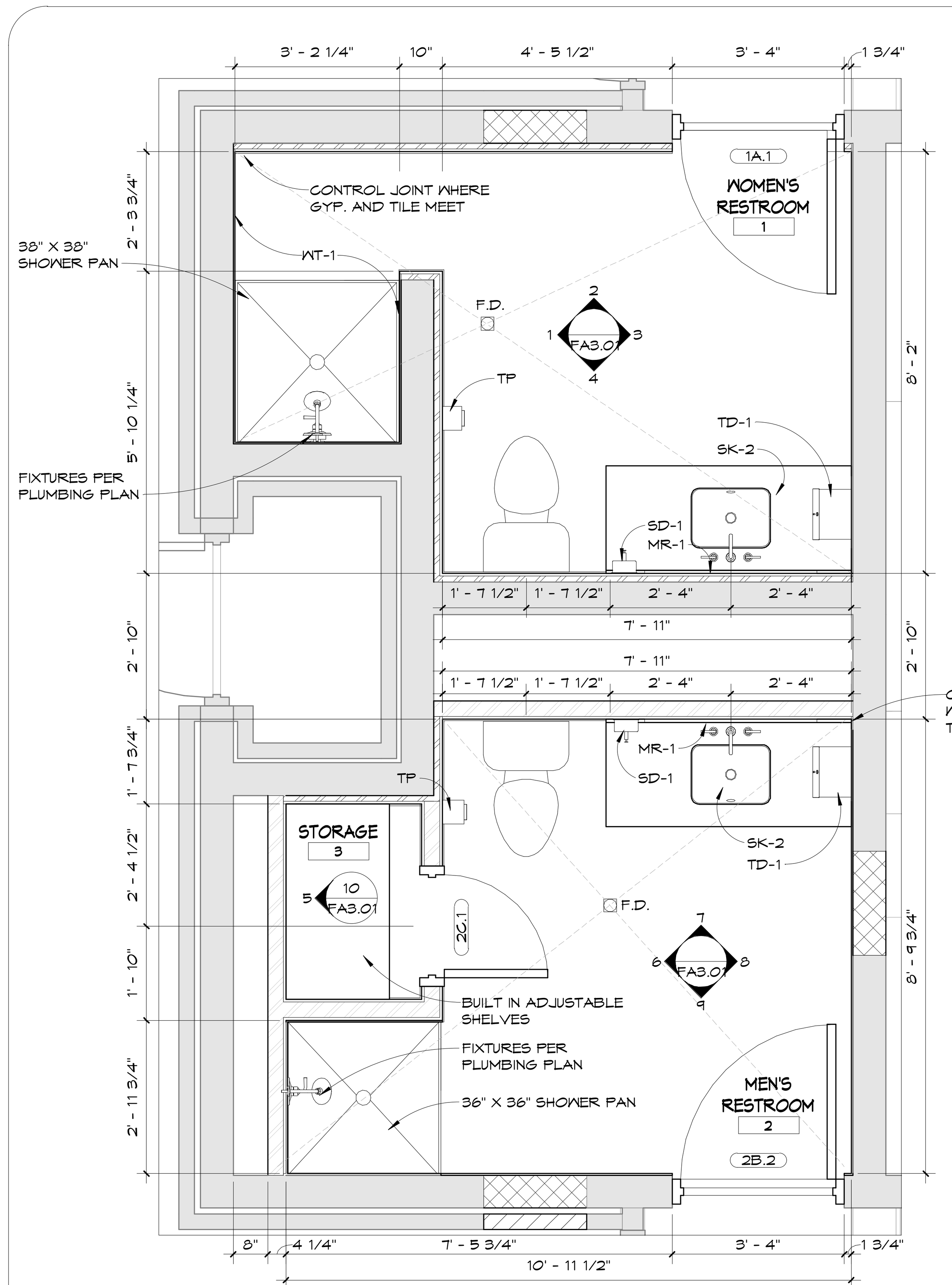
SHEET TITLE:

WALL SECTIONS & WALL TYPES

PROJECT NO:	SHEET NO:
4315-01A-C	FA2.01

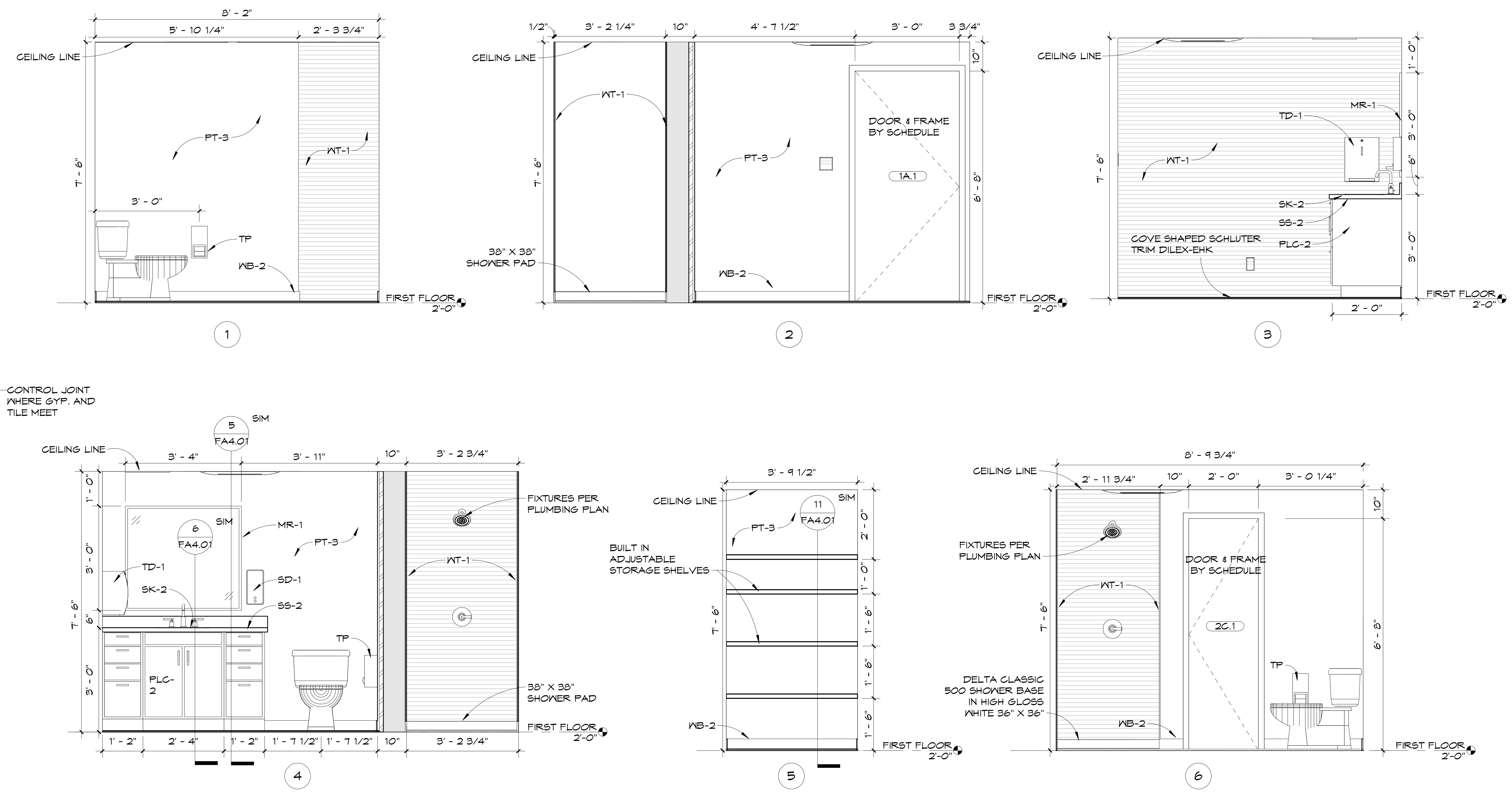


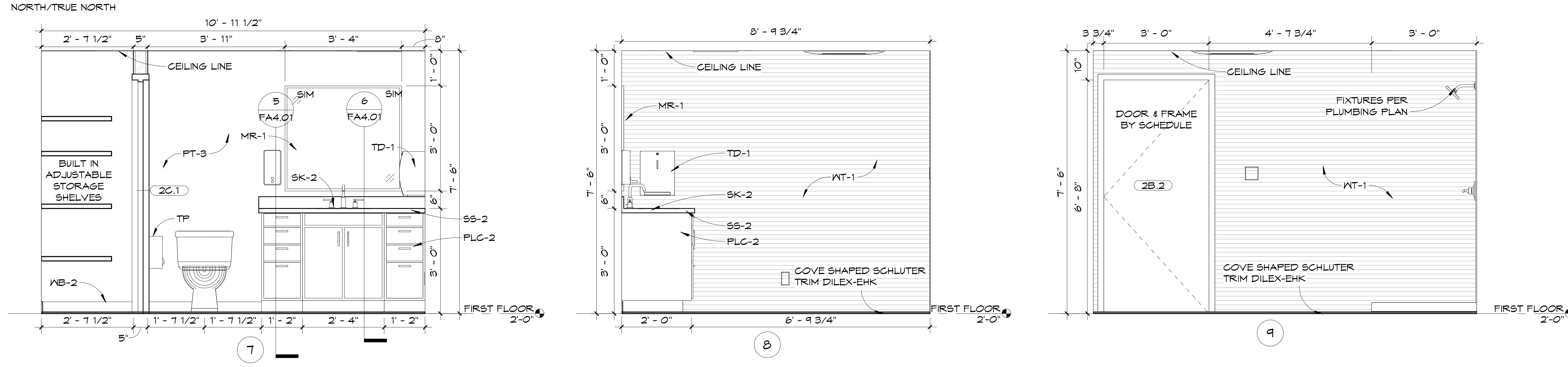
NEW CONSTRUCTION - ENLARGED 1ST FLOOR PLAN

5 FA3.01 — 1/2" = 1'-0"

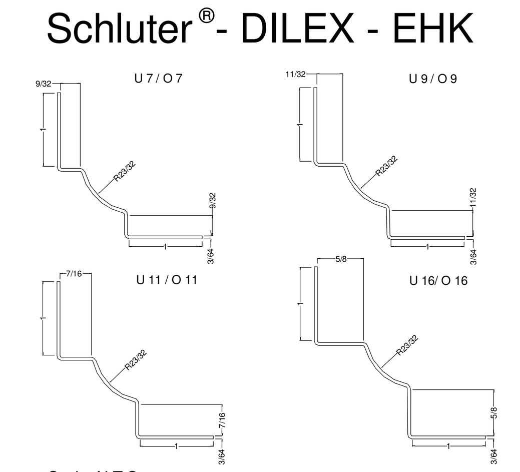
PROJECT NORTH/TRUE NORTH

NOTE: ALL ENLARGED PLAN DIMENSIONS ARE FROM FINISH TO FINISH



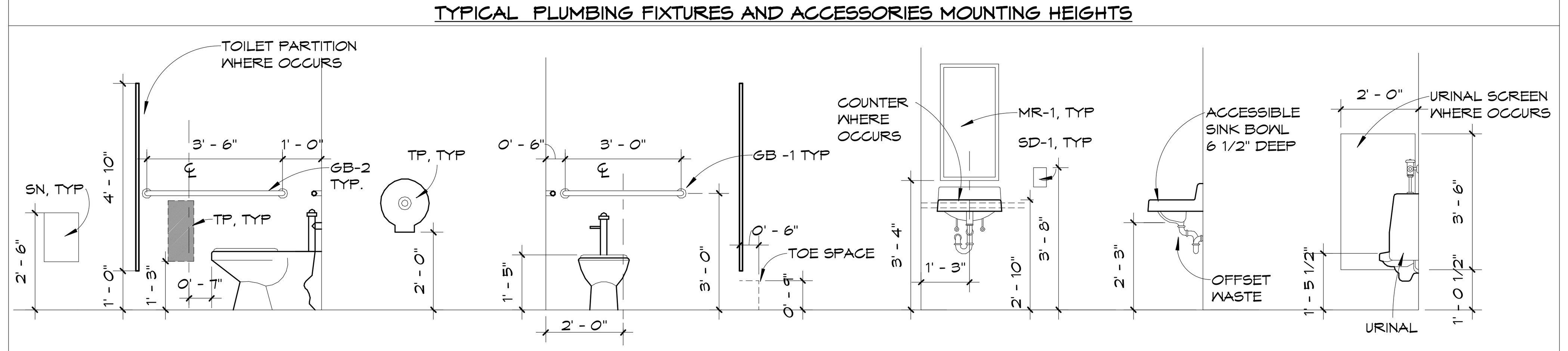


Schluter®- DILEX - EHK



Scale: N.T.S.

TYPICAL PLUMBING FIXTURES AND ACCESSORIES MOUNTING HEIGHTS

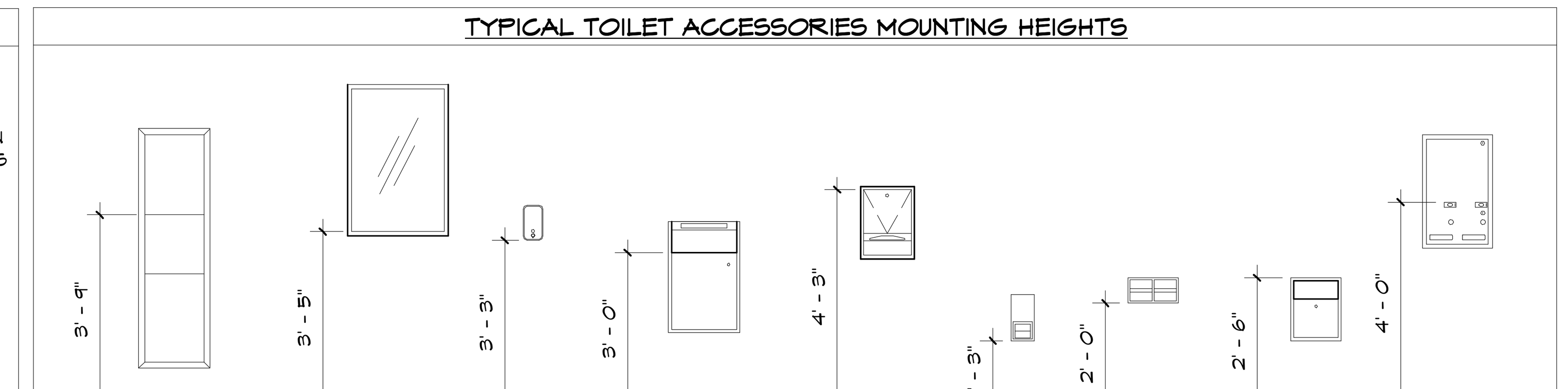


WATER CLOSET SIDE WALL

WATER CLOSET BACK WALL

URINAL

TYPICAL TOILET ACCESSORIES MOUNTING HEIGHTS



SEMI- RECESSED PAPER TOWEL DISPENSER & DISPOSAL COMBO | LED MIRROR | SOAP DISPENSER | PAPER TOWEL DISPOSAL/WASTE RECEPTACLE - WR-1 & WR-2 | PAPER TOWEL DISPENSER | TOILET PAPER DISPENSER | TOILET PAPER HOLDER | SANITARY NAPKIN DISPOSAL | SANITARY NAPKIN DISPENSER

LEGEND

GENERAL:

- 1-100 - ROOM NUMBER DESIGNATION
- 2-100 - DOOR NUMBER DESIGNATION
- F.D. - FLOOR DRAIN

SOAP DISPENSERS:

- SD-1 - WALL MOUNT SOAP DISPENSER

PAPER DISPENSERS:

- TP - TOILET PAPER DISPENSER
- TD-1 - SURFACED-MOUNTING PAPER TOWEL DISPENSER

SANITARY NAPKIN DISPOSAL:

- SN-1 - SANITARY NAPKIN DISPOSAL (RECESSED)

MIRRORS:

- MR-1 - ARTFORMA ILLUMINATED BATHROOM MIRROR LED LIGHTING L01 42" X 36"

CASEWORK:

- PLC-2 - WILSONART PLASTIC LAMINATE SLAB FRONTS - 5TH AVE. ELM 7966K-18

COUNTERTOP:

- SS-2 - CORIAN SOLID SURFACE - SPARKLING GRANITA POLISHED

SINKS:

- SK-2 - KOHLER CAXTON RECTANGLE 20 1/4" UNDERMOUNT BATHROOM SINK

WALL COLOR:

- PT-3 - SHERWIN WILLIAMS REFLECTION RGB: 211, 213, 211

WALL TILE:

- WT-1 - TRINITY TILE VIDAL COLLECTION 6" X 24" GLOSS - MORNING SEA

WALL BASE:

- WB-2 - 4" TRINITY TILE DEFINE COLLECTION, COLOR WHITE SAND WALL BASE

OWNER / CONTRACTOR TO FIELD VERIFY ALL EXISTING DIMENSIONS / CONDITIONS PRIOR CONSTRUCTION AND / OR EQUIPMENT INSTALLATION

FLORIDA ARCHITECTS
LICENSE #AR12728
103 W 5TH STREET,
Panama City, FL 32401
(850) 257-5400

CLIENT:

CITY OF MARY ESTHER, FL

PROJECT:

CITY HALL, FIRE STATION, AND LIBRARY REMODELING PROJECT

195 CHRISTOBAL RD, MARY ESTHER, FL 32569

CONSULTANTS:

SEAL:

BID SET CONSTRUCTION DOCUMENTS

SCALE: As indicated	DATE: 05/16/23
DRAWN BY: JRP	CHECKED BY: AA, JS

NO	REVISION	DATE

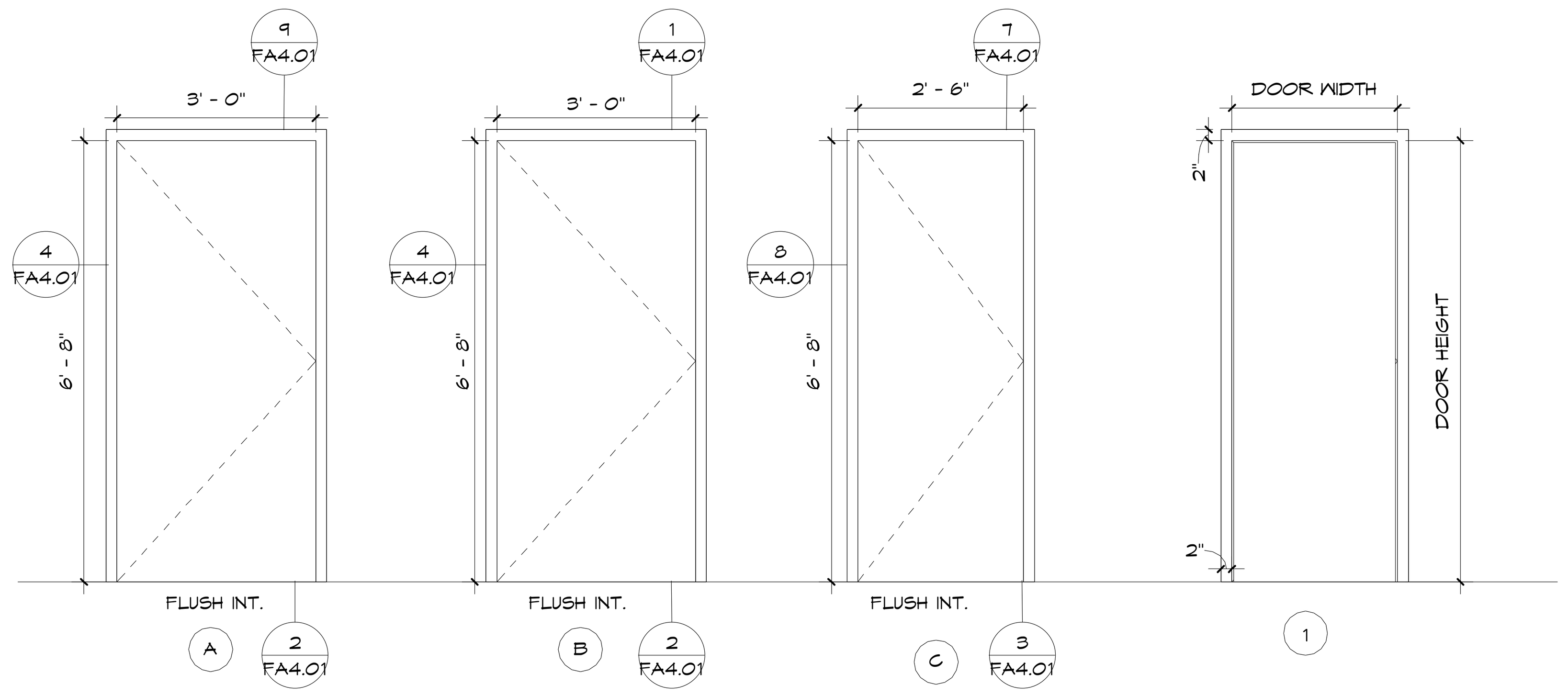
SHEET TITLE:

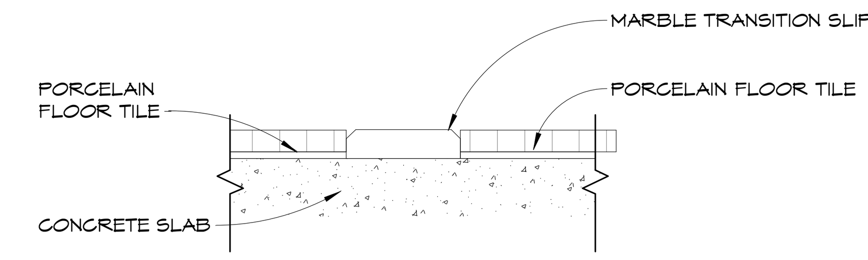
ENLARGED RESTROOM PLANS & ELEVATIONS

PROJECT NO.	SHEET NO.
4315-01A-C	FA3.01

DOOR TYPES:

