



**Agenda  
Regular Meeting  
of the Mary Esther City Council  
January 20, 2026 - 6:00 PM**

195 Christobal Road – North, Mary Esther, FL 32569

- 1. INVOCATION**
- 2. CALL TO ORDER**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL**
- 5. APPROVAL OF THE AGENDA**
- 6. SPECIAL PRESENTATIONS**
  - 6.1. Citizen of the Year 2026 Award**
  - 6.2. Jacobs Asset Management Plan Update**
- 7. CONSENT AGENDA**
  - 7.1. Financial Report**
  - 7.2. Public Works Report**
  - 7.3. Library Report**
  - 7.4. Fire Department Report**
  - 7.5. Code Compliance Report**
  - 7.6. Jacobs Report**
  - 7.7. Law Enforcement Report**
  - 7.8. Minutes of the December 8, 2025, Regular Council Meeting**
  - 7.9. Minutes of the January 6, 2026, Special Council Meeting**
- 8. CITIZENS WHO HAVE REQUESTED TO BE PLACED ON THE AGENDA**
  - 8.1. LaVante Holmes - 1841 Whispering Oaks Ln, FWB**
  - 8.2. Shiv Patel - 480 E Miracle Strip Pkwy**
- 9. PUBLIC COMMENT (NON-AGENDA ITEMS)**
- 10. UNFINISHED BUSINESS**
  - 10.1. Consideration: Mary Esther Boulevard Landscaping Project**
- 11. NEW BUSINESS**
  - 11.1. Consideration: Award of RFB 2025-02 for Bonded Rubber Trail at Azalea Park**
  - 11.2. Discussion: West Highway 98 Property**
  - 11.3. Discussion: Proposed Mary Esther Elementary School Closure**
  - 11.4. Update: Christobal Waterfront Park Project**
- 12. COUNCILS' STANDING COMMITTEE STATUS REPORTS**
- 13. OTHER COMMENTS**
- 14. 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](http://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.

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**TO:** Honorable Mayor and Members of the City Council

**FROM:** Dillon Morris, City Clerk

**DATE:** January 20, 2026

**SUBJECT:** Citizen of the Year 2026 Award

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**BACKGROUND:**

In the December 8, 2025, regular council meeting, the mayor and council awarded Citizen of the Year 2026 to Connie Schabowksi. City Clerk Morris has been in contact with her and with Creative Awards & Framing to create the award ahead of the meeting.

**DISCUSSION:**

Mayor Stein is to present the award to Connie Schabowski. The proclamation for her birthday will be awarded in the August meeting, closer to her birthday.

**FINANCIAL IMPACT:**

The only costs were the award plaque and engraving fees, both of which were negligible.

**RECOMMENDATION:**

N/A.

**ATTACHMENT(S):**

# AGENDA ITEM

Agenda Item 6.2.

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**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Shawn Lindsey, Public Works Director  
**DATE:** January 20, 2026  
**SUBJECT:** Jacobs Asset Management Plan Update

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**BACKGROUND:**

**DISCUSSION:**

**FINANCIAL IMPACT:**

**RECOMMENDATION:**

**ATTACHMENT(S):**



City of Mary Esther, FL

# Budget vs Actuals

## Account Summary

For Fiscal: 2025-2026 Period Ending: 11/30/2025

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining	
<b>Fund: 001 - GENERAL FUND</b>							
<b>Revenue</b>							
<b>Department: 00 - UNDESIGNATED</b>							
<a href="#">001-00-311100</a>	AD VALOREM TAXES	2,287,397.00	2,287,397.00	90,749.77	90,749.77	90,749.77	2,196,647.23
<a href="#">001-00-311200</a>	AD VALOREM TAXES-DELO	65,000.00	65,000.00	0.00	0.00	0.00	65,000.00
<a href="#">001-00-312130</a>	TOURIST DEVELOPMENT TAX	546,061.00	546,061.00	0.00	0.00	0.00	546,061.00
<a href="#">001-00-312410</a>	FIRST LOCAL OPTION FUEL TAX	185,000.00	185,000.00	15,564.50	15,564.50	15,564.50	169,435.50
<a href="#">001-00-314100</a>	UTILITY TAXES-ELECTRIC	235,000.00	235,000.00	20,814.46	20,814.46	20,814.46	214,185.54
<a href="#">001-00-314200</a>	UTILITY TAXES-COMMUNICATION SE...	200,000.00	200,000.00	19,889.39	19,889.39	19,889.39	180,110.61
<a href="#">001-00-314300</a>	UTILITY TAXES-WATER	130,000.00	130,000.00	11,498.90	22,300.61	22,300.61	107,699.39
<a href="#">001-00-314400</a>	UTILITY TAXES-GAS	43,000.00	43,000.00	2,656.73	2,656.73	2,656.73	40,343.27
<a href="#">001-00-314800</a>	UTILITY TAXES -PROPANE GAS	200.00	200.00	0.00	0.00	0.00	200.00
<a href="#">001-00-316010</a>	BUSINESS TAX - PENALTY INT	900.00	900.00	515.75	1,050.75	1,050.75	-150.75
<a href="#">001-00-316100</a>	BUSINESS TAX	99,000.00	99,000.00	6,130.00	21,005.00	21,005.00	77,995.00
<a href="#">001-00-322000</a>	BUILDING PERMITS	100,000.00	100,000.00	1,427.95	3,251.25	3,251.25	96,748.75
<a href="#">001-00-323100</a>	ELECTRICITY FRANCHISE FEES	210,000.00	210,000.00	16,043.91	16,043.91	16,043.91	193,956.09
<a href="#">001-00-323400</a>	GAS FRANCHISE FEES	40,000.00	40,000.00	2,506.56	2,506.56	2,506.56	37,493.44
<a href="#">001-00-324120</a>	IMPACT FEES-FIRE PROTECTION	0.00	0.00	2,114.50	2,501.50	2,501.50	-2,501.50
<a href="#">001-00-324125</a>	IMPACT FEES-LAW ENFORCEMENT	0.00	0.00	1,182.00	1,505.00	1,505.00	-1,505.00
<a href="#">001-00-329050</a>	TRACKING FEES	2,000.00	2,000.00	320.00	860.00	860.00	1,140.00
<a href="#">001-00-335120</a>	STATE REVENUE SHARING PROCEEDS	198,000.00	198,000.00	18,254.75	36,509.49	36,509.49	161,490.51
<a href="#">001-00-335150</a>	ALCOHOLIC BEVERAGE LICENSES	500.00	500.00	0.00	0.00	0.00	500.00
<a href="#">001-00-335180</a>	LOCAL GOVERNMENT 1/2 SALES TAX	515,000.00	515,000.00	38,909.92	38,909.92	38,909.92	476,090.08
<a href="#">001-00-338200</a>	INTERGOV REV-COUNTY BUSINESS TAX	3,000.00	3,000.00	219.44	1,180.15	1,180.15	1,819.85
<a href="#">001-00-338210</a>	INTERGOV REV - LIBRARY COOP	66,000.00	66,000.00	0.00	16,320.50	16,320.50	49,679.50
<a href="#">001-00-341901</a>	FIRE DEPARTMENT FEES	14,000.00	14,000.00	294.00	715.50	715.50	13,284.50
<a href="#">001-00-341910</a>	PLAN REVIEW	0.00	0.00	513.34	848.34	848.34	-848.34
<a href="#">001-00-342510</a>	FINAL INSPECTION	500.00	500.00	150.00	380.00	380.00	120.00
<a href="#">001-00-342910</a>	IMPACT FEE- STORMWATER	0.00	0.00	1,600.00	1,900.00	1,900.00	-1,900.00
<a href="#">001-00-344210</a>	BOAT LAUNCH DAILY PERMIT	0.00	0.00	10.00	10.00	10.00	-10.00
<a href="#">001-00-344220</a>	BOAT LAUNCH ANNUAL PERMIT	500.00	500.00	0.00	0.00	0.00	500.00
<a href="#">001-00-344901</a>	FLORIDA DOT	63,169.00	63,169.00	0.00	0.00	0.00	63,169.00
<a href="#">001-00-344910</a>	IMPACT FEE- TRANSPORTATION	0.00	0.00	4,175.50	5,675.50	5,675.50	-5,675.50
<a href="#">001-00-347210</a>	IMPACT FEE- PARKS & RECREATION	0.00	0.00	300.00	450.00	450.00	-450.00
<a href="#">001-00-349100</a>	LIEN SEARCH FEE	1,500.00	1,500.00	110.00	270.00	270.00	1,230.00
<a href="#">001-00-351100</a>	COURT FINES	6,000.00	6,000.00	391.99	391.99	391.99	5,608.01
<a href="#">001-00-352000</a>	LIBRARY FINES/LOST BOOKS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
<a href="#">001-00-354100</a>	VIOLATION OF LOCAL ORDINANCE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
<a href="#">001-00-361000</a>	INTEREST AND OTHER EARNINGS	0.00	0.00	0.80	1.59	1.59	-1.59
<a href="#">001-00-361100</a>	INTEREST INCOME	200,000.00	200,000.00	26,330.85	53,064.60	53,064.60	146,935.40
<a href="#">001-00-365100</a>	SCRAP SALES	0.00	0.00	109.00	289.00	289.00	-289.00
<a href="#">001-00-366010</a>	DONATIONS & CONTRIBUTIONS LIBR...	5,700.00	5,700.00	0.00	0.00	0.00	5,700.00
<a href="#">001-00-369900</a>	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	193.72	3,194.46	3,194.46	-3,194.46
<a href="#">001-00-381000</a>	INTERFUND TRANSFER	2,438,889.00	2,438,889.00	0.00	0.00	0.00	2,438,889.00
<a href="#">001-00-389400</a>	GRANTS - OTHER SOURCES	680,000.00	680,000.00	0.00	0.00	0.00	680,000.00
<b>Department: 00 - UNDESIGNATED Total:</b>		<b>8,338,816.00</b>	<b>8,338,816.00</b>	<b>282,977.73</b>	<b>380,810.47</b>	<b>380,810.47</b>	<b>7,958,005.53</b>
<b>Revenue Total:</b>		<b>8,338,816.00</b>	<b>8,338,816.00</b>	<b>282,977.73</b>	<b>380,810.47</b>	<b>380,810.47</b>	<b>7,958,005.53</b>

**Budget vs Actuals**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Expense</b>							
<b>Activity: 51100 - LEGISLATIVE</b>							
<b>Department: 11 - MAYOR AND CITY COUNCIL</b>							
<a href="#">001-11-51100-1210</a>	SALARIES	26,400.00	26,400.00	1,850.00	3,700.00	3,700.00	22,700.00
<a href="#">001-11-51100-2110</a>	SOCIAL SECURITY TAXES	1,637.00	1,637.00	114.70	229.40	229.40	1,407.60
<a href="#">001-11-51100-2410</a>	WORKER'S COMPENSATION	600.00	600.00	0.00	89.47	89.47	510.53
<a href="#">001-11-51100-3000</a>	MEDICARE INSURANCE	383.00	383.00	26.85	53.70	53.70	329.30
<a href="#">001-11-51100-3100</a>	PROFESSIONAL SERVICES	11,000.00	11,000.00	0.00	433.50	1,445.00	9,555.00
<a href="#">001-11-51100-4010</a>	TRAVEL & PER DIEM	16,700.00	16,700.00	70.00	229.33	229.33	16,470.67
<a href="#">001-11-51100-4655</a>	COMPUTER HARDWARE & SOFTWARE...	500.00	500.00	0.00	0.00	0.00	500.00
<a href="#">001-11-51100-4810</a>	TROPHIES AND AWARDS	800.00	800.00	0.00	0.00	0.00	800.00
<a href="#">001-11-51100-4930</a>	TRAINING	4,500.00	4,500.00	0.00	650.00	650.00	3,850.00
<a href="#">001-11-51100-4940</a>	ELECTION EXPENSES	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
<a href="#">001-11-51100-5110</a>	OFFICE SUPPLIES	300.00	300.00	0.00	0.00	0.00	300.00
<a href="#">001-11-51100-5280</a>	LEAGUE OF CITIES DINNERS	7,650.00	7,650.00	0.00	237.00	237.00	7,413.00
<a href="#">001-11-51100-5290</a>	OPERATING SUPPLIES	1,504.00	1,504.00	0.00	150.00	150.00	1,354.00
<a href="#">001-11-51100-5410</a>	BOOKS, PUBS, SUBS & MEMBS	4,867.00	4,867.00	0.00	3,907.00	3,907.00	960.00
<b>Department: 11 - MAYOR AND CITY COUNCIL Total:</b>		<b>79,841.00</b>	<b>79,841.00</b>	<b>2,061.55</b>	<b>9,679.40</b>	<b>10,690.90</b>	<b>69,150.10</b>
<b>Activity: 51100 - LEGISLATIVE Total:</b>		<b>79,841.00</b>	<b>79,841.00</b>	<b>2,061.55</b>	<b>9,679.40</b>	<b>10,690.90</b>	<b>69,150.10</b>
<b>Activity: 51200 - EXECUTIVE</b>							
<b>Department: 12 - CITY MANAGER</b>							
<a href="#">001-12-51200-1210</a>	SALARIES	183,509.00	183,509.00	13,909.96	28,338.31	28,338.31	155,170.69
<a href="#">001-12-51200-2110</a>	SOCIAL SECURITY TAXES	11,378.00	11,378.00	863.17	1,758.47	1,758.47	9,619.53
<a href="#">001-12-51200-2210</a>	RETIREMENT	25,691.00	25,691.00	1,949.06	3,970.70	3,970.70	21,720.30
<a href="#">001-12-51200-2310</a>	EMPLOYEE INSURANCE	26,697.00	26,697.00	2,143.02	6,450.59	6,450.59	20,246.41
<a href="#">001-12-51200-2410</a>	WORKER'S COMPENSATION	170.00	170.00	0.00	25.33	25.33	144.67
<a href="#">001-12-51200-3000</a>	MEDICARE INSURANCE	2,661.00	2,661.00	201.88	411.31	411.31	2,249.69
<a href="#">001-12-51200-4010</a>	TRAVEL & PER DIEM	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00
<a href="#">001-12-51200-4110</a>	TELEPHONE & INTERNET	360.00	360.00	0.00	0.00	0.00	360.00
<a href="#">001-12-51200-4930</a>	TRAINING	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
<a href="#">001-12-51200-5290</a>	OPERATING SUPPLIES	2,000.00	2,000.00	0.00	127.48	127.48	1,872.52
<a href="#">001-12-51200-5410</a>	BOOKS, PUBS, SUBS & MEMBS	1,500.00	1,500.00	397.00	397.00	397.00	1,103.00
<b>Department: 12 - CITY MANAGER Total:</b>		<b>261,466.00</b>	<b>261,466.00</b>	<b>19,464.09</b>	<b>41,479.19</b>	<b>41,479.19</b>	<b>219,986.81</b>
<b>Activity: 51200 - EXECUTIVE Total:</b>		<b>261,466.00</b>	<b>261,466.00</b>	<b>19,464.09</b>	<b>41,479.19</b>	<b>41,479.19</b>	<b>219,986.81</b>
<b>Activity: 51300 - FINANCE</b>							
<b>Department: 13 - ADMINISTRATIVE SERVICES</b>							
<a href="#">001-13-51300-1210</a>	SALARIES	78,116.00	78,116.00	7,275.20	13,386.31	13,386.31	64,729.69
<a href="#">001-13-51300-2110</a>	SOCIAL SECURITY TAXES	4,843.00	4,843.00	451.09	830.02	830.02	4,012.98
<a href="#">001-13-51300-2210</a>	RETIREMENT	10,936.00	10,936.00	933.56	1,717.72	1,717.72	9,218.28
<a href="#">001-13-51300-2310</a>	EMPLOYEE INSURANCE	16,995.00	16,995.00	1,419.08	4,250.75	4,250.75	12,744.25
<a href="#">001-13-51300-2410</a>	WORKER'S COMPENSATION	70.00	70.00	0.00	11.93	11.93	58.07
<a href="#">001-13-51300-3000</a>	MEDICARE INSURANCE	1,133.00	1,133.00	105.51	194.17	194.17	938.83
<a href="#">001-13-51300-3210</a>	ACCOUNTING AND AUDITING	28,500.00	28,500.00	750.00	750.00	750.00	27,750.00
<a href="#">001-13-51300-4010</a>	TRAVEL & PER DIEM	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00
<a href="#">001-13-51300-4710</a>	PRINTING & BINDING	1,900.00	1,900.00	0.00	105.61	105.61	1,794.39
<a href="#">001-13-51300-4921</a>	BANK FEES	1,000.00	1,000.00	50.00	100.00	100.00	900.00
<a href="#">001-13-51300-4930</a>	TRAINING	2,500.00	2,500.00	0.00	150.00	150.00	2,350.00
<a href="#">001-13-51300-4946</a>	LEGAL & RETAIL ADVERTISEMENTS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
<a href="#">001-13-51300-5290</a>	OPERATING SUPPLIES	1,100.00	1,100.00	0.00	104.00	104.00	996.00
<a href="#">001-13-51300-5410</a>	BOOKS, PUBS, SUBS & MEMBS	855.00	855.00	0.00	0.00	0.00	855.00
<b>Department: 13 - ADMINISTRATIVE SERVICES Total:</b>		<b>153,448.00</b>	<b>153,448.00</b>	<b>10,984.44</b>	<b>21,600.51</b>	<b>21,600.51</b>	<b>131,847.49</b>
<b>Activity: 51300 - FINANCE Total:</b>		<b>153,448.00</b>	<b>153,448.00</b>	<b>10,984.44</b>	<b>21,600.51</b>	<b>21,600.51</b>	<b>131,847.49</b>
<b>Activity: 51310 - HUMAN RESOURCES</b>							
<b>Department: 13 - ADMINISTRATIVE SERVICES</b>							
<a href="#">001-13-51310-1210</a>	SALARIES	14,238.00	14,238.00	1,036.95	2,125.74	2,125.74	12,112.26
<a href="#">001-13-51310-2110</a>	SOCIAL SECURITY TAXES	883.00	883.00	64.29	131.79	131.79	751.21
<a href="#">001-13-51310-2210</a>	RETIREMENT	1,993.00	1,993.00	145.18	297.60	297.60	1,695.40

**Budget vs Actuals**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

		<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>YTD Activity + Encumbrances</b>	<b>Budget Remaining</b>
<a href="#">001-13-51310-2220</a>	RETIRED EMPLOYEE LIFE INSURANCE	900.00	900.00	55.80	167.40	167.40	732.60
<a href="#">001-13-51310-2230</a>	RETIRED EMPLOYEE DENTAL INSURA...	4,660.00	4,660.00	327.80	1,016.18	1,016.18	3,643.82
<a href="#">001-13-51310-2310</a>	EMPLOYEE INSURANCE	3,020.00	3,020.00	246.61	739.80	739.80	2,280.20
<a href="#">001-13-51310-2410</a>	WORKER'S COMPENSATION	20.00	20.00	0.00	2.98	2.98	17.02
<a href="#">001-13-51310-2510</a>	UNEMPLOYMENT COMPENSATION	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
<a href="#">001-13-51310-3000</a>	MEDICARE INSURANCE	206.00	206.00	15.04	30.81	30.81	175.19
<a href="#">001-13-51310-3100</a>	PROFESSIONAL SERVICES	13,645.00	13,645.00	0.00	272.69	272.69	13,372.31
<a href="#">001-13-51310-4010</a>	TRAVEL & PER DIEM	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
<a href="#">001-13-51310-4015</a>	RECRUITMENT	2,500.00	2,500.00	903.12	903.12	903.12	1,596.88
<a href="#">001-13-51310-4540</a>	EMPLOYEE APPRECIATION	7,500.00	7,500.00	0.00	969.87	3,936.03	3,563.97
<a href="#">001-13-51310-4710</a>	PRINTING & BINDING	900.00	900.00	0.00	0.00	0.00	900.00
<a href="#">001-13-51310-4930</a>	TRAINING	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
<a href="#">001-13-51310-4934</a>	TUITION	36,750.00	36,750.00	0.00	0.00	0.00	36,750.00
<a href="#">001-13-51310-4946</a>	LEGAL & RETAIL ADVERTISEMENTS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
<a href="#">001-13-51310-5290</a>	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00
<a href="#">001-13-51310-5410</a>	BOOKS, PUBS, SUBS & MEMBS	750.00	750.00	0.00	0.00	0.00	750.00
<b>Department: 13 - ADMINISTRATIVE SERVICES Total:</b>		<b>98,965.00</b>	<b>98,965.00</b>	<b>2,794.79</b>	<b>6,657.98</b>	<b>9,624.14</b>	<b>89,340.86</b>
<b>Activity: 51310 - HUMAN RESOURCES Total:</b>		<b>98,965.00</b>	<b>98,965.00</b>	<b>2,794.79</b>	<b>6,657.98</b>	<b>9,624.14</b>	<b>89,340.86</b>
<b>Activity: 51400 - LEGAL</b>							
<b>Department: 14 - CITY ATTORNEY</b>							
<a href="#">001-14-51400-3111</a>	LEGAL COUNSEL	65,000.00	65,000.00	5,615.95	5,615.95	5,615.95	59,384.05
<b>Department: 14 - CITY ATTORNEY Total:</b>		<b>65,000.00</b>	<b>65,000.00</b>	<b>5,615.95</b>	<b>5,615.95</b>	<b>5,615.95</b>	<b>59,384.05</b>
<b>Activity: 51400 - LEGAL Total:</b>		<b>65,000.00</b>	<b>65,000.00</b>	<b>5,615.95</b>	<b>5,615.95</b>	<b>5,615.95</b>	<b>59,384.05</b>
<b>Activity: 51500 - PLANNING AND ZONING</b>							
<b>Department: 30 - COMMUNITY DEVELOPMENT</b>							
<a href="#">001-30-51500-1210</a>	SALARIES	109,256.00	109,256.00	8,460.83	16,578.72	16,578.72	92,677.28
<a href="#">001-30-51500-2110</a>	SOCIAL SECURITY TAXES	6,774.00	6,774.00	524.59	1,027.94	1,027.94	5,746.06
<a href="#">001-30-51500-2210</a>	RETIREMENT	15,296.00	15,296.00	961.86	1,902.33	1,902.33	13,393.67
<a href="#">001-30-51500-2310</a>	EMPLOYEE INSURANCE	21,140.00	21,140.00	1,729.17	5,187.51	5,187.51	15,952.49
<a href="#">001-30-51500-2410</a>	WORKER'S COMPENSATION	320.00	320.00	0.00	10.44	10.44	309.56
<a href="#">001-30-51500-3000</a>	MEDICARE INSURANCE	1,584.00	1,584.00	122.71	240.45	240.45	1,343.55
<a href="#">001-30-51500-3100</a>	PROFESSIONAL SERVICES	115,000.00	115,000.00	0.00	0.00	0.00	115,000.00
<a href="#">001-30-51500-4010</a>	TRAVEL & PER DIEM	2,900.00	2,900.00	0.00	521.95	521.95	2,378.05
<a href="#">001-30-51500-4522</a>	VEHICLE INSURANCE	290.00	290.00	0.00	0.00	0.00	290.00
<a href="#">001-30-51500-4946</a>	LEGAL & RETAIL ADVERTISEMENTS	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00
<a href="#">001-30-51500-5110</a>	OFFICE SUPPLIES	150.00	150.00	0.00	0.00	0.00	150.00
<a href="#">001-30-51500-5410</a>	BOOKS, PUBS, SUBS & MEMBS	1,897.00	1,897.00	0.00	245.00	245.00	1,652.00
<b>Department: 30 - COMMUNITY DEVELOPMENT Total:</b>		<b>282,107.00</b>	<b>282,107.00</b>	<b>11,799.16</b>	<b>25,714.34</b>	<b>25,714.34</b>	<b>256,392.66</b>
<b>Activity: 51500 - PLANNING AND ZONING Total:</b>		<b>282,107.00</b>	<b>282,107.00</b>	<b>11,799.16</b>	<b>25,714.34</b>	<b>25,714.34</b>	<b>256,392.66</b>
<b>Activity: 51600 - NON-COURT INFORMATION SYSTEMS</b>							
<b>Department: 16 - CITY CLERK</b>							
<a href="#">001-16-51600-1210</a>	SALARIES	82,340.00	82,340.00	7,492.40	13,786.00	13,786.00	68,554.00
<a href="#">001-16-51600-2110</a>	SOCIAL SECURITY TAXES	5,105.00	5,105.00	464.53	854.73	854.73	4,250.27
<a href="#">001-16-51600-2210</a>	RETIREMENT	11,528.00	11,528.00	1,048.93	1,930.02	1,930.02	9,597.98
<a href="#">001-16-51600-2310</a>	EMPLOYEE INSURANCE	15,100.00	15,100.00	1,228.35	3,630.52	3,630.52	11,469.48
<a href="#">001-16-51600-2410</a>	WORKER'S COMPENSATION	100.00	100.00	0.00	14.91	14.91	85.09
<a href="#">001-16-51600-3000</a>	MEDICARE INSURANCE	1,194.00	1,194.00	108.65	199.92	199.92	994.08
<a href="#">001-16-51600-3100</a>	PROFESSIONAL SERVICES	2,350.00	2,350.00	76.55	153.08	906.00	1,444.00
<a href="#">001-16-51600-4010</a>	TRAVEL & PER DIEM	3,150.00	3,150.00	0.00	0.00	0.00	3,150.00
<a href="#">001-16-51600-4510</a>	NOTARY INSURANCE	150.00	150.00	0.00	0.00	0.00	150.00
<a href="#">001-16-51600-4522</a>	VEHICLE INSURANCE	500.00	500.00	0.00	215.00	215.00	285.00
<a href="#">001-16-51600-4610</a>	VEHICLE R & M	500.00	500.00	9.23	9.23	213.72	286.28
<a href="#">001-16-51600-4930</a>	TRAINING	2,000.00	2,000.00	0.00	225.00	225.00	1,775.00
<a href="#">001-16-51600-4946</a>	LEGAL & RETAIL ADVERTISEMENTS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
<a href="#">001-16-51600-5110</a>	OFFICE SUPPLIES	850.00	850.00	0.00	0.00	0.00	850.00
<a href="#">001-16-51600-5210</a>	FUEL, OIL & LUBRICANTS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
<a href="#">001-16-51600-5290</a>	OPERATING SUPPLIES	1,300.00	1,300.00	0.00	10.00	10.00	1,290.00

**Budget vs Actuals**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<a href="#">001-16-51600-5410</a>	BOOKS, PUBS, SUBS & MEMBS	800.00	800.00	0.00	0.00	0.00	800.00
<a href="#">001-16-51600-5416</a>	CODIFICATION	3,500.00	3,500.00	0.00	275.63	275.63	3,224.37
<b>Department: 16 - CITY CLERK Total:</b>		<b>133,467.00</b>	<b>133,467.00</b>	<b>10,428.64</b>	<b>21,304.04</b>	<b>22,261.45</b>	<b>111,205.55</b>
<b>Activity: 51600 - NON-COURT INFORMATION SYSTEMS Total:</b>		<b>133,467.00</b>	<b>133,467.00</b>	<b>10,428.64</b>	<b>21,304.04</b>	<b>22,261.45</b>	<b>111,205.55</b>
<b>Activity: 51610 - INFORMATION TECHNOLOGY</b>							
<b>Department: 13 - ADMINISTRATIVE SERVICES</b>							
<a href="#">001-13-51610-3100</a>	PROFESSIONAL SERVICES	38,500.00	38,500.00	0.00	2,359.80	2,359.80	36,140.20
<a href="#">001-13-51610-4110</a>	TELEPHONE & INTERNET	27,140.00	27,140.00	383.29	805.70	805.70	26,334.30
<a href="#">001-13-51610-4655</a>	COMPUTER HARDWARE & SOFTWARE...	98,371.00	98,371.00	329.00	7,208.87	7,208.87	91,162.13
<a href="#">001-13-51610-4660</a>	COPIER MAINTENANCE	10,040.00	10,040.00	601.95	601.95	7,223.40	2,816.60
<a href="#">001-13-51610-6400</a>	COMPUTER SOFTWARE & EQUIPMENT	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00
<b>Department: 13 - ADMINISTRATIVE SERVICES Total:</b>		<b>214,051.00</b>	<b>214,051.00</b>	<b>1,314.24</b>	<b>10,976.32</b>	<b>17,597.77</b>	<b>196,453.23</b>
<b>Activity: 51610 - INFORMATION TECHNOLOGY Total:</b>		<b>214,051.00</b>	<b>214,051.00</b>	<b>1,314.24</b>	<b>10,976.32</b>	<b>17,597.77</b>	<b>196,453.23</b>
<b>Activity: 51900 - GENERAL GOVERNMENT</b>							
<b>Department: 99 - NON DEPARTMENTAL</b>							
<a href="#">001-99-51900-4100</a>	POSTAGE & SHIPPING	4,200.00	4,200.00	0.00	395.97	395.97	3,804.03
<a href="#">001-99-51900-4520</a>	LIABILITY INSURANCE	58,980.00	58,980.00	0.00	26,161.00	26,161.00	32,819.00
<a href="#">001-99-51900-5110</a>	OFFICE SUPPLIES	4,000.00	4,000.00	0.00	561.74	561.74	3,438.26
<a href="#">001-99-51900-5410</a>	BOOKS, PUBS, SUBS & MEMBS	600.00	600.00	0.00	0.00	0.00	600.00
<b>Department: 99 - NON DEPARTMENTAL Total:</b>		<b>67,780.00</b>	<b>67,780.00</b>	<b>0.00</b>	<b>27,118.71</b>	<b>27,118.71</b>	<b>40,661.29</b>
<b>Activity: 51900 - GENERAL GOVERNMENT Total:</b>		<b>67,780.00</b>	<b>67,780.00</b>	<b>0.00</b>	<b>27,118.71</b>	<b>27,118.71</b>	<b>40,661.29</b>
<b>Activity: 51910 - FACILITIES</b>							
<b>Department: 50 - PUBLIC WORKS</b>							
<a href="#">001-50-51910-1210</a>	SALARIES	63,314.00	63,314.00	4,604.81	7,181.90	7,181.90	56,132.10
<a href="#">001-50-51910-1310</a>	PART-TIME SALARIES	0.00	0.00	0.00	-380.22	-380.22	380.22
<a href="#">001-50-51910-1410</a>	OVERTIME	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
<a href="#">001-50-51910-2110</a>	SOCIAL SECURITY TAXES	3,987.00	3,987.00	285.50	421.69	421.69	3,565.31
<a href="#">001-50-51910-2210</a>	RETIREMENT	9,004.00	9,004.00	196.95	345.00	345.00	8,659.00
<a href="#">001-50-51910-2310</a>	EMPLOYEE INSURANCE	19,665.00	19,665.00	1,982.42	4,453.22	4,453.22	15,211.78
<a href="#">001-50-51910-2410</a>	WORKER'S COMPENSATION	2,620.00	2,620.00	0.00	317.90	317.90	2,302.10
<a href="#">001-50-51910-3000</a>	MEDICARE INSURANCE	933.00	933.00	66.77	98.63	98.63	834.37
<a href="#">001-50-51910-3100</a>	PROFESSIONAL SERVICES	18,000.00	18,000.00	498.00	1,695.04	2,010.79	15,989.21
<a href="#">001-50-51910-4010</a>	TRAVEL & PER DIEM	500.00	500.00	0.00	0.00	0.00	500.00
<a href="#">001-50-51910-4310</a>	ELECTRICITY	40,000.00	40,000.00	2,188.10	2,188.10	2,188.10	37,811.90
<a href="#">001-50-51910-4320</a>	WATER	12,600.00	12,600.00	0.00	749.11	749.11	11,850.89
<a href="#">001-50-51910-4330</a>	SOLID WASTE	7,500.00	7,500.00	108.07	211.14	211.14	7,288.86
<a href="#">001-50-51910-4340</a>	NATURAL GAS	3,500.00	3,500.00	0.00	47.53	47.53	3,452.47
<a href="#">001-50-51910-4410</a>	EQUIPMENT RENTAL	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
<a href="#">001-50-51910-4521</a>	PROPERTY INSURANCE	38,000.00	38,000.00	0.00	15,349.00	15,349.00	22,651.00
<a href="#">001-50-51910-4522</a>	VEHICLE INSURANCE	1,100.00	1,100.00	0.00	0.00	0.00	1,100.00
<a href="#">001-50-51910-4611</a>	BUILDING R & M	20,000.00	20,000.00	299.00	2,853.28	5,843.28	14,156.72
<a href="#">001-50-51910-4612</a>	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	0.00	0.00	500.00
<a href="#">001-50-51910-4615</a>	FENCING AND LANDSCAPING	7,000.00	7,000.00	268.50	890.01	890.01	6,109.99
<a href="#">001-50-51910-4930</a>	TRAINING	1,000.00	1,000.00	0.00	206.00	206.00	794.00
<a href="#">001-50-51910-5110</a>	OFFICE SUPPLIES	750.00	750.00	0.00	0.00	0.00	750.00
<a href="#">001-50-51910-5210</a>	FUEL, OIL, & LUBRICANTS	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
<a href="#">001-50-51910-5220</a>	UNIFORMS	2,000.00	2,000.00	0.00	29.94	29.94	1,970.06
<a href="#">001-50-51910-5221</a>	PERSONAL PROTECTIVE EQUIPMENT	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
<a href="#">001-50-51910-5230</a>	JANITORIAL SUPPLIES	3,000.00	3,000.00	0.00	13.54	13.54	2,986.46
<a href="#">001-50-51910-5231</a>	SEASONAL DECORATIONS	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
<a href="#">001-50-51910-5260</a>	TOOLS	2,000.00	2,000.00	0.00	378.85	378.85	1,621.15
<a href="#">001-50-51910-5270</a>	MACHINERY & EQUIPMENT	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
<a href="#">001-50-51910-5290</a>	OPERATING SUPPLIES	7,500.00	7,500.00	12.85	373.24	373.24	7,126.76
<a href="#">001-50-51910-5410</a>	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	0.00	50.00	50.00	50.00
<a href="#">001-50-51910-6210</a>	BUILDINGS	101,000.00	101,000.00	0.00	35,374.12	432,166.02	-331,166.02

**Budget vs Actuals**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<a href="#">001-50-51910-6410</a>	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	1,325.00	-1,325.00
<b>Department: 50 - PUBLIC WORKS Total:</b>		<b>382,073.00</b>	<b>382,073.00</b>	<b>10,510.97</b>	<b>72,847.02</b>	<b>474,269.67</b>	<b>-92,196.67</b>
<b>Activity: 51910 - FACILITIES Total:</b>		<b>382,073.00</b>	<b>382,073.00</b>	<b>10,510.97</b>	<b>72,847.02</b>	<b>474,269.67</b>	<b>-92,196.67</b>
<b>Activity: 52100 - LAW ENFORCEMENT</b>							
<b>Department: 20 - PUBLIC SAFETY</b>							
<a href="#">001-20-52100-3405</a>	CONTRACT FOR SERVICES	321,061.00	321,061.00	26,755.09	53,510.10	53,510.10	267,550.90
<b>Department: 20 - PUBLIC SAFETY Total:</b>		<b>321,061.00</b>	<b>321,061.00</b>	<b>26,755.09</b>	<b>53,510.10</b>	<b>53,510.10</b>	<b>267,550.90</b>
<b>Activity: 52100 - LAW ENFORCEMENT Total:</b>		<b>321,061.00</b>	<b>321,061.00</b>	<b>26,755.09</b>	<b>53,510.10</b>	<b>53,510.10</b>	<b>267,550.90</b>
<b>Activity: 52200 - FIRE</b>							
<b>Department: 20 - PUBLIC SAFETY</b>							
<a href="#">001-20-52200-3405</a>	CONTRACT FOR SERVICES	1,183,323.00	1,183,323.00	0.00	0.00	0.00	1,183,323.00
<b>Department: 20 - PUBLIC SAFETY Total:</b>		<b>1,183,323.00</b>	<b>1,183,323.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,183,323.00</b>
<b>Activity: 52200 - FIRE Total:</b>		<b>1,183,323.00</b>	<b>1,183,323.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,183,323.00</b>
<b>Activity: 52400 - CODE COMPLIANCE</b>							
<b>Department: 30 - COMMUNITY DEVELOPMENT</b>							
<a href="#">001-30-52400-1210</a>	SALARIES	60,768.00	60,768.00	5,533.17	10,308.53	10,308.53	50,459.47
<a href="#">001-30-52400-2110</a>	SOCIAL SECURITY TAXES	3,768.00	3,768.00	343.06	639.14	639.14	3,128.86
<a href="#">001-30-52400-2210</a>	RETIREMENT	8,508.00	8,508.00	387.29	698.88	698.88	7,809.12
<a href="#">001-30-52400-2310</a>	EMPLOYEE INSURANCE	12,080.00	12,080.00	996.56	2,989.68	2,989.68	9,090.32
<a href="#">001-30-52400-2410</a>	WORKER'S COMPENSATION	710.00	710.00	0.00	356.07	356.07	353.93
<a href="#">001-30-52400-3000</a>	MEDICARE INSURANCE	881.00	881.00	80.23	149.47	149.47	731.53
<a href="#">001-30-52400-4010</a>	TRAVEL & PER DIEM	1,250.00	1,250.00	0.00	721.45	721.45	528.55
<a href="#">001-30-52400-4110</a>	TELEPHONE & INTERNET	540.00	540.00	0.00	29.40	29.40	510.60
<a href="#">001-30-52400-4522</a>	VEHICLE INSURANCE	350.00	350.00	0.00	204.00	204.00	146.00
<a href="#">001-30-52400-4610</a>	VEHICLE R & M	3,000.00	3,000.00	9.23	410.82	615.31	2,384.69
<a href="#">001-30-52400-4612</a>	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	0.00	0.00	500.00
<a href="#">001-30-52400-4710</a>	PRINTING & BINDING	100.00	100.00	0.00	0.00	0.00	100.00
<a href="#">001-30-52400-4930</a>	TRAINING	1,700.00	1,700.00	0.00	0.00	0.00	1,700.00
<a href="#">001-30-52400-5110</a>	OFFICE SUPPLIES	200.00	200.00	0.00	0.00	0.00	200.00
<a href="#">001-30-52400-5210</a>	FUEL, OIL, & LUBRICANTS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
<a href="#">001-30-52400-5220</a>	UNIFORMS	500.00	500.00	0.00	24.00	24.00	476.00
<a href="#">001-30-52400-5221</a>	PERSONAL PROTECTIVE EQUIPMENT	100.00	100.00	0.00	0.00	0.00	100.00
<a href="#">001-30-52400-5295</a>	OPERATING SUPPLIES/JANITORIAL	150.00	150.00	0.00	0.00	0.00	150.00
<a href="#">001-30-52400-5410</a>	BOOKS, PUBS, SUBS & MEMBS	585.00	585.00	0.00	85.00	85.00	500.00
<b>Department: 30 - COMMUNITY DEVELOPMENT Total:</b>		<b>97,190.00</b>	<b>97,190.00</b>	<b>7,349.54</b>	<b>16,616.44</b>	<b>16,820.93</b>	<b>80,369.07</b>
<b>Activity: 52400 - CODE COMPLIANCE Total:</b>		<b>97,190.00</b>	<b>97,190.00</b>	<b>7,349.54</b>	<b>16,616.44</b>	<b>16,820.93</b>	<b>80,369.07</b>
<b>Activity: 52410 - BUILDING</b>							
<b>Department: 30 - COMMUNITY DEVELOPMENT</b>							
<a href="#">001-30-52410-1210</a>	SALARIES	51,170.00	51,170.00	4,313.90	8,225.26	8,225.26	42,944.74
<a href="#">001-30-52410-2110</a>	SOCIAL SECURITY TAXES	3,173.00	3,173.00	267.45	509.91	509.91	2,663.09
<a href="#">001-30-52410-2210</a>	RETIREMENT	7,164.00	7,164.00	436.57	839.01	839.01	6,324.99
<a href="#">001-30-52410-2310</a>	EMPLOYEE INSURANCE	12,080.00	12,080.00	984.27	2,952.81	2,952.81	9,127.19
<a href="#">001-30-52410-2410</a>	WORKER'S COMPENSATION	170.00	170.00	0.00	2.98	2.98	167.02
<a href="#">001-30-52410-3000</a>	MEDICARE INSURANCE	742.00	742.00	62.53	119.22	119.22	622.78
<a href="#">001-30-52410-3100</a>	PROFESSIONAL SERVICES	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00
<b>Department: 30 - COMMUNITY DEVELOPMENT Total:</b>		<b>174,499.00</b>	<b>174,499.00</b>	<b>6,064.72</b>	<b>12,649.19</b>	<b>12,649.19</b>	<b>161,849.81</b>
<b>Activity: 52410 - BUILDING Total:</b>		<b>174,499.00</b>	<b>174,499.00</b>	<b>6,064.72</b>	<b>12,649.19</b>	<b>12,649.19</b>	<b>161,849.81</b>
<b>Activity: 53800 - STORMWATER</b>							
<b>Department: 50 - PUBLIC WORKS</b>							
<a href="#">001-50-53800-1210</a>	SALARIES	97,167.00	97,167.00	7,516.09	15,209.86	15,209.86	81,957.14
<a href="#">001-50-53800-1310</a>	PART-TIME SALARIES	9,056.00	9,056.00	566.66	1,188.96	1,188.96	7,867.04
<a href="#">001-50-53800-1410</a>	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
<a href="#">001-50-53800-2110</a>	SOCIAL SECURITY TAXES	6,617.00	6,617.00	500.31	1,014.23	1,014.23	5,602.77
<a href="#">001-50-53800-2210</a>	RETIREMENT	13,673.00	13,673.00	698.07	1,333.36	1,333.36	12,339.64
<a href="#">001-50-53800-2310</a>	EMPLOYEE INSURANCE	27,770.00	27,770.00	1,936.50	5,802.08	5,802.08	21,967.92
<a href="#">001-50-53800-2410</a>	WORKER'S COMPENSATION	5,085.00	5,085.00	0.00	550.21	550.21	4,534.79

**Budget vs Actuals**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

		<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>YTD Activity + Encumbrances</b>	<b>Budget Remaining</b>
<a href="#">001-50-53800-3000</a>	MEDICARE INSURANCE	1,547.00	1,547.00	117.04	237.37	237.37	1,309.63
<a href="#">001-50-53800-4010</a>	TRAVEL & PER DIEM	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
<a href="#">001-50-53800-4522</a>	VEHICLE INSURANCE	1,050.00	1,050.00	0.00	0.00	0.00	1,050.00
<a href="#">001-50-53800-4615</a>	FENCING AND LANDSCAPING	17,000.00	17,000.00	0.00	158.00	158.00	16,842.00
<a href="#">001-50-53800-4637</a>	CURBS/GUTTERS/STORM DRAINS R&M	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00
<a href="#">001-50-53800-5295</a>	OPERATING SUPPLIES/JANITORIAL	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
<a href="#">001-50-53800-5410</a>	BOOKS, PUBS, SUBS & MEMBS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
<a href="#">001-50-53800-6310</a>	INFRASTRUCTURE	232,979.00	232,979.00	0.00	0.00	15,600.43	217,378.57
<a href="#">001-50-53800-6410</a>	MACHINERY & EQUIPMENT	23,500.00	23,500.00	0.00	0.00	0.00	23,500.00
<b>Department: 50 - PUBLIC WORKS Total:</b>		<b>463,944.00</b>	<b>463,944.00</b>	<b>11,334.67</b>	<b>25,494.07</b>	<b>41,094.50</b>	<b>422,849.50</b>
<b>Activity: 53800 - STORMWATER Total:</b>		<b>463,944.00</b>	<b>463,944.00</b>	<b>11,334.67</b>	<b>25,494.07</b>	<b>41,094.50</b>	<b>422,849.50</b>

**Activity: 54100 - STREETS**

**Department: 50 - PUBLIC WORKS**

<a href="#">001-50-54100-1210</a>	SALARIES	97,167.00	97,167.00	7,515.96	15,202.02	15,202.02	81,964.98
<a href="#">001-50-54100-1310</a>	PART-TIME SALARIES	41,313.00	41,313.00	1,699.96	4,673.56	4,673.56	36,639.44
<a href="#">001-50-54100-1410</a>	OVERTIME	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
<a href="#">001-50-54100-2110</a>	SOCIAL SECURITY TAXES	8,648.00	8,648.00	570.43	1,229.89	1,229.89	7,418.11
<a href="#">001-50-54100-2210</a>	RETIREMENT	13,743.00	13,743.00	697.94	1,333.01	1,333.01	12,409.99
<a href="#">001-50-54100-2310</a>	EMPLOYEE INSURANCE	27,770.00	27,770.00	1,936.50	5,809.50	5,809.50	21,960.50
<a href="#">001-50-54100-2410</a>	WORKER'S COMPENSATION	7,985.00	7,985.00	0.00	2,420.60	2,420.60	5,564.40
<a href="#">001-50-54100-3000</a>	MEDICARE INSURANCE	2,022.00	2,022.00	133.38	287.53	287.53	1,734.47
<a href="#">001-50-54100-3100</a>	PROFESSIONAL SERVICES	8,500.00	8,500.00	0.00	0.00	7,500.00	1,000.00
<a href="#">001-50-54100-4010</a>	TRAVEL & PER DIEM	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
<a href="#">001-50-54100-4310</a>	ELECTRICITY	60,000.00	60,000.00	4,528.69	4,528.69	4,528.69	55,471.31
<a href="#">001-50-54100-4320</a>	WATER	600.00	600.00	0.00	33.35	33.35	566.65
<a href="#">001-50-54100-4330</a>	Solid Waste	15,000.00	15,000.00	0.00	80.13	80.13	14,919.87
<a href="#">001-50-54100-4410</a>	EQUIPMENT RENTAL	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
<a href="#">001-50-54100-4522</a>	VEHICLE INSURANCE	1,800.00	1,800.00	0.00	1,943.50	1,943.50	-143.50
<a href="#">001-50-54100-4610</a>	VEHICLE R & M	8,000.00	8,000.00	46.14	1,315.70	2,338.16	5,661.84
<a href="#">001-50-54100-4615</a>	FENCING AND LANDSCAPING	2,500.00	2,500.00	-8.48	-8.48	-8.48	2,508.48
<a href="#">001-50-54100-4623</a>	HEAVY EQUIPMENT R & M	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00
<a href="#">001-50-54100-4631</a>	STREET REPAVING	170,000.00	170,000.00	0.00	0.00	0.00	170,000.00
<a href="#">001-50-54100-4635</a>	PARKING AREA MARKING R & M	9,000.00	9,000.00	0.00	0.00	0.00	9,000.00
<a href="#">001-50-54100-4636</a>	TRAFFIC CONTROL/SIGNS R&M	6,000.00	6,000.00	622.46	622.46	622.46	5,377.54
<a href="#">001-50-54100-4637</a>	CURBS/GUTTERS/STORM DRAINS R&M	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00
<a href="#">001-50-54100-4930</a>	TRAINING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
<a href="#">001-50-54100-5110</a>	OFFICE SUPPLIES	100.00	100.00	0.00	0.00	0.00	100.00
<a href="#">001-50-54100-5210</a>	FUEL, OIL, & LUBRICANTS	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00
<a href="#">001-50-54100-5220</a>	UNIFORMS	2,000.00	2,000.00	0.00	188.87	188.87	1,811.13
<a href="#">001-50-54100-5221</a>	PERSONAL PROTECTIVE EQUIPMENT	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
<a href="#">001-50-54100-5260</a>	TOOLS	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
<a href="#">001-50-54100-5270</a>	MACHINERY & EQUIPMENT	5,000.00	5,000.00	0.00	42.25	1,751.94	3,248.06
<a href="#">001-50-54100-5290</a>	OPERATING SUPPLIES	10,000.00	10,000.00	9.99	288.53	288.53	9,711.47
<a href="#">001-50-54100-5410</a>	BOOKS, PUBS, SUBS & MEMBS	500.00	500.00	0.00	0.00	0.00	500.00
<a href="#">001-50-54100-6310</a>	INFRASTRUCTURE	3,618,500.00	3,618,500.00	0.00	0.00	1,156.96	3,617,343.04
<a href="#">001-50-54100-6410</a>	MACHINERY & EQUIPMENT	60,500.00	60,500.00	0.00	0.00	0.00	60,500.00
<b>Department: 50 - PUBLIC WORKS Total:</b>		<b>4,218,648.00</b>	<b>4,218,648.00</b>	<b>17,752.97</b>	<b>39,991.11</b>	<b>51,380.22</b>	<b>4,167,267.78</b>
<b>Activity: 54100 - STREETS Total:</b>		<b>4,218,648.00</b>	<b>4,218,648.00</b>	<b>17,752.97</b>	<b>39,991.11</b>	<b>51,380.22</b>	<b>4,167,267.78</b>

**Activity: 56200 - ANIMAL CONTROL**

**Department: 30 - COMMUNITY DEVELOPMENT**

<a href="#">001-30-56200-3410</a>	ANIMAL CONTROL	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00
<b>Department: 30 - COMMUNITY DEVELOPMENT Total:</b>		<b>30,000.00</b>	<b>30,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>30,000.00</b>
<b>Activity: 56200 - ANIMAL CONTROL Total:</b>		<b>30,000.00</b>	<b>30,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>30,000.00</b>

**Activity: 57100 - LIBRARY**

**Department: 71 - LIBRARY**

<a href="#">001-71-57100-1210</a>	SALARIES	290,519.00	290,519.00	22,481.53	51,539.40	51,539.40	238,979.60
<a href="#">001-71-57100-1310</a>	SALARIES - PART TIME	49,640.00	49,640.00	3,423.82	7,247.39	7,247.39	42,392.61

**Budget vs Actuals**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<a href="#">001-71-57100-2110</a>	SOCIAL SECURITY TAXES	21,090.00	21,090.00	1,599.90	3,629.24	3,629.24	17,460.76
<a href="#">001-71-57100-2210</a>	RETIREMENT	40,673.00	40,673.00	1,650.30	4,640.32	4,640.32	36,032.68
<a href="#">001-71-57100-2310</a>	EMPLOYEE INSURANCE	68,900.00	68,900.00	4,084.52	11,982.64	11,982.64	56,917.36
<a href="#">001-71-57100-2410</a>	WORKER'S COMPENSATION	700.00	700.00	0.00	104.38	104.38	595.62
<a href="#">001-71-57100-3000</a>	MEDICARE INSURANCE	4,932.00	4,932.00	374.17	848.79	848.79	4,083.21
<a href="#">001-71-57100-4010</a>	TRAVEL & PER DIEM	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
<a href="#">001-71-57100-4100</a>	POSTAGE & SHIPPING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
<a href="#">001-71-57100-4612</a>	FURNITURE/EQUIP. R & M	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
<a href="#">001-71-57100-4655</a>	COMPUTER HARDWARE & SOFTWARE...	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
<a href="#">001-71-57100-4710</a>	PRINTING & BINDING	700.00	700.00	0.00	0.00	0.00	700.00
<a href="#">001-71-57100-4925</a>	PROGRAM EXPENSES	1,900.00	1,900.00	0.00	217.94	217.94	1,682.06
<a href="#">001-71-57100-4930</a>	TRAINING	400.00	400.00	0.00	0.00	0.00	400.00
<a href="#">001-71-57100-5110</a>	OFFICE SUPPLIES	2,700.00	2,700.00	0.00	90.91	90.91	2,609.09
<a href="#">001-71-57100-5410</a>	BOOKS, PUBS, SUBS & MEMBS	22,500.00	22,500.00	0.00	2,543.01	4,369.55	18,130.45
<a href="#">001-71-57100-5417</a>	LIBRARY E-BOOK LEASES	15,000.00	15,000.00	0.00	954.27	954.27	14,045.73
<a href="#">001-71-57100-5420</a>	MEMBERSHIPS	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
<b>Department: 71 - LIBRARY Total:</b>		<b>528,554.00</b>	<b>528,554.00</b>	<b>33,614.24</b>	<b>83,798.29</b>	<b>85,624.83</b>	<b>442,929.17</b>
<b>Activity: 57100 - LIBRARY Total:</b>		<b>528,554.00</b>	<b>528,554.00</b>	<b>33,614.24</b>	<b>83,798.29</b>	<b>85,624.83</b>	<b>442,929.17</b>
<b>Activity: 57200 - PARKS</b>							
<b>Department: 50 - PUBLIC WORKS</b>							
<a href="#">001-50-57200-1210</a>	SALARIES	141,514.00	141,514.00	10,392.62	18,118.23	18,118.23	123,395.77
<a href="#">001-50-57200-1310</a>	PART-TIME SALARIES	15,644.00	15,644.00	0.00	1,854.18	1,854.18	13,789.82
<a href="#">001-50-57200-1410</a>	OVERTIME	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
<a href="#">001-50-57200-2110</a>	SOCIAL SECURITY TAXES	9,806.00	9,806.00	644.34	1,238.30	1,238.30	8,567.70
<a href="#">001-50-57200-2210</a>	RETIREMENT	19,952.00	19,952.00	417.34	736.70	736.70	19,215.30
<a href="#">001-50-57200-2310</a>	EMPLOYEE INSURANCE	45,145.00	45,145.00	4,597.38	10,273.03	10,273.03	34,871.97
<a href="#">001-50-57200-2410</a>	WORKER'S COMPENSATION	7,560.00	7,560.00	0.00	1,096.37	1,096.37	6,463.63
<a href="#">001-50-57200-3000</a>	MEDICARE INSURANCE	2,293.00	2,293.00	150.69	289.59	289.59	2,003.41
<a href="#">001-50-57200-3100</a>	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	4,313.08	-4,313.08
<a href="#">001-50-57200-4010</a>	TRAVEL & PER DIEM	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
<a href="#">001-50-57200-4310</a>	ELECTRICITY	6,000.00	6,000.00	418.54	418.54	418.54	5,581.46
<a href="#">001-50-57200-4320</a>	WATER	5,000.00	5,000.00	0.00	257.85	257.85	4,742.15
<a href="#">001-50-57200-4330</a>	SOLID WASTE	500.00	500.00	0.00	294.78	294.78	205.22
<a href="#">001-50-57200-4521</a>	PROPERTY INSURANCE	12,000.00	12,000.00	0.00	4,060.00	4,060.00	7,940.00
<a href="#">001-50-57200-4522</a>	VEHICLE INSURANCE	1,500.00	1,500.00	0.00	414.00	414.00	1,086.00
<a href="#">001-50-57200-4611</a>	BUILDING R & M	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00
<a href="#">001-50-57200-5110</a>	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
<a href="#">001-50-57200-5210</a>	FUEL, OIL, & LUBRICANTS	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00
<a href="#">001-50-57200-5270</a>	MACHINERY & EQUIPMENT	3,000.00	3,000.00	0.00	1,174.73	1,174.73	1,825.27
<a href="#">001-50-57200-5290</a>	OPERATING SUPPLIES	10,000.00	10,000.00	47.15	606.74	606.74	9,393.26
<a href="#">001-50-57200-5295</a>	OPERATING SUPPLIES/JANITORIAL	0.00	0.00	159.80	159.80	159.80	-159.80
<a href="#">001-50-57200-5410</a>	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	0.00	0.00	0.00	100.00
<a href="#">001-50-57200-5741</a>	COMMUNITY EVENTS	17,000.00	17,000.00	1,979.00	2,223.92	4,299.60	12,700.40
<a href="#">001-50-57200-6310</a>	INFRASTRUCTURE	1,169,204.00	1,169,204.00	8,677.58	10,978.53	32,610.53	1,136,593.47
<a href="#">001-50-57200-6410</a>	MACHINERY & EQUIPMENT	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00
<b>Department: 50 - PUBLIC WORKS Total:</b>		<b>1,535,718.00</b>	<b>1,535,718.00</b>	<b>27,484.44</b>	<b>54,195.29</b>	<b>82,216.05</b>	<b>1,453,501.95</b>
<b>Activity: 57200 - PARKS Total:</b>		<b>1,535,718.00</b>	<b>1,535,718.00</b>	<b>27,484.44</b>	<b>54,195.29</b>	<b>82,216.05</b>	<b>1,453,501.95</b>
<b>Activity: 58100 - INTERFUND TRANSFER</b>							
<b>Department: 99 - NON DEPARTMENTAL</b>							
<a href="#">001-99-58100-7120</a>	LOAN DEBT PRINCIPAL	182,258.00	182,258.00	0.00	0.00	0.00	182,258.00
<a href="#">001-99-58100-7220</a>	LOAN DEBT INTEREST	164,098.00	164,098.00	0.00	0.00	0.00	164,098.00
<b>Department: 99 - NON DEPARTMENTAL Total:</b>		<b>346,356.00</b>	<b>346,356.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>346,356.00</b>
<b>Activity: 58100 - INTERFUND TRANSFER Total:</b>		<b>346,356.00</b>	<b>346,356.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>346,356.00</b>
<b>Expense Total:</b>		<b>10,637,491.00</b>	<b>10,637,491.00</b>	<b>205,329.50</b>	<b>529,247.95</b>	<b>999,268.45</b>	<b>9,638,222.55</b>
<b>Fund: 001 - GENERAL FUND Surplus (Deficit):</b>		<b>-2,298,675.00</b>	<b>-2,298,675.00</b>	<b>77,648.23</b>	<b>-148,437.48</b>	<b>-618,457.98</b>	<b>-1,680,217.02</b>

**Budget vs Actuals**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>YTD Activity + Encumbrances</b>	<b>Budget Remaining</b>
<b>Fund: 101 - DISCRETIONARY SALES SURTAX</b>						
<b>Revenue</b>						
<b>Department: 00 - UNDESIGNATED</b>						
<a href="#">101-00-312600</a> DISCRETIONARY SALES SURTAXES	520,000.00	520,000.00	18,507.50	55,818.92	55,818.92	464,181.08
<a href="#">101-00-361100</a> INTEREST INCOME	50,000.00	50,000.00	6,565.38	18,589.51	18,589.51	31,410.49
<b>Department: 00 - UNDESIGNATED Total:</b>	<b>570,000.00</b>	<b>570,000.00</b>	<b>25,072.88</b>	<b>74,408.43</b>	<b>74,408.43</b>	<b>495,591.57</b>
<b>Revenue Total:</b>	<b>570,000.00</b>	<b>570,000.00</b>	<b>25,072.88</b>	<b>74,408.43</b>	<b>74,408.43</b>	<b>495,591.57</b>

**Budget vs Actuals**

For Fiscal: 2025-2026 Period Ending: 11/30/2025

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining	
<b>Expense</b>							
<b>Activity: 53800 - STORMWATER</b>							
<b>Department: 50 - PUBLIC WORKS</b>							
<a href="#">101-50-53800-6310</a>	STORM DRAINAGE IMPROVEMENTS	215,000.00	215,000.00	0.00	0.00	0.00	215,000.00
<b>Department: 50 - PUBLIC WORKS Total:</b>		<b>215,000.00</b>	<b>215,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>215,000.00</b>
<b>Activity: 53800 - STORMWATER Total:</b>		<b>215,000.00</b>	<b>215,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>215,000.00</b>
<b>Activity: 54100 - STREETS</b>							
<b>Department: 50 - PUBLIC WORKS</b>							
<a href="#">101-50-54100-6310</a>	STREETS INFRASTRUCTURE	2,144,035.00	2,144,035.00	0.00	0.00	0.00	2,144,035.00
<b>Department: 50 - PUBLIC WORKS Total:</b>		<b>2,144,035.00</b>	<b>2,144,035.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,144,035.00</b>
<b>Activity: 54100 - STREETS Total:</b>		<b>2,144,035.00</b>	<b>2,144,035.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,144,035.00</b>
<b>Expense Total:</b>		<b>2,359,035.00</b>	<b>2,359,035.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,359,035.00</b>
<b>Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):</b>		<b>-1,789,035.00</b>	<b>-1,789,035.00</b>	<b>25,072.88</b>	<b>74,408.43</b>	<b>74,408.43</b>	<b>-1,863,443.43</b>

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 11/30/2025

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 410 - WATER/SEWER FUND</b>							
<b>Revenue</b>							
<b>Department: 00 - UNDESIGNATED</b>							
<a href="#">410-00-343310</a>	WATER UTIL REVENUE-OPER INCOME	1,332,240.00	1,332,240.00	115,083.58	168,927.70	168,927.70	1,163,312.30
<a href="#">410-00-343320</a>	WATER UTIL - PENALTIES	31,000.00	31,000.00	3,534.34	6,812.69	6,812.69	24,187.31
<a href="#">410-00-343340</a>	BACKFLOW PREVENTER INSPECTION F...	6,000.00	6,000.00	800.00	1,100.00	1,100.00	4,900.00
<a href="#">410-00-343350</a>	WATER UTIL REV-SERV TAP FEE	0.00	0.00	250.00	3,750.00	3,750.00	-3,750.00
<a href="#">410-00-343351</a>	TURN-ON & CUT-OFF FEES	6,000.00	6,000.00	600.00	1,140.00	1,140.00	4,860.00
<a href="#">410-00-343510</a>	SEWER UTIL REV - OPER INCOME	1,872,000.00	1,872,000.00	164,196.11	239,977.55	239,977.55	1,632,022.45
<a href="#">410-00-343520</a>	SEWER UTILITY PENALTIES	18,000.00	18,000.00	1,906.42	3,873.10	3,873.10	14,126.90
<a href="#">410-00-343550</a>	SEWER UTIL REVENUE-TAP FEES	0.00	0.00	0.00	2,500.00	2,500.00	-2,500.00
<a href="#">410-00-343611</a>	IMPACT FEES WATER	0.00	0.00	1,186.25	1,586.25	1,586.25	-1,586.25
<a href="#">410-00-343612</a>	IMPACT FEES SEWER	0.00	0.00	1,186.25	1,586.25	1,586.25	-1,586.25
<a href="#">410-00-359000</a>	OTHER REVENUE & RETURN CHECKS	500.00	500.00	60.00	116.00	116.00	384.00
<a href="#">410-00-361000</a>	INTEREST AND OTHER EARNINGS	75,000.00	75,000.00	18,933.91	42,039.85	42,039.85	32,960.15
<a href="#">410-00-369600</a>	LEASE/RENTAL ELEVATED TANK REV	212,282.00	212,282.00	17,556.39	42,597.11	42,597.11	169,684.89
<a href="#">410-00-369900</a>	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	0.00	59.19	59.19	-59.19
<a href="#">410-00-384000</a>	REVENUE FROM OTHER SOURCES	4,442,048.00	4,442,048.00	0.00	0.00	0.00	4,442,048.00
<a href="#">410-00-389200</a>	GRANTS - FEDERAL	1,300,000.00	1,300,000.00	0.00	0.00	0.00	1,300,000.00
<a href="#">410-00-389300</a>	GRANTS AND DONATIONS - STATE	2,450,000.00	2,450,000.00	0.00	0.00	0.00	2,450,000.00
<b>Department: 00 - UNDESIGNATED Total:</b>		<b>11,745,070.00</b>	<b>11,745,070.00</b>	<b>325,293.25</b>	<b>516,065.69</b>	<b>516,065.69</b>	<b>11,229,004.31</b>
<b>Revenue Total:</b>		<b>11,745,070.00</b>	<b>11,745,070.00</b>	<b>325,293.25</b>	<b>516,065.69</b>	<b>516,065.69</b>	<b>11,229,004.31</b>

**Budget vs Actuals**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Expense</b>							
<b>Activity: 51700 - DEBT SERVICE PAYMENT</b>							
<b>Department: 99 - NON DEPARTMENTAL</b>							
<a href="#">410-99-51700-7220</a>	SRF LOAN INTEREST	0.00	0.00	41,624.94	41,624.94	41,624.94	-41,624.94
<b>Department: 99 - NON DEPARTMENTAL Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>41,624.94</b>	<b>41,624.94</b>	<b>41,624.94</b>	<b>-41,624.94</b>
<b>Activity: 51700 - DEBT SERVICE PAYMENT Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>41,624.94</b>	<b>41,624.94</b>	<b>41,624.94</b>	<b>-41,624.94</b>
<b>Activity: 53300 - WATER</b>							
<b>Department: 50 - PUBLIC WORKS</b>							
<a href="#">410-50-53300-1210</a>	SALARIES	118,076.00	118,076.00	10,932.54	20,214.78	20,214.78	97,861.22
<a href="#">410-50-53300-2110</a>	SOCIAL SECURITY TAXES	7,321.00	7,321.00	677.45	1,252.60	1,252.60	6,068.40
<a href="#">410-50-53300-2210</a>	RETIREMENT	16,531.00	16,531.00	1,231.55	2,210.38	2,210.38	14,320.62
<a href="#">410-50-53300-2310</a>	EMPLOYEE INSURANCE	30,483.00	30,483.00	2,529.37	7,575.14	7,575.14	22,907.86
<a href="#">410-50-53300-2410</a>	WORKER'S COMPENSATION	145.00	145.00	0.00	20.34	20.34	124.66
<a href="#">410-50-53300-3000</a>	MEDICARE INSURANCE	1,712.00	1,712.00	158.47	292.96	292.96	1,419.04
<a href="#">410-50-53300-3100</a>	PROFESSIONAL SERVICES	85,000.00	85,000.00	13,539.13	13,539.13	74,803.34	10,196.66
<a href="#">410-50-53300-3150</a>	ENGINEERING, CONSULTING SERVICES	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
<a href="#">410-50-53300-3210</a>	ACCOUNTING AND AUDITING	14,250.00	14,250.00	375.00	375.00	375.00	13,875.00
<a href="#">410-50-53300-3405</a>	CONTRACT FOR SERVICES	740,000.00	740,000.00	0.00	122,866.42	122,866.42	617,133.58
<a href="#">410-50-53300-4010</a>	TRAVEL & PER DIEM	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
<a href="#">410-50-53300-4100</a>	POSTAGE & SHIPPING	5,500.00	5,500.00	425.29	425.29	425.29	5,074.71
<a href="#">410-50-53300-4110</a>	TELEPHONE & INTERNET	5,500.00	5,500.00	191.64	589.23	589.23	4,910.77
<a href="#">410-50-53300-4310</a>	ELECTRICITY	0.00	0.00	18,166.94	0.00	0.00	0.00
<a href="#">410-50-53300-4521</a>	PROPERTY INSURANCE	37,587.00	37,587.00	0.00	15,832.50	15,832.50	21,754.50
<a href="#">410-50-53300-4613</a>	GROUNDS MAINTENANCE	40,000.00	40,000.00	0.00	4,146.51	8,293.03	31,706.97
<a href="#">410-50-53300-4617</a>	WATER SYSTEMS MAINTENANCE	130,100.00	130,100.00	935.00	3,560.99	3,560.99	126,539.01
<a href="#">410-50-53300-4644</a>	ELEVATED TANKS MAINTENANCE CO...	73,130.00	73,130.00	0.00	0.00	0.00	73,130.00
<a href="#">410-50-53300-4650</a>	COMPUTER OPERATIONS AND MAINT...	30,468.00	30,468.00	0.00	523.65	523.65	29,944.35
<a href="#">410-50-53300-4710</a>	PRINTING & BINDING	3,500.00	3,500.00	144.08	144.08	144.08	3,355.92
<a href="#">410-50-53300-4905</a>	OPERATING PERMITS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
<a href="#">410-50-53300-4906</a>	OTHER CHARGES	1,500.00	1,500.00	98.76	137.02	513.49	986.51
<a href="#">410-50-53300-4915</a>	CREDIT CARD PROCESSING FEES	23,000.00	23,000.00	1,329.66	2,686.37	2,686.37	20,313.63
<a href="#">410-50-53300-5270</a>	MACHINERY & EQUIPMENT	155,000.00	155,000.00	0.00	0.00	2,776.75	152,223.25
<a href="#">410-50-53300-5290</a>	OPERATING SUPPLIES	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
<a href="#">410-50-53300-5410</a>	BOOKS, PUBS, SUBS & MEMBS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
<a href="#">410-50-53300-6310</a>	INFRASTRUCTURE	3,076,124.00	3,076,124.00	0.00	0.00	93,440.28	2,982,683.72
<a href="#">410-50-53300-6410</a>	MACHINERY & EQUIPMENT	80,000.00	80,000.00	0.00	0.00	0.00	80,000.00
<b>Department: 50 - PUBLIC WORKS Total:</b>		<b>4,707,927.00</b>	<b>4,707,927.00</b>	<b>50,734.88</b>	<b>196,392.39</b>	<b>358,396.62</b>	<b>4,349,530.38</b>
<b>Activity: 53300 - WATER Total:</b>		<b>4,707,927.00</b>	<b>4,707,927.00</b>	<b>50,734.88</b>	<b>196,392.39</b>	<b>358,396.62</b>	<b>4,349,530.38</b>
<b>Activity: 53500 - SEWER</b>							
<b>Department: 50 - PUBLIC WORKS</b>							
<a href="#">410-50-53500-1210</a>	SALARIES	118,076.00	118,076.00	10,932.43	20,214.57	20,214.57	97,861.43
<a href="#">410-50-53500-2110</a>	SOCIAL SECURITY TAXES	7,321.00	7,321.00	677.45	1,252.55	1,252.55	6,068.45
<a href="#">410-50-53500-2210</a>	RETIREMENT	16,531.00	16,531.00	1,231.50	2,210.32	2,210.32	14,320.68
<a href="#">410-50-53500-2310</a>	EMPLOYEE INSURANCE	30,483.00	30,483.00	2,529.37	7,575.14	7,575.14	22,907.86
<a href="#">410-50-53500-2410</a>	WORKER'S COMPENSATION	145.00	145.00	0.00	20.34	20.34	124.66
<a href="#">410-50-53500-3000</a>	MEDICARE INSURANCE	1,712.00	1,712.00	158.38	292.76	292.76	1,419.24
<a href="#">410-50-53500-3100</a>	PROFESSIONAL SERVICES	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00
<a href="#">410-50-53500-3150</a>	ENGINEERING, CONSULT. SERVICES & ...	25,000.00	25,000.00	0.00	0.00	5,265.00	19,735.00
<a href="#">410-50-53500-3210</a>	ACCOUNTING AND AUDITING	14,250.00	14,250.00	375.00	375.00	375.00	13,875.00
<a href="#">410-50-53500-3405</a>	CONTRACT FOR SERVICES	740,000.00	740,000.00	0.00	122,866.42	122,866.42	617,133.58
<a href="#">410-50-53500-4010</a>	TRAVEL & PER DIEM	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
<a href="#">410-50-53500-4100</a>	POSTAGE & SHIPPING	5,500.00	5,500.00	425.29	425.29	425.29	5,074.71
<a href="#">410-50-53500-4110</a>	TELEPHONE & INTERNET	3,500.00	3,500.00	191.65	382.21	382.21	3,117.79
<a href="#">410-50-53500-4320</a>	WATER	45,000.00	45,000.00	0.00	3,275.58	3,275.58	41,724.42
<a href="#">410-50-53500-4400</a>	SPRAYFIELD RENTAL	18,000.00	18,000.00	0.00	0.00	0.00	18,000.00
<a href="#">410-50-53500-4521</a>	PROPERTY INSURANCE	43,000.00	43,000.00	0.00	17,594.00	17,594.00	25,406.00
<a href="#">410-50-53500-4611</a>	BUILDING R & M	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00
<a href="#">410-50-53500-4618</a>	SEWER SYSTEMS MAINTENANCE	153,500.00	153,500.00	37,305.00	37,305.00	50,643.53	102,856.47

**Budget vs Actuals**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

		<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>YTD Activity + Encumbrances</b>	<b>Budget Remaining</b>
<a href="#">410-50-53500-4650</a>	COMPUTER OPERATIONS AND MAINT...	30,468.00	30,468.00	0.00	523.65	523.65	29,944.35
<a href="#">410-50-53500-4710</a>	PRINTING & BINDING	2,500.00	2,500.00	144.08	144.08	144.08	2,355.92
<a href="#">410-50-53500-4905</a>	WTP/STP OPERATING PERMITS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
<a href="#">410-50-53500-4906</a>	OTHER CHARGES	4,000.00	4,000.00	98.76	137.02	513.49	3,486.51
<a href="#">410-50-53500-4915</a>	CREDIT CARD PROCESSING FEES	23,000.00	23,000.00	1,329.64	2,686.34	2,686.34	20,313.66
<a href="#">410-50-53500-5290</a>	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
<a href="#">410-50-53500-5410</a>	BOOKS, PUBS, SUBS & MEMBS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
<a href="#">410-50-53500-6310</a>	INFRASTRUCTURE	5,548,924.00	5,548,924.00	0.00	0.00	93,440.28	5,455,483.72
<a href="#">410-50-53500-6410</a>	MACHINERY & EQUIPMENT	254,000.00	254,000.00	0.00	0.00	22,326.22	231,673.78
<b>Department: 50 - PUBLIC WORKS Total:</b>		<b>7,109,910.00</b>	<b>7,109,910.00</b>	<b>55,398.55</b>	<b>217,280.27</b>	<b>352,026.77</b>	<b>6,757,883.23</b>
<b>Activity: 53500 - SEWER Total:</b>		<b>7,109,910.00</b>	<b>7,109,910.00</b>	<b>55,398.55</b>	<b>217,280.27</b>	<b>352,026.77</b>	<b>6,757,883.23</b>
<b>Activity: 58100 - INTERFUND TRANSFER</b>							
<b>Department: 99 - NON DEPARTMENTAL</b>							
<a href="#">410-99-58100-7120</a>	SRF - LOAN PRINCIPAL	136,976.00	136,976.00	0.00	0.00	0.00	136,976.00
<a href="#">410-99-58100-7220</a>	SRF LOAN INTEREST	9,197.00	9,197.00	0.00	0.00	0.00	9,197.00
<a href="#">410-99-58100-9001</a>	INTERFUND TRANSFER	79,854.00	79,854.00	0.00	0.00	0.00	79,854.00
<b>Department: 99 - NON DEPARTMENTAL Total:</b>		<b>226,027.00</b>	<b>226,027.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>226,027.00</b>
<b>Activity: 58100 - INTERFUND TRANSFER Total:</b>		<b>226,027.00</b>	<b>226,027.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>226,027.00</b>
<b>Expense Total:</b>		<b>12,043,864.00</b>	<b>12,043,864.00</b>	<b>147,758.37</b>	<b>455,297.60</b>	<b>752,048.33</b>	<b>11,291,815.67</b>
<b>Fund: 410 - WATER/SEWER FUND Surplus (Deficit):</b>		<b>-298,794.00</b>	<b>-298,794.00</b>	<b>177,534.88</b>	<b>60,768.09</b>	<b>-235,982.64</b>	<b>-62,811.36</b>
<b>Report Surplus (Deficit):</b>		<b>-4,386,504.00</b>	<b>-4,386,504.00</b>	<b>280,255.99</b>	<b>-13,260.96</b>	<b>-780,032.19</b>	

**Budget vs Actuals**

For Fiscal: 2025-2026 Period Ending: 11/30/2025

**Group Summary**

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 001 - GENERAL FUND						
Revenue						
00 - UNDESIGNATED	8,338,816.00	8,338,816.00	282,977.73	380,810.47	380,810.47	7,958,005.53
<b>Revenue Total:</b>	<b>8,338,816.00</b>	<b>8,338,816.00</b>	<b>282,977.73</b>	<b>380,810.47</b>	<b>380,810.47</b>	<b>7,958,005.53</b>

