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**CITY COUNCIL
REGULAR MEETING AGENDA
1350 BALDWIN AVENUE, CITY HALL
MONDAY, OCTOBER 14, 2024
5:00 PM**

1. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

2. PRESENTATION AND/OR PROCLAMATION

- A. Mayor B. Campbell
 - 1. Proclamation for Florida City Government Week
 - 2. Proclamation for Fire Prevention Week
 - 3. Proclamation for Tristan Jones #Tristanstrongday
- B. City Manager K. Townsend
 - 1. 2024 Employee of the Year

3. CONSENT AGENDA

- A. Additions/Deletions to the Consent Agenda
- B. Approval of the Consent Agenda
- C. City Clerk R. Ali
 - 1. September 23, 2024 - Regular Meeting Minutes
 - 2. September 23, 2024 - Finance Director Workshop
 - 3. September 20, 2024 - Final Budget Hearing Minutes
- D. Finance Department
 - 1. FY 2324 August Budget Report
 - 2. August and September 2024 Bill Ratification
- E. Police Department
 - 1. Purchase of Two (2) 2024 Chevrolet Tahoes - Budgeted
- F. Planning Department
 - 1. Special Event Permits
 - A. Christmas Reflections Equestrian Ride Special Event Permit
- G. Public Works Department
 - 1. Chipley Park Playground Equipment Purchase - Budgeted

2. Natural Gas Materials - Budgeted
- 4. REGULAR AGENDA**
 - A. Additions/Deletions to the Regular Agenda
 - B. Approval of the Regular Agenda
 - C. City Marshal J. Hurley, Jr.
 1. AXON Enterprises Contract
 - D. City Manager K. Townsend
 1. Fiscal Year 2025 Traffic Signal Maintenance Agreement & Resolution 2024-10 with the Florida Department of Transportation
 2. Amendment #1 to the Interlocal Agreement for ARPA Funds between the City of DeFuniak Springs and Walton County BCC
 3. Technical Manual Revisions
 4. Administration & Transportation Vehicle Purchases - Budgeted
 5. FY 2025 Tri-County Community Council Senior Center Agreement
 6. Employee Annual (Vacation) Leave Sell Back Program
 - E. City Beautification and Tree Board
 1. Dog Park Recommendation
- 5. REQUEST TO BE ON THE AGENDA**
 - A. Cliff Knauer
 1. Airport Terminal Update & Contract Extension
 - B. Liberty Partners of Tallahassee
 1. Florida Department of Commerce Community Development Block Grant
- 6. CITIZEN COMMENTS**
- 7. CITY ATTORNEY**
 - A. City Manager Contract
- 8. LEGISLATIVE REQUESTS**
 - A. Councilmember A. Vallee
 1. TPO Citizens Advisory Committee Appointment
 2. CRA Rate Adjustment and Allocation of Funds for Historic Library Repairs
- 9. EXECUTIVE COMMENTS**
- 10. COUNCIL COMMENTS**
- 11. ADJOURNMENT**

Florida Statute 286.0105. Notices of meetings and hearings must advise that a record is required to appeal. Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, 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. The requirements of this section do not apply to the notice provided in s. 200.065(3). In accordance with Section 286.26, F.S., persons with disabilities may contact the City Clerk at cityclerk@defuniaksprings.net or 850-892-8500 ext. 1103.



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Bob Campbell, Mayor

Request Type: Proclamations

Does this item require legal review? No

Time Required for Request: 5 Minutes

Agenda Item Title:

Proclamation for Florida City Government Week

Attachment(s):

1. Proclamation florida city government week 2024

Brief Summary:**Action Requested:****Issue Overview:**

Background Information & Issue Summary:

Financial Impacts:**Staff Recommendations/Comments:**

City of DeFuniak Springs

Proclamation

WHEREAS, city government is the government closest to most citizens and the one with the most direct daily impact upon its residents; and

WHEREAS, city government provides services and programs that enhance the quality of life for residents making their city their home; and

WHEREAS, city government is administered for and by its citizens, and is dependent upon public commitment to and understanding of its many responsibilities; and

WHEREAS, city government officials and employees share the responsibility to pass along the understanding of public services and their benefits; and

WHEREAS, Florida City Government Week offers an important opportunity for elected officials and city staff to spread the word to all citizens of Florida that they can shape and influence this branch of government, and

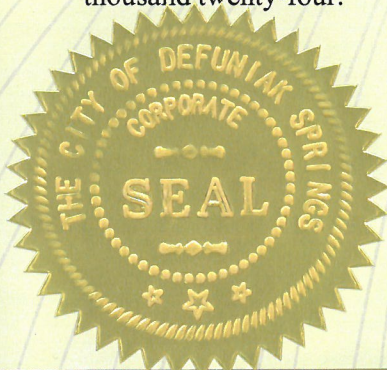
WHEREAS, the Florida League of Cities and its member cities have joined together to teach citizens about municipal government through a variety of activities; and

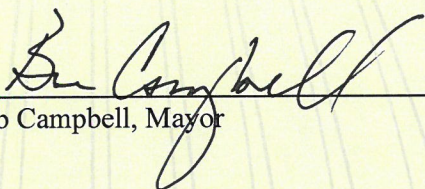
NOW, THEREFORE, I, Bob Campbell, by virtue of the authority vested in me as Mayor of the City of DeFuniak Springs, Florida do hereby proclaim October 21-27, 2024, as

FLORIDA CITY GOVERNMENT WEEK

in the City of DeFuniak Springs and encourage all citizens, city government officials and employees, to participate in events that recognize and celebrate Florida City Government Week, and encourage educational partnerships between city government and schools, as well as civic groups and other organizations, and encourage and support all Florida city governments to actively promote and sponsor Florida City Government Week.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official Seal of the City of DeFuniak Springs to be affixed this 14th day of October of the year of our Lord two thousand twenty-four.





Bob Campbell, Mayor



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Bob Campbell, Mayor

Request Type: Action Item

Does this item require legal review? No

Time Required for Request: 5 Minutes

Agenda Item Title:

Proclamation for Fire Prevention Week

Attachment(s):

1. Proclamation for Fire Prevention Week 2024

Brief Summary:**Action Requested:****Issue Overview:**

Background Information & Issue Summary:

Financial Impacts:**Staff Recommendations/Comments:**

City of DeFuniak Springs

Proclamation

WHEREAS, the city of DeFuniak Springs is committed to ensuring the safety and security of all those living in and visiting our city; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed more than 2,700 people in the United States in 2022, according to the National Fire Protection Association® (NFPA®), and fire departments in the United States responded to 360,000 home fires; and

WHEREAS, roughly three out of five fire deaths happen in homes with either no smoke alarms or with no working smoke alarms; and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires almost in half; and

WHEREAS, smoke alarms sense smoke well before you can, alerting you to danger in the event of fire in which you may have as little as two minutes to escape safely; and

WHEREAS, the residents of our city should install smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home; and

WHEREAS, residents should make sure their smoke alarms meet the needs of all their family members, including those with sensory or physical disabilities; and

WHEREAS, residents should test smoke alarms at least once a month; and

WHEREAS, residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, our city's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, residents need to be responsive to public education measures and able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2024 Fire Prevention Week™ theme, "Smoke alarms: Make them work for you.™," serves to remind us the importance of having working smoke alarms in the home.

NOW, THEREFORE I, Bob Campbell, by virtue of the authority vested in me as Mayor of the City of DeFuniak Springs, do hereby proclaim October 6–12, 2024, as

Fire Prevention Week

in the City of DeFuniak Springs, and I encourage our residents to make sure their homes have working smoke alarms and to support the many public safety activities and efforts of our city's fire and emergency services.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official Seal of the City of DeFuniak Springs to be affixed this 8th day of October of the year of our Lord two thousand twenty-four.




Bob Campbell, Mayor



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Bob Campbell, Mayor

Request Type: Proclamations

Does this item require legal review? No

Time Required for Request: 5 Minutes

Agenda Item Title:

Proclamation for Tristan Jones #Tristanstrongday

Attachment(s):

1. Tristan Jones

Brief Summary:**Action Requested:****Issue Overview:**

Background Information & Issue Summary:

Financial Impacts:**Staff Recommendations/Comments:**

City of DeFuniak Springs

Proclamation

WHEREAS, we all experience accidents, emergencies and tragedies within our families and our communities and many that happen are because of a senseless act; and

WHEREAS, on May 2, 2024, one such tragedy happened to an eleven-year-old when he was the victim of a shooting into his bedroom. His mother is a team member for the Matrix Community Outreach Center and the Community Emergency Response Team (CERT) who used her training to help her son until help arrived at their home; and

WHEREAS, Tristan Jones began his more than two-month hospital stay, over twenty surgeries and weekly physical therapy appointments. This would be a hard feat for anyone experiencing the physical and emotional challenges to overcome; and

WHEREAS, Tristan has a servant's heart and has served others with his family at the Matrix and with his mother as a CERT member. He loves to help others because it brings him much joy and he knows that is what he wants to do again. Tristan has remained strong throughout this challenging time which has made him even stronger and more determined to continue to improve himself so he can serve others and God; and

WHEREAS, the benefit event #TRISTANSTRONG held at the Walton County Fairgrounds on today, October 5, 2024, to honor Tristan's life, his strength, and his faith during this chapter in his young life.

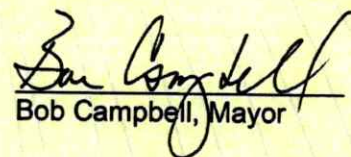
NOW, THEREFORE, I, Bob Campbell, by the virtue of the authority vested in me as Mayor of the City of DeFuniak Springs, Florida do proclaim October 5, 2024, as

TRISTAN JONES #TRISTANSTRONG DAY

in the City of DeFuniak Springs, Florida and I call upon the people of the City of DeFuniak Springs to come together with love and support for Tristan Jones and his family and to reinforce the sense of community and collaboration that defines our city and our county.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of DeFuniak Springs to be affixed this fifth day October, in the year of our Lord two thousand and twenty-four.




Bob Campbell, Mayor



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Koby Townsend, City Manager

Request Type: Presentation

Does this item require legal review? No

Time Required for Request: 5 minutes

Agenda Item Title:

2024 Employee of the Year

Attachment(s):

None

Brief Summary:

Christian Bolton (Fleet Maintenance Foreman) has been selected as the 2024 City of DeFuniak Springs Employee of the Year.

Action Requested:**Issue Overview:**

Background Information & Issue Summary:

Financial Impacts:**Staff Recommendations/Comments:**

**DeFuniak Springs City Council
Meeting Minutes
Council Chambers
September 23, 2024**

1. Call to Order

Mayor Bob Campbell called the meeting to order at 5:00 PM.

Present: Mayor Bob Campbell, Mayor Pro-Tempore Todd Bierbaum (Seat 1); Councilmember Josh Sconiers (Seat 2); Councilmember Amy Heavilin (Seat 3); Councilmember Glen Harrison (Seat 4); Councilmember Anthony Vallée (Seat 5).

Also, present were Interim City Manager Koby Townsend, City Attorney Clay Adkinson, Interim Finance Director Daniele McDaniel, and City Clerk Rafael Ali.

2. PRESENTATION AND/OR PROCLAMATION

A. Proclamation for International Overdose Awareness Day

Mayor Campbell presented the Proclamation for International Overdose Awareness Day.

B. Proclamation for Constitution Week

Mayor Campbell presented the Proclamation for Constitution Week.

C. Proclamation For the 100th year of the Walton County Fair Week

Mayor Campbell presented the Proclamation For the 100th year of the Walton County Fair Week.

D. Resolution of Appreciation From Scenic Florida to the City

Leigh Moore, Executive Director for Scenic Walton presented the resolution of appreciation from Scenic Florida to the city.

3. CONSENT AGENDA

A. Additions/Deletions to the Consent Agenda

B. Approval of the Consent Agenda

A motion was made to approve the Consent Agenda by Councilmember Bierbaum and seconded by Councilmember Sconiers the motion passed without objection.

4. REGULAR AGENDA

A. Additions/Deletions to the Regular Agenda

B. Approval of the Regular Agenda

Mr. Sconiers asked if we could move 5B1 and 5C1 to the beginning of the agenda for the members of the public that are just there for those items.

Mr. Townsend stated that we can make the items 4B1 and 4B2.

A motion was made to approve the Regular Agenda with the requested changes by Councilmember Bierbaum and seconded by Councilmember Vallee; the motion passed without objection.

C. Interim City Manager K. Townsend

1. Fiscal Year 2023 Audit

Mr. Townsend stated that they had a great experience working with Purvis Gray.

Ryan Tucker, a partner with Purvis Gray Auditing Firm, presented the FY 2024 Audit. He mentioned that this year the firm was able to give a clean, unmodified opinion on the audit.

On page 11, Mr. Tucker noted a \$2.4 million unassigned fund balance. He stated that there should be a minimum of two months of operating expenditures in reserve.

Mr. Tucker indicated that next year, the firm plans to separate the airport fund to improve tracking.

He also mentioned that they might break out the water, sewer, and gas funds after discussing it with management.

On page 61, Mr. Tucker summarized the results of the audit. He highlighted that there were many improvements this year in getting the books cleaned up and thanked Mrs. McDaniel for her efforts in this regard.

He noted that the construction in progress account wasn't being maintained correctly by individual projects, so those records had to be recreated.

Mr. Tucker mentioned that a number of adjustments needed to be made by the Interim Finance Director. Additionally, he stated that the accounting for capacity fees also required correction.

Mrs. Meagan went over the utility area of the audit.

She asked if anyone had questions about the first four items discussed.

During the testing of the water fund, Mrs. Meagan stated that, based on the data provided, there is a 75% line loss in the water system. She recommended that management look into this issue.

She also noted that during the utility billing test, natural gas was not captured correctly due to an error on the spreadsheet. There was an issue with the spreadsheet calculation for natural gas that caused discrepancies.

While testing the sanitation fund, Mrs. Meagan observed a disconnect between the rate charged and the costs of the sanitation fund.

Mrs. Heavilin thanked the Purvis Gray team and the City staff for their efforts.

Mr. Tucker mentioned that the CRA report was satisfactory as well.

Mr. Harrison asked if there is a loan on the old City Hall property. Mr. Tucker responded that the deficit primarily comes from pension and benefit costs, which is a common issue in many cities.

A motion was made to approve the Fiscal Year 2023 Audit by Mr. Bierbaum and seconded by Mr. Vallee; the motion passed without objection.

2. RFP 24-41- Management, Operation, Maintenance, and Expansion of a Wastewater Franchise in Mossy Head, Florida

Mr. Townsend presented the RFP 24-41- Management, Operation, Maintenance, and Expansion of a Wastewater Franchise in Mossy Head, Florida.

A motion was made to allow the City Manager to submit the response to the RFP by Councilmember Bierbaum and seconded by Councilmember Vallee; the motion passed with Councilmember Heavilin voting nay.

3. Jacob's Contract Amendment #8

Mr. Townsend presented on the Jacob's Contract Amendment #8.

A motion was made to approve Jacob's Contract Amendment #8 by Councilmember Bierbaum and seconded by Councilmember Heavilin; the motion passed without objection.

4. Huckaba Road Property Purchase Agreement

Mr. Townsend presented on Huckaba Road Property Purchase Agreement.

A motion was made to approve the purchase agreement for Huckaba Road by Councilmember Heavilin and seconded by Councilmember Bierbaum; the motion passed without objection.

5. ITB 2024-PW-01 - Invitation to Bid for Indefinite Delivery / Indefinite Quantity (IDIQ) for Water and Wastewater Materials

Mr. Townsend presented on ITB 2024-PW-01 - Invitation to Bid for Indefinite Delivery / Indefinite Quantity (IDIQ) for Water and Wastewater Materials.

A motion was made to approve the ITB 2024-PW-01 by Councilmember Bierbaum and seconded by Councilmember Heavilin; the motion passed without objection.

6. Walton County Tourist Development Council (TDC) seat appointment

Mr. Townsend presented on the Walton County Tourist Development Council (TDC) seat appointment.

Mr. Bierbaum stated that he had previously served on the board but was willing to allow any other councilmember to take his place.

Mr. Vallee expressed his interest in serving on the board.

A motion was made to appoint Mr. Vallee on the Walton County Tourist Development Council (TDC) by Mr. Bierbaum and seconded by seconded Mr. Harrison; the motion passed without objection.

Robert Raymond stated that he thinks everyone would be great on the board but there is something involving the Sheriff's IT Department and they should be considering Mr. Sconiers as well.

7. Authorization to Transmit Notice of Non-Renewal of all Certificates of Deposit

Mr. Townsend presented the authorization to transmit a notice of non-renewal for all certificates of deposit.

Mrs. Heavilin asked how much was in the account. Mr. Townsend replied that there is \$212,914 earning 2.5%, and \$2.2 million in FNBT. He also noted that there is \$1.3 million at Trustmark earning an uninterrupted 5%.

A motion was made to approve Authorization to Transmit Notice of Non-Renewal of all Certificates of Deposit by Mr. Bierbaum and seconded by Councilmember Sconiers; the motion passed without objection.

D. Planning Director C. Wallace

1. 2024-SD-02, Alden Springs Subdivision

Mr. Wallace presented on 2024-SD-02, Alden Springs Subdivision.

Mr. Wallace stated that he would like to get a motion to approve the issuance of a development order that would allow for the construction of only infrastructure.

Mr. Adkinson stated that the technical motion would be to approve final plan issue a development order and for the infrastructure condition on a bond of 120% of the development cost.

A motion was made to approve the final plan and issue a development order for the infrastructure, with the condition that there will be a bond of 120% of the development cost. Additionally, it was stipulated that at the time of the development order for the homes, the need for additional parking will be addressed by Councilmember Bierbaum and seconded by Councilmember Vallee; the motion passed with Councilmember Heavilin voting nay.

Mr. Sconiers asked about the impact of future housing developments on Walton Road. He inquired if anyone was assessing the effects of these new developments.

Mr. Wallace stated that Walton County received a traffic analysis of the project and had no objections.

Mr. Bierbaum asked if there would be sidewalks and lighting. Mr. Wallace confirmed that sidewalks would be provided on both sides of the roadways along Walton Road, along with a lighting plan and a landscape plan.

Mr. Bierbaum also asked if they expected people to park along the roadway. Mr. Wallace replied that since it is a public street, if the city wants to prohibit parking, the council would need to address that in the future.

Mr. Bierbaum further inquired if there was sufficient space on the road for parking. Mr. Wallace stated he was unsure based on the plans.

Mr. Adkinson asked if the council would have the opportunity to determine if there is adequate parking on site when the development order comes in. Mr. Wallace answered affirmatively.

Mr. Wallace mentioned that a single-family home only requires one parking space, which may not be adequate.

Mr. Bierbaum expressed concern that if this issue is not addressed now, it may be too late. He also asked if there were overflow parking areas.

Patrick Green, with Garden Street Communities Southeast LLC, responded that there were no overflow parking areas, but there would be garages and front parking.

Mr. Bierbaum then asked if those areas could be designated for overflow parking. Mr. Green replied that they could.

Mr. Bierbaum asked if the road could be widened to provide more parking. Mr. Green responded that this would not be possible without losing the sidewalks.

Mr. Townsend stated that he and Mr. Wallace could discuss road improvements with the county.

Mr. Sconiers inquired whether there would be enough space to widen the roads.

Mr. Harrison expressed his approval that the street and sidewalks are being built to code. He noted that traffic will continue to increase as more developments are added.

Mr. Harrison asked when the sidewalks would begin construction, as the development schedule indicates they are set for months 4 and 5. He wanted to know if they would be built as lots are developed. Mr. Green confirmed that this would be the case, as sidewalks can be damaged if constructed too early.

Mr. Harrison also asked what guarantees there are that the sidewalks will be built. Mr. Adkinson replied that they are doubly secured because of the Certificate of Occupancy (CO) and the bond.

Mr. Vallee questioned whether the bond would not be satisfied until the homes are built. Mr. Adkinson clarified that the apartments are already completed.

Mr. Adkinson stated that there will be a bond in place until all improvements are made.

Mr. Vallee asked if the roadway would be accepted until the bonds are finalized. Mr. Adkinson answered that they would need to reissue bonds or draw from existing bonds.

Mr. Harrison asked if the plan was to build the homes first and then sell them, or to sell them and then build. Mr. Green responded that they would purchase the land first, and then construction would begin.

Mr. Harrison asked if the buffer would be a berm. Mr. Green answered no.

Mr. Vallee emphasized the responsibility to ensure that the funds collected are used in the areas that need them. He cautioned against over-expanding and suggested looking at sidewalks and alternative routes to address the issue.

Mr. Sconiers stated that at least three lanes are needed on Walton Road.

Mr. Vallee agreed, noting that turning lanes are an effective way to manage congestion. He explained the challenges of widening the road and the high costs associated with purchasing right-of-way.

Mr. Vallee then asked if the parking requirement is tied to this specific development plan. Mr. Adkinson answered that parking is indeed part of the development order process.

Mayor Cambell asked for public comment.

Mrs. Sorrows asked if the lift station improvement would be paved by the developer.

Mr. Wallace answered yes.

Mrs. Sorrows asked if we could make a safety a concern on Walton Road.

5. PUBLIC HEARING/ORDINANCES

A. Planning Director C. Wallace

1. 2nd Reading - 2024-RZ-07, Michael McCormick, on behalf of Imprimis LLC's, request to amend the Zoning Map for property located at the SW corner of Walton Rd and Highway 83 N

Mr. Adkinson swore in staff and the public for the quasi-judicial proceedings.

Mr. Wallace presented on 2024-RZ-07.

A motion was made to approve 2024-RZ-07 by Councilmember Bierbaum and seconded by Councilmember Sconiers; the motion passed with Councilmember Heavilin voting nay.

Mr. Wallace read the ordinance.

2. 2nd Reading - 2024-SSA-08, Michael McCormick, on behalf of Imprimis LLC's, request to amend the Future Land Use Map from MDR, Medium Density Residential to Commercial for property located at the SW corner of Walton Rd and Highway 83 N

Mr. Wallace presented it on 2024-SSA-08.

A motion was made to approve 2024-SSA-08 by Councilmember Bierbaum and seconded by Councilmember Sconiers; the motion passed with Councilmember Heavilin voting nay.

B. Councilmember G. Harrison

1. 2nd Reading - Tobacco-Free Parks Ordinance

A motion was made to hold the 2nd reading for the Tobacco-Free Parks Ordinance by Councilmember Harrison and seconded by Councilmember Vallee; the motion passed with Councilmember Bierbaum voting nay.

Carolyn Sona expressed her support for the Tobacco Free Park Ordinance.

Austin Strawn, a sophomore at Walton High School, also shared his support for the Tobacco Free Park Ordinance.

Mr. Adkinson asked Mr. Ali for the ordinance number, to which Mr. Ali replied, "Ordinance 975."

Mr. Adkinson then read the ordinance.

C. Code Review and Land Use Committee

1. 1st Reading - Code of Ordinances Chapter 4 - Animals and Fowl

A motion was made to hold the 1st Reading for the Code of Ordinances Chapter 4 Animals and Fowl by Councilmember Bierbaum and seconded by Councilmember Vallee the motion passed without objection.

Mr. Adkinson read the ordinance.

6. REQUEST TO BE ON THE AGENDA

A. Jacobs, Kyle Moreau

1. Jacobs' Bi-Monthly Report for July-August 2024

Kyle Moreau, a representative of Jacobs, provided the bi-monthly update on the state of the lift stations for July and August.

Mr. Moreau stated that new pumps were installed at Lift Station 1. He noted that all lift stations were cleaned and that the electrical components were checked. Additionally, all stations were inspected for deficiencies.

Mr. Moreau reported specific issues: Lift Station 3 had a failure of the bypass starter. In Lift Station 2, the belt on the bypass broke; replacing this belt requires disassembly. Lift Station 9 experienced a power surge problem. The motor for Well 10 went out.

He mentioned that he added a flow graph to the report.

During the Q&A session, Mr. Bierbaum asked if Jacobs is responsible for the lift stations. Mr. Moreau confirmed that they are.

Mr. Bierbaum also inquired why Jacobs was not alerted about the 18,000 gallons of spills and whether they received any notifications. Mr. Moreau explained that they did receive an alert for Lift Station 3, but the window to respond is very small. For Lift Station 9, they received 34 alerts.

Mr. Moreau stated that what he doesn't like about the alert system is that the person that installed it which Jason still has control of it and he can access the cities VT data any time he wants.

Mr. Sconiers asked who is Jason. Mr. Moreau answered that he is installer of the system.

Mr. Bierbaum asked if he has voiced his concerns to the City Manager. Mr. Moreau answered yes.

Mr. Townsend answered that this was discussed at the last monthly meeting and the mass influx communication is something they are looking into and reporting back at our next meeting as well as the access.

Mr. Moreau stated that we have come a long way with the system.

Mr. Moreau stated that there were issues when the system was first installed. Mr. Bierbaum expressed concerns about the spills that we continue to see, noting that this is a recurring problem. He emphasized that there should be a layer of protection in place to prevent these spills. Mr. Bierbaum also asked at what point we can expect to see a return on what we are paying for these services.

Mr. Moreau replied that achieving zero spills would require having someone on staff 24/7.

Mr. Bierbaum suggested that the Council may need to consider pursuing a breach of contract at some point.

Mr. Harrison inquired about the seven-minute response time. Mr. Moreau clarified that the wet well at Lift Station 3 is eight feet deep, allowing for a response time of 10 to 15 minutes. Mr. Townsend noted that when the pump for Lift Station 3 was sent for repair, it is currently operating on a bypass.

Mr. Harrison asked if the depth of such stations could be increased to improve response time. Mr. Townsend confirmed that this can be addressed and mentioned ongoing discussions with the developers of Village Springs to tackle the issue.

Mr. Harrison emphasized the necessity of having backups for all systems, stating that we are behind in this regard and that it has long been overlooked. He mentioned that we only receive information on a monthly basis.

Mr. Harrison also asked about the design capacity of the wastewater treatment plant and inquired about the increase in capacity for September. Mr. Moreau responded that the numbers provided are from last year.

Mrs. Heavilin asked which station is located on Lakeside Drive in someone's front yard. Mr. Moreau answered that it is Lift Station 26.

Mrs. Heavilin explained that two days ago she got a phone call from the residents that they had had enough.

Mr. Moreau stated that his hands are tied with the manufacturer.

Mr. Moreau stated that we are waiting on Ashland pumps to warranty it out.

Mr. Adkinson asked if they had acknowledged that they are at fault. Mr. Moreau answered yes. Mr. Adkinson asked how long it has been. Mr. Moreau answered 2 weeks.

Mrs. Heavilin stated that this has been going on for 3 months that this bypass pump has been in the front yard and there has been raw sewage on there yard.

Mr. Townsend stated that we have gone back out to clean it up.

Mr. Adkinson stated that we need to stay on this and to let us know if it gets fixed by the next Council meeting.

Mr. Sconiers asked whether it is our legal counsel or Jacobs' responsibility to assist with the warranty.

Mr. Adkinson responded that, since Jacobs is responsible, it would be their legal counsel handling the matter.

7. CITIZEN COMMENTS

Mark Hammel thanked the council for their response to the letter he sent regarding the condition of the library. He stated that the bottom floor had flooded, which forced staff to remove books from the basement. Mr. Hammel expressed his gratitude for the various proposals made to address the building's maintenance.

Mr. Bierbaum thanked Mr. Hammel for speaking to the Council regarding this matter. He stated that he is working with the City Manager to secure funding to address the roof and foundation issues. Mr. Bierbaum mentioned that once they have a proposal ready, they will bring it back to the Council.

Mr. Townsend noted that they are collaborating with the county to address this problem.

Mr. Knauer provided an update on the airport terminal. He reported that the LG representative has started the air conditioning installation and that cabinets and countertops will soon be delivered. Mr. Knauer expressed that the project is progressing very well.

Mr. Rob remarked that the library is a neglected jewel of the community and emphasized the importance of taking care of it.

8. CITY ATTORNEY

Mayor Campbell asked if Mr. Adkinson had anything. Mr. Adkinson answered no.

9. LEGISLATIVE REQUESTS

A. Councilmember A. Heavilin

1. City Manager Position

Mrs. Heavilin stated that Mr. Townsend has done an excellent job since being appointed Interim City Manager. She proposed a motion to offer the position of City Manager to Mr. Townsend.

A motion was made to offer the position of City Manager to Mr. Townsend by Mrs. Heavilin and seconded by Mr. Vallee; the motion passed without objection.

Mr. Adkinson stated that they will bring a contract back to the Council at the first meeting in October if the motion passes.

Mr. Hammel echoed that Mr. Townsend has done an excellent job since being appointed Interim City Manager.

Kim Wennerberg agreed with Mr. Hammel's remarks.

Mayor Campbell expressed his appreciation for Mr. Townsend's efforts to engage with and learn from his peers.

All the City Council members voted in favor of appointing Mr. Townsend as the City Manager.

Mr. Adkinson clarified that they can hire Mr. Townsend at the end of his current appointment, as he will meet the minimum qualifications to be City Manager by then.

He also mentioned that a Council member asked whether they would have to wait until June to make the appointment official.

Mr. Adkinson noted that in 2018, the city manager qualifications were revised, and a suggestion was made to review subsection E, as a college degree is not a requirement for the position. He questioned why experience should be substituted if a college degree isn't required. He explained that this policy was adopted in 1984 and expressed confusion about its continued presence.

Mr. Adkinson proposed that one way to resolve this issue is to change the ordinance to eliminate subsection E and replace it with a provision stating that, at the sole discretion of the Council, a higher education degree may be substituted for a portion of, but not all, of the local government experience. He emphasized that the Council is not required to exercise this discretion.

A motion was made to hold the 1st reading of the City Manager Ordinance and permission to advertise for 2nd public reading and adoption by Councilmember Bierbaum and seconded by Councilmember Vallee; the motion passed without objection.

Mr. Adkinson read the ordinance.

10. EXECUTIVE COMMENTS

11. COUNCIL COMMENTS

Mrs. Heavilin thanked Mrs. McDaniel for what she has done.

Mr. Harrison thanked staff.

Mr. Vallee thanked staff.

12. ADJOURNMENT

Meeting Adjourned 7:21 PM.

Approved:

Bob Campbell, Mayor

ATTEST:

Minutes taken by Rafael Ali

City Clerk

Proper notice having been duly given

DRAFT

**DeFuniak Springs City Council
Finance Director Workshop Minutes
Council Chambers
September 23, 2024**

1. Call to Order

Mayor Bob Campbell called the meeting to order at 5:00 PM.

Present: Mayor Bob Campbell, Mayor Pro-Tempore Todd Bierbaum (Seat 1); Councilmember Josh Sconiers (Seat 2); Councilmember Amy Heavilin (Seat 3); Councilmember Glen Harrison (Seat 4); Councilmember Anthony Vallée (Seat 5).

Also, present were Interim City Manager Koby Townsend, City Attorney Clay Adkinson, Interim Finance Director Daniele McDaniel, and City Clerk Rafael Ali.

2. Finance Director Position and Job Description

Mr. Townsend presented the position of Finance Director along with a job description.

The council reviewed the documents presented.

Mr. Townsend stated that the intention is for the ordinance to serve as the job description.

Mr. Adkinson mentioned that this has been prepared in a way that allows the incorporation of the ordinance.

Mr. Bierbaum expressed his support for updating the ordinance to reflect the current city council's desires regarding qualifications and preferences. However, he stated that he does not think it is appropriate to take the job description and implement aspects of it into the ordinance.

Mr. Bierbaum emphasized that the job description should be a document that can be changed over time.

Mrs. Heavilin stated that the job description and the ordinance shouldn't conflict.

Mr. Adkinson highlighted the need to resolve the qualifications outlined in Section 2-59, noting that they are currently not well defined. He pointed out that there are currently three subsections.

Mr. Adkinson raised the question of what the actual minimum qualifications should be.

Mrs. Heavilin noted that many cities are looking for finance directors. She expressed her desire to see a combination of a bachelor's degree and a specified number of years of government accounting experience included in the ordinance.

Mr. Vallee remarked that the current requirement specifies a BS degree and 4-8 years of local government experience. He asked if the council members preferred to adjust this to a minimum of 4 years instead of 8.

Mrs. Heavilin clarified that she did not mean to suggest 4 years.

Mr. Vallee inquired whether they wanted to tighten up the "closely related" part of the qualifications.

Mrs. Heavilin stated she would like to replace "or" with "and."

Mr. Vallee questioned whether they want 8 years of experience in Florida or a little less.

Mr. Bierbaum asked if they should retain the option of "8 years of experience in local government accounting, public finance, business administration, or similar related work, which may be substituted for a Bachelor of Science degree." He noted that his IT experience is generally regarded as a substitute for a bachelor's degree.

Mr. Vallee argued that it is fair to have a base requirement.

Mrs. Heavilin proposed adding a requirement for a degree or 8 years of city and accounting experience, with 4 of those years in a finance director or assistant finance director position.

Mr. Bierbaum agreed that the finance director should have local government experience.

Mrs. Heavilin stated that the document should reflect the city's needs.

Mrs. Heavilin insisted that local government experience is crucial.

Mr. Vallee asked what the expectation would be if the applicant has a degree.

Mr. Adkinson noted that when dealing with someone from the county, one must consider utility systems experience.

Mr. Bierbaum asked if they wanted to specify the title as "Director" due to the variety of titles seen in the past.

Mr. Adkinson advised that they should select the broadest role that this job will entail.

Mr. Adkinson added that the council needs to clarify the deputy position.

Mayor Campbell asked if they still have a finance supervisor. Mr. Townsend answered that they have a utility billing supervisor.

Mr. Vallee expressed concern that the requirements are becoming too complex.

Mrs. Heavilin asked what language could be used that doesn't complicate matters.

Mr. Adkinson suggested starting with the broadest lines first and then having separate requirements for preparing financial statements for Florida local governments.

Mr. Adkinson pointed out that there are Florida governments where the finance director does not directly handle their financial statements.

Mrs. Heavilin asked for examples of this.

Mr. Adkinson explained that there are organizations that outsource their financial statements to an outside group or have someone internal handle it.

Mr. Adkinson stated that some organizations are large enough that the finance director does not do the actual work.

Mr. Adkinson encouraged incorporating more of what is in the job description into the ordinance.

Mr. Adkinson cautioned against creating an ordinance with too many requirements, as they may need to be revised in a few years.

Mr. Bierbaum asked if Mr. Adkinson is proposing a bachelor's degree plus a specified number of years of Florida local government experience, with a separate paragraph defining what that experience entails.

Mr. Vallee suggested having Part A include the degree and 4 years of local experience, with Part B detailing the more specific requirements for document preparation.

Mrs. Heavilin asked for clarification from the council members.

Mr. Vallee stated that Part B can include the requirement for experience with state uniform codes.

Mr. Bierbaum mentioned that preferences would be added in a new paragraph.

Mr. Adkinson stated that it will be difficult to proceed with a first reading tonight, as they need to see everything in writing.

Mr. Adkinson noted that they should not expect a first reading this evening.

Mrs. Heavilin suggested they provide the mandatory qualifications first, followed by preferences, and have Mr. Townsend work on that.

Mr. Townsend asked if the council wants to create a definition section for local government experience. The council answered yes.

Mr. Bierbaum suggested that in the second paragraph, they specify real experience in preparing financial statements in accordance with Florida uniform accounting codes.

Mr. Vallee indicated that the language will substitute the bachelor's degree requirement.

Mr. Bierbaum asked if they are in agreement that 4 of the 8 years of experience should be in a director's position.

Mr. Harrison questioned whether it is possible for someone to hold a position in a larger city and have overseen the production of financial statements.

Mr. Adkinson responded that it is possible for someone to have been in a relevant position and not have done it in recent years.

Mr. Vallee remarked that the ordinance is meant to provide clarity. He stressed that they should avoid leaving it open to interpretation.

Mayor Campbell noted that in the past, the finance director handled much of the work directly.

Mrs. Heavilin stated that if the staff are doing their jobs, the director should only need to compile the various parts into a final document.

Mr. Bierbaum asked if the council feels they have worked through the minimum qualifications of Section 2-59 sufficiently to have Mr. Townsend bring something back, or if they want to set up another workshop.

Mr. Bierbaum expressed that he believes there needs to be further discussion about the actual job description.

Mr. Townsend stated that they will be able to streamline this process because they are not including the entire job description into the ordinance.

Mr. Vallee asked if they could figure out the actual job posting.

Mr. Townsend confirmed that they can prepare that.

Mrs. Bierbaum inquired if they are directing to incorporate everything presented tonight under the headings of "Essential Job Functions" and "Knowledge, Skills, and Abilities."

Mr. Bierbaum stated that the "Knowledge, Skills, and Abilities" section should be summarized.

Mr. Bierbaum asked who would be the one to test the "Knowledge, Skills, and Abilities" section.

Mr. Bierbaum suggested that a discussion is needed on those two headings.

Mrs. Heavilin expressed that she thinks they could summarize that section.

Mrs. Heavilin does not believe it needs to be overly detailed.

Mr. Townsend asked if they would be okay adding a requirement for certification in public accounting or a CGFO credential as a preferred qualification in paragraph B under qualifications.

Mrs. Heavilin stated that she does not like that language.

Mr. Vallee said he is supportive of that addition.

Mr. Bierbaum agreed that it should be added.

3. Public Comments

4. Adjournment

Meeting Adjourned 4:57 PM.

Approved:

Bob Campbell, Mayor

ATTEST:

Minutes taken by Rafael Ali
City Clerk

Proper notice having been duly given

**DeFuniak Springs
FY 2025 Budget
Second Public Hearing
Meeting Minutes
Council Chambers
September 20, 2024**

1. Call to Order

Mayor Bob Campbell called the meeting to order at 5:01 PM.

Present: Mayor Bob Campbell, Mayor Pro-Tempore Todd Bierbaum (Seat 1); Councilmember Josh Sconiers (Seat 2); Councilmember Amy Heavilin (Seat 3); Councilmember Glen Harrison (Seat 4); Councilmember Anthony Vallée (Seat 5).

Also, present were Interim City Manager Koby Townsend, City Attorney Clay Adkinson, Interim Finance Director Daniele McDaniel, and City Clerk Rafael Ali.

2. Final FY25 Millage Rate and General Discussion

Mr. Adkinson presented the Final FY25 Millage Rate.

A motion was made to approve the Final FY25 Millage Rate at 5.5000 by Councilmember Bierbaum and seconded by Councilmember Sconiers; the motion passed without objection.

3. Final FY25 Budget and General Discussion

Mr. Adkinson presented the Final FY25 Budget.

A motion was made to approve the Final FY25 Budget at \$49,085,693 by Councilmember Bierbaum and seconded by Councilmember Sconiers; the motion passed without objection.

4. Public Comments

5. Adjourn

Meeting Adjourned 5:02 PM.

Approved:

Bob Campbell, Mayor

ATTEST:

Minutes taken by Rafael Ali
City Clerk
Proper notice having been duly given



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024
Department: Finance Department

Presenter:

Daniele McDaniel , Interim Finance Director

Request Type: Administrative Report

Does this item require legal review? No

Time Required for Request: 5 Minutes

Agenda Item Title:

FY 2324 August Budget Report

Attachment(s):

1. FY 2324 August Budget Report

Brief Summary:

Overview of Fiscal Period ending August 31, 2024

Action Requested:

None

Issue Overview:

Background Information & Issue Summary:

Per Section 2-60 Code.

Financial Impacts:**Staff Recommendations/Comments:**

None



DeFuniak Springs, FL

Budget Report

Account Summary

For Fiscal: 2023-2024 Period Ending: 08/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 001 - GENERAL FUND							
Revenue							
001-311-100-0000	Advalorem Tax - Current	2,070,360.00	2,070,360.00	0.00	1,998,821.55	-71,538.45	3.46 %
001-312-410-0000	FDOR - 6% Local Gas Tax	335,000.00	335,000.00	24,088.94	257,375.19	-77,624.81	23.17 %
001-312-600-0000	FDOR - 1 Cent Sales Tax	2,711,888.00	2,711,888.00	455,211.69	2,378,116.29	-333,771.71	12.31 %
001-316-000-0000	Business Licenses	20,000.00	20,000.00	591.00	12,784.08	-7,215.92	36.08 %
001-316-100-0000	Temporary Use Permit	2,500.00	2,500.00	0.00	1,700.00	-800.00	32.00 %
001-316-200-0000	Display Permit Sign/banner	1,000.00	1,000.00	50.00	375.00	-625.00	62.50 %
001-323-100-0000	Franchise Tax - Elect	350,000.00	350,000.00	29,963.73	258,346.65	-91,653.35	26.19 %
001-329-000-0000	Peddlers Permit	100.00	100.00	0.00	0.00	-100.00	100.00 %
001-331-200-0000	Fed Grant - Bullet Proof Vest	6,000.00	6,000.00	499.50	499.50	-5,500.50	91.68 %
001-331-205-4991	FDLE JAG Grant C-R7081 Crime Sce...	0.00	0.00	0.00	4,063.00	4,063.00	0.00 %
001-331-260-0000	Federal FDOT Traffic Grant	0.00	0.00	0.00	9,661.95	9,661.95	0.00 %
001-334-200-2000	Community Donations - PD	2,000.00	2,000.00	0.00	0.00	-2,000.00	100.00 %
001-334-205-4990	POLICE - FDLE FIBRS Grant	0.00	0.00	0.00	13,843.00	13,843.00	0.00 %
001-334-220-0000	FDOT State Safety	10,000.00	10,000.00	0.00	0.00	-10,000.00	100.00 %
001-335-122-0000	FDOR - 8 Cent Motor Fuel Tax	90,000.00	90,000.00	0.00	0.00	-90,000.00	100.00 %
001-335-122-1000	FDOR - State Share Special Fuel Tax	175,000.00	175,000.00	0.00	0.00	-175,000.00	100.00 %
001-335-122-2000	FDOR - 1/2 Cent Sales Tax	515,594.00	515,594.00	68,433.65	488,133.74	-27,460.26	5.33 %
001-335-140-0000	FDOR - Mobile Home License	2,000.00	2,000.00	153.00	2,215.97	215.97	110.80 %
001-335-150-0000	FDOR - Alcohol Bvg License	10,000.00	10,000.00	17.48	8,809.93	-1,190.07	11.90 %
001-335-180-0000	FDOR - 1/2 Cent Sales Tax	1,404,007.00	1,404,007.00	206,955.60	1,137,285.18	-266,721.82	19.00 %
001-335-200-0000	Firefighters Supplemental Comp	2,500.00	2,500.00	0.00	1,146.13	-1,353.87	54.15 %
001-337-220-1000	Lakefest TDC Allocation	6,000.00	6,000.00	10,000.00	10,000.00	4,000.00	166.67 %
001-338-400-0000	Local - Road And Bridge	50,000.00	50,000.00	0.00	45,455.80	-4,544.20	9.09 %
001-339-100-0000	Def Housing - Taxes	15,000.00	15,000.00	0.00	14,479.82	-520.18	3.47 %
001-340-050-0000	Misc. Charges For Service	30,000.00	30,000.00	72.40	7,206.16	-22,793.84	75.98 %
001-340-051-0000	Rtrn Ck Svc (non Util Related)	100.00	100.00	0.00	50.00	-50.00	50.00 %
001-340-053-0000	Police - Investigations	1,000.00	1,000.00	5,106.19	5,106.19	4,106.19	510.62 %
001-341-200-0000	Gen Govt - Zoning Fees	15,000.00	15,000.00	0.00	11,610.00	-3,390.00	22.60 %
001-341-400-0000	Planning Review Fees	20,000.00	20,000.00	1,050.00	-5,445.50	-25,445.50	127.23 %
001-341-510-0000	Court Order Violation Fees	2,000.00	2,000.00	0.00	12,600.00	10,600.00	630.00 %
001-342-100-0000	Police Services	5,000.00	5,000.00	567.55	5,574.77	574.77	111.50 %
001-349-000-0000	FDOT State Traffic Signals	50,000.00	50,000.00	0.00	80,823.09	30,823.09	161.65 %
001-349-100-0000	Utl Bill Fees & Admin Chg	874,249.00	874,249.00	0.00	437,124.50	-437,124.50	50.00 %
001-349-150-0000	Other Services - Copy Fee	200.00	200.00	0.00	0.45	-199.55	99.78 %
001-349-155-0000	Lein Search Revenue	1,000.00	1,000.00	200.00	1,275.00	275.00	127.50 %
001-349-160-0000	Public Records Request Fees	500.00	500.00	0.00	132.65	-367.35	73.47 %
001-349-200-0000	Charge To Maintain State Road	30,000.00	30,000.00	203.61	29,390.97	-609.03	2.03 %
001-349-300-0000	Walmart Grant - Fire	2,500.00	2,500.00	0.00	2,250.00	-250.00	10.00 %
001-349-310-0000	Firehouse Subs Grant Fire	20,388.00	20,388.00	0.00	0.00	-20,388.00	100.00 %
001-349-320-0000	CPR Training Fees	0.00	0.00	271.58	1,319.43	1,319.43	0.00 %
001-349-400-0000	Walmart Grant-PD	2,500.00	2,500.00	0.00	2,250.00	-250.00	10.00 %
001-351-100-0000	Court Case Fines	10,000.00	10,000.00	1,751.85	12,744.28	2,744.28	127.44 %
001-351-200-0000	Law Enforce Automation	7,000.00	7,000.00	1,175.00	9,633.08	2,633.08	137.62 %
001-351-300-0000	Law Enforce Education	0.00	0.00	270.27	2,282.53	2,282.53	0.00 %
001-360-100-0000	Misc Revenue-over/short	100.00	100.00	0.00	-57.70	-157.70	157.70 %
001-361-125-1000	Interest	0.00	0.00	858.76	5,654.30	5,654.30	0.00 %
001-362-530-0000	Rent - Civic Center	30,000.00	30,000.00	1,850.00	22,590.00	-7,410.00	24.70 %
001-362-540-0000	Rent - Chaut/ Auditorium	20,000.00	20,000.00	650.00	24,675.00	4,675.00	123.38 %
001-362-565-0000	Rental - Sound @ Civic Center	1,000.00	1,000.00	0.00	800.00	-200.00	20.00 %
001-362-570-0000	Rent Ampitheater	1,000.00	1,000.00	50.00	1,000.00	0.00	0.00 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 08/31/2024

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
001-362-575-0000	CHOB Sound Rental	1,000.00	1,000.00	300.00	1,300.00	300.00	130.00 %
001-362-590-0000	Rental Set Up Fee	2,500.00	2,500.00	200.00	5,025.00	2,525.00	201.00 %
001-363-130-0000	Tesla- Rental Space Lease	7,000.00	7,000.00	0.00	6,450.00	-550.00	7.86 %
001-363-220-0000	Fire Safety Impact Fees	50,000.00	50,000.00	12,061.50	67,634.52	17,634.52	135.27 %
001-363-220-1000	Law Enforcement Impact Fees	50,000.00	50,000.00	23,684.40	76,863.86	26,863.86	153.73 %
001-364-290-0000	Sale Of Land	0.00	0.00	0.00	137,411.51	137,411.51	0.00 %
001-364-410-0000	Surplus Sales	6,000.00	60,955.00	0.00	54,954.50	-6,000.50	9.84 %
001-366-121-0000	Donations-Police Fishing Tourname...	0.00	0.00	1,900.00	1,900.00	1,900.00	0.00 %
001-369-300-0000	Restitution	0.00	0.00	0.00	150.00	150.00	0.00 %
001-369-420-0000	Insurance Reimbursement	20,000.00	20,000.00	0.00	1,327.77	-18,672.23	93.36 %
001-369-420-5210	Insurance Reimbursement - Police	0.00	0.00	1,315.89	40,106.16	40,106.16	0.00 %
001-369-430-0000	Fuel Tax Refund	25,000.00	25,000.00	2,461.86	10,250.08	-14,749.92	59.00 %
001-382-400-0000	Enterprise Surplus - Water	2,126,279.23	2,126,279.23	0.00	2,126,279.23	0.00	0.00 %
001-383-000-0000	Loan Proceeds	52,270.00	52,270.00	0.00	95,436.00	43,166.00	182.58 %
001-389-903-0000	Donations - Lake Fest	10,000.00	10,000.00	0.00	9,385.00	-615.00	6.15 %
001-389-906-0000	Lakefest Vendor Fees	3,000.00	3,000.00	0.00	4,554.21	1,554.21	151.81 %
001-389-910-0000	Prior Year Carry Over	1,744,974.00	1,744,974.00	0.00	0.00	-1,744,974.00	100.00 %
001-390-430-0000	Transfer From Sanitation	1,302,309.00	1,302,309.00	0.00	0.00	-1,302,309.00	100.00 %
001-390-521-0000	Other Financing Sources (PD)	225,000.00	225,000.00	0.00	0.00	-225,000.00	100.00 %
Revenue Total:		14,527,818.23	14,582,773.23	851,965.45	9,952,729.82	-4,630,043.41	31.75%