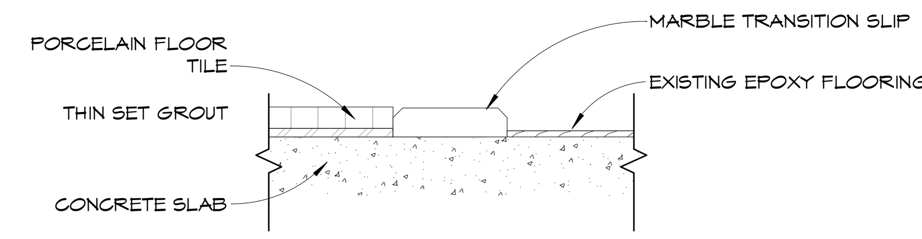
FRAME TYPES:





INT. - THRESHOLD PT/PT

3 FA4.01 6" = 1'-0"

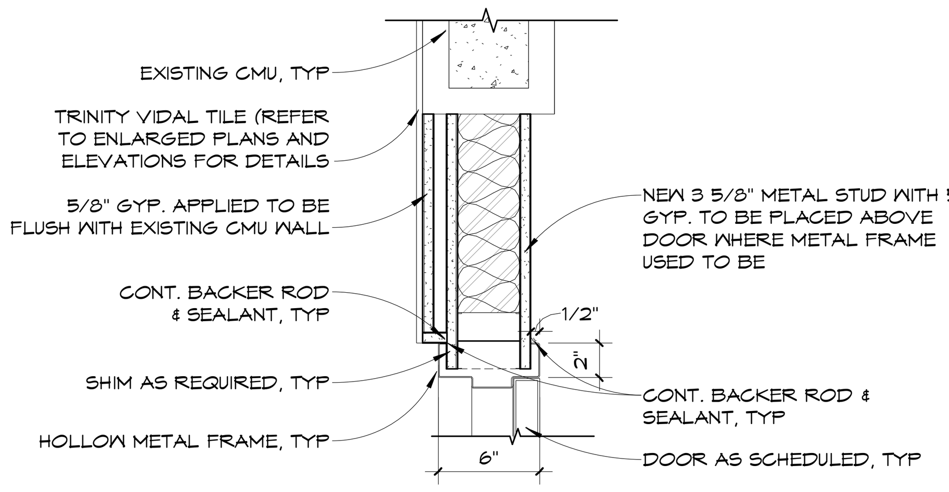


INT. - THRESHOLD PT/SE

2 FA4.01 6" = 1'-0"

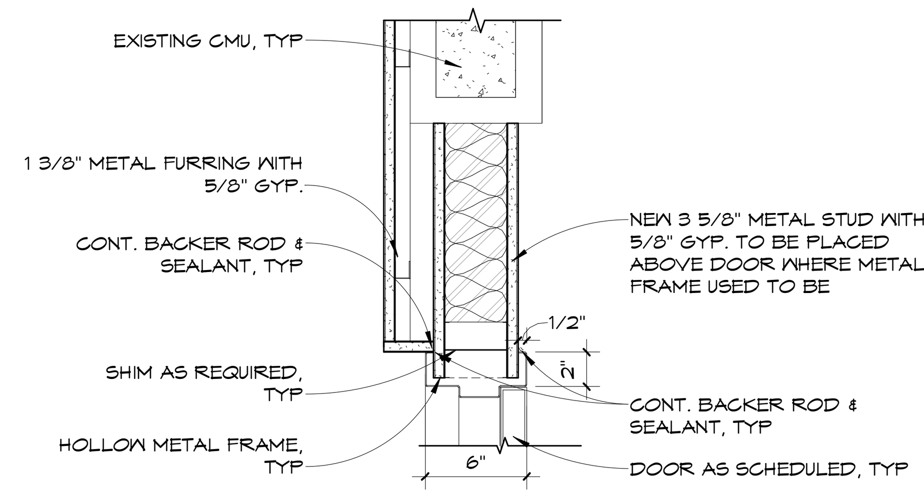
DOOR SCHEDULE LEGEND
DOOR MATERIAL
HM -HOLLOW METAL DOOR
DOOR FINISH
PT -PAINT, TO BE CHOSEN BY ARCHITECT
FRAME MATERIAL
HM - HOLLOW METAL
FRAME FINISHES
PT - PAINT, COLORS TO BE CHOSEN BY ARCHITECT
HARDWARE GROUPS
REFER TO SPECS FOR DETAILS
THRESHOLD
REFER TO DETAILS

NOTES
1. FRAME & DOOR TYPES ARE SHOWN IN ELEVATIONS 2. DETAILS ARE REFERENCED ON ELEVATIONS



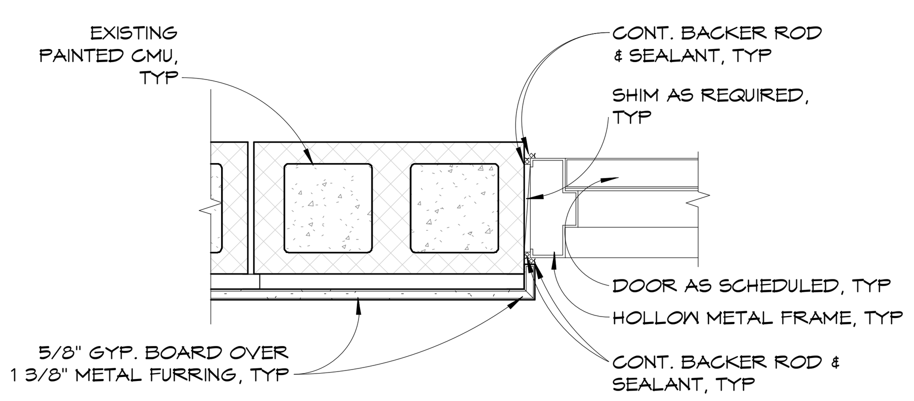
INT. DOOR HEAD #1

1 FA4.01 1 1/2" = 1'-0"



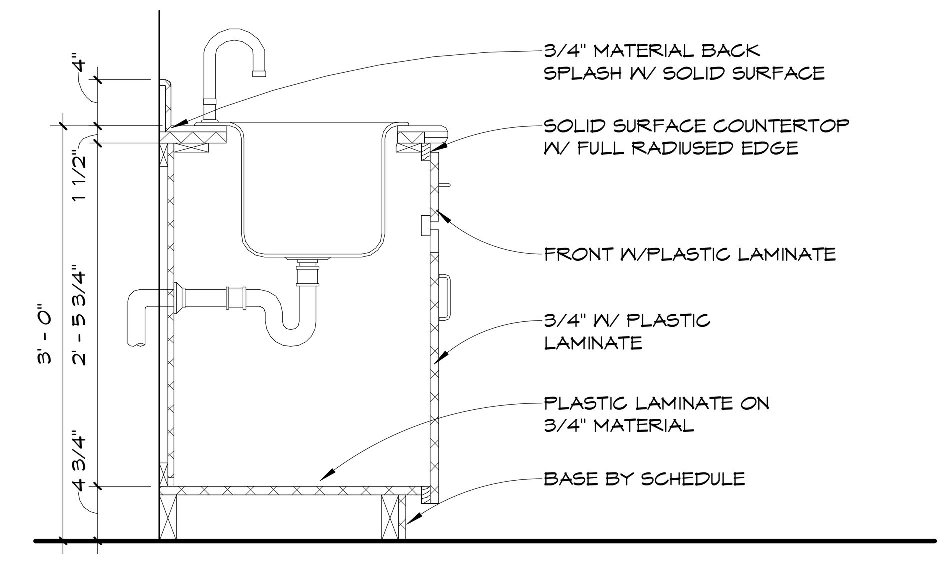
INT. DOOR HEAD #2

9 FA4.01 1 1/2" = 1'-0"



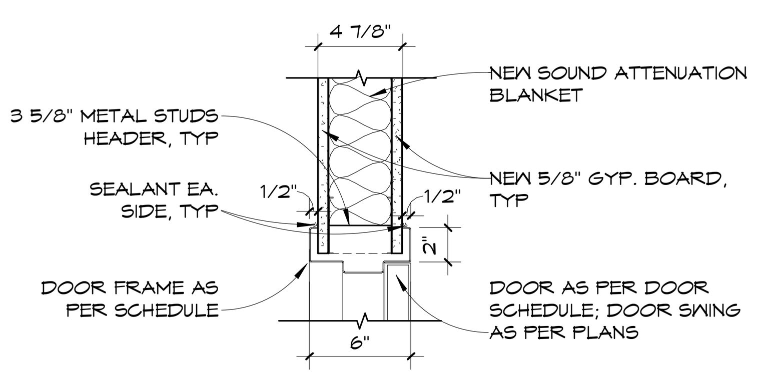
JAMB DETAIL #1

4 FA4.01 1 1/2" = 1'-0"



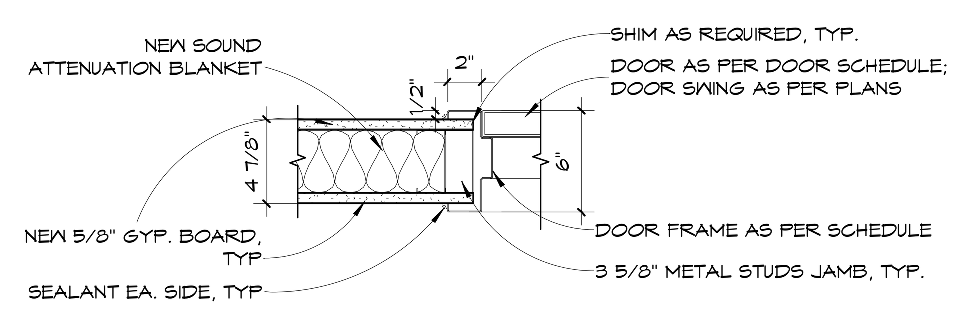
CASEWORK SECTION #2

6 FA4.01 1" = 1'-0"



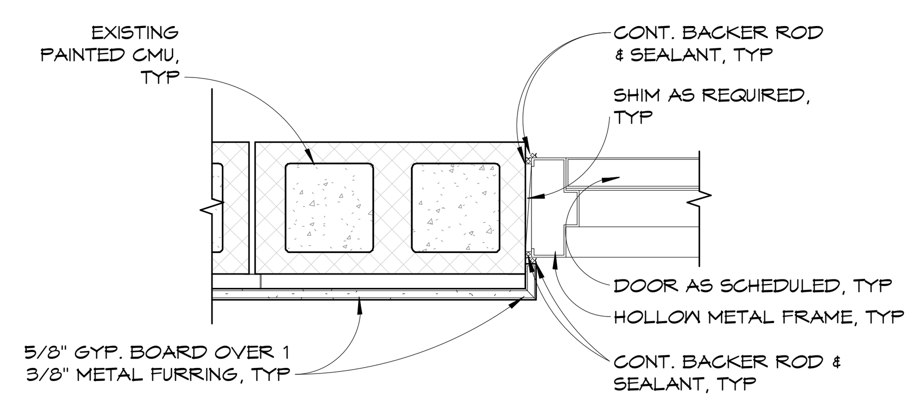
INT. DOOR HEAD #3

7 FA4.01 1 1/2" = 1'-0"



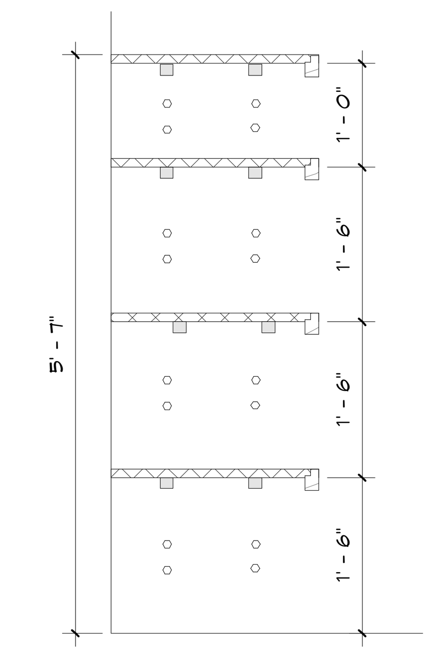
INT. DOOR JAMB #3

8 FA4.01 1 1/2" = 1'-0"



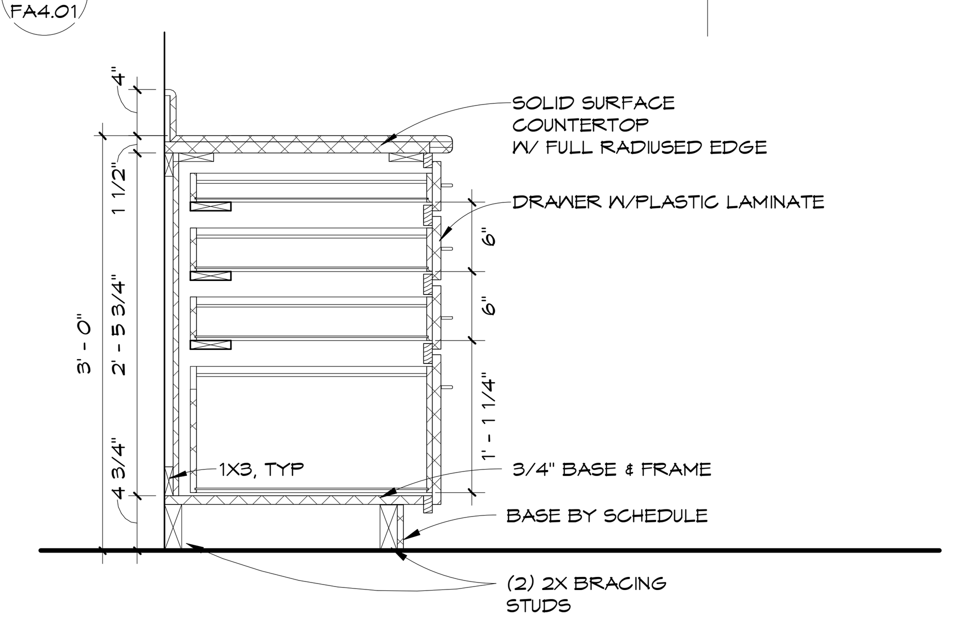
JAMB DETAIL #1

10 FA4.01 1 1/2" = 1'-0"



CASEWORK FRAMING SECTION

11 FA4.01 3/4" = 1'-0"



CASEWORK SECTION #1

5 FA4.01 1" = 1'-0"

DOOR SCHEDULE

MARK	WIDTH	HEIGHT	DOOR TYPE	DOOR MATERIAL	DOOR FINISH	FRAME TYPE	FRAME MATERIAL	FRAME FINISH	GLAZING	HEAD DETAIL	JAMB DETAIL	THRESHOLD DETAIL	COMMENTS
1A.1	3' - 0"	6' - 8"	A	HM	PT	1	HM	PT	-	1/A5.01	4/A5.01	2/A5.01	
2B.2	3' - 0"	6' - 8"	B	HM	PT	1	HM	PT	-	1/A5.01	4/A5.01	2/A5.01	
2C.1	2' - 0"	6' - 8"	C	HM	PT	1	HM	PT	-	1/A5.01	4/A5.01	3/A5.01	

ROOM FINISH SCHEDULE (CODE LEGEND)

FLOOR FINISH MATERIAL CODES:

FT-1 -TRINITY TILE 12" X 24" MATTE (PORCELAIN TILE) DEFINE COLLECTION WHITE SAND

BASE MATERIAL CODES:

WB-2 -4" TRINITY TILE DEFINE COLLECTION WHITE SAND ONLY WHERE GYP AND FLOOR TILE MEET

NOTE: COVE SHAPED SCHLUTER TRIM DILEX-EHK LOCATED WHERE WALL AND FLOOR TILE MEET (REFER TO ENLARGED PLANS & ELEVATIONS)

WALL MATERIAL CODES:

MR GYP - MOISTURE RESISTANT GYP. BOARD

COUNTER TOP MATERIAL CODES:

SS-2 - SOLID SURFACE CORIAN COUNTERTOP SPARKLING GRANITA

CEILING MATERIAL CODES:

MR GYP - 5/8" SUSPENDED MOISTURE RESISTANT GYP. BOARD

WALL FINISH CODES:

PT-3 -SHERWIN WILLIAMS REFLECTION RGB: 211, 213, 211

WT-1 -TRINITY TILE 6" X 24" GLOSS (PORCELAIN WALL TILE) VIDAL COLLECTION IN MORNING SEA

CEILING FINISH CODES:

PT -TO BE CHOSEN BY ARCHITECT

CASEWORK FINISH CODES:

PLC-2 -WILSONART PREMIUM LAMINATE 5TH ELM AVE. SLAB FRONTS

NOTE:
1. REFER TO ENLARGED FLOOR PLANS FOR FLOOR TYPES INFORMATION & PATTERNS
2. REFER TO OVERALL CEILING PLAN & ENLARGED PLANS FOR CEILING INFORMATION AND PATTERNS
3. ALL CEILING ELEVATIONS ARE FROM ABOVE FINISH FLOOR (REFER TO SCHEDULE)
4. REFER TO LIFE SAFETY PLANS AND ELECTRICAL LIGHTING PLANS FOR LOCATIONS OF EMERGENCY AND EXIT LIGHTS

ROOM FINISH SCHEDULE

NUMBER	NAME	AREA	FLOOR FINISH	BASE FINISH	NORTH WALL MATERIAL	NORTH WALL FINISH	SOUTH WALL MATERIAL	SOUTH WALL FINISH	WEST WALL MATERIAL	WEST WALL FINISH	EAST WALL MATERIAL	EAST WALL FINISH	CEILING MATERIAL	CEILING FINISH	CEILING HEIGHT	COMMENTS
1	WOMEN'S RESTROOM	85 SF	FT-1	WB-2	MR GYP	PT-3	MR GYP	PT-3	MR GYP	PT-3	WT-1	WT-1	MR GYP	PT	7-6	
2	MEN'S RESTROOM	79 SF	FT-1	WB-2	MR GYP	PT-3	WT-1	WT-1	MR GYP	PT-3	WT-1	WT-1	MR GYP	PT	7-6	
3	STORAGE	10 SF	FT-1	WB-2	MR GYP	PT-3	MR GYP	PT-3	MR GYP	PT-3	MR GYP	PT-3	MR GYP	PT	7-6	
GRAND TOTAL: 3		174 SF														

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CITY OF MARY ESTHER, FL

PROJECT:

CITY HALL, FIRE STATION, AND LIBRARY REMODELING PROJECT

195 CHRISTOBAL RD, MARY ESTHER, FL 32569

CONSULTANTS:

SEAL:

BID SET CONSTRUCTION DOCUMENTS

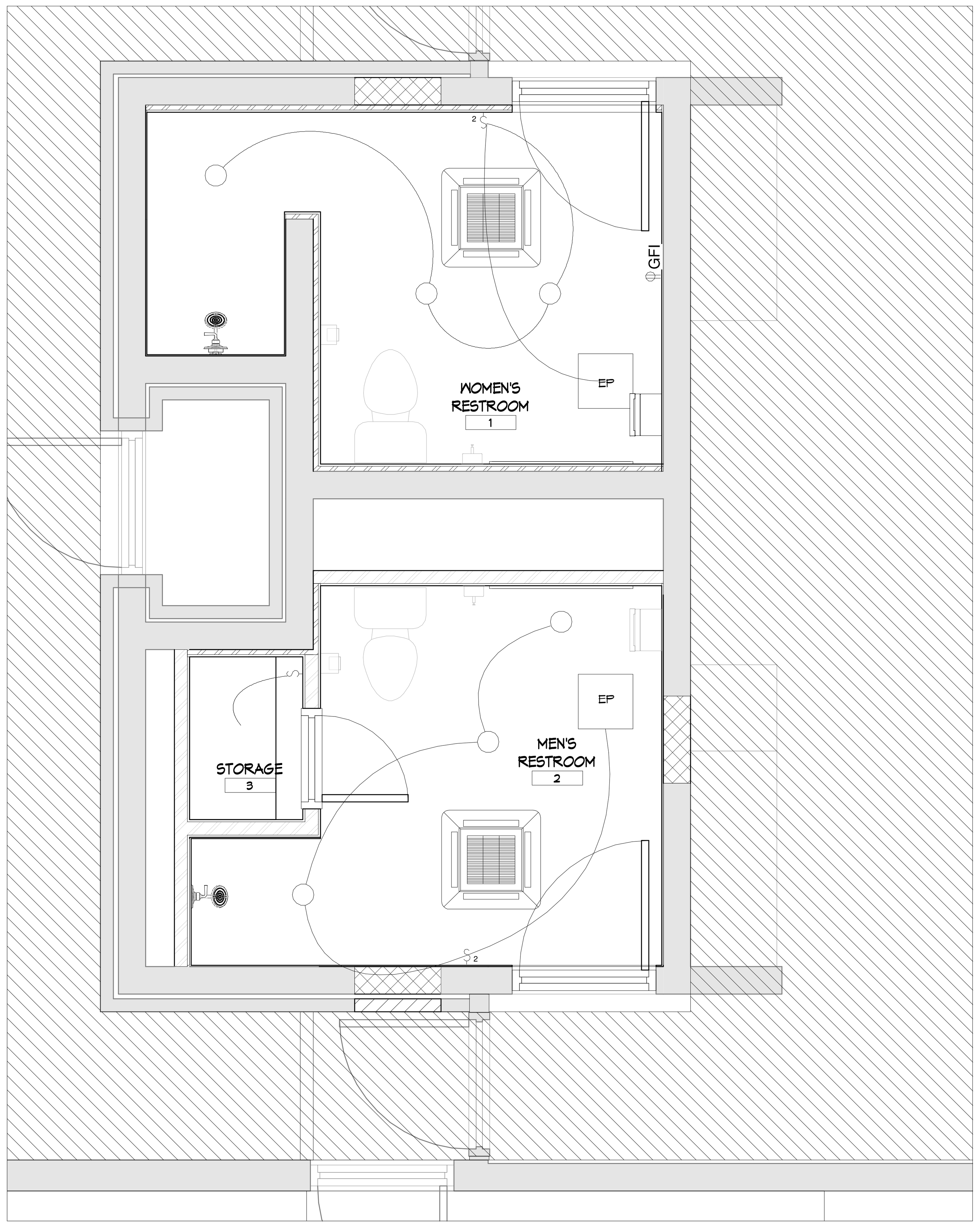
SCALE:	DATE:
As indicated	05/16/23
DRAWN BY:	CHECKED BY:
JRP	AA, JS

