



**Agenda
Special Meeting
of the Mary Esther City Council
July 21, 2025 - 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. NEW BUSINESS**
 - 6.1. Proposed FY 2026 Budget and 5-Year Capital Improvement Plan**
- 7. ADJOURN**

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

WATCHING AND PARTICIPATION

To watch the meetings virtually, citizens may log onto the city's website (www.cityofmaryesther.com), click the "Public Meetings" section, and select the meeting they would like to watch.

Any citizen who would like to comment on non-agenda items must submit a service request through the city's website, call customer service at (850) 243-3566, or fill out a form at city hall. A form must be completed by 12 pm one week before the day of the meeting. Filling out a form does not guarantee you will be added to the agenda. If a citizen opts to participate virtually, an email will be sent with the Zoom registration link.

NOTES:

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

AGENDA ITEM

Agenda Item 6.1.

TO: Honorable Mayor and Members of the City Council

FROM: Heather Day, Finance Director

DATE: July 21, 2025

SUBJECT: Proposed FY 2026 Budget and 5-Year Capital Improvement Plan

BACKGROUND:

The first draft of the proposed FY 2026 Budget and 5-Year Capital Improvement Plan (CIP) is attached for review, discussion, and consideration of the tentative millage rate of 5.0261.

DISCUSSION:

The FY 2026 Budget includes the following assumptions and highlights:

- Maintains the existing millage rate of 5.0261.
- Anticipates up to a 15% increase in property and liability insurance.
- Recommends a 5% water and sewer rate adjustment to keep pace with inflation.
- Recommends a 3% cost-of-living adjustment for all employees.
- The General Fund budget includes an emergency reserve of \$2,140,687 for disasters and emergencies, calculated as 20% of the General Fund budgeted expenditures.
- The projected ending unassigned fund balance for FY 2026 is \$2,222,957 in the General Fund, \$4,963,649 in the Utilities Fund, and \$0 in the Discretionary Sales Tax Fund.

The 5-Year CIP includes the following major projects:

- Completion of the Christobal Waterfront Park
- Completion of the Azalea Neighborhood infrastructure project
- Mary Esther Blvd. median beautification project
- Replacement of the maintenance shop roof
- CIPP lining sewer lines in Springdale Park Neighborhood and on Bryn Mawr Blvd.
- Engineering for transporting the City's wastewater to the County's wastewater treatment facility
- Engineering for replacing portions of the water main south of Highway 98
- Replacement schedules for city vehicles and equipment
- Replacement of various water and sewer infrastructure identified as being in poor condition or failing within the Utilities Asset Management Plan
- Miscellaneous neighborhood sidewalk repairs and improvements
- Street repaving schedules

In accordance with the TRIM timeline, the City must inform the property appraiser no later than August 1st of the prior year millage rate, current year proposed millage rate, current year rolled-back rate, and the date, time, and meeting place of the tentative budget hearing.

FINANCIAL IMPACT:

The budget includes funding from financing sources, grants, and reserves to support capital improvement projects. After adjusting for one-time revenues and expenditures, staff project an operating deficit of \$325,587 in the General Fund and an operating surplus of \$548,209 in the Utilities Fund. Staff will reassess the General Fund's operating position at midyear to determine whether a deficit is still expected. If so, staff will explore operational expenditure reductions to eliminate the projected shortfall.

RECOMMENDATION:

Read the following for the public record:

- The fiscal year 2025 millage rate is 5.0261.
- The current year rolled-back rate is 4.8756.
- The proposed fiscal year 2026 millage rate is 5.0261.
- Budget hearings are scheduled for Wednesday, September 3, and Tuesday, September 23, at 6:00 P.M. at Mary Esther City Hall.

Motion to set the fiscal year 2026 tentative millage rate at 5.0261.

ATTACHMENT(S):

1. Draft FY 2026 Budget
2. Draft FY 2026 CIP
3. Draft FY 2026 Professional Development Budget

Financial Summaries
General Fund

OPERATING BUDGET SUMMARY, GENERAL FUND			
	FY 2025	FY 2025	FY 2026
	BUDGET	PROJECTED	PROPOSED
REVENUES	6,537,034	6,062,215	8,235,185
LESS ONE-TIME REVENUES	1,808,738	1,422,324	3,483,965
RECURRING REVENUES	4,728,296	4,639,892	4,751,220
EXPENDITURES	9,175,844	7,763,987	10,703,436
LESS ONE-TIME EXPENDITURES	4,390,631	3,182,395	5,626,629
RECURRING EXPENDITURES	4,785,213	4,581,592	5,076,807
STRUCTURAL SURPLUS/(DEFICIT)	(56,917)	58,299	(325,587)

Notes:

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

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

FY 2026 PROPOSED ONE-TIME REVENUES AND EXPENDITURES BY DEPARTMENT, GENERAL FUND

ONE-TIME GENERAL FUND REVENUES

Tourist development tax revenue for S. Christobal Rd. waterfront park project	\$	546,061.00
Donations and contributions revenue	\$	2,500.00
Interfund transfer in from the Discretionary Sales Tax Fund for street, sidewalk, and stormwater improvements in Azalea Park Neighborhood	\$	2,518,054.00
Safety grant	\$	5,000.00
State grant (50% match) Mary Esther Blvd. Medians beautification	\$	337,350.00
Grant for land development code update	\$	75,000.00
TOTAL ONE-TIME GENERAL FUND REVENUES	\$	3,483,965.00

ONE-TIME GENERAL FUND EXPENDITURES

INFORMATION TECHNOLOGY

Code, Permitting, and Business license software implementation	\$	40,000.00
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PLANNING

Update to the land development code	\$	100,000.00
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FACILITIES

New roof for Maintenance Shop	\$	77,000.00
2 new A/C units for facilities	\$	24,000.00

STREETS

Mary Esther Blvd. median beautification project	\$	678,200.00
Azalea Park Neighborhood streets, curbs, and gutters	\$	3,015,000.00
Slurry seal/crack sealing	\$	170,000.00
Replace F250 pickup truck - Unit 5	\$	55,000.00
Concrete mixer	\$	5,500.00

PARKS

Trail at Azalea Park	\$	150,000.00
Remaing amount for S. Christobal Rd. waterfront park construction	\$	969,204.00
Engineering for replacing bridges at Oak Tree Nature Park	\$	50,000.00
Half-ton pickup truck	\$	45,000.00

STORMWATER

Engineering for North Drainage Ditch	\$	9,225.00
bucket attachment for backhoe	\$	2,500.00
Sickle Bar attachment for Skid Steer	\$	21,000.00
Azalea Neighborhood stormwater improvements	\$	215,000.00
TOTAL ONE-TIME GENERAL FUND EXPENDITURES	\$	5,626,629.00

Financial Summaries

General Fund

GENERAL FUND SUMMARY, BY PROGRAM						
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
BEGINNING BALANCE	5,207,783	5,980,722	6,728,205	8,724,667	8,724,667	7,022,895
REVENUES						
TAXES	2,597,043	3,266,689	3,084,381	3,631,983	3,245,465	3,791,558
LICENSES & PERMITS	275,034	261,214	373,584	331,500	260,160	352,000
INTERGOVERNMENTAL	823,804	795,941	913,207	776,500	782,731	782,500
CHARGES FOR SERVICE	77,984	34,846	43,919	67,459	41,980	79,669
FINES & FORFEITURES	7,828	41,017	19,722	10,000	9,300	8,500
MISCELLANEOUS	42,237	260,806	437,768	271,500	334,649	205,700
OTHER SOURCES	41,380	186,622	5,209,194	1,448,092	1,387,930	3,015,258
TOTAL REVENUES	3,865,310	4,847,135	10,081,776	6,537,034	6,062,215	8,235,185
EXPENDITURES						
MAYOR & CITY COUNCIL	58,740	49,022	56,856	67,247	55,018	79,841
CITY MANAGER	99,111	97,118	201,277	254,364	245,775	261,466
CITY ATTORNEY	34,841	41,426	41,356	65,000	65,000	65,000
CITY CLERK	139,729	97,979	84,817	126,944	122,402	133,466
FINANCE	92,262	97,675	117,996	136,034	130,299	153,448
HUMAN RESOURCES	43,890	40,711	51,128	83,080	77,906	98,966
INFORMATION TECHNOLOGY	126,928	156,347	134,269	184,304	180,304	214,051
PLANNING & ZONING	150,665	146,959	101,558	241,557	237,332	282,107
CODE COMPLIANCE	105,359	53,000	71,353	90,816	86,933	97,190
BUILDING SERVICES	32,141	33,773	49,418	153,657	69,460	174,498
ANIMAL SERVICES	-	-	-	5,000	5,000	30,000
LAW ENFORCEMENT	230,804	252,025	274,040	310,788	310,788	321,061
FIRE	1,047,067	1,079,679	1,113,089	1,147,687	1,147,687	1,183,323
LIBRARY	354,783	391,368	424,855	508,734	507,166	528,554
FACILITIES	120,261	133,305	2,677,790	1,056,544	1,025,931	382,073
STREETS	155,895	302,517	1,604,068	1,690,640	1,590,117	4,293,348
PARKS	179,804	883,775	521,244	1,390,208	677,620	1,535,718
STORMWATER	93,853	173,552	235,915	1,286,968	824,645	455,191
NONDEPARTMENTAL	26,238	46,307	324,285	376,274	404,605	414,135
TOTAL EXPENDITURES	3,092,372	4,076,537	8,085,314	9,175,844	7,763,987	10,703,436
RESTRICTED RESERVES						
NONSPENDABLE - PREPAID ITEMS	31,632	2,640	4,997	5,000	5,000	5,000
IMPACT FEES	266,158	268,768	183,421	183,421	186,000	186,000
CAPITAL PROJECTS	-	-	1,420,381	-	-	-
RESTRICTED - OTHER	99,616	38,434	6,064	-	-	-
NATURAL DISASTER	1,246,788	2,330,610	1,813,711	1,813,711	2,140,687	2,140,687
TOTAL RESTRICTED RESERVES	1,644,194	2,640,452	3,428,574	2,002,132	2,331,687	2,331,687
ENDING UNASSIGNED BALANCE	4,336,526	4,087,753	5,296,093	4,083,725	4,691,208	2,222,957

Financial Summaries

General Fund

GENERAL FUND SUMMARY, BY OBJECT						
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
BEGINNING BALANCE	5,207,782	5,980,722	6,728,205	8,724,667	8,724,667	7,022,895
REVENUES						
TAXES	2,597,043	3,266,689	3,084,381	3,631,983	3,245,465	3,791,558
LICENSES & PERMITS	275,034	261,214	373,584	331,500	260,160	352,000
INTERGOVERNMENTAL	823,804	795,941	913,207	776,500	782,731	782,500
CHARGES FOR SERVICE	77,984	34,846	43,919	67,459	41,980	79,669
FINES & FORFEITURES	7,828	41,017	19,722	10,000	9,300	8,500
MISCELLANEOUS	42,237	260,806	437,768	271,500	334,649	205,700
OTHER SOURCES	41,380	186,622	5,209,194	1,448,092	1,387,930	3,015,258
TOTAL REVENUES	3,865,310	4,847,135	10,081,776	6,537,034	6,062,215	8,235,185
EXPENDITURES						
PERSONAL SERVICES	1,079,103	1,049,069	1,413,000	1,875,909	1,806,102	2,028,484
OPERATING EXPENSES	1,906,272	2,112,601	2,145,216	2,779,071	2,613,928	2,971,968
CAPITAL OUTLAY	106,998	914,867	4,256,904	4,210,631	2,997,602	5,356,629
OTHER USES	-	-	270,194	310,234	346,355	346,355
TOTAL EXPENDITURES	3,092,372	4,076,537	8,085,314	9,175,844	7,763,987	10,703,436
RESTRICTED RESERVES						
NONSPENDABLE - PREPAID ITEMS	31,632	2,640	4,997	5,000	5,000	5,000
IMPACT FEES	266,158	268,768	183,421	183,421	186,000	186,000
CAPITAL PROJECTS	-	-	1,420,381	-	-	-
RESTRICTED - OTHER	99,616	38,434	6,064	-	-	-
NATURAL DISASTER	1,246,788	2,330,610	1,813,711	1,813,711	2,140,687	2,140,687
TOTAL RESTRICTED RESERVES	1,644,194	2,640,452	3,428,574	2,002,132	2,331,687	2,331,687
ENDING UNASSIGNED FUND BALANCE	4,336,525	4,087,753	5,296,093	4,083,725	4,691,208	2,222,957

001	GENERAL FUND
00	NONDEPARTMENTAL
300000	REVENUES

		FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
REVENUES							
TAXES							
311100	AD VALOREM TAXES	1,582,868	1,876,362	2,061,199	2,215,883	2,167,582	2,287,397
311200	AD VALOREM DELINQUENT	37,813	91,801	68,277	65,000	65,000	65,000
312130	TOURIST DEVELOPMENT TAX	-	340,127	65,904	419,000	119,000	546,061
312410	LOCAL OPTION GAS TAX	202,740	199,531	191,604	200,000	185,000	185,000
314100	UTILITY TAXES - ELECTRIC	243,903	244,803	237,663	235,000	235,000	235,000
314200	UTILITY TAXES - COMMUNICATION	271,177	236,580	186,996	230,000	200,000	200,000
314300	UTILITY TAXES - WATER	119,663	122,355	122,229	129,000	129,000	130,000
314400	UTILITY TAXES - GAS	40,650	39,511	44,757	42,000	42,783	43,000
314800	UTILITY TAXES - PROPANE	432	503	474	200	200	200
316010	BUSINESS TAX PENALTY	2,106	926	1,354	900	900	900
316100	BUSINESS TAX RECEIPTS	95,692	114,191	103,926	95,000	101,000	99,000
	SUBTOTAL TAXES	2,597,043	3,266,689	3,084,381	3,631,983	3,245,465	3,791,558
LICENSES & PERMITS							
322000	BUILDING PERMITS	16,814	5,444	5,850	80,000	7,500	100,000
323100	FRANCHISE FEES - ELECTRIC	207,938	209,517	315,501	210,000	210,000	210,000
323400	FRANCHISE FEES - GAS	39,692	39,063	40,985	40,000	40,000	40,000
324120	IMPACT FEE - FIRE PROTECTION	1,348	337	3,052	-	337	-
324125	IMPACT FEE - LAW ENFORCEMENT	1,292	323	1,271	-	323	-
329050	CONTRACTOR REGISTRATION	7,950	6,530	6,925	1,500	2,000	2,000
	SUBTOTAL LICENSES & PERMITS	275,034	261,214	373,584	331,500	260,160	352,000
INTERGOVERNMENTAL							
331100	GENERAL GOVERNMENT	-	-	-	-	-	-
331200	PUBLIC SAFETY	-	-	-	-	-	-
331500	FEDERAL DISASTER RELIEF	5,078	-	94,145	-	-	-
331700	CULTURE/RECREATION	-	-	-	-	-	-
334500	STATE DISASTER RELIEF	-	-	5,230	-	-	-
335120	STATE REVENUE SHARING	219,989	228,434	223,212	210,000	198,302	198,000
335150	ALCOHOLIC BEVERAGE	4,344	4,099	4,344	500	735	500
335180	LOCAL HALF CENT SALES TAX	530,171	501,047	519,462	500,000	515,000	515,000
338200	COUNTY BUSINESS TAX	3,973	3,002	3,695	3,000	3,000	3,000
338210	LIBRARY COOPERATIVE	60,250	59,359	63,120	63,000	65,694	66,000
	SUBTOTAL INTERGOVERNMENTAL	823,804	795,941	913,207	776,500	782,731	782,500
CHARGES FOR SERVICES							
341200	ZONING FEES	150	750	850	-	350	-
341300	CODE ENFORCEMENT ADMIN FEES	100	-	-	-	-	-
341901	FIRE DEPARTMENT FEES	6,984	13,582	14,552	13,000	14,000	14,000
341902	NOTARY FEE REVENUE	90	60	190	-	100	-
341910	PLAN REVIEW	4,989	-	575	-	75	-
341920	SITE INSPECTION	805	710	50	100	-	-
342300	ADMINISTRATIVE SERVICES	-	-	-	-	-	-
342500	FIRE AND LBS CODE INSPECTIONS	-	-	-	-	-	-
342510	FINAL INSPECTION	2,697	615	540	500	660	500
342910	IMPACT FEE - STORMWATER	1,215	300	1,000	-	300	-
343315	CREDIT CARD USAGE FEE REVENUE	4,141	225	-	-	-	-
343800	CEMETERY FEES	450	100	300	100	150	-
344210	BOAT LAUNCH DAILY PERMIT	1,717	1,282	912	500	700	500
344220	PERMIT - BOAT LAUNCH ANNUAL	100	20	142	-	-	-

001 GENERAL FUND							
00 NONDEPARTMENTAL							
300000 REVENUES							
		FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
344901	FLORIDA DOT	45,575	13,467	21,839	51,759	22,495	63,169
344910	IMPACT FEE - TRANSPORTATION	6,000	1,500	988	-	1,500	-
347210	IMPACT FEE - PARKS & RECREATION	600	150	-	-	150	-
349100	LIEN SEARCH FEES	2,372	2,085	1,980	1,500	1,500	1,500
	SUBTOTAL CHARGES FOR SERVICES	77,984	34,846	43,919	67,459	41,980	79,669
FINES & FORFEITURES							
351100	COURT FINES	3,853	7,359	9,543	6,000	6,800	6,000
352000	LIBRARY FINES/LOST BOOKS	2,472	3,096	2,285	1,500	1,500	1,500
354100	VIOLATION OF LOCAL ORDINANCE	1,504	30,562	7,894	2,500	1,000	1,000
	SUBTOTAL FINES & FORFEITURES	7,828	41,017	19,722	10,000	9,300	8,500
MISCELLANEOUS							
361100	INTEREST INCOME	23,060	255,022	423,767	250,000	329,000	200,000
361300	NET INCREASE (DECREASE) IN FAIR VALUE	(13)	(1)	(0)	-	-	-
364400	SALE OF EQUIPMENT	-	2,414	-	-	1,150	-
365100	SCRAP SALES	208	-	265	-	180	-
366010	DONATIONS & CONTRIBUTIONS	1,300	-	6,246	21,500	-	5,700
366012	DONATIONS - OTHER SOURCES	-	-	-	-	-	-
369300	SETTLEMENTS (INS. ACCIDENT REIMB)	10,792	787	-	-	-	-
369900	MISCELLANEOUS REVENUE	6,890	2,584	7,491	-	4,319	-
	SUBTOTAL MISCELLANEOUS	42,237	260,806	437,768	271,500	334,649	205,700
OTHER SOURCES							
381000	INTERFUND TRANSFERS IN	-	-	-	943,092	875,568	2,597,908
384000	DEBT PROCEEDS	-	-	3,843,324	-	-	-
384100	CDBG ADMINISTRATION	-	-	23,400	-	7,363	-
389200	GRANTS - FEDERAL	36,380	180,622	1,337,470	-	-	-
389400	GRANTS - OTHER SOURCES	5,000	6,000	5,000	505,000	505,000	417,350
	SUBTOTAL OTHER SOURCES	41,380	186,622	5,209,194	1,448,092	1,387,930	3,015,258
	TOTAL REVENUES	3,865,310	4,847,135	10,081,776	6,537,034	6,062,215	8,235,185