Expense

001-000-512-1200	Executive - Reg Salaries	90,000.00	90,000.00	10,493.71	83,185.84	6,814.16	7.57 %
001-000-512-2100	Executive - Fica	6,885.00	6,885.00	689.46	6,262.71	622.29	9.04 %
001-000-512-2200	Executive - Retirement	52,812.00	52,812.00	5,892.57	48,012.08	4,799.92	9.09 %
001-000-512-2400	Executive - Work Comp Ins	2,070.00	2,070.00	0.00	1,496.72	573.28	27.69 %
001-000-512-4000	Executive - Travel	10,000.00	10,000.00	102.38	2,601.86	7,398.14	73.98 %
001-000-512-4570	Executive - Liab Insurance	4,922.67	4,922.67	0.00	4,101.60	821.07	16.68 %
001-000-512-4903	Executive - Election Exp	0.00	0.00	0.00	4,965.55	-4,965.55	0.00 %
001-000-512-5100	Executive - Office Supplies	200.00	200.00	0.00	181.90	18.10	9.05 %
001-000-512-5200	Executive - Operating Supplies	2,000.00	2,000.00	0.00	306.00	1,694.00	84.70 %
001-000-512-5400	Executive - Subscriptions & Mmbrshp	2,000.00	2,000.00	0.00	1,170.00	830.00	41.50 %
001-000-512-5420	Executive - Education & Training	1,500.00	1,500.00	450.00	2,235.00	-735.00	-49.00 %
001-000-512-5500	Executive - FLOC FI Government W...	3,000.00	3,000.00	0.00	1,003.87	1,996.13	66.54 %
001-000-513-1200	Admin - Regular Salaries	520,769.44	520,769.44	75,947.74	395,839.37	124,930.07	23.99 %
001-000-513-1300	Admin - Overtime	1,000.00	1,000.00	0.00	325.32	674.68	67.47 %
001-000-513-1400	Admin - Special Events Overtime	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
001-000-513-2100	Admin - Fica	31,806.36	31,806.36	5,774.08	30,161.32	1,645.04	5.17 %
001-000-513-2200	Admin - Retirement	74,605.12	74,605.12	13,393.09	74,430.13	174.99	0.23 %
001-000-513-2300	Admin - Health Insurance	46,538.40	46,538.40	3,472.08	37,321.07	9,217.33	19.81 %
001-000-513-2400	Admin - Work Comp Ins	12,868.22	12,868.22	0.00	8,337.88	4,530.34	35.21 %
001-000-513-3110	Admin - Legal Services	125,000.00	125,000.00	7,552.50	25,861.54	99,138.46	79.31 %
001-000-513-3130	Admin - Other Professional Svcs	200,000.00	200,000.00	13,775.50	119,268.00	80,732.00	40.37 %
001-000-513-3140	Admin - Consultant Services	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
001-000-513-4000	Admin - Travel	10,000.00	10,000.00	0.00	439.23	9,560.77	95.61 %
001-000-513-4562	Admin - Bldg Insurance	51,198.46	51,198.46	0.00	49,655.56	1,542.90	3.01 %
001-000-513-4570	Admin - Liab Insurance & Statutory ...	6,728.34	6,728.34	0.00	4,093.84	2,634.50	39.16 %
001-000-513-4580	Admin - Vehicle Insurance	772.35	772.35	0.00	766.08	6.27	0.81 %
001-000-513-4900	Admin - Misc Charges	1,000.00	1,000.00	26.06	383.45	616.55	61.66 %
001-000-513-4901	Admin - Legal Adv	5,000.00	5,000.00	288.35	3,111.86	1,888.14	37.76 %
001-000-513-4902	Admin - Marketing	10,000.00	10,000.00	0.00	1,199.50	8,800.50	88.01 %
001-000-513-4903	Admin - Employee Screenings	5,000.00	5,000.00	188.05	3,165.89	1,834.11	36.68 %
001-000-513-4904	Admin - City Appreciation Expense	2,000.00	2,000.00	0.00	1,465.26	534.74	26.74 %
001-000-513-4950	Admin - Committee Expenses per ...	10,000.00	10,000.00	0.00	247.17	9,752.83	97.53 %
001-000-513-4960	Admin - Lakefest	16,000.00	16,000.00	0.00	13,822.30	2,177.70	13.61 %
001-000-513-4962	Admin - Lakfest Credit Card Fees	100.00	100.00	0.00	0.00	100.00	100.00 %
001-000-513-4965	Admin - TDC Mktg Grant Lakefest	6,000.00	6,000.00	0.00	6,458.00	-458.00	-7.63 %
001-000-513-4990	Admin - Main Street	33,333.00	33,333.00	8,333.25	33,333.00	0.00	0.00 %
001-000-513-5000	ARPA Expense	0.00	0.00	3,635.36	43,624.32	-43,624.32	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
001-000-513-5100	Admin - Office Supplies	5,000.00	5,000.00	0.00	1,486.46	3,513.54	70.27 %
001-000-513-5200	Admin - Operating Supplie	15,000.00	15,000.00	0.00	4,297.35	10,702.65	71.35 %
001-000-513-5210	Admin - Recording Fees	3,000.00	3,000.00	196.00	1,424.50	1,575.50	52.52 %
001-000-513-5300	Admin - Qtrly & Annual Mail Distr	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
001-000-513-5400	Admin - Subs And Mmbrshp	5,000.00	5,000.00	0.00	3,161.03	1,838.97	36.78 %
001-000-513-5420	Admin - Education & Training	10,000.00	10,000.00	0.00	1,343.00	8,657.00	86.57 %
001-000-513-5430	Admin - Training Seminars	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
001-000-513-5500	Admin - Gas And Oil	1,500.00	1,500.00	0.00	476.34	1,023.66	68.24 %
001-000-513-5600	Admin - Grant Match Money	60,000.00	60,000.00	0.00	0.00	60,000.00	100.00 %
001-000-513-6010	Principal	149,800.00	149,800.00	0.00	146,500.00	3,300.00	2.20 %
001-000-513-6411	Admin - Equipment greater than 5,...	45,000.00	45,000.00	0.00	41,523.00	3,477.00	7.73 %
001-000-513-6414	Admin - Equipment under 5000	1,000.00	1,000.00	159.99	159.99	840.01	84.00 %
001-000-513-6416	Admin-Surplus Funds Equipment	0.00	11,700.00	0.00	0.00	11,700.00	100.00 %
001-000-513-6418	City Hall Renovation	50,000.00	50,000.00	2,649.00	5,312.67	44,687.33	89.37 %
001-000-513-7200	Interest	48,974.20	48,974.20	0.00	59,215.63	-10,241.43	-20.91 %
001-000-513-8245	Admin - WC Economic Development..	32,000.00	32,000.00	8,000.00	32,000.00	0.00	0.00 %
001-000-513-8246	Admin - Tri County Community Cncl	27,000.00	27,000.00	6,750.00	27,000.00	0.00	0.00 %
001-000-514-1200	IT - Salaries	103,894.13	103,894.13	11,771.16	71,980.00	31,914.13	30.72 %
001-000-514-1300	IT - Overtime	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
001-000-514-2100	IT - FICA	7,947.90	7,947.90	891.13	5,405.89	2,542.01	31.98 %
001-000-514-2200	IT - Retirement	14,098.43	14,098.43	1,604.41	9,797.35	4,301.08	30.51 %
001-000-514-2300	IT - Health	18,918.76	18,918.76	1,635.96	12,273.70	6,645.06	35.12 %
001-000-514-2400	IT - Workers Compensation	797.29	797.29	0.00	780.68	16.61	2.08 %
001-000-514-4000	IT - Travel	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
001-000-514-4100	IT - City Phone Services	62,500.00	62,500.00	5,383.49	61,008.91	1,491.09	2.39 %
001-000-514-4400	IT - Copier/Plotter Leases	25,000.00	25,000.00	1,225.90	24,378.33	621.67	2.49 %
001-000-514-4570	IT - Cyber Liability Insurance	2,491.50	2,491.50	0.00	2,378.00	113.50	4.56 %
001-000-514-4663	IT - Computer Maintenance	10,000.00	10,000.00	0.00	5,133.65	4,866.35	48.66 %
001-000-514-4665	IT - Internet & Voice Data	55,000.00	55,000.00	3,620.56	44,499.96	10,500.04	19.09 %
001-000-514-4670	IT - Special Projects	30,000.00	30,000.00	0.00	10,481.85	19,518.15	65.06 %
001-000-514-4700	IT - Departmental IT Expenses	13,600.00	13,600.00	-89.99	12,550.92	1,049.08	7.71 %
001-000-514-5100	IT - Office Supply	1,000.00	1,000.00	0.00	754.65	245.35	24.54 %
001-000-514-5400	IT - Subscriptions & Annual Renewals	117,000.00	117,000.00	78,167.17	185,844.35	-68,844.35	-58.84 %
001-000-514-5420	IT - Education & Training	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
001-000-514-6411	IT - Equipment greater than 5000	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
001-000-514-6412	IT - Software less than 5000	5,000.00	5,000.00	207.76	6,102.39	-1,102.39	-22.05 %
001-000-514-6414	IT - Software greater than 5000	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
001-000-514-6416	IT-Surplus Funds Equipment	0.00	905.00	0.00	0.00	905.00	100.00 %
001-000-514-6420	IT - Equipment less than 5000	5,000.00	5,000.00	0.00	3,883.61	1,116.39	22.33 %
001-000-515-1200	Planning - Salaries	195,589.64	195,589.64	-6,734.10	177,433.81	18,155.83	9.28 %
001-000-515-1300	Planning - Overtime	500.00	500.00	0.00	0.00	500.00	100.00 %
001-000-515-2100	Planning - Fica	14,962.61	14,962.61	-525.24	13,480.08	1,482.53	9.91 %
001-000-515-2200	Planning - Retirement	26,541.51	26,541.51	1,160.73	84,713.46	-58,171.95	-219.17 %
001-000-515-2300	Planning - Health Ins	27,802.14	27,802.14	2,813.70	28,250.70	-448.56	-1.61 %
001-000-515-2400	Planning - Work Comp Ins	3,099.76	3,099.76	0.00	3,035.20	64.56	2.08 %
001-000-515-3120	Planning-Engineering Review	0.00	0.00	10,470.00	13,435.00	-13,435.00	0.00 %
001-000-515-4000	Planning - Travel	5,000.00	5,000.00	664.28	3,230.95	1,769.05	35.38 %
001-000-515-4570	Planning - Liab Ins	4,927.33	4,927.33	0.00	4,105.48	821.85	16.68 %
001-000-515-4580	Planning - Vehicle Ins	2,244.51	2,244.51	0.00	2,226.28	18.23	0.81 %
001-000-515-4901	Planning - Legal Advising	5,000.00	5,000.00	1,417.50	6,536.25	-1,536.25	-30.73 %
001-000-515-5100	Planning - Office Supply	1,500.00	1,500.00	15.98	249.16	1,250.84	83.39 %
001-000-515-5200	Planning - Operating Supply	4,500.00	4,500.00	0.00	803.63	3,696.37	82.14 %
001-000-515-5210	Planning Recording Fee	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
001-000-515-5400	Planning - Ed & Training	2,500.00	2,500.00	0.00	1,503.00	997.00	39.88 %
001-000-515-5401	Planning - Dues & Mmbrshps	2,500.00	2,500.00	0.00	413.00	2,087.00	83.48 %
001-000-515-5500	Planning - Fuel	1,000.00	1,000.00	0.00	753.85	246.15	24.62 %
001-000-516-1200	Public Wrks - Reg Salary	58,000.00	58,000.00	4,615.40	14,782.48	43,217.52	74.51 %
001-000-516-1300	Public Wrks - Overtime	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
001-000-516-2100	Public Wrks - Fica	4,437.00	4,437.00	350.44	1,120.28	3,316.72	74.75 %
001-000-516-2200	Public Wrks - Retirement	7,870.60	7,870.60	629.07	2,781.83	5,088.77	64.66 %
001-000-516-2300	Public Wrks - Health Ins	9,267.38	9,267.38	820.48	3,281.92	5,985.46	64.59 %
001-000-516-2400	Public Wrks - Work Comp Ins	1,426.80	1,426.80	0.00	5,139.96	-3,713.16	-260.24 %
001-000-516-4000	Public Wrks - Travel	4,000.00	4,000.00	127.00	601.76	3,398.24	84.96 %
001-000-516-4562	Public Wrks - Building Ins	13,451.28	13,451.28	0.00	22,744.55	-9,293.27	-69.09 %
001-000-516-4570	Public Wrks - Liab Ins	4,913.34	4,913.34	0.00	4,093.84	819.50	16.68 %
001-000-516-4580	Public Wrks - Vehicle Ins	2,010.93	2,010.93	0.00	1,994.60	16.33	0.81 %
001-000-516-5200	Public Wrks - Operating Supplies	10,000.00	10,000.00	672.00	4,784.67	5,215.33	52.15 %
001-000-516-5201	Public Wrks - Uniforms	40,000.00	40,000.00	2,803.27	32,132.98	7,867.02	19.67 %
001-000-516-5300	Public Wrks - Office Supplies	6,000.00	6,000.00	459.90	2,018.68	3,981.32	66.36 %
001-000-516-5400	Public Wrks - Subs & Memberships	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
001-000-516-5420	Public Wrks - Education & Training	7,000.00	7,000.00	0.00	525.00	6,475.00	92.50 %
001-000-516-5450	Public Wrks - Public Awareness	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
001-000-516-5500	Public Wrks - Fuel	10,000.00	10,000.00	0.00	7,511.67	2,488.33	24.88 %
001-000-516-6400	Public Wrks - Equipment less than 5...	2,000.00	2,000.00	255.88	255.88	1,744.12	87.21 %
001-000-516-6411	Public Wrks - Equipment greater th...	5,500.00	5,500.00	0.00	0.00	5,500.00	100.00 %
001-000-519-1200	Finance - Regular Salary	497,694.87	497,694.87	43,482.44	394,989.31	102,705.56	20.64 %
001-000-519-1300	Finance - Overtime	2,000.00	2,000.00	0.00	2,196.26	-196.26	-9.81 %
001-000-519-2100	Finance - Fica	38,073.66	38,073.66	3,287.24	29,979.49	8,094.17	21.26 %
001-000-519-2200	Finance - Retirement	88,738.66	88,738.66	7,708.13	87,302.54	1,436.12	1.62 %
001-000-519-2300	Finance - Health Ins	85,590.42	85,590.42	6,952.14	72,870.63	12,719.79	14.86 %
001-000-519-2400	Finance - Work Comp Ins	11,479.10	11,479.10	0.00	4,790.96	6,688.14	58.26 %
001-000-519-3200	Finance - Financial Audit	100,000.00	100,000.00	0.00	113,382.09	-13,382.09	-13.38 %
001-000-519-4000	Finance - Travel	3,500.00	3,500.00	0.00	3,721.67	-221.67	-6.33 %
001-000-519-4401	Finance - Postage for meter	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
001-000-519-4402	Finance - Postage Machine Lease	642.00	642.00	314.76	635.70	6.30	0.98 %
001-000-519-4570	Finance - Liab Insurance	4,913.35	4,913.35	0.00	4,093.84	819.51	16.68 %
001-000-519-4575	Finance - Bonds	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
001-000-519-4580	Finance - Vehicle Ins	321.35	321.35	0.00	318.76	2.59	0.81 %
001-000-519-4670	Finance - Shred-It	1,500.00	1,500.00	200.41	1,258.83	241.17	16.08 %
001-000-519-4900	Finance - Misc Charges	0.00	0.00	6,648.35	6,725.60	-6,725.60	0.00 %
001-000-519-5100	Finance - Supplies	10,000.00	10,000.00	0.00	4,998.61	5,001.39	50.01 %
001-000-519-5110	Finance - Financial Imaging	40,000.00	40,000.00	0.00	40,719.99	-719.99	-1.80 %
001-000-519-5400	Finance - Subs & Mmbrshps	300.00	300.00	0.00	359.75	-59.75	-19.92 %
001-000-519-5420	Finance - Ed & Training	2,000.00	2,000.00	0.00	1,540.00	460.00	23.00 %
001-000-519-5500	Finance - Fuel	200.00	200.00	0.00	0.00	200.00	100.00 %
001-000-519-6400	Finance - Equipment less than 5,000	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
001-000-519-6412	Finance - Software	33,000.00	33,000.00	250.00	409.40	32,590.60	98.76 %
001-000-521-1200	Police - Regular Salaries	1,770,094.16	1,770,094.16	190,470.93	1,524,885.20	245,208.96	13.85 %
001-000-521-1300	Police - Overtime	45,000.00	45,000.00	3,107.31	51,409.07	-6,409.07	-14.24 %
001-000-521-1310	Police - Traffic Grant Overtime	15,000.00	15,000.00	3,692.76	16,457.58	-1,457.58	-9.72 %
001-000-521-1501	Police - Incentive Pay	17,000.00	17,000.00	1,020.00	12,060.00	4,940.00	29.06 %
001-000-521-1505	Police - Uniform Allowance	10,000.00	10,000.00	0.00	9,250.00	750.00	7.50 %
001-000-521-2100	Police - Fica	135,412.20	135,412.20	14,821.75	121,810.76	13,601.44	10.04 %
001-000-521-2200	Police - Retirement	499,465.50	499,465.50	64,661.77	485,960.45	13,505.05	2.70 %
001-000-521-2300	Police - Health Ins	329,106.60	329,106.60	28,233.00	301,714.61	27,391.99	8.32 %
001-000-521-2400	Police - Work Comp Ins	68,423.58	68,423.58	0.00	38,272.56	30,151.02	44.07 %
001-000-521-3100	Police - Legal Fees	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
001-000-521-3160	Police - It Maint & Svc	39,100.00	39,100.00	0.00	24,600.97	14,499.03	37.08 %
001-000-521-4000	Police - Travel	5,000.00	5,000.00	0.00	844.65	4,155.35	83.11 %
001-000-521-4100	Police - Phone Services	20,000.00	20,000.00	2,044.63	9,857.22	10,142.78	50.71 %
001-000-521-4110	Police - 911 Communications	15,250.00	15,250.00	0.00	10,012.81	5,237.19	34.34 %
001-000-521-4130	Police - Internet	12,000.00	12,000.00	179.98	1,979.78	10,020.22	83.50 %
001-000-521-4450	Police -Server Lease	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
001-000-521-4460	Police - Contract Services	65,000.00	65,000.00	0.00	59,040.00	5,960.00	9.17 %
001-000-521-4470	Police - SLERS User Fees	5,400.00	5,400.00	0.00	2,340.00	3,060.00	56.67 %
001-000-521-4562	Police - Bldg Insurance	46,444.26	46,444.26	0.00	64,441.92	-17,997.66	-38.75 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
001-000-521-4570	Police - Liab Insurance	64,810.24	64,810.24	0.00	55,148.52	9,661.72	14.91 %
001-000-521-4580	Police - Vehicle Ins	15,251.32	15,251.32	0.00	31,084.94	-15,833.62	-103.82 %
001-000-521-4664	Police - R&M Equipment	15,000.00	15,000.00	155.00	24,388.95	-9,388.95	-62.59 %
001-000-521-4981	Police - Grant Bullet Proof Vest	6,000.00	6,000.00	0.00	999.00	5,001.00	83.35 %
001-000-521-4990	FDLE FIBRS GRANT	0.00	0.00	0.00	20,070.18	-20,070.18	0.00 %
001-000-521-4992	FDLE JAG Crime Scene Investigations	0.00	0.00	0.00	4,265.96	-4,265.96	0.00 %
001-000-521-4993	FDLE SAFE Grant Expense	0.00	0.00	0.00	24,825.73	-24,825.73	0.00 %
001-000-521-4994	FDLE FLOCK Cameras	0.00	0.00	38,800.00	38,800.00	-38,800.00	0.00 %
001-000-521-4995	FDLE D-6N020 AED Kit	0.00	0.00	0.00	2,209.00	-2,209.00	0.00 %
001-000-521-5200	Police - Operating Supply	60,000.00	60,000.00	1,296.45	32,391.39	27,608.61	46.01 %
001-000-521-5201	Police - Uniforms Officers	15,000.00	15,000.00	80.47	3,605.51	11,394.49	75.96 %
001-000-521-5202	Police - K-9 Expense	4,000.00	4,000.00	65.61	2,351.77	1,648.23	41.21 %
001-000-521-5203	Police - Investigative Exp	15,000.00	15,000.00	0.00	10,000.00	5,000.00	33.33 %
001-000-521-5204	Police - Investigations	15,000.00	15,000.00	0.00	2,535.16	12,464.84	83.10 %
001-000-521-5216	Police - Uniforms Dispatch	1,100.00	1,100.00	0.00	888.57	211.43	19.22 %
001-000-521-5300	Police - Community Promotions	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
001-000-521-5310	Police - Interest Expense	4,797.00	4,797.00	0.00	0.00	4,797.00	100.00 %
001-000-521-5400	Police - Subs & Mmbrshps	600.00	600.00	0.00	79.00	521.00	86.83 %
001-000-521-5420	Police - Education & Training	8,500.00	8,500.00	544.32	5,664.69	2,835.31	33.36 %
001-000-521-5421	Police - Education & Training Dispat...	5,300.00	5,300.00	875.00	2,255.00	3,045.00	57.45 %
001-000-521-5500	Police - Fuel	60,000.00	60,000.00	0.00	66,753.65	-6,753.65	-11.26 %
001-000-521-5710	Police - Walmart Grant Expense	2,500.00	2,500.00	135.86	625.29	1,874.71	74.99 %
001-000-521-5711	Police Fishing Tournament Expense	0.00	0.00	483.58	483.58	-483.58	0.00 %
001-000-521-6411	Police - Equipment greater than 5,0...	110,000.00	110,000.00	0.00	130,262.20	-20,262.20	-18.42 %
001-000-521-6412	Police - Software	28,000.00	28,000.00	36.38	3,550.73	24,449.27	87.32 %
001-000-521-6414	Police - Equipment less than 5,000	0.00	0.00	0.00	2,344.00	-2,344.00	0.00 %
001-000-521-6416	Police - Surplus Funds Equipment P...	6,000.00	19,850.00	0.00	0.00	19,850.00	100.00 %
001-000-521-6418	Police - Renovation Project	2,270.00	2,270.00	0.00	0.00	2,270.00	100.00 %
001-000-522-1200	Fire - Regular Salaries	896,652.00	896,652.00	110,871.81	841,601.37	55,050.63	6.14 %
001-000-522-1300	Fire - Overtime	19,400.00	19,400.00	2,311.64	28,484.36	-9,084.36	-46.83 %
001-000-522-1400	Fire - Volunteer Services	45,500.00	45,500.00	3,495.00	11,310.00	34,190.00	75.14 %
001-000-522-1501	Fire - Incentive Pay	3,640.00	3,640.00	160.00	1,460.00	2,180.00	59.89 %
001-000-522-1503	Fire - Fitness Incentive	19,200.00	19,200.00	1,100.00	13,200.00	6,000.00	31.25 %
001-000-522-2100	Fire - Fica	72,074.63	72,074.63	8,742.62	66,174.76	5,899.87	8.19 %
001-000-522-2200	Fire - Retirement	298,327.36	298,327.36	37,312.48	288,274.55	10,052.81	3.37 %
001-000-522-2300	Fire - Health Insurance	157,479.58	157,479.58	16,242.61	158,555.67	-1,076.09	-0.68 %
001-000-522-2400	Fire - Work Comp Ins	26,302.29	26,302.29	0.00	25,754.56	547.73	2.08 %
001-000-522-3110	Fire - Legal Fees	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
001-000-522-3130	Fire - Other Professional Svc	0.00	0.00	0.00	9,000.00	-9,000.00	0.00 %
001-000-522-4000	Fire - Travel	9,370.00	9,370.00	586.24	4,858.44	4,511.56	48.15 %
001-000-522-4560	Fire - Firefighter Cancer Benefit	2,072.00	2,072.00	0.00	0.00	2,072.00	100.00 %
001-000-522-4562	Fire - Bldg Insurance	3,240.45	3,240.45	0.00	3,142.80	97.65	3.01 %
001-000-522-4570	Fire - Liab Ins	4,913.34	4,913.34	0.00	5,220.37	-307.03	-6.25 %
001-000-522-4580	Fire - Vehicle Ins	2,647.43	2,647.43	0.00	2,625.92	21.51	0.81 %
001-000-522-4600	Fire - R&M General	1,500.00	1,500.00	0.00	715.89	784.11	52.27 %
001-000-522-4900	Fire - Promotional Items	4,500.00	4,500.00	645.48	4,114.50	385.50	8.57 %
001-000-522-5100	Fire - Office Supplies	2,500.00	2,500.00	852.03	1,617.79	882.21	35.29 %
001-000-522-5200	Fire - Operating Supplies	27,000.00	27,000.00	4,052.04	17,655.48	9,344.52	34.61 %
001-000-522-5201	Fire - Uniforms	16,620.00	16,620.00	395.00	9,137.70	7,482.30	45.02 %
001-000-522-5400	Fire - Subs & Mmbrshps	2,350.00	2,350.00	505.95	505.95	1,844.05	78.47 %
001-000-522-5420	Fire - Education & Training	16,100.00	16,100.00	183.00	11,855.40	4,244.60	26.36 %
001-000-522-5500	Fire - Fuel	15,000.00	15,000.00	0.00	10,466.61	4,533.39	30.22 %
001-000-522-5710	Fire - Walmart Grant	2,500.00	2,500.00	0.00	1,830.04	669.96	26.80 %
001-000-522-5720	Fire - Firehouse Subs Grant	20,388.00	20,388.00	0.00	0.00	20,388.00	100.00 %
001-000-522-6310	Fire - Principal	94,553.00	94,553.00	0.00	94,553.00	0.00	0.00 %
001-000-522-6311	Fire - Interest Expense	5,404.00	5,404.00	0.00	5,404.73	-0.73	-0.01 %
001-000-522-6411	Fire - Equipment greater than 5,000	66,778.00	66,778.00	0.00	22,280.93	44,497.07	66.63 %
001-000-522-6413	Fire - Software	19,420.00	19,420.00	369.00	369.00	19,051.00	98.10 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 08/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
001-000-541-1200	Transportation - Regular Salary	764,211.97	764,211.97	84,037.62	647,825.68	116,386.29	15.23 %
001-000-541-1300	Transportation - Overtime	25,000.00	25,000.00	2,969.11	26,745.37	-1,745.37	-6.98 %
001-000-541-2100	Transportation - Fica	58,143.98	58,143.98	6,579.38	51,013.91	7,130.07	12.26 %
001-000-541-2200	Transportation - Retirement	100,500.59	100,500.59	11,034.69	91,006.57	9,494.02	9.45 %
001-000-541-2300	Transportation - Health Ins	178,887.44	178,887.44	15,869.92	152,732.83	26,154.61	14.62 %
001-000-541-2400	Transportation - Work Comp Ins	60,878.98	60,878.98	0.00	21,075.96	39,803.02	65.38 %
001-000-541-3120	Transportation - Professional Servic...	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
001-000-541-4000	Transportation - Travel	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
001-000-541-4562	Transportation- Bldg Insurance	10,843.28	10,843.28	0.00	10,516.52	326.76	3.01 %
001-000-541-4570	Transportation - Liab Ins	26,118.79	26,118.79	0.00	21,762.44	4,356.35	16.68 %
001-000-541-4580	Transportation - Vehicle Ins	15,201.05	15,201.05	0.00	15,077.60	123.45	0.81 %
001-000-541-4600	Transportation - R&M General	10,000.00	10,000.00	6,007.22	7,773.88	2,226.12	22.26 %
001-000-541-4604	Transportation - R&M Traffic Signals	15,000.00	15,000.00	888.00	4,374.68	10,625.32	70.84 %
001-000-541-4698	Transportation - R&M Transportati...	15,000.00	15,000.00	936.37	13,049.48	1,950.52	13.00 %
001-000-541-4699	Transportation - Beautification	7,000.00	7,000.00	0.00	1,744.50	5,255.50	75.08 %
001-000-541-5200	Transportation - Operating Supply	65,000.00	65,000.00	1,785.23	48,285.43	16,714.57	25.71 %
001-000-541-5300	Transportation - Road Materials & ...	100,000.00	100,000.00	22,008.57	37,684.96	62,315.04	62.32 %
001-000-541-5420	Transportation - Education/training	5,000.00	5,000.00	0.00	725.00	4,275.00	85.50 %
001-000-541-5500	Transportation - Fuel	55,000.00	55,000.00	0.00	46,254.62	8,745.38	15.90 %
001-000-541-5600	Transportation - Utilities For Signals	100,000.00	100,000.00	9,321.09	102,217.53	-2,217.53	-2.22 %
001-000-541-5601	Transportation - Railroad Crossing	65,000.00	65,000.00	14,132.55	26,094.31	38,905.69	59.85 %
001-000-541-5605	Transportation - R&M Sidewalk Rep...	15,000.00	15,000.00	318.58	12,313.91	2,686.09	17.91 %
001-000-541-6411	Transportation - Equipment greater ..	70,000.00	70,000.00	1,179.00	65,108.22	4,891.78	6.99 %
001-000-541-6416	Transportation - Surplus Funds Equi...	0.00	28,500.00	17,375.33	17,375.33	11,124.67	39.03 %
001-000-579-1200	Maint - Reg Salary	451,237.84	451,237.84	50,191.45	366,276.81	84,961.03	18.83 %
001-000-579-1300	Maint - Overtime	37,000.00	37,000.00	3,810.16	33,618.87	3,381.13	9.14 %
001-000-579-2100	Maint - Fica	31,890.24	31,890.24	4,142.12	30,616.72	1,273.52	3.99 %
001-000-579-2200	Maint - Retirement	56,568.69	56,568.69	7,360.41	55,426.16	1,142.53	2.02 %
001-000-579-2300	Maint - Health Ins	100,323.68	100,323.68	8,275.54	82,116.84	18,206.84	18.15 %
001-000-579-2400	Maint - Workers Comp Ins	9,824.24	9,824.24	0.00	9,619.64	204.60	2.08 %
001-000-579-4000	Maint - Travel	2,500.00	2,500.00	0.00	92.00	2,408.00	96.32 %
001-000-579-4300	Maint - Utilities	275,000.00	275,000.00	20,475.84	189,145.83	85,854.17	31.22 %
001-000-579-4562	Maint - Insurance Bldg	62,869.41	62,869.41	0.00	80,372.12	-17,502.71	-27.84 %
001-000-579-4570	Maint - Liab Ins	14,740.01	14,740.01	0.00	12,281.52	2,458.49	16.68 %
001-000-579-4580	Maint - Vehicle Ins	4,532.52	4,532.52	0.00	4,495.72	36.80	0.81 %
001-000-579-4600	Maint - R&M General	20,000.00	20,000.00	3,251.24	12,560.69	7,439.31	37.20 %
001-000-579-4601	Maint - R&M Vehicles	100,000.00	110,000.00	9,691.32	96,644.69	13,355.31	12.14 %
001-000-579-4662	Maint - R&M Bldg	112,000.00	92,000.00	13,735.36	31,255.72	60,744.28	66.03 %
001-000-579-4663	Maint - R&M Parks	60,000.00	60,000.00	3,108.80	13,958.44	46,041.56	76.74 %
001-000-579-4664	Maint - R&M Equipment	80,000.00	90,000.00	16,408.62	73,938.72	16,061.28	17.85 %
001-000-579-4910	Maint - Custodial Operating Supplies	20,000.00	20,000.00	1,934.12	19,925.57	74.43	0.37 %
001-000-579-5200	Maint - Operating Supplies	30,000.00	30,000.00	3,713.39	25,334.98	4,665.02	15.55 %
001-000-579-5240	Maint - Equipment less than 5,000	5,000.00	5,000.00	0.00	1,300.47	3,699.53	73.99 %
001-000-579-5400	Maint - Subscriptions & Mmbershp	1,000.00	1,000.00	0.00	18.18	981.82	98.18 %
001-000-579-5420	Maint - Education & Training	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
001-000-579-5500	Maint - Fuel	10,000.00	10,000.00	0.00	9,701.11	298.89	2.99 %
001-000-579-6411	Maint - Equipment greater than 5,0...	15,000.00	15,000.00	0.00	23,895.01	-8,895.01	-59.30 %
001-000-579-6420	Maint - Welding Supplies	6,000.00	6,000.00	1,640.16	4,051.88	1,948.12	32.47 %
001-000-581-9142	Transfer To Natural Gas	2,711,888.00	2,711,888.00	0.00	0.00	2,711,888.00	100.00 %
001-000-581-9362	Transfer To Cemetery	83,043.77	83,043.77	0.00	90,000.00	-6,956.23	-8.38 %
001-000-581-9660	Transfer Ad-Valorem to CRA	649,527.00	649,527.00	0.00	649,527.26	-0.26	0.00 %
001-180-570-8203	Culture - DFS Little League	5,000.00	5,000.00	1,250.00	5,000.00	0.00	0.00 %
001-180-570-8204	Culture - WC Athletic League	5,000.00	5,000.00	1,250.00	5,000.00	0.00	0.00 %
001-180-570-8214	Culture - DFS Woman's Club	700.00	700.00	175.00	700.00	0.00	0.00 %
001-180-570-8224	Culture - Walton Co Fair Assoc	5,000.00	5,000.00	1,250.00	5,000.00	0.00	0.00 %
001-180-570-8297	Culture - Matrix Community Outrea...	5,000.00	5,000.00	1,250.00	5,000.00	0.00	0.00 %
001-909-590-9623	PREPAID HRA PLAN	0.00	0.00	434.00	4,665.00	-4,665.00	0.00 %

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
001-909-590-9655	INTERNAL BULK GAS	0.00	0.00	21,022.36	75,978.11	-75,978.11	0.00 %
	Expense Total:	15,913,818.23	15,968,773.23	1,268,388.73	11,283,187.82	4,685,585.41	29.34%
	Fund: 001 - GENERAL FUND Surplus (Deficit):	-1,386,000.00	-1,386,000.00	-416,423.28	-1,330,458.00	55,542.00	4.01%
Fund: 100 - UTILITY SERVICE TAX							
Revenue							
100-314-000-0000	Utility Srv Tax - Gas Wat	535,000.00	535,000.00	0.00	0.00	-535,000.00	100.00 %
100-314-100-0000	Utility Sr Tax - Elect	700,000.00	700,000.00	68,406.99	575,413.32	-124,586.68	17.80 %
100-314-400-0000	Utility Sr Tax - Gas	15,000.00	15,000.00	482.06	12,463.70	-2,536.30	16.91 %
100-315-000-0000	Utility Sr Tax - Communication Svc	195,000.00	195,000.00	22,216.24	209,663.64	14,663.64	107.52 %
	Revenue Total:	1,445,000.00	1,445,000.00	91,105.29	797,540.66	-647,459.34	44.81%
	Fund: 100 - UTILITY SERVICE TAX Total:	1,445,000.00	1,445,000.00	91,105.29	797,540.66	-647,459.34	44.81%
Fund: 320 - CHRISTMAS REFLECTIONS							
Revenue							
320-334-700-0000	Season Passes	6,000.00	6,000.00	0.00	5,225.00	-775.00	12.92 %
320-334-701-0000	Ticket Sales	110,000.00	110,000.00	0.00	88,962.98	-21,037.02	19.12 %
320-334-720-0000	Ornament Sales	1,500.00	1,500.00	0.00	0.00	-1,500.00	100.00 %
320-366-000-0000	Donations From Private Sources	10,000.00	10,000.00	0.00	3,404.65	-6,595.35	65.95 %
320-366-100-0000	TDC Marketing Grant	6,000.00	6,000.00	0.00	9,813.85	3,813.85	163.56 %
320-367-000-0000	Sponsorships	2,500.00	2,500.00	0.00	0.00	-2,500.00	100.00 %
	Revenue Total:	136,000.00	136,000.00	0.00	107,406.48	-28,593.52	21.02%
Expense							
320-000-574-1200	Lights - Salaries	34,444.80	34,444.80	3,525.00	26,450.60	7,994.20	23.21 %
320-000-574-1300	Lights - Overtime	10,000.00	10,000.00	0.00	385.02	9,614.98	96.15 %
320-000-574-2100	Lights - FICA	2,635.03	2,635.03	269.66	2,052.33	582.70	22.11 %
320-000-574-2200	Lights - Retirement	4,674.16	4,674.16	480.46	3,644.81	1,029.35	22.02 %
320-000-574-2300	Lights - Health Insurance	9,459.38	9,459.38	767.95	7,219.12	2,240.26	23.68 %
320-000-574-2400	Lights - Worker's Compensateion	847.34	847.34	0.00	844.28	3.06	0.36 %
320-000-574-4000	Lights - Travel	500.00	500.00	0.00	0.00	500.00	100.00 %
320-000-574-4100	Lights - Telephone	200.00	200.00	15.89	174.33	25.67	12.84 %
320-000-574-4300	Lights - Utilities	3,500.00	3,500.00	363.56	3,245.57	254.43	7.27 %
320-000-574-4562	Lights - Ins Building	1,922.66	1,922.66	0.00	1,864.72	57.94	3.01 %
320-000-574-4570	Lights - Liability Insurance	4,913.34	4,913.34	0.00	4,093.84	819.50	16.68 %
320-000-574-4580	Lights - Veh Ins	250.00	250.00	0.00	0.00	250.00	100.00 %
320-000-574-4600	Lights - R&M General	2,500.00	2,500.00	0.00	1,272.12	1,227.88	49.12 %
320-000-574-4800	Lights - Promotions	500.00	500.00	0.00	3,840.00	-3,340.00	-668.00 %
320-000-574-4900	Lights - Misc	1,000.00	1,000.00	0.00	434.86	565.14	56.51 %
320-000-574-4903	Lights - Drug Testing	50.00	50.00	0.00	0.00	50.00	100.00 %
320-000-574-5200	Lights - Operating Supply	24,103.29	24,103.29	657.00	46,236.10	-22,132.81	-91.82 %
320-000-574-5900	Lights - TDC Marketing	6,000.00	6,000.00	0.00	9,813.85	-3,813.85	-63.56 %
320-000-574-6400	Lights - Equipment less than 5,000	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
320-000-574-6411	Lights - Equipment greater than 5,0...	25,000.00	25,000.00	0.00	8,028.88	16,971.12	67.88 %
	Expense Total:	136,000.00	136,000.00	6,079.52	119,600.43	16,399.57	12.06%
	Fund: 320 - CHRISTMAS REFLECTIONS Surplus (Deficit):	0.00	0.00	-6,079.52	-12,193.95	-12,193.95	0.00%
Fund: 400 - WATER FUND							
Revenue							
400-343-255-0000	Phys Env - Charge For Mat	15,000.00	15,000.00	800.00	19,260.00	4,260.00	128.40 %
400-343-310-0000	Phys Env - Water Sales	4,876,253.20	4,876,253.20	467,267.59	4,283,271.30	-592,981.90	12.16 %
400-343-350-0000	Phy Env - Cut On Fees	35,000.00	35,000.00	4,080.00	37,470.00	2,470.00	107.06 %
400-343-351-0000	Phys Env - Service Connections	15,000.00	15,000.00	915.00	11,025.00	-3,975.00	26.50 %
400-343-352-0000	Phys Env - Tapping Fees	5,000.00	5,000.00	100.00	9,725.36	4,725.36	194.51 %
400-343-353-0000	Phys Env - Penalties	60,000.00	60,000.00	6,436.58	65,145.27	5,145.27	108.58 %
400-343-354-0000	Water Collection Revenue	35,000.00	35,000.00	271.57	-31,725.46	-66,725.46	190.64 %
400-343-355-0000	Water-Return Check Charge	2,000.00	2,000.00	125.00	2,500.00	500.00	125.00 %
400-343-356-1000	Water Capacity Fee 25%	75,000.00	75,000.00	8,840.36	217,709.20	142,709.20	290.28 %
400-343-357-1000	Water Capacity Fee 75%	250,000.00	250,000.00	26,520.97	639,566.91	389,566.91	255.83 %
400-369-420-0000	Insurance Reimbursement	0.00	0.00	0.00	6,494.35	6,494.35	0.00 %

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
400-389-100-0000	Water Misc	5,000.00	5,000.00	0.00	1,982.74	-3,017.26	60.35 %
	Revenue Total:	5,373,253.20	5,373,253.20	515,357.07	5,262,424.67	-110,828.53	2.06%
Expense							
400-000-533-1200	Water - Regular Salaries	323,791.05	323,791.05	29,208.84	221,022.01	102,769.04	31.74 %
400-000-533-1300	Water - Overtime	25,000.00	25,000.00	1,298.19	9,337.33	15,662.67	62.65 %
400-000-533-2100	Water - Fica	24,133.56	24,133.56	2,330.95	17,553.06	6,580.50	27.27 %
400-000-533-2200	Water - Retirement	42,809.46	42,809.46	4,158.13	32,267.64	10,541.82	24.62 %
400-000-533-2300	Water - Health Insurance	72,179.51	72,179.51	5,460.35	51,681.25	20,498.26	28.40 %
400-000-533-2400	Water - Workman's Comp	13,872.91	13,872.91	0.00	4,215.88	9,657.03	69.61 %
400-000-533-3120	Water - Professional Services	10,000.00	10,000.00	0.00	5,688.42	4,311.58	43.12 %
400-000-533-3205	Water - Billing & Admin Fees	264,728.00	264,728.00	0.00	132,364.00	132,364.00	50.00 %
400-000-533-3400	Water - Jacobs Contract	442,000.00	442,000.00	36,833.34	439,435.67	2,564.33	0.58 %
400-000-533-4000	Water - Travel	2,800.00	2,800.00	0.00	0.00	2,800.00	100.00 %
400-000-533-4100	Water - Telephone	4,000.00	4,000.00	332.61	3,846.18	153.82	3.85 %
400-000-533-4300	Water - Utilities	110,000.00	110,000.00	8,676.15	161,762.37	-51,762.37	-47.06 %
400-000-533-4562	Water - Bldg Insurance	36,721.58	36,721.58	0.00	35,614.96	1,106.62	3.01 %
400-000-533-4570	Water - Liab Ins	4,913.34	4,913.34	0.00	4,093.84	819.50	16.68 %
400-000-533-4580	Water - Vehicle Insurance	4,287.56	4,287.56	0.00	4,252.76	34.80	0.81 %
400-000-533-4600	Water - R&M General	2,500.00	2,500.00	0.00	676.90	1,823.10	72.92 %
400-000-533-4610	Water - R&M Vehicles	20,000.00	20,000.00	8,752.29	16,992.76	3,007.24	15.04 %
400-000-533-4662	Water - R&M Building	33,000.00	0.00	0.00	0.00	0.00	0.00 %
400-000-533-4663	Water - R&M System	425,000.00	425,000.00	1,429.00	90,057.50	334,942.50	78.81 %
400-000-533-4664	Water - R&M Machine & Equip	20,000.00	20,000.00	199.28	19,835.27	164.73	0.82 %
400-000-533-4700	Water - IT Expense	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
400-000-533-4900	Water - Misc Charges	1,500.00	1,500.00	9.70	85.84	1,414.16	94.28 %
400-000-533-4903	Water - Drug Testing	250.00	250.00	0.00	0.00	250.00	100.00 %
400-000-533-4999	Water - Bad Debt Collection Fee	500.00	500.00	0.00	0.00	500.00	100.00 %
400-000-533-5200	Water - Operating Supply	150,000.00	150,000.00	19,784.79	146,331.78	3,668.22	2.45 %
400-000-533-5210	Water - Jacobs Operating	115,000.00	115,000.00	0.00	0.00	115,000.00	100.00 %
400-000-533-5400	Water - Dues & Subscrip	1,000.00	1,000.00	0.00	2,365.00	-1,365.00	-136.50 %
400-000-533-5420	Water - Education & Train	2,000.00	2,000.00	0.00	438.00	1,562.00	78.10 %
400-000-533-5500	Water - Fuel	35,000.00	35,000.00	0.00	10,259.47	24,740.53	70.69 %
400-000-533-6010	Water - Principal	392,479.00	392,479.00	245,771.25	279,301.82	113,177.18	28.84 %
400-000-533-6200	Water - Storage Building	0.00	33,000.00	5,000.00	10,600.00	22,400.00	67.88 %
400-000-533-6411	Water - Equipment greater than 5,0...	105,000.00	105,000.00	0.00	104,375.37	624.63	0.59 %
400-000-533-6441	Water - Coy Burgess Watermain Im...	0.00	0.00	0.00	882,564.00	-882,564.00	0.00 %
400-000-533-7210	Water - Interest	211,508.00	211,508.00	54,308.58	125,251.62	86,256.38	40.78 %
400-000-533-9100	Water Capacity Reserve 75%	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00 %
400-000-581-9301	Water - Transfer To General	2,126,279.23	2,126,279.23	0.00	2,126,279.23	0.00	0.00 %
400-000-581-9342	Water - Transfer to Reserves	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00 %
	Expense Total:	5,373,253.20	5,373,253.20	423,553.45	4,938,549.93	434,703.27	8.09%
Fund: 400 - WATER FUND Surplus (Deficit):		0.00	0.00	91,803.62	323,874.74	323,874.74	0.00%
Fund: 410 - SEWER FUND							
Revenue							
410-337-300-0000	FIPA Core Grant Fall 2023	0.00	0.00	0.00	750.00	750.00	0.00 %
410-343-000-0000	Sewer - Misc Income	5,000.00	5,000.00	0.00	2,552.04	-2,447.96	48.96 %
410-343-356-1000	Sewer Capacity fee 25%	50,000.00	50,000.00	5,016.66	231,037.08	181,037.08	462.07 %
410-343-357-1000	Sewer Capacity Fee 75%	125,000.00	125,000.00	15,049.98	693,111.21	568,111.21	554.49 %
410-343-510-0000	Phys Env - Sewer Revenue	2,523,617.98	2,523,617.98	255,247.38	2,506,213.97	-17,404.01	0.69 %
410-343-552-0000	Phys Env - Tapping Fees	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
410-343-553-0000	Sewer - Penalties	90,000.00	90,000.00	8,614.30	97,301.47	7,301.47	108.11 %
410-343-554-0000	Sewer Collection Of Act Written Off	22,000.00	22,000.00	0.00	-26,092.05	-48,092.05	218.60 %
410-364-000-0000	Insurance Reimbursement	0.00	0.00	0.00	36,563.43	36,563.43	0.00 %
	Revenue Total:	2,820,617.98	2,820,617.98	283,928.32	3,541,437.15	720,819.17	25.56%
Expense							
410-000-535-1200	Sewer - Regular Salaries	185,219.79	185,219.79	22,844.48	162,510.31	22,709.48	12.26 %
410-000-535-1300	Sewer - Overtime	10,000.00	10,000.00	2,587.61	15,667.11	-5,667.11	-56.67 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 08/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
410-000-535-2100	Sewer - Fica	13,373.73	13,373.73	1,932.60	13,559.27	-185.54	-1.39 %
410-000-535-2200	Sewer - Retirement	23,723.08	23,723.08	3,466.37	25,476.85	-1,753.77	-7.39 %
410-000-535-2300	Sewer - Health Insurance	42,150.65	42,150.65	3,377.38	37,975.83	4,174.82	9.90 %
410-000-535-2400	Sewer - Workman's Comp	5,374.68	5,374.68	0.00	4,215.88	1,158.80	21.56 %
410-000-535-3120	Sewer - Professional Services	0.00	0.00	0.00	18,188.34	-18,188.34	0.00 %
410-000-535-3205	Sewer - Billing & Admin Fees	264,728.00	264,728.00	0.00	132,364.00	132,364.00	50.00 %
410-000-535-3400	Sewer - Jacobs Contract	442,000.00	442,000.00	36,833.33	439,435.64	2,564.36	0.58 %
410-000-535-4000	Sewer - Travel	2,800.00	2,800.00	0.00	0.00	2,800.00	100.00 %
410-000-535-4100	Sewer - Telephone	1,500.00	1,500.00	146.21	1,610.33	-110.33	-7.36 %
410-000-535-4300	Sewer - Utilities @ Liftstations	175,000.00	175,000.00	4,463.08	53,172.43	121,827.57	69.62 %
410-000-535-4309	Sewer - Utilities @ Sprayfield	25,000.00	25,000.00	0.00	17,415.55	7,584.45	30.34 %
410-000-535-4310	Sewer - Utilities @ Plant	50,000.00	50,000.00	15,433.19	178,835.29	-128,835.29	-257.67 %
410-000-535-4562	Sewer - Bldg Insurance	12,705.77	12,705.77	0.00	12,322.88	382.89	3.01 %
410-000-535-4570	Sewer - Liab Ins	4,913.34	4,913.34	0.00	4,093.84	819.50	16.68 %
410-000-535-4580	Sewer - Vehicle Insurance	1,038.20	1,038.20	0.00	1,029.76	8.44	0.81 %
410-000-535-4600	Sewer - R&m General	3,500.00	3,500.00	794.96	984.96	2,515.04	71.86 %
410-000-535-4613	Sewer - R&m Vehicles	15,000.00	15,000.00	0.00	183.75	14,816.25	98.78 %
410-000-535-4662	Sewer - R&m Building	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
410-000-535-4663	Sewer - R&m System	633,420.74	633,420.74	0.00	438,576.82	194,843.92	30.76 %
410-000-535-4664	Sewer - R&m Mach & Equip	2,500.00	2,500.00	0.00	76.99	2,423.01	96.92 %
410-000-535-4700	Sewer - IT Expense	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
410-000-535-4800	Sewer FIPA Fall 2023 Grant Promoti...	0.00	0.00	0.00	747.20	-747.20	0.00 %
410-000-535-4903	Sewer - Drug Testing	100.00	100.00	0.00	0.00	100.00	100.00 %
410-000-535-4920	Sewer - Sludge Disposal	50,000.00	50,000.00	15,500.00	80,500.00	-30,500.00	-61.00 %
410-000-535-5200	Sewer - Operating Supply	85,000.00	85,000.00	2,798.53	66,614.14	18,385.86	21.63 %
410-000-535-5210	Sewer - Jacobs Operating	400,000.00	400,000.00	4,705.69	73,207.12	326,792.88	81.70 %
410-000-535-5400	Sewer - Dues & Subscripti	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
410-000-535-5420	Sewer - Education & Training	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
410-000-535-5500	Sewer - Fuel	2,000.00	2,000.00	0.00	10,617.30	-8,617.30	-430.87 %
410-000-535-6010	Sewer - Principal	150,825.00	150,825.00	76,104.00	79,003.44	71,821.56	47.62 %
410-000-535-6411	Sewer - Equipment greater than 5,0...	35,000.00	35,000.00	0.00	32,335.77	2,664.23	7.61 %
410-000-535-6443	SRF Phase III	0.00	0.00	0.00	3,788.00	-3,788.00	0.00 %
410-000-535-6493	Sewer - Scada Tech Services	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
410-000-535-7200	Sewer - Interest	34,245.00	34,245.00	17,026.33	17,215.81	17,029.19	49.73 %
410-000-535-9100	Sewer 75% Capacity Fee Reserve	125,000.00	125,000.00	0.00	0.00	125,000.00	100.00 %
Expense Total:		2,820,617.98	2,820,617.98	208,013.76	1,921,724.61	898,893.37	31.87%
Fund: 410 - SEWER FUND Surplus (Deficit):		0.00	0.00	75,914.56	1,619,712.54	1,619,712.54	0.00%
Fund: 420 - GAS FUND							
Revenue							
420-343-000-0000	Gas - Misc Income	2,000.00	2,000.00	0.00	220.39	-1,779.61	88.98 %
420-343-210-0000	Gas - Sales	1,304,852.90	1,304,852.90	84,918.98	1,226,821.87	-78,031.03	5.98 %
420-343-251-0000	Gas - Srv Conn & Tranf	2,000.00	2,000.00	220.00	1,660.00	-340.00	17.00 %
420-343-252-0000	Gas - Tapping Fees	3,000.00	3,000.00	200.00	1,100.00	-1,900.00	63.33 %
420-343-253-0000	Gas - Penalties	10,000.00	10,000.00	407.08	8,484.47	-1,515.53	15.16 %
420-343-254-0000	Gas - Collection Of Act Written Off	3,000.00	3,000.00	0.00	-2,115.87	-5,115.87	170.53 %
420-343-255-0000	Gas - Chg For Mat/labor	20,000.00	20,000.00	2,234.11	12,777.34	-7,222.66	36.11 %
Revenue Total:		1,344,852.90	1,344,852.90	87,980.17	1,248,948.20	-95,904.70	7.13%
Expense							
420-000-532-1200	Gas - Regular Salaries	251,168.61	251,168.61	29,481.90	211,236.96	39,931.65	15.90 %
420-000-532-1300	Gas - Overtime	20,000.00	20,000.00	3,004.45	16,925.91	3,074.09	15.37 %
420-000-532-2100	Gas - Fica	18,896.18	18,896.18	2,480.95	17,417.60	1,478.58	7.82 %
420-000-532-2200	Gas - Retirement	33,519.11	33,519.11	4,427.91	30,994.25	2,524.86	7.53 %
420-000-532-2300	Gas - Health Insurance	49,426.03	49,426.03	5,339.20	43,691.22	5,734.81	11.60 %
420-000-532-2400	Gas - Work Comp Ins	6,384.58	6,384.58	0.00	3,213.24	3,171.34	49.67 %
420-000-532-3205	Gas - Billing & Admin Fees	213,902.00	213,902.00	0.00	106,951.00	106,951.00	50.00 %
420-000-532-4000	Gas - Travel	2,500.00	2,500.00	0.00	2,462.00	38.00	1.52 %
420-000-532-4100	Gas - Telephone	2,500.00	2,500.00	115.69	1,270.35	1,229.65	49.19 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 08/31/2024