NO	REVISION	DATE

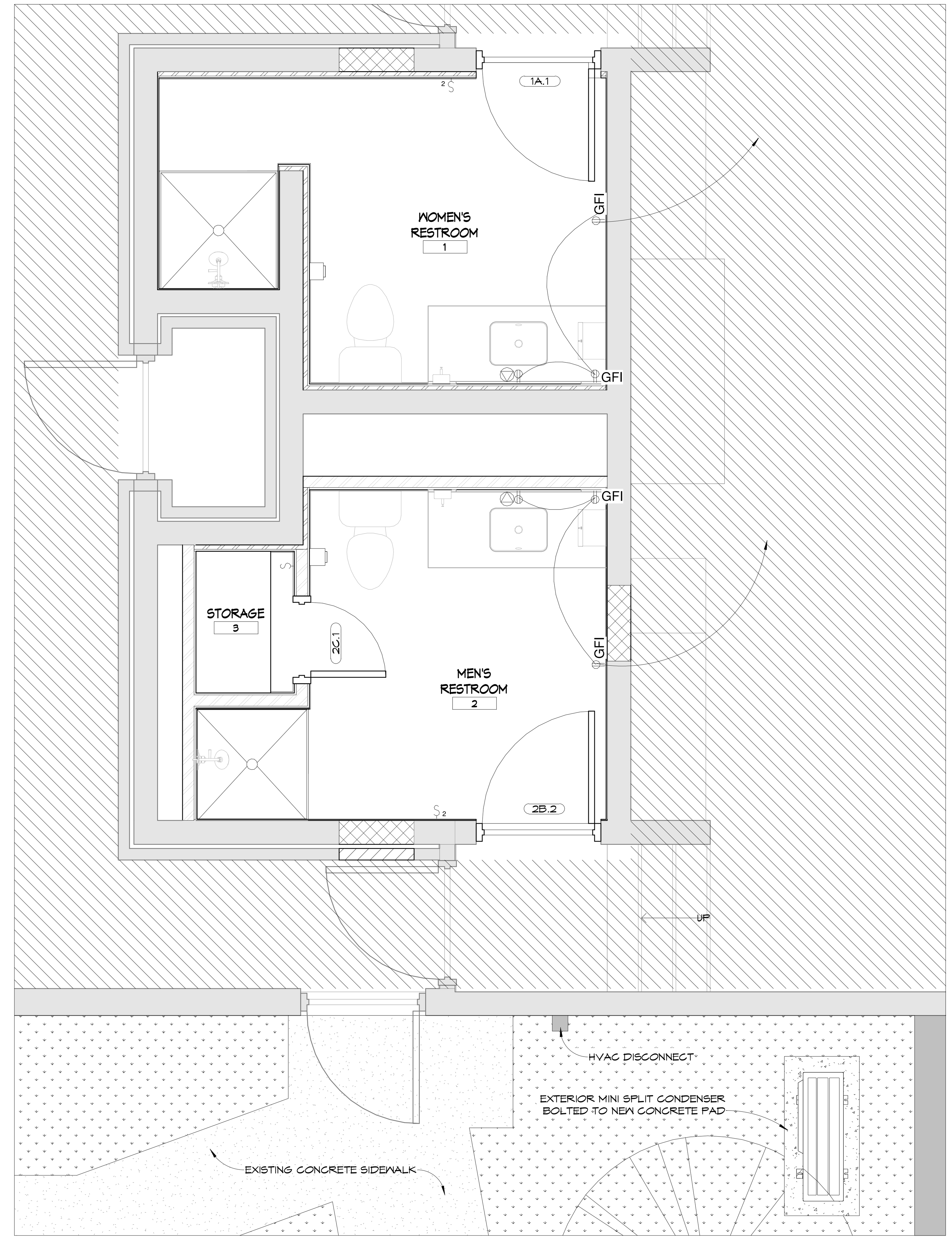
SHEET TITLE:

DOOR & ROOM FINISH SCHEDULES & CASEWORK DETAILS

PROJECT NO.	SHEET NO.
4315-01A-C	FA4.01



1 FE1.01 NEW CONSTRUCTION LIGHTING PLAN 1/2" = 1'-0"



2 FE1.01 NEW CONSTRUCTION - POWER PLAN 1/2" = 1'-0"

FLOOR PLAN LEGEND

- 1 HR FIRE RATED PARTITION
- SMOKE RATED PARTITION
1-100 - ROOM NUMBER DESIGNATION
2-100 - DOOR NUMBER DESIGNATION
A - WINDOW NUMBER DESIGNATION
- NOT TO BE ALTERED

ELECTRICAL AND LIGHTING FIXTURE LEGEND

DUPLEX OUTLET

GFI DUPLEX OUTLET, GROUND FAULT INTERRUPTED

220 DUPLEX OUTLET, 220V

NIOC-2RNDC NORA 2" LOLITE CAN-LESS DOWNLIGHT TRIM
COMPATIBLE DRIVER BOX - NJCB-12
COMPATIBLE LED MODULE - NIOCC-24LED
WHITE REFLECTOR AND FLANGE

$\$_M$ SWITCH

$\$_D$ SWITCH WITH DIMMER

EQUIPMENT OUTLET

$\$_{OS}$ OCCUPANCY SENSOR SWITCH

$\$_D$ 3-WAY SWITCH

ADDITIONAL NOTES:

1. ELECTRICAL CONTRACTOR TO PROVIDE PANEL SCHEDULE AND POWER RISER DIAGRAM
2. GENERAL DUPLEX OUTLETS SHALL BE MOUNTED 18" A.F.F. , TYP.
3. OUTLETS ABOVE COUNTERS, SINKS, ETC. SHALL BE MOUNTED SO THAT THE BOTTOM OF THE FIXTURE IS 8" ABOVE THE SURFACE, TYP.
4. NEW ELECTRICAL LINES TO CONNECT TO EXISTING CIRCUIT BREAKER PANEL

NOTE: OCCUPANCY SENSOR POWER CONTROLS FOR LIGHTING IN COMPLIANCE WITH FBC C405

OWNER / CONTRACTOR TO FIELD VERIFY ALL EXISTING DIMENSIONS / CONDITIONS PRIOR CONSTRUCTION AND / OR EQUIPMENT INSTALLATION

FL·A
FLORIDA ARCHITECTS
LICENSE #AR12728
103 W 5TH STREET,
Panama City, FL 32401
(850) 257-5400

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PROJECT:

CITY HALL, FIRE STATION, AND LIBRARY REMODELING PROJECT

195 CHRISTOBAL RD,
MARY ESTHER, FL 32569

CONSULTANTS:

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY THE DESIGN PROFESSIONAL ON THE DATE ADJACENT TO THE SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

SEAL:

BID SET CONSTRUCTION DOCUMENTS

SCALE:	DATE:
As indicated	05/16/23
DRAWN BY:	CHECKED BY:
JRP	AA, JS

NO	REVISION	DATE

SHEET TITLE:

FIRE STATION - ELECTRICAL PLAN

PROJECT NO:	SHEET NO:
4315-01A-C	FE1.01

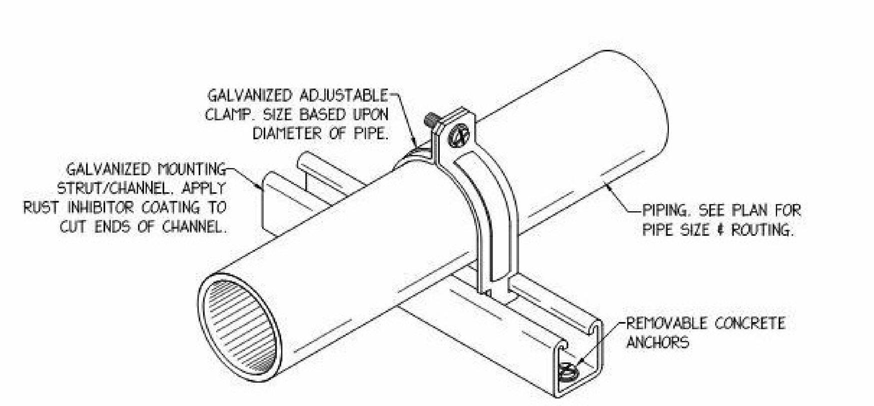
PLUMBING FIXTURE SCHEDULE							
	FIXTURE				CONNECTIONS		
MARK	FIXTURE NAME	TYPE	BASIS OF DESIGN	DESCRIPTION	WASTE	CW	HW
					IN	IN	IN
P-1	WATER CLOSET	FLOOR MOUNT	ZURN	FLOOR MOUNT, ELONGATED, VITREOUS CHINA, FLUSH VALVE, 1-1/2" TOP SPUD, 15" RIM HEIGHT, ANTIMICROBIAL GLAZE, JET FLUSH ACTION, PROVIDE WITH WHITE, OPEN FRONT, ELONGATED TOILET SEAT WITH STAINLESS STEEL CHECK HINGE.	4	1/2	-
P-2	LAVATORY	UNDERMOUNT	KOHLER K-20000-0	KOHLER CAXTON RECTANGLE 20-1/4" UNDERMOUNT BATHROOM SINK WITH OVERFLOW FINISH: WHITE	1 1/2	-	-
P-3	BATHROOM FAUCET	DECK MOUNT	DELTA MODEL# 35827LF	CAFFERY-TWO HANDLE WIDESPREAD LAVATORY FAUCET IN CHROME	-	1/2	1/2
P-4	BATHROOM SHOWER TRIM	WALL MOUNT	DELTA MODEL #T14233	KAYRA MONITOR 14 SERIES SHOWER TRIM IN CHROME	-	-	-
FD	FLOOR DRAIN	-	ZURN	SELF CONTAINED, BI-LEVEL WATER COOLER WITH BOTTLE FILLING STATION, SHALL DELIVER 8 GPH OF 50 DEGREE F WATER, ELECTRIC REFRIGERATED, VANDAL RESISTANT, PUSH BAR, PERFORATED STAINLESS STEEL LOUVER SCREEN, LEAD FREE, GALVANIZED STEEL FRAME WITH STAINLESS STEEL TOP, HEAVY DUTY BUBBLER, BOTTLE FILLING STATION SHALL INCLUDE AN ELECTRONIC SENSOR FOR TOUCHLESS ECTIVATION. UNIT SHALL BE CERTIFIED TO ANSI 61 & 372 REQUIREMENTS. PROVIDE WITH CONCEALED WALL SUPPORT	3	1/2	-

NOTES:

1. WATER SUPPLY TAPPING TO EACH FIXTURE SHALL BE FULL SIZE.
2. PROVIDE WATER HAMMER ARRESTOR ON HOT AND COLD WATER SUPPLY BRANCHES SERVING SINGULAR, MULTIPLE OR GROUPS OF PLUMBING FIXTURES, ADHERENCE TO THE PLUMBING AND DRAINAGE INSTITUTE STANDARD P.D.I.-WH201 (PER SPECIFICATIONS) SHALL BE EMPLOYED IN DETERMINING PROPER SIZE, SELECTION, PLACEMENT, LOCATION AND INSTALLATION OF ARRESTORS
3. MOUNT PLUMBING FIXTURES LABELED "ADA" IN ACCORDANCE WITH ADFA REQUIREMENTS COORDINATE WITH ARCHITECTURAL DRAWINGS.
4. SEE ARCHITECTURAL FOR FIXTURE MOUNTING HEIGHTS
5. PROVIDE FIXTURES WITH ALL APPURTENANCES AS NECESSARY FOR A COMPLETE INSTALLATION.
6. COORDINATE ALL POWER REQUIREMENTS WITH ELECTRICAL

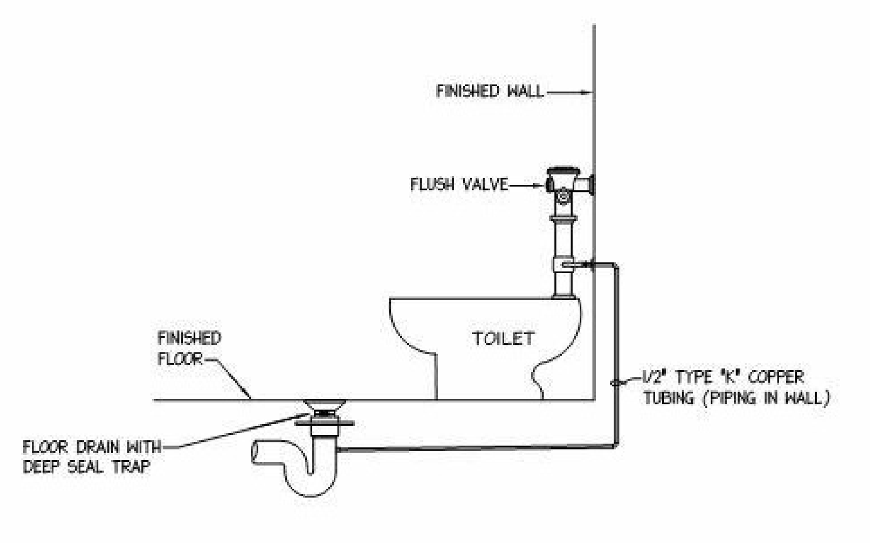
PLUMBING LEGEND

SAN	SANITARY PIPING		CHECK VALVE
CW	COLD WATER SUPPLY PIPING		ANGLE GLOBE VALVE
FD	FLOOR DRAIN		BUTTERFLY VALVE
FCO	FLOOR CLEANOUT		SHUTOFF BALL VALVE
GCO	GRADE CLEANOUT		BALANCING VALVE
	UNION		CIRCUIT SETTER
	HOSE BIB		STRAIGHT-THRU MODULATING CONTROL VALVE
	ELBOW TURN UP		STRAIGHT-THRU TWO POSITION CONTROL VALVE
	ELBOW TURN DOWN		THREE-WAY MODULATING CONTROL VALVE
	CONNECTION BOTTOM		AUTOMATIC FLOW CONTROL VALVE
	CONNECTION TOP		SAFETY OR PRESSURE RELIEF VALVE
	GATE VALVE		PRESSURE REDUCING VALVE
	GLOBE VALVE		
	GATE VALVE WITH 3/4 " HOSE ADAPTER		



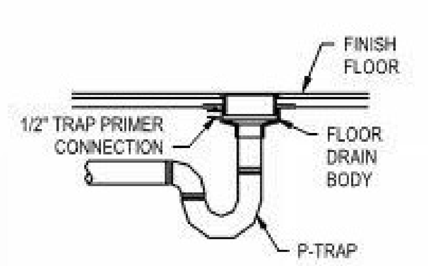
PIPING SUPPORT DETAIL

NOT TO SCALE



OOM TRAP PRIMER DETAIL

NOT TO SCALE



GENERAL PLUMBING NOTES:

1. PLUMBING CONTRACTOR TO FIELD VERIFY ALL DIMENSIONS, SIZES, AND CONNECTION LOCATIONS BEFORE ANY PIPE CUTTING IS COMMENCED.
2. THE PIPING SHOWN ON THESE DRAWINGS ARE DIAGRAMMATIC. CONTRACTOR SHALL ARRANGE WORK IN A NEAT AND ORDERLY MANNER. THE PLUMBING CONTRACTOR SHALL MAKE ANY OFFSETS, TRANSITIONS, AND OTHER MINOR ADJUSTMENTS AS REQUIRED FOR A COMPLETE AND WORKING SYSTEM INSTALLATION. COORDINATE ALL PIPING WITH DUCTWORK SHOP DRAWINGS. ROUTE PIPING AS REQUIRED TO AVOID CONFLICTS.
3. PRIOR TO START OF ANY WORK, COORDINATE SANITARY SEWER AND POTABLE WATER PIPING WITH CIVIL DRAWINGS. FIELD VERIFY PIPE INVERTS PRIOR TO LAYING OUT SANITARY SEWER PIPING.
4. CONTRACTOR SHALL PROVIDE ALL TEMPORARY OR PERMANENT CAPS FOR PIPING. CONTRACTOR SHALL NOT LEAVE PIPING OPEN ENDED.
5. DRAWINGS SHOW GENERAL SIZE AND APPROXIMATE LOCATIONS. THE DRAWINGS ARE INTENDED TO SHOW THE GENERAL ARRANGEMENT OF THE UTILITY SYSTEM. THE CONTRACTOR SHALL FIELD VERIFY ALL UTILITY CONNECTIONS SIZE, LOCATION, DEPTH. THE CONTRACTOR SHALL INSTALL ALL SYSTEMS ACCORDING TO THE ACTUAL FIELD CONDITIONS FOUND. ANY PLUMBING SYSTEM COMPONENT INSTALLED INCORRECTLY DUE TO FIELD CONDITIONS SHALL BE REMOVED AND INSTALLED CORRECTLY AT THE EXPENSE OF THE CONTRACTOR.
6. REFER TO RISERS FOR SIZES NOT INDICATED ON PLAN VIEWS. RISERS ARE DIAGRAMMATIC AND ARE NOT INTENDED TO INDICATE ALL OFFSETS, BENDS, FITTINGS, ETC.
7. CONTRACTOR SHALL PROVIDE ALL CONNECTIONS, FITTINGS, FIXTURES, AND TRIM, ETC. AS NECESSARY FOR INSTALLATION AND OPERATION OF FIXTURES.
8. INSTALL ALL EQUIPMENT AND PIPING PER MANUFACTURERS REQUIREMENTS AND TO MANUFACTURERS RECOMMENDED CLEARANCES.
9. ALL TRAP PRIMERS AND DOMESTIC WATER ISOLATION VALVES SHALL BE ACCESSIBLE. ISOLATION VALVES SHALL BE OF THE QUARTER TURN BALL TYPE.
10. PROVIDE ACCESS DOORS/PANELS IN WALLS AND GYPSUM BOARD CEILINGS FOR ALL VALVES, SHOCK ABSORBERS, AND ALL OTHER ITEMS THAT REQUIRE ACCESS FOR PROPER MAINTENANCE. COORDINATE COLOR AND INSTALLATION OF ACCESS DOORS WITH ARCHITECTURAL.
11. BALL VALVES SHALL BE PROVIDED ON ALL WATER BRANCH LINES TO ALL EQUIPMENT, HOSE BIBBS, AND RISER TAKE-OFFS.
12. THE CONTRACTOR SHALL NOT CUT ANY STRUCTURAL MEMBERS OF BUILDING WITHOUT PRIOR CONSENT OF ARCHITECT AND STRUCTURAL ENGINEER.
13. DO NOT MOUNT DISCONNECT SWITCHES ON PLUMBING EQUIPMENT EXCEPT AS RECOMMENDED BY MANUFACTURER.
14. PLUMBING CONTRACTOR TO COORDINATE WITH OTHER TRADES AS REQUIRED FOR INSTALLATION OF EQUIPMENT AND ANY OTHER PLUMBING ITEMS.
15. ALL PENETRATIONS OF FIREWALLS, CEILINGS, FLOORS, ETC. FOR PIPING SHALL BE UL LISTED FIRE STOPS AND SHALL BE INSTALLED AS PER MANUFACTURER'S RECOMMENDATION. CONTRACTOR TO SHALL OBTAIN MANUFACTURER SHOP DRAWINGS AT JOBSITE FOR ALL PENETRATIONS.
16. ALL (VTR'S) VENT THRU ROOF PENETRATIONS INDICATED ON PLANS ARE PRELIMINARY. FINAL LOCATIONS SHALL BE COORDINATED WITH ALL TRADES. ALL VTR'S SHALL BE A MINIMUM OF 10'-0" FROM ALL FRESH AIR INTAKE OPENINGS
17. CONTRACTOR SHALL PROVIDE GENERAL WARRANTY FOR WORKMANSHIP FOR A PERIOD OF ONE YEAR FROM DATE OF FINAL COMPLETION.
18. PROVIDE ALL EQUIPMENT AND VALVES WITH 2 1/2"x4" ENGRAVED, LAMINATED PLASTIC EQUIPMENT MARKER FOR IDENTIFICATION PURPOSES.
19. PROVIDE ESCUTCHEON PLATES FOR ALL WALL PIPING PENETRATIONS.
20. COMPLY WITH SPECIFICATIONS FOR PIPE SLEEVES, HANGER SELECTIONS, AND APPLICATIONS.
21. PROVIDE 1/2" MINERAL FIBER INSULATION WITH VAPOR BARRIER AND ALL WEATHER JACKET FOR DOMESTIC COLD WATER PIPING. PROVIDE 18 GA. PROTECTION SADDLES BETWEEN INSULATION AND PIPE HANGERS. FOR EXPOSED COLD WATER PIPING, PROVIDE ALUMINUM VANDAL-PROOF JACKET. FOR EXPOSED COLD WATER PIPING EXPOSED TO AMBIENT FREEZING CONDITIONS, PROVIDE HEAT TRACE FOR PIPING. COORDINATE WITH ELECTRICAL.
22. PROVIDE 1 1/2" MINERAL FIBER INSULATION AND ALL WEATHER JACKET FOR DOMESTIC HOT WATER PIPING. PROVIDE 18 GA. PROTECTION SADDLES BETWEEN INSULATION AND PIPE HANGERS.
23. ENGAGE A FACTORY AUTHORIZED SERVICE REPRESENTATIVE TO PERFORM START-UP SERVICES AND TO TRAIN OWNER'S MAINTENANCE PERSONNEL TO ADJUST, OPERATE AND MAINTAIN EQUIPMENT.
24. ALL ITEMS PROJECTING THROUGH ROOF SHALL BE FLASHED AND COUNTER-FLASHED A MINIMUM OF 12" AND SHALL BE PAINTED TO MATCH ROOF COLOR. PROVIDE APPROVED SEALS AT ALL ROOF PENETRATIONS.
25. PROVIDE PREFABRICATED WATER HAMMER ARRESTOR AT EACH NEW BATHROOM GROUP ON HOT AND COLD WATER PIPING.
26. PROVIDE VACUUM BREAKERS AT FIXTURES WITH HOSE THREAD CONNECTIONS.
27. PROVIDE DIELECTRIC UNIONS AT ALL DISSIMILAR METAL PIPE CONNECTIONS.
28. UNDER SLAB SOIL, WASTE AND VENT PIPING PASSING TO UNDERSIDE OR THROUGH FOUNDATION FOOTING, WALL OR GRADE BEAM SHALL BE PROVIDED WITH A RELIEVING ARCH OR PIPE SLEEVE 2 (TWO) PIPE SIZES GREATER THAN PIPE SIZE INDICATED ON PLANS. COORDINATE FINAL PIPE ROUTING AND LAYOUT WITH STRUCTURAL DRAWINGS.
29. SEE TOILET ROOM ELEVATIONS ON ARCHITECTURAL DRAWINGS FOR PLUMBING FIXTURE MOUNTING HEIGHT.
30. COORDINATE EXACT LOCATION OF ALL EXTERIOR WALL HYDRANTS WITH ARCHITECT DRAWINGS.
31. PRIOR TO SUBSTANTIAL COMPLETION, CONTRACTOR SHALL HAVE SANITARY PLUMBING SYSTEM CLEARED OF DEBRIS OR ANY MATTER THAT WOULD INTERFERE OR PREVENT ADEQUATE CONVEYANCE OF MATERIALS FROM MOVING THROUGH AND TERMINATING INTO BUILDING OR PUBLIC DISPOSAL FACILITIES.
32. COORDINATE FLOOR DRAIN LOCATIONS IN GANG TOILET ROOMS WITH ARCHITECTURAL PLANS.
33. PROVIDE BASE CLEANOUT AT LOWEST FLOOR LEVEL ON ALL SANITARY STACKS, STORM STACKS & WASTE STACKS. EXACT LOCATION OF ALL CLEANOUTS MUST BE COORDINATED AND APPROVED PRIOR TO INSTALLATION.
34. ALL COMPONENTS OF PLUMBING SYSTEMS ARE TO BE INSTALLED PER MANUFACTURERS INSTRUCTIONS.
35. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OR RELOCATION OF ANY EXISTING MATERIALS OR SYSTEMS ABOVE EXISTING CEILINGS WHICH MAY INTERFERE WITH THE INSTALLATION OF NEW SYSTEMS OR UTILITIES.
36. CONTRACTOR SHALL DEVELOP AND SUBMIT COORDINATION DRAWINGS WHICH IDENTIFY AND RESOLVE POTENTIAL CONFLICTS BETWEEN PLUMBING WORK, STRUCTURAL, FIRE SPRINKLER, HVAC DUCTWORK, AND ELECTRICAL SYSTEMS.
37. ALL WORK SHALL COMPLY WITH THE FOLLOWING AGENCIES:
    - 2020 FLORIDA BUILDING CODE
    - 2020 FLORIDA PLUMBING CODE
    - NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)
    - AMERICAN SOCIETY OF PLUMBING ENGINEERS (ASPE)
    - ALL APPLICABLE LOCAL CODES, ORDINANCES, AND THE AUTHORITY HAVING JURISDICTION