Financial Summaries

General Fund

Mayor and City Council

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

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
PERSONAL SERVICES	18,069	17,955	19,299	29,020	22,791	29,020
OPERATING EXPENSES	40,672	31,066	35,124	38,227	32,227	50,821
CAPITAL OUTLAY	-	-	2,433	-	-	-
TOTAL REQUIREMENTS	58,740	49,022	56,856	67,247	55,018	79,841

001	GENERAL FUND
11	MAYOR AND CITY COUNCIL
51100	LEGISLATIVE

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	16,470	16,450	17,665	26,400	20,790	26,400
2110	SOCIAL SECURITY TAXES	1,021	1,020	1,095	1,637	1,289	1,637
2410	WORKER'S COMPENSATION	338	246	282	600	410	600
3000	MEDICARE INSURANCE	239	239	256	383	302	383
	SUBTOTAL PERSONAL SERVICES	18,069	17,955	19,299	29,020	22,791	29,020
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	12,325	3,200	4,000	11,000	5,000	11,000
4010	TRAVEL & PER DIEM	6,596	11,622	13,746	14,000	14,000	16,700
4655	COMPUTER HARDWARE & SOFTWARE	15	-	-	-	-	500
4676	FURNITURE/EQUIPMENT	-	-	-	-	-	-
4810	TROPHIES & AWARDS	706	1,449	145	750	750	800
4907	STRATEGIC PLANNING	-	-	-	-	-	-
4908	CITY MANAGER RECRUITMENT	-	-	-	-	-	-
4930	TRAINING	2,797	3,168	3,148	4,500	4,500	4,500
4940	ELECTION EXPENDITURES	4,311	-	-	-	-	3,000
5110	OFFICE SUPPLIES	53	123	79	300	300	300
5231	SEASONAL DECORATIONS	750	-	-	-	-	-
5225	NEWSLETTER	-	-	-	-	-	-
5280	LEAGUE OF CITIES DINNERS	6,770	730	8,060	1,400	1,400	7,650
5290	OPERATING SUPPLIES	961	1,004	1,707	1,510	1,510	1,504
5410	BOOKS, PUBS, SUBS & MEMBS	3,739	3,790	4,240	4,767	4,767	4,867
5740	VETERANS DAY PARADE	-	-	-	-	-	-
5741	COMMUNITY EVENTS	1,648	5,980	-	-	-	-
5742	SANTA RUN	-	-	-	-	-	-
	SUBTOTAL OPERATING EXPENSES	40,672	31,066	35,124	38,227	32,227	50,821
CAPITAL OUTLAY							
6400	COMPUTER SOFTWARE & EQUIPMENT	-	-	2,433	-	-	-
	SUBTOTAL CAPITAL OUTLAY	-	-	2,433	-	-	-
	TOTAL EXPENDITURES	58,740	49,022	56,856	67,247	55,018	79,841

Financial Summaries

General Fund

City Manager

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

EXPENDITURE SUMMARY						
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
PERSONAL SERVICES	90,309	88,257	192,534	240,404	236,275	250,106
OPERATING EXPENSES	4,861	8,860	8,743	13,960	9,500	11,360
CAPITAL OUTLAY	3,940	-	-	-	-	-
TOTAL REQUIREMENTS	99,111	97,118	201,277	254,364	245,775	261,466

Work Plan

- Develop a quarterly newsletter focused on City services, projects, and events, and distribute it electronically and by mail.
- Combine and simplify monthly City Council reports into a document that provides program highlights, performance metrics, and project updates.
- Conduct a minimum of two (2) emergency preparedness tabletop exercises with designated command staff.
- Partner with Department Directors to update policies and draft standard operating procedures (SOPs) for all routine activities.

PERSONAL SERVICES					
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
POSITION	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
CITY MANAGER	0.50	0.50	0.90	0.90	0.90
ADMINISTRATIVE COORDINATOR	0.00	0.50	0.80	0.80	0.80
TOTAL FULL-TIME EQUIVALENTS	0.50	1.00	1.70	1.70	1.70

001	GENERAL FUND
12	CITY MANAGER
51200	EXECUTIVE

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES						
PERSONAL SERVICES						
1110	EXECUTIVE SALARIES	45,830	(2,518)	-	-	-
1210	SALARIES	27,698	73,825	147,586	173,945	183,509
2110	SOCIAL SECURITY TAXES	4,559	4,421	10,284	10,785	11,378
2210	RETIREMENT	3,495	4,081	11,346	24,352	25,691
2310	EMPLOYEE INSURANCE	7,636	7,373	21,098	28,630	26,697
2410	WORKER'S COMPENSATION	24	41	80	170	170
3000	MEDICARE INSURANCE	1,066	1,034	2,141	2,522	2,661
	SUBTOTAL PERSONAL SERVICES	90,309	88,257	192,534	240,404	250,106
OPERATING EXPENSES						
3100	PROFESSIONAL SERVICES	-	-	-	-	-
4010	TRAVEL & PER DIEM	2,100	3,241	3,261	6,100	4,500
4110	TELEPHONE & INTERNET	-	-	-	360	360
4612	FURNITURE/EQUIPMENT	-	-	-	-	-
4655	COMPUTER HARDWARE & SOFTWARE	-	-	-	-	-
4920	MISCELLANEOUS CHARGES	-	-	-	-	-
4930	TRAINING	978	3,429	1,460	3,500	3,000
5110	OFFICE SUPPLIES	326	-	724	-	-
5290	OPERATING SUPPLIES	431	1,429	2,046	2,500	2,000
5410	BOOKS, PUBS, SUBS & MEMBS	1,026	762	1,252	1,500	1,500
	SUBTOTAL OPERATING EXPENSES	4,861	8,860	8,743	13,960	11,360
CAPITAL OUTLAY						
6400	COMPUTER SOFTWARE & EQUIPMENT	-	-	-	-	-
6411	OFFICE EQUP/FURNITURE	3,940	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	3,940	-	-	-	-
	TOTAL EXPENDITURES	99,111	97,118	201,277	254,364	261,466

Financial Summaries

General Fund

City Attorney

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

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
OPERATING EXPENSES	34,841	41,426	41,356	65,000	65,000	65,000
TOTAL REQUIREMENTS	34,841	41,426	41,356	65,000	65,000	65,000

001	GENERAL FUND
14	CITY ATTORNEY
51400	LEGAL

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
EXPENDITURES						
OPERATING EXPENSES						
3111 LEGAL COUNSEL	34,841	41,426	41,356	65,000	65,000	65,000
SUBTOTAL OPERATING EXPENSES	34,841	41,426	41,356	65,000	65,000	65,000
TOTAL EXPENDITURES	34,841	41,426	41,356	65,000	65,000	65,000

Financial Summaries

General Fund

City Clerk

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

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
PERSONAL SERVICES	129,433	85,096	74,415	111,794	109,252	115,366
OPERATING EXPENSES	10,296	12,883	8,500	14,150	13,150	18,100
CAPITAL OUTLAY	-	-	1,902	1,000	-	-
TOTAL REQUIREMENTS	139,729	97,979	84,817	126,944	122,402	133,466

Work Plan

- Plan and coordinate the Okaloosa County League of Cities Dinner.
- Develop materials and train department heads on year-end record retention procedures.
- Develop a plan for limiting the creation of new records in hard copy format.
- Relocate and systematically organize all off-site records within the new City Hall facility.
- Draft Mayor and City Council Orientation Handbook to assist with onboarding new elected officials.

PERSONAL SERVICES					
POSITION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2026 BUDGET
CITY CLERK	1.00	1.00	1.00	1.00	1.00
DEPUTY CITY CLERK	1.00	0.00	0.00	0.00	0.00
TOTAL FULL-TIME EQUIVALENTS	2.00	1.00	1.00	1.00	1.00

001	GENERAL FUND
16	CITY CLERK
51600	CITY CLERK

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	98,204	55,425	53,902	77,595	78,000	82,340
1310	PART-TIME SALARIES	3,111	4,944	-	-	-	-
1410	OVERTIME	-	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	6,245	3,236	3,332	4,811	4,836	5,105
2210	RETIREMENT	8,950	2,683	7,163	10,863	11,287	11,528
2310	EMPLOYEE INSURANCE	11,366	18,011	9,168	17,300	13,928	15,100
2410	WORKER'S COMPENSATION	97	41	71	100	70	100
3000	MEDICARE INSURANCE	1,461	757	779	1,125	1,131	1,194
	SUBTOTAL PERSONAL SERVICES	129,433	85,096	74,415	111,794	109,252	115,366
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	682	706	840	2,350	2,350	2,350
4010	TRAVEL & PER DIEM	2,550	5,384	1,513	2,500	2,500	3,150
4510	NOTARY INSURANCE	99	-	262	150	150	150
4522	VEHICLE INSURANCE	-	-	-	-	-	500
4610	VEHICLE R & M	-	-	-	-	-	500
4612	FURNITURE/EQUIPMENT	-	-	-	-	-	-
4650	COMPUTER OPERATIONS & MAINTENANCE	-	-	-	-	-	-
4655	COMPUTER HARDWARE & SOFTWARE	-	-	-	-	-	-
4676	FURNITURE/EQUIP. UNDER \$1000	874	-	443	-	-	-
4710	PRINTING & BINDING	163	63	-	-	-	-
4930	TRAINING	325	1,387	1,407	1,700	1,700	2,000
4946	LEGAL & RETAIL ADVERTISEMENTS	2,001	3,860	2,504	1,000	-	2,000
5110	OFFICE SUPPLIES	242	432	261	850	850	850
5210	FUEL, OIL & LUBRICANTS	-	-	-	-	-	1,000
5290	OPERATING SUPPLIES	513	234	158	1,300	1,300	1,300
5410	BOOKS, PUBS, SUBS & MEMBS	794	816	412	800	800	800
5416	CODIFICATION	2,053	-	700	3,500	3,500	3,500
	SUBTOTAL OPERATING EXPENSES	10,296	12,883	8,500	14,150	13,150	18,100
CAPITAL OUTLAY							
6400	COMPUTER SOFTWARE & EQUIPMENT	-	-	-	-	-	-
6411	OFFICE EQUIPMENT/FURNITURE	-	-	1,902	1,000	-	-
	SUBTOTAL CAPITAL OUTLAY	-	-	1,902	1,000	-	-
	TOTAL EXPENDITURES	139,729	97,979	84,817	126,944	122,402	133,466

Financial Summaries

General Fund

Finance

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

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
PERSONAL SERVICES	67,978	70,284	88,747	95,879	93,394	112,093
OPERATING EXPENSES	24,284	27,391	29,249	40,155	36,905	41,355
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL REQUIREMENTS	92,262	97,675	117,996	136,034	130,299	153,448

Work Plan

- Review and recommend updates to financial policies, specifically those related to operating reserves, budget oversight, fixed assets, investments, and cash management.
- In collaboration with the City Clerk, develop a guide and templates for drafting solicitations (RFB, RFP, RFQ).
- Create a budget manual to support department directors in building their budget requests, updating narratives, and submitting capital projects.

PERSONAL SERVICES					
POSITION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2026 BUDGET
FINANCE DIRECTOR	1.00	0.50	0.50	0.50	0.50
ACCOUNTS PAYABLE CLERK	1.00	1.00	0.20	0.00	0.00
ACCOUNTING CLERK	0.00	0.00	0.00	0.20	0.20
BUSINESS TAX ADMINISTRATOR	1.00	1.00	0.00	0.00	0.00
TOTAL FULL-TIME EQUIVALENTS	3.50	2.50	0.70	0.70	0.70

001	GENERAL FUND
13	ADMINISTRATIVE SERVICES
51300	FINANCE

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES						
PERSONAL SERVICES						
1210	SALARIES	53,905	56,173	70,969	74,886	78,116
1410	OVERTIME	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	3,335	3,475	4,393	4,643	4,843
2210	RETIREMENT	6,904	7,208	7,747	10,484	10,936
2310	EMPLOYEE INSURANCE	3,007	2,586	4,578	4,710	16,995
2410	WORKER'S COMPENSATION	48	29	33	70	70
3000	MEDICARE INSURANCE	780	813	1,027	1,086	1,133
	SUBTOTAL PERSONAL SERVICES	67,978	70,284	88,747	95,879	112,093
OPERATING EXPENSES						
3210	ACCOUNTING & AUDITING	15,980	18,767	21,730	26,250	28,500
4010	TRAVEL & PER DIEM	792	1,375	1,496	3,500	4,000
4655	COMPUTER HARDWARE & SOFTWARE	-	-	-	-	-
4710	PRINTING & BINDING	393	291	288	1,900	1,900
4906	OTHER CHARGES	-	-	-	-	-
4915	CREDIT CARD FEE EXPENSE	4,935	3,885	2,383	-	-
4920	MISCELLANEOUS CHARGES	20	-	14	-	-
4921	BANK FEES	739	747	906	1,000	1,000
4930	TRAINING	-	1,835	1,040	2,500	2,500
4946	LEGAL & RETAIL ADVERTISEMENTS	1,250	-	974	1,500	1,500
5110	OFFICE SUPPLIES	-	-	10	1,500	1,500
5290	OPERATING SUPPLIES	95	147	88	1,150	1,150
5410	BOOKS, PUBS, SUBS & MEMBS	80	345	320	855	855
	SUBTOTAL OPERATING EXPENSES	24,284	27,391	29,249	40,155	41,355
CAPITAL OUTLAY						
6400	COMPUTER SOFTWARE & EQUIPMENT	-	-	-	-	-
6411	OFFICE EQUIP/FURNITURE	-	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	-	-	-	-	-
	TOTAL EXPENDITURES	92,262	97,675	117,996	136,034	153,448

Financial Summaries

General Fund

Human Resources

The Human Resources Department is overseen by the Administrative Coordinator, who operates under the supervision of the City Manager. Responsibilities include posting job positions, assisting with employee onboarding and terminations, maintaining employee records, and managing benefit services.

EXPENDITURE SUMMARY						
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
PERSONAL SERVICES	17,770	13,757	12,960	24,680	21,476	25,361
OPERATING EXPENSES	26,120	26,954	38,167	58,400	56,430	73,605
TOTAL REQUIREMENTS	43,890	40,711	51,128	83,080	77,906	98,966

Work Plan

- Explore opportunities with the Safety Committee to reduce workplace injuries, decrease the City’s experience modification factor, and related insurance expenses.
- Standardize employee orientation to ensure consistent onboarding for all new hires, covering new policies, facility tours, cross-departmental introductions, and lunch.
- Complete the annual employment law audit and update policies and procedures based on its recommendations.

PERSONAL SERVICES					
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
POSITION	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
ADMINISTRATIVE COORDINATOR	0.00	0.50	0.20	0.20	0.20
TOTAL FULL-TIME EQUIVALENTS	0.00	0.50	0.20	0.20	0.20

001	GENERAL FUND
13	ADMINISTRATIVE SERVICES
51310	HUMAN RESOURCES

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	15,272	9,919	8,282	13,366	13,210	14,238
1410	OVERTIME	-	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	947	615	513	829	820	883
2210	RETIREMENT	-	412	200	1,871	1,430	1,993
2510	UNEMPLOYMENT COMPENSATION	-	-	1,475	5,000	3,000	5,000
2310	EMPLOYEE INSURANCE	1,306	2,646	2,360	3,400	2,810	3,020
2410	WORKER'S COMPENSATION	24	21	9	20	14	20
3000	MEDICARE	221	144	120	194	192	206
	SUBTOTAL PERSONAL SERVICES	17,770	13,757	12,960	24,680	21,476	25,361
OPERATING EXPENSES							
2220	RETIRED EMPLOYEE LIFE INSURANCE	485	644	603	850	605	900
2230	RETIRED EMPLOYEE DENTAL INSURANCE	4,403	3,468	3,315	4,700	4,225	4,660
3100	PROFESSIONAL SERVICES	6,901	10,275	16,800	11,200	11,200	13,645
3130	MEDICAL SERVICES	-	-	-	-	-	-
4010	TRAVEL & PER DIEM	1,810	-	1,252	1,500	1,500	2,500
4015	RECRUITMENT	-	1,591	1,865	2,500	2,500	2,500
4520	LIABILITY INSURANCE	10,251	-	-	-	-	-
4540	EMPLOYEE APPRECIATION	973	1,977	3,034	5,250	5,250	7,500
4710	PRINTING & BINDING	-	744	91	900	900	900
4930	TRAINING	-	-	300	2,500	2,500	1,500
4934	TUITION	-	6,455	8,013	26,250	25,000	36,750
4946	LEGAL & RETAIL ADVERTISEMENTS	669	150	1,379	1,500	1,500	1,500
5290	OPERATING SUPPLIES	372	1,549	1,192	500	500	500
5410	BOOKS, PUBS, SUBS & MEMBS	256	100	324	750	750	750
6411	OFFICE EQUIPMENT/FURNITURE	-	-	-	-	-	-
	SUBTOTAL OPERATING EXPENSES	26,120	26,954	38,167	58,400	56,430	73,605
CAPITAL OUTLAY							
6411	OFFICE EQUIPMENT/FURNITURE	-	-	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	-	-	-	-	-	-
	TOTAL EXPENDITURES	43,890	40,711	51,128	83,080	77,906	98,966

Financial Summaries

General Fund

Information Technology

The Information Technology budget encompasses managed IT services for all staff and programs. It also covers licensing costs for enterprise resource planning (ERP) software, geographic information systems, the city website, and other software applications. For FY 2025, the budget is higher due to the one-time capital costs associated with implementing permitting and business license modules within the Tyler Technologies software.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
OPERATING EXPENSES	97,135	120,681	128,631	141,804	137,804	174,051
CAPITAL OUTLAY	29,794	29,819	5,638	42,500	42,500	40,000
TOTAL REQUIREMENTS	126,928	150,500	134,269	184,304	180,304	214,051

Work Plan

- Complete implementation of permitting and business license modules within Tyler Technologies or alternative software.
- Implement NIST cybersecurity framework standards to enhance city-wide data security and resilience.
- Launch a new mobile-friendly citizen service request portal, enabling direct submission and status tracking for enhanced transparency and efficient service delivery.
- Conduct a software audit to assess utilization and cost-effectiveness, optimizing licensing and resource allocation.
- Develop a strategic hardware replacement plan for all staff and Council computers, tablets, and other related IT equipment.