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
420-000-532-4300	Gas - Utilities	8,000.00	8,000.00	157.45	1,758.13	6,241.87	78.02 %
420-000-532-4562	Gas - Bldg Insurance	25,000.00	25,000.00	0.00	42,372.84	-17,372.84	-69.49 %
420-000-532-4570	Gas - Liab Ins	4,912.68	4,912.68	0.00	4,093.84	818.84	16.67 %
420-000-532-4580	Gas - Vehicle Ins	993.71	993.71	0.00	985.64	8.07	0.81 %
420-000-532-4600	Gas - R&m General	1,000.00	1,000.00	1,017.34	1,017.34	-17.34	-1.73 %
420-000-532-4609	Gas - R&m Vehicles	6,000.00	6,000.00	165.99	2,593.75	3,406.25	56.77 %
420-000-532-4663	Gas - R&m System	198,000.00	198,000.00	1,715.00	22,791.83	175,208.17	88.49 %
420-000-532-4664	Gas - R&m Machinery & Equipment	3,000.00	3,000.00	8.99	3,200.00	-200.00	-6.67 %
420-000-532-4665	Gas - R&m Meters	5,000.00	5,000.00	0.00	1,225.00	3,775.00	75.50 %
420-000-532-4700	Gas - IT Expense	500.00	500.00	0.00	0.00	500.00	100.00 %
420-000-532-4900	Gas - Misc Charges	0.00	0.00	0.00	1.70	-1.70	0.00 %
420-000-532-4901	Gas - Public Awareness Ads	7,000.00	7,000.00	2,699.73	2,699.73	4,300.27	61.43 %
420-000-532-4903	Gas - Drug Testing	150.00	150.00	0.00	60.00	90.00	60.00 %
420-000-532-5200	Gas - Operating Supplies	30,000.00	30,000.00	3,636.99	34,150.72	-4,150.72	-13.84 %
420-000-532-5401	Gas - Membership Dues	1,500.00	1,500.00	0.00	1,010.00	490.00	32.67 %
420-000-532-5420	Gas - Education & Training	4,000.00	4,000.00	0.00	1,790.00	2,210.00	55.25 %
420-000-532-5440	Gas - Rebate Program	13,000.00	13,000.00	1,950.00	7,325.00	5,675.00	43.65 %
420-000-532-5460	Gas - Marketing Campaign	27,000.00	27,000.00	6,612.79	17,231.36	9,768.64	36.18 %
420-000-532-5500	Gas - Fuel	12,000.00	12,000.00	0.00	9,201.48	2,798.52	23.32 %
420-000-532-5700	Gas - Inv For Resale	300,000.00	300,000.00	15,881.93	254,200.94	45,799.06	15.27 %
420-000-532-5802	Gas - Regulatory Fees	2,500.00	2,500.00	0.00	2,532.89	-32.89	-1.32 %
420-000-532-6411	Gas - Equipment greater than 5,000	70,000.00	70,000.00	0.00	72,039.60	-2,039.60	-2.91 %
420-000-532-6412	Gas - Software	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
420-000-532-6413	Gas - System Expansion	12,000.00	12,000.00	0.00	7,982.00	4,018.00	33.48 %
Expense Total:		1,344,852.90	1,344,852.90	78,696.31	924,426.32	420,426.58	31.26%
Fund: 420 - GAS FUND Surplus (Deficit):		0.00	0.00	9,283.86	324,521.88	324,521.88	0.00%
Fund: 430 - SANITATION							
Revenue							
430-343-253-0000	Sanit - Penalties	5,000.00	5,000.00	299.58	3,236.38	-1,763.62	35.27 %
430-343-410-0000	Phys Env - Sanitation Rev	756,700.00	756,700.00	72,018.30	717,650.52	-39,049.48	5.16 %
430-343-420-0000	Sanit Rev - County Pmt	1,691,000.00	1,691,000.00	17,807.50	195,449.00	-1,495,551.00	88.44 %
430-343-420-2000	Waste Mgmt Franchise Fee	35,000.00	35,000.00	5,799.54	29,258.32	-5,741.68	16.40 %
430-343-454-0000	Sanit Collection Of Acct Written Of	1,500.00	1,500.00	0.00	-1,847.57	-3,347.57	223.17 %
430-381-001-0000	Sanit - Transfer From General	2,711,888.00	2,711,888.00	0.00	0.00	-2,711,888.00	100.00 %
Revenue Total:		5,201,088.00	5,201,088.00	95,924.92	943,746.65	-4,257,341.35	81.85%
Expense							
430-000-534-3205	Sanit - Billing & Admin Fees	130,891.00	130,891.00	0.00	65,445.50	65,445.50	50.00 %
430-000-534-3400	Waste Mgmt Contract	1,056,000.00	1,056,000.00	97,538.51	951,072.47	104,927.53	9.94 %
430-000-534-9500	Sanit - Tsf 1 Cent Tax To County	2,711,888.00	2,711,888.00	230,849.46	-45,049.46	2,756,937.46	101.66 %
430-000-581-9301	Sanit - Transfer To General	1,302,309.00	1,302,309.00	0.00	0.00	1,302,309.00	100.00 %
Expense Total:		5,201,088.00	5,201,088.00	328,387.97	971,468.51	4,229,619.49	81.32%
Fund: 430 - SANITATION Surplus (Deficit):		0.00	0.00	-232,463.05	-27,721.86	-27,721.86	0.00%
Fund: 440 - AIRPORT FUND							
Revenue							
440-334-542-0100	Grant - Fdot Airport Layout Plan	0.00	0.00	0.00	1,151,887.28	1,151,887.28	0.00 %
440-334-542-0501	FDOT Extension & Widening Design	3,212,500.00	3,212,500.00	0.00	0.00	-3,212,500.00	100.00 %
440-334-542-0510	ARPA Funds Terminal Development	3,489,948.00	3,489,948.00	0.00	0.00	-3,489,948.00	100.00 %
440-334-542-6380	FDOT Terminal Development	2,975,253.65	2,975,253.65	0.00	0.00	-2,975,253.65	100.00 %
440-334-542-7000	FAA - Apron Expansion	166,760.38	166,760.38	0.00	166,982.04	221.66	100.13 %
440-344-100-0000	Airport - Tie Down Fees	10,000.00	10,000.00	759.20	7,388.65	-2,611.35	26.11 %
440-344-100-1000	Airport - Fuel Sales	332,000.00	332,000.00	31,675.12	361,862.42	29,862.42	108.99 %
440-344-100-2000	Airport - Fees	4,400.00	4,400.00	0.00	270.00	-4,130.00	93.86 %
440-344-100-3000	Airport - Hanger Rental	325,000.00	325,000.00	26,550.00	264,600.00	-60,400.00	18.58 %
440-344-100-5000	Airport - Office Space Rental	15,000.00	15,000.00	1,250.00	10,000.00	-5,000.00	33.33 %
440-344-100-7000	Airport - Vehicle Storage Fee	3,500.00	3,500.00	350.00	2,504.50	-995.50	28.44 %
440-344-100-8000	Airport - Late Fees	0.00	0.00	437.59	824.05	824.05	0.00 %

Budget Report

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
440-364-000-0000	Airport - Insurance Reimbursement	0.00	0.00	1,329.60	25,634.88	25,634.88	0.00 %
	Revenue Total:	10,534,362.03	10,534,362.03	62,351.51	1,991,953.82	-8,542,408.21	81.09%
Expense							
440-000-542-1200	Airport - Salaries	196,046.44	196,046.44	20,347.25	124,525.18	71,521.26	36.48 %
440-000-542-1300	Airport - Overtime	1,000.00	1,000.00	0.00	296.04	703.96	70.40 %
440-000-542-2100	Airport - Fica	14,997.55	14,997.55	1,507.19	9,031.30	5,966.25	39.78 %
440-000-542-2200	Airport - Retirement	26,603.50	26,603.50	2,773.32	17,950.92	8,652.58	32.52 %
440-000-542-2300	Airport - Health Insurance	38,869.52	38,869.52	1,726.80	20,281.80	18,587.72	47.82 %
440-000-542-2400	Airport - Work Comp Ins	4,641.46	4,641.46	0.00	4,681.36	-39.90	-0.86 %
440-000-542-3100	Airport - Professional Fees	36,300.00	36,300.00	0.00	33,648.56	2,651.44	7.30 %
440-000-542-3160	Airport - It Maintenance	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
440-000-542-4000	Airport - Travel	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
440-000-542-4100	Airport - Telephone	2,200.00	2,200.00	139.66	1,537.51	662.49	30.11 %
440-000-542-4300	Airport - Utilities	35,000.00	35,000.00	19,536.52	34,374.86	625.14	1.79 %
440-000-542-4410	Airport - Fuel Truck Lease	8,400.00	8,400.00	0.00	0.00	8,400.00	100.00 %
440-000-542-4562	Airport - Bldg Insurance	2,575.28	2,575.28	0.00	2,497.68	77.60	3.01 %
440-000-542-4570	Airport - Liab Ins	4,913.36	4,913.36	0.00	11,670.84	-6,757.48	-137.53 %
440-000-542-4580	Airport - Vehicle Insurance	1,081.49	1,081.49	0.00	1,072.72	8.77	0.81 %
440-000-542-4600	Airport - R&M General	30,000.00	30,000.00	27,955.75	32,132.96	-2,132.96	-7.11 %
440-000-542-4662	Airport - R&M Building	20,000.00	20,000.00	196.80	9,305.16	10,694.84	53.47 %
440-000-542-4664	Airport - R&M Machine & Equip	10,000.00	10,000.00	0.00	9,374.16	625.84	6.26 %
440-000-542-4680	Airport - R&M Vehicles	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
440-000-542-4700	Airport - IT Expense	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
440-000-542-4900	Airport - Titan CC Fees	3,500.00	3,500.00	710.29	6,545.69	-3,045.69	-87.02 %
440-000-542-4903	Airport - Drug Test	100.00	100.00	0.00	0.00	100.00	100.00 %
440-000-542-4910	Airport - Building Supplies	750.00	750.00	0.00	0.00	750.00	100.00 %
440-000-542-5100	Airport - Office Supplies	1,000.00	1,000.00	0.00	2,133.76	-1,133.76	-113.38 %
440-000-542-5200	Airport - Operating Supplies	9,171.40	9,171.40	0.00	875.19	8,296.21	90.46 %
440-000-542-5201	Airport - Uniforms	750.00	750.00	0.00	300.00	450.00	60.00 %
440-000-542-5300	Airport - Advertising	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
440-000-542-5400	Airport - Training	1,500.00	1,500.00	0.00	762.00	738.00	49.20 %
440-000-542-5500	Airport - Fuel	3,500.00	3,500.00	0.00	3,353.44	146.56	4.19 %
440-000-542-5700	Airport - Fuel For Resale	222,000.00	222,000.00	30,121.51	252,965.32	-30,965.32	-13.95 %
440-000-542-6380	FDOT Extension & Widening	3,212,500.00	3,212,500.00	0.00	0.00	3,212,500.00	100.00 %
440-000-542-6381	FAA Apron Expansion	166,760.38	166,760.38	0.00	166,982.04	-221.66	-0.13 %
440-000-542-6383	ARPA Expense Airport Expansion	3,489,948.00	3,489,948.00	104,791.51	104,791.51	3,385,156.49	97.00 %
440-000-542-6390	FDOT Terminal Development	2,975,253.65	2,975,253.65	0.00	0.00	2,975,253.65	100.00 %
440-000-542-6400	Airport - Equipment less than 5,000	2,000.00	2,000.00	0.00	1,093.17	906.83	45.34 %
440-000-542-6411	Airport - Equipment greater than 5,...	5,000.00	5,000.00	4,902.17	4,902.17	97.83	1.96 %
440-000-542-8245	Airport - Grant Fdot North Side Dev	0.00	0.00	135,652.41	1,569,006.98	-1,569,006.98	0.00 %
440-000-542-8247	ARPA Runway Ext. EA	0.00	0.00	9,891.53	9,891.53	-9,891.53	0.00 %
	Expense Total:	10,534,362.03	10,534,362.03	360,252.71	2,435,983.85	8,098,378.18	76.88%
	Fund: 440 - AIRPORT FUND Surplus (Deficit):	0.00	0.00	-297,901.20	-444,030.03	-444,030.03	0.00%
Fund: 620 - CEMETERY FUND							
Revenue							
620-329-000-0000	Cemetery - Permit Fees	15,000.00	15,000.00	5,075.05	34,800.41	19,800.41	232.00 %
620-329-001-0000	Cemetery - Burial Fee	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
620-364-100-0000	Cemetery - Lots, Sale Of Fixed Asset	50,000.00	50,000.00	0.00	20,796.40	-29,203.60	58.41 %
620-369-900-0000	Cemetery - Receipt For Niche Plaqu...	2,500.00	2,500.00	499.76	499.76	-2,000.24	80.01 %
620-381-001-0000	Cemetery - Transfer From General	83,043.77	83,043.77	0.00	90,000.00	6,956.23	108.38 %
	Revenue Total:	165,543.77	165,543.77	5,574.81	146,096.57	-19,447.20	11.75%
Expense							
620-000-539-1200	Cemetery - Reg Salaries	88,307.86	88,307.86	10,189.37	79,788.11	8,519.75	9.65 %
620-000-539-1300	Cemetery - Overtime	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
620-000-539-2100	Cemetery - Fica	6,755.55	6,755.55	787.34	6,163.55	592.00	8.76 %
620-000-539-2200	Cemetery - Retirement	11,983.38	11,983.38	1,388.79	10,839.85	1,143.53	9.54 %
620-000-539-2300	Cemetery - Health Ins	18,726.76	18,726.76	1,901.88	18,670.68	56.08	0.30 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 08/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
620-000-539-2400	Cemetery - Work Comp Ins	8,168.48	8,168.48	0.00	3,428.24	4,740.24	58.03 %
620-000-539-4000	Cemetery - Travel	250.00	250.00	0.00	0.00	250.00	100.00 %
620-000-539-4100	Cemetery - Telephone	1,000.00	1,000.00	106.07	1,170.18	-170.18	-17.02 %
620-000-539-4300	Cemetery - Water Utility	10,000.00	10,000.00	341.59	2,485.93	7,514.07	75.14 %
620-000-539-4310	Cemetery - Electric Utility	3,500.00	3,500.00	120.67	1,079.11	2,420.89	69.17 %
620-000-539-4562	Cemetery - Bldg Ins	1,960.54	1,960.54	0.00	1,901.48	59.06	3.01 %
620-000-539-4570	Cemetery - Liab Ins	4,913.34	4,913.34	0.00	4,093.84	819.50	16.68 %
620-000-539-4580	Cemetery - Vehicle Ins	627.86	627.86	0.00	622.73	5.13	0.82 %
620-000-539-4600	Cemetery - R&M General	2,500.00	2,500.00	80.98	1,712.58	787.42	31.50 %
620-000-539-4609	Cemetery - R&M Vehicles	500.00	500.00	395.92	395.92	104.08	20.82 %
620-000-539-4662	Cemetery - R&M Building	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
620-000-539-4664	Cemetery - R&M Machine & Equip	500.00	500.00	0.00	399.23	100.77	20.15 %
620-000-539-4903	Cemetery - Drug Testing	50.00	50.00	0.00	0.00	50.00	100.00 %
620-000-539-5200	Cemetery - Operating Supplies	2,500.00	2,500.00	24.00	2,282.64	217.36	8.69 %
620-000-539-5201	Cemetery - Uniforms	500.00	500.00	76.24	730.84	-230.84	-46.17 %
620-000-539-5205	Cemetery - Niche Plaques	300.00	300.00	0.00	0.00	300.00	100.00 %
620-000-539-5500	Cemetery - Fuel	500.00	500.00	0.00	1,184.96	-684.96	-136.99 %
Expense Total:		165,543.77	165,543.77	15,412.85	136,949.87	28,593.90	17.27%
Fund: 620 - CEMETERY FUND Surplus (Deficit):		0.00	0.00	-9,838.04	9,146.70	9,146.70	0.00%
Fund: 660 - Community Redevelopment Area							
Revenue							
660-311-100-0000	CRA - County Ad Valorem	429,432.00	429,432.00	0.00	425,145.11	-4,286.89	1.00 %
660-331-100-0000	CRA - City Ad Valorem Taxes	649,527.00	649,527.00	0.00	0.00	-649,527.00	100.00 %
660-331-300-0000	CRA - Prior Year Carry Over	342,296.00	342,296.00	0.00	0.00	-342,296.00	100.00 %
660-365-100-0000	CRA- Ins Reimbursement	0.00	0.00	0.00	146.00	146.00	0.00 %
660-369-900-0000	CRA-Miscellaneous Revenue	0.00	0.00	150.00	150.00	150.00	0.00 %
660-381-001-0000	Transfer From General	0.00	0.00	0.00	649,527.26	649,527.26	0.00 %
Revenue Total:		1,421,255.00	1,421,255.00	150.00	1,074,968.37	-346,286.63	24.36%
Expense							
660-000-515-1200	CRA - Salaries	110,000.00	110,000.00	11,106.35	86,970.64	23,029.36	20.94 %
660-000-515-2100	CRA - FICA Taxes	10,603.00	10,603.00	897.59	7,180.73	3,422.27	32.28 %
660-000-515-2200	CRA - Retirement	43,756.00	43,756.00	3,833.91	31,104.24	12,651.76	28.91 %
660-000-515-2300	CRA - Health Insurance	13,125.00	13,125.00	626.89	6,895.79	6,229.21	47.46 %
660-000-515-2400	CRA - Worker Compensation	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
660-000-515-3130	CRA - Other Professional Services	100,000.00	163,000.00	0.00	6,200.00	156,800.00	96.20 %
660-000-515-3200	CRA - Financial Audit	8,500.00	8,500.00	0.00	0.00	8,500.00	100.00 %
660-000-515-4100	CRA - Telephone & Utilities	5,000.00	5,000.00	0.00	7.97	4,992.03	99.84 %
660-000-515-4200	CRA - Fees, Memberships & Subscri...	3,000.00	3,000.00	0.00	1,981.96	1,018.04	33.93 %
660-000-515-4300	CRA - Insurance	20,000.00	20,000.00	0.00	17,979.25	2,020.75	10.10 %
660-000-515-4400	CRA - Office Lease	12,000.00	12,000.00	0.00	8,100.00	3,900.00	32.50 %
660-000-515-4664	CRA - R&M Equipment	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
660-000-515-4900	CRA - Travel Expense	3,000.00	3,000.00	0.00	514.12	2,485.88	82.86 %
660-000-515-4902	CRA - Marketing	10,000.00	10,000.00	0.00	304.00	9,696.00	96.96 %
660-000-515-5100	CRA - Office Supplies	5,000.00	5,000.00	0.00	509.61	4,490.39	89.81 %
660-000-515-5200	CRA - Operating Supplies	62,975.00	22,975.00	0.00	4,150.00	18,825.00	81.94 %
660-000-515-5300	CRA - Master Plan Update	0.00	79,250.00	0.00	47,420.00	31,830.00	40.16 %
660-000-515-5310	CRA - Streetscape/Alleway	200,000.00	278,596.00	334.59	11,475.88	267,120.12	95.88 %
660-000-515-5420	CRA - Education & Training	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
660-000-515-5500	CRA - Fuel	3,000.00	0.00	0.00	0.00	0.00	0.00 %
660-000-515-6411	CRA - Equip greater than 5,000	60,000.00	0.00	0.00	0.00	0.00	0.00 %
660-000-515-6610	CRA - Land	400,000.00	472,637.00	0.00	338,661.11	133,975.89	28.35 %
660-000-515-8200	CRA - Incentive Grants	0.00	151,813.00	17,062.16	52,302.58	99,510.42	65.55 %
Expense Total:		1,078,959.00	1,421,255.00	33,861.49	621,757.88	799,497.12	56.25%
Fund: 660 - Community Redevelopment Area Surplus (Deficit):		342,296.00	0.00	-33,711.49	453,210.49	453,210.49	0.00%
Report Surplus (Deficit):		401,296.00	59,000.00	-728,309.25	1,713,603.17	1,654,603.17	-2,804.41%

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 001 - GENERAL FUND						
Revenue	14,527,818.23	14,582,773.23	851,965.45	9,952,729.82	-4,630,043.41	31.75%
Expense	15,913,818.23	15,968,773.23	1,268,388.73	11,283,187.82	4,685,585.41	29.34%
Fund: 001 - GENERAL FUND Surplus (Deficit):	-1,386,000.00	-1,386,000.00	-416,423.28	-1,330,458.00	55,542.00	4.01%
Fund: 100 - UTILITY SERVICE TAX						
Revenue	1,445,000.00	1,445,000.00	91,105.29	797,540.66	-647,459.34	44.81%
Fund: 100 - UTILITY SERVICE TAX Total:	1,445,000.00	1,445,000.00	91,105.29	797,540.66	-647,459.34	44.81%
Fund: 320 - CHRISTMAS REFLECTIONS						
Revenue	136,000.00	136,000.00	0.00	107,406.48	-28,593.52	21.02%
Expense	136,000.00	136,000.00	6,079.52	119,600.43	16,399.57	12.06%
Fund: 320 - CHRISTMAS REFLECTIONS Surplus (Deficit):	0.00	0.00	-6,079.52	-12,193.95	-12,193.95	0.00%
Fund: 400 - WATER FUND						
Revenue	5,373,253.20	5,373,253.20	515,357.07	5,262,424.67	-110,828.53	2.06%
Expense	5,373,253.20	5,373,253.20	423,553.45	4,938,549.93	434,703.27	8.09%
Fund: 400 - WATER FUND Surplus (Deficit):	0.00	0.00	91,803.62	323,874.74	323,874.74	0.00%
Fund: 410 - SEWER FUND						
Revenue	2,820,617.98	2,820,617.98	283,928.32	3,541,437.15	720,819.17	25.56%
Expense	2,820,617.98	2,820,617.98	208,013.76	1,921,724.61	898,893.37	31.87%
Fund: 410 - SEWER FUND Surplus (Deficit):	0.00	0.00	75,914.56	1,619,712.54	1,619,712.54	0.00%
Fund: 420 - GAS FUND						
Revenue	1,344,852.90	1,344,852.90	87,980.17	1,248,948.20	-95,904.70	7.13%
Expense	1,344,852.90	1,344,852.90	78,696.31	924,426.32	420,426.58	31.26%
Fund: 420 - GAS FUND Surplus (Deficit):	0.00	0.00	9,283.86	324,521.88	324,521.88	0.00%
Fund: 430 - SANITATION						
Revenue	5,201,088.00	5,201,088.00	95,924.92	943,746.65	-4,257,341.35	81.85%
Expense	5,201,088.00	5,201,088.00	328,387.97	971,468.51	4,229,619.49	81.32%
Fund: 430 - SANITATION Surplus (Deficit):	0.00	0.00	-232,463.05	-27,721.86	-27,721.86	0.00%
Fund: 440 - AIRPORT FUND						
Revenue	10,534,362.03	10,534,362.03	62,351.51	1,991,953.82	-8,542,408.21	81.09%
Expense	10,534,362.03	10,534,362.03	360,252.71	2,435,983.85	8,098,378.18	76.88%
Fund: 440 - AIRPORT FUND Surplus (Deficit):	0.00	0.00	-297,901.20	-444,030.03	-444,030.03	0.00%
Fund: 620 - CEMETERY FUND						
Revenue	165,543.77	165,543.77	5,574.81	146,096.57	-19,447.20	11.75%
Expense	165,543.77	165,543.77	15,412.85	136,949.87	28,593.90	17.27%
Fund: 620 - CEMETERY FUND Surplus (Deficit):	0.00	0.00	-9,838.04	9,146.70	9,146.70	0.00%
Fund: 660 - Community Redevelopment Area						
Revenue	1,421,255.00	1,421,255.00	150.00	1,074,968.37	-346,286.63	24.36%
Expense	1,078,959.00	1,421,255.00	33,861.49	621,757.88	799,497.12	56.25%
Fund: 660 - Community Redevelopment Area Surplus (Deficit):	342,296.00	0.00	-33,711.49	453,210.49	453,210.49	0.00%
Report Surplus (Deficit):	401,296.00	59,000.00	-728,309.25	1,713,603.17	1,654,603.17	-2,804.41%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
001 - GENERAL FUND	-1,386,000.00	-1,386,000.00	-416,423.28	-1,330,458.00	55,542.00
100 - UTILITY SERVICE TAX	1,445,000.00	1,445,000.00	91,105.29	797,540.66	-647,459.34
320 - CHRISTMAS REFLECTIONS	0.00	0.00	-6,079.52	-12,193.95	-12,193.95
400 - WATER FUND	0.00	0.00	91,803.62	323,874.74	323,874.74
410 - SEWER FUND	0.00	0.00	75,914.56	1,619,712.54	1,619,712.54
420 - GAS FUND	0.00	0.00	9,283.86	324,521.88	324,521.88
430 - SANITATION	0.00	0.00	-232,463.05	-27,721.86	-27,721.86
440 - AIRPORT FUND	0.00	0.00	-297,901.20	-444,030.03	-444,030.03
620 - CEMETERY FUND	0.00	0.00	-9,838.04	9,146.70	9,146.70
660 - Community Redevelopment	342,296.00	0.00	-33,711.49	453,210.49	453,210.49
Report Surplus (Deficit):	401,296.00	59,000.00	-728,309.25	1,713,603.17	1,654,603.17



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024
Department: Finance Department

Presenter:

Daniele McDaniel , Interim Finance Director

Request Type: Consent Item

Does this item require legal review? No

Time Required for Request: 5 minutes

Agenda Item Title:

August and September 2024 Bill Ratification

Attachment(s):

1. Aug and Sept 24 Bill Ratification

Brief Summary:

August and September 2024 bills to ratify

Action Requested:

Consent

Issue Overview:**Background Information & Issue Summary:**

None

Financial Impacts:

See attached breakdown by fund

Staff Recommendations/Comments:

None

FUND:

813-Payroll Payables
GENERAL
WATER
SEWER
GAS
SANITATION
AIRPORT
CEMETERY
CHRISTMAS REFLECTIONS
CRA
WATER IMPACT FEE
SEWER IMPACT FEE

08/2/2024 Packet 01040	08/2/2024 Packet 01322	08/8/2024 Packet 01324	Refunds Packets 04045, 04111	08/15/2024 Packet 01329	08/15/2024 Packet 01059	08/21/2024 Packet 01332	08/28/2024 Packet 01340	8/29/2024 Packet 01064	TOTALS:
\$ 56,295.54	\$ 225,410.61	\$ 229,095.12		\$ 1,766.46	\$ 57,376.87	\$ 227.76		\$ 58,802.12	\$ 398,112.90
		\$ 22,745.82	\$ 935.00	\$ 5,167.11		\$ 166,085.18	\$ 664.28		\$ 397,611.04
		\$ 33,729.01				\$ 353,974.36			\$ 382,822.29
		\$ 15,757.02				\$ 140,076.31			\$ 173,805.32
		\$ 328,387.97				\$ 2,322.95			\$ 18,079.97
		\$ 60,839.77		\$ (449.99)		\$ 262,906.55			\$ 328,387.97
		\$ 1,121.47				\$ 24.00			\$ 323,296.33
		\$ 1,036.45							\$ 1,145.47
		\$ 10,000.00		\$ (150.00)		\$ 7,543.22			\$ 1,036.45
									\$ 17,393.22
									\$ -
									\$ -
\$ 56,295.54	\$ 225,410.61	\$ 702,712.63	\$ 935.00	\$ 6,333.58	\$ 57,376.87	\$ 933,160.33	\$ 664.28	\$ 58,802.12	\$ 2,041,690.96

Electronic Payments:

FUND:

813-Payroll Payables
GENERAL
WATER
SEWER
GAS
SANITATION
AIRPORT
CEMETERY
CHRISTMAS REFLECTIONS
CRA
WATER IMPACT FEE
SEWER IMPACT FEE

Department of Revenue	Florida Gas Utility	TOTALS:
		\$ -
\$ 94.34		\$ 94.34
		\$ -
		\$ -
\$ 6,095.39	\$ 15,881.93	\$ 21,977.32
		\$ -
\$ 1,462.70		\$ 1,462.70
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
\$ 7,652.43	\$ 15,881.93	\$ 23,534.36



DeFuniak Springs, FL

Check Register

Packet: APPKT01317 - PYPKT01040 - Payroll 08/02/2024

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll CL Bank-Payroll Clearing Bank						
16280	CITY OF DEFUNIAK SPRINGS - UNIFC	08/01/2024	Regular	0.00	89.99	1756
17566	COLLECTION SERVICES CENTER	08/01/2024	Regular	0.00	154.61	1757
03313	FLSDU	08/01/2024	Regular	0.00	1,509.24	1758
05201	INTERNAL REVENUE SERVICE	08/01/2024	Regular	0.00	53,259.57	1759
16193	OFFICE OF THE ATTORNEY GENERAL	08/01/2024	Regular	0.00	193.85	1760
16699	STATE DISBURSEMENT UNIT	08/01/2024	Regular	0.00	738.28	1761
16289	VOYA FINANCIAL	08/01/2024	Regular	0.00	350.00	1762

Bank Code Payroll CL Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	15	7	0.00	56,295.54
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	15	7	0.00	56,295.54

Fund Summary

Fund	Name	Period	Amount
813	PAYROLL CLEARING 1	8/2024	56,295.54
			<u>56,295.54</u>



DeFuniak Springs, FL

Check Register

Packet: APPKT01322 - July 2024 Payroll Deductions

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll CL Bank-Payroll Clearing Bank						
00005	AFLAC - AMERICAN FAMILY LIFE	08/02/2024	Regular	0.00	171.34	1763
06061	BLUE CROSS BLUE SHIELD OF FL	08/02/2024	Regular	0.00	80,529.47	1764
07432	CITY OF DFS-HRA ACCOUNT	08/02/2024	Regular	0.00	17,550.00	1765
07605	COLONIAL LIFE	08/02/2024	Regular	0.00	260.78	1766
09967	FL POLICE BENEVOLENT ASSOC	08/02/2024	Regular	0.00	697.80	1767
16279	FLORIDA RETIREMENT SYSTEM	08/02/2024	Regular	0.00	119,469.68	1768
	Void	08/02/2024	Regular	0.00	0.00	1769
03310	LEGAL SHIELD	08/02/2024	Regular	0.00	15.96	1770
00070	LIBERTY NATIONAL LIFE INS	08/02/2024	Regular	0.00	937.55	1771
09969	PROFESSIONAL FIREFIGHTERS	08/02/2024	Regular	0.00	107.48	1772
03501	STANDARD INSURANCE - DENTAL	08/02/2024	Regular	0.00	4,105.44	1773
03303	STANDARD INSURANCE COMPANY	08/02/2024	Regular	0.00	822.89	1774
03500	STANDARD INSURANCE -VISION	08/02/2024	Regular	0.00	707.52	1775
00052	WASHINGTON NATIONAL INS CO	08/02/2024	Regular	0.00	34.70	1776

Bank Code Payroll CL Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	74	13	0.00	225,410.61
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	74	14	0.00	225,410.61

Fund Summary

Fund	Name	Period	Amount
813	PAYROLL CLEARING 1	8/2024	225,410.61
			225,410.61



DeFuniak Springs, FL

Check Register

Packet: APPKT01324 - 08/08/2024 check print

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 2377804-AP Clearing Bank						
09439	ADVANCED FIRE PROTECTION	08/08/2024	Regular	0.00	10,229.00	11252
05811	ADVANCED PROTECTIVE TECHNOLO	08/08/2024	Regular	0.00	49.99	11253
09249	AMAZON.COM	08/08/2024	Regular	0.00	4,609.82	11254
	Void	08/08/2024	Regular	0.00	0.00	11255
	Void	08/08/2024	Regular	0.00	0.00	11256
	Void	08/08/2024	Regular	0.00	0.00	11257
	Void	08/08/2024	Regular	0.00	0.00	11258
16237	AT&T MOBILITY	08/08/2024	Regular	0.00	5,618.43	11259
03277	AUTOZONE	08/08/2024	Regular	0.00	1,087.38	11260
	Void	08/08/2024	Regular	0.00	0.00	11261
17651	Backwoods Buildings & Truss LLC	08/08/2024	Regular	0.00	5,000.00	11262
16618	BLUE LINE INNOVATIONS LLC	08/08/2024	Regular	0.00	80.47	11263
09314	BLUE TARP FINANCIAL, INC	08/08/2024	Regular	0.00	544.00	11264
17005	C W ROBERTS CONTRACTING, INC	08/08/2024	Regular	0.00	955.96	11265
03029	CDW GOVERNMENT INC	08/08/2024	Regular	0.00	207.76	11266
17693	CESAR GUERRA	08/08/2024	Regular	0.00	400.00	11267
00945	CHRYSLER DODGE JEEP RAM CREST	08/08/2024	Regular	0.00	37.28	11268
02324	CINTAs #293	08/08/2024	Regular	0.00	3,896.55	11269
00154	CITY OF DEFUNIAK SPRINGS	08/08/2024	Regular	0.00	45,382.17	11270
00037	CLERK OF CIRCUIT COURT	08/08/2024	Regular	0.00	54.00	11271
17288	CONSOLIDATED ACE HARDWARE	08/08/2024	Regular	0.00	1,439.56	11272
16178	COPPINS MONROE, P.A.	08/08/2024	Regular	0.00	7,552.50	11273
05680	CORE & MAIN LP	08/08/2024	Regular	0.00	747.36	11274
17149	CORO MEDICAL, LLC	08/08/2024	Regular	0.00	369.00	11275
07774	CUMULUS GLOBAL	08/08/2024	Regular	0.00	2,062.31	11276
09427	CUSTOM PRODUCTS CORP	08/08/2024	Regular	0.00	991.93	11277
07987	DAVISON FUELS INC	08/08/2024	Regular	0.00	186.00	11278
02758	DEFUNIAK BUSINESS & PROFESSION	08/08/2024	Regular	0.00	300.00	11279
00040	DEFUNIAK HERALD BREEZE	08/08/2024	Regular	0.00	1,436.30	11280
01096	DEFUNIAK SPRINGS LITTLE LEAGUE	08/08/2024	Regular	0.00	1,250.00	11281
00702	DEFUNIAK SPRINGS WOMAN'S CLUI	08/08/2024	Regular	0.00	175.00	11282
07988	DEVTECH SALES INC	08/08/2024	Regular	0.00	2,216.90	11283
04901	DEWBERRY ENGINEERS, INC	08/08/2024	Regular	0.00	22,413.89	11284
16987	DMS DIVISION OF TELECOMMUNIC	08/08/2024	Regular	0.00	0.33	11285
00042	EMPIRE PIPE AND SUPPLY	08/08/2024	Regular	0.00	1,395.00	11286
09585	EMPIRE TRUCK SALES LLC	08/08/2024	Regular	0.00	37.90	11287
00953	ENTERPRISE JANITORIAL & PAPER IN	08/08/2024	Regular	0.00	690.00	11288
17668	Falcon Road Maintenance Equipmer	08/08/2024	Regular	0.00	1,560.79	11289
03292	FERGUSON ENTERPRISE	08/08/2024	Regular	0.00	13,859.30	11290
	Void	08/08/2024	Regular	0.00	0.00	11291
17323	FLOCK GROUP, INC	08/08/2024	Regular	0.00	38,800.00	11292
03466	FLORIDA GAS UTILITY	08/08/2024	Regular	0.00	9,312.52	11293
00059	FPL NORTHWEST FL	08/08/2024	Regular	0.00	33,456.98	11294
00047	GANNETT FLORIDA LOCALIQ	08/08/2024	Regular	0.00	269.55	11295
07719	Global HR Research, LLC	08/08/2024	Regular	0.00	188.05	11296
00481	GLOBAL INDUSTRIAL EQUIPMENT	08/08/2024	Regular	0.00	3,915.52	11297
02340	GRAINGER INC	08/08/2024	Regular	0.00	196.80	11298
09550	GREATAMERICA FINANCIAL SERVICE	08/08/2024	Regular	0.00	1,225.90	11299
00144	GREENSOUTH SOLUTIONS, LLC	08/08/2024	Regular	0.00	11,500.00	11300
17032	HD SUPPLY FACILITIES MAINTENAN	08/08/2024	Regular	0.00	229.60	11301
17343	HENRY SCHEIN INC	08/08/2024	Regular	0.00	742.57	11302
02920	HOME OIL COMPANY INC	08/08/2024	Regular	0.00	621.00	11303
00727	IAED	08/08/2024	Regular	0.00	425.00	11304
03113	JOHN DEERE FINANCIAL F.S.B	08/08/2024	Regular	0.00	895.98	11305

Check Register

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
17692	KEVIN BLOW	08/08/2024	Regular	0.00	1,600.00	11306
16229	LIBERTY PARTNERS OF TALLAHASSEE	08/08/2024	Regular	0.00	10,857.36	11307
00366	LOCKARD & WILLIAMS INSURANCE	08/08/2024	Regular	0.00	434.00	11308
00362	LOWE'S	08/08/2024	Regular	0.00	1,006.10	11309
	Void	08/08/2024	Regular	0.00	0.00	11310
16179	MAIN STREET DEFUNIAK SPRINGS	08/08/2024	Regular	0.00	8,333.25	11311
09252	MATRIX COMMUNITY OUTREACH C	08/08/2024	Regular	0.00	1,250.00	11312
17162	MICHAEL FRICKE	08/08/2024	Regular	0.00	183.00	11313
07898	MICHAEL YOUNG	08/08/2024	Regular	0.00	672.00	11314
00089	MURPHY HEAVY DUTY	08/08/2024	Regular	0.00	2,063.69	11315
	Void	08/08/2024	Regular	0.00	0.00	11316
00236	MURPHY OIL USA INC	08/08/2024	Regular	0.00	20,836.36	11317
17007	N-ABLE TECHNOLOGIES	08/08/2024	Regular	0.00	5.50	11318
00141	NATIONAL TIRE BROKERS CORP	08/08/2024	Regular	0.00	1,835.14	11319
	Void	08/08/2024	Regular	0.00	0.00	11320
	Void	08/08/2024	Regular	0.00	0.00	11321
16254	OMEGA RAIL MANAGEMENT, INC	08/08/2024	Regular	0.00	14,132.55	11322
07950	O'REILLY AUTOMOTIVE STORES INC	08/08/2024	Regular	0.00	435.53	11323
17600	PHILIP AND ASHLEY BROWN	08/08/2024	Regular	0.00	10,000.00	11324
00104	PITNEY BOWES GLOBAL FINANCE	08/08/2024	Regular	0.00	314.76	11325
07578	PORT CITY PIPE, INC	08/08/2024	Regular	0.00	1,116.75	11326
02943	PRO-CHEM INC	08/08/2024	Regular	0.00	944.60	11327
06000	PRO-CHEX DETAIL SHOP	08/08/2024	Regular	0.00	155.00	11328
16796	ROSS O. SHEFFIELD	08/08/2024	Regular	0.00	461.24	11329
03721	SAFETY PRODUCTS, INC.	08/08/2024	Regular	0.00	696.30	11330
16624	SOUTHERN LIGHT, LLC	08/08/2024	Regular	0.00	2,690.68	11331
09319	SOUTHERN POWERWORKS	08/08/2024	Regular	0.00	5,437.48	11332
	Void	08/08/2024	Regular	0.00	0.00	11333
02946	SUNBELT FIRE, INC	08/08/2024	Regular	0.00	395.00	11334
02211	SUNSHINE STATE ONE-CALL OF FLA	08/08/2024	Regular	0.00	138.22	11335
03017	TEN-8 FIRE EQUIPMENT INC	08/08/2024	Regular	0.00	93.92	11336
07635	THOMPSON TRACTOR CO. INC.	08/08/2024	Regular	0.00	408.42	11337
09401	TITAN AVIATION FUELS	08/08/2024	Regular	0.00	30,121.51	11338
09460	TRANSUNION LLC	08/08/2024	Regular	0.00	75.00	11339
02523	TRI-COUNTY COMMUNITY COUNCIL	08/08/2024	Regular	0.00	6,750.00	11340
16240	TYLER TECHNOLOGIES INC	08/08/2024	Regular	0.00	250.00	11341
00462	U-LINE	08/08/2024	Regular	0.00	714.95	11342
02562	WALTON CO ATHLETIC LEAGUE	08/08/2024	Regular	0.00	1,250.00	11343
01125	WALTON CO COMMISSIONERS	08/08/2024	Regular	0.00	230,849.46	11344
03018	WALTON CONSTR SERVICE INC	08/08/2024	Regular	0.00	500.00	11345
07610	WALTON COUNTY EDA	08/08/2024	Regular	0.00	8,000.00	11346
17492	WALTON COUNTY FAIR, INC	08/08/2024	Regular	0.00	1,250.00	11347
17412	WHITE'S WRECKER LLC	08/08/2024	Regular	0.00	300.00	11348
16901	WM CORPORATE SERVICES, INC	08/08/2024	Regular	0.00	97,538.51	11349

Bank Code 2377804 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	194	87	0.00	702,712.63
Manual Checks	0	0	0.00	0.00
Voided Checks	0	11	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	194	98	0.00	702,712.63

Fund Summary

Fund	Name	Period	Amount
810	ACCOUNTS PAYABLE CLEARING	8/2024	702,712.63
			<u>702,712.63</u>



UBPKT04158 - Refunds 1 UBPKT04156 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-1014274-01	MAYFIELD, ELLEN	8/14/2024	11350	4.35			4.35	Generated From Billing
04-0022300-01	RICHARDSON, ROBERT	8/14/2024	11351	13.74			13.74	Generated From Billing
04-0024302-02	ALFORD, HAYDEN	8/14/2024	11352	11.35			11.35	Deposit
05-0051629-01	Construction, CEFCO 446 - JM Phelps	8/14/2024	11353	400.22			400.22	Deposit
06-0007100-04	KIMBERL, DARIN T	8/14/2024	11354	2.71			2.71	Generated From Billing
07-0014600-01	SHADDEN, KELLY	8/14/2024	11355	11.09			11.09	Deposit
08-0002100-04	KINNEY, LANE J.	8/14/2024	11356	23.33			23.33	Deposit
09-0006116-04	MURPHY, WILLIBEL	8/14/2024	11357	38.26			38.26	Generated From Billing
09-0011443-06	MANAGEMENT, QUAIL RUN APARTMENT	8/14/2024	11358	78.46			78.46	Deposit
10-0004600-00	WILSON, MARSHA	8/14/2024	11359	30.01			30.01	Generated From Billing
10-0008100-03	GROUP, BENTON SAVAGE- SAVAGE PROP	8/14/2024	11360	8.65			8.65	Generated From Billing
12-0006001-03	MORSE, MICHAEL S.	8/14/2024	11361	34.98			34.98	Deposit
12-0010320-01	GARRETT, ROME E	8/14/2024	11362	31.68			31.68	Generated From Billing
12-0071140-01	WEDGEWORTH, KANDY	8/14/2024	11363	6.85			6.85	Generated From Billing
13-0031055-00	LLC, SHS CONTRACTING,	8/14/2024	11364	21.28			21.28	Deposit
13-0031056-00	LLC, SHS CONTRACTING,	8/14/2024	11365	97.79			97.79	Deposit
14-0040101-04	HILL, PAMELA A.	8/14/2024	11366	1.20			1.20	Generated From Billing
16-0021572-00	COLLINS, BOBBY	8/14/2024	11367	54.24			54.24	Deposit
16-0063500-03	ALLEN, LORRIE M	8/14/2024	11368	10.81			10.81	Deposit
18-0007000-01	PHILLIPS, BART	8/14/2024	11369	11.25			11.25	Generated From Billing
19-0031000-01	MUEHLENBECK, MIKE J	8/14/2024	11370	41.59			41.59	Deposit
19-0055096-00	Inc, Jacob Locke Construction,	8/14/2024	11371	1.16			1.16	Deposit
Total Refunds: 22				Total Refunded Amount:	935.00			

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	935.00
Revenue Total:	935.00

General Ledger Distribution

Posting Date: 07/16/2024

Account Number	Account Name	Posting Amount	IFT
Fund: 400 - WATER FUND			
400-207-810-0000	Due To AP Clearing	-935.00	Yes

UB Refund

General Ledger Distribution

Posting Date: 07/16/2024

Account Number	Account Name	Posting Amount	IFT
400-229-000-0000	Water - Unapplied Cash Liab	935.00	
400 Total:		0.00	
Fund: 810 - ACCOUNTS PAYABLE CLEARING			
810-101-200-0000	Accounts Payable Cash	-935.00	
810-131-400-0000	Due From Water	935.00	Yes
810 Total:		0.00	
Distribution Total:		0.00	



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 2377804-AP Clearing Bank						
02801	FLORIDA DEPT OF ENVIROMENTAL F	08/14/2024	Regular	0.00	5,167.11	11372
16194	TRUSTMARK NATIONAL BANK	08/14/2024	Regular	0.00	1,166.47	11373

Bank Code 2377804 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	8	2	0.00	6,333.58
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	8	2	0.00	6,333.58

Fund Summary

Fund	Name	Period	Amount
810	ACCOUNTS PAYABLE CLEARING	8/2024	6,333.58
			6,333.58



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll CL Bank-Payroll Clearing Bank						
17566	COLLECTION SERVICES CENTER	08/15/2024	Regular	0.00	154.61	1777
03313	FLSDU	08/15/2024	Regular	0.00	1,509.24	1778
05201	INTERNAL REVENUE SERVICE	08/15/2024	Regular	0.00	54,430.89	1779
16193	OFFICE OF THE ATTORNEY GENERAL	08/15/2024	Regular	0.00	193.85	1780
16699	STATE DISBURSEMENT UNIT	08/15/2024	Regular	0.00	738.28	1781
16289	VOYA FINANCIAL	08/15/2024	Regular	0.00	350.00	1782

Bank Code Payroll CL Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	14	6	0.00	57,376.87
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	14	6	0.00	57,376.87

Fund Summary

Fund	Name	Period	Amount
813	PAYROLL CLEARING 1	8/2024	57,376.87
			<u>57,376.87</u>



DeFuniak Springs, FL

Check Register

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By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 2377804-AP Clearing Bank						
09439	ADVANCED FIRE PROTECTION	08/21/2024	Regular	0.00	2,516.00	11374
09249	AMAZON.COM	08/21/2024	Regular	0.00	3,143.70	11375
	Void	08/21/2024	Regular	0.00	0.00	11376
17706	ANGELA SMITH THOMAS	08/21/2024	Regular	0.00	400.00	11377
17656	ASSOCIATED OPERATORS & MANAG	08/21/2024	Regular	0.00	12,289.05	11378
03277	AUTOZONE	08/21/2024	Regular	0.00	2,119.18	11379
	Void	08/21/2024	Regular	0.00	0.00	11380
17387	BARGE DESGIN SOLUTIONS	08/21/2024	Regular	0.00	9,891.53	11381
02917	BAXTERS ASPHALT & CONCRETE INC	08/21/2024	Regular	0.00	4,087.04	11382
17704	BENJAMIN KING	08/21/2024	Regular	0.00	300.00	11383
09314	BLUE TARP FINANCIAL, INC	08/21/2024	Regular	0.00	1,348.00	11384
16169	BOB CAMPBELL	08/21/2024	Regular	0.00	102.38	11385
16823	Brackett Aircraft Co	08/21/2024	Regular	0.00	4,902.17	11386
17703	BRAVENLY GLOBAL, LLC	08/21/2024	Regular	0.00	300.00	11387
17700	BREE PADGETT	08/21/2024	Regular	0.00	300.00	11388
17708	BRENDA WRIGHT	08/21/2024	Regular	0.00	227.76	11389
07834	C. W. ROBERTS CONTRACTING INC	08/21/2024	Regular	0.00	16,566.90	11390
00032	CENTURYLINK	08/21/2024	Regular	0.00	919.00	11391
08988	CHARLES ARCABASCIO	08/21/2024	Regular	0.00	127.00	11392
17130	CHRISTOPHER WALLACE	08/21/2024	Regular	0.00	15.98	11393
00945	CHRYSLER DODGE JEEP RAM CREST	08/21/2024	Regular	0.00	118.40	11394
00951	CLEMENS FUEL SYSTEMS, INC	08/21/2024	Regular	0.00	895.00	11395
00037	CLERK OF CIRCUIT COURT	08/21/2024	Regular	0.00	142.00	11396
00039	CONSOLIDATED FEED & SUPPLY CO	08/21/2024	Regular	0.00	944.20	11397
09427	CUSTOM PRODUCTS CORP	08/21/2024	Regular	0.00	936.37	11398
17705	DEREK OR JOANIE PORTER	08/21/2024	Regular	0.00	827.50	11399
07988	DEVTECH SALES INC	08/21/2024	Regular	0.00	199.34	11400
04901	DEWBERRY ENGINEERS, INC	08/21/2024	Regular	0.00	16,608.63	11401
17135	DF Supply Inc. (Discount Fence Supp	08/21/2024	Regular	0.00	212.80	11402
05764	DIESEL LAPTOPS	08/21/2024	Regular	0.00	2,975.00	11403
17129	DOMINGUEZ DESIGN-BUILD INC	08/21/2024	Regular	0.00	218,444.90	11404
03292	FERGUSON ENTERPRISE	08/21/2024	Regular	0.00	550.00	11405
16971	Future Labs Inc	08/21/2024	Regular	0.00	1,406.42	11406
02340	GRAINGER INC	08/21/2024	Regular	0.00	40.16	11407
00144	GREENSOUTH SOLUTIONS, LLC	08/21/2024	Regular	0.00	4,000.00	11408
17650	HOLLEY ABBOTT	08/21/2024	Regular	0.00	5,000.00	11409
00727	IAED	08/21/2024	Regular	0.00	425.00	11410
17697	Jack & Mayo Johnson	08/21/2024	Regular	0.00	2,208.63	11411
17690	KIMBALL MIDWEST	08/21/2024	Regular	0.00	89.94	11412
02119	LAWMENS & SHOOTERS SUPPLY INC	08/21/2024	Regular	0.00	544.32	11413
00362	LOWE'S	08/21/2024	Regular	0.00	185.17	11414
07873	M.C. MILLER, CO.	08/21/2024	Regular	0.00	191.11	11415
17701	MICHELLE KITCH	08/21/2024	Regular	0.00	300.00	11416
00089	MURPHY HEAVY DUTY	08/21/2024	Regular	0.00	1,835.11	11417
	Void	08/21/2024	Regular	0.00	0.00	11418
00141	NATIONAL TIRE BROKERS CORP	08/21/2024	Regular	0.00	3,623.15	11419
	Void	08/21/2024	Regular	0.00	0.00	11420
	Void	08/21/2024	Regular	0.00	0.00	11421
03761	OMI/JACOBS ENGINEERING GROUP,	08/21/2024	Regular	0.00	73,666.67	11422
07950	O'REILLY AUTOMOTIVE STORES INC	08/21/2024	Regular	0.00	268.92	11423
17419	PAINT BY TURBO, LLC	08/21/2024	Regular	0.00	7,559.15	11424
07636	POSITIVE PROMOTIONS, INC	08/21/2024	Regular	0.00	645.48	11425
02943	PRO-CHEM INC	08/21/2024	Regular	0.00	1,004.30	11426
09530	QT PETROLEUM ON DEMAND	08/21/2024	Regular	0.00	4,863.05	11427

Check Register

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
09156	QT PETROLEUM ON DEMAND, LLC	08/21/2024	Regular	0.00	23,090.00	11428
16986	REGIONS BANK	08/21/2024	Regular	0.00	388,043.05	11429
17702	RENEE WHITEHEAD	08/21/2024	Regular	0.00	300.00	11430
16623	Ring Central Inc.	08/21/2024	Regular	0.00	1,421.86	11431
05833	RK ALLEN OIL COMPANY, INC	08/21/2024	Regular	0.00	1,887.43	11432
05609	SABEL STEEL SERVICE, INC.	08/21/2024	Regular	0.00	981.24	11433
03721	SAFETY PRODUCTS, INC.	08/21/2024	Regular	0.00	532.50	11434
17691	SHEPPARD SERVICES LLC	08/21/2024	Regular	0.00	4,705.69	11435
16191	SHRED IT	08/21/2024	Regular	0.00	200.41	11436
09319	SOUTHERN POWERWORKS	08/21/2024	Regular	0.00	11,588.79	11437
	Void	08/21/2024	Regular	0.00	0.00	11438
03468	SOUTHLAND UTILITY SERVICES, INC	08/21/2024	Regular	0.00	950.00	11439
00386	SPECTRUM	08/21/2024	Regular	0.00	1,109.86	11440
03195	STAPLES INC	08/21/2024	Regular	0.00	728.03	11441
	Void	08/21/2024	Regular	0.00	0.00	11442
03017	TEN-8 FIRE EQUIPMENT INC	08/21/2024	Regular	0.00	5,566.12	11443
09278	TEST CALIBRATION CO INC	08/21/2024	Regular	0.00	1,703.90	11444
17576	TINA MAXSON	08/21/2024	Regular	0.00	350.00	11445
00555	TRANSPORTATION CONTROL SYSTEI	08/21/2024	Regular	0.00	888.00	11446
16240	TYLER TECHNOLOGIES INC	08/21/2024	Regular	0.00	76,099.36	11447
07695	VERIZON WIRELESS	08/21/2024	Regular	0.00	324.63	11448
17055	VULCAN MATERIALS COMPANY	08/21/2024	Regular	0.00	1,126.89	11449
02042	WAL-MART / CAPITAL ONE	08/21/2024	Regular	0.00	619.44	11450
17622	WALMART ATTN: JACKIE FAULK	08/21/2024	Regular	0.00	640.34	11451
17342	WASABI HOLDING, INC	08/21/2024	Regular	0.00	36.38	11452

Bank Code 2377804 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	144	72	0.00	933,160.33
Manual Checks	0	0	0.00	0.00
Voided Checks	0	7	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	144	79	0.00	933,160.33

Fund Summary

Fund	Name	Period	Amount
810	ACCOUNTS PAYABLE CLEARING	8/2024	933,160.33
			<u>933,160.33</u>



DeFuniak Springs, FL

Check Register

Packet: APPKT01340 - T&PD 09/03/2024

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 2377804-AP Clearing Bank 17130	CHRISTOPHER WALLACE	08/28/2024	Regular	0.00	664.28	11454

Bank Code 2377804 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	664.28
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	664.28