OWNER / CONTRACTOR TO FIELD VERIFY ALL EXISTING DIMENSIONS / CONDITIONS PRIOR CONSTRUCTION AND / OR EQUIPMENT INSTALLATION

FLORIDA ARCHITECTS
LICENSE #AR12728
103 W 5TH STREET,
Panama City, FL 32401
(850) 257-5400

CLIENT:

THE CITY of Mary Esther FLORIDA

CITY OF MARY ESTHER, FL

PROJECT:

CITY HALL, FIRE STATION, AND LIBRARY REMODELING PROJECT

195 CHRISTOBAL RD,
MARY ESTHER, FL 32569

CONSULTANTS:

SEAL:

BID SET CONSTRUCTION DOCUMENTS

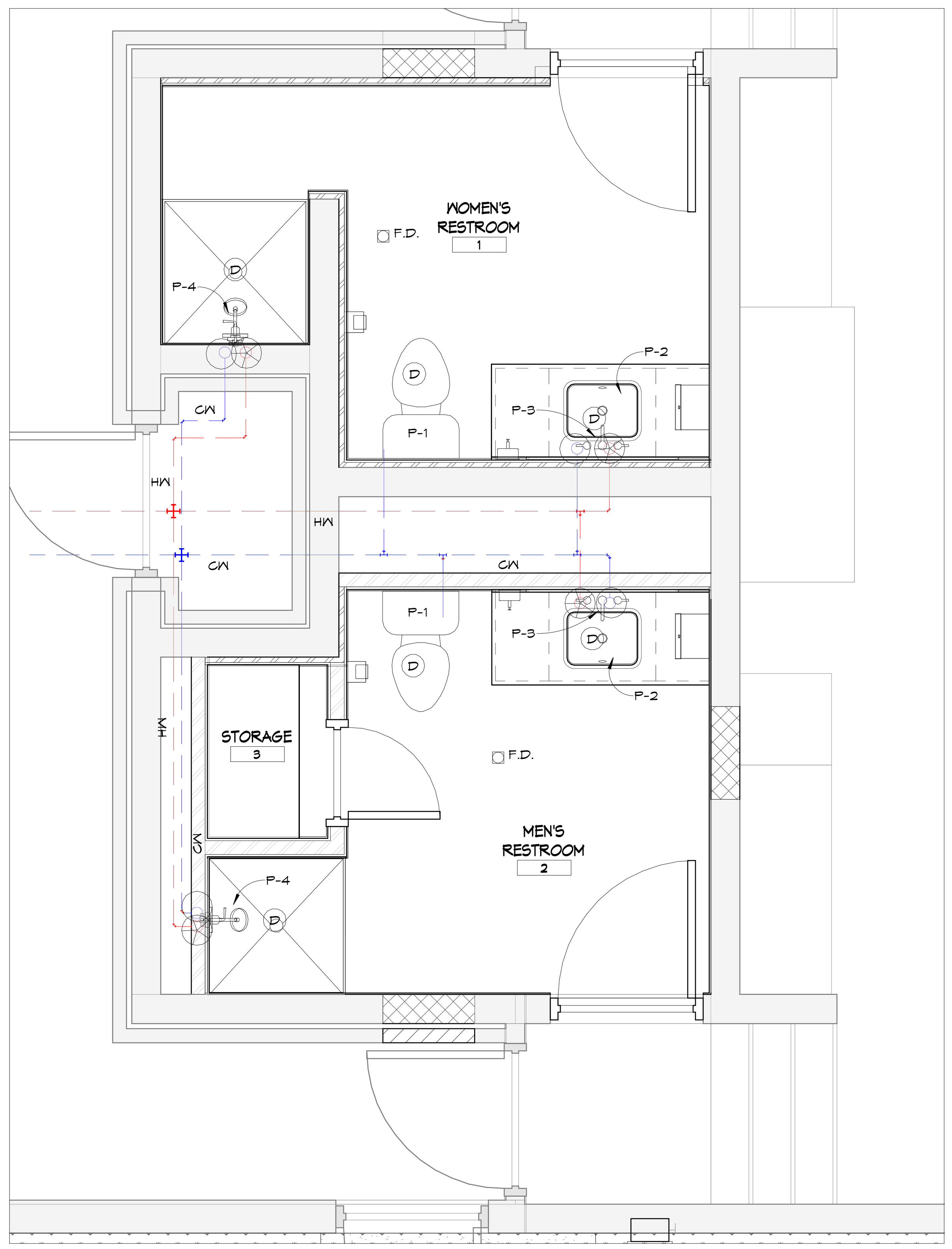
SCALE: As indicated	DATE: 05/16/23
DRAWN BY: JRP	CHECKED BY: AA, JS

NO	REVISION	DATE

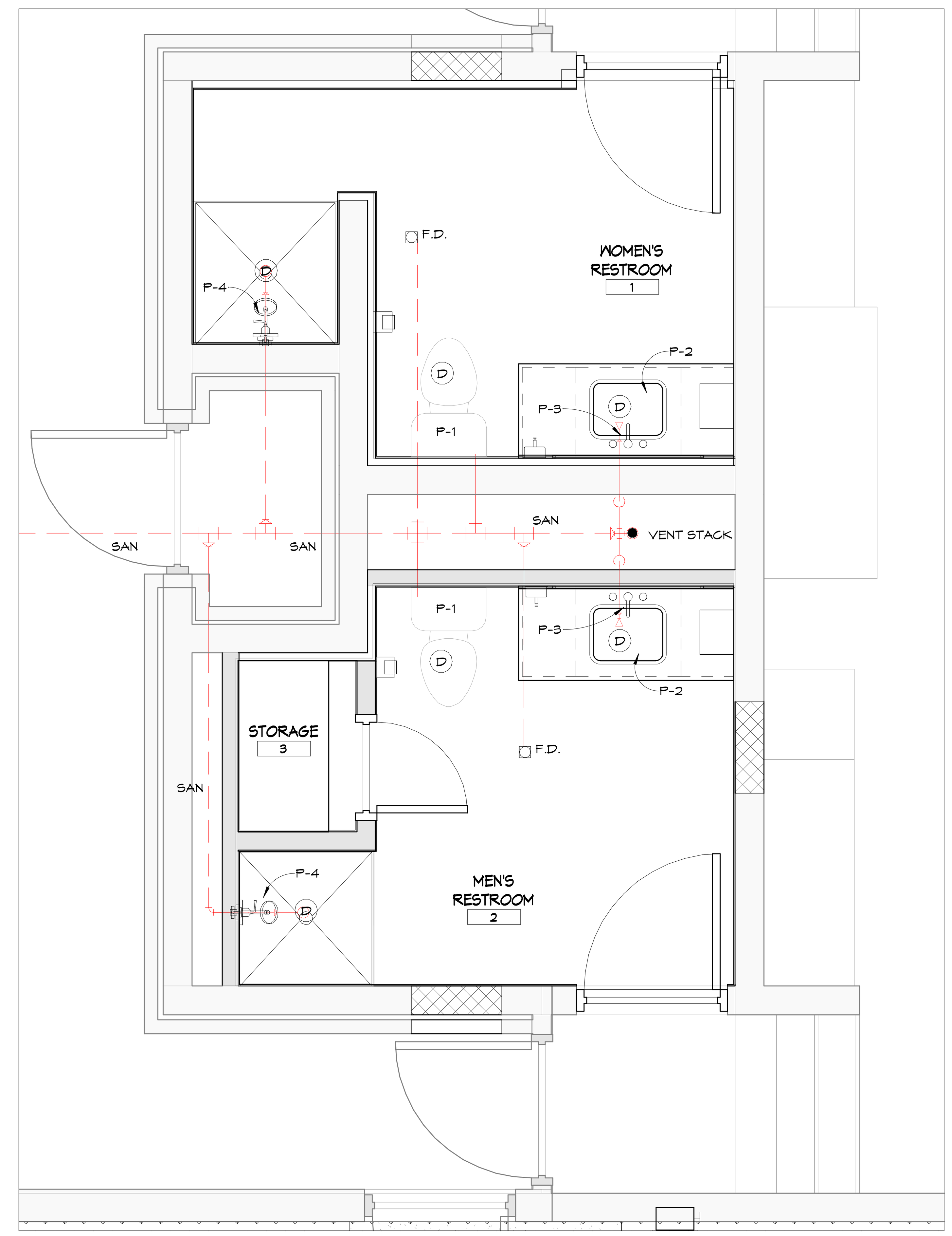
SHEET TITLE:

FIRE STATION - PLUMBING FIXTURE SCHEDULE

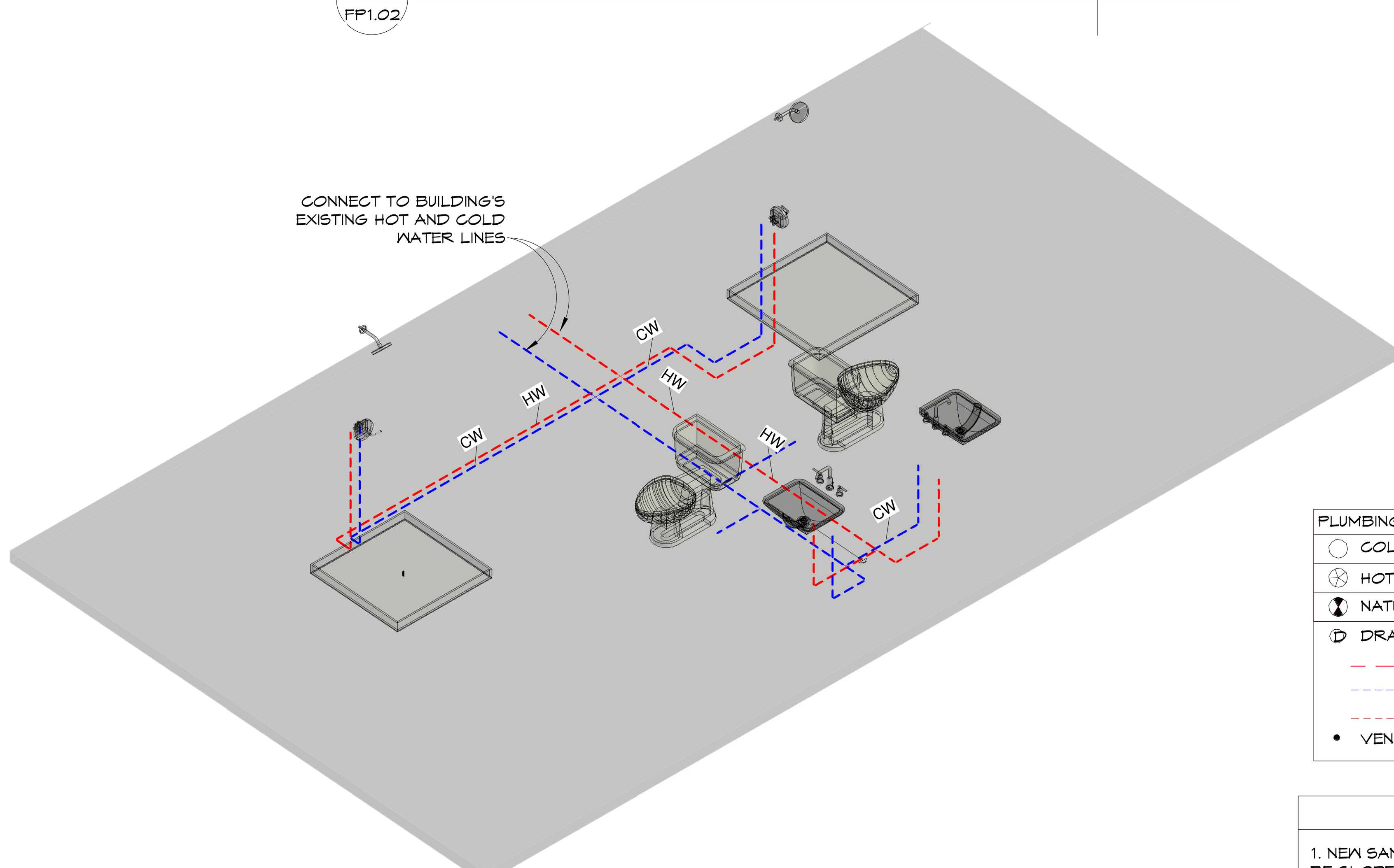
PROJECT NO.	SHEET NO.
4315-01A-C	FP1.01



1 FP1.02 NEW CONSTRUCTION - WATER PLAN 1/2" = 1'-0"



2 FP1.02 NEW CONSTRUCTION - SANITARY 1/2" = 1'-0"



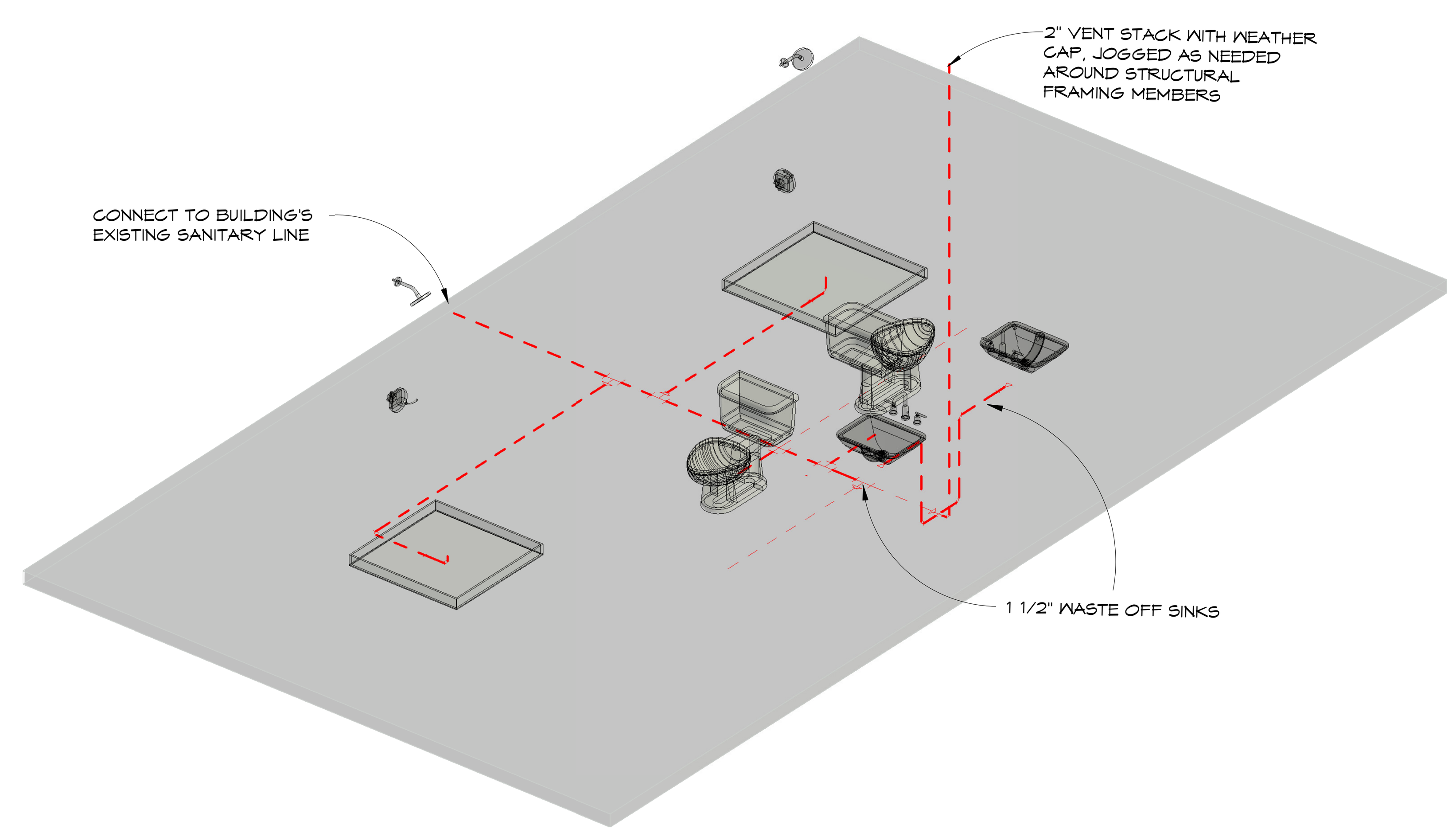
4 FP1.02 DOMESTIC WATER PLUMBING RISER DIAGRAM

PLUMBING LEGEND
COLD WATER
HOT WATER
NATURAL GAS
DRAIN SAN CW HW VENT STACK

PLUMBING NOTES:

1. NEW SANITARY PLUMBING LINES ARE TO BE SLOPED AT A MINIMUM OF 1/8". REFER TO FLORIDA 2020 BUILDING CODE.

2. NEW SANITARY, HOT, AND COLD PLUMBING LINES ARE TO CONNECT TO BUILDINGS EXISTING LINES.



3 FP1.02 SANITARY PLUMBING RISER DIAGRAM

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SHEET TITLE:

FIRE STATION - PLUMBING PLAN

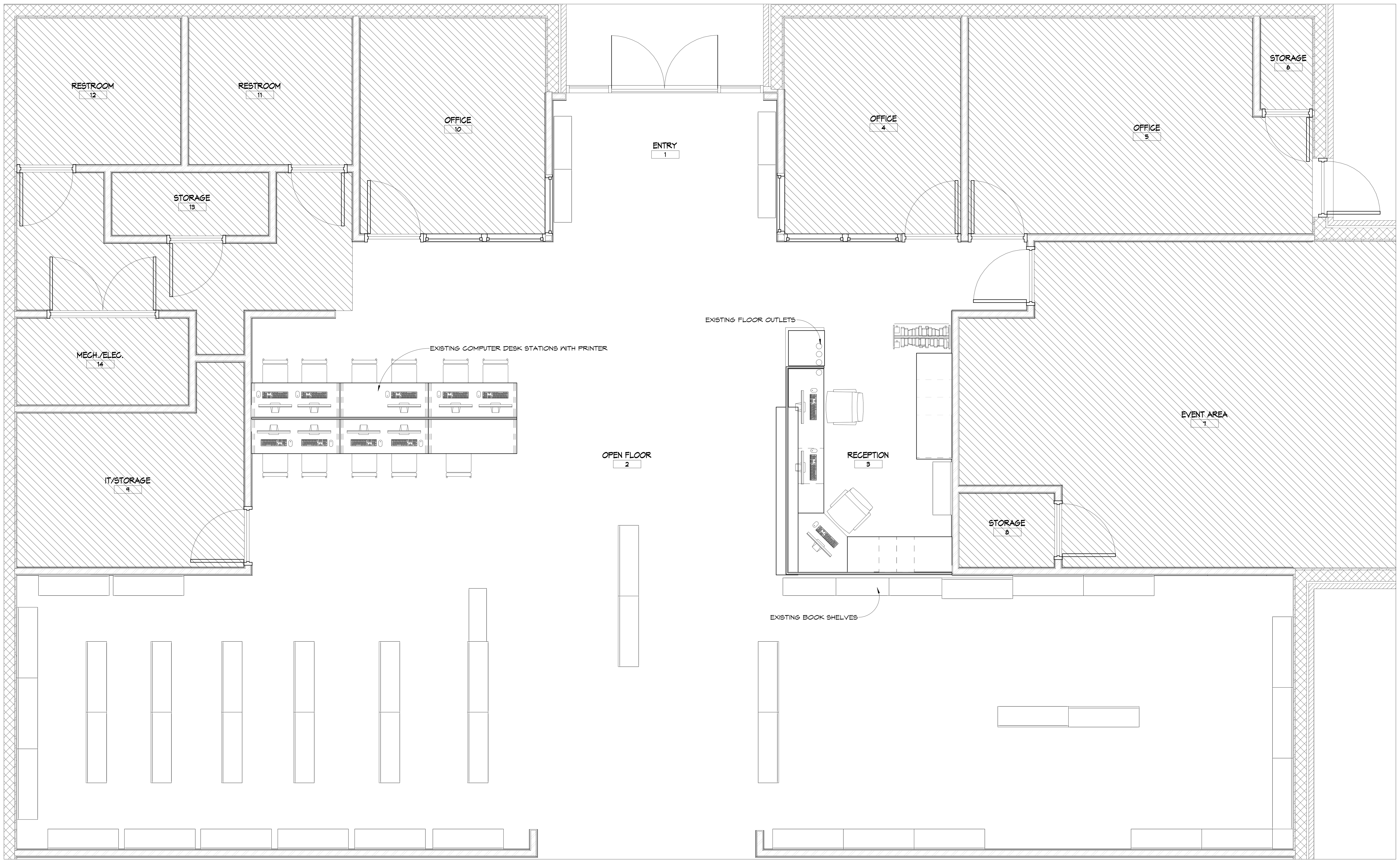
PROJECT NO.	SHEET NO.
4315-01A-C	FP1.02

FLOOR PLAN LEGEND

- 1 HR FIRE RATED PARTITION
- SMOKE RATED PARTITION
- 1-100 - ROOM NUMBER DESIGNATION
- 2-100 - DOOR NUMBER DESIGNATION
- A - WINDOW NUMBER DESIGNATION
- -NOT TO BE ALTERED
- V -STOREFRONT NUMBER DESIGNATION
- 0 - WALL TYPE NUMBER DESIGNATION