001	GENERAL FUND
13	ADMINISTRATIVE SERVICES
51610	INFORMATION TECHNOLOGY

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES						
OPERATING EXPENSES						
3100	PROFESSIONAL SERVICES	18,164	27,157	33,885	32,500	38,500
4110	TELEPHONE & INTERNET	13,923	16,432	10,292	14,000	27,140
4520	LIABILITY INSURANCE	1,624	-	-	-	-
4655	COMPUTER HARDWARE & SOFTWARE	63,093	69,859	76,972	87,404	98,371
4660	COPIER MAINTENANCE	-	7,234	7,482	7,900	10,040
5110	OFFICE SUPPLIES	331	-	-	-	-
	SUBTOTAL OPERATING EXPENSES	97,135	120,681	128,631	141,804	174,051
CAPITAL OUTLAY						
6400	COMPUTER SOFTWARE & EQUIPMENT	29,794	29,819	5,638	42,500	40,000
	SUBTOTAL CAPITAL OUTLAY	29,794	29,819	5,638	42,500	40,000
	TOTAL EXPENDITURES	126,928	150,500	134,269	184,304	214,051

Financial Summaries

General Fund

Planning and Zoning

The Planning and Zoning program, led by the Community Development Director, includes current planning services, economic development, and subdivision review. This budget also covers updates to the comprehensive plan and other long-range planning studies.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
PERSONAL SERVICES	42,191	40,974	84,690	145,017	138,762	154,370
OPERATING EXPENSES	108,474	105,985	16,868	96,540	98,570	127,737
TOTAL REQUIREMENTS	150,665	146,959	101,558	241,557	237,332	282,107

Work Plan

- Contract with a consultant to update the Land Development Code, ensuring full consistency with the newly adopted Comprehensive Plan.
- Conduct a review of the Business Tax Receipts program and identify opportunities to reduce and simplify classifications.
- Complete a needs assessment for a Community Redevelopment Agency.
- Develop an economic development toolbox to assist businesses and entrepreneurs.

PERSONAL SERVICES					
POSITION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2026 BUDGET
COMMUNITY DEVELOPMENT DIRECTOR	0.20	0.20	0.70	0.70	0.70
CODE COMPLIANCE OFFICER	0.20	0.20	0.20	0.20	0.20
PERMIT TECHNICIAN	0.50	0.50	0.50	0.50	0.50
TOTAL FULL-TIME EQUIVALENTS	0.90	0.90	1.40	1.40	1.40

001	GENERAL FUND
30	COMMUNITY DEVELOPMENT
51500	PLANNING AND ZONING

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES						
PERSONAL SERVICES						
1210	SALARIES	32,867	29,478	64,712	99,488	109,256
1410	OVERTIME	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	2,032	1,825	4,012	6,168	6,774
2210	RETIREMENT	1,349	661	1,163	13,928	15,296
2310	EMPLOYEE INSURANCE	4,882	8,346	13,586	23,670	21,140
2410	WORKER'S COMPENSATION	584	237	279	320	320
3000	MEDICARE INSURANCE	475	427	939	1,443	1,584
	SUBTOTAL PERSONAL SERVICES	42,191	40,974	84,690	145,017	154,370
OPERATING EXPENSES						
3100	PROFESSIONAL SERVICES	107,828	104,547	13,491	90,000	115,000
3112	PROFESSIONAL SERVICES - COMP PLAN	-	-	-	-	-
4010	TRAVEL & PER DIEM	-	-	1,457	2,000	2,900
4522	VEHICLE INSURANCE	-	-	-	290	290
4930	TRAINING	-	-	-	500	-
4946	LEGAL & RETAIL ADVERTISEMENTS	633	540	1,089	3,000	7,500
5110	OFFICE SUPPLIES	-	-	235	150	150
5290	OPERATING SUPPLIES	13	-	94	-	-
5410	BOOKS, PUBS, SUBS & MEMBS	-	898	502	600	1,897
	SUBTOTAL OPERATING EXPENSES	108,474	105,985	16,868	96,540	127,737
	TOTAL EXPENDITURES	150,665	146,959	101,558	241,557	282,107

Financial Summaries

General Fund

Code Compliance

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

EXPENDITURE SUMMARY

DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
PERSONAL SERVICES	99,256	49,586	68,217	84,326	80,426	86,715
OPERATING EXPENSES	4,404	3,414	3,137	6,490	6,506	10,475
CAPITAL OUTLAY	1,699	-	-	-	-	-
TOTAL REQUIREMENTS	105,359	53,000	71,353	90,816	86,933	97,190

Work Plan

- Conduct a social media outreach campaign to distribute code compliance information, targeting at least six annual posts.
- Complete training and implementation of new school zone speed enforcement program.
- Ensure timely adjudication of code compliance cases by holding at least four (4) Special Magistrate Hearings.

PERSONAL SERVICES

POSITION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2026 BUDGET
COMMUNITY DEVELOPMENT DIRECTOR	0.70	0.00	0.10	0.10	0.10
CODE COMPLIANCE OFFICER	0.70	0.70	0.70	0.70	0.70
TOTAL FULL-TIME EQUIVALENTS	1.40	0.70	0.80	0.80	0.80

001	GENERAL FUND
30	COMMUNITY DEVELOPMENT
52400	CODE COMPLIANCE

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES						
PERSONAL SERVICES						
1210	SALARIES	70,879	35,460	49,562	57,350	60,768
1410	OVERTIME	-	-	-	-	-
1411	HOLIDAY PAY	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	4,375	2,188	3,073	3,556	3,768
2210	RETIREMENT	4,722	2,312	4,070	8,029	8,508
2310	EMPLOYEE INSURANCE	17,087	8,640	10,278	13,850	12,080
2410	WORKER'S COMPENSATION	1,169	475	515	710	710
3000	MEDICARE INSURANCE	1,023	512	719	832	881
	SUBTOTAL PERSONAL SERVICES	99,256	49,586	68,217	84,326	86,715
OPERATING EXPENSES						
4010	TRAVEL & PER DIEM	-	-	-	1,500	1,250
4110	TELEPHONE & INTERNET	960	764	449	500	540
4520	LIABILITY INSURANCE	-	-	-	-	-
4522	VEHICLE INSURANCE	387	901	918	290	350
4610	VEHICLE R & M	20	133	230	1,000	3,000
4612	FURNITURE/EQUIPMENT	532	-	-	-	500
4655	COMPUTER HARDWARE & SOFTWARE	-	-	-	-	-
4710	PRINTING & BINDING	56	-	-	-	100
4906	OTHER CHARGES	29	20	-	-	-
4930	TRAINING	1,500	824	250	1,000	1,700
4934	TUITION	-	-	-	-	-
5110	OFFICE SUPPLIES	-	20	51	150	200
5210	FUEL, OIL & LUBRICANTS	568	625	1,163	1,300	1,500
5220	UNIFORMS	206	101	-	250	500
5221	PERSONAL PROTECTIVE EQUIPMENT	-	-	-	100	100
5295	OPERATING SUPPLIES	24	26	76	150	150
5410	BOOKS, PUBS, SUBS & MEMBS	123	-	-	250	585
	SUBTOTAL OPERATING EXPENSES	4,404	3,414	3,137	6,490	10,475
CAPITAL OUTLAY						
6207	VEHICLE PICKUP	-	-	-	-	-
6400	COMPUTER SOFTWARE & EQUIPMENT	-	-	-	-	-
6405	OFFICE MACHINERY & EQUIPMENT	1,699	-	-	-	-
	SUBTOTAL CAPITAL OUTLAY	1,699	-	-	-	-
	TOTAL EXPENDITURES	105,359	53,000	71,353	90,816	97,190

Financial Summaries

General Fund

Building Services

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

EXPENDITURE SUMMARY						
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
PERSONAL SERVICES	27,788	33,773	49,341	72,367	68,155	74,498
OPERATING EXPENSES	4,352	-	77	81,290	1,305	100,000
TOTAL REQUIREMENTS	32,141	33,773	49,418	153,657	69,460	174,498

Work Plan

- Complete the transition to a "one-stop shop" model, simplifying permit acquisition for builders, contractors, and homeowners.

PERSONAL SERVICES					
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
POSITION	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
COMMUNITY DEVELOPMENT DIRECTOR	0.10	0.00	0.20	0.20	0.20
CODE COMPLIANCE OFFICER	0.10	0.10	0.10	0.10	0.10
PERMIT TECHNICIAN	0.50	0.50	0.50	0.50	0.50
TOTAL FULL-TIME EQUIVALENTS	0.70	0.60	0.80	0.80	0.80

001	GENERAL FUND
30	COMMUNITY DEVELOPMENT
52410	BUILDING

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES						
PERSONAL SERVICES						
1210 SALARIES	22,742	24,412	36,570	48,185	48,185	51,170
1410 OVERTIME	-	-	-	-	-	-
2110 SOCIAL SECURITY TAXES	1,407	1,512	2,267	2,987	2,987	3,173
2210 RETIREMENT	675	330	581	6,746	5,100	7,164
2310 EMPLOYEE INSURANCE	2,441	7,087	9,328	13,580	11,170	12,080
2410 WORKER'S COMPENSATION	195	79	64	170	14	170
3000 MEDICARE INSURANCE	329	353	530	699	699	742
SUBTOTAL PERSONAL SERVICES	27,788	33,773	49,341	72,367	68,155	74,498
OPERATING EXPENSES						
3100 PROFESSIONAL SERVICES	3,933	-	-	80,000	-	100,000
4010 TRAVEL & PER DIEM	-	-	-	-	-	-
4522 VEHICLE INSURANCE	-	-	-	290	305	-
4906 OTHER CHARGES	299	-	-	-	-	-
4930 TRAINING	-	-	-	-	-	-
4946 LEGAL & RETAIL ADVERTISEMENTS	-	-	77	1,000	1,000	-
5110 OFFICE SUPPLIES	-	-	-	-	-	-
5290 OPERATING SUPPLIES	-	-	-	-	-	-
5410 BOOKS, PUBS, SUBS & MEMBS	121	-	-	-	-	-
SUBTOTAL OPERATING EXPENSES	4,352	-	77	81,290	1,305	100,000
TOTAL EXPENDITURES	32,141	33,773	49,418	153,657	69,460	174,498

Financial Summaries

General Fund

Animal Control

The Animal Control program is responsible for the intake of stray animals within the City of Mary Esther. Formerly, the City contracted with the Panhandle Animal Welfare Society (PAWS) to provide service. Staff continues to work on options for this upcoming fiscal year. The Community Development Director will provide contract oversight.

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
OPERATING EXPENSES	-	-	-	5,000	5,000	30,000
TOTAL REQUIREMENTS	-	-	-	5,000	5,000	30,000

001	GENERAL FUND
30	COMMUNITY DEVELOPMENT
56200	ANIMAL CONTROL

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
EXPENDITURES						
OPERATING EXPENSES						
3410 ANIMAL CONTROL	-	-	-	5,000	5,000	30,000
SUBTOTAL OPERATING EXPENSES	-	-	-	5,000	5,000	30,000
TOTAL EXPENDITURES	-	-	-	5,000	5,000	30,000

Financial Summaries

General Fund

Law Enforcement

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

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
OPERATING EXPENSES	230,804	252,025	274,040	310,788	310,788	321,061
TOTAL REQUIREMENTS	230,804	252,025	274,040	310,788	310,788	321,061

001	GENERAL FUND
20	PUBLIC SAFETY
52100	LAW ENFORCEMENT

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES						
OPERATING EXPENSES						
3405	CONTRACT FOR SERVICES	230,804	252,025	274,040	310,788	321,061
	SUBTOTAL OPERATING EXPENSES	230,804	252,025	274,040	310,788	321,061
	TOTAL EXPENDITURES	230,804	252,025	274,040	310,788	321,061

Financial Summaries

General Fund

Fire

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

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2024 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
PERSONAL SERVICES	-	-	-	-	-	-
OPERATING EXPENSES	1,047,067	1,079,679	1,113,089	1,147,687	1,147,687	1,183,323
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL REQUIREMENTS	1,047,067	1,079,679	1,113,089	1,147,687	1,147,687	1,183,323

001	GENERAL FUND
20	PUBLIC SAFETY
52200	FIRE

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	
EXPENDITURES							
OPERATING EXPENSES							
3405	CONTRACT FOR SERVICES	1,046,885	1,079,498	1,113,089	1,147,687	1,147,687	1,183,323
4710	PRINTING & BINDING	182	182	-	-	-	-
	SUBTOTAL OPERATING EXPENSES	1,047,067	1,079,679	1,113,089	1,147,687	1,147,687	1,183,323
	TOTAL EXPENDITURES	1,047,067	1,079,679	1,113,089	1,147,687	1,147,687	1,183,323

Financial Summaries

General Fund

Library

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

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2024 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
PERSONAL SERVICES	325,026	358,298	393,757	468,534	466,826	476,454
OPERATING EXPENSES	29,757	33,070	31,098	40,200	40,340	52,100
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL REQUIREMENTS	354,783	391,368	424,855	508,734	507,166	528,554

Work Plan

- Fine-tune collection development and maintenance (including purchasing procedures, workflows, and processes) to meet the needs of the community.
- Remove dated and worn print materials, replacing older books and media with the newest and most current items for patrons.
- Expand print and digital collections, adding new local and state newspaper subscriptions for patron access across library tablets and desktop devices.
- Create opportunities for professional development for staff and offer technology training and workshops for patrons.
- Enhance the facility layout with new furnishings to create requested self-study and small group collaboration spaces for patrons.

PERSONAL SERVICES					
POSITION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2026 BUDGET	FY 2025 BUDGET
LIBRARIAN	1.00	1.00	1.00	1.00	1.00
YOUTH SERVICES COORDINATOR	1.00	1.00	1.00	1.00	1.00
LIBRARY TECHNICIAN	3.00	3.00	3.00	3.00	3.00
LIBRARY TECHNICIAN (PT)	1.00	1.00	1.00	1.00	1.00
TOTAL FULL-TIME EQUIVALENTS	6.00	6.00	6.00	6.00	6.00

001 GENERAL FUND							
71 LIBRARY							
57100 LIBRARY							
		FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	193,419	238,029	259,911	278,192	296,000	290,519
1310	PART-TIME SALARIES	45,820	30,408	35,644	47,552	45,000	49,640
1410	OVERTIME	-	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	14,277	16,156	18,180	20,196	21,142	21,090
2210	RETIREMENT	25,383	29,213	36,387	38,947	36,000	40,673
2310	EMPLOYEE INSURANCE	42,449	40,427	39,053	78,223	63,261	68,900
2410	WORKER'S COMPENSATION	338	287	330	700	478	700
3000	MEDICARE INSURANCE	3,339	3,778	4,252	4,723	4,945	4,932
	SUBTOTAL PERSONAL SERVICES	325,026	358,298	393,757	468,534	466,826	476,454
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	-	425	-	-	-	-
4010	TRAVEL & PER DIEM	1,316	744	581	1,200	1,200	1,200
4100	POSTAGE & SHIPPING	60	434	551	1,000	1,000	1,000
4110	TELEPHONE & INTERNET	-	-	-	-	-	-
4310	ELECTRICITY	-	-	-	-	-	-
4320	WATER	-	-	-	-	-	-
4330	SOLID WASTE	-	-	-	-	-	-
4520	LIABILITY INSURANCE	-	-	-	-	-	-
4611	BUILDING R & M	-	-	-	-	-	-
4612	FURNITURE/EQUIPMENT	70	-	218	500	500	2,500
4650	COMPUTER OPERATIONS & MAINTENANC	-	-	-	-	-	-
4655	COMPUTER HARDWARE & SOFTWARE	-	-	-	-	-	3,000
4676	FURNITURE/EQUIP. UNDER \$1000	-	274	-	-	-	-
4710	PRINTING & BINDING	206	400	495	700	700	700
4920	MISCELLANEOUS CHARGES	-	-	-	-	-	-
4925	PROGRAM EXPENSES	1,429	2,085	2,002	1,900	1,900	1,900
4930	TRAINING	-	-	-	-	120	400
5110	OFFICE SUPPLIES	1,954	1,832	2,775	2,700	2,700	2,700
5295	OPERATING SUPPLIES	-	103	88	-	20	-
5410	BOOKS, PUBS, SUBS & MEMBS	10,583	10,629	13,470	16,000	16,000	22,500
5415	LIBRARY BOOK LEASES	6,403	6,474	-	-	-	-
5417	LIBRARY E-BOOK LEASES	6,454	8,654	9,707	15,000	15,000	15,000
5420	MEMBERSHIPS	1,282	1,015	1,210	1,200	1,200	1,200
	SUBTOTAL OPERATING EXPENSES	29,757	33,070	31,098	40,200	40,340	52,100
	TOTAL EXPENDITURES	354,783	391,368	424,855	508,734	507,166	528,554

Financial Summaries

General Fund

Facilities

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

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2024 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
PERSONAL SERVICES	26,166	28,750	53,505	85,980	83,841	100,523
OPERATING EXPENSES	90,909	94,200	104,700	151,890	151,416	180,550
CAPITAL OUTLAY	3,186	10,355	2,519,585	818,674	790,674	101,000
TOTAL REQUIREMENTS	120,261	133,305	2,677,790	1,056,544	1,025,931	382,073

Work Plan

- Replace two (2) HVAC units at the library.
- Complete replacement of the roof and gutters of the Public Works Facility.
- Evaluate building needs and develop a 5-year plan for HVAC, roofing, and other significant components.