Fund Summary

Fund	Name	Period	Amount
810	ACCOUNTS PAYABLE CLEARING	8/2024	664.28
			664.28



DeFuniak Springs, FL

Check Register

Packet: APPKT01338 - PYPKT01064 - 08/30/2024 Payroll

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll CL Bank-Payroll Clearing Bank						
17566	COLLECTION SERVICES CENTER	08/29/2024	Regular	0.00	154.61	1785
03313	FLSDU	08/29/2024	Regular	0.00	1,509.24	1786
05201	INTERNAL REVENUE SERVICE	08/29/2024	Regular	0.00	55,856.14	1787
16193	OFFICE OF THE ATTORNEY GENERAL	08/29/2024	Regular	0.00	193.85	1788
16699	STATE DISBURSEMENT UNIT	08/29/2024	Regular	0.00	738.28	1789
16289	VOYA FINANCIAL	08/29/2024	Regular	0.00	350.00	1790

Bank Code Payroll CL Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	14	6	0.00	58,802.12
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	14	6	0.00	58,802.12

Fund Summary

Fund	Name	Period	Amount
813	PAYROLL CLEARING 1	8/2024	58,802.12
			<u>58,802.12</u>

FUND:
813-Payroll Payables
GENERAL
WATER
SEWER
GAS
SANITATION
AIRPORT
CEMETERY
CHRISTMAS REFLECTIONS
CRA
WATER IMPACT FEE
SEWER IMPACT FEE

09/6/2024 Packet 1353	09/5/2024 Packet 01350	09/6/2024 Packet 01354	09/10/2024 Packet 01356	09/12/2024 Packet 01361	09/13/2024 Packet 01076	Refunds Packets 04227	09/20/2024 Packet 01367	09/27/2024 Packet 01082	TOTALS:
\$ 139,251.56	\$ 14,604.79	\$ 711.86	\$ 12,573.83	\$ 18,860.95	\$ 56,849.25		\$ 117,586.53	\$ 56,883.81	\$ 129,049.71
\$ 63,614.53			\$ 19,539.83			\$ 2,314.23	\$ 84,820.41		\$ 288,272.87
\$ 72,681.99			\$ 6,078.86	\$ 26,404.61			\$ 72,982.54		\$ 170,289.00
\$ 6,742.71				\$ 981.97			\$ 2,946.29		\$ 178,148.00
\$ 96,420.14				\$ 750,743.11					\$ 10,670.97
\$ 3,435.02				\$ 210.72			\$ 8,952.75		\$ 847,163.25
\$ 303.46				\$ 149.99			\$ 635.04		\$ 12,598.49
\$ 320.21							\$ 155.91		\$ 1,088.49
\$ 2,150.00				\$ 445.00			\$ 5,900.00		\$ 476.12
									\$ 8,495.00
									\$ -
									\$ -
\$ 384,919.62	\$ 14,604.79	\$ 711.86	\$ 38,192.52	\$ 797,796.35	\$ 56,849.25	\$ 2,314.23	\$ 293,979.47	\$ 56,883.81	\$ 1,646,251.90

Electronic Payments:

FUND:
813-Payroll Payables
GENERAL
WATER
SEWER
GAS
SANITATION
AIRPORT
CEMETERY
CHRISTMAS REFLECTIONS
CRA
WATER IMPACT FEE
SEWER IMPACT FEE

Department of Revenue	Florida Gas Utility	TOTALS:
\$ 46.07		\$ -
		\$ 46.07
		\$ -
		\$ -
\$ 6,403.44	\$ 13,614.45	\$ 20,017.89
		\$ -
\$ 1,571.39		\$ 1,571.39
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
\$ 8,020.90	\$ 13,614.45	\$ 21,635.35



DeFuniak Springs, FL

Check Register

Packet: APPKT01353 - 09.06.2024 check print

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 2377804-AP Clearing Bank						
05811	ADVANCED PROTECTIVE TECHNOLO	09/06/2024	Regular	0.00	49.99	11460
17676	Alex Alexander	09/06/2024	Regular	0.00	1,250.00	11461
09249	AMAZON.COM	09/06/2024	Regular	0.00	2,867.57	11462
	Void	09/06/2024	Regular	0.00	0.00	11463
	Void	09/06/2024	Regular	0.00	0.00	11464
17430	ANDERSON TREE AND LAWNCARE L	09/06/2024	Regular	0.00	3,500.00	11465
16237	AT&T MOBILITY	09/06/2024	Regular	0.00	3,914.33	11466
03277	AUTOZONE	09/06/2024	Regular	0.00	619.89	11467
03453	B & B CUT & SEW	09/06/2024	Regular	0.00	42.00	11468
17263	Baldwin Avenue, LLC	09/06/2024	Regular	0.00	900.00	11469
09314	BLUE TARP FINANCIAL, INC	09/06/2024	Regular	0.00	884.00	11470
16169	BOB CAMPBELL	09/06/2024	Regular	0.00	1,003.93	11471
17376	Bound Tree Medical	09/06/2024	Regular	0.00	947.56	11472
16644	CCB TECHNOLOGY INC	09/06/2024	Regular	0.00	782.00	11473
03029	CDW GOVERNMENT INC	09/06/2024	Regular	0.00	481.24	11474
16683	CFIS GROUP INC	09/06/2024	Regular	0.00	652.76	11475
	Void	09/06/2024	Regular	0.00	0.00	11476
	Void	09/06/2024	Regular	0.00	0.00	11477
17714	CHRISTOPHER KLEIN	09/06/2024	Regular	0.00	400.00	11478
17171	CHURCH OF GOD WORLDWIDE ASSC	09/06/2024	Regular	0.00	300.00	11479
02324	CINTAs #293	09/06/2024	Regular	0.00	3,896.48	11480
02411	CONSOLIDATED PIPE & SUPPLY COM	09/06/2024	Regular	0.00	796.92	11481
17149	CORO MEDICAL, LLC	09/06/2024	Regular	0.00	469.00	11482
09427	CUSTOM PRODUCTS CORP	09/06/2024	Regular	0.00	1,319.73	11483
07987	DAVISON FUELS INC	09/06/2024	Regular	0.00	184.50	11484
00040	DEFUNIAK HERALD BREEZE	09/06/2024	Regular	0.00	39.00	11485
04901	DEWBERRY ENGINEERS, INC	09/06/2024	Regular	0.00	10,080.00	11486
00222	DEX IMAGING	09/06/2024	Regular	0.00	1,017.84	11487
17709	E.W SIVER & ASSOCIATES	09/06/2024	Regular	0.00	4,275.00	11488
09228	ENVIROMENTAL SYSTEMS RESEARC	09/06/2024	Regular	0.00	700.00	11489
17668	Falcon Road Maintenance Equipmer	09/06/2024	Regular	0.00	1,213.29	11490
03292	FERGUSON ENTERPRISE	09/06/2024	Regular	0.00	8,908.88	11491
	Void	09/06/2024	Regular	0.00	0.00	11492
16270	FINANCIAL IMAGING LLC	09/06/2024	Regular	0.00	3,670.41	11493
06007	FLORIDA PEST CONTROL ASSN, INC	09/06/2024	Regular	0.00	2,671.65	11494
00059	FPL NORTHWEST FL	09/06/2024	Regular	0.00	32,717.20	11495
02340	GRAINGER INC	09/06/2024	Regular	0.00	238.50	11496
02986	HD SUPPLY, INC	09/06/2024	Regular	0.00	333.75	11497
00457	INGRAM SIGNALIZATION INC	09/06/2024	Regular	0.00	19,000.00	11498
17695	J&M CONCRETE OF FLORIDA	09/06/2024	Regular	0.00	6,162.00	11499
17240	JAMES HOWELL	09/06/2024	Regular	0.00	1,000.00	11500
07940	JASPER ENGINES & TRANSMISSIONS	09/06/2024	Regular	0.00	2,664.00	11501
17720	JULIE SUTTON	09/06/2024	Regular	0.00	300.00	11502
17690	KIMBALL MIDWEST	09/06/2024	Regular	0.00	653.48	11503
16271	L3HARRIS TECHNOLOGIES	09/06/2024	Regular	0.00	234.00	11504
00362	LOWE'S	09/06/2024	Regular	0.00	394.50	11505
17719	Melinda Munoz Serrano	09/06/2024	Regular	0.00	400.00	11506
00089	MURPHY HEAVY DUTY	09/06/2024	Regular	0.00	486.90	11507
17007	N-ABLE TECHNOLOGIES	09/06/2024	Regular	0.00	5.50	11508
17122	NARTEC, INC	09/06/2024	Regular	0.00	671.90	11509 *
00141	NATIONAL TIRE BROKERS CORP	09/06/2024	Regular	0.00	527.68	11510
	Void	09/06/2024	Regular	0.00	0.00	11511
03362	NEWMAN SIGNS INC	09/06/2024	Regular	0.00	2,030.82	11512
17317	N-LITE-N LLC	09/06/2024	Regular	0.00	16,210.50	11513

Check Register

Packet: APPKT01353-09.06.2024 check print

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02215	NOTARY PUBLIC UNDERWRITERS IN	09/06/2024	Regular	0.00	112.95	11514
03761	OMI/JACOBS ENGINEERING GROUP,	09/06/2024	Regular	0.00	73,666.67	11515
07950	O'REILLY AUTOMOTIVE STORES INC	09/06/2024	Regular	0.00	275.90	11516
03766	PANHANDLE ASSOC OF CODE ENFOI	09/06/2024	Regular	0.00	40.00	11517
07883	PATTI'S PARTNERSHIP LLC	09/06/2024	Regular	0.00	906.59	11518
00131	PETERSEN INDUSTRIES, INC	09/06/2024	Regular	0.00	123.22	11519
02943	PRO-CHEM INC	09/06/2024	Regular	0.00	299.80	11520
09530	QT PETROLEUM ON DEMAND	09/06/2024	Regular	0.00	1,818.87	11521
05619	REMOTE SYSTEMS INTEGRATION	09/06/2024	Regular	0.00	180.00	11522
17717	RITE-WAY COMPLIANCE LLC	09/06/2024	Regular	0.00	3,096.00	11523
03721	SAFETY PRODUCTS, INC.	09/06/2024	Regular	0.00	1,010.35	11524
16191	SHRED IT	09/06/2024	Regular	0.00	70.71	11525
17363	SIGNAL MAINTENANCE & SERVICES,	09/06/2024	Regular	0.00	31,900.00	11526
17280	SmartCOP, Inc	09/06/2024	Regular	0.00	21,190.82	11527
17721	SONYA BROWN	09/06/2024	Regular	0.00	300.00	11528
09461	SOUTHERN CATHODIC PROTECTION	09/06/2024	Regular	0.00	5,770.00	11529
09319	SOUTHERN POWERWORKS	09/06/2024	Regular	0.00	3,366.95	11530
03017	TEN-8 FIRE EQUIPMENT INC	09/06/2024	Regular	0.00	1,539.25	11531
00462	U-LINE	09/06/2024	Regular	0.00	324.07	11532
07512	VERMEER SOUTHEAST SALES	09/06/2024	Regular	0.00	109.76	11533
17718	Veronica Alvarez	09/06/2024	Regular	0.00	800.00	11534
02042	WAL-MART / CAPITAL ONE	09/06/2024	Regular	0.00	100.77	11535
17412	WHITE'S WRECKER LLC	09/06/2024	Regular	0.00	300.00	11536
16901	WM CORPORATE SERVICES, INC	09/06/2024	Regular	0.00	96,420.14	11537

Bank Code 2377804 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	126	72	0.00	385,591.52
Manual Checks	0	0	0.00	0.00
Voided Checks	0	6	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	126	78	0.00	385,591.52

Fund Summary

Fund	Name	Period	Amount
810	ACCOUNTS PAYABLE CLEARING	9/2024	385,591.52
			<u>385,591.52</u>



DeFuniak Springs, FL

Check Register

Packet: APPKT01350 - AUG 2024 PAY ROLL DEDUCTIONS PART 2

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll CL Bank-Payroll Clearing Bank						
00005	AFLAC - AMERICAN FAMILY LIFE	09/05/2024	Regular	0.00	88.26	1806
06061	BLUE CROSS BLUE SHIELD OF FL	09/05/2024	Regular	0.00	939.09	1807 EFT
16279	FLORIDA RETIREMENT SYSTEM	09/05/2024	Regular	0.00	13,306.54	1808 EFT
03501	STANDARD INSURANCE - DENTAL	09/05/2024	Regular	0.00	200.60	1809
03303	STANDARD INSURANCE COMPANY	09/05/2024	Regular	0.00	70.30	1810

Bank Code Payroll CL Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	5	5	0.00	14,604.79
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	5	5	0.00	14,604.79

reissued

Fund Summary

Fund	Name	Period	Amount
813	PAYROLL CLEARING 1	9/2024	14,604.79
			<u>14,604.79</u>



DeFuniak Springs, FL

Check Register

Packet: APPKT01354 - FRS Payment aug 2024

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll CL Bank-Payroll Clearing Bank						
16279	FLORIDA RETIREMENT SYSTEM	09/06/2024	Regular	0.00	711.86	1811

Bank Code Payroll CL Bank Summary				
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	711.86
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	711.86

EFT

Fund Summary

Fund	Name	Period	Amount
813	PAYROLL CLEARING 1	9/2024	711.86
			<u>711.86</u>



DeFuniak Springs, FL

Check Register

Packet: APPKT01356 - 09/10/2024 Chelco

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 2377804-AP Clearing Bank 00035	CHOCTAWHATCHEE ELECTRIC COOP	09/10/2024	Regular	0.00	38,192.52	11538

Bank Code 2377804 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	38,192.52
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	38,192.52

Fund Summary

Fund	Name	Period	Amount
810	ACCOUNTS PAYABLE CLEARING	9/2024	38,192.52
			<u>38,192.52</u>



DeFuniak Springs, FL

Check Register

Packet: APPKT01361 - 09122024 check print

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 2377804-AP Clearing Bank						
02289	FL PUBLIC SERVICE COMM	09/12/2024	Regular	0.00	91.97	11539
02801	FLORIDA DEPT OF ENVIROMENTAL F	09/12/2024	Regular	0.00	26,404.61	11540 EFT
17689	SMARSH INC	09/12/2024	Regular	0.00	4,522.40	11541
09401	TITAN AVIATION FUELS	09/12/2024	Regular	0.00	210.72	11542
16194	TRUSTMARK NATIONAL BANK	09/12/2024	Regular	0.00	14,573.54	11543
	Void	09/12/2024	Regular	0.00	0.00	11544
	Void	09/12/2024	Regular	0.00	0.00	11545
	Void	09/12/2024	Regular	0.00	0.00	11546
01125	WALTON CO COMMISSIONERS	09/12/2024	Regular	0.00	750,743.11	11547
17492	WALTON COUNTY FAIR, INC	09/12/2024	Regular	0.00	1,250.00	11548

Bank Code 2377804 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	47	7	0.00	797,796.35
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	47	10	0.00	797,796.35

Fund Summary

Fund	Name	Period	Amount
810	ACCOUNTS PAYABLE CLEARING	9/2024	797,796.35
			<u>797,796.35</u>



DeFuniak Springs, FL

Check Register

Packet: APPKT01357 - PYPKT01076 - Payroll 09/13/2024

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll CL Bank-Payroll Clearing Bank						
	Void	09/12/2024	Regular	0.00	0.00	1812
	Void	09/12/2024	Regular	0.00	0.00	1813
	Void	09/12/2024	Regular	0.00	0.00	1814
	Void	09/12/2024	Regular	0.00	0.00	1815
	Void	09/12/2024	Regular	0.00	0.00	1816
	Void	09/12/2024	Regular	0.00	0.00	1817
	Void	09/12/2024	Regular	0.00	0.00	1818
17711	Alabama Department of Revenue	09/12/2024	Regular	0.00	108.35	1819
17566	COLLECTION SERVICES CENTER	09/12/2024	Regular	0.00	154.61	1820
03313	FLSDU	09/12/2024	Regular	0.00	1,509.24	1821
05201	INTERNAL REVENUE SERVICE	09/12/2024	Regular	0.00	53,794.92	1822
16193	OFFICE OF THE ATTORNEY GENERAL	09/12/2024	Regular	0.00	193.85	1823
16699	STATE DISBURSEMENT UNIT	09/12/2024	Regular	0.00	738.28	1824
16289	VOYA FINANCIAL	09/12/2024	Regular	0.00	350.00	1825

Bank Code Payroll CL Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	15	7	0.00	56,849.25
Manual Checks	0	0	0.00	0.00
Voided Checks	0	7	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	15	14	0.00	56,849.25

EFT

Fund Summary

Fund	Name	Period	Amount
813	PAYROLL CLEARING 1	9/2024	56,849.25
			<u>56,849.25</u>



DeFuniak Springs, FL

Refund Check Register

Refund Check Detail

UBPKT04227 - Refunds 1 UBPKT04223 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-0007600-01	Roberts, Janet M	9/17/2024	11549	1.19			1.19	Generated From Billing
02-0016500-06	WENNERBERG, KIM	9/17/2024	11550	30.70			30.70	Generated From Billing
03-0016805-04	CLEANERS, HOMETOWN DRY	9/17/2024	11551	136.81			136.81	Generated From Billing
04-0020100-05	Shadden, Calvin Samuel	9/17/2024	11552	32.34			32.34	Generated From Billing
05-0002850-01	INC., PANCARE OF FLORIDA,	9/17/2024	11553	94.35			94.35	Generated From Billing
05-0051631-00	INC., MASSEY SERVICES,	9/17/2024	11554	514.16			514.16	Generated From Billing
11-0040023-05	ACKER, DAVIDA LOUISE	9/17/2024	11555	44.71			44.71	Generated From Billing
12-0005950-02	INC, BAY LIVING	9/17/2024	11556	95.60			95.60	Generated From Billing
13-0005942-10	FRYMIRE, MARY L	9/17/2024	11557	22.71			22.71	Generated From Billing
13-0005970-04	SILVA, VIVIANA PALACIOS	9/17/2024	11558	3.20			3.20	Generated From Billing
13-0006006-05	SHOLES, BRIAN	9/17/2024	11559	11.25			11.25	Generated From Billing
13-0006440-01	BEASLEY, THOMAS F	9/17/2024	11560	9.81			9.81	Generated From Billing
13-0006670-03	WATT, JACQUELIN LEIGH	9/17/2024	11561	65.27			65.27	Generated From Billing
13-0019166-00	NEWBORN, JAMES	9/17/2024	11562	1.20			1.20	Generated From Billing
14-0075500-14	LLC, RUSHING PROPERTIES,	9/17/2024	11563	32.97			32.97	Generated From Billing
14-0078925-01	LLC, NORTHWEST FLORIDA R & B PROPER	9/17/2024	11564	21.28			21.28	Generated From Billing
16-0079535-00	LLC, WRM EXCAVATOR SERVICES,	9/17/2024	11565	453.43			453.43	Generated From Billing
17-0055081-00	LLC, COMPLETE FORESTRY	9/17/2024	11566	720.64			720.64	Generated From Billing
19-0025010-06	Frymire, Mary L.	9/17/2024	11567	22.61			22.61	Generated From Billing
Total Refunds: 19				Total Refunded Amount:	2,314.23			

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	2314.23
Revenue Total:	2314.23

General Ledger Distribution

Posting Date: 08/19/2024

Account Number	Account Name	Posting Amount	IFT
Fund: 400 - WATER FUND			
400-207-810-0000	Due To AP Clearing	-2,314.23	Yes
400-229-000-0000	Water - Unapplied Cash Liab	2,314.23	
400 Total:		0.00	

General Ledger Distribution

Posting Date: 08/19/2024

Account Number	Account Name	Posting Amount	IFT
Fund: 810 - ACCOUNTS PAYABLE CLEARING			
810-101-200-0000	Accounts Payable Cash	-2,314.23	
810-131-400-0000	Due From Water	2,314.23	Yes
810 Total:		0.00	
Distribution Total:		0.00	



DeFuniak Springs, FL

Check Register

Packet: APPKT01367 - 09/20/2024 Check print

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: 2377804-AP Clearing Bank						
09249	AMAZON.COM	09/20/2024	Regular	0.00	2,741.45	11568
	Void	09/20/2024	Regular	0.00	0.00	11569
	Void	09/20/2024	Regular	0.00	0.00	11570
	Void	09/20/2024	Regular	0.00	0.00	11571
	Void	09/20/2024	Regular	0.00	0.00	11572
16263	AMBER COOK	09/20/2024	Regular	0.00	117.00	11573
17019	ANCHOR SCREEN PRINTING, LLC	09/20/2024	Regular	0.00	714.27	11574
17726	ANTONIO TIRRES	09/20/2024	Regular	0.00	400.00	11575
16237	AT&T MOBILITY	09/20/2024	Regular	0.00	2,381.85	11576
03277	AUTOZONE	09/20/2024	Regular	0.00	1,159.17	11577
	Void	09/20/2024	Regular	0.00	0.00	11578
17263	Baldwin Avenue, LLC	09/20/2024	Regular	0.00	900.00	11579
09361	Bay Area Awards & EngravingINC	09/20/2024	Regular	0.00	112.50	11580
05761	BEARD EQUIPMENT COMPANY	09/20/2024	Regular	0.00	376.16	11581
16618	BLUE LINE INNOVATIONS LLC	09/20/2024	Regular	0.00	160.49	11582
09314	BLUE TARP FINANCIAL, INC	09/20/2024	Regular	0.00	1,252.00	11583
17376	Bound Tree Medical	09/20/2024	Regular	0.00	1,307.62	11584
17005	C W ROBERTS CONTRACTING, INC	09/20/2024	Regular	0.00	6,742.86	11585
16644	CCB TECHNOLOGY INC	09/20/2024	Regular	0.00	782.00	11586
00032	CENTURYLINK	09/20/2024	Regular	0.00	919.00	11587
16683	CFIS GROUP INC	09/20/2024	Regular	0.00	6.26	11588
00945	CHRYSLER DODGE JEEP RAM CREST	09/20/2024	Regular	0.00	1,302.59	11589
00154	CITY OF DEFUNIAK SPRINGS	09/20/2024	Regular	0.00	29,353.52	11590
17288	CONSOLIDATED ACE HARDWARE	09/20/2024	Regular	0.00	157.18	11591
00039	CONSOLIDATED FEED & SUPPLY CO	09/20/2024	Regular	0.00	1,045.30	11592
16178	COPPINS MONROE, P.A.	09/20/2024	Regular	0.00	2,952.14	11593
07774	CUMULUS GLOBAL	09/20/2024	Regular	0.00	2,103.79	11594
00040	DEFUNIAK HERALD BREEZE	09/20/2024	Regular	0.00	330.70	11595
04901	DEWBERRY ENGINEERS, INC	09/20/2024	Regular	0.00	2,585.66	11596
00222	DEX IMAGING	09/20/2024	Regular	0.00	1,374.22	11597
16987	DMS DIVISION OF TELECOMMUNIC	09/20/2024	Regular	0.00	485.48	11598
03448	ELITE TRAILERS, INC.	09/20/2024	Regular	0.00	3,350.00	11599
00042	EMPIRE PIPE AND SUPPLY	09/20/2024	Regular	0.00	56,000.00	11600
09585	EMPIRE TRUCK SALES LLC	09/20/2024	Regular	0.00	1,232.59	11601
00015	ENFORCEMENT FIREARMS	09/20/2024	Regular	0.00	24.22	11602
03292	FERGUSON ENTERPRISE	09/20/2024	Regular	0.00	23,871.12	11603
	Void	09/20/2024	Regular	0.00	0.00	11604
	Void	09/20/2024	Regular	0.00	0.00	11605
09392	FLORIDA TRANSCOR INC	09/20/2024	Regular	0.00	322.10	11606
16956	Fort Walton Concrete, Inc	09/20/2024	Regular	0.00	1,800.00	11607
03012	GEMPLER'S INC	09/20/2024	Regular	0.00	79.42	11608
00481	GLOBAL INDUSTRIAL EQUIPMENT	09/20/2024	Regular	0.00	1,132.99	11609
02340	GRAINGER INC	09/20/2024	Regular	0.00	120.48	11610
09550	GREATAMERICA FINANCIAL SERVICE	09/20/2024	Regular	0.00	1,225.90	11611
00144	GREENSOUTH SOLUTIONS, LLC	09/20/2024	Regular	0.00	5,000.00	11612
00750	HYDRA SERVICE, INC.	09/20/2024	Regular	0.00	52,304.97	11613
16560	JACOB LOCKE CONSTRUCTION INC	09/20/2024	Regular	0.00	400.00	11614
17240	JAMES HOWELL	09/20/2024	Regular	0.00	1,000.00	11615
09408	KETRING POWER TECHNOLOGIES	09/20/2024	Regular	0.00	1,329.62	11616
16229	LIBERTY PARTNERS OF TALLAHASSEE	09/20/2024	Regular	0.00	10,857.36	11617
00366	LOCKARD & WILLIAMS INSURANCE	09/20/2024	Regular	0.00	434.00	11618
00362	LOWE'S	09/20/2024	Regular	0.00	2,622.56	11619
	Void	09/20/2024	Regular	0.00	0.00	11620
05858	MARLER INC	09/20/2024	Regular	0.00	45.00	11621

Check Register

Packet: APPKT01367-09/20/2024 Check print

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
07898	MICHAEL YOUNG	09/20/2024	Regular	0.00	510.50	11622
00089	MURPHY HEAVY DUTY	09/20/2024	Regular	0.00	1,292.75	11623
	Void	09/20/2024	Regular	0.00	0.00	11624
	Void	09/20/2024	Regular	0.00	0.00	11625
00236	MURPHY OIL USA INC	09/20/2024	Regular	0.00	18,806.57	11626
03393	NAFECO	09/20/2024	Regular	0.00	176.41	11627
00141	NATIONAL TIRE BROKERS CORP	09/20/2024	Regular	0.00	867.43	11628
00007	ODORIZATION SOLUTIONS, INC.	09/20/2024	Regular	0.00	1,621.46	11629
07950	O'REILLY AUTOMOTIVE STORES INC	09/20/2024	Regular	0.00	299.75	11630
17419	PAINT BY TURBO, LLC	09/20/2024	Regular	0.00	16,400.54	11631
16607	RECA RENE YOEUELL	09/20/2024	Regular	0.00	6,160.00	11632
16623	Ring Central Inc.	09/20/2024	Regular	0.00	1,421.86	11633
05833	RK ALLEN OIL COMPANY, INC	09/20/2024	Regular	0.00	1,331.08	11634
16293	SERVICE LIGHTING & ELECTRICAL SL	09/20/2024	Regular	0.00	540.00	11635
17727	SHELBY LANGSTON	09/20/2024	Regular	0.00	300.00	11636
16624	SOUTHERN LIGHT, LLC	09/20/2024	Regular	0.00	2,690.68	11637
09599	SOUTHERN PETROLEUM SYSTEMS	09/20/2024	Regular	0.00	4,435.45	11638
09319	SOUTHERN POWERWORKS	09/20/2024	Regular	0.00	4,464.43	11639
	Void	09/20/2024	Regular	0.00	0.00	11640
00386	SPECTRUM	09/20/2024	Regular	0.00	989.88	11641
02946	SUNBELT FIRE, INC	09/20/2024	Regular	0.00	130.00	11642
02211	SUNSHINE STATE ONE-CALL OF FLA	09/20/2024	Regular	0.00	170.15	11643
16568	SYN-TECH SYSTEMS, INC	09/20/2024	Regular	0.00	550.00	11644
07635	THOMPSON TRACTOR CO. INC.	09/20/2024	Regular	0.00	80.56	11645
09460	TRANSUNION LLC	09/20/2024	Regular	0.00	75.00	11646
17226	TRILOGY MEDWASTE SOUTHEAST, L	09/20/2024	Regular	0.00	75.00	11647
07695	VERIZON WIRELESS	09/20/2024	Regular	0.00	324.65	11648
17061	VICKI JONES PHOTOGRAPHY	09/20/2024	Regular	0.00	59.00	11649
02042	WAL-MART / CAPITAL ONE	09/20/2024	Regular	0.00	205.78	11650
17412	WHITE'S WRECKER LLC	09/20/2024	Regular	0.00	85.00	11651
17707	William & laurie Brock	09/20/2024	Regular	0.00	5,000.00	11652

Bank Code 2377804 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	165	74	0.00	293,979.47
Manual Checks	0	0	0.00	0.00
Voided Checks	0	11	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	165	85	0.00	293,979.47

Fund Summary

Fund	Name	Period	Amount
810	ACCOUNTS PAYABLE CLEARING	9/2024	293,979.47
			<u>293,979.47</u>



DeFuniak Springs, FL

Check Register

Packet: APPKT01368 - PYPKT01082 - 09/27/2024 Payroll

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Payroll CL Bank-Payroll Clearing Bank						
17711	Alabama Department of Revenue	09/25/2024	Regular	0.00	109.13	1827
17566	COLLECTION SERVICES CENTER	09/25/2024	Regular	0.00	154.61	1828
03313	FLSDU	09/25/2024	Regular	0.00	1,509.24	1829
05201	INTERNAL REVENUE SERVICE	09/25/2024	Regular	0.00	53,828.70	1830
16193	OFFICE OF THE ATTORNEY GENERAL	09/25/2024	Regular	0.00	193.85	1831
16699	STATE DISBURSEMENT UNIT	09/25/2024	Regular	0.00	738.28	1832
16289	VOYA FINANCIAL	09/25/2024	Regular	0.00	350.00	1833

Bank Code Payroll CL Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	15	7	0.00	56,883.81
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	15	7	0.00	56,883.81

EFT

Fund Summary

Fund	Name	Period	Amount
813	PAYROLL CLEARING 1	9/2024	56,883.81
			<u>56,883.81</u>



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024
Department: City Marshal, City Police

Presenter:

James Hurley , Police Chief / City Marshal

Request Type: Consent Item

Does this item require legal review? NO

Time Required for Request: 5 Minutes

Agenda Item Title:

Purchase of Two (2) 2024 Chevrolet Tahoes - Budgeted

Attachment(s):

1. POR Garber \$125588.44

Brief Summary:

Acquire two (2) units of the 2024 Chevrolet Tahoe. The total purchase amount is \$125,588.44 for both vehicles.

Action Requested:

Approval to Acquire two (2) units of the 2024 Chevrolet Tahoe.

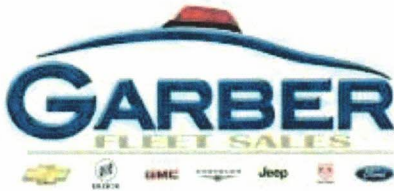
Issue Overview:

Background Information & Issue Summary:

Financial Impacts:

\$125,588.44

Staff Recommendations/Comments:



DeFuniak Springs Police

Specification #	193
Unit Description	CC10706/9C1

Prepared for:

Prepared by:

9/11/2024
DeFuniak Springs Police
Attn: Lt. Philip J. Austin
austinpj@dfspd.net
(850) 892-8513

Garber Chevrolet Buick GMC
Ryan Davis
(904) 264-2442 ext.2350 FAX: (904) 284-0054
3340 Hwy 17 Green Cove Springs, FL 32043
rdavis@garberautomall.com

Patrol



Florida Sheriffs
Association

Prices are published by the Florida Sheriffs Association (www.fisheriffs.org)
Purchasing contract number is FSA23-VEL31.0 Pursuit Administrative & Other Vehicles.
If you have any questions regarding this quote please call!

Base Price

CC10706/9C1

2024 Chevrolet Tahoe 2WD 4dr 9C1 PPV

\$48,392.00

Codes	Optional Equipment	Unit Price	OEM Discount 2.00%	Net Price
1FL	Commercial Preferred Equipment Group	Included		\$0.00
9C1	Identifier for Police Package Vehicle	Included		\$0.00
L84	Engine, 5.3L EcoTec3 V8	Included		\$0.00
MQC	Transmission, 10-speed automatic	Included		\$0.00
GBA	Black Exterior	Included		\$0.00
H1T	Jet Black, cloth seat trim	Included		\$0.00
ST5	Seats, front cloth and second row vinyl	Included		\$0.00
5Y1	Front center seat (20% seat) delete	Included		\$0.00
6C7	Lighting, red and white front auxiliary dome	170.00	(3.40)	\$166.60
6N5	Switches, rear window inoperative	57.00	(1.14)	\$55.86
6N6	Door locks and handles, inside rear doors inoperative	62.00	(1.24)	\$60.76
7X3	Spotlamp, left-hand (LED)	Included		\$0.00
AMF	Remote Keyless Entry Package includes 4 additional transmitters	Included		\$0.00
VK3	License plate front mounting package	Included		\$0.00
Non-OEM Equipment:				
FMUMP	Federal Medium Unmarked Vehicle Package (Blue) -inc.: Front And Rear Full Width Dual Color Interior Lightbars Front Bar Full Flood Takedowns; Rear Traffic Patterns PF200 Console Mount Combination Light Siren Controller with PA 100watt Siren Speaker with Bracket	2295	Hours: 4.0	\$2,295.00
OBD-6	OBD Interface Cable for use with Pathfinder Controller	130		\$130.00
EXPMOD24	24-Channel Expansion Module for Pathfinder Controller	255		\$255.00
RBKIT1-COMP	Federal Rumbler Single Compact Low Frequency Siren	325	1.0	\$325.00
RBS-TAH21ND	Federal Rumbler Bracket Kit for Tahoe	62		\$62.00
DUO-LED	Surface Mount Dual Color Super LED Lightheads for Grille (x2 B/W)	346	1.0	\$346.00
DUO-LED	Surface Mount Dual Color Super LED Lightheads for Rear Side Windows (x2 B/W)	346	1.0	\$346.00
DUO-LED	Surface Mount Dual Color Super LED Lightheads for Rear Tag Sides (x2 B/R)	346	1.0	\$346.00
ST3	Low Profile Super LED Lightheads for Inside Rear Hatch (x2 B)	256	1.0	\$256.00
TCRWXS	Whelen Tracer-5 Running Board Tube LED's (x2 Blue)	2226	2.0	\$2,226.00
TCRB45	Whelen Tracer Bracket Kit for Tahoe (x2)	174		\$174.00
HL	Connect Factory HL Flasher to PF200 Controller		1.0	\$0.00
CONS	Police Center Console with Cupholders and Armrest	696		\$696.00
3LP	3-Bank 12-Volt Outlet Strip for Console	76		\$76.00
C-MCB	Mic Clip Bracket for Console	16		\$16.00
COMP	Laptop Stand for Front Seat Area; Includes Universal Laptop Tray	746		\$746.00
FPSLIDE	Front Prisoner Partition Extra Legroom with Recessed Panel and Sliding Window with Metal Screen	1096	1.0	\$1,096.00
SUVSEAT	Full Transport Replacement Seat with Center Pull Seatbelts and Rear Expanded Metal Partition	1596	2.0	\$1,596.00
DGL-P	Double Electric Gun Lock - Partition Mount	486		\$486.00
STLIGHT	Streamlight Rechargeable Stinger Flashlight	196	1.0	\$196.00
INST	16.0 Hours EVT Certified Installation Labor (@ \$125/hr)	2000		\$2,000.00
VVS	Vent Visors, Stick-On Style	149		\$149.00
TINT	Tint All Windows to 20% Deep with Windshield Strip	295		\$295.00
TTAG	Temporary Tag	6		\$6.00
DEL	Delivery	Included		\$0.00

TOTAL PURCHASE AMOUNT PER VEHICLE

\$ 62,794.22

TOTAL x2 VEHICLES

\$ 125,588.44



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024
Department: Planning Department

Presenter:

Christopher Strawn, Code Enforcement

Request Type: Consent Item

Does this item require legal review? No

Time Required for Request: 3 minutes

Agenda Item Title:

Christmas Reflections Equestrian Ride Special Event Permit

Attachment(s):

1. DeFuniak Springs Equestrians - Christmas Reflections Equestrian Ride Application

Brief Summary:

ings Equestrians will transport the horses by trailer to Park Avenue near Walton Middle School, unload the starting location of Christmas Reflections. They will pay the \$5.00 admission as if the horses were traveling around Circle Drive. Once completing the Christmas Reflections, they will travel back to the to load the horses.

Action Requested:

Council's approval to conduct the event around Circle Drive.

Issue Overview:**Background Information & Issue Summary:**

If approved, the event is scheduled for Monday, 12/16/2024, starting at sunset.

DeFuniak Springs Equestrians will transport the horses by trailer to Park Avenue near Walton Middle School, unload and travel to the starting location of Christmas Reflections. They will pay the \$5.00 admission as if the horses were vehicles and traveling around Circle Drive. Once completing the Christmas Reflections, they will travel back to the horse trailers to load the horses.

DeFuniak Springs Equestrians will have a white wing (a company that follows behind the horses and cleans up any feces) accompanying behind the group.

The estimated number of horses is 25 with an estimated number of individual participants of 25 – 30.

Financial Impacts:
None

Staff Recommendations/Comments:
Approval as requested

City of DeFuniak Springs
Post Office Box 685

1350 Baldwin Ave
DeFuniak Springs, FL 32435



Phone: 850-892-8571
Fax: 850-892-8570
TDD: 850-892-8504

DeFuniak Springs, FL 32435

SPECIAL EVENT PERMIT APPLICATION

Section 1, Applicant:

1. Applicant's Name: Joani Oldacre
2. Mailing Address: 8301 Robinson Rd Laurel Hill, FL 32567
3. Telephone Number: 850-635-1186
4. Email Address: joanioldacre@yahoo.com
5. Name of Organization: DeFuniak Springs Equestrians
- a. Is this organization qualified under IRS Code Section 501(c)(3) and registered under Ch. 496, Florida Statutes? Yes ☐ No ☐ (If yes, please provide additional information on page 2.)
6. Mailing Address: 8301 Robinson Rd Laurel Hill, FL 32567
7. Chairman Responsible of Special Event: Joani Oldacre
8. Mailing Address: 8301 Robinson Rd, Laurel Hill, FL 32567
9. Telephone Number: 850-635-1186

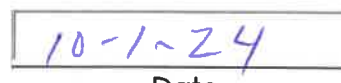
Section 2, Event Information:

1. Name of Event: Christmas Reflections Equestrian Ride
2. Purpose of Event: to ride our horses around the Lake Yard and
3. Date(s) of Event: 12-16-24 look at the Christmas lights
4. Time of Event (hours it will begin and end): 4pm - 6:30pm
5. Location(s) of Event: DeFuniak Springs Lake yard (Please note: Submission and/or approval of this application **does not** reserve your space; please contact city hall to reserve any city building or property.)
6. Describe any fees associated with the event (fees charged vendors, attendees, items to be sold at the event, etc.): 5.00 Entry Fee into the Reflections Christmas lights
7. The method of notifying participants of the terms and conditions of the special event:
Facebook
8. Number of: Participants/Attendees: 25 Vehicles: no

Important Notes for Applicant:

1. **Any business, group, organization, or individual** who is approved for a special event permit:
 - a. Will not be required by the City, to carry additional General Liability Insurance for such event; however, this does not relieve any business, group, organization, or individual of any liability for damages to persons or property, and at their option and expense, may obtain General Liability Insurance coverage.
 - b. Shall comply with all City Code requirements and any special conditions established by the City Council. Code requirements may be viewed in online at www.defuniaksprings.net.
2. **If the organization is IRS qualified 501(c)(3) and registered with the State pursuant to Chapter 496, Florida Statutes, the following additional information is required to be submitted:**
 - a. A plan for the safety of all persons participating in the solicitation, as well as the motoring public, at the location(s) where the solicitation will take place;
 - b. Specific details of the locations(s) of the proposed solicitation and the hours during which the solicitation activities will occur;
 - c. Proof of commercial general liability insurance against claims for bodily injury and property damage occurring on streets, roads, or rights of way arising from the solicitor's activities or use of the streets, roads, or rights of way by the solicitor or solicitor's agents, contractors, or employees. The insurance shall have a limit of not less than \$1 million per occurrence for the general aggregate. The certificate of insurance shall name the City of DeFuniak Springs as an additional insured and shall be filed not later than 72 hours (three days) before the date of the solicitation.
 - d. Proof of registration with the Florida Department of Agriculture and Consumer Services pursuant to Section 496.405, Florida Statutes, or proof that the soliciting organization is exempt from the registration requirement.
 - e. The following requirements apply to solicitation in public streets, roads, and rights of way:
 - 1) All solicitation shall occur during daylight hours only;
 - 2) Solicitation activities shall not interfere with the safe and efficient movement of traffic and shall not cause danger to the participants or public;
 - 3) No person engaging in solicitation activities shall persist after solicitation has been denied, act in a demanding or harassing manner, or use sound or a voice amplifying apparatus or device;
 - 4) All persons participating in the solicitation shall be at least 18 years of age and shall at all times during the solicitation activity possess picture identification;
 - 5) Signage providing notice of the solicitation shall be posted at least 500 feet before the site of the solicitation.
3. By signing this form, I certify that the information provided is complete and accurate, to the best of my knowledge.


Applicant's Signature

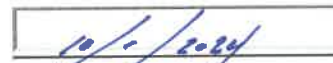

Date

If the event is approved, you may contact the following individuals for additional assistance, where needed:

Signs, Zoning, Code Enforcement: (850) 892-8571 Ext 1118	Banner on 331 South (City's Property): (850) 892-8500 Ext 1105	Banner on Highway 90 (CHELCO's Property): (850) 892-5069, Ext. 1105
Barricades: (850) 892-8534 (Street Dept)	Public Works: (850) 892-8534	City of DeFuniak Springs Fire Department: (850) 892-8515
City of DeFuniak Springs Police Department: (850) 892-8513	Walton County Mosquito Control: (850) 892-8183	City Clerk: (850) 892-8500 Ext 1103

For City Staff


Code Enforcement - Compliance Review


Date


City Manager


Date

If City Council approval required:

City council agenda date:  ☐ Approved ☐ Denied

List conditions of approval (if any):



Map to illustrate vendor locations

|

|

Map to illustrate the areas to be closed

Map to help illustrate the parade route

- Starting time:
- Minimum speed:
- Maximum speed:
- Maximum interval of space to be maintained between units, if the special event is a parade:
- The portions of the streets to be traversed that may be occupied by the special event:
- The maximum length of the special event in miles or fractions thereof:



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Public Works

Presenter:

Koby Townsend, City Manager

Request Type: Action Item

Does this item require legal review? No

Time Required for Request: 5 minutes

Agenda Item Title:

Chipley Park Playground Equipment Purchase - Budgeted

Attachment(s):

1. GameTime Contract
2. DFS Agenda Form Request

Brief Summary:

Budgeted Purchase \$39,604.15 of 2yrs-5yrs and 5yrs-12yrs Playground Equipment. The purchase is part of a National Contract through (Omnia Partners) and (GameTime) is also offering a Percentage Match Grant.

Action Requested:

Approval

Issue Overview:**Background Information & Issue Summary:**

The budgeted purchase is from the (MAINT- R&M Parks – 001-000-579-4663) GL account. This will replace all equipment at Chipley Park in the Lake yard. The total bill is \$61,668.00, but we are only paying \$39,604.15 for the equipment. We are applying for a GameTime grant which will match about 40% of our purchase. The installation will be separated from this purchase, but this \$18,000 installation is also budgeted for this fiscal year.

Financial Impacts:

r equipment and \$18,000 for the installation

Staff Recommendations/Comments:

I recommend that the city makes this purchase from (GameTime), so that we may continue to improve our City Parks for our citizens.

PLAYGROUND GRANT



Up to 100% matching funds for PowerScape®, PrimeTime®, Xscape®, and Modern City® play systems

Up to 50% matching funds for The Stadium®, KidCourse®, Challenge Course®, and THRIVE® fitness systems



gametime.com/grant-2024



A PLAYCORE Company

DeFuniak Springs Playground

08/28/2024
Quote #105805-01-01

Acceptance of quotation:

MUST BE COMPLETED TO PLACE THE ORDER

SIGNED ACCEPTANCE OF THIS QUOTE ASSUMES ACCEPTANCE OF ALL TERMS AND CONDITIONS IN THIS QUOTE.

Accepted By (printed): Koby Townsend Signature: _____

P.O. No: _____ Purchase Amount: \$39,604.15

Date: _____ Title: Interim City Manager

Phone: 850-892-8500 ext. 1104 Facsimilie: _____

Order Information:

Bill To: City of DeFuniak Springs Contact: Tiffany Dorriety

Address: 1350 Baldwin Avenue Tel: 850-892-8500 ext. 6

City, State, Zip: P.O. Box 685, DeFuniak Springs, FL 32435

Email for Invoicing: ap-payroll@defuniaksprings.net or dfsgrants@defuniaksprings.net

Ship To: Public Works Department Contact: Thomas Hubbard

Address: 45 North Park Street Tel: 850-401-1076

City, State, Zip: DeFuniak Springs, FL 32433

FIN# (FEDERAL IDENTIFICATION NUMBER) 59-6000306

SALES TAX EXEMPTION CERTIFICATE #: 85-8012740100C-8

COPY OF TAX EXEMPTION CERTIFICATE MUST BE PROVIDED FOR ALL TAX EXEMPT ORDERS

COLOR SELECTIONS

Standard Color Palette Selection from www.gametime.com/colors : Per Renderings

or
Custom Color Selections from www.gametime.com/colors :

Upright: _____ Roto Plastic: _____

Accent Metal: _____ Decks: _____

HDPE: _____ 2 Color HDPE: _____

Rock: _____ Tube: _____

Plastic Roof: _____ Rope: _____

Shade Fabric: _____ Shade Metal: _____

Site Furnishing Frame: _____ Site Furnishing Coated Seat/Top: _____

Rubber Safety Surfacing: _____



c/o Struthers Recreation, LLC.
P.O. Box 1178
Pelham, AL 35124
Phone: 800-221-8869
Fax: 205-663-5012

08/28/2024
Quote #
105805-01-01

DeFuniak Springs Playground

City of Defuniak Springs
Attn: Thomas Hubbard
71 US Highway 90 West
DeFuniak Springs, FL 32433
UNITED STATES
Phone: 850-892-8500
maintenance@defuniaksprings.net

Ship to Zip 32433

Quantity	Part #	Description	Unit Price	Amount
1	178749	GameTime - Owner's Kit	\$89.00	\$89.00
1	RDU	GameTime - 105805-D1 Ages 2-5 Play Structure	\$13,866.00	\$13,866.00
1	RDU	GameTime - 105805-D2 Ages 5-12 Play Structure	\$47,713.00	\$47,713.00
Contract: OMNIA #2017001134			Sub Total	\$61,668.00
			Discount	(\$24,258.30)
			Freight	\$2,194.45
			Total	\$39,604.15

Comments

Quote does not include installation, border or safety surfacing. Provided by others.

OMNIA Partners Contract #2017001 134

Purchase Orders must be made out to GameTime when purchasing through the contract.

Pricing reflects GameTime's 2024 Matching Funds Grant - Credit Terms.
See below for order terms related to the Matching Funds promotion.

- Order must be placed by October 21st 2024, otherwise pricing will be subject to change.
- Orders must be deliverable by December 31st, 2024.
- Owner is responsible for unloading of and storage of all equipment until ready for installation.
- GRANT MATCHING FUNDS ARE AVAILABLE THROUGH October 21 2024 OR UNTIL EXHAUSTION OF FUNDS.
- To place an order, you must provide all of the items listed below:
 - Signed PO or executed contract with GameTime listed as the Vendor
 - Fully executed acceptance page, signed by an authorized purchaser
 - Color selections for all equipment and surfacing (if applicable)
 - Sales tax exemption form

DeFuniak Springs Playground

08/28/2024
Quote #105805-01-01

Order Terms and Conditions

Order Requirements: For the order to be processed we need you to provide the following information:

1. Written Purchase Order, Contract, or Deposit Check
2. Fully completed Acceptance Form
3. Color Selections for your Equipment (if applicable)
4. Sales Tax Exemption Certificate (if applicable)

Pricing: FOB Factory, Valid 30 days from date of quotation.

Payment Terms: 50% down and 50% net 30 after delivery or Purchase Order with credit approval. Retainage not accepted. Orders under \$5,000 require payment with order. If you elect to pay by credit card a processing fee will be assessed on the amount of your payment. You have the option to pay by check, ACH, or Wire without additional fees. Orders with equipment, installation, and surfacing may be split billed as completed and due upon receipt. A 1.5% per month finance charge will be imposed on all past due invoices. In the event we must commence third party collection or arbitration in order to recover any amount payable under this Agreement, you agree to reimburse us for all costs and attorneys' fees when incurred by us.

Taxes: All applicable taxes will be added at time of invoicing unless a tax-exempt certificate is provided. If sales tax exempt, you must provide a copy of certificate to be considered exempt.

Installation: Unless installation services is itemized in the Agreement, installation is not included.

Delivery: Unless unloading services are contracted, unloading of delivery truck is your responsibility. A forklift may be required. The freight carrier is instructed to call your designated contact 24 hours in advance of the delivery. You are responsible for noting any damages or shortages on the freight bill and inspecting equipment upon receipt. You must notify Struthers Recreation, LLC immediately of any discrepancies.

Returned Goods: Returned goods are subject to a restocking fee of 30% in addition to both the outbound and inbound freight charges. Returned goods will not be accepted without an authorization number (RGA) assigned by Struthers Recreation, LLC. Goods must be packaged to protect against damage in transit in accordance with best practices and must be received by the manufacturer within 45 days of issuance of RGA number.

Installation Terms and Conditions

Accessibility: In order for us to perform the required services for you in a cost-effective manner and for the estimated Agreement Price quoted, you agree to permit free and timely access to the necessary areas of your site to perform required services. Unless otherwise specified in the Agreement, our quotation includes one mobilization. If installation services cannot be completed due to inadequate access or unprepared site conditions additional mobilizations will be billed at \$1,500 each occurrence.

Site: Unless otherwise noted, installation quotations are based on a prepared level sub-grade not to exceed 2% slope. All excavation, drainage, removal of existing equipment, trees, etc is by others unless specifically contracted in the Agreement. We require a 10' wide path into the site and unloaded equipment to be within 100'.

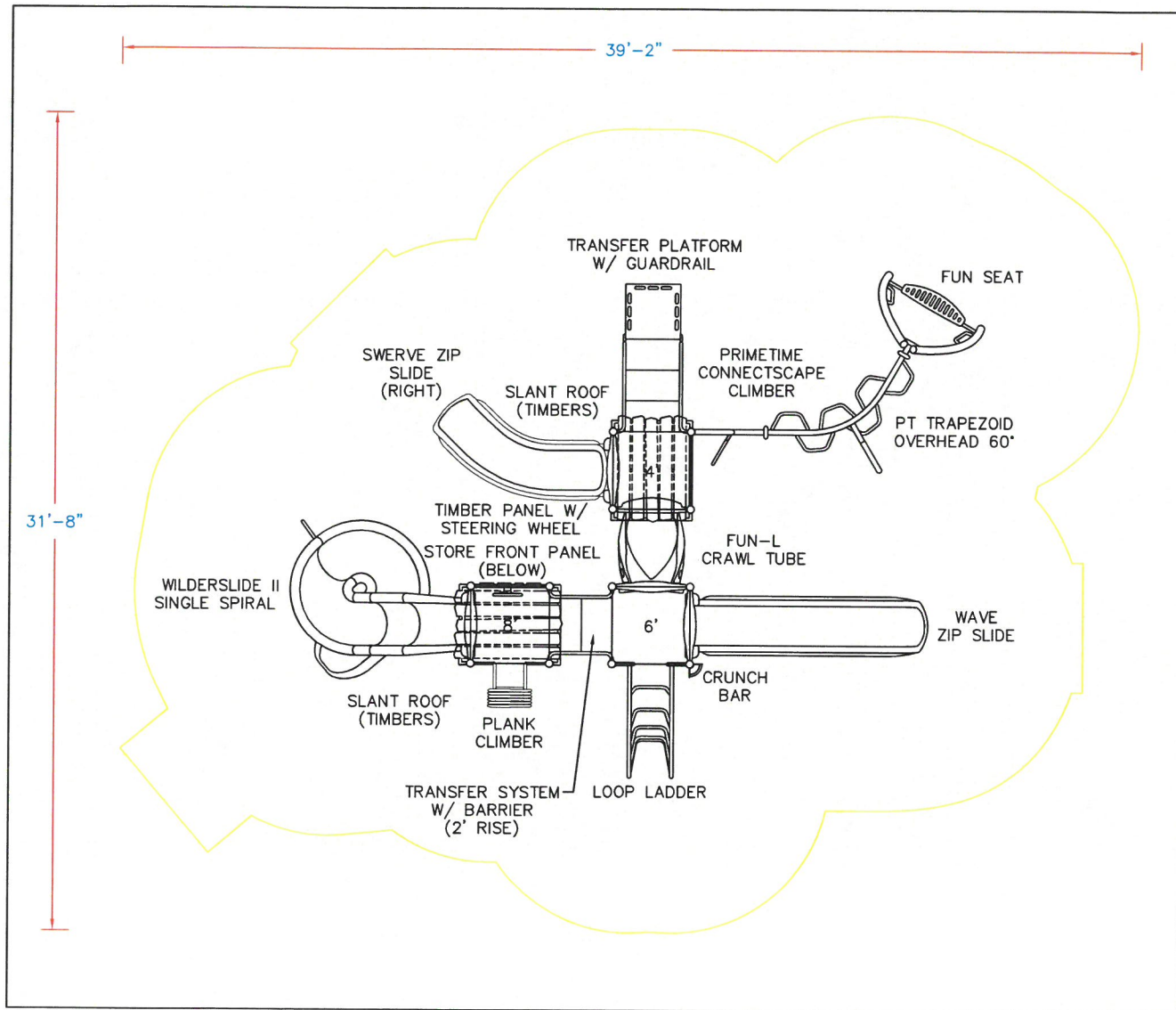
Machinery: Installation services require the use of heavy machinery. All efforts are made to minimize damage to the site. It is recommended that all final landscaping, fencing, sidewalks, etc be completed after installation of equipment and/or surfacing. Struthers Recreation, LLC is not responsible for damage to grass or other site features due to normal, necessary equipment use.

