



**Agenda
Regular Meeting
of the Mary Esther City Council
May 4, 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. Second Public Hearing: FFY 2025 Small Cities Community Development Block Grant (CDBG) Application**
 - 6.2. Hurlburt Field Wastewater Decision and Future Support — Lt. Col. Phil Compton, 1st Special Operations Civil Engineer Squadron**
 - 6.3. Yard of the Month - May 2026**
- 7. CONSENT AGENDA**
 - 7.1. Monthly Financial Report**
 - 7.2. Monthly Performance Report**
 - 7.3. Minutes of the April 6th, 2026, Regular Council Meeting**
- 8. CITIZENS WHO HAVE REQUESTED TO BE PLACED ON THE AGENDA**
- 9. PUBLIC COMMENT (NON-AGENDA ITEMS)**
- 10. UNFINISHED BUSINESS**
 - 10.1. Ordinance 2026-02: Electric Bicycles, Motorized Scooters, and Micromobility Devices**
 - 10.2. Consideration: Status Update and Direction on the Long-Term Wastewater Solution**
- 11. NEW BUSINESS**
 - 11.1. Consideration: Award of Bid for the Azalea Park and Caswell Circle Neighborhood Improvements Project**
 - 11.2. Consideration: Proposed FY 2027 Budget Calendar**
 - 11.3. Consideration: 2026 Holiday Closing Schedule**
 - 11.4. Discussion: City Charter Changes**
- 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), click the "Public Meetings" section, and select the meeting they would like to watch.

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

NOTES:

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

AGENDA ITEM

Agenda Item 6.1.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: May 4, 2026

SUBJECT: Second Public Hearing: FFY 2025 Small Cities Community Development Block Grant (CDBG) Application

BACKGROUND:

The Small Cities Community Development Block Grant (CDBG) Program provides federal funding to eligible local governments for infrastructure and community development projects that principally benefit low- and moderate-income residents. The program is funded by HUD and administered at the state level by FloridaCommerce.

The City held its First Public Hearing on April 6, 2026, which provided information about eligible CDBG activities and accepted public input on community development needs. This Second Public Hearing is the final required public hearing prior to submission of the City's application. Its purpose is to present the proposed project(s) and accept public comment before the application is finalized and submitted to FloridaCommerce.

DISCUSSION:

Staff has identified two viable projects for the City's FFY 2025 CDBG application. Council may select one project, or direct staff to submit applications for both:

Option A – Azalea Park and Caswell Circle Neighborhood Improvements. This project would fund roadway rehabilitation, curb and driveway replacement, and sidewalk and ADA improvements for the Azalea Park and Caswell Circle neighborhoods. Based on the bid tabulation, the eligible work (Additive Alternates 1 through 6) totals approximately \$2,753,679.90 plus grant administration of \$240,000. Staff recommends a CDBG request of \$3,000,000 which aligns with the maximum award amount under the proposed revisions to Chapter 73C-23, F.A.C.

Option B – Springdale Sewer Rehabilitation. This project would fund the cured-in-place pipe (CIPP) lining of aging sanitary sewer mains in the Springdale neighborhood, improving system integrity and reducing inflow and infiltration. Based on the bid tabulation, the eligible work (Additive Alternate 7) totals approximately \$1,803,355.50 plus grant administration of \$172,000. Staff recommends a CDBG request of \$2,500,000 to provide a contingency cushion.

Relationship to the Construction Contract Award. The base bid and all seven additive alternates identified above were bid together. The construction contract award for the project is also before

Council at this meeting. Because CDBG-funded work must be procured under CDBG procurement requirements after the funds are awarded, alternates included in a CDBG application cannot be awarded as part of this construction contract. Specifically:

- If Council includes **Option A (Azalea Park / Caswell Circle)** in the CDBG application, Additive Alternates 1 through 6 would be rejected from the construction contract award at this meeting and pursued separately under the CDBG award process if funded.
- If Council includes **Option B (Springdale Sewer Rehabilitation)** in the CDBG application, Additive Alternate 7 would be rejected from the construction contract award at this meeting and pursued separately under the CDBG award process if funded.
- If Council includes **both options** in the CDBG application, all seven additive alternates would be rejected from the construction contract award at this meeting, leaving only the base bid for award.

There is some risk that, if CDBG funds are not ultimately awarded, the deferred alternate work would need to be re-bid, and construction costs may increase before that occurs.

Staff Recommendation. Staff recommends submitting an application for the Springdale Sewer Rehabilitation project only. Springdale is a separate neighborhood from the Azalea Park / Caswell Circle project area, which means a CDBG-funded contractor performing the sewer lining work would not need to coordinate with the contractor performing the Azalea Park base bid work. If the Azalea Park alternates were instead deferred for a CDBG-funded contract, the level of coordination required between two contractors working in the same neighborhood would be challenging and could create scheduling, access, and quality-control issues. Limiting the CDBG application to Springdale also allows the full Azalea Park / Caswell Circle scope (base bid plus Additive Alternates 1 through 6) to proceed under a single construction contract on its current timeline.

Cornerstone Community Partners is assisting with development of the application(s) at no cost to the City during the application phase.

FINANCIAL IMPACT:

This hearing itself does not commit City funds. If awarded, CDBG funds are federal grant dollars and do not require a local match for most eligible activity categories. Construction contract decisions and any associated City expenditures will be addressed through the separate construction contract award item on this meeting's agenda.

RECOMMENDATION:

Staff requests that the City Council take one of the following actions:

1. **(Staff Recommended)** Motion to adopt Resolution 26-08 authorizing the City Manager to submit a CDBG application to FloridaCommerce, and authorize submission of an application for the Springdale Sewer Rehabilitation project (\$2,500,000); **OR**
2. Motion to adopt Resolution 26-08 authorizing the City Manager to submit a CDBG

- application to FloridaCommerce, and authorize submission of an application for the Azalea Park and Caswell Circle Neighborhood Improvements project (\$3,000,000); **OR**
3. Motion to adopt Resolution 26-08 authorizing the City Manager to submit a CDBG application to FloridaCommerce, and authorize submission of applications for both the Springdale Sewer Rehabilitation project (\$2,500,000) and the Azalea Park and Caswell Circle Neighborhood Improvements project (\$3,000,000).

ATTACHMENT(S):

1. Exhibit A: Public Hearing Notice
2. Exhibit B: Bid Tabulation
3. Resolution 26-08

City of Mary Esther, Florida
Second Public Hearing Notice

The City of Mary Esther plans to apply to FloridaCommerce for an FFY 2025 Small Cities Community Development Block Grant (CDBG) of \$3,000,000 in the Neighborhood Revitalization category. The activities, dollar amounts and estimated percentage of benefit to low- and moderate-income persons are as follows:

Activity Name	CDBG Funding	LMI Benefit
Administration	\$240,000	N/A
Engineering	\$360,000	N/A
Construction	\$2,400,000	>51%

The City's application will involve improvements to:

Azalea Park and Caswell Circle Street Improvements. The improvements include but are not limited to resurfacing of the streets, replacement of the curb and gutter, and installation of new or replaced sidewalks.

The City of Mary Esther does not expect that anyone will be permanently displaced as a result of CDBG-funded activities. If any persons are displaced as a result of the planned activities, the City of Mary Esther will assist them as described in the City's anti-displacement and relocation policy, which is available for review at City Hall.

A public hearing to provide citizens an opportunity to comment on the application will be held at City Hall, 195 Christobal Road N., Mary Esther, FL 32569, on May 4, 2026, at 6:00 PM CDT. A draft copy of the application will also be available for review during normal business hours at City Hall by noon on May 4, 2026. Persons wanting to submit written comments on the application should send them to Heather Day, Finance Director, at (850) 586-7860 or by email at hday@cityofmaryesther.com no later than May 4, 2026.

A copy of the final application will be available for review at City Hall no later than May 19, 2026. The application will be submitted to FloridaCommerce on or before May 20, 2026. To obtain additional information concerning the application and the public hearing, contact Heather Day, Finance Director, at (850) 586-7860 or by email at hday@cityofmaryesther.com.

The public hearing is being conducted in a handicapped accessible location. Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in the hearing is asked to advise the Town at least five days before the hearing by contacting Heather Day, Finance Director, at (850) 586-7860 or by email at hday@cityofmaryesther.com. If you are hearing or speech impaired, please contact the City using the Florida Relay Service, 1(800) 955-8771 (TDD) or 1(800) 955-8770 (Voice).

Any non-English speaking person wishing to attend the public hearing should contact Heather Day, Finance Director, at (850) 586-7860 or by email at hday@cityofmaryesther.com at least five days prior to the hearing and an interpreter will be provided.

A Fair Housing Workshop for the public, property owners, housing professionals and local officials to receive information and training materials covering local, state, and federal Fair Housing laws will be conducted at City Hall, 195 Christobal Road N., Mary Esther, FL 32569, immediately following the Public Hearing.

This notice is being published in compliance with the requirements of the FFY 2025 Florida Small Cities Community Development Block Grant (CDBG) Program, funded by the U.S. Department of Housing and Urban Development (HUD), and administered through FloridaCommerce.

The City of Mary Esther is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, familial status, disability, or age in the admission, access to, treatment, or employment in its programs and activities.

In accordance with the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA), and other applicable federal and state laws, the City of Mary Esther ensures that all persons are afforded equal access to its programs, services, and activities.

Any person who believes they have been discriminated against may file a complaint with the City of Mary Esther or directly with the U.S. Department of Housing and Urban Development (HUD).

For more information, or to request reasonable accommodations, please contact Heather Day, Finance Director, at (850) 586-7860 or by email at hday@cityofmaryesther.com.

City of Mary Esther, Florida
Second Public Hearing Notice

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Activity Name	CDBG Funding	LMI Benefit
Administration	\$200,000	N/A
Engineering	\$400,000	N/A
Construction	\$1,950,000	>51%

The City's application will involve improvements to:

The improvements include but are not limited to cleaning, CCTV, and lining of the gravity sewer mains and service lines within the Springdale Neighborhood. The estimated cost for the Springdale Neighborhood Sewer System Improvements is \$2,350,000.

The City of Mary Esther does not expect that anyone will be permanently displaced as a result of CDBG-funded activities. If any persons are displaced as a result of the planned activities, the City of Mary Esther will assist them as described in the City's anti-displacement and relocation policy, which is available for review at City Hall.

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AZALEA PARK AND CASWELL CIRCLE NEIGHBORHOOD IMPROVEMENTS — BID TABULATION



City of Mary Esther, FL | Project No. D3632500 | Bid Opening Date: April 9, 2026 2:00PM CDT | Engineer of Record: Jacobs

Item	Description	ECSC Total	PCC Total
	Total For Base Bid	\$3,406,449.46	\$3,830,445.38
	ADDITIVE ALTERNATE NO. 1 – AZALEA PARK ROADWAY REHABILITATION	\$709,762.88	\$637,700.00
	ADDITIVE ALTERNATE NO. 2 – AZALEA PARK CURB & DRIVEWAYS	\$652,748.00	\$817,440.00
	ADDITIVE ALTERNATE NO. 3 – AZALEA PARK SIDEWALKS & ADA	\$1,033,954.72	\$1,108,765.00
	ADDITIVE ALTERNATE NO. 4 – CASWELL CIRCLE ROADWAY	\$70,616.59	\$79,725.00
	ADDITIVE ALTERNATE NO. 5 – CASWELL CURB & DRIVEWAYS	\$143,067.71	\$186,462.84
	ADDITIVE ALTERNATE NO. 6 – CASWELL SIDEWALKS	\$143,530.00	\$192,860.00
	ADDITIVE ALTERNATE NO. 7 – MARY ESTHER DRIVE SEWER PROGRAM	\$1,803,355.50	\$1,805,884.20
GRAND TOTAL (Base Bid + All Alternates)		\$7,963,484.86	\$8,659,282.42

Lowest Responsible Bidder: ESCS Inc.

Prepared By: Patrick "Shep" Shepherd - Jacobs Engineering

Recommendation Date: 4/20/26

RESOLUTION 26-28

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA, AUTHORIZING THE CHIEF ELECTED OFFICIAL OR CITY MANAGER IN THE MAYOR'S ABSENCE TO MAKE APPLICATION TO FLORIDACOMMERCE FOR FUNDING UNDER THE FFY 2025 FLORIDA SMALL CITIES CDBG PROGRAM; COMMITTING \$50,000 PER APPLICATION IN LOCAL FUNDS TO BE UTILIZED AS LEVERAGED FUNDS, IF AWARDED CDBG FUNDING; PROVIDING AN EFFECTIVE DATE AND FOR OTHER PURPOSES.

WHEREAS, the City of Mary Esther desires to address local community development needs and benefit persons of low and moderate income; and

WHEREAS, the City is eligible to submit one more applications to FloridaCommerce under the FFY 2025 Florida Small Cities Community Development Block Grant (CDBG) Program;

NOW, THEREFOR BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF MARY ESTHER, FLORIDA:

- Section 1.** The City Council authorizes the submission of one or more applications for up to \$3 million per application to FloridaCommerce under the FFY 2025 Florida Small Cities CDBG Program.
- Section 2.** The City Council directs the Mayor or City Manager in the Mayor's absence to execute and submit all necessary documents, certifications, and assurances required for the application(s) and in the Mayor's absence directs the City Manager to execute the application(s) and all subsequent FFY 2025 Florida Small Cities CDBG Program documents.
- Section 3.** The Mayor or City Manager in the Mayor's absence is authorized and directed to submit additional information in a timely manner as may be required by FloridaCommerce.
- Section 4.** The City Council commits \$50,000 in local funding per application to be utilized as leveraged funds, if awarded CDBG funding.
- Section 5.** The proposed FFY 2025 Florida Small Cities CDBG Program application(s) is/are consistent with the local comprehensive plan.
- Section 6.** All resolutions or parts of resolutions in conflict herewith are hereby repealed.
- Section 7.** If any portion of this Resolution is for any reason held or declared to be unconstitutional, inoperative, or void, such holding shall not affect the remaining portions of this Resolution. If this Resolution or any provisions thereof shall be held to be inapplicable to any person, property, or circumstances, such holding shall not affect its applicability to any other person, property, or circumstance.
- Section 8.** This Resolution shall take effect immediately upon its passage.

After Motion to approve by _____ with Second by _____, the vote on this resolution was as follows:

	AYE	NAY
Mayor Chris Stein	_____	_____
Mayor Pro Tem Susan Coxwell	_____	_____
Councilmember April Sutton	_____	_____
Councilmember Richard Lawson	_____	_____
Councilmember Larry Carter	_____	_____
Councilmember Bernie Oder	_____	_____

PASSED AND DULY ADOPTED this _____ day of _____, 2026.

CITY COUNCIL OF THE CITY OF
MARY ESTHER, FLORIDA

Chris Stein
Mayor

ATTEST:

Dillon Morris
City Clerk

AGENDA ITEM

Agenda Item 6.2.

TO: Honorable Mayor and Members of the City Council

FROM:

DATE: May 4, 2026

SUBJECT: Hurlburt Field Wastewater Decision and Future Support — Lt. Col. Phil Compton, 1st Special Operations Civil Engineer Squadron

BACKGROUND:

DISCUSSION:

FINANCIAL IMPACT:

RECOMMENDATION:

ATTACHMENT(S):

AGENDA ITEM

Agenda Item 6.3.

TO: Honorable Mayor and Members of the City Council

FROM:

DATE: May 4, 2026

SUBJECT: Yard of the Month - May 2026

BACKGROUND:

The Yard of the Month program recognizes residents who go above and beyond in maintaining their properties, enhancing the community's overall appearance. Residents can nominate any yard within the Mary Esther city limits, including their own.

DISCUSSION:

We received two nominations for the May Yard of the Month: 117 Pryor Dr. and 18 Kohler Dr. Both property owners have been contacted and have expressed interest in participating.

FINANCIAL IMPACT:

The Mayor awards the winner a certificate and branded items from the City of Mary Esther, with the items varying each month based on availability.

RECOMMENDATION:

Motion to select _____ as the Yard of the Month for May 2026.

ATTACHMENT(S):

1. Yard of the Month Submissions - May 2026

18 Kohler Dr.







117 Pryor Dr.







AGENDA ITEM

Agenda Item 7.1.

TO: Honorable Mayor and Members of the City Council

FROM: Heather Day, Finance Director

DATE: May 4, 2026

SUBJECT: Monthly Financial Report

BACKGROUND:

DISCUSSION:

FINANCIAL IMPACT:

RECOMMENDATION:

ATTACHMENT(S):

1. Cash and Investment Report - March 2026
2. Budget Report - March 2026



City of Mary Esther
Cash and Investment Balances
as of March 31, 2026

BMS Account	GENERAL FUND BANK	Summary of Investments 3/31/2026	Fund	INTEREST RATE	Purpose of Acct.
101251	FNBT BANK	\$158,300.00	410	0.00%	Cust. Utility Deposits Acct.
104300	GEN FUND FLORIDA PRIME	\$2,510,283.02	1	3.83%	GF Savings/Investment
104400	W/S FUND FLORIDA PRIME	\$363,457.88	410	3.83%	W/S Savings/Investment
101001	FNBT BANK	\$13,249,506.50	1 & 410	3.85%	Operating Acct.
101210	FNBT BANK	\$66,657.54	1	0.00%	Payroll Account
101001	FNBT BANK	\$5,144.70	1	0.00%	HRA Account
101001	FNBT BANK	\$1,739,668.85	1 & 410	3.85%	Money Market Account
104301	FLCLASS	\$563,875.33	1	3.72%	GF Investment
104302	AMERIS BANK	\$6,576.29	1	0.00%	GF Investment
		\$18,663,470.11			

FY25-26 ESTIMATED BEGINNING GENERAL FUND UNRESTRICTED CASH	\$6,281,077
FY2026 Budget deficit	(\$2,298,674)
Less Budget Resolution 26-05	(\$721,861)

ESTIMATED GENERAL FUND TOTAL UNRESTRICTED CASH	\$3,260,542
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FY25-26 ESTIMATED BEGINNING W/S FUND UNRESTRICTED CASH	\$6,590,693
FY2026 Budget deficit	(\$298,791)

ESTIMATED W/S FUND TOTAL UNRESTRICTED CASH	\$6,291,902
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FY 25-26 ESTIMATED BEGINNING DISCRETIONARY SALES SURTAX REVENUE FUND	\$2,001,863
FY2026 Revenues	\$570,000
FY2026 Expenditures	(\$2,359,035.00)

ESTIMATED DISCRETIONARY SALES SURTAX FUND BALANCE	\$212,828
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GRAND TOTAL ALL FUNDS:	\$9,765,272
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RESTRICTED REVENUES:

IMPACT FEE REVENUE AVAILABLE FOR RELATED EXPENSES	
Fire Protection	\$4,132
Law Enforcement	\$14,760
Stormwater	\$44,965
Transportation	\$77,353
Parks & Recreation	\$37,500
Water & Sewer	\$14,156
TOTAL	\$192,866

OTHER RESTRICTED REVENUE

Committed to natural disaster relief	\$2,127,498
TOTAL	\$2,127,498

TOTAL RESTRICTED REVENUES	\$2,320,364
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City of Mary Esther, FL

Budget vs Actuals

Account Summary

For Fiscal: 2025-2026 Period Ending: 03/31/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 001 - GENERAL FUND							
Revenue							
Department: 00 - UNDESIGNATED							
001-00-311100	AD VALOREM TAXES	2,287,397.00	2,287,397.00	48,414.61	2,087,323.97	2,087,323.97	200,073.03
001-00-311200	AD VALOREM TAXES-DELO	65,000.00	65,000.00	0.00	0.00	0.00	65,000.00
001-00-312130	TOURIST DEVELOPMENT TAX	546,061.00	546,061.00	0.00	0.00	0.00	546,061.00
001-00-312410	FIRST LOCAL OPTION FUEL TAX	185,000.00	185,000.00	13,969.79	72,515.35	72,515.35	112,484.65
001-00-314100	UTILITY TAXES-ELECTRIC	235,000.00	235,000.00	17,632.59	93,839.46	93,839.46	141,160.54
001-00-314200	UTILITY TAXES-COMMUNICATION SE...	200,000.00	200,000.00	19,417.12	96,065.14	96,065.14	103,934.86
001-00-314300	UTILITY TAXES-WATER	130,000.00	130,000.00	10,202.68	66,137.76	66,137.76	63,862.24
001-00-314400	UTILITY TAXES-GAS	43,000.00	43,000.00	6,583.38	23,762.15	23,762.15	19,237.85
001-00-314800	UTILITY TAXES -PROPANE GAS	200.00	200.00	0.00	36.54	36.54	163.46
001-00-316010	BUSINESS TAX - PENALTY INT	900.00	900.00	350.00	2,210.50	2,210.50	-1,310.50
001-00-316100	BUSINESS TAX	99,000.00	99,000.00	1,425.00	26,757.50	26,757.50	72,242.50
001-00-322000	BUILDING PERMITS	100,000.00	100,000.00	46.50	5,901.13	5,901.13	94,098.87
001-00-323100	ELECTRICITY FRANCHISE FEES	210,000.00	210,000.00	13,748.94	67,001.62	67,001.62	142,998.38
001-00-323400	GAS FRANCHISE FEES	40,000.00	40,000.00	6,881.11	23,564.18	23,564.18	16,435.82
001-00-324120	IMPACT FEES-FIRE PROTECTION	0.00	0.00	0.00	2,788.50	2,788.50	-2,788.50
001-00-324125	IMPACT FEES-LAW ENFORCEMENT	0.00	0.00	0.00	1,828.00	1,828.00	-1,828.00
001-00-329050	TRACKING FEES	2,000.00	2,000.00	160.00	1,780.00	1,780.00	220.00
001-00-335120	STATE REVENUE SHARING PROCEEDS	198,000.00	198,000.00	17,100.68	106,066.27	106,066.27	91,933.73
001-00-335150	ALCOHOLIC BEVERAGE LICENSES	500.00	500.00	0.00	440.50	440.50	59.50
001-00-335180	LOCAL GOVERNMENT 1/2 SALES TAX	515,000.00	515,000.00	31,997.67	174,153.43	174,153.43	340,846.57
001-00-338200	INTERGOV REV-COUNTY BUSINESS TAX	3,000.00	3,000.00	108.87	1,598.41	1,598.41	1,401.59
001-00-338210	INTERGOV REV - LIBRARY COOP	66,000.00	66,000.00	16,320.50	48,961.50	48,961.50	17,038.50
001-00-341200	ZONING FEES	0.00	0.00	25.00	50.00	50.00	-50.00
001-00-341901	FIRE DEPARTMENT FEES	14,000.00	14,000.00	1,073.50	6,444.00	6,444.00	7,556.00
001-00-341902	NOTARY FEE REVENUE	0.00	0.00	10.00	10.00	10.00	-10.00
001-00-341910	PLAN REVIEW	0.00	0.00	45.00	1,848.34	1,848.34	-1,848.34
001-00-341920	SITE INSPECTION	0.00	0.00	165.50	180.50	180.50	-180.50
001-00-342510	FINAL INSPECTION	500.00	500.00	90.00	800.00	800.00	-300.00
001-00-342910	IMPACT FEE- STORMWATER	0.00	0.00	0.00	2,200.00	2,200.00	-2,200.00
001-00-343800	CEMETERY FEES	0.00	0.00	0.00	200.00	200.00	-200.00
001-00-344210	BOAT LAUNCH DAILY PERMIT	0.00	0.00	10.00	50.00	50.00	-50.00
001-00-344220	BOAT LAUNCH ANNUAL PERMIT	500.00	500.00	0.00	0.00	0.00	500.00
001-00-344901	FLORIDA DOT	63,169.00	63,169.00	0.00	12,078.11	12,078.11	51,090.89
001-00-344910	IMPACT FEE- TRANSPORTATION	0.00	0.00	0.00	7,175.50	7,175.50	-7,175.50
001-00-347210	IMPACT FEE- PARKS & RECREATION	0.00	0.00	0.00	600.00	600.00	-600.00
001-00-349100	LIEN SEARCH FEE	1,500.00	1,500.00	160.00	950.00	950.00	550.00
001-00-351100	COURT FINES	6,000.00	6,000.00	234.46	1,573.41	1,573.41	4,426.59
001-00-352000	LIBRARY FINES/LOST BOOKS	1,500.00	1,500.00	0.00	539.00	539.00	961.00
001-00-354100	VIOLATION OF LOCAL ORDINANCE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-00-361000	INTEREST AND OTHER EARNINGS	0.00	0.00	0.87	4.92	4.92	-4.92
001-00-361100	INTEREST INCOME	200,000.00	200,000.00	30,398.23	170,472.30	170,472.30	29,527.70
001-00-365100	SCRAP SALES	0.00	0.00	0.00	558.99	558.99	-558.99
001-00-366010	DONATIONS & CONTRIBUTIONS LIBR...	5,700.00	5,700.00	0.00	0.00	0.00	5,700.00
001-00-369900	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	747.98	4,721.60	4,721.60	-4,721.60
001-00-381000	INTERFUND TRANSFER	2,438,889.00	2,438,889.00	0.00	0.00	0.00	2,438,889.00
001-00-389400	GRANTS - OTHER SOURCES	680,000.00	680,000.00	0.00	0.00	0.00	680,000.00
Department: 00 - UNDESIGNATED Total:		8,338,816.00	8,338,816.00	237,319.98	3,113,188.58	3,113,188.58	5,225,627.42
Revenue Total:		8,338,816.00	8,338,816.00	237,319.98	3,113,188.58	3,113,188.58	5,225,627.42