PERSONAL SERVICES					
POSITION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2026 BUDGET
PUBLIC WORKS DIRECTOR	0.00	0.00	0.10	0.10	0.10
MAINTENANCE SUPERVISOR	0.10	0.10	0.00	0.00	0.00
PARKS SUPERINTENDENT	0.00	0.00	0.30	0.30	0.30
MAINTENANCE TECHNICIAN	0.40	0.40	0.90	0.90	0.60
TOTAL FULL-TIME EQUIVALENTS	0.40	0.40	1.30	1.30	1.00

001	GENERAL FUND
50	PUBLIC WORKS
51910	FACILITIES

		FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	17,190	19,142	37,354	51,653	49,000	63,314
1310	PART-TIME SALARIES	-	-	-	11,200	11,659	-
1410	OVERTIME	-	-	-	500	500	1,000
2110	SOCIAL SECURITY TAXES	1,035	1,176	2,313	3,968	3,792	3,987
2210	RETIREMENT	1,487	1,554	1,961	2,391	2,553	9,004
2310	EMPLOYEE INSURANCE	4,707	5,183	9,828	13,850	14,000	19,665
2410	WORKER'S COMPENSATION	1,504	1,419	1,508	1,490	1,451	2,620
3000	MEDICARE INSURANCE	242	275	541	928	887	933
	SUBTOTAL PERSONAL SERVICES	26,166	28,750	53,505	85,980	83,841	100,523
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	8,320	23,060	10,007	15,450	15,450	18,000
4010	TRAVEL & PER DIEM	-	-	-	500	500	500
4110	TELEPHONE & INTERNET	-	-	-	-	-	-
4310	ELECTRICITY	18,350	18,012	20,241	28,000	28,000	40,000
4320	WATER	6,825	8,049	8,490	12,000	12,000	12,600
4330	SOLID WASTE	4,042	2,652	2,886	7,500	7,500	7,500
4340	NATURAL GAS	676	769	1,133	2,500	2,500	3,500
4410	EQUIPMENT RENTAL	322	33	210	2,000	2,000	3,000
4520	LIABILITY INSURANCE	4,650	-	-	-	-	-
4521	PROPERTY INSURANCE	15,782	12,332	16,424	32,540	32,246	38,000
4522	VEHICLE INSURANCE	368	862	859	1,050	870	1,100
4610	VEHICLE R & M	921	971	121	-	-	-
4611	BUILDING R & M	15,501	16,246	30,577	20,000	20,000	20,000
4612	FURNITURE/EQUIPMENT	-	423	-	500	500	500
4615	FENCING & LANDSCAPING	736	771	746	5,000	5,000	7,000
4635	PARKING AREA MARKING R & M	174	-	-	-	-	-
4930	TRAINING	704	423	279	1,000	1,000	1,000
5110	OFFICE SUPPLIES	243	287	503	750	750	750
5210	FUEL, OIL & LUBRICANTS	4,054	1,728	2,170	7,500	7,500	5,000
5220	UNIFORMS	223	772	1,224	1,500	1,500	2,000
5221	PERSONAL PROTECTIVE EQUIPMENT	999	464	1,396	1,000	1,000	1,000
5230	JANITORIAL SUPPLIES	1,035	1,065	2,273	2,500	2,500	3,000
5231	SEASONAL DECORATIONS	-	-	695	500	500	5,000
5240	CHEMICALS	55	12	-	-	-	-
5260	TOOLS	303	573	135	1,000	1,000	2,000
5270	MACHINERY & EQUIPMENT	3,374	2,051	2,102	1,500	1,500	1,500
5290	OPERATING SUPPLIES	3,213	2,620	2,127	7,500	7,500	7,500
5410	BOOKS, PUBS, SUBS & MEMBS	40	25	100	100	100	100
	SUBTOTAL OPERATING EXPENSES	90,909	94,200	104,700	151,890	151,416	180,550

001	GENERAL FUND
50	PUBLIC WORKS
51910	FACILITIES

CAPITAL OUTLAY

6100	LAND	-	-	1,096,402	-	-	-
6210	BUILDINGS	3,186	10,355	1,408,983	818,674	790,674	101,000
6310	INFRASTRUCTURE	-	-	2,677	-	-	-
6400	MACHINERY & EQUIPMENT	-	-	11,523	-	-	-
	SUBTOTAL CAPITAL OUTLAY	3,186	10,355	2,519,585	818,674	790,674	101,000
	<u>TOTAL EXPENDITURES</u>	<u>120,261</u>	<u>133,305</u>	<u>2,677,790</u>	<u>1,056,544</u>	<u>1,025,931</u>	<u>382,073</u>

Financial Summaries

General Fund

Streets

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

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2024 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
PERSONAL SERVICES	52,269	57,684	85,518	149,296	145,485	199,648
OPERATING EXPENSES	102,126	139,266	116,222	260,481	213,171	340,000
CAPITAL OUTLAY	-	105,568	1,402,327	1,280,863	1,231,460	3,753,700
TOTAL REQUIREMENTS	154,395	302,517	1,604,068	1,690,640	1,590,117	4,293,348

Work Plan

- Continue the street preservation program, including crack sealing, slurry sealing, and repaving Ruby Circle and Scottsdale neighborhoods.
- Begin maintenance of Highway 98, including sweeping, mowing, vegetation management, and sidewalk cleaning.
- Start the Azalea Neighborhood Infrastructure Project, which includes streets, curbs, gutters, and sidewalks.

PERSONAL SERVICES					
POSITION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2026 BUDGET
PUBLIC WORKS DIRECTOR	0.00	0.00	0.10	0.10	0.10
MAINTENANCE SUPERVISOR	0.20	0.20	0.00	0.00	0.00
STREETS SUPERINTENDENT	0.00	0.00	0.50	0.50	0.50
MAINTENANCE TECHNICIAN	0.80	0.80	1.00	1.00	1.38
TOTAL FULL-TIME EQUIVALENTS	0.80	0.80	1.60	1.60	1.98

001	GENERAL FUND
50	PUBLIC WORKS
54100	STREETS

		FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	34,381	38,469	57,565	100,602	98,930	97,167
1310	PART-TIME SALARIES	-	-	1,355	-	-	41,313
1410	OVERTIME	-	-	101	500	500	1,000
2110	SOCIAL SECURITY TAXES	2,071	2,353	3,645	6,352	6,165	8,648
2210	RETIREMENT	2,975	3,107	4,440	8,940	9,000	13,743
2310	EMPLOYEE INSURANCE	9,351	10,365	14,543	25,050	23,300	27,770
2410	WORKER'S COMPENSATION	3,007	2,838	3,017	6,360	6,149	7,985
3000	MEDICARE INSURANCE	484	550	852	1,492	1,442	2,022
	SUBTOTAL PERSONAL SERVICES	52,269	57,684	85,518	149,296	145,485	199,648
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	-	34,258	7,605	60,000	5,625	8,500
3150	ENGINEERING, CONSULTING SERVICE	-	-	-	-	-	-
4010	TRAVEL & PER DIEM	-	-	-	3,000	2,000	3,000
4110	TELEPHONE & INTERNET	-	-	-	-	-	-
4310	ELECTRICITY	51,923	55,327	52,380	60,000	60,000	60,000
4320	WATER	359	363	380	500	500	600
4330	SOLID WASTE	1,159	3,019	6,383	10,000	15,000	15,000
4410	EQUIPMENT RENTAL	-	500	310	2,500	2,500	2,500
4522	VEHICLE INSURANCE	368	1,723	859	1,250	1,166	1,800
4610	VEHICLE R & M	228	3,374	605	4,000	4,000	8,000
4611	BUILDING R & M	-	-	-	-	-	-
4612	FURNITURE/EQUIPMENT	-	-	-	-	-	-
4615	FENCING & LANDSCAPING	580	2,988	10,292	5,000	5,000	2,500
4623	HEAVY EQUIPMENT R & M	5,577	25,214	16,686	15,000	15,000	15,000
4631	STREET REPAVING	739	701	9,355	61,000	65,000	170,000
4635	PARKING AREA MARKING R & M	-	-	-	-	-	9,000
4636	TRAFFIC CONTROL & TRAFFIC SIGNS	4,140	3,239	940	6,000	6,000	6,000
4637	CURBS/GUTTERS/STORM DRAINS R & M	-	-	-	10,500	10,500	10,000
4640	DOCKS, BOAT RAMPS, PIERS R & M	-	-	-	-	-	-
4642	TRAFFIC SIGNAL MAINTENANCE - CC	32,500	-	-	-	-	-
4650	COMPUTER OPERATIONS & MAINTENANCE	-	-	-	-	-	-
4675	PARKS & RECREATION	-	-	-	-	-	-
4906	OTHER CHARGES	-	393	-	131	131	-
4920	MISCELLANEOUS CHARGES	-	-	-	-	-	-
4930	TRAINING	-	-	600	1,000	250	1,000
5110	OFFICE SUPPLIES	58	-	40	100	-	100
5210	FUEL, OIL & LUBRICANTS	3,851	3,439	3,383	6,000	5,000	6,000
5220	UNIFORMS	112	-	356	1,500	1,500	2,000
5221	PERSONAL PROTECTIVE EQUIPMENT	84	323	641	1,000	1,000	1,000
5230	JANITORIAL SUPPLIES	-	-	-	-	-	-
5240	CHEMICALS	55	108	-	-	-	-
5260	TOOLS	171	321	881	2,500	2,500	2,500
5270	MACHINERY & EQUIPMENT	120	2,064	1,521	5,000	5,000	5,000

001 GENERAL FUND							
50 PUBLIC WORKS							
54100 STREETS							
5290	OPERATING SUPPLIES	101	1,844	2,913	4,000	5,000	10,000
5410	BOOKS, PUBS, SUBS & MEMBS	-	68	92	500	500	500
	SUBTOTAL OPERATING EXPENSES	102,126	139,266	116,222	260,481	213,171	340,000
CAPITAL OUTLAY							
6310	INFRASTRUCTURE	-	105,568	1,293,235	980,863	942,030	3,693,200
6330	STORM DRAINAGE IMPROVEMENTS	-	-	-	-	-	-
6380	PARK EQUIPMENT	-	-	-	-	-	-
6405	OFFICE MACHINERY & EQUIPMENT	-	-	-	-	-	-
6410	MACHINERY & EQUIPMENT	-	-	109,092	300,000	289,430	60,500
	SUBTOTAL CAPITAL OUTLAY	-	105,568	1,402,327	1,280,863	1,231,460	3,753,700
	<u>TOTAL EXPENDITURES</u>	154,395	302,517	1,604,068	1,690,640	1,590,117	4,293,348

Financial Summaries

General Fund

Parks and Recreation

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

EXPENDITURE SUMMARY

DESCRIPTION	FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026
	ACTUAL	ACTUAL	BUDGET	BUDGET	PROJECTED	PROPOSED
PERSONAL SERVICES	130,577	147,156	205,939	219,117	193,331	242,914
OPERATING EXPENSES	17,228	65,864	122,522	208,200	197,290	78,600
CAPITAL OUTLAY	31,999	670,755	192,783	962,891	287,000	1,214,204
TOTAL REQUIREMENTS	179,804	883,775	521,244	1,390,208	677,620	1,535,718

Work Plan

- Develop and implement a turf maintenance program for all parks and facilities.
- Oversee the construction of the Azalea Park trail.
- Partner with an engineering firm to draft construction plans for the replacement of the pedestrian bridges in Oak Tree Nature Park.
- Facilitate the commencement of construction on Christobal Landing Park, a collaborative project with Okaloosa County.
- Initiate the process of securing funding to support the implementation of the newly adopted Parks and Open Space Master Plan.

PERSONAL SERVICES

POSITION	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
PUBLIC WORKS DIRECTOR	0.00	0.00	0.20	0.20	0.20
MAINTENANCE SUPERVISOR	0.50	0.50	0.00	0.00	0.00
PARKS SUPERINTENDENT	0.00	0.00	0.70	0.70	0.70
MAINTENANCE TECHNICIAN	2.00	2.00	2.10	2.10	1.65
TOTAL FULL-TIME EQUIVALENTS	2.00	2.00	3.00	3.00	2.55

001	GENERAL FUND
50	PUBLIC WORKS
57200	PARKS

		FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	85,953	95,710	136,471	118,320	110,000	141,514
1310	PART-TIME SALARIES	-	-	3,162	26,133	27,004	15,644
1410	OVERTIME	-	-	-	500	500	1,000
2110	SOCIAL SECURITY TAXES	5,177	5,882	8,642	8,987	8,525	9,806
2210	RETIREMENT	7,437	7,768	8,536	14,135	3,269	19,952
2310	EMPLOYEE INSURANCE	23,282	29,204	39,565	40,800	39,500	45,145
2410	WORKER'S COMPENSATION	7,517	7,216	7,541	8,140	2,538	7,560
3000	MEDICARE INSURANCE	1,211	1,376	2,021	2,102	1,994	2,293
	SUBTOTAL PERSONAL SERVICES	130,577	147,156	205,939	219,117	193,331	242,914
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	-	24,002	5,719	100,000	94,793	-
4010	TRAVEL & PER DIEM	-	-	1,482	1,500	1,500	1,500
4310	ELECTRICITY	3,455	4,447	4,638	5,500	5,500	6,000
4320	WATER	2,956	3,215	2,930	4,000	4,000	5,000
4330	SOLID WASTE	-	-	-	500	500	500
4521	PROPERTY INSURANCE	-	6,064	7,344	8,450	7,927	12,000
4522	VEHICLE INSURANCE	368	-	859	1,050	870	1,500
4611	BUILDING R & M	5,819	694	1,492	13,000	13,000	15,000
4612	FURNITURE/EQUIPMENT	168	-	-	1,000	1,000	-
4615	FENCING & LANDSCAPING	3,000	20,367	59,002	30,000	30,000	-
5110	OFFICE SUPPLIES	-	-	358	1,000	1,000	1,000
5210	FUEL, OIL & LUBRICANTS	646	2,966	4,151	6,000	6,000	6,000
5220	UNIFORMS	112	-	-	-	-	-
5231	SEASONAL DECORATIONS	-	-	14,556	6,000	6,000	-
5270	MACHINERY & EQUIPMENT	704	1,855	5,436	5,000	5,000	3,000
5290	OPERATING SUPPLIES	-	2,254	5,459	10,100	10,100	10,000
5410	BOOKS, PUBS, SUBS & MEMBS	-	-	166	100	100	100
5741	COMMUNITY EVENTS	-	-	8,930	15,000	10,000	17,000
	SUBTOTAL OPERATING EXPENSES	17,228	65,864	122,522	208,200	197,290	78,600
CAPITAL OUTLAY							
6210	BUILDINGS	-	-	-	-	-	-
6310	INFRASTRUCTURE	-	670,755	182,956	950,891	275,000	1,169,204
6410	MACHINERY & EQUIPMENT	31,999	-	9,827	12,000	12,000	45,000
	SUBTOTAL CAPITAL OUTLAY	31,999	670,755	192,783	962,891	287,000	1,214,204
	TOTAL EXPENDITURES	179,804	883,775	521,244	1,390,208	677,620	1,535,718

Financial Summaries

General Fund

Stormwater

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

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2024 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
PERSONAL SERVICES	52,269	57,498	84,077	149,496	146,088	161,416
OPERATING EXPENSES	5,204	17,683	19,602	32,769	32,589	46,050
CAPITAL OUTLAY	36,380	98,371	132,236	1,104,703	645,968	247,725
TOTAL REQUIREMENTS	93,853	173,552	235,915	1,286,968	824,645	455,191

Work Plan

- Meet or exceed stormwater quality permit requirements.
- Obtain required easement and approvals from Hurlburt Field/Eglin Air Force Base to proceed with the Northwest Stormwater Ditch Project.
- Research Stormwater Utility and identify funding for the development of the city's first Stormwater Master Plan.
- Start the Azalea Neighborhood Infrastructure Project, which includes drainage improvements.