**Budget vs Actuals**

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Expense</b>						
<b>Activity: 51100 - LEGISLATIVE</b>						
11 - MAYOR AND CITY COUNCIL	79,841.00	79,841.00	2,061.55	9,679.40	10,690.90	69,150.10
<b>Activity: 51100 - LEGISLATIVE Total:</b>	<b>79,841.00</b>	<b>79,841.00</b>	<b>2,061.55</b>	<b>9,679.40</b>	<b>10,690.90</b>	<b>69,150.10</b>
<b>Activity: 51200 - EXECUTIVE</b>						
12 - CITY MANAGER	261,466.00	261,466.00	19,464.09	41,479.19	41,479.19	219,986.81
<b>Activity: 51200 - EXECUTIVE Total:</b>	<b>261,466.00</b>	<b>261,466.00</b>	<b>19,464.09</b>	<b>41,479.19</b>	<b>41,479.19</b>	<b>219,986.81</b>
<b>Activity: 51300 - FINANCE</b>						
13 - ADMINISTRATIVE SERVICES	153,448.00	153,448.00	10,984.44	21,600.51	21,600.51	131,847.49
<b>Activity: 51300 - FINANCE Total:</b>	<b>153,448.00</b>	<b>153,448.00</b>	<b>10,984.44</b>	<b>21,600.51</b>	<b>21,600.51</b>	<b>131,847.49</b>
<b>Activity: 51310 - HUMAN RESOURCES</b>						
13 - ADMINISTRATIVE SERVICES	98,965.00	98,965.00	2,794.79	6,657.98	9,624.14	89,340.86
<b>Activity: 51310 - HUMAN RESOURCES Total:</b>	<b>98,965.00</b>	<b>98,965.00</b>	<b>2,794.79</b>	<b>6,657.98</b>	<b>9,624.14</b>	<b>89,340.86</b>
<b>Activity: 51400 - LEGAL</b>						
14 - CITY ATTORNEY	65,000.00	65,000.00	5,615.95	5,615.95	5,615.95	59,384.05
<b>Activity: 51400 - LEGAL Total:</b>	<b>65,000.00</b>	<b>65,000.00</b>	<b>5,615.95</b>	<b>5,615.95</b>	<b>5,615.95</b>	<b>59,384.05</b>
<b>Activity: 51500 - PLANNING AND ZONING</b>						
30 - COMMUNITY DEVELOPMENT	282,107.00	282,107.00	11,799.16	25,714.34	25,714.34	256,392.66
<b>Activity: 51500 - PLANNING AND ZONING Total:</b>	<b>282,107.00</b>	<b>282,107.00</b>	<b>11,799.16</b>	<b>25,714.34</b>	<b>25,714.34</b>	<b>256,392.66</b>
<b>Activity: 51600 - NON-COURT INFORMATION SYSTEMS</b>						
16 - CITY CLERK	133,467.00	133,467.00	10,428.64	21,304.04	22,261.45	111,205.55
<b>Activity: 51600 - NON-COURT INFORMATION SYSTEMS Total:</b>	<b>133,467.00</b>	<b>133,467.00</b>	<b>10,428.64</b>	<b>21,304.04</b>	<b>22,261.45</b>	<b>111,205.55</b>
<b>Activity: 51610 - INFORMATION TECHNOLOGY</b>						
13 - ADMINISTRATIVE SERVICES	214,051.00	214,051.00	1,314.24	10,976.32	17,597.77	196,453.23
<b>Activity: 51610 - INFORMATION TECHNOLOGY Total:</b>	<b>214,051.00</b>	<b>214,051.00</b>	<b>1,314.24</b>	<b>10,976.32</b>	<b>17,597.77</b>	<b>196,453.23</b>
<b>Activity: 51900 - GENERAL GOVERNMENT</b>						
99 - NON DEPARTMENTAL	67,780.00	67,780.00	0.00	27,118.71	27,118.71	40,661.29
<b>Activity: 51900 - GENERAL GOVERNMENT Total:</b>	<b>67,780.00</b>	<b>67,780.00</b>	<b>0.00</b>	<b>27,118.71</b>	<b>27,118.71</b>	<b>40,661.29</b>
<b>Activity: 51910 - FACILITIES</b>						
50 - PUBLIC WORKS	382,073.00	382,073.00	10,510.97	72,847.02	474,269.67	-92,196.67
<b>Activity: 51910 - FACILITIES Total:</b>	<b>382,073.00</b>	<b>382,073.00</b>	<b>10,510.97</b>	<b>72,847.02</b>	<b>474,269.67</b>	<b>-92,196.67</b>
<b>Activity: 52100 - LAW ENFORCEMENT</b>						
20 - PUBLIC SAFETY	321,061.00	321,061.00	26,755.09	53,510.10	53,510.10	267,550.90
<b>Activity: 52100 - LAW ENFORCEMENT Total:</b>	<b>321,061.00</b>	<b>321,061.00</b>	<b>26,755.09</b>	<b>53,510.10</b>	<b>53,510.10</b>	<b>267,550.90</b>
<b>Activity: 52200 - FIRE</b>						
20 - PUBLIC SAFETY	1,183,323.00	1,183,323.00	0.00	0.00	0.00	1,183,323.00
<b>Activity: 52200 - FIRE Total:</b>	<b>1,183,323.00</b>	<b>1,183,323.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,183,323.00</b>
<b>Activity: 52400 - CODE COMPLIANCE</b>						
30 - COMMUNITY DEVELOPMENT	97,190.00	97,190.00	7,349.54	16,616.44	16,820.93	80,369.07
<b>Activity: 52400 - CODE COMPLIANCE Total:</b>	<b>97,190.00</b>	<b>97,190.00</b>	<b>7,349.54</b>	<b>16,616.44</b>	<b>16,820.93</b>	<b>80,369.07</b>
<b>Activity: 52410 - BUILDING</b>						
30 - COMMUNITY DEVELOPMENT	174,499.00	174,499.00	6,064.72	12,649.19	12,649.19	161,849.81
<b>Activity: 52410 - BUILDING Total:</b>	<b>174,499.00</b>	<b>174,499.00</b>	<b>6,064.72</b>	<b>12,649.19</b>	<b>12,649.19</b>	<b>161,849.81</b>
<b>Activity: 53800 - STORMWATER</b>						
50 - PUBLIC WORKS	463,944.00	463,944.00	11,334.67	25,494.07	41,094.50	422,849.50
<b>Activity: 53800 - STORMWATER Total:</b>	<b>463,944.00</b>	<b>463,944.00</b>	<b>11,334.67</b>	<b>25,494.07</b>	<b>41,094.50</b>	<b>422,849.50</b>
<b>Activity: 54100 - STREETS</b>						
50 - PUBLIC WORKS	4,218,648.00	4,218,648.00	17,752.97	39,991.11	51,380.22	4,167,267.78
<b>Activity: 54100 - STREETS Total:</b>	<b>4,218,648.00</b>	<b>4,218,648.00</b>	<b>17,752.97</b>	<b>39,991.11</b>	<b>51,380.22</b>	<b>4,167,267.78</b>
<b>Activity: 56200 - ANIMAL CONTROL</b>						
30 - COMMUNITY DEVELOPMENT	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00
<b>Activity: 56200 - ANIMAL CONTROL Total:</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>30,000.00</b>
<b>Activity: 57100 - LIBRARY</b>						
71 - LIBRARY	528,554.00	528,554.00	33,614.24	83,798.29	85,624.83	442,929.17

**Budget vs Actuals**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

<b>Department</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>YTD Activity + Encumbrances</b>	<b>Budget Remaining</b>
<b>Activity: 57100 - LIBRARY Total:</b>	<b>528,554.00</b>	<b>528,554.00</b>	<b>33,614.24</b>	<b>83,798.29</b>	<b>85,624.83</b>	<b>442,929.17</b>
<b>Activity: 57200 - PARKS</b>						
50 - PUBLIC WORKS	1,535,718.00	1,535,718.00	27,484.44	54,195.29	82,216.05	1,453,501.95
<b>Activity: 57200 - PARKS Total:</b>	<b>1,535,718.00</b>	<b>1,535,718.00</b>	<b>27,484.44</b>	<b>54,195.29</b>	<b>82,216.05</b>	<b>1,453,501.95</b>
<b>Activity: 58100 - INTERFUND TRANSFER</b>						
99 - NON DEPARTMENTAL	346,356.00	346,356.00	0.00	0.00	0.00	346,356.00
<b>Activity: 58100 - INTERFUND TRANSFER Total:</b>	<b>346,356.00</b>	<b>346,356.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>346,356.00</b>
<b>Expense Total:</b>	<b>10,637,491.00</b>	<b>10,637,491.00</b>	<b>205,329.50</b>	<b>529,247.95</b>	<b>999,268.45</b>	<b>9,638,222.55</b>
<b>Fund: 001 - GENERAL FUND Surplus (Deficit):</b>	<b>-2,298,675.00</b>	<b>-2,298,675.00</b>	<b>77,648.23</b>	<b>-148,437.48</b>	<b>-618,457.98</b>	<b>-1,680,217.02</b>

**Budget vs Actuals**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 101 - DISCRETIONARY SALES SURTAX</b>						
<b>Revenue</b>						
00 - UNDESIGNATED	570,000.00	570,000.00	25,072.88	74,408.43	74,408.43	495,591.57
<b>Revenue Total:</b>	<b>570,000.00</b>	<b>570,000.00</b>	<b>25,072.88</b>	<b>74,408.43</b>	<b>74,408.43</b>	<b>495,591.57</b>

**Budget vs Actuals**

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Expense</b>						
<b>Activity: 53800 - STORMWATER</b>						
50 - PUBLIC WORKS	215,000.00	215,000.00	0.00	0.00	0.00	215,000.00
<b>Activity: 53800 - STORMWATER Total:</b>	<b>215,000.00</b>	<b>215,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>215,000.00</b>
<b>Activity: 54100 - STREETS</b>						
50 - PUBLIC WORKS	2,144,035.00	2,144,035.00	0.00	0.00	0.00	2,144,035.00
<b>Activity: 54100 - STREETS Total:</b>	<b>2,144,035.00</b>	<b>2,144,035.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,144,035.00</b>
<b>Expense Total:</b>	<b>2,359,035.00</b>	<b>2,359,035.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,359,035.00</b>
<b>Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):</b>	<b>-1,789,035.00</b>	<b>-1,789,035.00</b>	<b>25,072.88</b>	<b>74,408.43</b>	<b>74,408.43</b>	<b>-1,863,443.43</b>

**Budget vs Actuals**

**For Fiscal: 2025-2026 Period Ending: 11/30/2025**

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Fund: 410 - WATER/SEWER FUND</b>						
<b>Revenue</b>						
00 - UNDESIGNATED	11,745,070.00	11,745,070.00	325,293.25	516,065.69	516,065.69	11,229,004.31
<b>Revenue Total:</b>	<b>11,745,070.00</b>	<b>11,745,070.00</b>	<b>325,293.25</b>	<b>516,065.69</b>	<b>516,065.69</b>	<b>11,229,004.31</b>

**Budget vs Actuals**

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
<b>Expense</b>						
<b>Activity: 51700 - DEBT SERVICE PAYMENT</b>						
99 - NON DEPARTMENTAL	0.00	0.00	41,624.94	41,624.94	41,624.94	-41,624.94
<b>Activity: 51700 - DEBT SERVICE PAYMENT Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>41,624.94</b>	<b>41,624.94</b>	<b>41,624.94</b>	<b>-41,624.94</b>
<b>Activity: 53300 - WATER</b>						
50 - PUBLIC WORKS	4,707,927.00	4,707,927.00	50,734.88	196,392.39	358,396.62	4,349,530.38
<b>Activity: 53300 - WATER Total:</b>	<b>4,707,927.00</b>	<b>4,707,927.00</b>	<b>50,734.88</b>	<b>196,392.39</b>	<b>358,396.62</b>	<b>4,349,530.38</b>
<b>Activity: 53500 - SEWER</b>						
50 - PUBLIC WORKS	7,109,910.00	7,109,910.00	55,398.55	217,280.27	352,026.77	6,757,883.23
<b>Activity: 53500 - SEWER Total:</b>	<b>7,109,910.00</b>	<b>7,109,910.00</b>	<b>55,398.55</b>	<b>217,280.27</b>	<b>352,026.77</b>	<b>6,757,883.23</b>
<b>Activity: 58100 - INTERFUND TRANSFER</b>						
99 - NON DEPARTMENTAL	226,027.00	226,027.00	0.00	0.00	0.00	226,027.00
<b>Activity: 58100 - INTERFUND TRANSFER Total:</b>	<b>226,027.00</b>	<b>226,027.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>226,027.00</b>
<b>Expense Total:</b>	<b>12,043,864.00</b>	<b>12,043,864.00</b>	<b>147,758.37</b>	<b>455,297.60</b>	<b>752,048.33</b>	<b>11,291,815.67</b>
<b>Fund: 410 - WATER/SEWER FUND Surplus (Deficit):</b>	<b>-298,794.00</b>	<b>-298,794.00</b>	<b>177,534.88</b>	<b>60,768.09</b>	<b>-235,982.64</b>	<b>-62,811.36</b>
<b>Total Surplus (Deficit):</b>	<b>-4,386,504.00</b>	<b>-4,386,504.00</b>	<b>280,255.99</b>	<b>-13,260.96</b>	<b>-780,032.19</b>	

**Fund Summary**

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>YTD Activity + Encumbrances</b>	<b>Budget Remaining</b>
001 - GENERAL FUND	-2,298,675.00	-2,298,675.00	77,648.23	-148,437.48	-618,457.98	-1,680,217.02
101 - DISCRETIONARY SALES ...	-1,789,035.00	-1,789,035.00	25,072.88	74,408.43	74,408.43	-1,863,443.43
410 - WATER/SEWER FUND	-298,794.00	-298,794.00	177,534.88	60,768.09	-235,982.64	-62,811.36
<b>Total Surplus (Deficit):</b>	<b>-4,386,504.00</b>	<b>-4,386,504.00</b>	<b>280,255.99</b>	<b>-13,260.96</b>	<b>-780,032.19</b>	



**City of Mary Esther  
Cash and Investment Balances  
as of November 30, 2025**

BMS Account	GENERAL FUND BANK	Summary of Investments		INTEREST RATE	Purpose of Acct.
		11/30/2025	Fund		
101251	FNBT BANK	\$144,100.00	410	0.00%	Cust. Utility Deposits Acct.
104300	GEN FUND FLORIDA PRIME	\$2,478,222.86	1	4.15%	GF Savings/Investment
104400	W/S FUND FLORIDA PRIME	\$358,815.98	410	4.15%	W/S Savings/Investment
101001	FNBT BANK	\$11,594,479.36	1 & 410	4.00%	Operating Acct.
101210	FNBT BANK	\$0.00	1	0.00%	Payroll Account
101001	FNBT BANK	\$5,144.70	1	0.00%	HRA Account
101001	FNBT BANK	\$1,717,564.12	1 & 410	4.00%	Money Market Account
104301	FLCLASS	\$556,829.95	1	4.04%	GF Investment
104302	AMERIS BANK	\$6,568.43	1	0.00%	GF Investment
		<b>\$16,861,725.40</b>			
<b>FY25-26 ESTIMATED BEGINNING GENERAL FUND UNRESTRICTED CASH</b>		\$4,834,515			
FY2026 Budget deficit		(\$2,298,674)			
<b>ESTIMATED GENERAL FUND TOTAL UNRESTRICTED CASH</b>		<b>\$2,535,841</b>			
<b>FY25-26 ESTIMATED BEGINNING W/S FUND UNRESTRICTED CASH</b>		\$5,262,744			
FY2026 Budget deficit		(\$298,791)			
<b>ESTIMATED W/S FUND TOTAL UNRESTRICTED CASH</b>		<b>\$4,963,953</b>			
<b>25-26 ESTIMATED BEGINNING DISCRETIONARY SALES SURTAX REVENUE FUND</b>		\$1,789,035			
FY2026 Revenues		\$570,000			
FY2026 Expenditures		(\$2,359,035.00)			
<b>ESTIMATED DISCRETIONARY SALES SURTAX FUND BALANCE</b>		<b>\$0</b>			
<b>GRAND TOTAL ALL FUNDS:</b>		<b>\$7,499,794</b>			

RESTRICTED REVENUES:	
<b>IMPACT FEE REVENUE AVAILABLE FOR RELATED EXPENSES</b>	
Fire Protection	\$3,846
Law Enforcement	\$14,437
Stormwater	\$44,665
Transportation	\$75,853
Parks & Recreation	\$37,350
Water & Sewer	\$13,356
<b>TOTAL</b>	<b>\$189,506</b>
<b>OTHER RESTRICTED REVENUE</b>	
Committed to natural disaster relief	\$2,127,498
<b>TOTAL</b>	<b>\$2,127,498</b>
<b>TOTAL RESTRICTED REVENUES</b>	<b>\$2,317,004</b>

## **Public Works Report December 2025**

### **Streets and Stormwater**

- Crews completed state routes: sweeping cycle, mowing, edging, and litter pick up.
- Crews continue to trim trees and remove dead bushes on Highway 98
- Worked with FPL, and contractor to remove large dead pine on Christobal RD
- Performed maintenance on Rays Pond, Shrewsbury, crews worked storm drain cleaning after rain event.
- Pothole Patching was conducted on Azalea Drive
- Sweeper was serviced and minor repairs and adjustments were made to the Street Sweeper to improve efficiency.
- All sweeping routes were completed and all sweeping materials hauled to Transfer Station
- Street Superintendent attended Intermediate Maintenance of Traffic Certification Class
- Work was completed on Parade Trailer and dump truck.
- Herbicide was applied to State Routes to control winter weeds and along various city streets.

### **Parks and Facilities**

- The picnic table for Azalea Park was completed and installed. Also, the picnic table, bridges, and kiosk all received another coating of sealer/stain.
- Crews worked cleanup and demolition of fencing, dugouts, and parking blocks at Springdale Park
- Regular maintenance tasks such as mowing, trimming branches, and collecting trash were performed at every park.
- Monthly checklist was completed for each park, facilities, and mowers.
- Restocked janitorial and paper supplies.
- Repairs were made to the grinder pump for Maintenance Building.
- Renewed Park Signage at Springdale refinishing wood and painting.
- Christmas decorations were installed and repairs made to the tree.
- Painted Library Pavilions
- Added sign at Misty Water Ln. drop box for clarity.
- Added safety lights to trucks.
- Replaced tires on mower with airless tires to reduce time and maintenance.
- Made repairs on bridges at Oak Tree Nature Park.
- HVAC heaters were repaired at City Hall and Sewer Plant.

## **Director**

- Trained Street Superintendent on Annual Stormwater Post Construction BMP inspections and helped complete for first year.
- Developed Training Program on working on Medians including edging, trimming, litter pickup, and mowing.
- Developed Safety Program on Distractions in the Workplace
- Worked on City Hall Sidewalks and curb replacements award and coordination. Also worked on bids for sealing and stripping.
- Worked on locating line leading to homes at 911 Lift Station and working with Engineers on various solutions.
- Reviewed training for Supervisors and continue to train new Park Superintendent.
- Reviewed Parks and Greenways Master Plan Final
- Reviewed Landscaped drawings for Azalea.
- Coordinated Plan for the Rays Pond Fountain.
- Conducted Sediment and Erosion Inspections.
- Completed Swale BMP education with local businesses.
- Received State Contract bids for ½ ton and ¾ Ton Pickups

## Mary Esther Public Library Report for Council

### Nov 2025

<b>Month- Year</b>	<b>Total Circulation</b>	<b>Library Visits</b>	<b>Registered Users</b>	<b>Program Attendance</b>	<b>PC Use</b>	<b>Wifi logins</b>
<u>Oct-24</u>	<u>4428</u>	<u>2990</u>	<u>2682</u>	<u>849</u>	<u>323</u>	<u>133</u>
<u>Nov-24</u>	<u>3712</u>	<u>1711</u>	<u>2668</u>	<u>252</u>	<u>219</u>	<u>115</u>
<u>Dec 24</u>	<u>3091</u>	<u>1820</u>	<u>2670</u>	<u>479</u>	<u>115</u>	<u>83</u>
<u>Jan 25</u>	<u>4159</u>	<u>1846</u>	<u>2682</u>	<u>223</u>	<u>217</u>	<u>121</u>
<u>Feb 25</u>	<u>3850</u>	<u>2085</u>	<u>2692</u>	<u>481</u>	<u>306</u>	<u>139</u>
<u>Mar 25</u>	<u>4771</u>	<u>2448</u>	<u>2693</u>	<u>354</u>	<u>284</u>	<u>153</u>
<u>April 25</u>	<u>4280</u>	<u>2310</u>	<u>2721</u>	<u>368</u>	<u>250</u>	<u>184</u>
<u>May 25</u>	<u>4673</u>	<u>2331</u>	<u>2706</u>	<u>457</u>	<u>266</u>	<u>177</u>
<u>June 25</u>	<u>4903</u>	<u>2863</u>	<u>2711</u>	<u>539</u>	<u>267</u>	<u>154</u>
<u>July 25</u>	<u>4956</u>	<u>2845</u>	<u>2745</u>	<u>970</u>	<u>333</u>	<u>246</u>
<u>Aug 25</u>	<u>4762</u>	<u>2436</u>	<u>2744</u>	<u>403</u>	<u>276</u>	<u>267</u>
<u>Sept 25</u>	<u>4797</u>	<u>2453</u>	<u>2778</u>	<u>284</u>	<u>291</u>	<u>216</u>
<u>Oct 25</u>	<u>4526</u>	<u>3091</u>	<u>2810</u>	<u>1150</u>	<u>350</u>	<u>262</u>
<u>NOV 25</u>	<u>4125</u>	<u>1817</u>	<u>2818</u>	<u>427</u>	<u>259</u>	<u>205</u>

## **November was Amazing at the MYE Library**

The library hosted more than 425 program participants, more than 150 more than the previous year!

For the Veterans' Day Parade Activities, the library staff hosted 200 participants as they wrote postcards, letters, and created colorful pictures for our retired service members.





**We delivered all the items to the Bob Hope Village in Shalimar.**

**Family Night walk with Nonie at Oak Tree Park in Mary Esther, FL.**

Legendary local wildlife expert, Nonie, of Nonie's Ark and Animal Encounters, led another dynamic walk through Oak Tree Park. Nonie highlighted flora and fauna, especially creatures active at night in the park. Oak Tree always offers diverse

plants and animals so participants listened for owls, spotted frogs and bats, and other wildlife.



### **OCPLC Governing Board**

The Governing Board will meet again January 27, 2026 in Niceville Library's Conference Room. Cmr. Bernie Oder is Mary Esther's Governing Board Representative and the Vice Chair of the Board. Cmr. Richard Lawson is the alternate. We thank them for their support!



## Ocean City-Wright Fire Control District

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December 30th, 2025

TO: Honorable Mayor and Council Members, City of Mary Esther  
RE: Monthly Report, Fire Department, November 21st – December 30th, 2025

Honorable Mayor and City Council Members,

As we begin a new calendar year, I am pleased to provide the latest updates from Fire Department. The end of 2025 brought significant developments in operational support, legislative advocacy, personnel growth, and community engagement.

### **Health Insurance Coverage Update**

In response to rising healthcare costs and to ensure the best possible coverage for our team members, we have transitioned our healthcare provider to Blue Cross Blue Shield of Florida for the 2026 plan year. This decision allows us to maintain robust employee benefits while managing costs responsibly and sustainably.

### **Apparatus Donation to Blackman Fire District**

Following a recent accident involving one of Blackman Fire District's fire apparatus, we were able to step in to assist. Fortunately, their driver was not seriously injured, but the incident left them without a critical piece of equipment. We had an apparatus slated for donation in the coming months, so we chose to accelerate the timeline and will be donating the Engine to them in the near future. This is a tangible example of mutual aid in action, and we're proud to help a neighboring department in need.

### **Legislative Advocacy & Appropriations**

As a board member of the Florida Fire Chiefs' Association, I have attended every Florida House committee meeting where House Joint Resolutions on ad valorem tax reform were discussed. Our collective objective has been to educate lawmakers on the impact these changes could have on public safety funding and to advocate for fire and EMS to receive the same protections currently afforded to law enforcement.

Additionally, I had the privilege of appearing before our local legislative delegation during their annual meeting to both voice support for our appropriations request (Tower 1 refurbishment) and to share our concerns about tax reform impacts on special districts. We will continue to be actively engaged in these discussions as the 2026 legislative session progresses.

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

### **Council Engagement**

We were honored to host Councilwoman Sutton for a recent ride-along and administrative overview. This was a great opportunity to showcase the professionalism of our personnel and provide insight into both our operational and behind-the-scenes efforts. We welcome and encourage any other council members who are interested in participating in similar experiences to reach out, we would be happy to accommodate.

### **Community Tradition – Mary Esther Santa Run**

We once again had the joy of participating in the annual Mary Esther Santa Run, a cherished holiday tradition. The event continues to be a highlight for our department and the broader community. It's always an honor to participate in events that bring joy and connection to our residents, and we hope everyone enjoyed it as much as we did.

### **Personnel Growth & Recruitment**

We have recently welcomed three new full-time line firefighters and one part-time relief firefighter to the organization. Notably, we are beginning to see growing interest from personnel at other departments who are looking to join our team. We see this as an encouraging sign that our culture, values, and direction are attracting top talent in the fire service.

Thank you for your continued trust and support as we begin another year of service to the Mary Esther community. Please don't hesitate to reach out if you would like additional information or to schedule a visit with our team.

### **Operations & Prevention Division Activity**

Engine 11 responded to 83 calls for service during the month of November.

The Prevention Division completed:

- 35 Annual inspections in Mary Esther
- 3 Re-inspections
- 3 opening inspections

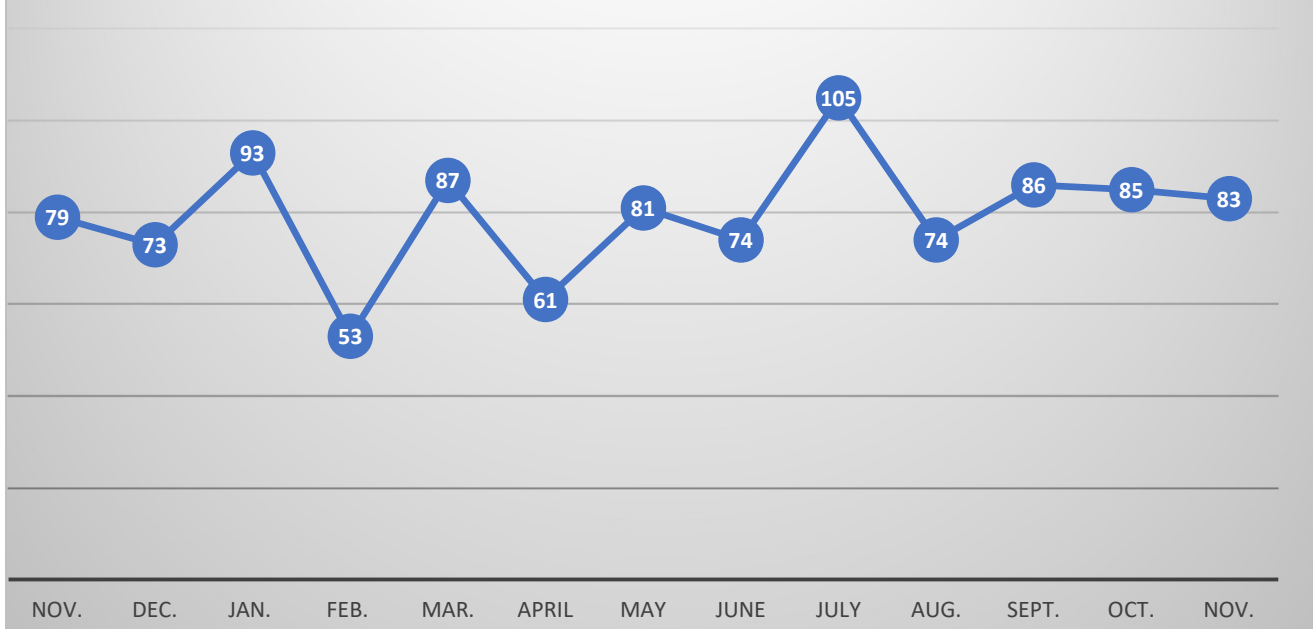
Thank you for your continued support of the Fire Department. Please reach out at any time if you have questions or would like more detail about these updates.

Respectfully,



Jeff Wagner, Fire Chief

## Engine 11 Responses November 2024 - November 2025



**Note:** The US Fire Administration (USFA) is in the process of changing the list of call types. These call types are standard throughout the country and are how USFA collects nationwide data. The changes are required to be completed by each agency by January 1<sup>st</sup>, 2026; however, to ensure a seamless transition we switch to them in October. Our report management system vendor has not yet created a report that can be generated using the new call types. Therefore, I cannot provide the call type pie chart. If all goes well we should have access to that report again by the first of the year. If you have any call or data related questions, reach out to me anytime.

**COMMUNITY DEVELOPMENT DEPARTMENT  
Monthly Activity Report**

**Reporting Period  
November 14, 2025 – January 9, 2026**

**Code Enforcement**

Activities			
Opened Cases	4	Inspection	9
Agency Assist	2	Consultations	5
Verbal Warning	5	Advisements On Codes to Citizens	9
Notice of violations	5	Courtesy Notice	4
Citation	0	Closed Cases	5

**Permitting**

Permit Type	
Accessory Structure	4
Driveway	1
New residential structure	3
New Commercial Structure	1
Special Event Permits	1
Inspections	5
Fence	3

---

**Inspection and Enforcement Strategy**

- Staff will continue to perform routine, scheduled inspections within each quadrant.
- Emphasis will be placed on early identification of violations and proactive engagement with property owners.
- Magistrate hearings will be scheduled regularly to address cases requiring formal enforcement action.
- Throughout this process, staff will continue to encourage voluntary compliance as the preferred method of resolution.

**Voluntary Compliance Progress**

Several properties and businesses have already achieved compliance through voluntary measures, demonstrating the effectiveness of early outreach and communication. Notable examples include:

**Location / Case**

**Compliance Status**

6 Misty Water Lane

Achieved voluntary compliance

Various businesses lacking a Business Tax Receipt (BTR)

Obtained required BTRs and resolved violations

2 Winfield Way

Brought into full compliance with all applicable City codes

These cases reflect positive community engagement and the willingness of property owners to work collaboratively with staff.

**Planning and Zoning**

Staff presented the PDO for the Grocery Store Market at the former Santa Rosa Mall to the Council for consideration on Dec. 8, 2025. Staff recommended tabling the project due to insufficient plans. Council approved the project with conditions. The PDO expires 1/22/26 if conditions are not met.

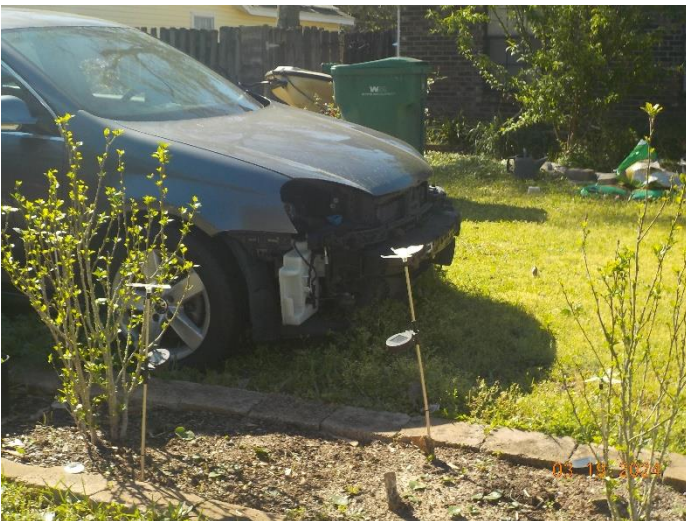
**Outlook**

Staff anticipates a productive and successful year, with continued progress in reducing blight, improving neighborhood conditions, and strengthening partnerships with residents and businesses.

2 Winfield Way



2 Winfield Way



November 25, 2025 Grass, weeds bushes and hedges not maintained.



6 Misty Water Lane voluntary compliance



2 Winfield Way trees have been trimmed, street signs have been cleared of obstruction, fence is being reinforced, and the dilapidated structure in the backyard has been removed.





**City of Mary Esther**  
**November 2025**  
**Monthly Report**



**Jacobs**

## Ongoing Projects / Updates

### ➤ Sewer Main Cleaning and CCTV Inspection

- Four areas of the collection system have been cleaned and CTV inspected, footage from inspection is in review process to identify repair needs / concerns.
  - Sewer Main from Hollywood to 98 (Hot Spot)
  - Sewer main connecting from Brewer Circle and Miramar Dr.
  - Azalea Park Sewer main
  - Main Perimeter of Springdale Park Neighborhood.

### ➤ Well 1 Fence Repair / Replacement

- Project began 12.22.25
- Partial repairs have been completed on North Side of WTP
- Currently waiting on remaining materials needed.
- Estimated completion is end of January 2026

### ➤ Hurlburt Field Effluent Pump Station

- Station is currently operating on a temporary bypass pump rental.
- After new motor install, pump was found to be inoperable.
- Pump has been removed and sent for inspection (Sheppard Services).
- Currently awaiting repair vs replacement quotes.

### ➤ FRWA AMP Implementation / Updates

- Site visits complete by FRWA personnel.
- GIS location files / updates completed and sent to FRWA staff for comparison to original, pending final review by FRWA.
- Full presentation of AMP status to be completed January 20<sup>th</sup>, 2026 during normal council meeting.

➤ **The following attachments are as follows:**

- Meter reading accuracy vs missed reads during reading cycle (ReReads)
- Drinking Water Production Summary
- Wastewater Treatment (Reuse)
  - Influent Data
  - Effluent Data
- Biosolids Summary
- Overview of CMMS completed work orders

## Operations

### Meter Reading Monthly Summary

Month	Total Meters #	Meter Rereads #	Meter Reading Accuracy %
Nov '25	2,111	9	99.6
Oct '25	2,111	13	99.4
Sep '25	2,111	26	98.8
Aug '25	2,111	26	98.8
Jul '25	2,111	45	97.9
Jun '25	2,111	27	98.7
May '25	2,111	28	98.7
Apr '25	2,111	68	96.8
Mar '25	2,111	10	99.5
Feb '25	2,111	17	99.2
Jan '25	2,111	15	99.3
Dec '24	2,111	19	99.1
Average	2,111	25	98.8

# APPENDIX A

## Water System Summary

Month	Well 1 Total Flow Gallons	Well 2 Total Flow Gallons	Well 3 Total Flow Gallons	Well 4 Total Flow Gallons	Total Water Production MGM	Average Daily Production MGD
<b>Permit Limits</b>					<b>22.8</b>	<b>*0.62</b>
Nov '25		4,115,000	1,772,000	6,004,000	11.5	0.396
Oct '25		6,551,000	3,863,000	2,093,000	12.5	0.403
Sep '25		3,005,000	6,091,000	3,405,000	12.5	0.417
Aug '25		1,391,000	5,800,000	6,531,000	13.7	0.443
Jul '25	0	91,000	6,992,000	7,882,000	15.0	0.483
Jun '25	0	225,000	5,998,000	8,040,000	14.3	0.475
May '25	0	5,010,000	3,906,000	4,768,000	13.7	0.441
Apr '25	0	277,000	5,824,000	6,899,000	13.0	0.433
Mar '25		126,000	1,959,000	9,719,000	11.8	0.381
Feb '25		97,000	2,721,000	10,335,000	13.2	0.470
Jan '25		7,332,000	720,000	7,551,000	15.6	0.503
Dec '24		12,223,000	456,000	764,000	12.5	0.431
Nov '24		11,310,000	321,000	1,164,000	12.8	0.427
Minimum	0	91,000	321,000	764,000	11.5	0.381
Maximum	0	12,223,000	6,992,000	10,335,000	15.6	0.503
Average	0	3,981,000	3,571,000	5,781,154	13.2	0.439
Annual Total	0	40,443,000	46,102,000	73,991,000	159	5.277

\* Note - permit limit is annual average daily water production

## APPENDIX B

### Influent Monthly Summary

Month	Rainfall Inches	Flow Total MGD	Flow 3-Month Rolling Avg mg/L	CBOD Avg mg/L	CBOD Load lbs/day	TSS Avg mg/L	TSS Load lbs/day
Nov '25	0.1	10.523	0.393	370	1,027	159	448
Oct '25		11.732	0.421	525	1,522	221	675
Sep '25	2.3	12.199	0.474	315	1,034	243	798
Aug '25	4.1	13.622	0.497	421	1,354	243	790
Jul '25	4.0	15.876	0.499	275	1,204	169	740
Jun '25	7.8	15.350	0.488	375	1,456	201	784
May '25	8.2	14.791	0.504	352	1,320	294	1,095
Apr '25	0.6	14.072	0.512	347	1,207	262	882
Mar '25	9.6	17.333	0.495	223	1,115	159	779
Feb '25	3.7	13.734	0.471	336	1,366	228	932
Jan '25	4.5	15.144	0.466	278	1,226	199	851
Dec '24	1.8	13.527	0.511	295	1,089	206	764
Nov '24	3.3	14.481	0.543	221	1,000	166	777

## APPENDIX B.1

### Reuse System Average Monthly Summary

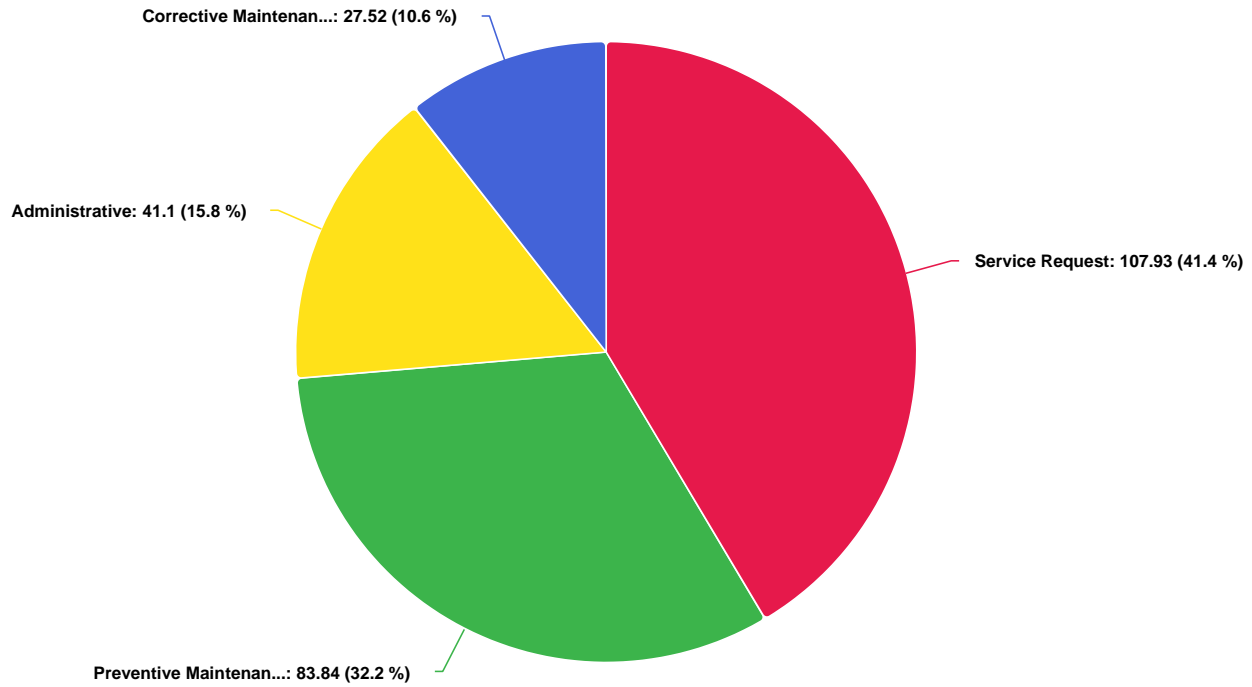
Month	Rainfall Inches	Flow MGD	CBOD mg/L	COD Removal %	TSS mg/L	TSS Removal %	Fecal Geo-Mean Ct/100 ml	pH Minimum SU	pH Maximum SU
Permit Limits	n/a	Report	30.0	>85	30.0	>85	200	>6.0	<8.5
Dec '25	5.2	0.351	3.0	99	3.4	98	1	6.8	7.8
Nov '25	0.1	0.309	5.6	98	6.5	93	1	6.0	7.6
Oct '25		0.322	5.5	99	5.0	98	1	6.3	7.5
Sep '25	2.3	0.351	3.4	99	6.7	97	1	6.3	7.3
Aug '25	4.1	0.386	4.3	99	4.3	98	1	6.1	7.7
Jul '25	4.0	0.477	2.5	99	3.8	98	1	6.3	7.4
Jun '25	7.8	0.460	6.2	98	8.9	93	1	7.0	7.7
May '25	8.2	0.405	7.6	98	8.7	97	1	7.1	7.8
Apr '25	0.6	0.399	6.1	98	8.4	96	2	6.4	7.7
Mar '25	9.6	0.510	4.2	98	3.7	98	1	6.8	7.5
Feb '25	3.7	0.420	8.9	97	12.1	94	4	6.8	7.6
Jan '25	4.5	0.417	4.7	98	3.8	98	1	6.8	7.5
Dec '24	1.8	0.359	6.6	98	6.7	97	1	6.9	7.8

**APPENDIX C**

**Biosolids Summary**

Month	Drying Beds\Bed 1			Drying Beds\Bed 2			Drying Beds\Bed 3			Disposal
	Feed Sludge gpd	Cake Conc. %	Bed Sludge Dry Tons	Feed Sludge gpd	Cake Conc. %	Bed Sludge Dry Tons	Feed Sludge gpd	Cake Conc. %	Bed Sludge Dry Tons	Beneficial Use Dry Tons
Nov '25										
Oct '25	8,825	18.7	0.14	19,415	18.7	0.83	10,590	18.7	0.83	1.8
Sep '25	19,415	36.4	1.47				19,415	36.4	1.48	2.9
Aug '25	22,945	36.4	1.74	24,710	36.4	1.87	8,825	18.1	0.67	4.3
Jul '25	8,825	18.3	0.67	10,590	18.3	0.81				1.5
Jun '25										
May '25	22,945	36.4	1.74	26,475	36.5	2.02	38,830	54.8	2.96	6.7
Apr '25	8,825	13.5	0.50	17,650	13.5	1.00	8,825	13.5	0.50	2.0
Mar '25				26,475	38.8	2.14	28,240	38.8	2.28	4.4
Feb '25				10,590	23.4	1.03	10,590	23.4	1.03	2.1
Jan '25										
Dec '24	10,590	14.3	0.63	10,590	14.3	0.63	8,825	14.3	0.53	1.8
Nov '24	10,590	18.0	0.80	8,825	18.0	0.66	8,825	18.0	0.66	2.1
Annual Total	112,960	192.0	7.69	155,320	217.9	10.99	142,965	236.1	10.933	29.6
Annual Average	14,120	24.0	0.96	17,258	24.2	1.22	15,885	26.2	1.216	3.0

### Work Order Actual Hours by WO Type



#### Report Criteria

- Location / Asset is **Mary Esther (MAE)**
- Target Date is between '11/01/2025' AND '11/30/2025'
- Repair Center is **Mary Esther**

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
<b>Administrative</b>						
MAE-4176871	MAE-99903-D	Mary Esther Distribution	Monthly Meter Reading for the City	Monthly meter reading completed as requested.	11/28/2025	11/17/2025 10:27:00 AM
<b>Administrative - 1 Total:</b>						
<b>Corrective Maintenance Non Emergency</b>						
MAE-4184602	MAE-METER-WATER-59445	Water Meter-451 BRIAN CIR	MS - METER SWAP	Verified meter ID. Replaced register.	11/5/2025	10/28/2025 11:04:00 AM
MAE-4184905	MAE-METER-WATER-58179	Water Meter-90 MARY ESTHER BLVD	MS - METER SWAP	Verified meter is correct. Read meter. Informed associate of meter change out and water to be turned off. Turned water off. Replaced Meter. Turned water on. Flushed air from line through test cock #1.	11/6/2025	10/28/2025 9:15:00 AM
MAE-4184919	MAE-METER-WATER-58422	Water Meter-35 RUBY CIR	MS - METER SWAP	Verified meter ID. Replaced Meter.	11/6/2025	10/28/2025 10:13:00 AM
MAE-4184928	MAE-METER-WATER-59122	Water Meter-167 MARCIA DR	MS - METER SWAP	Verified meter is correct. Read meter. Home vacant. Turned water off. Replaced meter. Open spigot. Turned water back on. Closed spigot.	11/6/2025	10/29/2025 11:05:00 AM
MAE-4184978	MAE-8041340	Water Meter-33 OVERSTREET DR	MS - METER SWAP	Verified meter is correct. Read meter. Turned water off. Replaced meter. Turned on spigot. Turned on water. Turned off spigot. Replaced meter box.	11/6/2025	10/29/2025 2:28:00 PM
MAE-4186305	MAE-8040004	Water Meter-104 Andalusia Rd	MS - METER SWAP	Verified meter is correct. Read meter. Homeowner was not home. Turned water off. Replaced meter. Turned spigot on. Turned water on. Turned spigot off.	11/7/2025	10/30/2025 2:15:00 PM
MAE-4186309	MAE-METER-WATER-59207	Water Meter-45 RUBY CIR	MS - METER SWAP	Verified meter is correct. Read meter with the meter reader. Home owner was not home. turned water off. Replaced meter. Turned spigot on turned water on turned spigot off.	11/7/2025	10/30/2025 2:37:00 PM
MAE-4188836	MAE-METER-60206	Water Meter-777 E MIRACLE STRIP PKWY	MS - METER SWAP	Verified meter is correct. Read meter. Turned water off. Replaced meter. Turned water back on. Curbstop needs replacement	11/11/2025	11/3/2025 3:25:00 PM

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
MAE-4188838	MAE-8040547	zzzWater Meter-370 DAWN LN	MS - METER SWAP	Verified meter is correct. Read meter. Turned water off. Replaced meter. Turned spigot. Turned water back on.	11/11/2025	11/4/2025 3:38:00 PM
MAE-4189229	MAE-8040704	Water Meter-ELLIOTT PARK	MS - METER SWAP	Verified meter is correct. Read meter. Turned water off. Replaced meter Turned water on.	11/12/2025	11/4/2025 7:29:00 AM
MAE-4189241	MAE-8040536	Water Meter-310 DAWN LN	MS - METER SWAP	Verified meter is correct. Read meter. Turned water off. Replaced meter. Turned spigot on. Turned water on. Turned spigot off.	11/12/2025	11/4/2025 9:06:00 AM
MAE-4189291	MAE-8040801	Water Meter-241 KATHY CT	MS - METER SWAP	Verified meter is correct. Read meter. Turned water off. Replaced meter. Turned spigot on. Turned water on. Turned spigot off.	11/12/2025	11/5/2025 10:06:00 AM
MAE-4190543	MAE-8040289	Water Meter-501 Brian Cir	MS - METER SWAP	Verified meter. Read meter. Cleaned meter box out . Spoke with costumer. Shut curb stop off. Changed meter to lperl. Tested meter. turned curbstop back on.	11/14/2025	11/5/2025 7:32:00 AM
MAE-4190557	MAE-8040733	Water Meter-41 EMORY ST	MS - METER SWAP	Verified meter is correct. Read meter. Turned water off. Changed meter. Turned spigot on. Turned water on. Turned spigot off.	11/14/2025	11/6/2025 2:25:00 PM
MAE-4190560	MAE-8040876	Water Meter-40 LAKEWOOD ST	MS - METER SWAP	Verified meter. Read meter. Cleaned meter box out .spoke with customer turned. curbstop off. Changed meter out . Turned curbstop on . Bleed air from spigot.	11/14/2025	11/5/2025 2:33:00 PM
MAE-4190564	MAE-8040112	Water Meter-41 Ashford Ct	MS - METER SWAP	Verified meter. Read meter. Cleaned meter box out . Spoke to customer to turn off curbstop. Turned curbstop off. Replaced meter. Turned curbstop on. Opened spigot bleed air off line and verified flow. Replaced meter box lid.	11/14/2025	11/5/2025 7:30:00 AM
MAE-4191697	MAE-METER-60370	Water Meter-100 MONTGOMERY ST #A	MS - METER SWAP	Verified meter is correct. Read meter. Turned water off. Changed meter. Turned spigot on. Turned water on. Turned spigot off.	11/17/2025	11/6/2025 7:22:00 AM
MAE-4191714	MAE-8040868	Water Meter-14 LAKEWOOD ST	MS - METER SWAP	Verified meter. Read meter. Cleaned meter box out . Spoke with costumer. Turned water off .Changed meter . Turned curb stop on .verified water flow with spigot.	11/17/2025	11/5/2025 10:12:00 AM
MAE-4191718	MAE-METER-WATER-58264	Water Meter-241 LEE DR	MS - METER SWAP	Verified meter ID. Replaced register.	11/17/2025	11/6/2025 10:38:00 AM
MAE-4191722	MAE-8041683	Water Meter-210 SHARON CT	MS - METER SWAP	Verified meter. Read meter. Cleaned meter box out .house appears to be vacant. turned curbstop off. changed meter. Turned curbstop on. Verified water flow with spigot. Left water on.	11/17/2025	11/6/2025 10:58:00 AM
MAE-4191726	MAE-8040089	Water Meter-355 Argyle Ct	MS - METER SWAP	Verified meter ID. Replaced Meter.	11/17/2025	11/6/2025 11:11:00 AM
<b>Corrective Maintenance Non Emergency - 21 Total:</b>						
<b>Preventive Maintenance</b>						
MAE-4143225	MAE-99903-CD-CASWELL CIR	CASWELL CIR	MISC - MISCELLANEOUS MANHOLE INSPECTION	Inspected the 4 manholes in the middle of the road on Caswell. Please see attached pictures for the inspection results of the stated manholes. Total labor was 5 hrs.	11/16/2025	7/30/2025 11:49:00 AM
MAE-4143923	MAE-99903-CD-CASWELL CIR	CASWELL CIR	MISC - MISCELLANEOUS CASWELL CIR SEWER CAMERA INSPECTION	08/01/25 - Jetted and camera'd Caswell sewer mains from manhole to manhole. From manhole 3 to 4, going south, noticed the main had multiple root intrusion as well as cracked terracotta pipes. Please refer to footage received from cameraing for better clarification. Sewer mains 1 to 2 and 2 to 3 appeared to have no damage in sewer main. Sewer main was jetted due to a large amount of dirt, sediment, and silt being in the Sewer Main. As well as the Vac-trailer to remove the silt, dirt, and sediment while jetting. Total hrs: 47.	11/30/2025	8/19/2025 2:43:00 PM
MAE-4152348	MAE-31507	Oxidation Ditch 2 Rotor 1 Motor	Ox. Ditch Rotor Motor Lubrication	Completed as requested.	11/3/2025	11/18/2025 9:33:00 AM
MAE-4152349	MAE-31508	Oxidation Ditch 2 Rotor 2 Motor	Ox. Ditch Rotor Motor Lubrication	Completed as requested.	11/3/2025	11/18/2025 9:39:00 AM
MAE-4152350	MAE-33405	Oxidation Ditch 3 Rotor 1 Motor	Ox. Ditch Rotor Motor Lubrication	Completed as requested.	11/3/2025	11/20/2025 9:30:00 AM
MAE-4152351	MAE-33406	Oxidation Ditch 3 Rotor 2 Motor	Sampler Monthly Maintenance		11/3/2025	11/20/2025 9:32:00 AM
MAE-4152355	MAE-03106	Effluent Auto-Sampler	Sampler Monthly Maintenance	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/3/2025	12/2/2025 11:09:00 AM
MAE-4152356	MAE-03105	Influent Auto-Sampler	Annual Backflow Testing and Certification	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/3/2025	12/2/2025 11:09:00 AM
MAE-4155594	MAE-79128	LS #5 Back Flow Preventer	Semi-Annual Digester Blower Motor Lubrication	Used 4oz of Shell EP2. Completed as requested.	11/6/2025	11/6/2025 10:15:00 AM
MAE-4160979	MAE-31517	DIGESTER BLOWER MOTOR #1			11/3/2025	11/18/2025 1:33:00 PM

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
MAE-4160980	MAE-31518	DIGESTER BLOWER MOTOR #2	Semi-Annual Digester Blower Motor Lubrication	Used shell EP2 grease. Completed as requested.	11/3/2025	11/20/2025 1:35:00 PM
MAE-4160982	MAE-42213	#3 CLARIFIER GEARBOX	Clarifier Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/3/2025	12/2/2025 11:09:00 AM
MAE-4160983	MAE-20003	#2 DITCH RAS PUMP #1	Monthly RAS Pump Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/3/2025	12/2/2025 11:09:00 AM
MAE-4160984	MAE-20004	#2 DITCH RAS PUMP #2	Monthly RAS Pump Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/3/2025	12/2/2025 11:09:00 AM
MAE-4160985	MAE-20604	Well #3 HS Pump #1	Plant High Service Pump Monthly Inspection	pump offline, in-operable and needs to be replaced. Will update once a plan is in place.	11/3/2025	11/22/2025 1:39:00 PM
MAE-4160986	MAE-20605	Well #3 HS Pump #2	Plant High Service Pump Monthly Inspection	Neew new packing, but operational. Completed as requested.	11/3/2025	12/2/2025 11:09:00 AM
MAE-4160987	MAE-20014	Digester Transfer/Recirculation Pump	Monthly Small Centrifugal Pump Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/3/2025	12/2/2025 11:09:00 AM
MAE-4160988	MAE-38101	Well #2 Pump Engine	Backup Engine Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/3/2025	12/2/2025 11:09:00 AM
MAE-4161773	MAE-6" Bypass Pump-5	zzz 6" Bypass Pump	Monthly Generator Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/3/2025	12/2/2025 11:09:00 AM
MAE-4163875	MAE-EQUIPMENT-293	Fuel Trailer Electric	Monthly Fuel Tank Inspection	Completed as requested.	11/7/2025	11/17/2025 3:24:00 PM
MAE-4163876	MAE-71903	LS #10 GENERATOR FUEL TANK	Monthly Fuel Tank Inspection	Failed to Complete as Scheduled due to labor shortage	11/7/2025	11/24/2025 12:14:00 PM
MAE-4163877	zzzMAE-EQUIPMENT-294	zzzFuel Trailer Flat	Monthly Fuel Tank Inspection	Failed to Complete as Scheduled due to labor shortage	11/7/2025	11/24/2025 12:14:00 PM
MAE-4163878	MAE-71905	LS #14 DIESEL FUEL DAY TANK	Monthly Fuel Tank Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/7/2025	12/2/2025 11:09:00 AM
MAE-4163879	MAE-71904	LS #14 DIESEL FUEL STORAGE TANK	Monthly Fuel Tank Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/7/2025	12/2/2025 11:09:00 AM
MAE-4163880	MAE-71901	DIESEL FUEL STORAGE TANK	Monthly Fuel Tank Inspection	Failed to Complete as Scheduled due to labor shortage	11/7/2025	11/24/2025 12:14:00 PM
MAE-4163881	MAE-71902	GENERATOR DAY TANK	Monthly Fuel Tank Inspection	Failed to Complete as Scheduled due to labor shortage	11/7/2025	11/24/2025 12:14:00 PM
MAE-4163892	MAE-HYDRANTS-F-10765	MAE-00102 KIMBROUGH 2" Flushing Hydrant	Potable Water Dead-End Flushing	Kimrough was flushed for 15 minutes with an approx water loss of 2,250gal. Chlorine residual was 1.14. Completed as requested.	11/7/2025	11/7/2025 3:08:00 PM
MAE-4163893	MAE-00102	Executive Plaza 2" Flushing Hydrant	Potable Water Dead-End Flushing	Executive Plaza was flushed for 20 minutes with an approx water loss of 5,000gal. The chlorine residual was 1.09. Completed as requested.	11/21/2025	11/19/2025 12:17:00 PM
MAE-4163894	MAE-00110	Islandview 2" Flushing Hydrant	Potable Water Dead-End Flushing	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4164042	MAE-00106	Cedar Bluff 2" Flushing Hydrant	Potable Water Dead-End Flushing	Ceder Bluff flushed for 30 minutes. Completed as requested.	11/7/2025	11/10/2025 7:26:00 AM
MAE-4164148	MAE-LS	Mary Esther Lift Stations	Monthly Lift Station Inspection	Failed to Complete as Scheduled due to labor shortage	11/7/2025	11/24/2025 12:23:00 PM
MAE-4165069	MAE-92506	Hay Rake	Monthly Hay Rake Service	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/10/2025	12/2/2025 11:09:00 AM
MAE-4166940	MAE-21506	LS #14 PUMP #3	Vertical Pump Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/11/2025	12/2/2025 11:09:00 AM
MAE-4168474	MAE-93307	Onan Emergency Generator Wellsite 4	Monthly Generator Inspection	fuel measurement - 3/4. Oil measurement - full. Coolant measurement - full. Did not run anything, well offline.	11/14/2025	11/10/2025 3:42:00 PM
MAE-4168475	MAE-40101	LS #14 RIGHT ANGLE DRIVE #1	Angle Drive Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/14/2025	12/2/2025 11:09:00 AM
MAE-4168476	MAE-40103	Well #2 Well Pump Right Angle Drive SCREENING CONVEYOR	Angle Drive Monthly Inspection	Completed as requested.	11/14/2025	11/10/2025 3:43:00 PM
MAE-4168477	MAE-59002		Grit Auger Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/14/2025	12/2/2025 11:09:00 AM

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
MAE-4168478	MAE-92504	Vermeer 504 Bailer	Monthly Bailer Service	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/14/2025	12/2/2025 11:09:00 AM
MAE-4168479	MAE-GRNDEQ-HAY-10	Woods 720 Bush Hog 6' Mower	Monthly Mower Service	Completed as requested.	11/14/2025	11/17/2025 3:38:00 PM
MAE-4168742	MAE-00106	Cedar Bluff 2" Flushing Hydrant	Potable Water Dead-End Flushing	flushed for 30 mins. aprox 6,000 gal of water loss.	11/14/2025	11/10/2025 3:39:00 PM
MAE-4169403	MAE-21511	Well #2 Well Pump	Vertical Pump Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/17/2025	12/2/2025 11:09:00 AM
MAE-4169404	MAE-21513	Well #4 Well Pump	Vertical Pump Monthly Inspection	Pump packing inspected with unit operating and is in good condition. No noise or unusual vibration noticed. Oil level is between MIN & MAX. Completed as requested.	11/17/2025	11/19/2025 11:17:00 AM
MAE-4169406	MAE-21507	Sprayfield Pump #1	Vertical Pump Monthly Inspection	Completed as Requested, Follow-Up WO Created	11/17/2025	11/17/2025 3:17:00 PM
MAE-4171022	MAE-56001	BARSCREEN #1	Influent Screen Monthly Inspection	Completed as requested.	11/17/2025	11/18/2025 7:22:00 AM
MAE-4171023	MAE-56002	BARSCREEN #2	Influent Screen Monthly Inspection	Completed as requested.	11/17/2025	11/18/2025 7:16:00 AM
MAE-4171027	MAE-WWTP	Mary Esther Wastewater Treatment Plant	Monthly Site Inspection	Completed as requested.	11/17/2025	11/18/2025 7:23:00 AM
MAE-4171028	zzzMAE-GRNDEQ-HAY-9	zzzHeston 4570 Square Bailer	Monthly Bailer Service	This item is not on site and will shutdown work orders for future.	11/17/2025	11/17/2025 10:10:00 AM
MAE-4173078	MAE-26203	DIGESTER BLOWER #1	Monthly Digester Blower Service	Replaced 2 belts, added NIRT #2 grease for lubrication. Completed as requested.	11/21/2025	11/20/2025 9:24:00 AM
MAE-4173079	MAE-26204	DIGESTER BLOWER #2	Monthly Digester Blower Service	Used NIRT #2 grease for lubrication. Completed as scheduled.	11/21/2025	11/20/2025 9:26:00 AM
MAE-4173080	MAE-26205	DIGESTER BLOWER #3	Monthly Digester Blower Service	Replaced 2 drive belts and greased blower bearings. Completed as requested.	11/21/2025	11/18/2025 7:21:00 AM
MAE-4173081	MAE-92302	FORD 7740 TRACTOR (1992)	Monthly Tractor Inspection	Completed as requested.	11/21/2025	11/17/2025 3:36:00 PM
MAE-4173082	MAE-92304	Massey Ferguson 283 Tractor	Monthly Tractor Inspection	Mike Rouse (major maintenance) has evaluated this tractor and determined that although the tractor cranks, diesel fuel is entering the oil/crankcase. One possible cause may be seals between high-pressure injector pump and drive gear in crankcase. This machine has auxiliary hydraulics and would be useful in spray field operations. I recommend calling in professional tractor service. Will update any diagnosis' and repairs monthly.	11/21/2025	11/17/2025 10:02:00 AM
MAE-4173083	MAE-92306	Massey Ferguson 4243 Tractor	Monthly Tractor Inspection	Cranks and drives but power steering inoperative. Suggest to have diagnosis and repair done by tractor dealer.	11/21/2025	11/24/2025 12:22:00 PM
MAE-4173084	MAE-92305	Massey Ferguson 5445 Tractor	Monthly Tractor Inspection	Mike Rouse (major maintenac) has begun evaluation and diagnosis. The battery was replaced and the engine now rotates, but will not start. Next step in diagnosis of engine would be to verify clean and bubble-free air at injectors. If engine can be started then accessory and drivability can be evaluated. This machine has a front-end loader and would be useful at the spray field in good working order. Putting machine on hold and will update monthly on possible diagnosis' and/or repairs.	11/21/2025	11/17/2025 9:50:00 AM
MAE-4173460	MAE-00106	Cedar Bluff 2" Flushing Hydrant	Potable Water Dead-End Flushing	Cedar Bluff flushed for 30 minutes with an aprox water loss of 6,000gal. Completed as requested.	11/21/2025	11/19/2025 11:23:00 AM
MAE-4173577	MAE-69013	LS #11 SITE	Annual Lift Station Inspection	Completed as requested.	11/6/2025	12/5/2025 1:42:00 PM
MAE-4173578	MAE-69014	LS #12 SITE	Annual Lift Station Inspection	Completed as requested.	11/6/2025	12/5/2025 1:39:00 PM
MAE-4173819	MAE-21512	Well #3 Well Pump	Vertical Pump Monthly Inspection	Pump packing inspected with unit operating and is in good working condition. No noise or unusual vibration noticed. Oil level is between MIN & MAX. Completed as requested.	11/21/2025	11/19/2025 11:21:00 AM
MAE-4173820	MAE-95402	WWTP SCBA	SCBA Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/24/2025	12/2/2025 11:09:00 AM
MAE-4176238	MAE-21504	LS #14 PUMP #1	Vertical Pump Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/27/2025	12/2/2025 11:09:00 AM
MAE-4176239	MAE-21505	LS #14 PUMP #2	Vertical Pump Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/27/2025	12/2/2025 11:09:00 AM
MAE-4176240	MAE-21502	EFFLUENT PUMP #2	Vertical Pump Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/27/2025	12/2/2025 11:09:00 AM
MAE-4176241	MAE-21503	EFFLUENT PUMP #3	Vertical Pump Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/27/2025	12/2/2025 11:09:00 AM

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
				Scheduled		
MAE-4176510	MAE-62203	Oxidation Ditch 2 Rotor 1	Ox. Ditch Rotor Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176511	MAE-62204	Oxidation Ditch 2 Rotor 2	Ox. Ditch Rotor Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176512	MAE-62205	Oxidation Ditch 3 Rotor 1	Ox. Ditch Rotor Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:09:00 AM
MAE-4176513	MAE-62206	Oxidation Ditch 3 Rotor 2	Ox. Ditch Rotor Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:09:00 AM
MAE-4176514	MAE-77801	LS #10 Main Building	Building Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176515	MAE-BLDG-341	Sprayfield Trailer	Building Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176516	MAE-77808	LS #8 Building	Building Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176517	MAE-77803	Well #2 Building	Building Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176518	MAE-77002	Digester Building	Building Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176519	MAE-77101	Main Plant Building	Building Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176520	MAE-77807	WWTP Maintenance Shed	Building Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176521	MAE-77806	C+D Maintenance Shop	Building Monthly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176522	MAE-14104	LS #10 GENERATOR	Monthly Generator Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:09:00 AM
MAE-4176523	MAE-GENERATOR-EM-459	Doosan Portable Generator	Monthly Generator Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176524	MAE-14101	Main Plant Generator	Monthly Generator Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:09:00 AM
MAE-4176525	MAE-VEHICLES-MINIEX-18	Mini-ex	Monthly Vehicle Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176751	MAE-00106	Cedar Bluff 2" Flushing Hydrant	Potable Water Dead-End Flushing	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176864	MAE-69020	WELL #3 SITE	Monthly Well #3 Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176865	MAE-69018	WELL #1 SITE	Monthly Well #1 Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176866	MAE-69021	WELL #4 SITE	Monthly Well #4 Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4176867	MAE-69019	WELL #2 SITE	Monthly Well #2 Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4178417	MAE-LS	Mary Esther Lift Stations	Lift Station Weekly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/7/2025	12/2/2025 11:09:00 AM
MAE-4181271	MAE-VEHICLES-TRUCK-LT-371	CD2 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/7/2025	11/18/2025 9:08:00 AM
MAE-4181272	MAE-VEHICLES-TRUCK-LT-372	CD3 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/7/2025	11/18/2025 9:08:00 AM
MAE-4181273	MAE-VEHICLES-TRUCK-LT-373	CD4 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/7/2025	11/18/2025 9:08:00 AM
MAE-4181274	MAE-VEHICLES-TRUCK-LT-370	CD5 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/7/2025	11/18/2025 9:08:00 AM

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
MAE-4181275	MAE-VEHICLES-TRUCK-LT-375	CD7 2017 FORD F-250	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/7/2025	11/18/2025 9:08:00 AM
MAE-4181276	MAE-VEHICLES-TRUCK-LT-376	CD8 2017 FORD F-350 4X4 CRANE TRUCK	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/7/2025	11/18/2025 9:08:00 AM
MAE-4181277	MAE-VEHICLES-TRUCK-LT-377	WT1 2009 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/7/2025	11/18/2025 9:08:00 AM
MAE-4181676	MAE-LS	Mary Esther Lift Stations	Lift Station Weekly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/14/2025	12/2/2025 11:09:00 AM
MAE-4185659	MAE-VEHICLES-TRUCK-LT-371	CD2 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/14/2025	11/18/2025 9:10:00 AM
MAE-4185660	MAE-VEHICLES-TRUCK-LT-372	CD3 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/14/2025	11/18/2025 9:10:00 AM
MAE-4185661	MAE-VEHICLES-TRUCK-LT-373	CD4 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/14/2025	11/18/2025 9:10:00 AM
MAE-4185662	MAE-VEHICLES-TRUCK-LT-370	CD5 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/14/2025	11/18/2025 9:10:00 AM
MAE-4185663	MAE-VEHICLES-TRUCK-LT-375	CD7 2017 FORD F-250	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/14/2025	11/18/2025 9:10:00 AM
MAE-4185664	MAE-VEHICLES-TRUCK-LT-376	CD8 2017 FORD F-350 4X4 CRANE TRUCK	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/14/2025	11/18/2025 9:10:00 AM
MAE-4185665	MAE-VEHICLES-TRUCK-LT-377	WT1 2009 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/14/2025	11/18/2025 9:10:00 AM
MAE-4186220	MAE-LS	Mary Esther Lift Stations	Lift Station Weekly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/21/2025	12/2/2025 11:09:00 AM
MAE-4190118	MAE-VEHICLES-TRUCK-LT-371	CD2 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/21/2025	11/24/2025 12:16:00 PM
MAE-4190119	MAE-VEHICLES-TRUCK-LT-372	CD3 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/21/2025	11/24/2025 12:16:00 PM
MAE-4190120	MAE-VEHICLES-TRUCK-LT-373	CD4 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/21/2025	11/24/2025 12:16:00 PM
MAE-4190121	MAE-VEHICLES-TRUCK-LT-370	CD5 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/21/2025	11/24/2025 12:16:00 PM
MAE-4190122	MAE-VEHICLES-TRUCK-LT-375	CD7 2017 FORD F-250	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/21/2025	11/24/2025 12:16:00 PM
MAE-4190123	MAE-VEHICLES-TRUCK-LT-376	CD8 2017 FORD F-350 4X4 CRANE TRUCK	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/21/2025	11/24/2025 12:16:00 PM
MAE-4190124	MAE-VEHICLES-TRUCK-LT-377	WT1 2009 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	Failed to Complete as Scheduled due to labor shortage	11/21/2025	11/24/2025 12:16:00 PM
MAE-4190451	MAE-LS	Mary Esther Lift Stations	Lift Station Weekly Inspection	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4193520	MAE-VEHICLES-TRUCK-LT-371	CD2 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4193521	MAE-VEHICLES-TRUCK-LT-372	CD3 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4193522	MAE-VEHICLES-TRUCK-LT-373	CD4 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4193523	MAE-VEHICLES-TRUCK-LT-370	CD5 2018 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4193524	MAE-VEHICLES-TRUCK-LT-375	CD7 2017 FORD F-250	WEEKLY VEHICLE INSPECTION - LIGHT	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4193525	MAE-VEHICLES-TRUCK-LT-376	CD8 2017 FORD F-350 4X4 CRANE TRUCK	WEEKLY VEHICLE INSPECTION - LIGHT	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM
MAE-4193526	MAE-VEHICLES-TRUCK-LT-377	WT1 2009 FORD F-150	WEEKLY VEHICLE INSPECTION - LIGHT	12/2/2025 - JARED.KENNEDY: Failed to Complete as Scheduled	11/28/2025	12/2/2025 11:11:00 AM

**Preventive Maintenance - 116 Total:**

**Service Request**

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
MAE-4135910	MAE-99903-CD-BRYN MAWR BLVD-155	155 BRYN MAWR BLVD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/2/2025	7/22/2025 2:06:00 PM
MAE-4135911	MAE-99903-CD-CRESTWOOD ST-712	712 CRESTWOOD ST	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/2/2025	7/22/2025 2:16:00 PM
MAE-4135913	MAE-99903-CD-MIRAMAR ST-175	175 MIRAMAR ST	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/2/2025	7/22/2025 2:28:00 PM
MAE-4135914	MAE-99903-CD-BREWER CIR-188	188 BREWER CIR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/2/2025	7/22/2025 2:39:00 PM
MAE-4135925	MAE-99903-CD-SLEEPY HOLLOW DR	SLEEPY HOLLOW DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/2/2025	7/22/2025 3:18:00 PM
MAE-4135933	MAE-99903-CD-MISTY WATER LN-6	6 MISTY WATER LN	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/2/2025	7/22/2025 3:36:00 PM
MAE-4137619	MAE-99903-CD-SCOTTSDALE DR	SCOTTSDALE DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/5/2025	7/23/2025 2:09:00 PM
MAE-4137621	MAE-99903-CD-ANDERSON DR-290	290 ANDERSON DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/5/2025	7/23/2025 2:16:00 PM
MAE-4137630	MAE-99903-CD-SHREWSBURY RD-241	241 SHREWSBURY RD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/5/2025	7/23/2025 4:02:00 PM
MAE-4137633	MAE-99903-CD-STONEHENGE DR-601	601 STONEHENGE DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/5/2025	7/23/2025 4:13:00 PM
MAE-4138409	MAE-99903-CD-BRYN MAWR BLVD-630	630 BRYN MAWR BLVD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/6/2025	7/23/2025 11:19:00 AM
MAE-4138412	MAE-99903-CD-BRYN MAWR BLVD-660	660 BRYN MAWR BLVD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/6/2025	7/23/2025 11:28:00 AM
MAE-4138427	MAE-99903-CD-ANNABELLE DR-250	250 ANNABELLE DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/6/2025	7/24/2025 2:54:00 PM
MAE-4138432	MAE-99903-CD-OXFORD CT-244	244 OXFORD CT	DOOR HANG - DOOR HANGER	Verified meter ID. Left door hanger.	11/6/2025	7/24/2025 3:08:00 PM
MAE-4138452	MAE-99903-CD-SHREWSBURY RD-661	661 SHREWSBURY RD	SW BU - SEWER BACKUP	No obstruction in sewer. Sewer operating normal. Video file returned to PMs office.	11/6/2025	7/24/2025 4:33:00 PM
MAE-4139595	MAE-99903-CD-STONEHENGE DR-621	621 STONEHENGE DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Water services marked up to Meter with blue paint and flags. Sewer mains no conflict. Sewer laterals not marked. HAND DIG ONLY!!!!	11/9/2025	7/25/2025 12:43:00 PM
MAE-4139666	MAE-99903-CD-GREGORY DR-270	270 GREGORY DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Water main and services marked with blue paint and flags. No conflicts with sewer mains. Homeowner sewer laterals not marked. Hand dig only! Call water/sewer department prior to digging for further clarifications or questions.	11/9/2025	7/28/2025 4:43:00 PM
MAE-4140187	MAE-99903-CD-STONEHENGE DR	STONEHENGE DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Water services marked up to Meter with blue paint and flags. Sewer mains no conflict. Sewer laterals not marked. HAND DIG ONLY!!!!	11/10/2025	7/28/2025 11:44:00 AM
MAE-4140224	MAE-99903-CD-ROSERITA PLACE-30	30 ROSERITA PLACE	WA/SW SPOT - WATER/SEWER LINE SPOT	Water mains and services marked up to Meter with blue paint and flags. Sewer mains no conflict. Sewer laterals not marked. HAND DIG ONLY!!!!	11/10/2025	7/28/2025 2:25:00 PM
MAE-4140238	MAE-99903-CD-MARY ESTHER BLVD-151-305	151 MARY ESTHER BLVD STE 305	CUST INQ - CUSTOMER CONCERN/INQUIRY	Arrived in area and ste 305 was not open. Flushed the two flushing hydrants in area for 10mins each. 305 looks to be a salon, went to another salon at 309A and they have not seen the same issues. They ran water from faucet and water was clear. All appears good.	11/10/2025	7/29/2025 3:11:00 PM

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
MAE-4140259	MAE-99903-CD-BRIAN CIR-560	560 BRIAN CIR	WA/SW SPOT - WATER/SEWER LINE SPOT	Line spot completed in accordance with technical drawing. Hand dig only. Customers laterals are not included.	11/10/2025	7/30/2025 3:58:00 PM
MAE-4140269	MAE-99903-CD-W MIRACLE STRIP PKWY-191-1 MAE-99903-CD-MIRAMAR ST-181-172927	191 W MIRACLE STRIP PKWY #1	WA/SW SPOT - WATER/SEWER LINE SPOT	Line spot conducted in accordance with technical drawing and expertise. Hand dig only. Customers laterals are not included. Is league on customers property city side	11/10/2025	7/30/2025 4:13:00 PM
MAE-4140271	MAE-99903-CD-MIRAMAR ST-181-172927	181 MIRAMAR ST	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/10/2025	7/30/2025 4:15:00 PM
MAE-4140276	MAE-99903-CD-DAWN LN-330	330 DAWN LN	WA/SW SPOT - WATER/SEWER LINE SPOT	Line spot conducted in accordance with technical drawing hand dig. Hand dig only, customers laterals are not included	11/10/2025	7/30/2025 4:35:00 PM
MAE-4140277	MAE-99903-CD-STONEHENGE DR-620	620 STONEHENGE DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/10/2025	7/30/2025 4:39:00 PM
MAE-4140278	MAE-99903-CD-STONEHENGE DR-610	610 STONEHENGE DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/10/2025	7/30/2025 4:47:00 PM
MAE-4140279	MAE-99903-CD-KIMBROUGH RD-6	6 KIMBROUGH RD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/10/2025	7/30/2025 4:50:00 PM
MAE-4141762	MAE-99903-CD-MARY ESTHER BLVD-151-301	151 MARY ESTHER BLVD STE 301	CUST INQ - CUSTOMER CONCERN/INQUIRY	Verified location. Spoke with customer and checked out a couple of faucets as well as toilet. Did find an occasional smell of rotten egg, came in waves. Let the customer know that I did some Flushing in the area yesterday and will flush some more today. This should help to eliminate the smell. Also told customer they may need to run a bit of water to help flush their line from meter to faucet. Told customer if problem persists, please call us back and let us know. Flushed two flushing hydrants for 10mins each.	11/13/2025	7/30/2025 10:45:00 AM
MAE-4141778	MAE-99903-CD-W MIRACLE STRIP PKWY	W MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Line spot conducted in accordance with technical. Drawing hand dig only customers laterals are not included	11/13/2025	7/30/2025 3:55:00 PM
			WRIGHT PKWY SW & MIRACLE STRIP PKWY SW			
MAE-4141782	MAE-99903-CD-BREWER CIR-174 MAE-99903-CD-SLEEPY HOLLOW DR-4	174 BREWER CIR	WA/SW SPOT - WATER/SEWER LINE SPOT	Water mains and services marked up to Meter with blue paint and flags. Sewer mains marked with green paint. Sewer laterals not marked. HAND DIG ONLY!!!!	11/13/2025	7/31/2025 4:39:00 PM
MAE-4141783	MAE-99903-CD-BRIAN CIR-235 MAE-99903-CD-PALMETTO DR-9	4 SLEEPY HOLLOW DR	MISC - MISCELLANEOUS SENSOR BRACKET REPLACEMENT	Verified Meter ID. Sensor bracket replaced.	11/13/2025	7/31/2025 4:48:00 PM
MAE-4141784	MAE-99903-CD-BRIAN CIR-235 MAE-99903-CD-PALMETTO DR-9	235 BRIAN CIR	CUST INQ - CUSTOMER CONCERN/INQUIRY	Spoke with Mr. Jenson and explained why flags were placed, removed flags. Water line repair scheduled.	11/13/2025	7/31/2025 4:53:00 PM
MAE-4141785	MAE-99903-CD-PALMETTO DR-9	9 PALMETTO DR	CUST INQ - CUSTOMER CONCERN/INQUIRY	Spoke with customer and located manholes in question. Manhole is not in backyard of Palmetto, manhole is located in backyard of 28 Caswell.	11/13/2025	7/31/2025 4:58:00 PM
MAE-4143184	MAE-99903-CD-STONEHENGE DR-610 MAE-99903-CD-BLACKSTONE RD-630 MAE-99903-CD-ROYAL PALM DR	610 STONEHENGE DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Water services marked up to Meter with blue paint and flags. Sewer mains no conflict. Sewer laterals not marked. HAND DIG ONLY!!!!	11/16/2025	7/31/2025 10:13:00 AM
MAE-4143190	MAE-99903-CD-BLACKSTONE RD-630 MAE-99903-CD-ROYAL PALM DR	630 BLACKSTONE RD	WA/SW SPOT - WATER/SEWER LINE SPOT	Water services marked up to Meter with blue paint and flags. Sewer mains no conflict. Sewer laterals not marked. HAND DIG ONLY!!!!	11/16/2025	8/18/2025 10:16:00 AM
MAE-4143217	MAE-99903-CD-ROYAL PALM DR	ROYAL PALM DR	WA/SW SPOT - WATER/SEWER LINE SPOT	All water mains and services marked up to Meters with blue paint and flags. All sewer mains marked with green paint and flags. Sewer laterals not marked. HAND DIG ONLY!!!!	11/16/2025	8/1/2025 11:09:00 AM
MAE-4143219	MAE-99903-CD-E MIRACLE STRIP PKWY MAE-99903-CD-RIDGELAKE DR-10	E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Water mains and services marked up to Meter with blue paint and flags. Sewer mains marked with green paint and flags. Sewer laterals not marked. HAND DIG ONLY!!!!	11/16/2025	8/1/2025 11:27:00 AM
MAE-4143303	MAE-99903-CD-RIDGELAKE DR-10	10 RIDGELAKE DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Location verified located all mains and services marked with paint. Green paint sewer blue, Paint water, flagged accordingly. Marked up to the water meter. No sewer laterals are included hand dig only!	11/16/2025	8/4/2025 4:21:00 PM
MAE-4143309	MAE-99903-CD-E MIRACLE STRIP PKWY	E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified. Location located all mains and services marked with paint and flags. Blue flags or drinking water, green flags. Are sewer, marked up the water meter. No sewer laterals are included hand dig only!	11/16/2025	8/4/2025 4:32:00 PM