Permits: Unless otherwise required by law, you agree to obtain and bear all costs incurred in connection with obtaining any necessary permits for the services provided pursuant to this Agreement.

Concealed Conditions: Concealed Conditions, such as underground utilities, rock, debris, poor drainage situations, etc., not readily apparent at time of providing the estimated Agreement Price quoted may cause us to incur additional costs, including without limitation additional materials, labor, and equipment, which will be an extra charge over the Agreement Price. Struthers Recreation, LLC is not responsible for damages or repairs to any form of underground utilities or sprinklers.

Site Security: Upon completion of the installation, concrete footers and rubber safety surfacing must cure for 72 hours. It is your responsibility to prohibit access to the site during this critical period. Struthers Recreation, LLC is not responsible for damaged rubber or equipment that becomes loose in the footers due to premature access or events beyond our control.

Quote prepared by: Melissa Isbell



PO BOX 1178, PELHAM, AL 35124
P 205.663.5058 | T 800.221.8869
F 205.663.5012
STRUTHERSRECREATION.COM

This Unit includes play events and routes of travel specifically designed for special needs users. It is the opinion of the manufacturer that these play events and routes of travel conform to the accessibility requirements of the ADA (Americans with Disabilities Act)

IMPORTANT
Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall height as specified by the U.S. Consumer Product Safety Commission, ASTM standard F 1487, and Canadian Standard CAN/CSA-Z-614

PROJECT	DeFuniak Springs Ages 5-12 Playground
	PROJECT MANAGER JOHN KILPATRICK

REVISIONS	
AGE GROUP	2-5
LxW	21x24
DRAWN BY	M. ISBELL
DATE	8.27.24
DWG NAME	105805-D2
SCALE	NTS

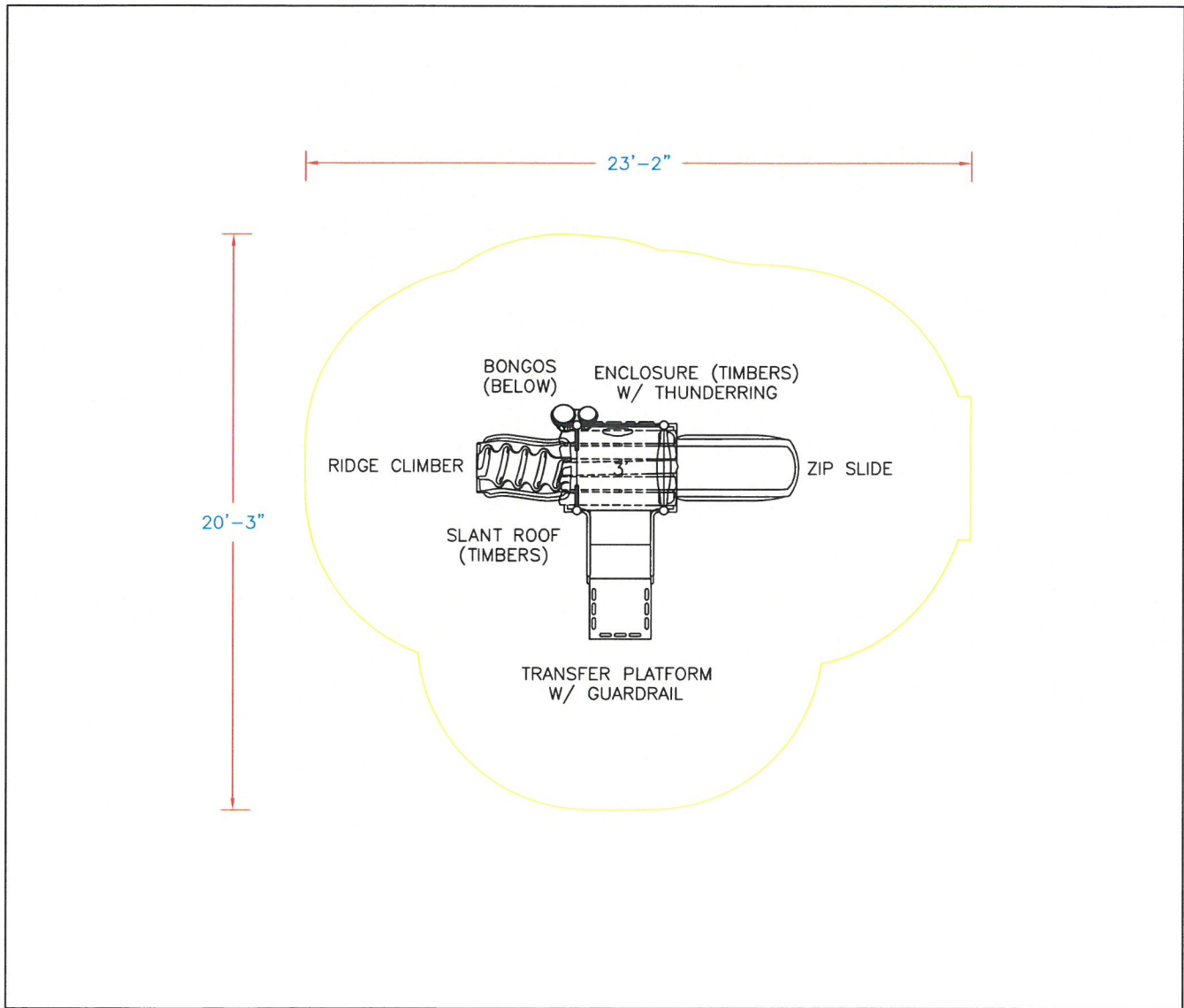


Struthers Recreation
 220 Applegate Trace
 PO Box 1178
 Pelham, Alabama 35124
StruthersRecreation.com

Project

DeFuniak Springs
Ages 5- 2 Playground





**STRUTHERS
RECREATION**

PO BOX 1178, PELHAM, AL 35124
P 205.663.5058 | T 800.221.8869
F 205.663.5012
STRUTHERSRECREATION.COM

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PROJECT	DeFUNIAK SPRINGS	PROJECT MANAGER
	Ages 2-5 Playground	
		JOHN KILPATRICK

REVISIONS
AGE GROUP
2-5
LxW
21x24
DRAWN BY
M. ISBELL
DATE
8.27.24
DWG NAME
105805-D1
SCALE
NTS



Struthers Recreation
 220 Applegate Trace
 PO Box 1178
 Pelham, Alabama 35124
StruthersRecreation.com

Project

DeFuniak Springs
Ages 5- 2 Playground





Conceptual rendering, actual colors may vary.



Struthers Recreation
220 Applegate Trace
PO Box 1178
Pelham, Alabama 35124
StruthersRecreation.com

Project

DeFuniak Springs
Ages 2-5 Playground





Conceptual rendering, actual colors may vary.



Struthers Recreation
220 Applegate Trace
PO Box 1178
Pelham, Alabama 35124
StruthersRecreation.com

Project

DeFuniak Springs
Ages 2-5 Playground



2024 Playground Grant Application

1.800.235.2440
gametime.com



Instructions

Read carefully

Please complete the appropriate sections of the application form. Once completed, validate the information by means of the project administrator's signature. Immediately return the completed and signed application form to your GameTime representative.

Project Info

List contact info and address of your project

Project Name: Chipley Park- Playground Improvements **Type:** Playgournd Equipment
Address: 1226 Circle Drive
City: DeFuniak Springs **State:** FL **Zip:** 32435
Contact Person: Thomas Hubbard **Title:** Maintenance Supervisor
Phone: 850-401-1076 **Fax:** **E-mail:** maintenance@defuniaksprings.net

Background

Please provide a description of your organization, its goals, and why it should be considered for a grant.

The City of DeFuniak Springs is working to revitalize the Historical Lake Area by replacing outdated equipment with modern, safety-compliant structures that blend with the natural surroundings. This project aims to improve safety, preserve the area's historical charm, and provide a refreshed, accessible space for the community to enjoy. The Gametime Grant would allow us to create a secure, eco-friendly environment that fosters physical activity and community connection while honoring the lake's natural beauty and heritage.

Site Info

List specific info about the area in which the play equipment will be located.

2-5 &
Number of players: 40-45 **Age range:** 5-12 **Total play area size:** 40' x 32' **Is the site level?:** No, but it will be leveled
Special site conditions: (utilities, retaining walls, soil conditions, excessive slope, concrete slab, etc)
None

Budget Info

List your actual contribution to the play equipment purchase only.

Dollar amount you want GameTime to match: \$24,258.30

Funding Choices

Select the type(s) of funding in which you are interested.

- ☒ Up to 100% matching funds applies to PowerScope®, PrimeTime®, Xscape®, and Modern City® play systems
- ☐ Up to 50% matching funds applies to The Stadium®, KidCourse®, Challenge Course®, and THRIVE® fitness systems

Scan here to
Apply Online!



Rules and Limitations

Read carefully

Grant Rules and Limitations:

To qualify for up to 100% matching grant, list price of the qualifying playground system must exceed \$75,000, and payment in full must accompany your order. For play systems with a list price of less than \$75,000 and greater than \$25,000 with payment in full, GameTime playground grants are available with matching funds up to 80%. For play systems that exceed \$25,000, and purchased with credit terms, matching funds are available up to 65%. Matching funds are subject to rounding rules and may vary based on qualified purchase. No other offer, discount, or special programs can be used with this grant program. This special matching fund offer applies to PowerScope®, PrimeTime®, Xscape®, and Modern City® systems only. Up to 50% matching funds for select outdoor fitness equipment, including THRIVE®, Challenge Course®, KidCourse®, and The Stadium®. VistaRope®, freestanding net structures, TuffForms, Landmark Design, GTSymphony freestanding, other freestanding play products, and Play On! non-system events are not eligible for funding. All applications must be received and validated by the project administrator by October 18, 2024. GameTime reserves the right to decline any application for a GameTime grant. GameTime will accept grant orders until October 25, 2024, or until all eligible funds are disbursed, whichever comes first. Customer must be able to receive order by December 31, 2024, subject to transportation availability. GameTime reserves the right to terminate this offer at any time without notice. GameTime playground grants can only be applied to additional GameTime purchases and only in conjunction with the original purchase. Standard policies and warranties as listed in the 2024 GameTime Playground Design Guide apply. Freight and applicable sales tax are extra and not included. Other terms and restrictions may apply. Contact your local GameTime representative for complete details.

Authorization Signature

Project administrator's signature

Authorized Signature:

Date:

Name (please print): Koby Townsend

Title: ~~Assistant~~ City Manager

Hello Thomas,

It was great speaking with you today. Like I mentioned, I am your dedicated Member Development Manager at OMNIA Partners. As your ally in the purchasing process, my role is to help maximize your budget, connect you directly with supplier resources and create a cooperative contract list that best suits your current needs.

For your records, your membership ID is: **4002958**. This will allow you to connect with supplier partners within our portfolio to utilize the full scope of our cooperative contracts.

City of Defuniak Springs has been a member since 2008 and is currently utilizing AutoZone, Insight Public Sector, and Grainger. Here are some next steps we discussed that I will get started on:

- I attached a spreadsheet of all of the suppliers the city already uses through our program. If you do not have a representative from any of these suppliers let me know and I can connect you.
- If you could send me a list of suppliers you want to get connected with, I can connect you to them.
- If you have a need and do not have a supplier identified I can research one for you.

Contract Solutions for Procurement and Purchasing | OMNIA Partners

Please reach out to me if you don't hear back from a supplier within 48 hours. I will ensure that you get connected.

I also invite you to look at OMNIA Partners OPUS, our new procurement tool that will further benefit and streamline your purchasing needs. I would be happy to demo OPUS with you to show how it will provide value to your agency. Feel free to reach out to me with any questions. I look forward to working with you!

Let me know if there are any additional steps I can take at this time to support you in your purchasing process. In the meantime, please explore our entire contract portfolio to view all Government offerings available to your organization. Or browse contracts in our top categories:

Facilities | Business Products & Services | Furniture | Information Technology | Education | Food | Construction | Parks & Recreation

Best,

Jake Lewis

Member Development Manager II

OMNIA Partners

+1 (615) 623-0360



Your ally in the purchasing process. A better way to buy. This email may contain privileged and confidential information and is meant only for the use of the specific intended addressee(s).

OMNIA Partners National Contract (Formerly NIPA, TCPN, and US Communities) Contract R191819.



City Council Agenda Form

Meeting Date: October, 14 2024

Department: Public Works

Public Hearing: ☐ Yes ☒ No

For Clerk's Use Only
AGENDA ITEM #

xxx		
Consent Agenda	Regular Agenda	Closed Session

Presenter: Koby Townsend/ Interim City Manger

Request Type: ☐ Informational ☐ Discussion ☒ Action Item

Does this item require legal review? ☐ Yes ☒ No City Attorney E-Mail attached? ☐ Yes ☒ No

Time Required for Request: 5 Minutes

Agenda Item Title:

Budgeted Purchase of Chipley Park Playground Equipment from Gametime

Attachment(s):

Brief Summary:

Budgeted Purchase \$39,604.15 of 2yrs-5yrs and 5yrs-12yrs Playground Equipment The purchase is part of a National Contract through (Omnia Partners) and (GameTime) is also offering a Percentage Match Grant.

Action Requested:

Approval

Issue Overview:

The budgeted purchase is from the (MAINT- R&M Parks – 001-000-579-4663) GL account. This will replace all equipment at Chipley Park in the Lake yard. The total bill is \$61,668.00 but are only paying \$39,604.15 for the equipment. We are applying for a GameTime grant which will match about 40% of our purchase. The install will separate from this purchase, but this \$18,000 install is also budgeted for this fiscal year.

Financial Impacts:

\$36,604.15 for equipment and \$18,000 for the installation

Staff Recommendations/Comments:

I recommend that the city makes this purchase from (GameTime), so that we may continue to improve our City Parks for our Citizens.



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Public Works

Presenter:

Koby Townsend, City Manager

Request Type: Purchase

Does this item require legal review? NO

Time Required for Request: 2 Minutes

Agenda Item Title:

Natural Gas Materials - Budgeted

Attachment(s):

1. Gas Materials

Brief Summary:

Natural gas materials are needed for upcoming jobs, and the on-hand materials are being restocked for repairs. The total amount quoted by three businesses exceeds 10,000.00.

Action Requested:

Approval of the quote from General Utility Pipe & Supply, LLC

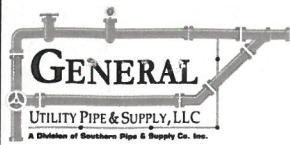
Issue Overview:

Background Information & Issue Summary:

Financial Impacts:

\$11,017.80

Staff Recommendations/Comments:



Order Acknowledgement - Quote Order

UPC Vendor	Invoice Date	Order #
000000		145982-00
PO Date	PO #	Page #
09/18/24		1

Bill To CITY OF DEFUNIAK SPRINGS
45 N PARK ST
DEFUNIAK SPRINGS, FL 32433-2024
Cust # 9510058

Correspondence To Southern Pipe & Supply Company
4330 Hwy 39 N.
PO Box 5738
MERIDIAN, MS 39301

Ship To CITY OF DEFUNIAK SPRINGS
45 N PARK ST
DEFUNIAK SPRINGS, FL 32433-2024

Instructions

Currency

Ship Point GENERAL UTILITY
Via Best Way

Shipped 10Prox,Net30
Terms

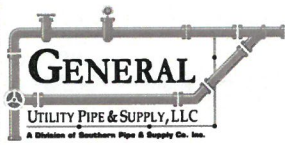
Ln #	Product And Description	UPC Item #	Quantity Ordered	Quantity Backordered	Quantity Shipped	Qty UM	Unit Price	Price UM	Discount Multiplier	Amount (Net)
1	YGUGPY34500 3/4 X 500' SDR11 YELLOW GAS PIPE UAA4-01 Interchange Prod: YP3/4	00000	2500		2500	EA	0.42	EA	0.00	1050.00
2	USPERFCPLG34 3/4" STAB COUPLING	00000	20		20	EA	44.88	EA	0.00	897.60
3	GFBEF34CPLG 3/4" IPS BLACK ELECTROFUSION COUPLING	00000	20		20	Each	6.50	Each	0.00	130.00
4	GFYR34 3/4" 2406 YELLOW RISER	00000	10		10	Each	36.23	Each	0.00	362.30
5	BRGBV34 3/4" GAS BRASS BALL LW FNPT X FNPT	00000	15		15	EA	19.52	EA	0.00	292.80
6	IBIUUF 3/4" BLK INSULATED UNION IMP	00000	15		15	Each	9.09	Each	0.00	136.35
7	IBNFCL 3/4XCLOSE IMPORT BLK NIPPLE	00000	10		10	EA	4.72	EA	0.00	47.20
8	IBNFL 3/4X1-1/2 IMPORT BLK NIPPLE	00000	10		10	EA	1.04	EA	0.00	10.40
9	IBNFN 3/4X2 IMPORT BLK NIPPLE	00000	10		10	EA	1.04	EA	0.00	10.40
10	IBNFQ 3/4X3 IMPORT BLK NIPPLE	00000	10		10	EA	1.18	EA	0.00	11.80
11	IBNFS 3/4X4 IMPORT BLK NIPPLE	00000	10		10	EA	1.86	EA	0.00	18.60
12	IBNFU 3/4X6 IMPORT BLK NIPPLE	00000	10		10	EA	2.40	EA	0.00	24.00
13	IBNFV 3/4X8 BLK IMP NIPPLE	00000	10		10	EA	3.45	EA	0.00	34.50
14	IBNF10 3/4" X 10" IMPORT BLACK NIPPLE	00000	10		10	EA	7.40	EA	0.00	74.00
15	IBNF12 3/4X12 IMPORT BLK NIPPLE	00000	10		10	EA	4.46	EA	0.00	44.60
16	IBNLCL 1-1/2XCLOSE IMPORT BLK NIPPLE	00000	10		10	EA	2.21	EA	0.00	22.10
17	IBNLN 1-1/2X2 IMPORT BLK NIPPLE	00000	10		10	EA	2.38	EA	0.00	23.80

Order Acknowledgement - Quote Order

Customer Copy

Page 1 of 3

SEE TERMS AND CONDITIONS AT WWW.SOUTHERNPIPE.COM



Order Acknowledgement - Quote Order

UPC Vendor	Invoice Date	Order #
000000		145982-00
PO Date	PO #	Page #
09/18/24		2

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PO Box 5738
MERIDIAN, MS 39301

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Instructions

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Ship Point
GENERAL UTILITY

Via
Best Way

Shipped **Terms**
10Prox,Net30

Ln #	Product And Description	UPC Item #	Quantity Ordered	Quantity Backordered	Quantity Shipped	Qty UM	Unit Price	Price UM	Discount Multiplier	Amount (Net)
18	IBNLQ 1-1/2X3 IMPORT BLK NIPPLE	00000	10		10	EA	2.66	EA	0.00	26.60
19	IBNLS 1-1/2X4 IMPORT BLK NIPPLE	00000	10		10	EA	2.99	EA	0.00	29.90
20	IBNLU 1-1/2X6 IMPORT BLK NIPPLE	00000	10		10	EA	4.18	EA	0.00	41.80
21	IBNLV 1-1/2X8 IMP BLK NIPPLE	00000	10		10	EA	7.22	EA	0.00	72.20
22	IBNL10 1-1/2X10 IMP BLK NIPPLE	00000	10		10	EA	8.24	EA	0.00	82.40
23	IBNL12 1-1/2X12 S40 BLK NIPPLE	00000	10		10	EA	11.20	EA	0.00	112.00
24	PLYYP114500 1-1/4" IPS SDR11 YELLOW GAS PIPE 500' PE2708	00000	2500		2500	EA	1.07	EA	0.00	2675.00
25	IBNNCL 2XCLOSE IMPORT BLK NIPPLE	00000	10		10	EA	3.00	EA	0.00	30.00
26	IBNNQ 2X3 IMPORT BLK NIPPLE	00000	10		10	EA	16.56	EA	0.00	165.60
27	IBNNS 2X4 IMPORT BLK NIPPLE	00000	10		10	EA	4.19	EA	0.00	41.90
28	IBNNU 2X6 IMPORT BLK NIPPLE	00000	10		10	EA	5.64	EA	0.00	56.40
29	IBNNU 2X6 IMPORT BLK NIPPLE	00000	10		10	EA	5.64	EA	0.00	56.40
30	IBNNV 2X8 IMP BLK NIPPLE	00000	10		10	EA	12.46	EA	0.00	124.60
31	IBNN10 2X10 IMP S40 BLK NIPPLE	00000	10		10	EA	13.69	EA	0.00	136.90
32	IBNN12 2X12 S40 BLK NIPPLE	00000	10		10	EA	12.76	EA	0.00	127.60
33	GFBEF2TEE 2" EF Tee	00000	10		10	each	22.98	each	0.00	229.80
34	GFBEF290KIT 2" EF 90 PE4710	00000	10		10	EA	26.10	EA	0.00	261.00
35	DDBWC DRYCONN DIRECT BURY WIRE CONNECTOR	00000	100		100	each	10.17	each	0.00	1017.00

Order Acknowledgement - Quote Order

Customer Copy

Page 2 of 3

SEE TERMS AND CONDITIONS AT WWW.SOUTHERNPIPE.COM



Order Acknowledgement - Quote Order

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PO Date	PO #	Page #
09/18/24		3

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4330 Hwy 39 N.
PO Box 5738
MERIDIAN, MS 39301

Ship To CITY OF DEFUNIAK SPRINGS
45 N PARK ST
DEFUNIAK SPRINGS, FL 32433-2024

Instructions

Currency

Ship Point GENERAL UTILITY
Via Best Way

Shipped 10Prox,Net30
Terms

Ln #	Product And Description	UPC Item #	Quantity Ordered	Quantity Backordered	Quantity Shipped	Qty UM	Unit Price	Price UM	Discount Multiplier	Amount (Net)
36	P5B20G PLASTIC VALVE BOX 28 - 36 EXTENSION GAS LID	00000	15		15	Each	137.35	Each	0.00	2060.25
37	PW12SOLTWCCSSF30YL500 #12 CCS TracerWire Std Flex 30mil Yellow 500' Interchange Prod: PWTW12CCS500	00000	4000		4000	FT	0.12	FT	0.00	480.00

37 Lines Total	Qty Shipped Total	9465	Total	11017.80
			Invoice Total	11017.80



QUOTATION

Quotation Number **S144555**
Version Number **1**
Quotation Date

SALE SITE
CONSOLIDATED PIPE & SUPPLY
3100 MCCORMICK STREET
PENSACOLA, FL 32514-7027
PHONE: 850-476-1122

SHIP TO
DEFUNIAK SPRINGS
1350 BALDWIN AVE
DEFUNIAK SPRINGS, FL 32433, USA

Last Communication 09/25/2024
Expiration Date 10/08/2024
Written By Mike Sarakinis
Customer RFQ
Customer Number FL0751823L
Requested By RANDALL HOLDEN
Sales Rep Tommy McCart

SOLD TO
DEFUNIAK SPRINGS
P O BOX 685
DEFUNIAK SPRINGS, FL 32435-0685, USA

Ship Via Best Way
Delivery Terms To Be Determined
Payment Terms Net 30 Days

SALES

Line	CPS Part No Part Description	Wanted Delivery Date	Sales Qty	UoM	Unit Net Price	Extended Amount
1	60-0034-00095		2,500.00	FT	\$0.59	\$1,475.00
1.1	3/4 IPS SDR11 PERFORMANCE 6500 PE2708 YELLOW MDPE GAS PIPE 500' DOM IN STOCK					
2	20-0034-01337		20.00	EA	\$32.75	\$655.00
2.1	3/4 IPS SDR11 ELSTER PERFECTION PERMASERT 2.0 PC50030 PE4710 HDPE COUPLING STAB IN STOCK					
3	20-0034-01339		20.00	EA	\$7.37	\$147.40
3.1	3/4 IPS SDR11 IPEX 128026 PE4710 HDPE COUPLING EF IN STOCK					
4	20-0034-01383		10.00	EA	\$30.47	\$304.70
4.1	3/4 ELSTER PERFECTION 79208 PE2708 CARBON STEEL RISER PLAIN ENDxMIPT IN STOCK					
5	22-0034-00781		15.00	EA	\$25.85	\$387.75
5.1	3/4 MCD 560-G MTR STP IN STOCK					
6	20-0034-00142		15.00	EA	\$7.75	\$116.25
6.1	3/4 CL150 A197 GALV MI UNION IMP IN STOCK					
7	20-0034-00323		10.00	EA	\$2.32	\$23.20
7.1	3/4x2 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
8	20-0034-00300		10.00	EA	\$1.61	\$16.10
8.1	3/4x1-1/2 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
9	20-0034-00346		10.00	EA	\$1.67	\$16.70
9.1	3/4x3 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
10	20-0034-00373		10.00	EA	\$2.56	\$25.60
10.1	3/4x4 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					

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Consolidated Pipe and Supply Company

Page 1 of 4

QUOTATION

Quotation Number **S144555**
Version Number **1**
Quotation Date

SALES

Line	CPS Part No Part Description	Wanted Delivery Date	Sales Qty	UoM	Unit Net Price	Extended Amount
11	20-0034-00419		10.00	EA	\$1.93	\$19.30
11.1	3/4x6 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
12	20-0034-00438		10.00	EA	\$5.24	\$52.40
12.1	3/4x8 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
13	20-0034-00290		10.00	EA	\$8.20	\$82.00
13.1	3/4x10 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
14	20-0034-00308		10.00	EA	\$4.97	\$49.70
14.1	3/4x12 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
15	20-0112-00493		10.00	EA	\$2.94	\$29.40
15.1	1-1/2x2 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
17	20-0112-00411		10.00	EA	\$2.53	\$25.30
17.1	1-1/2x3 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
18	20-0112-00433		10.00	EA	\$7.20	\$72.00
18.1	1-1/2x4 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
23	60-0114-00037		2,500.00	FT	\$1.08	\$2,700.00
23.1	1-1/4 IPS SDR11 PERFORMANCE 8300 PE4710 BLACK W/YELLOW STRIPE HDPE GAS PIPE 500' DOM IN STOCK					
24	20-0200-00704		10.00	EA	\$2.97	\$29.70
24.1	2xC STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
26	20-0200-00608		10.00	EA	\$3.59	\$35.90
25.1	2x3 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
27	20-0200-00635		10.00	EA	\$4.17	\$41.70
26.1	2x4 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
28	20-0200-00673		10.00	EA	\$6.23	\$62.30
27.1	2x6 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
30	20-0200-00569		10.00	EA	\$22.00	\$220.00
29.1	2x10 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					

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Consolidated Pipe and Supply Company

QUOTATION

Quotation Number **S144555**
Version Number **1**
Quotation Date

SALES

Line	CPS Part No Part Description	Wanted Delivery Date	Sales Qty	UoM	Unit Net Price	Extended Amount
31	20-0200-00576		10.00	EA	\$13.92	\$139.20
30.1	2x12 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
32	20-0200-02053		10.00	EA	\$30.24	\$302.40
31.1	2 IPS SDR11 INTEGRITY FUSION 200654 PE4710 HDPE TEE EF 5-7 BUSINESS DAYS AFTER ORDER					
33	20-0200-01925		10.00	EA	\$36.67	\$366.70
32.1	2 IPS SDR11 INTEGRITY FUSION 100105 MOLDED PE4710 HDPE 90 ELBOW BF AVAILABLE IN DECEMBER					
34	15-0000-00008		20.00	EA	\$45.68	\$913.60
33.1	KING INNOVATION DRYCONN 90120 YELLOW DIRECT BURY CONNECTOR 5/PACK IN STOCK					
35	20-0112-00470		10.00	EA	\$4.57	\$45.70
34.1	1-1/2x6 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
36	20-0112-00376		10.00	EA	\$6.91	\$69.10
35.1	1-1/2x12 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM					
38	20-0112-00486		8.00	EA	\$13.40	\$107.20
20.2	1-1/2x8 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
39	20-0112-00372		10.00	EA	\$12.17	\$121.70
21.2	1-1/2x10 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM IN STOCK					
41	20-0200-00694		10.00	EA	\$9.31	\$93.10
37.2	2x8 STD A53 WELDED GALV CARBON STEEL NIPPLE TBE IMP IN STOCK					
42	25-0514-00140		15.00	EA	\$117.37	\$1,760.55
38.1	5-1/4 PLST VALVE BOX 24-36 GAS IN STOCK					
43	15-1200-00009		4,000.00	FT	\$0.25	\$1,000.00
39.1	12 ga YELLOW PE-45 COPPER TRACER WIRE 500' DOM					
44	QUOTE-EA		15.00	EA	\$65.07	\$976.05
40.1	15 EA Meter bar with 3/8 Pete plug on the outlet side with a 10lt swivel connection (assembly) LEAD TIME - 12 WEEKS					
45	QUOTE-EA		15.00	EA	\$81.47	\$1,222.05
40.2	15 EA 1-1/4 meter bar with 3/8 Pete plug on the outlet side with a 45lt swivel connection (assembly) LEAD TIME - 12 WEEKS					
46	20-0034-00446		15.00	EA	\$1.11	\$16.65
41.1	3/4xC STD A53 WELDED GALV CARBON STEEL NIPPLE TBE DOM					

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Consolidated Pipe and Supply Company



QUOTATION

Quotation Number **S144555**
Version Number **1**
Quotation Date

Subtotal Amount	\$13,721.40
Tax Amount	\$0.00
Total	\$13,721.40

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Consolidated Pipe and Supply Company

Page 4 of 4

FORT CITY PIPE, INC.

P.O. BOX 850356 36685
921 DYKES ROAD SOUTH 36608
MOBILE, AL 36608
US

Voice: 251-633-6921

Fax: 251-607-0358

QUOTATION

Quote Number: 06162024-DCS-1

Quote Date: Sep 16, 2024

Page: 1

Quoted To:

CITY OF DEFUNIAK SPRINGS PW FACILITY
ATTN: ACCOUNTS PAYABLE
45 N. PARK STREET
DEFUNIAK SPRINGS, FL 32433
US

Customer ID	Good Thru	Payment Terms	Sales Rep
Defuniak Springs	10/16/24	Net 30 Days	CORY

Quantity	Item	Description	Unit Price	Amount
2,500.00	GP-3/4-2406-500	3/4" IPS GAS TUBE PE 2708 X 500 FT ROLL	0.65	1,625.00
20.00	PER-50030	3/4" IPS PERM-A-SERT COUPLING #50030	46.82	936.40
20.00	CP-EF-CPL-.75-2406	3/4" IPS ELECTROFUSION COUPLING PE2406, # 5760004	10.28	205.63
10.00	CP-RIS-3/4X3/4-30-Y	3/4" X 3/4" RISER 30" X 30" PE2708 #6380282, NEW # 360000107	36.80	368.00
15.00	MBAR-4824-340-A	4824-366 6620 GC-A-H-F-3/4" X 3/4" OEM METER BAR W/ EMCO NUT , ZINC PLATED, HORIZONTAL WITH 3/8" SQUARE HEAD PLUG, POSITION A (TEST PORT)	125.23	1,878.45
15.00	MS-560G-.75	3/4" McD 560-G METER STOP, # 4810-139	29.47	442.08
15.00	SGMF-UNION-.75	3/4" GALVANIZED UNION	11.74	176.10
10.00	SGMF-NIPPLE-C-.75	3/4" CLOSED GALVANIZED NIPPLE, #071753	1.78	17.80
10.00	SGMF-NIPPLE-.75 X 2	3/4" X 2" LG GALVANIZED NIPPLE, TBE SCH 40	2.31	23.10
10.00	SGMF-NIPPLE-.75 X 3	3/4" X 3" SCHEDULE 40 GALV.NIPPLE #071758	3.84	38.40
10.00	SGMF-NIPPLE-.75 X 4	3/4" X 4" LG GALVANIZED NIPPLE, TBE SCH 40 #071759	4.40	44.00
10.00	SGMF-NIPPLE-.75 X 5	3/4" X 5" LG GALVANIZED NIPPLE #071761	5.24	52.40
10.00	SGMF-NIPPLE-.75 X 6	3/4" X 6" LG GALVANIZED NIPPLE,	6.28	62.80
Subtotal				Continued
Sales Tax				Continued
TOTAL				Continued

PORT CITY PIPE, INC.
P.O. BOX 850356 36685
921 DYKES ROAD SOUTH 36608
MOBILE, AL 36608
US

Voice: 251-633-6921
Fax: 251-607-0358

QUOTATION

Quote Number: 06162024-DCS-1
Quote Date: Sep 16, 2024
Page: 2

Quoted To:

CITY OF DEFUNIAK SPRINGS PW FACILITY
ATTN: ACCOUNTS PAYABLE
45 N. PARK STREET
DEFUNIAK SPRINGS, FL 32433
US

Customer ID	Good Thru	Payment Terms	Sales Rep
Defuniak Springs	10/16/24	Net 30 Days	CORY

Quantity	Item	Description	Unit Price	Amount
		#071763		
10.00		3/4" X 8" LG GALVANIZED NIPPLE, #*****	6.59	65.90
10.00	SGMF-NIPPLE-.75 X 10	3/4" X 10" GALV. NIPPLE, WELD END	7.04	70.40
10.00	SGMF-NIPPLE-.75 X 12	3/4" X 12" LG GALVANIZED NIPPLE	6.78	67.80
10.00	SGMF-NIPPLE-C-1.5	1 1/2" CLOSED GALVANIZED NIPPLE, #071820	2.67	26.70
10.00	SGMF-NIPPLE-1.5 X 2	1 1/2" X 2" LG GALVANIZED NIPPLE, #071821	3.84	38.40
10.00	SGMF-NIPPLE-1.5 X 3	1 1/2" X 3" LG GALVANIZED NIPPLE, #071823	4.24	42.40
10.00	SGMF-NIPPLE-1.5 X 4	1 1/2" X 4" LG GALVANIZED NIPPLE #071825	4.60	46.00
10.00	SGMF-NIPPLE-1.5 X 6	1 1/2" X 6" LG GALVANIZED NIPPLE #071829	6.24	62.40
10.00	SGMF-NIPPLE-1.5 X 8	1 1/2" X 8" LG GALVANIZED NIPPLE, #071833	4.02	40.20
10.00		1 1/2" X 10" LG GALVANIZED NIPPLE, #****	5.37	53.70
10.00	SGMF-NIPPLE-1.5 X 12	1 1/2" X 12" LG GALVANIZED NIPPLE, #071841	5.37	53.70
2,500.00	GP-1 1/4-2406-500	1 1/4" IPS GAS TUBE PE 2406 X 500 FT ROLL, SDR 10	1.40	3,500.00
15.00	MBAR-4824-177	4824-177, 6640-C--1 1/4" X 1 1/4 X 1 1/4" AY MCD. METER BAR, FIPT INLET X UNION OUTLET, BLACK MALIBLE,	142.00	2,130.00
			Subtotal	Continued
			Sales Tax	Continued
			TOTAL	Continued

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QUOTATION

Quote Number: 06162024-DCS-1
Quote Date: Sep 16, 2024
Page: 3

Quoted To:

CITY OF DEFUNIAK SPRINGS PW FACILITY
ATTN: ACCOUNTS PAYABLE
45 N. PARK STREET
DEFUNIAK SPRINGS, FL 32433
US

Customer ID	Good Thru	Payment Terms	Sales Rep
Defuniak Springs	10/16/24	Net 30 Days	CORY

Quantity	Item	Description	Unit Price	Amount
10.00	SGMF-NIPPLE-2	HORIZONTAL 2" CLOSED GALVANIZED NIPPLE, #071842	8.34	83.40
10.00	SGMF-NIPPLE-2 X 3	2" X 3" LG GALVANIZED NIPPLE	4.23	42.30
10.00	SGMF-NIPPLE-2 X 4	2" X 4" GALV. NIPPLE, TBE, #071846	2.28	22.80
10.00	SGMF-NIPPLE-2 X 6	2" X 6" LG GALVANIZED NIPPLE	3.92	39.20
10.00	SGMF-NIPPLE-2 X 8	2" X 8" LG GALVANIZED NIPPLE	5.50	55.00
10.00		2" X 10" LG GALVANIZED NIPPLE*****	8.55	85.50
10.00	SGMF-NIPPLE-2 X 12	2" X 12" LG GALVANIZED NIPPLE	8.55	85.50
10.00	CP-B-EF-TEE-2	2" ELETROFUSION TEE 4710 #10010542, # 200654	39.92	399.20
10.00	PLA-B-EF-90-ELL-2	2" IPS ELECTROFUSION 90 DEGREE ELL PE4710, PLASSON	31.36	313.60
20.00	DRY-CON-LUG # 90120	CONNECTOR WIRE LUG DIRECT BURY, YELLOW (5 PER PACK) DRYCON # 90120	53.37	1,067.40
15.00	VB-PL-28-36-GAS	5 1/4" PLASTIC VALVE BOX, 28"-36", 2 PIECE ,B&T SERIES 500, SCREW TYPE, P-20 W/ GAS LID	225.12	3,376.80
15.00	VB-CI-24-36-	5 1/4" 24"-36" CAST IRON VALVE BOX W/ GAS LID ****ALTERNATE TO THE PLASTIC ****	119.34	1,790.10
4,000.00	WIRE-HDD-CCS-YEL	PRO-TRACE HDD-CCS 45MIL HDPE YELLOW TRACER WIRE (DIRECTIONAL DRILLING) IN 500 FT. ROLLS	0.24	972.40
			Subtotal	20,400.96
			Sales Tax	
			TOTAL	20,400.96



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024
Department: City Marshal, City Police

Presenter:

James Hurley , Police Chief / City Marshal

Request Type: Action Item

Does this item require legal review? Yes

Time Required for Request: 5 Minutes

Agenda Item Title:

AXON Enterprises Contract

Attachment(s):

1. POR AXON Quote Summary

Brief Summary:

The prior contract has lapsed, and it is essential to ensure continuity.

Action Requested:

Authorize a 60-month contract commencing in December 2024, with an initial amount of \$19,097.24. Subsequently, for the year 2025, an amount of \$28,801.60 will be allocated through to December 2028.

Issue Overview:

Background Information & Issue Summary:

Financial Impacts:

Staff Recommendations/Comments:



Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1 800 978.2737

Q-599059-45566.697RG

Issued: 10/01/2024

➡

Quote Expiration: 10/01/2024

Estimated Contract Start Date: 01/01/2025

Account Number: 116263
Payment Terms: N30
Delivery Method:

SHIP TO	BILL TO
DeFuniak Springs Police Department - FL 99 S 18TH ST DEFUNIAK SPRINGS, FL 32435-2313 USA	DeFuniak Springs Police Department - FL 99 S 18TH ST DEFUNIAK SPRINGS FL 32435-2313 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Rachel Gerstenson Phone: Email: reinson@axon.com Fax:	Philip Austin Phone: (850) 892-8511 Email: austinpj@dfspsdfl.gov Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	\$134,303.64
ESTIMATED TOTAL W/ TAX	\$134,303.64

Discount Summary

Average Savings Per Year	\$10,825.75
TOTAL SAVINGS	\$54,128.76

Payment Summary

Date	Subtotal	Tax	Total
Dec 2024	\$19,097.24	\$0.00	\$19,097.24
Dec 2025	\$28,801.60	\$0.00	\$28,801.60
Dec 2026	\$28,801.60	\$0.00	\$28,801.60
Dec 2027	\$28,801.60	\$0.00	\$28,801.60
Dec 2028	\$28,801.60	\$0.00	\$28,801.60
Total	\$134,303.64	\$0.00	\$134,303.64

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Quote Unbundled Price: \$188,432.40
 Quote List Price: \$165,427.20
 Quote Subtotal: \$134,303.64

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1			\$1.00	(\$9,322.89)	(\$9,322.89)	\$0.00	(\$9,322.89)
100552	TRANSFER CREDIT - GOODS	1			\$1.00	(\$381.47)	(\$381.47)	\$0.00	(\$381.47)
BWCUnTAP	BWC Unlimited with TAP	19	60	\$119.84	\$99.66	\$99.66	\$113,612.40	\$0.00	\$113,612.40
A la Carte Hardware									
H00003	ABA 1-Bay Dock Bundle	2			\$229.00	\$229.00	\$458.00	\$0.00	\$458.00
H00001	ABA Camera Bundle	19			\$849.00	\$0.00	\$0.00	\$0.00	\$0.00
H00002	ABA Multi Bay Dock Bundle	2			\$1,638.90	\$0.00	\$0.00	\$0.00	\$0.00
A la Carte Software									
73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	19	60		\$10.85	\$10.85	\$12,369.00	\$0.00	\$12,369.00
73682	AXON EVIDENCE - AUTO TAGGING LICENSE	19	60		\$10.85	\$10.85	\$12,369.00	\$0.00	\$12,369.00
ProLicense	Pro License Bundle	2	60		\$43.40	\$43.33	\$5,199.60	\$0.00	\$5,199.60
A la Carte Services									
80146	AXON BODY - PSO - VIRTUAL STARTER	1			\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Total							\$134,303.64	\$0.00	\$134,303.64

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
ABA 1-Bay Dock Bundle	100201	AXON BODY 4 - DOCK - SINGLE BAY	2		12/01/2024
ABA 1-Bay Dock Bundle	71104	AXON - DOCK/DATA/PORT POWERCORD - NORTH AMERICA	2		12/01/2024
ABA Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPID LOCK	19		12/01/2024
ABA Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	21		12/01/2024
ABA Camera Bundle	74028	AXON BODY - MOUNT - WING CLIP RAPID LOCK	21		12/01/2024
ABA Multi Bay Dock Bundle	100206	AXON BODY 4 - 8 BAY DOCK	2		12/01/2024
ABA Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	2		12/01/2024
ABA Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	2		12/01/2024
BWC Unlimited with TAP	73309	AXON BODY - TAP REFRESH 1 - CAMERA	19		06/01/2027
BWC Unlimited with TAP	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	2		06/01/2027
BWC Unlimited with TAP	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	2		06/01/2027
BWC Unlimited with TAP	73310	AXON BODY - TAP REFRESH 2 - CAMERA	19		12/01/2029
BWC Unlimited with TAP	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	2		12/01/2029
BWC Unlimited with TAP	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY	2		12/01/2029

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BWC Unlimited with TAP	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	19	01/01/2025	12/31/2029
BWC Unlimited with TAP	73746	AXON EVIDENCE - ECOM LICENSE - PRO	19	01/01/2025	12/31/2029
Pro License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	6	01/01/2025	12/31/2029
Pro License Bundle	73746	AXON EVIDENCE - ECOM LICENSE - PRO	2	01/01/2025	12/31/2029
A la Carte	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	19	01/01/2025	12/31/2029
A la Carte	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	19	01/01/2025	12/31/2029

Services

Bundle	Item	Description	QTY
A la Carte	80146	AXON BODY - PSO - VIRTUAL STARTER	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BWC Unlimited with TAP	80464	AXON BODY - TAP WARRANTY - CAMERA	19	12/01/2025	12/31/2029
BWC Unlimited with TAP	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	2	12/01/2025	12/31/2029
BWC Unlimited with TAP	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	2	12/01/2025	12/31/2029

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	99 S 18TH ST	DEFUNIAK SPRINGS	FL	32435-2313	USA

Payment Details

Dec 2024					
Invoice Plan		Description	Qty	Subtotal	Tax Total
Ufront	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$0.00	\$0.00
Ufront	H00001	AB4 Camera Bundle	19	\$0.00	\$0.00
Ufront	H00002	AB4 Multi Bay Dock Bundle	2	\$0.00	\$0.00
Ufront	H00003	AB4 1-Bay Dock Bundle	2	\$458.00	\$458.00
Year 1	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	19	\$2,442.23	\$2,442.23
Year 1	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	19	\$2,442.23	\$2,442.23
Year 1	BWCJwTAP	BWC Unlimited with TAP	19	\$22,432.49	\$22,432.49
Year 1	Pro License	Pro License Bundle	2	\$1,026.65	\$1,026.65
Invoice Upon Fulfillment	100552	TRANSFER CREDIT - GOODS	1	(\$381.47)	\$0.00
Invoice Upon Fulfillment	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$9,322.89)	(\$9,322.89)
Total				\$19,097.24	\$0.00

Dec 2025					
Invoice Plan		Description	Qty	Subtotal	Tax Total
Year 2	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	19	\$2,481.69	\$0.00
Year 2	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	19	\$2,481.69	\$0.00
Year 2	BWCJwTAP	BWC Unlimited with TAP	19	\$22,794.98	\$0.00
Year 2	Pro License	Pro License Bundle	2	\$1,043.24	\$1,043.24
Total				\$28,801.60	\$0.00

Dec 2026					
Invoice Plan		Description	Qty	Subtotal	Tax Total
Year 3	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	19	\$2,481.69	\$0.00
Year 3	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	19	\$2,481.69	\$0.00
Year 3	BWCJwTAP	BWC Unlimited with TAP	19	\$22,794.98	\$0.00
Year 3	Pro License	Pro License Bundle	2	\$1,043.24	\$1,043.24
Total				\$28,801.60	\$0.00

Dec 2027					
Invoice Plan		Description	Qty	Subtotal	Tax Total
Year 4	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	19	\$2,481.69	\$0.00
Year 4	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	19	\$2,481.69	\$0.00
Year 4	BWCJwTAP	BWC Unlimited with TAP	19	\$22,794.98	\$0.00
Year 4	Pro License	Pro License Bundle	2	\$1,043.24	\$1,043.24
Total				\$28,801.60	\$0.00

Dec 2028					
Invoice Plan					
	Item	Description	Qty	Subtotal	Tax Total
Year 5	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	19	\$2,481.69	\$0.00 \$2,481.69
Year 5	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	19	\$2,481.69	\$0.00 \$2,481.69
Year 5	BWCUWTAP	BWC Unlimited with TAP	19	\$22,794.98	\$0.00 \$22,794.98
Year 5	ProLicense	Pro License Bundle	2	\$1,043.24	\$0.00 \$1,043.24
Total				\$28,801.60	\$0.00 \$28,801.60

Sky-hero products are manufactured in European Union and are classified as military grade, transfer and re-export is strictly prohibited.

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Exceptions to Standard Terms and Conditions

Agency has existing contract(s) originated via Quote(s):

Q-312265, Q-370745, Q-410305, Q-428370

Agency is terminating those contracts effective 1/1/2025 Any changes in this date will result in modification of the program value which may result in additional fees or credits due to or from Axon.

The parties agree that Axon is applying a Net Transfer Credit of -\$9,704.36

Any credits contained in this quote are contingent upon payment in full of the following amounts:

0

100% discounted body-worn camera and docking station hardware contained in this quote reflects a TAP replacement for hardware purchased under existing contract #00026575. All TAP obligations from this contract will be considered fulfilled upon execution of this quote.

Signature

Date Signed

10/1/2024





CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Public Works

Presenter:

Koby Townsend, City Manager

Request Type: Agreement/Contract - Finance

Does this item require legal review? Yes

Time Required for Request: 5 minutes

Agenda Item Title:

Fiscal Year 2025 Traffic Signal Maintenance Agreement & Resolution 2024-10 with the Florida Department of Transportation

Attachment(s):

1. Res 2024-10
2. City of Defuniak Springs Agreement FY25
3. DeFuniak Springs Exhibit A FY25

Brief Summary:

Every year the FDOT pays the City a lump sum fee to maintain traffic signals within the City limits. A new contract and resolution is needed due to the addition of new lights on the maintenance list and an increase in the lump sum fee.

Action Requested:

Approval of the Traffic Signal Maintenance Agreement and Resolution 2024-10

Issue Overview:

Background Information & Issue Summary:

Financial Impacts:

\$51,947.00

Staff Recommendations/Comments:

RESOLUTION

2024-10_____

RESOLUTION OF THE DEFUNIAK SPRINGS CITY COUNCIL CONFIRMING AND APPROVING THE TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT, AND PROVIDING SIGNATURE AUTHORITY FOR THE AGREEMENT

WHEREAS, DeFuniak Springs, a political subdivision of the State of Florida, acting by and through its duly authorized City Council, approves that certain Traffic Signal Maintenance Agreement (Agreement) with the State of Florida Department of Transportation (Department);

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL, DEFUNIAK SPRINGS, FLORIDA that:

1. The foregoing recitals are true and correct and incorporated herein by reference.

2. The Maintaining Agency, by this resolution, duly adopted by its City Council and executed by the Mayor, confirms the Agreement is approved by the City Council; and, concurrently with this resolution, authorizes the Mayor to execute the Agreement.

3. This resolution shall be effective upon passage and adoption by the City Council of DeFuniak Springs, Florida.

PASSED AND ADOPTED this _____ day of _____, 2024.

DEFUNIAK SPRINGS, FLORIDA

By: _____
Robert "Bob" Campbell, Mayor

Attest:

Rafael Ali, City Clerk

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CONTRACT NO. ASZ34
FINANCIAL PROJECT NO. 43675218803
F.E.I.D. NO. F596000306013

THIS TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT ("Agreement"), is entered into this _____ day of _____, between the Florida Department of Transportation, an agency of the State of Florida, herein called the "Department", and City of Defuniak Springs, Florida, _____ ("Maintaining Agency").

WITNESSETH:

- A. The Department is authorized under Section 335.055, Florida Statutes, to enter into this Agreement.
- B. The Maintaining Agency is authorized under _____ to enter into this Agreement and has authorized its undersigned representative to enter into and execute this Agreement on behalf of the Maintaining Agency.