PERSONAL SERVICES					
POSITION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2026 BUDGET
PUBLIC WORKS DIRECTOR	0.00	0.00	0.10	0.10	0.10
MAINTENANCE SUPERVISOR	0.20	0.20	0.00	0.00	0.00
STREETS SUPERINTENDENT	0.00	0.00	0.50	0.50	0.50
MAINTENANCE TECHNICIAN	0.80	0.80	1.00	1.00	1.13
TOTAL FULL-TIME EQUIVALENTS	0.80	0.80	1.60	1.60	1.73

001 GENERAL FUND							
50 PUBLIC WORKS							
53800 STORMWATER							
		FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	34,381	38,284	57,565	100,602	99,000	97,167
1310	PART-TIME SALARIES	-	-	-	-	-	9,056
1410	OVERTIME	-	-	101	500	500	500
2110	SOCIAL SECURITY TAXES	2,071	2,353	3,574	6,352	6,169	6,617
2210	RETIREMENT	2,975	3,107	4,464	8,940	8,494	13,673
2310	EMPLOYEE INSURANCE	9,351	10,365	14,521	25,450	24,368	27,770
2410	WORKER'S COMPENSATION	3,007	2,838	3,017	6,160	6,114	5,085
3000	MEDICARE INSURANCE	484	550	836	1,492	1,443	1,547
	SUBTOTAL PERSONAL SERVICES	52,269	57,498	84,077	149,496	146,088	161,416
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	1,946	16,820	2,923	15,000	15,000	-
4010	TRAVEL & PER DIEM	-	-	389	1,000	1,000	1,000
4522	VEHICLE INSURANCE	368	862	859	1,050	870	1,050
4615	FENCING & LANDSCAPING	2,542	-	1,111	3,500	3,500	17,000
4637	CURBS/GUTTERS/STORM DRAINS R & M	100	-	6,757	5,500	5,500	20,000
4930	TRAINING	-	-	219	219	219	-
5220	UNIFORMS	187	-	-	250	250	-
5295	OPERATING SUPPLIES	60	-	6,744	3,750	3,750	5,000
5410	BOOKS, PUBS, SUBS & MEMBS	-	-	600	2,500	2,500	2,000
	SUBTOTAL OPERATING EXPENSES	5,204	17,683	19,602	32,769	32,589	46,050
CAPITAL OUTLAY							
6310	INFRASTRUCTURE	36,380	98,371	132,236	1,104,703	645,968	224,225
6410	MACHINERY & EQUIPMENT	-	-	-	-	-	23,500
	SUBTOTAL CAPITAL OUTLAY	36,380	98,371	132,236	1,104,703	645,968	247,725
	TOTAL EXPENDITURES	93,853	173,552	235,915	1,286,968	824,645	455,191

Financial Summaries

General Fund

Nondepartmental

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

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2024 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
PERSONAL SERVICES	-	-	-	-	-	-
OPERATING EXPENSES	27,698	47,688	54,091	66,040	58,250	67,780
CAPITAL OUTLAY	-	-	-	-	-	-
OTHER USES	-	-	270,194	310,234	346,355	346,355
TOTAL REQUIREMENTS	27,698	47,688	324,285	376,274	404,605	414,135

001 GENERAL FUND							
99 NONDEPARTMENTAL							
51900 GENERAL GOVERNMENT							
		FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES							
OPERATING EXPENSES							
3100	PROFESSIONAL SERVICES	355	893	-	-	-	-
4100	POSTAGE & SHIPPING	2,217	2,499	3,158	4,200	4,200	4,200
4520	LIABILITY INSURANCE	18,387	40,888	47,449	56,940	49,150	58,980
4660	COPIER MAINTENANCE	3,324	-	-	-	-	-
4906	OTHER CHARGES	-	48	1,306	-	-	-
4990	BAD DEBT EXPENSE WATER TAX	-	230	220	900	-	-
5110	OFFICE SUPPLIES	1,460	1,380	1,958	4,000	4,000	4,000
5410	BOOKS, PUBS, SUBS & MEMBS	494	369	-	-	900	600
	SUBTOTAL OPERATING EXPENSES	26,238	46,307	54,091	66,040	58,250	67,780
OTHER USES							
7120	LOAN DEBT PRINCIPAL	-	-	109,496	109,496	174,226	182,258
7220	LOAN DEBT INTEREST	-	-	114,673	200,738	172,129	164,098
7301	OTHER DEBT SERVICE	-	-	46,025	-	-	-
	SUBTOTAL OTHER USES	-	-	270,194	310,234	346,355	346,355
	TOTAL EXPENDITURES	26,238	46,307	324,285	376,274	404,605	414,135

Financial Summaries
Utilities Fund

OPERATING BUDGET SUMMARY, UTILITIES FUND			
	FY 2025	FY 2025	FY 2026
	BUDGET	PROJECTED	BUDGET
REVENUES	5,727,764	4,238,402	11,745,070
LESS ONE-TIME REVENUES	2,292,064	669,201	8,182,048
RECURRING REVENUES	3,435,700	3,569,201	3,563,022
EXPENDITURES	5,604,701	3,447,177	12,043,861
LESS ONE-TIME EXPENDITURES	2,564,939	596,358	9,029,048
RECURRING EXPENDITURES	3,039,762	2,850,819	3,014,813
SURPLUS/(DEFICIT)	395,938	718,382	548,209

Notes:

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

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

FY 2026 PROPOSED ONE-TIME REVENUES AND EXPENDITURES BY DEPARTMENT, PUBLIC UTILITIES FUND

ONE-TIME UTILITIES FUND REVENUES

SRF Drinking Water Loan for Azalea Park Neighborhood improvements	\$ 1,830,900.00
SRF Clean Water Loan for Azalea Park Neighborhood improvements	\$ 1,520,700.00
State appropriation for Azalea Park Neighborhood water and sewer improvements	\$ 1,000,000.00
SRF Drinking Water loan for federally mandated Lead and Copper project	\$ 70,000.00
CIPP lining sewer lines in Springdale Park Neighborhood and Bryn Mawr Blvd.	\$ 836,000.00
Project Management for Azalea Park Neighborhood rehab project	\$ 184,448.00
State grant for replacement of waterline south of 98	\$ 440,000.00
State Grant for Okaloosa County Sewer Force Main	\$ 1,000,000.00
Federal grants for Okaloosa County Sewer Force Main	\$ 1,300,000.00
TOTAL ONE-TIME UTILITIES FUND REVENUES	\$ 8,182,048.00

ONE-TIME UTILITIES FUND EXPENSES

WATER

Lead and Copper project	\$ 70,000.00
Azalea Park Neighborhood water improvements	\$ 2,330,900.00
Engineering fees for Azalea Park Neighborhood improvements	\$ 92,224.00
(10) fire hydrant valves	\$ 30,000.00
(14) fire hydrants	\$ 63,000.00
(6) system valves	\$ 110,000.00
Engineering services to replace waterline south of 98	\$ 450,000.00
SCADA for all wells	\$ 55,000.00
GPR unit	\$ 25,000.00

SEWER

Azalea Park Neighborhood sewer improvements	\$ 2,020,700.00
Engineering fees for Azalea Park Neighborhood improvements	\$ 92,224.00
CIPP lining sewer lines in Springdale Park Neighborhood and Bryn Mawr Blvd.	\$ 836,000.00
4" bypass pump	\$ 53,000.00
Spare lift station pumps	\$ 30,000.00
Effluent panel at WWTP	\$ 25,000.00
Waste pump for Plant 2	\$ 25,000.00
Aire Base pump station upgrades	\$ 75,000.00
Effluent pumps (2)	\$ 30,000.00
Bat Wing Bushhog Cutter for Sprayfield	\$ 16,000.00
Engineering for Okaloosa County Sewer Force Main	\$ 2,600,000.00
TOTAL ONE-TIME UTILITIES FUND EXPENDITURES	\$ 9,029,048.00

Financial Summaries

Utilities Fund

UTILITIES FUND SUMMARY, BY PROGRAM

	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
BEGINNING BALANCE	2,784,899	3,687,438	3,444,231	4,479,409	4,479,409	5,270,634
REVENUES						
INTERGOVERNMENTAL	19,706	-	-	-	-	-
CHARGES FOR SERVICE	3,036,135	3,101,369	3,047,333	3,136,700	3,141,600	3,265,740
MISCELLANEOUS	397,635	467,339	474,816	299,000	427,601	287,282
OTHER SOURCES	243,227	822,052	1,575,722	2,292,064	669,201	8,192,048
TOTAL REVENUES	3,696,702	4,390,760	5,097,870	5,727,764	4,238,402	11,745,070
EXPENDITURES						
WATER	1,461,313	3,151,836	2,614,800	2,660,693	1,830,555	4,707,926
SEWER	1,561,620	1,462,247	1,425,412	2,716,354	1,517,327	7,109,909
WATER/SEWER	-	-	-	-	-	-
NONDEPARTMENTAL	23,659	19,884	22,479	227,654	99,295	226,027
TOTAL EXPENDITURES	3,046,592	4,633,967	4,062,692	5,604,701	3,447,177	12,043,861
RESTRICTED RESERVES						
IMPACT FEES	7,900	7,700	8,194	8,194	8,194	8,194
CAPITAL PROJECTS	-	-	-	-	-	-
TOTAL RESTRICTED RESERVES	7,900	7,700	8,194	8,194	8,194	8,194
ENDING UNASSIGNED BALANCE	3,679,538	3,436,531	4,471,215	4,594,278	5,262,440	4,963,649

Financial Summaries
Utilities Fund

UTILITIES FUND, BY OBJECT						
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
BEGINNING BALANCE	2,784,899	3,687,438	3,444,231	4,479,409	4,479,409	5,270,634
REVENUES						
INTERGOVERNMENTAL	19,706	-	-	-	-	-
CHARGES FOR SERVICE	3,036,135	3,101,369	3,047,333	3,136,700	3,141,600	3,265,740
MISCELLANEOUS	397,635	467,339	474,816	299,000	427,601	287,282
OTHER SOURCES	243,227	822,052	1,575,722	2,292,064	669,201	8,192,048
TOTAL REVENUES	3,696,702	4,390,760	5,097,870	5,727,764	4,238,402	11,745,070
EXPENDITURES						
PERSONAL SERVICES	260,413	260,510	287,619	329,240	310,285	348,533
OPERATING EXPENSES	2,159,904	2,241,749	2,278,865	2,482,868	2,441,239	2,510,253
CAPITAL OUTLAY	602,616	2,111,824	1,473,728	2,564,939	596,358	8,959,048
DEBT SERVICE	23,659	19,884	22,479	227,654	99,295	226,027
TOTAL EXPENDITURES	3,046,592	4,633,967	4,062,692	5,604,701	3,447,177	12,043,861
RESTRICTED						
IMPACT FEES	7,900	7,700	8,194	8,194	8,194	8,194
CAPITAL PROJECTS	-	-	-	-	-	-
TOTAL RESTRICTED BALANCE	7,900	7,700	8,194	8,194	8,194	8,194
ENDING UNASSIGNED BALANCE	3,679,538	3,436,531	4,471,215	4,594,278	5,262,440	4,963,649

410	UTILITIES FUND
00	NONDEPARTMENTAL
300000	REVENUES

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
REVENUES						
INTERGOVERNMENTAL						
343310	FEDERAL DISASTER RELIEF	17,113	-	-	-	-
343320	STATE DISASTER RELIEF	2,593	-	-	-	-
	SUBTOTAL INTERGOVERNMENTAL	19,706	-	-	-	-
CHARGES FOR SERVICES						
343310	WATER UTILITY REVENUE	1,248,041	1,254,487	1,232,419	1,281,000	1,332,240
343320	WATER UTILITY PENALTIES	(25,445)	27,147	31,879	20,000	31,000
343325	TRASH PENALTIES	-	-	-	-	-
343340	BACKFLOW PREVENTER INSPECTIONS	6,600	7,650	3,200	3,500	6,000
343350	WATER UTILITY SERVICE TAP	-	-	-	-	-
343351	UTILITY CONNECTION FEES	10,334	6,720	5,910	6,000	6,000
343510	SEWER UTILITY REVENUE	1,794,264	1,779,659	1,755,558	1,806,000	1,872,000
343520	SEWER UTILITY PENALTIES	-	18,243	16,675	20,000	18,000
343550	SEWER UTILITY SERVICE TAP	-	2,500	-	-	-
343610	IMPACT FEES WATER & SEWER	1,200	-	-	-	-
343611	IMPACT FEES WATER	400	400	494	-	400
343612	IMPACT FEES SEWER	-	400	494	-	400
359000	OTHER REVENUE & RETURNED CHECKS	740	4,162	703	200	500
343901	WATER & SEWER PLAN REVIEW	-	-	-	-	-
	SUBTOTAL CHARGES FOR SERVICES	3,036,135	3,101,369	3,047,333	3,136,700	3,265,740
MISCELLANEOUS REVENUES						
361000	INTEREST REVENUE	12,703	145,039	213,308	100,000	75,000
364000	DISPOSITION OF FIXED ASSETS	-	15,404	-	-	-
364400	SALE OF EQUIPMENT	2,350	-	-	-	1,200
369300	SETTLEMENTS (INSURANCE REIMBURSEME	211,840	116,907	-	-	-
369600	LEASE/RENTAL ELEVATED	183,319	189,116	190,160	199,000	212,282
369900	MISCELLANEOUS REVENUE	(12,578)	873	71,348	-	14,708
	SUBTOTAL MISCELLANEOUS REVENUES	397,635	467,339	474,816	299,000	427,601
OTHER SOURCES						
381100	INTERFUND TRANSFER	-	-	-	-	-
384000	DEBT PROCEEDS	-	-	1,114,928	918,564	452,263
384100	CDBG PROCEEDS	22,225	-	-	-	-
389300	GRANTS & DONATIONS - STATE	-	-	-	1,000,000	-
389200	GRANTS - FEDERAL	221,002	822,052	460,794	373,500	216,938
389700	CAPITAL CONTRIBUTIONS	-	-	-	-	-
	SUBTOTAL OTHER SOURCES	243,227	822,052	1,575,722	2,292,064	8,192,048
	TOTAL REVENUES	3,696,702	4,390,760	5,097,870	5,727,764	11,745,070

Financial Summaries

Utilities Fund

Water

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

EXPENDITURE SUMMARY

DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2024 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
PERSONAL SERVICES	130,197	130,257	143,808	164,620	155,143	174,267
OPERATING EXPENSES	993,515	1,143,100	1,230,115	1,351,923	1,280,735	1,377,535
CAPITAL OUTLAY	337,600	1,878,479	1,240,877	1,144,150	394,678	3,156,124
TOTAL REQUIREMENTS	1,461,313	3,151,836	2,614,800	2,660,693	1,830,555	4,707,926

Work Plan

- Meet or exceed water quality permit requirements.
- Submit annual water quality report to the City Council and residents.
- Complete annual update of the asset management plan and GIS database for water infrastructure.
- Continue the program to replace system valves and hydrant valves that are inoperable or in poor condition.
- Install Supervisory Control and Data Acquisition (SCADA) systems at all wells to remotely monitor treatment and production.
- Begin engineering on the West Highway 98 water main replacement project.
- Start the Azalea Neighborhood Infrastructure Project, which includes the replacement of water mains.

PERSONAL SERVICES

POSITION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2026 BUDGET
CITY MANAGER	0.25	0.25	0.05	0.05	0.05
CITY CLERK	0.00	0.00	0.00	0.00	0.00
FINANCE DIRECTOR	0.25	0.25	0.25	0.25	0.25
PUBLIC WORKS DIRECTOR	0.00	0.00	0.25	0.25	0.25
ACCOUNTS PAYABLE CLERK	0.40	0.40	0.00	0.00	0.00
ACCOUNTING CLERK	0.00	0.00	0.40	0.40	0.40
UTILITY BILLING ADMINISTRATOR	1.00	1.00	0.50	0.50	0.50
COMMUNITY DEVELOPMENT MANAGER	0.00	0.00	0.00	0.00	0.00
CODE COMPLIANCE OFFICER	0.00	0.00	0.00	0.00	0.00
TOTAL FULL-TIME EQUIVALENTS	1.90	1.90	1.45	1.45	1.45

410 UTILITIES FUND
50 PUBLIC WORKS
53300 WATER

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES						
PERSONAL SERVICES						
1210 SALARIES	102,291	97,272	105,386	112,553	114,500	118,076
1410 OVERTIME	-	-	-	-	-	-
2110 SOCIAL SECURITY TAXES	6,421	5,903	5,930	6,978	7,099	7,321
2210 RETIREMENT	7,599	8,288	9,595	15,757	10,801	16,531
2310 EMPLOYEE INSURANCE	12,529	17,355	21,322	27,555	21,000	30,483
2410 WORKER'S COMPENSATION	48	57	57	145	82	145
3000 MEDICARE INSURANCE	1,308	1,381	1,519	1,632	1,661	1,712
SUBTOTAL PERSONAL SERVICES	130,197	130,257	143,808	164,620	155,143	174,267
OPERATING EXPENSES						
3405 CONTRACT FOR SERVICES	794,059	811,718	847,696	850,000	810,105	740,000
3113 ADMINISTRATIVE SERVICES	-	-	-	-	-	-
3100 PROFESSIONAL SERVICES	28,007	31,369	97,705	148,543	138,010	85,000
3150 ENGINEERING, CONSULTING SERVICES & I	-	5,994	5,051	15,000	6,375	25,000
3210 ACCOUNTING & AUDITING	7,990	9,648	10,865	11,700	12,261	14,250
4010 TRAVEL & PER DIEM	-	-	16	2,000	-	2,000
4100 POSTAGE & SHIPPING	4,133	4,351	4,221	5,500	5,500	5,500
4110 TELEPHONE & INTERNET	3,780	4,254	3,903	6,200	4,200	5,500
4310 ELECTRICITY	343	-	(1)	-	-	-
4320 WATER	19,600	86,602	21,215	-	-	-
4521 PROPERTY INSURANCE	20,786	23,231	30,642	35,250	32,684	37,587
4611 BUILDING R & M	-	-	-	-	-	-
4613 GROUNDS MAINTENANCE	-	960	10,313	20,000	15,000	40,000
4617 WATER SYSTEMS MAINTENANCE	3,980	51,418	105,184	80,600	80,600	130,100
4623 HEAVY EQUIPMENT R & M	2,028	-	-	-	-	-
4644 ELEVATED TANK MAINTENANCE	30,076	30,076	30,978	70,000	71,000	73,130
4650 COMPUTER OPERATIONS & MAINTENANC	19,441	15,580	10,045	24,130	22,000	30,468
4655 COMPUTER HARDWARE & SOFTWARE	-	-	-	-	-	-
4710 PRINTING & BINDING	1,855	2,392	2,308	3,500	3,500	3,500
4905 WTP/STP OPERATING PERMITS	-	-	-	1,000	1,000	2,000
4906 OTHER CHARGES	976	608	1,042	1,500	1,500	1,500
4915 CREDIT CARD FEE EXPENSE	-	12,536	18,164	23,000	23,000	23,000
4930 TRAINING	-	-	-	2,000	2,000	-
4990 BAD DEBT EXPENSE	27,295	4,044	(77)	-	-	-
5110 OFFICE SUPPLIES	501	-	-	-	-	-
5270 MACHINERY & EQUIPMENT	28,082	46,764	29,583	50,000	50,000	155,000
5290 OPERATING SUPPLIES	63	690	-	500	500	2,500
5410 BOOKS, PUBS, SUBS & MEMBS	519	866	1,263	1,500	1,500	1,500
SUBTOTAL OPERATING EXPENSES	993,515	1,143,100	1,230,115	1,351,923	1,280,735	1,377,535
CAPITAL OUTLAY						
6210 BUILDINGS	-	-	-	15,000	15,000	-
6310 INFRASTRUCTURE	239,058	1,862,798	1,199,736	1,041,150	291,678	3,076,124
6400 COMPUTER SOFTWARE & EQUIPMENT	18,897	2,568	-	-	-	-
6410 MACHINERY & EQUIPMENT	79,646	13,114	41,140	88,000	88,000	80,000
SUBTOTAL CAPITAL OUTLAY	337,600	1,878,479	1,240,877	1,144,150	394,678	3,156,124
TOTAL EXPENDITURES	1,461,313	3,151,836	2,614,800	2,660,693	1,830,555	4,707,926

Financial Summaries

Utilities Fund

Sewer

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

EXPENDITURE SUMMARY

DESCRIPTION	FY 2022	FY 2023	FY 2024	FY 2024	FY 2025	FY 2026
	ACTUAL	ACTUAL	BUDGET	BUDGET	PROJECTED	PROPOSED
PERSONAL SERVICES	130,215	130,253	143,811	164,620	155,143	174,267
OPERATING EXPENSES	1,166,389	1,098,649	1,048,750	1,130,945	1,160,504	1,132,718
CAPITAL OUTLAY	265,016	233,345	232,852	1,420,789	201,680	5,802,924
TOTAL REQUIREMENTS	1,561,620	1,462,247	1,425,412	2,716,354	1,517,327	7,109,909

Work Plan

- Meet or exceed sewer discharge permit requirements.
- Complete annual update of the asset management plan and GIS database for sewer infrastructure.
- Start the Azalea Neighborhood Infrastructure Project, which includes relining sewer mains and manholes.
- Install a new effluent panel at the wastewater treatment facility.
- Begin smoke testing and filming program to identify unknown assets and reduce inflow and infiltration problems by installing inflow protectors and manhole repairs.
- Start engineering for the regional wastewater force main to the Okaloosa County Arbennie Pritchett Water Reclamation Facility.