EXISTING ROOM SCHEDULE

NUMBER	NAME	AREA
1	ENTRY	106 SF
2	OPEN FLOOR	3,429 SF
3	RECEPTION	127 SF
4	OFFICE	122 SF
5	OFFICE	219 SF
6	STORAGE	15 SF
7	EVENT AREA	591 SF
8	STORAGE	23 SF
9	IT/STORAGE	121 SF
10	OFFICE	128 SF
11	RESTROOM	77 SF
12	RESTROOM	77 SF
13	STORAGE	32 SF
14	MECH./ELEC.	48 SF
GRAND TOTAL: 14		5,117 SF



1 LA1.01 EXISTING - 1ST FLOOR PLAN 3/8" = 1'-0"

PROJECT NORTH/TRUE NORTH

OWNER / CONTRACTOR TO FIELD VERIFY ALL EXISTING DIMENSIONS / CONDITIONS PRIOR CONSTRUCTION AND / OR EQUIPMENT INSTALLATION

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JRP	AA, JS

NO	REVISION	DATE

SHEET TITLE:

ALTERNATE #2 - EXISTING FIRST FLOOR PLAN

PROJECT NO:	SHEET NO:
4315-01A-C	LA1.01

DEMOLITION KEY NOTES:

1. - EXISTING RECEPTION PARTITION WALLS TO BE COMPLETELY REMOVED
2. - REMOVE EXISTING BULT IN COUNTERTOPS
3. - REMOVE PERSONAL EFFECT/SUPPLIES INCLUDING ANY THING HUNG ON THE WALLS AND STORED BY QUALIFIED PERSONNEL
4. - EXISTING FLOORING IS TO REMAIN
5. - EXISTING CEILING AND LIGHTING FIXTURES ARE TO REMAIN
6. - EXISTING PLASTIC CLEAR DIVIDERS TO BE REMOVED

NOTE:

NOT ALL KEY NOTES LISTED ARE SHOWN ON ALL DEMOLITION PLANS

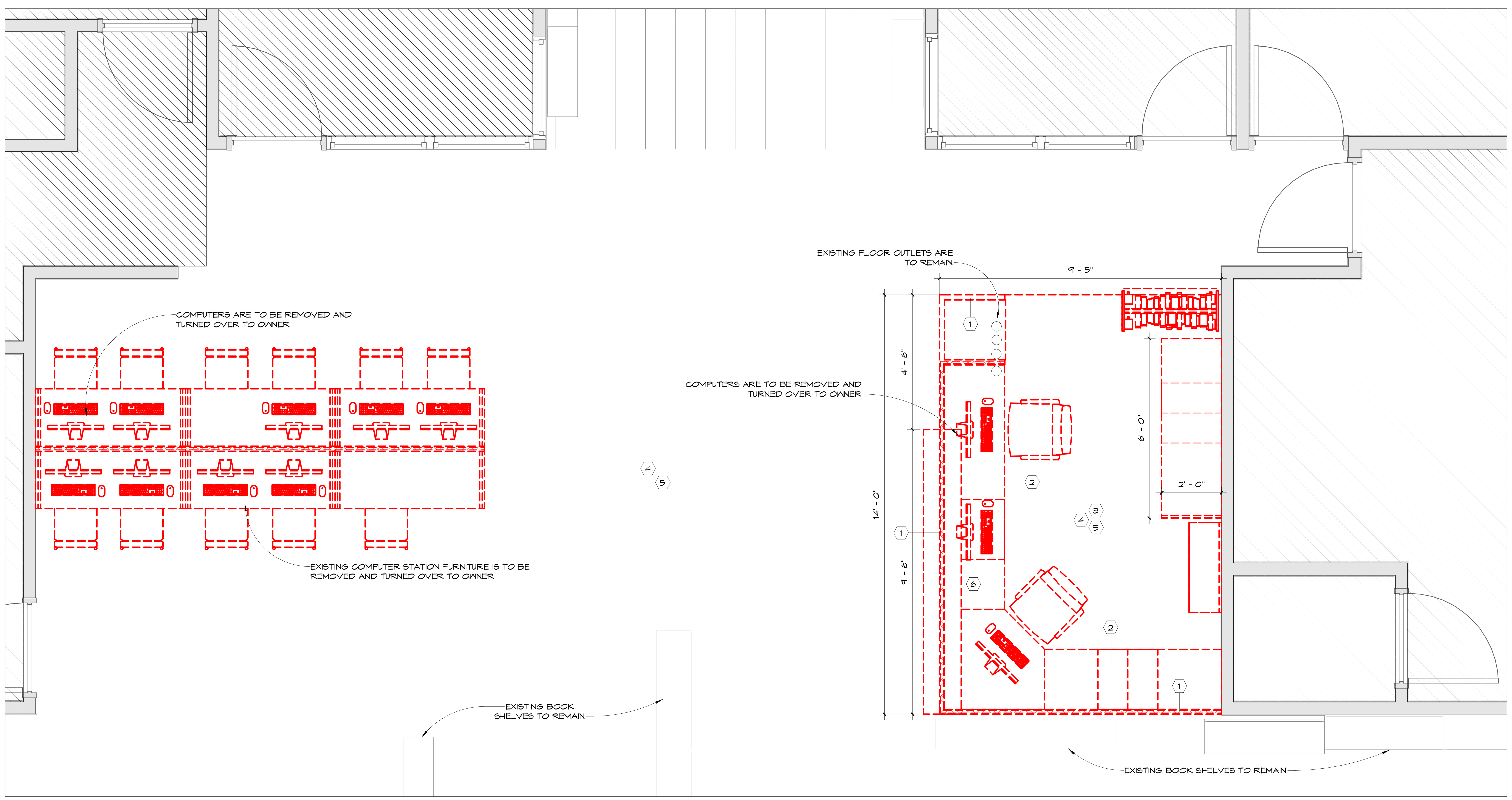
DEMOLITION PLAN LEGEND

- EXISTING WALLS TO REMAIN
- WALLS / DOORS TO DEMOLISH

GENERAL DEMOLITION NOTES

EACH CONTRACTOR / SUBCONTRACTOR SHALL VISIT AND CAREFULLY EXAMINE ALL PORTIONS OF THE BUILDING AND SITE AFFECTED BY THIS WORK BEFORE SUBMITTING A PROPOSAL SO AS TO BECOME FAMILIAR WITH EXISTING WORK. SUBMISSION OF A PROPOSAL WILL BE CONSTRUED AS EVIDENCE THAT SUCH EXAMINATION HAS BEEN MADE. IT IS UNDERSTOOD THAT SOME UNFORESEEN CONDITIONS MAY EXIST AND NEW WORK MAY NOT BE ABLE TO BE FIELD LOCATED EXACTLY WHERE SHOWN ON THE DRAWINGS. COORDINATION WITH ALL TRADES WILL BE REQUIRED IN EQUIPMENT ROUTING AND EQUIPMENT LOCATIONS AS DETERMINED BY THE CONTRACTOR AND AS MAY BE DIRECTED BY THE OWNER AND ARCHITECT / ENGINEER.
IT IS INTENDED THAT ALL SUCH DEVIATIONS BE CONSIDERED A PART OF THE CONTRACT. IT IS ALSO UNDERSTOOD THAT NOT ALL PORTIONS OF THE DRAWINGS ARE COMPLETELY TO SCALE. EACH CONTRACTOR / SUBCONTRACTOR SHALL FIELD VERIFY EXISTING CONDITIONS, INCLUDING DIMENSIONS, PRIOR TO BID AND INCLUDE ANY SUCH DEVIATIONS AS MAY BE REQUIRED IN THE CONTRACT BID PRICE.

1. DASHED LINES INDICATE CONSTRUCTION TO BE REMOVED UNLESS NOTED OTHERWISE.
2. VERIFY EXTENT OF THE DEMOLITION WITH EXISTING CONDITIONS AND CONSTRUCTION PLANS.
3. WALL DIMENSIONS ON THIS SHEET ARE APPROXIMATE. VERIFY EXACT LOCATIONS OF NEW WALLS PRIOR TO DEFINING EXTENT OF DEMOLISHED AREAS.
4. CONTRACTOR TO PATCH AND REPAIR DAMAGE TO EXISTING SURFACES AFFECTED BY EXTENT OF DEMOLITION / CONSTRUCTION. REPAIRED SURFACE QUALITY TO MATCH EXISTING.
5. VERIFY WITH OWNER FOR FINAL COORDINATION OF DEMOLITION OF EXISTING INFRASTRUCTURE PRIOR TO COMMENCING WORK.
6. REMOVE ALL FLOOR MOUNTED HARDWARE AND PATCH, REPAIR, SMOOTH, AND LEVEL FLOORS SCHEDULED TO RECEIVE NEW FLOOR MATERIAL. ALL ADHESIVE AND GROUT RELATED TO EXISTING FLOORING MATERIALS TO BE REMOVED BY CONTRACTOR. EXPOSED FLOOR SHALL BE LEFT READY TO RECEIVE NEW FINISHES.
7. CONTRACTOR TO DISCONNECT ALL EXISTING CIRCUITS RELATED TO INTERIOR DEMOLITION IN EXISTING PANELS.
8. CONTRACTOR TO VERIFY AND MAINTAIN CONTINUITY OF SERVICE TO EXISTING EXTERIOR LIGHTING.
9. PLUMBING CONTRACTOR TO PROVIDE AND MAINTAIN OPERABLE HOSE BIBS THROUGHOUT LENGTH OF CONSTRUCTION, FOR GENERAL USE.



1 / LA1.02 — DEMO 1ST FLOOR PLAN — 1/2" = 1'-0"

PROJECT NORTH/TRUE NORTH

OWNER / CONTRACTOR TO FIELD VERIFY ALL EXISTING DIMENSIONS / CONDITIONS PRIOR CONSTRUCTION AND / OR EQUIPMENT INSTALLATION

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Panama City, FL 32401
(850) 257-5400

CLIENT:

THE CITY of Mary Esther FLORIDA

CITY OF MARY ESTHER, FL

PROJECT:

CITY HALL, FIRE STATION, AND LIBRARY REMODELING PROJECT

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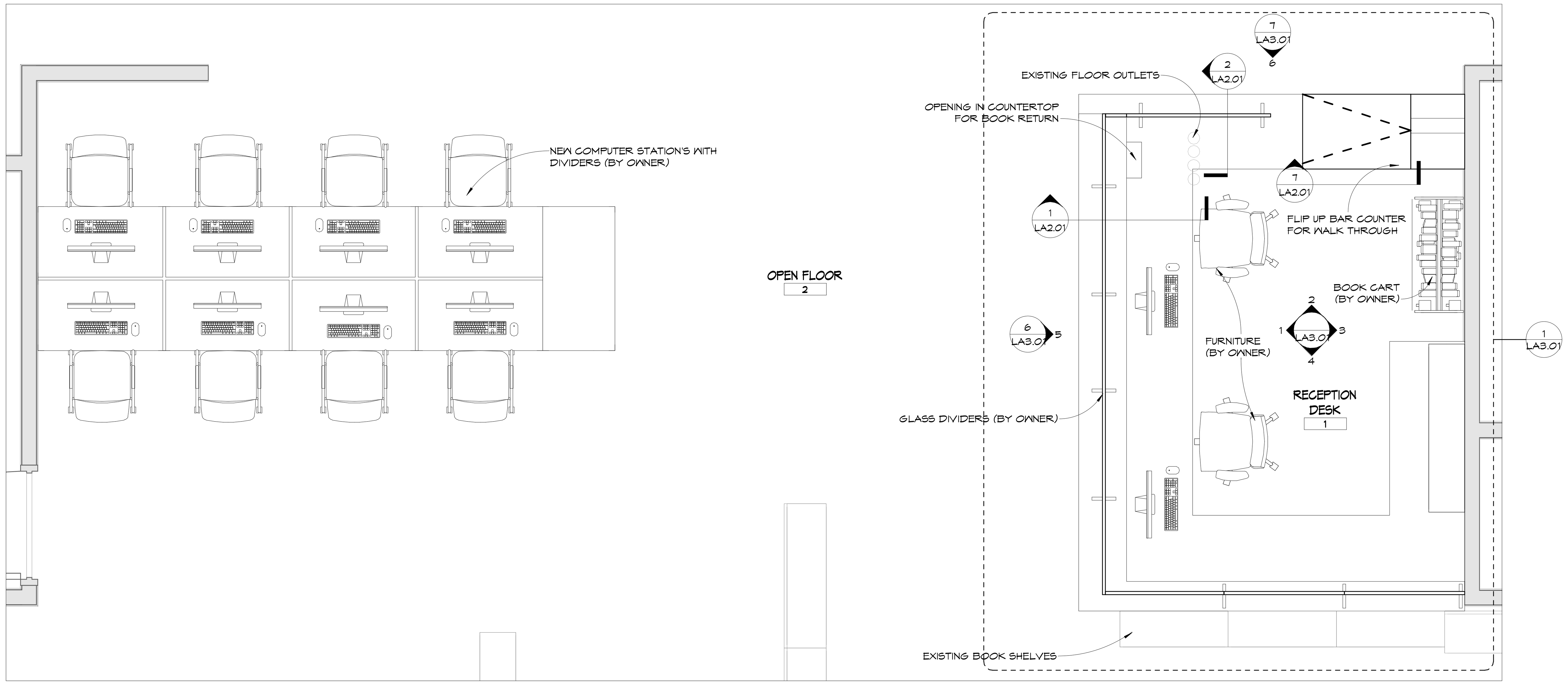
JRP	AA, JS

NO	REVISION	DATE

SHEET TITLE:

ALTERNATE #2 - DEMO PLAN

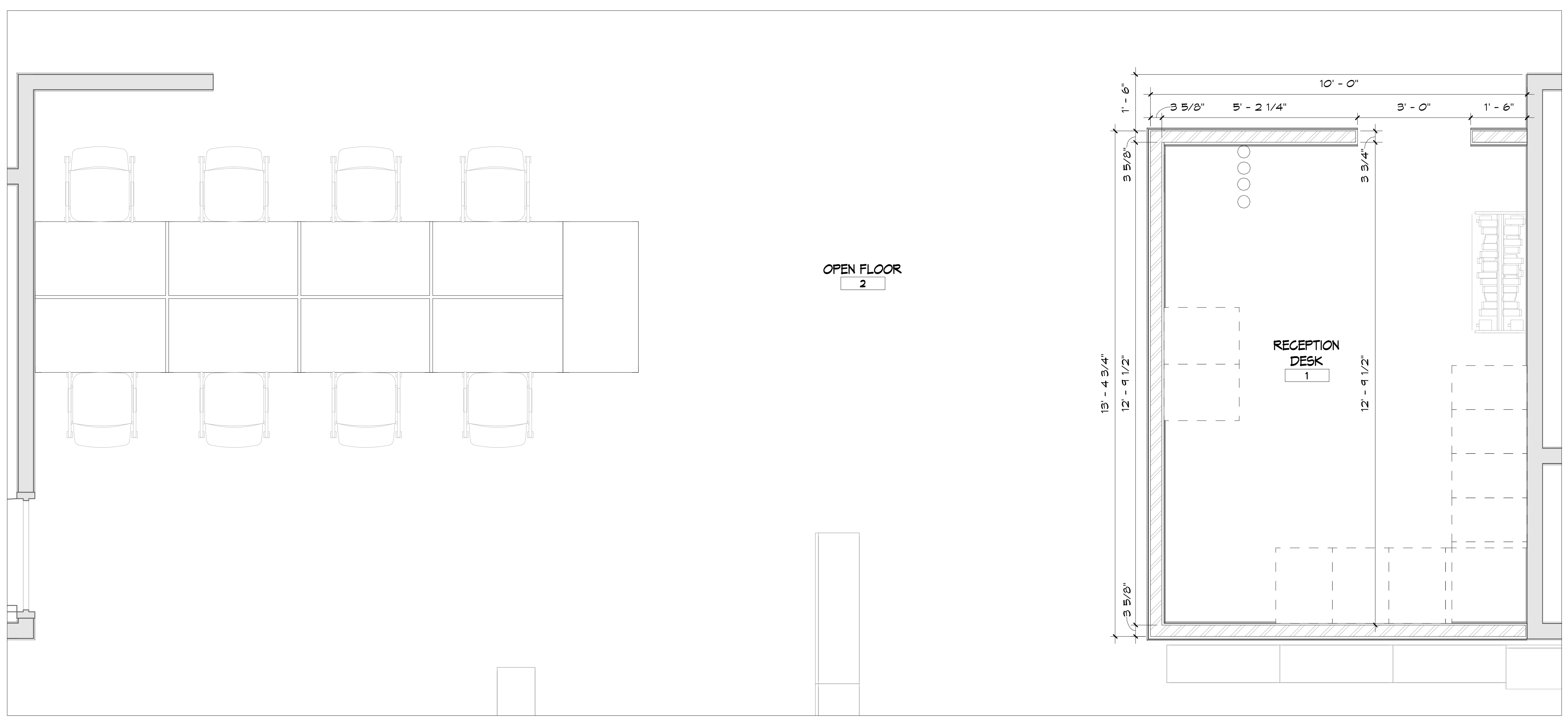
PROJECT NO.	SHEET NO.
4315-01A-C	LA1.02



NEW CONSTRUCTION - 1ST FLOOR PLAN

1 LA1.03 — 1/2" = 1'-0"

PROJECT NORTH/TRUE NORTH



NEW CONSTRUCTION - 1ST FLOOR DIMENSION PLAN

3 LA1.03 — 1/2" = 1'-0"

PROJECT NORTH/TRUE NORTH

GENERAL DIMENSION NOTES:

1. VERIFY ALL DIMENSIONS IN FIELD PRIOR TO START OF CONSTRUCTION.
2. VERIFY ALL FIELD CONDITIONS AND DIMENSIONS FOR COORDINATION OF ALL TRADES AND EQUIPMENT FROM VENDORS BEFORE CONSTRUCTION AND INSTALLATION.
3. DIMENSIONS TAKE PRECEDENCE OVER DRAWINGS. DO NOT SCALE DRAWINGS.
4. DIMENSIONS ARE FROM FACE OF METAL STUDS, CENTERLINE OF COLUMNS OR NOMINAL FACE OF CONCRETE MASONRY. DIMENSIONS OF EXISTING WALLS ARE FROM FINISH TO FINISH (FIELD VERIFY).
5. DIMENSIONS THROUGH EXTERIOR CAVITY WALL ARE TAKEN FROM THE INTERIOR FACE OF INNER WALL
6. INTERIOR STUD WALL DIMENSIONS ARE TAKEN FROM FACE OF METAL STUDS.
7. GENERALLY, DOOR OPENINGS ARE LOCATED BY DIMENSION FROM FACE OF CMU/CONC WALL OR STUDS TO OUTER EDGE OF DOOR JAMB. IF NO DIMENSIONS ARE PROVIDED, DOOR OPENING AT HINGE SIDE STARTS 4" FROM ADJACENT STUD PARTITION AND 8" FROM ADJACENT CONSTRUCTION.
8. WINDOW/STOREFRONT HORIZONTAL DIMENSIONS ARE TAKEN FROM JAMB TO JAMB. REFER TO WINDOW ELEVATION/SCHEDULE FOR WINDOW ROUGH OPENING DIMENSIONS
9. ALL THRESHOLDS TO BE 1/2" (MAX.) IN HEIGHT.