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense							
Activity: 51100 - LEGISLATIVE							
Department: 11 - MAYOR AND CITY COUNCIL							
001-11-51100-1210	SALARIES	26,400.00	26,400.00	1,850.00	11,100.00	11,100.00	15,300.00
001-11-51100-2110	SOCIAL SECURITY TAXES	1,637.00	1,637.00	114.70	688.20	688.20	948.80
001-11-51100-2410	WORKER'S COMPENSATION	600.00	600.00	89.47	268.41	268.41	331.59
001-11-51100-3000	MEDICARE INSURANCE	383.00	383.00	26.85	161.10	161.10	221.90
001-11-51100-3100	PROFESSIONAL SERVICES	11,000.00	11,000.00	0.00	1,445.00	1,445.00	9,555.00
001-11-51100-4010	TRAVEL & PER DIEM	16,700.00	16,700.00	473.00	3,809.44	3,809.44	12,890.56
001-11-51100-4655	COMPUTER HARDWARE & SOFTWARE...	500.00	500.00	0.00	0.00	0.00	500.00
001-11-51100-4810	TROPHIES AND AWARDS	800.00	800.00	0.00	0.00	0.00	800.00
001-11-51100-4930	TRAINING	4,500.00	4,500.00	0.00	750.00	750.00	3,750.00
001-11-51100-4940	ELECTION EXPENSES	3,000.00	3,000.00	90.83	90.83	90.83	2,909.17
001-11-51100-5110	OFFICE SUPPLIES	300.00	300.00	0.00	98.97	98.97	201.03
001-11-51100-5280	LEAGUE OF CITIES DINNERS	7,650.00	7,650.00	0.00	237.00	237.00	7,413.00
001-11-51100-5290	OPERATING SUPPLIES	1,504.00	1,504.00	50.00	593.29	593.29	910.71
001-11-51100-5410	BOOKS, PUBS, SUBS & MEMBS	4,867.00	4,867.00	0.00	4,832.00	4,832.00	35.00
Department: 11 - MAYOR AND CITY COUNCIL Total:		79,841.00	79,841.00	2,694.85	24,074.24	24,074.24	55,766.76
Activity: 51100 - LEGISLATIVE Total:		79,841.00	79,841.00	2,694.85	24,074.24	24,074.24	55,766.76
Activity: 51200 - EXECUTIVE							
Department: 12 - CITY MANAGER							
001-12-51200-1210	SALARIES	183,509.00	183,509.00	13,789.62	83,496.76	83,496.76	100,012.24
001-12-51200-2110	SOCIAL SECURITY TAXES	11,378.00	11,378.00	855.70	5,181.36	5,181.36	6,196.64
001-12-51200-2210	RETIREMENT	25,691.00	25,691.00	1,932.21	11,699.53	11,699.53	13,991.47
001-12-51200-2310	EMPLOYEE INSURANCE	26,697.00	26,697.00	2,160.02	15,090.64	15,090.64	11,606.36
001-12-51200-2410	WORKER'S COMPENSATION	170.00	170.00	25.33	75.99	75.99	94.01
001-12-51200-3000	MEDICARE INSURANCE	2,661.00	2,661.00	200.13	1,211.84	1,211.84	1,449.16
001-12-51200-4010	TRAVEL & PER DIEM	4,500.00	4,500.00	-34.50	584.72	584.72	3,915.28
001-12-51200-4110	TELEPHONE & INTERNET	360.00	360.00	0.00	0.00	0.00	360.00
001-12-51200-4930	TRAINING	3,000.00	3,000.00	0.00	50.00	50.00	2,950.00
001-12-51200-5290	OPERATING SUPPLIES	2,000.00	2,000.00	83.59	541.52	541.52	1,458.48
001-12-51200-5410	BOOKS, PUBS, SUBS & MEMBS	1,500.00	1,500.00	0.00	397.00	397.00	1,103.00
Department: 12 - CITY MANAGER Total:		261,466.00	261,466.00	19,012.10	118,329.36	118,329.36	143,136.64
Activity: 51200 - EXECUTIVE Total:		261,466.00	261,466.00	19,012.10	118,329.36	118,329.36	143,136.64
Activity: 51300 - FINANCE							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51300-1210	SALARIES	78,116.00	78,116.00	5,820.18	36,666.99	36,666.99	41,449.01
001-13-51300-2110	SOCIAL SECURITY TAXES	4,843.00	4,843.00	360.88	2,273.53	2,273.53	2,569.47
001-13-51300-2210	RETIREMENT	10,936.00	10,936.00	746.84	4,705.05	4,705.05	6,230.95
001-13-51300-2310	EMPLOYEE INSURANCE	16,995.00	16,995.00	1,416.91	9,918.39	9,918.39	7,076.61
001-13-51300-2410	WORKER'S COMPENSATION	70.00	70.00	11.93	35.79	35.79	34.21
001-13-51300-3000	MEDICARE INSURANCE	1,133.00	1,133.00	84.41	531.89	531.89	601.11
001-13-51300-3210	ACCOUNTING AND AUDITING	28,500.00	28,500.00	10,250.00	25,500.00	26,005.00	2,495.00
001-13-51300-4010	TRAVEL & PER DIEM	4,000.00	4,000.00	0.00	55.39	1,170.39	2,829.61
001-13-51300-4710	PRINTING & BINDING	1,900.00	1,900.00	0.00	203.61	203.61	1,696.39
001-13-51300-4921	BANK FEES	1,000.00	1,000.00	70.00	438.09	438.09	561.91
001-13-51300-4930	TRAINING	2,500.00	2,500.00	0.00	150.00	150.00	2,350.00
001-13-51300-4946	LEGAL & RETAIL ADVERTISEMENTS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-13-51300-5290	OPERATING SUPPLIES	1,100.00	1,100.00	0.00	104.00	104.00	996.00
001-13-51300-5410	BOOKS, PUBS, SUBS & MEMBS	855.00	855.00	0.00	0.00	0.00	855.00
Department: 13 - ADMINISTRATIVE SERVICES Total:		153,448.00	153,448.00	18,761.15	80,582.73	82,202.73	71,245.27
Activity: 51300 - FINANCE Total:		153,448.00	153,448.00	18,761.15	80,582.73	82,202.73	71,245.27
Activity: 51310 - HUMAN RESOURCES							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51310-1210	SALARIES	14,238.00	14,238.00	1,036.95	6,273.57	6,273.57	7,964.43
001-13-51310-2110	SOCIAL SECURITY TAXES	883.00	883.00	64.29	388.91	388.91	494.09
001-13-51310-2210	RETIREMENT	1,993.00	1,993.00	145.17	878.31	878.31	1,114.69

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-13-51310-2220	RETIRED EMPLOYEE LIFE INSURANCE	900.00	900.00	55.80	390.60	390.60	509.40
001-13-51310-2230	RETIRED EMPLOYEE DENTAL INSURA...	4,660.00	4,660.00	327.80	2,327.38	2,327.38	2,332.62
001-13-51310-2310	EMPLOYEE INSURANCE	3,020.00	3,020.00	246.60	1,726.23	1,726.23	1,293.77
001-13-51310-2410	WORKER'S COMPENSATION	20.00	20.00	2.98	8.94	8.94	11.06
001-13-51310-2510	UNEMPLOYMENT COMPENSATION	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
001-13-51310-3000	MEDICARE INSURANCE	206.00	206.00	15.04	90.93	90.93	115.07
001-13-51310-3100	PROFESSIONAL SERVICES	13,645.00	13,645.00	531.50	5,154.19	5,154.19	8,490.81
001-13-51310-4010	TRAVEL & PER DIEM	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-13-51310-4015	RECRUITMENT	2,500.00	2,500.00	0.00	903.12	903.12	1,596.88
001-13-51310-4540	EMPLOYEE APPRECIATION	7,500.00	7,500.00	237.28	3,349.31	3,349.31	4,150.69
001-13-51310-4710	PRINTING & BINDING	900.00	900.00	0.00	0.00	0.00	900.00
001-13-51310-4930	TRAINING	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-13-51310-4934	TUITION	36,750.00	36,750.00	0.00	3,838.65	3,838.65	32,911.35
001-13-51310-4946	LEGAL & RETAIL ADVERTISEMENTS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
001-13-51310-5290	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	0.00	500.00
001-13-51310-5410	BOOKS, PUBS, SUBS & MEMBS	750.00	750.00	0.00	299.00	299.00	451.00
Department: 13 - ADMINISTRATIVE SERVICES Total:		98,965.00	98,965.00	2,663.41	25,629.14	25,629.14	73,335.86
Activity: 51310 - HUMAN RESOURCES Total:		98,965.00	98,965.00	2,663.41	25,629.14	25,629.14	73,335.86
Activity: 51400 - LEGAL							
Department: 14 - CITY ATTORNEY							
001-14-51400-3111	LEGAL COUNSEL	65,000.00	65,000.00	10,474.00	24,642.95	24,642.95	40,357.05
Department: 14 - CITY ATTORNEY Total:		65,000.00	65,000.00	10,474.00	24,642.95	24,642.95	40,357.05
Activity: 51400 - LEGAL Total:		65,000.00	65,000.00	10,474.00	24,642.95	24,642.95	40,357.05
Activity: 51500 - PLANNING AND ZONING							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-51500-1210	SALARIES	109,256.00	109,256.00	7,798.78	47,620.20	47,620.20	61,635.80
001-30-51500-2110	SOCIAL SECURITY TAXES	6,774.00	6,774.00	483.54	2,952.52	2,952.52	3,821.48
001-30-51500-2210	RETIREMENT	15,296.00	15,296.00	910.51	5,530.59	5,530.59	9,765.41
001-30-51500-2310	EMPLOYEE INSURANCE	21,140.00	21,140.00	1,729.17	12,104.19	12,104.19	9,035.81
001-30-51500-2410	WORKER'S COMPENSATION	320.00	320.00	10.44	31.32	31.32	288.68
001-30-51500-3000	MEDICARE INSURANCE	1,584.00	1,584.00	113.08	690.64	690.64	893.36
001-30-51500-3100	PROFESSIONAL SERVICES	115,000.00	115,000.00	0.00	0.00	25,000.00	90,000.00
001-30-51500-4010	TRAVEL & PER DIEM	2,900.00	2,900.00	0.00	1,005.95	1,005.95	1,894.05
001-30-51500-4522	VEHICLE INSURANCE	290.00	290.00	0.00	0.00	0.00	290.00
001-30-51500-4930	TRAINING	0.00	0.00	0.00	275.00	275.00	-275.00
001-30-51500-4946	LEGAL & RETAIL ADVERTISEMENTS	7,500.00	7,500.00	174.14	513.36	513.36	6,986.64
001-30-51500-5110	OFFICE SUPPLIES	150.00	150.00	0.00	0.00	0.00	150.00
001-30-51500-5410	BOOKS, PUBS, SUBS & MEMBS	1,897.00	1,897.00	0.00	245.00	245.00	1,652.00
Department: 30 - COMMUNITY DEVELOPMENT Total:		282,107.00	282,107.00	11,219.66	70,968.77	95,968.77	186,138.23
Activity: 51500 - PLANNING AND ZONING Total:		282,107.00	282,107.00	11,219.66	70,968.77	95,968.77	186,138.23
Activity: 51600 - NON-COURT INFORMATION SYSTEMS							
Department: 16 - CITY CLERK							
001-16-51600-1210	SALARIES	82,340.00	82,340.00	5,993.94	37,761.75	37,761.75	44,578.25
001-16-51600-2110	SOCIAL SECURITY TAXES	5,105.00	5,105.00	371.62	2,341.21	2,341.21	2,763.79
001-16-51600-2210	RETIREMENT	11,528.00	11,528.00	839.16	5,286.63	5,286.63	6,241.37
001-16-51600-2310	EMPLOYEE INSURANCE	15,100.00	15,100.00	1,228.36	8,543.99	8,543.99	6,556.01
001-16-51600-2410	WORKER'S COMPENSATION	100.00	100.00	14.91	44.73	44.73	55.27
001-16-51600-3000	MEDICARE INSURANCE	1,194.00	1,194.00	86.92	547.60	547.60	646.40
001-16-51600-3100	PROFESSIONAL SERVICES	2,350.00	2,350.00	99.97	555.62	906.00	1,444.00
001-16-51600-4010	TRAVEL & PER DIEM	3,150.00	3,150.00	0.00	0.00	0.00	3,150.00
001-16-51600-4510	NOTARY INSURANCE	150.00	150.00	0.00	0.00	0.00	150.00
001-16-51600-4522	VEHICLE INSURANCE	500.00	500.00	107.50	430.00	430.00	70.00
001-16-51600-4610	VEHICLE R & M	500.00	500.00	29.95	932.52	1,017.21	-517.21
001-16-51600-4930	TRAINING	2,000.00	2,000.00	0.00	1,125.00	1,125.00	875.00
001-16-51600-4946	LEGAL & RETAIL ADVERTISEMENTS	2,000.00	2,000.00	131.85	219.60	219.60	1,780.40
001-16-51600-5110	OFFICE SUPPLIES	850.00	850.00	0.00	112.99	112.99	737.01
001-16-51600-5210	FUEL, OIL & LUBRICANTS	1,000.00	1,000.00	66.19	309.92	309.92	690.08

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-16-51600-5290	OPERATING SUPPLIES	1,300.00	1,300.00	20.00	137.00	137.00	1,163.00
001-16-51600-5410	BOOKS, PUBS, SUBS & MEMBS	800.00	800.00	0.00	0.00	0.00	800.00
001-16-51600-5416	CODIFICATION	3,500.00	3,500.00	0.00	1,719.41	1,719.41	1,780.59
Department: 16 - CITY CLERK Total:		133,467.00	133,467.00	8,990.37	60,067.97	60,503.04	72,963.96
Activity: 51600 - NON-COURT INFORMATION SYSTEMS Total:		133,467.00	133,467.00	8,990.37	60,067.97	60,503.04	72,963.96
Activity: 51610 - INFORMATION TECHNOLOGY							
Department: 13 - ADMINISTRATIVE SERVICES							
001-13-51610-3100	PROFESSIONAL SERVICES	38,500.00	38,500.00	5,645.30	18,238.20	43,236.15	-4,736.15
001-13-51610-4110	TELEPHONE & INTERNET	27,140.00	27,140.00	701.61	2,762.09	2,762.09	24,377.91
001-13-51610-4655	COMPUTER HARDWARE & SOFTWARE...	98,371.00	98,371.00	1,494.86	54,268.26	54,268.26	44,102.74
001-13-51610-4660	COPIER MAINTENANCE	10,040.00	10,040.00	0.00	2,243.52	7,223.40	2,816.60
001-13-51610-6400	COMPUTER SOFTWARE & EQUIPMENT	40,000.00	40,000.00	0.00	9,000.00	9,000.00	31,000.00
Department: 13 - ADMINISTRATIVE SERVICES Total:		214,051.00	214,051.00	7,841.77	86,512.07	116,489.90	97,561.10
Activity: 51610 - INFORMATION TECHNOLOGY Total:		214,051.00	214,051.00	7,841.77	86,512.07	116,489.90	97,561.10
Activity: 51900 - GENERAL GOVERNMENT							
Department: 99 - NON DEPARTMENTAL							
001-99-51900-4100	POSTAGE & SHIPPING	4,200.00	4,200.00	96.82	1,188.76	1,188.76	3,011.24
001-99-51900-4520	LIABILITY INSURANCE	58,980.00	58,980.00	13,080.50	52,322.00	52,322.00	6,658.00
001-99-51900-5110	OFFICE SUPPLIES	4,000.00	4,000.00	26.77	582.63	582.63	3,417.37
001-99-51900-5410	BOOKS, PUBS, SUBS & MEMBS	600.00	600.00	0.00	0.00	0.00	600.00
Department: 99 - NON DEPARTMENTAL Total:		67,780.00	67,780.00	13,204.09	54,093.39	54,093.39	13,686.61
Activity: 51900 - GENERAL GOVERNMENT Total:		67,780.00	67,780.00	13,204.09	54,093.39	54,093.39	13,686.61
Activity: 51910 - FACILITIES							
Department: 50 - PUBLIC WORKS							
001-50-51910-1210	SALARIES	63,314.00	63,314.00	3,357.90	23,413.64	23,413.64	39,900.36
001-50-51910-1310	PART-TIME SALARIES	0.00	0.00	0.00	-380.22	-380.22	380.22
001-50-51910-1410	OVERTIME	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-51910-2110	SOCIAL SECURITY TAXES	3,987.00	3,987.00	208.21	1,428.13	1,428.13	2,558.87
001-50-51910-2210	RETIREMENT	9,004.00	9,004.00	171.68	1,031.71	1,031.71	7,972.29
001-50-51910-2310	EMPLOYEE INSURANCE	19,665.00	19,665.00	340.81	8,955.21	8,955.21	10,709.79
001-50-51910-2410	WORKER'S COMPENSATION	2,620.00	2,620.00	317.90	953.70	953.70	1,666.30
001-50-51910-3000	MEDICARE INSURANCE	933.00	933.00	48.70	334.07	334.07	598.93
001-50-51910-3100	PROFESSIONAL SERVICES	18,000.00	18,000.00	498.00	5,050.25	8,740.00	9,260.00
001-50-51910-4010	TRAVEL & PER DIEM	500.00	500.00	0.00	0.00	0.00	500.00
001-50-51910-4310	ELECTRICITY	40,000.00	40,000.00	2,673.57	10,254.70	10,254.70	29,745.30
001-50-51910-4320	WATER	12,600.00	12,600.00	726.83	4,004.07	4,004.07	8,595.93
001-50-51910-4330	SOLID WASTE	7,500.00	7,500.00	108.13	638.54	638.54	6,861.46
001-50-51910-4340	NATURAL GAS	3,500.00	3,500.00	316.16	860.50	860.50	2,639.50
001-50-51910-4410	EQUIPMENT RENTAL	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
001-50-51910-4521	PROPERTY INSURANCE	38,000.00	38,000.00	7,674.50	30,698.00	30,698.00	7,302.00
001-50-51910-4522	VEHICLE INSURANCE	1,100.00	1,100.00	0.00	0.00	0.00	1,100.00
001-50-51910-4611	BUILDING R & M	20,000.00	20,000.00	439.10	17,911.32	19,705.32	294.68
001-50-51910-4612	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	218.00	218.00	282.00
001-50-51910-4615	FENCING AND LANDSCAPING	7,000.00	7,000.00	0.00	890.01	890.01	6,109.99
001-50-51910-4930	TRAINING	1,000.00	1,000.00	0.00	481.00	481.00	519.00
001-50-51910-5110	OFFICE SUPPLIES	750.00	750.00	0.00	32.96	32.96	717.04
001-50-51910-5210	FUEL, OIL, & LUBRICANTS	5,000.00	5,000.00	201.98	898.15	898.15	4,101.85
001-50-51910-5220	UNIFORMS	2,000.00	2,000.00	47.96	77.90	777.90	1,222.10
001-50-51910-5221	PERSONAL PROTECTIVE EQUIPMENT	1,000.00	1,000.00	0.00	32.94	32.94	967.06
001-50-51910-5230	JANITORIAL SUPPLIES	3,000.00	3,000.00	443.59	615.70	615.70	2,384.30
001-50-51910-5231	SEASONAL DECORATIONS	5,000.00	5,000.00	0.00	1,081.46	3,231.46	1,768.54
001-50-51910-5260	TOOLS	2,000.00	2,000.00	215.33	1,371.12	1,371.12	628.88
001-50-51910-5270	MACHINERY & EQUIPMENT	1,500.00	1,500.00	0.00	763.94	763.94	736.06
001-50-51910-5290	OPERATING SUPPLIES	7,500.00	7,500.00	81.59	891.10	891.10	6,608.90
001-50-51910-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	0.00	50.00	50.00	50.00
001-50-51910-6210	BUILDINGS	101,000.00	822,861.20	22,209.50	126,804.74	576,245.31	246,615.89