PERSONAL SERVICES

POSITION	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
CITY MANAGER	0.25	0.25	0.05	0.05	0.05
CITY CLERK	0.00	0.00	0.00	0.00	0.00
FINANCE DIRECTOR	0.25	0.25	0.25	0.25	0.25
PUBLIC WORKS DIRECTOR	0.00	0.00	0.25	0.25	0.25
ACCOUNTS PAYABLE CLERK	0.40	0.40	0.00	0.00	0.00
ACCOUNTING CLERK	0.00	0.00	0.40	0.40	0.40
UTILITY BILLING ADMINISTRATOR	1.00	1.00	0.50	0.50	0.50
COMMUNITY DEVELOPMENT MANAGER	0.00	0.00	0.00	0.00	0.00
CODE COMPLIANCE OFFICER	0.00	0.00	0.00	0.00	0.00
TOTAL FULL-TIME EQUIVALENTS	1.90	1.90	1.45	1.45	1.45

410	UTILITIES FUND
50	PUBLIC WORKS
53500	SEWER

		FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET
EXPENDITURES							
PERSONAL SERVICES							
1210	SALARIES	102,291	97,272	105,385	112,553	114,500	118,076
1410	OVERTIME	-	-	-	-	-	-
2110	SOCIAL SECURITY TAXES	6,421	5,902	5,929	6,978	7,099	7,321
2210	RETIREMENT	7,599	8,287	9,593	15,757	10,801	16,531
2310	EMPLOYEE INSURANCE	12,547	17,355	21,329	27,555	21,000	30,483
2410	WORKER'S COMPENSATION	48	57	57	145	82	145
3000	MEDICARE INSURANCE	1,308	1,380	1,518	1,632	1,661	1,712
	SUBTOTAL PERSONAL SERVICES	130,215	130,253	143,811	164,620	155,143	174,267
OPERATING EXPENSES							
3405	CONTRACT FOR SERVICES	794,059	811,708	847,696	850,000	810,105	740,000
3113	ADMINISTRATIVE SERVICES	-	-	-	-	-	-
3100	PROFESSIONAL SERVICES	12,000	32,914	22,435	-	600	15,000
3150	ENGINEERING, CONSULTING SERVICES &	32,177	136	5,051	15,000	20,924	25,000
3210	ACCOUNTING & AUDITING	7,990	9,648	10,865	11,700	12,261	14,250
4010	TRAVEL & PER DIEM	-	-	-	2,000	-	2,000
4100	POSTAGE & SHIPPING	4,133	4,155	4,117	5,500	5,500	5,500
4110	TELEPHONE & INTERNET	3,780	4,479	3,393	3,800	3,800	3,500
4310	ELECTRICITY	-	-	-	-	-	-
4320	WATER	47,192	26,388	26,427	37,000	41,800	45,000
4400	SPRAYFIELD RENTAL	13,000	13,390	13,792	14,215	21,205	18,000
4521	PROPERTY INSURANCE	22,406	26,141	34,095	39,100	37,308	43,000
4611	BUILDING R & M	-	3,324	-	3,500	3,500	3,500
4613	GROUNDS MAINTENANCE	-	-	-	-	-	-
4618	SEWER SYSTEMS MAINTENANCE	201,512	126,877	31,021	87,500	150,000	153,500
4623	HEAVY EQUIPMENT R & M	2,028	-	-	-	-	-
4650	COMPUTER OPERATIONS & MAINTENANCE	19,530	15,580	10,045	24,130	22,000	30,468
4655	COMPUTER HARDWARE & SOFTWARE	-	-	-	-	-	-
4710	PRINTING & BINDING	1,495	1,792	1,393	2,500	3,500	2,500
4905	WTP/STP OPERATING PERMITS	500	-	-	1,000	1,000	2,000
4906	OTHER CHARGES	944	1,823	1,486	2,000	2,000	4,000
4915	CREDIT CARD FEE EXPENSE	-	12,692	18,164	23,000	23,000	23,000
4930	TRAINING	-	-	-	2,000	-	-
4990	BAD DEBT EXPENSE	-	6,044	(2)	5,000	-	-
5110	OFFICE SUPPLIES	496	-	-	-	-	-
5270	MACHINERY & EQUIPMENT	2,565	224	17,472	-	-	-
5290	OPERATING SUPPLIES	63	470	37	500	500	1,000
5410	BOOKS, PUBS, SUBS & MEMBS	519	866	1,263	1,500	1,500	1,500
	SUBTOTAL OPERATING EXPENSES	1,166,389	1,098,649	1,048,750	1,130,945	1,160,504	1,132,718
CAPITAL OUTLAY							
6310	INFRASTRUCTURE	220,533	124,567	69,723	1,284,789	136,680	5,548,924
6400	COMPUTER SOFTWARE & EQUIPMENT	18,898	2,568	-	-	-	-
6410	MACHINERY & EQUIPMENT	25,585	106,210	163,129	136,000	65,000	254,000
	SUBTOTAL CAPITAL OUTLAY	265,016	233,345	232,852	1,420,789	201,680	5,802,924
	TOTAL EXPENDITURES	1,561,620	1,462,247	1,425,412	2,716,354	1,517,327	7,109,909

Financial Summaries

Utilities Fund

Water/Sewer

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

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2024 PROJECTED	FY 2025 PROPOSED
OPERATING EXPENSES	2,207,534	-	-	-	-	-
CAPITAL OUTLAY	961,732	-	-	-	-	-
TOTAL REQUIREMENTS	3,169,266	-	-	-	-	-

Financial Summaries

Utilities Fund

Nondepartmental

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

EXPENDITURE SUMMARY						
DESCRIPTION	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2024 BUDGET	FY 2025 PROJECTED	FY 2026 PROPOSED
DEBT SERVICE	23,659	19,884	22,479	227,654	99,295	226,027
TOTAL REQUIREMENTS	23,659	19,884	22,479	227,654	99,295	226,027

410	UTILITIES FUND
099	NONDEPARTMENTAL
7000	DEBT SERVICE

		FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
<u>EXPENDITURES</u>							
DEBT SERVICE							
7120	LOAN DEBT PRINCIPAL	15,938	16,148	16,418	138,000	16,694	136,976
7220	LOAN DEBT INTEREST	3,860	3,736	6,061	9,800	2,747	9,197
9001	INTERFUND TRANSFER	3,860	-	-	79,854	79,854	79,854
	SUBTOTAL DEBT SERVICE	23,659	19,884	22,479	227,654	99,295	226,027
	<u>TOTAL EXPENDITURES</u>	<u>23,659</u>	<u>19,884</u>	<u>22,479</u>	<u>227,654</u>	<u>99,295</u>	<u>226,027</u>

Financial Summaries

Sales Tax Fund

Sales Tax Fund

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

SALES TAX FUND					
	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
BEGINNING BALANCE	1,398,730	1,888,262	2,304,968	2,304,968	1,948,054
REVENUES					
TAXES	489,130	526,329	500,000	521,000	520,000
MISCELLANEOUS	47,452	95,482	50,000	100,000	50,000
TOTAL REVENUES	536,582	621,811	550,000	621,000	570,000
EXPENDITURES					
OTHER USES	47,050	205,105	863,238	977,914	2,518,054
TOTAL EXPENDITURES	47,050	205,105	863,238	977,914	2,518,054
ENDING UNASSIGNED BALANCE	1,888,262	2,304,968	1,991,730	1,948,054	0

101 HALF-CENT SALES TAX FUND							
99 NONDEPARTMENTAL							
30000 REVENUES							
		FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED
REVENUES							
TAXES							
31260	DISCRETIONARY SALES SURTAX	504,288	489,130	526,329	500,000	521,000	520,000
	SUBTOTAL TAXES	504,288	489,130	526,329	500,000	521,000	520,000
MISCELLANEOUS							
36110	INTEREST INCOME	1,493	47,452	95,482	50,000	100,000	50,000
	SUBTOTAL MISCELLANEOUS	1,493	47,452	95,482	50,000	100,000	50,000
	<u>TOTAL REVENUES</u>	505,781	536,582	621,811	550,000	621,000	570,000

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

	FY 2023	FY 2024	FY 2025	FY 2025	FY 2026
	ACTUAL	ACUTAL	BUDGET	PROJECTED	PROPOSED
EXPENDITURES					
OTHER USES					
3112	COMPREHENSIVE PLAN	-	-	-	-
4600	CAPITAL CONTRIBUTIONS	-	-	-	-
6207	VEHICLE PICKUP	-	-	-	-
6310	STORM DRAINAGE IMPROVEMENT:	-	-	-	215,000
6310	STREETS INFRASTRUCTURE	47,050	205,105	-	977,914
6300	SYSTEM IMPROVEMENTS	-	-	-	-
9001	INTERFUND TRANSFER	-	-	863,238	-
	SUBTOTAL OTHER USES	47,050	205,105	863,238	977,914
	TOTAL EXPENDITURES	47,050	205,105	863,238	977,914

GENERAL FUND**CLERK CAPITAL ITEMS****COMPUTER SOFTWARE & EQUIPMENT**

6400 \$ 1,000.00 Miscellaneous office furniture

TOTAL CLERK CAPITAL ITEMS \$ 1,000.00

IT CAPITAL ITEMS**COMPUTER SOFTWARE & EQUIPMENT**

6410 \$ 40,000.00 MyGov implementation

TOTAL IT CAPITAL ITEMS \$ 40,000.00

FACILITIES CAPITAL ITEMS**BUILDINGS**

6210 \$ 77,000.00 Replace roof at Maintenance Shop

\$ 24,000.00 AC unit replacement at Library

TOTAL FACILITIES CAPITAL ITEMS \$ 101,000.00

STREETS CAPITAL ITEMS**INFRASTRUCTURE**

6310 \$ 678,200.00 Mary Esther Blvd. medians beautification project

\$ 3,015,000.00 Azalea Park Neighborhood Improvements - streets, curb

MACHINERY & EQUIPMENT

6410 \$ 55,000.00 Replace F250 Pickup Truck - Unit 5

\$ 5,500.00 Concrete Mixer

TOTAL STREET CAPITAL ITEMS \$ 3,753,700.00

PARKS CAPITAL ITEMS**INFRASTRUCTURE**

6310 \$ 969,204.00 S. Christobal Rd. Park

\$ 50,000.00 Engineering for replacing bridges at Oak Tree Nature Pa

\$ 150,000.00 Trail at Azalea Park

MACHINERY & EQUIPMENT

6410 \$ 45,000.00 Half-ton pickup truck

TOTAL PARKS CAPITAL ITEMS \$ 1,214,204.00

STORMWATER CAPITAL ITEMS**INFRASTRUCTURE**

6310 \$ 9,225.00 Engineering North Drainage Ditch

\$ 215,000.00 Azalea Park Neighborhood Improvements

MACHINERY & EQUIPMENT

6410 \$ 2,500.00 bucket attachment for backhoe

\$ 21,000.00 Sickle Bar attachment for Skid Steer

TOTAL STORMWATER CAPITAL ITEMS \$ 247,725.00

TOTAL GENERAL FUND \$ 5,357,629.00

PUBLIC UTILITIES FUND

WATER CAPITAL ITEMS

INFRASTRUCTURE

6310	\$ 2,330,900.00	Azalea Park Neighborhood Improvements
	\$ 92,224.00	Engineering services for Azalea Park Neighborhood Improvements
		Engineering services for replacing section of waterline south of
	\$ 450,000.00	Hywy 98
	\$ 30,000.00	10 fire hydrant valves
	\$ 63,000.00	14 fire hydrants
	\$ 110,000.00	6 system valves

MACHINERY & EQUIPMENT

6410	\$ 25,000.00	GPR unit
	\$ 55,000.00	SCADA for all Wells

TOTAL WATER CAPITAL ITEMS **\$ 3,156,124.00**

SEWER CAPITAL ITEMS

INFRASTRUCTURE

6310	\$ 2,020,700.00	Azalea Park Neighborhood Improvements
	\$ 92,224.00	Engineering services for Azalea Park Neighborhood Improvements
	\$ 836,000.00	CIPP lining sewer lines in Springdale Park Neighborhood and Bryn Mawr Blvd.
	\$ 2,600,000.00	Engineering for Okaloosa County Sewer Force Main

MACHINERY & EQUIPMENT

6410	\$ 53,000.00	4" bypass pump
	\$ 30,000.00	Spare lift station pumps
	\$ 25,000.00	Effluent panel at Wastewater Treatment Plant
	\$ 25,000.00	Waste pump for Plant 2
	\$ 75,000.00	Air Base pump station upgrades
	\$ 30,000.00	(2) effluent pumps
	\$ 16,000.00	Bat Wing Bushhog Cutter for Sprayfield

TOTAL SEWER CAPITAL ITEMS **\$ 5,802,924.00**

TOTAL PUBLIC UTILITIES FUND **\$ 8,959,048.00**

PAYROLL BUDGET

POSITION	SALARY	SICK	STIPEND	SUBTOTAL	SS	RETIRE	INS	W/C	MEDICARE	TOTAL
MAYOR	5,400	-	-	5,400	335	-	-	100	78	5,913
COUNCILMEMBER	4,200	-	-	4,200	260	-	-	100	61	4,621
COUNCILMEMBER	4,200	-	-	4,200	260	-	-	100	61	4,621
COUNCILMEMBER	4,200	-	-	4,200	260	-	-	100	61	4,621
COUNCILMEMBER	4,200	-	-	4,200	260	-	-	100	61	4,621
COUNCILMEMBER	4,200	-	-	4,200	260	-	-	100	61	4,621
CITY MANAGER	139,054	2,674	-	141,728	8,787	19,842	15,100	100	2,055	187,612
ADMINISTRATIVE COORDINATOR	67,396	1,296	-	68,692	4,259	9,617	15,100	100	996	98,764
CITY CLERK	80,296	1,544	-	81,840	5,074	11,458	15,100	100	1,187	114,758
FINANCE DIRECTOR	129,218	2,485	-	131,703	8,166	18,438	27,950	100	1,910	188,266
PUBLIC WORKS DIRECTOR	109,484	2,105	-	111,589	6,919	15,623	22,200	100	1,618	158,048
ACCOUNTING CLERK	55,258	1,063	-	56,321	3,492	7,885	15,100	100	817	83,715
UTILITY BILLING	52,270	1,005	-	53,276	3,303	7,459	22,300	100	772	87,210
COMMUNITY DEVELOPMENT DIRECTOR	89,842	1,728	-	91,569	5,677	12,820	15,100	100	1,328	126,594
CODE COMPLIANCE OFFICER	71,639	1,378	-	73,016	4,527	10,222	15,100	1,000	1,059	104,924
PERMIT TECHNICIAN	48,182	927	-	49,109	3,045	6,875	15,100	100	712	74,941
STREETS SUPERINTENDENT	79,222	1,524	-	80,746	5,006	11,304	15,400	2,900	1,171	116,527
PARKS SUPERINTENDENT	69,676	1,340	-	71,016	4,403	9,942	15,100	2,900	1,030	104,391
MAINTENANCE TECH	50,363	969	-	51,331	3,183	7,186	15,100	2,900	744	80,445
MAINTENANCE TECH	49,134	945	-	50,079	3,105	7,011	15,100	2,900	726	78,921
MAINTENANCE TECH	45,626	877	-	46,503	2,883	6,510	27,950	2,900	674	87,421
MAINTENANCE TECH	38,452	739	-	39,191	2,430	5,487	16,000	2,900	568	66,576
MAINTENANCE TECH PART-TIME	34,225	-	-	34,225	2,122	-	-	2,900	496	39,743
MAINTENANCE TECH PART-TIME	30,288	-	-	30,288	1,878	-	-	2,900	439	35,505
LIBRARY DIRECTOR	88,553	1,703	-	90,256	5,596	12,636	22,300	100	1,309	132,197
YOUTH SERVICES	54,515	1,048	-	55,563	3,445	7,779	15,100	100	806	82,793
LIBRARY TECH	49,717	956	-	50,673	3,142	7,094	22,300	100	735	84,044
LIBRARY TECH	46,535	895	2,136	49,566	3,073	6,939	2,100	100	719	62,497
LIBRARY TECH	40,545	780	2,136	43,461	2,695	6,084	2,100	100	630	55,070
LIBRARY PART-TIME	25,103	-	-	25,103	1,556	-	-	100	364	27,123
LIBRARY PART-TIME	24,037	-	-	24,037	1,490	-	-	100	349	25,976
	1,595,031	27,980	4,272	1,627,283	100,892	208,212	346,700	26,400	23,596	2,333,083