FLOOR PLAN LEGEND

- 1 HR FIRE RATED PARTITION
- SMOKE RATED PARTITION
- 1-100 - ROOM NUMBER DESIGNATION
- 2-100 - DOOR NUMBER DESIGNATION
- A - WINDOW NUMBER DESIGNATION
- NOT TO BE ALTERED
- V - STOREFRONT NUMBER DESIGNATION
- 0 - WALL TYPE NUMBER DESIGNATION

NEW CONSTRUCTION ROOM SCHEDULE

NUMBER	NAME	AREA
1	RECEPTION DESK	123 SF
2	OPEN FLOOR	3,425 SF
GRAND TOTAL: 2		3,549 SF

OWNER / CONTRACTOR TO FIELD VERIFY ALL EXISTING DIMENSIONS / CONDITIONS PRIOR CONSTRUCTION AND / OR EQUIPMENT INSTALLATION

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CITY OF MARY ESTHER, FL

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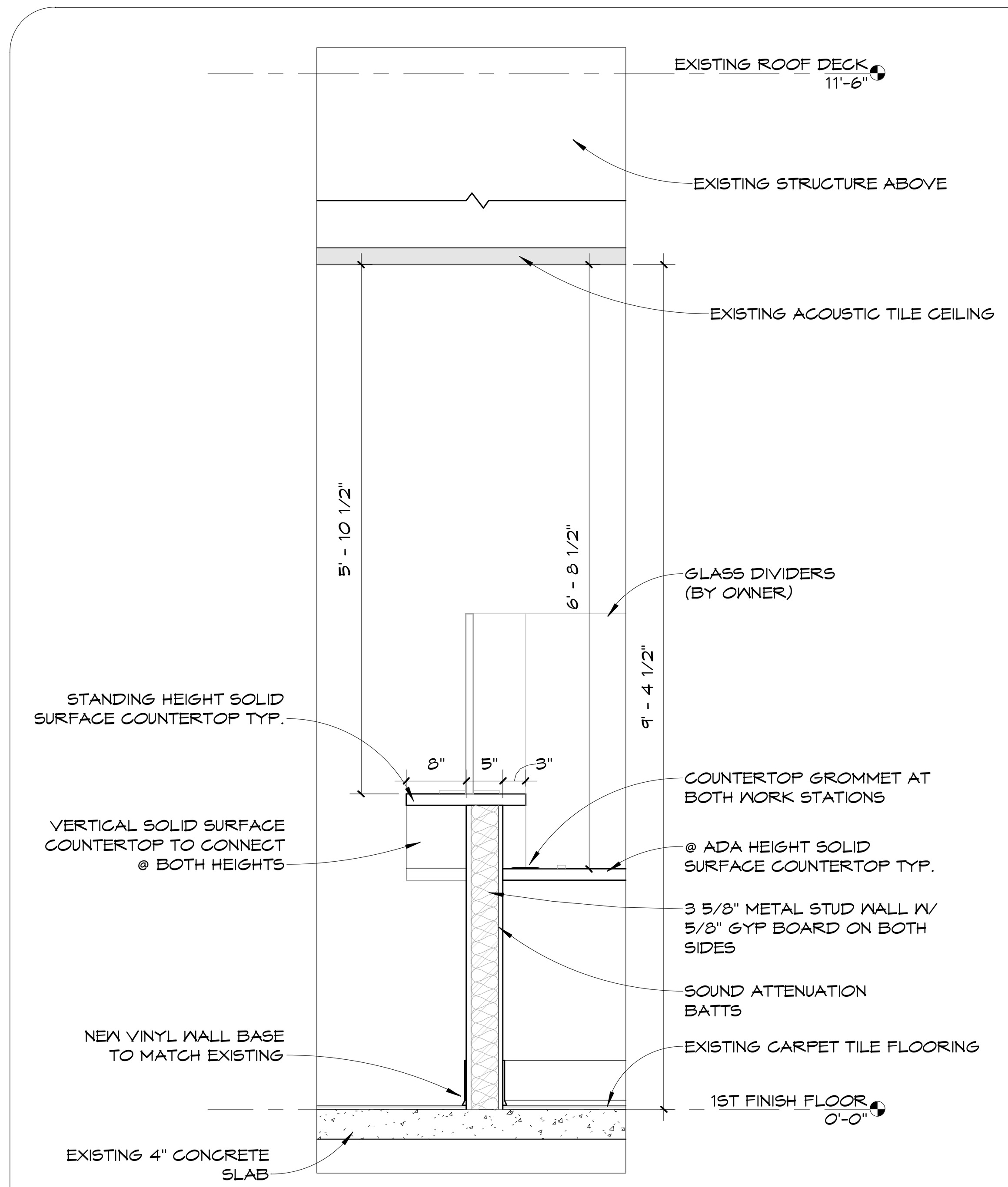
SHEET TITLE:

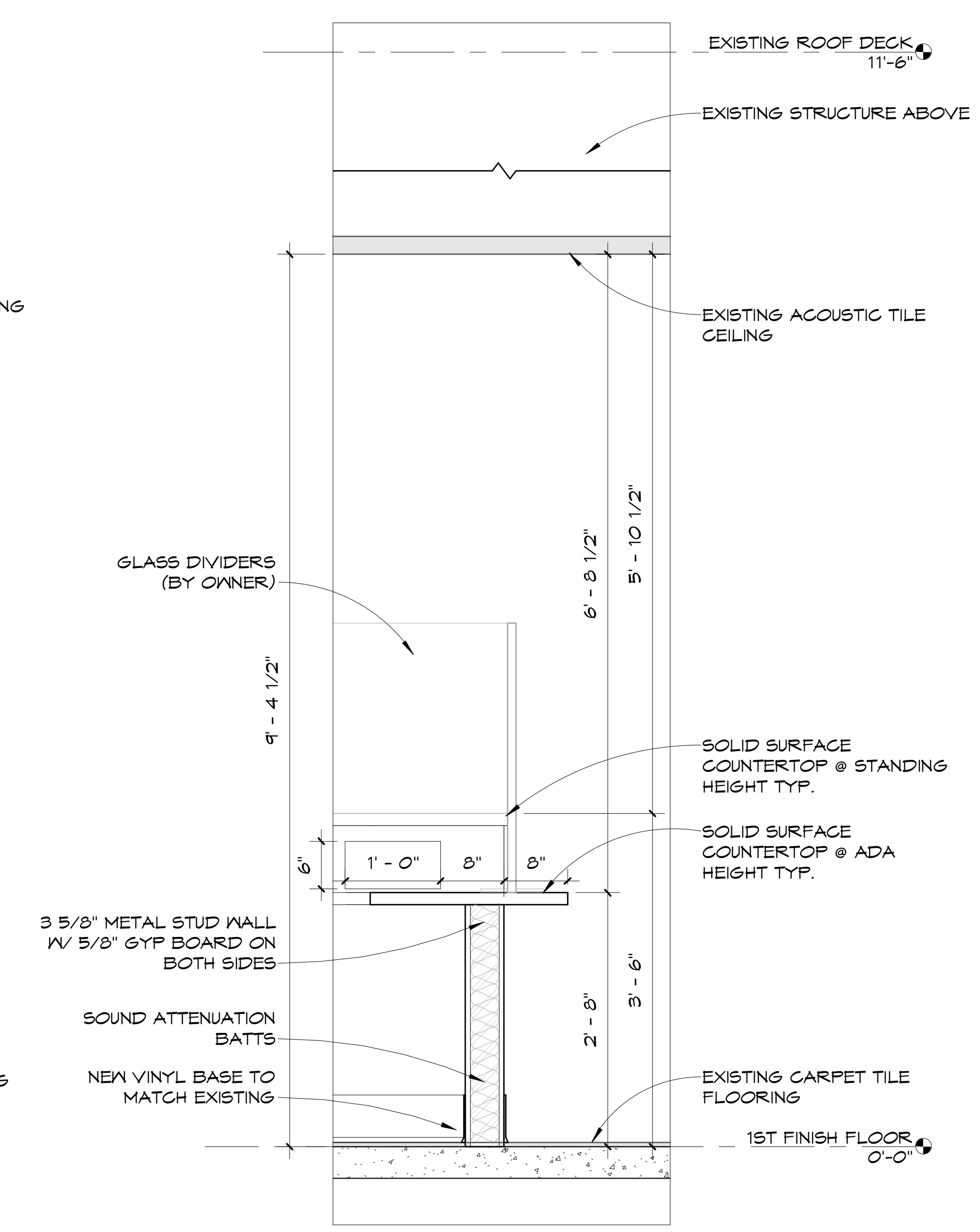
ALTERNATE #2 - 1ST FLOOR PLAN/DIMENSIONS - NEW CONSTRUCTION