Budget vs Actuals

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-50-51910-6410	MACHINERY & EQUIPMENT	0.00	0.00	0.00	1,325.99	1,325.99	-1,325.99
Department: 50 - PUBLIC WORKS Total:		382,073.00	1,103,934.20	40,081.44	240,688.63	698,462.95	405,471.25
Activity: 51910 - FACILITIES Total:		382,073.00	1,103,934.20	40,081.44	240,688.63	698,462.95	405,471.25
Activity: 52100 - LAW ENFORCEMENT							
Department: 20 - PUBLIC SAFETY							
001-20-52100-3405	CONTRACT FOR SERVICES	321,061.00	321,061.00	26,755.09	160,530.46	160,530.46	160,530.54
Department: 20 - PUBLIC SAFETY Total:		321,061.00	321,061.00	26,755.09	160,530.46	160,530.46	160,530.54
Activity: 52100 - LAW ENFORCEMENT Total:		321,061.00	321,061.00	26,755.09	160,530.46	160,530.46	160,530.54
Activity: 52200 - FIRE							
Department: 20 - PUBLIC SAFETY							
001-20-52200-3405	CONTRACT FOR SERVICES	1,183,323.00	1,183,323.00	0.00	295,830.68	295,830.68	887,492.32
Department: 20 - PUBLIC SAFETY Total:		1,183,323.00	1,183,323.00	0.00	295,830.68	295,830.68	887,492.32
Activity: 52200 - FIRE Total:		1,183,323.00	1,183,323.00	0.00	295,830.68	295,830.68	887,492.32
Activity: 52400 - CODE COMPLIANCE							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-52400-1210	SALARIES	60,768.00	60,768.00	4,568.95	28,584.24	28,584.24	32,183.76
001-30-52400-2110	SOCIAL SECURITY TAXES	3,768.00	3,768.00	283.29	1,772.27	1,772.27	1,995.73
001-30-52400-2210	RETIREMENT	8,508.00	8,508.00	329.42	2,016.65	2,016.65	6,491.35
001-30-52400-2310	EMPLOYEE INSURANCE	12,080.00	12,080.00	996.56	6,975.92	6,975.92	5,104.08
001-30-52400-2410	WORKER'S COMPENSATION	710.00	710.00	356.07	1,068.21	1,068.21	-358.21
001-30-52400-3000	MEDICARE INSURANCE	881.00	881.00	66.24	414.47	414.47	466.53
001-30-52400-4010	TRAVEL & PER DIEM	1,250.00	1,250.00	0.00	721.45	721.45	528.55
001-30-52400-4110	TELEPHONE & INTERNET	540.00	540.00	29.40	147.00	147.00	393.00
001-30-52400-4522	VEHICLE INSURANCE	350.00	350.00	102.00	408.00	408.00	-58.00
001-30-52400-4610	VEHICLE R & M	3,000.00	3,000.00	29.95	835.11	919.80	2,080.20
001-30-52400-4612	FURNITURE/EQUIP. R & M	500.00	500.00	0.00	0.00	0.00	500.00
001-30-52400-4710	PRINTING & BINDING	100.00	100.00	0.00	0.00	0.00	100.00
001-30-52400-4906	OTHER CHARGES	0.00	0.00	18.50	18.50	18.50	-18.50
001-30-52400-4930	TRAINING	1,700.00	1,700.00	0.00	0.00	0.00	1,700.00
001-30-52400-5110	OFFICE SUPPLIES	200.00	200.00	0.00	14.99	14.99	185.01
001-30-52400-5210	FUEL, OIL, & LUBRICANTS	1,500.00	1,500.00	49.47	131.30	131.30	1,368.70
001-30-52400-5220	UNIFORMS	500.00	500.00	0.00	24.00	24.00	476.00
001-30-52400-5221	PERSONAL PROTECTIVE EQUIPMENT	100.00	100.00	0.00	0.00	0.00	100.00
001-30-52400-5295	OPERATING SUPPLIES/JANITORIAL	150.00	150.00	0.00	31.26	31.26	118.74
001-30-52400-5410	BOOKS, PUBS, SUBS & MEMBS	585.00	585.00	0.00	85.00	85.00	500.00
Department: 30 - COMMUNITY DEVELOPMENT Total:		97,190.00	97,190.00	6,829.85	43,248.37	43,333.06	53,856.94
Activity: 52400 - CODE COMPLIANCE Total:		97,190.00	97,190.00	6,829.85	43,248.37	43,333.06	53,856.94
Activity: 52410 - BUILDING							
Department: 30 - COMMUNITY DEVELOPMENT							
001-30-52410-1210	SALARIES	51,170.00	51,170.00	3,789.64	23,229.99	23,229.99	27,940.01
001-30-52410-2110	SOCIAL SECURITY TAXES	3,173.00	3,173.00	234.93	1,440.18	1,440.18	1,732.82
001-30-52410-2210	RETIREMENT	7,164.00	7,164.00	393.55	2,399.24	2,399.24	4,764.76
001-30-52410-2310	EMPLOYEE INSURANCE	12,080.00	12,080.00	984.27	6,889.89	6,889.89	5,190.11
001-30-52410-2410	WORKER'S COMPENSATION	170.00	170.00	2.98	8.94	8.94	161.06
001-30-52410-3000	MEDICARE INSURANCE	742.00	742.00	54.97	336.74	336.74	405.26
001-30-52410-3100	PROFESSIONAL SERVICES	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00
Department: 30 - COMMUNITY DEVELOPMENT Total:		174,499.00	174,499.00	5,460.34	34,304.98	34,304.98	140,194.02
Activity: 52410 - BUILDING Total:		174,499.00	174,499.00	5,460.34	34,304.98	34,304.98	140,194.02
Activity: 53800 - STORMWATER							
Department: 50 - PUBLIC WORKS							
001-50-53800-1210	SALARIES	97,167.00	97,167.00	7,286.31	44,412.80	44,412.80	52,754.20
001-50-53800-1310	PART-TIME SALARIES	9,056.00	9,056.00	0.00	2,697.92	2,697.92	6,358.08
001-50-53800-1410	OVERTIME	500.00	500.00	0.00	0.00	0.00	500.00
001-50-53800-2110	SOCIAL SECURITY TAXES	6,617.00	6,617.00	450.91	2,915.08	2,915.08	3,701.92
001-50-53800-2210	RETIREMENT	13,673.00	13,673.00	653.64	4,005.41	4,005.41	9,667.59
001-50-53800-2310	EMPLOYEE INSURANCE	27,770.00	27,770.00	1,936.50	13,548.08	13,548.08	14,221.92

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-50-53800-2410	WORKER'S COMPENSATION	5,085.00	5,085.00	550.21	1,650.63	1,650.63	3,434.37
001-50-53800-3000	MEDICARE INSURANCE	1,547.00	1,547.00	105.50	682.12	682.12	864.88
001-50-53800-3100	Professional Services	0.00	0.00	0.00	158.00	158.00	-158.00
001-50-53800-4010	TRAVEL & PER DIEM	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-53800-4522	VEHICLE INSURANCE	1,050.00	1,050.00	0.00	0.00	0.00	1,050.00
001-50-53800-4615	FENCING AND LANDSCAPING	17,000.00	17,000.00	2,913.77	3,071.77	3,071.77	13,928.23
001-50-53800-4637	CURBS/GUTTERS/STORM DRAINS R&M	20,000.00	20,000.00	0.00	0.00	1,864.01	18,135.99
001-50-53800-5295	OPERATING SUPPLIES/JANITORIAL	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00
001-50-53800-5410	BOOKS, PUBS, SUBS & MEMBS	2,000.00	2,000.00	0.00	500.00	500.00	1,500.00
001-50-53800-6310	INFRASTRUCTURE	232,979.00	232,979.00	0.00	0.00	15,600.43	217,378.57
001-50-53800-6410	MACHINERY & EQUIPMENT	23,500.00	23,500.00	10,818.00	12,780.50	14,743.00	8,757.00
Department: 50 - PUBLIC WORKS Total:		463,944.00	463,944.00	24,714.84	86,422.31	105,849.25	358,094.75
Activity: 53800 - STORMWATER Total:		463,944.00	463,944.00	24,714.84	86,422.31	105,849.25	358,094.75

Activity: 54100 - STREETS

Department: 50 - PUBLIC WORKS

001-50-54100-1210	SALARIES	97,167.00	97,167.00	7,885.53	45,003.88	45,003.88	52,163.12
001-50-54100-1310	PART-TIME SALARIES	41,313.00	41,313.00	0.00	9,200.34	9,200.34	32,112.66
001-50-54100-1410	OVERTIME	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-54100-2110	SOCIAL SECURITY TAXES	8,648.00	8,648.00	487.99	3,354.50	3,354.50	5,293.50
001-50-54100-2210	RETIREMENT	13,743.00	13,743.00	653.59	4,004.70	4,004.70	9,738.30
001-50-54100-2310	EMPLOYEE INSURANCE	27,770.00	27,770.00	1,986.50	13,755.50	13,755.50	14,014.50
001-50-54100-2410	WORKER'S COMPENSATION	7,985.00	7,985.00	2,420.60	7,261.80	7,261.80	723.20
001-50-54100-3000	MEDICARE INSURANCE	2,022.00	2,022.00	114.10	784.35	784.35	1,237.65
001-50-54100-3100	PROFESSIONAL SERVICES	8,500.00	8,500.00	273.99	273.99	12,773.99	-4,273.99
001-50-54100-4010	TRAVEL & PER DIEM	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
001-50-54100-4310	ELECTRICITY	60,000.00	60,000.00	4,501.82	22,585.64	22,585.64	37,414.36
001-50-54100-4320	WATER	600.00	600.00	35.02	173.43	173.43	426.57
001-50-54100-4330	Solid Waste	15,000.00	15,000.00	1,071.64	9,242.52	13,080.13	1,919.87
001-50-54100-4410	EQUIPMENT RENTAL	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
001-50-54100-4522	VEHICLE INSURANCE	1,800.00	1,800.00	971.75	3,887.00	3,887.00	-2,087.00
001-50-54100-4610	VEHICLE R & M	8,000.00	8,000.00	420.85	2,308.18	2,731.64	5,268.36
001-50-54100-4615	FENCING AND LANDSCAPING	2,500.00	2,500.00	0.00	-8.48	-8.48	2,508.48
001-50-54100-4623	HEAVY EQUIPMENT R & M	15,000.00	15,000.00	0.00	4,033.69	4,033.69	10,966.31
001-50-54100-4631	STREET REPAVING	170,000.00	170,000.00	0.00	0.00	0.00	170,000.00
001-50-54100-4635	PARKING AREA MARKING R & M	9,000.00	9,000.00	0.00	0.00	0.00	9,000.00
001-50-54100-4636	TRAFFIC CONTROL/SIGNS R&M	6,000.00	6,000.00	0.00	1,132.35	1,132.35	4,867.65
001-50-54100-4637	CURBS/GUTTERS/STORM DRAINS R&M	10,000.00	10,000.00	0.00	0.00	10,135.99	-135.99
001-50-54100-4930	TRAINING	1,000.00	1,000.00	0.00	446.00	446.00	554.00
001-50-54100-5110	OFFICE SUPPLIES	100.00	100.00	0.00	73.57	73.57	26.43
001-50-54100-5210	FUEL, OIL, & LUBRICANTS	6,000.00	6,000.00	201.98	1,047.79	1,047.79	4,952.21
001-50-54100-5220	UNIFORMS	2,000.00	2,000.00	0.00	188.87	888.87	1,111.13
001-50-54100-5221	PERSONAL PROTECTIVE EQUIPMENT	1,000.00	1,000.00	86.94	314.87	314.87	685.13
001-50-54100-5260	TOOLS	2,500.00	2,500.00	-287.96	-287.96	-287.96	2,787.96
001-50-54100-5270	MACHINERY & EQUIPMENT	5,000.00	5,000.00	220.72	1,994.11	1,994.11	3,005.89
001-50-54100-5290	OPERATING SUPPLIES	10,000.00	10,000.00	729.12	2,371.74	2,371.74	7,628.26
001-50-54100-5410	BOOKS, PUBS, SUBS & MEMBS	500.00	500.00	0.00	262.00	262.00	238.00
001-50-54100-6310	INFRASTRUCTURE	3,618,500.00	3,618,500.00	0.00	5,862.50	7,019.46	3,611,480.54
001-50-54100-6410	MACHINERY & EQUIPMENT	60,500.00	60,500.00	0.00	0.00	50,532.91	9,967.09
Department: 50 - PUBLIC WORKS Total:		4,218,648.00	4,218,648.00	21,774.18	139,266.88	218,553.81	4,000,094.19
Activity: 54100 - STREETS Total:		4,218,648.00	4,218,648.00	21,774.18	139,266.88	218,553.81	4,000,094.19

Activity: 56200 - ANIMAL CONTROL

Department: 30 - COMMUNITY DEVELOPMENT

001-30-56200-3410	ANIMAL CONTROL	30,000.00	30,000.00	2,212.00	2,212.00	2,212.00	27,788.00
Department: 30 - COMMUNITY DEVELOPMENT Total:		30,000.00	30,000.00	2,212.00	2,212.00	2,212.00	27,788.00
Activity: 56200 - ANIMAL CONTROL Total:		30,000.00	30,000.00	2,212.00	2,212.00	2,212.00	27,788.00

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Activity: 57100 - LIBRARY							
Department: 71 - LIBRARY							
001-71-57100-1210	SALARIES	290,519.00	290,519.00	21,788.06	138,691.71	138,691.71	151,827.29
001-71-57100-1310	SALARIES - PART TIME	49,640.00	49,640.00	3,236.03	19,789.06	19,789.06	29,850.94
001-71-57100-2110	SOCIAL SECURITY TAXES	21,090.00	21,090.00	1,545.26	9,785.34	9,785.34	11,304.66
001-71-57100-2210	RETIREMENT	40,673.00	40,673.00	2,234.42	15,833.49	15,833.49	24,839.51
001-71-57100-2310	EMPLOYEE INSURANCE	68,900.00	68,900.00	2,256.38	26,114.85	26,114.85	42,785.15
001-71-57100-2410	WORKER'S COMPENSATION	700.00	700.00	104.38	313.14	313.14	386.86
001-71-57100-3000	MEDICARE INSURANCE	4,932.00	4,932.00	361.39	2,288.53	2,288.53	2,643.47
001-71-57100-4010	TRAVEL & PER DIEM	1,200.00	1,200.00	0.00	725.10	725.10	474.90
001-71-57100-4100	POSTAGE & SHIPPING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-71-57100-4612	FURNITURE/EQUIP. R & M	2,500.00	2,500.00	487.85	602.84	602.84	1,897.16
001-71-57100-4655	COMPUTER HARDWARE & SOFTWARE...	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
001-71-57100-4710	PRINTING & BINDING	700.00	700.00	0.00	0.00	0.00	700.00
001-71-57100-4925	PROGRAM EXPENSES	1,900.00	1,900.00	244.96	643.64	643.64	1,256.36
001-71-57100-4930	TRAINING	400.00	400.00	0.00	0.00	0.00	400.00
001-71-57100-5110	OFFICE SUPPLIES	2,700.00	2,700.00	326.37	2,205.60	2,205.60	494.40
001-71-57100-5410	BOOKS, PUBS, SUBS & MEMBS	22,500.00	22,500.00	1,287.27	10,206.21	10,206.21	12,293.79
001-71-57100-5417	LIBRARY E-BOOK LEASES	15,000.00	15,000.00	0.00	3,321.60	3,321.60	11,678.40
001-71-57100-5420	MEMBERSHIPS	1,200.00	1,200.00	0.00	159.95	159.95	1,040.05
Department: 71 - LIBRARY Total:		528,554.00	528,554.00	33,872.37	230,681.06	230,681.06	297,872.94
Activity: 57100 - LIBRARY Total:		528,554.00	528,554.00	33,872.37	230,681.06	230,681.06	297,872.94
Activity: 57200 - PARKS							
Department: 50 - PUBLIC WORKS							
001-50-57200-1210	SALARIES	141,514.00	141,514.00	7,553.38	54,865.21	54,865.21	86,648.79
001-50-57200-1310	PART-TIME SALARIES	15,644.00	15,644.00	0.00	1,854.18	1,854.18	13,789.82
001-50-57200-1410	OVERTIME	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-57200-2110	SOCIAL SECURITY TAXES	9,806.00	9,806.00	468.30	3,516.58	3,516.58	6,289.42
001-50-57200-2210	RETIREMENT	19,952.00	19,952.00	366.82	2,204.01	2,204.01	17,747.99
001-50-57200-2310	EMPLOYEE INSURANCE	45,145.00	45,145.00	733.94	20,532.52	20,532.52	24,612.48
001-50-57200-2410	WORKER'S COMPENSATION	7,560.00	7,560.00	1,096.37	3,289.11	3,289.11	4,270.89
001-50-57200-3000	MEDICARE INSURANCE	2,293.00	2,293.00	109.52	822.38	822.38	1,470.62
001-50-57200-3100	PROFESSIONAL SERVICES	0.00	0.00	4,309.14	4,309.14	4,309.14	-4,309.14
001-50-57200-4010	TRAVEL & PER DIEM	1,500.00	1,500.00	123.00	123.00	123.00	1,377.00
001-50-57200-4310	ELECTRICITY	6,000.00	6,000.00	367.84	1,846.79	1,846.79	4,153.21
001-50-57200-4320	WATER	5,000.00	5,000.00	266.54	1,655.35	1,655.35	3,344.65
001-50-57200-4330	SOLID WASTE	500.00	500.00	0.00	732.62	732.62	-232.62
001-50-57200-4521	PROPERTY INSURANCE	12,000.00	12,000.00	2,030.00	8,120.00	8,120.00	3,880.00
001-50-57200-4522	VEHICLE INSURANCE	1,500.00	1,500.00	207.00	828.00	828.00	672.00
001-50-57200-4611	BUILDING R & M	15,000.00	15,000.00	0.00	83.14	83.14	14,916.86
001-50-57200-4615	FENCING AND LANDSCAPING	0.00	0.00	152.98	352.98	352.98	-352.98
001-50-57200-5110	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
001-50-57200-5210	FUEL, OIL, & LUBRICANTS	6,000.00	6,000.00	275.44	1,116.04	1,116.04	4,883.96
001-50-57200-5231	SEASONAL DECORATIONS	0.00	0.00	65.24	262.84	262.84	-262.84
001-50-57200-5270	MACHINERY & EQUIPMENT	3,000.00	3,000.00	320.03	2,699.36	2,699.36	300.64
001-50-57200-5290	OPERATING SUPPLIES	10,000.00	10,000.00	1,031.39	3,575.61	3,575.61	6,424.39
001-50-57200-5295	OPERATING SUPPLIES/JANITORIAL	0.00	0.00	0.00	159.80	159.80	-159.80
001-50-57200-5410	BOOKS, PUBS, SUBS & MEMBS	100.00	100.00	0.00	0.00	0.00	100.00
001-50-57200-5741	COMMUNITY EVENTS	17,000.00	17,000.00	0.00	7,221.48	7,221.48	9,778.52
001-50-57200-6310	INFRASTRUCTURE	1,169,204.00	1,169,204.00	1,317.81	30,430.34	155,492.34	1,013,711.66
001-50-57200-6410	MACHINERY & EQUIPMENT	45,000.00	45,000.00	0.00	0.00	44,084.08	915.92
Department: 50 - PUBLIC WORKS Total:		1,535,718.00	1,535,718.00	20,794.74	150,600.48	319,746.56	1,215,971.44
Activity: 57200 - PARKS Total:		1,535,718.00	1,535,718.00	20,794.74	150,600.48	319,746.56	1,215,971.44
Activity: 58100 - INTERFUND TRANSFER							
Department: 99 - NON DEPARTMENTAL							
001-99-58100-7120	LOAN DEBT PRINCIPAL	182,258.00	182,258.00	0.00	0.00	0.00	182,258.00

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001-99-58100-7220 LOAN DEBT INTEREST	164,098.00	164,098.00	82,048.84	82,048.84	82,048.84	82,049.16
Department: 99 - NON DEPARTMENTAL Total:	346,356.00	346,356.00	82,048.84	82,048.84	82,048.84	264,307.16
Activity: 58100 - INTERFUND TRANSFER Total:	346,356.00	346,356.00	82,048.84	82,048.84	82,048.84	264,307.16
Expense Total:	10,637,491.00	11,359,352.20	359,405.09	2,010,735.31	2,793,487.17	8,565,865.03
Fund: 001 - GENERAL FUND Surplus (Deficit):	-2,298,675.00	-3,020,536.20	-122,085.11	1,102,453.27	319,701.41	-3,340,237.61

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 101 - DISCRETIONARY SALES SURTAX							
Revenue							
Department: 00 - UNDESIGNATED							
101-00-312600	DISCRETIONARY SALES SURTAXES	520,000.00	520,000.00	27,461.66	196,029.23	196,029.23	323,970.77
101-00-361100	INTEREST INCOME	50,000.00	50,000.00	7,330.05	47,206.52	47,206.52	2,793.48
Department: 00 - UNDESIGNATED Total:		570,000.00	570,000.00	34,791.71	243,235.75	243,235.75	326,764.25
Revenue Total:		570,000.00	570,000.00	34,791.71	243,235.75	243,235.75	326,764.25

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 53800 - STORMWATER						
Department: 50 - PUBLIC WORKS						
101-50-53800-6310 STORM DRAINAGE IMPROVEMENTS	215,000.00	215,000.00	0.00	0.00	0.00	215,000.00
Department: 50 - PUBLIC WORKS Total:	215,000.00	215,000.00	0.00	0.00	0.00	215,000.00
Activity: 53800 - STORMWATER Total:	215,000.00	215,000.00	0.00	0.00	0.00	215,000.00
Activity: 54100 - STREETS						
Department: 50 - PUBLIC WORKS						
101-50-54100-6310 STREETS INFRASTRUCTURE	2,144,035.00	2,144,035.00	0.00	0.00	0.00	2,144,035.00
Department: 50 - PUBLIC WORKS Total:	2,144,035.00	2,144,035.00	0.00	0.00	0.00	2,144,035.00
Activity: 54100 - STREETS Total:	2,144,035.00	2,144,035.00	0.00	0.00	0.00	2,144,035.00
Expense Total:	2,359,035.00	2,359,035.00	0.00	0.00	0.00	2,359,035.00
Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):	-1,789,035.00	-1,789,035.00	34,791.71	243,235.75	243,235.75	-2,032,270.75