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
MAE-4143313	MAE-99903-CD-E MIRACLE STRIP PKWY-825	825 E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location located all mains and services. Mark with paint and flags blue paint. Water green paint sewer, marked water up to meter. No sewer laterals are included hand dig only!	11/16/2025	8/5/2025 4:41:00 PM
MAE-4143315	MAE-99903-CD-E MIRACLE STRIP PKWY	E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified. Location located all mains and services marked with paint and flags. Blue flags or drinking water, green flags. Are sewer, marked up the water meter. No sewer laterals are included hand dig only!	11/16/2025	8/5/2025 4:44:00 PM
MAE-4143316	MAE-99903-CD-E MIRACLE STRIP PKWY	E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location located all mains and services. Mark with green paint sewer blue paint for water flagged. Accordingly, marked water up to meter. No sewer laterals are included hand dig only	11/16/2025	8/5/2025 4:47:00 PM
MAE-4143317	MAE-99903-CD-E MIRACLE STRIP PKWY-783	783 E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Water services marked up to Meter with blue paint and flags. Sewer mains marked with green paint and flags. Sewer laterals marked with green paint and flags. HAND DIG ONLY!!!	11/16/2025	8/5/2025 4:50:00 PM
MAE-4143318	MAE-99903-CD-E MIRACLE STRIP PKWY-789 MAE-	789 E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Water mains and services marked up to Meter with blue paint and flags. Sewer mains marked with green paint and flags. Sewer laterals marked with green paint. HAND DIG ONLY!!!!	11/16/2025	8/5/2025 4:52:00 PM
MAE-4143319	MAE-99903-CD-E MIRACLE STRIP PKWY-809	809 E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Water mains and services marked up to Meter with blue paint and flags. Sewer mains marked with green paint and flags. Sewer laterals marked with green paint and flags. HAND DIG ONLY!!!!	11/16/2025	8/5/2025 4:56:00 PM
MAE-4144002	MAE-99903-CD-E MIRACLE STRIP PKWY-817 MAE-	817 E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Water mains and services marked up to Meter with blue paint and flags. Sewer mains marked with green paint and flags. Sewer laterals marked with green paint. HAND DIG ONLY!!!!	11/17/2025	8/5/2025 10:07:00 AM
MAE-4144003	MAE-99903-CD-E MIRACLE STRIP PKWY	E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Water mains and services marked up to Meter with blue paint and flags. Sewer mains marked with green paint and flags. Sewer laterals marked with green paint and flags. HAND DIG ONLY!!!!	11/17/2025	8/5/2025 10:11:00 AM
MAE-4144007	MAE-99903-CD- KOHLE DR-31	31 KOHLER DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Water mains and services marked up to Meter with blue paint and flags. Sewer mains marked with green paint. Sewer laterals not marked. HAND DIG ONLY!!!	11/17/2025	8/5/2025 10:17:00 AM
MAE-4144008	MAE-99903-CD- MISTY WATER LN-15 MAE-	15 MISTY WATER LN	WA/SW SPOT - WATER/SEWER LINE SPOT	Water services marked up to Meter with blue flags. Sewer mains no conflict. Sewer laterals not marked. HAND DIG ONLY!!!!	11/17/2025	8/5/2025 10:20:00 AM
MAE-4144009	MAE-99903-CD- BRYN MAWR BLVD-671 MAE-99903-CD-	671 BRYN MAWR BLVD	WA/SW SPOT - WATER/SEWER LINE SPOT	Water services marked up to Meter with blue paint and flags. Sewer mains no conflict. Sewer laterals not marked. HAND DIG ONLY!!!!	11/17/2025	8/5/2025 10:23:00 AM
MAE-4144010	MAE-99903-CD- BLACKSTONE RD-698 MAE-	698 BLACKSTONE RD	WA/SW SPOT - WATER/SEWER LINE SPOT	Water main and services marked with blue paint and flags. Sewer main marked with green paint and flags. Sewer laterals not marked. Hand dig only.	11/17/2025	8/5/2025 10:26:00 AM
MAE-4144013	MIRACLE STRIP PKWY-833	833 E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Please call water/sewer department for further clarifications and/or questions. Water and sewer city maps reattached to workorder.	11/17/2025	8/5/2025 10:39:00 AM
MAE-4144014	MAE-99903-CD-E MIRACLE STRIP PKWY MAE-	E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location located all mains and services marked with blue paint for water. Green paint or sewer, marked up the meter. No sewer laterals aren't included hand it only	11/17/2025	8/5/2025 10:43:00 AM
MAE-4144020	METER- WATER-58362	Water Meter-2 KINGSTON CT	DATA LOG - PULL READING LOG	Unable to run data log. Meter is not a sensus meter, it is a Hershey meter. No leaks presently visible at this time.	11/17/2025	8/6/2025 11:43:00 AM
MAE-4144039	MAE-99903-CD- KINGSTON CT	KINGSTON CT	WA/SW SPOT - WATER/SEWER LINE SPOT	Water mains and services marked up to Meter with blue paint and flags. Sewer mains marked with green paint and flags. Sewer laterals not marked. HAND DIG ONLY!!!	11/17/2025	8/6/2025 1:12:00 PM
MAE-4144041	MAE-99903-CD- SHREWSBURY RD-661	661 SHREWSBURY RD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/17/2025	8/6/2025 1:15:00 PM
MAE-4144042	MAE-99903-CD- ARGYLE CT-210	210 ARGYLE CT	CUST INQ - CUSTOMER CONCERN/INQUIRY	Verified meter ID. Customer showed me a spot in the yard with some moisture. It doesn't appear This is the water leak. No water coming up from ground, and no water line near area. Spoke with customer on findings.	11/17/2025	8/6/2025 1:18:00 PM
MAE-4144048	MAE-99903-CD- KOHLE DR-6	6 KOHLER DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/17/2025	8/7/2025 1:33:00 PM
MAE-4144050	MAE-99903-CD- SHREWSBURY RD-400	400 SHREWSBURY RD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/17/2025	8/7/2025 1:36:00 PM
MAE-4144053	MAE-99903-CD- SHREWSBURY RD-601	601 SHREWSBURY RD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/17/2025	8/7/2025 1:46:00 PM

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
MAE-4144055	MAE-99903-CD-E MIRACLE STRIP PKWY-107 MAE-99903-CD-BLACKSTONE RD-641	107 E MIRACLE STRIP PKWY	EMERG SHUT - EMERGENCY SHUTOFF	Verified meter ID. Turned off meter at curbsstop for customer repairs to be made.	11/17/2025	8/7/2025 1:52:00 PM
MAE-4144056	MAE-99903-CD-BLACKSTONE RD-641	641 BLACKSTONE RD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/17/2025	8/7/2025 2:52:00 PM
MAE-4144066	MAE-99903-CD-KINGSTON CT-2	2 KINGSTON CT	DATA LOG - PULL READING LOG	Cancelled.... However due to meter being a Hersey meter, we would have been unable to do a data log if needed. Meter needs to be replaced.	11/17/2025	8/7/2025 3:14:00 PM
MAE-4144070	MAE-99903-CD-SHREWSBURY RD-380	380 SHREWSBURY RD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/17/2025	8/7/2025 3:20:00 PM
MAE-4144077	MAE-99903-CD-SHREWSBURY RD-521	521 SHREWSBURY RD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/17/2025	8/7/2025 3:44:00 PM
MAE-4144085	MAE-99903-CD-SHREWSBURY RD-611	611 SHREWSBURY RD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/17/2025	8/7/2025 3:52:00 PM
MAE-4144092	MAE-99903-CD-BRIAN CIR-511	511 BRIAN CIR	WA LLK-CITY - WATER LINE LEAK - CITY SIDE	Cause of leak: Natural causes. Labor: 2.5 Hours. Parts: 1 3/4" cts to cts curbsstop and 2ft of 3/4 poly. Comments: Pin hole leak right behind curbsstop. Excavated area around leak. Repaired leak. Flushed homeowner spigot for 5 minutes. Backfilled excavated area. Cleaned up work area of tools and debris.	11/17/2025	8/7/2025 4:12:00 PM
MAE-4144098	MAE-99903-CD-BRYN MAWR BLVD-840	840 BRYN MAWR BLVD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/17/2025	8/7/2025 4:16:00 PM
MAE-4144544	MAE-99903-CD-W MIRACLE STRIP PKWY-333 MAE-99903-CD-E MIRACLE STRIP PKWY-797	333 W MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Water mains and services marked up to Meter with blue paint and flags. Sewer mains marked with green paint and flags. Sewer laterals not marked. HAND DIG ONLY!!!!	11/18/2025	8/8/2025 4:24:00 PM
MAE-4144545	MAE-99903-CD-E MIRACLE STRIP PKWY-797	797 E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/18/2025	8/8/2025 4:32:00 PM
MAE-4144546	MAE-99903-CD-W MIRACLE STRIP PKWY-325 MAE-99903-CD-SCOTTSDALE DR	325 W MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Water mains and services marked up to Meter with blue paint and flags. Sewer mains marked with green paint and flags. Sewer laterals not marked. HAND DIG ONLY!!!!	11/18/2025	8/8/2025 4:37:00 PM
MAE-4146970	MAE-99903-CD-SCOTTSDALE DR	SCOTTSDALE DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location located all mains and services by paint, blue for drinking water green for sewer flagged. Accordingly, marked up to water meter, no sewer laterals are included hand dig only.	11/23/2025	8/13/2025 4:58:00 PM
MAE-4147756	MAE-99903-CD-MARY ESTHER BLVD- MAE-99903-CD-AVON LN-300	251 MARY ESTHER BLVD STE A8	LK CK - LEAK CHECK	No observable leaks after 10 minutes. I spoke to the renter and informed him of the situation.	11/24/2025	8/19/2025 10:10:00 AM
MAE-4147763	MAE-99903-CD-AVON LN-300	300 AVON LN	WA/SW SPOT - WATER/SEWER LINE SPOT	verified location. located all mains and services marked with green paint for sewer, blue paint for drinking water flags. Accordingly, marked water up to meter, no sewer laterals are included, hand dig only.	11/24/2025	8/19/2025 10:28:00 AM
MAE-4147764	MAE-99903-CD-PALMETTO DR-5	5 PALMETTO DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. located all mains and services marked Up to meter, no sewer laterals are included. hand dig only. No conflict with sewer, Water is marked with blue paint and flags.	11/24/2025	8/19/2025 10:31:00 AM
MAE-4147768	MAE-99903-CD-MARY ESTHER DR-54	54 MARY ESTHER DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/24/2025	8/20/2025 11:22:00 AM
MAE-4147770	MAE-99903-CD-RUBY CIR-92	92 RUBY CIR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/24/2025	8/20/2025 11:28:00 AM
MAE-4147771	MAE-99903-CD-CORNWALL TERRACE-680	680 CORNWALL TERRACE	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/24/2025	8/20/2025 11:34:00 AM
MAE-4147772	MAE-99903-CD-CASWELL CIR-19	19 CASWELL CIR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/24/2025	8/20/2025 11:42:00 AM

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
MAE-4147773	MAE-99903-CD-MIRAMAR ST-172	172 MIRAMAR ST	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/24/2025	8/20/2025 11:52:00 AM
MAE-4147775	MAE-99903-CD-E MIRACLE STRIP PKWY-401	401 E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/24/2025	8/20/2025 11:54:00 AM
MAE-4147848	MAE-99903-CD-E MIRACLE STRIP PKWY-841	841 E MIRACLE STRIP PKWY	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/24/2025	8/21/2025 3:45:00 PM
MAE-4147861	MAE-99903-CD-ROYAL PALM DR-3	3 ROYAL PALM DR	WA/SW SPOT - WATER/SEWER LINE SPOT	8/26/2025 - JARED.KENNEDY: Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only	11/24/2025	8/13/2025 9:25:00 PM
MAE-4147862	MAE-99903-CD-BRIAN CIR-560	560 BRIAN CIR	WA/SW SPOT - WATER/SEWER LINE SPOT	8/26/2025 - JARED.KENNEDY: Water mains and services marked up to Meter with blue paint and flags. Sewer mains marked with green paint. NO SEWER LATERALS INCLUDED! HAND DIG ONLY!!!	11/24/2025	8/13/2025 9:30:00 PM
MAE-4147863	MAE-99903-CD-PALMETTO DR-15	15 PALMETTO DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only	11/24/2025	8/13/2025 9:35:00 PM
MAE-4147864	MAE-99903-CD-BRYN ATHYN BLVD-391	391 BRYN ATHYN BLVD	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location. Located all mains and services, marked with paint and flags accordingly. Marked water up to meter. No sewer laterals are included. Hand dig only.	11/24/2025	8/13/2025 9:37:00 PM
MAE-4147865	MAE-99903-CD-CHRISTOBAL RD N-195	195 CHRISTOBAL RD N	WA/SW SPOT - WATER/SEWER LINE SPOT	Verified location located all mains and services marked with green paint for sewer. Blue paint for drinking water flagged. Accordingly, marked up the water meter. No sewer laterals are included. Hand dig only!	11/24/2025	8/13/2025 9:41:00 PM
MAE-4148442	MAE-99903-CD-CHRISTOBAL RD N-195	195 CHRISTOBAL RD N	WA/SW SPOT - WATER/SEWER LINE SPOT	verified location located all mains and services marked with green paint for sewer. Blue paint for drinking water flagged. Accordingly, marked up the water meter. No sewer laterals are included. Hand dig only!	11/25/2025	8/13/2025 9:45:00 AM
MAE-4148851	MAE-99903-CD-S LORRAINE DR-280	280 S LORRAINE DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Water services marked up to Meter with blue paint and flags. Sewer mains no conflict. Sewer laterals not marked. HAND DIG ONLY!!!	11/26/2025	8/26/2025 9:31:00 AM
MAE-4148852	MAE-99903-CD-ANNABELLE DR-231	231 ANNABELLE DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Water services marked up to Meter with blue paint and flags. Sewer mains no conflict. Sewer laterals not marked. HAND DIG ONLY!!!	11/26/2025	8/26/2025 9:35:00 AM
MAE-4148860	MAE-99903-CD-ROYAL PALM DR-7	7 ROYAL PALM DR	WA/SW SPOT - WATER/SEWER LINE SPOT	Water mains and services marked up to Meter with blue paint and flags. Sewer mains marked with green paint and flags. Sewer laterals not marked. HAND DIG ONLY!!!	11/26/2025	8/26/2025 10:00:00 AM
MAE-4148866	MAE-99903-CD-BREWER CIR-166	166 BREWER CIR	WA/SW SPOT - WATER/SEWER LINE SPOT	Water services marked up to Meter with blue paint and flags. Sewer mains no conflict. Sewer laterals not marked. HAND DIG ONLY!!!	11/26/2025	8/26/2025 10:56:00 AM
MAE-4148869	MAE-99903-CD-SCOTTSDALE DR-144	144 SCOTTSDALE DR	WA LLK-CITY - WATER LINE LEAK - CITY SIDE	Location of leak: behind meter. Cause of leak: old poly line. labor: 2hrs. Parts: one 3/4" cts to cts curb stop, one 3/4" cts to meter curb stop, & 2ft of 3/4" poly line.	11/26/2025	8/26/2025 11:36:00 AM
				***Waiting for 3/4" cts to meter curb stop***		
MAE-4148931	MAE-99903-CD-ASHFORD CT-30	30 ASHFORD CT	WA LLK-CITY - WATER LINE LEAK - CITY SIDE	Location of leak: behind meter. Cause: Pinhole in poly. Parts: One 3/4" cts to cts coupler, one 3/4 cts to meter curb stop, & 3ft of 3/4 poly line.	11/26/2025	8/27/2025 4:17:00 PM
				**Missing parts: 3/4" cts to cts coupler, & 3/4 cts to meter curb stop***		
MAE-4183319	MAE-METER-WATER-58339	Water Meter-125 W TERRY CIR	RR-MISC - REREAD MISC	Verified meter ID. Read reading.	11/3/2025	10/24/2025 1:49:00 PM
MAE-4183321	MAE-8040341	Water Meter-430 Bryn Athyn Blvd #2	RR-MISC - REREAD MISC	Verified meter with meter wand, verified meter manually, reread meter ,meter is on.	11/3/2025	10/24/2025 1:58:00 PM
MAE-4183323	MAE-8041330	Water Meter-23 OVERSTREET DR	DISCO-FB - DISCONNECT-FINAL BILL	Verified meter ID. Turned off curbstop and locked. Water services are off.	11/3/2025	10/24/2025 2:02:00 PM
MAE-4183324	MAE-8040331	Water Meter-241 Bryn Athyn Blvd	RR-MISC - REREAD MISC	Verified meter, and serial number. Re-read manual meter.	11/3/2025	10/24/2025 2:20:00 PM
MAE-4183328	MAE-8040262	Water Meter-321 Brian Cir	RR-MISC - REREAD MISC	Verified meter is correct. Read meter. Curbstop was off upon arrival. No usage due to water being off. Left off.	11/3/2025	10/24/2025 2:34:00 PM
MAE-4183329	MAE-METER-WATER-59122	Water Meter-167 MARCIA DR	RR & LC - REREAD METER & LEAK CHECK	Verified meter is correct. Read meter. For sale sign in front yard home may be vacant. Watched meter for 5 minutes. Meter didn't spin. No leaks appear to be found. Recommend data log.	11/3/2025	10/24/2025 2:37:00 PM

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
MAE-4183330	MAE-METER-WATER-59160	Water Meter-710 MARCIA CIR	LK CK - LEAK CHECK	Verified meter ID. Security screw missing when I arrived. Register came right off meter base. Resecured register to base 9f meter. Readings might have been off, due to register loose. Can't run data log, type S meter, not S+. Monitored meter for leaks and found no leaks city side or customer side. Spoke with customer and they had indicated they used a hose in their pool for 5 days.	11/3/2025	10/27/2025 2:41:00 PM
MAE-4183332	MAE-8040808	Water Meter-248 KATHY CT	LK CK - LEAK CHECK	Verified meter ID. Monitored meter for leaks and found no leaks city side. Do find meter spinning, potential leak customer side. Spoke with customer on findings.	11/3/2025	10/27/2025 2:56:00 PM
MAE-4183338	MAE-METER-WATER-59122	Water Meter-167 MARCIA DR	DATA LOG - PULL READING LOG	Verified meter ID. Unable to Data Log. Register is an "S" type and not an "S+"..... Recommend replacing register for data log in the future.	11/3/2025	10/27/2025 3:16:00 PM
MAE-4183813	MAE- BACKFLOW-VLV- 45	Mary Esther United Methodist Church - 750 E. Miracle Strip Pkwy Backflow Valve	BF PREV INSPECT - BACKFLOW PREVENTER INSPECTION	Verified meter ID. Inspected Backflow. Passed all tests.	11/4/2025	10/27/2025 8:34:00 AM
MAE-4183839	MAE-METER-WATER-59133	Water Meter-164 MARCIA DR	CONNECT - CONNECT Turn On/Unlock	Verified meter is correct. Read meter. Unlocked and Turned water on. Meter stopped spinning.	11/4/2025	10/27/2025 1:30:00 PM
MAE-4184640	MAE-METER-WATER-58274	Water Meter-220 GREGORY DR	REINSTATE - REINSTATE	Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored.	11/5/2025	10/28/2025 3:27:00 PM
MAE-4184923	MAE-MTR-WATER-60573	Water Meter-23 RUBY CIR	OCC - OCCUPANT CHANGE	Verified meter ID. Meter already unlocked and on. Read reading. Reading was 155.	11/6/2025	10/29/2025 10:37:00 AM
MAE-4184924	MAE-METER-WATER-59322	Water Meter-560 BRIAN CIR	TEMP SHUT REP - TEMPORARY SHUT-OFF FOR REPAIRS	Verified meter ID. Turned off curbstop, water services are off.	11/6/2025	10/29/2025 10:47:00 AM
MAE-4184957	MAE-MTR-WATER-60513	Water Meter-200 PAGE BACON RD	BF PREV INSPECT - BACKFLOW PREVENTER INSPECTION	Verified meter ID. Inspected Backflow. Passed all tests.	11/6/2025	10/29/2025 1:23:00 PM
MAE-4184960	MAE-METER-WATER-59322	Water Meter-560 BRIAN CIR	TURN ON/REPAIRS - TURN ON FROM TEMP SHUT OFF	Verified meter ID. Turned curbstop on, water services restored. Curbstop leaking, recommend replacing curbstop.	11/6/2025	10/29/2025 2:12:00 PM
MAE-4184977	MAE-VLV-BFP-2646	3 Soiundside Cove Backflow Valve	BF PREV INSPECT - BACKFLOW PREVENTER INSPECTION	Verified meter ID. Inspected Backflow. Passed all tests.	11/6/2025	10/29/2025 2:23:00 PM
MAE-4184991	MAE- BACKFLOW-VLV- 63	Advanced Sacred Hope Academy - 124 E. Miracle Strip Pkwy St.101 Backflow Valve	BF PREV INSPECT - BACKFLOW PREVENTER INSPECTION	Verified meter ID. Could not inspect backflow. System leaking, informed customer needs repaired.	11/6/2025	10/29/2025 3:45:00 PM
MAE-4184994	MAE-METER-WATER-59174	Water Meter-145 BREWER CIR	RMB - RAISE METER BOX RR & LC - REREAD	Verified meter is correct. Raised meter box.	11/6/2025	10/29/2025 3:51:00 PM
MAE-4184995	MAE-METER-WATER-58264	Water Meter-241 LEE DR	METER & LEAK CHECK	Verified meter. Read meter. checked for leaks. No leaks present. Register unable to be data logged. Recommend replacing register.	11/6/2025	10/30/2025 4:01:00 PM
MAE-4186300	MTR-WATER-50865	Water Meter-167 MARCIA DR	RR & LC - REREAD METER & LEAK CHECK	Verified meter is correct. Read meter. Watched meter for 5 minutes. No leaks indicated. Please refer to SO #0011752 for info regarding previous re-read/leak check. No leak was indicated then. A data log was also performed for SO #0011761. Was unable to perform data log due to register model not being of capability.	11/7/2025	10/30/2025 1:59:00 PM
MAE-4186306	MAE-METER-WATER-59177	Water Meter-153 BREWER CIR	DISCO-FB - DISCONNECT-FINAL BILL	Verified meter. Read meter. Cleaned meter box out . turned curbstop off . Locked with shackle	11/7/2025	10/30/2025 2:31:00 PM
MAE-4186307	MTR-WATER-50840	Water Meter-110 MARY ESTHER BLVD	OCC - OCCUPANT CHANGE Final Read/Turn On	Verified meter. Read meter. Water was already turned off and locked upon arrival. Spoke with Krystal. Left water off and locked per Krystal.	11/7/2025	10/30/2025 2:34:00 PM
MAE-4186310	MAE-8041792	Water Meter-451 STONEHEDGE DR	DISCO-FB - DISCONNECT-FINAL BILL Final Reading Lock	Verified meter. Read meter. Cleaned meter box out . turned curbstop off . Locked with shackle. Reading was 55.	11/7/2025	10/31/2025 2:44:00 PM
MAE-4186311	MAE-8040622	Water Meter-27 E LANE DR	LK CK - LEAK CHECK	Verified meter. Read meter. Spoke with resident and informed of leak check. Watched meter for 10 minutes. Roughly .25 gallons was used in 10 mins. Resident may have potential intermittent leak. Informed resident of findings.	11/7/2025	10/31/2025 2:47:00 PM
MAE-4186312	MAE-8040978	Water Meter-183 MARCIA DR	DISCO-FB - DISCONNECT-FINAL BILL Final Reading/Lock	Verified meter. Read meter. Cleaned meter box out . turned curbstop off . Locked with shackle	11/7/2025	10/31/2025 2:49:00 PM
MAE-4186313	MAE-8040598	Water Meter-615 E HOLLYWOOD BLVD	TEMP SHUT REP - TEMPORARY SHUT-OFF FOR REPAIRS	Verified meter. Read meter. Cleaned meter box out . turned curbstop off.Rewrote meter ID Number.	11/7/2025	10/31/2025 2:52:00 PM

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
MAE-4188243	MAE-8040978	Water Meter-183 MARCIA DR	OCC - OCCUPANT CHANGE	Verified meter is correct. Read meter. Water was locked and off upon arrival. Unlocked and turned water on. Meter stopped spinning.	11/10/2025	10/31/2025 10:02:00 AM
MAE-4188247	MAE-METER-60294	Water Meter-3 SHAMROCK DR	OCC - OCCUPANT CHANGE	Verified meter. Read meter. Cleaned meter box out . upon arrival curbstop was already on. no water was being used	11/10/2025	10/31/2025 10:20:00 AM
MAE-4188256	MAE-8041228	Water Meter-188 MIRAMAR ST	OCC - OCCUPANT CHANGE	Verified meter is correct. Read meter. Water was on upon arrival. Left water on.	11/10/2025	10/31/2025 11:03:00 AM
MAE-4188258	MAE-8040598	Water Meter-615 E HOLLYWOOD BLVD	TURN ON/REPAIRS - TURN ON FROM TEMP SHUT OFF	Verified meter is correct. Read meter. Turned water on.	11/10/2025	10/31/2025 11:18:00 AM
MAE-4188834	MAE-METER-WATER-58196	Water Meter-58 NORTH ST	OCC - OCCUPANT CHANGE Final Read - Leave On/Turn On	Verified meter is correct. Read meter. Water was on upon arrival. Left water on.	11/11/2025	11/3/2025 3:16:00 PM
MAE-4188835	MAE-8041372	Water Meter-310 OXFORD CT	DISCO-FB - DISCONNECT-FINAL BILL Final Reading Lock	Verified meter is correct. Read meter. Turned water off . Locked with shackle.	11/11/2025	11/3/2025 3:18:00 PM
MAE-4188837	MAE-MTR-WATER-60552	Water Meter-141 W MIRACLE STRIP PKWY	OCC - OCCUPANT CHANGE	Verified meter is correct. Read meter. Water was already turned on upon arrival. Left on.	11/11/2025	11/3/2025 3:33:00 PM
MAE-4188839	MAE-8040659	Water Meter-480 E MIRACLE STRIP PKWY	OCC - OCCUPANT CHANGE Final Reading/Turn on New Reading	Verified meter. Read meter. Upon arrival curbstop was already on . Left curbstop stop on.	11/11/2025	11/4/2025 3:49:00 PM
MAE-4189259	MAE-METER-WATER-59322	Water Meter-560 BRIAN CIR	REPL CURB - REPLACE CURBSTOP	Verified meter is correct. Coned off work area. Excavated area to corbstop. Replaced old water service lines with New service lines. Backfield excavated area. Cleaned work area of tools and debris. Sidewalk needs repair. Coned sidewalk area. Verified meter is correct. Read meter. Water was already turned on upon arrival. Left on.	11/12/2025	11/4/2025 1:29:00 PM
MAE-4189264	MAE-MTR-WATER-60663	Water Meter-250 KATHY CT	OCC - OCCUPANT CHANGE	Verified meter ID. Monitored meter for leaks and found no leaks city side.	11/12/2025	11/4/2025 1:35:00 PM
MAE-4189265	MAE-8040564	Water Meter-270 DESTIN DR	RR & LC - REREAD METER & LEAK CHECK	Do find meter spinning slowly, customer not running water, indicating small leak present. Spoke with customer on findings.	11/12/2025	11/5/2025 3:39:00 PM
MAE-4189285	MAE-METER-WATER-58310	Water Meter-271 S LORRAINE DR	RR & LC - REREAD METER & LEAK CHECK	Verified meter ID. Monitored meter for leaks and found no leaks city side or customer side. Cannot run data log, meter is S type, not S+ Spoke with customer on findings.	11/12/2025	11/5/2025 3:03:00 PM
MAE-4189294	MAE-METER-60388	Water Meter-140 SCOTTSDALE DR	RR & LC - REREAD METER & LEAK CHECK	Verified meter ID. Monitored meter for leaks and found no leaks city side. Do find meter spinning slowly. Customer water is off, indicating slow leak present. Spoke with customer on findings.	11/12/2025	11/5/2025 3:53:00 PM
MAE-4190552	MAE-METER-WATER-58209	Water Meter-865 E MIRACLE STRIP PKWY	BF PREV INSPECT - BACKFLOW PREVENTER INSPECTION	Verified meter ID. Inspected Backflow. Passed all tests.	11/14/2025	11/5/2025 1:49:00 PM
MAE-4190554	MAE- BACKFLOW-VLV- 44	McBride LAw - 151 Mary Esther Blvd #308 Backflow Valve	BF PREV INSPECT - BACKFLOW PREVENTER INSPECTION	Verified meter ID. Inspected Backflow. Passed all tests.	11/14/2025	11/5/2025 1:59:00 PM
MAE-4190555	MAE-METER-WATER-58286	Water Meter-209 W MIRACLE STRIP PKWY	LOW PRSSR CK - LOW WATER PRESSURE CHECK	Verified meter ID. Please reset ID number to-30017169 Ran pressure Guage on Spigots on both East and West side of complex. Both readings 44 to 45 psi. Pressures seem good, no further action at this time.	11/14/2025	11/6/2025 2:03:00 PM
MAE-4190572	MAE- BACKFLOW-VLV- 25	Planet Fitness - 300 Mary Esther Blvd. Unit 1 Backflow Valve	BF PREV INSPECT - BACKFLOW PREVENTER INSPECTION	Verified meter ID. Inspected Backflow. Passed all tests.	11/14/2025	11/6/2025 3:52:00 PM
MAE-4190573	MAE-79128	LS #5 Back Flow Preventer	BF PREV INSPECT - BACKFLOW PREVENTER INSPECTION	Verified meter ID. Inspected Backflow. Passed all tests.	11/8/2025	11/6/2025 3:55:00 PM
MAE-4191705	MAE-MTR-WATER-60515	Water Meter-30 MARY ESTHER DR	BF PREV INSPECT - BACKFLOW PREVENTER INSPECTION	Verified meter ID. Inspected Backflow. Passed all tests.	11/17/2025	11/6/2025 9:05:00 AM
MAE-4191707	MAE-METER-WATER-58286	Water Meter-209 W MIRACLE STRIP PKWY	BF PREV INSPECT - BACKFLOW PREVENTER INSPECTION	Verified meter ID. Inspected Backflow. Passed all tests.	11/17/2025	11/6/2025 9:16:00 AM
MAE-4191715	MAE-8040167	Water Meter-650 Blackstone Rd	BF PREV INSPECT - BACKFLOW	Verified meter ID. Inspected Backflow. Failed tests. Backflow in need of repair or replacement.	11/17/2025	11/6/2025 10:34:00 AM

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
MAE-4191759	MAE-VLV-BFP-5986	Backflow Preventer 13 KOHLER DR	PREVENTER INSPECTION BF PREV INSPECT - BACKFLOW PREVENTER INSPECTION - RE-INSPECTION	Verified meter ID. Inspected Backflow. Passed all tests.	11/24/2025	11/7/2025 2:16:00 PM
MAE-4191760	MAE-8040490	Water Meter-620 CORNWALL TERRACE	OCC - OCCUPANT CHANGE	Verified meter ID. Read final reading and left on. Water services ready for new customer. Reading was 257.	11/17/2025	11/7/2025 2:21:00 PM
MAE-4195500	MAE-METER-60448	Water Meter-30 E LANE DR	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored.	11/25/2025	11/12/2025 9:40:00 AM
MAE-4195502	MAE-METER-WATER-58313	Water Meter-241 S LORRAINE DR	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored.	11/25/2025	11/12/2025 9:47:00 AM
MAE-4195504	MAE-METER-WATER-58396	Water Meter-151 N LORRAINE DR	REINSTATE - REINSTATE Turn on from cut-off	Turn in from cut-off. Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored.	11/25/2025	11/12/2025 9:51:00 AM
MAE-4195505	MAE-8040827	Water Meter-4 KINGSTON CT	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored. Reading was 915.	11/25/2025	11/12/2025 9:57:00 AM
MAE-4195506	MAE-METER-60401	Water Meter-3 HAMPTON CT	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored.	11/25/2025	11/12/2025 10:07:00 AM
MAE-4195507	MAE-MTR-WATER-60592	Water Meter-251 MARY ESTHER BLVD STE B4	DOOR HANG - DOOR HANGER Turn on from cut-off	Verified location. Taped door hanger to door.	11/25/2025	11/12/2025 10:10:00 AM
MAE-4195509	MAE-METER-WATER-58381	Water Meter-211 MARY ESTHER BLVD	DOOR HANG - DOOR HANGER	Verified location. Hand delivered door hanger.	11/25/2025	11/12/2025 10:14:00 AM
MAE-4195510	MAE-8041148	Water Meter-480 MARY ESTHER BLVD	DOOR HANG - DOOR HANGER	Verified location. Hand delivered door hanger.	11/25/2025	11/12/2025 10:16:00 AM
MAE-4195514	MAE-8041790	Water Meter-441 STONEHENGE DR	TEMP SHUT REP - TEMPORARY SHUT-OFF FOR REPAIRS	Verified meter ID. Turned off curbstop for repairs. Reading was 577.	11/25/2025	11/12/2025 10:28:00 AM
MAE-4195515	MAE-8040607	Water Meter-720 E HOLLYWOOD BLVD	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored.	11/25/2025	11/12/2025 10:33:00 AM
MAE-4195516	MAE-8041418	Water Meter-14 PALMETTO DR	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored.	11/25/2025	11/12/2025 10:36:00 AM
MAE-4195517	MAE-8041361	Water Meter-248 OXFORD CT	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored. Reading was 237.	11/25/2025	11/12/2025 10:40:00 AM
MAE-4195518	MAE-8041747	Water Meter-691 SHREWSBURY RD	OCC - OCCUPANT CHANGE Turn on, new reading	Turn on, new reading. Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored. Reading was 619.	11/25/2025	11/12/2025 10:43:00 AM
MAE-4195546	MAE-METER-WATER-59125	Water Meter-161 MARCIA DR	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored. Reading was 305.	11/25/2025	11/12/2025 10:50:00 AM
MAE-4195567	MAE-MTR-WATER-60572	Water Meter-240 ANDERSON DR	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored.	11/25/2025	11/12/2025 1:50:00 PM
MAE-4195568	MAE-METER-WATER-58160	Water Meter-57 MARY ESTHER DR	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored.	11/25/2025	11/12/2025 2:10:00 PM
MAE-4195580	MAE-8040171	Water Meter-670 Blackstone Rd	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored. Reading was 431.	11/25/2025	11/12/2025 2:20:00 PM
MAE-4195587	MAE-8040846	Water Meter-21 KOHLER DR	OCC - OCCUPANT CHANGE Final Read, leave on	Verified meter ID. Read final reading and left on. Water services ready for new customer.	11/25/2025	11/13/2025 2:41:00 PM
MAE-4195588	MAE-8041299	Water Meter-4 NORTH ST	REINSTATE - REINSTATE Turn on from cut-off	Verified meter is correct. Read meter. Turned water on. Reading was 1924.	11/25/2025	11/13/2025 2:45:00 PM
MAE-4195589	MAE-8041249	Water Meter-100 MONTGOMERY ST #B	REINSTATE - REINSTATE Turn on from cut-off	Verified meter ID is correct. Meter serial number is incorrect. The correct serial number is 59100588. Read meter. Turned water on.	11/25/2025	11/13/2025 2:48:00 PM
MAE-4195591	MAE-8040449	Water Meter-13 CASWELL CIR	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter is correct. Read meter. Turned water on. Reading was 36.	11/25/2025	11/13/2025 2:55:00 PM
MAE-4195592	MTR-WATER-48095	Water Meter-330 Brian Cir	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter is correct. Read meter. Turned water on.	11/25/2025	11/13/2025 2:58:00 PM
MAE-4195593	MAE-8041326	Water Meter-19 OVERSTREET DR	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter is correct. Read meter. Turned water on.	11/25/2025	11/13/2025 3:01:00 PM

Work Order #	Asset ID	Asset Name	Reason	Labor Report	Target Date	Complete Date
MAE-4195594	MAE-METER-WATER-58328	Water Meter-174 MARCIA DR	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter is correct. Read meter. Turned water on.	11/25/2025	11/13/2025 3:04:00 PM
MAE-4195596	MAE-METER-60270 MAE-	Water Meter-3 MAGNOLIA DR	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter is correct. Read meter. Unlocked and Turned water on. Meter stopped spinning.	11/25/2025	11/13/2025 3:09:00 PM
MAE-4195597	MTR- WATER-60580	Water Meter-470 ARGYLE CT	OCC - OCCUPANT CHANGE Final read, leave on, turn on	Verified meter is correct. Read meter. Water was on upon arrival. Left water on.	11/25/2025	11/14/2025 3:18:00 PM
MAE-4195599	MAE-8041370	Water Meter-307 OXFORD CT	REINSTATE - REINSTATE Turn on from cut-off	Turn on from cut-off. Verified meter is correct. Read meter. Turned water on. Reading was 286.	11/25/2025	11/14/2025 3:24:00 PM
MAE-4195600	MAE-8040109	Water Meter-30 Ashford Ct	DISCO-FB - DISCONNECT-FINAL BILL	Verified meter is correct. Read meter. Turned water off.	11/25/2025	11/14/2025 3:32:00 PM
MAE-4195601	MAE-8040109	Water Meter-30 Ashford Ct	OCC - OCCUPANT CHANGE	Verified meter is correct. Read meter. Turned water on.	11/25/2025	11/14/2025 4:02:00 PM
MAE-4195602	MAE-MTR-WATER-60501	Water Meter-365 AVON LN	RR & LC - REREAD METER & LEAK CHECK	Verified meter is correct. Read meter. Meter is not spinning. No leak found.	11/25/2025	11/14/2025 4:24:00 PM
MAE-4195603	MAE-8041330	Water Meter-23 OVERSTREET DR	CONNECT - CONNECT	Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services ready for new customer. Reading was 860.	11/25/2025	11/17/2025 4:32:00 PM
MAE-4196018	MAE-METER-WATER-58307	Water Meter-301 S LORRAINE DR	CUST INQ - CUSTOMER CONCERN/INQUIRY	Verified meter ID. Turned off curbstop and locked. Water services are off. Reading was 930.	11/26/2025	11/17/2025 7:36:00 AM
MAE-4196038	MAE-METER-WATER-58143	Water Meter-27 OVERSTREET DR	LK CK - LEAK CHECK	Verified meter ID. Monitored meter for leaks and found no leaks city side or customer side. Spoke with customer on findings. They mentioned they just fixed a leaky toilet.	11/26/2025	11/17/2025 8:57:00 AM
MAE-4196040	MAE-METER-WATER-58405	Water Meter-271 ANNABELLE DR	RR & LC - REREAD METER & LEAK CHECK	Verified meter ID. Monitored meter for leaks and found no leaks city side or customer side. Spoke with customer on findings.	11/26/2025	11/17/2025 9:00:00 AM
MAE-4196042	MAE-8041061	Water Meter-300 MARY ESTHER BLVD #118	OCC - OCCUPANT CHANGE	Verified meter ID. Read final reading and locked. Water services are off.	11/26/2025	11/17/2025 9:02:00 AM
MAE-4196050	MAE-MTR-WATER-50815	Water Meter-109 POINT COMFORT RD	OCC - OCCUPANT CHANGE	Verified meter ID. Read final reading and left on. Water services ready for new customer.	11/26/2025	11/18/2025 10:22:00 AM
MAE-4196061	MAE-METER-WATER-59177	Water Meter-153 BREWER CIR	CONNECT - CONNECT	Verified meter is correct. Read meter. Turned water on. Meter stopped spinning. Reading was 1314.	11/26/2025	11/18/2025 1:16:00 PM
MAE-4196062	MAE-METER-WATER-58381	Water Meter-211 MARY ESTHER BLVD	CUT - CUTOFF	Verified meter ID. Turned off curbstop and locked. Water services are off.	11/26/2025	11/18/2025 1:19:00 PM
MAE-4196063	MAE-8041148	Water Meter-480 MARY ESTHER BLVD	CUT - CUTOFF	Verified meter ID. Read reading but did not lock. Have turn on WO per MGaines.	11/26/2025	11/18/2025 1:22:00 PM
MAE-4196064	MAE-8041148	Water Meter-480 MARY ESTHER BLVD	REINSTATE - REINSTATE	Verified meter ID. Read reading and left on. Meter was already on.	11/26/2025	11/18/2025 1:30:00 PM
MAE-4196066	MAE-MTR-WATER-60501	Water Meter-365 AVON LN	WA CONS TEST - WATER CONSUMPTION TEST	Verified meter ID. Performed Consumption Test. Initial reading 225136. Test 1=225141. Test 2=225146. Test 3=225151. Passed all tests.	11/26/2025	11/18/2025 1:35:00 PM
MAE-4196067	MAE-METER-WATER-58307	Water Meter-301 S LORRAINE DR	METER QUERY - METER QUERY	Verified meter ID. Unlocked and turned on meter ID. Verified meter stopped spinning. Water services restored. Reading was 930.	11/26/2025	11/19/2025 1:38:00 PM
MAE-4196305	MAE-METER-WATER-58381	Water Meter-211 MARY ESTHER BLVD	REINSTATE - REINSTATE	Verified meter is correct. Read meter. Turned water on.	11/27/2025	11/20/2025 11:03:00 AM

**Service Request - 187 Total:**

**Total Calls for Service** 496  
 Day Shift 388  
 Night Shift 158

**Priority 1 Calls** 185  
 calls under 5 minutes 163  
 calls under 6 minutes 171  
 calls over 6 minutes 14

**Property Crimes** 4  
 Burglary 0  
 Larceny-Theft 4  
 Motor Vehicle Theft 0  
 Arson 0  
 Criminal Mischief 0

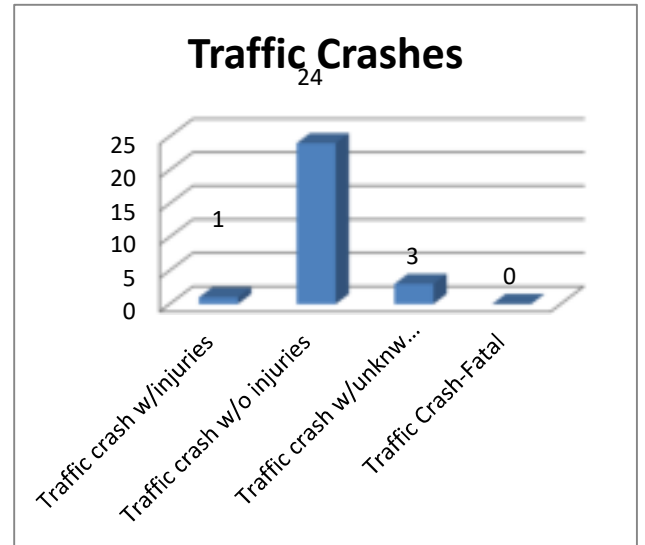
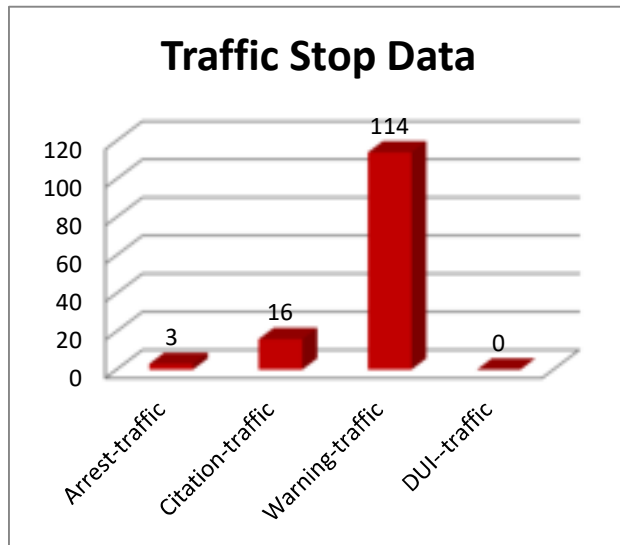
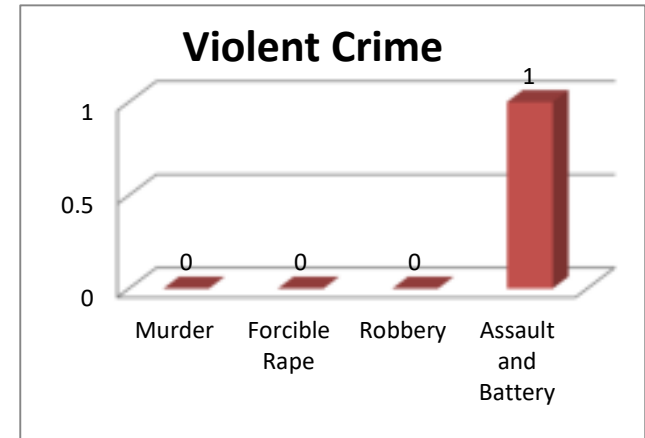
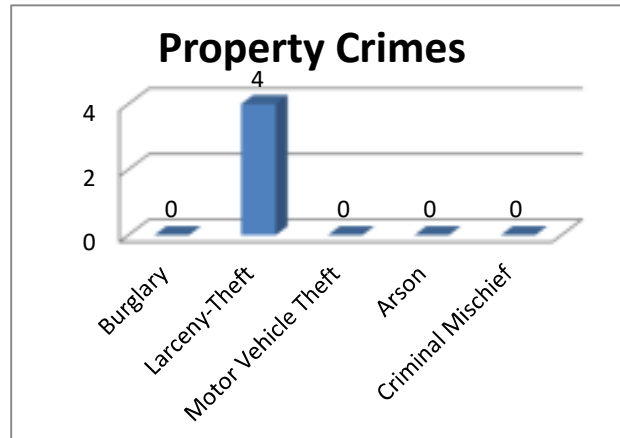
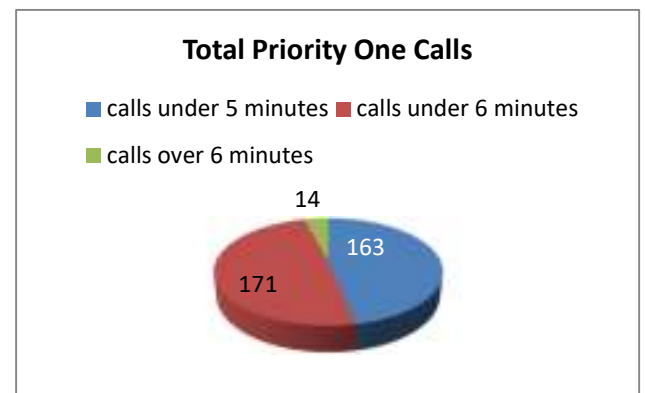
**Violent Crime** 1  
 Murder 0  
 Forcible Rape 0  
 Robbery 0  
 Assault and Battery 1

**Traffic Violations-stops** 133  
 Arrest-traffic 3  
 Citation-traffic 16  
 Warning-traffic 114  
 DUI--traffic 0

**Marine Violations** 0  
 Marine Citations 0  
 Marine Warnings 0  
 Marine Crashes 0

**Traffic Crash** 28  
 Traffic crash w/injuries 1  
 Traffic crash w/o injuries 24  
 Traffic crash w/unknw injury" 3  
**Traffic Crash-Fatal** 0

**City Ord. Violations** 0



**Distressed Swimmers** 0      **Drownings** 0

Prepared by Judy Zoerb on  
 January 8, 2026



**MINUTES  
REGULAR MEETING  
of THE MARY ESTHER CITY COUNCIL**

**December 8, 2025 - 6:00 PM**

195 Christobal Road – North, Mary Esther, FL 32569

**CITY COUNCIL PRESENT**

Chris Stein, Mayor  
April Sutton, Councilmember  
Susan Coxwell, Councilmember (Virtual)

Bernie Oder, Mayor Pro Tem  
Larry Carter, Councilmember  
Richard Lawson, Councilmember

**CITY STAFF PRESENT**

Jared Cobb, City Manager  
Jennifer Comella, City Attorney  
Dillon Morris, City Clerk

Shawn Lindsey, Public Works Director  
Tyler Reed, Community Development Director

**OTHERS PRESENT**

Chad Rewis, OSCO Captain

Jeff Wagner, OCWFD Chief

**1. INVOCATION**

Jeff Wagner, Ocean City-Wright Fire Control District, gave the invocation.

**2. CALL TO ORDER**

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

**3. PLEDGE OF ALLEGIANCE**

Mayor Stein led the Pledge of Allegiance.

**4. ROLL CALL**

The City Clerk called the roll as reflected above. Mayor Stein asked for a motion for Councilmember Coxwell to participate virtually. Councilmember Sutton initiated the motion, seconded by Councilmember Carter. The motion passed unanimously.

<b>RESULT:</b>	<b>PASSED (4-0)</b>
<b>MOVER:</b>	Councilmember April Sutton
<b>SECOND:</b>	Councilmember Larry Carter
<b>AYES:</b>	Larry Carter, Bernie Oder, April Sutton, Richard Lawson
<b>NAYS:</b>	None

**5. APPROVAL OF THE AGENDA**

Mayor Stein asked if the council wished to make any changes to the agenda. Hearing none, Mayor Stein asked for a motion to approve the agenda as presented. Councilmember Sutton initiated the motion, seconded by Councilmember Lawson. The motion passed unanimously.

<b>RESULT:</b>	<b>PASSED (5-0)</b>
<b>MOVER:</b>	Councilmember April Sutton
<b>SECOND:</b>	Councilmember Richard Lawson
<b>AYES:</b>	Larry Carter, Bernie Oder, April Sutton, Richard Lawson, Susan Coxwell
<b>NAYS:</b>	None

**6. SPECIAL PRESENTATIONS**

**6.1. Update: Status of School Zone Speed Enforcement Program**

City Manager Cobb provided an update on the status of the school zone speed enforcement program. There was some discussion among the council.

Claude Thomas, 9 Magnolia Dr, expressed his support for the speed enforcement cameras and provided a document to the council and city staff (See attached).

**7. CONSENT AGENDA**

Mayor Stein asked if the council wished to make any changes to the consent agenda. Hearing none, Mayor Stein asked for a motion to approve the consent agenda as presented. Councilmember Sutton initiated the motion, seconded by Councilmember Carter. The motion passed unanimously.

<b>RESULT:</b>	<b>PASSED (5-0)</b>
<b>MOVER:</b>	Councilmember April Sutton
<b>SECOND:</b>	Councilmember Larry Carter
<b>AYES:</b>	Larry Carter, Bernie Oder, April Sutton, Richard Lawson, Susan Coxwell
<b>NAYS:</b>	None

**7.1. Financial Report**

**7.2. Public Works Report**

**7.3. Library Report**

**7.4. Fire Department Report**

**7.5. Community Development Report**

**7.6. Jacobs Report**

**7.7. Law Enforcement Report**

**7.8. Minutes of the November 3rd, 2025, Regular Council Meeting**

**7.9. Minutes of the November 17th, 2025, Local Planning Agency Meeting**

**7.10. Minutes of the November 17th, 2025, Special Council Meeting**

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

None.

**9. PUBLIC COMMENT (NON-AGENDA ITEMS)**

None.

**10. UNFINISHED BUSINESS**

**10.1. Big Box Retail/ Grocery Market Major Preliminary Development Order**

Community Development Director Reed presented the preliminary development order for the big-box retail/grocery market. He provided the background and concerns on the preliminary development order. There was a discussion among the council.

Stephen Tatum, the applicant's attorney, provided a rebuttal and clarifications to the concerns and allowed the mayor and council to ask questions regarding the application. There was a discussion among the council.

After all the discussion concluded, Mayor Stein asked for a motion to approve the preliminary development order (PDO) for the proposed big box retail/grocery market, consistent with the findings and conditions outlined in this report, subject to the following conditions:

Approval of the preliminary development order is contingent upon the applicant submitting a

complete preliminary plat that meets all subdivision requirements prior to issuance of any permits, commencement of site work, or review and approval of a final development order. The preliminary plat submission will follow the city of Mary Esther platting procedures, Ordinance 2025-06, and Florida Statutes.

1. The preliminary plat must be consistent with the proposed site plan. Any minor or major changes to the approved PDO site plan will need to come back to the council for approval. Any changes to the preliminary plat will follow City of Mary Esther platting procedures.
2. A preliminary or final plat does not create a condition where variances or special exceptions are needed.
3. Utility services agreement is approved or considered with the preliminary plat application.
4. A preliminary plat shall meet the statutory requirements for a plat made for recording. That is, what the final plat must show under Section Fl. Statute 177.091 and the City of Mary Esther platting procedures Ordinance 2025-06.
5. The updated site plan showing any improvement/redevelopment for the PDO, showing that it fits within the new plat boundaries.
6. If a complete preliminary plat is not submitted to the city for review within forty-five (45) calendar days, the preliminary development order automatically expires, unless extended by fifteen (15) days by the city manager, or his designee, with justification from the applicant.

Councilmember Sutton initiated the motion, seconded by Councilmember Carter. The motion passed 3-2.

<b>RESULT:</b>	<b>PASSED (3-2)</b>
<b>MOVER:</b>	Councilmember April Sutton
<b>SECOND:</b>	Councilmember Larry Carter
<b>AYES:</b>	Larry Carter, April Sutton, Susan Coxwell
<b>NAYS:</b>	Bernie Oder, Richard Lawson

## 11. NEW BUSINESS

### 11.1. Discussion: Annual Veterans Day Celebration and Parade

Councilmember Carter provided a discussion and presentation about the annual Veterans Day celebration and parade. He provided the attached bullets to the mayor and council (see attached). There was a discussion among the council.

### 11.2. Consideration: Selection of Citizen of the Year Nominee

City Clerk Morris discussed the citizen of the year application received. Mayor Stein asked if there was any discussion. Upon hearing none, he asked for a motion to award Connie Schabowski Citizen of the Year. Mayor Pro Tem Oder initiated the motion, seconded by Councilmember Coxwell. The motion passed unanimously.

<b>RESULT:</b>	<b>PASSED (5-0)</b>
<b>MOVER:</b>	Mayor Pro Tem Bernie Oder
<b>SECOND:</b>	Councilmember Susan Coxwell
<b>AYES:</b>	Larry Carter, Bernie Oder, April Sutton, Richard Lawson, Susan Coxwell
<b>NAYS:</b>	None

- 11.3. Ratification: Emergency Purchase for Hurlburt Field Effluent Pump Station Repair**  
Public Works Director Lindsey discussed the emergency purchase for Hurlburt Field for an effluent pump station repair. Mayor Stein asked if there was any discussion. Upon hearing none, Mayor Stein asked for a motion to ratify the emergency purchase of \$15,718 from Morrow Water Technology for the new motor to serve the Hurlburt Effluent Pump Station. Councilmember Lawson initiated the motion, seconded by Councilmember Sutton. The motion passed unanimously.

<b>RESULT:</b>	<b>PASSED (5-0)</b>
<b>MOVER:</b>	Councilmember Richard Lawson
<b>SECOND:</b>	Councilmember April Sutton
<b>AYES:</b>	Larry Carter, Bernie Oder, April Sutton, Richard Lawson, Susan Coxwell
<b>NAYS:</b>	None

- 11.4. Resolution 25-22: Approval of Animal Control Services Agreement with Panhandle Animal Welfare Society**  
City Manager Cobb led the discussion on the approval of the animal control services agreement with Panhandle Animal Welfare Society. There was a discussion among the council. Mayor Stein asked City Clerk Morris to read the title of the resolution, which he did.

**A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, APPROVING THE PANHANDLE ANIMAL WELFARE SOCIETY, INC., CONTRACT FOR ANIMAL SERVICES IN THE CITY OF MARY ESTHER, FLORIDA.**

Mayor Stein asked for a motion to approve Resolution 25-22: Approval of the Animal Control Services Agreement with the Panhandle Animal Welfare Society and authorize the City Manager to execute the contract. Councilmember Carter initiated the motion, seconded by Mayor Pro Tem Oder. The motion passed 4-1.

<b>RESULT:</b>	<b>PASSED (4-1)</b>
<b>MOVER:</b>	Councilmember Larry Carter
<b>SECOND:</b>	Mayor Pro Tem Bernie Oder
<b>AYES:</b>	Larry Carter, Bernie Oder, Richard Lawson, Susan Coxwell
<b>NAYS:</b>	April Sutton

- 11.5. Resolution 25-23: Approval of Managed IT and Cybersecurity Agreement with Digital Boardwalk**  
City Manager Cobb led the discussion of the managed IT and cybersecurity agreement with Digital Boardwalk. Mayor Stein asked City Clerk Morris to read the title of Resolution 25-23, which he did.

**A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, APPROVING THE DIGITAL BOARDWALK CONTRACT FOR MANAGED IT AND CYBERSECURITY SERVICES IN THE CITY OF MARY ESTHER, FLORIDA.**

Mayor Stein asked if there was any discussion. Upon hearing none, Mayor Stein asked for a motion to approve Resolution 25-23, approving the agreement with Digital Boardwalk for managed IT and cybersecurity services and authorizing the city manager to execute the contract. Councilmember Lawson initiated the motion, seconded by Councilmember Sutton. The motion passed unanimously.

<b>RESULT:</b>	<b>PASSED (5-0)</b>
<b>MOVER:</b>	Councilmember Richard Lawson
<b>SECOND:</b>	Councilmember April Sutton
<b>AYES:</b>	Larry Carter, Bernie Oder, April Sutton, Richard Lawson, Susan Coxwell
<b>NAYS:</b>	None

- 11.6. Consideration: Purchase Order for City Hall Sidewalk and Curb Improvements**  
Public Works Director Lindsey discussed the purchase order for the city hall sidewalk and curb improvements. There was a discussion among the council. Mayor Stein asked for a motion to award a purchase order to Brazilian Brick Pavers in the amount of \$38,330 (including the \$5,000 contingency) for sidewalk and curb improvements using the architect-recommended Napoli color blend pavers. Councilmember Sutton initiated the motion, seconded by Councilmember Coxwell. The motion passed unanimously.

<b>RESULT:</b>	<b>PASSED (5-0)</b>
<b>MOVER:</b>	Councilmember April Sutton
<b>SECOND:</b>	Councilmember Susan Coxwell
<b>AYES:</b>	Larry Carter, Bernie Oder, April Sutton, Richard Lawson, Susan Coxwell
<b>NAYS:</b>	None

- 11.7. Consideration: Purchase Order for City Hall Hurricane Shutters from Storm Force Shutters**  
City Manager Cobb discussed the purchase order for the city hall hurricane shutters from Storm Force Shutter. Mayor Stein asked if there was any discussion. Upon hearing none, Mayor Stein asked for a motion to approve a purchase order with Storm Force Shutters in the amount of \$35,743.28 for the installation of hurricane-rated Bahama shutters and decorative shutters at City Hall. Councilmember Sutton initiated the motion, seconded by Councilmember Lawson. The motion passed unanimously.

<b>RESULT:</b>	<b>PASSED (5-0)</b>
<b>MOVER:</b>	Councilmember April Sutton
<b>SECOND:</b>	Councilmember Richard Lawson
<b>AYES:</b>	Larry Carter, Bernie Oder, April Sutton, Richard Lawson, Susan Coxwell
<b>NAYS:</b>	None

- 11.8. Consideration: Purchase Order for City Hall Furniture from ImageWorks Commercial Interiors**  
City Manager Cobb discussed the purchase order for city hall furniture from ImageWorks Commercial Interiors. Mayor Stein asked if there was any discussion. Upon hearing none, Mayor Stein asked for a motion to approve a purchase order for ImageWorks Commercial Interiors in the amount of \$59,358.57 for City Hall furniture at state contract pricing, and for design, delivery, assembly, and installation services. Councilmember Sutton initiated the motion, seconded by Councilmember Coxwell. The motion passed unanimously.

<b>RESULT:</b>	<b>PASSED (5-0)</b>
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<b>MOVER:</b>	Councilmember April Sutton
<b>SECOND:</b>	Councilmember Susan Coxwell
<b>AYES:</b>	Larry Carter, Bernie Oder, April Sutton, Richard Lawson, Susan Coxwell
<b>NAYS:</b>	None

**12. COUNCILS' STANDING COMMITTEE STATUS REPORTS**

Councilmember Sutton thanked Ocean City-Wright Fire Control District for the ride-along she participated in, attending the recent legislative conference, and thanked city staff for the Christmas tree lighting.

Councilmember Coxwell agreed with Councilmember Sutton's comments on the Christmas tree lighting

Councilmember Lawson agreed with the sentiment of the Christmas tree lighting.

Mayor Stein discussed attending the recent legislative conference and agreed with the sentiment of the Christmas tree lighting.

Councilmember Carter discussed speed cameras for the new calendar year, and the city should start looking at potential items to remove from the new fiscal year to raise revenue.

Mayor Pro Tem Oder discussed the upcoming library cooperative meetings, agreed with Councilmember Carter's point on raising revenues, and the potential implications of cutting property taxes.

**13. OTHER COMMENTS**

City Attorney Camilla had no additional comments.

City Clerk Morris reminded everyone to check their mailboxes, do the yearly cybersecurity training, do the yearly ethics training, an ethics training offering by the Florida League of Cities, and wished everyone a merry Christmas.

City Manager Cobb agreed with the sentiments of the Christmas tree lighting and thanked

**14. ADJOURN**

The council meeting adjourned at 7:26 p.m.

Minutes approved at the \_\_\_\_\_ meeting.

\_\_\_\_\_  
**Dillon Morris, City Clerk**

Pensacola made \$242,995 in revenue from the city's red light cameras in the first five months of their operation, from 10,616 paid tickets.

# Why the City Should Lead the Veterans Day Celebration

- Public already views the parade as a *city event*
- Accountability rests with the city regardless of who organizes it
- City should lead if the city bears the liability
- Current float has safety risks (no steps, no handrails, elevated platform)
- Parade route limits engagement and raises median-safety concerns
- Event has outgrown the informal volunteer model
- No structured post-parade ceremony or veteran recognition
- City leadership provides consistency, safety oversight, and clear authority
- Partnerships remain valued—city leadership strengthens them
- Veterans deserve a celebration marked by excellence, dignity, and stewardship



**MINUTES  
SPECIAL MEETING  
of THE MARY ESTHER CITY COUNCIL  
January 6, 2026 - 6:00 PM**

195 Christobal Road – North, Mary Esther, FL 32569

**CITY COUNCIL PRESENT**

Chris Stein, Mayor  
April Sutton, Councilmember (Virtually)  
Susan Coxwell, Councilmember

Bernie Oder, Mayor Pro Tem  
Larry Carter, Councilmember  
Richard Lawson, Councilmember

**CITY STAFF PRESENT**

Jared Cobb, City Manager  
Hayward Dykes, City Attorney  
Dillon Morris, City Clerk

**OTHERS PRESENT**

Chad Rewis, OSCO Captain

**1. INVOCATION**

No invocation given.

**2. CALL TO ORDER**

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

**3. PLEDGE OF ALLEGIANCE**

Mayor Stein led the Pledge of Allegiance.

**4. ROLL CALL**

The City Clerk called the roll as reflected above. Mayor Stein asked for a motion for Councilmember Sutton to participate virtually. Councilmember Coxwell initiated the motion, seconded by Councilmember Carter. The motion passed unanimously.

<b>RESULT:</b>	<b>PASSED (4-0)</b>
<b>MOVER:</b>	Councilmember Susan Coxwell
<b>SECOND:</b>	Councilmember Larry Carter
<b>AYES:</b>	Larry Carter, Bernie Oder, Richard Lawson, Susan Coxwell
<b>NAYS:</b>	None

**5. APPROVAL OF THE AGENDA**

Mayor Stein asked if the council wished to make any changes to the agenda. Hearing none, Mayor Stein asked for a motion to approve the agenda as presented. Councilmember Coxwell initiated the motion, seconded by Councilmember Lawson. The motion passed unanimously.

<b>RESULT:</b>	<b>PASSED (5-0)</b>
<b>MOVER:</b>	Councilmember Susan Coxwell
<b>SECOND:</b>	Councilmember Richard Lawson
<b>AYES:</b>	Larry Carter, Bernie Oder, April Sutton, Richard Lawson, Susan Coxwell
<b>NAYS:</b>	None

**6. NEW BUSINESS**

**6.1. Discussion: Proposed Closure of Mary Esther Elementary School**

City Manager Cobb discussed the background of the proposed closure of Mary Esther Elementary School, including the school's history, current enrollment, the school board decision timeline, the city's plan, key considerations, and options (PowerPoint attached). The mayor and council had a discussion involving having a representative at the next regular council meeting, having the mayor and city manager attend the school board meeting on January 12th, Mayor Stein attending the school when it first opened, enrollment numbers at other schools, funding at other schools in Okaloosa county schools, and what happens to the property assuming it is sold immediately. City Attorney Dykes said a lot depends on future meetings, zoning, the comprehensive plan, and the local planning agency. Council discussed further the declining numbers of the school, issues with the problem coming up now versus previously, changes in the county over the years, policy changes, changes in county growth, changes in demographics, housing prices, the school district raising the millage rate, and the lack of being informed of the problem.

Kelly Carlstrom, 221 Annabelle Dr, spoke about her history with the school, declining enrollment, Hurlburt zoning, and school attendance, and said there should be other options for the school. Councilmember Oder asked who decided the zoning for Hurlburt, to which Ms. Carlstrom did not have the answer. The council discussed this topic.

Margaret McLemore, Brian Cir, discussed her daughter attending Mary Esther Elementary, the importance in the community, the half-cent sales tax, the school's rating, and the current zoning. Council discussed the school's reputation, its rating, and the upward trajectory of the rating.

Adam Thompson, 664 Randall Roberts Rd, discussed the military standpoint, the role of education in military readiness, and the base as a stakeholder in these conversations.

Danielle Parker, 220 Destin Dr, discussed teaching at the school, the layoff number versus the number of teacher openings, and class sizes increasing if the school closes.

Nicole Potter, 1751 Hunt Club St, discussed having a child attend the school, and read the petition she made to save the school.

The mayor and council discussed the current school board representative for Mary Esther being Parker Destin.

City Attorney Dykes instructed City Clerk Morris to post that multiple councilmembers were in attendance at the school board meeting for Sunshine Law purposes.

**7. ADJOURN**

The council meeting adjourned at 6:49 p.m.

**Minutes approved at the \_\_\_\_\_  
meeting.**

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**Dillon Morris, City Clerk**

CITY COUNCIL DISCUSSION

# Mary Esther Elementary School

Proposed Closure & Community Impact

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January 6, 2026

# Background & Timeline

## KEY FACTS

Opened in 1965 — serving Mary Esther for 60 years

Current enrollment: ~400 students

Down from ~600 in 2018

## CONTEXT

Over 250 Florida elementary schools successfully operate with enrollments between 300–450 students (FLDOE 2024–25)

## Decision Timeline

**December 5, 2025**

School District and City staff met to discuss proposal

**January 12, 2026**

School Board vote on authorizing public hearing

**February 23, 2026**

Formal public hearing (if authorized)

**August 2026**

Potential closure effective date

# What Our Plans Say

Findings from the 2023 Vision Plan & 2025 Comprehensive Plan

## CITY IDENTITY

Residents identified "lack of identity" as the City's top challenge. The school is identified as a primary neighborhood anchor.

*Vision Plan, pp. 5, 8*

## COMMUNITY PRIORITY

School safety and access ranked as the second-highest priority for the entire City in resident surveys.

*Vision Plan, p. 12*

## SMALL-TOWN CHARACTER

Neighborhood schools are essential to maintaining community character and attracting families.

*Comp Plan, Policy 1.1.4*

## UNIQUE STATUS

If closed, Mary Esther would become the only city in Okaloosa County without a public school within its incorporated limits.

# Key Considerations



## Property Values

Neighborhood schools are a top driver for home prices. Closure removes a key neighborhood amenity.



## Site Redevelopment

The 10-acre buildable site could be repurposed. Private redevelopment would add property to tax rolls, but coordination needed to align with neighborhood character.

## CITY TOOLS AVAILABLE

Housing Policy — Zoning to encourage family-oriented housing and boost enrollment

Infrastructure — New entrance road from Hollywood Blvd planned to improve student safety

## TAXPAYER CONTEXT

Mary Esther residents and businesses contribute approximately \$2.7M to the District through property taxes and \$500K in voter-approved school sales tax.

# Options for Council Direction

1

## Direct Partnership

Request a joint meeting with the School Board to discuss options to keep the school open, including use of City housing and infrastructure tools.

2

## Direct Advocacy

Support a City-wide effort to help parents and residents share their voices with the School Board to keep the school open, including authorizing the Mayor or City Manager to speak at future School Board meetings.

3

## Plan for Transition

Coordinate with the District to ensure the existing site is used for community benefit if the school closes.



# Enrollment Trends and Impact Analysis Information

South End Okaloosa Area

# DECLINING ENROLLMENT



Declining enrollment across the state of Florida is real and has been consistent over the last five years and **45 of the 67** school districts are declining and specifically to our county we have talked about:

- **The availability of affordable housing within our sectors.**
- **The national and local birth and fertility rates are down.**
- **More school choice options for families such as:**
  - **State Educational Scholarships**
  - **Growing number of charter**
  - **Growing number of private schools**



# **SUMMARY ENROLLMENT DATA**

## **2014-15 THROUGH 2025-26 SCHOOL YEARS**

### **SOUTH END OKALOOSA AREA SCHOOLS (not Destin) 11-YEAR GROWTH**

**ELEMENTARY ENROLLMENT DECREASED 19.3%**

- FROM 4,861 TO 3,923 STUDENTS (1.8% PER YEAR)

**MIDDLE SCHOOL ENROLLMENT DECREASE 4.4%**

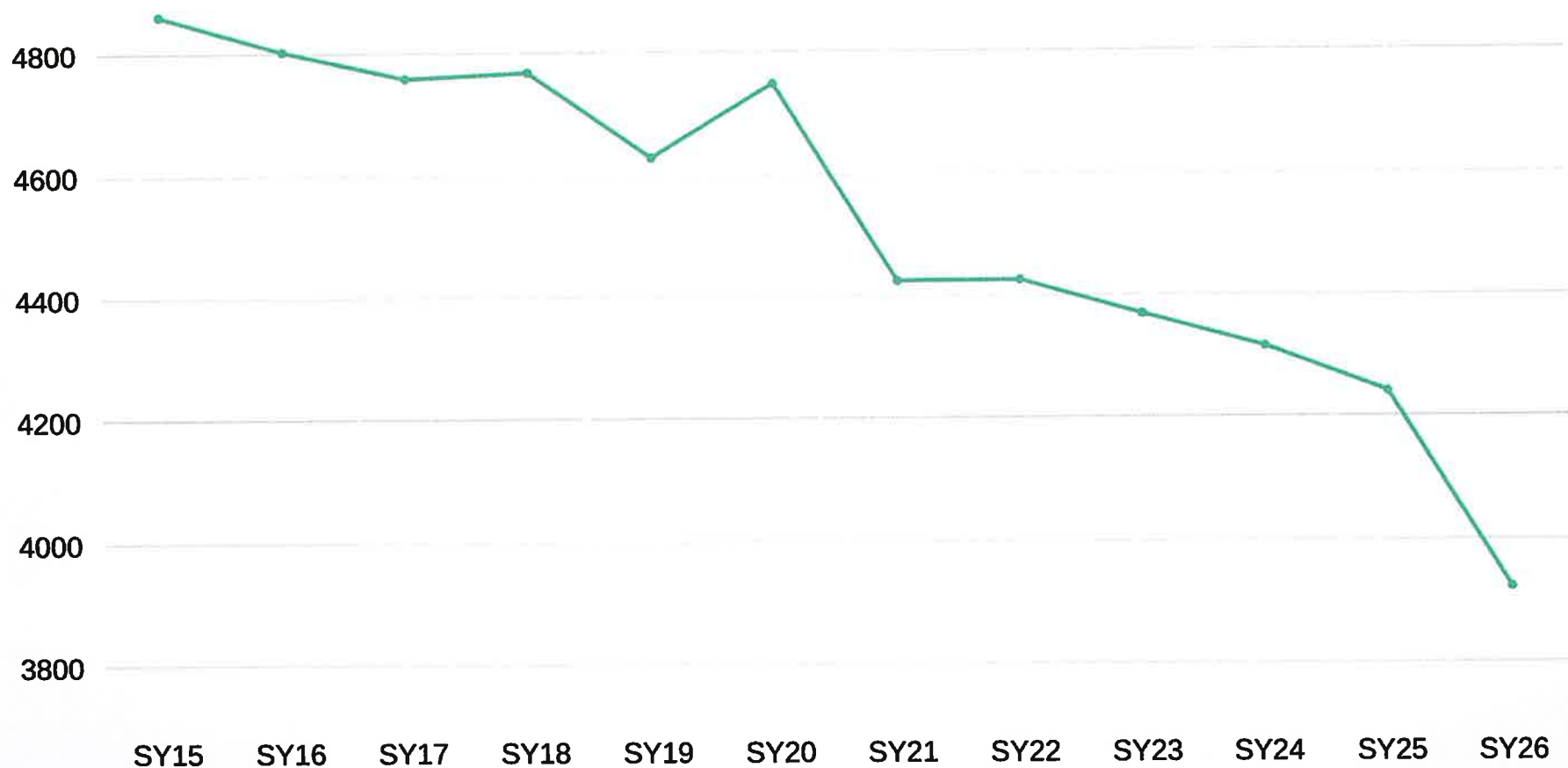
- FROM 1,928 TO 1,843 STUDENTS (0.4% PER YEAR)

**HIGH SCHOOL ENROLLMENT DECREASED 0.9%**

- FROM 3,283 TO 3,253 STUDENTS (0.08% PER YEAR)

# 2015-2026 Total Enrollment – South Elementary

● Elementary-FWB Area



# ENROLLMENT



## K-5 Forecast

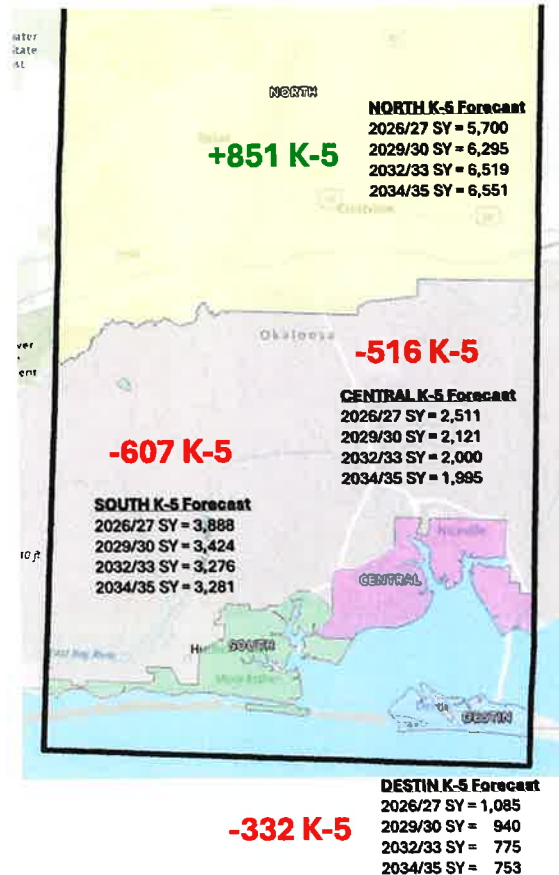
October 2026 thru October 2034  
(after Pineview PK-8 opens)

### Overall

AN OVERALL NET **LOSS**  
OF **604 K-5** STUDENTS  
DISTRICT-WIDE DURING  
THAT TIME SPAN

### South of Eglin Range

AN OVERALL NET **LOSS**  
OF **1,455 K-5** STUDENTS  
BELOW THE BASE  
DURING THAT TIME SPAN





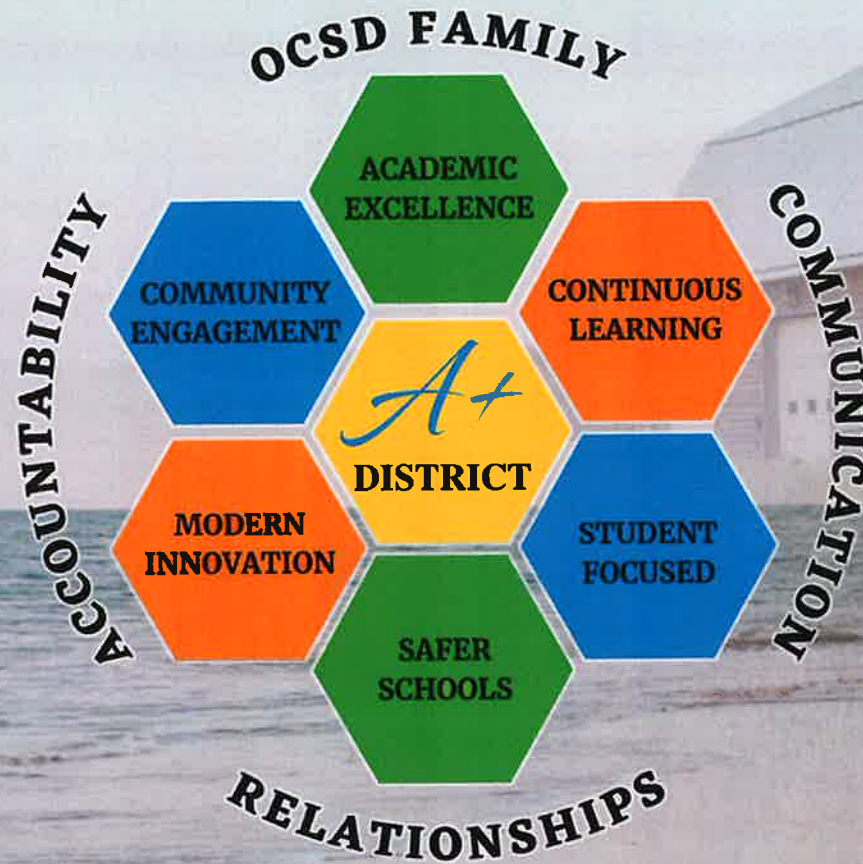
**BIRTH RATES-OUR LOCAL BIRTH RATES ARE TRENDING DOWN AND THE FORECAST PREDICTS THESE RATES TO DECLINE EVEN MORE IN THE FUTURE- A TRAJECTORY WHICH IS INLINE WITH THE NATIONAL TREND.**

# Historic and Projected Births



Births by (Subdistrict)																												Birth Rates			
Birth Year	Kinder Year	BAKER		CENTRAL CRESTVIEW / ANTIOCH		EASTERN CRESTVIEW		DESTIN		PART OF ANTIOCH / MOSTLY BASE		OCEAN CITY / WRIGHT		FORT WALTON BEACH		SOUTH OF BAKER		LAUREL HILL / MCCORNER		BEACH AREA / HARRIS / MARY ESTHER		NICEVILLE		LONGWOOD / SHALIMAR / LAKE LORANE		VALPARAISO		Total	% Change*	Districtwide Rate	School Year
		32531	32536	32539	32541 & 32550	32542	32547	32548	32554	32557	32559	32578	32579	32580																	
2014	2019	58	0.906	419	1.108	371	0.903	205	1.102	94	0.718	538	1.087	292	1.030	43	1.303	45	1.452	167	0.938	344	1.021	115	1.353	53	1.385	2,894	1.046	Districtwide Rate	2019/20
2015	2020	56	0.875	388	1.026	411	1.000	195	1.048	95	0.725	551	1.113	296	1.060	30	0.909	43	1.387	182	1.022	371	1.101	98	1.153	39	1.026	2,811	1.049		2020/21
2016	2021	66	1.031	398	1.048	368	0.895	217	1.167	103	0.788	520	1.051	278	0.989	37	1.121	43	1.367	190	1.067	355	1.053	94	1.106	51	1.342	2,768	1.032		2021/22
2017	2022	69	1.078	339	0.897	418	1.017	212	1.140	87	0.664	507	1.024	284	0.940	32	0.970	29	0.935	177	0.994	346	1.027	103	1.212	45	1.184	2,688	0.996		2022/23
2018	2023	57	0.891	394	1.042	388	0.944	185	0.995	98	0.748	518	1.046	272	0.988	27	0.818	35	1.129	151	0.948	358	1.062	109	1.282	48	1.211	2,781	1.008		2023/24
2019	2024	64	1.000	378	1.000	411	1.000	188	1.000	131	1.000	486	1.000	261	1.000	33	1.000	31	1.000	178	1.000	337	1.000	85	1.000	38	1.000	2,600	1.000	Base Year	2024/25
2020	2025	61	0.953	387	1.024	391	0.951	164	0.882	96	0.748	492	0.994	253	0.900	36	1.091	41	1.323	137	0.770	314	0.932	83	0.978	47	1.237	2,545	0.950	0.950	2025/26
2021	2026	74	1.156	371	0.981	440	1.071	189	1.016	107	0.817	473	0.956	251	0.893	35	1.061	31	1.000	170	0.955	346	1.027	96	1.129	45	1.184	2,678	0.999	0.999	2026/27
2022	2027	86	1.344	361	0.955	463	1.127	141	0.758	88	0.672	469	0.947	216	0.769	35	1.061	52	1.677	148	0.831	297	0.881	87	1.024	53	1.395	2,671	0.959	0.959	2027/28
2023	2028	78	1.219	357	0.944	428	1.036	123	0.861	93	0.710	452	0.913	238	0.851	39	1.182	49	1.581	162	0.910	308	0.914	71	0.835	42	1.105	2,481	0.929	0.929	2028/29
2024	2029		1.219		0.944		1.036		0.661		0.710		0.913		0.851		1.182		1.581		0.910		0.914		0.835		1.105		0.929	0.929	2029/30
2025	2030		1.219		0.944		1.036		0.661		0.710		0.913		0.851		1.182		1.581		0.910		0.914		0.835		1.105		0.929	0.929	2030/31
2026	2031		1.219		0.944		1.036		0.661		0.710		0.913		0.851		1.182		1.581		0.910		0.914		0.835		1.105		0.929	0.929	2031/32
2027	2032		1.219		0.944		1.036		0.661		0.710		0.913		0.851		1.182		1.581		0.910		0.914		0.835		1.105		0.929	0.929	2032/33
2028	2033		1.219		0.944		1.036		0.661		0.710		0.913		0.851		1.182		1.581		0.910		0.914		0.835		1.105		0.929	0.929	2033/34
2029	2034		1.219		0.944		1.036		0.661		0.710		0.913		0.851		1.182		1.581		0.910		0.914		0.835		1.105		0.929	0.929	2034/35

# OKALOOSA SCHOOLS



**THE NEXT GENERATION...**

# AGENDA ITEM

Agenda Item 8.1.