NOW, THEREFORE, in consideration of the mutual covenants contained in the Agreement, the sufficiency of which is acknowledged, the parties mutually agree and covenant as follows:

1. The Maintaining Agency shall be responsible for the "Project," defined as the maintenance and continuous operation of the following, located on the State Highway System:
 - a. Traffic signals ("TS")
 - b. Interconnected and monitored traffic signals ("IMTS") - defined as signals that are interconnected with telecommunications and are monitored at a central location
 - c. Traffic signal systems - defined as central computer; traffic monitoring cameras ("TrMC"; must fulfill District purpose and need and be accessible from Department's Video Aggregation System); arterial dynamic message signs ("ADMS"); communications devices; interconnect / network; vehicle, bicycle & pedestrian detection devices [including passive pedestrian detection ("PPD") and accessible pedestrian detection]; traffic signal hardware and software; preemption devices; probe data detection system ("PDDS"); and uninterruptible power supplies ("UPS")
 - d. Control devices - defined as intersection control beacons ("ICB"), traffic warning beacons ("TWB"; including LED highlighted signs), illuminated street name signs ("ISNS"), and pedestrian flashing beacons ("PFB"; i.e., school zone flashing beacons, pedestrian crossing beacons, and Rectangular Rapid Flashing Beacons)
 - e. Emergency/fire department signals ("FDS")
 - f. Speed activated warning displays ("SAWD"; including curve warning feedback signs),
 - g. Blank out signs ("BOS", including Lane Control Signs)
 - h. Pedestrian hybrid beacons ("PHB")
 - i. Connected Automated Vehicle Devices ("CAVD"; i.e., roadside units and roadside equipment), and
 - j. In-roadway warning lights ("IRWL") system (specific to mid-block crossing and unsignalized intersection applications, as defined in the FDOT Traffic Engineering Manual)

All traffic signals and control devices mentioned in the above paragraph 1.a-j are referred to in this Agreement as "Traffic Signals and Devices". The Maintaining Agency shall be responsible for the payment of electricity and electrical charges incurred in connection with operations of such Traffic Signals and Devices upon final acceptance by the Department of the installation of each signal or device

2. The Department agrees to pay the Maintaining Agency an annual compensation amount based on the Department's fiscal year. The compensation amount consists of the cost of the maintenance and continuous operation of the Traffic Signals and Devices as identified in Exhibit A, which is attached and incorporated into this Agreement. Compensation will also be made for costs incurred for the repair and/or replacement of damaged Traffic Signals and Devices as identified in Exhibit C, attached and incorporated into this Agreement. Payments by the Department will be made in accordance with Exhibit B. In the case of construction contracts, the Maintaining Agency shall be responsible for the payment of electricity and electrical charges incurred in connection with the operation of the Traffic Signals and Devices and shall undertake the maintenance and continuous operation of these Traffic Signals and Devices upon final acceptance of the installation by the Department. Prior to any final acceptance of the installation by the Department, the Maintaining Agency will have the opportunity to inspect and request modifications or corrections to the installation(s) and the Department agrees to undertake those modifications or corrections prior to final acceptance so long as the modifications or corrections comply with the Agreement, signal plans, and specifications previously approved by both the Department and Maintaining Agency. Repair or replacement and other responsibilities of the installation contractor and the Department, during construction, are contained in the Department's Standard Specifications for Road and Bridge Construction.
3. If Traffic Signals and Devices are damaged and the Maintaining Agency or its contractors did not cause the damages, then the Department shall reimburse the Maintaining Agency for the actual costs incurred by the Maintaining Agency for repairs and/or replacement of Traffic Signals and Devices, once the following occurs:

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- a. The Department has approved a properly completed invoice for reimbursement that was provided to the Department outlining the details of the requested reimbursements; and
- b. Evidence of the costs incurred were included as an attachment to the invoice.

Exhibit C sets forth additional conditions that apply when the Maintaining Agency seeks to obtain reimbursement for costs incurred for repair and/or replacement and associated contract documentation of damaged Traffic Signals and Devices. Exhibit C also serves as a form invoice that can be used by the Maintaining Agency. The Maintaining Agency shall obtain written approval from the Department regarding the appropriate method of repair and/or replacement of damaged Traffic Signals and Devices prior to performing the emergency and/or permanent repair and/or replacement work. If there is an immediate risk to public safety due to damaged Traffic Signals and Devices and the Maintaining Agency is unable to immediately obtain the Department's written approval regarding the method of repair and/or replacement, then the Maintaining Agency shall immediately repair and/or replace the Traffic Signals and Devices. The Maintaining Agency shall notify the Department within thirty (30) calendar days of becoming aware of any damage to Traffic Signals and Devices caused by third parties or Force Majeure event. The Department shall be responsible for pursuing reimbursement from individuals and/or the third parties who cause damages and are liable for replacement and/or repair costs to Traffic Signals and Devices. If the Maintaining Agency or its contractors causes damages to the Traffic Signals and Devices, then the Maintaining Agency shall repair and/or replace the Traffic Signals and Devices, and the Maintaining Agency shall be fully responsible for the cost of repair and/or replacement to the extent the damages were caused by the Maintaining Agency. Governor declared emergencies (i.e., hurricanes) are handled outside the framework of this Agreement through a combination of Federal and State Emergency Management mechanisms. An emergency contract may be used after a Governor's declaration of emergency has been signed to cover for reimbursement for storm recovery efforts.

4. The Maintaining Agency shall maintain and operate the Traffic Signals and Devices in a manner that will ensure safe and efficient movement of highway traffic and that is consistent with maintenance practices prescribed by the International Municipal Signal Association (IMSA) and operational requirements of the Manual on Uniform Traffic Control Devices (MUTCD), as amended.
5. The Maintaining Agency's maintenance responsibilities include, but are not limited to, locates, preventive maintenance (periodic inspection, service, and routine repairs), restoration of services, and emergency maintenance (troubleshooting in the event of equipment malfunction, failure, or damage). Restoration of services may include temporary poles and/or signals, stop signs or other methods to maintain traffic. The Maintaining Agency shall record its maintenance activities in a traffic signal maintenance log, as they occur, and include this as part of the annual report, highlighting the time it took to restore the normal service and number of times such events occurred.
6. Neither the Maintaining Agency nor the Department shall be liable to the other for any failure to perform under this Agreement to the extent such performance is prevented by a Force Majeure Event and provided that the party claiming the excuse from performance has (a) promptly notified the other party of the occurrence and its estimated duration, (b) promptly remedied or mitigated the effect of the occurrence to the extent possible, and (c) resumed performance as soon as possible. These events shall be documented with detailed damage inspection report forms completed and submitted to the Department within twelve (12) weeks of the end of the Force Majeure event.

A "Force Majeure Event" means the occurrence of:

- (a) an act of war, hostilities, invasion, act of foreign enemies, riot, terrorism or civil disorder;
 - (b) act of God (such as, but not limited to, fires, explosions, earthquakes, drought, hurricanes, storms, lightning, tornados, tidal waves, floods, extreme weather or environmental conditions, and other natural calamities);
 - (c) or another event beyond the control of the non-performing party and which could not have been avoided or overcome by the exercise of due diligence.
7. The Department intends to conduct a structural inspection of the mast arm structures every sixty (60) months. The inspection report will serve as ninety (90) days notification to the Maintaining Agency that deficiencies exist that require preventive maintenance. Preventive maintenance of the mast arm structures includes, but is not limited to, spot painting, cleaning, all wiring repair and replacement, graffiti removal, all signal related issues (including lighting, signs and connections), tightening of nuts, replacing missing or deficient bolts, replacement of missing cap covers or equivalent, replacement of missing or deficient access hole cover plates, repairing improper grounding, and repainting any painted mast arms installed after April 30, 2015. If the preventive maintenance is not carried out after the expiration of the 90-day notice given to the Maintaining Agency, the Department shall withhold 8.33% up to a maximum of 25% of the total annual compensation amount under this Agreement for the affected signal locations each month.
 8. Any and all work performed by the Maintaining Agency must conform to the current Department Standard Specifications for Road and Bridge Construction as applicable. Mast arms that the Department determines to be at the end of their useful life cycle will be replaced by the Department so long as documented preventive maintenance was satisfactorily performed by the Maintaining Agency. In the case of a total paint failure, as determined by the Department, on a mast arm installed prior to April 30, 2015, the Department may repaint or replace with a galvanized mast arm. The aforementioned requirement does not apply to any mast arm that was installed under a separate mast arm paint finish agreement; in such case, the terms of that agreement shall govern.

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9. The Maintaining Agency may remove any component of the installed equipment for repair or testing; however, it shall only make permanent modifications or equipment replacements and only if the equipment provided is capable of performing at minimum the same functions as the equipment being replaced. The Department shall not make any modifications or equipment replacements without prior written notice to and consultation with the Maintaining Agency.
10. The Maintaining Agency shall implement and maintain the timing and phasing of the traffic signals in accordance with the Department's timing and phasing plans, specifications, special provisions, Department re-timing projects, and the Department's Traffic Engineering Manual. The Maintaining Agency shall obtain prior written approval from the Department for any modification in phasing of signals and flash times (where applicable). Signal Systems timings (cycle length, split, offsets) are considered operational changes and may be changed by the Maintaining Agency to accommodate changing needs of traffic. The Maintaining Agency may make changes in the signal timing provided these changes are made under the direction of a qualified Professional Engineer registered in the State of Florida. The Maintaining Agency shall make available a copy of the timings to the Department upon request. The Department reserves the right to examine equipment, timing and phasing at any time and, after consultation with the Maintaining Agency, may specify modifications. If the Department specifies modification in timing or phasing, implementation of such modifications will be coordinated with, or made by, the Maintaining Agency. All signal timing and phasing records shall be retained by the Maintaining Agency for at least three (3) years, and will be made available to the Department upon request.
11. The Maintaining Agency shall note in the maintenance log any changes in timings and phasings, and keep a copy of the timings and phasings, and any approval documentation in a file. A copy of the log shall be provided to the Department upon request. Maintaining Agencies may provide this information electronically.
12. The Maintaining Agency and the Department shall update Exhibit A on an annual basis through an amendment of this Agreement. The Maintaining Agency designates _____ as its authorized representative(s), who is delegated the authority to execute all amendments to Exhibit A of this Agreement on behalf of the Maintaining Agency. Exhibit A will contain all Traffic Signals and Devices on the State Highway System which are within the jurisdiction of the Maintaining Agency and are operated and maintained by the Maintaining Agency. No changes or modifications may be made to Exhibit A during the Department's fiscal year for compensation. New Traffic Signals and Devices added by the Department during its fiscal year must be maintained and operated by the Maintaining Agency upon the Department's final acceptance. The Maintaining Agency and the Department shall amend Exhibit A preceding the Department's new fiscal year, which will include all new Traffic Signals and Devices added to the State Highway System during the Department's current fiscal year and delete those removed during the same period. The Maintaining Agency will begin receiving compensation for new Traffic Signals and Devices that were added to Exhibit A by amendment of this Agreement in the Department's fiscal year occurring after the Traffic Signals and Devices are installed and final acceptance of such installation is given by the Department. In the event that no change has been made to the current year's Exhibit A, a certification from the Maintaining Agency shall be provided to the Department certifying that no change has been made to Exhibit A in the Department's current fiscal year. The annual compensation will be a lump sum payment (***minus any retainage or forfeiture***) as set forth in Exhibit B. Future payments will be based on the information provided in Exhibit A, in accordance with the provisions as set forth in Exhibit B, attached to and incorporated in this Agreement.
13. Payment will be made in accordance with Section 215.422, Florida Statutes.
14. There shall be no reimbursement for travel expenses under this Agreement.
15. Bills for fees or other compensation for services or expenses shall be submitted in detail sufficient for a proper pre-audit and post-audit thereof.
16. The Maintaining Agency should be aware of the following time frames. Inspection and approval of goods or services shall take no longer than twenty (20) working days. The Department has twenty (20) days to deliver a request for payment (voucher) to the Department of Financial Services. The twenty (20) days are measured from the latter of the date the invoice is received or the goods or services are received, inspected and approved.
17. If a payment is not available within forty (40) days, a separate interest penalty at a rate as established pursuant to Section 55.03(1), Florida Statutes, will be due and payable, in addition to the invoice amount, to the Maintaining Agency. Interest penalties of less than one (1) dollar will not be enforced unless the Maintaining Agency requests payment. Invoices returned to a Maintaining Agency because of Maintaining Agency preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the Department.
18. A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for contractors or vendors who may be experiencing problems in obtaining timely payment(s) from a state agency. The Vendor Ombudsman may be contacted at (850) 413-5516.
19. Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request to the Department at all times during the period of this Agreement and for five (5) years after final payment is made. Copies of these documents and records shall be furnished to the Department upon request. Records of costs incurred include the Maintaining

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Agency's general accounting records and the Project records, together with supporting documents and records, of the contractor and all subcontractors performing work on the Project, and all other records of the Contractor and subcontractors considered necessary by the Department for a proper audit of costs.

20. If, after Project completion, any claim is made by the Department resulting from an audit or for work or services performed pursuant to this Agreement, the Department may offset such amount from payments due for work or services done under any agreement which it has with the Maintaining Agency owing such amount if, upon demand, payment of the amount is not made within 60 days to the Department. Offsetting any amount pursuant to this paragraph shall not be considered a breach of contract by the Department.
21. The Maintaining Agency must submit the final invoice on the Project to the Department within 120 days after termination of the Agreement. Invoices submitted after the 120-day time period may not be paid.
22. In the event this contract is for services in excess of \$25,000.00 and a term for a period of more than one (1) year, the provisions of Section 339.135(6)(a), F.S., are hereby incorporated:

"The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the Comptroller of the Department that such funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of \$25,000.00 and which have a term for a period of more than 1 year."
23. The Department's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. If the Department's funding for this Project is in multiple fiscal years, funds approval from the Department's Comptroller must be received each fiscal year prior to costs being incurred. See Exhibit B for funding levels by fiscal year. Project costs utilizing these fiscal year funds are not eligible for reimbursement if incurred prior to funds approval being received. The Department will notify the Maintaining Agency, in writing, when funds are available.
24. In accordance with Section 287.134, Florida Statutes, an entity or affiliate who has been placed on the Discriminatory Vendor List may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity.
25. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.
26. An entity or affiliate who has had its Certificate of Qualification suspended, revoked, denied or have further been determined by the Department to be a non-responsible contractor may not submit a bid or perform work for the construction or repair of a public building or public work on a contract with the Maintaining Agency.
27. The Department shall consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the Immigration and Nationality Act. If the contractor knowingly employs unauthorized aliens, such violation will be cause for unilateral cancellation of this Agreement.
28. No funds received pursuant to this Agreement may be expended for lobbying the Legislature, the judicial branch or a state agency.
29. The Maintaining Agency shall comply and require its contractors and subcontractors to comply with all terms and conditions of this Agreement and all federal, state, and local laws and regulations applicable to this Project.
30. The Maintaining Agency may be subject to inspections of Traffic Signals and Devices by the Department. Such findings will be shared with the Maintaining Agency and will be the basis of all decisions regarding payment reduction, reworking, Agreement termination, or renewal. If at any time the Maintaining Agency has not performed the maintenance responsibility on the locations specified in the Exhibit A, the Department has the option of (a) notifying the Maintaining Agency of the deficiency with a

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requirement that it be corrected within a specified time, otherwise the Department shall deduct payment, suspend funds, or terminate funds for any deficient maintenance of Traffic Signals and Devices that has not been corrected at the end of such time, or (b) take whatever action is deemed appropriate by the Department. Any deduction in payment, suspension of funds, or termination of funds does not relieve any obligation of the Maintaining Agency under the terms and conditions of this Agreement.

31. The Department shall monitor the performance of the Maintaining Agency in the fulfillment of its responsibilities under the Agreement. The Maintaining Agency shall submit an annual Report prior to July 15 of each year detailing the following:
 - a. All detection device malfunctions: Detection devices include, without limitation, all vehicle presence detectors and all pedestrian/bicycle detectors. Traffic devices supported by detection devices ("TDSDD") include, without limitation, traffic signals, PHBs, and warning devices. Repairs to all vehicle presence detectors shall be made within ninety (90) days with a goal of thirty (30) days if feasible. Repairs to all pedestrian/bicycle detectors shall be made within seventy-two (72) hours of discovery. If repair to vehicle presence detection device progresses beyond thirty (30) days, by the 31st day, the Maintaining Agency shall have a plan available to reestablish detection prior to day 30. The Maintaining Agency shall ensure that 90% of all TDSDD are operating without detection failures. Discovery and repair dates for each malfunctioning detection device shall be logged in the annual report. If the repairs cannot be performed within the stipulated times, the Maintaining Agency shall document the reason(s) why in the annual report. If more than 10% of the TDSDD are experiencing detection failure(s) by the end of the stipulated times, unless a longer period is approved by the Department due to extraordinary circumstances, each of these TDSDD may only be compensated at 90% of the unit compensation rate stated in Exhibit B for each day (i.e., the annual unit compensation rate is reduced by 1/3650 daily) that more than 10% of the TDSDD are experiencing detection failure(s).
 - b. Traffic signal and pedestrian hybrid beacon ("PHB") preventive maintenance inspections: Traffic signals and PHBs shall receive a comprehensive preventive maintenance inspection on at least 50% of all traffic signals and PHBs annually, alternating the remaining 50% the following year. Preventive maintenance inspection shall include verification that all detection is working, the traffic signal or PHB is cycling properly, the ventilation system is functioning, and filters are clean. Basic traffic cabinet maintenance shall also verify power feed voltages, verify that the vehicle and pedestrian indications are functioning properly, test the effective functioning of pedestrian push buttons, and check hinges and door locks. At least one (1) conflict monitor test shall be performed on 50% of traffic signals and PHBs annually, alternating the remaining 50% the following year. Each test is to be documented and included in the annual report to the Department. The inspection report shall note the location, date of inspection, and any actions taken. If 50% of the traffic signals and PHBs do not receive at least one (1) comprehensive preventive maintenance inspection during a twelve (12) month period, there shall be a 20% retainage of the annual compensation amount for the affected traffic signal and PHB locations until the preventive maintenance inspection is made. If the requirements of this paragraph 31.b are not performed within the state's next fiscal year, the 20% retainage of the annual compensation amount for the affected traffic signal and PHB locations will be forfeited.
 - c. For any traffic signals that are interconnected with telecommunications and their real-time operation is electronically monitored via software by personnel at a central location and are therefore receiving the higher compensation amount as described in Exhibit B, the name(s) and title(s) of those monitoring those intersections, and the location of the central monitoring facility(ies), are to be documented and contained in the annual report submitted to the Department. The Maintaining Agency shall be responsible for maintaining current licenses and support agreements for all computer applications necessary for IMTS including, but not limited to, central computer systems, TrMC applications, detection software, and data collection programs, unless other arrangements are made between the Department and the Maintaining Agency for specific applications or systems.
32. The Maintaining Agency may enter into agreements with other parties pertaining to Traffic Signals and Devices including, but not limited to, agreements relating to costs and expenses incurred in connection with the operation of Traffic Signals and Devices on the State Highway System, provided that such Agreements are consistent with the mutual covenants contained in this Agreement. The Maintaining Agency shall furnish a copy of such agreements to the Department.
33. This Agreement may not be assigned or transferred by the Maintaining Agency in whole or in part without prior written consent of the Department.
34. The Maintaining Agency shall allow public access to all documents, papers, letters, or other material subject to provisions of Chapter 119, Florida Statutes, and made or received by the Maintaining Agency in conjunction with this Agreement. Failure by the Maintaining Agency to grant such public access will be grounds for immediate unilateral cancellation of this Agreement.
35. At no additional cost to the Department, the Maintaining Agency shall provide the Department with, at minimum, read-only access to all traffic signal data available from the firmware of the traffic signal controllers and other devices covered under this Agreement. The Maintaining Agency shall include the Department as a party to all traffic signal firmware/software related agreements that the Maintaining Agency enters into with other parties.
36. This Agreement is governed by and construed in accordance with the laws of the State of Florida. The invalidity or unenforceability of any portion of this Agreement does not affect the remaining provisions and portions hereof. Any failure to

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enforce or election on the part of the Department to not enforce any provision of this Agreement does not constitute a waiver of any rights of the Department to enforce its remedies hereunder or at law or in equity.

37. In no event shall the making by the Department of any payment to the Maintaining Agency constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the Maintaining Agency and the making of such payment by the Department, while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.
38. The term of this Agreement is twenty (20) years from the date of execution of the Agreement; provided that either party may cancel this Agreement prior to the expiration of the term of this Agreement. A minimum notice period of two (2) years plus the remaining months of the Department's fiscal year shall be provided to the other party in writing. Should the Maintaining Agency provide its written notice of cancellation to the Department, the notice shall be endorsed by the elected body (County Commission, City Council, or local agency governing body) under which the Agency operates.
39. Any Project funds made available by the Department which are determined by the Department to have been expended in violation of this Agreement or any other applicable law or regulation shall be promptly refunded in full to the Department. Acceptance by the Department of any documentation or certifications, mandatory or otherwise permitted, that the Maintaining Agency files shall not constitute a waiver of the Department's rights and Department has the right to verify all information at a later date by audit or investigation. Within thirty (30) days of the termination of this Agreement, the Maintaining Agency shall refund to the Department any balance of unobligated funds which were advanced or paid to the Maintaining Agency. In the event the Maintaining Agency fails to perform or honor the requirements and provisions this Agreement, the Maintaining Agency shall return funds in accordance with this paragraph within thirty (30) days of termination of the Agreement.
40. Upon execution, this Agreement cancels and supersedes any and all prior Traffic Signal Maintenance Agreement(s) between the parties, except any specific separate Agreements covering painted mast arm maintenance or any other aspect related to the painting of mast arms.
41. The Department reserves the right to remove select critical corridors or critical intersections from the Maintaining Agency's obligation under this Agreement. The remaining intersections and corridors would continue to be covered under this Agreement. The Department will provide a minimum of one year notice prior to take-over of maintenance of critical corridors or critical intersections.
42. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute the same Agreement. A facsimile or electronic transmission of this Agreement with a signature on behalf of a party will be legal and binding on such party.
43. The Department agrees that the Maintaining Agency must comply with State law regarding appropriations and budgets. This Agreement shall not be interpreted to conflict with State law applicable to the Maintaining Agency.
44. The Maintaining Agency shall:
 - a. utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Maintaining Agency during the term of the Agreement; and
 - b. expressly require any contractors and subcontractors performing work or providing services pursuant to the Agreement to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the Agreement term.
45. Unless authorized by law and agreed to in writing by the Department, the Department will not be liable to pay attorney fees, interest, or cost of collection.
46. The Parties agree to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes.
47. Exhibits A, B, and C are attached and incorporated into this Agreement.
48. This Agreement contains all the terms and conditions agreed upon by the parties.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT

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IN WITNESS WHEREOF, the parties have caused these presents to be executed, the day and year first above written.

City of Defuniak Springs, Florida
(Maintaining Agency)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

By _____
(Authorized Signature)

By _____
(Authorized Signature)

Print/Type Name: _____

Print/Type Name: _____

Title: _____

Title: _____

Legal Review: _____

Attorney: _____ Date: _____

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT

EXHIBIT A

Reimbursement for Maintenance and Operation FY_____

Intersection Location	Traffic Signals (TS)	Traffic Signal - Interconnected & monitored (IMTS)	Intersection Control Beacon (ICB)	Pedestrian Flashing Beacon (PFB)	Emergency Fire Dept. Signal (FDS)	Speed Activated Warning Display (SAWD)	Illuminated Street Name Signs (ISNS)	Blank Out Sign (BOS)	Traffic Warning Beacon (TWB)	Probe Data Detection System (PDDS)	Uninterruptible Power Supplies (UPS)	Connected Automated Vehicle Devices (CAVD)	Pedestrian Hybrid Beacon (PHB)	Arterial Dynamic Message Sign (ADMS)	Passive Pedestrian Detection (PPD)	Traffic Monitoring Camera (TrMC)	In-Roadway Warning Lights (IRWL)	Compensation Amount (using Unit Rates from Exhibit B)
Total Lump Sum Amount*																		

*Amount paid shall be the Total Lump Sum (*minus any retainage or forfeiture*).

I certify that the above Traffic Signals and Devices will be maintained and operated in accordance with the requirements of the Traffic Signal Maintenance and Compensation Agreement. For satisfactory completion of all services detailed in this Agreement for this time period, the Department will pay the Maintaining Agency a Total Lump Sum (minus any retainage or forfeiture) of \$_____.

Maintaining Agency _____ Date _____

District Traffic Operations Engineer _____ Date _____

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT

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EXHIBIT B

TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT

- 1.0 PURPOSE
- This exhibit defines the method and limits of compensation to be made to the Maintaining Agency for the services described in this Agreement and in Exhibit A and method by which payments will be made.
- 2.0 COMPENSATION FOR MAINTENANCE AND OPERATION
- For the satisfactory completion of all services related to maintenance and operation detailed in this Agreement and Exhibit A of this Agreement, the Department will pay the Maintaining Agency the Total Lump Sum (***minus any retainage or forfeiture***) in Exhibit A. The Maintaining Agency will receive one lump sum payment (***minus any retainage or forfeiture***) at the end of each fiscal year for satisfactory completion of service.

Total Lump Sum (***minus any retainage or forfeiture***) Amount for each fiscal year is calculated by adding all the individual Traffic Signal and Device unit amounts.

Pedestrian Flashing Beacon: includes school zone beacons, pedestrian crossing beacons, and rectangular rapid flashing beacons (RRFB). Systems shall be paid at a unit rate per controller regardless of the number of individual devices or poles.

Connected and Automated Vehicles Devices (CAVD): include roadside units and roadside equipment.

	Unit Compensation Rates per Unit on the State Highway System																
FY	Traffic Signals (TS) <i>Intersection</i>	Traffic Signal - Interconnected & monitored (IMTS) <i>Intersection</i>	Intersection Control Beacon (ICB) <i>Intersection</i>	Pedestrian Flashing Beacon (PFB) <i>System</i>	Emergency Fire Dept. Signal (FDS) <i>System</i>	Speed Activated Warning Display (SAWD) <i>System</i>	Illuminated Street Name Signs (ISNS) <i>Intersection</i>	Blank Out Sign (BOS) <i>Device</i>	Traffic Warning Beacon (TWB) <i>System</i>	Probe Data Detection System (PDDS) <i>Device</i>	Uninterruptible Power Supply (UPS) <i>Device</i>	Connected Automated Vehicle Devices (CAVD) <i>Device</i>	Pedestrian Hybrid Beacon (PHB) <i>System</i>	Arterial Dynamic Message Sign (ADMS) <i>Device</i>	Passive Pedestrian Detection (PPD) <i>System</i>	Traffic Monitoring Camera (TrMC) <i>Device</i>	In-Roadway Warning Lights (IRWL) <i>System</i>
2021-22	\$ 3,573	\$ 5,134	\$ 896	\$ 717	\$ 1,252	\$ 360		\$ 360	\$ 360	\$ 115	\$ 115	\$ 514					
22-23	\$3,670	\$5,273	\$921	\$737	\$1,286	\$370		\$370	\$370	\$119	\$119	\$527					
23-24	\$ 3,910	\$ 5,558	\$ 947	\$ 758	\$ 1,323	\$ 381	\$ 391	\$ 419	\$ 381	\$ 123	\$ 123	\$ 542	\$ 2,645	\$ 2,027	\$ 1,644	\$ 688	\$ 658
2024-25	Based on the Consumer Price Index (CPI), the compensation amounts will be revised.																
2025-26	Based on the CPI, the compensation amounts will be revised.																

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT

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Based on the Consumer Price Index (CPI), the Unit Rate for the following fiscal year will be adjusted accordingly, unless otherwise specified in an amendment to this Agreement. However, if CPI is negative, there shall be no reduction from the previous year's compensation.

3.0 COMPENSATION FOR REPAIR AND/OR REPLACEMENT OF DAMAGED TRAFFIC SIGNALS AND DEVICES

For the satisfactory completion of all services related to repair and/or replacement of damaged Traffic Signals and Devices detailed in this Agreement, the Department will pay the Maintaining Agency a Lump Sum amount of the actual costs incurred for the replacement and/or repair of the damaged Traffic Signals and Devices as set forth in the invoice submitted to the Department. The invoice for the costs incurred for the replacement and/or repair of damaged Traffic Signals and Devices shall contain the information required in Exhibit C and any other additional information requested by the Department to justify the costs incurred. The reimbursement amount is subject to approval by the Department.

4.0 PAYMENT PROCESSING

For regular maintenance costs, the Maintaining Agency shall invoice the Department in a format acceptable to the District Traffic Operations Engineer, on an annual basis for the reimbursement costs incurred by the Maintaining Agency for the previous year prior to 5:00 p.m. on July 15th of each year. For example, the Maintaining Agency shall submit its invoice for the fiscal year beginning July 1, 2022 through June 30, 2023 no later than July 15, 2023.

For costs incurred for repair and/or replacement of damaged Traffic Signals and Devices, applicable reimbursements will be processed after the Department receives a properly completed and supported invoice from the Maintaining Agency. The Maintaining Agency shall submit invoices for repair and/or replacement costs due to damaged Traffic Signals and Devices within 60 days of the work completed date for which the Maintaining Agency is invoicing.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT

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EXHIBIT C
Reimbursement for Replacement and/or Repair of
Damaged Traffic Signals and Devices

Subject to the terms and conditions of the Agreement, the Department will reimburse the Maintaining Agency a Lump Sum amount for costs incurred for the replacement and/or repair and associated contract documentation of Traffic Signals and Devices damaged as a result of third parties or as a result of other causes that were not caused by the Maintaining Agency or its contractors. Agreement paragraph 3 provides administrative procedures on how third party and Force Majeure events are handled for reimbursement. Force Majeure events shall be documented with detailed damage inspection report forms within twelve (12) weeks following the end of the Force Majeure event. Costs related to Governor declared emergencies are not reimbursable under this agreement.

The Department follows the Traffic Signal Maintenance and Compensation Agreement Manual (Topic No. 750-010-022) for submitting damage claims. In submitting this Exhibit C to the Department, the Maintaining Agency is required to adhere to Chapter 2 of the Traffic Signal Maintenance and Compensation Agreement Manual, dated March 31, 2023, available at: [Traffic Signal Maintenance and Compensation Agreement Manual](#).

The Maintaining Agency is not required to provide a police report in situations where damage is caused to Traffic Signals and Devices by a Force Majeure Event or as a result of other causes beyond the control of the Maintaining Agency that do not necessarily prevent performance, which includes but is not limited to: storms, winds, lightning, flooding and other natural and weather related causes. The Maintaining Agency must provide a police report in all situations where a traffic accident, theft, or vandalism causes damage to Traffic Signals and Devices to the extent the Maintaining Agency has the ability and opportunity to obtain a police report.

Applicable reimbursements will be processed after the Department receives a properly completed and supported invoice from the Maintaining Agency. The following information shall be provided by the Maintaining Agency to be eligible for the reimbursement payment:

Date and Time of Accident/Incident:	
Location of Accident/Incident:	
Provide Police Report (if applicable) and the Following Information:	
1. Attach pictures of damaged traffic signals and devices, as well as completed work. 2. Attach invoices or receipt of equipment purchased to replace damaged components. 3. Attach detailed documentation of labor costs associated with replacing and/or repairing damaged components, including dates of performance and completion of the work.	
Contract No.: _____	
Project No.: _____	
Total Lump Sum Reimbursement Amount	\$

The Maintaining Agency hereby certifies that it has replaced and repaired all the Traffic Signals and Devices at the location or signalized intersection referenced above. Henceforth, this document is the Maintaining Agency's request for reimbursement to the Department for the services of restoring the Traffic Signals and Devices to their original operating condition.

The Parties agree to the Total Lump Sum Reimbursement Amount set forth above.

Maintaining Agency Date

District Traffic Operations Engineer Date

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT

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EXHIBIT A

Reimbursement for Maintenance and Operation FY 2025

Intersection Location	Traffic Signals (TS)	Traffic Signal - Interconnected & monitored (IMTS)	Intersection Control Beacon (ICB)	Pedestrian Flashing Beacon (PFB)	Emergency Fire Dept. Signal (FDS)	Speed Activated Warning Display (SAWD)	Illuminated Street Name Signs (ISNS)	Blank Out Sign (BOS)	Traffic Warning Beacon (TWB)	Probe Data Detection System (PDDS)	Uninterruptible Power Supplies (UPS)	Connected Automated Vehicle Devices (CAVD)	Pedestrian Hybrid Beacon (PHB)	Arterial Dynamic Message Sign (ADMS)	Passive Pedestrian Detection (PPD)	Traffic Monitoring Camera (TrMC)	In-Roadway Warning Lights (IRWL)	Compensation Amount (using Unit Rates from Exhibit B)
SR 83 at DEFUNIAK SQUARE	\$4,024.00																	\$4,024.00
SR 10 (US 90) at SR 83 (9TH ST)	\$4,024.00																	\$4,024.00
SR 10 (US 90) at 7TH ST	\$4,024.00																	\$4,024.00
SR 83 at LIVE OAK AVE	\$4,024.00																	\$4,024.00
SR 83 (US 331) at SR 10 (US 90)	\$4,024.00																	\$4,024.00
SR 10 at SR 187 N (US 331 N)		\$5,720.00																\$5,720.00
SR 83 (US 331) at CR 280 (BOB SIKES RD)	\$4,024.00																	\$4,024.00
SR 83 (US 331) at BRUCE AVE	\$4,024.00																	\$4,024.00
SR 83 (US 331) at LOWES	\$4,024.00																	\$4,024.00
SR 10 (US 90) at SHOEMAKER DR	\$4,024.00																	\$4,024.00

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TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT

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Intersection Location	Traffic Signals (TS)	Traffic Signal - Interconnected & monitored (IMTS)	Intersection Control Beacon (ICB)	Pedestrian Flashing Beacon (PFB)	Emergency Fire Dept. Signal (FDS)	Speed Activated Warning Display (SAWD)	Illuminated Street Name Signs (ISNS)	Blank Out Sign (BOS)	Traffic Warning Beacon (TWB)	Probe Data Detection System (PDDS)	Uninterruptible Power Supplies (UPS)	Connected Automated Vehicle Devices (CAVD)	Pedestrian Hybrid Beacon (PHB)	Arterial Dynamic Message Sign (ADMS)	Passive Pedestrian Detection (PPD)	Traffic Monitoring Camera (TrMC)	In-Roadway Warning Lights (IRWL)	Compensation Amount (using Unit Rates from Exhibit B)
SR 83 (US 331) at N COY BURGESS LOOP	\$4,024.00			\$780.00														\$4,804.00
SR 10 (US 90) at 6TH ST				\$780.00														\$780.00
US 90 at 20TH STREET	\$4,024.00						\$403.00											\$4,427.00
									Total Lump Sum Amount*								\$51,947.00	

*Amount paid shall be the Total Lump Sum (*minus any retainage or forfeiture*).

I certify that the above Traffic Signals and Devices will be maintained and operated in accordance with the requirements of the Traffic Signal Maintenance and Compensation Agreement. For satisfactory completion of all services detailed in this Agreement for this time period, the Department will pay the Maintaining Agency a Total Lump Sum (minus any retainage or forfeiture) of \$ \$51,947.00.

Maintaining AgencyDate

District Traffic Operations EngineerDate



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Koby Townsend, City Manager

Request Type: Action Item

Does this item require legal review? Yes

Time Required for Request: 5 minutes

Agenda Item Title:

Amendment #1 to the Interlocal Agreement for ARPA Funds between the City of DeFuniak Springs and Walton County BCC

Attachment(s):

1. Amendment No. 1

Brief Summary:

In 2022, the City of DeFuniak Springs and Walton County Board of County Commissioners entered into an interlocal agreement for \$5,500,000 for Runway 9/27 expansion and widening. The current interlocal agreement is set to expire on December 31, 2024. The project is still on going and the funds will need to be extended to December 31, 2026, which is permissible by the federal government.

Action Requested:

Approval of Amendment #1 to the Interlocal Agreement for ARPA Funds between the City of DeFuniak Springs and Walton County BCC

Issue Overview:

Background Information & Issue Summary:

Financial Impacts:

None

Staff Recommendations/Comments:

(Space reserved for Clerk of Court)

**AMENDMENT NO. 1
TO
INTERLOCAL AGREEMENT FOR
DEFUNIAK SPRINGS AIRPORT RUNWAY 9/27 EXPANSION**

This Amendment is made this ____ day of _____, 2024, to the Interlocal Agreement for DeFuniak Springs Airport Runway 9/27 Expansion (hereinafter the "Agreement") effective June 1, 2022, between **WALTON COUNTY, FLORIDA**, a political subdivision of the State of Florida, whose address is 76 N. Sixth Street, DeFuniak Springs, Florida 32433, hereinafter the "County" and **CITY OF DEFUNIAK SPRINGS**, whose address is 1350 Baldwin Avenue, DeFuniak Springs, Florida 32433, hereinafter the "City".

WHEREAS, the County entered into an Agreement with the City to pass through to the City certain funds awarded to it under the Coronavirus Local Fiscal Recovery Fund to be used by the City for certain airport runway construction services; and

WHEREAS, the Agreement's current expiration date is December 31, 2024; and

WHEREAS, the County and the City desire to extend the term of the Agreement.

NOW, THEREFORE, the Agreement is hereby amended as follows:

1. The Agreement is hereby extended through December 31, 2026; and
2. **Submission of all project invoices** for reimbursement of costs incurred through November 30, 2026 **is due by or before December 10, 2026**; and
3. **All other terms of the Agreement remain in full force and effect.**

Approved by the DeFuniak Springs City Council _____, 2024.
Approved by the Board of County Commissioners _____, 2024.

CITY OF DEFUNIAK SPRINGS

ATTEST:

By: _____
Rafael Ali, City Clerk

By: _____
Bob Campbell, Mayor

Date: _____

WALTON COUNTY, FLORIDA

ATTEST:

By: _____
Alex Alford, Clerk of Circuit Court
and County Comptroller

By: _____
Anthony "Tony" Anderson, Chair
Board of County Commissioners

Date: _____

APPROVED AS TO FORM:

Clay B. Adkinson, Acting County Attorney
Walton County, Florida

Approved by the DeFuniak Springs City Council _____, 2024.
Approved by the Board of County Commissioners _____, 2024.



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Koby Townsend, City Manager

Request Type: Action Item

Does this item require legal review? Yes

Time Required for Request: 5 Minutes

Agenda Item Title:

Technical Manual Revisions

Attachment(s):

1. DFS Tech. Development Guide Rev. 9.24

Brief Summary:

This manual is intended to be a dynamic document. As design criteria and technology evolve, the manual requires revisions and modifications.

Action Requested:

Approve the revisions and allow City staff to publish the document on the City's website.

Issue Overview:**Background Information & Issue Summary:**

The intent of the manual is to provide a concise document, stipulating the general requirements of the City for a streamlined review and approval process for all development inside the City limits and its delineated utility franchise area.

Financial Impacts:

None

Staff Recommendations/Comments:

N/A

TECHNICAL DEVELOPMENT GUIDE MANUAL

For

CITY OF DEFUNIAK SPRINGS,
FLORIDA



SEPTEMBER 2009
REVISED: September 2024

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SECTION 1 – INTRODUCTION

1.1 Purpose

The intent of the manual is to provide a concise document, stipulating the general requirements of the City of Defuniak Springs for streamlined review and approval process for all development inside the City limits and its delineated utility franchise areas.

This document is not intended to be all encompassing regarding all planning, legal, surveying and engineering requirements, but to provide direction and a guide through most technical requirements and discuss the connection with the overall development process. This guide is referenced in the Municipal Code of Ordinances and does not warrant any deviations from the Municipal Code of Ordinances. Consult the City on ambiguities with other Codes.

1.2 Description of the Manual

The Manual is subdivided into the general requirements for submittals to the City, general requirements regarding development layout, required infrastructure layout and technical standards that will need to be adhered to in the review process. The manual provides a description of the required technical specifications and refers to the City's standard details for design and provides checklists for design review. The City's standard details are available in a separate publication or can be obtained in digital format.

The individual Chapters pertain to logical phases of the design process. The Chapters attempt to be used as 'standalone' requirements for individual design of infrastructure components, particularly useful for developments outside the City limits and within the franchise area for water and sewer.

Comments and suggestions concerning the content and format of the design manual are welcome. Please submit your comments or suggestions to:

City Manager
The City of Defuniak Springs, Florida
1350 Baldwin Ave.
PO Box 685
DeFuniak Springs, FL 32435
(850) 892-8500

1.3 Definitions and Abbreviations

Definitions

Indicated - Refers to graphic representations, notes, or schedules on the Drawings, or other Paragraphs or Schedules in Specifications, and similar requirements in Contract Documents. Where terms such as “shown,” “noted,” “scheduled,” and “specified” are used, it is to help locate the reference; no limitation on location is intended except as specifically noted.

Directed - Terms such as “directed,” “requested,” “authorized,” “selected,” “approved,” “required,” and “permitted” mean “directed by the Engineer,” “requested by the Engineer”, and similar phrases. However, no implied meaning shall be interpreted to extend the Engineer’s responsibility into the Contractor’s area of construction supervision.

Regulation: The term “Regulations” includes laws, ordinances, statutes, and lawful orders issued by authorities having jurisdiction, as well as rules, conventions, and agreements within the construction industry that control performance of the Work, whether lawfully imposed by authorities having jurisdiction or not.

Installer: An “Installer” is the Contractor, or an entity engaged by the Contractor, either as an employee, subcontractor, or sub-subcontractor for performance of a particular construction activity, including installation, erection, application, and similar operations. Installers are required to be experienced in the operations they are engaged to perform.

Project Site: Is the space available to the Contractor for performance of construction activities, either exclusively or in conjunction with performing other construction activities as part of the Project. The extent of the Project Site is shown on the Drawings and may or may not be identical with the description of the land upon which the Project is to be built.

Testing Laboratories: A “testing laboratory” is an independent entity engaged to perform specific inspections or tests, either at the Project Site or elsewhere, and to report on and, if required, to interpret results of those inspections or tests.

DFS’ Attorney – The law firm and/or attorney hired and/or retained by the City.

DFS’ Engineer – The authorized Engineer for the City of Defuniak Springs.

Approval – Approval of Plans – A review by DFS of plans, stating that the plans are in substantial compliance with DFS specifications. Said approval does not exempt the design engineer of responsibility for design and functionality. The approval pertains to general concept and a review of used standards.

Contractor – The individual, partnership, firm, corporation, or any acceptable combination thereof, that is contracting for the performance of the prescribed work.

Corporation Stop – A special brass valve designed for insertion in the water mains to which can be attached to the service line of the Owner.

Curb Stop – A special brass valve designed for the installation between the service line and Owner's plumbing, and to be used only by DFS for conveniently turning water on and off.

Developer/Proposer – The party or parties paying for the installation of the water main and appurtenances.

Developer's Engineer – The Professional Engineer (licensed in the State of Florida) employed by the Developer who is responsible for the submission of engineering plans and project development.

Distribution System – The pipes, mains, valves, fittings and other related appliances through which water is transmitted to customers of DFS.

Drop Manholes – A precast, concrete structure used where one sewer joins another several feet below. The lower sewer leaves the manhole at the bottom in the usual manner. The upper sewer, however, turns down sharply just outside the manhole and enters it at the bottom. To permit cleaning of the upper sewer from the manhole, the upper sewer also extends to the manhole at constant slope past the sharp drop through which the sewage flows.

Easement – A right to use or control the property of another for designated purposes.

Inspector – DFS' authorized representative assigned to make detailed inspection of contract performance, or an authorized representative for the design engineer.

Lateral – A sewer service line that connects to the main sewer and terminates at or near the property line, easement, or right-of-way.

Manhole – A structure providing access to a sewer. The inside diameter is at least 4 feet.

Owner – The person who has legal or equitable title to any premises.

Force Main – Wastewater pressurized main.

Paving – The surface of a street, or treatment thereof.

Right-Of-Way – A general term denoting public lands, property or interest therein, usually in a strip acquired for or devoted to transportation purposes.

Sewer Main – A pipe or conduit that carries wastewater.

Standard – Where in this manual a reference is made as to the Standard, the City of Defuniak Springs Design Manual shall be inferred. Industry Standard or Construction Standard may be inferred in direct context of the topic.

Standard Details – Drawings approved for repetitive use, showing details to be used where appropriate.

Street – Every way or place of whatever nature, whether within or without the established service area of DFS open to the use of the public, including streets, alleys, highways, park, or other road, and all public places.

Structures – All structures, above or below ground, that are not further defined in these standards and serve a permanent purpose.

Tap – A corporation stop, valve, or fitting, installed in a water or sewer main of DFS to which a customer can be connected. The word ‘Tap’ is also used for determination of number of customers and/or hookups in a proposed system.

Utility Structures – Catch basin, drainage basin, power box, poles, junction boxes, and other similar structures not specifically mentioned.

Abbreviations

ASCE – American Society of Civil Engineers.

ASTM – American Society for Testing and Materials.

AWWA – American Water Works Association.

CRF – Concurrency Review Form.

DFS – The City of Defuniak Springs

FDEP – Florida Department of Environmental Protection.

FDOT – Florida Department of Transportation.

POA – Property Owner Association

1.4 Format And Content Explanation

1.4.1 Text Subordination: Portions of the Standards may be subordinated to other portions in the following manner:

1.4.1.1 Certain Sections may be subordinate to other Sections or parts of other Sections. When that occurs, the degree of subordination is described in those Sections.

1.4.1.2 Underscoring is used strictly to assist the reader in scanning for key words. No emphasis or relative importance is intended for text where underscoring is used.

1.4.1.3 Abbreviated Language: Language used in the Specifications and other Contract Documents is the abbreviated type. Implied words and meanings will be appropriately interpreted. Singular words will be interpreted as plural and plural words interpreted as singular where applicable and where the full context of the Contract Documents so indicates.

1.4.1.3.1 Imperative and Streamlined Language is used generally in the Specifications. Requirements expressed in the imperative mode are to be performed by the CONTRACTOR. At certain locations in the text, for clarity, subjective language is used to describe responsibilities that must be fulfilled indirectly by the CONTRACTOR, or by others when so noted.

1.5 Standards and Specialists

1.5.1 Assignment of Specialists

The Standard requires that certain specific construction activities shall be performed by specialists who are recognized experts in the operations to be performed. The specialists must be engaged for those activities, and assignments are requirements over which the *Contractor* has no choice or option. Nevertheless, the ultimate responsibility for fulfilling Contract requirements remains with the *Contractor*.

1.5.1.1 This requirement shall not be interpreted to conflict with enforcement of building codes and similar regulations governing the Work. It is also not intended to interfere with local trade union jurisdictional settlements and similar conventions.

1.5.1.2 Trades: Use of titles such as “carpentry” is not intended to imply that certain construction activities must be performed by accredited or unionized individuals of a corresponding generic name, such as “carpenter.” It also does not imply that requirements specified apply exclusively to tradespersons of the corresponding generic name.

1.5.2 Industry Standards

1.5.2.1 Applicability of Standards: Except where the Manual includes more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Manual or included in the project Contract Documents. Such standards are made a part of this Manual by reference. Individual Sections indicate which codes and standards the *Contractor* must keep available at the Project Site for reference.

1.5.2.1.1 Publication Dates: Where the date of issue of a referenced standard is not specified, comply with the standard in effect as of date of plan approval.

1.5.2.1.2 Conflicting Requirements: Where compliance with two or more standards is specified, and they establish different or conflicting requirements for minimum quantities or quality levels, the most stringent requirement will be enforced, unless the Manual indicates otherwise. Refer requirements that are different, but apparently equal, and uncertainties as to which quality level is more stringent to the *Engineer* for a decision before proceeding.

1.5.2.1.3 Minimum Quantity or Quality Levels: In every instance the quantity or quality level shown or specified shall be the minimum to be provided or performed. The actual installation may comply exactly, within specified tolerances, with the minimum quantity or quality specified, or it may exceed that minimum within reasonable limits. In complying with these requirements, indicated numeric values are minimum or maximum values, as noted, or appropriate for the context of the requirements. Refer instances of uncertainty to the *Engineer* for a decision before proceeding.

1.5.2.2 Copies of Standards: Each entity engaged in construction on the Project is required to be familiar with industry standards applicable to that entity's construction activity. Copies of applicable standards are not bound with this Manual.

1.5.2.2.1 Where copies of standards are needed for performance of a required construction activity, the *Contractor* shall obtain copies directly from the publication source.

1.5.2.3 Abbreviations and Names: Trade association names and titles of general standards are frequently abbreviated. Where such acronyms or abbreviations are used in the Manual or other Contract Documents pertaining to the approved project, they mean the recognized name of the trade association, standards generating organization, authority having jurisdiction, or other entity applicable to the context of the text provision. Refer to the "Encyclopedia of Associations," published by Gale Research Co., available in most libraries.

1.6 Updates To The Manual

This manual is intended to be a dynamic document. As design criteria and technology evolve, the manual will require revisions and modifications. As changes are made, supplements or revisions will be published on the City's website. It will be each user's responsibility to maintain a current manual.

SECTION 2 – GENERAL REQUIREMENTS

2.1 Purpose

The purpose of this section is to provide general information regarding applicability, certifications submittal documents, submittal review, and the City of DeFuniak Springs' (DFS) approval process for site plan review, planned development, subdivision plat review, storm water management, potable water distribution, and sanitary sewer collection system designs or other utilities.

2.2 Applicability

The requirements of this manual are applicable to any person, company, corporation, or other entity proposing to construct new, or modify existing developments or improvements, within the City of DeFuniak Springs city limits or its utility service area. The stipulations in this Section are intended as a guide only towards the successful submittal of an application and its accompanying documentation. The applicant should familiarize himself with the Municipal Code Ordinances, and additional planning, legal and administrative requirements.

2.3 Applicable Fees

Fee amounts are dependent on project size as measured by the size and nature for which service is being requested. The following fees are typically utilized for proposed developments and improvements:

<u>Fee Type</u>	<u>Due Payable</u>
Site Plan Review	At time of submission of plans
Engineering Review	Prior to Site Plan approval
Traffic Impact Analysis	Prior to Site Plan approval
School Concurrency	Prior to Site Plan approval
City Attorney	Prior to Site Plan approval
Proportionate Fair Share	Prior to Site Plan approval
Water and Sewer Impact Fees	Prior to Site Plan approval
Building Plan Review	Upon issuance of Building Permit
Building Permit	Upon issuance of Building Permit
Radon	Upon issuance of Building Permit
Water and Sewer Tap Fees	Upon issuance of Building Permit
Public Safety and Fire Protection Impact Fees	Upon issuance of Building Permit

The amounts due can be obtained from the City Planner. Individual fees vary due to review time and impact on the City's existing infrastructure, as well as the need for capacity replacements. Studies for individual impacts on the City's infrastructure may be required of the applicant and will be discussed in the individual sections to which they pertain. These studies may have fees associated with them and the City may assess fees associated with various components of its review.

2.4 Plan Review Process

2.4.1 Pre Application Conference

The developer is encouraged to contact the City Planning Department to discuss tentative plans prior to submission of the preliminary plans.

2.4.2 Preliminary Review

It is highly recommended that early in the development planning and prior to the preparation of detailed plans and specifications a preliminary plan of proposed improvements be submitted to DFS for review and comment. This preliminary review submittal affords the DFS an opportunity for input and may circumvent the need for extensive modifications to the design plans at some future date. This preliminary plan shall be submitted to the City planner, who will coordinate the preliminary review with the appropriate departments.

The following documents shall be submitted to City, no less than four (4) weeks prior to the anticipated date for review comments:

Transmittal Letter requesting the preliminary review and stating the purpose and intended use of the proposed development. The letter shall contain the name and address of the Owner(s) and any fictitious name to which the development shall be referred. The name and address of the Registered Professional Engineer licensed in the State of Florida who has the design responsibility for the project. Also included shall be a brief description of the development, including size, density, intensity, use and future demand estimates on the City's infrastructure.

Vicinity Map showing the location of the proposed improvements and its relationship to the nearest named City street.

Five (5) Sets Of The Proposed Layout Plan These to scale drawings shall be on maximum 24" x 36" media at a minimum scale of 1" = 100'. If the development encompasses several sheets, provide an overall smaller scale sheet. The layout plan shall include plan views, topographic views, proposed road layouts, traffic circulation plan, proposed buildings, recreational space, waste disposal areas, utility layouts, and mayor proposed appurtenances.

Preliminary Plat (When Applicable) The applicant shall provide five (5) copies of the preliminary plat, prepared according to the guidelines in this document. The preliminary plat shall be subject to approval. The approval is an expression of approval to the layout as submitted and shall not constitute final acceptance.

Traffic Impact Study (When Applicable) showing the impact on the City streets per the City's proportionate fair share ordinance. The report shall evaluate the generated additional trips against the current published trip counts for the affected road segments.

Hydraulic Calculations for Water Service (When Applicable) in tabular form showing an available residual pressure at the point(s) of connection and throughout. Calculations shall also show the maximum available fire flow at each fire hydrant while maintaining a minimum of 20 psi at any point within the proposed system. Contact DFS for guidance on obtaining working pressures.

Proposed Wastewater Flow Calculations (When Applicable) showing the connection point to the existing waste water system and the impact of the additional flow to the downstream infrastructure.

Property Owner Association (POA) (When Applicable) The developer of any commercial or residential subdivision or any development with tenant-in-common arrangements shall submit proposed Property Owner Association (POA) documents to the Planning Department for review by the City. Upon approval of the POA documents by the City, the developer shall record such documents with the Walton County Clerk of Court and provide one recorded copy of the POA documents to the Planning Department. The POA documents shall include statements that provide for the perpetual care, maintenance, and repair of all infrastructure not dedicated to the City prior to its time of placement in service.