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 410 - WATER/SEWER FUND							
Revenue							
Department: 00 - UNDESIGNATED							
410-00-343310	WATER UTIL REVENUE-OPER INCOME	1,332,240.00	1,332,240.00	102,221.25	607,435.13	607,435.13	724,804.87
410-00-343320	WATER UTIL - PENALTIES	31,000.00	31,000.00	3,627.07	21,205.69	21,205.69	9,794.31
410-00-343340	BACKFLOW PREVENTER INSPECTION F...	6,000.00	6,000.00	800.00	3,450.00	3,450.00	2,550.00
410-00-343350	WATER UTIL REV-SERV TAP FEE	0.00	0.00	0.00	5,750.00	5,750.00	-5,750.00
410-00-343351	TURN-ON & CUT-OFF FEES	6,000.00	6,000.00	450.00	3,090.00	3,090.00	2,910.00
410-00-343510	SEWER UTIL REV - OPER INCOME	1,872,000.00	1,872,000.00	147,981.66	854,340.32	854,340.32	1,017,659.68
410-00-343520	SEWER UTILITY PENALTIES	18,000.00	18,000.00	1,704.66	10,265.51	10,265.51	7,734.49
410-00-343550	SEWER UTIL REVENUE-TAP FEES	0.00	0.00	0.00	5,000.00	5,000.00	-5,000.00
410-00-343611	IMPACT FEES WATER	0.00	0.00	0.00	1,986.25	1,986.25	-1,986.25
410-00-343612	IMPACT FEES SEWER	0.00	0.00	0.00	1,986.25	1,986.25	-1,986.25
410-00-359000	OTHER REVENUE & RETURN CHECKS	500.00	500.00	68.96	495.09	495.09	4.91
410-00-361000	INTEREST AND OTHER EARNINGS	75,000.00	75,000.00	20,848.46	123,392.22	123,392.22	-48,392.22
410-00-369600	LEASE/RENTAL ELEVATED TANK REV	212,282.00	212,282.00	23,870.36	119,136.64	119,136.64	93,145.36
410-00-369900	MISCELLANEOUS REVENUE - OTHER	0.00	0.00	345.00	2,758.19	2,758.19	-2,758.19
410-00-384000	REVENUE FROM OTHER SOURCES	4,442,048.00	4,442,048.00	0.00	0.00	0.00	4,442,048.00
410-00-389200	GRANTS - FEDERAL	1,300,000.00	1,300,000.00	0.00	0.00	0.00	1,300,000.00
410-00-389300	GRANTS AND DONATIONS - STATE	2,450,000.00	2,450,000.00	0.00	0.00	0.00	2,450,000.00
Department: 00 - UNDESIGNATED Total:		11,745,070.00	11,745,070.00	301,917.42	1,760,291.29	1,760,291.29	9,984,778.71
Revenue Total:		11,745,070.00	11,745,070.00	301,917.42	1,760,291.29	1,760,291.29	9,984,778.71

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense							
Activity: 51700 - DEBT SERVICE PAYMENT							
Department: 99 - NON DEPARTMENTAL							
410-99-51700-7220	SRF LOAN INTEREST	0.00	0.00	1,320.18	42,945.12	42,945.12	-42,945.12
Department: 99 - NON DEPARTMENTAL Total:		0.00	0.00	1,320.18	42,945.12	42,945.12	-42,945.12
Activity: 51700 - DEBT SERVICE PAYMENT Total:		0.00	0.00	1,320.18	42,945.12	42,945.12	-42,945.12
Activity: 53300 - WATER							
Department: 50 - PUBLIC WORKS							
410-50-53300-1210	SALARIES	118,076.00	118,076.00	8,850.67	55,617.27	55,617.27	62,458.73
410-50-53300-2110	SOCIAL SECURITY TAXES	7,321.00	7,321.00	548.39	3,446.22	3,446.22	3,874.78
410-50-53300-2210	RETIREMENT	16,531.00	16,531.00	999.70	6,209.17	6,209.17	10,321.83
410-50-53300-2310	EMPLOYEE INSURANCE	30,483.00	30,483.00	2,525.04	17,675.30	17,675.30	12,807.70
410-50-53300-2410	WORKER'S COMPENSATION	145.00	145.00	20.34	61.02	61.02	83.98
410-50-53300-3000	MEDICARE INSURANCE	1,712.00	1,712.00	128.26	806.02	806.02	905.98
410-50-53300-3100	PROFESSIONAL SERVICES	85,000.00	85,000.00	0.00	23,361.78	74,803.34	10,196.66
410-50-53300-3150	ENGINEERING, CONSULTING SERVICES	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
410-50-53300-3210	ACCOUNTING AND AUDITING	14,250.00	14,250.00	5,125.00	12,750.00	13,002.50	1,247.50
410-50-53300-3405	CONTRACT FOR SERVICES	740,000.00	740,000.00	61,433.21	368,599.26	368,599.26	371,400.74
410-50-53300-4010	TRAVEL & PER DIEM	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
410-50-53300-4100	POSTAGE & SHIPPING	5,500.00	5,500.00	420.92	2,119.12	2,119.12	3,380.88
410-50-53300-4110	TELEPHONE & INTERNET	5,500.00	5,500.00	538.93	2,297.78	2,297.78	3,202.22
410-50-53300-4521	PROPERTY INSURANCE	37,587.00	37,587.00	7,916.25	31,665.00	31,665.00	5,922.00
410-50-53300-4613	GROUNDS MAINTENANCE	40,000.00	40,000.00	0.00	12,693.03	12,693.03	27,306.97
410-50-53300-4617	WATER SYSTEMS MAINTENANCE	130,100.00	130,100.00	2,397.00	6,318.43	6,318.43	123,781.57
410-50-53300-4644	ELEVATED TANKS MAINTENANCE CO...	73,130.00	73,130.00	0.00	18,282.50	18,282.50	54,847.50
410-50-53300-4650	COMPUTER OPERATIONS AND MAINT...	30,468.00	30,468.00	0.00	3,399.45	3,399.45	27,068.55
410-50-53300-4710	PRINTING & BINDING	3,500.00	3,500.00	142.50	717.53	717.53	2,782.47
410-50-53300-4905	OPERATING PERMITS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
410-50-53300-4906	OTHER CHARGES	1,500.00	1,500.00	165.48	654.76	829.95	670.05
410-50-53300-4915	CREDIT CARD PROCESSING FEES	23,000.00	23,000.00	1,274.94	9,534.55	9,534.55	13,465.45
410-50-53300-5270	MACHINERY & EQUIPMENT	155,000.00	155,000.00	2,400.00	6,378.37	6,378.37	148,621.63
410-50-53300-5290	OPERATING SUPPLIES	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
410-50-53300-5410	BOOKS, PUBS, SUBS & MEMBS	1,500.00	1,500.00	330.00	660.50	660.50	839.50
410-50-53300-6310	INFRASTRUCTURE	3,076,124.00	3,076,124.00	13,339.78	13,339.78	93,440.28	2,982,683.72
410-50-53300-6410	MACHINERY & EQUIPMENT	80,000.00	80,000.00	0.00	4,273.98	4,273.98	75,726.02
Department: 50 - PUBLIC WORKS Total:		4,707,927.00	4,707,927.00	108,556.41	600,860.82	732,830.57	3,975,096.43
Activity: 53300 - WATER Total:		4,707,927.00	4,707,927.00	108,556.41	600,860.82	732,830.57	3,975,096.43
Activity: 53500 - SEWER							
Department: 50 - PUBLIC WORKS							
410-50-53500-1210	SALARIES	118,076.00	118,076.00	8,850.59	55,616.87	55,616.87	62,459.13
410-50-53500-2110	SOCIAL SECURITY TAXES	7,321.00	7,321.00	548.33	3,445.78	3,445.78	3,875.22
410-50-53500-2210	RETIREMENT	16,531.00	16,531.00	999.64	6,208.86	6,208.86	10,322.14
410-50-53500-2310	EMPLOYEE INSURANCE	30,483.00	30,483.00	2,525.03	17,675.29	17,675.29	12,807.71
410-50-53500-2410	WORKER'S COMPENSATION	145.00	145.00	20.34	61.02	61.02	83.98
410-50-53500-3000	MEDICARE INSURANCE	1,712.00	1,712.00	128.18	805.35	805.35	906.65
410-50-53500-3100	PROFESSIONAL SERVICES	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00
410-50-53500-3150	ENGINEERING, CONSULT. SERVICES & ...	25,000.00	25,000.00	0.00	0.00	5,265.00	19,735.00
410-50-53500-3210	ACCOUNTING AND AUDITING	14,250.00	14,250.00	5,125.00	12,750.00	13,002.50	1,247.50
410-50-53500-3405	CONTRACT FOR SERVICES	740,000.00	740,000.00	61,433.21	368,599.26	368,599.26	371,400.74
410-50-53500-4010	TRAVEL & PER DIEM	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
410-50-53500-4100	POSTAGE & SHIPPING	5,500.00	5,500.00	420.93	2,119.15	2,119.15	3,380.85
410-50-53500-4110	TELEPHONE & INTERNET	3,500.00	3,500.00	331.91	1,267.88	1,267.88	2,232.12
410-50-53500-4320	WATER	45,000.00	45,000.00	3,069.28	17,074.79	17,074.79	27,925.21
410-50-53500-4400	SPRAYFIELD RENTAL	18,000.00	18,000.00	0.00	0.00	0.00	18,000.00
410-50-53500-4521	PROPERTY INSURANCE	43,000.00	43,000.00	8,797.00	35,188.00	35,188.00	7,812.00
410-50-53500-4611	BUILDING R & M	3,500.00	3,500.00	0.00	1,394.00	1,394.00	2,106.00
410-50-53500-4613	GROUNDS MAINTENANCE	0.00	0.00	0.00	700.00	700.00	-700.00
410-50-53500-4618	SEWER SYSTEMS MAINTENANCE	153,500.00	153,500.00	9,019.20	62,518.95	70,132.95	83,367.05

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
410-50-53500-4623	HEAVY EQUIPMENT R & M	0.00	0.00	0.00	933.53	933.53	-933.53
410-50-53500-4650	COMPUTER OPERATIONS AND MAINT...	30,468.00	30,468.00	0.00	3,399.45	3,399.45	27,068.55
410-50-53500-4710	PRINTING & BINDING	2,500.00	2,500.00	142.51	717.57	717.57	1,782.43
410-50-53500-4905	WTP/STP OPERATING PERMITS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00
410-50-53500-4906	OTHER CHARGES	4,000.00	4,000.00	165.48	654.76	829.95	3,170.05
410-50-53500-4915	CREDIT CARD PROCESSING FEES	23,000.00	23,000.00	1,274.94	9,534.52	9,534.52	13,465.48
410-50-53500-5290	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
410-50-53500-5410	BOOKS, PUBS, SUBS & MEMBS	1,500.00	1,500.00	330.00	1,386.13	1,386.13	113.87
410-50-53500-6310	INFRASTRUCTURE	5,548,924.00	5,548,924.00	13,339.79	13,640.01	93,740.50	5,455,183.50
410-50-53500-6410	MACHINERY & EQUIPMENT	254,000.00	254,000.00	5,097.99	47,072.71	78,607.71	175,392.29
Department: 50 - PUBLIC WORKS Total:		7,109,910.00	7,109,910.00	121,619.35	662,763.88	787,706.06	6,322,203.94
Activity: 53500 - SEWER Total:		7,109,910.00	7,109,910.00	121,619.35	662,763.88	787,706.06	6,322,203.94
Activity: 58100 - INTERFUND TRANSFER							
Department: 99 - NON DEPARTMENTAL							
410-99-58100-7120	SRF - LOAN PRINCIPAL	136,976.00	136,976.00	0.00	0.00	0.00	136,976.00
410-99-58100-7220	SRF LOAN INTEREST	9,197.00	9,197.00	0.00	0.00	0.00	9,197.00
410-99-58100-9001	INTERFUND TRANSFER	79,854.00	79,854.00	0.00	0.00	0.00	79,854.00
Department: 99 - NON DEPARTMENTAL Total:		226,027.00	226,027.00	0.00	0.00	0.00	226,027.00
Activity: 58100 - INTERFUND TRANSFER Total:		226,027.00	226,027.00	0.00	0.00	0.00	226,027.00
Expense Total:		12,043,864.00	12,043,864.00	231,495.94	1,306,569.82	1,563,481.75	10,480,382.25
Fund: 410 - WATER/SEWER FUND Surplus (Deficit):		-298,794.00	-298,794.00	70,421.48	453,721.47	196,809.54	-495,603.54
Report Surplus (Deficit):		-4,386,504.00	-5,108,365.20	-16,871.92	1,799,410.49	759,746.70	

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	237,319.98	3,113,188.58	3,113,188.58	5,225,627.42
Revenue Total:	8,338,816.00	8,338,816.00	237,319.98	3,113,188.58	3,113,188.58	5,225,627.42

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 51100 - LEGISLATIVE						
11 - MAYOR AND CITY COUNCIL	79,841.00	79,841.00	2,694.85	24,074.24	24,074.24	55,766.76
Activity: 51100 - LEGISLATIVE Total:	79,841.00	79,841.00	2,694.85	24,074.24	24,074.24	55,766.76
Activity: 51200 - EXECUTIVE						
12 - CITY MANAGER	261,466.00	261,466.00	19,012.10	118,329.36	118,329.36	143,136.64
Activity: 51200 - EXECUTIVE Total:	261,466.00	261,466.00	19,012.10	118,329.36	118,329.36	143,136.64
Activity: 51300 - FINANCE						
13 - ADMINISTRATIVE SERVICES	153,448.00	153,448.00	18,761.15	80,582.73	82,202.73	71,245.27
Activity: 51300 - FINANCE Total:	153,448.00	153,448.00	18,761.15	80,582.73	82,202.73	71,245.27
Activity: 51310 - HUMAN RESOURCES						
13 - ADMINISTRATIVE SERVICES	98,965.00	98,965.00	2,663.41	25,629.14	25,629.14	73,335.86
Activity: 51310 - HUMAN RESOURCES Total:	98,965.00	98,965.00	2,663.41	25,629.14	25,629.14	73,335.86
Activity: 51400 - LEGAL						
14 - CITY ATTORNEY	65,000.00	65,000.00	10,474.00	24,642.95	24,642.95	40,357.05
Activity: 51400 - LEGAL Total:	65,000.00	65,000.00	10,474.00	24,642.95	24,642.95	40,357.05
Activity: 51500 - PLANNING AND ZONING						
30 - COMMUNITY DEVELOPMENT	282,107.00	282,107.00	11,219.66	70,968.77	95,968.77	186,138.23
Activity: 51500 - PLANNING AND ZONING Total:	282,107.00	282,107.00	11,219.66	70,968.77	95,968.77	186,138.23
Activity: 51600 - NON-COURT INFORMATION SYSTEMS						
16 - CITY CLERK	133,467.00	133,467.00	8,990.37	60,067.97	60,503.04	72,963.96
Activity: 51600 - NON-COURT INFORMATION SYSTEMS Total:	133,467.00	133,467.00	8,990.37	60,067.97	60,503.04	72,963.96
Activity: 51610 - INFORMATION TECHNOLOGY						
13 - ADMINISTRATIVE SERVICES	214,051.00	214,051.00	7,841.77	86,512.07	116,489.90	97,561.10
Activity: 51610 - INFORMATION TECHNOLOGY Total:	214,051.00	214,051.00	7,841.77	86,512.07	116,489.90	97,561.10
Activity: 51900 - GENERAL GOVERNMENT						
99 - NON DEPARTMENTAL	67,780.00	67,780.00	13,204.09	54,093.39	54,093.39	13,686.61
Activity: 51900 - GENERAL GOVERNMENT Total:	67,780.00	67,780.00	13,204.09	54,093.39	54,093.39	13,686.61
Activity: 51910 - FACILITIES						
50 - PUBLIC WORKS	382,073.00	1,103,934.20	40,081.44	240,688.63	698,462.95	405,471.25
Activity: 51910 - FACILITIES Total:	382,073.00	1,103,934.20	40,081.44	240,688.63	698,462.95	405,471.25
Activity: 52100 - LAW ENFORCEMENT						
20 - PUBLIC SAFETY	321,061.00	321,061.00	26,755.09	160,530.46	160,530.46	160,530.54
Activity: 52100 - LAW ENFORCEMENT Total:	321,061.00	321,061.00	26,755.09	160,530.46	160,530.46	160,530.54
Activity: 52200 - FIRE						
20 - PUBLIC SAFETY	1,183,323.00	1,183,323.00	0.00	295,830.68	295,830.68	887,492.32
Activity: 52200 - FIRE Total:	1,183,323.00	1,183,323.00	0.00	295,830.68	295,830.68	887,492.32
Activity: 52400 - CODE COMPLIANCE						
30 - COMMUNITY DEVELOPMENT	97,190.00	97,190.00	6,829.85	43,248.37	43,333.06	53,856.94
Activity: 52400 - CODE COMPLIANCE Total:	97,190.00	97,190.00	6,829.85	43,248.37	43,333.06	53,856.94
Activity: 52410 - BUILDING						
30 - COMMUNITY DEVELOPMENT	174,499.00	174,499.00	5,460.34	34,304.98	34,304.98	140,194.02
Activity: 52410 - BUILDING Total:	174,499.00	174,499.00	5,460.34	34,304.98	34,304.98	140,194.02
Activity: 53800 - STORMWATER						
50 - PUBLIC WORKS	463,944.00	463,944.00	24,714.84	86,422.31	105,849.25	358,094.75
Activity: 53800 - STORMWATER Total:	463,944.00	463,944.00	24,714.84	86,422.31	105,849.25	358,094.75
Activity: 54100 - STREETS						
50 - PUBLIC WORKS	4,218,648.00	4,218,648.00	21,774.18	139,266.88	218,553.81	4,000,094.19
Activity: 54100 - STREETS Total:	4,218,648.00	4,218,648.00	21,774.18	139,266.88	218,553.81	4,000,094.19
Activity: 56200 - ANIMAL CONTROL						
30 - COMMUNITY DEVELOPMENT	30,000.00	30,000.00	2,212.00	2,212.00	2,212.00	27,788.00
Activity: 56200 - ANIMAL CONTROL Total:	30,000.00	30,000.00	2,212.00	2,212.00	2,212.00	27,788.00
Activity: 57100 - LIBRARY						
71 - LIBRARY	528,554.00	528,554.00	33,872.37	230,681.06	230,681.06	297,872.94

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Activity: 57100 - LIBRARY Total:	528,554.00	528,554.00	33,872.37	230,681.06	230,681.06	297,872.94
Activity: 57200 - PARKS						
50 - PUBLIC WORKS	1,535,718.00	1,535,718.00	20,794.74	150,600.48	319,746.56	1,215,971.44
Activity: 57200 - PARKS Total:	1,535,718.00	1,535,718.00	20,794.74	150,600.48	319,746.56	1,215,971.44
Activity: 58100 - INTERFUND TRANSFER						
99 - NON DEPARTMENTAL	346,356.00	346,356.00	82,048.84	82,048.84	82,048.84	264,307.16
Activity: 58100 - INTERFUND TRANSFER Total:	346,356.00	346,356.00	82,048.84	82,048.84	82,048.84	264,307.16
Expense Total:	10,637,491.00	11,359,352.20	359,405.09	2,010,735.31	2,793,487.17	8,565,865.03
Fund: 001 - GENERAL FUND Surplus (Deficit):	-2,298,675.00	-3,020,536.20	-122,085.11	1,102,453.27	319,701.41	-3,340,237.61

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 101 - DISCRETIONARY SALES SURTAX						
Revenue						
00 - UNDESIGNATED	570,000.00	570,000.00	34,791.71	243,235.75	243,235.75	326,764.25
Revenue Total:	570,000.00	570,000.00	34,791.71	243,235.75	243,235.75	326,764.25

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 53800 - STORMWATER						
50 - PUBLIC WORKS	215,000.00	215,000.00	0.00	0.00	0.00	215,000.00
Activity: 53800 - STORMWATER Total:	215,000.00	215,000.00	0.00	0.00	0.00	215,000.00
Activity: 54100 - STREETS						
50 - PUBLIC WORKS	2,144,035.00	2,144,035.00	0.00	0.00	0.00	2,144,035.00
Activity: 54100 - STREETS Total:	2,144,035.00	2,144,035.00	0.00	0.00	0.00	2,144,035.00
Expense Total:	2,359,035.00	2,359,035.00	0.00	0.00	0.00	2,359,035.00
Fund: 101 - DISCRETIONARY SALES SURTAX Surplus (Deficit):	-1,789,035.00	-1,789,035.00	34,791.71	243,235.75	243,235.75	-2,032,270.75

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Fund: 410 - WATER/SEWER FUND						
Revenue						
00 - UNDESIGNATED	11,745,070.00	11,745,070.00	301,917.42	1,760,291.29	1,760,291.29	9,984,778.71
Revenue Total:	11,745,070.00	11,745,070.00	301,917.42	1,760,291.29	1,760,291.29	9,984,778.71

Budget vs Actuals

For Fiscal: 2025-2026 Period Ending: 03/31/2026

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
Expense						
Activity: 51700 - DEBT SERVICE PAYMENT						
99 - NON DEPARTMENTAL	0.00	0.00	1,320.18	42,945.12	42,945.12	-42,945.12
Activity: 51700 - DEBT SERVICE PAYMENT Total:	0.00	0.00	1,320.18	42,945.12	42,945.12	-42,945.12
Activity: 53300 - WATER						
50 - PUBLIC WORKS	4,707,927.00	4,707,927.00	108,556.41	600,860.82	732,830.57	3,975,096.43
Activity: 53300 - WATER Total:	4,707,927.00	4,707,927.00	108,556.41	600,860.82	732,830.57	3,975,096.43
Activity: 53500 - SEWER						
50 - PUBLIC WORKS	7,109,910.00	7,109,910.00	121,619.35	662,763.88	787,706.06	6,322,203.94
Activity: 53500 - SEWER Total:	7,109,910.00	7,109,910.00	121,619.35	662,763.88	787,706.06	6,322,203.94
Activity: 58100 - INTERFUND TRANSFER						
99 - NON DEPARTMENTAL	226,027.00	226,027.00	0.00	0.00	0.00	226,027.00
Activity: 58100 - INTERFUND TRANSFER Total:	226,027.00	226,027.00	0.00	0.00	0.00	226,027.00
Expense Total:	12,043,864.00	12,043,864.00	231,495.94	1,306,569.82	1,563,481.75	10,480,382.25
Fund: 410 - WATER/SEWER FUND Surplus (Deficit):	-298,794.00	-298,794.00	70,421.48	453,721.47	196,809.54	-495,603.54
Total Surplus (Deficit):	-4,386,504.00	-5,108,365.20	-16,871.92	1,799,410.49	759,746.70	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	YTD Activity + Encumbrances	Budget Remaining
001 - GENERAL FUND	-2,298,675.00	-3,020,536.20	-122,085.11	1,102,453.27	319,701.41	-3,340,237.61
101 - DISCRETIONARY SALES ...	-1,789,035.00	-1,789,035.00	34,791.71	243,235.75	243,235.75	-2,032,270.75
410 - WATER/SEWER FUND	-298,794.00	-298,794.00	70,421.48	453,721.47	196,809.54	-495,603.54
Total Surplus (Deficit):	-4,386,504.00	-5,108,365.20	-16,871.92	1,799,410.49	759,746.70	

AGENDA ITEM

Agenda Item 7.2.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: May 4, 2026

SUBJECT: Monthly Performance Report

BACKGROUND:

The Monthly Performance Report is attached for March 2026. This is a PDF document. For the interactive report, please visit the City website at: <https://cityofmaryesther.com/376/Monthly-Performance-Report>

DISCUSSION:

FINANCIAL IMPACT:

RECOMMENDATION:

ATTACHMENT(S):

1. Monthly Performance Report - March 2026

March 2026

Fiscal Year 2025–2026 · Month 6 of 12

Reporting Rollout: This is the City's second monthly performance report. Recent refinements include splitting Active Code Cases into separate *Code Cases Opened* and *Code Cases Closed* metrics for clearer caseload tracking, and reconfiguring OCSO Emergency Response Time as the percentage of Priority 1 calls answered within five minutes. As additional metrics begin reporting reliable monthly data, they will appear automatically in future reports.