---

**TO:** Honorable Mayor and Members of the City Council

**FROM:**

**DATE:** January 20, 2026

**SUBJECT:** LaVante Holmes - 1841 Whispering Oaks Ln, FWB

---

**BACKGROUND:**

LaVante Homes submitted a speaker's form, along with the attached packet, on December 10th, 2025.

**DISCUSSION:**

**FINANCIAL IMPACT:**

**RECOMMENDATION:**

**ATTACHMENT(S):**

1. Speaker's Form
2. Provided Packet



## SPEAKER'S FORM

City of Mary Esther Council Meeting

As you complete the form below, please note certain fields marked with an asterisk (\*) are required. Late or incomplete submissions, particularly where required information is omitted, will be deferred by Council to a future meeting pending receipt of all information.

**COMPLETED FORMS WITH ACCOMPANYING PRESENTATION MATERIALS MUST BE TURNED IN TO THE CITY CLERK BY 10 AM ON THE DAY ONE WEEK PRIOR TO THE MEETING DATE.** (For example, if the meeting is on the 10<sup>th</sup>, the form and supporting documentation must be submitted by 10 AM on the 3<sup>rd</sup> of month.)

Only one (unbound) set of material is required *unless color copies are requested*, in which case six complete, collated, and unbound sets are required.

### PRINT OR TYPE

Date of Submission: \_\_\_\_\_

\*Council Meeting Date: \_\_\_\_\_

\*Speaker's Name: LaVante Holmes

\*Address: 1841 Whispering Oaks Lane, FWB

\*Speaker's Phone or Email address: 498-202-8893

\*Topic/Issue: (use the back or separate sheet if needed) Requesting permission to start a youth tackle football league on behalf of the city of Mary Esther.

\*Have you spoken with City Staff or the City Manager about this issue? If so, who and when?

NO

Desired action by Council? Grant approval to call the city of Mary Esther the home of the Lycans; As we seek sponsorship grants & other funding to start a full functional Non-profit Org.

\*Presentation Materials Attached? Yes  No  # of Pages \_\_\_\_\_

**All comments must be civil in public discourse whether written or spoken.**



**LYCANS**

FOOTBALL TEAM

EST. 2025

EST. 2025



## Program Financial Summary: Operational Cost Breakdown

This document provides a static, easy-to-read breakdown of the program's fixed overhead, variable unit costs, and hourly rates, synthesized from the source data.

### 1. Fixed Annual Overhead (Calculated Total Balance)

These are the non-negotiable costs required to run the program annually.

Item / Description	Frequency	Cost/Price (USD)	Annualized Cost (USD)
PYTA Fee	Annual	\$100.00	\$100.00
LIC (License)	Annual	\$100.00	\$100.00
Website Hosting	Annual	\$120.00	\$120.00
Sports Engine	Semi-Annual	\$79.00	\$158.00
<b>BALANCE TOTAL</b>	<b>ANNUAL FIXED TOTAL -</b>		<b>\$478.00</b>

### 2. Variable Unit Costs (Per Participant)

These costs are incurred for each participant requiring the specified item.

Item / Description	Cost Type	Cost/Price (USD)	Notes
Helmets (Unit)	Uniform/Gear	\$150.00+	Price per unit (minimum)
Pads (Unit)	Uniform/Gear	\$40.00	Price per unit
Jersey (Unit)	Uniform	\$18.00	Based on 50+ unit bulk pricing
Cheer Uniforms (Unit)	Uniform	\$125.00	Price per unit
Pompoms (Unit)	Uniform/Gear	\$15.00	Price per pair/set

### 3. Key Rates and Projections

Item / Description	Cost Type	Cost/Price (USD)	Details
Field Rental (Base Hourly) Rate	Rate	\$30.00	Base rate per hour
Field Lights (Add-on)	Rate	\$20.00	Extra charge per hour
<b>Field Rental Total</b>	Rate	<b>\$50.00</b>	Total hourly rate with lights
Training Equipment	Capital	\$5,000.00 - \$10,000.00	Estimated range for all equipment

# LYCANS FOOTBALL TEAM – Sponsorship Brochure

## LYCANS FOOTBALL TEAM

Youth American Football Program.

Established 2025.

“Building athletes. Building leaders.”

### Welcome to the Lycan Family

The Lycan’ s Football Team was founded in 2025 to bring high-quality youth American football opportunities to our community. We focus on **teamwork, discipline, fitness, and building positive futures** for young people.

With growing player numbers, increased competition opportunities, and expanding training needs—we rely on community support and business partnerships to fuel our program.

**By becoming a sponsor, you’ re not just supporting a team—you’ re investing in the next generation.**

### Why Partner With Us?

#### The Benefits of Sponsoring the Lycan’ s

**Your sponsorship directly helps us fund:**

- Training equipment
- Facility hire
- Coaching development
- Travel to games
- Player support for families in need
- Kit and safety gear

**In return, we offer your business:**

- Local and regional visibility
- Social media promotion
- Branding on kits and banners
- Community goodwill
- Opportunities to engage families and supporters

Partner with a program that represents **strength, dedication, and community pride.**

### **BRONZE — £200**

#### **Includes:**

Logo on website sponsor page  
 Social media welcome post  
 Name listed on matchday posters  
 Sponsor certificate

### **SILVER — £500**

#### **Includes all Bronze benefits +:**

Medium logo on training bibs or warm-up shirts  
 Monthly social media mentions  
 Banner at home games (provided by sponsor)

### **GOLD — £1,000**

#### **Includes all Silver benefits +:**

Logo on match jerseys (sleeve or back)  
 Large banner at home field  
 Team photo with your business

### **PLATINUM — £1,500**

#### **Includes all Gold benefits +:**

Primary logo placement on home kit or training kit  
 Featured business spotlight post  
 Branding on team transport (if used)  
 Recognition at awards events

## **PREMIER — £2,000**

### **Includes all Platinum benefits +:**

Logo on away kit  
Sponsored “Player of the Match” awards  
Announcements at every home game  
Co-branding in promotional videos

## **TITLE SPONSOR — £3,000**

### **Includes:**

Full naming rights: “Lycans Football Team Powered by [Your Business]”  
Largest logo on all kits (front center)  
Website header, social media top-tier placement  
Sponsored community event or tournament  
Full-season pitch-side banner  
VIP role at end-of-season awards

## **Add-On Opportunities**

### **Additional Ways to Support the Team**

These add-ons can be used alone or combined with any package.

- **Match Ball Sponsor:** £100/fixture
- **Training Session Sponsor:** £150
- **Player Individual Sponsor:** £75 - £150
- **Equipment Sponsor:** £300
- **Tournament Travel Sponsor:** £250 - £500

## **About the Lycan’ s**

### **Our Mission**

To inspire young athletes through structured coaching, teamwork, and leadership development.

### **Our Vision**

To become the leading youth American football programme in the region.

**Our Values**

- **Respect**
- **Determination**
- **Sportsmanship**
- **Community**
- **Growth**

# AGENDA ITEM

Agenda Item 8.2.

---

**TO:** Honorable Mayor and Members of the City Council

**FROM:**

**DATE:** January 20, 2026

**SUBJECT:** Shiv Patel - 480 E Miracle Strip Pkwy

---

**BACKGROUND:**

**DISCUSSION:**

**FINANCIAL IMPACT:**

**RECOMMENDATION:**

**ATTACHMENT(S):**

1. Speaker's Form



**SPEAKER'S FORM**  
City of Mary Esther Council Meeting

As you complete the form below, please note certain fields marked with an asterisk (\*) are required. Late or incomplete submissions, particularly where required information is omitted, will be deferred by Council to a future meeting pending receipt of all information.

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Only one (unbound) set of material is required *unless color copies are requested*, in which case six complete, collated, and unbound sets are required.

**PRINT OR TYPE**

Date of Submission: 01/09/2026 \*Council Meeting Date: 01/20/2026

\*Speaker's Name: Shiv Patel \*Address: 480E Miracle Strip Pkwy

\*Speaker's Phone or Email address: (850)221-8086 ; ShivP1929@gmail.com

\*Topic/Issue: (use the back or separate sheet if needed) Review and amend City of Mary Esther water billing structure, including fixed per-room charges and lack of alignment with usage-based billing used by neighboring municipalities.

\*Have you spoken with City Staff or the City Manager about this issue? If so, who and when?  
Yes, spoke to city manager on 1/8/2026

Desired action by Council? Direct staff to formally review the existing commercial water and sewer billing ordinance, evaluate its economic impact on hotel operators, compare it with neighboring municipalities, and present recommended amendments or alternatives to City Council

\*Presentation Materials Attached? Yes  No  # of Pages

**All comments must be civil in public discourse whether written or spoken.**

# AGENDA ITEM

Agenda Item 10.1.

---

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Shawn Lindsey, Public Works Director

**DATE:** January 20, 2026

**SUBJECT:** Consideration: Mary Esther Boulevard Landscaping Project

---

## **BACKGROUND:**

On October 6, 2025, staff presented final plans for the Mary Esther Boulevard median beautification project to the City Council and requested \$7,500 to add project renderings to Kimley-Horn's scope of work. At the November 3, 2025 meeting, Council approved moving forward with the renderings, which were intended to confirm design alignment with Council's expectations and support public engagement.

After Council requested samples before approving the expense, revised renderings were provided. During this process, staff discovered that the original designs used an outdated layout, so the renderings for four medians were updated to reflect the current configuration. Additionally, based on Council feedback and the desire to continue the oak tree theme along Mary Esther Boulevard, Kimley-Horn incorporated additional oak trees into the design.

## **DISCUSSION:**

Charlie Johnson, landscape architect with Kimley-Horn, has provided the attached renderings and updated design. He will be available at the meeting to answer any questions from the City Council. Once Council approves the design, it will undergo a final review by FDOT before proceeding to bid.

## **FINANCIAL IMPACT:**

Construction is fully funded by the FDOT. The City is responsible for engineering costs (already approved) and ongoing maintenance after the first year of establishment.

## **RECOMMENDATION:**

Motion to approve the landscape design for the Mary Esther Boulevard median beautification project and authorize staff to proceed to bid.

## **ATTACHMENT(S):**

1. Mary Esther Boulevard Median Renderings
2. Mary Esther Boulevard Median Beautification Plans
3. Opinion of Probable Construction Cost

# MARY ESTHER BOULEVARD MEDIAN LANDSCAPING

## THREE-DIMENSIONAL RENDERINGS



Kimley » Horn

MEDIAN 3



# OVERALL PLAN

JANUARY 2026

MARY ESTHER LANDSCAPE MEDIAN 3





VIEW 1  
JANUARY 2026

MARY ESTHER LANDSCAPE MEDIAN 3



VIEW 2

JANUARY 2026

MARY ESTHER LANDSCAPE MEDIAN 3

Kimley»Horn

4



VIEW 3

JANUARY 2026

MARY ESTHER LANDSCAPE MEDIAN 3

Kimley»Horn

5



VIEW 4  
JANUARY 2026

MARY ESTHER LANDSCAPE MEDIAN 3





VIEW 6

JANUARY 2026

MARY ESTHER LANDSCAPE MEDIAN 3

Kimley»Horn

8



VIEW 7

JANUARY 2026

MARY ESTHER LANDSCAPE MEDIAN 3

Kimley»Horn

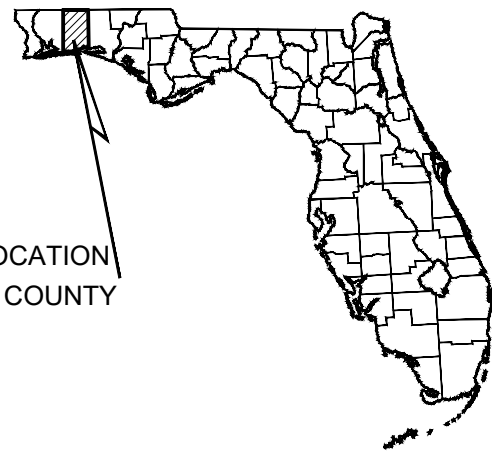
# 100% CONSTRUCTION DOCUMENTS

## FOR

# CITY OF MARY ESTHER

## OKALOOSA COUNTY, FL

SUBMITTAL DATE: JANUARY 2026



PROJECT LOCATION  
OKALOOSA COUNTY

**CONTRACTOR NOTICE 2023 (effective July 2023)**

The Contractor & Owner will be held accountable during construction for all site improvements. Compliance with Florida Statutes 553.5041 (F.S.), and the **2020 Florida Building Code, Accessibility, 8th Edition (FBC-A)**, is mandatory. If non-compliant at final inspection, contractor will be required to modify construction to comply with F.S. and FBC-A. The following items take precedence and supersede other site details on drawings:

1. ACCESSIBLE PARKING spaces shall be located on an accessible route no less than 44" wide so that users will not be compelled to walk or wheel behind parked vehicles expect behind his or her own vehicle. §208.1 and §502.3, FBC-A and F.S. 553.5041.
  2. ACCESSIBLE PARKING spaces and access aisles serving a particular building shall be located on the shortest accessible route from the accessible (H/C) parking to an accessible entrance. §208.3.1 FBC-A and F.S. 553.5041 (5)(b).
  3. ACCESSIBLE PARKING spaces shall be 12' wide, and outlined with blue paint. §502.2 and 502.6, FBC-A
  4. ACCESS AISLES required adjacent to parking spaces shall be 5' wide with diagonal striping. §502., FBC-A
  5. ACCESSIBLE PARKING and access aisles shall be level (not to exceed 1:48) on a stable, firm & slip resistant surface. Re: §302.1, §502.3, FBC-A
  6. ACCESSIBLE PARKING signs shall be FDOT approved and shall read "PARKING BY DISABLED PERMIT ONLY" and shall indicate a \$250 fine for illegal use. Install signs a minimum 60" (inches) from the ground to the bottom of the sign(s). Re: §502.6 and F.S. 553.5041.
  7. CURB RAMPS shall not exceed 1:12 slope, and curb ramp flares shall not exceed 1:10 slope. Curb ramps and flared sides shall not encroach upon parking spaces, access aisles, or vehicular traffic lanes. The counter slope adjacent road surfaces & gutters shall not exceed 1:20. Re: §405.2, §406., FBC-A
  8. CURB RAMPS shall have a landing with a minimum clear length of 36" shall be located at the top side of each curb ramp, a clear width at least as wide as the curb ramp (excluding flared sides) leading to it. Excepting: for alterations, where there is no landing, curb ramp flares shall be provided, and shall not be steeper than 1:12 slope. Re: §406, FBC-A
  9. ALL RAMPS with a rise greater than 6" shall provide edge protection complying with §405.9 FACBC. Ramps shall have 60" min level landings at the top & bottom. Re: §405.7.
  10. ALL RAMPS with a rise greater than 6" shall have handrails on both sides with 12" horizontal extensions at the top & bottom of the ramp. Re: §1010.9 FBC-B (Florida Building Code - Building) and §505.10 FBC-A.
  11. ACCESSIBLE ROUTES to "main entry" from an accessible parking space, and from the "public way", shall not exceed 1:20 slope (unless ramps, handrails with proper extensions are provided with cross slope not in excess of 1:48. Re: §206, §402 and §403., FBC-A.
  12. \*Connect buildings within the same site with an accessible route which shall not exceed 1:20 slope (unless ramps and handrails are provided) and a maximum cross slope of 1:48. Re: §FBC-A.
- \* **EXCEPTION:** An accessible route shall not be required between accessible buildings, accessible facilities, accessible elements, and accessible spaces if the only means of access between them is a vehicular way not providing pedestrian access. Re: §206.2.2 FBC-A



VICINITY MAP  
NTS



PROJECT LOCATION

### PROJECT TEAM

**GOVERNING STANDARD PLANS:**  
FLORIDA DEPARTMENT OF TRANSPORTATION, FY2025-26 STANDARD PLANS FOR ROAD AND BRIDGE CONSTRUCTION AND APPLICABLE INTERIM REVISIONS (IRS).

STANDARD PLANS FOR ROAD CONSTRUCTION AND ASSOCIATED IRS ARE AVAILABLE AT THE FOLLOWING WEBSITE:  
[HTTP://WWW.FDOT.GOV/DESIGN/STANDARDPLANS.SHTM](http://www.fdot.gov/design/standardplans.shtm)

APPLICABLE IRS: IR536-001-01, IR521-001-01

STANDARD PLANS FOR BRIDGE CONSTRUCTION ARE INCLUDED IN THE STRUCTURES PLANS COMPONENT.

**GOVERNING STANDARD SPECIFICATIONS:**  
FLORIDA DEPARTMENT OF TRANSPORTATION, FY2025-26 STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION AT THE FOLLOWING WEBSITE:  
[HTTP://FDOT.GOV/PROGRAMMANAGEMENT/IMPLEMENTED/SPECBOOKS](http://fdot.gov/programmanagement/implemented/specbooks)

**CLIENT**  
CITY OF MARY ESTHER  
195 N. CHRISTOBAL ROAD  
MARY ESTHER, FL 32569  
PHONE: (850) 243-3566  
CONTACT: SHAWN LINDSEY, DIRECTOR OF PUBLIC WORKS

**LANDSCAPE ARCHITECT**  
KIMLEY-HORN AND ASSOCIATES, INC.  
2619 CENTENNIAL BLVD., SUITE 200  
TALLAHASSEE, FL 32308  
PHONE: (850) 553-3500  
CONTACT: CHARLES A. JOHNSON, PLA, ASLA

**CIVIL ENGINEER**  
KIMLEY-HORN AND ASSOCIATES, INC.  
120 RICHARD JACKSON BLVD #230  
PANAMA CITY BEACH, FL 32407  
PHONE: (850) 553-3522  
CONTACT: ERIN STEWART, P.E.

Sheet List Table	
SHEET NUMBER	SHEET TITLE
C0.00	COVER SHEET
C0.10 - C0.11	GENERAL NOTES
C1.00	OVERALL PROJECT LAYOUT
C2.00 - C2.02	DEMOLITION, EROSION AND SEDIMENT CONTROL PLAN
C3.00 - C3.01	EROSION CONTROL DETAILS
C4.00	TEMPORARY TRAFFIC CONTROL NOTES
L0.10	LANDSCAPE NOTES
L0.11	LANDSCAPE MAINTENANCE PLAN
L0.12	OVERALL PLANT SCHEDULE
L1.00	OVERALL LANDSCAPE PLAN
L1.01 - L1.09	MEDIAN 1-9&10 LANDSCAPE PLANS
L1.50 - L1.51	LANDSCAPE DETAILS
L0.20	IRRIGATION NOTES
L0.21	IRRIGATION SCHEDULE
L2.00	OVERALL IRRIGATION PLAN
L2.01 - L2.09	MEDIANS 1-10 IRRIGATION PLANS
L2.50 - L2.51	IRRIGATION DETAILS



No.	REVISIONS	DATE	BY

© 2010 KIMLEY-HORN AND ASSOCIATES, INC.  
2619 CENTENNIAL BOULEVARD, SUITE 200  
TALLAHASSEE, FL 32308 PHONE: 850-553-3500  
[WWW.KIMLEY-HORN.COM](http://www.kimley-horn.com)

KHA PROJECT 142199005
DATE 1/13/2026
SCALE AS SHOWN
DESIGNED BY MLW
DRAWN BY MLW
CHECKED BY CAJ

## MARY ESTHER BOULEVARD MEDIAN LANDSCAPING

PREPARED FOR  
**THE CITY OF MARY ESTHER**

MARY ESTHER FL

LICENSED PROFESSIONAL  
\_\_\_\_\_  
DATE: \_\_\_\_\_

# COVER SHEET

SHEET NUMBER  
**C0.00**

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**GENERAL CONSTRUCTION NOTES**

1. THE CONTRACTOR AND SUBCONTRACTORS SHALL OBTAIN A COPY OF THE FLORIDA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" (LATEST EDITION) AND BECOME FAMILIAR WITH THE CONTENTS PRIOR TO COMMENCING WORK, AND, UNLESS OTHERWISE NOTED, ALL WORK SHALL CONFORM AS APPLICABLE TO THESE STANDARDS AND SPECIFICATIONS.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR FURNISHING ALL MATERIAL AND LABOR TO CONSTRUCT THE FACILITY AS SHOWN AND DESCRIBED IN THE CONSTRUCTION DOCUMENTS IN ACCORDANCE WITH THE APPROPRIATE APPROVING AUTHORITIES, SPECIFICATIONS AND REQUIREMENTS. CONTRACTOR SHALL CLEAR AND GRUB ALL AREAS UNLESS OTHERWISE INDICATED, REMOVING TREES, STUMPS, ROOTS, MUCK, EXISTING PAVEMENT AND ALL OTHER DELETERIOUS MATERIAL.
3. EXISTING UTILITIES SHOWN ARE LOCATED ACCORDING TO THE INFORMATION AVAILABLE TO THE ENGINEER AT THE TIME OF THE TOPOGRAPHIC SURVEY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR THE ENGINEER. GUARANTEE IS NOT MADE THAT ALL EXISTING UNDERGROUND UTILITIES ARE SHOWN OR THAT THE LOCATION OF THOSE SHOWN ARE ENTIRELY ACCURATE. FINDING THE ACTUAL LOCATION OF ANY EXISTING UTILITIES IS THE CONTRACTOR'S RESPONSIBILITY AND SHALL BE DONE BEFORE COMMENCING ANY WORK IN THE VICINITY. FURTHERMORE, THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES DUE TO THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. THE OWNER OR ENGINEER WILL ASSUME NO LIABILITY FOR ANY DAMAGES SUSTAINED OR COST INCURRED BECAUSE OF THE OPERATIONS IN THE VICINITY OF EXISTING UTILITIES OR STRUCTURES, NOR FOR TEMPORARY BRACING AND SHORING OF SAME. IF IT IS NECESSARY TO SHORE, BRACE, SWING OR RELOCATE A UTILITY, THE UTILITY COMPANY OR DEPARTMENT AFFECTED SHALL BE CONTACTED AND THEIR PERMISSION OBTAINED REGARDING THE METHOD TO USE FOR SUCH WORK.
4. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE VARIOUS UTILITY COMPANIES WHICH MAY HAVE BURIED OR AERIAL UTILITIES WITHIN OR NEAR THE CONSTRUCTION AREA BEFORE COMMENCING WORK. THE CONTRACTOR SHALL PROVIDE 48 HOURS MINIMUM NOTICE TO ALL UTILITY COMPANIES PRIOR TO BEGINNING CONSTRUCTION. AN APPROXIMATE LIST OF THE UTILITY COMPANIES WHICH THE CONTRACTOR MUST CALL BEFORE COMMENCING WORK IS PROVIDED ON THE COVER SHEET OF THESE CONSTRUCTION PLANS. THIS LIST SERVES AS A GUIDE ONLY AND IS NOT INTENDED TO LIMIT THE UTILITY COMPANIES WHICH THE CONTRACTOR MAY WISH TO NOTIFY.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL REQUIRED CONSTRUCTION PERMITS AND BONDS IF REQUIRED PRIOR TO CONSTRUCTION.
6. THE CONTRACTOR SHALL HAVE AVAILABLE AT THE JOB SITE AT ALL TIMES ONE COPY OF THE CONSTRUCTION DOCUMENTS INCLUDING PLANS, SPECIFICATIONS, GEOTECHNICAL REPORT AND SPECIAL CONDITIONS AND COPIES OF ANY REQUIRED CONSTRUCTION PERMITS.
7. ANY DISCREPANCIES ON THE DRAWINGS SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE OWNER AND ENGINEER BEFORE COMMENCING WORK. NO FIELD CHANGES OR DEVIATIONS FROM DESIGN ARE TO BE MADE WITHOUT PRIOR APPROVAL OF THE OWNER AND NOTIFICATION TO THE ENGINEER.
8. ALL COPIES OF COMPACTION, CONCRETE AND OTHER REQUIRED TEST RESULTS ARE TO BE SENT TO THE OWNER AND DESIGN ENGINEER OF RECORD DIRECTLY FROM THE TESTING AGENCY.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SUBMITTING TO THE ENGINEER A CERTIFIED RECORD SURVEY SIGNED AND SEALED BY A PROFESSIONAL LAND SURVEYOR REGISTERED IN THE STATE OF FLORIDA DEPICTING THE ACTUAL FIELD LOCATION OF ALL CONSTRUCTED IMPROVEMENTS THAT ARE REQUIRED BY THE JURISDICTIONAL AGENCIES FOR THE CERTIFICATION PROCESS. ALL SURVEY COSTS WILL BE THE CONTRACTORS RESPONSIBILITY.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DOCUMENTING AND MAINTAINING AS-BUILT INFORMATION WHICH SHALL BE RECORDED AS CONSTRUCTION PROGRESSES OR AT THE COMPLETION OF APPROPRIATE CONSTRUCTION INTERVALS AND SHALL BE RESPONSIBLE FOR PROVIDING AS-BUILT DRAWINGS TO THE OWNER FOR THE PURPOSE OF CERTIFICATION TO JURISDICTIONAL AGENCIES AS REQUIRED. ALL AS-BUILT DATA SHALL BE COLLECTED BY A STATE OF FLORIDA PROFESSIONAL LAND SURVEYOR WHOSE SERVICES ARE ENGAGED BY THE CONTRACTOR.
11. ANY WELLS DISCOVERED ON SITE THAT WILL HAVE NO USE MUST BE PLUGGED BY A LICENSED WELL DRILLING CONTRACTOR IN A MANNER APPROVED BY ALL JURISDICTIONAL AGENCIES. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ANY WELL ABANDONMENT PERMITS REQUIRED.
12. ANY WELL DISCOVERED DURING EARTH MOVING OR EXCAVATION SHALL BE REPORTED TO THE APPROPRIATE JURISDICTIONAL AGENCIES WITHIN 24 HOURS AFTER DISCOVERY IS MADE.
13. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THAT THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS DO NOT CONFLICT WITH ANY KNOWN EXISTING OR OTHER PROPOSED IMPROVEMENTS. IF ANY CONFLICTS ARE DISCOVERED, THE CONTRACTOR SHALL NOTIFY THE OWNER PRIOR TO INSTALLATION OF ANY PORTION OF THE SITE WORK THAT WOULD BE AFFECTED. FAILURE TO NOTIFY OWNER OF AN IDENTIFIABLE CONFLICT PRIOR TO PROCEEDING WITH INSTALLATION RELIEVES OWNER OF ANY OBLIGATION TO PAY FOR A RELATED CHANGE ORDER.
14. ANY CONSTRUCTION ADJACENT TO A WETLAND AREA SHALL BE PERFORMED FROM THE UPLAND SIDE OF THE AREA. CONSTRUCTION ENCROACHMENT INTO A WETLAND AREA IS NOT ALLOWED UNLESS PERMITTED BY THE JURISDICTIONAL AGENCY.
15. TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE CURRENT FDOT DESIGN STANDARD INDEX (SERIES 600) AND THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.

**DEMOLITION NOTES**

1. ALL MATERIAL REMOVED FROM THIS SITE BY THE CONTRACTOR SHALL BE DISPOSED OF BY THE CONTRACTOR IN A LEGAL MANNER.
2. REFER TO THE TOPOGRAPHIC SURVEY FOR ADDITIONAL DETAILS OF EXISTING STRUCTURES, ETC., LOCATED WITHIN THE PROJECT SITE. UNLESS OTHERWISE NOTED, ALL EXISTING BUILDINGS, STRUCTURES, SLABS, CONCRETE, ASPHALT, DEBRIS PILES, SIGNS, AND ALL APPURTENANCES ARE TO BE REMOVED FROM THE SITE BY THE CONTRACTOR AND PROPERLY DISPOSED OF IN A LEGAL MANNER AS PART OF THIS CONTRACT. SOME ITEMS TO BE REMOVED MAY NOT BE DEPICTED ON THE TOPOGRAPHIC SURVEY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VISIT THE SITE AND DETERMINE THE FULL EXTENT OF ITEMS TO BE REMOVED. IF ANY ITEMS ARE IN QUESTION, THE CONTRACTOR SHALL CONTACT THE OWNER PRIOR TO REMOVAL OF SAID ITEMS.
3. THE CONTRACTOR SHALL REFER TO THE DEMOLITION PLAN AND TREE INVENTORY PLAN FOR DEMOLITION/PRESERVATION OF EXISTING TREES. ALL TREES NOT SPECIFICALLY SHOWN TO BE PRESERVED OR RELOCATED SHALL BE REMOVED AS A PART OF THIS CONTRACT. TREE PROTECTION FENCING SHALL BE INSTALLED PRIOR TO ANY DEMOLITION.
4. CONTRACTOR SHALL ADJUST GRADE OF ANY EXISTING UTILITIES TO REMAIN.
5. CONTRACTOR IS REQUIRED TO OBTAIN ALL DEMOLITION PERMITS.

**RECORD DRAWINGS**

1. CONTRACTOR SHALL PROVIDE TO THE ENGINEER AND OWNER A MINIMUM OF 3 HARD COPIES OF A PAVING, GRADING AND DRAINAGE RECORD DRAWING AND A SEPARATE UTILITY RECORD DRAWING, AS WELL AS BOTH IN AUTOCAD 2015 OR LATER, BOTH PREPARED BY A FLORIDA REGISTERED SURVEYOR. THE RECORD DRAWINGS SHALL VERIFY ALL DESIGN INFORMATION INCLUDED ON THE DESIGN PLANS OF THE SAME NAME.

**PAVING, GRADING AND DRAINAGE NOTES**

1. ALL PAVING, CONSTRUCTION, MATERIALS, AND WORKMANSHIP WITHIN JURISDICTION'S RIGHT-OF-WAY SHALL BE IN ACCORDANCE WITH LOCAL OR COUNTY SPECIFICATIONS AND STANDARDS (LATEST EDITION) OR FDOT SPECIFICATIONS AND STANDARDS (LATEST EDITION) IF NOT COVERED BY LOCAL OR COUNTY REGULATIONS.
2. ALL UNPAVED AREAS IN EXISTING RIGHTS-OF-WAY DISTURBED BY CONSTRUCTION SHALL BE REGRADED AND SODDED.
3. TRAFFIC CONTROL ON ALL FDOT, LOCAL AND COUNTY RIGHTS-OF-WAY SHALL MEET THE REQUIREMENTS OF THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (U.S. DOT/FHA) AND THE REQUIREMENTS OF THE STATE AND ANY LOCAL AGENCY HAVING JURISDICTION. IN THE EVENT THAT THE CONTRACT DOCUMENTS AND THE JURISDICTIONAL AGENCY REQUIREMENTS ARE NOT IN AGREEMENT, THE MOST STRINGENT SHALL GOVERN.
4. THE CONTRACTOR SHALL GRADE THE SITE TO THE ELEVATIONS INDICATED AND SHALL REGRADE WASHOUTS WHERE THEY OCCUR AFTER EVERY RAINFALL UNTIL A GRASS STAND IS WELL ESTABLISHED OR ADEQUATE STABILIZATION OCCURS.
5. ALL OPEN AREAS WITHIN THE PROJECT SITE SHALL BE SODDED UNLESS INDICATED OTHERWISE ON THE LANDSCAPE PLAN.
6. ALL AREAS INDICATED AS PAVEMENT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE TYPICAL PAVEMENT SECTIONS AS INDICATED ON THE DRAWINGS.
7. WHERE EXISTING PAVEMENT IS INDICATED TO BE REMOVED AND REPLACED, THE CONTRACTOR SHALL SAW CUT A MINIMUM 2" DEEP FOR A SMOOTH AND STRAIGHT JOINT AND REPLACE THE PAVEMENT WITH THE SAME TYPE AND DEPTH OF MATERIAL AS EXISTING OR AS INDICATED.
8. WHERE NEW PAVEMENT MEETS THE EXISTING PAVEMENT, THE CONTRACTOR SHALL SAW CUT THE EXISTING PAVEMENT A MINIMUM 2" DEEP FOR A SMOOTH AND STRAIGHT JOINT AND MATCH THE EXISTING PAVEMENT ELEVATION WITH THE PROPOSED PAVEMENT UNLESS OTHERWISE INDICATED.
9. THE CONTRACTOR SHALL INSTALL FILTER FABRIC OVER ALL DRAINAGE STRUCTURES FOR THE DURATION OF CONSTRUCTION AND UNTIL ACCEPTANCE OF THE PROJECT BY THE OWNER. ALL DRAINAGE STRUCTURES SHALL BE CLEANED OF DEBRIS AS REQUIRED DURING AND AT THE END OF CONSTRUCTION TO PROVIDE POSITIVE DRAINAGE FLOWS.
10. IF DEWATERING IS REQUIRED, THE CONTRACTOR SHALL OBTAIN ANY APPLICABLE REQUIRED PERMITS. THE CONTRACTOR IS TO COORDINATE WITH THE OWNER AND THE DESIGN ENGINEER PRIOR TO ANY EXCAVATION.
11. STRIP TOPSOIL AND ORGANIC MATTER FROM ALL AREAS OF THE SITE AS REQUIRED. IN SOME CASES TOPSOIL MAY BE STOCKPILED ON SITE FOR PLACEMENT WITHIN LANDSCAPED AREAS BUT ONLY AS DIRECTED BY THE OWNER.
12. FIELD DENSITY TESTS SHALL BE TAKEN AT INTERVALS IN ACCORDANCE WITH THE LOCAL JURISDICTIONAL AGENCY OR TO FDOT STANDARDS. IN THE EVENT THAT THE CONTRACT DOCUMENTS AND THE JURISDICTIONAL AGENCY REQUIREMENTS ARE NOT IN AGREEMENT, THE MOST STRINGENT, AS DETERMINED BY THE ENGINEER, SHALL GOVERN.

13. ALL SLOPES AND AREAS DISTURBED BY CONSTRUCTION SHALL BE GRADED AS PER PLANS. THE AREAS SHALL THEN BE SODDED OR SEEDDED AS SPECIFIED IN THE PLANS, FERTILIZED, MULCHED, WATERED AND MAINTAINED UNTIL HARDY GRASS GROWTH IS ESTABLISHED IN ALL AREAS. ANY AREAS DISTURBED FOR ANY REASON PRIOR TO FINAL ACCEPTANCE OF THE JOB SHALL BE CORRECTED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER. ALL EARTHEN AREAS WILL BE SODDED OR SEEDDED AND MULCHED AS SHOWN ON THE LANDSCAPING PLAN.
14. ALL CUT OR FILL SLOPES SHALL BE 3 (HORIZONTAL) :1 (VERTICAL) OR FLATTER UNLESS OTHERWISE SHOWN.
15. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CONTROL OF DUST AND DIRT RISING AND SCATTERING IN THE AIR DURING CONSTRUCTION AND SHALL PROVIDE WATER SPRINKLING OR OTHER SUITABLE METHODS OF CONTROL. THE CONTRACTOR SHALL COMPLY WITH ALL GOVERNING REGULATIONS PERTAINING TO ENVIRONMENTAL PROTECTION.
16. THE CONTRACTOR SHALL TAKE ALL REQUIRED MEASURES TO CONTROL TURBIDITY, INCLUDING BUT NOT LIMITED TO THE INSTALLATION OF TURBIDITY BARRIERS AT ALL LOCATIONS WHERE THE POSSIBILITY OF TRANSFERRING SUSPENDED SOLIDS INTO THE RECEIVING WATER BODY EXISTS DUE TO THE PROPOSED WORK. TURBIDITY BARRIERS MUST BE MAINTAINED IN EFFECTIVE CONDITION AT ALL LOCATIONS UNTIL CONSTRUCTION IS COMPLETED AND DISTURBED SOIL AREAS ARE STABILIZED. THEREAFTER, THE CONTRACTOR MUST REMOVE THE BARRIERS. AT NO TIME SHALL THERE BE ANY OFF-SITE DISCHARGE WHICH VIOLATES THE WATER QUALITY STANDARDS IN CHAPTER 17-302, FLORIDA ADMINISTRATIVE CODE.
17. SOD, WHERE CALLED FOR, MUST BE INSTALLED AND MAINTAINED ON EXPOSED SLOPES WITHIN 48 HOURS OF COMPLETING FINAL GRADING, AND AT ANY OTHER TIME AS NECESSARY, TO PREVENT EROSION, SEDIMENTATION OR TURBID DISCHARGES.
18. THE CONTRACTOR SHALL ENSURE THAT ISLAND PLANTING AREAS AND OTHER PLANTING AREAS ARE NOT COMPACTED AND DO NOT CONTAIN ROAD BASE MATERIALS. THE CONTRACTOR SHALL ALSO EXCAVATE AND REMOVE ALL UNDESIRABLE MATERIAL FROM ALL AREAS ON THE SITE TO BE PLANTED AND PROPERLY DISPOSED OF IN A LEGAL MANNER.

SEE C0.11 FOR GENERAL NOTES CONTINUED....



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KHA PROJECT 142199005
DATE 1/13/2026
SCALE AS SHOWN
DESIGNED BY MLW
DRAWN BY MLW
CHECKED BY CAJ

**MARY ESTHER BOULEVARD  
MEDIAN LANDSCAPING**

PREPARED FOR  
**THE CITY OF MARY ESTHER**

FL DATE: \_\_\_\_\_

LICENSED PROFESSIONAL

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**GENERAL NOTES**

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**MAINTENANCE**

ALL MEASURES STATED ON THE EROSION AND SEDIMENT CONTROL PLAN, AND IN THE STORM WATER POLLUTION PREVENTION PLAN, SHALL BE MAINTAINED IN FULLY FUNCTIONAL CONDITION UNTIL NO LONGER REQUIRED FOR A COMPLETED PHASE OF WORK OR FINAL STABILIZATION OF THE SITE. ALL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE CHECKED BY A QUALIFIED PERSON AT LEAST ONCE EVERY SEVEN CALENDAR DAYS AND WITHIN 24 HOURS OF THE END OF A 0.5" RAINFALL EVENT, AND CLEANED AND REPAIRED IN ACCORDANCE WITH THE FOLLOWING:

1. INLET PROTECTION DEVICES AND BARRIERS SHALL BE REPAIRED OR REPLACED IF THEY SHOW SIGNS OF UNDERMINING, OR DETERIORATION.
2. ALL SEEDED AREAS SHALL BE CHECKED REGULARLY TO SEE THAT A GOOD STAND IS MAINTAINED. AREAS SHOULD BE FERTILIZED, WATERED AND RESEEDED AS NEEDED. FOR MAINTENANCE REQUIREMENTS REFER TO SECTION 981 OF THE STANDARD SPECIFICATIONS.
3. SILT FENCES SHALL BE REPAIRED TO THEIR ORIGINAL CONDITIONS IF DAMAGED. SEDIMENT SHALL BE REMOVED FROM THE SILT FENCES WHEN IT REACHES ONE-HALF THE HEIGHT OF THE SILT FENCE.
4. THE CONSTRUCTION ENTRANCES SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOW OF MUD ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING OF THE CONSTRUCTION ENTRANCES AS CONDITIONS DEMAND.
5. THE TEMPORARY PARKING AND STORAGE AREA SHALL BE KEPT IN GOOD CONDITION (SUITABLE FOR PARKING AND STORAGE). THIS MAY REQUIRE PERIODIC TOP DRESSING OF THE TEMPORARY PARKING AS CONDITIONS DEMAND.
6. OUTLET STRUCTURES IN THE SEDIMENTATION BASINS SHALL BE MAINTAINED IN OPERATIONAL CONDITIONS AT ALL TIMES. SEDIMENT SHALL BE REMOVED FROM SEDIMENT BASINS OR TRAPS WHEN THE DESIGN CAPACITY HAS BEEN REDUCED BY 55 CUBIC YARDS / ACRE.
7. ALL MAINTENANCE OPERATIONS SHALL BE DONE IN A TIMELY MANNER BUT IN NO CASE LATER THAN 2 CALENDAR DAYS FOLLOWING THE INSPECTION.

**WATER AND SEWER UTILITY NOTES**

1. THE CONTRACTOR SHALL CONSTRUCT GRAVITY SEWER LATERALS, MANHOLES GRAVITY SEWER LINES AND DOMESTIC WATER AND FIRE PROTECTION SYSTEM AS SHOWN ON THESE PLANS. THE CONTRACTOR SHALL FURNISH ALL NECESSARY MATERIALS, EQUIPMENT, MACHINERY, TOOLS, MEANS OF TRANSPORTATION AND LABOR NECESSARY TO COMPLETE THE WORK IN FULL AND COMPLETE ACCORDANCE WITH THE SHOWN, DESCRIBED AND REASONABLY INTENDED REQUIREMENTS OF THE CONTRACT DOCUMENTS AND JURISDICTIONAL AGENCY REQUIREMENTS. IN THE EVENT THAT THE CONTRACT DOCUMENTS AND THE JURISDICTIONAL AGENCY REQUIREMENTS ARE NOT IN AGREEMENT, THE MOST STRINGENT SHALL GOVERN.
2. ALL EXISTING UNDERGROUND UTILITY LOCATIONS SHOWN ARE APPROXIMATE THE CONTRACTOR SHALL COMPLY WITH ALL REQUIREMENTS FOR UTILITY LOCATION AND COORDINATION IN ACCORDANCE WITH THE NOTES CONTAINED IN THE GENERAL CONSTRUCTION SECTION OF THIS SHEET.
3. THE CONTRACTOR SHALL RESTORE ALL DISTURBED VEGETATION IN KIND, UNLESS SHOWN OTHERWISE.
4. DEFLECTION OF PIPE JOINTS AND CURVATURE OF PIPE SHALL NOT EXCEED THE MANUFACTURER'S SPECIFICATIONS. SECURELY CLOSE ALL OPEN ENDS OF PIPE AND FITTINGS WITH A WATERTIGHT PLUG WHEN WORK IS NOT IN PROGRESS. THE INTERIOR OF ALL PIPES SHALL BE CLEAN AND JOINT SURFACES WIPED CLEAN AND DRY AFTER THE PIPE HAS BEEN LOWERED INTO THE TRENCH. VALVES SHALL BE PLUMB AND LOCATED ACCORDING TO THE PLANS.
5. ALL PHASES OF INSTALLATION, INCLUDING UNLOADING, TRENCHING, LAYING AND BACK FILLING, SHALL BE DONE IN A FIRST CLASS WORKMANLIKE MANNER. ALL PIPE AND FITTINGS SHALL BE CAREFULLY STORED FOLLOWING MANUFACTURER'S RECOMMENDATIONS. ENDS OF STORED PIPES SHALL REMAIN COVERED UNTIL INSTALLATION. CARE SHALL BE TAKEN TO AVOID DAMAGE TO THE COATING OR LINING IN ANY D.I. PIPE FITTINGS. ANY PIPE OR FITTING WHICH IS DAMAGED OR WHICH HAS FLAWS OR IMPERFECTIONS WHICH, IN THE OPINION OF THE ENGINEER OR OWNER, RENDERS IT UNFIT FOR USE, SHALL NOT BE USED. ANY PIPE NOT SATISFACTORY FOR USE SHALL BE CLEARLY MARKED AND IMMEDIATELY REMOVED FROM THE JOB SITE, AND SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE.
6. WATER FOR FIRE FIGHTING SHALL BE AVAILABLE FOR USE PRIOR TO COMBUSTIBLES BEING BROUGHT ON SITE.
7. ALL UTILITY AND STORM DRAIN TRENCHES LOCATED UNDER AREAS TO RECEIVE PAVING SHALL BE COMPLETELY BACK FILLED IN ACCORDANCE WITH THE GOVERNING JURISDICTIONAL AGENCY'S SPECIFICATIONS. IN THE EVENT THAT THE CONTRACT DOCUMENTS AND THE JURISDICTIONAL AGENCY REQUIREMENTS ARE NOT IN AGREEMENT, THE MOST STRINGENT SHALL GOVERN.
8. UNDERGROUND LINES SHALL BE SURVEYED BY A STATE OF FLORIDA PROFESSIONAL LAND SURVEYOR PRIOR TO BACK FILLING.
9. CONTRACTOR SHALL PERFORM, AT HIS OWN EXPENSE, ANY AND ALL TESTS REQUIRED BY THE SPECIFICATIONS AND/OR ANY AGENCY HAVING JURISDICTION. THESE TESTS MAY INCLUDE, BUT MAY NOT BE LIMITED TO, INFILTRATION AND EXFILTRATION, TELEVISION INSPECTION AND A MANDREL TEST ON GRAVITY SEWER. A COPY OF THE TEST RESULTS SHALL BE PROVIDED TO THE UTILITY PROVIDER, OWNER AND JURISDICTIONAL AGENCY AS REQUIRED.

**EROSION CONTROL NOTES**

1. THE CONTRACTOR SHALL PROVIDE A STORMWATER POLLUTION PREVENTION PLAN ("SWPPP") AND NPDES PERMIT.
2. ALL CONTRACTORS AND SUBCONTRACTORS INVOLVED WITH STORM WATER POLLUTION PREVENTION SHALL OBTAIN A COPY OF THE STORM WATER POLLUTION PREVENTION PLAN AND THE STATE OF FLORIDA NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM GENERAL PERMIT (NPDES PERMIT) AND BECOME FAMILIAR WITH THEIR CONTENTS.
3. THE CONTRACTOR SHALL IMPLEMENT BEST MANAGEMENT PRACTICES AS REQUIRED BY THE SWPPP. ADDITIONAL BEST MANAGEMENT PRACTICES SHALL BE IMPLEMENTED AS DICTATED BY CONDITIONS AT NO ADDITIONAL COST TO THE OWNER THROUGHOUT ALL PHASES OF CONSTRUCTION.
4. BEST MANAGEMENT PRACTICES (BMP'S) AND CONTROLS SHALL CONFORM TO FEDERAL, STATE, OR LOCAL REQUIREMENTS OR MANUAL OF PRACTICE, AS APPLICABLE. THE CONTRACTOR SHALL IMPLEMENT ADDITIONAL CONTROLS AS DIRECTED BY THE PERMITTING AGENCY OR OWNER.
5. PERMITS FOR ANY CONSTRUCTION ACTIVITY IMPACTING STATE WATERS OR REGULATED WETLANDS MUST BE MAINTAINED ON SITE AT ALL TIMES.
6. THE CONTRACTOR SHALL MINIMIZE CLEARING TO THE MAXIMUM EXTENT PRACTICAL OR AS REQUIRED BY THE GENERAL PERMIT.
7. CONTRACTOR SHALL DENOTE ON PLAN THE TEMPORARY PARKING AND STORAGE AREA WHICH SHALL ALSO BE USED AS THE EQUIPMENT MAINTENANCE AND CLEANING AREA, EMPLOYEE PARKING AREA, AND AREA FOR LOCATING PORTABLE FACILITIES, OFFICE TRAILERS, AND TOILET FACILITIES.
8. ALL WASH WATER (CONCRETE TRUCKS, VEHICLE CLEANING, EQUIPMENT CLEANING, ETC.) SHALL BE DETAINED AND PROPERLY TREATED OR DISPOSED.
9. SUFFICIENT OIL AND GREASE ABSORBING MATERIALS AND FLOTATION BOOMS SHALL BE MAINTAINED ON SITE OR READILY AVAILABLE TO CONTAIN AND CLEAN-UP FUEL OR CHEMICAL SPILLS AND LEAKS.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DUST CONTROL ON SITE. THE USE OF MOTOR OILS AND OTHER PETROLEUM BASED OR TOXIC LIQUIDS FOR DUST SUPPRESSION OPERATIONS IS PROHIBITED.
11. RUBBISH, TRASH, GARBAGE, LITTER, OR OTHER SUCH MATERIALS SHALL BE DEPOSITED INTO SEALED CONTAINERS. MATERIALS SHALL BE PREVENTED FROM LEAVING THE PREMISES THROUGH THE ACTION OF WIND OR STORM WATER DISCHARGE INTO DRAINAGE DITCHES OR WATERS OF THE STATE.
12. ALL STORM WATER POLLUTION PREVENTION MEASURES PRESENTED ON THE PLAN, SHALL BE INITIATED AS SOON AS PRACTICABLE.
13. STABILIZATION PRACTICES SHOULD BE INITIATED AS SOON AS PRACTICAL, BUT IN NO CASE MORE THAN 7 DAYS WHERE CONSTRUCTION HAS TEMPORARILY CEASED.
14. DISTURBED PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITY HAS PERMANENTLY STOPPED SHALL BE PERMANENTLY SEEDED. THESE AREAS SHALL BE SEEDED NO LATER THAN 7 DAYS AFTER THE LAST CONSTRUCTION ACTIVITY OCCURRED IN THESE AREAS. REFER TO SECTION 981 OF THE STANDARD SPECIFICATIONS FOR SEEDING AND MAINTENANCE REQUIREMENTS.
15. IF THE ACTION OF VEHICLES TRAVELING OVER THE GRAVEL CONSTRUCTION ENTRANCES IS NOT SUFFICIENT TO REMOVE THE MAJORITY OF DIRT OR MUD, THEN THE TIRES MUST BE WASHED BEFORE THE VEHICLES ENTER A PUBLIC ROAD. IF WASHING IS USED, PROVISIONS MUST BE MADE TO INTERCEPT THE WASH WATER AND TRAP THE SEDIMENT BEFORE IT IS CARRIED OFF THE SITE.
16. ALL MATERIALS SPILLED, DROPPED, WASHED, OR TRACKED FROM VEHICLES ONTO ROADWAYS OR INTO STORM DRAINS MUST BE REMOVED AS SOON AS POSSIBLE.
17. ON-SITE & OFF SITE SOIL STOCKPILE AND BORROW AREAS SHALL BE PROTECTED FROM EROSION AND SEDIMENTATION THROUGH IMPLEMENTATION OF BEST MANAGEMENT PRACTICES. STOCKPILE AND BORROW AREA LOCATIONS SHALL BE NOTED ON THE EROSION CONTROL PLAN AND PERMITTED IN ACCORDANCE WITH GENERAL PERMIT REQUIREMENTS.
18. SLOPES SHALL BE LEFT IN A ROUGHENED CONDITION DURING THE GRADING PHASE TO REDUCE RUNOFF VELOCITIES AND EROSION.
19. DUE TO GRADE CHANGES DURING THE DEVELOPMENT OF THE PROJECT, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ADJUSTING THE EROSION CONTROL MEASURES (SILT FENCES, ETC.) TO PREVENT EROSION.
20. ALL CONSTRUCTION SHALL BE STABILIZED AT THE END OF EACH WORKING DAY, THIS INCLUDES BACK FILLING OF TRENCHES FOR UTILITY CONSTRUCTION AND PLACEMENT OF GRAVEL OR BITUMINOUS PAVING FOR ROAD CONSTRUCTION.



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KHA PROJECT	142199005
DATE	1/13/2026
SCALE	AS SHOWN
DESIGNED BY	MLW
DRAWN BY	MLW
CHECKED BY	CAJ

**MARY ESTHER BOULEVARD  
 MEDIAN LANDSCAPING**

PREPARED FOR  
**THE CITY OF MARY ESTHER**

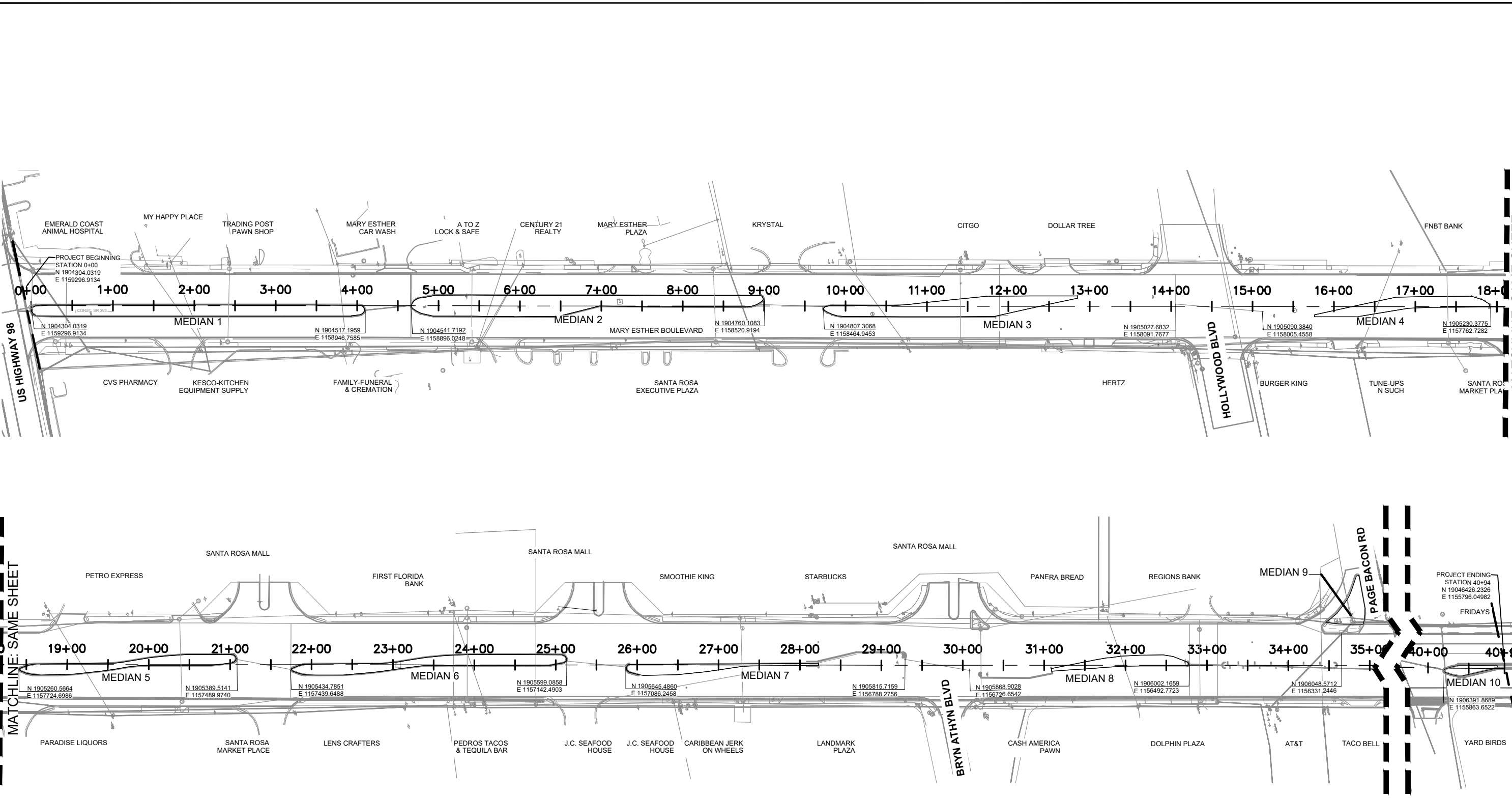
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**GENERAL NOTES**

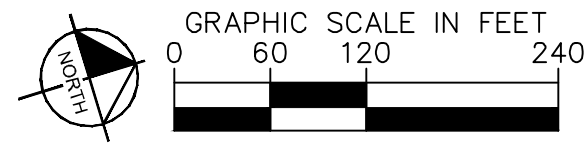
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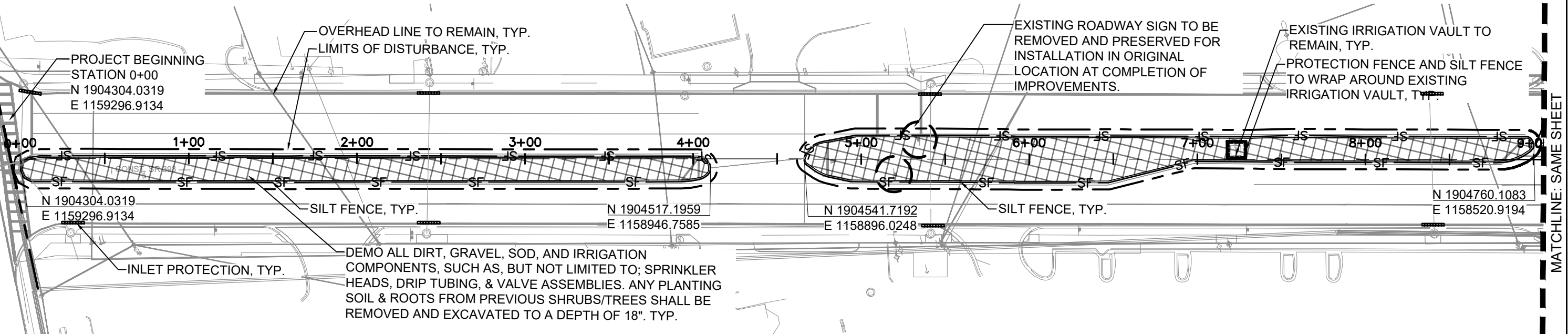
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**LEGEND**

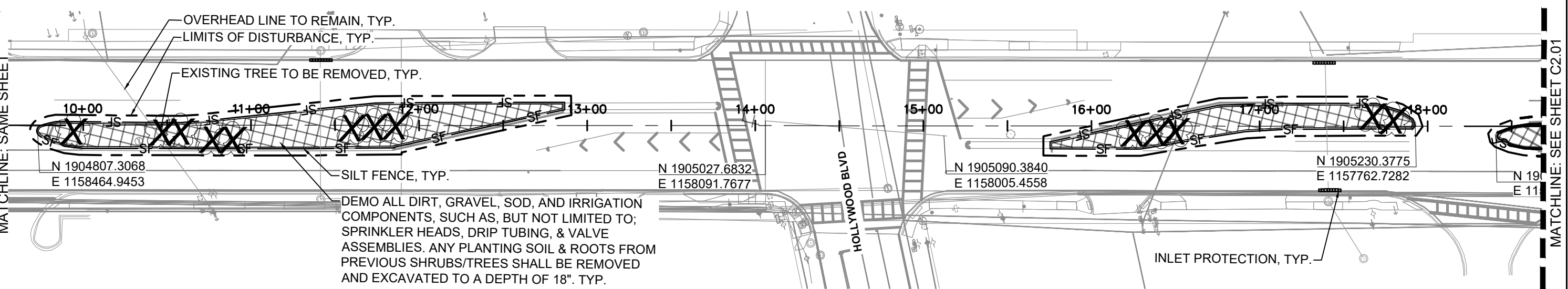
-  AREA TO BE DEMOLISHED
-  EXISTING IRRIGATION VAULT TO REMAIN
-  SILT FENCE BARRICADE
-  LIMITS OF DISTURBANCE
-  EXISTING TREE TO BE REMOVED
-  EXISTING ROADWAY SIGN TO BE PRESERVED
-  INLET PROTECTION, TYP.

**NOTES:**

1. SEE DEMO & EROSION CONTROL NOTES ON C2.02
2. SEE EROSION CONTROL DETAILS ON SHEET C3.00 FOR HAY BALE PROTECTION DETAIL.
3. PROTECTION FENCE TO BE INSTALLED AND MAINTAINED AROUND EXISTING IRRIGATION VAULTS TO BE PRESERVED.
4. ALL DEMO AREAS SHALL BE EXCAVATED TO A DEPTH OF 18".



**MEDIANS 1 & 2**



**MEDIANS 3 & 4**



GRAPHIC SCALE IN FEET



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SUNSHINE STATE ONE CALL OF FLORIDA, INC.

No.	REVISIONS	DATE	BY

Kimley»Horn

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2619 CENTENNIAL BOULEVARD, SUITE 200  
TALLAHASSEE, FL 32308 PHONE: 850-553-3500  
WWW.KIMLEY-HORN.COM

KHA PROJECT	142199005
DATE	1/13/2026
SCALE	AS SHOWN
DESIGNED BY	MLW
DRAWN BY	MLW
CHECKED BY	CAJ

MARY ESTHER BOULEVARD  
MEDIAN LANDSCAPING

PREPARED FOR  
THE CITY OF MARY ESTHER








LICENSED PROFESSIONAL  
\_\_\_\_\_  
FL DATE: \_\_\_\_\_

DEMOLITION + EROSION AND  
SEDIMENT CONTROL PLAN

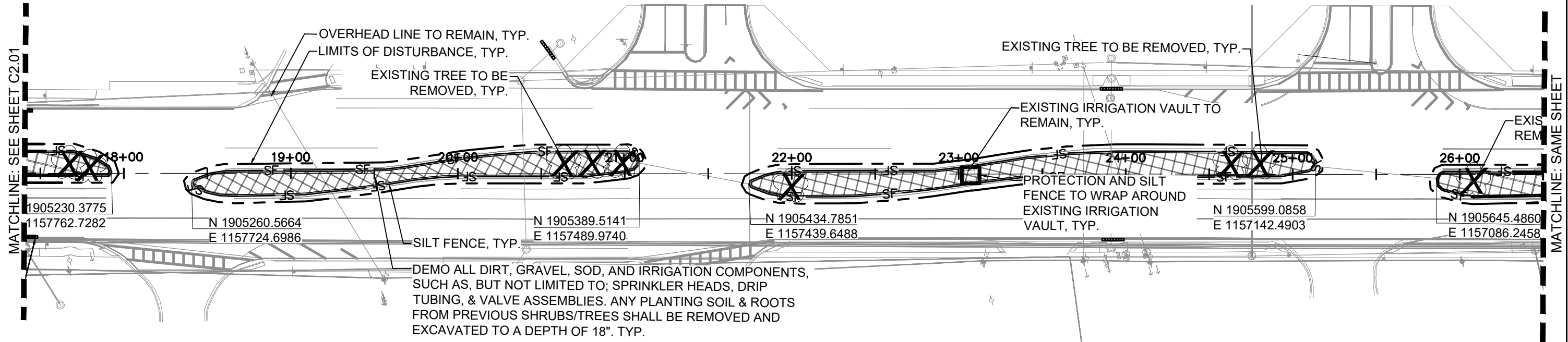
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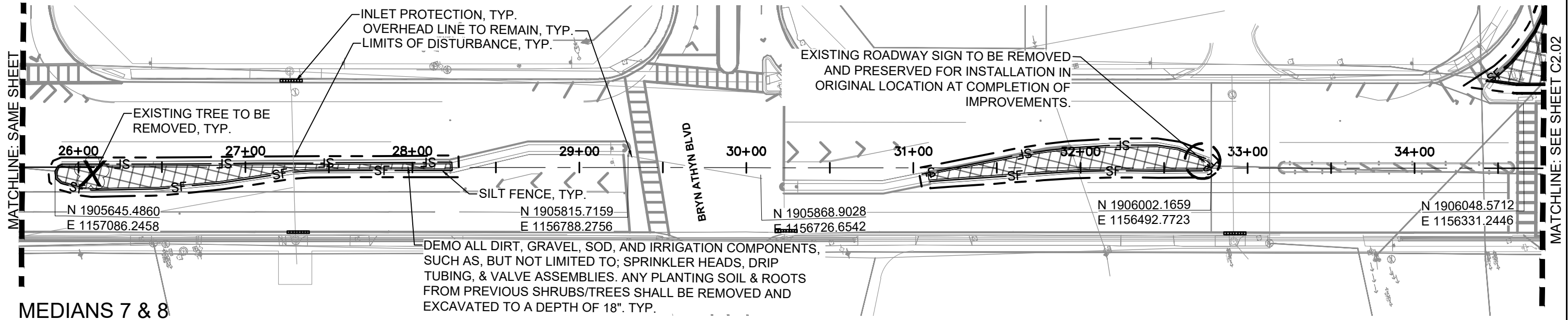
**LEGEND**

-  AREA TO BE DEMOLISHED
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- NOTES:**
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  2. SEE EROSION CONTROL DETAILS ON SHEET C3.00 FOR HAY BALE PROTECTION DETAIL.
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  4. ALL DEMO AREAS SHALL BE EXCAVATED TO A DEPTH OF 18".

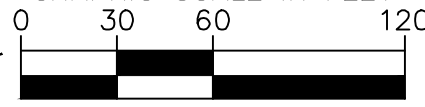


**MEDIANS 5 & 6**

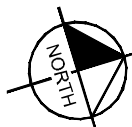


**MEDIANS 7 & 8**

GRAPHIC SCALE IN FEET



0 30 60 120

 NORTH

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No.	REVISIONS	DATE	BY

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KHA PROJECT 142199005
DATE 1/13/2026
SCALE AS SHOWN
DESIGNED BY MLW
DRAWN BY MLW
CHECKED BY CAJ

**MARY ESTHER BOULEVARD  
MEDIAN LANDSCAPING**

PREPARED FOR  
**THE CITY OF MARY ESTHER**

MARY ESTHER

LICENSED PROFESSIONAL

FL DATE:

**DEMOLITION + EROSION AND  
SEDIMENT CONTROL PLAN**

SHEET NUMBER  
**C2.01**

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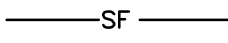




**DEMO & EROSION NOTES:**

1. CONTRACTOR SHALL COORDINATE WITH COUNTY'S ENVIRONMENT INSPECTOR.
2. ADDITIONAL SEDIMENT AND EROSION CONTROL MEASURES MAY BE REQUIRED, DURING ANY PHASE OF DEVELOPMENT, AT THE DISCRETION OF THE COUNTY'S ENVIRONMENTAL INSPECTOR.
3. THE CONTRACTOR SHALL ENSURE THAT A FOREMAN OF SUPERVISOR WHO HAS BEEN CERTIFIED UNDER THE FLORIDA STORMWATER, EROSION AND SEDIMENTATION CONTROL INSPECTOR TRAINING PROGRAM IS AVAILABLE IN PERSON OR BY PHONE AT ALL TIMES DURING CONSTRUCTION ACTIVITIES. INSPECTOR TO BE DESIGNATED AND AVAILABLE AT THE PRE-CONSTRUCTION MEETING.
4. SILT FENCE SHOWN ON THESE PLANS SHALL BE INSTALLED GENERALLY IN THE LOCATIONS INDICATED, ADJUSTED FOR FIELD CONSTRAINTS.
5. CONTRACTOR SHALL INSPECT AND REPAIR ALL BMP's AT LEAST ONCE A WEEK, AND AFTER EVERY SIGNIFICANT RAIN EVENT (>1/4" OF RAINFALL). A LOGD OF SUCH INSPECTIONS SHALL BE MAINTAINED AT THE SITE.
6. ANY BMP IN NEED OF REPAIR OR REINSTALLATIONS SHALL BE CORRECTED BY THE CONTRACTOR WITHIN 24 HOURS OF IDENTIFICATION OF THE NEED FOR SUCH CORRECTION.
7. ALL DISTURBED AREAS TO BE LEFT IDLE LONGER THAN 7 DAYS MUST BE STABILIZED WITH QUICK GROW GRASS SEED AND MULCH.
8. STREET SWEEPING WILL BE REQUIRED AS NECESSARY.
9. IMPROVEMENTS SHOWN FOR REFERENCE ONLY.
10. ALL EXCAVATED MATERIAL NOT USED ON SITE SHALL BE DISPOSED IN A MANNER THAT IS CONSISTENT WITH THE APPLICABLE COUNTY ORDINANCES.

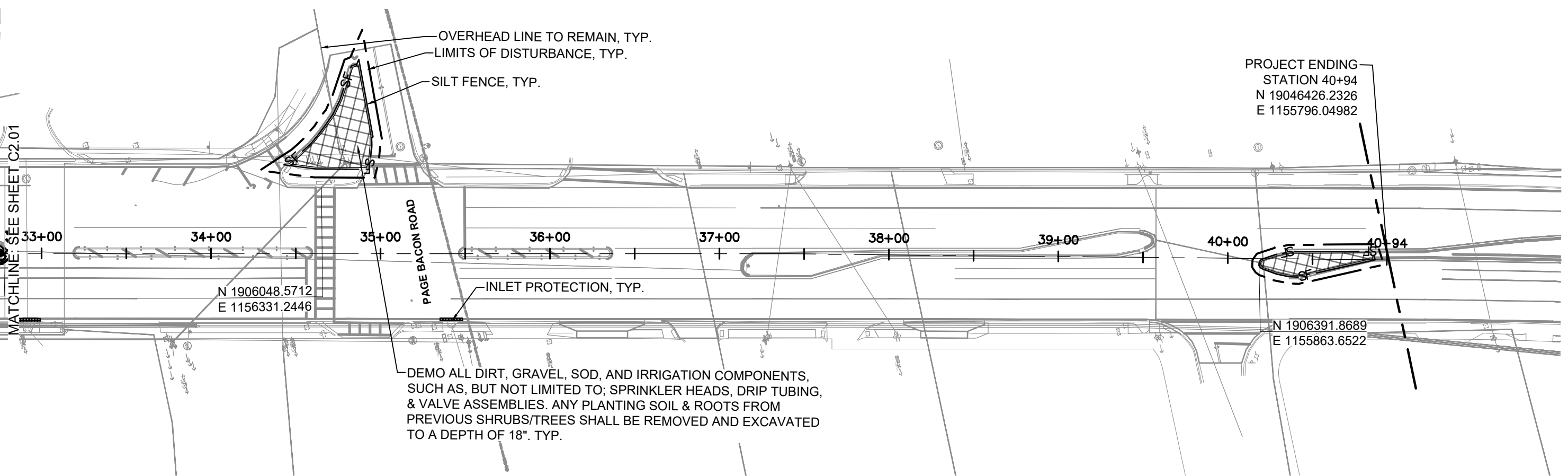
**CONSTRUCTION SEQUENCE:**

- THE INTENT OF THIS SEQUENCE IS TO MINIMIZE EROSION DURING INITIAL CONSTRUCTION. BMP'S MAY REQUIRE MODIFICATION AS NECESSARY THROUGHOUT CONSTRUCTION ACTIVITY.
1. PRE-CONSTRUCTION ENVIRONMENTAL PROTECTION/INSPECTION SCHEDULE:
    - 1.1. PAST ALL PERMIT PLACARDS, INCLUDE NPDES NOTICE OF INTENT.
    - 1.2. SCHEDULE A PRE-CONSTRUCTION MEETING.
    - 1.3. THE CONTRACTOR SHALL DESIGNATE (WITH WRITTEN DOCUMENTATION) AN ONSITE EROSION CONTROL OFFICER WITH 24-HOUR CONTACT INFORMATION.
    - 1.4. PRIOR TO SITE CLEARING AND GRUBBING INSTALL PERIMETER EROSION CONTROLS.
  2. INSPECT AND REPAIR ALL PERIMETER EROSION CONTROLS AS NECESSARY THROUGHOUT CONSTRUCTION.
  3. CLEAR AND GRUB REMAINDER OF SITE.
  4. COMPLETE REMAINDER OF SITE GRADING IN ACCORDANCE WITH GRADING AND DRAINAGE PLANS.
  5. INSTALL STORM SEWER COLLECTION SYSTEM.
  6. PROVIDE INLET PROTECTION ON STRUCTURES AS SHOWN ON EROSION CONTROL PLANS THROUGHOUT CONSTRUCTION.
  7. COMPLETE REMAINDER OF SITE WORK INCLUDING FINAL GRADING AND PAVING.
- NOTE:  
CONTRACTOR SHALL COORDINATE CONSTRUCTION STAGING/STORAGE WITH THE COUNTY AND PROVIDE ADEQUATE EROSION CONTROL MEASURES FOR DISTURBED AREAS.

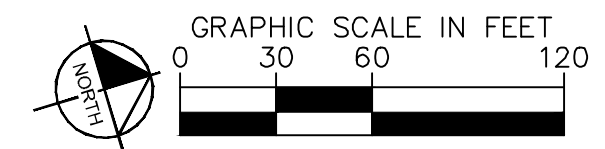
**LEGEND**

-  AREA TO BE DEMOLISHED
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-  EXISTING TREE TO BE REMOVED
-  EXISTING ROADWAY SIGN TO BE PRESERVED
-  INLET PROTECTION, TYP.

NOTE: SEE DEMO & EROSION CONTROL NOTES ON C2.02



MEDIANS 9 & 10



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SUNSHINE STATE ONE CALL OF FLORIDA, INC.

No.	REVISIONS	DATE	BY

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KHA PROJECT 142199005
DATE 1/13/2026
SCALE AS SHOWN
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DRAWN BY MLW
CHECKED BY CAJ

**MARY ESTHER BOULEVARD  
MEDIAN LANDSCAPING**

PREPARED FOR  
**THE CITY OF MARY ESTHER**

FL DATE: \_\_\_\_\_

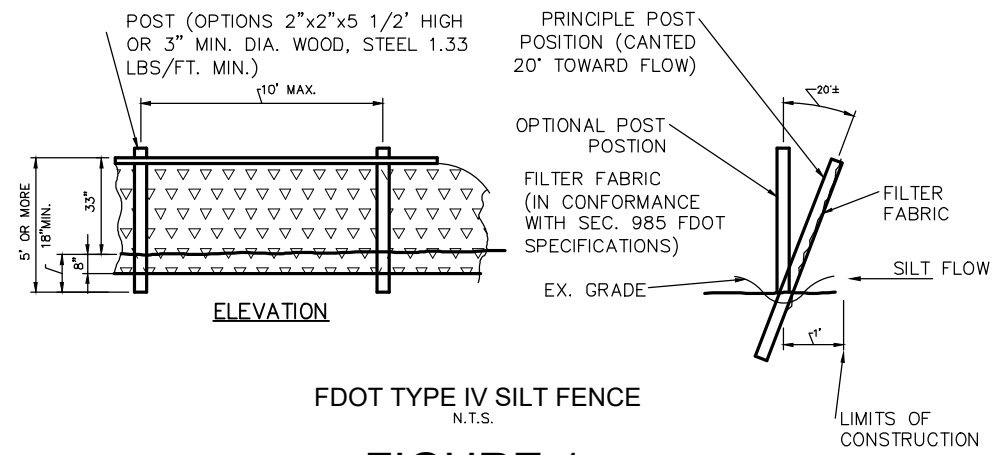
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**DEMOLITION + EROSION AND  
SEDIMENT CONTROL PLAN**

SHEET NUMBER  
**C2.02**  
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**FIGURE 1**

CALL 2 WORKING DAYS BEFORE YOU DIG

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FL DATE:

**EROSION CONTROL DETAILS**

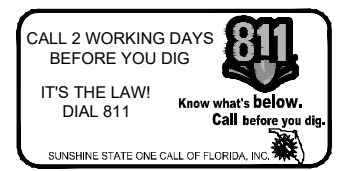
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**TEMPORARY TRAFFIC CONTROL NOTES:**

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PREPARING A DETAILED TRAFFIC CONTROL PLAN FOR CONSTRUCTION. THE PLAN SHALL BE SUBMITTED TO THE CITY OF MARY ESTHER FOR APPROVAL PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION THAT IMPACTS TRAFFIC.
2. PROJECT AREAS THAT ARE NOT ACTIVE CONSTRUCTION AREAS ARE TO BE KEPT FREE OF CONSTRUCTION DEBRIS AND UNNECESSARY OR CONFLICTING TRAFFIC CONTROL DEVICES.
3. ACCESS TO ALL DRIVEWAYS AND SUBDIVISION STREETS SHALL BE PROVIDED AT ALL TIMES, EXCEPT AS OTHERWISE INDICATED IN THESE PLANS.
4. TRAFFIC CONTROL FOR THIS PROJECT SHALL BE IN ACCORDANCE WITH THE CURRENT EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) STANDARD PLAN INDEX 102 SERIES. SEE STANDARD INDEX 102-628 SHEET 1 OF 3.
5. THE TRAFFIC AND TRAVEL WAYS SHALL NOT BE ALTERED BY THE CONTRACTOR TO CREATE A WORK ZONE UNTIL ALL LABOR, EQUIPMENT AND MATERIALS ARE AVAILABLE FOR THE CONSTRUCTION IN THAT AREA.
6. THE EXISTING REGULATORY SPEED LIMITS SHALL REMAIN UNCHANGED DURING CONSTRUCTION UNLESS NOTED IN THE PLANS.
7. IN THE EVENT OF A HURRICANE OR OTHER EVACUATION NEED, THE CONTRACTOR SHALL COORDINATE THE SECURING OF ALL LOOSE MATERIAL, OPEN CLOSED LANES, BACKFILL EXCAVATION, REMOVE OBSTRUCTIONS TO DRAINAGE AND WATER FLOW, AND TAKE OTHER MEASURES AS DIRECTED BY THE ENGINEER NECESSARY TO PROTECT THE PUBLIC.
8. THE CONTRACTOR SHALL REMOVE ANY EXISTING OR TEMPORARY PAVEMENT MARKINGS THAT CONFLICT WITH THE TRAFFIC CONTROL PLANS. WHEN THE CONFLICT NO LONGER EXISTS, THE CONTRACTOR SHALL RESTORE THE PAVEMENT MARKINGS TO THEIR ORIGINAL OR NEW POSITIONS. REMOVAL OF EXISTING AND/OR TEMPORARY PAVEMENT MARKINGS SHALL BE ACCOMPLISHED BY HYDROBLASTING.
9. PLACEMENT OF POST-MOUNTED SIGNS WITHIN THE WORK ZONES SHALL BE IN ACCORDANCE WITH THE FDOT STANDARD PLANS INDEX 700-010.
10. VEHICULAR, BICYCLE, PEDESTRIAN AND TRANSIT ROUTES SHALL BE PROVIDED AT ALL TIMES.
11. DURING LANE RESTRICTIONS OR STREET CLOSURES, PROVIDE INGRESS AND EGRESS TO ALL PROPERTIES WITHIN THE CLOSED STREET SEGMENT AND PROVIDE BUSINESS ENTRANCE SIGNS TO ROUTE MOTORISTS TO DESIGNATED PARKING AREAS. FOR THOSE PROPERTIES WITH MULTIPLE DRIVEWAYS, ONLY ONE DRIVEWAY MAY BE CLOSED AT ANY ONE TIME. ACCESS TO BUSINESSES THROUGHOUT CONSTRUCTION SHALL BE MAINTAINED AT ALL TIMES DURING BUSINESS HOURS.
12. CONTRACTOR SHALL ACCOUNT FOR OTHER AREAS OF CONSTRUCTION THAT MAY BE NEARBY. CONTRACTOR TO COORDINATE ALL ROADWAY CONSTRUCTION ZONE SIGNAGE FOR CONSISTENCY.
13. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING POSITIVE DRAINAGE OF THE TRAVEL WAY AT ALL TIMES.
14. ALL TEMPORARY PEDESTRIAN PATHS TO MEET ADA REQUIREMENTS.
15. PLAN LAYOUT ON THIS SHEET IS FOR REFERENCE ONLY, CONTRACTOR SHALL REFER TO THESE NOTES FOR TRAFFIC CONTROL MEASURES.