PROJECT NO:	SHEET NO:
4315-01A-C	LA1.03



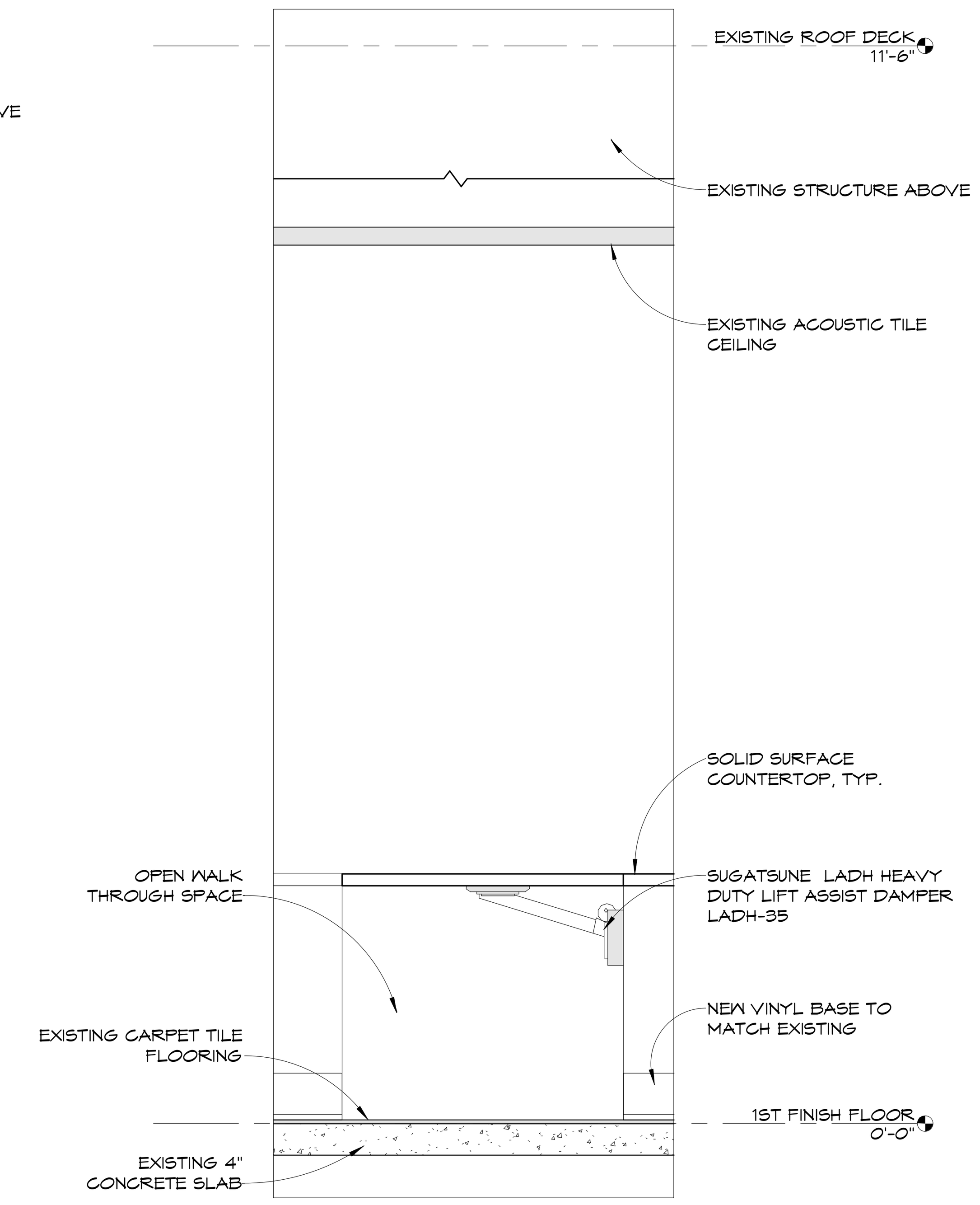
METAL STUD WALL WITH RECEPTION COUNTER

1 LA2.01 3/4" = 1'-0"



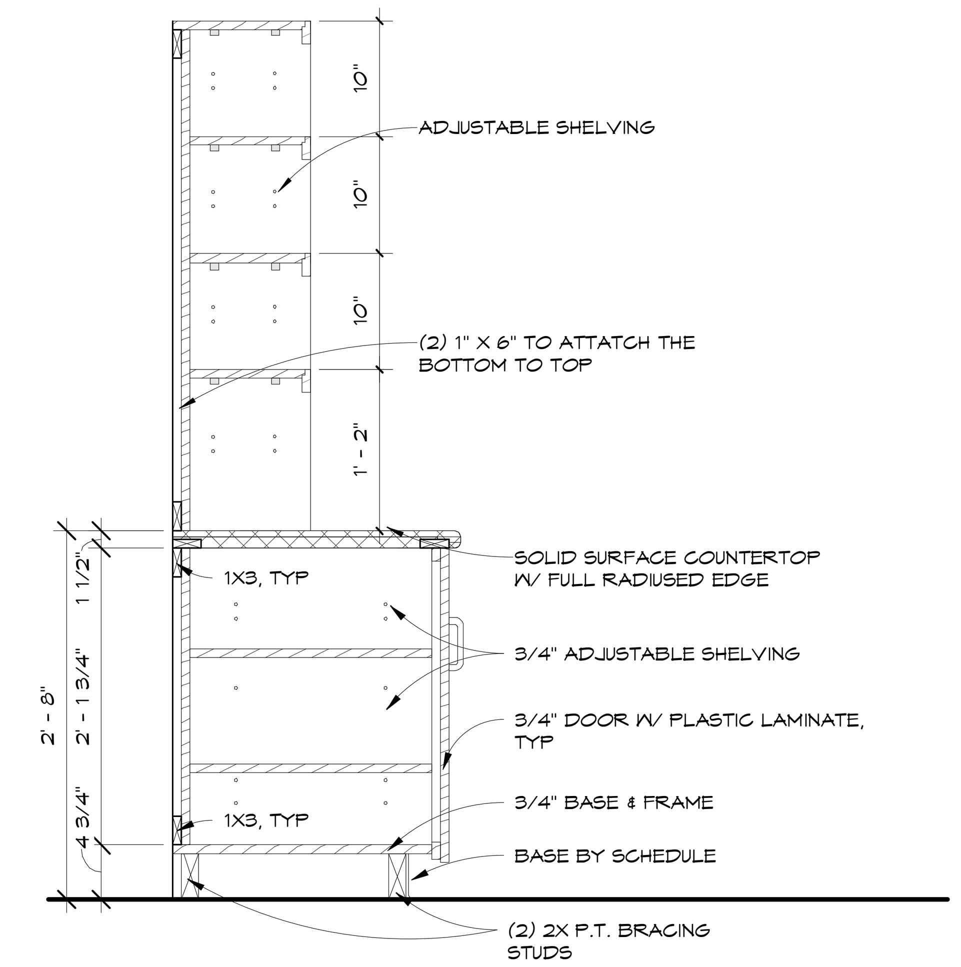
ADA HIEGHT RECEPTION COUNTER

2 LA2.01 3/4" = 1'-0"



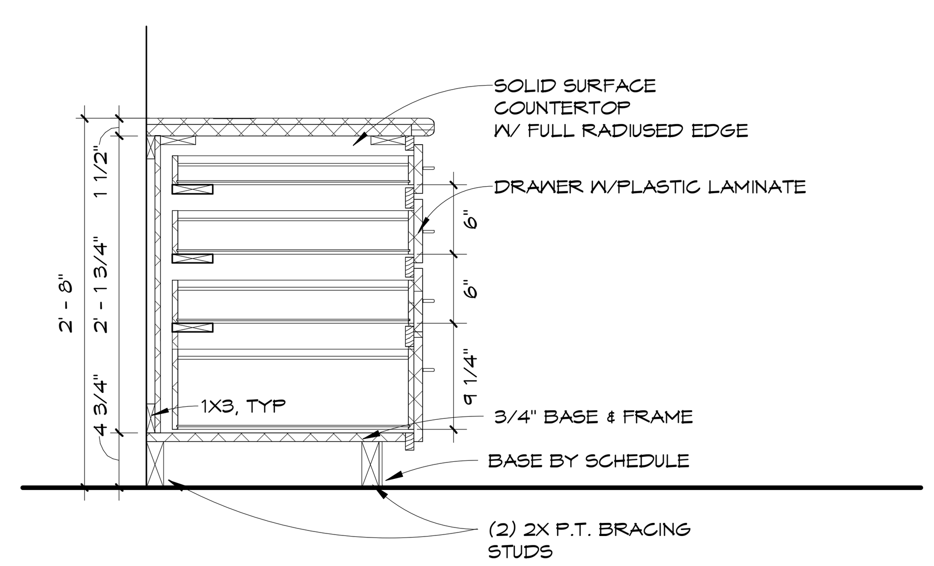
FLIP UP BAR/COUNTERTOP HINGE

7 LA2.01 3/4" = 1'-0"



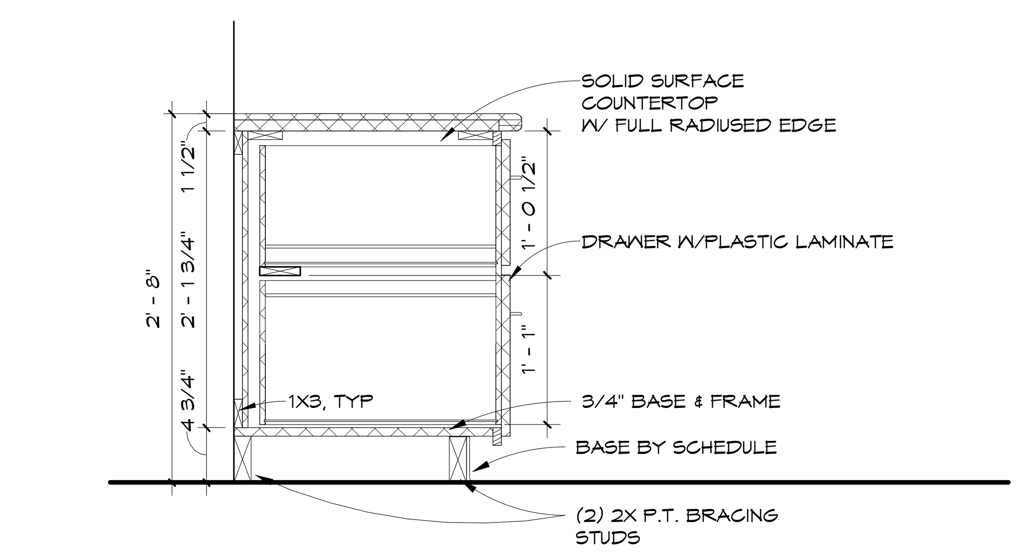
CASEWORK SECTION #1

4 LA2.01 1" = 1'-0"



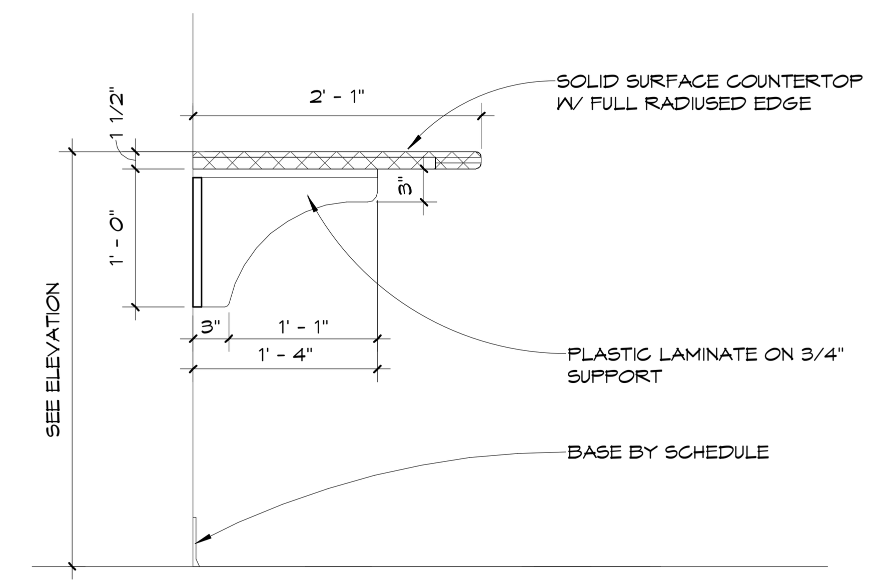
CASEWORK SECTION #2

3 LA2.01 1" = 1'-0"



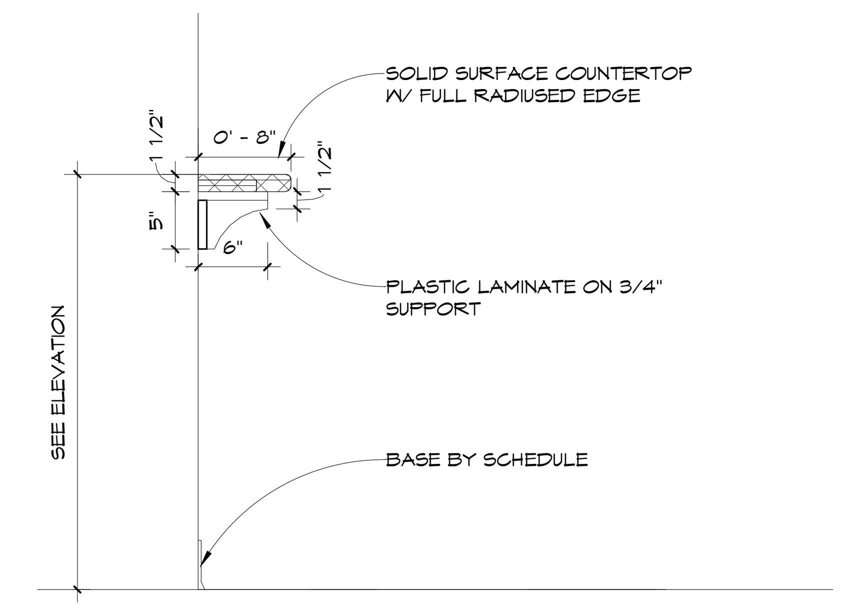
CASEWORK SECTION #3

6 LA2.01 1" = 1'-0"



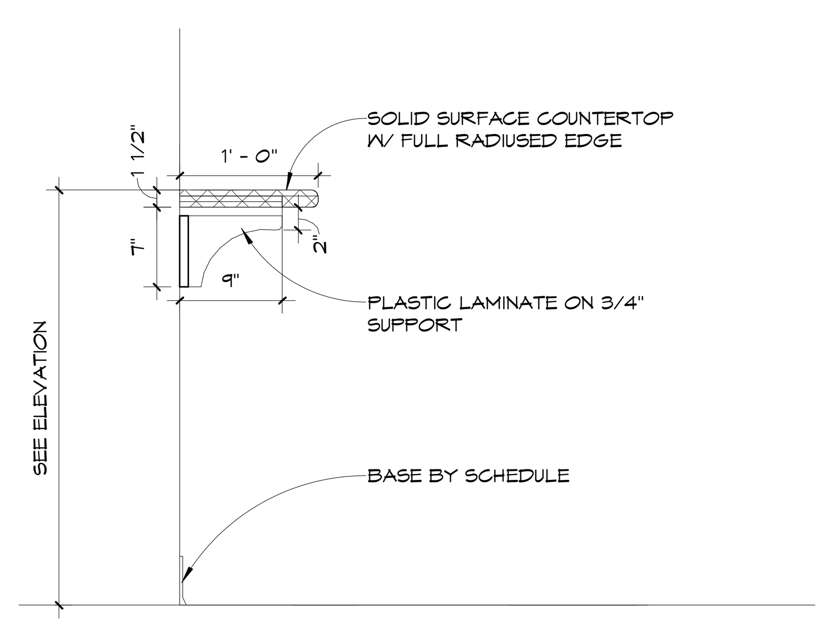
CASEWORK FRAMING SECTION #1

5 LA2.01 1" = 1'-0"



CASEWORK FRAMING SECTION #2

8 LA2.01 1" = 1'-0"



CASEWORK FRAMING SECTION #3

9 LA2.01 1" = 1'-0"

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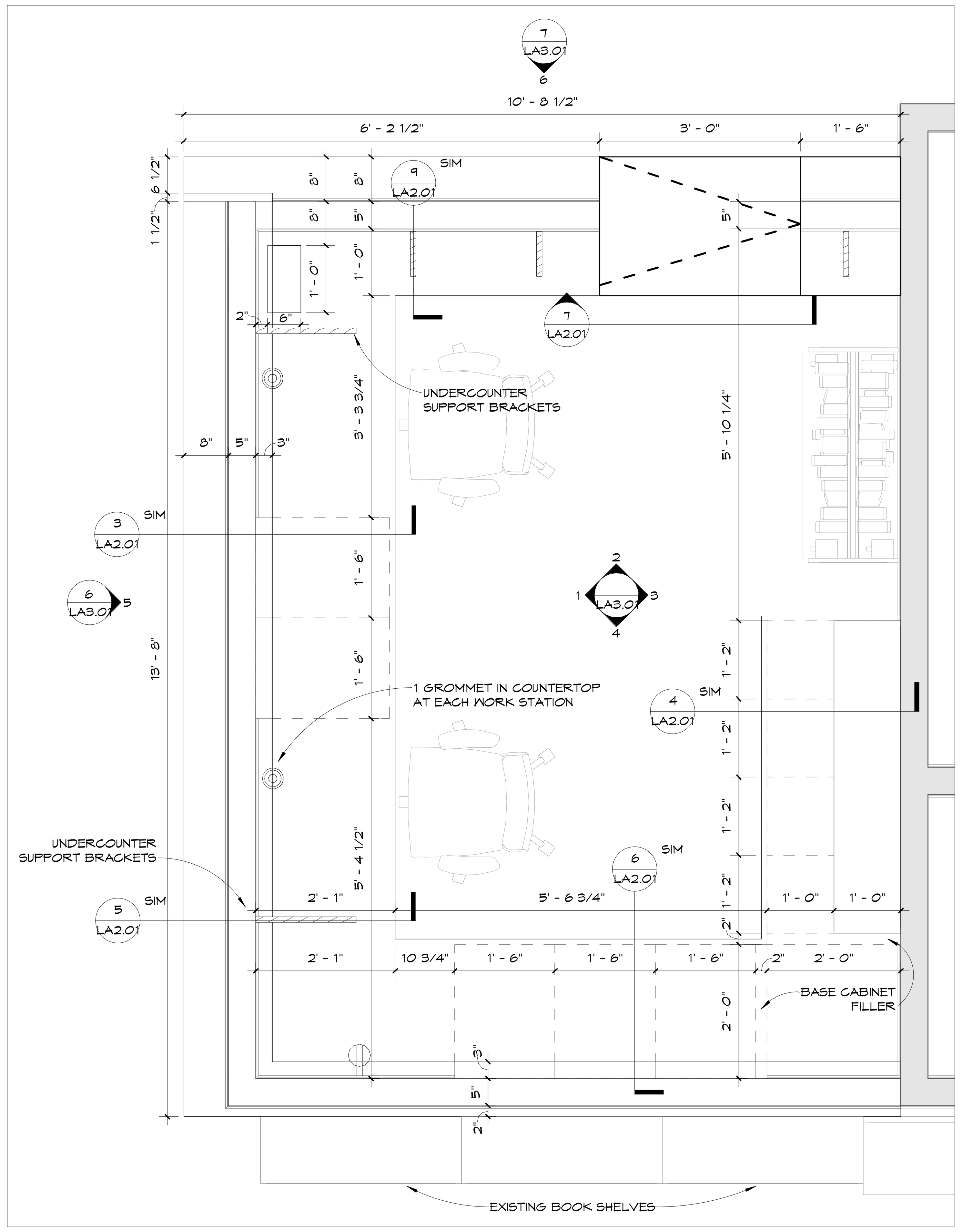
SHEET TITLE:

ALTERNATE #2 - WALL SECTIONS & CASEWORK DETAILS

PROJECT NO.	SHEET NO.
4315-01A-C	LA2.01



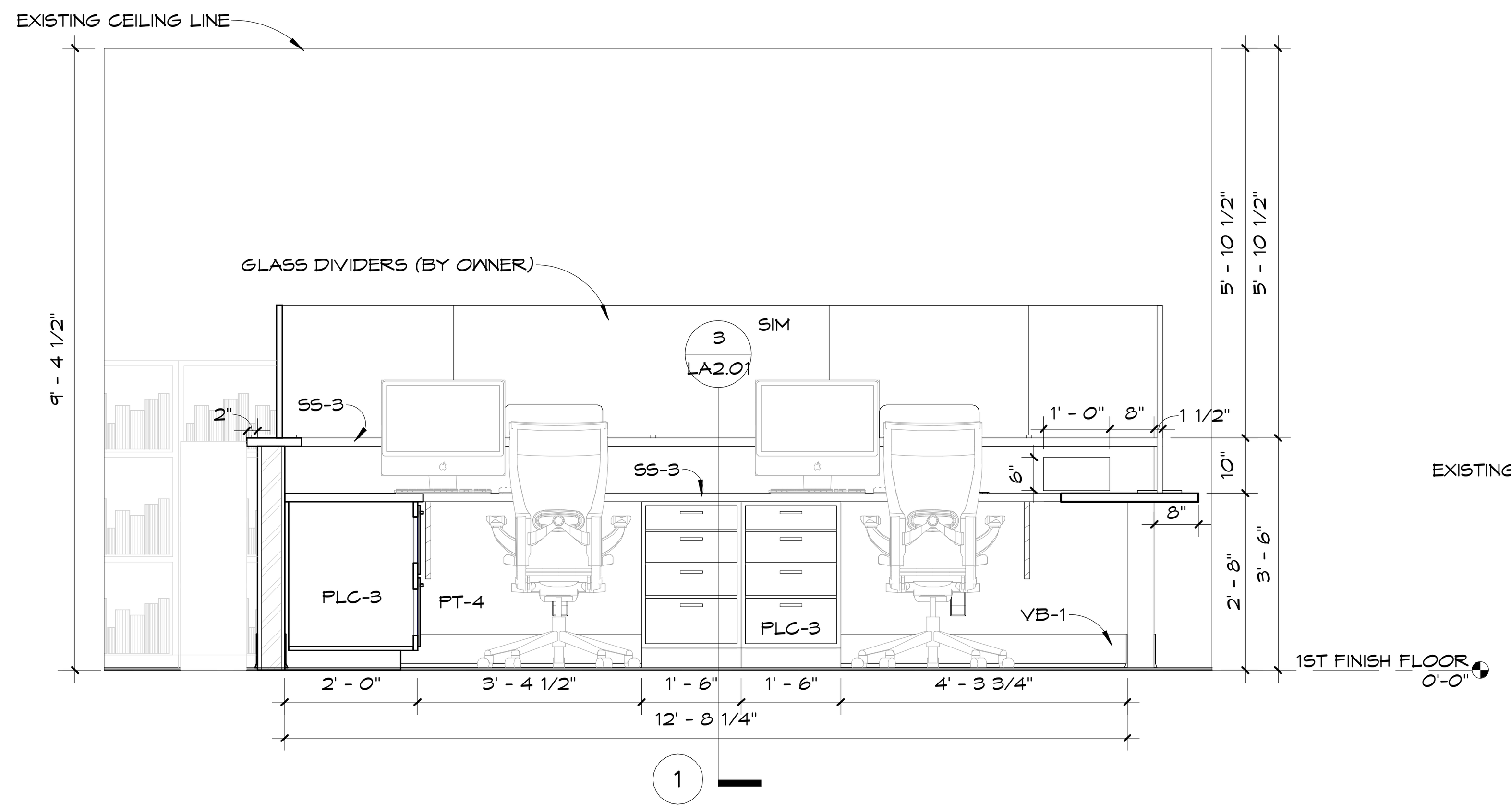
ENLARGED 1ST FLOOR PLAN - NEW CONSTRUCTION

1
LA3.01

3/4" = 1'-0"

PROJECT NORTH/TRUE NORTH

NOTE: ALL ENLARGED PLAN DIMENSIONS ARE FROM FINISH TO FINISH



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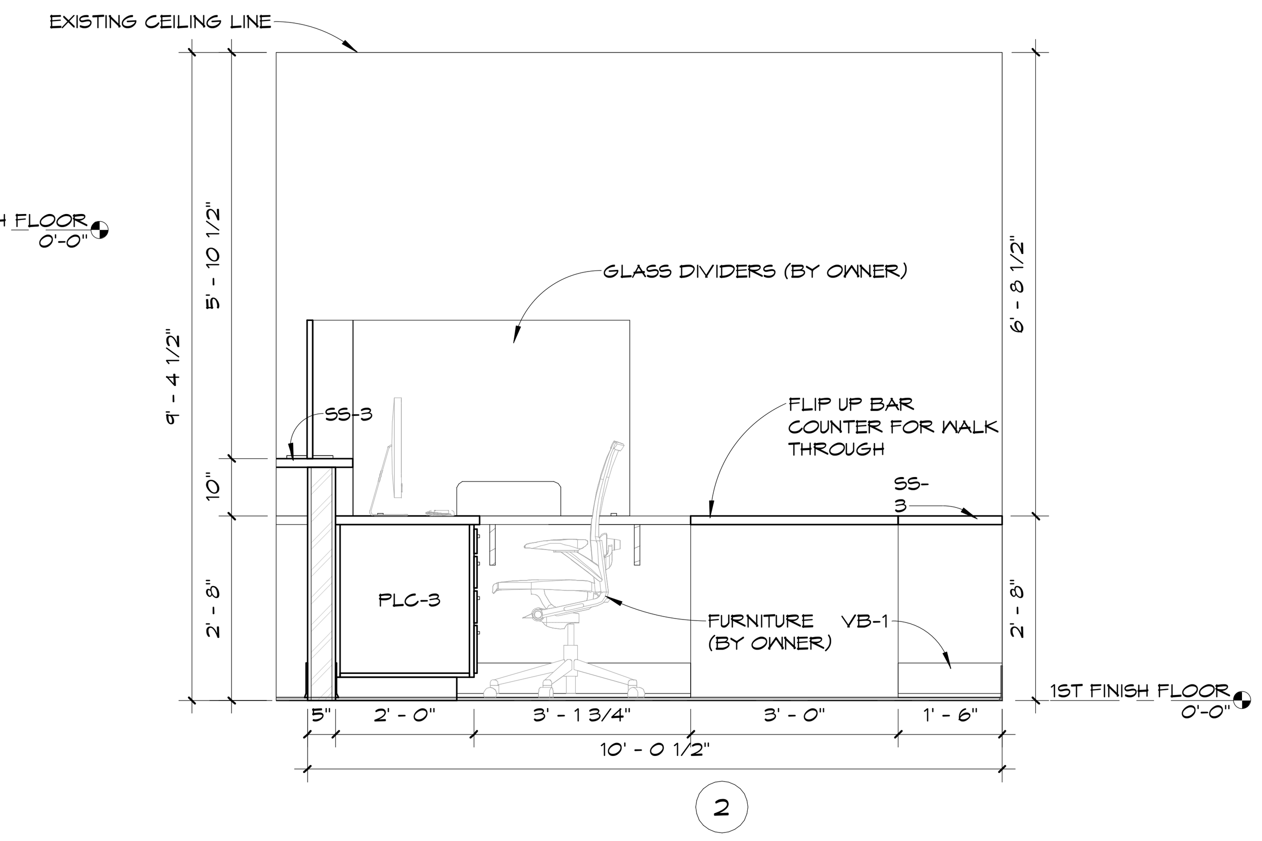

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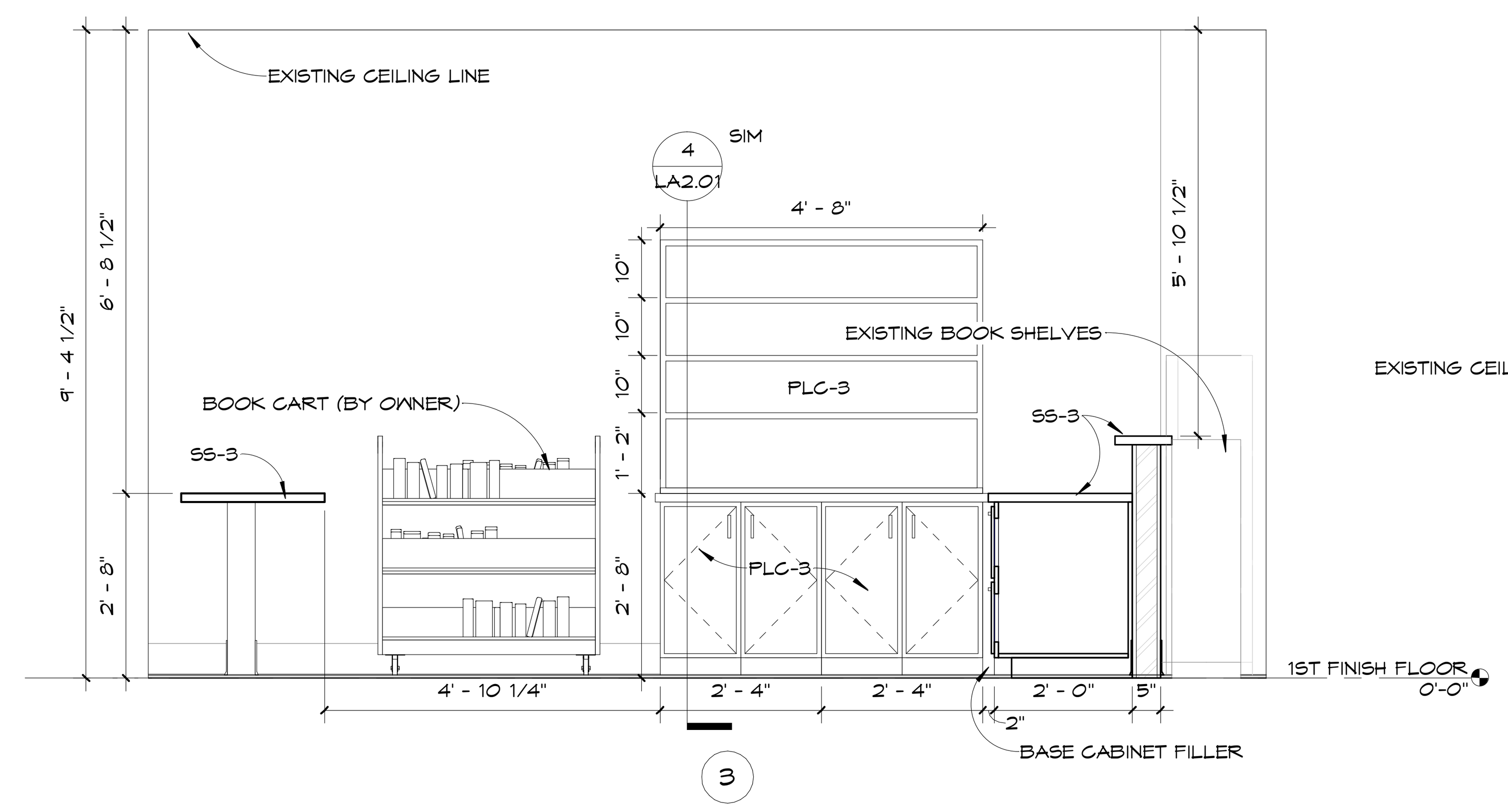

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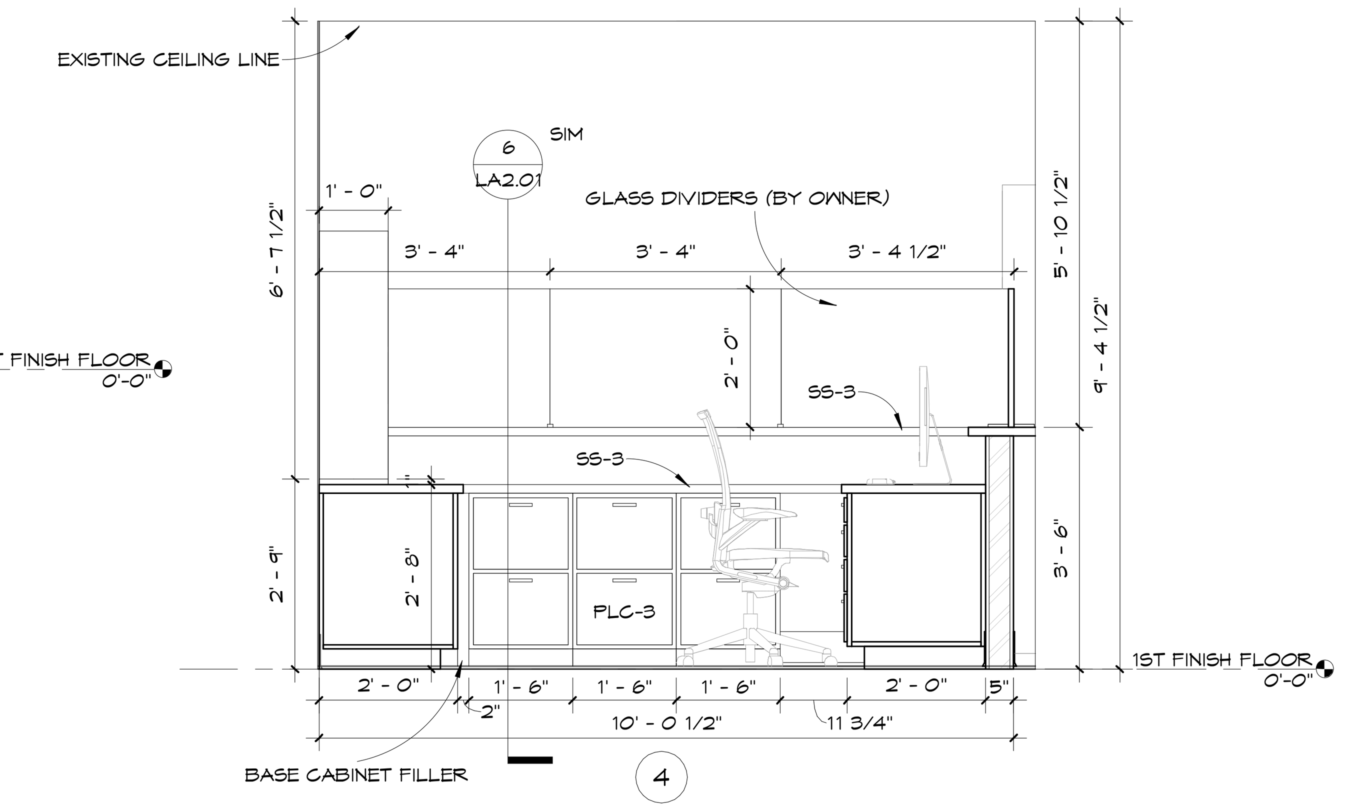

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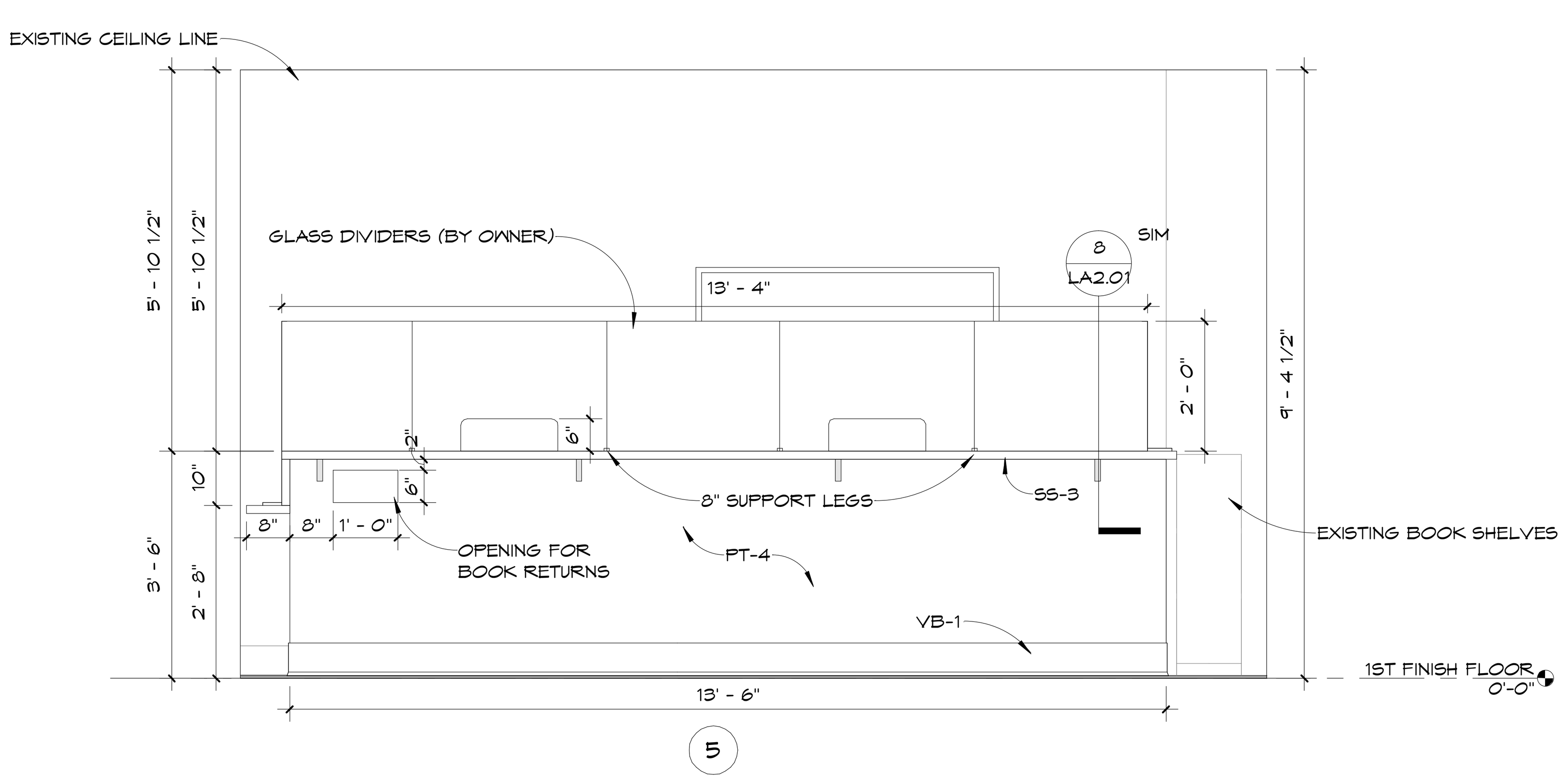