2.4.3 Final For Construction

Upon preliminary plan approval, the developer may submit five (5) copies of the final plan and required supplementary materials along with a written application for final approval to the City Planning Director for approval processing. The final plan shall conform substantially to the approved preliminary plan, with all conditions specified in previous actions satisfied. All final plans shall be approved by the City Engineer, the City Planner, and forwarded to the planning board for their final approval. Upon approval of the final plan by the planning board, the final plan will be transmitted to the City Council for their approval. After having received the approval of the City Council, the final plan will be certified approved.

Approval shall not constitute acceptance by the public of the dedication of any street, other public way or ground. All dedications shall be by a separated instrument and approved by the City Council. No building permits will be issued until all guarantees for installation of improvements have been satisfied per the Municipal Code Ordinances.

2.4.4 Phased Developments

Where a development is proposed to be constructed in phases, the applicant shall submit an overall site plan, showing the full build out of the development in sufficient detail to discern the required infrastructure for full build out, in the preliminary review phase. Detailed plans shall only be submitted for the part that is proposed during initial construction. Studies required for concurrency purposes shall pertain to the initial proposed phase with consideration of the full build out development. No reservation of concurrency will be made for future build out. Certificates of concurrency will only be issued once the required fees have been satisfied.

2.4.5 Variances

All variances from the Municipal Code of Ordinances or Technical Construction Standards, shall be submitted in writing with the initial application, and clearly noted on the coversheet of construction plans. Contact the planning department for the proper process in the request for variances from the Municipal Code Ordinances.

2.5 Certification Requirements

2.5.1 Engineering Design

All planning and construction documents shall be prepared, certified, and submitted by a Professional Engineer licensed in the State of Florida. Non-certified documents or documents prepared by Professionals registered in States other than Florida shall not be accepted for review.

2.5.2 Survey

All plat and survey information provided to the City of DeFuniak Springs for record documents shall be prepared, certified, and submitted by a Professional Land Surveyor licensed in the State of Florida. Non-certified documents or documents prepared by Professionals registered in States other than Florida shall not be accepted for review.

2.6 Submittal Requirements

The Design Engineer shall submit to DFS for approval, all planning and design documents as specified herein. Documents may include, but are not limited to, concept studies, calculations, construction drawings, and specifications. DFS' approval for the proposed design documents shall be required prior to authorization of any subsequent phase of construction.

All design documents shall be prepared and sealed by a Professional Engineer licensed in the State of Florida. Submittals shall be organized and presented in an easily understandable format for review. Submittals that are not presented in an organized, neat, and easily understandable manner may be returned to the Design Engineer for clarification without review.

2.7 Notification of Construction

Construction of all projects shall be initiated within one year and completed within two years after approval of the final plan, unless otherwise approved by the planning board.

Prior to commencement of construction, the developer or its representatives shall notify the City of the intent to start construction. The City will schedule a preconstruction conference with recorded attendance by the City Inspector, the City Engineer, the Contractor, the Planner, and the Developer's Representative. At, or prior to, the preconstruction conference, a copy of all required permits (DOT, DEP, WMD, County Permits, etc.) will be submitted to the City. After the preconstruction conference, and subject to any requirements for a building permit, construction may commence.

2.8 Requirements for Acceptance

The Design Engineer shall provide quality control by regularly supervising inspections for defects in the construction of the required improvements. Once the Design Engineer and Contractor have completed all improvements as shown on the approved plans and all punch list items as prepared by the Design Engineer, a final inspection shall be scheduled with the City Planner and City Engineer.

The City shall provide periodic quality assurance inspections behind the Design Engineer. If the City Engineer finds upon inspection any of the required improvements have not been constructed in accordance with the city's adopted construction standards and specifications, the applicant shall be responsible for completing the improvements, at no expense to the City.

Upon completion of construction, the developer's engineer shall request a final inspection by the City, who shall inspect and provide a "punch list" of items to be corrected prior to acceptance. Once "punch list" items have been corrected and satisfactorily inspected and approved by DFS, the developer shall submit the following to the City Planner for consideration of acceptance:

- a) A statement stipulating the following:
 - All required improvements are complete.
 - These improvements are in compliance with the minimum standards specified by the City Council and the City for their construction.
 - The applicant knows of no defects from any cause in those improvements; and
 - These improvements are free and clear of any encumbrances or lien.
- b) Clearances from the Department of Environmental Protection, for applicable permits.
- c) Certification by the design engineer that the system was constructed in accordance with the approved construction plans and specifications.
- d) Fulfillment of the plat requirements as set forth in this guide.
- e) Fulfillment of the Performance Bond requirements as set forth in the Municipal Code Ordinances.
- f) Submittal of the 'As-Built' requirements.

2.9 Responsible Charge of Construction

The Developer/Owner is held to be in responsible charge of any project submitted to the City of DeFuniak Springs for construction. The City's Inspecting Personnel will make periodic inspections of the job site and will bring to the attention of the Contractor on the job, Engineer and the Developer any discrepancies that he may observe. This will in no way relieve the Developer, Engineer, or Contractor from their responsibility to comply with the required specifications as approved by the Council.

2.10 Disputes, Errors, and Omissions

Should any portion of the plans and specifications be unclear or in dispute, they shall be brought to the attention of the individual(s) in responsible charge of construction. DFS' Engineering Department shall be notified as to the nature of the dispute and its proposed resolution prior to construction. It is the responsibility of the Developer/Owner to obtain approval from the City's Engineering Department for any deviation from the original construction plans. Unless otherwise specified, the Engineering Department will require revised plans to be submitted for approval. Construction on the disputed work shall not be allowed until the Developer obtains approval of the revised plans. Failure to obtain written approval could result in the rejection of the work and require the removal of all disputed portions of the installation at no cost to the City of DeFuniak Springs.

2.11 Changes of Work

Should the site conditions vary significantly from those shown on the approved set of plans or should the developer or owner modify the design, the City requires that the plans be corrected and resubmitted for approval. Resubmittal shall result in the stoppage of work pertaining to all of the changes in the design until such time as the plans have been reviewed and approved by the City.

2.12 'As-Built' Requirements

For consideration of acceptance, the following 'as-built' submittals are required:

2.12.1 'As-Built' Construction Plans

The applicant shall also submit an engineering plan, or "as-built" plan, giving details of construction and locations of the improvements which have been installed. The primary purpose of the 'As-Built' plan is to provide the City with a record of the location, size, and design of underground utilities for the City's use in the course of maintaining such improvements. If installation of improvements is completed under a bond, the engineering plan shall be submitted to the City upon request of release of the bond by the applicant. *The 'As-Built' plans shall be certified as an accurate representation of installed improvements by the Professional Engineer in Charge of Construction.*

2.12.2 Electronic Document Submittals

A set of electronic documents representing the installed improvements shall be included with the as-built construction plans. The electronic documents shall be in AutoCad's 'dwg' format. Media as CD's, DVD's, and 'flash' drives are acceptable. Do not submit electronic documents per internet transfer. The electronic documents shall follow the following guidelines:

- A set of drawings for all disciplines in the construction drawings in AutoCad 2005 format or later.
- Ensure all graphic elements are in place when converting from alternate software or different software versions.
- External references shall not be bound, but included in the submittal package.
- Drawings shall be purged of non-essential data.
- PLINES shall be used where appropriate.
- All site drawings shall be developed in full scale (one foot = one foot).
- Provide a 'layer' management key, and include the color tables and/or plot files. Style based plot files should be included.
- If line types, hatch patterns, or fonts other than the native AutoCad fonts are used, include the appropriate files in the submittal.
- Include a transmittal letter detailing the submitted files and accompanying data.

SECTION 3 – GENERAL LAYOUT REQUIREMENTS

3.1 Purpose

The purpose of this Section is to provide a guide to the preparation of plats, construction plans, and the layout requirements of proposed developments. Where the other sections of this guide provide guidance to the design and construction of the individual infrastructure elements and the process for review, this section provides the overall manual to put the project together. The individual technical sections should be referred to regarding additional requirements for Right-of-Ways and Easements, as well as the preferred sequence of construction.

3.2 Applicability

The requirements as set forth in this Section are not intended to dispute the City of DeFuniak Springs Municipal Code of Ordinances. Ambiguities shall be reported to the City, upon which the City will advise. The City of DeFuniak Springs Municipal Code of Ordinances ultimately governs City requirements.

This Section provides a guide to only the general layout of developments within the City in a broad sense for the successful generation of approved construction plans and plats. Requirements regarding individual lot sizes, planning issues, zoning requirements, setback requirements, etc. shall be per the Municipal Code of Ordinances.

3.3 Plat Preparation

3.3.1 Required Approval of Plats

Whenever any division or re-division of land is proposed, the owner, or their agent, shall apply for and secure approval of such in accordance with the procedures and regulations contained herein. No plat shall be recorded, nor shall any lot be sold, until the City Council has granted approval of a Final Plat.

3.3.2 Preliminary Plat

The procedure for obtaining Preliminary Plat approval is as follows:

3.3.2.1 Application Procedure

The applicant shall file an application for approval of a Preliminary Plat which shall:

- a) Be made on the appropriate forms which can be obtained from the City Planner.
- b) Be accompanied by a filing fee, payable to the City of DeFuniak Springs, in the amount set by the City Council to cover the cost of administration; and
- c) Be accompanied by at least twelve (12) sets of black or blue line prints of the proposed division prepared in accordance with this guide; and
- d) Be submitted to the City Planner at least thirty (30) days prior to a regular scheduled meeting of the Planning Board.

3.3.2.2 Preliminary Approval

After the City Planner and City Engineer have reviewed the Preliminary Plat, the City Planner shall certify to the Planning Board whether the plat meets these regulations. If the proposal meets these regulations, it shall be approved by the Planning Board at a regular scheduled meeting. Should the plat be determined to be deficient in any regard, the City Planner shall detail the deficiency to the Planning Board along with a recommendation the development is not approved. One (1) copy of the proposed Preliminary Plat shall be returned to the applicant with the date of approval, conditional approval, or disapproval and the reasons therefore accompanying the plat. The approval of the Preliminary Plat shall not be deemed final acceptance, but rather an expression of approval to the layout as submitted on the Preliminary Plat.

3.3.2.3 Effective Period of Preliminary Plat

The approval of a Preliminary Plat shall be effective for a period of eighteen (18) months at the end of which time final approval on the subdivision must have been obtained from the City Engineer. Any plat not receiving final approval within the period of time set forth herein shall be null and void, and the applicant shall be required to resubmit a new plat for preliminary approval subject to all new subdivision regulations and filing fees.

3.3.2.4 Preliminary Plat Requirements

The Preliminary Plat shall be prepared by a Licensed Engineer and a Licensed Land Surveyor and shall be clearly and legibly drawn at a convenient scale of not less than one (1) inch equals forty (40) feet, and the sheets shall be numbered in sequence if more than one (1) sheet is used. The sheet size shall be of such size as is acceptable for filing but shall not exceed twenty-four by thirty-six (24 x 36) inches. The Preliminary Plat shall show the following:

- a) Name of owner(s) of record;
- b) Proposed name of development, date, north arrow, scale and location;
- c) State purpose of subdivision either residential or non-residential;
- d) Name and seal of Licensed Engineer and Licensed Land Surveyor;
- e) Vicinity map showing location of the development;
- f) Exact boundaries of the tract of land being divided, shown with bearings and distances;
- g) Names and addresses of the owners of land immediately adjoining the tract of land being divided;
- h) Names and addresses of all utility owners involved;
- i) Wooded areas, marshes, soil types and any other conditions in the area affecting the site;
- j) The location of existing and proposed streets, buildings, water courses, railroads, transmission lines, drainage structures, public utilities, jurisdiction lines, and any public utility easements on and adjacent to the tract of land being divided, within 150' of the boundaries of the site;
- k) Proposed rights-of way or easements including locations, widths, and purposes, within 150' of the boundaries of the site;
- l) Proposed lot lines with bearings and distances and lot and block numbers;
- m) Proposed minimum building setback lines;
- n) Proposed parks, school sites, or other public open spaces, if any;
- o) Site data including total acreage in tract, smallest lot size, total number of lots and linear feet in streets;

- p) Any area within or adjacent to the proposed subdivision subject to inundation by the 100-year flood projections as defined by FEMA flood zone maps, indicating panel number and date;
- q) Copies of any off-premises drainage easements which may be required shall be submitted with the preliminary plat.
- r) The Certificate of Preliminary Approval (See City's Standard Details)
- s) Any other information which may be considered necessary by the City Planner for full and proper consideration of the proposed subdivision.

3.3.3 Final Plat

In accordance with the policy of the City Council, no lot may be sold as defined herein until the Final Plat has been approved by the City Council.

3.3.3.1 Application Procedure and Requirements

Following the approval of the Preliminary Plat, the applicant, if they wish to proceed with the subdivision, shall file with the City Planner an application for approval of the Final Plat upon completion and acceptance of the subdivision improvements. The application shall:

- a) Be made on the appropriate forms which can be obtained from the City Planner.
- b) Be accompanied by the original mylar or other durable media, and three (3) black or blue-line prints of the plat with all appropriate signatures except the Mayor and City Engineer; and
- c) Comply in all respects with the Preliminary Plat, as approved, except for minor modifications not altering the design of the subdivision; and
- d) Be presented to the City Planner at least thirty (30) calendar days prior to a regularly scheduled meeting of the City Council; and
- e) Be submitted within eighteen (18) months of the date of Preliminary Plat approval; and
- f) Be accompanied by a surety bond, if required, in a form satisfactory to the City Attorney and in an amount approved by the City Engineer to guarantee the actual construction installation of such approved public streets, roads, drainage structures and public utilities.

3.3.3.2 Signing and Recording of Final Plat

When a surety bond is required, the Mayor shall endorse approval on the Final Plat after the bond has been approved by the City Council and all the conditions pertaining to the plat have been satisfied. When installation of improvements is required, the Mayor shall endorse approval on the Final Plat after all conditions have been satisfied and all improvements satisfactorily completed and approved by the City Engineer.

3.3.3.3 Final Plat Requirements

The Final Plat shall be prepared by a Registered Land Surveyor and shall be clearly and legibly drawn at a convenient scale of not less than one (1) inch equals forty (40) feet. The Final Plat, as submitted for approval, shall be prepared on a suitable permanent mylar capable of reproduction. The sheet size shall be of such size as is acceptable for filing but shall not exceed twenty-four by thirty-six (24 x 36) inches. The Final Plat shall include the following:

- a) Name of the division, north arrow, scale, and location;
- b) The relation of the land so platted to the controlling coordinate system of DeFuniak Springs, Florida. The "Point of Beginning" as referred to in the written description shall be so indicated;
- c) Sufficient data to determine readily and reproduce on the ground the location, bearing, and length of every street line, lot line, boundary line, and block line, whether straight or curved. This shall include the radius, central angle, point of tangency, tangent distance, and arcs and chords;
- d) The names and locations of adjoining subdivisions and streets, with reference to recorded plats by record name;
- e) The exact position of the permanent monuments shall be indicated on the plat;
- f) Streets and alleys, rights-of-way, and street numbers;
- g) The location of easements, including location, widths, and purposes;
- h) Lot lines and lot and block numbers if necessary;
- i) Parks, school sites, or other public open spaces, if any;
- j) All dimensions should be to the nearest one-hundredth (1/100) of a foot and angles within plus or minus five (5) seconds;

- k) The following endorsements, dedications, and certificates shall be placed on the Final Plat (see Standard Details):
- Land Surveyor's Certification;
 - Certificate of Professional Engineering Design;
 - Certificate of Construction;
 - Certificate of Approval by the DeFuniak Springs City Council;
 - Certificate of Approval by the DeFuniak Springs City Engineer.
- l) The above certificates shall be lettered or typed on the Final Plat in such a manner as to insure said certificates will be legible on any prints made therefrom.

3.3.4 Construction Plans

The applicant shall submit Construction Plans for all required improvements. All plans shall meet the minimum standards of design and general requirements for the construction of public improvements as set forth in these regulations. Construction Plans shall be drawn at a scale of not less than one (1) inch equals forty (40) feet. Construction Plans shall be prepared by a Licensed Engineer. The following construction plans shall be included:

- a. Street Plan containing the following information:
- (a) Location of all proposed and existing streets or rights-of-way in or adjacent to the subdivision, within 150' of the boundaries of the site;
 - (b) Width of existing and proposed rights-of-way and easements;
 - (c) Plan and profile of all streets, showing natural and finished grades drawn to scale of not less than one (1) inch equals one hundred (100) feet horizontal and one (1) inch equals ten (10) feet vertical;
 - (d) Typical Cross sections of proposed streets from right-of-way line to right-of-way or easement line; Include sufficient Cross section to show all major deviations between typical alignments or change in pavement widths.
 - (e) Curve data for the centerline of each street: Delta, Tangent, Length of Curve, Superelevation and Radius;
 - (f) Location of all required sidewalks and crosswalks;

- b. Detailed utility plans showing the required information to the pertaining sections of this guide.
- c. Storm Water Management Plan containing the following information:
 - (a) Location of proposed drainageways, streams and ponds in the subdivision;
 - (b) Topography at two (2) foot contour intervals.
 - (c) Location, size and invert elevations of proposed drainage structures including culverts, bridges, pipes, drop inlets, and top elevations of head walls, etc., showing detail on Drainage Plan, including conduit schedule and the design year storm which was used to size the structure;
 - (d) Show construction details of typical manholes, connections and other drainage structures proposed;
 - (e) Area of land contributing run-off to each drainage structure along with run-off calculations of each area and drainage calculations for each drainage structure and drainage ditch;
 - (f) Location of easements and rights-of-way for drainage ways and maintenance access thereof;
 - (g) Typical cross sections of each drainage way;
 - (h) Direction of water flow throughout the development and compatibility with existing drainage.
 - (i) Coordinate with the requirements of the Storm water Management Section of this guide and required Standard Details for storm water structures related to paved areas that will be dedicated to the City.
 - (j) Narrative containing all calculations and assumptions on which the design is based.

3.4 Right of Way Requirements

Streets in the City of DeFuniak Springs are classified according to function served in order to allow for regulation of access, road and right-of-way widths, circulation patterns, design speed, and construction standards. Private streets that are to be dedicated to the City of DeFuniak Springs are classified in a street hierarchy system with design tailored to function. The street hierarchy system shall be defined by road function and average daily traffic (ADT), calculated by trip generation rates prepared by the Institute of Transportation Engineers. Trip generation rates from other sources may be used if the developer demonstrates the alternative source better reflects local conditions. When a street continues an existing street that previously terminated outside the subdivision, or is a street that will be continued beyond the subdivision or development at some future time, the classification of the street will be based upon the street in its entirety, both within and outside of the subdivision or development.

The following streets hierarchy is established: residential, collector, and arterial. Each street type is divided into subcategories. All development proposals containing new streets or taking access from existing streets shall conform to the standards and criteria contained in this Section.

3.4.1 Right of Way and Pavement Widths

The minimum Right of Way and Pavement Widths are tabulated in the following table:

Table 3.1: Right of Way and Pavement Width Requirements

Street Type	Pavement Widths		R/W Widths	
	Yes	No	Yes	No
Curb & Gutter Required	Feet	Feet	Feet	Feet
Residential				
No Parking	24	22	40	40
1-lane Parking	28	-	50	50
Collector				
<i>Minor</i>				
Undivided/No Parking	24	22	50	50
1-lane Parking/Undivided	30	-	60	60
6' Median/No Parking	30	28	60	60
<i>Collector</i>				
Undivided/No Parking	28	28	70	70
6' Median/No Parking	30	30	70	70
<i>Major</i>				
4-lanes/No Median/No Parking	48	48	80	80
4-lanes/6' Median/No Parking	54	54	90	90
Arterial				
<i>Minor</i>				
2-lanes/No Median	-	28	-	80
Turn Lanes with Median (2-12' moving, 2-12' turning, 1-2' merging, 6' median)	-	66	-	100
<i>Arterial</i>				
4-lanes/6' median	-	54	-	100
Turn Lanes with Median (4-12' moving, 2-12' turning, 6' median)	-	78	-	120

The Street categories used are defined as follows:

Residential streets are primarily suited to providing direct access to residential development, but may give access to limited non-residential uses, provided average daily traffic (ADT) volume generated by the non-residential use does not exceed applicable standards for the affected streets. All residential streets should be designed to minimize unnecessary and/or speeding traffic. Each residential street shall be classified and designed for its entire length to meet the minimum standards for one of the following street types:

Residential access street.

This is the lowest order street in the hierarchy. A residential access street is a frontage street which provides direct access to abutting properties and is designed to carry no more traffic than is generated on the street itself. Residential access streets may take access from any higher order street type. Both ends of a residential loop street must take access from a single higher order street. The design speed for residential access streets is fifteen to twenty-five (15-25) miles per hour.

Residential access streets shall have a maximum ADT of five hundred (500). Cul-de-sacs shall have a maximum ADT of two hundred (200). Loop streets shall have a maximum ADT of four hundred (400).

Residential sub-collector street

This is the middle order street in the residential street hierarchy. It will collect traffic from residential access streets and provide direct access to abutting properties. Residential sub-collector streets shall have a design speed of twenty-five (25) miles per hour. Residential sub-collector streets may take access from any higher order street type and may give access to residential access streets and may provide direct access to limited nonresidential uses. Loop streets carrying more than five hundred (500) ADT must have two (2) intersections with higher order streets. Lots of less than forty (40) feet in width may not take access from a residential subcollector. Residential sub-collector streets shall have a maximum ADT of one thousand (1,000).

Residential collector street

This is the highest order street that can be classified as residential. In larger developments, this class of street may be necessary to carry traffic from one neighborhood to another or from the neighborhood to street connecting to other areas in the community. It will collect traffic from residential access and sub-collector street and may provide direct access to limited non-residential uses. Residential collector streets shall have a design speed of thirty (30) miles per hour. No individual residential uses shall take direct access from residential collector streets except where no feasible alternative exists. All residential collector streets shall take access from at least two (2) equal or higher order street types or give access to residential access and sub-collector streets. Residential collector streets shall have a maximum ADT of two thousand (2,000).

Collector Roads

Collector roads provide access to non-residential uses and connect lower order streets to arterial streets. Design speeds and average daily traffic volumes will be higher than for lower order streets. There are three types of collector streets:

Minor Collector

These are local collector streets giving direct access to commercial and industrial uses and to residential projects, but not to individual dwelling units. Minor collectors may take access from other collector streets, minor arterials, or arterials. Minor collectors may give access to any residential street type. Minor collectors shall have a design speed of thirty (30) miles per hour. Minor collectors shall have a maximum ADT of three thousand (3,000).

Collector

Collector roads may serve commercial and industrial uses as well as some through traffic. Collector streets may take access from other collector streets, major collectors, minor arterials or arterials and may give access to any lower order street. Collector streets shall have a design speed of thirty-five (35) miles per hour. Collector streets shall have an ADT of no greater than seven thousand (7,000) nor less than three thousand (3,000).

Major Collector

These streets serve major community or regional facilities and carry through traffic. Major collector streets may take access from other major collectors, minor arterials, and arterials and may give access to any same or lower order street type. Major collectors shall have a design speed of thirty-five (35) miles per hour. Major collectors shall have a minimum ADT of seven thousand (7,000). No parking is allowed on major collectors.

Arterial Roads

Arterial roads provide links between communities or to limited-access expressways, limit direct access from abutting properties except for regionally significant uses, and are designed for speeds up to fifty-five (55) miles per hour. No parking is allowed on any arterials. There are three types of arterial roads:

Minor Arterial

These roads link community districts to regional or state highways. They may also give direct access to regionally significant land uses. These roads may take access from other arterials or freeways and may give access to any lower order non-residential street type. Minor arterials shall have a design speed of forty-five (45) miles per hour.

Principal Arterials

These are major regional highways providing links between communities. These roads may take access from other arterials or freeways and may give access to any lower order non-residential street type. These roads shall have a design speed of fifty-five (55) miles per hour.

Freeways

These roads provide links between lower order roads or with other freeways. Access to individual land uses is not permitted. These roads may take access from other arterials or freeways and may give access to other arterials or freeways.

Special Purpose Streets

Under special circumstances a new local street may be classified and designed as one of the following:

Alley

An alley is a special type of street which provides a secondary means of access to lots. It will normally be on the same level in the hierarchy as a residential access

street, although different design standards will apply. Use of alleys in the City of DeFuniak Springs is discouraged and considered an exception

Marginal Access Street

A marginal access street is a street parallel and adjacent to a collector or higher level street which provides access to abutting properties and separation from through traffic. It may be designed at the level of a residential access street or a residential sub-collector as anticipated traffic volumes will dictate.

Divided Streets

For the purpose of protecting environmental features or avoiding excessive grading, the municipality may require that the street be divided. In such a case, the design standards shall be applied to the aggregate dimensions of the two street segments.

3.4.2 Lot Layout

Following is a tabulation of required minimum sizes and stipulations for the layout of lots in DeFuniak Springs. All requirements are intended as a guide to design layout only. The City of DeFuniak Springs Municipal Code of Ordinances ultimately governs City requirements.

Table 3.2: General Lot Layout Requirements

					Setbacks		
Zone		Min. Size	Max. Coverage	Frontage	Front	Side	Rear
-	-	Sq. Ft.	%	Feet	Feet	Feet	Feet
R-1		7,500	35	75	30	10	20
R-2	SF	6,000		60	25	7	20
	Duplex	7,500		75	25	7	20
	MF	10,000		100	30	7	20
	Other	6,000		60	30	7	20
C-1					25*		
C-2					25*		
I					35		
A		10,000	25	100	25	25	25
Not Zoned		10,000		70			

□ Excluding the requirement for conformity with buildings within 150'

Following is a general list of lot layout requirements that constitute either additional requirements or special exceptions to the above table:

- a. The size, shape and orientation of lots shall be such as the City Council deems appropriate for the types of development and use contemplated.

- b. The subdivision plat shall provide each lot with satisfactory access to an existing street or to a subdivision street which will be deeded to public use at the time of Final Plat approval.
- c. Where land is subdivided into larger parcels than ordinary building lots, such parcels shall be arranged so as to allow for the opening of future streets and logical further sub division.
- d. Depth and width of properties reserved for commercial and industrial purposes shall be adequate to provide for off-street parking and loading for the use contemplated.
- e. Double frontage lots shall be avoided, except where essential to provide separation of residential development from traffic arteries, or to overcome specific disadvantages to topography and orientation.
- f. Each lot in a subdivision shall contain a flood free building site a minimum of one (1) foot above the elevation of the 100-year flood projection as defined in these regulations, and outside the limits of any existing easement or the building setback lines.
- g. None of the minimum area of a required lot shall be satisfied by land which is under water.
- h. Special Exceptions are in place for the design of service stations
- i. Residential blocks shall be no more than 600 feet long.
- j. Lots shall be laid out in right angles to the frontage alignment as much as practicable.
- k. 'Flag' lots are not allowed.

3.5 Parking

Off Street Parking and sufficient access shall be provided for all planned developments and new buildings erected, including present buildings proposed to be enlarged or a proposed occupancy change. General requirements are listed below:

- a. Provide areas for the loading and unloading of delivery trucks and other service vehicles. Provide areas which cause no interference or blockage with the use of access ways or other parking facilities.
- b. Design all off street parking facilities so that ingress and egress does not result in direct or indirect traffic congestion on site or on adjacent streets.
- c. Provide at least 200 feet separation between entrances to parking areas and access roads.

- d. Locate off street parking on the lot or within 300 feet of the lot that is intended to be served.
- e. Commercial Vehicles over 1 1/2 tons are not part of the parking requirements stipulated in this section.
- f. A typical stall space is 10' by 18'. Other sizes or layouts are subject to prior approval.
- g. Parking surfaces consist of hard, dustless material. Spaces are designed with proper drainage and with regard to pedestrian safety and comfort, precluding excessive glare.
- h. Joint use parking facilities shall be the sum of the requirements of separate uses.

The amount of off street parking required is based on standardized requirements for parking. The City Planner can request a parking study to be submitted whenever the number of required spaces does not conform the below indicated categories or spaces. The amount of off street parking required is as follows:

- a. *Single Family Dwelling*: Two parking spaces for each unit.
- b. *Multifamily Dwelling*: For one, two, and three bedroom unit – two parking spaces; for four bedroom units – three parking spaces.
- c. *Business, Professional and Governmental Offices*: One parking space for each four hundred (400) square feet of floor area.

For all other categories, contact the City Planner.

3.6 Sidewalks

Sidewalks are to be incorporated in all new street layouts in DeFuniak Springs, unless no foreseeable use can be demonstrated. Sidewalks are required in the development of lots adjacent to existing streets if none are existent. Sidewalks shall be designed by FDOT standards with a minimum width of 5' where medians are implemented and a minimum of 6' directly abutting a curb.

3.7 Utilities

In general, all utilities shall be placed underground. In the design of the utility layout, attention should be given to a typical placement of utilities. Required separations must be attained, even if it means providing more right of way or easements. Utilities should be placed with sufficient clearance from property lines, pavements (including sidewalks), permanent structures, and trees.

Utility Installation Near Right of Way other Than DeFuniak Springs.

Utilities installed along roads and highways owned and maintained by the Department of Transportation or Walton County, the lines shall be installed outside of the regular right of ways and easements for the City shall be provided. Provide easements of necessary width in 5 feet increments with a minimum of 5 feet.

Separation of Water and Sewer Mains

Water mains that are laid in the vicinity of existing or proposed pipelines designated to carry treated or untreated wastewater shall meet the horizontal and vertical separations as required by DEP.

Extreme care should be exercised when designing water mains at or near certain sites such as sewage treatment plants or industrial complexes. No water pipe shall pass through or come in contact with any part of a sanitary sewer manhole.

3.8 Easements

Easements should be provided where elements of the overall development require regular maintenance or may need replacement performed by another entity than the property owner. Therefore, easements need to be of a sufficient size to access and to construct a replacement structure. The minimum size easement for access only is twenty feet wide. When installing underground utilities, the requirement easement can be calculated by the footprint of the installed utilities plus the footprint of the excavation required for replacement of the utility component.

3.9 Special Features*Landscaping and Buffer zones:*

Refer to the Municipal Code of Ordinances regarding requirements for buffer zones and landscaping. Special attention is required for enacted Xeriscape Ordinances.

Screening:

A minimum 5 feet high screen (75% solid), constructed out of hedges or wood, is required in residential developments abutting other existing developed property.

In addition to the required buffers, a minimum 8 feet high privacy screen is required for all commercial and industrial developments.

Signage:

The DeFuniak Springs Municipal Code of Ordinances has extensive requirements on the construction and use of signage within the City. Acceptable signs are listed by applicable zoning.

Lighting:

Lighting Facilities shall be arranged in a manner to prevent a direct glare or a hazardous condition on approaching adjoining streets or properties.

END OF SECTION 3

SECTION 4 – STREET DESIGN

4.1 Purpose

The purpose of this section is to provide general information regarding applicability, certifications submittal documents, submittal review, and the City of Defuniak Springs' street design, and off-street design for paved and vehicular use areas, and planned development. For storm water facilities, including street drainage, refer to the Storm Water Management Section of this guide. For technical requirements of curbs, pavements, catch basins or typical layouts, refer to the City's Standard Details.

4.2 Applicability

The requirements of this manual are applicable to any person, company, corporation, or other entity proposing to construct new, or modify existing developments or improvements, within the City of Defuniak Springs City Limits. The stipulations in this Section are intended as a guide only towards the successful submittal of an application and its accompanying documentation. The applicant should familiarize himself with the Municipal Code Ordinances, and additional planning, legal and administrative requirements, as well as the Design and Layout requirements for Traffic Control. Street Signage shall be per the City of Defuniak Springs Municipal Code Ordinances.

4.3 Minimum Standards

The following planning and design standards shall be complied with, when exceptional and unique conditions of topography, location, shape, size, drainage, or other physical features of the site, minimum standards specified herein would not reasonably protect or provide for public health, safety or welfare. In addition to the requirements established herein, all planned improvements shall comply with the following laws, rules and regulations:

- a. All applicable statutory provisions;
- b. The rules and standards of the Florida Department of Transportation if the development or any lot contained therein abuts a state highway;
- c. The rules and standards of the Florida Department of Environmental Protection (DEP) and any other appropriate state or federal agencies;
- d. Final approval may be withheld if a development is not in conformity with the above rules or policy and purpose of these design guides.

4.4 General Requirements

4.4.1 Character of the Land

Land within any Floodway shall not be platted for residential occupancy or building sites. Land outside the floodway but subject to flood may be platted for residential occupancy provided each lot contains a building site which may reasonably lend itself to construction of a floor level 4' above BFE, or for such other uses which will not increase the danger to health, life and property. Fill may not be used to raise land in the floodway. In other areas subject to flood, fill may be used providing the proposed fill does not restrict the flow of water and unduly increase flood heights.

4.4.2 Development Names

The proposed name of the development or subdivision shall not duplicate, or too closely approximate phonetically, the name of any other major development or subdivision in the area covered by these regulations. The City Council shall have final authority to designate the name of the subdivision which shall be determined at the Preliminary Plan approval stage. If the applicant, at any time, wishes to change the name of the subdivision they will be required to notify the City Planner and City Engineer they wish to abandon the existing project and begin the process again by submitting a new Preliminary Plan.

4.4.3 Street Plan

The arrangement, character, extent, location and grade of all streets shall be laid out according to good planning principles and shall be integrated with all existing and planned streets. Consideration for the planning of new streets shall include topographical

conditions, public convenience and safety, connectivity, and the proposed uses of land to be served by them.

4.4.3.1 Continuation of Adjoining Street System

Proposed new streets shall extend existing streets or their projections at the same or greater width, but in no case less than the minimum required width.

4.4.3.2 Additional Width on Existing Roads

Subdivisions which adjoin existing streets with inadequate right-of-way shall dedicate additional right-of-way to meet the minimum street width requirements.

- a. The entire right-of-way shall be provided where any part of the subdivision is on both sides of the existing street.
- b. When the subdivision is located on only one side of an existing street, a minimum of one-half (1/2) of the required right-of-way, measured from the centerline of the existing street, shall be provided.

4.4.3.3 Vacating a Street or Easement

No street or easement may be vacated unless such request is submitted to, and approved by, the City Council.

4.4.3.4 Frontage on Improved Roads

No development shall be approved unless the area to be improved shall have frontage on, and access from:

- a. An existing publicly maintained road; or
- b. A street shown upon a plat approved by the City Council and recorded. Such street or highway must be suitably improved as required by the rules, regulations, specifications, or orders, or be secured by an improvement guarantee required under this guides, with the width and right-of-way as required.

4.4.3.5 Excess Right-of-Way or Easements

Right-of-way or easement widths in excess of the standards designated in these regulations shall be required whenever, due to topography, additional width is necessary to provide adequate earth slopes. Such slopes shall not be steeper than three to one.

4.4.3.6 Cul-De-Sacs

Dead end streets are not encouraged. However, if proposed in a private or public development, a cul-de-sac shall be provided with a turnaround having a roadway diameter of at least sixty (60) feet and a right-of-way diameter of at least one hundred (100) feet.

4.4.3.7 Intersections

Street intersections shall be laid out as follows:

- a) Streets shall be laid out so as to intersect as nearly as possible at right angles. Not more than two (2) streets shall intersect at any one point unless specifically approved by the City Council;
- b) Proposed new intersections along one side of an existing street shall, wherever practical, coincide with any existing intersections on the opposite side of such street. Where a street intersects a state highway, the design standards of the Florida Department of Transportation shall apply;
- c) Minimum curb or pavement radius at intersection streets shall be at least thirty-five (35) feet.
- d) Intersections shall be designed with a flat grade wherever practical.
- e) Where any street intersection will involve earth banks or existing vegetation inside any property corner that would create a traffic hazard by limiting visibility, the applicant shall cut such ground and/or vegetation (including trees) in connection with the grading of the public right-of-way to the extent deemed necessary to provide an adequate sight distance;
- f) Deceleration and/or acceleration lanes may be required if deemed necessary to maintain a safe flow of traffic on existing or proposed streets.

4.4.4 Street Elevations

The City Council may require, where necessary, profiles and elevations of streets for areas subject to flood. No streets shall be approved for construction within an area subject to flood which is proposed to be constructed more than two (2) feet below the elevation of the 100-year flood projection, as defined in these regulations. Fill may be used for streets. Drainage openings shall be so designed as to not restrict the flow of flood waters or increase upstream flood heights.

4.5 Design Standards

Right-of-Way widths and pavement widths shall be as stipulated in the General Layout Requirements in this guide. Excess Right-of-Way requirements may apply for ample space requirements of proposed improvements, sidewalks and utilities. Additional requirements may apply with the recommendations of the City Engineer for the reasons as set forth above. Curb and Gutter is required for all streets in principal, variances from this principal may apply with prior approval from the City Engineer.

4.6 Construction Requirements

Construction of all streets shall meet the following requirements and conform to the latest edition of the Florida Department of Transportation's "Standard Specifications for Highway Construction", latest edition.

- a) All streets shall be cleared and graded to their full right-of-way width. All areas which will receive fill material shall be cleared of all vegetation, trees, stumps, large rocks and other objectionable or unsuitable material prior to placing the fill material.
- b) The subgrade shall be compacted and properly shaped prior to the placing of base materials. The top six (6) inches of the roadbed shall be modified, with the work being performed under the guidelines set forth in the latest edition of the Florida Department of Transportation's Standard Specifications for Highway Construction.
- c) Base course shall meet the requirements as set forth in the latest edition of the Florida Department of Transportation's Standard Specifications for Highway Construction. Base course shall have a minimum thickness of six (6) inches compacted thickness, full width of regular section.
- d) Installation of Utilities: After grading is completed and approved and before any roadbed processing of the subgrade is performed all of the underground utilities within the roadway prism shall be installed completely throughout the length of the street and across the section. Once pavement is placed, it will not be open cut. Any utility desiring to cross the road shall go over the road or dry bore under the road. All utilities shall be place in accordance with the requirements of this guide.
- e) A suitable hard surface, permanent type pavement shall be constructed on a suitable base. Suitable hard surfaces are asphalt and concrete. All other proposed pavements require the prior approval from the City Engineer.

4.7 Testing Requirements

The density requirements for compaction shall be in accordance with the latest edition of the Florida Department of Transportation's Standard Specifications for Highway Construction.

Scheduling and cost of all testing shall be the responsibility of the developer and shall be done by an independent testing laboratory. Copies of all test reports are to be sent to the City Engineer.

4.8 Private Developments

If a private development is recorded within the jurisdiction of the City of Defuniak Springs and the property owners (100%) at some future date desire to eliminate the private development and substitute in its place a City maintained area, the owners must petition the Defuniak Springs City Council for tentative approval. If the Defuniak Springs' Council gives tentative approval of the petition, the owners shall submit subdivision plans to the City Engineer including improvements and repairs which may be required according to City of Defuniak Springs Regulations effective on the date of the petition. It shall be the responsibility of the owners to prepare a revised final plat per the Subdivision regulations and requirements of this guide for approval.

Improvements within proposed private subdivisions shall meet regular technical standards and the private status shall not be effective until final plat recording. Variances shall be requested clearly at the time of review.

The owner or developer of the development is required to install a sign of reasonable size at the entrance of the subdivision stating "PRIVATE ROAD" and it is the responsibility of the developer or owners of the subdivision to maintain this sign.

The private status of the development shall be clearly stated on the recorded final plat. As long as the development remains private, the roads, structures and drainage shall be maintained by the developer and/or POA. This shall be clearly stated to those who purchase a parcel(s) within the development and shall be stated in writing on each property deed.

SECTION 5 - WATER DISTRIBUTION SYSTEMS

5.1 PURPOSE

This Section establishes the minimum standards and technical design criteria for water distribution systems within The City of Defuniak Springs service area. Adherence to these standards will expedite review and approval of plans. Hydraulic design principles presented herein represent acceptable procedures. Any departure from these design requirements should be brought to the attention of the City Engineer and discussed prior to submission of plans for approval. Such departure shall be documented and justified.

5.2 RECLAIMED/REUSE WATER PIPING SYSTEMS

The requirements of this section shall also pertain to reclaimed/reuse water piping systems, with the exception that the piping shall be colored Purple as required by FDEP.

5.3 DESIGN CRITERIA

Water distribution systems shall be designed to satisfy the ultimate tributary population's domestic/commercial water demand and fire protection requirements for the ultimate population to be served by the proposed line.

5.3.1 Design Calculations

The Developer's Engineer shall submit to the City Planner signed, sealed, and dated design calculations along with the construction plans for the water distribution projects with any development plans. Calculations shall show the water mains having sufficient hydraulic capacity to transport peak hourly flows and the combination of maximum daily fire flows while meeting the requirements of this section. Designed daily flow velocities shall not exceed 5 feet per second. Peak hour maximum daily flow velocities shall not exceed 10 feet per second anywhere in DFS' system.

5.3.1.1 Service Requirements

Design service requirements are based on 325 gallons per day per equivalent residential unit. Include detailed projected flow tabulations in the design calculations.

5.3.1.2 Fire Flow Requirements

It is the responsibility of the Developer's Engineer to coordinate with the governing Fire Authority to ensure that fire flow requirements are met. The Design Engineer is expected to determine that fire flow requirements can be met, which may include flow tests where prudent pressure and flow data are not available.

Evaluate the available fire flow for the event time as required. Model fire flows for the total flow required through a single hydrant or the minimum required combination of hydrants. Proposed sprinkler system calculations will need to be included in the design calculations.

5.3.2 System Requirements

5.3.2.1 Mains

5.3.2.1.1 Pressure Mains

All water mains shall be designed in accordance with this Section. The system shall be designed to maintain a minimum pressure of 25 psi at all points in the distribution system under all conditions of flow. Higher pressures may be required at commercial, industrial and high-density residential areas. Design Engineer is responsible for monitoring and measuring the normal working pressure at the point of connection of the new water line. Monitoring shall be performed for a minimum of 24-hours. Contact DFS to coordinate location of connection to the system. For pressures greater than 75 psi, the Design Engineer may need to make special provisions.

Friction losses through water mains shall be based on the Hazen-Williams formula. In the use of Hazen-Williams formula, the value for "C" shall be a maximum of 120 for ductile

iron pipe and 130 for PVC pipe. "C" values greater than 130, or lower than 120, will need to be justified by the hydraulic design.

5.3.2.1.2 Diameter

Only 3", 4", 6", 8", 10", 12" and 16" diameter water mains shall be permitted (larger sizes may be considered on case-by-case basis). Looping is encouraged and lines are to be sized for ultimate build out conditions.

No fire main servicing a fire hydrant (public or private) shall be less than six (6) inches in diameter.

For systems containing mains less than eight (8) inches in diameter, DFS may require the Design Engineer to submit a complete hydraulic analysis of his proposed system. This submittal does not relieve the Design Engineer of responsibility for his design. He shall be responsible for ensuring that all elements thereof that supply water to hydrants and/or building fire protection systems can supply the required fire flow.

5.3.2.1.3 Allowable Deflection

The maximum allowable deflection for ductile iron pipe shall be as given in AWWA C600. If the alignment requires deflection in excess of the above limitations, bends shall be furnished to provide angular deflections within the limit set forth. Deflection of PVC pipe should be in accordance with manufacturer's recommendations.

5.3.2.1.4 Thrust Restraint

Plugs, caps, tees and vertical or horizontal bends, on water lines 3 inches in diameter or larger, and fire/flush hydrants shall be provided with thrust restraints. Valves shall be securely anchored or shall be provided with thrust restraints to prevent movement.

Thrust restraints shall be restrained joint piping and fittings or the use of concrete blocking.

Restraints shall be installed at all connections, any bend, tee, fire hydrant, and dead end valve. The Design Engineer shall calculate and clearly call out on the plans the restrained length of pipe in order to accomplish the desired goal.

Design of restraints is the responsibility of the Design Engineer. Standard Details as provided by DFS are minimum requirements only and do not relieve the Design Engineer of proper verification of necessary restraint.

5.3.2.2 Service Connections

Two $\frac{3}{4}$ " meters will be permitted on a 1" service line. Only 1 – 1" meter will be permitted on a 1" service line. A minimum $\frac{3}{4}$ " service line is required. All other configurations need hydraulic demonstration by the Design Engineer and may be accepted at the option of DFS.

5.3.2.3 Encasement

Encasement is required when crossing all railroads, and State, County and City roadways. Whenever possible, encasement and mains shall cross the roadway and/or railroad, perpendicular to the roadbed. In all cases, the agency requiring the encasement shall have the final approval of the engineering design.

Where DFS determines that encasement of the mains would provide improved access for maintenance and possible replacement of the mains in situations other than above required, DFS reserves the right to require these encasements.

5.3.2.4 Cross Connection Control

The City of Defuniak Springs water system requires all privately maintained water systems, at their expense, to install an approved backflow prevention assembly.

5.4 GENERAL LOCATION REQUIREMENTS

5.4.1 Mains

Whenever possible, water mains in subdivision construction projects shall be located in the street right-of-way. If the water main is installed parallel to a state road or highway, the water mains shall be located outside of State right of ways in dedicated easements. However, if DFS determines that it is not practical to locate the mains outside of the State right of ways, then DFS may approve location in Street right of way on a case-by-case basis. If DFS' Engineer determines that it is not practical to locate water mains in the street right of way, then the main shall be located in an easement dedicated solely for the water utility service.

Installation in Right-of-Way

When installed in rights-of-way, water mains shall be located five feet inside the right-of-way line and a minimum of five (5) feet behind the curb or edge of pavement. Fire hydrants are typically on the same side of the road as water line. The water mains shall maintain a consistent alignment with respect to the centerline of the road. This distance shall be clearly indicated on the design drawings submitted for review and approval. The DFS standard details provide references for the typical location and layout of water mains within typical road cross sections.

Installation in Dedicated Easement

All water mains located outside of dedicated rights-of-way shall be centered within a minimum 15-foot easement. In such cases, no water main shall be located within five (5) feet of utility structure or ten (10) feet of any permanent structure. At DFS' discretion, additional easement widths and/or water main/structure separation shall be provided when the pipe size or depth of cover so dictates.

If a water main is located adjacent to a road right-of-way, a minimum 10-foot easement may be provided upon the review and approval of DFS Engineer. If a 10-foot easement is granted adjacent to the road right-of-way, the main shall be positioned such that there is a minimum of five (5) feet from centerline of pipe to edge of easement, opposite road right-of-way. Water mains shall not be placed under retention ponds, dedicated paved areas, or other structures, unless approved by DFS.

Installation near Lot Lines

In general, water mains shall not be located along side or rear lot lines of properties. Water mains along a lot line may be allowed on a case-by-case basis provided that such a configuration will result in improved network circulation. In such cases, the water mains shall be located in a dedicated easement, obtained from a single lot. No split easements for a singular line installation will be permitted.

5.4.2 Valves

Valves shall generally be located on property lines and/or right-of-way lines and at the radius points of intersections. In general, valves shall be located behind the back of curbs or edge of pavement, with the following additional requirements:

- Sufficient valves shall be provided on water mains so that inconvenience and sanitary hazards can be limited during repairs. Valves shall be located at every intersection of a grid and at not more than 800-foot intervals.
- Isolation valves are required at the intersection of the beginning of a cul-de-sac.
- Valves shall be required at the end of each dead end street or road, which could be extended in the future. The valve at a dead end shall be properly restrained joint pipe in order to allow future extension without disruption of service. No taps or service laterals will be allowed between said valve and plug.

5.4.3 Fire Hydrants

The Governing Fire Authority is the final authority regarding number of hydrants and required spacing. The following guidelines shall be used to locate the hydrants required.

Fire hydrants shall be located, if possible, on property lines, within the right-of-way or easement of the proposed street, two (2) feet, more or less, from the back of the easement or right-of-way line.

Hydrants shall be typically located on the same side of the street as the water line, and typically on the same side of the street or intersection that does not conflict with storm sewer piping, utility structures, or sidewalks.

The following in accordance to Florida Fire Prevention Codes NFPA 1 Section 18.5.2, 18.5.3

Detached One-and Two-Family Dwelling

Fire hydrants shall be provided for detached one- and two-family dwellings in accordance with both of the following:

- (1) The maximum distance to a fire hydrant from the closest point on the building shall not exceed 600ft.
- (2) The maximum distance between fire hydrants shall not exceed 800ft.

Buildings other than Detached One and Two-Family Dwellings

Fire hydrants shall be provided for buildings other than detached one- and two-family dwelling in accordance with both of the following.

- (1) The maximum distance to a fire hydrant from the closest point on the building shall not exceed 400ft.
- (2) The maximum distance between fire hydrants shall not exceed 500ft.

For firefighting capability, fire hydrants shall be located a minimum of 50 feet from the structure to be protected.

All fire hydrants shall be located as shown on the plans. The hydrants shall be located in such manner as to provide complete accessibility and also in a manner that the possibility of damage from vehicles or injury to pedestrians will be minimized. Fire hydrants

installed in state highway right-of-ways shall be in accordance with any Department of Transportation requirements. In accordance to Fire Prevention Codes Section **18.5.1.5** Where fire department access roads are provided with median dividers incapable of being crossed by fire apparatus, or where fire department access roads have traffic counts of more than 30,000 vehicles per day, hydrants shall be placed on both sides of the fire department access road on an alternating basis, and the distances specified by Section 18.5 shall be measured independently of the hydrants on the opposite side of the fire department access road.

All fire hydrants shall be connected to the main in the manner shown in the Standard Details. Also, where present, the retaining chains and swivel clips for the fire hydrant port caps must turn freely. The chains must be untangled and the swivel serving the cap must operate without hindrance.

The spacing between fire hydrants in a commercial area shall not exceed 300 feet along public streets or approved fire routes. Fire routes shall be as defined by the local governing authority.

Where a hydrant is located in a congested area, a minimum 15-foot clearance shall be provided and maintained from the hydrant ports and any obstacle (i.e. utility poles, fencing, landscaping, or similar obstruction). Minimize the potential for damage to the surrounding property during periodic flow testing or flushing.

Clear Space Around Hydrants

This in accordance to Florida Fire Prevention Codes NFPA 1 Section 18.5.7.1, 18.5.7.2

A 36-inch clear space shall be maintained around the circumference of fire hydrants except as otherwise required or approved.

A clear space of not less than 60 inches shall be provided in front of each hydrant connection having a diameter greater than 2 1/2 inches.

5.4.4 Service Connections

Typically, service taps and laterals shall be located within a distance of 3 feet from property lines and outside the limits of sidewalks and driveways. Laterals shall terminate at the back side of right of way or easement lines or right of way if same. See detail. Lot corners, easements, ditches, sidewalks, driveways and back of curb must be staked before the water laterals are laid. Each individually platted lot shall have its own lateral.

With the exception of cul-de-sacs, water service shall, if at all possible, run perpendicular to the water main.

5.4.5 Cul de Sacs

Locate the water main in the back 5 feet to the proposed right of way. If possible, no fire hydrants should be located in the curved area of the cul de sac. The maximum allowable

horizontal deflection should not be exceeded during the line installation, fittings necessary for the horizontal alignment need to be shown on the plans. Loop the cul de sac line back in to the main feed.

5.4.6 Dead Ends

In order to provide increased reliability of service and reduce head loss, dead ends shall be minimized by making appropriate tie-ins whenever practical, as determined by the City. Where dead-end mains occur, the main shall be reduced to a smaller diameter pipe after the last fire hydrant in an effort to reduce the potential for stagnant water.

At the terminus of a main to be extended, install an isolation valve and a sufficient amount of piping to restrain the valve. For mains 8" and larger, a minimum of two joints of pipe will be required.

5.4.7 Meters

Meters shall be centered in the vault or meter box to allow for reading and ease of removal or maintenance. Large meters, 3 inches and greater, shall be installed at a location acceptable to DFS and adjacent to the property boundary. The site shall be located outside the limits of any drainage facilities or parking lots, and in a well drained accessible location.

5.5 MATERIALS

All materials delivered to the job site will be new and of domestic origin. All materials are subject to inspection by DFS. Any materials found during inspection or during the progress of the work to be defective or not meeting specifications shall be rejected and removed from the job site without delay.

5.5.1 Trench Materials

Coarse Aggregate Backfill

Coarse aggregate shall consist of naturally occurring materials such as gravel, or resulting from the crushing of parent rock, to include natural rock, slags, expanded clays and shales (lightweight aggregates), and other approved inert materials with similar characteristics, having hard, strong, durable particles, conforming to the specific requirements of Section 901 “Course Aggregate” of FDOT’s Standard Specifications.