FROM THE CITY MANAGER

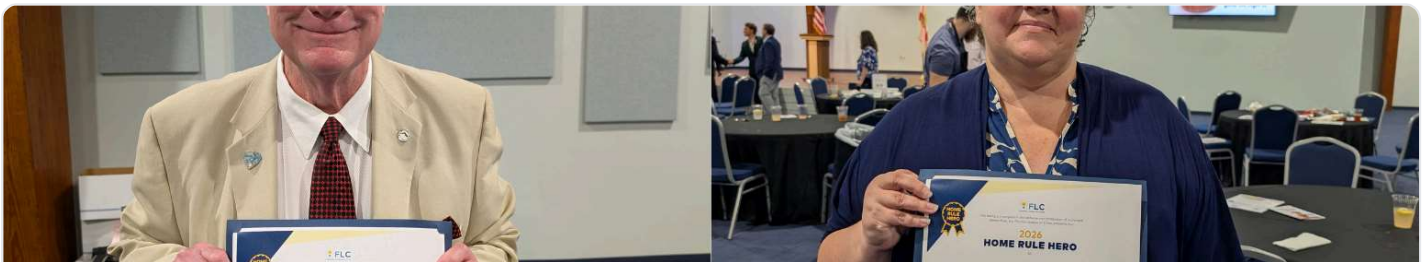
March brought welcome recognition from Tallahassee — Mayor Pro Tem Bernie Oder and Councilmember April Sutton were both named 2026 Home Rule Heroes by the Florida League of Cities for their advocacy during this year's legislative session. The Library posted another strong month, exceeding all four of its monthly performance targets, and Code Compliance shifted toward proactive public education with social media campaigns on stormwater protection and noise ordinances. Council also convened a workshop on March 25 to begin discussion on two of the City's most consequential long-term service questions — future law enforcement services and wastewater disposal options — opening planning conversations that will continue in the months ahead.

Jared Cobb, ICMA-CM

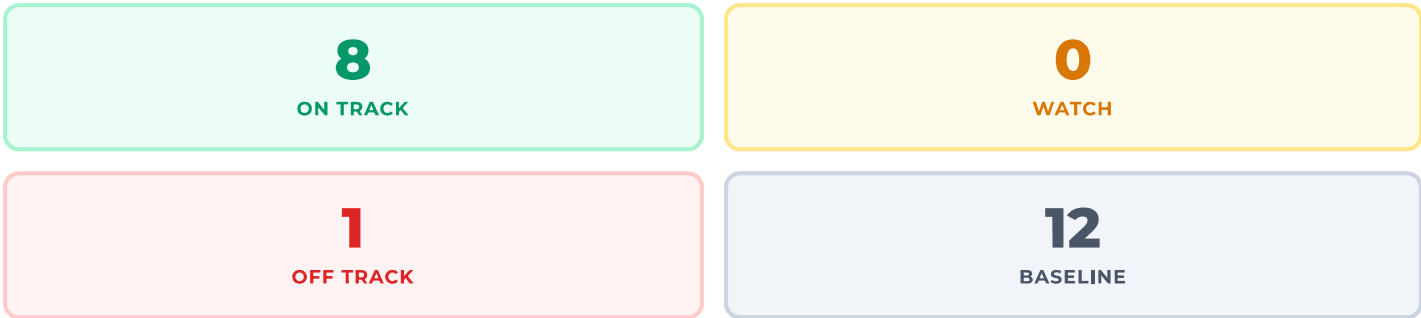
City Manager

WHAT HAPPENED THIS MONTH

March Highlights

**Two Mary Esther Officials Recognized as 2026 Home Rule Heroes**[Read more →](#)

March by the Numbers



How We're Performing

● On Track ● Watch ● Off Track ● Baseline · Metrics with a target are measured against it. Metrics without a target track workload and demand. **Click any sparkline** for a detailed trend view.

City Manager

▶ Hosted Coffee with the City Manager on March 24. Resident-raised topics included Santa Rosa Mall redevelopment, OCSO patrol visibility, pedestrian safety, Parks Master Plan priorities, and PAWS feral cat trapping.

▶ Council held a workshop on March 25 covering two of the City's most consequential long-term service questions: future law enforcement services and wastewater disposal options.

Metric	Value	Target	Trend	Sparkline	Status
Community Subscribers Website + social combined	2,754	—	▲ 2%	2,695 F	●

City Clerk

▶ All Council minutes and agendas completed and posted within required timeframes.

▶ Processed two public records requests, with average completion time of 1.5 days.

Metric	Value	Target	Trend	Sparkline	Status
Records Response Time Average business days	1.5 days	≤ 5 days	▼ 57%	3.5 F	●
Records Requests	2	—	▼ 50%	4 F	●

\$ Finance

- ▶ Maintained operating reserves well above the 6-month policy minimum at over 12 months of coverage.
- ▶ Initiated a utility rate study in partnership with the Florida Rural Water Association to evaluate the City's water and sewer rate structures and inform future planning.

METRIC	VALUE	TARGET	TREND	SPARKLINE	STATUS
Operating Reserve Coverage <i>Days of operating expenses</i>	12.1 mo	6 months	—		●
Revenue vs. Budget <i>Year-to-date collected ÷ annual budget</i>	37%	On Pace	▲ 8%		●
Time to Pay City Bills <i>Average days to process</i>	27.9 days	≤ 20 days	▲ 142%		●

▲ OFF TRACK — TIME TO PAY CITY BILLS

March's average was driven by three vendor invoices submitted significantly after services were rendered: two received nine months late, one received three months late. Each was paid promptly upon receipt, but the metric measures from the invoice date rather than the receipt date. Staff is evaluating whether to redefine this KPI as 'days from invoice receipt to payment' for clearer measurement.

📅 Community Development

- ▶ Director completed a second professional certification course through the Florida Redevelopment Association, focused on affordable housing strategies.
- ▶ Code Compliance published public outreach on noise ordinances and responsible pool drainage practices.
- ▶ Next Special Magistrate Hearing scheduled for May 15 at 8:30 a.m.

METRIC	VALUE	TARGET	TREND	SPARKLINE	STATUS
Active Business Licenses	341	—	—		●
Code Cases Opened	7	—	▼ 68%		●
Code Cases Closed	4	—	▼ 50%		●



Public Works

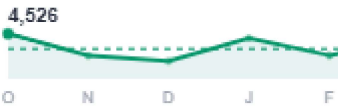
- ▶ Replaced sections of Brewer Circle sidewalk that had settled and lifted into tripping hazards. Public Works oversaw the contracted work.
- ▶ Completed a comprehensive Turf Management Plan for City-maintained green spaces and began implementation.
- ▶ Completed seasonal startup across City facilities, including irrigation activation, pre-emergent application at City Hall and the Library, and ant control treatment at N. Bryn Mawr field
- ▶ Parks Superintendent completed professional development training in sport field maintenance, playground inspections, park ecosystems, and ADA-compatible playground design.

METRIC	VALUE	TARGET	TREND	SPARKLINE	STATUS
Stormwater System Inspections	22	—	▲ 214%		●



Library

- ▶ Refreshed the children's nonfiction collection to make room for newer, higher-interest titles, and reorganized the Youth Department for easier browsing by families.
- ▶ Reorganized the media collection so children's and adult films are now in clearly separated, age-appropriate sections.
- ▶ Began planning for the 2026 Summer Reading Program, with kickoff scheduled for May 30 and a theme of Unearth a Story.

METRIC	VALUE	TARGET	TREND	SPARKLINE	STATUS
Library Visits	2,453	2,000/mo	▲ 6%		●
Items Circulated	4,415	4,000/mo	▲ 7%		●
Program Attendance	464	400/mo	▼ 10%		●
Active Memberships	2,793	—	—		●



Utilities — Jacobs

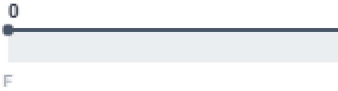
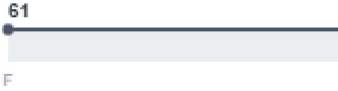
- ▶ Repaired the wastewater treatment plant's aeration equipment in-house, restoring full treatment capacity without external contractor cost.
- ▶ Internal audit of the wastewater system returned no major findings, confirming continued regulatory and reporting compliance.
- ▶ Utility mapping reached 95% complete for sewer and 50% for water; the finished maps will feed directly into the Asset Management Plan that guides long-term infrastructure investment.

METRIC	VALUE	TARGET	TREND	SPARKLINE	STATUS
Utility Main Breaks <i>Water & sewer lines</i>	2	≤ 2/mo	—		●



Fire — OC-Wright

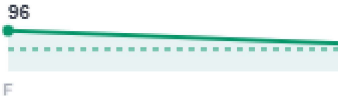
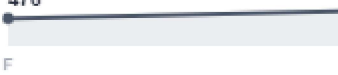
- ▶ All crews completed Elite Nozzleman training, a classroom and hands-on program in hose and nozzle operations, sharpening fireground effectiveness across the department.
- ▶ District approved the purchase of three new Hurst hydraulic extrication tool sets ("Jaws of Life"), with one set assigned to Engine 11 — the engine that primarily serves Mary Esther.
- ▶ Responded to 61 calls for service in March, matching February's total.

METRIC	VALUE	TARGET	TREND	SPARKLINE	STATUS
Fire Loss per 1,000 Residents <i>Property lost to fire, per 1,000 residents</i>	\$0.00	—	—		●
Calls for Service	61	—	—		●



Law Enforcement — OCSO

- Maintained strong Priority 1 emergency response performance, with 90.5% of calls reached within the 5-minute target. Violent and property crime counts remain low for the month.

METRIC	VALUE	TARGET	TREND	SPARKLINE	STATUS
Emergency Response Time <i>% of Priority 1 calls under 5 minutes</i>	91%	≥ 90%	▼ 5%		●
Violent Crimes <i>Reported FBI UCR Part I incidents in city limits</i>	8	—	▲ 100%		●
Property Crimes <i>Reported FBI UCR Part I incidents in city limits</i>	7	—	▲ 40%		●
Calls for Service	488%	—	▲ 3%		●

Project Report

New City Hall →

CONSTRUCTION

BUDGET**\$3M****PROGRESS****90%****PHASE****Construction**

Construction 90% complete. The project is past its original January 2026 substantial completion date. Staff is working with the contractor to finalize remaining work.

Azalea Park →

CONSTRUCTION

BUDGET**\$300K****PROGRESS****60%****PHASE****Construction**

Phase I under construction. Trail construction to begin first week of April.

Azalea Neighborhood Infrastructure →

BIDDING

BUDGET**\$7.54M****PHASE****Bidding**

Project released for bids in February. Bids scheduled to be opened April 9.

Mary Esther Blvd Beautification →

DESIGN

BUDGET**\$724K****PHASE****Design**

Design complete. Plans under review by FDOT; project to be released for bids upon approval.

Christobal Landing →

DESIGN

BUDGET

\$3M

PHASE

Design

Phase 2 archaeological study underway. Bid timeline to be determined upon completion of study.

NW Stormwater Improvements →

DESIGN

BUDGET

\$1M

PHASE

Design

Design 90% complete. Awaiting easement approval from Eglin AFB. Received \$250,000 state appropriation.

Hwy 98 Water Main →

DESIGN

BUDGET

\$3.7M

PHASE

Design

\$3.5M Grant secured. Project proceeding to design.

Wastewater Force Main →

PLANNING

BUDGET

\$14M

PHASE

Planning

Hurlburt Field elected not to partner on the project. Updated cost estimate prepared. Council reviewing options: construct wastewater force main to Okaloosa County or rehabilitate the existing treatment plant.

Wastewater Oxidation Ditch →

ON HOLD

BUDGET

\$1.88M

PHASE

On Hold

On hold pending decision on wastewater force main.

[View all projects on our website →](#)

Connecting Performance to Strategy

This report supports the City's Strategic Plan (FY2026–2030). When a metric is flagged **Off Track** or remains at **Watch** for three or more months, the system triggers a strategic review — staff presents the data trail, root cause, and a recommended OKR at the next quarterly Council workshop.

Progress on active OKRs is reported in the Quarterly Strategic Report. For more detail, see the Strategic Plan Implementation Guide.

City of Mary Esther — A Growing Community

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cityofmaryesther.com

Report generated April 29, 2026 at 08:35 PM

AGENDA ITEM

Agenda Item 7.3.

TO: Honorable Mayor and Members of the City Council

FROM:

DATE: May 4, 2026

SUBJECT: Minutes of the April 6th, 2026, Regular Council Meeting

BACKGROUND:

DISCUSSION:

FINANCIAL IMPACT:

RECOMMENDATION:

ATTACHMENT(S):

1. 4-6-26 Regular Meeting Minutes (Not Signed)



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

195 Christobal Road – North, Mary Esther, FL 32569

CITY COUNCIL PRESENT

Chris Stein, Mayor
April Sutton, Councilmember
Bernie Oder, Councilmember

Susan Coxwell, Mayor Pro Tem
Larry Carter, Councilmember
Richard Lawson, Councilmember

CITY STAFF PRESENT

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

Heather Day, Finance Director
Shawn Lindsey, Public Works Director
Tyler Reed, Community Development Director

OTHERS PRESENT

Michael Rader, 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.

5. APPROVAL OF THE AGENDA

Mayor Stein discussed a request to move item 7.2 into its own item as 11.8. He then asked if there were any other changes to the agenda. Hearing none, Mayor Stein asked for a motion to approve the agenda with the change. Councilmember Sutton initiated the motion, seconded by Councilmember Coxwell. The motion passed unanimously.

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

6. SPECIAL PRESENTATIONS

6.1. Reading of the 2026 Election Results

City Clerk Morris read the results of the 2026 election results into the record.

6.2. Installation of the Newly Elected Officials

City Clerk Morris swore in Mayor Stein, Councilmember Carter, and Mayor Pro Tem Oder into their positions

6.3. Selection of Mayor Pro Tem

Mayor Stein discussed the selection of Mayor Pro Tem, asking if Councilmember Lawson would be interested, but he declined. He then asked if Councilmember Coxwell was interested,

and she said she was. There was some discussion. Mayor Stein asked for a motion to appoint Councilmember Coxwell as Mayor Pro Tem. The motion was initiated by Councilmember Lawson, seconded by Councilmember Sutton. The motion passed unanimously.

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

6.4. First Public Hearing – FFY 2025 Small Cities Community Development Block Grant (CDBG) Application

Shawn Lindsey, Public Works Director, introduced Jeffery Winters, Cornerstone Community Partners, who then discussed the Community Development Block Grant (CDBG) application. There was some discussion among the council. Mayor Stein opened up the floor for public comment. Hearing none, Mayor Stein closed the floor for public comment. Jeffery Winters discussed the next steps. Mayor Stein asked for a motion to conduct the First Public Hearing for the FFY 2025 CDBG application, accept public comment into the record, and direct staff and Cornerstone Community Partners to proceed with development of the application consistent with the input received. Councilmember Lawson initiated the motion, seconded by Councilmember Carter. The motion passed unanimously.

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

7. CONSENT AGENDA

Mayor Stein asked if the council wished to make any changes to the consent agenda, mentioning the previously discussed change. Hearing no others, Mayor Stein asked for a motion to approve the consent agenda. Mayor Pro Tem Coxwell initiated the motion, seconded by Councilmember Sutton. The motion passed unanimously.

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

7.1. Monthly Financial Report

7.2. Minutes of the March 2nd, 2026, Regular Council Meeting

7.3. Minutes of the March 25th, 2026 City Council Workshop

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

None.

9. PUBLIC COMMENT (NON-AGENDA ITEMS)

None.

10. UNFINISHED BUSINESS

None.

11. NEW BUSINESS

11.1. Ordinance 2026-02 Electric Bicycles, Motorized Scooters, and Micromobility Devices

Tyler Reed, Community Development Director, discussed Ordinance 2026-02, what it is, and why it is being brought before the council. There was some discussion from the council. Michael Rader, Okaloosa County Sheriff's Office, provided comments on the Council's questions. Mayor Stein asked City Clerk Morris to read the title of Ordinance 2026-02 into the record, to which he did.

ORDINANCE NO. 26-02

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA; CREATING ARTICLE V UNDER CHAPTER 18 OF THE MARY ESTHER CODE OF ORDINANCES, TITLED “ELECTRIC BICYCLES, MOTORIZED SCOOTERS, AND MICROMOBILITY DEVICES”; AND PROVIDING FOR ENFORCEMENT, SEVERABILITY, CONFLICTS, CODIFICATIONS, AND AN EFFECTIVE DATE.

Mayor Stein asked for a motion to approve a first reading of Ordinance 2026-02, creating Article V of Chapter 18 of the Code of Ordinances to establish regulations governing electric bicycles, motorized scooters, and micromobility devices within the City of Mary Esther. The motion was initiated by Councilmember Sutton, seconded by Mayor Pro Tem Coxwell. The motion passed unanimously.

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

11.2. Resolution 26-07: Selection of the City's Long-Term Wastewater Solution

Jared Cobb, City Manager, discussed the selection of the city's long-term wastewater solution, providing the background and providing information gathered on both options presented. There was some discussion among the council. Scott Jernigan, Jacobs Engineering, provided comments on the council's questions. The council reached a consensus to postpone this item until the May regular council meeting.

11.3. Consideration: Expedited Purchase Approval for Sewer Line Cleaning and Lining

Josh Robinson, Jacobs Engineering, discussed the need for purchase approval for sewer line cleaning and lining. There was some discussion among the council. Mayor Stein asked for a motion to declare a procurement emergency for the Highway 98 sewer lateral rehabilitation based on a 75% blockage condition and risk of sanitary sewer overflow; to authorize the city manager to award purchasing orders for cleaning, re-CCTV inspection, CIPP lining of the two sewer laterals crossing under US Highway 98 at East Miracle Strip Pkwy in a combined amount not to exceed \$125,000; and to direct staff to continue pursuing reimbursement from the responsible parties and their insurers. Councilmember Sutton initiated the motion, seconded by Councilmember Carter. The motion passed unanimously.

RESULT:	PASSED (5-0)
----------------	---------------------

MOVER:	Councilmember April Sutton
SECOND:	Councilmember Larry Carter
AYES:	April Sutton, Susan Coxwell, Richard Lawson, Larry Carter, Bernie Oder
NAYS:	None

11.4. Consideration: Task Order with Kimley-Horn for Water and Sewer System Hydraulic Models

Tyler Reed, Community Development Director, discussed the need for the water and sewer system hydraulic models and their use. There was some discussion among the council. Brock Jones, Kimley-Horn, provided comments on the Council's questions. Mayor Stein asked for a motion to approve the task order with Kimley-Horn and Associates, Inc., under the city's continuing professional services agreement (RFQ 2021-02), in an amount not to exceed \$100,000, and to authorize the City Manager to execute the task order. Councilmember Sutton initiated the motion, seconded by Councilmember Lawson. The motion passed unanimously.

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

11.5. Consideration: Task Order with Barge Design Solutions for Replacement of Bridges at Oak Tree Nature Park

Shawn Lindsey, Public Works Director, discussed the replacement of bridges at Oak Tree Nature Park. There was some discussion among the council. Mayor Stein asked for a motion to approve the task order with Barge Designs Solutions, under the city's continuing professional services agreement (RFQ 2021-02), for professional engineering services for the Oak Tree Nature Park Pedestrian Bridge Replacement project in the amount not to exceed \$34,000 and authorize the city manager to execute the task order. Mayor Pro Tem Coxwell initiated the motion, seconded by Councilmember Sutton. The motion passed unanimously.

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

11.6. Consideration: Process for Amending the City Charter

Councilmember Oder brought forward the discussion of amending the city charter and the process for doing so. Dillon Morris, City Clerk, provided some additional comments related to the topic. There was some discussion among the council. The council came to a consensus that City Clerk Morris obtain more information to bring back to the council in the May regular council meeting.

11.7. Consideration: Annual City Clerk Evaluation

Jared Cobb, City Manager, discussed the city clerk's evaluation score and comments. Mayor Stein asked if there was any discussion. Upon hearing none, he asked for a motion to approve

the performance review for the City Clerk, as presented. Councilmember Lawson initiated the motion, seconded by Councilmember Sutton. The motion passed unanimously.