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 MEDIAN LANDSCAPING**

PREPARED FOR  
**THE CITY OF MARY ESTHER**

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**TEMPORARY TRAFFIC  
 CONTROL NOTES**

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**GENERAL DETAIL NOTES**

1. THE CONTRACT DOCUMENTS CONSIST OF THESE PLANS AND TECHNICAL SPECIFICATIONS. CONTRACTOR WILL REFERENCE THE CONSTRUCTION DOCUMENTS IN THEIR ENTIRETY. WHEN CONFLICTS EXIST BETWEEN THESE PLANS AND THE TECHNICAL SPECIFICATIONS, THE SPECIFICATIONS WILL PREVAIL.
2. THESE CONTRACT DOCUMENTS HAVE BEEN CREATED TO ILLUSTRATE THE GENERAL DESIGN INTENT OF THE PROJECT. THE CONTRACTOR WILL COORDINATE WITH THE OWNER'S REPRESENTATIVE AND NOTIFY THEM AS ADDITIONAL INFORMATION IS NEEDED TO PROPERLY CONSTRUCT/INSTALL/BUILD ELEMENTS DEPICTED HEREIN.
3. THE CONTRACT DOCUMENTS CONVEY THE SITE AS A COMPLETED, FUNCTIONAL PROJECT. THE CONTRACTOR IS RESPONSIBLE FOR THE MEANS AND METHODS USED TO ACHIEVE THE COMPLETED SITE CONDITION AS SET OUT IN THE CONTRACT DOCUMENTS. IT IS NOT THE INTENTION OF THESE DOCUMENTS TO PROVIDE SPECIFIC GUIDANCE OF EVERY ASPECT OF THE CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR THE IMPLEMENTATION OF THE DOCUMENTS IN COMPLIANCE WITH GENERALLY ACCEPTED PRACTICES AND UNDER CURRENT STANDARDS. CONTRACTOR WILL APPLY APPROPRIATE CONSTRUCTION DETAILS AND PROCESSES WHETHER OR NOT THESE INDIVIDUAL ASPECTS OF THE WORK ARE SPECIFICALLY CALLED OUT IN THE DOCUMENTS.
4. ALL CONSTRUCTION WILL BE PERFORMED IN ACCORDANCE WITH THE CONTRACT DOCUMENTS, LOCAL, STATE, AND FEDERAL REQUIREMENTS UNLESS SPECIFIED OTHERWISE. CONTRACTOR WILL OBTAIN THESE DOCUMENTS, BECOME FAMILIAR WITH THEM AND HAVE THEM ON THE JOB SITE AT ALL TIMES.
5. THE CONTRACTOR WILL MAKE SITE VISITS AND INSPECTIONS TO BECOME FAMILIAR WITH THE PROJECT AND MAKE ANY INVESTIGATIONS WHICH ARE APPROPRIATE TO CONFIRM THE SOILS/GEOTECHNICAL INFORMATION, TOPOGRAPHIC INFORMATION, WETLANDS, UTILITIES, ETC. TO BE ABLE TO CONSTRUCT THE PROJECT IN ACCORDANCE WITH THE CONTRACT DOCUMENTS. ANY DEVIATIONS AND/OR DISCREPANCIES IN THE CONTRACTOR'S FINDING'S DURING BIDDING WILL HAVE BEEN PRESENTED TO THE OWNER IN WRITING AT THE TIME OF BID.
6. CONTRACTOR WILL VERIFY THAT ALL PERMITS FOR CONSTRUCTION HAVE BEEN OBTAINED BY OWNER OR CONTRACTOR PRIOR TO COMMENCEMENT OF CONSTRUCTION. ALL REQUIRED PERMITS WILL BE MAINTAINED ON SITE AT ALL TIMES.
7. ALL MATERIALS, METHODS AND DETAILS OF CONSTRUCTION WILL CONFORM TO THE STANDARD SPECIFICATIONS OF FEDERAL, STATE, LOCAL MUNICIPALITY AND/OR THE APPROPRIATE UTILITY COMPANY, WHICHEVER TAKES PRECEDENCE. ALL RIGHT-OF-WAY CONSTRUCTION WILL MEET LOCAL AND STATE DEPARTMENT OF TRANSPORTATION STANDARDS AND SPECIFICATIONS, EDITION AS STATED IN THE CONTRACT DOCUMENTS.
8. ALL MATERIAL AND WORKMANSHIP ARE SUBJECT TO THE APPROVAL OF THE OWNER OR OWNER'S REPRESENTATIVE.
9. CONTRACTOR WILL NOT MAKE SUBSTITUTIONS OR REVISIONS WITHOUT APPROVAL OF THE OWNER OR OWNER'S REPRESENTATIVE.
10. CONTRACTOR WILL KEEP ALL AREAS OF WORK CLEAN, NEAT AND ORDERLY. ALL PAVED SURFACES ARE TO BE CLEANED OF SOIL AND DEBRIS AT THE CLOSE OF THE WORKDAY.
11. CONTRACTOR WILL COORDINATE WITH OWNER TO DETERMINE CONSTRUCTION STAGING AND STORAGE AREA PRIOR TO COMMENCEMENT OF MOBILIZATION IF NOT IDENTIFIED IN THE CONTRACT DOCUMENTS. CONSTRUCTION TRAILERS USED ON-SITE BY THE CONTRACTOR (IF NECESSARY) WILL BE PERMITTED THROUGH LOCAL GOVERNING AGENCY. IT WILL BE THE CONTRACTOR'S RESPONSIBILITY TO ACQUIRE ALL PERMITS.
12. A COMPLETE SET OF THE APPROVED CONTRACT DOCUMENTS WILL BE MAINTAINED ON SITE DURING THE PERFORMANCE OF WORK.
13. WITHIN THESE NOTES, THE TERM CONTRACTOR WILL MEAN THE GENERAL CONTRACTOR, SUBCONTRACTOR, OR VENDOR PERFORMING CONSTRUCTION ON THE SITE.
14. DISTRICT LANDSCAPE ARCHITECT WILL APPROVE THE PLANT MATERIALS FOR THIS PROJECT.

**LAYOUT NOTES**

1. ELECTRONIC FILES WILL BE MADE AVAILABLE UPON REQUEST FOR USE IN FIELD LOCATION OF ELEMENTS AND SITE FEATURES. HARDCOPY INFORMATION WILL PREVAIL.
2. CONTRACTOR WILL STAKE THE LAYOUT OF THE ELEMENTS WITHIN THE CONTRACT DOCUMENTS FOR OWNER AND OWNER'S REPRESENTATIVE APPROVAL PRIOR TO CONSTRUCTION.
3. NO TREE PLANTINGS WILL OCCUR WITHIN THE CLEAR ZONE, HORIZONTAL OFFSET, OR CLEAR SIGHT TRIANGLES PER THE FLORIDA DEPARTMENT OF TRANSPORTATION FLORIDA DESIGN MANUAL, EDITION AS STATED IN THE CONTRACT DOCUMENTS.
4. CONFLICTS OR DISCREPANCIES WILL BE FIELD ADJUSTED AND APPROVED BY THE OWNER OR OWNER'S REPRESENTATIVE PRIOR TO CONSTRUCTION.

**SUBSTANTIAL AND FINAL COMPLETION**

1. PROVIDE TEN (10) DAYS MINIMUM NOTICE TO THE OWNER AND OWNER'S REPRESENTATIVE PRIOR TO SUBSTANTIAL COMPLETION INSPECTION.
2. "AS-BUILT" DRAWINGS WILL BE PROVIDED TO THE OWNER AND OWNER'S REPRESENTATIVE IN CAD AND HARDCOPY FORMATS PRIOR TO SUBSTANTIAL COMPLETION.
3. SUBSTANTIAL COMPLETION WILL NOT OCCUR UNTIL RECORD "AS-BUILT" DRAWINGS HAVE BEEN PROVIDED TO AND REVIEWED AND APPROVED BY OWNER AND OWNER'S REPRESENTATIVE.
4. CONTRACTOR WILL PROVIDE "AS-BUILT" DRAWINGS CERTIFIED BY A FLORIDA REGISTERED SURVEYOR.
5. PROVIDE TEN (10) DAYS MINIMUM NOTICE TO THE OWNER AND OWNER'S REPRESENTATIVE PRIOR TO FINAL ACCEPTANCE.

**WARRANTY AND MAINTENANCE PERIOD NOTES:**

1. CONTRACTOR WILL PROVIDE A WARRANTY FOR THE PLANT MATERIAL INCLUDED IN THESE CONTRACT DOCUMENTS FOR A PERIOD OF 12 MONTHS TO COMMENCE UPON SUBSTANTIAL COMPLETION.
  - A. AT THE END OF THE WARRANTY PERIOD, ALL PLANT MATERIAL WILL BE IN FLOURISHING CONDITION OF ACTIVE GROWTH. IT WILL BE THE CONTRACTOR'S RESPONSIBILITY TO MONITOR THE PROJECT DURING THE ESTABLISHMENT PERIOD AND INFORM THE OWNER IF PROBLEMS DEVELOP WITH THE LANDSCAPE MATERIAL. THE CONTRACTOR WILL REMOVE DEAD AND UNHEALTHY LANDSCAPE MATERIAL IMMEDIATELY AND REPLACE AT THE CONTRACTOR'S EXPENSE. WITHIN THE 12 MONTH PERIOD, THERE WILL BE QUARTERLY EVALUATION'S OF MAINTENANCE BY OWNER AND, IF DIRECTED, CORRECTIVE ACTION TAKEN BY CONTRACTOR.
2. CONTRACTOR WILL PROVIDE MAINTENANCE IN ACCORDANCE WITH THE LANDSCAPE TECHNICAL MAINTENANCE PLAN FOR THE PLANT MATERIAL INCLUDED IN THESE CONTRACT DOCUMENTS FOR A PERIOD OF 12 MONTHS TO COMMENCE UPON SUBSTANTIAL COMPLETION.
3. OWNER MAY TERMINATE THE MAINTENANCE PERIOD AT ANYTIME WITH OR WITHOUT CAUSE BUT THE WARRANTY WILL REMAIN IN EFFECT UNTIL THE END OF THE 12 MONTH PERIOD.

**LANDSCAPE INSTALLATION NOTES**

1. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING QUANTITIES IN THE CONTRACT DOCUMENTS.
2. CONTRACTOR WILL INSTALL ALL MATERIALS AS SPECIFIED IN THE CONTRACT DOCUMENTS.
3. PLANT MATERIAL WILL BE FLORIDA #1 OR BETTER AT TIME OF INSTALLATION.
4. PROVIDE UNIT PRICES FOR EACH PLANT, WHICH INCLUDE ALL OTHER INCIDENTAL MATERIALS (I.E. FERTILIZER, LABOR, ETC.) PINE STRAW MULCH IS INCIDENTAL TO PLANT COSTS. REPORT PROMPTLY ANY DISCREPANCIES WHICH MAY AFFECT BIDDING.
5. PROVIDE OWNER AND OWNER'S REPRESENTATIVE THE SOIL TEST REPORT AS PREPARED IN ACCORDANCE WITH TECHNICAL SPECIFICATIONS. A.CONTRACTOR TO PROVIDE SOIL TEST REPORT PRIOR TO INSTALLATION OF SOIL AND PLANT MATERIAL.
6. PROVIDE AMENDMENTS IN ACCORDANCE WITH SOIL TEST REPORT. SUBMIT AMENDED SOIL SAMPLES TO TESTING LABORATORY AND PROVIDE OWNER AND OWNER'S REPRESENTATIVE WITH THE SOIL TEST REPORT FOR REVIEW AND APPROVAL.
7. APPLY HERBICIDES, MYCORRHIZAL INOCULANT AND FERTILIZER IN ACCORDANCE WITH THE TECHNICAL SPECIFICATIONS.
8. FOR DISTURBED AREAS OF EXISTING SOD, CONTRACTOR TO INSTALL SOD OF THE SAME SPECIES. THE CONTRACTOR WILL LAY SOD SOLIDLY IN ALL INDICATED OR DISTURBED AREAS WITH JOINTS IN CONTACT WITH EACH OTHER. PIN ALL SODDED SLOPES EQUAL TO OR GREATER THAN 3:1 WITH STEEL U PINS/SOD STAPLES.
9. PLANT CONTAINERS WILL BE REMOVED PRIOR TO INSTALLATION OF PLANT MATERIAL. IF PLANT MATERIAL IS NOT CONTAINER GROWN, REMOVE A MINIMUM OF THE TOP 1/3 OF BURLAP, FABRIC, OR WIRE BASKET. WIRE BASKETS MUST BE COMPLETELY REMOVED PRIOR TO INSTALLATION. REMOVE WEEDS FROM CONTAINERS AND FIELD GROWN MATERIAL PRIOR TO PLANTING.
10. CONTAINER GROWN STOCK WILL HAVE BEEN GROWN IN A CONTAINER LONG ENOUGH FOR THE ROOT SYSTEM TO HAVE DEVELOPED SUFFICIENTLY TO HOLD ALL THE SOIL TOGETHER FIRMLY, BUT NOT LONG ENOUGH TO HAVE BOUND ROOTS.
11. PLANT MATERIAL WITH BROKEN ROOT BALLS, BOUND ROOTS, OR SUBSTANTIAL DAMAGE WILL BE REPLACED PRIOR TO PLANTING.
12. ONLY PRUNE IN ACCORDANCE WITH THE TECHNICAL SPECIFICATIONS.
13. PREPARE PLANTING PIT AND TRENCHES IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
14. INSTALL PLANT MATERIAL IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
15. INSTALL SEED AND WEED FREE MULCH IN ACCORDANCE WITH THE CONTRACT DOCUMENTS
  - A. LIMITS OF MULCHING
16. CONTRACTOR WILL MAINTAIN PLANT MATERIAL INCLUDING WATERING, OPERATION AND MAINTENANCE OF IRRIGATION SYSTEM, WEED CONTROL, PRUNING, LITTER REMOVAL MULCH MAINTENANCE AND REPLENISHMENT, TREE STAKING, DISEASE AND INSECT CONTROL, MOWING AND EDGING, AND LANDSCAPE MATERIAL REPLACEMENT UNTIL SUBSTANTIAL COMPLETION.
17. PLANT MATERIAL WILL BE DEEMED DEAD IF THE TERMINAL LEADER IS DEAD OR DIES OR IF THE PLANT MATERIAL HAS LESS THAN 90% VIABLE LEAF SURFACE AREA.



No.	REVISIONS	DATE	BY

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KHA PROJECT	142199005
DATE	1/13/2026
SCALE	AS SHOWN
DESIGNED BY	MLW
DRAWN BY	MLW
CHECKED BY	CAJ

**MARY ESTHER BOULEVARD  
MEDIAN LANDSCAPING**

PREPARED FOR  
**THE CITY OF MARY ESTHER**

MARY ESTHER

LICENSED PROFESSIONAL

\_\_\_\_\_

FL DATE: \_\_\_\_\_

**LANDSCAPE NOTES**

SHEET NUMBER

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## ESTABLISHMENT PERIOD MAINTENANCE NOTES

(TO COMMENCE AFTER FINAL ACCEPTANCE OF THE INSTALLATION PERIOD)

PERFORM THE FOLLOWING OPERATIONS DURING THE ESTABLISHMENT PERIOD. CONTRACTOR TO ASSUME RESPONSIBILITY FOR THE PROPER MAINTENANCE, SURVIVAL, AND CONDITION OF ALL NEWLY INSTALLED LANDSCAPE ITEMS UNDER THIS CONTRACT WITHIN THE HIGHLIGHTED AREAS DEPICTED ON THE CONTINUING MAINTENANCE PLAN:

1. MOWING
  - A. TURF AREAS SHOULD BE MAINTAINED TO A HEIGHT OF NO MORE THAN 2 INCHES TO FOSTER PHOTOSYNTHESIS AND HEALTHY ROOT DEVELOPMENT.
  - B. PICK UP ALL LITTER PRIOR TO MOWING.
1. FERTILIZER
 

APPLY FERTILIZER TO NEW AND EXISTING PLANT MATERIAL AT LEAST 2 TIMES PER YEAR (MARCH AND SEPTEMBER) OR AS DIRECTED BY THE DISTRICT LANDSCAPE ARCHITECT AND PROJECT ADMINISTRATOR.
2. EDGING
  - A. ON A REGULAR BASIS, A MINIMUM OF 12 TIMES PER YEAR, PERFORM EDGING TO COINCIDE WITH THE MOWING SCHEDULE.
  - B. WHERE TURF ABUTS MULCH OR CURB, EDGE WITH A MECHANICAL EDGER. TAKE CARE NOT TO SCAR OR DAMAGE HARDSCAPE.
  - C. KEEP ALL MULCH INSTALLED UNDER THIS CONTRACT CLEAN AND WELL DEFINED IN ORDER TO PREVENT ENCROACHMENT BY TURF GRASSES.
  - D. CHEMICAL EDGING IS NOT ALLOWED.
3. WEED CONTROL
  - A. PROVIDE WEED CONTROL ON ALL MULCHED AND TURF AREAS ON A ROUTINE BASIS TO MAINTAIN A WEED-FREE CONDITION.
  - B. IMMEDIATELY REMOVE WEEDS FROM THESE AREAS BY HAND.
  - C. HERBICIDES MAY BE UTILIZED IN PROBLEM AREAS AND TURF AREAS. APPLY HERBICIDES WITH EXTREME CAUTION TO PREVENT POTENTIAL DAMAGE TO LANDSCAPE.
  - D. A REGIMEN OF PRE-AND POST-EMERGENT HERBICES WILL BE USED. A MINIMUM OF THREE PRE-EMERGENT HERBICIDE APPLICATIONS PER YEAR WILL BE REQUIRED.
  - E. FOR ALL EXISTING AND PROPOSED MULCH BEDS, PLANT BEDS, AND SOD/TURF AREAS, A REGIMEN OF PRE- AND POST-EMERGENT HERBICES WILL BE USED. A MINIMUM OF THREE PRE-EMERGENT HERBICIDE APPLICATIONS PER YEAR WILL BE REQUIRED. ENSURE ONE APPLICATION DURING THE MONTH OF DECEMBER.
4. HERBICIDE/PESTICIDE
  - A. REMOVE ALL INVASIVE, EXOTIC SPECIES (PER FLORIDA EXOTIC PEST PLANT COUNCIL CAT. 1 & 2 LISTS).
  - B. PROVIDE INSECT AND DISEASE CONTROL INSPECTIONS FOR ALL PLANTS CONTINUALLY AND TREAT AS NECESSARY.
5. TRIMMING AND PRUNING
  - A. HAND TRIMMING, NOT SHEARING, IS THE PRIMARY METHOD TO SHAPE AND CONTROL PLANT SIZE AND WILL BE ACCOMPLISHED UNDER THE SUPERVISION OF AN INTERNATIONAL SOCIETY OF ARBORICULTURE (ISA) CERTIFIED ARBORIST WITH A MINIMUM 5 YEARS OF EXPERIENCE ON SIMILAR PROJECTS TO ENSURE THIS FUNCTION IS IN ACCORDANCE WITH RECOMMENDED HORTICULTURAL PRACTICES.
  - B. PERFORM SELECTIVE HAND TRIMMING AS NECESSARY ON ALL TREES, SHRUBS, AND GROUNDCOVERS IN ORDER TO MAINTAIN THE NATURAL HABIT OF THE PLANT IN A FLORIDA #1 CONDITION AND ENSURE HEALTH AND VIGOR THROUGHOUT THE ESTABLISHMENT PERIOD. REVIEW AT EACH MAINTENANCE VISIT. MAINTAIN ONE DOMINANT LEADER IN CANOPY TREES.
  - C. PRUNE AND TRIM ALL PLANT MATERIAL AS NEEDED TO ENSURE COMPLIANCE WITH CLEAR ZONE, LIMIT OF CLEAR SIGHT AND MRP REQUIREMENTS.
6. MULCH
  - A. MAINTAIN ALL MULCH AREAS AT A 3 INCH (3") SETTLED DEPTH. RE-MULCH AS NEEDED (A MINIMUM OF ONCE PER YEAR, 1.5 INCH DEPTH MINIMUM).
  - B. PINE STRAW SHALL BE FULL LENGTH, DRY, BRIGHT IN COLOR, FRESHLY BALED, AND COMPOSED ONLY OF NEEDLES OF SLASH, LOBLLOLY, OR LONGLEAF PINE. DO NOT USE MULCH IF IT IS ROTTED OR MOLDY, OR CONTAINS SEED, TUBERS, OR RHIZOMES OF ANY NOXIOUS SPECIES. REJECT THE ENTIRE LOT OF PINE STRAW IF THERE IS ANY EVIDENCE THAT THE PINE STRAW LOT WAS HARVESTED FROM A SITE INFESTED WITH LYGODIUM JAPONICUM OR LYGODIUM MICROPHYLLUM (CLIMBING FERN).
7. SPECIAL CARE REQUIREMENTS
  - A. PROTECT HARDSCAPE ELEMENTS FROM DAMAGE DURING MAINTENANCE ACTIVITIES. ENSURE AREAS ADJACENT TO MAINTENANCE ACTIVITIES ARE CLEANED, SWEEPED OR BLOWN AFTER EACH MAINTENANCE VISIT.
  - B. DO NOT BLOW GRASS OR CLIPPINGS INTO PAVED AREAS OR DRAINAGE STRUCTURES.
8. LITTER PICK-UP
 

ENSURE LITTER PICKUP WITHIN THE PROJECT LIMITS AT EACH MAINTENANCE VISIT AND PRIOR TO MOWING.
9. TREE STAKING
  - A. MAINTAIN ALL STAKING AND GUYING DURING THE FIRST YEAR OF THE ESTABLISHMENT PERIOD.
  - B. REMOVE ALL STAKING AT THE END OF THE FIRST YEAR OF THE ESTABLISHMENT PERIOD IF TREES ARE ESTABLISHED.
10. EARTHEN BERMS AND MULCH RINGS
 

REMOVE, GRADE SMOOTH, AND RE-MULCH EARTHEN BERM AT TREES AT THE END OF THE FIRST YEAR OF THE ESTABLISHMENT PERIOD IF TREES ARE ESTABLISHED.
11. IRRIGATION SYSTEM
  - A. INSPECT IRRIGATION SYSTEM AT EACH MAINTENANCE VISIT. OBSERVE IN OPERATION AND MAKE NECESSARY ADJUSTMENTS/REPAIRS.
  - B. REVIEW AND ADJUST WATERING SCHEDULES SEASONALLY AS NEEDED (A MINIMUM OF 4 TIMES PER YEAR).
  - C. ON TEMPORARY SYSTEMS, REMOVE ABOVE GROUND IRRIGATION COMPONENTS AT THE END OF THE ESTABLISHMENT PERIOD. IN-GROUND COMPONENTS MAY BE ABANDONED IN PLACE.
12. TREE TAGS
 

REMOVE TREE TAGS AT THE END OF THE ESTABLISHMENT PERIOD.

## LONG TERM LANDSCAPE CARE NOTES

(THE FOLLOWING CARE BEGINS AT THE CONCLUSION OF THE ESTABLISHMENT PERIOD AND IS PROVIDED BY THE MAINTAINING AGENCY. THIS WORK IS NOT INCLUDED IN THE CONSTRUCTION CONTRACTOR'S BID.)

1. MOWING
  - A. TURF AREAS SHOULD BE MAINTAINED TO A HEIGHT OF NO MORE THAN 2 INCHES TO FOSTER PHOTOSYNTHESIS AND HEALTHY ROOT DEVELOPMENT.
  - B. AT A MINIMUM, MOW ALL NEWLY PLANTED SOD MONTHLY. DURING THE GROWING SEASON, MOWING FREQUENCY SHALL BE AS REQUIRED SUCH THAT TURF HEIGHT DOES NOT EXCEED 3 INCHES.
  - C. PICK UP ALL LITTER PRIOR TO MOWING
2. FERTILIZER
 

APPLY AT LEAST 2 TIMES PER YEAR (MARCH AND SEPTEMBER) OR AS DIRECTED BY THE DISTRICT LANDSCAPE ARCHITECT AND PROJECT ADMINISTRATOR.
3. EDGING
  - A. ON A REGULAR BASIS, A MINIMUM OF 12 TIMES PER YEAR, PERFORM EDGING TO COINCIDE WITH THE MOWING SCHEDULE.
  - B. WHERE TURF ABUTS MULCH OR CURB, EDGE WITH A MECHANICAL EDGER. TAKE CARE NOT TO SCAR OR DAMAGE HARDSCAPE.
  - C. KEEP ALL MULCH INSTALLED UNDER THIS CONTRACT CLEAN AND WELL DEFINED IN ORDER TO PREVENT ENCROACHMENT BY TURF GRASSES.
  - D. CHEMICAL EDGING IS NOT ALLOWED.
4. WEED CONTROL
  - A. PROVIDE WEED CONTROL ON ALL MULCHED AND TURF AREAS ON A ROUTINE BASIS TO MAINTAIN A WEED-FREE CONDITION.
  - B. IMMEDIATELY REMOVE WEEDS FROM THESE AREAS BY HAND.
  - C. HERBICIDES MAY BE UTILIZED IN PROBLEM AREAS AND TURF AREAS. APPLY HERBICIDES WITH EXTREME CAUTION TO PREVENT POTENTIAL DAMAGE TO LANDSCAPE.
  - D. A REGIMEN OF PRE-AND POST-EMERGENT HERBICES WILL BE USED. A MINIMUM OF THREE PRE-EMERGENT HERBICIDE APPLICATIONS PER YEAR WILL BE REQUIRED.
5. HERBICIDE/PESTICIDE
  - A. REMOVE ALL INVASIVE, EXOTIC SPECIES (PER FLORIDA EXOTIC PEST PLANT COUNCIL CAT. 1 & 2 LISTS).
  - B. PROVIDE INSECT AND DISEASE CONTROL INSPECTIONS FOR ALL PLANTS CONTINUALLY AND TREAT AS NECESSARY.
6. TRIMMING AND PRUNING
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  - B. PERFORM SELECTIVE HAND TRIMMING AS NECESSARY ON ALL TREES, SHRUBS, AND GROUNDCOVERS IN ORDER TO MAINTAIN THE NATURAL HABIT OF THE PLANT IN A FLORIDA #1 CONDITION AND ENSURE HEALTH AND VIGOR THROUGHOUT THE ESTABLISHMENT PERIOD. REVIEW AT EACH MAINTENANCE VISIT. MAINTAIN ONE DOMINANT LEADER IN CANOPY TREES.
  - C. CUT BACK NATIVE GRASSES IN EARLY MARCH, IF DIRECTED, TO MAINTAIN A NEAT APPEARANCE. REVIEW ANNUALLY WITH THE DISTRICT LANDSCAPE ARCHITECT OR PROJECT ADMINISTRATOR.
  - D. PRUNE AND TRIM ALL PLANT MATERIAL AS NEEDED TO ENSURE COMPLIANCE WITH CLEAR ZONE, LIMIT OF CLEAR SIGHT AND MRP REQUIREMENTS.
7. MULCH
  - A. MAINTAIN ALL MULCH AREAS AT A 3 INCH (3") SETTLED DEPTH. RE-MULCH AS NEEDED (A MINIMUM OF ONCE PER YEAR, 1.5 INCH DEPTH MINIMUM).
  - B. PINE STRAW SHALL BE FULL LENGTH, DRY, BRIGHT IN COLOR, FRESHLY BALED, AND COMPOSED ONLY OF NEEDLES OF SLASH, LOBLLOLY, OR LONGLEAF PINE. DO NOT USE MULCH IF IT IS ROTTED OR MOLDY, OR CONTAINS SEED, TUBERS, OR RHIZOMES OF ANY NOXIOUS SPECIES. REJECT THE ENTIRE LOT OF PINE STRAW IF THERE IS ANY EVIDENCE THAT THE PINE STRAW LOT WAS HARVESTED FROM A SITE INFESTED WITH LYGODIUM JAPONICUM OR LYGODIUM MICROPHYLLUM (CLIMBING FERN).
8. SPECIAL CARE REQUIREMENTS
  - A. PROTECT HARDSCAPE ELEMENTS FROM DAMAGE DURING MAINTENANCE ACTIVITIES. ENSURE AREAS ADJACENT TO MAINTENANCE ACTIVITIES ARE CLEANED, SWEEPED OR BLOWED AFTER EACH MAINTENANCE VISIT.
  - B. DO NOT BLOW GRASS OR CLIPPINGS INTO PAVED AREAS OR DRAINAGE STRUCTURES.
9. LITTER PICK-UP
 

ENSURE LITTER PICKUP WITHIN THE PROJECT LIMITS AT EACH MAINTENANCE VISIT AND PRIOR TO MOWING.
10. IRRIGATION SYSTEM
  - A. INSPECT IRRIGATION SYSTEM AT EACH MAINTENANCE VISIT. OBSERVE IN OPERATION AND REPAIR/ADJUST HEADS TO ENSURE 100% COVERAGE AND MINIMIZE OVERSPRAY .
  - B. REVIEW AND ADJUST WATERING SCHEDULES SEASONALLY AS NEEDED (A MINIMUM OF 4 TIMES PER YEAR).



No.	REVISIONS	DATE	BY

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KHA PROJECT	142199005
DATE	1/13/2026
SCALE	AS SHOWN
DESIGNED BY	MLW
DRAWN BY	MLW
CHECKED BY	CAJ

### MARY ESTHER BOULEVARD MEDIAN LANDSCAPING

PREPARED FOR  
**THE CITY OF MARY ESTHER**

MARY ESTHER

FL DATE:

LANDSCAPE NOTES

SHEET NUMBER

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<b>SAMPLE LANDSCAPE TECHNICAL MAINTENANCE PLAN</b>												
Maintenance Operation	Operations noted herein shall be performed as part of the Contractor's Maintenance Period.											
Week/Month	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC
Mowing		X	X	XX	XX	XX	XX	XX	XX	X		
	Set mower height to avoid scalping the turf. No lower than 3 inches.											
Edging			X			X	X	X		X		
	Edging of all sidewalks and curbs. All debris shall not be allowed to remain in the curb or on sidewalk surfaces											
Recommended Watering Schedule	Trees (Water Frequency)			Shrubs (Water Frequency)			Watering General Notes					
	<2" Caliper	Daily for two weeks; every other day for two months, weekly until establishment		Month 1	Daily for the first two weeks, Every other day for the remaining two weeks		Water all landscape plants and trees as needed after establishment to meet proper maintenance conditions. Never apply irrigation if the soil is saturated. Supplemental watering is applied to encourage vigorous growth and plant establishment.					
	2-4" Caliper	Daily for one month; every other day		Month 2	Twice per week.							
	>4" Caliper	Daily for 6 weeks, every other day for five months, weekly until establishment		Month 3	Once per week until established							
Weed Control	XX	XXY	XX	XX	XX	XXY	XX	XX	XX	XXY	XX	XX
	Weed all planting beds twice per month. Landscape areas shall be kept relatively weed free.			Weeding of landscape areas utilizing appropriate selective and non-selective herbicides, applied as per manufacturer's specifications, under the supervision of a licensed applicator by FDACS. Application of herbicides shall be done with extreme caution to prevent damage to landscape and tree plantings. NOTE - Application of pre-emergent herbicide at the maximum rate per acre as per manufacturer's specifications and limitations for broad spectrum suppression of grassy and broadleaf weeds. All pre-emergent products must be approved in advance, but form Snapshot 2.5TG, Specticle G, or Freehand 1.75G. Application frequency and maximum rate will be limited by the manufacturers label recommendations.								
Pruning	Pruning for trees, shrubs, and groundcovers to be performed in accordance with the ANSI A300 guidelines and FDOT design standard index 546. All trees within medians shall be pruned to maintain sight distance for vehicles and pedestrians. Additionally, prune trees as needed to remove dead, diseased, or broken branches, fronds, and seed heads.											
Fertilization	Trees and shrubs shall be fertilized using a slow release fertilizer that contains at least 50% of the available nitrogen in a slow release form. Fertilizer analysis shall be in a NPK ratio of 2-1-1, at a rate recommended by soil fertility.			Trees, shrubs, and groundcovers are to be fertilized by top dressing the root zone of the plants and trees, using owner approved methods. This application of fertilizer shall be irrigated within two days of application with a minimum of 1/2" of irrigation. All materials and performance of work shall meet Florida Friendly Best Management Practices for the Protection of Water Resources by the Green Industry and all other applicable state and federal health and safety laws.								
Litter Removal	XX	XX	XX	XX	XX	XX	XX	XX	XX	XX	XX	XX
	Litter removal within the project limits. To be completed in conjunction with the mowing schedule where applicable, but immediately prior to mowing.											
Mulching 3" Depth Pine Straw	Mulch should be applied after landscape material has been installed and air pockets have been filled.			Mulch shall be free of vegetative yard waste, plastic, glass, metal, palm fronds, sand, and other foreign materials. Mulch shall be consistent in appearance. Mulch shall be free from viable non-native seed, weed, and grass seed. Maintain a continuous 3" layer of mulch in all planted and mulched areas with the exception of trees.								
Tree Staking	The Contractor shall maintain, repair, and/or replace all staking materials as needed to keep trees upright and to prevent girdling. The Contractor shall remove staking at the end of the one year establishment period or as directed by the owner.											
Disease and Insect Control	X	X	X	X	X	X	X	X	X	X	X	X
	The Contractor shall inspect all landscape material on a monthly basis for insects, mites, fungus, etc., and apply correct control products as needed per manufacturer's specification											
Plant Material Replacement	The Contractor shall replace all dead and poorly performing trees and shrubs as outlined in the contract.											

**LANDSCAPE TECHNICAL MAINTENANCE PLAN NOTES:**

1. NO LESS THAN FORTY-FIVE DAYS PRIOR TO SUBSTANTIAL COMPLETION, CONTRACTOR WILL SUBMIT A WRITTEN TECHNICAL LANDSCAPE MAINTENANCE PLAN TO THE OWNER AND OWNER'S REPRESENTATIVE FOR REVIEW AND APPROVAL.
2. SUBSTANTIAL COMPLETION WILL NOT OCCUR UNTIL THE TECHNICAL LANDSCAPE MAINTENANCE PLAN IS APPROVED BY THE OWNER OR OWNER'S REPRESENTATIVE. AT A MINIMUM, THE PLAN WILL DESCRIBE THE METHODS, ACTIVITIES, MATERIALS AND SCHEDULE THROUGHOUT THE MAINTENANCE PERIOD TO ACHIEVE THE FOLLOWING:
  - A. KEEP ALL PLANTS INSTALLED AS SPECIFIED IN THE CONTRACT DOCUMENTS.
  - B. MOWING
  - C. EDGING
  - D. RECOMMENDED WATERING SCHEDULE AND OPERATION AND MAINTENANCE OF IRRIGATION SYSTEM
  - E. WEED CONTROL
  - F. PRUNING
    - F.1 KEEP ALL PLANTS PRUNED TO MAINTAIN PLANT HEALTH, CLEAR VISIBILITY OF SIGNS, TRAFFIC SIGNALS, SAFE SIGHT DISTANCE AT INTERSECTIONS AND DRIVEWAYS, SAFE AND OPERATIONAL HORIZONTAL AND VERTICAL CLEARANCE FROM ROADWAYS, SIDEWALKS, PATHS / TRAILS, UTILITIES, LIGHT POLES, MECHANICALS EQUIPMENT, FENCES, WALLS AND DRAINAGE STRUCTURES, AND UNOBSTRUCTED ACCESS FOR ALL AUTHORIZED USERS.
  - G. FERTILIZATION
  - H. LITTER REMOVAL
  - I. MULCH MAINTENANCE AND REPLENISHMENT
  - J. TREE STAKING
  - K. DISEASE AND INSECT CONTROL
  - L. PLANT MATERIAL REPLACEMENT
3. THE SAMPLE LANDSCAPE TECHNICAL MAINTENANCE PLAN IS PROVIDED IN THE CONTRACT DOCUMENTS. CONTRACTOR MAY SUBMIT THIS PLAN AS THEIR OWN TECHNICAL MAINTENANCE PLAN OR PROVIDE A PLAN THAT MEETS THE MINIMUM REQUIREMENTS IDENTIFIED ABOVE.



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








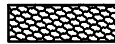



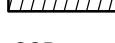
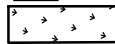
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**LANDSCAPE NOTES &  
MAINTENANCE PLAN**

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# OVERALL PLANT SCHEDULE


SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	CAL	SIZE
<b>CANOPY TREES</b>							
	MAGR	2	MAGNOLIA GRANDIFLORA 'LITTLE GEM' FL #1 MIN.	LITTLE GEM MAGNOLIA	FG	4" CAL MIN	16' HT MIN
	QUVI	17	QUERCUS VIRGINIANA 'QVTIA' SINGLE LEADER, STRAIGHT, FL #1 MIN.	HIGHRISE LIVE OAK	FG	4" CAL MIN	16' HT MIN
	QUVI(2)	3	QUERCUS VIRGINIANA 'QVTIA' FL #1 MIN., 8' MIN. CLEAR TRUNK	HIGHRISE LIVE OAK	FG	6" CAL MIN	20' HT MIN
<b>UNDERSTORY TREES</b>							
	LAFA	1	LAGERSTROEMIA FAURIEI 'TUSCARORA' FL #1 MIN. SINGLE STANDARD TRUNK	TUSCARORA CRAPE MYRTLE	FG	2" CAL MIN	10' HT MIN
<b>SHRUBS</b>							
	ILVO	26	ILEX VOMITORIA 'NANA' FL #1 MIN.	DWARF YAUPON HOLLY	7 GAL	24" HT MIN	AS SHOWN
	LISI	110	LIGUSTRUM SINENSE 'SUNSHINE' FL #1 MIN.	SUNSHINE LIGUSTRUM	7 GAL	24" HT MIN	AS SHOWN
	RHRF	54	RHODODENDRON 'RED FORMOSA' FL #1 MIN.	SOUTHERN INDICA HYBRID AZALEA	7 GAL	24" HT MIN	AS SHOWN
	VIOB	122	VIBURNUM OBOVATUM 'WHORLED CLASS' FULL, FL #1	DWARF WALTER'S VIBURNUM	3 GAL	12" HT MIN	AS SHOWN
	ZAFL	195	ZAMIA FLORIDANA FL #1 MIN.	FLORIDA COONTIE	3 GAL	12" HT MIN	AS SHOWN
<b>ORNAMENTAL GRASSES</b>							
	MISI	102	MISCANTHUS SINENSIS 'ADAGIO' FL #1 MIN.	ADAGIO EULALIA GRASS	3 GAL	36" OC	18" HT MIN
<b>GROUND COVERS</b>							
	AGAF	1,534	AGAPANTHUS AFRICANUS	LILY OF THE NILE	1 GAL	6" - 12" HT.	18" OC
	ARGL	1,017	ARACHIS GLABRATA	PERENNIAL PEANUT	1 GAL	6" - 12" HT.	9" OC
	DITA	1,062	DIANELLA TASMANICA 'VARIEGATA'	VARIEGATED FLAX LILY	1 GAL	12" HT. MIN.	24" OC
	LIMU	1,687	LIRIOPE MUSCARI 'BIG BLUE'	BIG BLUE LILYTURF	1 GAL	6" - 12" HT.	18" OC
	TUVI	1,650	TULBAGHIA VIOLACIA	SOCIETY GARLIC	1 GAL	6" - 12" HT.	18" OC
<b>SOD</b>							
	EMOP	11,335 SF	EMEROCHLOA OPHIUROIDES	CENTIPEDE SOD	SOD	-	-

CALL 2 WORKING DAYS BEFORE YOU DIG

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CHECKED BY CAJ

**MARY ESTHER BOULEVARD  
MEDIAN LANDSCAPING**

PREPARED FOR  
**THE CITY OF MARY ESTHER**

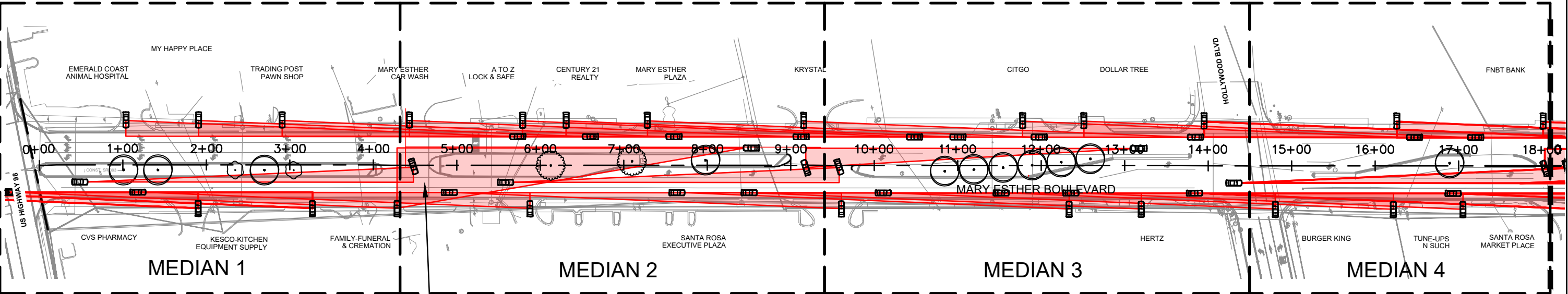
LICENSED PROFESSIONAL

FL DATE:

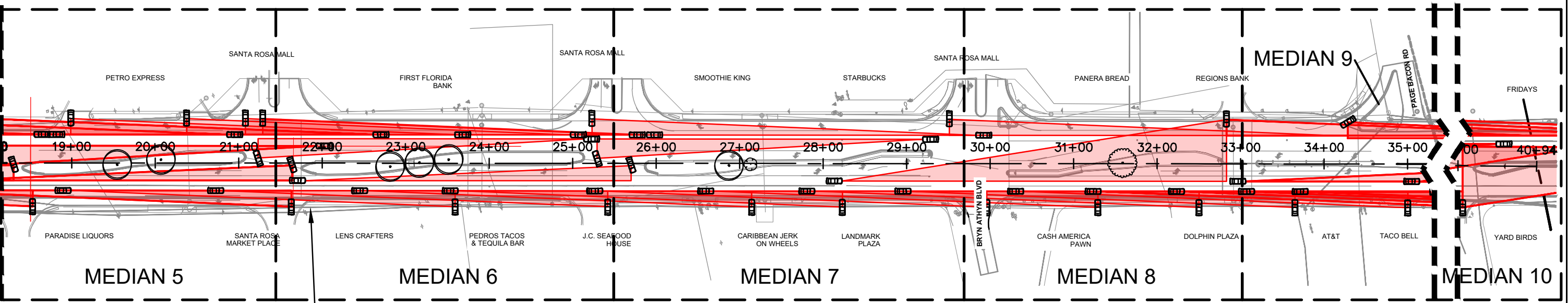
**OVERALL PLANT SCHEDULE**

SHEET NUMBER  
**L0.12**  
Page 124 of 207

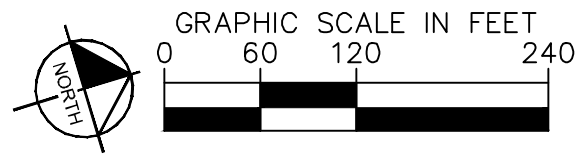
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INTERSECTION SIGHT VISIBILITY  
OBSTRUCTION TRIANGLES, TYP. PER  
CHAPTER 12 SECTION 212-6 OF THE  
FDOT DESIGN MANUAL



INTERSECTION SIGHT VISIBILITY  
OBSTRUCTION TRIANGLES, TYP. PER  
CHAPTER 12 SECTION 212-6 OF THE  
FDOT DESIGN MANUAL



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KHA PROJECT 142199005
DATE 1/13/2026
SCALE AS SHOWN
DESIGNED BY MLW
DRAWN BY MLW
CHECKED BY CAJ

**MARY ESTHER BOULEVARD  
MEDIAN LANDSCAPING**

PREPARED FOR  
**THE CITY OF MARY ESTHER**

LICENSED PROFESSIONAL  
\_\_\_\_\_  
FL DATE: \_\_\_\_\_

**OVERALL LANDSCAPE PLAN**

SHEET NUMBER  
**L1.00**

Page 125 of 207

# PLANT LEGEND MEDIAN 1

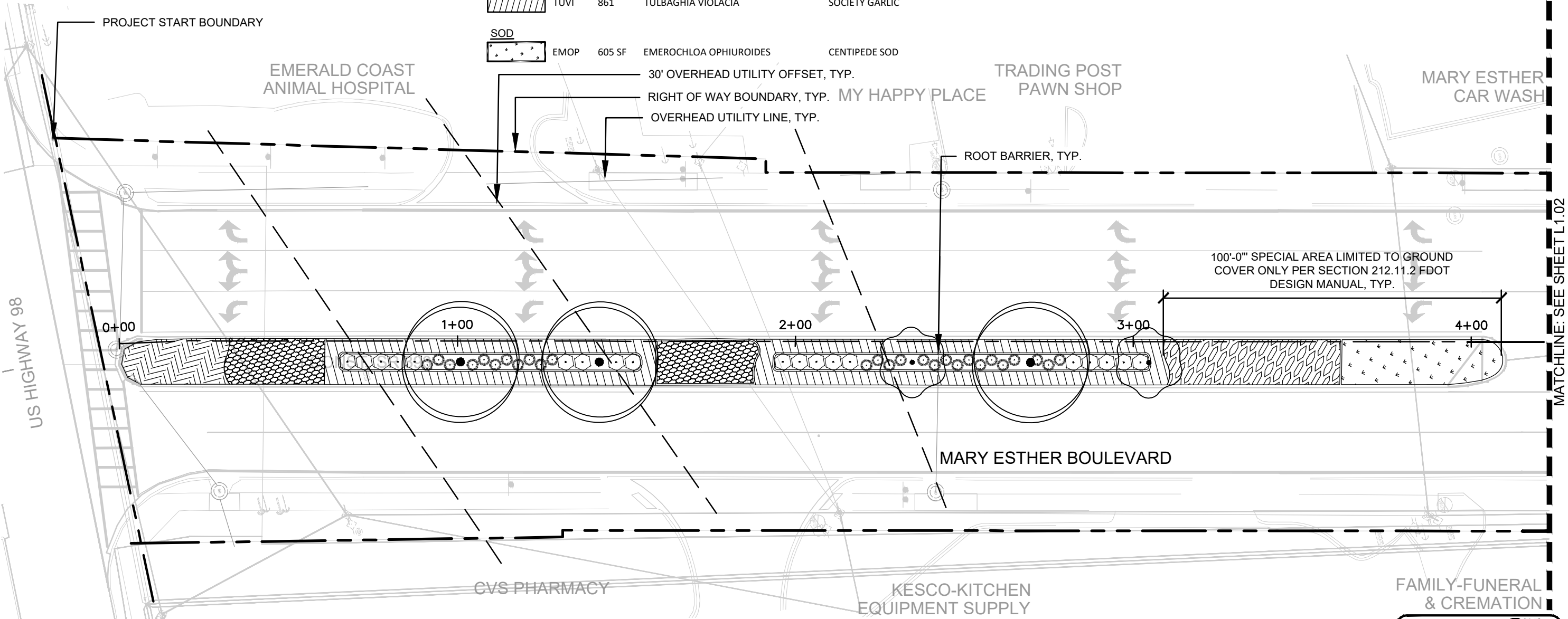
SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>CANOPY TREES</b>				
	MAGR	2	MAGNOLIA GRANDIFLORA 'LITTLE GEM' FL #1 MIN.	LITTLE GEM MAGNOLIA
	QUVI	3	QUERCUS VIRGINIANA 'QVTIA' SINGLE LEADER, STRAIGHT, FL #1 MIN.	HIGHRISE LIVE OAK

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>SHRUBS</b>				
	LISI	27	LIGUSTRUM SINENSE 'SUNSHINE' FL #1 MIN.	SUNSHINE LIGUSTRUM
	RHRF	19	RHODODENDRON 'RED FORMOSA' FL #1 MIN.	SOUTHERN INDICA HYBRID AZALEA

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>GROUND COVERS</b>				
	AGAF	350	AGAPANTHUS AFRICANUS	LILY OF THE NILE
	DITA	179	DIANELLA TASMANICA 'VARIEGATA'	VARIEGATED FLAX LILY
	LIMU	182	LIRIOPE MUSCARI 'BIG BLUE'	BIG BLUE LILYTURF
	TUVI	861	TULBAGHIA VIOLACIA	SOCIETY GARLIC

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>SOD</b>				
	EMOP	605 SF	EMEROCHLOA OPHIUROIDES	CENTIPEDE SOD

NOTE:  
1. REFER TO INTERSECTION SIGHT DISTANCE STANDARDS FROM CHAPTER 12 OF THE MOST CURRENT FDOT DESIGN MANUAL. THIS DESIGN ASSUMES 45 MPH DESIGN SPEED TREE SPACING (40' O.C. SPACING TREES < 4" DIA. / 135' SPACING TREES, 11" DIA.)



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MATCHLINE: SEE SHEET L1.02

GRAPHIC SCALE IN FEET

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KHA PROJECT	142199005
DATE	1/13/2026
SCALE	AS SHOWN
DESIGNED BY	MLW
DRAWN BY	MLW
CHECKED BY	CAJ

**MARY ESTHER BOULEVARD  
MEDIAN LANDSCAPING**

PREPARED FOR  
**THE CITY OF MARY ESTHER**

FL DATE: \_\_\_\_\_

LICENSED PROFESSIONAL

**MEDIAN 1 LANDSCAPE PLAN**

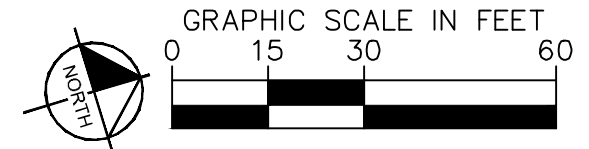
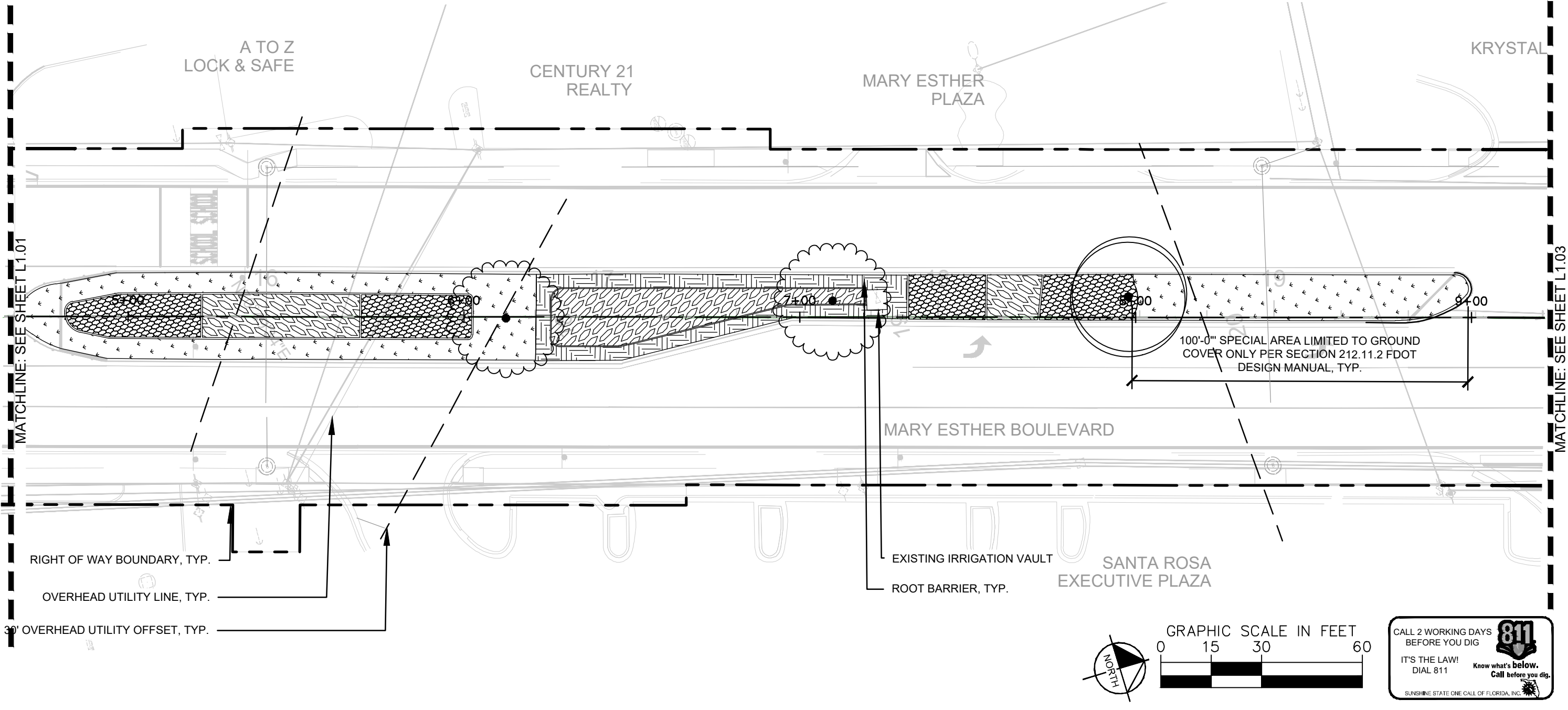
SHEET NUMBER

**L1.01**

# PLANT LEGEND MEDIAN 2

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>CANOPY TREES</b>					<b>GROUND COVERS</b>				
	QUVI	1	QUERCUS VIRGINIANA 'QVTIA' SINGLE LEADER, STRAIGHT, FL #1 MIN.	HIGHRISE LIVE OAK		AGAF	722	AGAPANTHUS AFRICANUS	LILY OF THE NILE
	QUVI(2)	2	QUERCUS VIRGINIANA 'QVTIA' FL #1 MIN., 8' MIN. CLEAR TRUNK	HIGHRISE LIVE OAK		DITA	471	DIANELLA TASMANICA 'VARIEGATA'	VARIEGATED FLAX LILY
						LIMU	456	LIRIOPE MUSCARI 'BIG BLUE'	BIG BLUE LILYTURF
					<b>SOD</b>				
						EMOP	3,448 SF	EMEROCHLOA OPHIUROIDES	CENTPEDE SOD

NOTE:  
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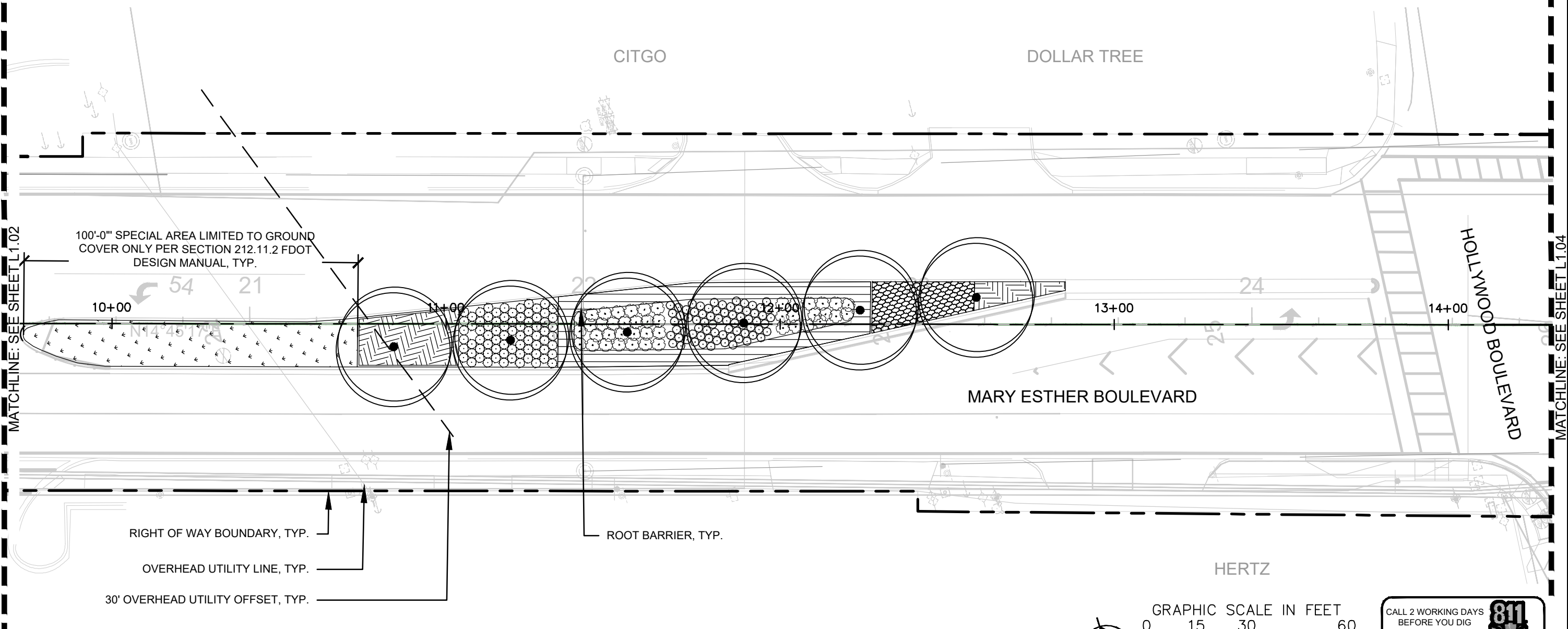
**MEDIAN 2 LANDSCAPE PLAN**

SHEET NUMBER  
**L1.02**

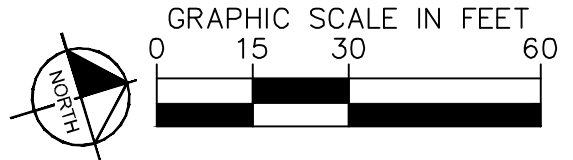
# PLANT LEGEND MEDIAN 3

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>CANOPY TREES</b>				
	QUVI	6	QUERCUS VIRGINIANA 'QVTIA' SINGLE LEADER, STRAIGHT, FL #1 MIN.	HIGHRISE LIVE OAK
<b>SHRUBS</b>				
	VIOB	73	VIBURNUM OBOVATUM 'WHORLED CLASS' FULL, FL #1	DWARF WALTER'S VIBURNUM
	ZAFL	77	ZAMIA FLORIDANA FL #1 MIN.	FLORIDA COONTIE

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>ORNAMENTAL GRASSES</b>				
	MISI	44	MISCANTHUS SINENSIS 'ADAGIO' FL #1 MIN.	ADAGIO EULALIA GRASS
<b>GROUND COVERS</b>				
	AGAF	170	AGAPANTHUS AFRICANUS	LILY OF THE NILE
	LIMU	284	LIRIOPE MUSCARI 'BIG BLUE'	BIG BLUE LILYTURF
	TUVI	466	TULBAGHIA VIOLACIA	SOCIETY GARLIC
<b>SOD</b>				
	EMOP	1,292 SF	EMEROCHLOA OPHIUROIDES	CENTPEDE SOD



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**THE CITY OF MARY ESTHER**

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**MEDIAN 3 LANDSCAPE PLAN**

SHEET NUMBER  
**L1.03**

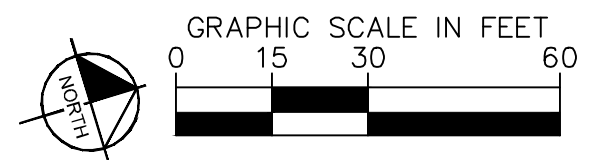
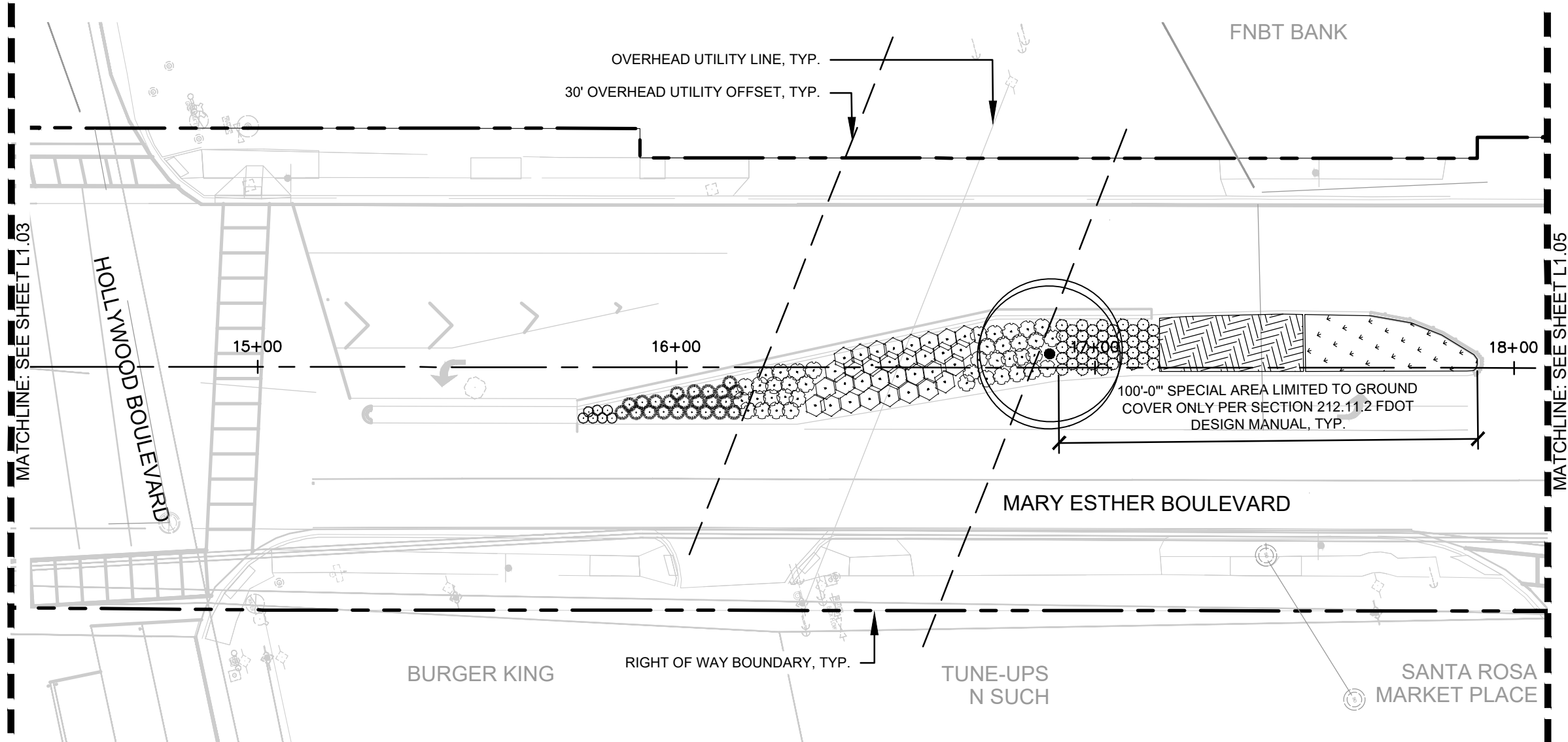
# PLANT LEGEND MEDIAN 4

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>CANOPY TREES</b>				
	QUVI	1	QUERCUS VIRGINIANA 'QVTIA' SINGLE LEADER, STRAIGHT, FL #1 MIN.	HIGHRISE LIVE OAK

NOTE:  
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SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>SHRUBS</b>				
	LISI	23	LIGUSTRUM SINENSE 'SUNSHINE' FL #1 MIN.	SUNSHINE LIGUSTRUM
	RHRF	32	RHODODENDRON 'RED FORMOSA' FL #1 MIN.	SOUTHERN INDICA HYBRID AZALEA
	VI0B	7	VIBURNUM OBOVATUM 'WHORLED CLASS' FULL, FL #1	DWARF WALTER'S VIBURNUM
	ZAFL	43	ZAMIA FLORIDANA FL #1 MIN.	FLORIDA COONTIE
<b>ORNAMENTAL GRASSES</b>				
	MISI	40	MISCANTHUS SINENSIS 'ADAGIO' FL #1 MIN.	ADAGIO EULALIA GRASS

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>GROUND COVERS</b>				
	LIMU	212	LIRIOPE MUSCARI 'BIG BLUE'	BIG BLUE LILYTURF
<b>SOD</b>				
	EMOP	453 SF	EMEROCHLOA OPHIUROIDES	CENTIPEDE SOD



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KHA PROJECT	142199005
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SCALE	AS SHOWN
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**MARY ESTHER BOULEVARD  
MEDIAN LANDSCAPING**  
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**THE CITY OF MARY ESTHER**

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**MEDIAN 4 LANDSCAPE PLAN**

SHEET NUMBER  
**L1.04**

No.	REVISIONS	DATE	BY

# PLANT LEGEND MEDIAN 5

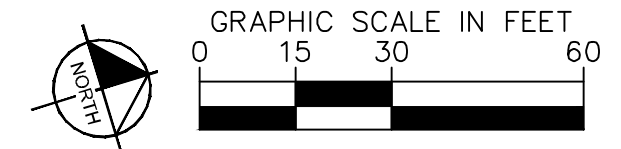
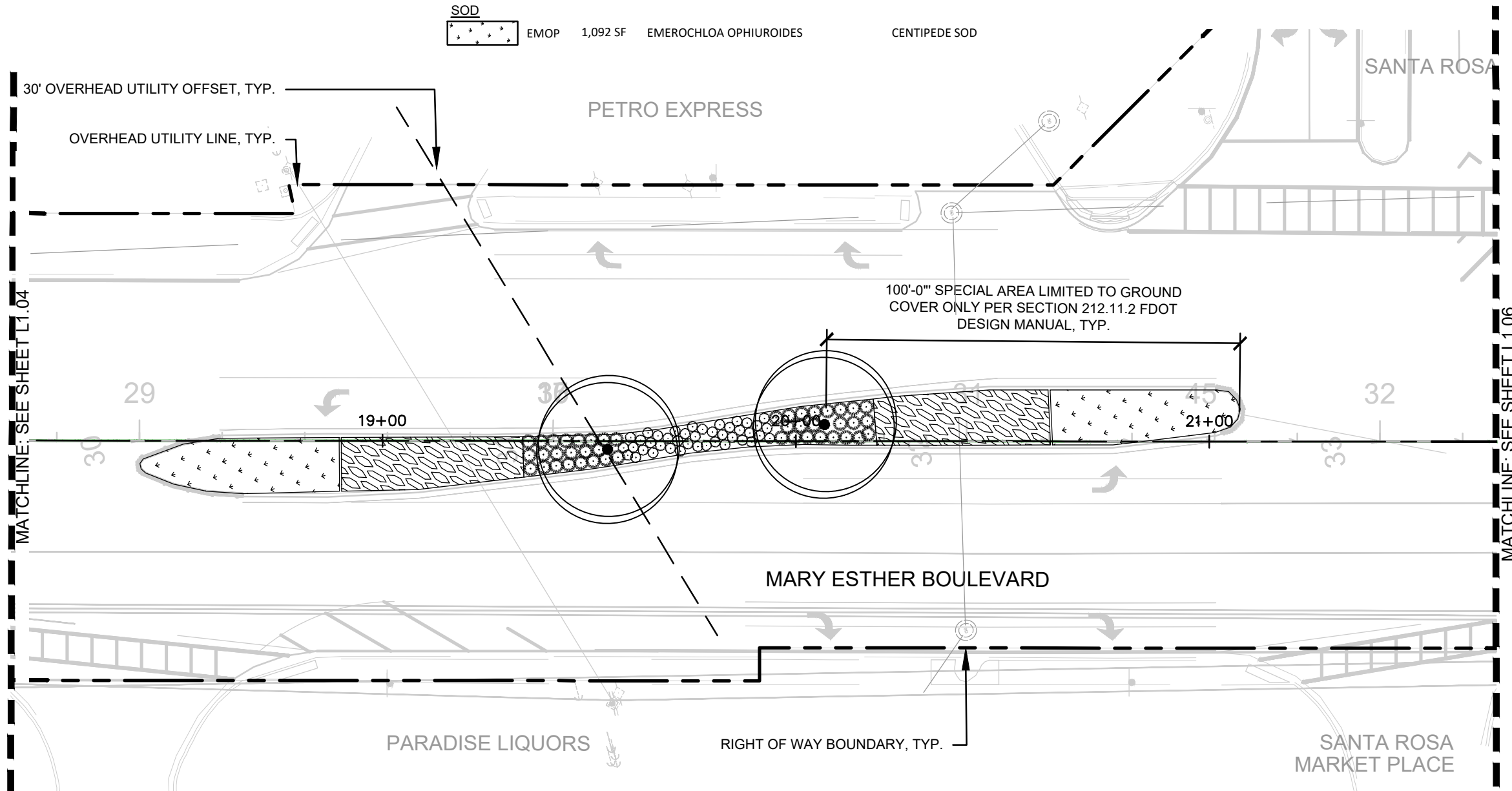
SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>CANOPY TREES</b>				
	QUVI	2	QUERCUS VIRGINIANA 'QV7IA' SINGLE LEADER, STRAIGHT, FL #1 MIN.	HIGHRISE LIVE OAK

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>SHRUBS</b>				
	LISI	44	LIGUSTRUM SINENSE 'SUNSHINE' FL #1 MIN.	SUNSHINE LIGUSTRUM
	VIOB	42	VIBURNUM OBOVATUM 'WHORLED CLASS' FULL, FL #1	DWARF WALTER'S VIBURNUM

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>GROUND COVERS</b>				
	DITA	277	DIANELLA TASMANICA 'VARIEGATA'	VARIEGATED FLAX LILY

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>SOD</b>				
	EMOP	1,092 SF	EMEROCHLOA OPHIUROIDES	CENTIPEDE SOD

NOTE:  
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**MEDIAN 5 LANDSCAPE PLAN**

SHEET NUMBER  
**L1.05**

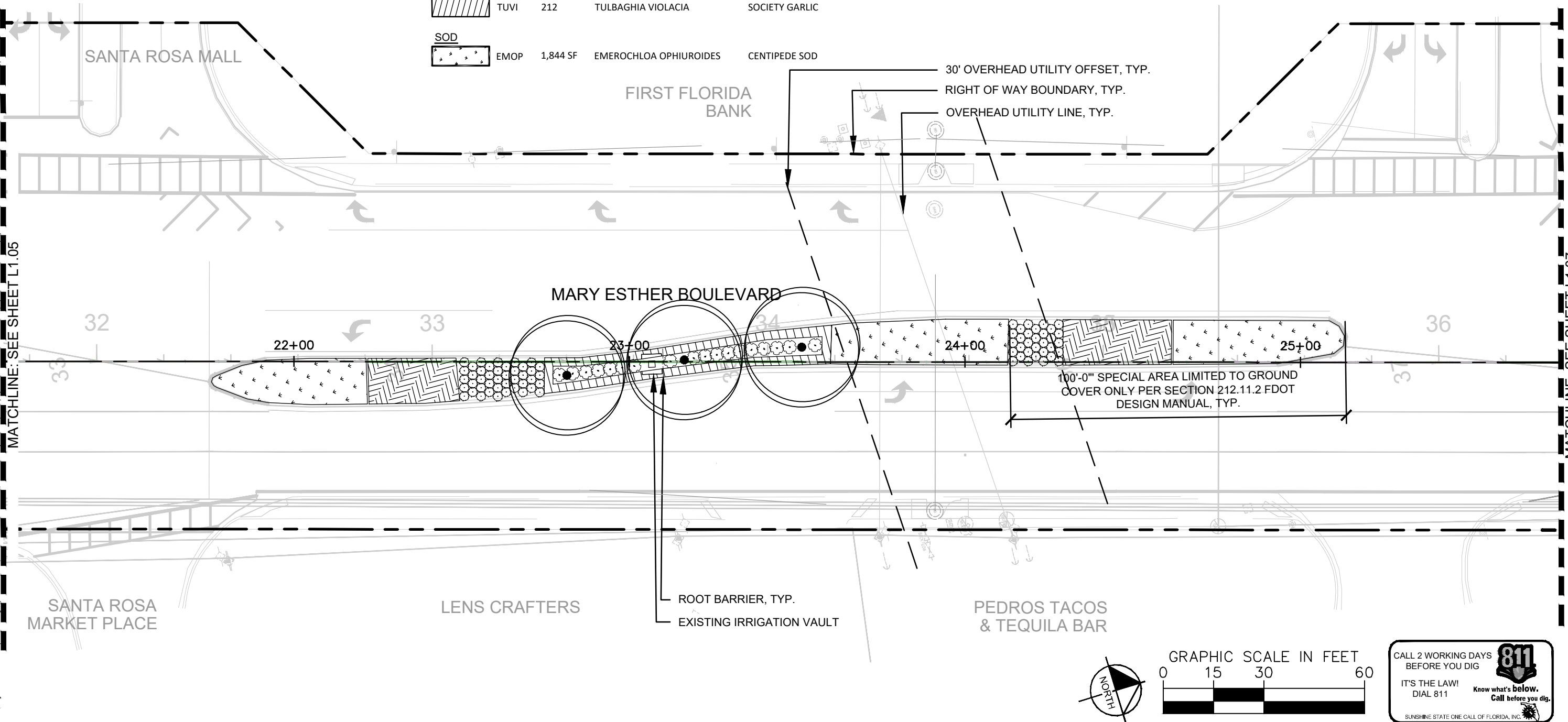
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# PLANT LEGEND MEDIAN 6

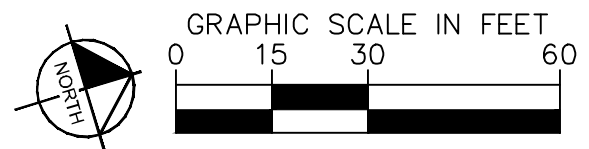
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<b>CANOPY TREES</b>					<b>SHRUBS</b>				
	QUVI	3	QUERCUS VIRGINIANA 'QVTIA' SINGLE LEADER, STRAIGHT, FL #1 MIN.	HIGHRISE LIVE OAK		ZAFI	75	ZAMIA FLORIDANA FL #1 MIN.	FLORIDA COONTIE
<b>ORNAMENTAL GRASSES</b>					<b>GROUND COVERS</b>				
	MISI	18	MISCANTHUS SINENSIS 'ADAGIO' FL #1 MIN.	ADAGIO EULALIA GRASS		LIMU	367	LIRIOPE MUSCARI 'BIG BLUE'	BIG BLUE LILYTURF
	TUVI	212	TULBAGHIA VIOLACIA	SOCIETY GARLIC		EMOP	1,844 SF	EMEROCHLOA OPHIUROIDES	CENTPEDE SOD
<b>SOD</b>									

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MATCHLINE-SEE SHEET L1.05

MATCHLINE-SEE SHEET L1.07



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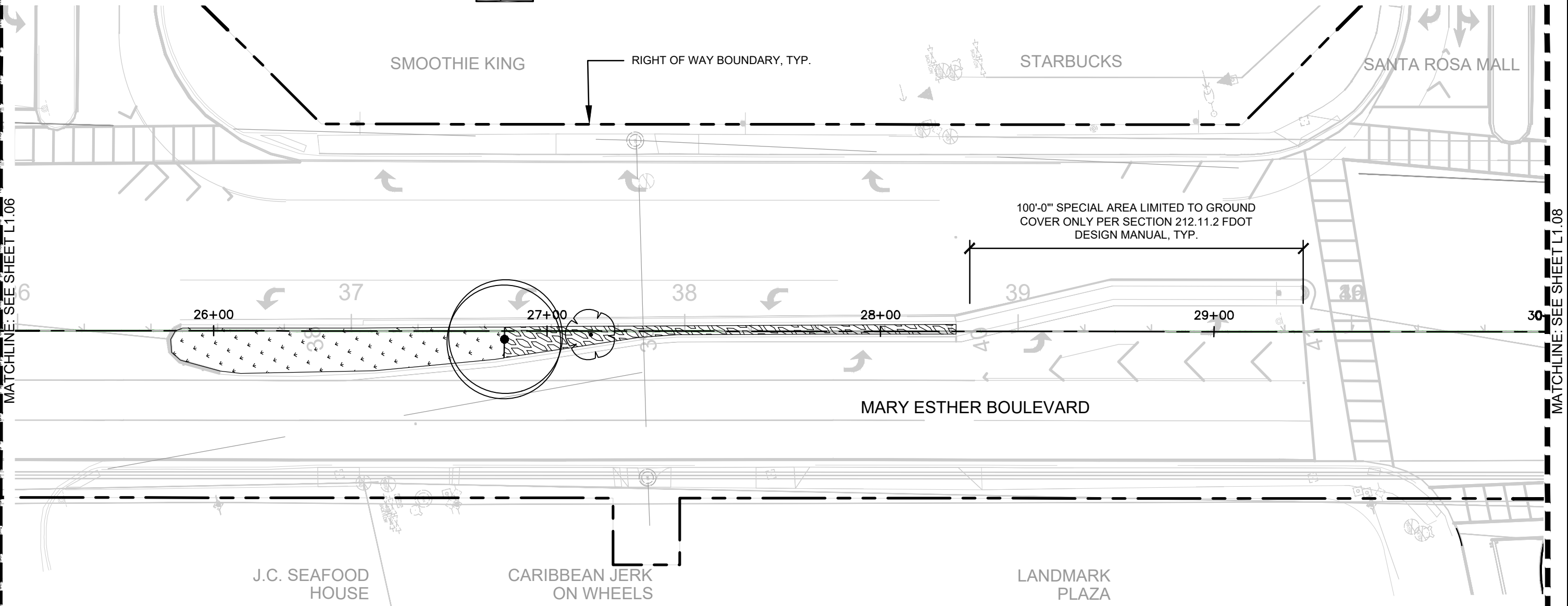
**MEDIAN 6 LANDSCAPE PLAN**