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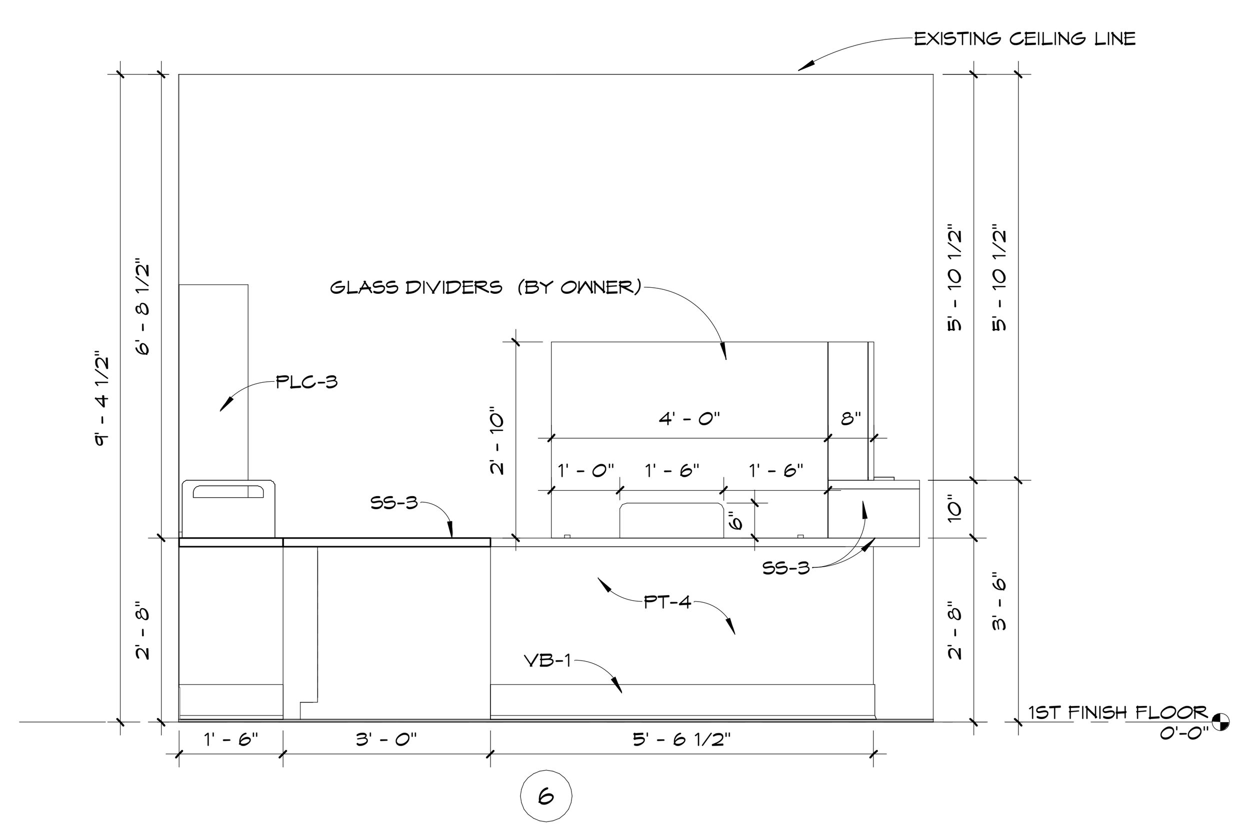

6

LEGEND

GENERAL:

- 1-HR FIRE RATED WALLS
- SMOKE RATED WALLS
1-100 - ROOM NUMBER DESIGNATION
2-100 - DOOR NUMBER DESIGNATION
A - WINDOW NUMBER DESIGNATION
F.D. - FLOOR DRAIN

BASE MATERIAL CODE:

VB-1 - VINYL WALL BASE TO MATCH EXISTING (TO BE CHOSEN BY ARCHITECT)

WALL PAINT CODE:

PT-4 - TO BE CHOSEN BY ARCHITECT

COUNTERTOP:

SS-3 - SOLID SURFACE COUNTERTOP TO BE CHOSEN BY ARCHITECT

CASEWORK:

PLC-3 - PLASTIC LAMINATE CASEWORK TO BE CHOSEN BY ARCHITECT

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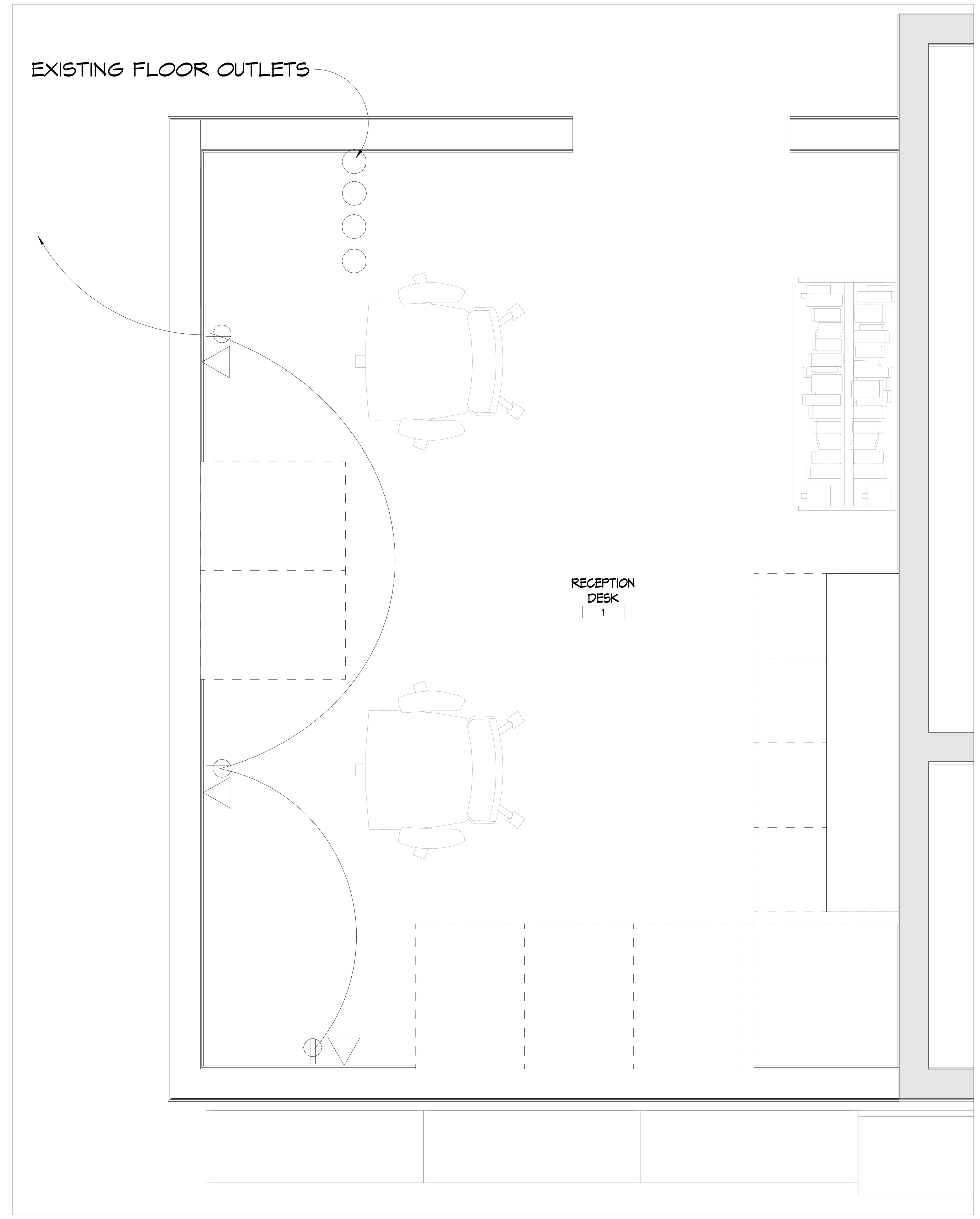
DRAWN BY:	CHECKED BY:
JRP	AA, JS

NO	REVISION	DATE

SHEET TITLE:

ALTERNATE #2 - ENLARGED PLANS & ELEVATIONS

PROJECT NO.	SHEET NO.
4315-01A-C	LA3.01



1
LE1.01
ALTERNATE #2 - ELECTRICAL PLAN
1" = 1'-0"

FLOOR PLAN LEGEND

- 1 HR FIRE RATED PARTITION
- SMOKE RATED PARTITION
1-100 - ROOM NUMBER DESIGNATION
2-100 - DOOR NUMBER DESIGNATION
A - WINDOW NUMBER DESIGNATION
-NOT TO BE ALTERED
V -STOREFRONT NUMBER DESIGNATION
0 - WALL TYPE NUMBER DESIGNATION

ELECTRICAL AND LIGHTING FIXTURE LEGEND

DUPLEX OUTLET
220 DUPLEX OUTLET, 220V
DUPLEX OUTLET IN-FLOOR
DATA OUTLET

NOTE: OCCUPANCY SENSOR POWER CONTROLS FOR LIGHTING IN COMPLIANCE WITH FBC C405

ADDITIONAL NOTES:

1. ELECTRICAL CONTRACTOR TO PROVIDE PANEL SCHEDULE AND POWER RISER DIAGRAM
2. GENERAL DUPLEX OUTLETS SHALL BE MOUNTED 18" A.F.F. , TYP.
3. OUTLETS ABOVE COUNTERS, SINKS, ETC. SHALL BE MOUNTED SO THAT THE BOTTOM OF THE FIXTURE IS 8" ABOVE THE SURFACE, TYP.
4. NEW ELECTRICAL LINES TO CONNECT TO EXISTING CIRCUIT BREAKER PANEL
5. CONTRACTOR TO PROVIDE WATER CONNECTIONS FOR REFRIGERATOR

OWNER / CONTRACTOR TO FIELD VERIFY ALL EXISTING DIMENSIONS / CONDITIONS PRIOR CONSTRUCTION AND / OR EQUIPMENT INSTALLATION

FLORIDA ARCHITECTS
LICENSE #AR12728
103 W 5TH STREET,
Panama City, FL 32401
(850) 257-5400

CLIENT:
THE CITY of Mary Esther FLORIDA
CITY OF MARY ESTHER, FL

PROJECT:
CITY HALL, FIRE STATION, AND LIBRARY REMODELING PROJECT
195 CHRISTOBAL RD,
MARY ESTHER, FL 32569

CONSULTANTS:

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY THE DESIGN PROFESSIONAL ON THE DATE ADJACENT TO THE SEAL. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

SEAL:

BID SET
CONSTRUCTION
DOCUMENTS

SCALE: As indicated	DATE: 05/12/23
DRAWN BY: JRP	CHECKED BY: AA, JS

NO	REVISION	DATE

SHEET TITLE:
ALTERNATE #2 - ELECTRICAL PLAN

PROJECT NO. 4315-01A-C
SHEET NO. LE1.01

AGENDA ITEM

Agenda Item 11.4.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: January 16, 2024

SUBJECT: Review of City-owned Real Property

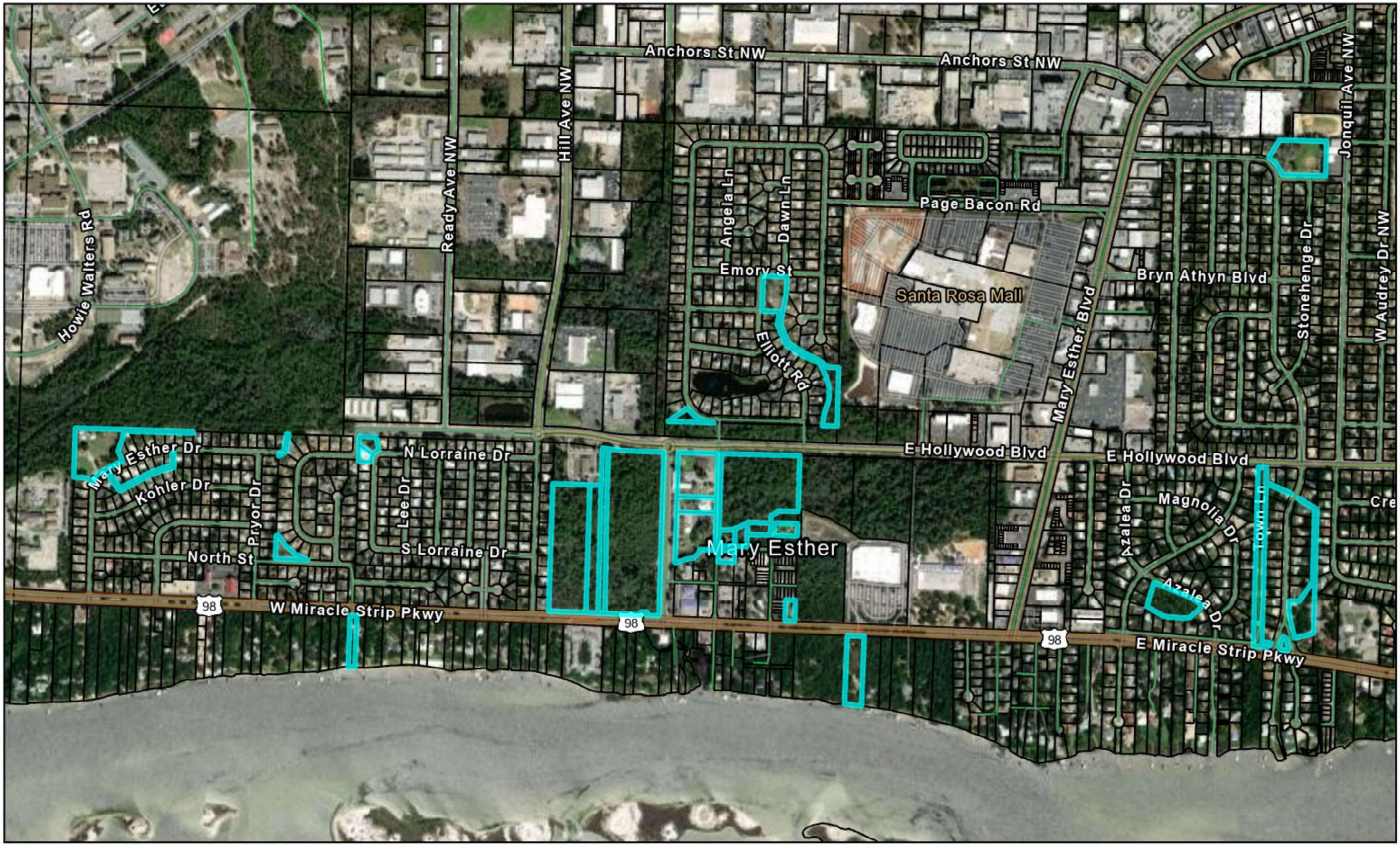
BACKGROUND:
At a prior meeting, the City Council requested a review of city-owned real property. A map of all city-owned property has been attached for review and discussion.

DISCUSSION:
A wetlands delineation and biological survey are being completed on the large parcel that fronts Christobal Road between Hollywood Boulevard and Roserita Place. These documents will facilitate the future development or sale of the property. Prior to soliciting bids or listing property for sale, the City Attorney will need to review to ensure the property was not dedicated as parkland or other public purpose.

FINANCIAL IMPACT:
This agenda item has been included for discussion purposes only.

RECOMMENDATION:
This agenda item has been included for discussion purposes only.

ATTACHMENT(S):
1. Map - Mary Esther Properties



Legend	
rdsln	
parcel	

Mary Esther Properties

Esri Community Maps Contributors, FDEP, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, Maxar

2024

Coordinate System: WGS 1984 Web Mercator Auxiliary Sphere

N

0 0.15 0.3 Mi

0 0.3 0.6 Km

AGENDA ITEM

Agenda Item 11.5.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: January 16, 2024

SUBJECT: FY 2024 City Manager Work Plan

BACKGROUND:
Annually, the City Manager submits a draft work plan to the City Council for the next fiscal year. The work plan is considered as part of the performance evaluation for the city manager.

DISCUSSION:
A draft work plan for the period of October 1 – June September 30, 2024 is attached for City Council review and consideration. It contains items from the approved FY 2024 Action Plan and the recently approved performance evaluation.

FINANCIAL IMPACT:
None.

RECOMMENDATION:
Motion to approve the FY 2024 City Manager Work Plan.

ATTACHMENT(S):
1. FY 24 City Manager Work Plan

FY 2024 Work Plan

Jared Cobb, City Manager

Criteria for the City Council to evaluate the effectiveness of the City Manager's leadership of the City of Mary Esther. Action Items will be marked complete and documentation attached throughout the year.

A. Relationship with the Council	
1. City Council Development The City Manager will successfully facilitate the training of Council members by providing materials and opportunities to attend appropriate classes, workshops,and conferences.	
1.1 Submit a monthly calendar of individual professional development opportunities to the City Council.	☐
1.2 Set up an annual professional development workshop to cover topics such as team building, governance protocols, and/or strategic planning.	☐
2. City Council and City Manager Relationships The City Manager will meet with the Mayor and each City Councilmember on a quarterly basis to discuss philosophical points of view regarding the future of the City.	
2.1 Present a list of the meetings held with the Mayor and each Councilmember.	☐

B. Administration of the City	
1. Improve Support Services The City Manager will ensure that the support services of human resources, finance, and information technology are performing at the level expected by the Council.	
1.1 By June 2024, implement a Customer Relationship Management (CRM) solution to ensure citizen requests are tracked and addressed in a timely manner.	☐
1.2 Provide recommendations to address any material weaknesses or significant deficiencies identified within 30 days of receiving the financial (audit) report.	☐

C. City Leadership	
1. <u>Improve Public Services</u> The City Manager will ensure that the quality and scope of services provided to residents continues to improve.	
1.1 Update and submit the Code Compliance Handbook for final review and adoption by March 2024.	☐
1.2 Utilizing the adopted Community Vision, initiate the development of a multi-year strategic plan by May 2024.	☐
1.3 Develop department work plans and present the appropriate related budget recommendations to the City Council during the FY 2025 Budget process.	☐
1.4 Develop a parks maintenance program to ensure landscaping, amenities, and facilities are maintained in accordance with the expectations of the City Council.	☐
1.5 Upon hiring a Community Development Director, complete implementation of a "one-stop shop" building permit program and provide status updates to the City Council.	☐
2. <u>Building Collaboration with Other Governmental Organizations</u> The City Manager will ensure that the quality and scope of services provided to residents continue to improve.	
2.1 Provide a report to the City Council on outreach opportunities focused on building collaboration with governmental and non-governmental organizations.	☐
2.2 Develop a collaborative relationship with the Ocean City/Wright Fire District and Okaloosa County in emergency preparedness planning and submit a report to the Council.	☐

D. Personnel	
1. Improve the Human Resource Capacity of the City The City Manager shall ensure that the human resource capacity of the City improves every year.	
1.1 Submit a report to the City Council on the professional development program provided to support the growth/increased performance of staff during the FY 2025 budget process.	☐
1.2 Provide a report to the City Council certifying each staff member has been evaluated, with commendations and recommendations for improvement.	☐
1.3 Provide the City Council with a copy of the monthly leadership team meeting agenda.	☐

E. Business and Financial Management	
1. Financial Management The City Manager shall ensure that the City is fiscally sound.	
1.1 Present a Financial Management Handbook to establish standards for reserves, cash management, budgeting, accounting, and procurement by March 2024.	☐
1.2 Submit a monthly financial report to the City Council, which includes the status of each operating reserve.	☐
1.3 Submit the FY 2023 Annual Financial Report (Audit) to the City Council by no later than March 2024.	☐
1.4 Present a draft balanced budget for FY 2025 to the City Council by June 2024.	☐
2. Facility and Equipment Management The City Manager shall ensure that the facilities are properly maintained.	
2.1 Facilitate an annual site visit of the Mayor and individual City Councilmembers to review City facilities, including water, sewer, and parks by March 2024.	☐
2.2 Submit the annual Capital Improvement Plan (CIP) to the City Council for review and consideration by May 2024.	☐

F. Community Relationships	
1. <u>Outreach to Staff, Residents, and the Community</u> To improve relationships, the City Manager shall implement an outreach program to staff, residents, and community.	
1.1 Present a report of official city communications using the website and other social media to the City Council, including data such as the number of posts or page likes.	☐
1.2 Publish a monthly status report of ongoing and future projects on the City website.	☐
1.3 Collaborate with staff and the City Council to plan, develop, and execute at least three (3) community events, such as the Veterans Day Parade, Holiday Tree Lighting, and Santa Run.	☐