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

11.8. Monthly Performance Report

Jared Cobb, City Manager, discussed the change in the new monthly report for the council and how to read the information. There was some discussion among the council.

12. COUNCILS' STANDING COMMITTEE STATUS REPORTS

Councilmember Sutton discussed the upcoming Okaloosa Walton Transportation priorities, specifically discussing the opening of Hill Avenue to Anderson Drive. There was some discussion among the council on this topic. She also discussed being honored to share the Homerule Hero and thanked Mayor Stein and City Manager Cobb for the help in Tallahassee, and City Clerk Morris for handling the travel arrangements.

Mayor Pro Tem Coxwell had no additional comments.

Councilmember Lawson had no additional comments.

Mayor Stein congratulated Councilmember Sutton and Councilmember Oder on winning the Homerule Hero awards and that the yard of the month program will continue next month.

Councilmember Carter discussed the upcoming America 250 parade in Crestview and asked what the cities plans for the event was. There was some discussion among the council on how to handle it.

Councilmember Oder discussed the Northwest Florida League of Cities being the most active in the state, the next library cooperative meeting, Destin's donation of 10 scholarships, budget cuts to the cooperative, the property tax issue, the upcoming AFSOC Airman of the Year award, and the upcoming Northwest Florida League of Cities summer event.

13. OTHER COMMENTS

City Attorney Dykes had no additional comments.

City Clerk Morris reminded the council to check their mailboxes, file their financial disclosures, do their cybersecurity training, do their ethics training, those sworn in to see him after to sign their certificates, and to schedule quarterly meetings with him.

City Manager Cobb discussed the upcoming budget calendar and process.

14. ADJOURN

The council meeting adjourned at 8:04 p.m.

**Minutes approved at the _____
meeting.**

AGENDA ITEM

Agenda Item 10.1.

TO: Honorable Mayor and Members of the City Council

FROM: Tyler Reed, Community Development Director

DATE: May 4, 2026

SUBJECT: Ordinance 2026-02: Electric Bicycles, Motorized Scooters, and Micromobility Devices

BACKGROUND:

Representatives from local municipalities and Okaloosa County convened last year to collaboratively develop an electronic bicycle and micromobility ordinance in response to increasing safety concerns, regulatory inconsistencies, and enforcement challenges associated with the increased use of electric bicycles and scooters.

Through this coordinated effort, a model ordinance was drafted to establish uniform regulations across all participating jurisdictions. The intent is to promote public safety, ensure consistent enforcement, and provide clear guidance to residents and visitors by adopting substantially similar provisions countywide. Several cities throughout the county have already adopted the ordinance, and others are currently adopting it, further advancing a cohesive regulatory framework.

Staff has reformatted the proposed model ordinance to align with the City of Mary Esther's ordinance format for City Council consideration. The first reading of this item took place on April 6, 2026, with unanimous Council approval.

DISCUSSION:

The proposed ordinance establishes Article V of Chapter 18 of the Code of Ordinances to regulate electric bicycles (E-bikes), motorized scooters (E-scooters), and other micromobility devices within the City of Mary Esther. The ordinance is adopted pursuant to the City's home rule authority under Florida Statutes Section 166.021 and is consistent with the regulatory framework set forth in Florida Statutes Sections 316.2128 and 316.20655.

The ordinance responds to the increasing use of micromobility devices for both transportation and recreational purposes. While supporting these low-cost, energy-efficient mobility options, the ordinance establishes clear operational standards to promote public safety, protect pedestrians,

and ensure the orderly use of public rights-of-way.

Key provisions include clearly defined terms consistent with state law, including a limitation that covered devices may not exceed 20 miles per hour on level ground. The ordinance excludes wheelchairs and other ADA-recognized mobility devices to ensure compliance with federal accessibility requirements.

Operational regulations require operators to comply with all applicable traffic laws and establish specific safety measures. Operators 16 years of age or younger must wear a properly fitted helmet meeting federal safety standards. The ordinance prohibits careless operation, including distracted riding, unsafe speeds, failure to yield to pedestrians, and operating against the flow of traffic. It requires audible signaling when overtaking pedestrians, compliance with traffic control devices, and adherence to state lighting standards. The modification of E-bike motors to exceed manufacturer design speeds is expressly prohibited.

The ordinance permits operation on sidewalks, trails, bike lanes, and roadways in accordance with state law, while requiring that operators travel in the same direction as vehicular traffic. It also establishes parking standards designed to prevent obstruction of sidewalks, building entrances, accessibility ramps, fire hydrants, and emergency facilities. A minimum three-foot pedestrian clearance must be maintained, and abandoned devices are subject to applicable state abandonment procedures.

Enforcement is structured as a non-criminal civil infraction system with a graduated penalty schedule. A first violation results in a written warning, followed by escalating fines for subsequent violations, up to a maximum of \$500.00. This approach emphasizes education and voluntary compliance while providing meaningful enforcement authority when necessary.

Overall, the ordinance provides a comprehensive and balanced regulatory framework that supports micromobility as a transportation option while prioritizing pedestrian safety, accessibility, and consistent enforcement within the City.

FINANCIAL IMPACT:

There are no anticipated financial impacts.

RECOMMENDATION:

Motion to approve a first reading of Ordinance 2026-02 creating Article V of Chapter 18 of the Code of Ordinances to establish regulations governing electric bicycles, motorized scooters, and micromobility devices within the City of Mary Esther.

ATTACHMENT(S):

1. Exhibit A: Ordinance 2026-02
2. Exhibit B: Business Impact Statement

ORDINANCE NO. 26-02

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA; CREATING ARTICLE V UNDER CHAPTER 18 OF THE MARY ESTHER CODE OF ORDINANCES, TITLED “ELECTRIC BICYCLES, MOTORIZED SCOOTERS, AND MICROMOBILITY DEVICES”; AND PROVIDING FOR ENFORCEMENT, SEVERABILITY, CONFLICTS, CODIFICATIONS, AND AN EFFECTIVE DATE.

SECTION 1: AUTHORITY.

The authority for enactment of this Ordinance is Section 166.021, Florida Statutes, and the City Charter.

SECTION 2. FINDINGS OF FACT.

WHEREAS, the public has a growing interest in using personal micromobility devices, including electric bicycles and motorized scooters for transportation and recreational purposes; and

WHEREAS, the City of Mary Esther City Council supports the safe use of low-cost, energy-efficient micromobility devices on City roads and rights-of-way; and

WHEREAS, Florida Statute 316.2128(1) grants micromobility device and motorized scooter operators, "all of the rights and duties applicable to the rider of a bicycle," including the right to operate motorized scooters on sidewalks, streets, and trails; and

WHEREAS, Sections 316.2128 and 316.20655, Florida Statutes, regulate micromobility devices and authorize the City, under certain circumstances, to adopt an ordinance governing the operation of micromobility devices on streets, highways, sidewalks, and sidewalk areas under the City's jurisdiction; and

WHEREAS, Florida Statute 316.2128(1), further allows local governments to adopt ordinances governing the operation of micromobility devices and motorized scooters on streets, highways, sidewalks, and sidewalk areas under the local government's jurisdiction; and

WHEREAS, the Florida Legislature enacted CS for SB 382 (2026), effective July 1, 2026, amending Section 316.20655, Florida Statutes, to impose specific speed and operational requirements for electric bicycles on shared pathways and pedestrian areas, and establishing the Micromobility Device Safety Task Force and mandatory crash reporting requirements applicable statewide; and

NOW, THEREFORE, be it ordained by the City Council of the City of Mary Esther, Florida as follows:

SECTION 3. RECITALS.

The foregoing recitals are hereby ratified and confirmed as being true and correct and are hereby made a part of this Ordinance.

SECTION 4. CODE OF ORDINANCES.

The Code of Ordinances of the City of Mary Esther is hereby created to read as follows:

Sec. 18-44. – Definitions.

The following definitions shall apply throughout this chapter:

Bicycle: Every vehicle propelled solely by human power, having two tandem wheels, and including any device generally recognized as a bicycle, though equipped with two front or two rear wheels. The term does not include a scooter or similar device. (F.S. § 316.003 (4))

Bicycle Lane: shall mean a portion of a roadway designated for the preferential or exclusive use of bicycles and designated by a bicycle symbol pavement marking and signage in accordance with Florida Department of Transportation and standards and the Manual of Uniform Traffic Control Devices. (F.S. § 316.003 (5))

Bicycle Path: shall mean any road, path, or way that is open to bicycle travel, which road, path, or way is physically separated from motorized vehicular traffic by an open space or by a barrier and is located either within a public or publicly accessible right-of-way or within an independent right-of-way. (F.S. § 316.003(6))

Electric Bicycle or E-Bike: means a bicycle or tricycle equipped with fully operable pedals, a seat or saddle for the use of the rider, and an electric motor. This term includes devices defined as electric bicycles pursuant to section 316.003(23), Florida Statutes, as may be amended. However, this term does not include “wheelchairs” or “other power-driven mobility devices” as defined under the ADA, 28 CFR s. 35.104, as may be amended.

Micromobility Device: means motorized scooters and electric bicycles as defined herein and shall include any motorized transportation device which is incapable of traveling at speeds greater than twenty (20) miles per hour on level ground. This term shall also include those devices defined in section 316.003(41), Florida Statutes, as may be amended. However, this term does not include “wheelchairs” or “other power-driven mobility devices” as defined under the ADA, 28 CFR § 35.104, as may be amended.

Motorized Scooter or E-Scooters: means any vehicle or micromobility device, other than an electric bicycle, that is powered by a motor with or without a seat or saddle for the use of the rider, which is designed to travel on not more than three wheels, and which is not capable of propelling the vehicle at a speed greater than twenty (20) miles per hour on level ground. This term includes those devices defined as motorized scooters pursuant to section 316.003(48), Florida Statutes, as may be amended. However, this term does not include “wheelchairs” or “other power-driven mobility devices” as defined under the ADA, 28 CFR s. 35.104, as may be amended.

Operator: Any person riding, driving, or otherwise in actual physical control of a micromobility device.

Pedestrian: Any person afoot. (F.S. § 316.003(57))

Right-Of-Way: means land devoted to or required for use as a roadway, sidewalk, or other associated feature, and includes, without limitation,

- (i) all existing or dedicated road rights-of-way and
- (ii) all proposed dedications of road rights-of-way set forth on official grading and drainage plans approved pursuant to tentative plats.

Sidewalk: means that portion of a right-of-way between the curbline, or the lateral line, of a roadway and the adjacent property lines, intended for use by pedestrians. (F.S. § 316.003(82))

Sec. 18-45. – Operations.

(a) Operators of micromobility devices shall comply with all applicable State, County, and City laws, rules, and regulations as may be applicable to such devices.

(b) Operators of an E-Bike, E-Scooter, or other micromobility device, who are 16 years of age or younger, must wear, at a minimum, a bicycle helmet that is properly fitted and is fastened securely upon the operator's head by a strap and that meets the federal safety standards for bicycle helmets, final rule, 16 C.F.R. part 1203.

(c) It shall be unlawful for any person to operate any E-Bike, E-Scooter, or other micromobility device in a careless manner. Careless operations of an E-Bike, E-Scooter, or other micromobility device shall include, but is not limited to:

- (i) Operation of an E-Bike, E-Scooter, or other micromobility device with more than one person on the micromobility device, unless such micromobility device is specifically designed to carry more than one person; or
- (ii) Operation of an E-Bike, E-Scooter, or other micromobility device while simultaneously using a cellphone, wearing earbuds or similar devices not used to aid in hearing; or
- (iii) Operation of an E-Bike, E-Scooter, or other micromobility device at a speed greater than is reasonable and prudent under the conditions, having regard to the actual and potential hazards then existing, including, but not limited to; or
 - (i) the safety of the operator or any other person or property; or
 - (ii) Failing to yield to pedestrians; or
 - (iii) Weaving in and out of pedestrian or vehicular traffic; or
 - (iv) Any occurrence where inadvertence to the safe and normal operational procedures of the E-Bike, E-Scooter, or other micromobility device causes or is likely to cause damage to any person or property;

(d) An operator of an E-Bike, E-Scooter, or other micromobility device shall yield the right-of-way to pedestrians and shall deliver an audible signal before overtaking and passing a pedestrian.

(e) An operator of an E-Bike, E-Scooter, or other micromobility device shall take such precautions as may be necessary to avoid an accident or collision with a person or property.

(f) E-Bikes, E-Scooters, and other micromobility devices are permitted to operate on public sidewalks, walkways, paths, or trails. Consistent with F.S. 316.20655(10) (as amended by CS for SB 382, effective July 1, 2026); (i) an operator of an electric bicycle on a shared pathway that is

not located adjacent to a roadway, including a shared pathway located in a park or recreational area, shall yield to pedestrians and shall give an audible signal before overtaking and passing a pedestrian; and (ii) an operator of an electric bicycle on a sidewalk or any other area designated for pedestrian use may not operate the electric bicycle at a speed greater than 10 miles per hour if a pedestrian is within 50 feet of the electric bicycle. The maximum speed of any other micromobility device on a public sidewalk, walkway, path, or trail shall not exceed a speed that is reasonably prudent for the current conditions or environment.

(g) Micromobility devices may be operated within designated bike lanes of a roadway, if available; or if no bike lane is available, on the roadway, as close as practicable to the right-hand curb or edge of the roadway except under any of the following situations:

1. When overtaking and passing another bicycle or vehicle proceeding in the same direction.
2. When preparing for a left turn at an intersection or into a private road or driveway.
3. When reasonably necessary to avoid any condition or potential conflict, including, but not limited to, a fixed or moving object, parked or moving vehicle, bicycle, pedestrian, animal, surface hazard, turn lane, or substandard-width lane, which makes it unsafe to continue along the right-hand curb or edge or within a bicycle lane.

(h) When operating an E-bike, E-scooters, or other micromobility device on a roadway or on a sidewalk, when sidewalks are on both sides of the road, operators shall travel in the same direction as the flow of vehicular traffic. E-bikes, E-Scooters, or other micromobility devices operated on roadways shall not be operated against the flow of vehicular traffic.

(i) An operator of an E-bike, E-Scooter, or other micromobility device must adhere to the same right-of-way laws and regulations as bicycles.

(j) At a signalized intersection, an operator of an E-bike, E-scooter, or other micromobility device on a sidewalk, walkway, path, or trail must obey the instructions of any applicable pedestrian control signal. If no pedestrian signal is provided, the operator may proceed in accordance with the signal indications for the parallel roadway traffic flow.

(k) All E-Bike, E-Scooter, or other micromobility devices shall comply with the lighting standards set forth in Section 316.2065(7), Florida Statutes as may be amended, which requires a reflective front white light visible from a distance of at least 500 feet, and a reflective rear red light visible from a distance of at least 600 feet.

(l) E-Bike motors shall not be modified to allow for higher speed than the E-Bike is designed to attain. (F.S. § 316.20655(4))

(m) E-Bikes, E-Scooters, or other micromobility devices may not be operated on private property without the express permission of the property owner.

Sec. 18-46. – Parking.

(a) E-Bike, E-Scooter, or other micromobility devices shall be equipped with a kickstand and always parked upright.

(b) A person shall not park an E-Bike, E-Scooter, or other micromobility device:

- (i) in a manner that obstructs any ingress or egress from any building or parking area, or in a manner that prevents any sidewalk, walkway, path, or trail from maintaining at least three (3) feet of walkway clearance; or
- (ii) in a manner that obstructs or interferes with pedestrian or vehicular traffic; or on an accessibility ramp for persons with disabilities, or any part thereof, or in any manner that would restrict the movement for persons with disabilities; or
- (iii) within a motor vehicle parking space not designated for micromobility device use; or
- (iv) within fifteen (15) feet of any fire hydrant or in a manner that blocks any other emergency facility; or
- (v) on any public property, except at bicycle racks, designated micromobility parking areas, or other locations specifically authorized by the City Manager or designee; or
- (vi) on any private property without the permission of the property owner.

(c) A person may not attach, secure, store, or park an E-Bike, E-Scooter, or other micromobility device to or upon public property in a manner that may cause injury or damage to any person or thing or in a manner that renders the public property unusable or impassable. E-Bikes, E-Scooters, or other micromobility devices may only be secured to facilities designed to secure and store these devices.

(d) Except as expressly allowed by the City Manager or his or her designee, any E-Bike, E-Scooter, or other micromobility device left unattended on public property, including in parks or rights-of-way, for one (1) week or more shall be deemed abandoned and subject to the provisions of Chapter 705, Florida Statutes. If a device is obstructing or posing a hazard, it is subject to immediate removal and storage at City Hall for one (1) week to allow retrieval by the owner. After one week, the device will be deemed abandoned.

Sec. 18-47. – Penalties.

A violation of any Section of this article shall be deemed a non-criminal traffic infraction, punishable as a non-moving violation as provided in Chapter 318, Florida Statutes. The state-law penalty applies independently of and in addition to the civil penalty imposed under Sec. 18-47 of this Chapter for violation of other provisions hereof.

- a) Civil penalties for violations of this article shall be established by resolution of the City Council, not to exceed \$500.00 per violation.
- (b) Violations shall be counted on a rolling twelve (12) month basis. After twelve (12) consecutive months with no violations, the count shall reset.

Sec. 18-48. – Enforcement.

[NOTE: New section clarifying enforcement authority.]

- (a) This article may be enforced by the Okaloosa County Sheriff's Office, the City's code enforcement officers, or other persons designated by the City Manager.

(b) Code enforcement officers shall have the authority to enforce the parking provisions of Sec. 18-46 and to issue citations for violations of this article through the City's code enforcement process.

(c) Nothing in this article shall be construed to limit the authority of law enforcement officers to enforce applicable state traffic laws or to take any other action authorized by law.

(d) The Okaloosa County Sheriff's Office (OCSO) shall, beginning 30 days after effective date of CS for SB 382, maintain a list of all traffic crashes investigated by the Department which involve a micromobility device, regardless of whether the crash is reported on a Florida Traffic Crash Report (Long Form), short-form crash report, or driver exchange of information form. Each such list entry must include: (1) the date and time of the crash; (ii) if applicable, the class of electric bicycle involved, (iii) the age of the micromobility device operator; and (iv) if known, whether the operator possessed a valid Florida learner's driver license or driver's license at the time of the crash. By October 15, 2026, the OCSO shall submit a report to the Department of Highway Safety and Motor Vehicles containing a list of all micromobility device crashes investigated by the Department from the beginning of the reporting period through September 30, 2026, in the form and manner determined by the state Department of Highway Safety and Motor Vehicles.

Sec. 18-49. – Commercial Micromobility Providers.

(a) No person or entity shall deploy, offer for rent, or otherwise make available for public use any shared or commercial micromobility devices within the City without first entering into an operating agreement approved by the City Council or obtaining a permit from the City Manager or designee.

(b) An application for a commercial micromobility operating agreement or permit shall include, at a minimum:

- (1) The name, address, and contact information of the applicant and any parent company;
- (2) A description of the devices to be deployed, including type, quantity, and maximum fleet size;
- (3) A proposed service area map;
- (4) Proof of commercial general liability insurance in an amount determined by the City Manager, naming the City as an additional insured;
- (5) An indemnification and hold harmless agreement in a form acceptable to the City Attorney;
- (6) A plan for device maintenance, rebalancing, and removal of inoperable devices within twenty-four (24) hours of notification; and
- (7) A plan for customer education regarding applicable laws and regulations, to include the state-mandated requirements of Section 316.20655(10), Florida Statutes, governing electric bicycle speed limits near pedestrians and operation on shared pathways not adjacent to roadways.

(c) The City Council may establish permit fees, per-device fees, and other charges by resolution as part of the comprehensive fee schedule.

(d) The City Manager or designee may impose conditions on any permit or operating agreement to address public safety, parking, fleet size, hours of operation, geographic restrictions, data sharing, and other operational requirements.

(e) A permit or operating agreement may be suspended or revoked by the City Manager for failure to comply with the terms of the agreement, this article, or any applicable law.

(f) Notwithstanding Section 18-46 (d), any commercial micromobility device deployed within the City without a valid permit or operating agreement may be impounded by the City or its agents, independent of the abandoned property procedures of Chapter 705, Florida Statutes. The provider shall be responsible for all costs associated with impoundment and storage.

SECTION 5. SEVERABILITY.

In the event any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, it is the intent of City Council that such invalidity shall not affect any other provisions of the Ordinance which may be given effect without the invalid provision or application, and, to this end, the provisions of this Ordinance are declared severable.

SECTION 6. CONFLICTS.

All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 7. CODIFICATION.

It is the intention of the Mary Esther City Council that the provisions of this Ordinance shall become a part of the City's Code of Ordinances; and that sections of this Ordinance may be renumbered or re-lettered and the word "ordinance" may be changed to "chapter", "section", "article", or such other appropriate word or phrase in order to accomplish such intentions; and regardless of whether such inclusion in the Code is accomplished, sections of this Ordinance may be renumbered or re-lettered and the correction of typographical errors which do not affect the intent may be authorized by the City Manager, without need of public hearing, by filing a corrected or recodified copy of the same with the City Clerk.

SECTION 8. EFFECTIVE DATE.

The provisions of this Ordinance shall take effect as provided by law.

So Done this _____ day of _____, 2026.

**By: Chris Stein, Mayor
City of Mary Esther, Florida**

ATTEST:

Dillon Morris, City Clerk

1st Reading: _____

Published: _____

2nd Reading: _____

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published. This Business Impact Estimate may be revised following its initial posting.

AN ORDINANCE OF THE CITY OF MARY ESTHER, FLORIDA; CREATING ARTICLE V UNDER CHAPTER 18 OF THE MARY ESTHER CODE OF ORDINANCES, TITLED "ELECTRIC BICYCLES, MOTORIZED SCOOTERS, AND MICROMOBILITY DEVICES"; AND PROVIDING FOR ENFORCEMENT, SEVERABILITY, CONFLICTS, CODIFICATIONS, AND AN EFFECTIVE DATE.

Ordinance 2026-02

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance:

- ☒ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

If no exemption applies, in accordance with the provisions of controlling law, the City hereby publishes the following information:

¹ See Section 166.041(4)(c), Florida Statutes.

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

To amend the Code of Ordinances to support the safe use of low-cost, energy-efficient micromobility devices on City roads and rights-of-way.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City if any:

- (a) An estimate of direct compliance costs that businesses may reasonably incur;
- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
- (c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

No direct economic impacts are anticipated.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

No business will be impacted.