SHEET NUMBER  
**L1.06**

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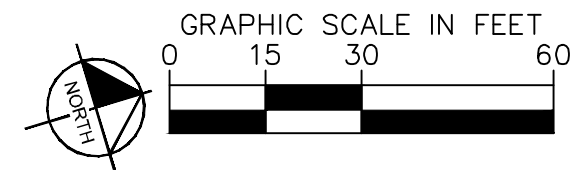
SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>CANOPY TREES</b>					<b>UNDERSTORY TREES</b>				
	QUVI	1	QUERCUS VIRGINIANA 'QVTIA' SINGLE LEADER, STRAIGHT, FL #1 MIN.	HIGHRISE LIVE OAK		Lafa	1	LAGERSTROEMIA FAURIEI 'TUSCARORA' FL #1 MIN. SINGLE STANDARD TRUNK	TUSCARORA CRAPE MYRTLE
<b>GROUND COVERS</b>					<b>SOD</b>				
	DITA	135	DIANELLA TASMANICA 'VARIEGATA'	VARIEGATED FLAX LILY		EMOP	1,197 SF	EMEROCHLOA OPHIUROIDES	CENTIPEDE SOD

NOTE:  
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MATCHLINE: SEE SHEET L1.06

MATCHLINE: SEE SHEET L1.08



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FL DATE: \_\_\_\_\_

**MEDIAN 7 LANDSCAPE PLAN**

SHEET NUMBER  
**L1.07**

# PLANT LEGEND MEDIAN 8

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
--------	------	-----	----------------	-------------

### CANOPY TREES

	QUVI(2)	1	QUERCUS VIRGINIANA 'QVTIA' FL #1 MIN., 8' MIN. CLEAR TRUNK	HIGHRISE LIVE OAK
--	---------	---	---	-------------------

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
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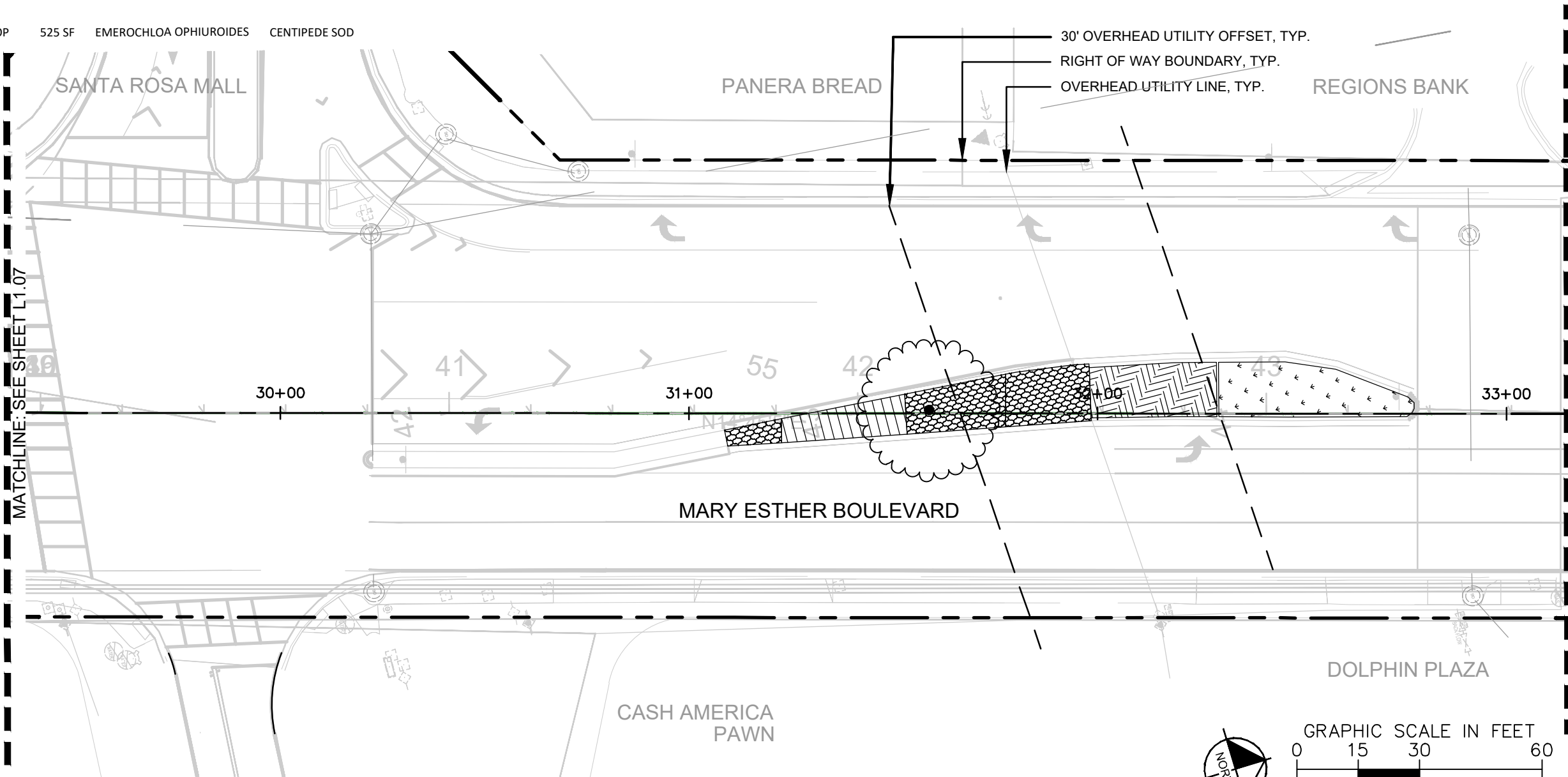
### GROUND COVERS

	AGAF	292	AGAPANTHUS AFRICANUS	LILY OF THE NILE
	LIMU	186	LIRIOPE MUSCARI 'BIG BLUE'	BIG BLUE LILYTURF
	TUVI	111	TULBAGHIA VIOLACIA	SOCIETY GARLIC

### SOD

	EMOP	525 SF	EMEROCHLOA OPHIUROIDES	CENTIPEDE SOD
--	------	--------	------------------------	---------------

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GRAPHIC SCALE IN FEET  
0 15 30 60

NORTH

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### MARY ESTHER BOULEVARD MEDIAN LANDSCAPING

PREPARED FOR  
THE CITY OF MARY ESTHER

LICENSED PROFESSIONAL

FL DATE:





## MEDIAN 8 LANDSCAPE PLAN

SHEET NUMBER

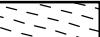
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No.	REVISIONS	DATE	BY

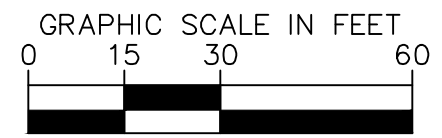
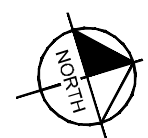
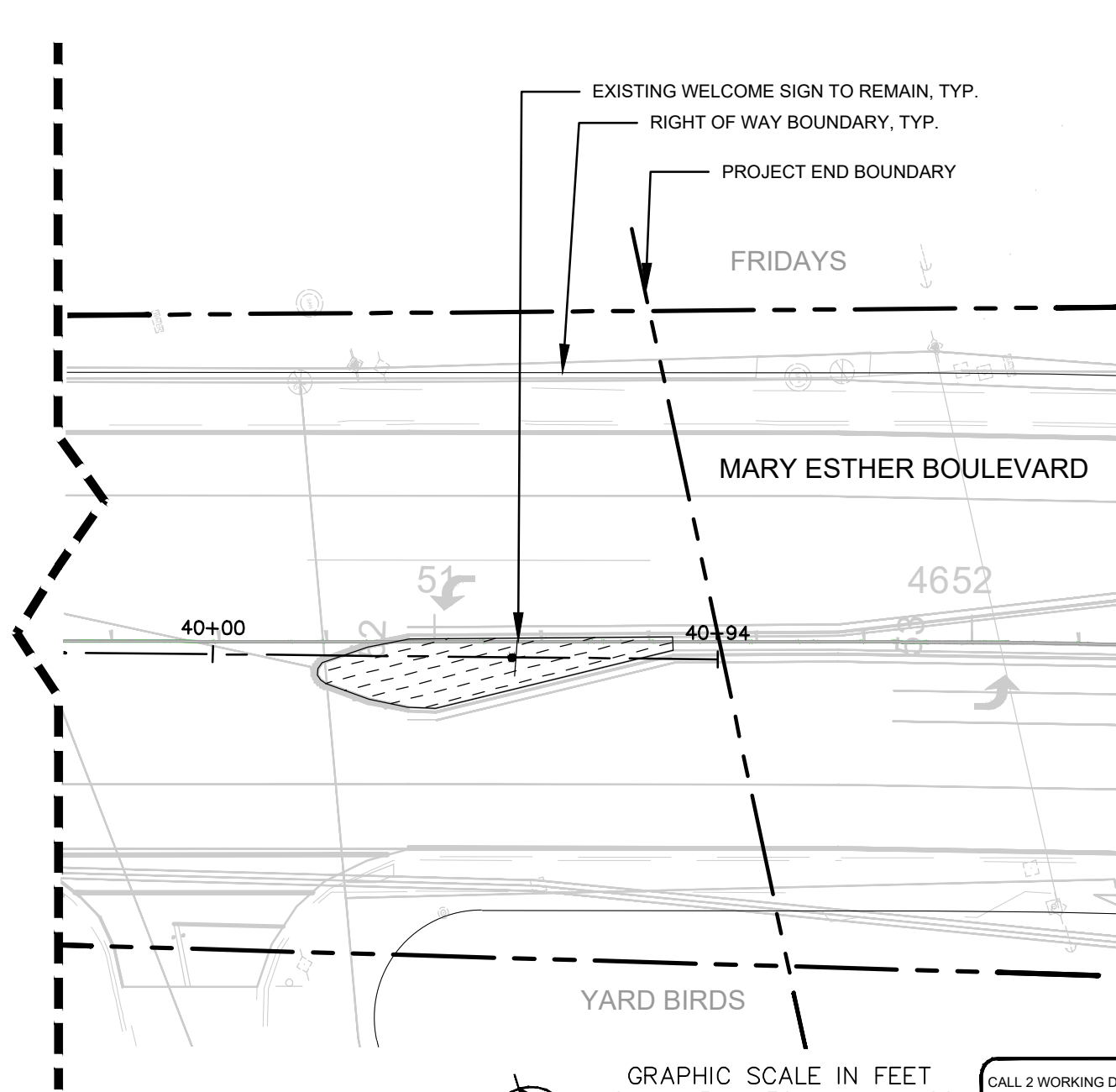
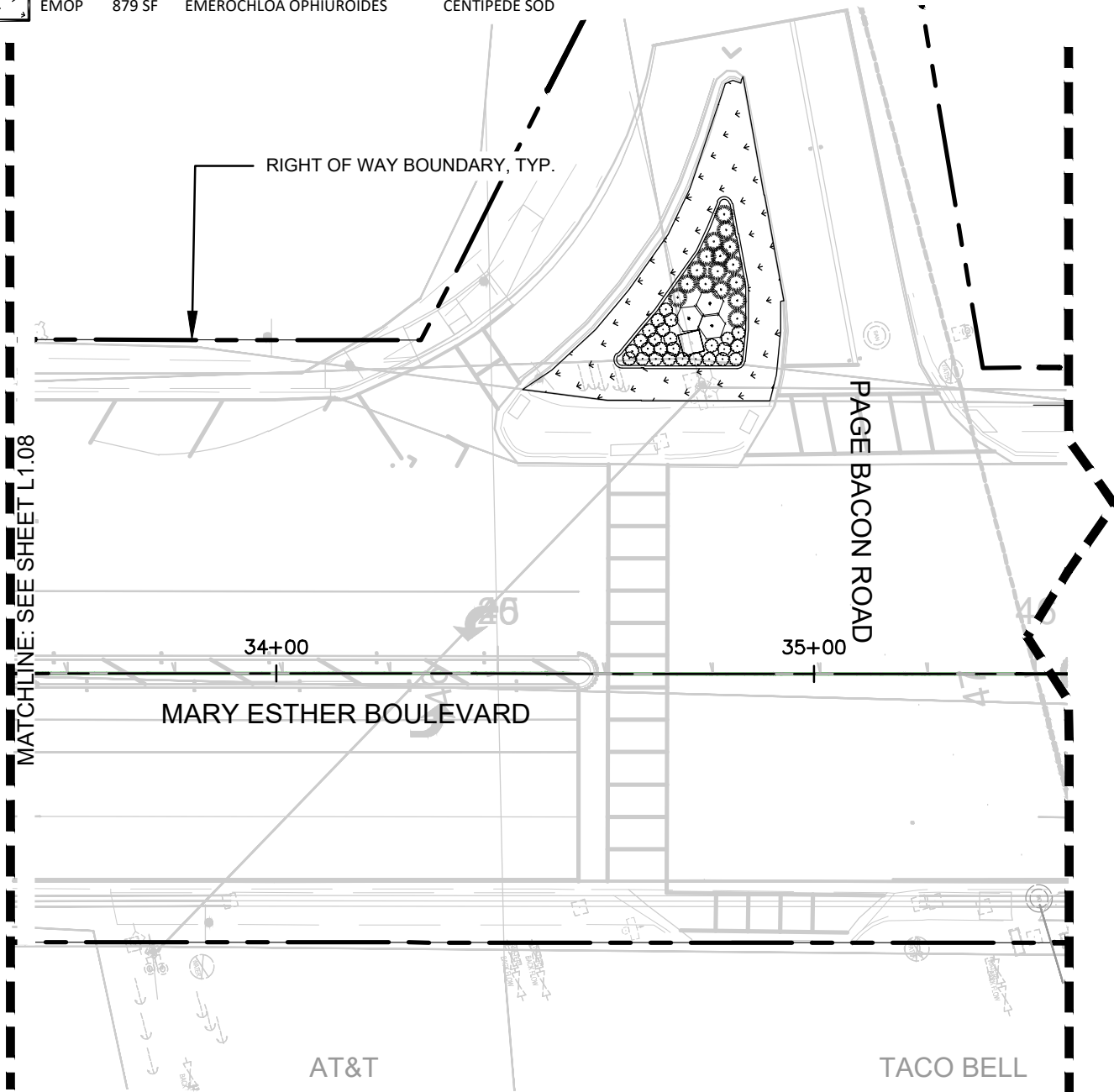
### PLANT LEGEND MEDIAN 9

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>SHRUBS</b>				
	ILVO	26	ILEX VOMITORIA 'NANA' FL #1 MIN.	DWARF YAUPON HOLLY
	LSI	16	LIGUSTRUM SINENSE 'SUNSHINE' FL #1 MIN.	SUNSHINE LIGUSTRUM
	RHRF	3	RHODODENDRON 'RED FORMOSA' FL #1 MIN.	SOUTHERN INDICA HYBRID AZALEA
<b>SOD</b>				
	EMOP	879 SF	EMEROCHLOA OPHIUROIDES	CENTIPEDE SOD

### PLANT LEGEND MEDIAN 10

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME
<b>GROUND COVERS</b>				
	ARGL	1,017	ARACHIS GLABRATA	PERENNIAL PEANUT

NOTE:  
1. REFER TO INTERSECTION SIGHT DISTANCE STANDARDS FROM CHAPTER 12 OF THE MOST CURRENT FDOT DESIGN MANUAL. THIS DESIGN ASSUMES 45 MPH DESIGN SPEED TREE SPACING (40' O.C. SPACING TREES < 4" DIA. / 135' SPACING TREES, 11" DIA.)



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# Kimley»Horn

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TALLAHASSEE, FL 32308 PHONE: 850-553-3500  
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KHA PROJECT 142199005  
DATE 1/13/2026  
SCALE AS SHOWN  
DESIGNED BY MLW  
DRAWN BY MLW  
CHECKED BY CAJ

MARY ESTHER BOULEVARD  
MEDIAN LANDSCAPING  
PREPARED FOR  
THE CITY OF MARY ESTHER

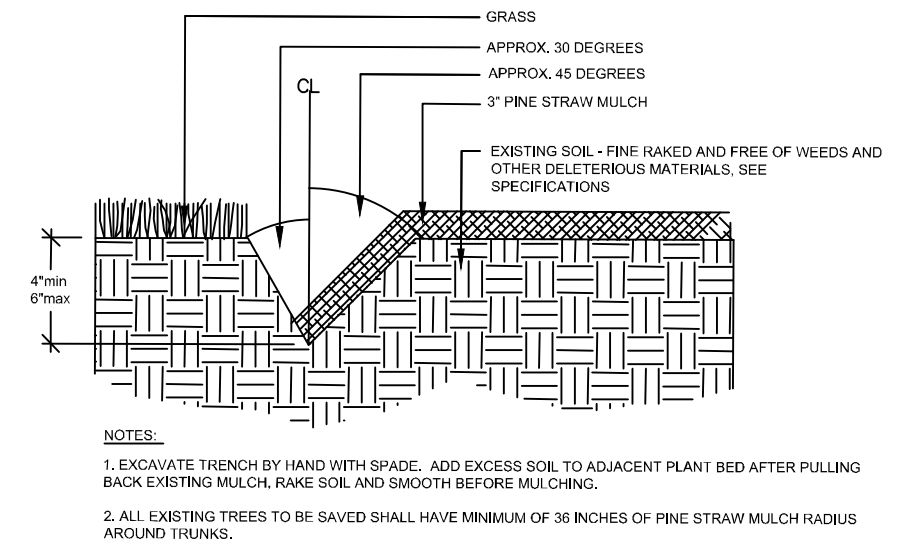
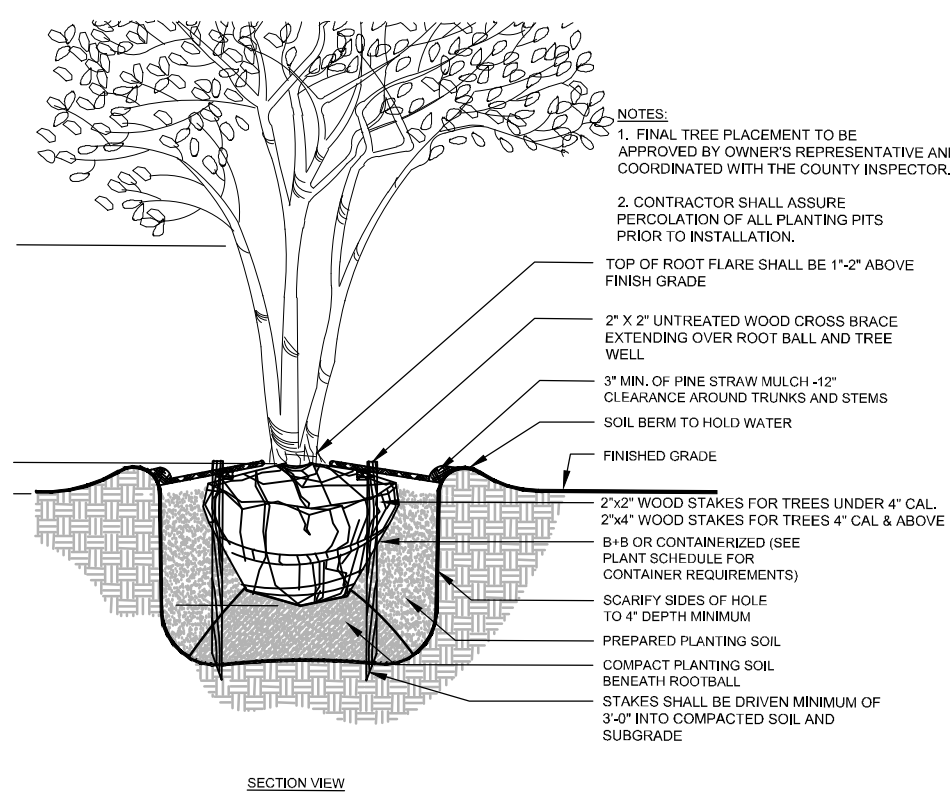
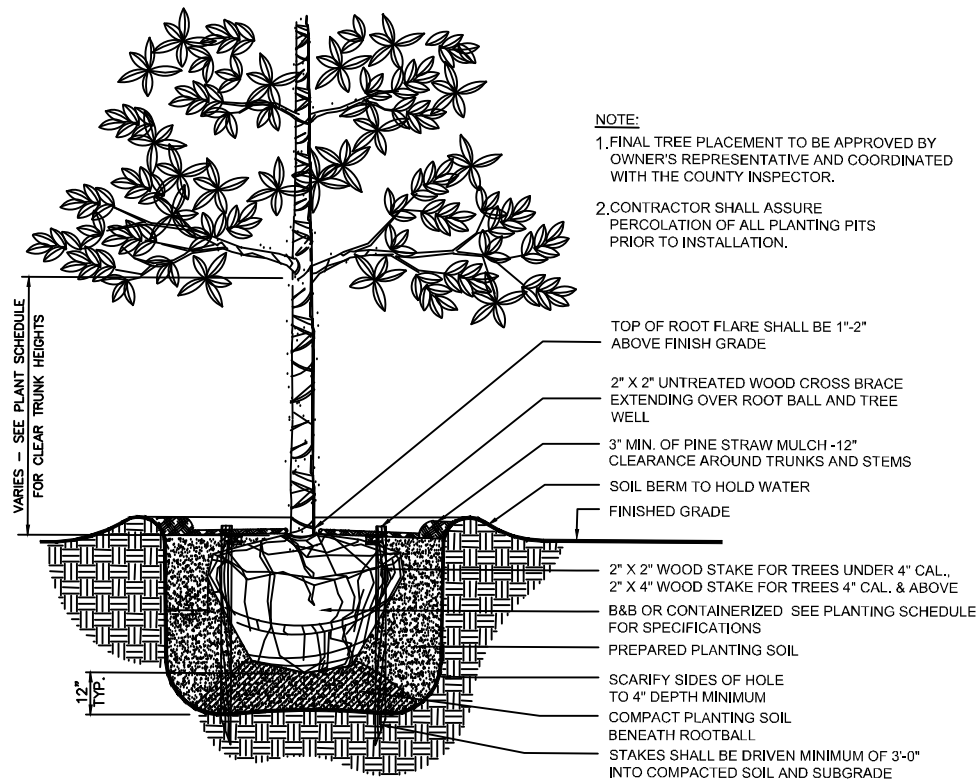
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MEDIAN 9 & 10 LANDSCAPE PLAN

SHEET NUMBER  
L1.09

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**1 CANOPY TREE PLANTING**  
NTS

149-079-038-02

**2 MULTI-TRUNK TREE PLANTING**  
NTS

**3 PLANTING BED & TREE MULCH RING EDGE**  
NTS

Specified tree root barrier is a mechanical barrier and root deflector used to prevent tree roots from damaging hardscapes and landscapes. Assembled in 24" (609 mm) long modules to create varying lengths for linear applications, or perimeter surround applications at minimum 8' (243cm) diameter.

**A. Materials**

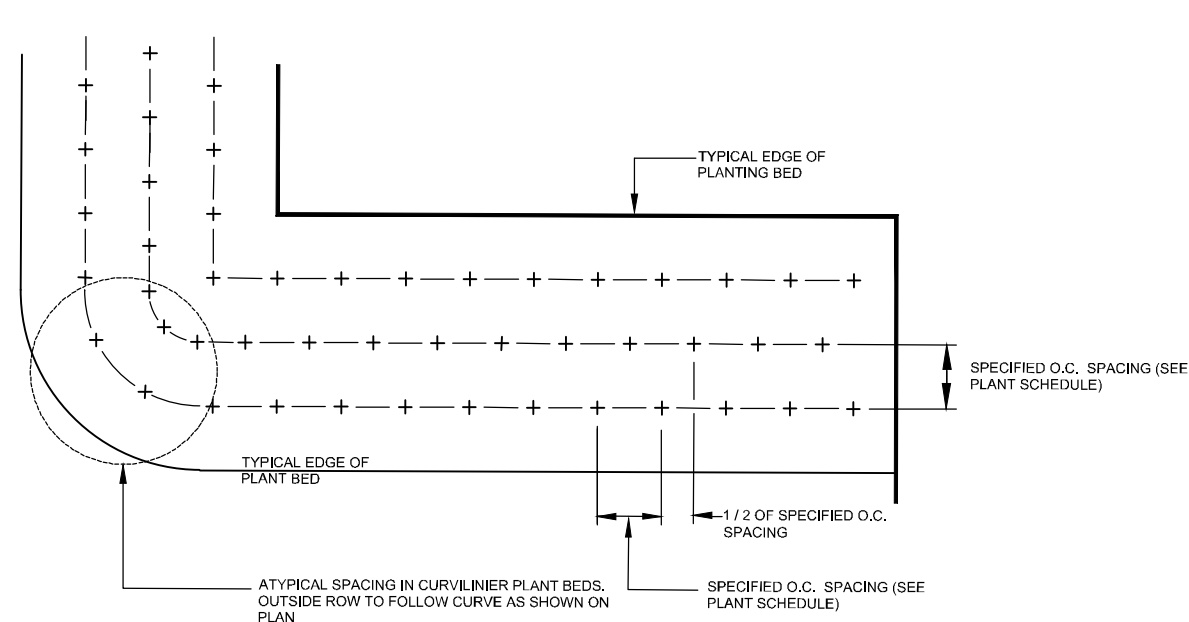
- The contractor shall furnish and install tree root barrier as specified. The root barrier shall be either product #UB 36-2 or UB 48-2 as manufactured by DeepRoot® Green Infrastructure, LLC, 530 Washington Street, San Francisco, CA, www.deeproot.com (800.458.7668).
- Root barrier shall be recyclable, black, extruded panels with 0.80" (2.03 mm) wall thickness in modules 24" (609 mm) long and either 36" (910 mm) or 48" (1220 mm) deep.
- Root barrier shall be manufactured with 100% reprocessed homopolymer polyethylene with added ultraviolet inhibitors.
- Root barrier shall be comprised of 24" (609 mm) modules. Each panel shall have no less than four (4) Molded Integral Vertical Root Directing Ribs of a minimum 0.080" (2.03 mm) thickness, protruding 1/2" (12.7 mm) at 90° from interior of the barrier panel, spaced 6" (152.4 mm) apart. (See Detail A)
- Root barrier shall have an integrated Joining System for assembly by sliding one panel into another.

**Detail A**  
**TREE ROOT BARRIER PANEL**

Material and Thickness	Homopolymer Polyethylene 0.080 inch Extruded	
Properties	Typical Value	ASTM Test Method
Tensile stress @ yield	3800 PSI	D638
Elongation @ break %	10%	D638
Tensile Modulus	155,000 PSI	D638
Notched Izod Impact	0.4 - 4.0	D256A
Flexual Modulus	145,000	D790
Hardness Shore	P66	D2240

**4 TREE ROOT BARRIER**  
NTS

**5 GROUNDCOVER SPACING**  
NTS



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KHA PROJECT 142199005  
 DATE 1/13/2026  
 SCALE AS SHOWN  
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**MARY ESTHER BOULEVARD  
 MEDIAN LANDSCAPING**  
 PREPARED FOR  
**THE CITY OF MARY ESTHER**

LICENSED PROFESSIONAL

FL DATE:

**LANDSCAPE DETAILS**

SHEET NUMBER

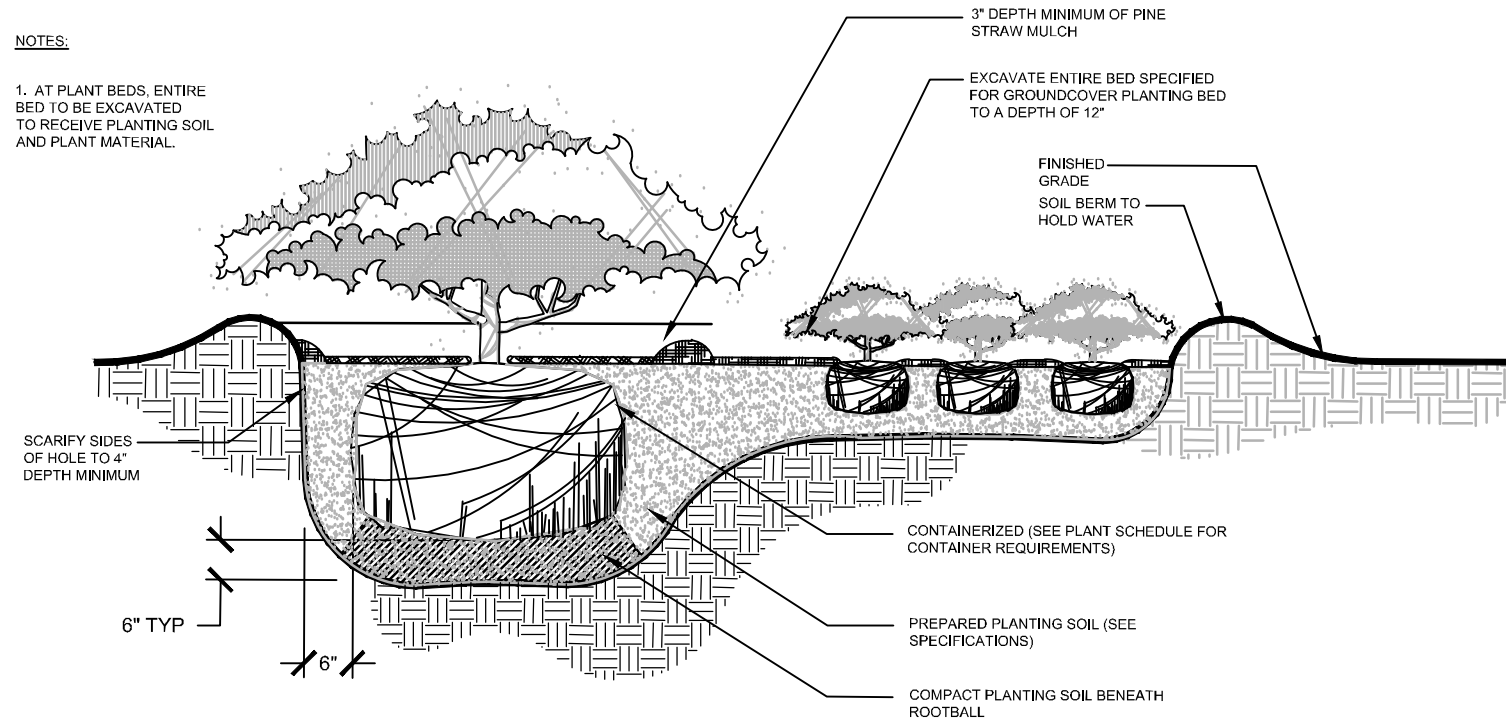
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No.	REVISIONS	DATE	BY

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**NOTES:**

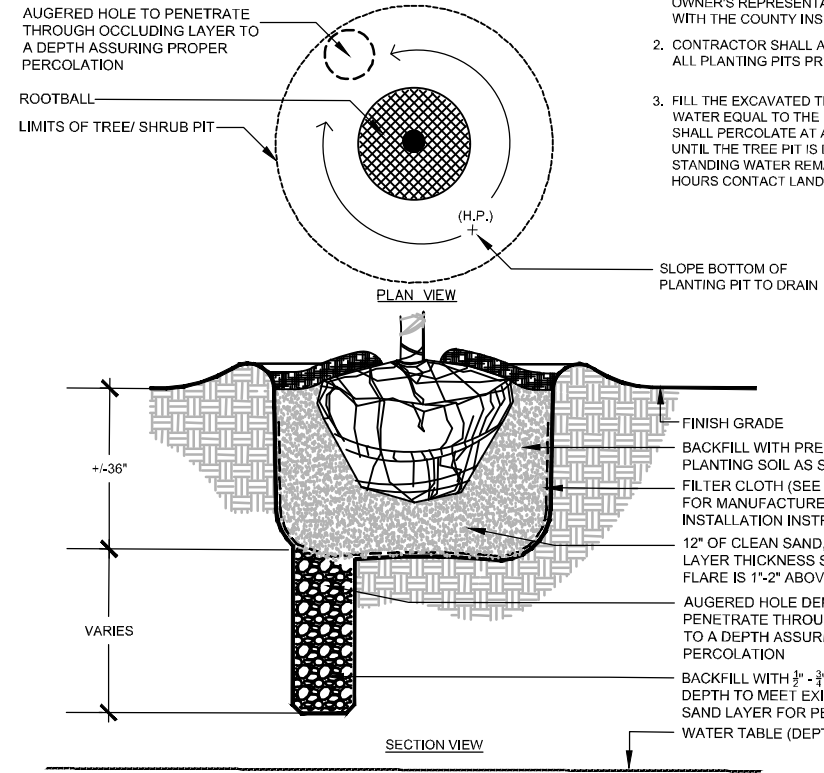
1. AT PLANT BEDS, ENTIRE BED TO BE EXCAVATED TO RECEIVE PLANTING SOIL AND PLANT MATERIAL.



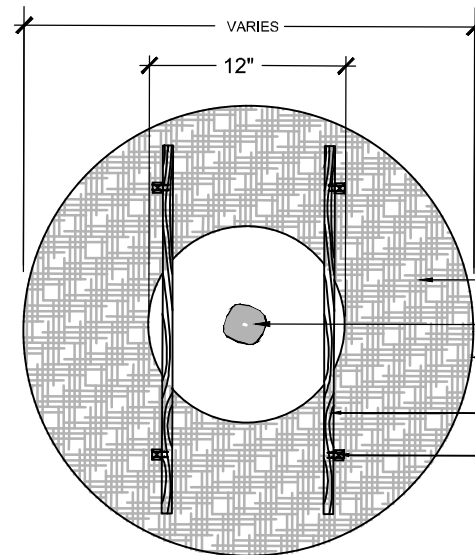
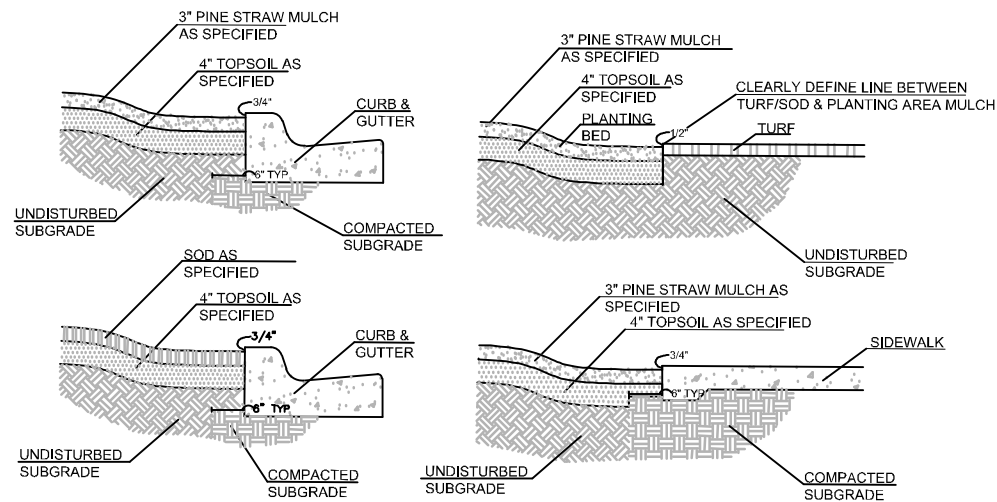
**1 SHRUB PLANTING**  
NTS

**NOTE:**

1. FINAL TREE PLACEMENT TO BE APPROVED BY OWNER'S REPRESENTATIVE AND COORDINATED WITH THE COUNTY INSPECTOR.
2. CONTRACTOR SHALL ASSURE PERCOLATION OF ALL PLANTING PITS PRIOR TO INSTALLATION.
3. FILL THE EXCAVATED TREE PIT WITH AN AMOUNT OF WATER EQUAL TO THE DEPTH OF THE TREE PIT. WATER SHALL PERCOLATE AT A RATE OF ONE INCH PER HOUR UNTIL THE TREE PIT IS DEVOID OF STANDING WATER. IF STANDING WATER REMAINS AFTER TWENTY FOUR HOURS CONTACT LANDSCAPE ARCHITECT.



**2 PLANTING IN POOR SOILS**  
NTS



**NOTE:**

APPLY PINE STRAW MULCH IN A DIAMETER 1.5 TIMES THE SIZE OF TREE ROOT BALL WHERE PROPOSED TREE PLANTINGS OCCUR IN SOD WITH A MINIMUM OF 6\"/>

- PINE STRAW MULCH 3" MIN. DEPTH 12" CLEARANCE AROUND TRUNKS AND STEMS
- TYPICAL OVERSTORY TREE
- SMOOTH, CONTINUOUS, & SYMMETRICAL CUT SOD EDGE
- 2" X 2" UNTREATED WOOD CROSS BRACE EXTENDING OVER ROOT BALL AND TREE WELL
- 2" X 2" WOOD STAKE FOR TREES UNDER 4" CAL., 2" X 4" WOOD STAKE FOR TREES 4" CAL. & ABOVE

\*SEE SHADE TREE PLANTING DETAIL FOR TREE STAPLES

**3 TYPICAL EDGE CONDITIONS**  
NTS

**4 TREE MULCH RING**  
NTS

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**MARY ESTHER BOULEVARD  
MEDIAN LANDSCAPING**  
PREPARED FOR  
**THE CITY OF MARY ESTHER**

LICENSED PROFESSIONAL
FL DATE:

**LANDSCAPE DETAILS**

SHEET NUMBER
<b>L1.51</b>

**Mary Esther Blvd Landscaping**

100% Construction Documents  
Opinion of Probable Construction Cost  
January 12, 2026



ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	EXTENSION
<b>SITE WORK PAY ITEMS</b>					
1	MOBILIZATION (10% of overall cost)	LS	1	\$ 36,900	\$ 36,900
2	SEDIMENT BARRIER AND PROTECTION (SILT FENCE)	LF	5,160	\$ 3	\$ 15,480
3	INLET PROTECTION SYSTEM	EA	19	\$ 236	\$ 4,484
4	CLEARING & GRUBBING	AC	0.75	\$ 50,000	\$ 37,500
5	EARTHWORK / EXCAVATION	CY	1,833	\$ 14	\$ 25,662
6	IRRIGATION SYSTEM	SF	32,997	\$ 2.00	\$ 65,994
<b>SITE WORK SUBTOTAL</b>					<b>\$ 186,020</b>
<b>LANDSCAPE IMPROVEMENTS PAY ITEMS</b>					
1	1 YEAR MAINTENANCE PERIOD	EA	12	\$ 500	\$ 6,000
2	ROOT BARRIER - 24"	LF	55	\$ 12	\$ 660
3	MAGNOLIA GRANDIFLORA 'LITTLE GEM' - LITTLE GEM MAGNOLIA - 4" CAL.	EA	2	\$ 1,425	\$ 2,850
4	QUERCUS VIRGINIANA - HIGH RISE LIVE OAK - 4" CAL.	EA	17	\$ 1,800	\$ 30,600
6	QUERCUS VIRGINIANA - HIGH RISE LIVE OAK - 6" CAL.	EA	3	\$ 4,800	\$ 14,400
7	LAGERSTROEMIA INDICA X FAURIEI 'NATCHEZ' - 2" CAL.	EA	1	\$ 405	\$ 405
8	ILEX VOMITORIA 'NANA' - DWARF YAUPON HOLLY - 7 GALLON	EA	26	\$ 45	\$ 1,170
9	LIGUSTRUM SINENSE 'SUNSHINE' - SUNSHINE LIGUSTRUM - 7 GALLON	EA	110	\$ 45	\$ 4,950
11	RHODODENDRON 'RED FROMOSA' - SOUTHERN INDICA HYBRID AZALEA	EA	54	\$ 36	\$ 1,944
12	VIBURNUM OBOVATUM 'WHORLED CLASS' - DWARF WALTER'S VIBURNUM - 3 GALLON	EA	122	\$ 19	\$ 2,288
14	ZAMIA FLORIDANA - FLORIDA COONTIE - 3 GALLON	EA	195	\$ 41	\$ 7,898
13	MISCANTHUS SINENSIS 'ADAGIO' - ADAGIO EULALIA GRASS - 3 GALLON	EA	102	\$ 22	\$ 2,234
15	AGAPANTHUS AFRICANUS - LILY OF THE NILE - 1 GALLON	EA	1,534	\$ 7	\$ 10,355
16	ARACHIS GLABRATA - PERENNIAL PEANUT - 1 GALLON	EA	1,017	\$ 5	\$ 5,339
17	DIANELLA TASMANICA 'VARIEGATA' - VARIEGATED FLAX LILY - 1 GALLON	EA	1,062	\$ 7	\$ 7,169
18	LIRIOPE MUSCARI 'BIG BLUE' - BIG BLUE LILYTURF - 1 GALLON	EA	1,687	\$ 11	\$ 17,714
19	TULBAGHIA VIOLACIA - SOCIETY GARLIC - 1 GALLON	EA	1,650	\$ 5	\$ 8,663
22	EMEROCLOA OPHIUROIDES - CENTIPEDE SOD - SOD	SF	11,335	\$ 1	\$ 6,801
20	3" DEPTH PINE BARK MULCH	SF	21,662	\$ 1	\$ 21,662
21	18" AMENDED TOP SOIL	SF	32,997	\$ 2	\$ 65,994
<b>SITE IMPROVEMENTS SUBTOTAL</b>					<b>\$ 219,093</b>
<b>SUBTOTAL:</b>					<b>\$ 406,000</b>
<b>CONTINGENCY (20%):</b>					<b>\$ 81,200</b>
<b>TOTAL:</b>					<b>\$ 487,200</b>

**NOTES:**

- Opinion of Probable Construction Cost is based on 100% Construction Documents dated January 2026.
- Opinion of probable construction cost does not include permit fees and permitting requirements are unknown at this time.
- Opinion of probable construction cost does not include pricing for undergrounding of overhead electric or franchise utilities.
- Opinion of probable construction cost does not include utility improvements and/or relocations (water, sewer, gas, franchise, etc.).

The Consultant has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Consultant at this time and represent only the Consultant's judgment as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

# AGENDA ITEM

## Agenda Item 11.1.

---

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Shawn Lindsey, Public Works Director

**DATE:** January 20, 2026

**SUBJECT:** Consideration: Award of RFB 2025-02 for Bonded Rubber Trail at Azalea Park

---

### **BACKGROUND:**

Following completion of the design by CPH Engineering, bids for the bonded rubber trail in Azalea Park were solicited; however, no bids were received for the alternative gravel trail. The estimated cost for the gravel trail is between \$25,000 and \$50,000, with further pricing to be determined if Council selects this option.

Opting for a gravel trail could allow reallocation of funds toward additional amenities such as plants, signage, and fencing. However, the bonded rubber trail offers advantages, including reduced maintenance and ADA compliance.

The attached landscape plan provides detailed information on recommended plantings and fencing. The plan is comprehensive, incorporating a privacy hedge composed of native plants and designated areas featuring native species groupings. The proposed fencing serves as a temporary measure to maintain privacy at the rear of the park while the natural hedge matures. The plan was designed for phased implementation based on available funding.

Additionally, members of the Florida Native Plant Society have expressed interest in the project and have already contributed plants to enhance the park's landscape.

### **DISCUSSION:**

The city received two bids: Ranger Rubber LLC for \$117,514 and Aeiker Construction Corporation for \$144,598. CPH recommends awarding the contract to Ranger Rubber. Staff will coordinate with CPH on samples, forms, and a required performance bond. The proposed fence is a temporary 6-foot wood privacy barrier, shielding a small park area from neighboring dogs until hedge plants mature. Landscaping can be phased over time as resources permit.

### **FINANCIAL IMPACT:**

A total of \$128,759.71 is available from the original \$300,000 budget for remaining improvements in Azalea Park. The bid amount is \$117,514. If the bonded rubber trail is approved, that would leave \$11,245.71 for additional plants, signage, and fencing to complete the project.

**RECOMMENDATION:**

Motion to award RFB 2025-02 to Ranger Rubber LLC in the amount of \$117,514 for the bonded rubber trail at Azalea Park, contingent upon satisfactory review of color and material samples.

**ATTACHMENT(S):**

1. Bid Award Recommendation
2. Azalea Park Landscape Plan
3. Complete Bid Package Aeiker Construction
4. Complete Bid Package Ranger Rubber



**CITY OF MARY ESTHER  
AZALEA PARK PAVING PROJECT  
RFB 2025-02 Bid Submissions**

**January 9, 2026**

**TO: Shawn Lindsey, Public Works Director  
City of Mary Esther, FL**

**FROM: Galen Pugh, RLA, AICP, Director of Landscape Architecture  
CPH, LLC**

A handwritten signature in blue ink, appearing to read 'G. Pugh', is written over the text 'CPH, LLC'.

**RE: Bid Award Recommendation for the Pervious Rubber Pavement Material Trail  
Project at Azalea Park**

CPH has reviewed the two responsive bidders for the above referenced project received January 7, 2026. For the low bidder, Ranger Rubber, we received responses for several references that provided very positive feedback. We also reviewed sample projects highlighted on their web site that display quality installations on relevant projects.

It is our recommendation that the city award the bid to Ranger Rubber, LLC, 1186 Liberty Church Rd, NE, Ranger, GA, 30734.





CITY OF MARY ESTHER, FLORIDA

**CITY OF MARY ESTHER, FLORIDA  
REQUEST FOR BIDS**

<b>RFB Number:</b>	2025-02
<b>Project Title:</b>	PERVIOUS RUBBER PAVEMENT MATERIAL
<b>Issue Date:</b>	DECEMBER 5 <sup>TH</sup> , 2025
<b>Pre-Bid Conference:</b>	N/A
<b>Questions Deadline:</b>	DECEMBER 12 <sup>TH</sup> , 2025
<b>Bid Due Date/Time:</b>	JANUARY 7 <sup>TH</sup> , 2026, 3:00 P.M. CST

**ELECTRONIC SUBMISSION REQUIRED**

All bids must be submitted electronically through the City's eProcurement portal:

**Euna OpenBids:** [www.cityofmaryesther.com/bids](http://www.cityofmaryesther.com/bids)

Vendors must register (free) to access documents and submit bids. Late bids will be automatically rejected.

<b>Contact Person:</b>	DILLON MORRIS, CITY CLERK
<b>Email:</b>	<a href="mailto:dmorris@cityofmaryesther.com">dmorris@cityofmaryesther.com</a>

*Note: All questions must be submitted to the city clerk through the email above. All questions will be answered in a future addendum.*

## SECTION 1: GENERAL INFORMATION

### 1.1 Purpose

The City of Mary Esther, Florida ("City") is soliciting bids from qualified vendors for installation of pervious rubber pavement that is poured in place and ADA compliant with at least a 10-year warranty as described in Section 3.

### 1.2 Funding Source

- City funds only. Local preference applies.

## SECTION 2: INSTRUCTIONS TO BIDDERS

### 2.1 Registration

Register at [www.cityofmaryesther.com/bids](http://www.cityofmaryesther.com/bids) to access documents, receive any addenda, and submit bids. Registration is free.

### 2.2 Questions

Submit questions to Dillon Morris at [dmorris@cityofmaryesther.com](mailto:dmorris@cityofmaryesther.com) by **12/12/2025**. Responses posted to all registered vendors.

### 2.3 Pre-Bid Conference

- No pre-bid conference scheduled.

### 2.4 Bid Submission

Submit through OpenBids:

- a. Completed Bid Form (Exhibit A) — enter pricing in OpenBids
- b. Bidder Information Form (Exhibit B) — upload
- c. Non-Collusion Affidavit (Exhibit C) — upload
- d. References (Exhibit D) — upload
- e. Local Business Certification (Exhibit E) — if claiming preference
- f. Federal Provisions Certification (Exhibit F) — if federal funds
- g. Copies of required licenses/certifications

### 2.5 Bid Validity

Bids valid for **90** days from submission deadline.

### 2.6 Costs for Bid Submittals

The cost of any bid submittals shall be solely borne by the bidder with no responsibility for reimbursement by the City regardless of any delays, amendments, or withdrawals.

### 2.7 Bid Security

No bid security required.

### 2.8 Addenda

All addenda issued by the City, if any, shall be in writing through OpenBids. It is the Bidder's sole responsibility to be familiar with bid documents and any addenda.

### 2.9 Reservation of Rights

**CITY OF MARY ESTHER, FLORIDA**

- City at any time and for any reason prior to entering a fully signed contract with may delay, amend, terminate, or withdraw this RFB without penalty if it is deemed to be in the best interest of the City.
- City reserves the right to make an award to one or more bidders, who in the opinion of the City will be in the best interest of and/or most advantageous to the City.

### **SECTION 3: SCOPE OF WORK / SPECIFICATIONS**

See attached drawing with specifications.

#### **3.1 General Requirements**

- The pervious rubber pavement that is poured in place with up to a 50% mixture of stone to rubber. (All bidders are encouraged to submit samples showing both color and materials in final form that will be used in evaluating the bids.)
- Rubber pavement must be ADA compliant.
- Materials provided must have at least a 10-year warranty.
- All materials must be tested and meet EPA requirements
- Materials provided must be free of heavy metal leaching, lead free, and non-toxic.
- Bids should include the percentage range of recycled rubber used.

#### **3.2 Technical Specifications**

- Installation will be on an existing gravel trail that was recently installed with base material, a geotextile, and topped with 4-7 inches of recycled concrete base and rough level additional rolling and addition leveling may be required. Bidders are free to see the site or can request pictures of the site.
- Trail will need to be a consistent 5 foot wide with total linear feet of 1,200, but to form radiuses contractors should plan on additional materials and when finished trail should be consistent depth and feel for safe walking or wheelchair access. (*Bidder should plan on a 6-foot width or 1,500 linear feet to make sure they have enough material to make smooth transitions and curves in trails. Any left-over materials should be left with the City of Mary Esther for future repairs and maintenance.*)
- Trail material will also need to join two-foot bridges that are 6 feet wide.

#### **3.3 Delivery/Performance Schedule**

**Bidders should include a delivery schedule for the installation including start date and expected time frame.**

#### **3.4 Location**

**5 Azalea Dr, Mary Esther, FL 32569**

## **SECTION 4: BID EVALUATION AND AWARD**

### **4.1 Basis of Award**

Award to the lowest responsive and responsible bidder meeting all specifications.

### **4.2 Responsiveness**

A responsive bid:

- Submitted through OpenBids by deadline
- Includes all required forms
- Complies with specifications
- Acknowledges all addenda

### **4.3 Responsibility**

A responsible bidder has:

- Financial stability and resources
- Satisfactory performance record
- Required licenses and insurance
- No suspension or debarment

### **4.4 Local Preference**

- 5% local preference applies per Policy 17.

## SECTION 5: GENERAL TERMS AND CONDITIONS

### 5.1 Contract

Successful bidder will execute a contract incorporating this RFB, the bid, and negotiated terms.

### 5.2 Insurance

- **General Liability: \$1,000,000** per occurrence / **\$2,000,000** aggregate
- **Automobile Liability: \$1,000,000** combined single limit
- **Workers' Compensation:** Statutory limits

City to be named as additional insured.

### 5.3 Performance/Payment Bond

- The successful bidder shall be required to furnish a performance or payment bond, in a form and amount acceptable to the City, guaranteeing satisfactory completion of all contracted work.

### 5.4 Public Records

Certain exemptions to the public records law are statutorily provided for in Section 119.07, Florida Statutes. If the Bidder believes any of the information contained in his or her response is exempt from disclosure, then the Bidder must in her or her response specifically identify the material which is deemed to be exempt and cite the legal authority for the exemption. Otherwise, the City will treat all materials received as public records once that information is determined to be available for public inspection.

If the City rejects all Bids or replies submitted in response to a competitive solicitation and the City concurrently provides notice of its intent to reissue the competitive solicitation, the rejected Bid or replies remain exempt from Section 119.07(1) and Section 24(a) of the State Constitution until such time as the City provides notice of an intended decision concerning the reissued competitive solicitation, or until the City withdraws the reissued competitive solicitation. A Bid, proposal, or reply is not exempt for longer than 12 months after the initial agency notice rejecting all Bids, or replies.

The City is a public agency subject to Chapter 119, Florida Statutes. The Bidder shall comply with Florida's Public Records law. Specifically, the Bidder, shall:

1. Keep and maintain public records required by the public agency to perform the service.
2. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Bidder does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the Bidder or keep and maintain public records required by the public agency to perform the service. If the Bidder transfers all public records to the public agency upon completion of the contract, the Bidder shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Bidder keeps and maintains public records

## CITY OF MARY ESTHER, FLORIDA

upon completion of the contract, the Bidder shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

The failure of the Bidder to comply with the provisions set forth in this section shall constitute a material breach of Agreement and shall be cause for immediate termination of the Agreement.

**If the Bidder has questions regarding the application of Chapter 119 Florida Statutes, to the Bidder's duty to provide public records relating to this contract, contact the custodian of public records at the City of Mary Esther, City Clerk, Mary Esther City Hall, 195 Christobal RD N. Mary Esther, FL 32659; (850) 362-6855 or [dmorris@cityofmaryesther.com](mailto:dmorris@cityofmaryesther.com).**

### **5.5 E-Verify**

Contractor shall use E-Verify per Section 448.095, Florida Statutes.

### **5.6 Scrutinized Companies**

Contractor certifies compliance with Section 287.135, Florida Statutes.

### **5.7 Termination**

City may terminate for cause or convenience with 30 days written notice.

### **5.8 Indemnification**

Contractor shall indemnify and hold harmless the City, its agents, employees, elected officials, and volunteers to the fullest extent permitted by Florida law.

### **5.9 Governing Law**

Florida law governs. Venue for any disputes will lie exclusively in Okaloosa County, Florida.

### **5.10 Prompt Payment**

Payments by the City shall conform with Florida Prompt Payment Act, Section 218.70, Florida Statutes.

**EXHIBIT A: BID FORM / PRICE SCHEDULE**

RFB Number: **RFB 2025-02**

Project Title: **PERVIOUS RUBBER PAVEMENT**

**Note:** Pricing should be entered in OpenBids. This form shows the pricing structure.

The undersigned proposes to furnish all labor, materials, equipment, and services as specified:

Item Description	Quantity	Total Price
[Item 1]	[QTY]	\$ <u>144,598.00</u>
[Item 2]	[QTY]	\$ \$
[Item 3]	[QTY]	\$ \$
<b>TOTAL BID:</b>		\$ <u>144,598.00</u>

TOTAL IN WORDS:


ONE hundred Forty Four thousand Five hundred Ninety eight DOLLARS

**CERTIFICATIONS:**

1. Bidder has examined all RFB documents and addenda
2. Bid valid for **90** days
3. Will execute contract within 10 business days if awarded
4. Not suspended or debarred
5. Addenda acknowledged: Nos. 1 through 2

**BIDDER:**

Company: Aeiker Construction Corporation  
Address: 2759 Mill St.  
City/State/ZIP: Mobile AL 36607  
Phone: 251-259-7995 Email: Jonathan@aeiker.com

  
Signature  
Printed Name: Jonathan Aeiker  
Title: President  
Date: 1/7/26

**EXHIBIT B: BIDDER INFORMATION FORM**

**1. COMPANY INFORMATION**

Legal Name: Aeiker Construction Corporation  
DBA (if applicable): \_\_\_\_\_  
Street Address: 2759 Mill St  
Mailing Address: \_\_\_\_\_  
City/State/ZIP: Mobile AL 36607  
Phone: 2512597995 Fax: \_\_\_\_\_  
Website: aeiker.com

**2. CONTACT INFORMATION**

Primary Contact: Jonathan Aeiker  
Title: President  
Phone: 2512597995 Email: Jonathan@aeiker.com

**3. BUSINESS ORGANIZATION**

Type:  Corporation  LLC  Partnership  Sole Proprietor  Other: \_\_\_\_\_  
State of Formation: AL Year Established: 2011  
Federal Tax ID (EIN): 45-4170601

**4. LICENSES**

Florida Business License #: will acquire upon Award  
Contractor License # (if applicable): \_\_\_\_\_  
Other Licenses: \_\_\_\_\_

**5. EXPERIENCE**

Years providing similar goods/services: 14  
Number of employees: 22

**6. DEBARMENT/LITIGATION**

Ever debarred or suspended?  Yes  No  
Currently involved in litigation?  Yes  No  
If yes to either, explain: \_\_\_\_\_

EXHIBIT C: NON-COLLUSION AFFIDAVIT

STATE OF Alabama

COUNTY OF Mobile

I, Jonathan Aeiker, being first duly sworn, depose and state:

1. I am the President (title) of Aeiker Construction Corporation (company), the Bidder submitting the attached bid.
2. I am fully informed regarding preparation and contents of the attached bid.
3. The bid is genuine and not collusive or a sham.
4. Neither the Bidder nor any officers, partners, owners, agents, representatives, or employees have in any way colluded, conspired, connived, or agreed with any other bidder, firm, or person to submit a collusive or sham bid, or to refrain from bidding.
5. Neither the Bidder nor any officers, partners, owners, agents, representatives, or employees have sought by collusion to secure any advantage against the City of Mary Esther or any person interested in the proposed contract.
6. The prices quoted are fair and proper and not tainted by collusion, conspiracy, or unlawful agreement.

[Handwritten Signature]

Signature

Printed Name: Jonathan Aeiker

Title: President

Date: 1/7/26

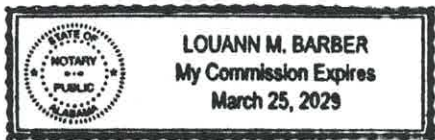
Subscribed and sworn to before me this 7th day of January, 2026.

[Handwritten Signature]

Notary Public, State of ALABAMA

My Commission Expires: March 25, 2029

(NOTARY SEAL)



**EXHIBIT D: REFERENCES FORM**

Provide at least three (3) references for similar projects completed within the last five (5) years. Government references preferred.

**REFERENCE 1**

Organization: Struthers Recreation  
Contact Name/Title: Blake Struthers  
Phone: 205 6635058 Email: Blake@struthersrec.com  
Project Description: Playground & Surfacing Installations  
Contract Value: \$ ± 4,000,000 Dates: 1/1/25 - 12/31/25

**REFERENCE 2**

Organization: Cunningham-Delaney  
Contact Name/Title: Gavin Primm  
Phone: \_\_\_\_\_ Email: gavin@cunninghamdelaney.com  
Project Description: Magnolia Walking Trail  
Contract Value: \$ 147,000 Dates: 10/1/25

**REFERENCE 3**

Organization: City of Mobile  
Contact Name/Title: Chuck Babin  
Phone: 251 208 6035 Email: chuck.babin@cityofmobile.org  
Project Description: Lawn Park  
Contract Value: \$ 320,000 Dates: 1/1/25 - 6/30/25

**EXHIBIT E: LOCAL BUSINESS CERTIFICATION**

**Complete ONLY if claiming local preference. Does NOT apply to federally funded procurements.**

The undersigned certifies that the firm named below meets the definition of a "Local Business" per City Policy 17 and has a principal office within the corporate limits of the City of Mary Esther, Florida.

**BUSINESS INFORMATION**

Business Name: \_\_\_\_\_

Principal Office Address (must be within Mary Esther):

\_\_\_\_\_ Date established at this location: \_\_\_\_\_

City of Mary Esther Business Tax Receipt #: \_\_\_\_\_

I certify the above is true and correct. Falsification may result in disqualification and debarment.

\_\_\_\_\_  
Signature

Printed Name: \_\_\_\_\_

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

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







**CITY OF MARY ESTHER**  
195 Christobal Road, North ♦ Mary Esther, Florida 32569  
Telephone (850) 243-3566 ♦ Fax (850) 243-0736

**ADDENDUM #1**  
**to**  
**RFB 2025-02 PERVIOUS RUBBER PAVEMENT MATERIAL**

The following amendments are associated with the above-referenced Request for Bids:

1. The City of Mary Esther is requesting bidders to prepare alternate bids for aggregate surfacing on the proposed trail at Azalea Park. The base bid includes a composite rubberized solid surface, while this addendum requests bids based upon the specifications listed below for Trail Surface Aggregate (TSA) to be placed on top of the existing compacted rock base currently on the trail.

**Trail Surface Aggregate (TSA): A specific mixture of aggregate designed for surfacing trails that is designed to achieve very high densities to withstand traffic and erosion better than traditional aggregates.**

Specification: (Recommendations by the Center for Dirt and Gravel Road Studies)

All TSA material is to be derived from natural stone formations. Stone is defined as rock that has been crushed; rock is defined as consolidated mineral matter. Both are restricted to that which has been mined or quarried from existing geologic bedrock formations. All components of the aggregate mix, including fines passing the #200 sieve, are to be derived by crushing parent rock material that meets TSA purchasing specifications for abrasion resistance, pH, Plasticity, and freedom from contaminants. Determine the amount of particles less than #200 sieve size using the washing procedures PTM No. 100.

Crushed Stone should be ½" minus crushed aggregate or recycled concrete with hard, durable, sharp-edged fragments that are free from dirt and organic matter. Soils that do not meet gradation requirements can be modified by importing sand or gravel and blended with the soil beforehand.

The crushed aggregate blend should conform to the following gradation:

Sieve Size	Percent Passing
1/2 Inch (12.5 mm)	90-100
3/8 Inch (9.5 mm)	75-90
1/4 Inch (6.3 mm)	60-75
No. 30 (600 Um)	60-40
No. 100 (150 Um)	15-40
No. 200 (75 Um)	5-15

Parent Material: TSA can be made from limestone, sandstone, or any other parent material that meets the hardness, pH, gradation, and other requirements as outlined in this document.

pH: Aggregate must be in the range of pH 6 to pH 12.45 as measured by EPA 9045C.

Optimum Moisture: Material is to be delivered and placed at optimum moisture content as determined for that particular source. The optimum percentage moisture is to be identified by the supplier in the bid/purchasing documents. The optimum percentage moisture is to be determined using Proctor Test ASTM D698, procedure C, Standard.

Placement: TSA should be placed from the furthest point working back towards the source to avoid running equipment on the final trail.

Paver: When possible a small paver should be used to place TSA. This will reduce aggregate segregation by size that occurs when any aggregate is dumped and spread. It is recommended that the minimum depth of placement should be 4 inches loose, 3 inches compacted.

"Dump and Spread": If the use of a Paver is not feasible, TSA can be placed using a "dump and spread" method on small trails. Be sure the aggregate is not "overworked" which may cause size segregation. TSA must be placed in one layer.

Compaction: A minimum 3 ton vibratory roller is to be used to compact the final surface. The initial pass of the roller should be in static mode. TSA must be compacted while it is at optimum moisture to achieve maximum density. If TSA sticks to the drum of the roller, stop and wait for the surface to dry further.

Mixing fines: When mixing aggregates to create TSA, take care not to pre-wet any "minus #200" fines before they are added to the mixture. Doing so may cause the fines to clump into balls that can be difficult to break apart by mixing. These "balls" of fines will appear in the final trail, and may cause the rest of the trail to have insufficient fine material.

2. Any respondent who has previously submitted a response has the opportunity to amend his/her submission if so desired. If that is the case, the subsequent submittal should also clearly indicate it as a replacement on the outside packaging/submission.
3. Acknowledgement of the addendum, via the attached form, is required as part of the bid submissions.

Issued this 9th day of December 2025.



Dillon Morris  
City Clerk




**CITY OF MARY ESTHER**

195 Christobal Road, North • Mary Esther, Florida 32569  
Telephone (850) 243-3566 • Fax (850) 243-0736

**ADDENDUM ACKNOWLEDGEMENT**

I acknowledge receipt of Addendum #1 issued by the City of Mary Esther and related to the RFB 2025-02 for Pervious Rubber Pavement Material. Furthermore, I understand that this form must be completed and returned to the City as part of the bid/proposal responsiveness.

  
Jonathan Acker  
Printed Name  
President  
Title

Acker Construction Corporation  
Company Name  
1/7/25  
Date



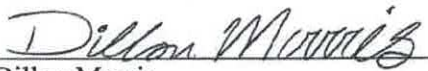
**CITY OF MARY ESTHER**  
195 Christobal Road, North ♦ Mary Esther, Florida 32569  
Telephone (850) 243-3566 ♦ Fax (850) 243-0736

**ADDENDUM #2**  
**to**  
**RFB 2025-02 PERVIOUS RUBBER PAVEMENT MATERIAL**

The following amendments are associated with the above-referenced Request for Bids:

1. A signed copy of Exhibit F is now required for all proposal submissions.
2. Any respondent who has previously submitted a response has the opportunity to amend his/her submission if so desired. If that is the case, the subsequent submittal should also clearly indicate it as a replacement on the outside packaging/submission.
3. Acknowledgement of the addendum, via the attached form, is required as part of the bid submissions.

Issued this 6 day of January 2026.

  
\_\_\_\_\_  
Dillon Morris  
City Clerk

**EXHIBIT F: VENDOR AFFIDAVIT REGARDING THE USE OF  
COERCION FOR LABOR AND SERVICES**

Vendor Name: Aeiker Construction Corporation

Address: 2759 Mill St Mobile AL 36607

Phone Number: 251 259 7995

Authorized Representative's Name: Jonathan Aeiker

Authorized Representative's Title: President

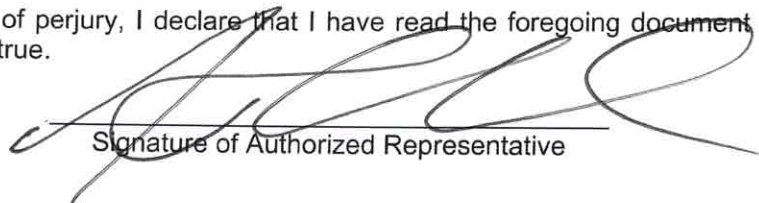
Email Address: Jonathan@aeiker.com

Section 787.06(13), Florida Statutes requires all nongovernmental entities (such as Vendor) executing, renewing, or extending a contract with a governmental entity (such as the School Board of Bay County, Florida) to provide an affidavit signed by an officer or representative of Vendor under penalty of perjury that Vendor does not use coercion for labor or services as defined in that statute.

As the person authorized to sign on behalf of Vendor, I certify that the company identified above does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose of exploitation of that person.

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

  
Signature of Authorized Representative

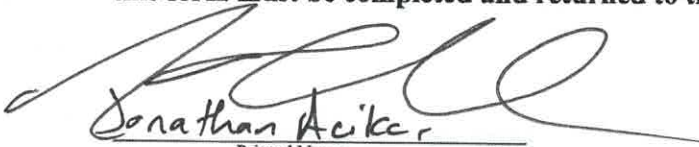


**CITY OF MARY ESTHER**

195 Christobal Road, North • Mary Esther, Florida 32569  
Telephone (850) 243-3566 • Fax (850) 243-0736

**ADDENDUM ACKNOWLEDGEMENT**

**I acknowledge receipt of Addendum #2 issued by the City of Mary Esther and related to the RFB 2025-02 for Pervious Rubber Pavement Material. Furthermore, I understand that this form must be completed and returned to the City as part of the bid responsiveness.**

  
Jonathan Aciker  
Printed Name

President  
Title

Aciker Construction Corporation  
Company Name

1/7/26  
Date

**CITY OF MARY ESTHER, FLORIDA  
REQUEST FOR BIDS**

<b>RFB Number:</b>	<b>2025-02</b>
<b>Project Title:</b>	<b>PERVIOUS RUBBER PAVEMENT MATERIAL</b>
<b>Issue Date:</b>	<b>DECEMBER 5<sup>TH</sup>, 2025</b>
<b>Pre-Bid Conference:</b>	<b>N/A</b>
<b>Questions Deadline:</b>	<b>DECEMBER 12<sup>TH</sup>, 2025</b>
<b>Bid Due Date/Time:</b>	<b>JANUARY 7<sup>TH</sup>, 2026, 3:00 P.M. CST</b>

**ELECTRONIC SUBMISSION REQUIRED**

All bids must be submitted electronically through the City's eProcurement portal:

**Euna OpenBids:** [www.cityofmaryesther.com/bids](http://www.cityofmaryesther.com/bids)

Vendors must register (free) to access documents and submit bids. Late bids will be automatically rejected.

<b>Contact Person:</b>	<b>DILLON MORRIS, CITY CLERK</b>
<b>Email:</b>	<b>dmorris@cityofmaryesther.com</b>

*Note: All questions must be submitted to the city clerk through the email above. All questions will be answered in a future addendum.*

## SECTION 1: GENERAL INFORMATION

### 1.1 Purpose

The City of Mary Esther, Florida ("City") is soliciting bids from qualified vendors for installation of pervious rubber pavement that is poured in place and ADA compliant with at least a 10-year warranty as described in Section 3.

### 1.2 Funding Source

- City funds only. Local preference applies.

## SECTION 2: INSTRUCTIONS TO BIDDERS

### 2.1 Registration

Register at [www.cityofmaryesther.com/bids](http://www.cityofmaryesther.com/bids) to access documents, receive any addenda, and submit bids. Registration is free.

### 2.2 Questions

Submit questions to Dillon Morris at [dmorris@cityofmaryesther.com](mailto:dmorris@cityofmaryesther.com) by **12/12/2025**. Responses posted to all registered vendors.

### 2.3 Pre-Bid Conference

- No pre-bid conference scheduled.

### 2.4 Bid Submission

Submit through OpenBids:

- a. Completed Bid Form (Exhibit A) — enter pricing in OpenBids
- b. Bidder Information Form (Exhibit B) — upload
- c. Non-Collusion Affidavit (Exhibit C) — upload
- d. References (Exhibit D) — upload
- e. Local Business Certification (Exhibit E) — if claiming preference
- f. Federal Provisions Certification (Exhibit F) — if federal funds
- g. Copies of required licenses/certifications

### 2.5 Bid Validity

Bids valid for **90** days from submission deadline.

### 2.6 Costs for Bid Submittals

The cost of any bid submittals shall be solely borne by the bidder with no responsibility for reimbursement by the City regardless of any delays, amendments, or withdrawals.

### 2.7 Bid Security

No bid security required.

### 2.8 Addenda

All addenda issued by the City, if any, shall be in writing through OpenBids. It is the Bidder's sole responsibility to be familiar with bid documents and any addenda.

### 2.9 Reservation of Rights

**CITY OF MARY ESTHER, FLORIDA**

- City at any time and for any reason prior to entering a fully signed contract with may delay, amend, terminate, or withdraw this RFB without penalty if it is deemed to be in the best interest of the City.
- City reserves the right to make an award to one or more bidders, who in the opinion of the City will be in the best interest of and/or most advantageous to the City.

## SECTION 3: SCOPE OF WORK / SPECIFICATIONS

See attached drawing with specifications.

### 3.1 General Requirements

- The pervious rubber pavement that is poured in place with up to a 50% mixture of stone to rubber. (All bidders are encouraged to submit samples showing both color and materials in final form that will be used in evaluating the bids.)
- Rubber pavement must be ADA compliant.
- Materials provided must have at least a 10-year warranty.
- All materials must be tested and meet EPA requirements
- Materials provided must be free of heavy metal leaching, lead free, and non-toxic.
- Bids should include the percentage range of recycled rubber used.

### 3.2 Technical Specifications

- Installation will be on an existing gravel trail that was recently installed with base material, a geotextile, and topped with 4-7 inches of recycled concrete base and rough level additional rolling and addition leveling may be required. Bidders are free to see the site or can request pictures of the site.
- Trail will need to be a consistent 5 foot wide with total linear feet of 1,200, but to form radiuses contractors should plan on additional materials and when finished trail should be consistent depth and feel for safe walking or wheelchair access. (*Bidder should plan on a 6-foot width or 1,500 linear feet to make sure they have enough material to make smooth transitions and curves in trails. Any left-over materials should be left with the City of Mary Esther for future repairs and maintenance.*)
- Trail material will also need to join two-foot bridges that are 6 feet wide.

### 3.3 Delivery/Performance Schedule

Bidders should include a delivery schedule for the installation including start date and expected time frame.

### 3.4 Location

5 Azalea Dr, Mary Esther, FL 32569

## **SECTION 4: BID EVALUATION AND AWARD**

### **4.1 Basis of Award**

Award to the lowest responsive and responsible bidder meeting all specifications.

### **4.2 Responsiveness**

A responsive bid:

- Submitted through OpenBids by deadline
- Includes all required forms
- Complies with specifications
- Acknowledges all addenda

### **4.3 Responsibility**

A responsible bidder has:

- Financial stability and resources
- Satisfactory performance record
- Required licenses and insurance
- No suspension or debarment

### **4.4 Local Preference**

- 5% local preference applies per Policy 17.

## SECTION 5: GENERAL TERMS AND CONDITIONS

### 5.1 Contract

Successful bidder will execute a contract incorporating this RFB, the bid, and negotiated terms.

### 5.2 Insurance

- **General Liability: \$1,000,000** per occurrence / **\$2,000,000** aggregate •
- **Automobile Liability: \$1,000,000** combined single limit
- **Workers' Compensation:** Statutory limits

City to be named as additional insured.

### 5.3 Performance/Payment Bond

- The successful bidder shall be required to furnish a performance or payment bond, in a form and amount acceptable to the City, guaranteeing satisfactory completion of all contracted work.

### 5.4 Public Records

Certain exemptions to the public records law are statutorily provided for in Section 119.07, Florida Statutes. If the Bidder believes any of the information contained in his or her response is exempt from disclosure, then the Bidder must in her or her response specifically identify the material which is deemed to be exempt and cite the legal authority for the exemption. Otherwise, the City will treat all materials received as public records once that information is determined to be available for public inspection.

If the City rejects all Bids or replies submitted in response to a competitive solicitation and the City concurrently provides notice of its intent to reissue the competitive solicitation, the rejected Bid or replies remain exempt from Section 119.07(1) and Section 24(a) of the State Constitution until such time as the City provides notice of an intended decision concerning the reissued competitive solicitation, or until the City withdraws the reissued competitive solicitation. A Bid, proposal, or reply is not exempt for longer than 12 months after the initial agency notice rejecting all Bids, or replies.

The City is a public agency subject to Chapter 119, Florida Statutes. The Bidder shall comply with Florida's Public Records law. Specifically, the Bidder, shall:

1. Keep and maintain public records required by the public agency to perform the service.
2. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Bidder does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the Bidder or keep and maintain public records required by the public agency to perform the service. If the Bidder transfers all public records to the public agency upon completion of the contract, the Bidder shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Bidder keeps and maintains public records

## CITY OF MARY ESTHER, FLORIDA

upon completion of the contract, the Bidder shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

The failure of the Bidder to comply with the provisions set forth in this section shall constitute a material breach of Agreement and shall be cause for immediate termination of the Agreement.

**If the Bidder has questions regarding the application of Chapter 119 Florida Statutes, to the Bidder's duty to provide public records relating to this contract, contact the custodian of public records at the City of Mary Esther, City Clerk, Mary Esther City Hall, 195 Christobal RD N. Mary Esther, FL 32659; (850) 362-6855 or [dmorris@cityofmaryesther.com](mailto:dmorris@cityofmaryesther.com).**

### **5.5 E-Verify**

Contractor shall use E-Verify per Section 448.095, Florida Statutes.

### **5.6 Scrutinized Companies**

Contractor certifies compliance with Section 287.135, Florida Statutes.

### **5.7 Termination**

City may terminate for cause or convenience with 30 days written notice.

### **5.8 Indemnification**

Contractor shall indemnify and hold harmless the City, its agents, employees, elected officials, and volunteers to the fullest extent permitted by Florida law.

### **5.9 Governing Law**

Florida law governs. Venue for any disputes will lie exclusively in Okaloosa County, Florida.

### **5.10 Prompt Payment**

Payments by the City shall conform with Florida Prompt Payment Act, Section 218.70, Florida Statutes

## SECTION 5: GENERAL TERMS AND CONDITIONS

### 5.1 Contract

Successful bidder will execute a contract incorporating this RFB, the bid, and negotiated terms.

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City to be named as additional insured.

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- The successful bidder shall be required to furnish a performance or payment bond, in a form and amount acceptable to the City, guaranteeing satisfactory completion of all contracted work.

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2. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Bidder does not transfer the records to the public agency.
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## CITY OF MARY ESTHER, FLORIDA

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Contractor shall indemnify and hold harmless the City, its agents, employees, elected officials, and volunteers to the fullest extent permitted by Florida law.

### **5.9 Governing Law**

Florida law governs. Venue for any disputes will lie exclusively in Okaloosa County, Florida.