PAYROLL ALLOCATION

POSITION	LEG	EXEC	CLERK	FIN	HR	PLAN	CODE	BLDG	LIB	FAC	STR	PARK	STORM	WTR	SWR	TOTAL
MAYOR	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
COUNCILMEMBER	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
COUNCILMEMBER	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
COUNCILMEMBER	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
COUNCILMEMBER	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
COUNCILMEMBER	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
CITY MANAGER	0.00	0.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.05	0.05	1.00
CITY CLERK	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
FINANCE DIRECTOR	0.00	0.00	0.00	0.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.25	0.25	1.00
PUBLIC WORKS DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.10	0.10	0.20	0.10	0.25	0.25	1.00
ACCOUNTING CLERK	0.00	0.00	0.00	0.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.40	0.40	1.00
UTILITY BILLING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50	0.50	1.00
ADMINISTRATIVE COORDINATOR	0.00	0.80	0.00	0.00	0.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
COMMUNITY DEVELOPMENT DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.70	0.10	0.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
CODE COMPLIANCE OFFICER	0.00	0.00	0.00	0.00	0.00	0.20	0.70	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
PERMIT TECHNICIAN	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
STREETS SUPERINTENDENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.50	0.00	0.00	1.00
PARKS SUPERINTENDENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.30	0.00	0.70	0.00	0.00	0.00	1.00
MAINTENANCE TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.30	0.00	0.70	0.00	0.00	0.00	1.00
MAINTENANCE TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.50	0.00	0.00	1.00
MAINTENANCE TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.30	0.00	0.70	0.00	0.00	0.00	1.00
MAINTENANCE TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.50	0.00	0.00	1.00
MAINTENANCE TECH PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.75	0.00	0.25	0.00	0.00	0.50
MAINTENANCE TECH PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50	0.50	0.00	0.00	0.00	0.50
LIBRARY DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
YOUTH SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
LIBRARY TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
LIBRARY TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
LIBRARY TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
LIBRARY PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
	6.00	1.70	1.00	0.70	0.20	1.40	0.80	0.80	6.00	1.00	2.85	2.80	1.85	1.45	1.45	29.00

Title: Christobal Waterfront Park

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Parks</u>	Original CIP Year	<u>2023</u>

Description:

In late 2023, Okaloosa County, in partnership with the City of Mary Esther, purchased property on South Christobal Road to develop a new waterfront park. The park will include a fishing pier, kayak launch, and restrooms. Okaloosa County is managing the project design, engineering, and construction. Upon completion, the City of Mary Esther will assume ownership.

Justification:

The adopted Community Vision Plan includes a recommendation to rebuild a connection to the waterfront. Okaloosa County is funding 50% of the project, with the remainder covered with the City's allocation of bed taxes, which can only be spent on projects that support tourism.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	<u>1,350,000</u>
Construction	<u>1,250,000</u>
Planning	-
Design/Engineering	<u>200,000</u>
Equipment	-
Contingency	<u>125,000</u>
Other <u>Demolition</u>	<u>75,000</u>
Total:	<u>\$ 3,000,000</u>

Funding Sources:

General Fund	-
Utilities Fund	-
Sales Tax Fund	-
Loan	-
Loan	-
Grant	-
Grant	-
Other <u>Tourism</u>	<u>1,500,000</u>
Other <u>County</u>	<u>1,500,000</u>
Total:	<u>\$ 3,000,000</u>

Title: Azalea Park Neighborhood Infrastructure Improvements

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Utilities</u>	Original CIP Year	<u>2024</u>

Description:

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

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

Justification:

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

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>7,581,600</u>
Planning	<u>-</u>
Design/Engineering	<u>361,616</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 7,943,216</u>

Funding Sources:

General Fund	<u>-</u>
Utilities Fund	<u>177,168</u>
Sales Tax Fund	<u>3,230,000</u>
Loan <u>Water</u>	<u>1,887,482</u>
Loan <u>Sewer</u>	<u>1,648,566</u>
Grant <u>State</u>	<u>1,000,000</u>
Grant _____	<u>-</u>
Other _____	<u>-</u>
Other _____	<u>-</u>
Total:	<u>\$ 7,943,216</u>

Title: Okaloosa County Sewer Force Main - Engineering

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Sewer</u>	Original CIP Year	<u>2025</u>

Description:

The initiative encompasses building a new wastewater force main between the City of Mary Esther Wastewater Treatment Facility and the Okaloosa County Wastewater Treatment Facility to serve the City and Hurlburt Field. Once finished, the city plans to transfer its wastewater treatment to Okaloosa County and retire its current WWTF. This phase is focused on the engineering.

Justification:

At the beginning of 2022, the City Council approved a contract with an engineering firm to evaluate different options for wastewater treatment. The evaluation finished in December 2022, and by April 2023, the City Council chose the Sewer Force Main to Okaloosa County as the optimal choice, dependent on securing grant funding. In April 2024, Hurlburt Field confirmed its support for the initiative and indicated a desire to collaborate. The City received a \$1M legislative appropriation and is pursuing an additional \$1M grant from DOD, with remaining costs shared with Hurlburt Field.

Project Costs:

Funding Sources:

Administration	-	General Fund	-
Legal	-	Utilities Fund	800,000
Land/ROW/Easements	-	Sales Tax Fund	-
Construction	-	Loan	-
Planning	-	Loan	-
Design/Engineering	2,000,000	Grant Federal	1,000,000
Equipment	-	Grant	-
Contingency	600,000	Other Federal	800,000
Other	-	Other	-
Total:	\$ 2,600,000	Total:	\$ 2,600,000

Title: Mary Esther Boulevard Beautification

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Streets</u>	Original CIP Year	<u>2023</u>

Description:

The project includes refreshing the landscaped medians along Mary Esther Boulevard. This will include the landscape design and installation.

Justification:

This corridor is Mary Esther's commercial hub. The project will beautify the area for residents and visitors and support additional development opportunities.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>519,000</u>
Planning	<u>-</u>
Design/Engineering	<u>49,100</u>
Equipment	<u>-</u>
Contingency	<u>155,700</u>
Other	<u>-</u>
Total:	<u>\$ 723,800</u>

Funding Sources:

General Fund	<u>386,450</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant <u>FDOT</u>	<u>337,350</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 723,800</u>

Title: Water Distribution Improvements

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Water</u>	Original CIP Year	<u>2026</u>

Description:

This project will replace between 10-12 water system or hydrant valves depending on the sizes.

Justification:

This project was developed in response to the adopted 2024 Asset Management Plan, which strongly recommends a more proactive approach to the maintenance and replacement of water distribution infrastructure. Under this proposal, valves and hydrants will be replaced annually.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>110,000</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 110,000</u>

Funding Sources:

General Fund	<u>-</u>
Utilities Fund	<u>110,000</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 110,000</u>

Title: Springdale Sewer Lining

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Sewer</u>	Original CIP Year	<u>2025</u>

Description:

Several section of sewer lines need lining with the sewer line being the old terra cotta pipe.

Justification:

During this past year several sections of the unlined sewer mains in the Springdale Subdivision failed and required spot repairs. We believe additional failures are imminent and lining could prevent these failures and also help preserve the newly paved road.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	<u>520,000</u>
Planning	-
Design/Engineering	-
Equipment	-
Contingency	-
Other	-
Total:	<u>\$ 520,000</u>

Funding Sources:

General Fund	-
Utilities Fund	-
Sales Tax Fund	-
Loan SRF	<u>520,000</u>
Loan	-
Grant	-
Grant	-
Other	-
Other	-
Total:	<u>\$ 520,000</u>

Title: Public Works Roof Replacement

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Facilities</u>	Original CIP Year	<u>2025</u>

Description:

The roof at Public Works is in poor condition, with multiple leaks and missing gutters. This project will replace the gutters and rehab the roof with a flute and fill system.

Justification:

The project will improve staff working conditions and secure the building's durability, as numerous structural beams are exhibiting signs of rust and corrosion. Additionally, it will allow for improved material and equipment storage.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	<u>70,000</u>
Planning	-
Design/Engineering	-
Equipment	-
Contingency	<u>7,000</u>
Other	-
Total:	<u>\$ 77,000</u>

Funding Sources:

General Fund	<u>77,000</u>
Utilities Fund	-
Sales Tax Fund	-
Loan	-
Loan	-
Grant	-
Grant	-
Other	-
Other	-
Total:	<u>\$ 77,000</u>

Title: Highway 98 Water Main Replacement

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Water</u>	Original CIP Year	<u>2024</u>

Description:

The project will replace the cast iron water main on the south side of Highway 98 with larger PVC pipe.

Justification:

From the best information available, this line was installed in the 1940s. The line is cast iron and experiences breaks several times a year. Moreover, the line requires a special flushing routine to remove rust as it break down. Replacement with larger PVC pipe will increase pressure, volume, and improve water quality.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>78,000</u>
Construction	<u>2,840,000</u>
Planning	<u>-</u>
Design/Engineering	<u>450,000</u>
Equipment	<u>-</u>
Contingency	<u>336,800</u>
Other	<u>-</u>
Total:	<u>\$ 3,704,800</u>

Funding Sources:

General Fund	<u>-</u>
Utilities Fund	<u>204,800</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant <u>State</u>	<u>3,500,000</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 3,704,800</u>

Title: Bryn Mawr Sewer Lining

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Sewer</u>	Original CIP Yea	<u>2025</u>

Description:

Several section of sewer lines need lining with the sewer line being the old terra cotta pipe.

Justification:

During this past year we have had several sewer blockages in this area particularly in the areas of Bryn Mawr approaching 98 and going through the ditches. This is also a large area infiltration and Jacobs is having to routinely clean this section to keep it functioning.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>316,000</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 316,000</u>

Funding Sources:

General Fund	<u>-</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan SRF	<u>316,000</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 316,000</u>

Title: Oak Tree Nature Park Rehabilitation

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Parks</u>	Original CIP Year	<u>2024</u>

Description:

The project will replace the two (2) pedestrian bridges, one (1) viewing platform, trail and park signage.

Justification:

The existing structures are starting to experience wood rot. Replacement of these structures is essential to ensure public safety. Additionally, updating the park's signage with new themes could enhance its appeal to a broader range of visitors.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>400,000</u>
Planning	<u>-</u>
Design/Engineering	<u>50,000</u>
Equipment	<u>-</u>
Contingency	<u>80,000</u>
Other	<u>-</u>
Total:	<u>\$ 530,000</u>

Funding Sources:

General Fund	<u>530,000</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 530,000</u>

Title: Sewer Collections Improvements

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Sewer</u>	Original CIP Year	<u>2025</u>

Description:

The project replaces sewer pumps, motors, and related equipment: 4" bypass pump, spare lift station pumps, plant waste pump (1), Hurlburt Field pump station upgrade, effluent pumps (2), and a new effluent panel for the wastewater plant.

Justification:

The adopted 2024 Sewer Asset Management Plan identified collection system assets, including sewer pumps, motors, equipment, and manholes, that are in poor condition or inoperable. This project continues the replacement and rehabilitation program to reduce inflow and infiltration that is the leading cause of sewer overflows.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>238,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 238,000</u>

Funding Sources:

General Fund	<u>-</u>
Utilities Fund	<u>238,000</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 238,000</u>

Title: Pavement Management - Area 1 (Springdale, Oak Tree, and Scottsdale)

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Streets</u>	Original CIP Year	<u>2025</u>

Description:

The project will repave North Street and Slurry Seal Oak Tree Park and Scottsdale neighborhoods and complete Ruby Circle and Joanna Court to extend the lifespan of the streets.

Justification:

In late 2023, the Public Works Department conducted a review that found that city street repair costs exceeded \$10 million. Consequently, the Department crafted a five-year plan focused on extending the durability of city streets. This strategy aims to double the lifespan of residential streets from 20-25 years to 45-50 years using maintenance techniques like rejuvenation, crack sealing, infrared patching, and slurry seals. The goal is to maintain streets in a safe and acceptable state between planned neighborhood utility projects.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	<u>170,000</u>
Planning	-
Design/Engineering	-
Equipment	-
Contingency	-
Other	-
Total:	\$ <u>170,000</u>

Funding Sources:

General Fund	<u>170,000</u>
Utilities Fund	-
Sales Tax Fund	-
Loan	-
Loan	-
Grant	-
Grant	-
Other	-
Other	-
Total:	\$ <u>170,000</u>

Title: Fire Hydrant Replacements

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Water</u>	Original CIP Year	<u>2025</u>

Description:

The project will replace 14 fire hydrants that are in poor condition and install 10 hydrant valves.

Justification:

Several fire hydrants have been identified needing replacement. Replacements insure that they function properly during emergencies.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>93,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 93,000</u>

Funding Sources:

General Fund	<u>-</u>
Utilities Fund	<u>93,000</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant State	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 93,000</u>

Title: Library HVAC Replacement

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Facilities</u>	Original CIP Year	<u>2025</u>

Description:

The project will replace two (2) older HVAC units at the Library.

Justification:

Multiple HVAC units at the Library have broken down and required repairs this past year.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	-
Planning	-
Design/Engineering	-
Equipment	24,000
Contingency	-
Other	-
Total:	\$ 24,000

Funding Sources:

General Fund	24,000
Utilities Fund	-
Sales Tax Fund	-
Loan	-
Loan	-
Grant	-
Grant	-
Other	-
Other	-
Total:	\$ 24,000

Title: Heavy Duty Sickle Bar Attachment

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Stormwater</u>	Original CIP Year	<u>2025</u>

Description:

Heavy Duty Sickle Bar Attachment is a skid steer attachment that can trim back ditches and right of ways cutting limbs and brush up to 3 inches.

Justification:

This attachment will save employees time and make trimming back along sidewalks, right of way and particularly in ditches much more efficient as it often is done by hand now.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	-
Planning	-
Design/Engineering	-
Equipment	<u>21,000</u>
Contingency	-
Other	-
Total:	\$ <u>21,000</u>

Funding Sources:

General Fund	<u>21,000</u>
Utilities Fund	-
Sales Tax Fund	-
Loan	-
Loan	-
Grant	-
Grant	-
Other	-
Other	-
Total:	\$ <u>21,000</u>

Title: Vehicle Replacement

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Parks</u>	Original CIP Year	<u>2025</u>

Description:

Unit 8 a Ford Ranger 2011 is undersized for our operations and is beginning to have some transmission issues. This unit will be replace with a half ton pickup truck and will be used primarily by the Public Works Director.

Justification:

Depending on use, most Public Works vehicles will fully depreciate within 15 years. This budget will ensure vehicles are replaced once they exceed their useful life to avoid the high cost of maintenance and repairs.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>45,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 45,000</u>

Funding Sources:

General Fund	<u>45,000</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 45,000</u>

Title: Vehicle Replacement

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Streets</u>	Original CIP Year	<u>2025</u>

Description:

Unit 5 is a Ford F250 purchased in 2008. This vehicle is well beyond the replacement cycle of 15 years. This unit will be replaced with a 3/4 ton truck for towing heavy equipment and will be assigned to the Streets Division.

Justification:

Depending on usage, most Public Works vehicles fully depreciate within 15 years. This budget will ensure vehicles are replaced once they exceed their useful life to avoid the high costs of maintenance and repairs. This unit will remain as a backup.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>55,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 55,000</u>

Funding Sources:

General Fund	<u>55,000</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 55,000</u>

Title: Ground Penetrating Radar (GPR)

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Streets</u>	Original CIP Year	<u>2025</u>

Description:

This project requests a Ground Penetrating Radar (GPR) unit to non-destructively image the subsurface. It will accurately locate all types of buried utilities, including non-metallic pipes, and detect voids or leaks, providing crucial real-time data for infrastructure mapping and management.

Justification:

Acquiring a GPR unit is essential for boosting efficiency and safety. This technology will significantly reduce costly utility strikes by precisely locating buried infrastructure. It also enables proactive leak detection and void identification, leading to substantial savings from minimized excavation and faster repairs, while protecting both crews and public infrastructure.

Project Costs:

Funding Sources:

Administration	<u>-</u>	General Fund	<u>25,000</u>
Legal	<u>-</u>	Utilities Fund	<u>-</u>
Land/ROW/Easements	<u>-</u>	Sales Tax Fund	<u>-</u>
Construction	<u>-</u>	Loan	<u>-</u>
Planning	<u>-</u>	Loan	<u>-</u>
Design/Engineering	<u>-</u>	Grant	<u>-</u>
Equipment	<u>25,000</u>	Grant	<u>-</u>
Contingency	<u>-</u>	Other	<u>-</u>
Other	<u>-</u>	Other	<u>-</u>
Total:	\$ <u>25,000</u>	Total:	\$ <u>25,000</u>

Title: Bat Wing Bush Hog

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Streets</u>	Original CIP Year	<u>2026</u>

Description:

A bat wing bush hog is a heavy-duty, tractor-mounted rotary cutter with a distinctive hinged, multi-deck design, allowing for an exceptionally wide cutting path. This robust attachment is engineered to efficiently clear dense brush, tall grass, and small trees across extensive and often uneven terrain, with its wings folding up for transport or storage. It significantly boosts productivity in challenging land clearing and maintenance tasks.

Justification:

Acquiring a bat wing bush hog is a strategic investment for Public Works, dramatically increasing efficiency in maintaining vast municipal areas like roadsides, drainage ditches, and parks. This versatile equipment ensures public safety, improves infrastructure functionality, and enhances aesthetics by rapidly clearing dense overgrowth. Its long-term cost savings, by reducing reliance on contractors and manual labor, make it a valuable asset for comprehensive grounds maintenance.