4. Additional information the governing body deems useful (if any):

AGENDA ITEM

Agenda Item 10.2.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: May 4, 2026

SUBJECT: Consideration: Status Update and Direction on the Long-Term Wastewater Solution

BACKGROUND:

The City has been under a Consent Order from the Florida Department of Environmental Protection (FDEP) since November 2022 (OGC File No. 22-2083), with an Amended Consent Order issued in October 2023 (OGC 22-2083B), requiring corrective action on the City's aging wastewater treatment facility. Two viable alternatives have been identified: (1) constructing a 7-mile force main to the Okaloosa County Arbennie Pritchett Water Reclamation Facility, or (2) rehabilitating the existing plant.

At the March 25, 2026 Council Workshop, staff presented updated capital cost estimates, a preliminary funding plan, and an operating cost comparison for both alternatives. At the April 6, 2026 regular meeting, Council considered Resolution 26-07 and directed staff to continue working with Okaloosa County to determine the County's level of financial support before formal action is taken.

On April 20, 2026, FDEP granted the City an extension on key Consent Order deadlines, including extending the deadline to obtain decommissioning funding from April 19, 2026 to April 19, 2027, and extending the deadline for the rehabilitation-versus-decommissioning decision from December 31, 2025 to December 31, 2027. This extension provides the City with additional time to complete its due diligence before making a final decision.

DISCUSSION:

Since the April meeting, staff has made meaningful progress and identified additional work that should be completed before Council is asked to take formal action.

Coordination with Okaloosa County. Staff has had productive conversations with Deputy County Administrator Coffey regarding the County's potential financial participation in the force main project. At a recent County Commission meeting, Commissioner Goodwin requested and received consensus from the Board of County Commissioners to authorize County staff to dedicate time and resources to working with the City of Mary Esther on the project. Specific dollar figures for County financial participation have not yet been provided, and the County's position on long-term wholesale wastewater disposal rates has not yet been finalized. These items are central to the City's funding plan and operating cost analysis for the force main alternative.

Preliminary County Concept. In addition, Commissioner Goodwin has raised a preliminary concept that would, if the City decommissioned its existing wastewater treatment facility and connected to the County system, allow for the conversion of the existing plant site into a fish hatchery intended to serve as a tourist destination and support the restocking of local fisheries. The concept is conceptual at this stage, would require formal action by both the County Commission and the City Council, and is only relevant if Council ultimately selects the force main alternative.

Recommended Next Steps. Given the FDEP extension and the open items with the County, staff recommends additional time to finalize the City's due diligence rather than asking Council to select a path forward at this time. Specifically, staff recommends:

1. Continuing to work with Okaloosa County to finalize a financial participation package and potentially long-term wholesale treatment rate terms;
2. Engaging an independent engineering firm to provide a fresh review of both alternatives, evaluate the reasonableness of the current cost estimates, consider the potential impact of future wastewater regulations, identify any additional risks or opportunities, and be available to answer Council questions from an engineering perspective; and
3. Providing monthly status updates to Council, with the goal of bringing a formal recommendation as soon as the necessary information is in hand.

Staff anticipates this work could take an additional two to three months, particularly if formal County Commission action is required to confirm the County's financial participation. A final decision well in advance of the FDEP deadlines is achievable on this timeline. That said, if Council is ready to make a decision at the 5/4 meeting, Resolution 26-07 is still on the table.

FINANCIAL IMPACT:

There is no direct financial impact from this item. The independent engineering review is anticipated to cost no more than \$10,000 and is within the City Manager's purchasing authority and the FY 2026 Utilities Fund budget. Any financial commitments associated with either long-term alternative will be brought to Council as separate agenda items.

RECOMMENDATION:

Staff requests that Council provide direction by consensus authorizing staff to (1) continue working with Okaloosa County to finalize a financial participation package and potentially long-term wholesale treatment rate terms; (2) engage an independent engineering firm to provide a fresh review of both alternatives and be available to answer Council questions; and (3) provide monthly status updates, returning for formal action once the necessary information is in hand.

ATTACHMENT(S):

1. Exhibit A: Resolution 26-07, Option A, Wastewater Force Main
2. Exhibit B: Resolution 26-07, Option B, Wastewater Facility Rehabilitation
3. Exhibit C: Wastewater Force Main Workshop Report

4. Exhibit D: Wastewater Force Main Workshop Presentation
5. Exhibit E: Consent Order Extension

RESOLUTION NO. 26-07

A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, SELECTING THE WASTEWATER FORCE MAIN TO THE OKALOOSA COUNTY ARBENNIE PRITCHETT WATER RECLAMATION FACILITY AS THE CITY'S LONG-TERM WASTEWATER SOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Mary Esther owns and operates a wastewater treatment facility that first came online in 1950 and has been modified several times over its service life; and

WHEREAS, the Florida Department of Environmental Protection (FDEP) executed a Consent Order (OGC File No. 22-2083) on November 18, 2022, requiring corrective action on the City's wastewater treatment facility due to nuisance conditions, unsatisfactory equipment, cracked and leaky infrastructure, and unauthorized sanitary sewer overflows; and

WHEREAS, an Amended Consent Order (OGC 22-2083B) was issued in October 2023 with updated requirements and timelines, and FDEP is awaiting the City's decision on a long-term path forward; and

WHEREAS, the City retained Barge Design Solutions, Inc. to evaluate wastewater disposal alternatives, and the resulting Preliminary Engineering Study identified two viable options: (1) constructing a force main to the Okaloosa County Arbennie Pritchett Water Reclamation Facility, or (2) rehabilitating the existing wastewater treatment plant; and

WHEREAS, the City Council held a workshop on March 6, 2023, to review the alternatives and directed staff to continue exploring the force main option; and

WHEREAS, the City subsequently explored a potential partnership with Hurlburt Field, which was ultimately withdrawn after Hurlburt Field elected to invest in its own facility; and

WHEREAS, Okaloosa County Water and Sewer (OCWS) prepared a revised cost estimate for a Mary Esther standalone force main project at an estimated capital cost of \$14,000,000, while the estimated cost to rehabilitate the existing plant is approximately \$15,420,000 in 2026 dollars; and

WHEREAS, the City Council held workshops on March 25, 2026 and April 6, 2026, to review updated capital cost estimates, a preliminary operating cost comparison, and an overview of available funding sources for both alternatives; and

WHEREAS, FDEP is awaiting the City's decision on a long-term path forward, and it is important that the City demonstrate meaningful progress toward compliance with the Consent Order; and

WHEREAS, the City Council has considered both alternatives and finds that the construction of a wastewater force main to the Okaloosa County Arbennie Pritchett Water Reclamation Facility best serves the long-term interests of the City and its residents.

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

Section 1. Selection of Preferred Alternative. The City Council hereby selects the construction of a wastewater force main to the Okaloosa County Arbennie Pritchett Water Reclamation Facility as the City's long-term wastewater solution. Upon completion of the force main project, the existing wastewater treatment facility shall be decommissioned.

Section 2. Future Actions. The City Council acknowledges that implementation of the force main project will require future formal actions, including but not limited to interlocal agreements with Okaloosa County, funding commitments, engineering and design contracts, and construction contracts. Each such action will be brought to the City Council for consideration and approval as a separate agenda item.

Section 3. Effective Date. This Resolution shall take effect immediately upon its passage and adoption.

PASSED in regular session this ____ day of _____, 2026.

CITY OF MARY ESTHER

By: _____
Chris Stein, Mayor

ATTEST:

Dillon Morris, City Clerk

RESOLUTION NO. 26-07

A RESOLUTION OF THE CITY OF MARY ESTHER, FLORIDA, SELECTING THE REHABILITATION OF THE EXISTING WASTEWATER TREATMENT FACILITY AS THE CITY'S LONG-TERM WASTEWATER SOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Mary Esther owns and operates a wastewater treatment facility that first came online in 1950 and has been modified several times over its service life; and

WHEREAS, the Florida Department of Environmental Protection (FDEP) executed a Consent Order (OGC File No. 22-2083) on November 18, 2022, requiring corrective action on the City's wastewater treatment facility due to nuisance conditions, unsatisfactory equipment, cracked and leaky infrastructure, and unauthorized sanitary sewer overflows; and

WHEREAS, an Amended Consent Order (OGC 22-2083B) was issued in October 2023 with updated requirements and timelines, and FDEP is awaiting the City's decision on a long-term path forward; and

WHEREAS, the City retained Barge Design Solutions, Inc. to evaluate wastewater disposal alternatives, and the resulting Preliminary Engineering Study identified two viable options: (1) constructing a force main to the Okaloosa County Arbennie Pritchett Water Reclamation Facility, or (2) rehabilitating the existing wastewater treatment plant; and

WHEREAS, the City Council held a workshop on March 6, 2023, to review the alternatives and directed staff to continue exploring the force main option; and

WHEREAS, the City subsequently explored a potential partnership with Hurlburt Field, which was ultimately withdrawn after Hurlburt Field elected to invest in its own facility; and

WHEREAS, Okaloosa County Water and Sewer (OCWS) prepared a revised cost estimate for a Mary Esther standalone force main project at an estimated capital cost of \$14,000,000, while the estimated cost to rehabilitate the existing plant is approximately \$15,420,000 in 2026 dollars; and

WHEREAS, the City Council held workshops on March 25, 2026 and April 6, 2026, to review updated capital cost estimates, a preliminary operating cost comparison, and an overview of available funding sources for both alternatives; and

WHEREAS, FDEP is awaiting the City's decision on a long-term path forward, and it is important that the City demonstrate meaningful progress toward compliance with the Consent Order; and

WHEREAS, the City Council has considered both alternatives and finds that the rehabilitation of the existing wastewater treatment facility best serves the long-term interests of the City and its residents.

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

Section 1. Selection of Preferred Alternative. The City Council hereby selects the rehabilitation of the existing City of Mary Esther wastewater treatment facility as the City's long-term wastewater solution.

Section 2. Future Actions. The City Council acknowledges that implementation of the rehabilitation project will require future formal actions, including but not limited to engineering and design contracts, funding commitments, and construction contracts. Each such action will be brought to the City Council for consideration and approval as a separate agenda item.

Section 3. Effective Date. This Resolution shall take effect immediately upon its passage and adoption.

PASSED in regular session this ____ day of _____, 2026.

CITY OF MARY ESTHER

By: _____
Chris Stein, Mayor

ATTEST:

Dillon Morris, City Clerk

Wastewater Force Main Project Update

Force Main to Okaloosa County Wastewater Treatment Facility

City of Mary Esther, Florida

Prepared for City Council Workshop | March 25, 2026

Purpose: This report provides the City Council with an update on the Wastewater Force Main project, including revised capital cost estimates, a comparison of both alternatives (force main to Okaloosa County or rehabilitation of the existing plant), a preliminary comparison of operational costs, and an overview of funding sources. The goal is to support informed discussion at the workshop and help Council identify a direction for staff to pursue. If Council desires, staff will bring a formal resolution to the April regular Council meeting. FDEP is awaiting the City's decision on a long-term path forward, and it is important that significant progress toward a decision be made by the April meeting.

Executive Summary

The City has been under a Consent Order from the Florida Department of Environmental Protection (FDEP) since November 2022, with an Amended Consent Order issued in October 2023, requiring corrective action on its aging wastewater treatment facility. Two alternatives exist: (1) construct a 7-mile force main to the Okaloosa County wastewater treatment facility, or (2) rehabilitate the existing plant.

Since the March 2023 Council Workshop, staff has continued to explore the force main option — including a potential partnership with Hurlburt Field that was ultimately withdrawn. Okaloosa County Water & Sewer (OCWS) has since provided updated cost estimates for a Mary Esther standalone project. Based on this work, staff is presenting the following key findings:

Key findings:

- **Force main capital cost: \$14 million.** Staff has identified a viable funding path through a combination of grants, property sale proceeds, potential County support, and utility cash or SRF loan financing. The \$1 million state legislative appropriation has already been awarded.
- **Rehabilitation capital cost: ~\$15.42 million in 2026 dollars** (escalated from the 2019 Mott MacDonald estimate at 6% annually to 2022 by Barge, then at 4% annually from 2022 to 2026). This estimate includes an effluent pump station upgrade and new force main, though the full scope of effluent infrastructure needs is not fully defined. Additionally, several funding sources are specific to the force main option, resulting in a larger financing requirement for rehabilitation.

- **Estimated operating cost increase with force main: ~\$300,000–\$350,000/year.** However, rehabilitation would likely require more debt financing, and when the resulting debt service is factored in, the net annual cost difference narrows significantly.
- **With the force main, the City’s liability would be limited.** The City would be responsible only for the pump station and storage tank. Okaloosa County would handle the force main and all treatment. The sprayfield liability would be eliminated.

Project Background

Consent Order and Regulatory Context

The City operates the Mary Esther wastewater treatment facility, which first came online in 1950 and has been modified several times. FDEP executed the initial Consent Order (OGC File No. 22-2083) on November 18, 2022, to resolve issues relating to the Mary Esther wastewater treatment plant, including nuisance conditions, unsatisfactory equipment, cracked and leaky infrastructure, and approximately 164,550 gallons in unauthorized sanitary sewer overflows between March 2019 and January 2021. An Amended Consent Order (OGC #22-2083B) was issued in October 2023 with updated requirements and timelines. The Consent Order acknowledges that the City may seek to decommission its plant by connecting to the treatment facilities of Okaloosa County as an alternative to plant repairs. FDEP is currently awaiting the City’s decision on which path to pursue.

Barge Design Solutions Engineering Studies

The City retained Barge Design Solutions, Inc. to evaluate wastewater disposal options. The Preliminary Engineering Study, completed in December 2022, examined four alternative routes for pumping untreated wastewater to Okaloosa County or Fort Walton Beach, and compared these to the rehabilitation costs previously established in the 2019 Mott MacDonald Wastewater Rehabilitation Facilities Plan. Based on the study, the City selected the force main to the Okaloosa County wastewater treatment facility as the preferred long-term solution.

Council Workshop – March 6, 2023

Following completion of the Barge study, the City Council held a workshop on March 6, 2023 to discuss wastewater disposal alternatives. The two viable options presented were: (1) sending sewage to Okaloosa County through a force main, or (2) rehabilitating the existing plant. Discussion covered cost, existing equipment condition, hurricane risk, funding needs, utility reserves, spray field impacts, EPA requirements, and potential revenue sources. Council provided general direction for staff to continue exploring the force main option.

Hurlburt Field Partnership – Explored and Withdrawn

Hurlburt Field expressed interest in connecting to the proposed force main. Barge completed a Technical Memorandum in May 2024 analyzing the combined scenario at an estimated \$29.4 million. However, after completing their own alternatives study, Hurlburt Field subsequently decided to invest in their own plant, leaving the City to evaluate whether to proceed independently or revert to rehabilitation.

Current Project Scope – Mary Esther Standalone

With Hurlburt Field’s withdrawal, Okaloosa County Water & Sewer prepared a revised cost estimate for Mary Esther only. The scope includes a 7-mile, 16-inch force main from the Mary Esther wastewater treatment facility to the Okaloosa County wastewater treatment facility, constructed primarily by OCWS in-house crews. The 16-inch pipe was sized by Barge to provide design flows of 1,377 GPM at 73 PSI, eliminating the need for a large ground storage tank.

Upon completion, the City’s wastewater infrastructure would be reduced to an approximately 500,000-gallon storage tank and a new pump station. The City would be responsible for operating and maintaining the pump station and storage tank, including electricity. The City would not be responsible for the force main to Okaloosa County or any treatment infrastructure – that would be Okaloosa County’s responsibility, covered by treatment fees. The existing plant would be decommissioned and the sprayfield liability eliminated.

Capital Cost Estimates

Option A: Force Main to Okaloosa County

Line Item	Estimated Cost
Engineering, Environmental & Soft Costs	\$1,500,000
Pump Station & Ground Storage Tank Modifications	\$2,800,000
7-Mile 16" Pipeline (Built by OCWS)	\$7,400,000
Contingency	\$2,300,000
TOTAL	\$14,000,000

Option B: Rehabilitation of Existing Plant

The 2019 Mott MacDonald Wastewater Rehabilitation Facilities Plan estimated the capital cost for rehabilitating the existing plant at \$11,060,000. In their 2022 Preliminary Engineering Study, Barge Design Solutions escalated this figure to approximately \$13.18 million in 2022 dollars (at a 6% annual escalation rate). Applying a more conservative 4% annual escalation from 2022 to 2026 yields an estimated rehabilitation cost of approximately \$15.42 million in today’s dollars:

Item	Amount
Mott MacDonald Base Estimate (2019)	\$11,060,000
Barge Escalation to 2022 (6%/yr × 3 years)	\$13,180,000
Escalation to 2026 (4%/yr × 4 years = ×1.170)	\$15,420,000

The Mott MacDonald plan included an effluent pump station upgrade and new force main as part of this estimate. However, the full scope of effluent force main work that may ultimately be required is not fully defined in the 2019 plan, and any additional infrastructure needs would increase the rehabilitation cost beyond the figures shown above.

Funding Sources

Force Main Funding Plan

The funding gap is smaller than initially anticipated. While no funding source is guaranteed until formally executed, the sources below represent the most viable path available. The \$1 million state legislative appropriation has already been awarded.

Revenue Source	Amount
OLDCC Installation Readiness (IR) Grant – Noncompetitive	\$900,000
Legislative Appropriation (State) – Awarded	\$1,000,000
<i>Potential County Financial Participation</i>	<i>TBD</i>
WWTF Property Sale	\$1,500,000
Utility Cash / SRF Loan	<i>Balance</i>
TOTAL	\$14,000,000

With 2–3 additional OLDCC DCIP cycles and state appropriation opportunities ahead, staff believes the remaining capital funding can be secured.

Rehabilitation Funding Considerations

Both alternatives may require some level of debt financing. However, if the City pursued the rehabilitation alternative, several funding sources identified above would not be available. The WWTF property sale proceeds (\$1.5M) would not be realized, as the existing plant site would remain in use. The OLDCC IR grant (\$900K) and state legislative appropriation (\$1M) may still be available, though it is unclear how rehabilitation would rank for the OLDCC DCIP.

This would leave a larger funding gap that the City would need to finance through debt, with corresponding annual debt service.

Operational Cost Comparison

Current Wastewater Treatment Costs

The FY 2026 Utilities Budget includes a \$740,000 Jacobs O&M contract split between Water and Sewer. The actual wastewater treatment plant costs approximately as follows:

Cost Component	Annual Cost
Jacobs Base Contract (WWTF Portion)	\$385,817
Electricity (WWTF)	\$57,000
Solids Disposal	\$20,000
Repairs & Maintenance	\$50,000
Sprayfield Lease	\$18,000
TOTAL WASTEWATER PLANT O&M	~\$530,817

Estimated Costs Under Force Main Option

OCWS has provided a conservative wholesale treatment rate of approximately \$4.30 per thousand gallons (80% of the County's regular rate of \$5.37/1,000 gal). Based on the City's current average daily flow of 0.464 MGD, the estimated annual treatment cost would be approximately \$728,000. The City would also be responsible for operating the pump station and storage tank (~\$100,000–\$150,000/year for electricity, labor, and maintenance). The force main itself would be OCWS's responsibility, covered by treatment fees.

Comparative Annual Cost Analysis

The estimated net annual operating cost increase under the force main option is approximately \$300,000–\$350,000 per year compared to current costs. However, under the rehabilitation alternative, the City would need to finance the funding gap through debt. The annual debt service on this gap would narrow the difference between the two options significantly.

The size of the rehabilitation funding gap — and the resulting debt service — will depend on which funding sources are ultimately secured. For reference, annual debt service on a typical SRF loan at 2% interest over 30 years is approximately \$44,650 per \$1,000,000 financed. Depending on the size of the gap, the resulting annual debt service could substantially narrow the operating cost difference between the two options.

	Force Main	Rehabilitation
Operating Cost Increase	~\$300–350K/yr	—
Debt Service on Funding Gap	—	<i>Significant*</i>
Sprayfield Line Liability	Eliminated	Remains (~6 mi)

Important Considerations

- **Effluent infrastructure is not fully scoped.** The approximately 6 miles of aging effluent force main to the spray fields is only partially addressed by the rehabilitation cost estimate (pump station upgrade included, but not full line replacement). Inspection alone was quoted at approximately \$20 per linear foot (2022). The cost to rehabilitate or replace this pipeline would be in addition to the escalated plant rehabilitation figure.
- **Rehabilitation carries a significant funding gap.** Several funding sources in the force main plan are specific to that alternative. The rehabilitation option would require the City to finance a substantial portion of the project through debt, with associated annual debt service.
- **Reduced infrastructure responsibility with force main.** The City would be responsible only for the collection system, lift stations, one pump station, and the storage tank. OCWS would handle the force main and all treatment.
- **Consent Order compliance.** The force main would provide a definitive path to FDEP compliance rather than an ongoing maintenance cycle.
- **Reduced environmental risk scope.** Eliminating the treatment process from the City's responsibility reduces the scope of environmental risk. While the pump station and storage tank would remain on the existing site and are still subject to storm damage, a pump station failure is a sewage backup issue rather than an untreated environmental discharge.

Requested Council Direction

No formal action is required today. Staff is requesting general direction from Council on the following. FDEP is awaiting the City's decision and expects to see meaningful progress toward a resolution. Staff recommends that Council work toward providing direction that would allow formal action at the April regular meeting.

1. Does Council wish to proceed with the Wastewater Force Main to Okaloosa County as the City's long-term wastewater solution?
2. Is there any additional information Council wants or needs before taking formal action to proceed with either the wastewater force main or rehabilitation of the existing wastewater plant?

Okaloosa County Water & Sewer leadership will be present at the workshop to address Council questions.

Reference Documents

- Wastewater Rehabilitation Facilities Plan (Mott MacDonald, April 2019)
- WWTP Alternatives Preliminary Engineering Study (Barge Design Solutions, December 2022)
- Technical Memorandum: Wastewater Disposal in Conjunction with Hurlburt Field (Barge, May 2024)
- Consent Order – FDEP vs. City of Mary Esther (OGC 22-2083, November 2022)
- Amended Consent Order – FDEP vs. City of Mary Esther (OGC 22-2083B, October 2023)
- Okaloosa County Capital Cost Estimate (OCWS, January 2026)
- Wastewater Treatment Rate Correspondence (OCWS, February 2026)
- OCWS Preliminary Cost Estimate – 16" Force Main
- FY 2026 Adopted Budget – Utilities Fund
- Council Workshop Minutes – March 6, 2023
- Pipeline Route Map

Wastewater Force Main Project Update

Force Main to Okaloosa County Wastewater Treatment Facility

City Council Workshop | March 25, 2026

Why we're here

The City is under FDEP Consent Orders (original November 2022, amended October 2023) requiring corrective action on its aging wastewater treatment facility. Two alternatives remain: build a force main to Okaloosa County, or rehabilitate the existing plant. This workshop reviews updated cost estimates and seeks Council direction.