### **5.10 Prompt Payment**

Payments by the City shall conform with Florida Prompt Payment Act, Section 218.70, Florida Statutes

**EXHIBIT A: BID FORM / PRICE SCHEDULE**

RFB Number: **RFB 2025-02**

Project Title: **PERVIOUS RUBBER PAVEMENT**

**Note:** Pricing should be entered in OpenBids. This form shows the pricing structure.

The undersigned proposes to furnish all labor, materials, equipment, and services as specified:

Item Description	Quantity	Total Price
<b>Subbase Leveling &amp; Compaction</b> <i>Excluding Subbase Material</i>	<b>6,000 SF</b>	<u>\$6,600</u>
<b>EcoPave™ EP-200 Composite</b>	<b>9,000 SF</b>	<u>\$77,254</u>
<b>EcoPave™ Installation</b>	<b>6,000 SF</b>	<u>\$23,100</u>
<b>*Optional Backfill</b> <i>Including Seed &amp; Straw</i>	<b>2,400 LF</b>	<u>\$10,560</u>
		<b>: <u>\$117,514</u></b>

TOTAL IN WORDS:

One hundred seventeen thousand five hundred fourteen DOLLARS

**CERTIFICATIONS:**

1. Bidder has examined all RFB documents and addenda
2. Bid valid for **90** days
3. Will execute contract within 10 business days if awarded
4. Not suspended or debarred
5. Addenda acknowledged: Nos. 1 through 2

**BIDDER:**

Company: Ranger Rubber LLC

Address: 1186 Liberty Church Rd NE

City/State/ZIP: Ranger GA, 30734

Phone: (678) 697-4722 Email: cmcqueen@rangerubber.com

  
\_\_\_\_\_

Signature

Printed Name: Jennifer Harris Title:

President

Date: 01/07/2026

**EXHIBIT B: BIDDER INFORMATION FORM**

**1. COMPANY INFORMATION**

Legal Name:  Ranger Rubber LLC  DBA (if applicable): \_\_\_\_\_ Street Address:  1186 Liberty Church Rd NE  Mailing Address:  1186 Liberty Church Rd NE  City/State/ZIP:  Ranger GA, 30734  Phone:  (404) 693-1468  Fax: \_\_\_\_\_ Website:  www.RangerRubber.com

**2. CONTACT INFORMATION**

Primary Contact:  Carson McQueen  Title:  Project Management  Phone:  (678) 697-4722  Email:  cmcqueen@rangerrubber.com

**3. BUSINESS ORGANIZATION**

Type:  Corporation  LLC  Partnership  Sole Proprietor  Other: \_\_\_\_\_ State of Formation:  Georgia  Year Established:  2021  Federal Tax ID (EIN):  92-0455669

**4. LICENSES**

Florida Business License #:  Available on Award  Contractor License # (if applicable): \_\_\_\_\_ Other Licenses:  State of Georgia Control #22202091

**5. EXPERIENCE**

Years providing similar goods/services:  5  Number of employees:  9

**6. DEBARMENT/LITIGATION**

Ever debarred or suspended?  Yes  No  
Currently involved in litigation?  Yes  No  
If yes to either, explain: \_\_\_\_\_

EXHIBIT C: NON-COLLUSION AFFIDAVIT

STATE OF Georgia

COUNTY OF Gordon

I, Jennifer Harris, being first duly sworn, depose and state:

1. I am the President (title) of Ranger Rubber LLC (company), the Bidder submitting the attached bid.
2. I am fully informed regarding preparation and contents of the attached bid.
3. The bid is genuine and not collusive or a sham.
4. Neither the Bidder nor any officers, partners, owners, agents, representatives, or employees have in any way colluded, conspired, connived, or agreed with any other bidder, firm, or person to submit a collusive or sham bid, or to refrain from bidding.
5. Neither the Bidder nor any officers, partners, owners, agents, representatives, or employees have sought by collusion to secure any advantage against the City of Mary Esther or any person interested in the proposed contract.
6. The prices quoted are fair and proper and not tainted by collusion, conspiracy, or unlawful agreement.

Jennifer Harris  
Signature

Printed Name: Jennifer Harris

Title: President

Date: 01/07/2026

Subscribed and sworn to before me this 7 day of January, 2026

Valerie Ferguson  
Notary Public, State of Georgia

My Commission Expires: 9/15/28

(NOTARY SEAL)





**EXHIBIT E: LOCAL BUSINESS CERTIFICATION**

**Complete ONLY if claiming local preference. Does NOT apply to federally funded procurements.**

The undersigned certifies that the firm named below meets the definition of a "Local Business" per City Policy 17 and has a principal office within the corporate limits of the City of Mary Esther, Florida.

**BUSINESS INFORMATION**

Business Name:

\_\_\_\_\_ Principal Office

Address (must be within Mary Esther):

\_\_\_\_\_

Date established at this location:

\_\_\_\_\_ City of Mary Esther Business

Tax Receipt #:

\_\_\_\_\_

I certify the above is true and correct. Falsification may result in disqualification and debarment.

\_\_\_\_\_

Signature

Printed Name:

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

\_\_\_\_\_

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

# AGENDA ITEM

Agenda Item 11.2.

---

**TO:** Honorable Mayor and Members of the City Council

**FROM:**

**DATE:** January 20, 2026

**SUBJECT:** Discussion: West Highway 98 Property

---

**BACKGROUND:**  
This agenda item was requested for discussion by Councilmember Sutton.

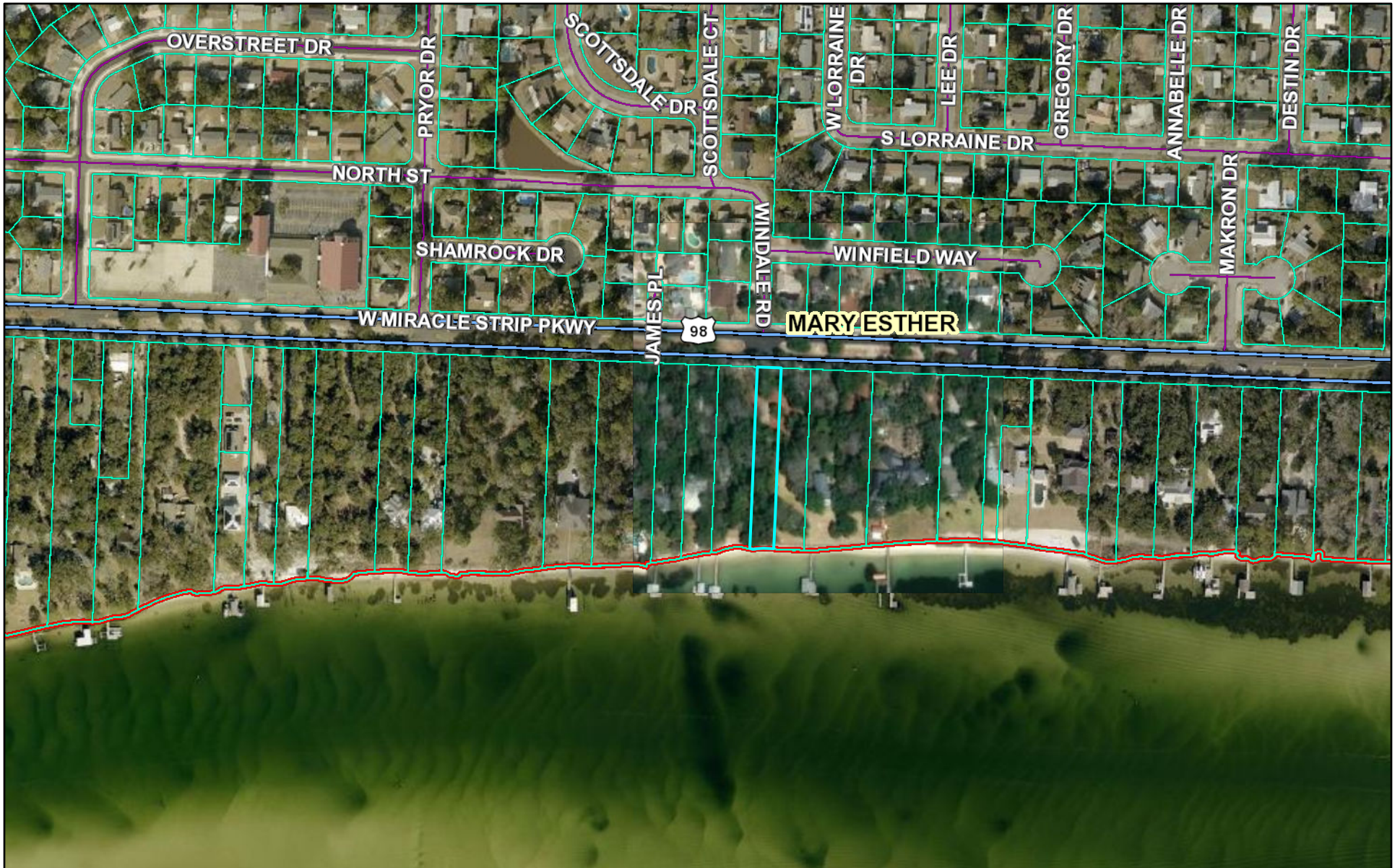
**DISCUSSION:**

**FINANCIAL IMPACT:**


**RECOMMENDATION:**

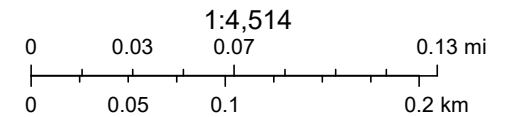
**ATTACHMENT(S):**  
1. Okaloosa County Property Report

# Okaloosa Map



January 13, 2026

- |  |  |  |                              |
|--|--|--|------------------------------|
|  CITY LIMIT Boundary |  US Highway   |  PROPERTY LINES | High Resolution 30cm Imagery |
|  SECONDARY ROADS     |  State Route  | 1.2m Resolution Metadata   | High Resolution 60cm Imagery |
| MAJOR ROADS  |  County Route | Citations  | Low Resolution 15m Imagery   |
|  Interstate          |  |  |                              |



© OpenStreetMap (and) contributors, CC-BY-SA, Vantor, Okaloosa County FL GIS, Esri, HERE, Garmin, INCREMENT P, Intermap, NGA, USGS



# Okaloosa County Property Report

## Owner and Parcel Information

Owner Name	CITY OF MARY ESTHER	Today's Date	1/13/2026
Mailing Address		Parcel Number	17-25-24-1100-0000-0RWO
	MARY ESTHER, FL 32569	Tax District	MARY ESTHER (005)
Location Address		2019 Millage Rates	14.923
Property Usage	MUNICIPAL (8900)	Acreage Assessed	0
Section Township Range	17-25-24	Calculated GIS Acres	0.54
Business Name		Homestead	N

## Value Information

	2020 Certified Values	2021 Certified Values
Building Value		
Extra Feature Value		
Land Value		
Land Agricultural Value		
Just (Market) Value		
Assessed Value		
Exempt Value		
Taxable Value		

## Legal Information

GULFVIEW S/D STREET LYING BETWEEN LOTS 21 & 22 BLK A AND LOTS 1 & 58

## Building Information (Building #1 out of 0 buildings)

### Extra Feature Data

Description	Number of Items	Unit Length x Width x Height	Units	Effective Year Built

### Land Information

Landuse	Number of Units	Unit Type	Frontage	Depth
MUNICIPAL	56.00	FF	56	440

### Sale Information

Sale Date	Sale Price	Instrument	Deed Book	Deed Page	Sale Qualification	Vacant or Improved	Grantor	Grantee

### Zoning Information

County Future Landuse	County Zoning	FEMA Flood Zone-Base	Resource System (COBRA) Area	In Floodway	Potential Wetlands
MARY ESTHER	MARY ESTHER	AE-10,X-0,VE-12	NO		UPLANDS
Power Service	Water Service	Subdivision	Commissioner District	Fire District	Census Tract
FPL	MEWS	GULFVIEW S/D TO M E	TREY GOODWIN(4)	CITY OF MARY ESTHER	022900

# AGENDA ITEM

Agenda Item 11.3.

---

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Jared Cobb, City Manager

**DATE:** January 20, 2026

**SUBJECT:** Discussion: Proposed Mary Esther Elementary School Closure

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**BACKGROUND:**

At the January 6, 2026 Special Meeting, Council discussed the Okaloosa County School District's proposal to close Mary Esther Elementary School. The City Manager, Mayor, and individual Councilmembers subsequently attended the School Board Workshop and the School Board meeting on January 12, 2026.

At that meeting, the School Board voted to proceed with a formal public hearing on February 23, 2026. Following the public hearing, the School Board will vote on the closure at the same meeting.

**DISCUSSION:**

A representative from the Okaloosa County School District will be present to discuss the proposal and answer questions from the City Council. For reference, the staff report from the January 6 Special Meeting is attached, which includes background on the school's history, enrollment trends, and the potential community and financial impacts of closure. Materials received from the School District on January 6 are also attached.

**FINANCIAL IMPACT:**

None at this time.

**RECOMMENDATION:**

No action is required. This item is for informational purposes and Council discussion.

**ATTACHMENT(S):**

1. Staff Report from January 6, 2026 Special Council Meeting
2. Okaloosa County School District Presentation (received January 6, 2026)

# AGENDA ITEM

## Agenda Item 6.1.

---

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Jared Cobb, City Manager

**DATE:** January 6, 2026

**SUBJECT:** Discussion: Proposed Closure of Mary Esther Elementary School

---

### **BACKGROUND:**

The Okaloosa County School District has proposed closing Mary Esther Elementary School. This school has served our community for 60 years, having opened in 1965. Enrollment is currently approximately 400 students, down from approximately 600 in 2018.

### **Timeline of Proposed Actions**

- **December 2025:** School District officials and City staff met to discuss the closure proposal.
- **January 12, 2026:** The School Board is scheduled to vote on whether to authorize a public hearing.
- **February 23, 2026:** If authorized, a formal public hearing will be held.
- **Fall 2026:** If closed, the school would likely not reopen for the new school year.

### **DISCUSSION:**

The City's **2023 Vision Plan** and recently adopted **2025 Comprehensive Plan** highlight the school's importance to city planning goals. These plans were informed by a community survey (279 participants) and stakeholder focus groups. Notably, the main public workshop for the Vision Plan was held at Mary Esther Elementary.

### **Planning and Community Context**

- **City Identity:** Residents identified "lack of identity" as the City's top challenge (Vision Plan, p. 5). The Vision Plan identifies the school as a primary "neighborhood anchor" (Vision Plan, p. 8).
- **Small-Town Feel:** The 2025 Comprehensive Plan emphasizes that neighborhood schools are essential to maintaining this character and attracting families (Comp Plan, Policy 1.1.4).
- **City Priorities:** Residents ranked school safety and access as the second-highest priority for the entire City (Vision Plan, p. 12).
- **Unique Status:** With a population of approximately 4,500, Mary Esther would become

the only City in Okaloosa County without a public school within its incorporated limits.

### **Enrollment and Financial Context**

- **Enrollment Comparison:** While 400 students is smaller than the state average, the FLDOE Membership Report from 2024–2025 indicates that over 250 elementary schools in Florida successfully operate with enrollments between 300 and 450 students.
- **Taxpayer Contribution:** Residents and businesses in Mary Esther contribute significantly to the District through property taxes and the voter-approved school sales tax.

### **Partnership Approach**

As an incorporated city, Mary Esther has a unique capacity to offer alternatives to support the school:

- **Housing Policy:** The City can use zoning to encourage family-oriented housing to boost enrollment (Comp Plan, Objective 5).
- **Infrastructure:** The City's plans include building a new entrance road from Hollywood Boulevard to improve student safety (Vision Plan, p. 24).

### **FINANCIAL IMPACT:**

While a final dollar amount is difficult to quantify, the closure creates two concerns:

1. **Protection of Property Values:** Neighborhood schools are a top driver for home prices. Closing the school removes this "neighborhood amenity," which could negatively impact property values.
2. **The Future of the Site (Redevelopment):** If the school closes, the 5+ acre site would be slated for a different use. A transition to private ownership could potentially add the property to the City's tax rolls through redevelopment. However, the City should coordinate closely with the School District to ensure any new use aligns with surrounding neighborhoods and does not result in a long-term vacant facility.

### **RECOMMENDATION:**

No staff recommendation is provided. This is a policy decision for the Council. Staff requests Council direction on how to proceed, which may include one of the following options:

1. **Direct Partnership to Keep the School Open.** Request a joint meeting with the School Board to discuss options to keep the school open, including the use of City housing and infrastructure tools.
2. **Direct Advocacy to Keep the School Open.** Support a City-wide effort to help parents and residents share their voices with the School Board to prevent the closure.
3. **Plan for Transition.** Coordinate with the District to ensure the existing site is used for

community benefit if the school closes.

**ATTACHMENT(S):**



# Enrollment Trends and Impact Analysis Information

South End Okaloosa Area

# DECLINING ENROLLMENT



**Declining enrollment across the state of Florida is real and has been consistent over the last five years and 45 of the 67 school districts are declining and specifically to our county we have talked about:**

- **The availability of affordable housing within our sectors.**
- **The national and local birth and fertility rates are down.**
- **More school choice options for families such as:**
  - **State Educational Scholarships**
  - **Growing number of charter**
  - **Growing number of private schools**



# **SUMMARY ENROLLMENT DATA**

## **2014-15 THROUGH 2025-26 SCHOOL YEARS**

### **SOUTH END OKALOOSA AREA SCHOOLS (not Destin) 11-YEAR GROWTH**

**ELEMENTARY ENROLLMENT DECREASED 19.3%**

- FROM 4,861 TO 3,923 STUDENTS (1.8% PER YEAR)

**MIDDLE SCHOOL ENROLLMENT DECREASE 4.4%**

- FROM 1,928 TO 1,843 STUDENTS (0.4% PER YEAR)

**HIGH SCHOOL ENROLLMENT DECREASED 0.9%**

- FROM 3,283 TO 3,253 STUDENTS (0.08% PER YEAR)

# 2015-2026 Total Enrollment – South Elementary

● Elementary-FWB Area



# ENROLLMENT



## K-5 Forecast

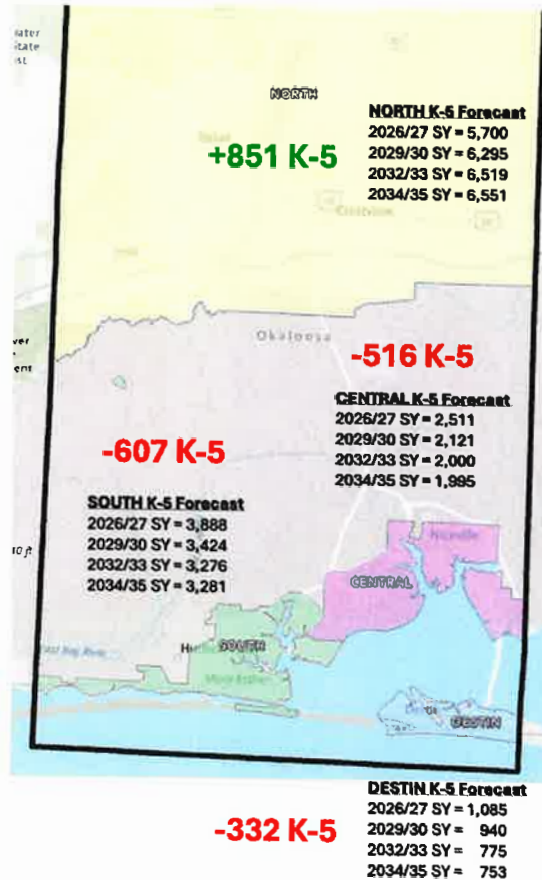
October 2026 thru October 2034  
(after Pineview PK-8 opens)

### Overall

**AN OVERALL NET LOSS  
OF 604 K-5 STUDENTS  
DISTRICT-WIDE DURING  
THAT TIME SPAN**

### South of Eglin Range

**AN OVERALL NET LOSS  
OF 1,455 K-5 STUDENTS  
BELOW THE BASE  
DURING THAT TIME SPAN**





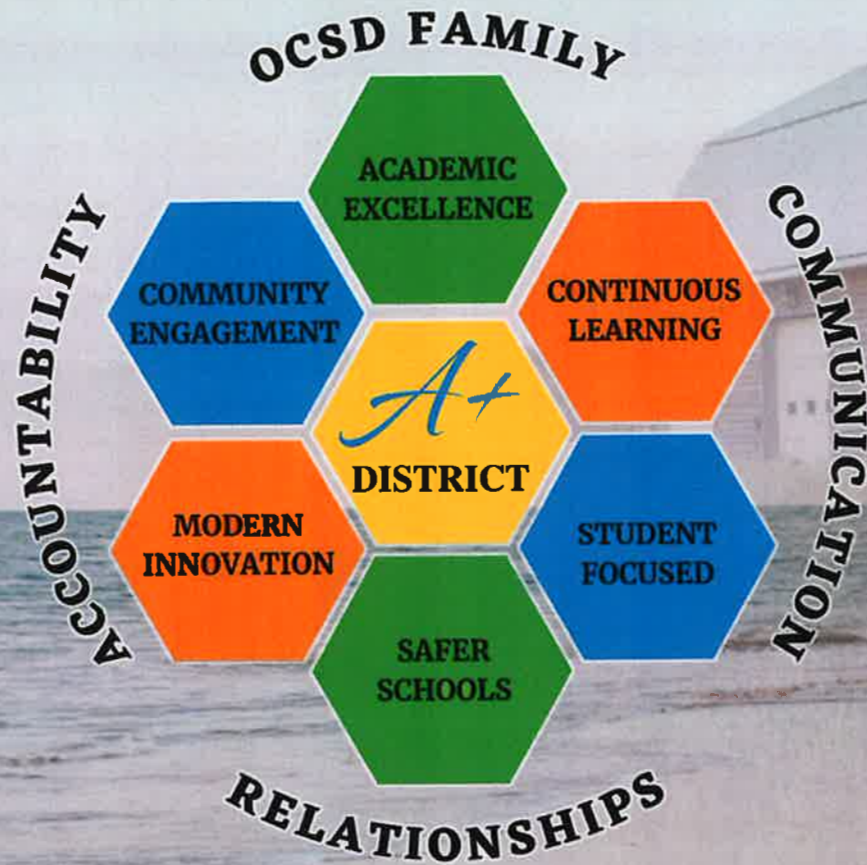
**BIRTH RATES-OUR LOCAL BIRTH RATES ARE TRENDING DOWN AND THE FORECAST PREDICTS THESE RATES TO DECLINE EVEN MORE IN THE FUTURE- A TRAJECTORY WHICH IS INLINE WITH THE NATIONAL TREND.**

# Historic and Projected Births



		Births by (Subdistrict)																												Birth Rates			
		BAKER		CENTRAL CRESTVIEW / ANTOCH		EASTERN CRESTVIEW		DESTIN		PART OF ANTOCH / MOSTLY BASE		OCEAN CITY / WRIGHT		FORT WALTON BEACH		SOUTH OF BAKER		LAUREL HILL / MFCORNER		BEACH AREA / HARRIS / MARY ESTHER		NICEVILLE		LONGWOOD / SHALIMAR / LAKE LORRAINE		VALPARAISO		Total	% Change	Districtwide Rate	School Year		
Birth Year	Kinder Year	32531		32536		32539		32541 & 32550		32542		32547		32548		32564		32567		32569		32578		32579		32580							
		Births	Rate	Births	Rate	Births	Rate	Births	Rate	Births	Rate	Births	Rate	Births	Rate	Births	Rate	Births	Rate	Births	Rate	Births	Rate	Births	Rate	Births	Rate						
2014	2019	58	0.906	419	1.108	371	0.903	205	1.102	94	0.718	536	1.087	292	1.039	43	1.303	45	1.452	167	0.838	344	1.021	115	1.353	53	1.395	2,894	1.046		2019/20		
2015	2020	56	0.875	388	1.025	411	1.000	195	1.048	95	0.725	551	1.113	298	1.080	30	0.909	43	1.387	182	0.922	371	1.101	98	1.153	39	1.026	2,811	1.049		2020/21		
2016	2021	66	1.031	398	1.048	388	0.895	217	1.167	103	0.786	520	1.051	278	0.989	37	1.121	43	1.387	190	1.087	355	1.053	94	1.106	51	1.342	2,768	1.032		2021/22		
2017	2022	69	1.078	339	0.897	418	1.017	212	1.140	87	0.684	507	1.024	264	0.940	32	0.970	29	0.935	177	0.994	346	1.027	103	1.212	45	1.184	2,668	0.996		2022/23		
2018	2023	57	0.891	394	1.042	388	0.944	185	0.995	98	0.748	518	1.046	272	0.988	27	0.818	35	1.129	151	0.848	358	1.082	109	1.282	46	1.211	2,701	1.008		2023/24		
2019	2024	64	1.009	378	1.009	411	1.009	186	1.009	131	1.009	496	1.009	281	1.009	33	1.009	31	1.009	178	1.009	337	1.009	85	1.009	38	1.009	2,660	1.009	Base Year	2024/25		
2020	2025	61	0.953	387	1.024	391	0.951	164	0.882	98	0.748	492	0.994	253	0.900	36	1.091	41	1.323	137	0.770	314	0.932	83	0.976	47	1.237	2,645	0.950	0.950	2025/26		
2021	2026	74	1.156	371	0.981	440	1.071	189	1.016	107	0.817	473	0.956	251	0.883	35	1.061	31	1.000	170	0.955	346	1.027	98	1.129	45	1.184	2,678	0.989	0.989	2026/27		
2022	2027	86	1.344	361	0.955	463	1.127	141	0.758	88	0.672	469	0.947	216	0.769	35	1.061	52	1.677	148	0.831	297	0.881	87	1.024	53	1.395	2,571	0.959	0.959	2027/28		
2023	2028	78	1.219	357	0.944	426	1.036	123	0.661	93	0.710	452	0.913	239	0.851	39	1.182	49	1.581	162	0.910	308	0.914	71	0.836	42	1.105	2,491	0.929	0.929	2028/29		
2024	2029		1.219		0.944		1.036		0.661		0.710		0.913		0.851		1.182		1.581		0.910		0.914		0.835		1.105		0.929	0.929	2029/30		
2025	2030		1.219		0.944		1.036		0.661		0.710		0.913		0.851		1.182		1.581		0.910		0.914		0.835		1.105		0.929	0.929	2030/31		
2026	2031		1.219		0.944		1.036		0.661		0.710		0.913		0.851		1.182		1.581		0.910		0.914		0.835		1.105		0.929	0.929	2031/32		
2027	2032		1.219		0.944		1.036		0.661		0.710		0.913		0.851		1.182		1.581		0.910		0.914		0.835		1.105		0.929	0.929	2032/33		
2028	2033		1.219		0.944		1.036		0.661		0.710		0.913		0.851		1.182		1.581		0.910		0.914		0.835		1.105		0.929	0.929	2033/34		
2029	2034		1.219		0.944		1.036		0.661		0.710		0.913		0.851		1.182		1.581		0.910		0.914		0.835		1.105		0.929	0.929	2034/35		

# OKALOOSA SCHOOLS



**THE NEXT GENERATION...**

# AGENDA ITEM

Agenda Item 11.4.

---

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Jared Cobb, City Manager

**DATE:** January 20, 2026

**SUBJECT:** Update: Christobal Waterfront Park Project

---

## **BACKGROUND:**

In late 2023, Okaloosa County and the City of Mary Esther partnered to purchase property on South Christobal Road for the development of a new waterfront park. The park is planned to feature amenities such as a fishing pier, kayak launch, and restrooms. Okaloosa County is managing the project, and the City will assume ownership upon completion. Funding is provided through Tourist Development Tax revenues.

At the March 3, 2025 meeting, Council reviewed and approved the park design and phasing plan. Since that time, the County issued a bid for the project; however, bids came in over budget.

## **DISCUSSION:**

The updated site plan is attached for Council review. To reduce costs, Okaloosa County has replaced the concrete seawall with a living shoreline. The jetty reconstruction has been removed based on the riparian survey results, which defined the property's water boundaries and access rights. To compensate, the remaining dock has been enlarged to increase capacity for fishing, kayaking, and other recreational uses.

## **FINANCIAL IMPACT:**

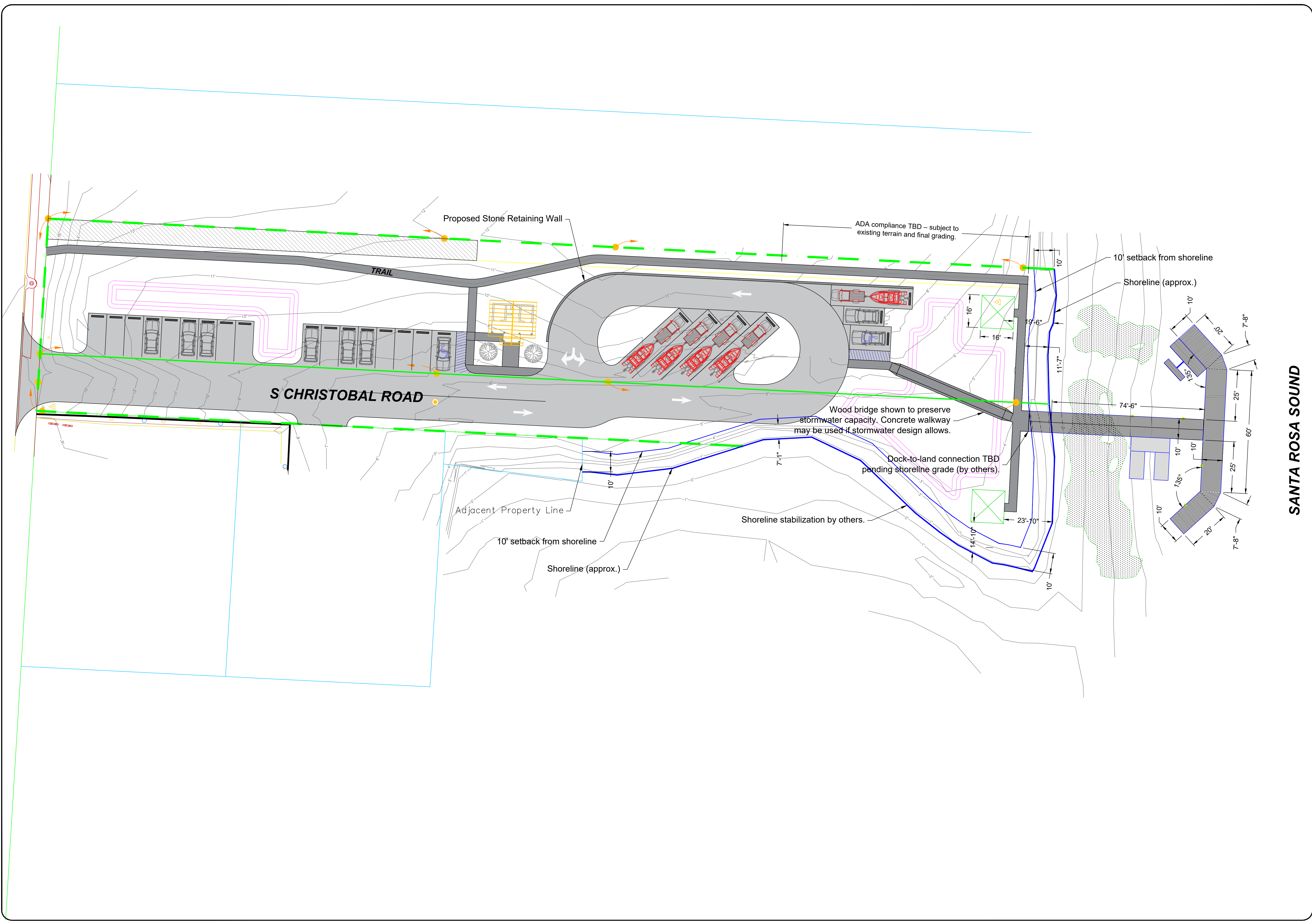
None at this time. The project design will be updated and reposted for bid.

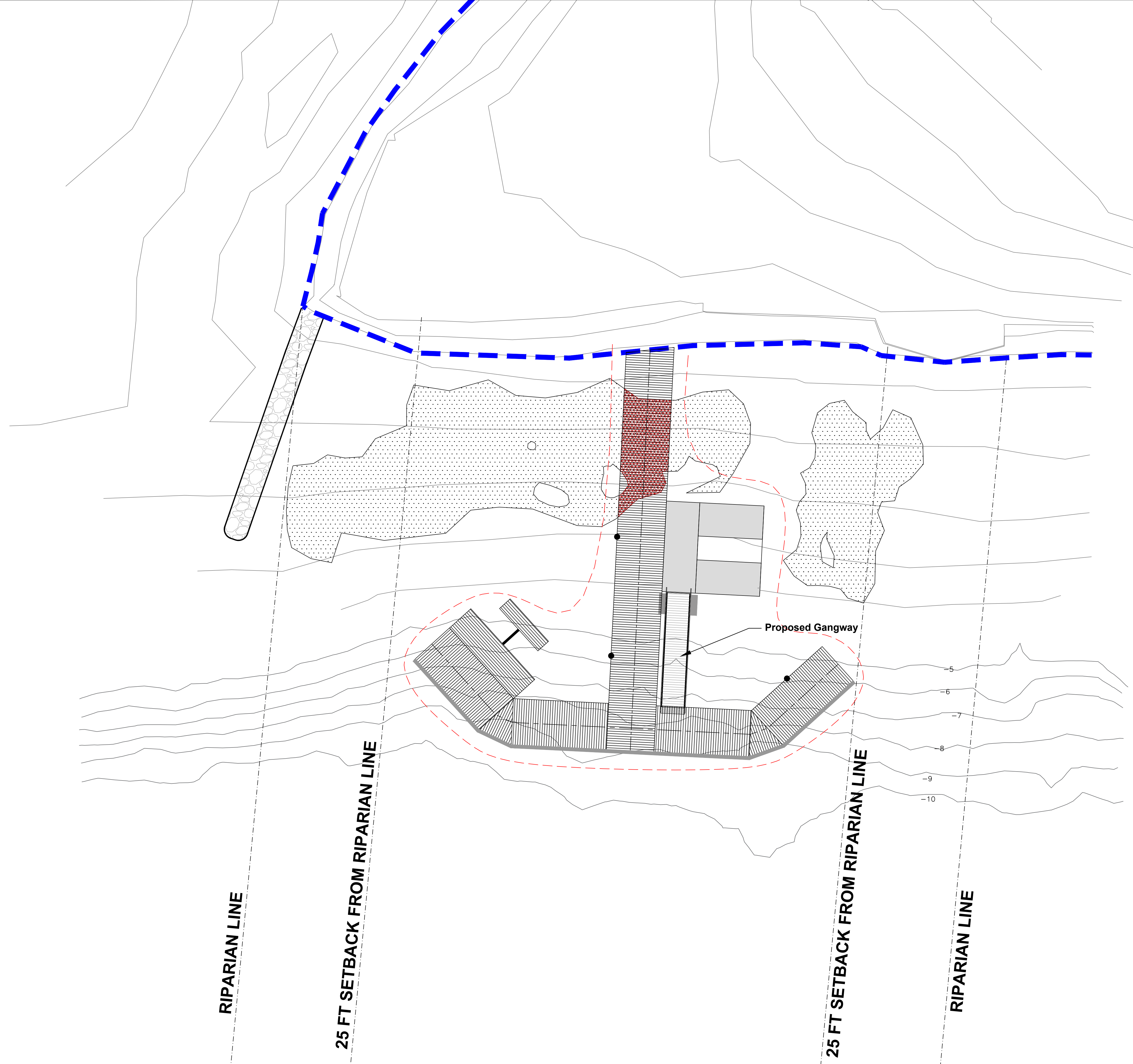
## **RECOMMENDATION:**

This item is for informational purposes. However, if Council has concerns or would like changes to the design, now is the appropriate time to address them so staff can coordinate with Okaloosa County.

## **ATTACHMENT(S):**

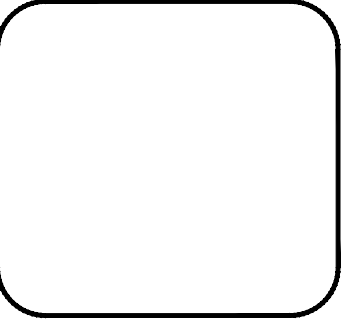
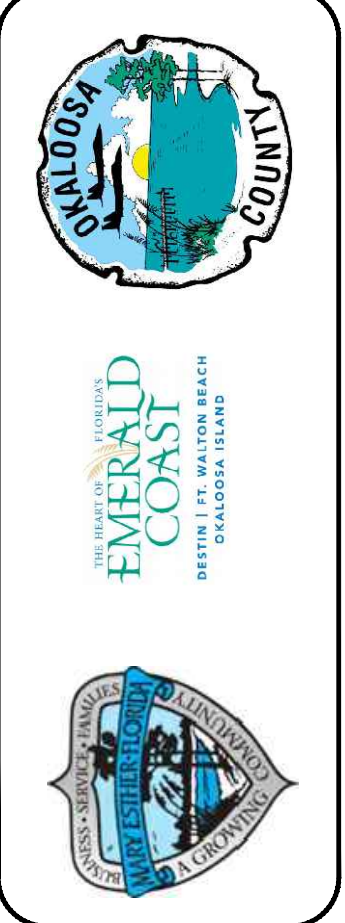
1. New Christobal Park Site Plan
2. New Christobal Park Site Plan (waterfront)
3. Original Christobal Park Bid Plans





**mrd**  
 mrd ASSOCIATES, inc.  
 A Coastal Protection Engineering Company

543 Harbor Boulevard, Suite 204  
 Destin, Florida 32541  
 Certification of Authorization Number 9482  
 850.654.1555 (voice) • 850.654.0550 (fax)  
 www.mrd-associates.com



**WATERFRONT SITE PLAN**  
 Christoba / Waterfront Park

Okaloosa County Board of County Commissioners  
 1250 N. Eglin Parkway, Shalimar, Florida 32579

DESIGNED BY:	<b>mrd</b>
DATE:	November 5, 2025
REV DATE:	
REV #:	DRAWN: YP
REVIEWED:	
PROJECT NUMBER:	<b>23-441.05</b>
SHEET NUMBER:	<b>0</b>

# Permit Sketches and General Notes for Uplands Permit Application

## CHRISTOBAL LANDING - UPLAND DEVELOPMENT

### Okaloosa County, Florida



**Okaloosa County Board of County Commissioners**  
**1250 N. Eglin Parkway, Shalimar, Florida 32579**

**OWNER CONTACT INFORMATION**

Craig Coffe, P.E., Deputy County Administrator of Operations  
 Okaloosa County Board of County Commissioners  
 1250 N. Eglin Parkway, Suite 102  
 Shalimar, Florida 32579  
 850.689.5050

**ENGINEER CONTACT INFORMATION**

Yubeiri Bacon, P.E.  
 MRD Associates, Inc.  
 543 Harbor Boulevard, Suite 204  
 Destin, Florida 32541  
 850.654.1555  
 850.654.0550 fax

**PROJECT LOCATION**

Section 16, Township 2S, Range 24W  
 Okaloosa County, Florida 32569.  
 30°24'29"N, 86°39'48"W

**PROJECT DESCRIPTION**

The project is located at 2 S Christobal Rd, Mary Esther, Fl, 32569 between Miracle Strip Pkwy and Santa Rosa Sound. The project consist on the construction of roadways, parking, walkways, natural trail, bathroom, gazebos, stormwater management system, landscaping, and retaining walls.

**GENERAL NOTES**

1. The work consists of furnishing all labor, equipment, and materials (except where indicated) and performing all operations in connection with construction of the project.
2. All work shall conform to the plans, specifications, and approved permits. The Contractor shall post at the project site all permit placards, and comply with all terms of the permits as pertaining to the performance of the work.
3. Prior to construction, the Contractor, Owner, and Engineer shall meet to verify construction access locations, design details, and methods of construction.
4. Prior to construction, the Contractor shall be responsible to verify the vertical and horizontal control of all benchmarks listed within.
5. All elevations as shown are referenced to North American Vertical Datum, 1988 (NAVD 1988), unless otherwise stated.
6. Coordinates shown hereon refer to Florida State Plane Coordinate System, North Zone, NAD 1983.

**INDEMNIFICATION REQUIREMENTS**

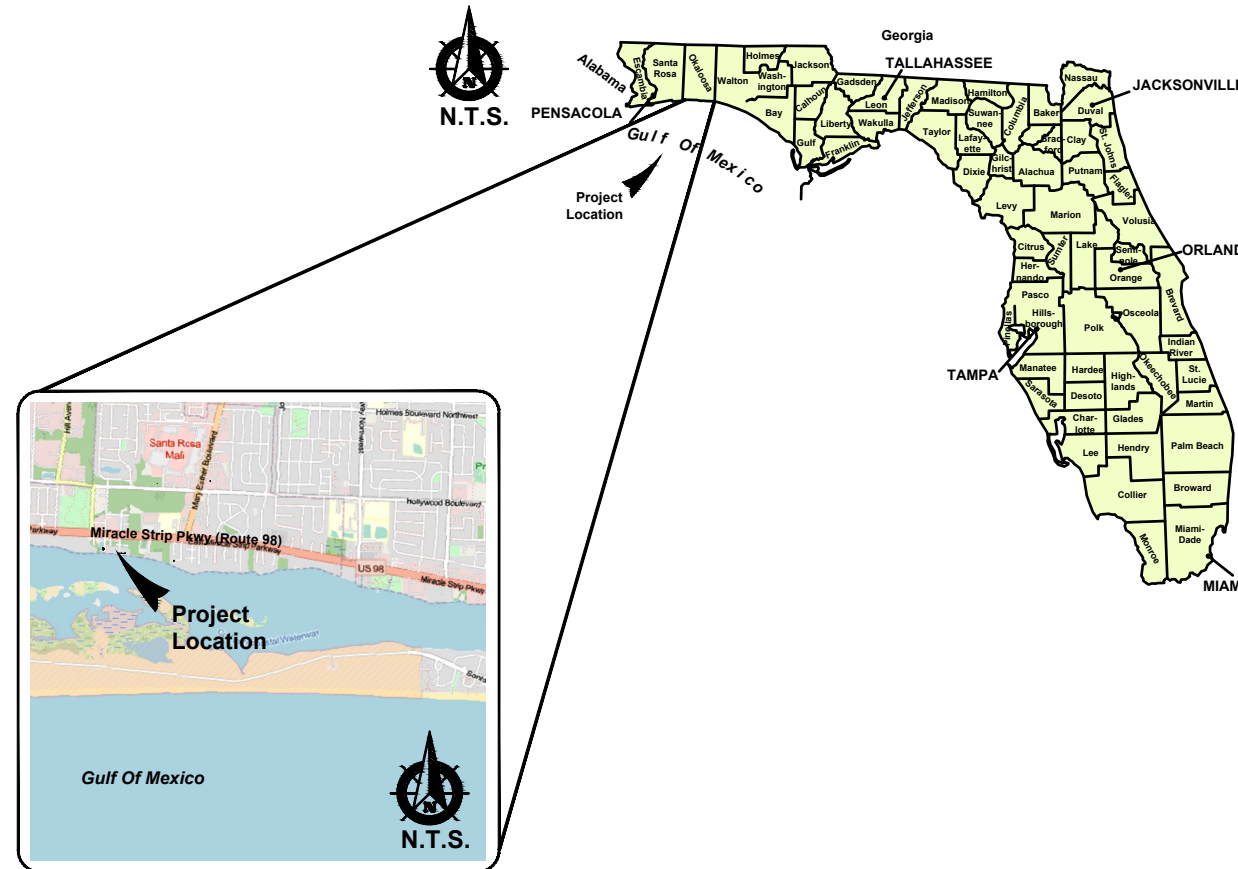
The Contractor shall indemnify and hold harmless the Owner and Engineer and their respective representatives, agents, and employees, in both individual and official capacities, against all lawsuits, claims, damages, losses and expenses, including attorney fees, caused by, resulting from, and/or incidental to the performance of the work under the full extent as allowed by the laws of the State of Florida and not beyond any extent which would render these provisions void or unenforceable. In the event of any such injury, death, loss, or damage, or claims thereof, the Contractor shall give prompt notice to the Owner and the Engineer.

**UTILITY NOTE**

The Contractor shall field verify the location of existing utilities and coordinate with Utility Companies 48 hours prior to construction.

**UTILITY COMPANIES**

The CONTRACTOR shall have all existing buried utilities "Line Spotted" by calling 1.800.432.4770 (CALL SUNSHINE).



**INDEX OF SHEETS**

1. Cover Sheet and Index of Sheets
2. Aerial Photography
3. Original Conditions
4. Proposed Site Plan
5. Proposed Parking Geometry
- GR-1. Proposed Grading Plan
- ECS-1. Erosion Control System 1
- ECS-2. Erosion Control System 2
- D-1. Retaining Wall Details
- D-2. Details
- D-3. Trash Details
- D-4. Tree Planting Details
- D-5. Entrance Sign Details
- SP. Landscape Specifications

**543 Harbor Boulevard, Suite 204**  
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Yubeiri Bacon, P.E.  
 Project Engineer

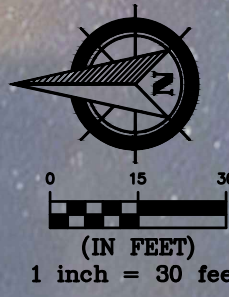
**COVER SHEET AND INDEX OF SHEETS**  
**Christobal Landing - Upland Development**  
 Okaloosa County Board of County Commissioners  
 1250 N. Eglin Parkway, Shalimar, Florida 32579

DESIGNED BY: **mrd**  
 DATE: November 27, 2024  
 REV DATE: February 13, 2025  
 REV #: 4 DRAWN: JG  
 REVIEWED: YB  
 PROJECT NUMBER:  
**23-441.05**  
 SHEET NUMBER:  
**1**



**PHASE 1**  
**TOTAL AREA: 1.12 ACRES**

**PHASE 2**



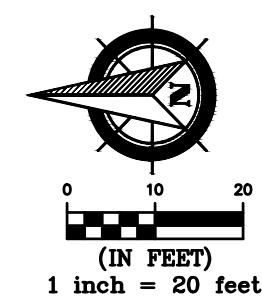
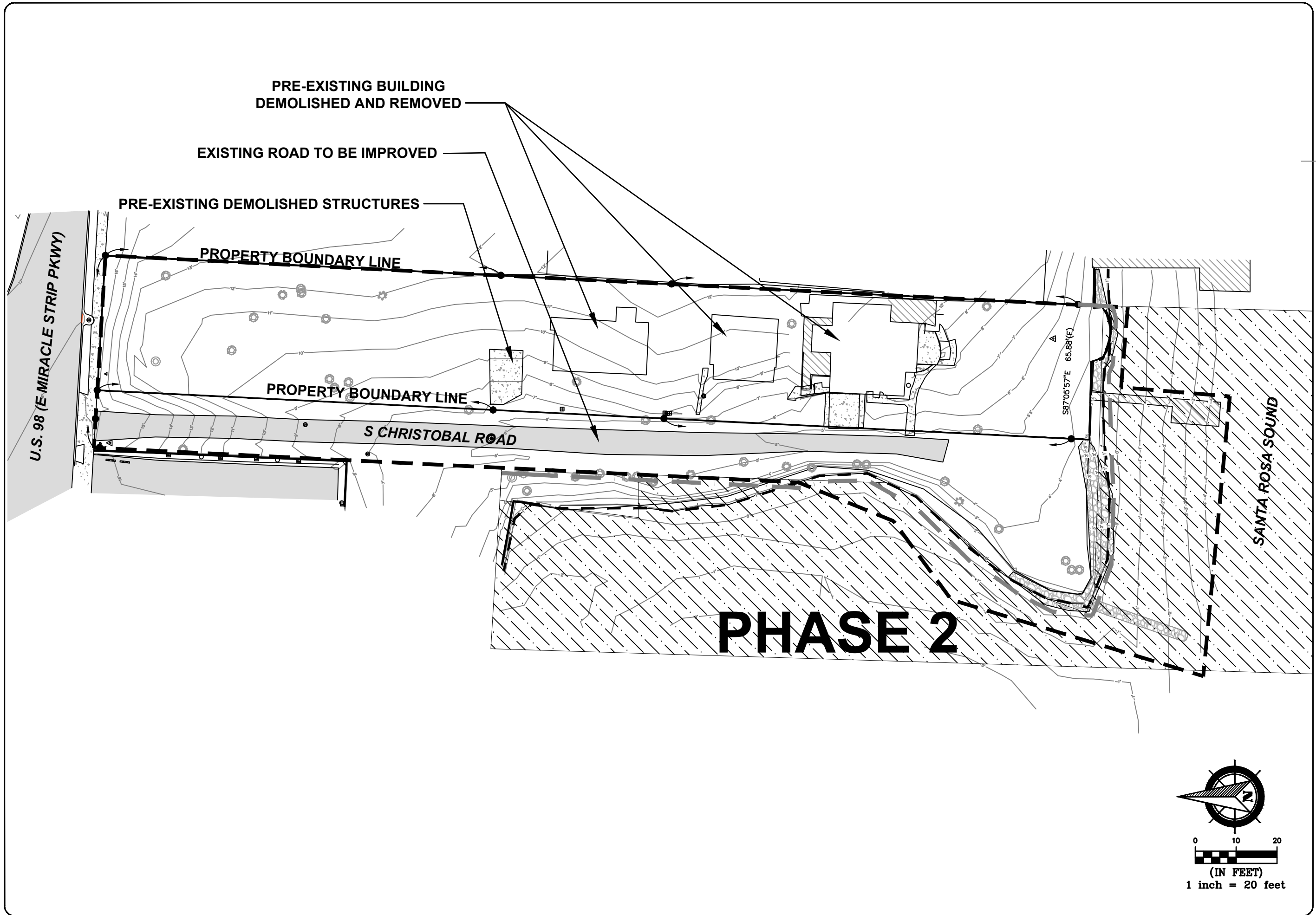
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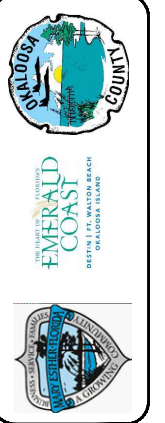
Richard P. Brown, P.E.  
 President & Chief Engineer

**AERIAL PHOTOGRAPHY**  
**Christobal Landing - Upland Development**  
 Okaloosa County Board of County Commissioners  
 1250 N. Eglin Parkway, Shalimar, Florida 32579

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PROJECT NUMBER: <b>23-441.05</b>
SHEET NUMBER: <b>2</b>



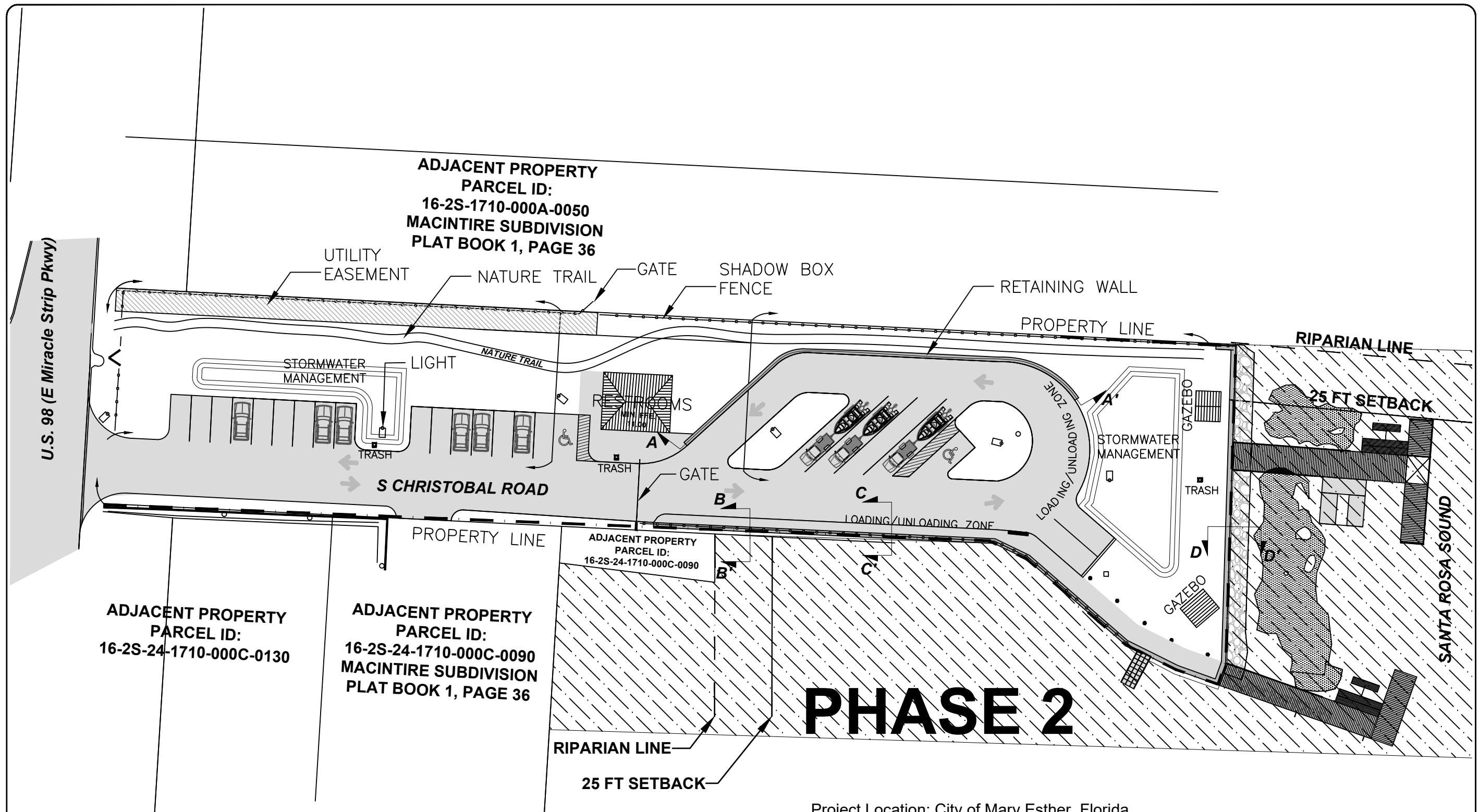
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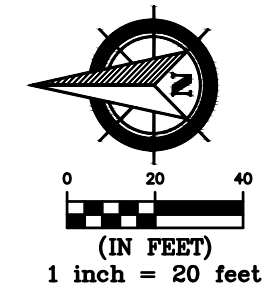
Professional Seal of a Registered Professional Engineer  
 State of Florida  
 License No. 12500  
 Expires 12/31/2025

**ORIGINAL CONDITIONS**  
 Christobal Landing - Upland Development  
 Okaloosa County Board of County Commissioners  
 1250 N. Eglin Parkway, Shalimar, Florida 32579

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PROJECT NUMBER: <b>23-441.05</b>
SHEET NUMBER: <b>3</b>

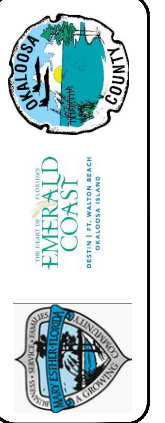


Project Location: City of Mary Esther, Florida.  
 District: Public Land District.  
 Parcel Identification Number: 16-2S-24-1710-000A-006A  
 Floor Area Ratio: Not applicable.  
 Proposed Impervious Area: 23,759 square feet.  
 Buildings: 1,040 square feet.  
 Roads: 19,959 square feet.  
 Miscellaneous: 2,760 square feet.  
 Number of Parking Spaces: 21



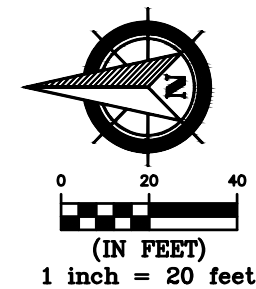
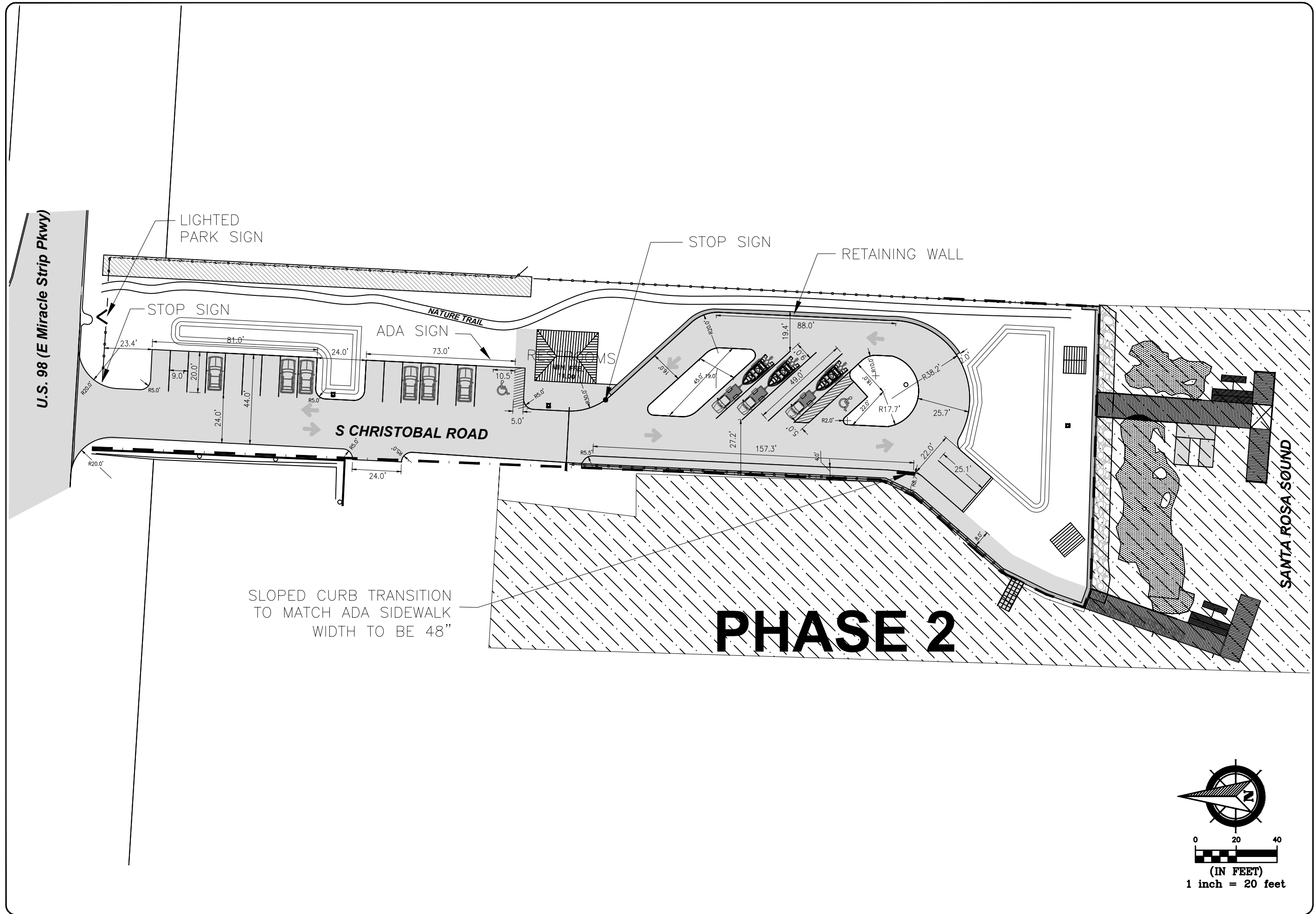
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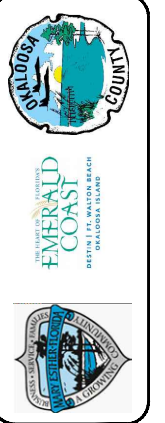
PROPOSED SITE PLAN  
 Christo bal Landing - Upland Development  
 Okaloosa County Board of County Commissioners  
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**23-441.05**  
 SHEET NUMBER:  
**4**



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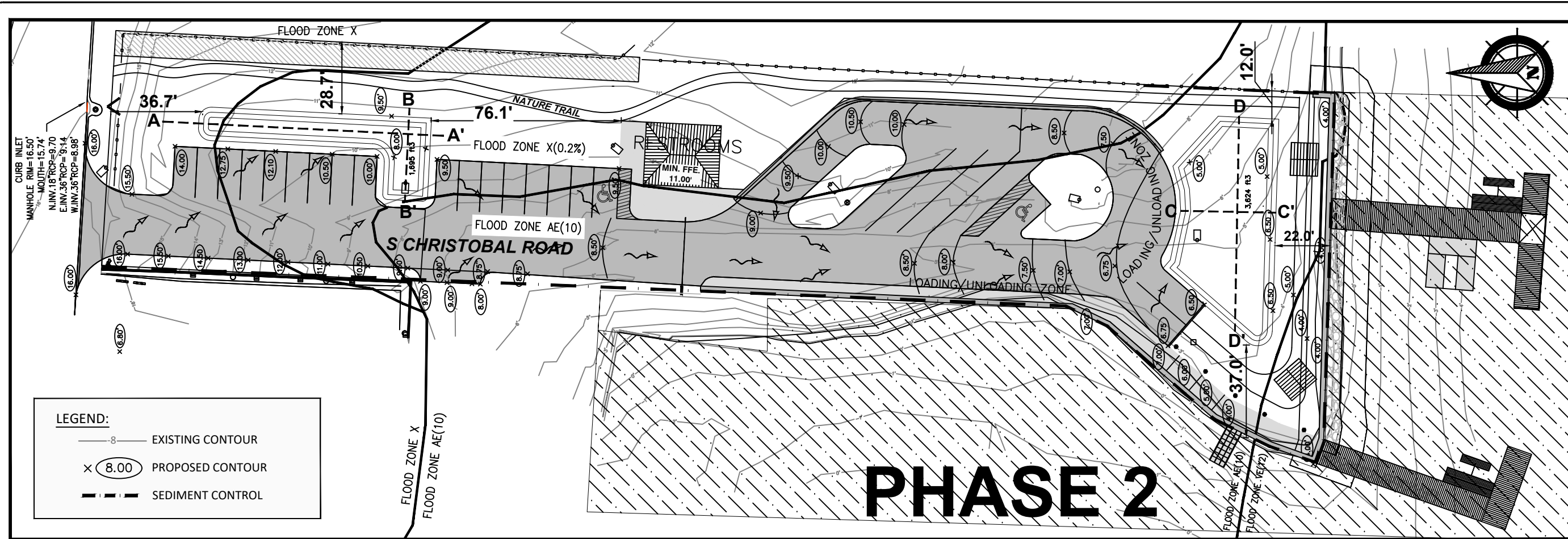
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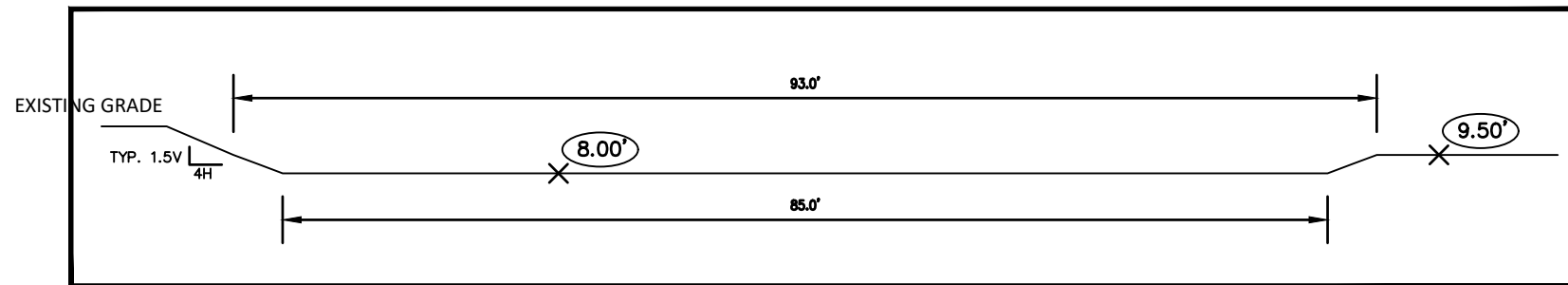
PROPOSED PARKING GEOMETRY  
 Christobal Landing - Upland Development

Okaloosa County Board of County Commissioners  
 1250 N. Eglin Parkway, Shalimar, Florida 32579

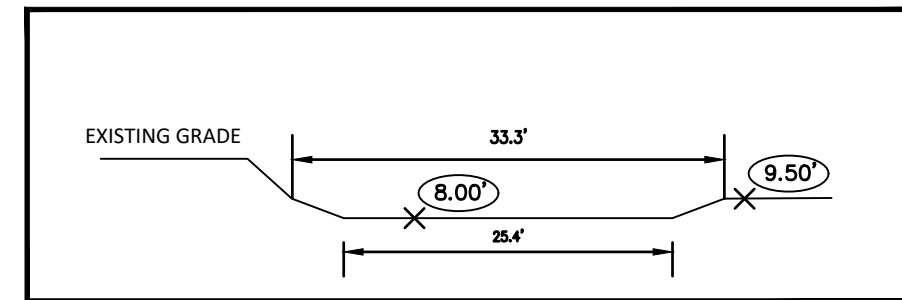
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**23-441.05**  
 SHEET NUMBER:  
**5**



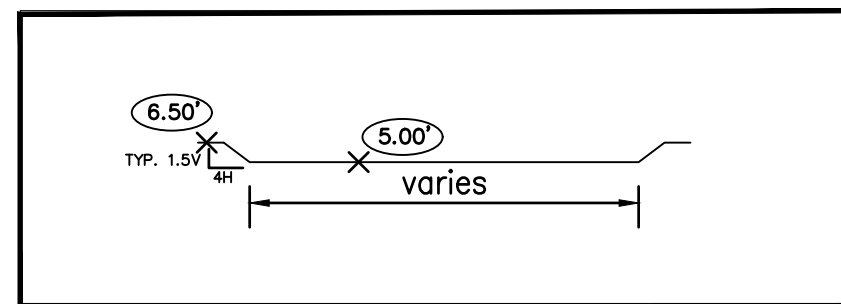
EACH POND TO BE STABILIZED WITH GRASS.



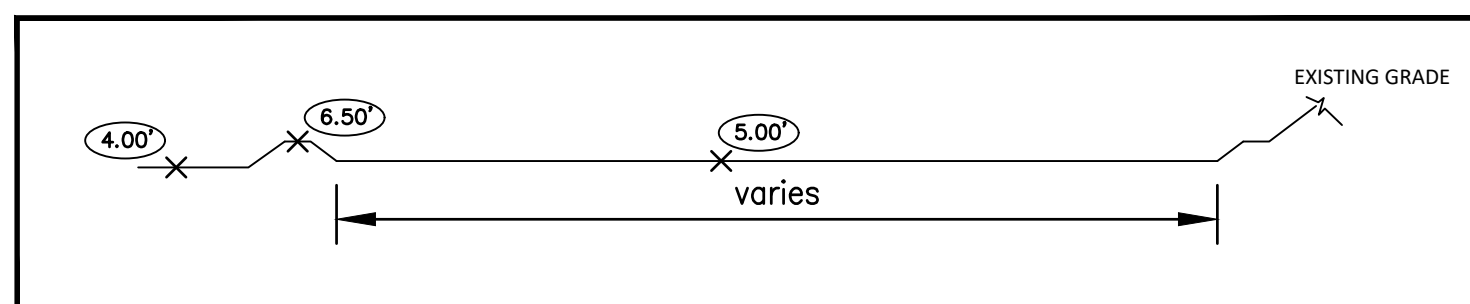
POND A - CROSS SECTION A-A'



POND A - CROSS SECTION B-B'



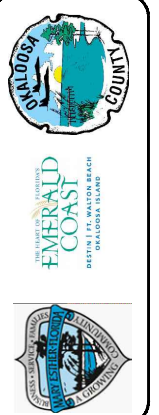
POND B - CROSS SECTION C-C'



POND B - CROSS SECTION D-D'

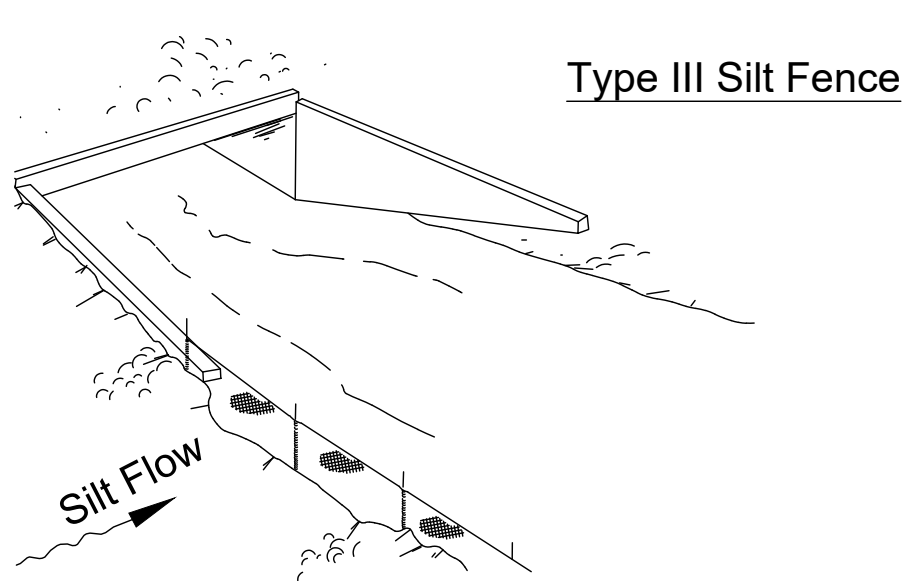
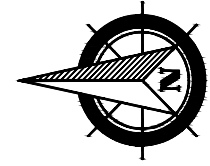
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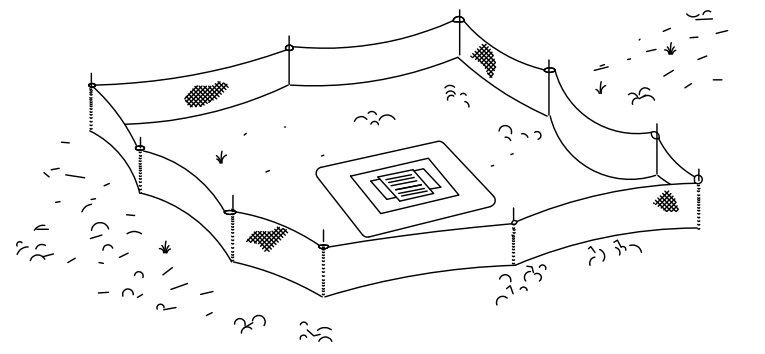


PROPOSED GRADING PLAN  
 Christobal Lading - Upland Development  
 Okaloosa County Board of County Commissioners  
 1250 N. Eglin Parkway, Shalimar, Florida 32579

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**23-441.05**  
 SHEET NUMBER:  
**GR-1**



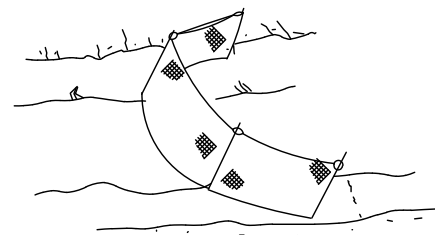
Type III Silt Fence



Type III Or Type IV Silt Fence Protection Around Ditch Bottom Inlets.

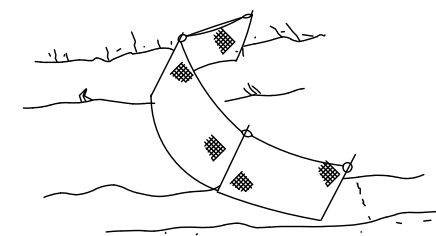
Type III Or Type IV Silt Fence

Do Not Deploy In A Manner That Silt Fences Will Act As A Dam Across Permanent Flowing Watercourses. Silt Fences Are To Be Used At Upland Locations And Turbidity Barriers Used At Permanent Bodies Of Water.



Type IV Silt Fence

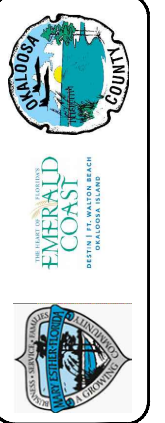
Silt Flow



Type III Silt Fence

Silt Flow

Ditch Installation And Spacing For Type III & Type IV Fence To Be In Accordance With Sheet 1 Of 3, FDOT Index No. 102.