Project Costs:

Funding Sources:

Administration	<u>-</u>	General Fund	<u>-</u>
Legal	<u>-</u>	Utilities Fund	<u>16,000</u>
Land/ROW/Easements	<u>-</u>	Sales Tax Fund	<u>-</u>
Construction	<u>-</u>	Loan	<u>-</u>
Planning	<u>-</u>	Loan	<u>-</u>
Design/Engineering	<u>-</u>	Grant	<u>-</u>
Equipment	<u>16,000</u>	Grant	<u>-</u>
Contingency	<u>-</u>	Other	<u>-</u>
Other	<u>-</u>	Other	<u>-</u>
Total:	\$ <u>16,000</u>	Total:	\$ <u>16,000</u>

Title: Concrete Mixer

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Streets</u>	Original CIP Year	<u>2026</u>

Description:

A concrete mixer is a machine used to uniformly combine cement, sand, gravel, and water to produce fresh concrete on-site. It's a fundamental tool for various construction and repair tasks requiring mixed concrete.

Justification:

Purchasing a concrete mixer will significantly boost efficiency and save costs for Public Works' sidewalk replacement projects. It enables on-demand mixing for smaller repairs, reducing reliance on expensive ready-mix deliveries and allowing faster completion of essential infrastructure maintenance.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	-
Planning	-
Design/Engineering	-
Equipment	5,500
Contingency	-
Other	-
Total:	\$ 5,500

Funding Sources:

General Fund	5,500
Utilities Fund	-
Sales Tax Fund	-
Loan	-
Loan	-
Grant	-
Grant	-
Other	-
Other	-
Total:	\$ 5,500

Title: Backhoe Bucket Attachment

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>N/A</u>	Original CIP Year	<u>2026</u>

Description:

This will replace the existing backhoe bucket attachment.

Justification:

The existing attachment needs to be replaced due to age, wear, and tear.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	-
Planning	-
Design/Engineering	-
Equipment	2,500
Contingency	-
Other	-
Total:	\$ 2,500

Funding Sources:

General Fund	2,500
Utilities Fund	-
Sales Tax Fund	-
Loan	-
Loan	-
Grant State	-
Grant	-
Other	-
Other	-
Total:	\$ 2,500

Title: Harley Rake Attachment

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Parks/Streets</u>	Original CIP Year	<u>2024</u>

Description:

The purpose of a Harley rake is to break up ground, level and grade difficult terrain, re-grade roads and driveways, and prepare the ground for sod or grass seed.

Justification:

This is a core piece of equipment needed to maintain parks, facilities, and streets.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	10,000
Planning	-
Design/Engineering	-
Equipment	-
Contingency	-
Other	-
Total:	\$ 10,000

Funding Sources:

General Fund	10,000
Utilities Fund	-
Sales Tax Fund	-
Loan	-
Loan	-
Grant	-
Grant	-
Other	-
Other	-
Total:	\$ 10,000

Title: Advanced Metering Infrastructure (AMI)

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Water</u>	Original CIP Year	<u>2024</u>

Description:

The project will automate meter reading. The scope includes installing antennae on the water towers and individual water meters. This infrastructure would allow staff to collect readings, diagnostic, and status data from individual water meters in hourly, daily, and/or monthly increments. A small percentage (i.e. 5%) of meters would be read manually each month to ensure accurate readings.

Justification:

AMI provides the following benefits:

- More precise and up-to-date monitoring of water consumption. -
- Reduction in meter reading and administrative costs. -
- Early detection of leaks by providing continuous monitoring of water flow.
- Customer access to water data to help them make informed decisions. Staff estimates the cost of manual reads, re-reads, and leak checks is approximately \$60,000 per year. Return on investment is about ten (10) years.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>600,000</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>-</u>
Contingency	<u>50,000</u>
Other	<u>-</u>
Total:	<u>\$ 650,000</u>

Funding Sources:

General Fund	<u>-</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan <u>Water</u>	<u>650,000</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 650,000</u>

Title: Sleepy Hollow Road

Details:

Department	<u> Public Works </u>	Contact Person	<u> Shawn Lindsey </u>
Division	<u> Streets </u>	Original CIP Year	<u> 2025 </u>

Description:

Sleepy Hollow Road is a concrete road that has cracked and will soon need improvements. The least costly improvement is to remove the concrete and pave the road. Concrete is an excellent product for roads, but is difficult and costly to replace once its useful life has come to an end. They generally last 40-50 years in residential settings.

Justification:

The City has recieved complaints on the road condition, which is too extensive for spot repairs to fix the problem completely. The concrete is nearing the end of the useful life and will soon need to be replaced with asphalt.

Project Costs:

Administration	<u> -</u>
Legal	<u> -</u>
Land/ROW/Easements	<u> -</u>
Construction	<u> 255,000</u>
Planning	<u> -</u>
Design/Engineering	<u> -</u>
Equipment	<u> -</u>
Contingency	<u> -</u>
Other	<u> -</u>
Total:	<u> \$ 255,000</u>

Funding Sources:

General Fund	<u> 255,000</u>
Utilities Fund	<u> -</u>
Sales Tax Fund	<u> -</u>
Loan	<u> -</u>
Loan	<u> -</u>
Grant	<u> -</u>
Grant	<u> -</u>
Other	<u> -</u>
Other	<u> -</u>
Total:	<u> \$ 255,000</u>

Title: Northwest Stormwater Ditch

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Streets</u>	Original CIP Year	<u>2023</u>

Description:

The project will regrade the ditch from Hollywood Boulevard west along the north side of the Scottsdale and Springdale neighborhoods. This will convey all stormwater west through an existing ditch on Hurlburt Field to Kohler Bayou. The design is nearly complete. Unfortunately, surveyors determined that part of the project is located on Hurlburt Field property. Staff has submitted an easement request to Hurlburt, however, this process can take up to two (2) years to complete.

Justification:

Over the years, the ditch has accumulated vegetation and silt, leading to overflow during heavy rainfalls, which significantly impacts the Scottsdale and Springdale neighborhoods. It particularly affects the Scottsdale area as excess water moves east, floods Scottsdale Drive and conveys to Ray's Pond at Scottsdale Drive and North Street.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	<u>572,755</u>
Planning	-
Design/Engineering	<u>104,850</u>
Equipment	-
Contingency	<u>57,276</u>
Other	-
Total:	\$ <u>734,881</u>

Funding Sources:

General Fund	<u>734,881</u>
Utilities Fund	-
Sales Tax Fund	-
Loan	-
Loan	-
Grant	-
Grant	-
Other	-
Other	-
Total:	\$ <u>734,881</u>

Title: Vehicle Replacement

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Streets</u>	Original CIP Year	<u>2025</u>

Description:

Unit 10 is a F150 Pickup 2007 .

Justification:

Depending on use, we have determined that most Public Works Vehicles depreciate within 15 years. This budget will ensure vehicles are replaced once they exceed their useful life to avoid the high cost of maintenance and repairs.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	-
Planning	-
Design/Engineering	-
Equipment	48,000
Contingency	-
Other	-
Total:	\$ 48,000

Funding Sources:

General Fund	48,000
Utilities Fund	-
Sales Tax Fund	-
Loan	-
Loan	-
Grant State	-
Grant	-
Other	-
Other	-
Total:	\$ 48,000

Title: Vehicle Replacement

Details:

Department	<u>Administration</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>N/A</u>	Original CIP Year	<u>2027</u>

Description:

This is a 2020 Dodge Durango which is used by City Hall and City Council for local and out of town travel.

Justification:

We have set the useful life of this vehicle at 7 years. This budget will ensure vehicles are replaced once they exceed their useful life to avoid the high cost of maintenance and repairs.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>48,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 48,000</u>

Funding Sources:

General Fund	<u>48,000</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant State	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 48,000</u>

Title: Pavement Management - Area 4 (Bryn Mawr)

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Streets</u>	Original CIP Year	<u>2025</u>

Description:

The project will repave sections of roadway within the Bryn Mawr Neighborhood. To extend the lifespan of the streets, the remainder of Area 4 will receive crack sealing, infrared patching, and slurry seal treatments.

Justification:

In late 2023, the Public Works Department conducted a review that found that city street repair costs exceeded \$10 million. Consequently, the Department crafted a five-year plan focused on extending the durability of city streets. This strategy aims to double the lifespan of residential streets from 20-25 years to 45-50 years using maintenance techniques like rejuvenation, crack sealing, infrared patching, and slurry seals. The goal is to maintain streets in a safe and acceptable state between planned neighborhood utility projects.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	<u>175,000</u>
Planning	-
Design/Engineering	-
Equipment	-
Contingency	-
Other	-
Total:	\$ <u>175,000</u>

Funding Sources:

General Fund	<u>175,000</u>
Utilities Fund	-
Sales Tax Fund	-
Loan	-
Loan	-
Grant	-
Grant	-
Other	-
Other	-
Total:	\$ <u>175,000</u>

Title: Waterfront Park Development

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Parks</u>	Original CIP Year	<u>2024</u>

Description:

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

Justification:

The project would increase public access to the Santa Rosa Sound. Tourism funds would be used to fund development costs.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	-
Planning	20,000
Design/Engineering	-
Equipment	-
Contingency	5,000
Other	-
Total:	\$ 25,000

Funding Sources:

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

Title: System Wide Manhole Relining

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Sewer</u>	Original CIP Year	<u>2025</u>

Description:

This is for relining existing manholes throughout the system.

Justification:

Currently Jacobs is finishing the inspections started by Rural Water, but we know we have several manholes in poor condition that will require relining soon. These manholes are a large source of Inflow and infiltration into our system and contribute to sanitary sewer overflows.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	<u>450,000</u>
Planning	-
Design/Engineering	-
Equipment	-
Contingency	<u>45,000</u>
Other	-
Total:	\$ <u>495,000</u>

Funding Sources:

General Fund	-
Utilities Fund	<u>495,000</u>
Sales Tax Fund	-
Loan	-
Loan	-
Grant	-
Grant	-
Other	-
Other	-
Total:	\$ <u>495,000</u>

Title: Oak Tree Park Neighborhood Infrastructure Improvements

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Utilities</u>	Original CIP Year	<u>2024</u>

Description:

The project will upgrade existing water, sewer, and street infrastructure:
 -Replacement of water mains and fire hydrants with new and larger diameter waterlines.
 -Rehabilitation of sewer mains and manholes.
 -Resurfacing impacted neighborhood streets.

Justification:

The existing water mains are undersized and have reached the end of their useful life. Rehabilitation of sanitary sewer mains and manholes will also reduce inflow and infiltration, which is the primary cause of sewer overflows. Impacted neighborhood streets should also be resurfaced after the replacement of underground utilities.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>3,490,695</u>
Planning	<u>-</u>
Design/Engineering	<u>635,934</u>
Equipment	<u>-</u>
Contingency	<u>1,237,989</u>
Other	<u>-</u>
Total:	<u>\$ 5,364,618</u>

Funding Sources:

General Fund	<u>-</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>1,606,582</u>
Loan <u>Water</u>	<u>981,621</u>
Loan <u>Sewer</u>	<u>2,776,414</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 5,364,618</u>

Title: Vehicle Replacement

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Streets</u>	Original CIP Year	<u>2025</u>

Description:

This is a 2006 Terex Backhoe and we recommend replacing these units every 20 years. This unit is currently have issues and is also no longer made by Terex and parts for this unit will continue to be harder to find and come at a higher price.

Justification:

This essential peice of equipment will be 20 years old this next year and we should replace sooner than 2028 if possible.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>-</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>165,000</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 165,000</u>

Funding Sources:

General Fund	<u>165,000</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 165,000</u>

Title: Pavement Management - Area 3 (Azalea, Brewer, E. Highway 98)

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Streets</u>	Original CIP Year	<u>2025</u>

Description:

The project will repave various sections of Brewer Circle and neighborhoods south of East Highway 98. To extend the lifespan of the streets, the remainder of Area 3 will receive crack sealing, infrared patching, and slurry seal treatments.

Justification:

In late 2023, the Public Works Department conducted a review that found that city street repair costs exceeded \$10 million. Consequently, the Department crafted a five-year plan focused on extending the durability of city streets. This strategy aims to double the lifespan of residential streets from 20-25 years to 45-50 years using maintenance techniques like rejuvenation, crack sealing, infrared patching, and slurry seals. The goal is to maintain streets in a safe and acceptable state between planned neighborhood utility projects.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>275,000</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 275,000</u>

Funding Sources:

General Fund	<u>275,000</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 275,000</u>

Title: Vehicle Replacement

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Streets</u>	Original CIP Year	<u>2029</u>

Description:

This is a 2008 F550 Dump Truck and is an essential piece of equipment for Public Works.

Justification:

This unit will be 20 years old in 2008 and we believe it will have reached its useful life by this time as it is already having some problems. This unit is not only an essential part of the Public Works Operation, but is also used frequently maintaining our water and sewer system.

Project Costs:

Administration	-
Legal	-
Land/ROW/Easements	-
Construction	-
Planning	-
Design/Engineering	-
Equipment	110,000
Contingency	-
Other	-
Total:	\$ 110,000

Funding Sources:

General Fund	110,000
Utilities Fund	-
Sales Tax Fund	-
Loan	-
Loan	-
Grant State	-
Grant	-
Other	-
Other	-
Total:	\$ 110,000

Title: Okaloosa County Sewer Force Main - Construction

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Sewer</u>	Original CIP Year	<u>2029</u>

Description:

The initiative encompasses building a new wastewater force main between the City of Mary Esther Wastewater Treatment Facility and the Okaloosa County Wastewater Treatment Facility to serve the City and Hurlburt Field. Once finished, the city plans to transfer its wastewater treatment to Okaloosa County and retire its current WWTF. This phase is focused on the consturction of the force main and lift stations.

Justification:

At the beginning of 2022, the City Council approved a contract with an engineering firm to evaluate different options for wastewater treatment. The evaluation finished in December 2022, and by April 2023, the City Council chose the Sewer Force Main to Okaloosa County as the optimal choice, dependent on securing grant funding. In April 2024, Hurlburt Field confirmed their support for the initiative and indicated a desire to collaborate.

Project Costs:

Funding Sources:

Administration	<u>-</u>	General Fund	<u>-</u>
Legal	<u>-</u>	Utilities Fund	<u>-</u>
Land/ROW/Easements	<u>200,000</u>	Sales Tax Fund	<u>-</u>
Construction	<u>18,368,750</u>	Loan <u>SRF (City)</u>	<u>5,233,793</u>
Planning	<u>-</u>	Loan <u>SRF (Other)</u>	<u>5,048,708</u>
Design/Engineering	<u>-</u>	Grant <u>Federal</u>	<u>8,000,000</u>
Equipment	<u>-</u>	Grant <u>State</u>	<u>4,000,000</u>
Contingency	<u>3,713,750</u>	Other _____	<u>-</u>
Other	<u>-</u>	Other _____	<u>-</u>
Total:	<u>\$ 22,282,500</u>	Total:	<u>\$ 22,282,500</u>

Title: Pavement Management - Area 5 (Christobal, Andalusia, S. Highway 98)

Details:

Department	<u>Public Works</u>	Contact Person	<u>Shawn Lindsey</u>
Division	<u>Streets</u>	Original CIP Year	<u>2025</u>

Description:

The project will repave sections of Christobal, Andalusia, and neighborhoods south of Highway 98 between Mary Esther Boulevard and Doolittle Boulevard. To extend the lifespan of the streets, the remainder of Area 5 will receive crack sealing, infrared patching, and slurry seal treatments.

Justification:

In late 2023, the Public Works Department conducted a review that found that city street repair costs exceeded \$10 million. Consequently, the Department crafted a five-year plan focused on extending the durability of city streets. This strategy aims to double the lifespan of residential streets from 20-25 years to 45-50 years using maintenance techniques like rejuvenation, crack sealing, infrared patching, and slurry seals. The goal is to maintain streets in a safe and acceptable state between planned neighborhood utility projects.

Project Costs:

Administration	<u>-</u>
Legal	<u>-</u>
Land/ROW/Easements	<u>-</u>
Construction	<u>250,000</u>
Planning	<u>-</u>
Design/Engineering	<u>-</u>
Equipment	<u>-</u>
Contingency	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 250,000</u>

Funding Sources:

General Fund	<u>250,000</u>
Utilities Fund	<u>-</u>
Sales Tax Fund	<u>-</u>
Loan	<u>-</u>
Loan	<u>-</u>
Grant	<u>-</u>
Grant	<u>-</u>
Other	<u>-</u>
Other	<u>-</u>
Total:	<u>\$ 250,000</u>

FY 2026 Professional Development Budget

EXECUTIVE - \$4,500.00

- Florida League of Cities Annual Conference
- Florida City/County Management Association Conference
- International City/County Management Association Conference

HUMAN RESOURCES - \$4,000.00

- Society for Human Resources Management Training Program

CITY CLERK – \$5,150.00

- International Institute of Municipal Clerks Annual Conference
- Florida Association of City Clerks Annual Conference

LIBRARY – \$1,600.00

- American Library Association online webinars
- Florida Library Association online webinars
- Local and Regional Workshops and Training

FINANCE - \$6,500.00

- Florida Governmental Finance Officers Association Conference
- Continuing Education Credits for Certified Government Finance Officer and Certified Government Financial Manager certifications
- Tyler Technologies Training

COMMUNITY DEVELOPMENT – \$5,850.00

- Florida Redevelopment Association Conference
- American Planning Association State Conference
- International Society of Arboriculture Certification
- FEMA Training: E0101: Foundations of Emergency Management
- Community Rating System Training
- Management of Traffic Training
- Speed Camera Training
- Certified Floodplain Manager certification

PUBLIC WORKS - \$12,000.00

- Traffic Control Training/Certification
- Herbicide Training/Certification
- Stormwater Inspector School/Certification
- Playground Inspection Training/Certification
- Two Educational Conferences

TUITION REIMBURSEMENT - \$36,750.00 (ALLOCATED FOR 7 EMPLOYEES)

- Dillon Morris – Tuition Reimbursement – College courses towards a master’s degree in public administration.
- Tyler Reed – Tuition Reimbursement – College courses towards a doctorate degree in public administration.
- Krystal Lopez – Tuition Reimbursement – College courses towards a bachelor's degree in business management.
- Kelvin Cherry – Tuition Reimbursement – College courses towards an associate degree.
- Adam Roth – Tuition Reimbursement – Two classes per semester.