Project history

From Barge study through
Hurlburt withdrawal

Cost estimates

Both options:
force main vs. rehab

Funding & debt

Who pays?
What's the gap?

Operating costs

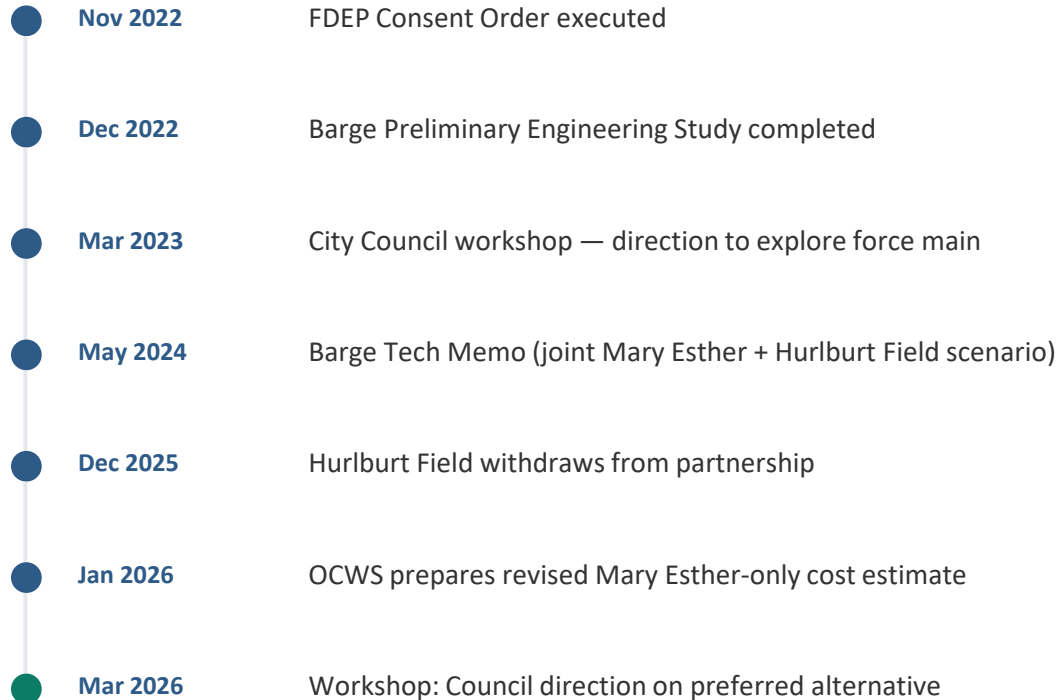
Does the gap close
with debt service?

Council direction

What action, if any,
for April meeting?

No formal action is required today. Council direction will be brought back for formal action at a regular meeting.

Project timeline



Two options for Council

Option A: Force main to Okaloosa County

\$14,000,000

2026 estimate, viable funding path

- Eliminates sprayfield line liability
- City maintains only pump station & tank
- OCWS handles force main & treatment
- Definitive Consent Order compliance
- Reduced scope of infrastructure at risk

Option B: Rehabilitate existing plant

\$15,420,000

Escalated to 2026 \$ (4%/yr from 2022)

- Rehab scope may not cover all effluent infrastructure needs
- City remains responsible for all infrastructure
- **Significant funding gap for rehabilitation**
- Annual debt service required on gap
- Can be phased (7 phases over 10 years)
- Ongoing regulatory risk remains with City

Force main funding plan

Revenue Source	Amount	Rehab?
OLDCC IR Grant	\$900,000	Maybe
State Appropriation (Awarded)	\$1,000,000	Maybe
Potential County Participation	<i>TBD</i>	No
Property Sale	\$1,500,000	No
Utility Cash / SRF	<i>Balance</i>	Yes
TOTAL	\$14,000,000	

Both alternatives may require some financing. The force main has a stronger funding position. **OCWS leadership will be present to answer questions.**

Comparative annual cost analysis

~\$530K

Current WWTF
Annual O&M

~\$878K

Proposed Force Main
Annual O&M

~\$300–
350K

Apparent Annual
Increase

TBD*

Rehab Debt Service
(on Funding Gap)

	Force Main	Rehabilitation
Operating Cost Increase	~\$300–350K/yr	—
Debt Service (on funding gap)	—	Significant*
Net Additional Annual Cost	~\$300–350K/yr	Significant*
Sprayfield Line Liability	Eliminated	Remains

Net difference narrows significantly when rehab debt service is included — and rehab carries the sprayfield liability

*Reference: Annual debt service at 2%/30yr SRF terms ≈ \$44,650 per \$1M financed. | *Depends on level of potential County financial participation.*

Key considerations

Effluent infrastructure scope

Mott MacDonald plan includes effluent PS upgrade and new force main, but full scope of effluent infrastructure needs is not fully defined.

Consent Order path

Definitive FDEP compliance vs. ongoing maintenance cycle on aging infrastructure.

Debt service closes gap

Rehab funding gap requires significant annual debt service, narrowing operating cost difference between the two options.

Reduced environmental scope

Eliminates treatment process and sprayfield from City's risk profile. Pump station/tank failure is a backup issue, not an environmental discharge.

Reduced City liability

City would maintain only pump station & tank. OCWS handles force main and all treatment.

Council direction

Direction requested from Council:

- 1 Does Council wish to proceed with the Wastewater Force Main to Okaloosa County as the City's long-term wastewater solution?
- 2 Does Council wish staff to bring a formal resolution or action item to the April regular Council meeting?
- 3 Is there additional information Council wants or needs before taking formal action?



FLORIDA DEPARTMENT OF Environmental Protection

Northwest District
160 W. Government Street, Suite 308
Pensacola, FL 32502

Ron DeSantis
Governor

Jay Collins
Lt. Governor

Alexis A. Lambert
Secretary

April 20, 2026

Jared Cobb, City Manager
City of Mary Esther
195 N. Christobal Road
Mary Esther, FL 32569
cmgr@cityofmaryesther.com

Re: Extension Approval Letter
OGC File No. 22-2083B
Mary Esther WWTP
Facility ID No. FLA010191
Okaloosa County

Dear Mr. Cobb:

The Department is in receipt of your October 31, 2025, letter requesting a time extension to the compliance schedule in the Consent Order. Your letter explained the current status of the Hurlburt WWTP Study and the need for a time extension. The Department approves the City of Mary Esther's request.

The timeframes established in the Consent Order shall be extended as follows:

- The Paragraph 6.a.) deadline for obtaining funding to decommission the Mary Esther WWTP is extended from April 19, 2026 to **April 19, 2027**.
- The Paragraph 6.f.) deadline to initiate the acquisition of the property in which the facility and collection system are to be located is extended from December 31, 2025, to within 90 days of FDEP approval of the design submitted to the Department as stipulated in Paragraph 6.b.)
- The Paragraph 6.f.)+ deadline for completion of property acquisition is extended from December 30, 2026, to 12 months after the initiation of property acquisition.
- The Paragraph 6.h.) deadline for the decision to either rehabilitate or decommission the WWTP is extended from December 31, 2025, to **December 31, 2027**.

Your cooperation in resolving this matter is greatly appreciated. If you have any questions, please contact Nellie Rundini at (850) 595-0617 or by email at Nellie.Rundini@FloridaDEP.gov.

Sincerely,

A handwritten signature in blue ink that reads "Elizabeth Mullins Orr". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Elizabeth Mullins Orr
Director
Northwest District

EMO/nr

Enclosures: Extension Requests

ec: Natalie Macaluso, Natalie.Macaluso@jacobs.com
 Mike Criddle, Mike.Criddle@jacobs.com
 Jessica Baker, Jessica.Baker1@jacobs.com
 Shawn Lindsey, slindsey@cityofmaryesther.com
 Jared Cobb, jcobb@cityofmaryesther.com

AGENDA ITEM

Agenda Item 11.1.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: May 4, 2026

SUBJECT: Consideration: Award of Bid for the Azalea Park and Caswell Circle Neighborhood Improvements Project

BACKGROUND:

The Azalea Park and Caswell Circle Neighborhood Improvements Project addresses long-standing infrastructure needs in two of the City's residential neighborhoods. The project was bid as a base scope of work plus seven additive alternates covering street resurfacing, curb and gutter replacement, sidewalk improvements, and sewer rehabilitation, allowing the City to scale the contract to match available funding.

Sealed bids were opened publicly on April 9, 2026. Two bids were received — from ECSC, LLC and Pensacola Concrete Construction Co., Inc. The Engineer of Record, Jacobs, has reviewed the bids and recommends award to ECSC, LLC as the apparent lowest responsible bidder. ECSC, LLC submitted the lowest total price for the base bid as well as the lowest grand total across the base bid and all additive alternates. A complete bid tabulation prepared by Jacobs is attached for Council's reference.

DISCUSSION:

Relationship to the CDBG Application Decision. The scope of the bid award depends on the action Council takes earlier in this meeting on the FFY 2025 CDBG application. Any additive alternates included in a CDBG application must be excluded from this bid award and procured separately under CDBG procurement requirements if those funds are awarded. The recommended bid award scope and total under each CDBG scenario is as follows:

- **If Council submits a CDBG application for the Springdale Sewer Rehabilitation only (staff recommended):** Award the Base Bid plus Additive Alternates 1, 2, 4, 5, and 6, for a total of **\$5,126,174.64**. Additive Alternate 7 (Springdale) would be rejected and pursued separately under the CDBG award process. Staff further recommends excluding Additive Alternate 3 (Azalea Park Sidewalks) from this award. Unlike the Caswell Circle sidewalks, which replace existing sidewalk infrastructure, the Azalea Park sidewalks would be new construction. Deferring this work preserves a portion of the City's half-cent sales tax revenue, which could be needed to cover unforeseen costs or change orders on the Azalea Park / Caswell Circle work being awarded, or applied to another eligible capital project in the future.
- **If Council submits a CDBG application for the Azalea Park / Caswell Circle**

Improvements only: Award the Base Bid plus Additive Alternate 7 (Springdale), for a total of **\$5,209,804.96**. Additive Alternates 1 through 6 would be rejected and pursued separately under the CDBG award process.

- **If Council submits CDBG applications for both projects:** Award the Base Bid only, for a total of **\$3,406,449.46**. All seven additive alternates would be rejected and pursued separately under the CDBG award process.

Funding Source Eligibility. As noted in the Jacobs Recommendation of Award, certain items within the base bid and additive alternates may not be eligible under the State Revolving Fund (SRF) program and may require identification of an alternate funding source. Staff is working with the City's funding partners to confirm final eligibility prior to contract execution.

Next Steps. Following Council's action on the bid award, staff will work with Jacobs, the City Attorney, and ECSC, LLC to finalize the construction contract documents, performance and payment bonds, and insurance certificates. The executed contract and an accompanying resolution will be brought back to Council at the May 18, 2026 special meeting for approval and authorization for the Mayor to sign.

FINANCIAL IMPACT:

The total bid award amount will depend on Council's CDBG decision earlier in the meeting, with potential totals ranging from \$3,406,449.46 (base bid only) to \$5,209,804.96 (base bid plus the Springdale alternate).

Funding sources are anticipated to include an SRF loan for the water portion of the project, an SRF loan for the sewer portion of the base bid, the Discretionary Sales Tax Fund for streets, curbs, gutters, sidewalk replacement, and stormwater improvements, and either an SRF loan or utility fund reserves for the Springdale neighborhood sewer improvements identified as Alternate #7 in the bid documents. Final funding allocations will be confirmed prior to contract execution.

RECOMMENDATION:

Staff requests that the City Council take one of the following actions, consistent with its action on the CDBG application earlier in this meeting:

1. **(Staff Recommended, paired with Springdale-only CDBG application)** Motion to award the bid for the Azalea Park and Caswell Circle Neighborhood Improvements Project to ECSC, LLC for the Base Bid and Additive Alternates 1, 2, 4, 5, and 6 in the amount of \$5,126,174.64, reject Additive Alternates 3 and 7, and direct staff to bring the executed construction contract back to Council for approval at the May 18, 2026 regular meeting; **OR**
2. **(Paired with Azalea-only CDBG application)** Motion to award the bid for the Azalea Park and Caswell Circle Neighborhood Improvements Project to ECSC, LLC for the Base Bid and Additive Alternate 7 in the amount of \$5,209,804.96, reject Additive Alternates 1 through 6, and direct staff to bring the executed construction contract back to Council for approval at the May 18, 2026 regular meeting; **OR**

3. **(Paired with applications for both CDBG projects)** Motion to award the bid for the Azalea Park and Caswell Circle Neighborhood Improvements Project to ECSC, LLC for the Base Bid in the amount of \$3,406,449.46, reject all additive alternates, and direct staff to bring the executed construction contract back to Council for approval at the May 18, 2026 regular meeting.

ATTACHMENT(S):

1. Exhibit A: Recommendation to Award
2. Exhibit B: Bid Tabulation



Challenging today.
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Jacobs Engineering Group Inc.
25 W. Cedar Street
Suite 350
Pensacola FL 32502

April 16, 2026

Shawn Lindsey
Public Works Director
City of Mary Esther
195 N Cristobal Road
Mary Esther, FL 32569

Subject: Azalea Park and Caswell Circle Neighborhood Improvements
Jacobs Project No. D3632500 | RFQ2026-01-0-2026/DM
Recommendation of Award

Dear Mr. Lindsey:

On April 9, 2026, the City of Mary Esther received and publicly opened sealed bids for the Azalea Park & Caswell Circle Neighborhood Improvements project. Jacobs was present at the bid opening to document and tabulate the submitted prices. Two (2) bids were received from the following contractors:

ECSC, LLC
Pensacola Concrete Construction Co., Inc.

A summary of the base bid and all additive alternates is provided below.

Bid Item	ECSC, LLC	Pensacola Concrete Construction Co., Inc.
Base Bid	\$3,406,449.46	\$3,830,445.38
Additive Alternate No. 1 - Azalea Park Street Resurfacing	\$709,762.88	\$637,700.00
Additive Alternate No. 2 - Azalea Park Curb & Gutter Replacement	\$652,748.00	\$819,440.00
Additive Alternate No. 3 - Azalea Park Sidewalks	\$1,033,954.72	\$1,108,765.00
Additive Alternate No. 4 - Caswell Circle Street Resurfacing	\$70,616.59	\$79,725.00
Additive Alternate No. 5 - Caswell Circle Curb & Gutter Replacement	\$143,067.71	\$186,462.84

Bid Item	ECSC, LLC	Pensacola Concrete Construction Co., Inc.
Additive Alternate No. 6 - Caswell Circle Sidewalk Replacement	\$143,530.00	\$192,860.00
Additive Alternate No. 7 - Mary Esther Dr. Sewer Rehabilitation (Springdale)	\$1,803,355.50	\$1,805,884.20

Note: Additive Alternate No. 1 was lower for Pensacola Concrete Construction Co., Inc. The Base Bid forms the basis of award.

Recommendation

Based on the bid tabulation, Jacobs recommends award of the contract to **ECSC, LLC** as the apparent low bidder, with a Base Bid of **\$3,406,449.46**.

This recommendation is based on the bid tabulation and responsiveness of the apparent low bidder. The determination of which additive alternates to include in the final contract award remains at the sole discretion of the City. Regardless of which combination of alternates the City elects to fund or award, ECSC, LLC remains the apparent low bidder.

The City should confirm final funding source eligibility for all bid items prior to contract execution, as certain items within the base bid and additive alternates may not be eligible under the State Revolving Fund (SRF) program and may require identification of an alternate funding source .

Jacobs' recommendation is provided in accordance with the Contract Documents and applicable procurement requirements.

Jacobs is available to assist the City with the contracting process and stands ready to provide any additional information as needed. Please do not hesitate to contact us with any questions.

Respectfully submitted,

Patrick "Shep" Shepherd
Sr. Project Manager



AZALEA PARK AND CASWELL CIRCLE NEIGHBORHOOD IMPROVEMENTS — BID TABULATION



City of Mary Esther, FL | Project No. D3632500 | Bid Opening Date: April 9, 2026 2:00PM CDT | Engineer of Record: Jacobs

Item	Description	ECSC Total	PCC Total
	Total For Base Bid	\$3,406,449.46	\$3,830,445.38
	ADDITIVE ALTERNATE NO. 1 – AZALEA PARK ROADWAY REHABILITATION	\$709,762.88	\$637,700.00
	ADDITIVE ALTERNATE NO. 2 – AZALEA PARK CURB & DRIVEWAYS	\$652,748.00	\$817,440.00
	ADDITIVE ALTERNATE NO. 3 – AZALEA PARK SIDEWALKS & ADA	\$1,033,954.72	\$1,108,765.00
	ADDITIVE ALTERNATE NO. 4 – CASWELL CIRCLE ROADWAY	\$70,616.59	\$79,725.00
	ADDITIVE ALTERNATE NO. 5 – CASWELL CURB & DRIVEWAYS	\$143,067.71	\$186,462.84
	ADDITIVE ALTERNATE NO. 6 – CASWELL SIDEWALKS	\$143,530.00	\$192,860.00
	ADDITIVE ALTERNATE NO. 7 – MARY ESTHER DRIVE SEWER PROGRAM	\$1,803,355.50	\$1,805,884.20
GRAND TOTAL (Base Bid + All Alternates)		\$7,963,484.86	\$8,659,282.42

Lowest Responsible Bidder: ESCS Inc.

Prepared By: Patrick "Shep" Shepherd - Jacobs Engineering

Recommendation Date: 4/20/26

AGENDA ITEM

Agenda Item 11.2.

TO: Honorable Mayor and Members of the City Council

FROM: Heather Day, Finance Director

DATE: May 4, 2026

SUBJECT: Consideration: Proposed FY 2027 Budget Calendar

BACKGROUND:

Staff has prepared a Budget Calendar for the development, review, and approval of the FY 2027 Budget.

DISCUSSION:

5/8 Draft Budgets are Due	Department draft budgets are due to the Finance Department.
6/23-26 Individual Meetings	Staff meets with individual councilmembers to discuss budget assumptions and first draft.
7/20 Special Meeting	Budget Workshop #1 to review proposed budget, set tentative millage rate and date of Public Hearing #1.
8/3 Regular Meeting	Budget Workshop #2, if necessary
8/17 Special Meeting	Budget Workshop #3, if necessary
9/7 Regular Meeting	Public Hearing #1
9/17 Required Posting	Staff advertises intent to adopt final millage rate and budget.
9/21 Special Meeting	Public Hearing #2, adoption of final millage rate and budget.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Motion to approve the FY 2027 Budget Calendar as presented.

ATTACHMENT(S):

AGENDA ITEM

Agenda Item 11.3.

TO: Honorable Mayor and Members of the City Council

FROM: Jared Cobb, City Manager

DATE: May 4, 2026

SUBJECT: Consideration: 2026 Holiday Closing Schedule

BACKGROUND:

The week between Christmas and New Year's is typically slow for essential government business activities. It is also difficult to maintain minimum staffing levels, as employees request additional time off to travel and spend time with family. For these reasons, the City Council has historically closed city facilities during this period.

DISCUSSION:

This year we propose closing at noon on Wednesday, December 23, and reopening on Monday, January 4. This would require staff to use three (3) days of vacation or personal leave. Employees are permitted to work during this period; however, offices would remain closed to the public. The closure does not apply to essential services, including water and sewer operations.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Motion to authorize the closing of City facilities during the holiday period beginning at noon on December 23, 2026, and reopening on January 4, 2027.

ATTACHMENT(S):

AGENDA ITEM

Agenda Item 11.4.

TO: Honorable Mayor and Members of the City Council

FROM: Dillon Morris, City Clerk

DATE: May 4, 2026

SUBJECT: Discussion: City Charter Changes

BACKGROUND:

At the last meeting, Councilmember Oder discussed potential changes to the city charter, leading to a discussion among council on potential changes they would like to see. They tasked City Clerk Morris with gathering information from Supervisor of Elections Lux for clarification. The correspondence received is attached.

DISCUSSION:

Council is to discuss how they would like to proceed with changes to the city charter, what changes they would like to propose to the charter, and how they would like to proceed for the November ballot.

FINANCIAL IMPACT:

There is no financial impact related to this matter at this time.

RECOMMENDATION:

Council to provide direction on how they would like to proceed with this.

ATTACHMENT(S):

1. Correspondence



Dillon Morris

From: Paul Lux <plux@myokaloosa.com>
Sent: Wednesday, April 8, 2026 7:39 AM
To: Dillon Morris
Subject: Re: Election Questions

Follow Up Flag: Follow up
Flag Status: Flagged

Dillon,

The deadline for including a referendum on the November ballot is Friday, August 14th. I must have the final approved language as well as the Spanish translation.

The cost for tagging onto any countywide election is now negligible as the main cost used to be the legal ads, which are now published on our website.

I will defer to your attorney, as the law only provides that you cannot shorten the terms of an elected official. The plan of how that will be accomplished should be included in the ordinance and, if possible, in the 75 words of the referendum.

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From: Dillon Morris <dmorris@cityofmaryesther.com>
Sent: Tuesday, April 7, 2026 10:40:54 AM
To: Paul Lux <plux@myokaloosa.com>
Subject: Election Questions

Good morning, Paul,

Last night at our regular council meeting, the council discussed potential charter changes and tasked me with gathering some information. Please see my questions below. Thank you.

- What is the deadline for including referendums in the November midterm election?
- What is the cost per item on the ballot?
 - (The two items discussed last night were changing the mayor from a 2-year term to a 4-year term and changing our elections to align with national elections. I do not know if those items make a difference in price, nor if they would want to change anything else at this time.)
 - If the mayor changes from a 2-year term to a 4-year term, would he finish his current term at two years or automatically change to 4 years?
- What would be needed of the city?



Dillon Morris

City Clerk, City of Mary Esther

Office [850-243-3566](tel:850-243-3566) | Direct [850-362-6855](tel:850-362-6855)



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