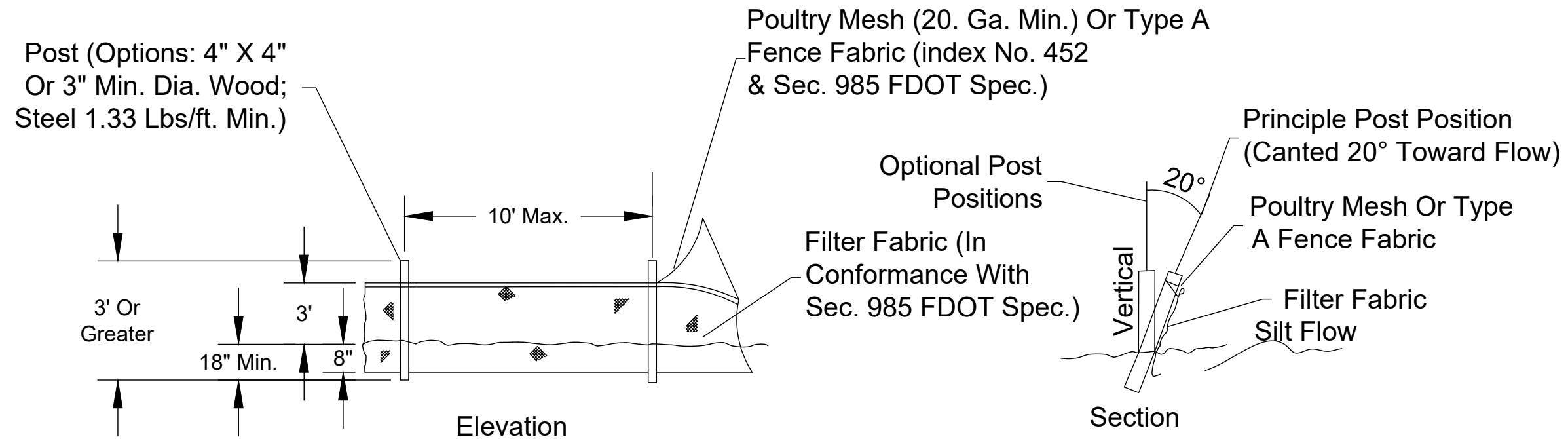
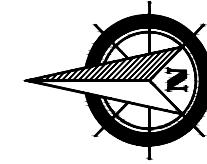
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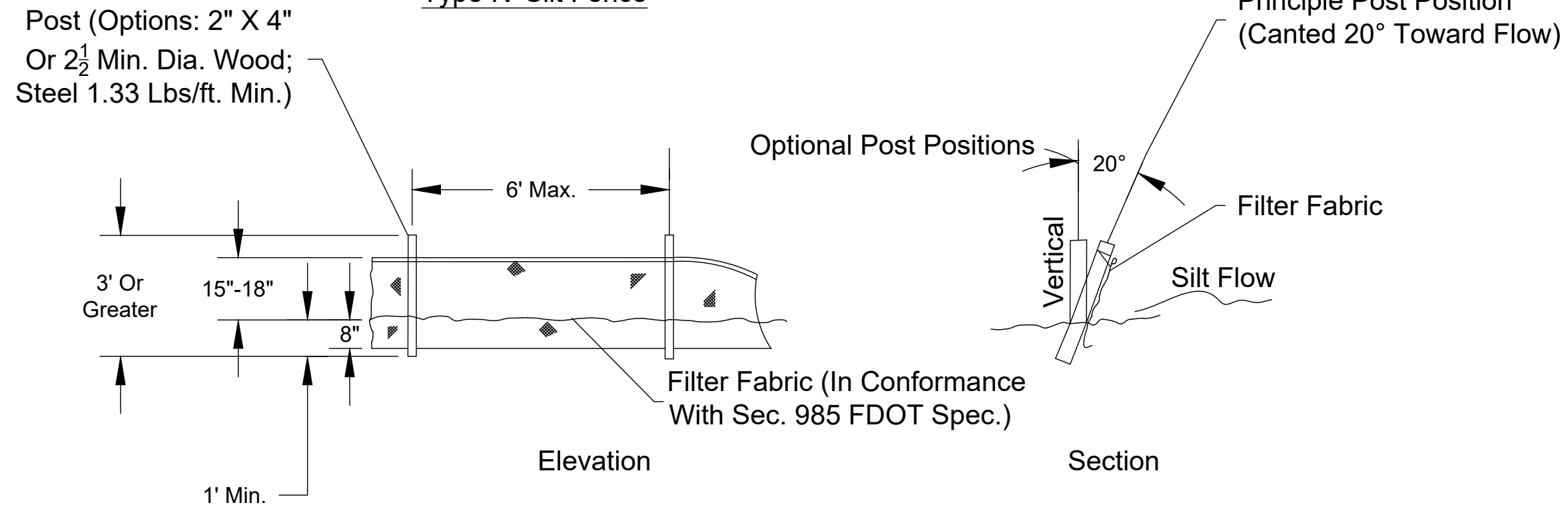
**EROSION CONTROL SYSTEM 1**  
 Chris to bal Landing - Upland Development

Okaloosa County Board of County Commissioners  
 1250 N. Eglin Parkway, Shalimar, Florida 32579

DESIGNED BY:	<b>mrd</b>
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REVIEWED:	YB
PROJECT NUMBER:	23-441.05
SHEET NUMBER:	ECS-1

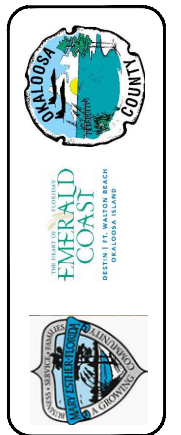


Type IV Silt Fence



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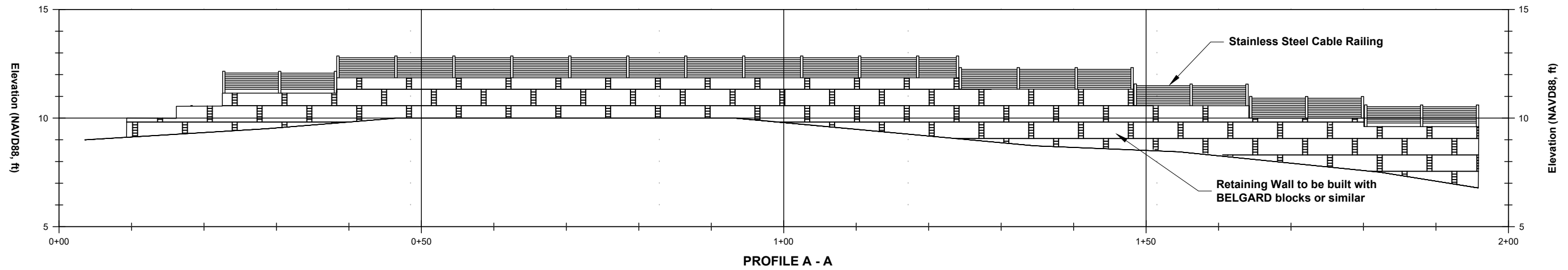
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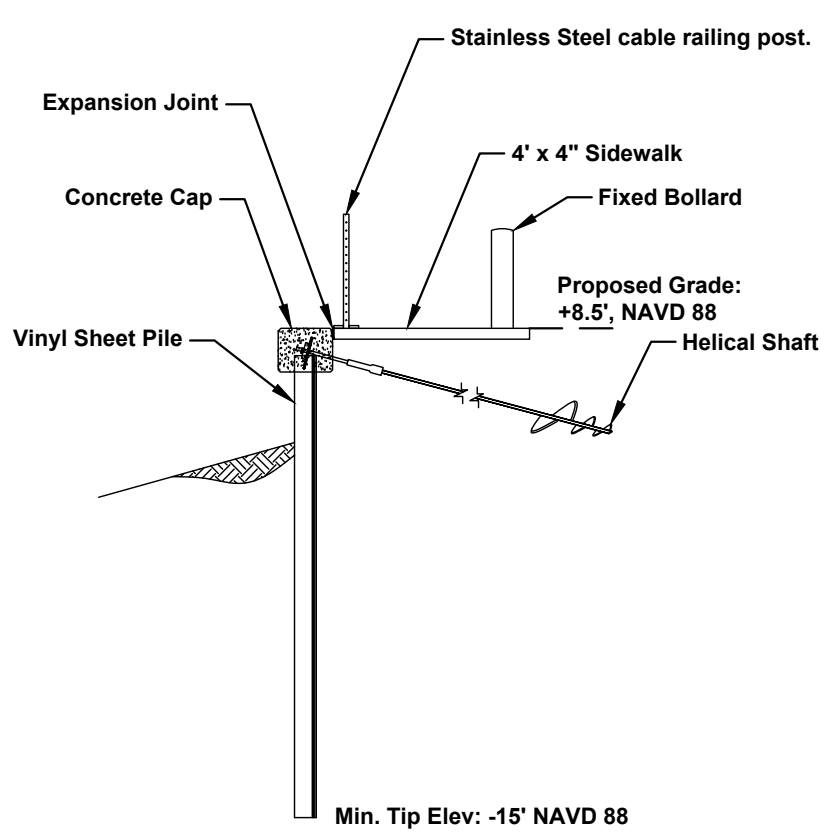
Professional Seal of a Registered Professional Engineer  
 State of Florida  
 License No. 12500

**EROSION CONTROL SYSTEM 2**  
 Christobal Landing - Upland Development  
 Okaloosa County Board of County Commissioners  
 1250 N. Eglin Parkway, Shalimar, Florida 32579

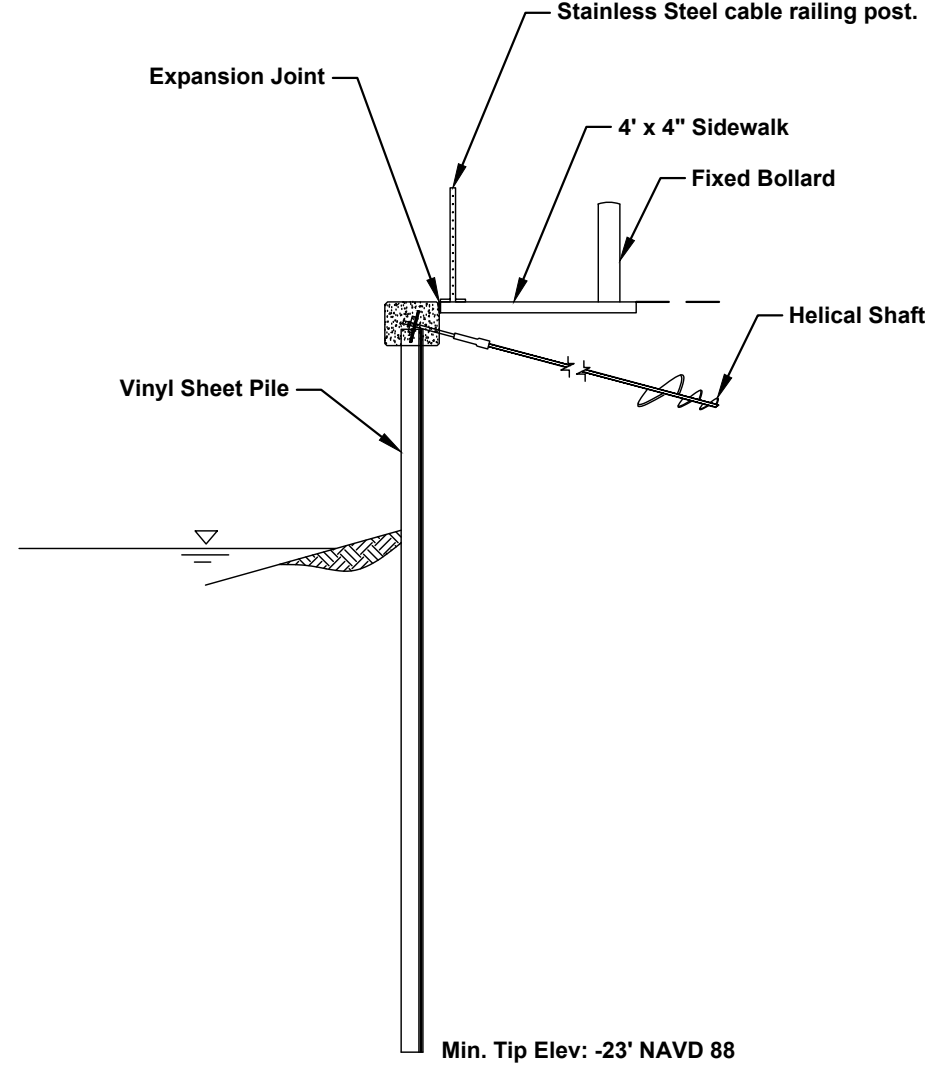
DESIGNED BY:	mrd
DATE:	November 27, 2024
REV DATE:	February 13, 2025
REV #:	4
DRAWN:	JG
REVIEWED:	YB
PROJECT NUMBER:	23-441.05
SHEET NUMBER:	ECS-2



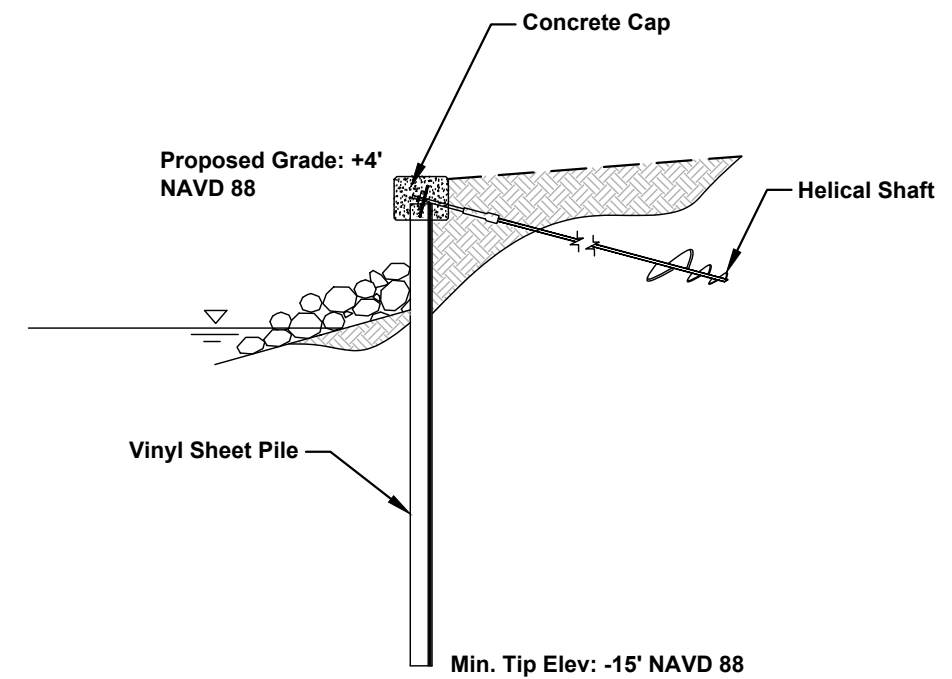
**PROFILE A - A**  
**PARKING LOT RETAINING WALL - PROFILE**  
 NOT TO SCALE



**PROFILE B - B'**

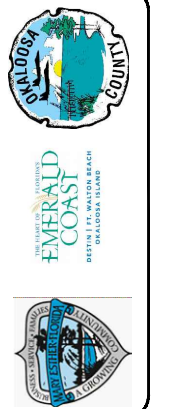


**PROFILE C - C'**  
**RETAINING WALL - PROFILE**  
 NOT TO SCALE



**PROFILE D - D'**

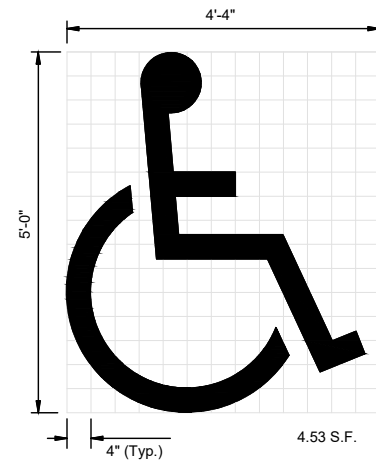
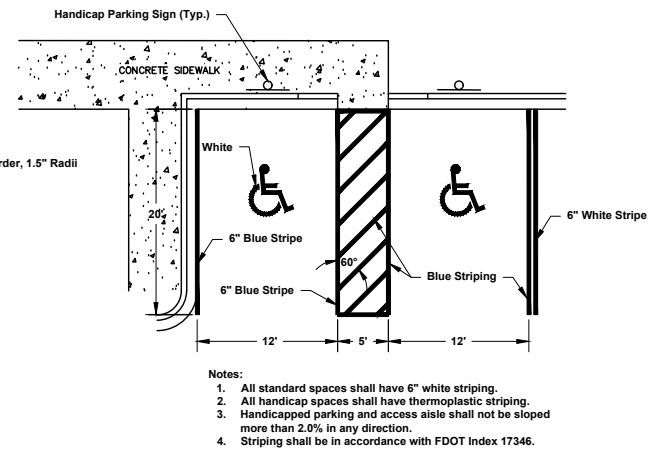
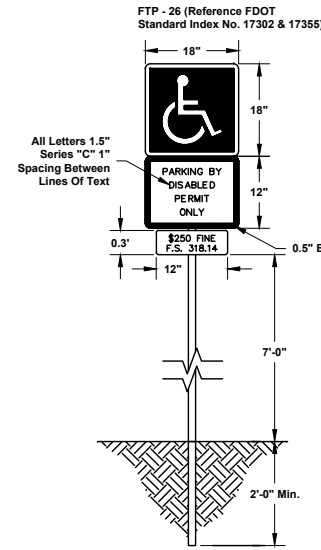
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 Destin, Florida 32541  
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Professional Engineer, P.E.  
 Registered Professional Engineer  
 State of Florida, License No. 12507

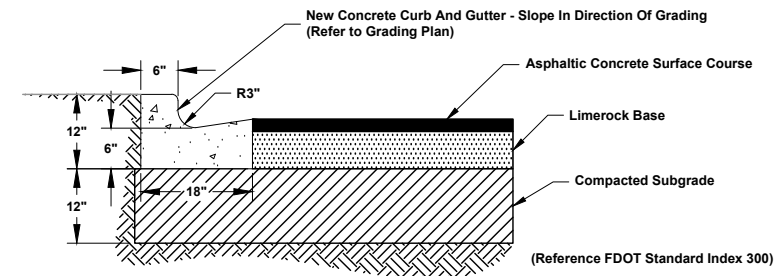
**RETAINING WALL DETAILS**  
 Christobal Landing - Upland Development  
 Okaloosa County Board of County Commissioners  
 1250 N. Eglin Parkway, Shalimar, Florida 32579

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SHEET NUMBER: <b>D-1</b>

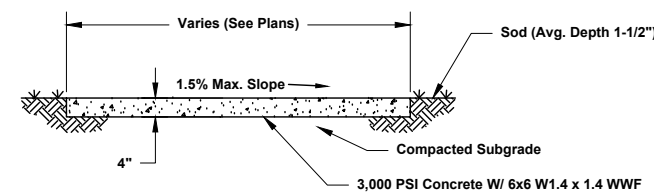


Use of pavement symbol in accessible parking spaces is optional, when used the symbol shall be 3' or 5' high and white in color.

**HANDICAPPED PARKING AND SIGNAGE**  
NOT TO SCALE

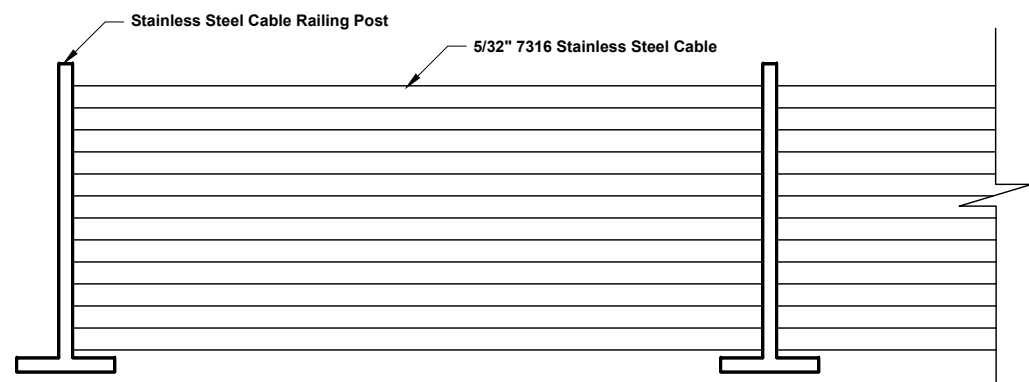


**MODIFIED FDOT TYPE F CURB AND GUTTER**  
NOT TO SCALE

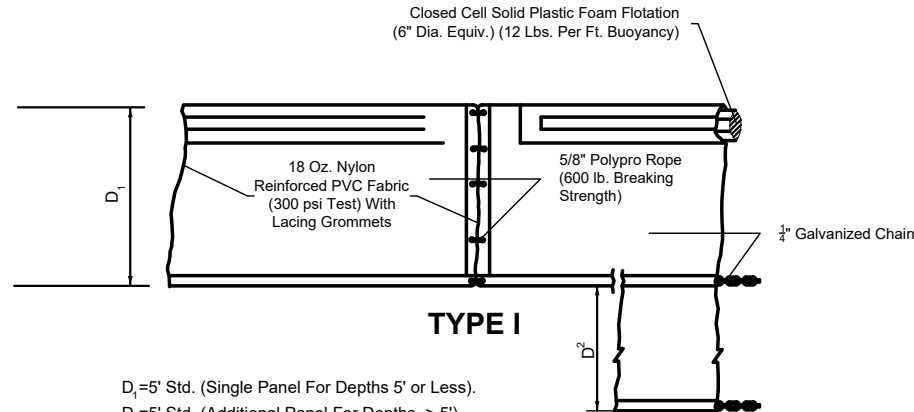


Note: Refer to FDOT Standard Index 310 for Expansion Joints.

**TYPICAL SIDEWALK DETAIL**  
NOT TO SCALE



**HANDRAIL**  
NOT TO SCALE

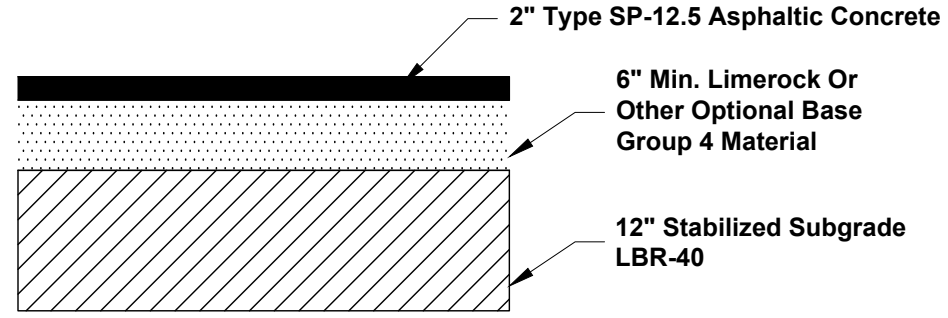


D<sub>1</sub> = 5' Std. (Single Panel For Depths 5' or Less).  
D<sub>2</sub> = 5' Std. (Additional Panel For Depths > 5').

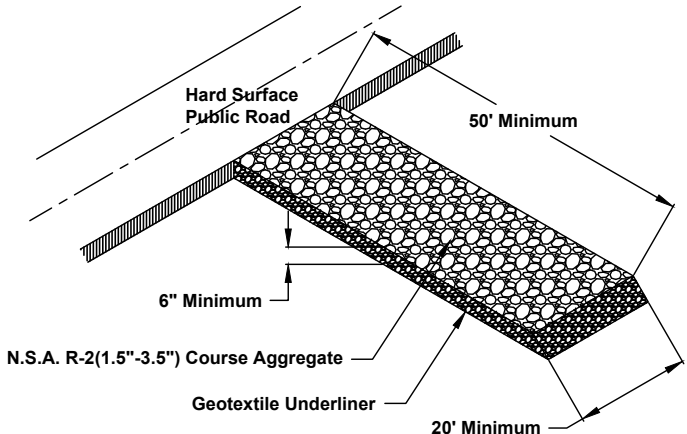
Curtain To Reach Bottom Up To Depths Of 10 Feet. Two (2) Panels To Be Used For Depths Greater Than 10 Feet Unless Special Depth Curtains Specifically Called For In The Plans Or As Determined By The Engineer.

NOTICE: COMPONENTS OF TYPES I AND II MAY BE SIMILAR OR IDENTICAL TO PROPRIETARY DESIGNS. ANY INFRINGEMENT ON THE PROPRIETARY RIGHTS OF THE DESIGNER SHALL BE THE SOLE RESPONSIBILITY OF THE USER. SUBSTITUTIONS FOR TYPES I AND II SHALL BE AS APPROVED BY THE ENGINEER.

**TURBIDITY CURTAIN**  
NOT TO SCALE



**TYPICAL PAVEMENT DETAIL**  
NOT TO SCALE



**CONSTRUCTION ENTRANCE DETAIL**  
NOT TO SCALE

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OKALOOSA COUNTY

EMERALD COAST  
BEACHES  
DESTIN • PANAPOLE • WALTON BEACH  
OKALOOSA ISLAND

FLORIDA STATE UNIVERSITY

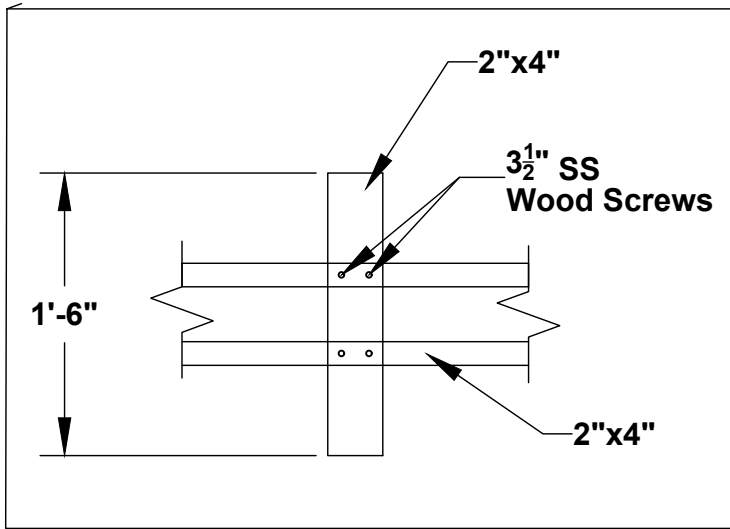
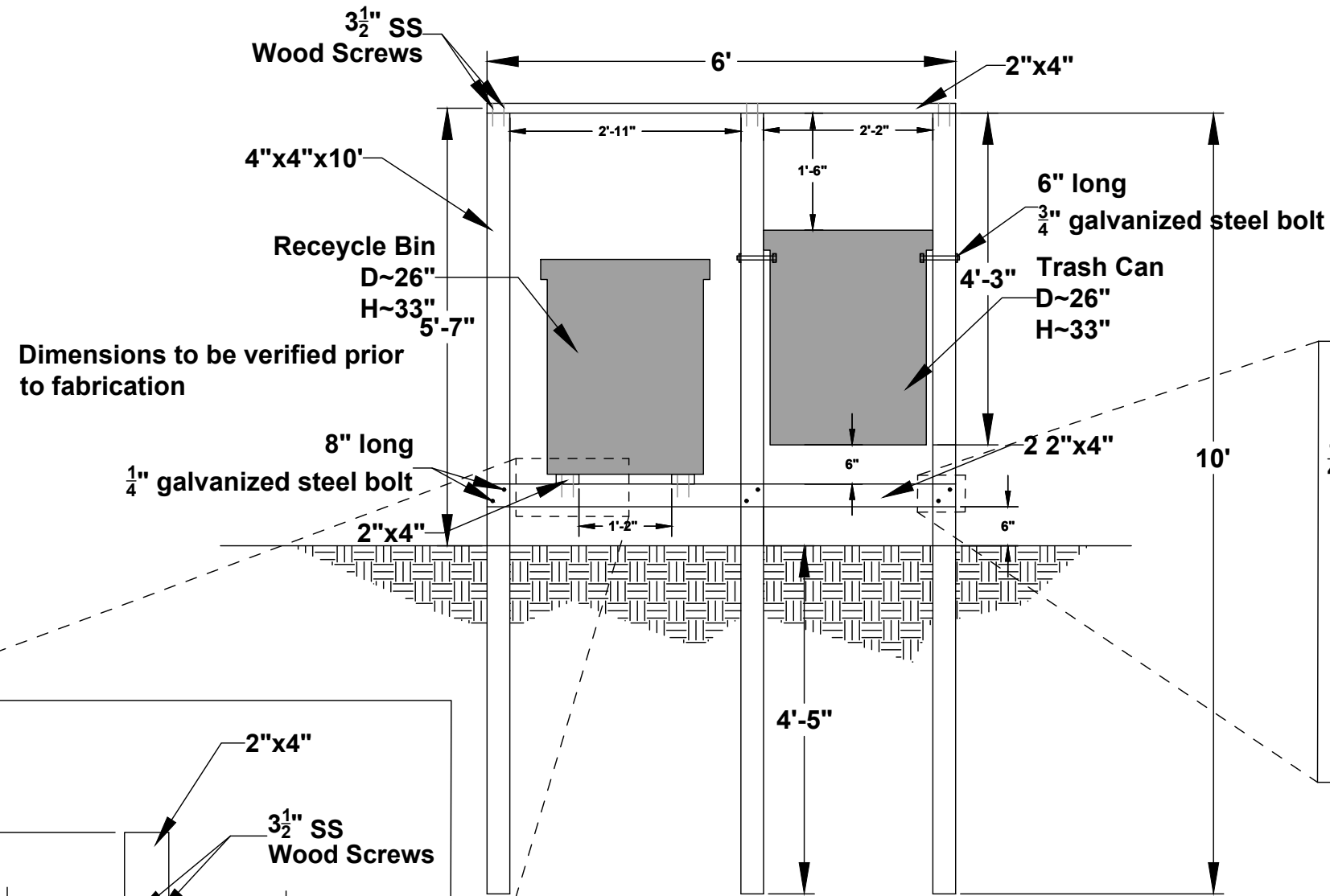
Professional Engineer, P.E.  
Professional Seal

**DETAILS**

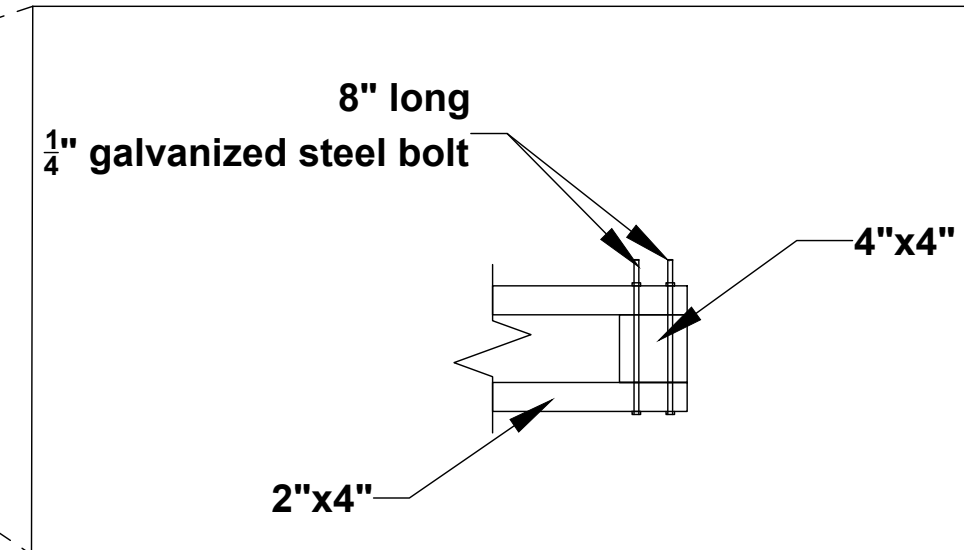
Christobal Landing - Upland Development

Okaloosa County Board of County Commissioners  
1250 N. Eglin Parkway, Shalimar, Florida 32579

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DATE: November 27, 2024  
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PROJECT NUMBER:  
**23-441.05**  
SHEET NUMBER:  
**D-2**



**RECYCLE CAN HOLDER ELEVATION DETAIL**  
NOT TO SCALE

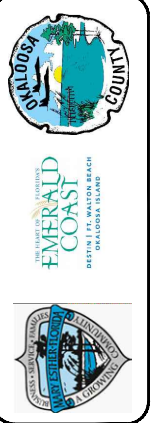


**RECYCLE CAN HOLDER ELEVATION DETAIL**  
NOT TO SCALE

**TRASH AND RECYCLE CAN HOLDER SECTION VIEW**  
NOT TO SCALE

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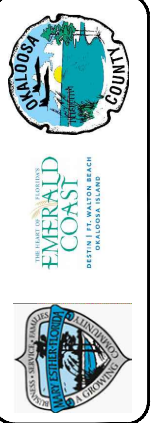
Professional Engineer  
Florida No. 123456789

**TRASH DETAILS**  
Christobal Landing - Upland Development  
Okaloosa County Board of County Commissioners  
1250 N. Eglin Parkway, Shalimar, Florida 32579

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SHEET NUMBER: <b>D-3</b>

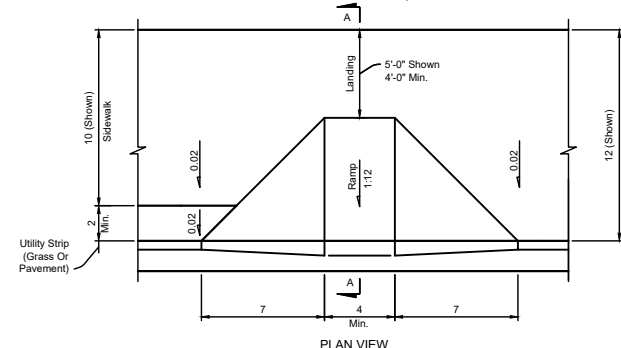
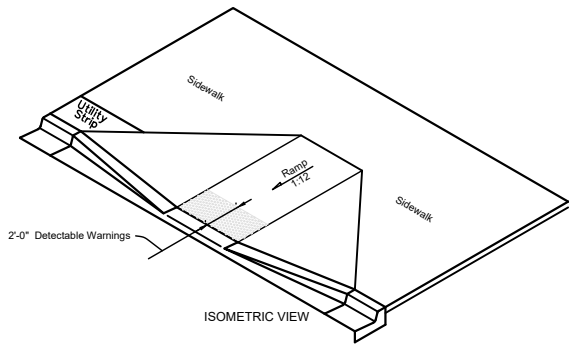
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 Destin, Florida 32541  
 Certification of Authorization Number 9482  
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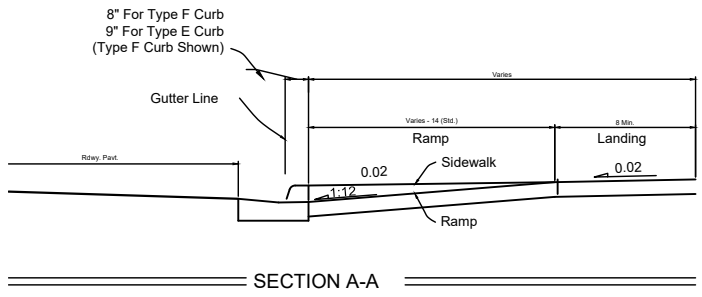
**TREE PLANTING DETAILS**  
 Christobal Landing - Upland Development  
 Okaloosa County Board of County Commissioners  
 1250 N. Eglin Parkway, Shalimar, Florida 32579

DESIGNED BY: **mrd**  
 DATE: November 27, 2024  
 REV DATE: February 13, 2025  
 REV #: 4 DRAWN: JG  
 REVIEWED: YB  
 PROJECT NUMBER:  
**23-441.05**  
 SHEET NUMBER:  
**D-4**



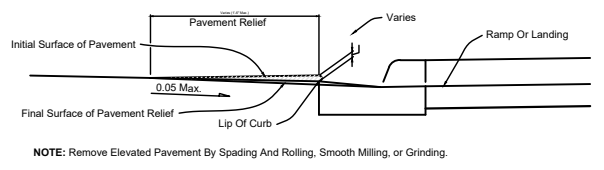
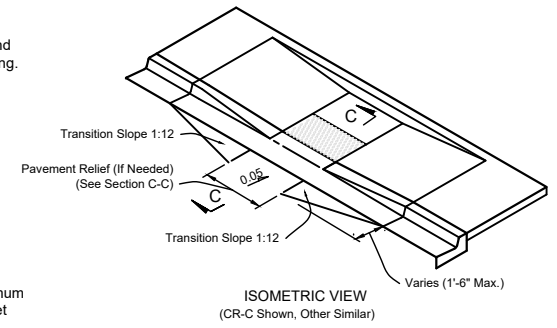
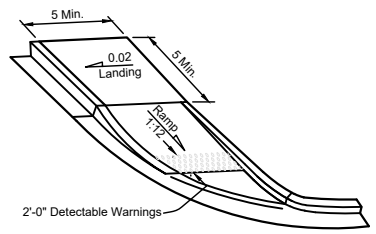
NOTE: For Example of CR-A used in Radial Curb Returns, See Sheet 8.

CR-A

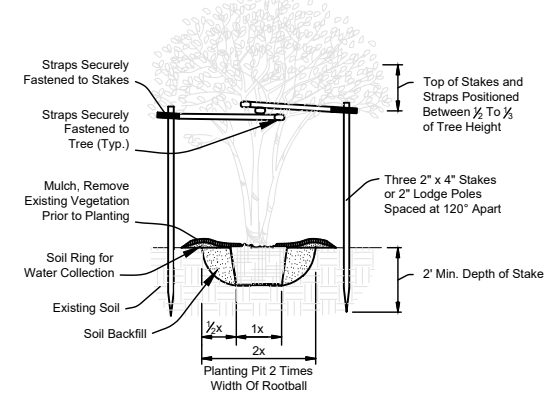
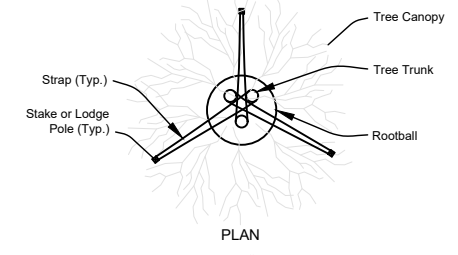


- Cross Slopes and Grades:
  - Sidewalk, ramp, and landing slopes (i.e. 0.02, 0.05, and 1:12) shown in this Index are maximums. With approval of the Engineer, provide the minimum feasible slope where the requirements cannot be met.
  - Landings must have cross-slopes less than or equal to 0.02 in any direction.
  - Maintain a single longitudinal slope along each side of the curb ramp. Ramp slopes are not required to exceed 15 feet in length.
  - Joints permitted at the location of Slope Breaks. Otherwise locate joints in accordance with Index 522-001. No joints are permitted within the ramp portion of the Curb Ramp.
- Grade Breaks:
 

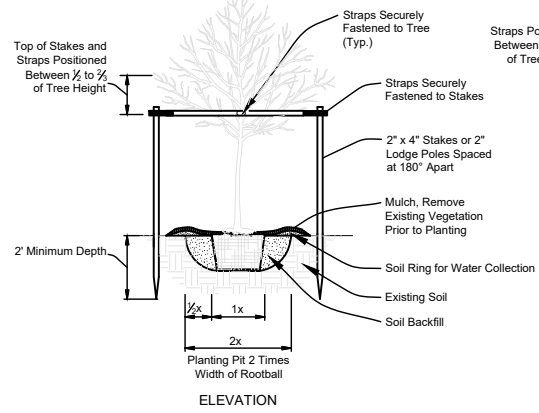
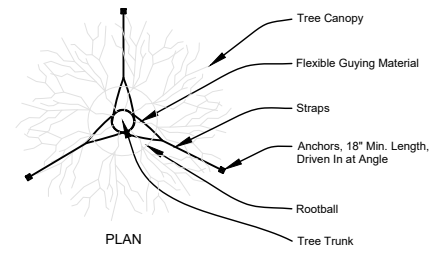
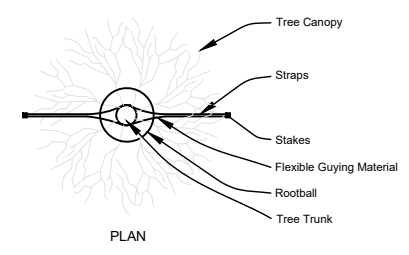
Grade breaks at the top and bottom of ramps must be parallel to each other and perpendicular to the direction of the ramp slope.
- Curb, Curb and Gutter and/or Sidewalk:
  - Refer to Index 522-001 for concrete thickness and sidewalk details.
  - Remove any existing curb, curb and gutter, or sidewalk to the nearest joint beyond the curb transition or to the extent that no remaining section is less than 5 feet long.
- Curb Ramp Alpha-Identification:
  - Sidewalk curb ramp alpha-identifications (e.g. CR-A) are provided for reference purposes in the Plans.
  - Alpha-identifications CR-I and CR-J are intentionally omitted.
- Detectable Warnings:
  - Install detectable warnings in accordance with Specification 527.
  - Place detectable warnings across the full width of the ramp or landing, to a minimum depth of 2 feet measured perpendicular to the curb line and no greater than 5 feet from the back of the curb or edge of pavement.
  - If detectable warnings are shown in the Plans on slopes greater than 5%, align the truncated domes with the centerline of the ramp; otherwise, the truncated domes are not required to be aligned.
- Detectable Warnings - Acceptance Criteria:
  - Color and texture shall be complete and uniform.
  - 90% of individual truncated domes shall be in accordance with the Americans with Disabilities Act Standards for Transportation Facilities, Section 705.
  - There shall be no more than 4 non-compliant domes in any one square foot.
  - Non-compliant domes shall not be adjacent to other non-compliant domes.
  - Surfaces shall not deviate more than 0.10" from a true plane.



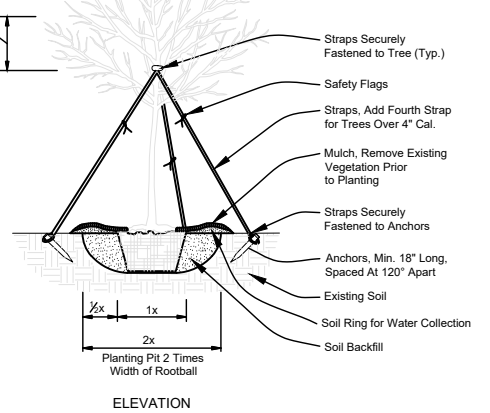
NOTE: Remove Elevated Pavement By Spading And Rolling, Smooth Milling, or Grinding.



**MULTI-TRUNK TREE PLANTING**  
 NOT TO SCALE



UNDER 2 1/2" CALIPER TREE PLANTING



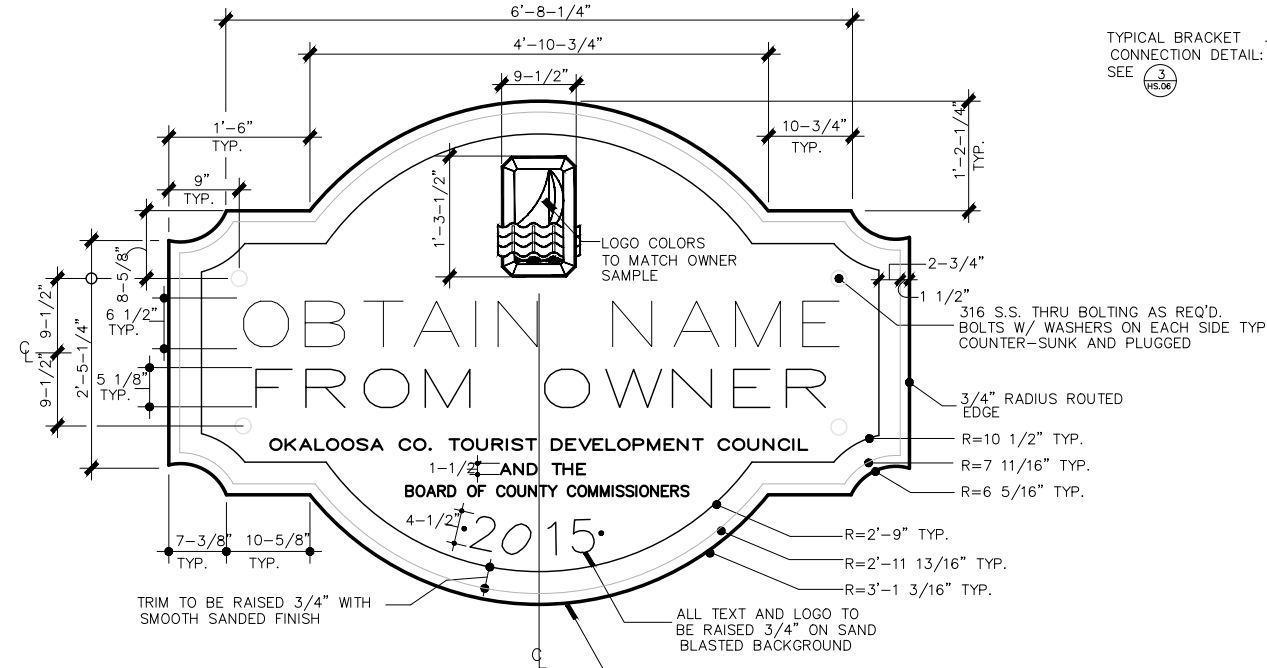
2 1/2" TO 6" CALIPER TREE PLANTING

**GENERAL NOTES:**

- All dimensions 6" and less are exaggerated for illustrative purposes only. All dimensions provided for wood materials are nominal.
- Remove plant containers prior to planting. If plants are not container grown, remove a minimum of the top 1/3 of burlap, fabric, or wire mesh.
- Allow no more than 1" of soil to cover the uppermost root on all trees. Set the top of root ball 1"-2" above finish grade after settling and set plumb to the horizon.
- Backfill with loosened existing soil or as shown in the plans. Remove rocks, sticks, or other deleterious material greater than 1" in any direction prior to backfilling. Water and tamp to remove air pockets. If existing soils contain excessive sand, clay, or other material not conducive to proper plant growth, contact Engineer prior to planting.
- Except when a permanent, subsurface or drip irrigation system is provided, construct soil rings at the outer edge of the planting pit, with a height of 3" and gently sloping sides. Do not pile soil on top of rootball.
- Construct a 3" deep layer of mulch placed 2" off the edge of the trunk flare, around the base of shrub, or solidly around ground cover. Never pile mulch against the tree trunk.
- Install guying with minimum 1" wide nylon or polypropylene straps. Check straps monthly and adjust as required to eliminate girdling of tree. Locate all wood stakes or anchors beyond the edge of soil ring in undisturbed soil and located below finished grade, unless otherwise specified. Alternate tree bracing and guying systems specified or approved by the Engineer may be used in lieu of the tree bracing and guying methods detailed on the Index.
- Relocated Trees and Palms: Brace relocated trees and palms in accordance with the Contract Documents. Remove bracing at the conclusion of the contract or as directed by the Engineer. Bracing or straps must not damage or become embedded in the tree bark.

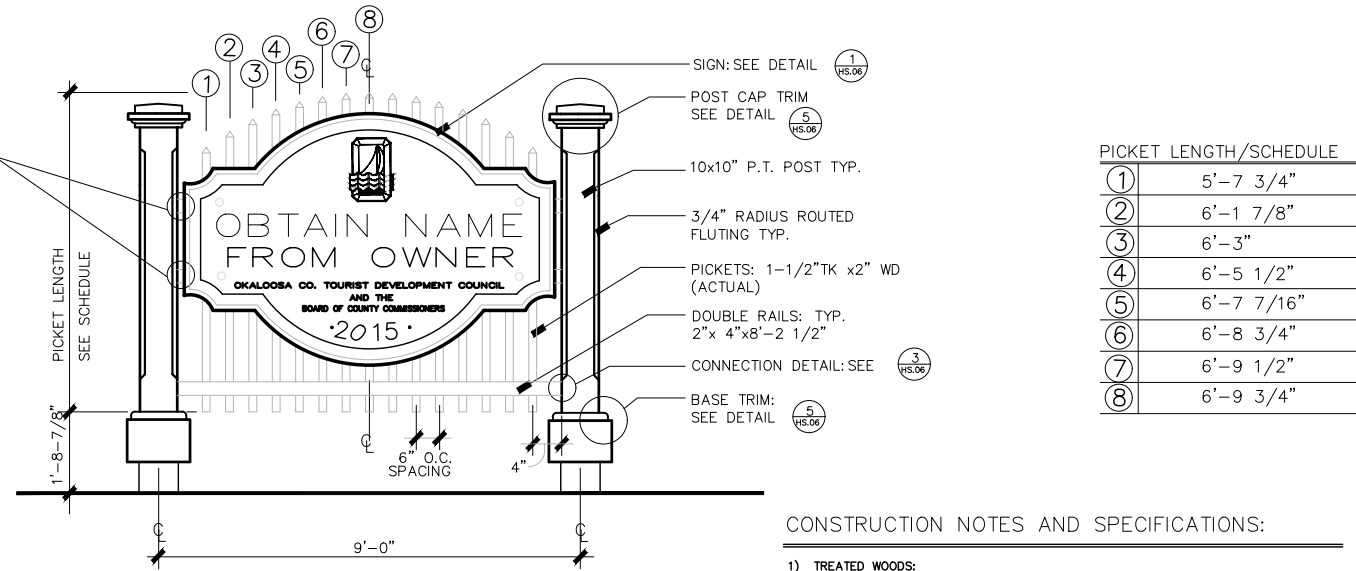
**SINGLE-TRUNK TREE PLANTING**  
 NOT TO SCALE

PARK NAME AND SIGN COLOR TO BE SELECTED BY ARCHITECT AND OWNER. SUBMIT SELECTED COLORS ON 1/4 SCALE MOCK UP



**1 SIGN DETAIL**  
 HS.06 SCALE: 1"=1'-0"

TYPICAL BRACKET CONNECTION DETAIL: SEE 3 HS.06

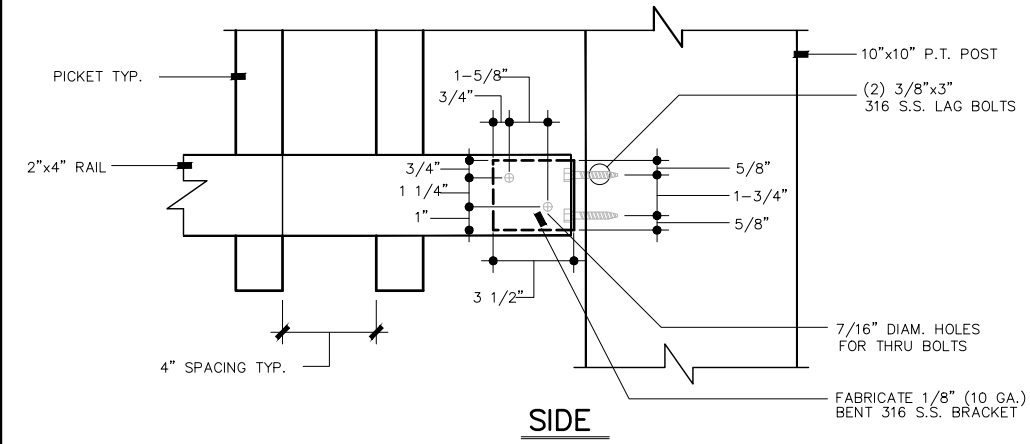


**2 SIGN ELEVATION**  
 HS.06 SCALE: 1/2"=1'-0"

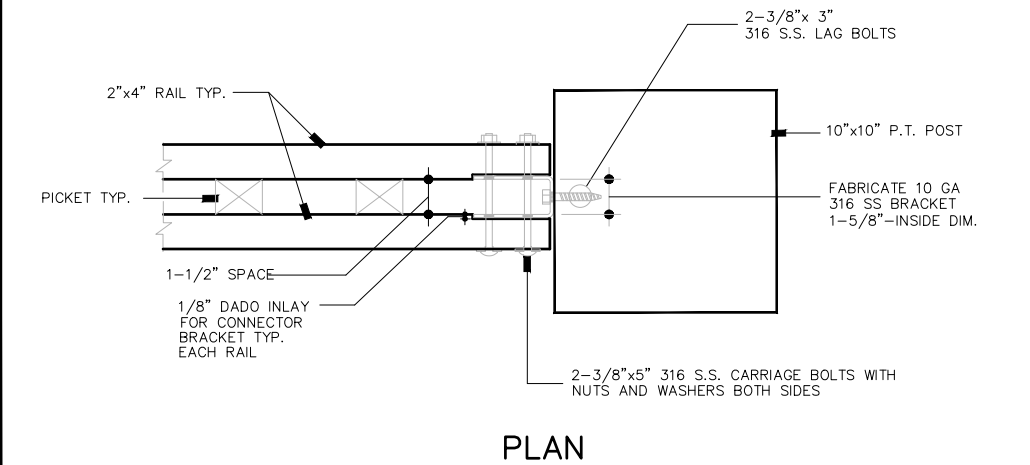
PICKET	LENGTH / SCHEDULE
1	5'-7 3/4"
2	6'-1 7/8"
3	6'-3"
4	6'-5 1/2"
5	6'-7 7/16"
6	6'-8 3/4"
7	6'-9 1/2"
8	6'-9 3/4"

**CONSTRUCTION NOTES AND SPECIFICATIONS:**

- TREATED WOODS: ALL WOODS SPECIFIED AS PRESERVATIVE TREATED (P.T.) SHALL BE ALKALINE COPPER QUATERNARY (ACQ) IN ACCORDANCE WITH NES REPORT NO. NER-643 AND ICBO ES ER-4981. MATERIAL STANDARDS: SHALL COMPLY WITH A.W.P.A. STANDARD UI (CATEGORY UC1, UC2, UC3A, UC3B, UC4A, UC4B), T1 TREATMENT RETENTION: .40 LB/CF FOR GROUND CONTACT MATERIALS AND .25 LB/CF FOR NON-GROUND CONTACT MATERIALS. MOISTURE CONTENT: ALL 2X DIMENSIONAL LUMBER FOR THIS PROJECT SHALL BE KILN-DRIED AFTER TREATMENT (KDAT).
- ALL WOOD SHALL BE (P.T.)- PRESERVATIVE TREATED- BOUIDEN K-33 OSMOSE K-33 (CHROMATED COPPER ARSENATE, TYPE II) FED. SPEC. IT-W-550 OR A.W.P.A. STANDARD P-5. TREATMENT CRITERIA: .60 LB/CF FOR GROUND CONTACT MATERIALS AND .40 LB/CF FOR NON-GROUND CONTACT MATERIALS. SUBMITTAL: SUBMIT MANUFACTURER'S CERTIFICATION DATA FOR ALL WOOD PRESERVATIVE PRODUCTS.
- WOOD FINISH: ALL WOOD SHALL RECEIVE 2 (TWO) FLOOD COATS VINYL ACRYLIC LATEX SOLID PAINT WITH MILDEWICIDE. ENDURON "KONEOHE BAY" # 9723, AND "AGATE" # 19367 ARE RECOMMENDED OR APPROVED EQUAL. APPLY AS PER MANUFACTURERS SPECIFICATIONS.
- ALL METAL CONNECTORS SHALL BE SIMPSON (OR APPROVED EQUAL)- #316 STAINLESS STEEL MINIMUM 16 GAUGE UNLESS OTHERWISE NOTED ON PLANS. SUBMIT SHOP DRAWINGS FOR ALL FABRICATED CONNECTORS.
- ALL BOLTS, NUTS, AND WASHERS SHALL BE #316 STAINLESS STEEL.
- ALL WOOD CONNECTIONS- UNLESS OTHERWISE DETAILED, SHALL BE WITH SQUARE DRIVE, SELF COUNTERSINKING, #316 STAINLESS STEEL SCREWS (BUGLE HEAD) #10 OF AN APPROPRIATE LENGTH FOR THE CONNECTION.
- TRIM NAILS: SHALL BE #316 STAINLESS STEEL UNLESS OTHERWISE NOTED.
- CONCRETE: TYPE I, 2000 PSI @ 28 DAYS.
- NAILS AND SCREWS SHALL NOT PROTRUDE FROM VISIBLY EXPOSED SURFACES.
- SUBMITTALS: SUBMIT MANUFACTURER'S SPECIFICATIONS AND TECHNICAL DATA FOR ALL PAINT PRODUCTS PRIOR TO APPLICATION.

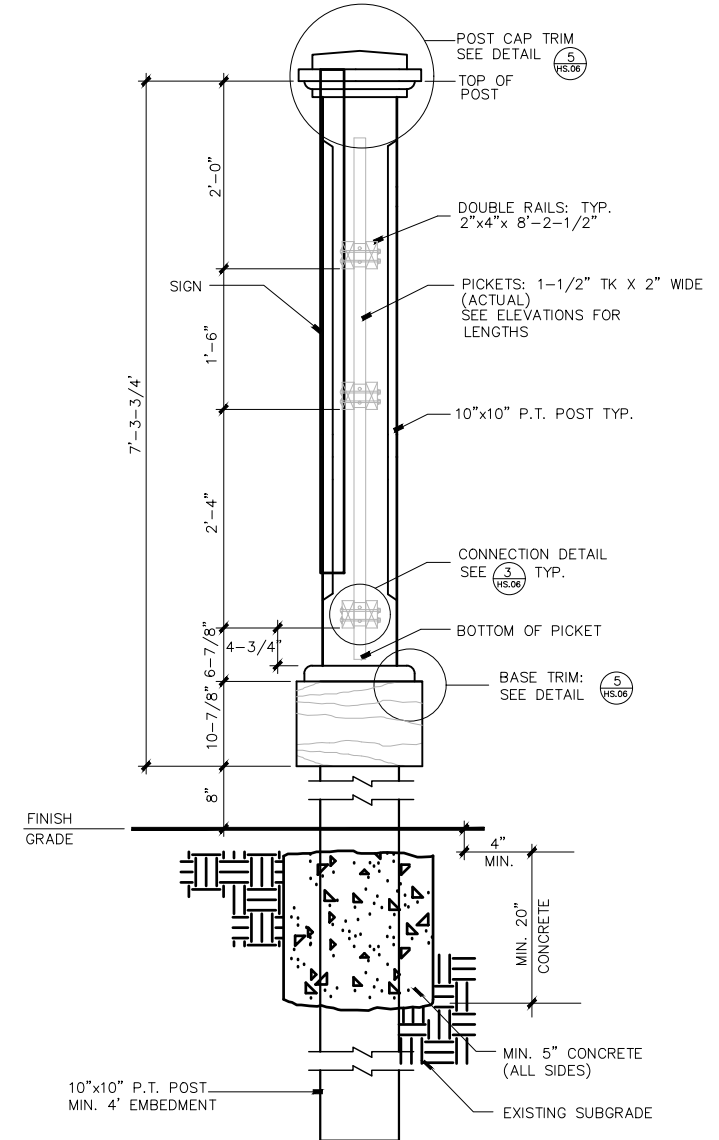


**SIDE**

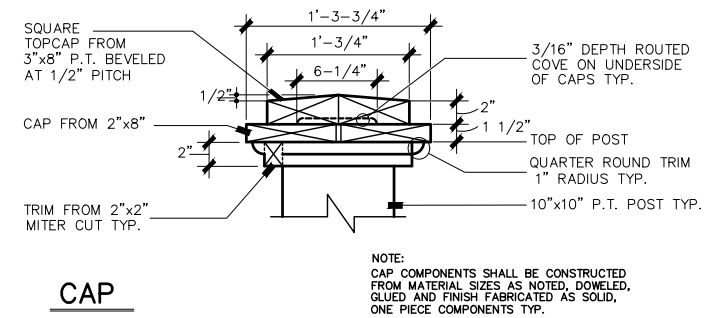


**PLAN**

**3 RAIL TO POST CONNECTION DETAIL**  
 HS.06 SCALE: 3"=1'-0"

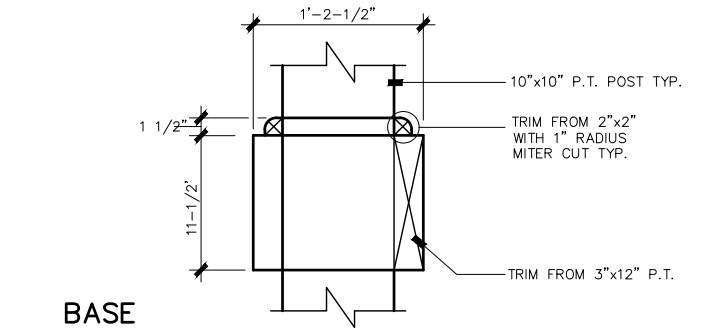


**4 TYPICAL POST / FOOTING SECTION**  
 HS.06 SCALE: 1"=1'-0"



**CAP**

NOTE: CAP COMPONENTS SHALL BE CONSTRUCTED FROM MATERIAL SIZES AS NOTED, DOWELED, GLUED AND FINISH FABRICATED AS SOLID, ONE PIECE COMPONENTS TYP.



**BASE**

**5 POST TRIM DETAIL**  
 HS.06 SCALE: 1-1/2"=1'-0"

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OKALOOSA COUNTY  
 EMERALD COAST  
 BEACHES  
 OKALOOSA ISLAND

FLORIDA DEPARTMENT OF TRANSPORTATION  
 FLORIDA HIGHWAY DEPARTMENT

**ENTRANCE SIGN DETAILS**  
 Christo bal Landing - Upland Development  
 Okaloosa County Board of County Commissioners  
 1250 N. Eglin Parkway, Shalimar, Florida 32579

DESIGNED BY: **mrd**  
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 SHEET NUMBER:  
**D-5**

1.0. GENERAL NOTES

- 1) The Landscape Contractor is solely responsible for quality control of the Work and shall maintain, on site, a full-time supervisor during planting who can communicate verbally in English with the Engineer. The Landscape Contractor shall coordinate with all other Work that may impact the completion of the plantings.
2) The Landscape Contractor shall verify the location of all existing buried utilities "Line Spotted" at least 48-hours prior to any excavation by calling 811 or 1.800.432.4770 (CALL SUNSHINE). Any damaged utility services will be replaced at the expense of the Landscape Contractor.
3) It is the responsibility of the Landscape Contractor to be aware of all surface and sub-surface conditions, be familiar with the local planting and growing conditions, use plants that thrive in Okaloosa County, and if there are any conflicts with these conditions notify the Engineer, in writing, of any circumstances that would negatively impact the health of plantings and shall not proceed with Work until unsatisfactory conditions have been corrected.
4) All trees, shrubs and groundcovers shall be guaranteed by the Landscape Contractor to be healthy, and in flourishing condition of active growth for the 365-day Warranty Period. Sod shall be guaranteed to be healthy, free of noxious weeds, disease and insect infestation for the 60-day Warranty Period.
5) All trees and shrubs shall be of the sizes as specified in the plant materials schedule. Any plant materials as determined by the Engineer not meeting the sizes and quality as specified shall be removed and replaced. The Landscape Contractor shall anticipate field adjustments to the locations of plants.
6) All plant materials shall be equivalent to Florida #1 or better as outlined by Grades and Standards for Nursery Plants, Division of Plant Industry, Florida Department of Agriculture and Consumer Services.
7) Types, sizes and quantities listed on the schedule shall govern. The Landscape Contractor shall verify that the quantities indicated will provide the coverage as specified and report any discrepancies at the time of bidding to the Engineer.
8) The Landscape Contractor shall include the cost of the fertilizer, hydrating gel and initial irrigation within the installed planting unit bid price.

2.0. DEFINITIONS

- 1) Defective Plant: Any plant that fails to meet the plant quality requirement of this specification.
2) End of Warranty Final Acceptance: The date when the Engineer accepts that the plants and work in this section meet all the requirements of the warranty.
3) Healthy: Plants that are growing in a condition that expresses leaf size, crown density, color; and with annual growth rates typical of the species and cultivar's horticultural description as adjusted for the planting site soil, drainage, and weather conditions.
4) Maintenance: Actions that preserve the health of plants after installation as defined herein.
5) Maintenance Period: The time period, as defined in these Specifications, which the Landscape Contractor is to provide maintenance.
6) Planting Unit: For the purpose of this project, the term "planting unit" refers to vegetative material of any individual, viable, nursery-grown plant installed within a single hole created in the project area. Planting unit species and size vary in accordance with these Drawings and Specifications.
7) Reasonable and Reasonably: In reference to plant quality, the conditions will not affect the establishment or long-term stability, health or growth of the plant. When used in relation to other issues such as weeds, diseases, and insects, it shall mean at levels low enough that no treatment would be required when applying recognized Integrated Plant Management.

3.0. SUBMITTALS

- 1) The Work Plan shall include: construction schedule, propagation schedule and methods, hydrating gel and fertilizer specifications, materials, staging areas and access requirements, coordination with other trades, work force and equipment, and the qualifications of supervisor(s). Documentation of the planting unit(s) sources including collection permits and any other required will be included in the Plan.
2) The Watering Plan will list the watering equipment, detail the proposed number of irrigation events, irrigation methodology, equipment, water source, labor, required time, notifications, and the physical condition(s) of the planting units that signal the need for maintenance irrigation.
3) The Landscape Contractor shall notify the Engineer: i) at least 7-days prior to project mobilization, commencement of installation, project completion, inspections, and demobilization; ii) at least 7-days before the scheduled 90-day and 365-day vegetation inspections; iii) 48-hours prior to the application of initial or maintenance irrigation; iv) at least 48-hours prior to the suspension of Work; and v) immediately for any work stoppages resulting from environmental impacts (e.g., wildlife impacts, fuel spills, etc.), permit violations, property owner disputes, safety violations, etc.
4) Submit (2) 1/2 cubic foot samples of proposed topsoil material with Test Report from a commercial soil testing laboratory with analysis of the following: available Phosphorus, exchangeable Potassium, Magnesium and Calcium, soil pH (water and buffer), cation exchange capacity and percent base saturation of cation elements, plus Sulphate Sulphur, Boron, Zinc, Manganese, Iron, and Copper, organic matter, soil texture and soluble salts. The Soil Test Report for pH will include recommendation for pH adjustment for all landscape planting area, imported topsoil and planting backfill mix. Pre-Approved Testing Laboratory: Waters Agricultural Laboratories, Inc., 257 Newton Highway, Camilla, GA. 229-336-7216.
5) Submit the required manufacturer's information certifying that soil amendments meet the specifications.
6) Before delivery of planting materials, certification documentation that the planting materials meet all the requirements (i.e., plant source, plant size, plant age, plant grade, etc.) in these Specification. The source documentation will include collection permits or contracts from the DEP, the U. S. Department of Agriculture, or other comparable documents.
7) The Landscape Contractor shall submit complete Shop Drawings for approval of the Permanent Irrigation System prior to installation showing size, type and location of all components along with manufacturer's data sheets. Prior to final inspection, submit two copies of written operating and maintenance instruction, complete parts list and As-Built Drawings.

4.0. IRRIGATION SYSTEM

- 1) Each planting unit shall be initially watered the same day it is installed. The Landscape Contractor shall be fully responsible to ensure that adequate water is provided to all plants from the point of installation until the date of Substantial Completion Acceptance. The Landscape Contractor will be allowed to "water in" (initially irrigate) all newly installed planting units such that the root zone of all newly installed planting units is thoroughly saturated. The Landscape Contractor is responsible for all aspects of the irrigation to ensure the specified survival rate as specified herein. The Landscape Contractor shall apply irrigation to the planting areas utilizing a non-destructive, non-scouring methodology, and be responsible for any damages associated with the initial irrigation. The Landscape Contractor will be responsible for obtaining and applying all irrigation water required for the initial irrigation. All water shall be fresh and free from injurious amount of oil, acid, alkali salts or other materials harmful to the growth of the plants. The Landscape Contractor will be responsible for obtaining approvals and coordinating with local agencies if the use of local hydrants is proposed.
2) Permanent Irrigation System: The Landscape Contractor shall be responsible to design and install a completely automated, electronic irrigation system for all landscaped and grassed areas shown on Planting Plan, including a well and pump of sufficient capacity and pressure for proper operation of the system. The maximum Chloride content of water shall not exceed 450 PPM and Iron content shall not exceed 0.3 PPM. The system will provide 100% coverage of the planting and lawn areas, with adequate water to sustain healthy plant growth under drought conditions. The system will comply with all applicable laws, ordinances and codes.

5.0. SOIL SPECIFICATIONS

- 1) Imported Top Soil, if needed for landscape planting, shall be obtained from sources that comply with the Okaloosa County White Sand Ordinance.

- 2) Prior to soil preparation, areas to be sodded shall be brought to final grade in accordance with the approval plan. These operations shall leave as much topsoil as possible or replace the topsoil to a depth of 4 inches.
3) Remove stones over 1 1/2" in diameter and shall be clear of trash, debris, sticks, roots, branches, rubbish and other extraneous matter from all lawn areas. branches, stones and clods in excess of 2 inches in length or diameter. Sod shall not be applied to gravel or other non-soil surfaces.
4) Roto-till soil 4" deep and rake lawn areas to a smooth even surface. In areas to be sodded, allow for sod thickness, providing a finish grade 2" below adjacent pavement. Any irregularities in the soil surface resulting from topsoil or other operations shall be filled or leveled in order to prevent the formation of depressions or water pockets.
5) Planting Soil Backfill Mix for tree pits, shrubs and groundcovers. Mix 75% existing topsoil to 25% soil admixture comprised of 1/3 parts aged pine bark, 1/3 parts composted cow manure and 1/3 parts finished mushroom compost and soil amendments as required to bring the pH to between 5.5 and 6.5. Pre-approved source for backfill mix: Graco Fertilizer Company, (229) 377-1602.
6) Topsoil Material: Indigenous to the area suitable for plant growth that is free of weeds, roots, stumps, rocks larger than 2" in diameter, organic muck, hard pan, toxic substances detrimental to plant growth, and construction debris such as limerock, concrete, and asphalt pieces. Deliver in normally moist condition.
7) Fertilizer: For plant beds use 8-8-8 ratio, and for lawn areas use 16-4-8 ratio, each with at least 25% of the Nitrogen in a water insoluble organic slow release form. Lime and fertilizer shall be incorporated into the top 2 to 4 inches of the soil. Apply fertilizer over prepared soil in all areas to be sodded except slopes adjacent to water's edge. Apply material at a rate of 6 lbs. per 1,000 square feet. Second application - as specified under lawn maintenance and warranty.
8) Prior to planting, moisten prepared lawn areas if dry. New seedlings shall be supplied with adequate moisture. Irrigate areas to be sodded with a minimum of 1/2 inch of water unless recent rains have provided equivalent moisture. Supply water as needed, especially late in the season, in abnormally hot or dry weather, or on adverse sites. Water application rates shall be controlled to prevent runoff.

6.0. SEED AND SOD SPECIFICATIONS

- 1) Seeding and sod shall not be established on slopes that are unsuitable due to soil texture, poor internal structure or drainage, volume of overland flow, or excessive steepness, until measures have been taken to correct these problems.
2) Seeding:
a) All disturbed areas of the project site that are not identified to be sodded shall be seeded.
b) Apply quick growing / temporary seed uniformly with certified seeding with a mixture of annual and perennial plant species:
i. Cool season plantings shall contain 1.4lb/1000 sf of Pensacola Bahia and 0.9lb/1000sf Ryegrass.
ii. Warm season plantings shall contain 1.4lb/1000 sf of Pensacola Bahia and 0.9lb/1000sf of Brownton Millet.
c) Seeding shall be applied uniformly in accordance with the manufacturer's recommendations and sound horticultural practices. The seed can be applied uniformly with a cyclone seeder, drill, culti-packer seeder, or hydro-seeder on a firm, friable seedbed. Maximum seeding depth shall be 1/4 inches.
d) Rake soil to cover seed with 1" to 2" of soil, roll lightly and water with a fine spray to avoid washing.
3) Sodding:
a) Sod species shall be Cynodon Dactylon, "Bermudagrass".
b) Sod shall be harvested, delivered, and installed within a period of 36 hours.
c) Sod shall not be cut or laid in excessively wet or dry weather.
d) Sod shall be machine cut at a uniform soil thickness of 3/4 in., plus or minus 1/8 in. at the time of cutting. This thickness shall exclude shoot growth and thatch.
e) Pieces of sod shall be cut to the supplier's standard width and length, with a maximum allowable deviation in any dimension of 5%. Torn or uneven pad shall not be acceptable.
f) Standard size section of sod shall be strong enough to support their own weight and retain their size and shape when suspended from a firm grasp on one end of the section.
g) The first row of sod shall be laid in a straight line with subsequent rows place parallel to and butting tightly against each other. Lateral joints shall be staggered to promote uniform growth and strength. Care shall be exercised to insure the sod is not stretched or overlapped and that all joints are butted tight in order to prevent voids which would cause drying of the roots. Work topsoil into minor joints.
h) On slopes 3:1 or greater, or wherever erosion may be a problem, sod shall be laid with staggered joints and secured by pegging or other approved methods. Sod shall be installed with the length perpendicular to the slope (on the contour). Begin laying sod at the bottom of the slope and work uphill.
i) Roll entire sodded area with a 200 lb. roller and tamped to provide firm contact between roots and soil.
j) Water sod immediately after rolling. Thereafter water sufficiently to keep soil moist to a depth of 4" until established.
4) Sod and Seed Coverage Maintenance:
a) Inspect the vegetated areas weekly for signs of poor or no germination and indications of erosion. Areas which fail to establish vegetative cover adequately to prevent rill erosion shall be filled in with proper topsoil and re-seeded as soon as such areas are identified.
b) Areas where seeding and sodding have been established shall be mowed every two weeks.
c) Seedling shall be fertilized on year after planting to insure proper stand density.

7.0. LANDSCAPE SPECIFICATIONS

These specifications include, but not limited to the living shoreline, shrubs, trees, ground covers.

1) Execution

- a) Planting Layout
i. The Landscape Contractor shall lay out the locations of the proposed vegetation areas in accordance with the Drawings and clearly staked for approval by the Engineer, prior to planting.
ii. All shrub material shall be planted in staggered rows spaced at the on-center dimension.
iii. Minor adjustments in the layout may be required and these adjustments may not be apparent until some or all of the plants are installed. The Landscape Contractor will adjust as required by the Engineer including relocating previously installed plants.
iv. The Landscape Contractor shall observe each plant after delivery and prior to installation for damage of other characteristics shall be rejected and not installed.
v. No more plants shall be distributed about the planting bed area than can be planted and watered on the same day.
2) Plant Materials
a) The source of all planting units will be limited to seeds and propagated plants collected from South Alabama and Florida Gulf coasts or if collected from any other area will be rejected.
b) The native plant species listed in accordance with these Drawings and "Planting Species, Size, and Spacing" and "Planting Quantities" tables estimate the number of planting units that will be supplied and installed by the Landscape Contractor. The Landscape Contractor is required to verify the number of plants required to plant and fully cover the identified planting areas.
c) Height of planting units, measured from the top of the root ball to the apical meristem, shall meet the minimum requirements and number of healthy emergent stems listed in the "Planting Dimensions" table.
d) Planting units shall be delivered to the work site in the containers in which they were grown. Each packaging unit delivered to a work site will be subject to inspection and counting.

- e) When the plants are pulled from the container, the roots shall support the soil volume of the container with minimal soil loss. The Engineer may require the Landscape Contractor to perform such demonstrations prior to planting.
f) Planting units shall be of sufficient age to develop healthy root systems throughout the soil medium within each planting container in accordance with best horticultural practices.
g) The Landscape Contractor shall coordinate delivery to ensure planting units are installed within 5-days of the plant being "pulled" at the nursery. Prior to shipping, roots should fill the entire volume of the container, but should not be root bound. When pulled from the container, the roots shall support the soil volume of the container with minimum soil loss.
h) All planting units shall be of the highest quality, healthy and shall have moist, vigorous root systems free of rot, disease, or discoloration at the time of delivery and installation. Planting units not meeting these specifications will be rejected and shall be immediately removed from the site and acceptable replacement plants provided at no cost to the Owner.
i) The root ball shall be properly moistened to prevent desiccation. All planting units shall be handled, packed, transported, and stored at the installation site in such a manner as to ensure protection against desiccation, thermal stress, disease, or physical damage.
3) Planting Depth and Spacing
a) The Landscaper Contractor shall install all planting units at a minimum depth of 6 inches, as measured from the top of the root ball to the sand surface, and if not installed at or below this depth will be rejected.
b) Planting units may be staggered between planting units and the spacing requirements (+/- 6 inches) may be modified for up to 25% of the plants to achieve a more natural look.
c) The planting units will be installed by hand labor and tools (spades, shovels, hand-held augers, etc.) and shall fully cover the planting areas shown in the Drawings. Planting units shall be installed up to existing vegetation, structures, parking, driveways, sidewalks or access paths.
d) Mounding of soil around plants to provide specified burial depth will not be permitted.
4) Soil Amendments
a) Fertilizer: No fertilizer is allowed waterward of the MHWL. Slow release (90-day) pelletized Osmocote fertilizer, or approved substitute, with an N-P-K ratio of 18-6-12, plus trace elements shall be mixed into the bottom of the hole beneath the root zone of each planting unit during installation in accordance to standard industry practice and the manufacturer's specifications for each varying plant species and size. Dipping the root ball in the fertilizer prior to installation will not be permitted.
b) Hydrating Gel: No hydrating gel is permitted below the MHWL. A hydrating gel such as Stockosorb or similar product shall be used to prepare the plants for installation of the planting unit according to and the manufacturer's specifications and standard industry practice for each varying plant species and size. Dipping the root ball in a hydrating gel/fertilizer mixture prior to installation will not be permitted.
5) Finish
a) Apply 2 1/2 inches of mulch (after setline) to all planting restoration areas. Planting Bed and Tree Mulch: Pine straw will be clean and bright, and free of weeds, sticks, and other debris.
b) After plants are installed, each tree shall have 1/2 lbs. of 8-8-8 fertilizer applied per caliper inch.
c) All trees shall be staked and guyed as shown to maintain vertical alignment.
d) All trees placed in lawn or planting areas shall be installed with a minimum 3-foot diameter circle of mulch, unless otherwise shown on the DRAWINGS. Sod shall be removed.

8.0. PLANT MAINTENANCE AND SUBSTANTIAL COMPLETION

During the project work period and prior to Substantial Completion Acceptance, the Landscape Contractor shall maintain all plants. Maintenance during the period prior to Substantial Completion Acceptance shall consist of watering, weeding, resetting plants to proper grades and upright position, and any other measures necessary to keep plantings in healthy condition.

- 1) Once the Landscape Contractor completes the installation of all items in this section, the Engineer will observe all work for Substantial Completion Acceptance upon written request of the Landscape Contractor. The request shall be received at least 7-calendar days before the anticipated date of the site visit.
2) Substantial Completion Acceptance by the Engineer shall be for general conformance to specified size, character, and quality and not relieve the Landscape Contractor of responsibility for full conformance to the contract documents, correct species and survival rate requirements.
3) Any plants that are deemed defective as defined by the Engineer under the guidelines provided herein shall not be accepted.
4) The Engineer will provide the Landscape Contractor with a notice of Substantial Completion including the Warranty Period.
5) The Warranty Period shall continue for 365 days. All plants shall be Warranty to meet all the requirements for plant quality at installation in these Specifications. The Landscape Contractor shall replace defective WORK and defective plants that do not meet these Specifications as determined by the Engineer.

9.0. PLANT WARRANTY

- 1) Inspections will be conducted on 90-day intervals throughout the establishment period to assure all planting are being maintained in a condition of good health and active growth. Any dead or dying plants shall be promptly removed and replaced within 3 weeks following the date of inspection. Failure to replace planting within the 3-week period will extend the warranty period one day for each day of delay. The Owner reserves the right to substitute replacement plants with alternative plant species of equal value throughout the Warranty Period, if desired. Alternative species replacements shall remain within the same Warranty Period as initiated from the date of initial acceptance for all other planting. During this period, the Landscape shall reset settled plants to proper grade and position and tighten or repair guys and stakes as necessary. Re-mulch trees and beds as necessary to maintain a 2 1/2" mulch layer (after settling) throughout the establishment period.
2) Lawn Maintenance and Warranty: Maintain lawns for a minimum period of 60-days after initial acceptance; Water lawn sufficiently to maintain moist soil to a depth of 4" until final acceptance; Mow lawns when sod is firmly rooted and top growth exceeds 4". Mow to a height of no less than 2 1/2" and Fertilize lawns 6 weeks after planting with a 16-4-8 at a rate of 6 lbs. per 1,000 square feet.
3) Defective Plants shall be removed immediately upon notification by the Engineer and replaced without cost to the OWNER, as soon as weather conditions permit and within the specified planting period. The Landscape Contractor is not responsible for replacing plants, after Substantial Completion Acceptance and during the warranty period, that are removed by others, lost or damaged by a third party, vandalism, natural disaster or abnormal weather conditions such as floods, excessive wind damage of severe freezing.
4) Replacements shall closely match adjacent specimens of the same species and shall be subject to all requirements stated herein. The Warranty Period of the replacement plants shall be extended for an additional 180-days from the date of their acceptance after replacement. If a replacement plant is not acceptable during or at the end of the said extended Warranty Period, the Engineer may elect one more replacement items or credit for each item.
5) The Landscape Contractor is responsible for the maintenance of the plants during the Warranty Period. No third party other than the Landscape Contractor will maintain the plants during the Warranty Period. If the Landscape Contractor fails to visit the site and or notify, in writing, the Engineer of maintenance needs, lack of maintenance shall not be used as grounds for voiding or modifying the provisions of the warranty.

10.0. SUCCESS CRITERIA

- 1) Initial Planting Unit Survival: Planting units that do not survive for a minimum of 10-days after installation will be rejected and will not be eligible for planting. Within 5-days of notification, the Landscape Contractor shall install new, within-specification planting units in these areas. The Landscape Contractor shall assume sole responsibility for installing the new replacement planting units and properly disposing the rejected planting units at no cost to the Owner. The replacement planting units will be eligible for payment as "original" only after they have survived a minimum of 10 days after installation.

- 2) The Engineer will assess the success of the planting effort approximately every 90-days (and 365-day final) after completion of the planting unit installation (for the entire project) using two criteria: 1) whole-site survival rate and, 2) planting unit survival pattern. The Engineer will consider the planting effort a success and acceptable if both of the following criteria are met.
a) Whole-Site Survival Rate: A minimum survival rate of 90% of all planting units installed over the entire site is achieved. Plants will be considered as surviving if they show clearly vigorous rhizome and white, turgid roots, even in the absence of vital above ground growth.
b) Survival Rate by Species: A minimum survival rate of 90% of all planting units for each species installed over the entire site is achieved. The Engineer may waive this success criterion in areas where surrounding plant coverage has restricted the available planting area.
3) Defective Plants shall be removed immediately upon notification by the Engineer and replaced without cost to the Owner, as soon as weather conditions permit and within the specified planting period. The Landscape Contractor is not responsible for replacing plants during the Warranty Period that are removed by others, lost or damaged by a third party, vandalism, or any natural disaster.
4) If the two above success criteria are not met, as determined by the Engineer, the Landscape Contractor shall replant the unsuccessful planting units with viable within-specification planting units of the same type originally installed and specified on the Drawings. The Landscape Contractor will assume sole responsibility for the replanting of planting units and will complete the replanting at no cost to the Owner. All warranty and survival provisions and requirements will apply to replanted planting units. The Landscape Contractor will be responsible for properly disposing of all rejected planting units.

11.0. FINAL ACCEPTANCE

At the end of the Warranty and Maintenance Period, the Engineer shall observe the Work and determine if all provisions of the contract are complete and the Work is satisfactory. Replace any material not in healthy condition or which fails to meet specifications. Deciduous material will be guaranteed to break dormancy is planted in dormant season. At the time of final inspection, sodded lawns will be acceptable provided a healthy, well-rooted, even-colored lawn is established, free of weeds, disease and insect infestation. There shall be no open joints or bare areas. Seeded areas shall exhibit no less than 85% coverage, uniformly throughout. Grass stands shall be well-rooted, even-colored and free of weeds, disease and insect infestation.

- 1) Satisfactory: If the Work is satisfactory, the Maintenance Period will end on the date of the final observation.
2) Unsatisfactory: If the Work is deemed unsatisfactory, the Maintenance Period will continue at no additional expense to the Owner until the Work has been completed, observed, and approved by the Engineer.
3) Failure to Pass Observation: If the Work fails to pass final observation, any subsequent observations must be rescheduled as per above. The cost to the Owner for additional observations will be charged to the Landscape Contractor at the prevailing hourly rate of the Engineer.
4) End of Warranty Final Acceptance: At the end of the Warranty Period, the Engineer shall observe all warranted work upon written request of the Landscape Contractor. The request shall be received at least 10-calendar days before the anticipated date for final observation. Notice of the end of the Warranty and Maintenance Period Final Acceptance will be given only when all the requirements of the Work under this specification have been met.

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A Coastal Protection Engineering Company



LANDSCAPE SPECIFICATIONS
Christobal Landing - Upland Development
Okaloosa County Board of County Commissioners
1250 N. Eglin Parkway, Shalimar, Florida 32579

DESIGNED BY: mrd
DATE: November 27, 2024
REV DATE: February 13, 2025
REV #: 4 DRAWN: JG
REVIEWED: YB
PROJECT NUMBER: 23-441.05
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