Fine Aggregate Backfill

Fine aggregate shall consist of natural silica sand, screenings, local materials, or subject to approval, other inert materials with similar characteristics, or combination thereof, having hard, strong, durable particles, conforming to the specific requirements of Section 902 “Fine Aggregate” of FDOT’s Standard Specifications.

5.5.2 Piping

Ductile Iron Pipe

Ductile iron pipe shall be in accordance with ANSI A21.50/AWWA C150 and conform to requirements of A21.5/AWWA C 151. Push-on and restrained joint pipe shall have a minimum rated working pressure of 350 psi. All buried pipe shall be pressure class as follows:

SIZE (INCHES)	PRESSURE CLASS
4 □ 12	Class 350
>12	As Directed by Engineer

Pipe wall thickness shall be as specified in above referenced AWWA latest edition.

All ductile iron pipe shall be cement-lined and seal-coated in accordance with ANSI/AWWA Standard C104/A21.4.

PVC Pipe

PVC pipe shall be in accordance with AWWA C-900 DR 18. Fittings ranging in size from 3” to 8” grade 70-50-05, 350 PSI pressure rated in accordance ANSI/AWWA C153/A 21.53 ductile iron compact fittings. All fittings shall be complete with gaskets, follower glands, alloy steel tee bolts and hex nuts.

HDPE Pipe

HDPE pipe shall conform to ASTM D 1248, PE 3408, Type III, Class C, Category 5 and Grade 34. The HDPE pipe shall be DR 11 with the Blue Striping @ 120 DEGREES.

SIZE (INCHES)	PRESSURE RATING
4 □ 12	160 psi @ 73 F
>12	As Directed by Engineer

5.5.3 Fittings*Flanged Fittings*

Flanged pipe shall only be installed above ground or with the flanges in valve pits. Bolts shall be 316 stainless steel. Gaskets shall be Toruseal or equal.

Mechanical Joint Fittings (4 through 12 inch)

All fittings shall be ductile iron mechanical. Cast ductile-iron fittings 4-inch through 12-inch shall be pressure rated at 350 psi minimum. All fittings shall conform to ANSI/AWWA C110/A21.10 and/or ANSI/AWWA C153/A21.53 (latest editions).

Compact Fittings

Compact fittings will be allowed on 3" through 12" sizes only. All other sizes (larger than 12") shall be full bodied.

Coatings

All fittings shall be cement-lined and seal-coated in accordance with ANSI/AWWA C104/A21.4. All fittings for underground installation shall be outside coated with a 1-mil thick bituminous material applied as recommended by the manufacturer.

Fittings Less than 4 Inches for PVC pipe

Fittings equal to and less than 3 inches shall be PVC - Schedule 40, ASTM D1785 & PS 21.70, or as required.

Wedge Action Restrainer Gland (for D. I. Pipe)

Restraint for standardized mechanical joint fittings shall be incorporated in the design of the follower gland and shall impart multiple wedging action against the pipe, increasing its resistance as the pressure increases. Restraining glands shall be manufactured of high strength ductile iron conforming to ASTM A536. The wedges shall be ductile iron and heat treated to a minimum hardness of 370 BHN. Dimensions of the gland shall be such that it can be used with the standardized mechanical joint bell conforming to ANSI/AWWA C111/A21.11 and ANSI/AWWA C153/A21.53.

Wedge Action Restrainer for Push-on Joints (for D. I. Pipe)

Restraint for push-on bells of ductile iron pipe shall consist of a wedge action retainer gland installed on the pipe spigot, connected to a ductile iron follower gland installed behind the pipe bell. The connecting rods and nuts shall be of high strength, low alloy material meeting ANSI/AWWA C111/A21.11. The wedge action retainer assembly for push-on pipe shall be in a kit form from a single manufacturer.

Rubber-Gasket Restraint for Push-on Pipe (for D. I. Pipe)

Restraint for push on ductile iron pipe shall be standard, which meets all the material requirements of ANSI/AWWA C111/A21.11, with a rated pressure of 250 psi and maximum deflection of 5°.

Rubber-Gasket for Push-on Pipe (for D. I. Pipe)

Rubber gaskets used shall be standard per all requirements of ANSI/AWWA C111/A21.11. American's Fastite gasket ranges in pipe size from 4 to 12 inch with maximum deflection of 5 degrees.

Pipe Bell Restraint Harness (for PVC C900 DR18 Pipe)

The use of pipe bell restraint harness systems is discouraged. Use this system only where specifically approved by DFS. Restraint for C900 D18 Pipe Bells shall incorporate a split ring behind the pipe bell. A serrated ring shall be used to grip the pipe and a sufficient number of bolts shall be used to connect the bell ring and the gripping ring. The combination shall have a minimum working pressure rating of 150 psi. The restraint shall be approved by Factory Mutual. Restraining rings shall be manufactured of high strength ductile iron conforming to ASTM A536.

Wedge Action Restrainer Gland (for PVC C900 DR18 Pipe)

Restraint for standardized mechanical joint fittings shall be incorporated in the design of the follower gland and shall impart multiple wedging action against the pipe, increasing its resistance as the pressure increases. Restraining glands shall be manufactured of high strength ductile iron conforming to ASTM A536. The wedges shall be ductile iron and heat treated to a minimum hardness of 370 BHN. Dimensions of the gland shall be such that it can be used with the standardized mechanical joint bell conforming to ANSI/AWWA C111/A21.11 and ANSI/AWWA C153/A21.53.

All Thread Rods And Eye Bolts

All thread rods shall be threaded, $\frac{3}{4}$ inch Grade 304 stainless steel rods manufactured according to ASTM F593. Tensile strength shall be a minimum of 74 ksi. Yield strength shall be minimum of 42 ksi. Stainless steel nuts and washers to match and shall be according to ASTM F594. Eye bolts shall be Grade 304 stainless steel with matching washers and nuts.

5.5.4 Valves

Resilient Wedge Gate Valves (4" - 12")

Gate valves on water main size 4" to 16": in diameter shall incorporate resilient wedge gates with mechanical joint ends. All gate valves shall be of domestic origin and shall meet or exceed AWWA C-515, C-509, C-500 and C-111. Resilient wedges shall be of natural or synthetic rubber and be bonded or mechanically attached to the gate using stainless steel hardware and shall be rated at a working pressure of 200 psi.

The interior and exterior of the valve body shall be fusion-bonded epoxy coated in accordance with AWWA C-550 (latest edition) in order to provide a corrosion resistant seat, applied in a manner to withstand the action of line fluids and operation of the sealing gate under long-term service. Valve seats shall seal by compression only. Valves shall be supplied with 2" square operating nuts and shall be designed to provide a bubble or bottle tight seal regardless of direction of flow. Opening shall be in the counterclockwise direction.

The following manufacturers are accepted for installation:

- American Darling
- M&H

Resilient Seat Gate Valves (2")

All 2" gate valves located below grade must be ductile iron resilient wedge meeting or exceeding AWWA C515 standards, latest edition. All 2" gate valves shall have a standard 2" square operating nut and standard FPT openings. No bronze/brass type gate valves will be accepted in underground applications.

Valve Boxes

Cast iron valve boxes shall be provided for all valves installed underground. The valve boxes shall be adjustable to fit the depth of earth covered over the valve and shall be designed so as to prevent the transmission of surface loads directly to the valve or piping. The valve boxes shall be manufactured of cast iron and shall be of the two-piece design, screw type, including a bottom section and top section with lid cover. Only those valve boxes that are of domestic manufacture will be acceptable.

The casting shall be manufactured of clean, even grain, gray cast iron with a minimum tensile strength of 21,000 psi. It shall be smooth, true to pattern, free from blowholes, sand holes, projections and other harmful defects. The seating surface of both the lid cover and the top section shall be cast so that the cover will not rock after it has been seated, and will fit tightly with no play.

Valve box must be an integral unit that is telescopic and adjustable. Extension pieces, if required shall be ductile iron pipe. Valve box lids should have the word WATER cast on the top. All valve boxes located outside of roadway pavement shall have concrete pad (per standard details) poured around the box at finished grade level.

5.5.5 Fire Hydrants

All hydrants shall conform to AWWA C502 (latest edition), and have the following characteristics:

- 5¹/₄" main valve opening
- One 4¹/₂" steamer nozzles (NST)
- Two 2¹/₂" hose nozzles (NST)
- Bronze main seat threading surfaces
- 6" bottom connection (shoe), mechanical joint with accessories
- Operating nut - 1¹/₄" National Standard Pentagon Nut
- Bury (or height to eliminate extension) 30 inches
- Open left
- Brass to Brass seating
- Color Fire Hydrant Red

Extensions

Fire hydrant extensions shall be by the same manufacturer as the fire hydrant type used.

Coating/Painting

All public hydrants, as designated on the plans, shall be painted with an epoxy coating to a thickness of 3 mil. Color of epoxy coating for public hydrants shall be red.

Hydrants approved for installation include:

- American Darling, MK#73

5.5.6 Service Connections

5.5.6.1 Service Tubing

Polyethylene tubing (DR 9) and fittings ³/₄" through 2". All polyethylene tubing and fittings furnished shall conform to all applicable provisions and requirements of the latest revision of AWWA C901, C906, or CSA B137.1 and, by inclusion all appropriate standards referenced there in. In addition, the polyethylene tubing and fittings shall meet the requirements of NSF/ANSI Standard 14 and ASTM D2737.

Fittings shall meet ASTM B-62 & AWWA C-800.

5.5.6.2 Corporation Stops

Corporation Stops (³/₄" and 1")

Corporation stops, ³/₄" and 1" sizes, shall be ground key (plug) designs conforming to ANSI/AWWA C800. The stops shall have AWWA/CC taper threaded inlets and a male coupling threaded outlet with an inside driving thread.

The following manufacturer has been accepted for installation:

- Ford

Corporation Stops (1½" and 2")

Corporation Stops, 1½" and 2" sizes. shall be ball corporation designs conforming to ANSI/AWWA C800. The stops shall have AWWA/CC taper threaded inlets and a female iron pipe thread outlet.

The following manufacturer has been accepted for installation:

- Ford

Corporation Stop Quarter Bends

In addition to the requirements for Corporation Stops, Corporation Stop Quarter Bends and Quarter Bend Adapters shall be provided by the following manufacturers:

- Ford
- Mueller

5.5.6.3 Service Saddles

All ¾" through 2" taps shall be made through the use of approved service saddles/sleeves. The service saddle/sleeve will have a body with an AWWA/CC threaded outlet, seal, and suitable means for attachment to the main meeting the requirements of ANSI/AWWA C800. The service/saddle/sleeve shall be designed to provide a drip tight connection when used as a service connection to the main. Service saddles shall be double strapped, heavy-duty design, with a corrosion resistant finish for up to a 12" main. Use brass single band service saddles.

5.5.6.4 Curb Stops

Curb Stops

Curb stops for services shall be bronze ball valves, meeting the requirements in ANSI/AWWA C-800. Provide Curb Stops manufactured by Ford, or prior approved equal.

5.5.7 Tapping Sleeves and Valves

Tapping Sleeves

Taping sleeves shall have a 17-7 Type 304 stainless steel body, flange, bolts, nuts, and washers. Sleeve shall be furnished with a ¾" test plug in the test outlet. Branch shell shall have a minimum thickness of 12 gauge, and back shell shall be a minimum of 14 gauge. Sleeve shall have a full circumferential gasket and a branch gasket with double O-Ring, hydraulic lip, and a T-304 stainless steel ring insert bonded within.

MANUFACTURER	MODEL NO.
JCM	412-PRF
Baker	428

Tapping Valves

Tapping valves for 3" - 12" taps shall be ductile iron resilient seating meeting AWWA C509 with a minimum working pressure of 200 psi. Valves shall be full port opening to accept full-size shell cutters and shall be provided with an alignment ring. Valves shall be non-Rising Stem (NRS) with a 2" square nut. The following tapping valves are approved for use.

MANUFACTURER	MODEL NO.
American Darling	865
M & H	3751-NRS

5.5.8 Encasements*Encasement Pipe*

The encasement shall be set straight and true to grade as indicated on the construction plans and per the requirements of the Standard Details. Each end shall be sealed. Minimum cover over the casing pipe shall be not less than thirty (30) inches, except that sizes thirty (30) inches and larger shall require not less than one diameter of cover. Borings under railroads or State highways shall meet their respective permit requirements, borings under City Roads, driveways and miscellaneous paved or improved areas per the standard details.

Encasement Spacers

Encasement spacers shall be pre-manufactured. Spacers for 4" - 16" piping shall be stainless steel or hard rubber, with 8" long runners as shown on the applicable details.

5.6 INSTALLATION

Unless prior approval has been obtained, the operation of ANY valve on the existing public distribution system shall be restricted to DFS' personnel ONLY.

It is the responsibility of the Contractor to maintain a safe working environment and comply with OSHA Code of Regulations Part 1926 (latest revision).

5.6.1 Pipe Lines

A trench shall be evacuated only so far in advance of pipe laying as necessary for laying operations to be completed that construction day. The trench shall be excavated to the depth required so as to provide a uniform and continuous bearing support for the pipe on undisturbed ground. Bell holes shall be provided at each joint to permit jointing to be made and inspected properly.

All unsuitable soil shall be removed and replaced with approved material to a depth not less than 12 inches below the pipe. This material shall be tamped in layers of 6 inches to provide a uniform and continuous bearing characteristic of that area's soil condition. Where the bottom of the trench at sub grade consists of unstable material to such a degree that it cannot be removed and replaced with an approved material to support the pipe properly, a suitable foundation shall be constructed.

Fire hydrants and valve boxes or other utility controls shall be left unobstructed and accessible at all times. Street gutters shall be kept clear or other satisfactory provisions made for street drainage. All surface material, which is suitable for reuse in restoring the surface, shall be kept separate from the excavated materials.

Open cut trenches shall be sheeted and braced as required by OSHA Code of Regulations Part 1926 (latest revision) and as may be necessary to protect life, property, or the work. Trench bracing may be removed after the backfilling has been completed or has been brought up to such an elevation as to permit its safe removal. A trenching box may be used in place of sheeting and bracing as long as said box is in compliance with above referenced OSHA Code.

Water shall not be allowed in the trench at any time. An adequate supply of well points, headers, and pumps, all in first class operating condition, shall be used to remove the ground water. The use of gravel (angular stone/57 stone) and pumps shall also be an acceptable means of removing the water on a case-by-case basis or prior approval.

The trench shall be excavated no more than the available pumping facilities are capable of handling. The discharge from pumps shall be routed to settling basins or other acceptable erosion and sedimentation control devices prior to discharging to natural or existing drainage channels or storm sewers. Any and all permits required for dewatering are the responsibility of the Contractor and shall be obtained prior to commencement of construction.

The City reserves the right to require the submittal of a dewatering plan in instances where complexity of the project dictates. When requested, the plan shall be designed and stamped by a Licensed Engineer registered in the State of Florida.

Pipe Laying

All water mains, service lines and appurtenances shall be installed as specified in these technical provisions and in accordance with the approved plans and standard detail sheets.

The bottom of the trench shall not be excavated below the specified grade. If undercutting occurs, the bottom of the trench shall be brought up to the original grade with approved material, thoroughly compacted as required.

Before placing pipe into the trench, the outside of the spigot and the inside of the bell shall be wiped clean and dry, free from oil and grease. Every precaution shall be taken to prevent foreign material from entering the pipe. During laying operations, no debris, tools, clothing or other material shall be placed in the pipe.

All mechanical joints shall be made up in strict accordance with the manufacturer's specifications. Gaskets shall be evenly seated, the gland placed in position with the bolts, and evenly tightened.

All slip joints shall be made up in strict accordance with the manufacturer's specifications. The bell shall be carefully cleaned and lubricated before the gasket is inserted.

After placing a length of pipe in the trench, the spigot end shall be centered in the bell, the pipe forced home, and brought to correct alignment per the manufacturer's recommended installation procedures.

Water mains will be installed with 36" minimum cover. Do not install water mains with a greater cover than 42" without specific prior approval. Cover depths will be determined from top of pipe to the top of finished landscaping grade as indicated on the plans. Exceptions to stated depth requirement include those portions of water main within casings or those portions that go over or under storm drains, sanitary sewers or other utilities as shown on plans.

In those cases where depth differences are extreme or other circumstances prevent the use of offset fittings, properly restrained M. J. 45° bends can be used in conjunction with ductile iron pipe. Clearly annotate such deviations on As-built records and advise the inspector of such deviations during inspections.

At times when pipe laying is not in progress, the open ends of the pipe shall be closed by a watertight plug or other approved means. This provision shall apply during the noon hour as well as overnight. If water is in the trench, the seal shall remain in place until the trench is pumped completely dry.

Backfilling

All backfilling material shall be suitable soil free from debris, organic material, boulders, rocks, stones or other material which is considered unsuitable. Materials that are considered unsuitable must be disposed of off site in compliance with all pertinent codes of City, State, County, and Federal regulatory agencies.

5.6.2 Valves, Fittings and Hydrants

Install valve boxes so as to not transmit shock or stress to the valve. Valve boxes shall be centered and plumb over the wrench nut of the valve. The box cover should be flush with surface of the finished pavement or grade level as specified in the plans, with cast in place collars poured after completion of grading to finish grade. Pour collar so as to eliminate wash outs and uneven settlement around the valve box.

Acceptable grade for all fire hydrants shall be interpreted as center line nozzle heights of no less than 18" and not more than 24" above finished grade. All hydrants shall stand plum with the pumper nozzle facing the curb and the bury line of the hydrant at the finished grade.

5.6.3 Encasements

Pipe to be installed under pavement where open trenching is not permitted shall be installed through casing or as directional bore, as shown on the Standard Details. Casing shall extend beyond the back of slope or edge of pavement **a minimum of 6 feet**, whichever is greater.

Water mains shall be pushed or pulled through the encasement piping on spacers placed no more than 10 feet apart. A minimum of two spacers/runners per joint of pipe shall be required. The spacer shall have a clearance range of 1 to 1.5 inches between the spacer and the inside of the encasement piping. Spacers shall be required in the first foot of each end of the encasement.

All casing ends shall be sealed with an engineered end sealing device.

5.6.4 Testing

Testing shall be accomplished through the combination of visual inspections, and hydrostatic pressure testing. The Contractor shall provide all labor, material and equipment necessary for conducting tests. All testing shall be performed in the presence of authorized City representative, tests performed in the absence of a representative shall be considered invalid and shall be repeated at the Contractor's expense.

Contractor shall call for a visual inspection of installed water lines to verify the grade of the water line. Contractor shall provide a minimum of 48 hours notice for visual inspections.

Pressure Testing

Contractor shall provide a minimum of 48 hours notice for pressure testing. Contractor shall ensure that air is evacuated from the line, valves have been bled off, hydrants are on line, and all water services are on line. Water leaks from weep holes are not acceptable.

The following restrictions shall be adhered to:

- Test pressure shall not be less than 1.50 times the working pressure at the lowest point along the test section, but not less than 150 psi.
- Test pressures shall not exceed pipe or thrust-restraint design pressures.
- Hydrostatic tests shall be of at least 6 hour duration for buried pipe and a minimum 2 hours for exposed piping.

The following items must be considered prior to testing:

- The pipe to be tested must be sufficiently backfilled (partial backfill) to prevent movement while under pressure.
- Joint restraint at fittings should be permanent and constructed to withstand test pressure. If concrete thrust blocks are used, sufficient time must be allowed before testing to permit the concrete to cure.
- Test ends should be restrained to withstand the applicable thrusts that are developed under the test pressure.

Pressure Test Procedure

Construction of all service lines, fire hydrants and any/all other connections involving restrained joints and/or thrust blocking shall have been completed and inspected prior to scheduling of the pressure test. Testing shall be in accordance with AWWA C600. DFS' representative must be on site while flushing and testing is being performed.

Filling the Line

The main should be filled slowly from the DFS' potable water system. The water may be introduced from lines in service through the use of a temporary construction meter per the Standard Details. Filling of the line should be accomplished at the lowest point in the line where possible.

Expelling Air from Pipeline

ALL air should be expelled from the pipeline during filling and again before making either pressure or leakage tests.

Pressure Testing

All valves not required to be closed for isolation of the new main being tested shall be open during the testing including fire hydrant valves. The line shall be pumped up to no less than 150 psig and no more than 200. Once the pressure equalizes the line shall hold said pressure for the required duration. If line is not holding specified pressure at time of

arrival of DFS' representative, the test will be cancelled and rescheduled at the convenience of DFS. This shall be repeated until the test requirements are satisfactory.

Failure to pass Pressure Test

In the event of a failure in the pressure testing procedure, the Contractor shall examine all exposed pipe, fittings, valves, hydrants, thrust blocks, restraints, and joints of the new system. Any damaged or defective work or material shall be repaired or replaced, and the test shall be repeated until satisfactory results are obtained. Examinations, repair and retesting are at the Contractor's expense.

Disinfection And Bacteriological Testing

Upon successful passing of the pressure test, the main(s) shall be disinfected by the Contractor who shall coordinate his testing with DFS. The Contractor shall perform bacteriological testing of water mains. If such samples do not demonstrate satisfactory results, re-chlorination will be required. All service connections shall be made before testing and shall also be disinfected. The Contractor shall be responsible for the cost of chlorination during construction and testing.

Final Inspection

For the final inspection before acceptance by DFS, all valve boxes shall be plumb and to grade, and curb stops shall be adjusted to the proper elevations (see standard details). By-pass valves on meters shall be in the "closed" position. Adjustment of the by-pass valve after final inspection is prohibited.

Pressure Test Equipment

Equipment systems used to perform water pressure test shall be specifically designed for this purpose. The continuous monitoring recording pressure gage, required for this test, shall be liquid filled (glycerine) having a pressure range from 0 psig with minimum divisions of 5 psig. The gage face shall be a minimum of 4 inches in diameter and have an accuracy of $\pm .04$ psig. The gauge shall meet or exceed Grade B ANSI-ASME B40.1.

END OF SECTION 5

SECTION 6 – WASTEWATER COLLECTION SYSTEM

6.1 PURPOSE

This section establishes the minimum standards and technical design criteria for sanitary sewer collection systems within The City of DeFuniak Springs' service area. Adherence to these standards will expedite review and approval of plans. Any departure from these design requirements should be brought to the attention of the review Engineer and discussed prior to submission of plans for approval.

6.2 Design Calculations

The City of DeFuniak Springs desires to address sewer system expansion on a regional basis to eliminate the proliferation of small lift stations and gravity interceptors. Therefore, to maximize the efficiency of the DFS sewer system, sewer system development shall consider the affects that future development of the surrounding areas within the draining basin could have on the design of the collective, conveyance, and pumping systems. Developers shall coordinate with DFS to evaluate potential opportunities to upsize proposed facilities to serve future areas on a regional basis. Refer to the requirements presented in Section 11, as well as any other requirements of DFS.

6.2.1 Design Flow

The design flow for each segment of the sewer system shall be determined in accordance with FDEP Regulations. Typical sewer estimates based on usage data is 250 gpm. Additionally, when the installation of a lift station is required to reach the City's gravity collection system the design flow should be determined as follows:

1. Prepare a drainage map, which defines the potential tributary areas for the lift station in the vicinity of the development.
2. Examine each tributary area to determine its potential land use and equivalent population.
3. Determine the average daily flow based upon the equivalent population.
4. Determine the design or peak flow based upon the average daily flow and the appropriate peaking factor.

Collector sewers are primarily installed to receive wastewater directly from property service connections (laterals). A major change in land use within a tributary area can have a significant impact on the collector system's ability to transport the necessary flow. Collector sewers should, therefore, be designed to transport the saturation population (final build out) flow, which might be expected during their service life (flowing full).

An interceptor sewer is a principal sewer to which collector sewers are tributary. All interceptor

sewers should be designed for saturation population unless otherwise directed by DFS.

For a major industrial water user or undeveloped industrial land in the tributary area, DFS will require the Engineer to supply an estimated average daily flow and potential wastewater constituent characterization. The City reserves the right to evaluate potential industrial use for the need of pretreatment, based on the constituent characterization. Pretreatment needs shall be incorporated in the final construction plans and at the Developments' expense.

6.2.2 Drainage Area

If required by DFS, the Developer shall prepare a drainage map to aid in the review of the design. The map shall show the actual area to be served by the proposed project, the location of the existing and proposed sewers, the portion of the project area tributary to each individual sewer element, and any points of inflow, which contribute additional flow from adjacent areas. Adjacent future contributing areas shall be shown in entirety on the Drainage Map.

If requested, the Drainage Map and design calculations shall be presented for review with submittal of the preliminary plans and construction plans.

Establish Service Area Boundaries

The initial developer is responsible for determining the boundaries of the development area and for demonstrating how this area would best be served by a pump station. The initial developer will provide all the necessary supporting information and data to DFS staff. The staff will review the initial developer's planning documents to confirm that the proposed wastewater service area assumptions are acceptable.

The initial developer must consider the following criteria when determining the service area boundaries:

- Physical barriers and topographic limitations that preclude the use of gravity interceptors
- The potential wastewater flow rate from future developments in the service area for a 20 year build out scenario. If the projected lift station flows exceed 350 gpm, contact the City Engineer.

Service Area flows

Flow projections from an established service area shall be obtained through the collection of data from adjacent developers on ultimate build out and phasing of developments. Impacts of the sewer system design on surrounding areas shall be considered.

6.2.3 Gravity Sewer

Mannings equation shall be used to determine proper pipe size and slope to transport the design flow. Design shall be for full flow at saturation conditions with the following characteristics:

Roughness coefficient $n = 0.013$ (Sanitary Sewers Only)

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- Minimum velocity $v = 2$ feet/second at full flow (max. 15 feet/second)
- Minimum pipe size $D = 8$ inches
- Minimum acceptable grades per the Ten State Standards
- Peak factor per the Ten State Standards

The hydraulic grade line should not rise above the crown of the sewer pipe. When critical, the hydraulic grade line shall be computed to show its elevation at manholes, transition structures, and junction points of flow in pipes, and shall provide for the losses and the differences in elevation. If velocity entering a manhole is above critical, the hydraulic grade line must be computed to ensure that no service connections are surcharged. The pipe exiting the manhole must be adjusted in elevation to ensure that the energy gradient remains level across the manhole.

When increasing the sewer size, the spring lines of the smaller and larger sewer shall match at the centerline of the manhole. However, for the hydraulic design calculations, the Design Engineer shall match crown elevations at the centerline of the manhole by raising the elevation of the smaller sewer.

Where ductile iron or plastic composite pipe connects to another pipe material (i.e., clay, concrete, etc.) a concrete collar and an appropriate fitting for joining the two materials shall be used.

If the grade at any time (during or after) construction is less than 3 feet from the top of the sanitary sewer pipe, then ductile iron pipe will also be required. Composite plastic pipe can be used in areas where the cover above the pipe is in the range of 3 to 20 feet.

The top of sanitary manhole elevations shall be a minimum of 2 feet above existing, proposed, or projected 100-year high water elevations. Relocate manholes when this minimum elevation causes the manhole to be above the natural ground creating obstructive mounds.

Ductile iron pipe shall be required in all fill areas and areas of disturbed ground.

6.2.4 Force Mains

The Hazen Williams equation shall be used to determine proper pipe size to transport the design flow. Design shall be for full flow conditions with the following characteristics:

- Roughness coefficient $C=120$ to 150
- Minimum velocity $v = 2.5$ fps
- Maximum velocity $v = 8$ fps

The following additional requirements apply to the force main design:

- Force Main vertical alignment shall be in a continuous uphill profile. If the profile is not conducive to such an alignment, contact the City Engineer for further design instructions.
- The location of air release/vacuum devices shall be analyzed.
- Force main design shall incorporate all characteristics of lift stations connecting to a

common force main, from where individual operational scenarios can be discerned.

6.2.5 Lift Stations

This chapter presents a standard approach to the design of submersible pump stations with wastewater ADF's of up to 350 gpm. The sizing criteria and specifications for design and construction presented in this document are intended as guidelines for engineers and developers designing standard submersible pump stations for use in the DFS' wastewater system.

The City is continually striving to provide standardization of the system, but will consider variations of the design standards presented in this document if approved by City approval committee (City Manager, Public Works Director, Wastewater Supervisor, or designee).

Wet Wells

The rim elevation of the wet well shall be lower than surrounding manholes by at least 6 inches, assuring unlikely overflows to be contained to the pump station site. The dimensions of the wet well determine the frequency and duration of pump cycles, as well as the detention time of the wastewater at the station. Fixed rate pumps **with cooling jackets** are preferred over variable speed pumps and no cooling jackets. Evaluated shall be, minimum and maximum cycle times and startup flows. During ADF, the pump operation should be limited to 10 starts per hour. During minimum flows, a pump start should occur within a maximum of 60 minutes.

In a duplex station, the submersible pumps shall be designed to operate at Peak Flow, and in a triplex station, two pumps operating in parallel shall be designed to have sufficient capacity to meet the Peak Flow. Alternating LEAD/LAG pump control strategies shall be provided to control duplex and LEAD/LAG/LAG LAG for triplex pump stations.

Valve Vaults

Clearance must be provided in the valve vault to allow for maintenance of the valves. The exact dimensions will be determined by discharge pipe size and specific valve assembly and disassembly clearances. The vault shall contain all check valves, isolation valves, and associated fittings for station operation. At least 18 inches of space should be provided between all pipes and walls for easy disassembly of mating flanges. The 18-inch spacing also applies between the pipe and the valve pit bottom. Pipe supports should be located as needed to fully support the equipment in the valve pit, without hindering their operation or maintenance.

Site Requirements

The pump station site will be designed to allow easy truck access to the pump station for operation, maintenance, and equipment removal. Truck access is only required on one side of the station but is preferred for both sides of the station. A minimum 8 ft clearance between the pump station and the site property lines will be required on all sides.

6.2.6 Service Connections

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Each platted lot shall have its own individual sanitary sewer connection. Laterals should serve no more than two single family owned units. Each duplex, apartment, or condominium that has the potential to be sold as an individual dwelling on its own lot shall have a separate sanitary sewer connection. If a single-family dwelling is built upon several lots, only one sanitary sewer lateral will be required.

Sanitary sewer laterals shall be a minimum of 4 inches in diameter and run perpendicular to the sanitary sewer line. Laterals shall have a minimum slope of 1/8-inch per foot (1%) for laterals. However, in all cases, the invert elevation of the property lateral at the easement or property line shall be equal to or higher than the crown of the sewer.

Lateral connections to the main collector pipe shall be made using a wye installed at an angle no greater than 45 degrees from the horizontal centerline. Lateral Stacks (installing wyes at 90 degrees from the horizontal centerline) are prohibited. No laterals shall be connected to manholes. Refer to the standard details for general layout and cleanout requirements.

6.3 System Requirements

All sewers and sewer structures to be constructed where high groundwater conditions exist or where flooding of the trench is anticipated shall be designed to prevent flotation or excessive pipe flexing.

6.3.1 Air Release Appurtenances

Shall be installed on all lift station piping.

6.3.2 Lift Stations

All lift stations shall be installed with bypass pumps, and the SCADA system the city is currently using. Stations shall be placed where city/employees have access to the station at all times. Placement of new stations should be as far away from water sources as possible. Stations should be equipped with generator hookup. Pumps for stations shall meet or exceed the city's expectations.

6.3.3 Encasements

Pipe Encasement

Encasement is required when crossing all railroads, and some State, County, and City roadways, which have excessive traffic flow or other critical situations (such as protecting building foundations). Whenever possible, encasement and mains shall cross the roadway and/or railroads, perpendicular to the roadbed. A valve will be required on each end of the encasement for force mains. In all cases, the agency requiring the encasement shall have the final approval of the Engineering design.

Pipe to be installed under pavement when open trenching is not permitted shall be installed through casing, which has been jacked and bored. Casing shall extend out past both sides of pavement a

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minimum of 3 feet or past toe of slope whichever is greater.

Sewer mains shall be pushed through the encasement piping on spacers placed no more than 10 feet apart. A minimum of two spacers/runners per joint of pipe shall be required. The spacer shall have a clearance range of 1 to 1.5 inches of clearance between the spacer and the inside of the encasement piping. Spacers shall be required in the first foot of each end of the encasement. All casing ends shall be sealed with an end seal.

Concrete Encasement

Concrete encasement shall extend a minimum length of 2 feet beyond the point where a minimum 3-foot depth of cover is reached or to a point 5 feet beyond the tops of banks when crossing a ditch or stream. Encasements may be used when it is necessary to prevent floatation, when crossing streams, ditches, or existing storm drains, where soil conditions may indicate the possibility of heavy erosion, where crossing over or under utilities with less than 2-feet of clearance, or in areas where the sewer has less than the required minimum cover. Concrete encasement is not acceptable unless specifically approved by DFS' Engineer.

6.4 General Location Requirements

Sewers shall be located using sound Engineering judgment to determine the most cost-effective and environmentally sensitive alignment which best serves the needs of the entire tributary area. Sewers should be located within easements and right-of-ways. Whenever possible, sewers in subdivision construction projects shall be located in the street right of way. If the sewer main is installed parallel to a state road or highway, the sewers shall be located outside of State right of ways in dedicated easements. However, if DFS determines that it is not practical to locate sewers in dedicated easements, DFS may approve locating sewers in State right of ways on a case-by-case basis.

When selecting the sewer alignment, consideration shall be given, but shall not be limited to, the following general location criteria:

- Elevation requirements necessary to provide appropriate service with due consideration of sanitary facilities in basements.
- Environmentally sensitive areas and constraints such as creeks, wetlands, trees, protected habitats, etc.
- Existing utilities, railroads, highways, and overhead facilities.
- Location of other existing and proposed sewerage facilities.
- Property values, easement needs and potential damages to the affected properties.
- Existing and proposed high water elevations, including high water for appropriate design periods.
- Anticipated extension of existing streets and the potential for the development of contiguous areas.
- Continuity with adjacent design segments.

Highway Crossings

Sewer pipe installations under State, County, or City maintained roadways, which are designated by their governing agencies, shall meet the following requirements (more stringent criteria may be required on a project specific basis):

- Sewers shall cross roadways at an angle as close to 90 degrees as practical. Sewers shall not be placed under roadway bridges where there is a likelihood of restricting the required area of the bridge or where there is a possibility of endangering the foundations.

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- Borings under roadways shall have a minimum depth of 4 feet from the surface elevation to the top of the boring. The top of the tunnel lining shall not be above the invert of existing or proposed ditches.
- Borings under roadways shall extend a minimum of 10 feet outside the existing pavement, as measured at right angles to the roadway, or to the toe of the slope when the roadway is on fill and the toe of slope exceeds 10 feet outside the existing paving.
- Sewer lines laid in a longitudinal direction on highway rights-of-way shall be located a sufficient distance from the edge of the pavement to allow adequate working room and to provide maximum safety to the motorist when the roadway is to remain open to traffic. Those sewer lines within the roadway rights-of-way, but not located under paved areas, shall have no less than 5 feet of cover.
- Metallic wire shall be laid in the trench above ALL thermoplastic pipes from edge of pavement to the right-of-way line or from end of tunnel to right-of-way line on all crossings of State Right of Ways.

6.4.1 Gravity Sewer

In subdivision construction, preference shall be given to aligning sewers along street centerlines. Sewers shall be constructed with a straight alignment between manholes. Whenever possible, sewers shall be designed within the right-of-ways of proposed streets and highways.

Sanitary sewer laterals must extend six (6) feet beyond limits of the utility easement at a minimum depth of three (3) feet, and 45-degree angle at property line to three (3) feet above ground. (See Standard Details.)

Service lateral lines shall be a minimum of three (3) feet below ditch bottoms.

6.4.2 Force Mains

When installed in rights-of-way, sewer force mains shall be located five feet inside the right-of-way, with a minimum of five (5) feet behind the curb. The sewer force mains shall maintain a consistent alignment with respect to the centerline of the road. This distance shall be clearly indicated on the design drawings submitted for review and approval. Typically locate force mains on the opposite side of water mains.

All sewer force mains located outside of dedicated rights-of-way shall be centered within a minimum 15-foot easement. In such cases, no sewer force main shall be located within five (5) feet of utility structure or ten (10) feet of any permanent structure. At DFS' discretion, additional easement widths and/or sewer force main/structure separation shall be provided when the pipe size or depth of cover so dictates.

If a sewer force main is located adjacent to a road right-of-way, a minimum 10-foot easement may be provided upon the review and approval of DFS Engineer. If a 10-foot easement is granted adjacent to the road right-of-way, the force main shall be positioned such that there is a

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minimum of five (5) feet from centerline of pipe to edge of easement, opposite road right-of-way. Force mains shall not be placed under retention ponds, tennis courts, or other structures, unless approved by DFS. If approval is granted, restrained joint ductile iron pipe shall be required as directed by DFS.

In general, sewer force mains shall not be located along side or rear lot lines of properties. In the event an easement is required along a lot line, the easement width shall be located on a single lot. No split lot easements will be permitted.

6.4.3 Manholes

6.4.4 Service Connections

The sanitary sewer lateral shall extend perpendicular from the main to the street right-of-way or utility easement if greater. Extend the service lateral at 45 degrees at the ROW or easement line and extend above finished grade 3.0'. The end of the sanitary sewer lateral shall be placed no shallower than 3 feet and no deeper than 6 feet deep with respect to final grade, unless otherwise approved by DFS.

6.5 Materials

6.5.1 Trenching

Coarse aggregate shall consist of naturally occurring materials such as gravel, or resulting from the crushing of parent rock, to include natural rock, slags, expanded clays and shales (lightweight aggregates), and other approved inert materials with similar characteristics, having hard, strong, durable particles, conforming to the specific requirements of Section 901 "*Course Aggregate*" of FDOT's Standard Specifications.

Fine aggregate shall consist of natural silica sand, screenings, local materials, or subject to approval, other inert materials with similar characteristics, or combination thereof, having hard, strong, durable particles, conforming to the specific requirements of Section 902 "*Fine Aggregate*" of FDOT's Standard Specifications.

6.5.2 Pipe Materials

Ductile Iron Pipe

Ductile iron sewer pipe shall be push-on joint in accordance with ASTM A 746-latest version and ANSI/AWWA C111/A21.11. Pipe wall thickness shall be in accordance to bury depth as specified in above referenced AWWA latest edition. The pipe shall be protected with epoxy coatings. All ductile iron pipe for underground installation shall be outside coated with a 1-mil thick bituminous material applied by means of airless spray or other factory approved method.

Plastic Composite Pipe (8"—12")

PVC composite pipe shall be push-on joint in accordance with ASTM D2680-90 (latest version). Minimum pipe stiffness, when measured in accordance with ASTM D24 12, shall be 200 psi.

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The thermoplastic material shall meet or exceed the requirements of ASTM D1784. Solid wall PVC pipe SDR 35 is approved for gravity sewers.

A #10 copper insulated tracer wire shall be laid the full length of the force main, 18" above pipe.

Laterals

Laterals shall be solid wall PVC and be 4-inch conforming to the requirements of ASTM A746 or ASTM D3034. Solid wall lateral pipe shall be SDR 23.5.

Fittings

Fittings shall be ductile iron and shall be designated and manufactured in accordance with ANSI A21.1 latest version. Fittings shall be protected with an epoxy coating (Protecto 401 or equal) in accordance with ANSI/AWWA C104/A21.4.

Pipe with diameters of less than 4 inches shall have PVC composite fittings that conform to ASTM D2680-80.

6.5.3 Manholes Precast Manholes Precast manholes shall be reinforced concrete conforming to the requirements of ASTM C478. The concrete when tested in compression shall be not less than 4000 psi.

Manhole Rim and Cover

Ferrous casting shall be of uniform quality, free from blowholes, shrinkage, distortion or other defects. Metal used in the manufacturing of castings shall conform to ASTM A-48 (latest revision) Class 35B for Gray Iron. All castings shall be manufactured true to pattern; component parts shall fit together in a satisfactory manner. Component parts of a specified design shall be interchangeable. Round frames and covers shall have continuously machined bearing surfaces to prevent rocking and rattling. Tolerances shall be accepted foundry standards as outlined in the Iron Castings Handbook published by the American Cast Metals Institute (tolerances shall not exceed +/- 1/16 inch per foot of major dimension). All manhole covers have the cast on the cover as shown in the Standard Details.

Manhole Steps

Manhole steps shall be copolymer polypropylene plastic with 1/2" diameter grade 60 reinforcements and shall conform to ASTM C478. All steps shall be built into the walls of the precast sections in straight alignment so as to form a continuous ladder with a maximum distance of 16 inches between steps.

Manhole Joint

Joints between manhole sections shall be made with a preformed butyl sealant. Butyl sealants shall meet the hydrostatic performance requirements of ASTM C880. Use ConSeal CS-102 or approved equal. Manhole joints shall be grouted on the exterior only. Lifting eyes are not

acceptable.

Grouting

Joints shall be grouted on the outside of the manhole with mortar. Use a rapid setting, non-shrink, hydraulic cement specially formulated for underwater use. The cement shall be nonstaining, containing no organic materials. Use BONSAL Instant Hydraulic Cement or approved equal.

Pipe-to-Manhole Connector Assembly

Flexible connector assemblies shall be made of a rubber compound especially formulated to resist weather, ozone, oils, acids, alkalis, and animal/vegetable fats with a stainless internal band and external clamp. The assembly shall be inserted into the precast manhole at the factory and shall meet the requirements of ASTM C823.

Epoxy Coatings and Additives

Provide Precast Manholes with a factory applied Xypex additive, or prior approved equal protective additive or coating.

All manholes and other sewer system components on interceptor/outfall lines (sewer mains with diameters of 18" and greater) shall be protected from corrosion by the use of factory applied epoxy coatings. In addition to the epoxy coating requirement as described below, DFS may extend the use of protective coatings to include the first two segments (or 500 ft. of sewer main) of any branch sewer emanating from the interceptor/outfall lines. DFS further reserves the right to require protective coatings on any manhole, ductile iron pipe, or component of any collector line (less than 18" in diameter) as is deemed necessary by DFS' Engineer.

Where required, Epoxy coatings on concrete and masonry (i.e. manholes, concrete pipes, etc.) shall be applied to the exterior with a polyamide coal tar epoxy, Series 46H-413 Hi-Build Tnemec-Tar or approved equal. A seal coat of epoxy shall be applied to the exterior of the structure per the manufacture's recommendations.

6.5.4 Valves

6.5.4.1 Gate Valves

Gate valves on sewer force main size 4" to 12" in diameter shall incorporate resilient wedge gates with mechanical joint ends. All gate valves shall be of domestic origin and shall meet or exceed AWWA C-515 or C-509. Resilient wedges shall be of natural or synthetic rubber and be bonded or mechanically attached to the gate using stainless steel hardware and shall be rated at a working pressure of 200 psi.

The interior and exterior of the valve body shall be fusion-bonded epoxy coated in accordance with AWWA C-550 (latest edition) in order to provide a corrosion resistant seat, applied in a manner to withstand the action of line fluids and operation of the sealing gate under long-term

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service. Valve seats shall seal by compression only. Valves shall be supplied with 2" square operating nuts and shall be designed to provide a bubble or bottle tight seal regardless of direction of flow. Opening shall be in the counterclockwise direction.

All gate valves < 4" located below grade must be ductile iron resilient wedge meeting or exceeding AWWA C515 standards, latest edition. All gate valves shall have a standard 2" operating nut and standard FPT openings. No bronze/brass type gate valves will be accepted in underground applications.

Valve Boxes

Cast iron valve boxes shall be provided for all valves installed underground. The valve boxes shall be adjustable to fit the depth of earth covered over the valve and shall be designed so as to prevent the transmission of surface loads directly to the valve or piping. The valve boxes shall be manufactured of cast iron and shall be of the two-piece design, screw type, including a bottom section and top section with lid cover.

The casting shall be manufactured of clean, even grain, gray cast iron. It shall be smooth, true to pattern, free from blowholes, sand holes, projections and other harmful defects. The seating surface of both the lid cover and the top section shall be cast so that the cover will not rock after it has been seated and will fit tightly with no play.

Valve box must be an integral unit that is telescopic and adjustable and shall house the entire valve and operator extension. Extension pieces, if required shall be ductile iron pipe. Valve box lids should have the word 'SEWER' cast on the top. All valve boxes located outside of roadway pavement shall have a concrete pad poured around the box at finished grade level as shown on the Standard Details.

6.5.4.2 Air Release Valves

Provide combination air release and high capacity air and vacuum valve designed specifically for handling sewage and having stainless steel floats guided with a stainless-steel shaft, Buna-N seat having positive drip-tight closure and cast iron elongated body and cover with threaded ends and rated to 150 psi. Furnish valve designed to automatically exhaust large quantities of air during pipeline filling without permitting liquid to escape and to permit reentry of air during pipeline draining or when negative pressure occurs. Also provide capability to automatically release accumulated air in a pressure pipe system. Equip unit with 2-inch NPT inlet; bronze body inlet, blow-off, and back-flush gate valves; and back flush pipe and hose with quick-disconnect connections. Subject to compliance with requirements, the following manufacturers are approved:

- APCO Valve and Primer Corporation
- Val-Matic Valve & Manufacturing Corporation

6.5.5 Lift Stations

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General specifications for materials and equipment are presented but are not intended to be used as construction specifications. Detailed construction specifications must be prepared by a professional engineer registered in the State of Florida.

General pump station configurations and dimensions are presented for guidance and should be carefully reviewed to confirm that conflicts with specific equipment selection requirements do not exist. Dimensions presented in this document are intended to show relative sizing. Actual dimensions may vary and will depend on specific structural or foundation requirements of the proposed pump station. Equipment from specific manufacturers may require adjustments to the dimensions shown for proper installation.

6.5.5.1 Submittals

This section establishes specific submittal requirements from the initial developer for review and approval by DFS and DFS staff. The submittals are designed to be completed fully by the initial developer, so that minimal interpretation of the initial developer's submittal information is required by DFS staff. If information is incomplete, the application will be returned to the initial developer for correction and re-submittal. The developer should formalize the following procedure on standardized forms to make review an objective and straightforward process.

The applicant shall provide three (3) copies of the following submittal data for each item of pumping equipment, included with the calculations:

- Certified Dimensional Print
- Typical Performance Curve
- Pictorial and Schematic Wiring Prints
- Parts Listed and Instructional Prints
- Pump Components and Warranty.

6.5.5.2 Materials

Valve Vault

- Bottom section to be sloped to drain.
- There shall be a minimum of 18 inches clearance on all sides of valves and fittings.
- There shall be a minimum of 24 inches clearance from the bottom of valve to floor of valve box.
- The check valves shall be a full body cast iron valve or stainless steel with external lever and spring. Cast Iron Body, renewable Buna N Seal, and AWWA C115 Flanged connection. The shaft, center pin, disc arm set screw, seat screws and disc arm key shall be stainless steel.

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- All exposed hardware shall be of corrosion resistant, stainless steel.
- The Access Hatches shall be aluminum double-door type, rated at 300 lb/sq. ft. A minimum of 3' x 3' overall, mounted and centered on the box as shown on the drawings. Doors shall be of skid-proof design.
- All valve housing boxes shall be precast concrete or fiberglass.
- The gate valves shall be AWWA C509 Compression Resilient Seated, Flanged Cast Iron Body with epoxy coated interior, and manual hand wheel actuator. Pipe sizes 6" and larger shall have a concentric plug valve with gear reduced hand wheel operator.
- An emergency by-pass gate valve with an Ever-tite Quick Coupling, Part "F", Female x Male iron pipe adaptor with male thread, the size of the discharge line shall be used (if discharge line is 6 inch, then 6 inch connection), and installed within the valve box. The coupling should be located in a manner that it is accessible when the access hatch is open, with no obstructions so that a suction hose can be easily attached for emergency operations.
- Shall have two pressure gauges on either side of the check valve for each line in the valve vault. The pressure gauges shall be oil filled and rate for HP systems. All connections shall be stainless steel.

Wet Wells

- Provide stainless steel pull chains fastened with stainless steel clamps to the lift rings on each pump. The top end of the cable shall have a minimum of 4" loop fastened with stainless steel clamps. The stainless-steel chain shall be of adequate strength to permit raising and lowering of the pumps.
- The entire internal discharge riser pipes shall be welded 304 stainless steel.
- A double door aluminum access frame and cover, rated at 300 lb/sq. ft., complete with hinged and flush locking mechanism, 316 S.S. upper guide holder and level sensor(s) cable holder shall be furnished and installed on the pump station wet well. Doors shall be of skid proof design sized per the recommendations of the pump manufacturer. Single door access may be installed only if working space is limited and will not allow for a double door application.
- All access doors shall be equipped with fall protection grates mounted under each opening. Grates will be hinged to allow for pumps to be pulled as needed. All grate openings shall be of 3 inch by 3 inch or 4 inch by 4 inch.
- All lift eyes within the interior and exterior of wet well shall be cut off flush with the existing surface and sealed watertight.
- Steps will not be allowed inside the wet well.
- Flanged DIP pipe shall be used from the exterior of the wet well into the valve box.
- The discharge piping shall be intermediately supported inside the wet well by the use of a stainless steel uni-strut bolted to the well wall, and stainless-steel u-bolts and clamps secured to the discharge pipe and strut.
- All fasteners inside wet well shall be 316 stainless steel.
- All precast concrete wet wells shall have Spectra-shield lining

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- Cable hooks shall be provided on three sides, one for each pump wire (2 hooks), and one for pump float wiring and bypass pump floats (7 hook system).
- A guide rail system for pump removal shall be installed inside the wet well for each pump. The guide rails shall be of at least 316 stainless steel pipe, a minimum of two (2) inches in diameter. The guide bars shall not support any portion of the weight of the pump. The lower guide bracket shall be incorporated and tightly secured to the discharge connection elbow with 316 stainless steel fasteners.

Pump Equipment

Pumps shall be submersible, cooling jacketed, heavy duty, recessed impeller, or non-clog type. The pumps shall be capable of handling raw, unscreened sewage with a solids passing sphere of 3". The discharge connection elbow shall be permanently installed in the wet well along with the discharge piping. The pumps shall be automatically connected to the discharge connection elbow when lowered into place and shall be easily removed for inspection or service. There shall be no need for personnel to enter the pump well. Sealing of the pumping unit to the discharge connection elbow shall be accomplished by the simple linear downward force of the pump. A sliding guide bracket shall be an integral part of the pump unit. The entire weight of the pump unit shall be guided by no less than two guides and pressed tightly against the discharge connection elbow by gravity only. No portion of the pump shall bear directly on the floor of the wet well. The pump, with its appurtenances and cable, shall be capable of continuous submergence underwater, without loss of water-tight integrity. Totally submersible design, with all electrical parts housed in an oil or air-filled cast-iron, watertight enclosure. Thrust and radial bearings shall be of the ball type, the motor shafting shall be stainless steel and designed for extremely difficult sewage pumping service.

~~The duplex/triplex submersible pumps shall be as manufactured by a DFS approved manufacturer. The City is currently referencing two pumps for the system: 1) Grundfos SL and 2) KSB KRT-Wetpit w/o cooling jacket. See referencing spec sheets for each pump in appendix.~~

Controls

Automatic control of the duplex or triplex submersible pumps shall be by means of a system of float switches. The switch shall be capable of starting and stopping the pumps at an adjustable differential, starting the lead pump first and then the lag pump if wet well level continues to rise, running both pumps simultaneously and automatic alternation of the lead and lag pumps. The controls shall be housed in either of two types of panels: 1) a 14-gauge min., Stainless Steel NEMA 4x enclosure or powder coated white NEMA 4x enclosure with a 3 point latch with roller bare and heavy duty lockable handle or 2) Arc Armor panel with three separate compartments for various levels of voltage. Refer to the Standard Details for additional control and SCADA requirements, and typical electrical layout. At a minimum the enclosure shall include:

- Dead front enclosure made of arc flash rated plexi glass or steel.
- The motor starters shall be adequate size for less than 15 hp. Equip with 120V coils and block type manual reset overload relays. For pumps greater than 15 hp, the SMC-Flex Solid State Controller shall be used for the stated size

- pump. See referencing spec in appendix
- 120-Volt, 20-Amp duplex GFCI receptacle.
 - Seven (8) circuit breakers, one for each pump, one for the receptacle, one for the control circuitry, one for battery charger for bypass pump, one for block heater, and one for SCADA panel. Breakers shall be Square D or equivalent.
 - Two (2) or three (3) HOA (hand-off automatic) switches.
 - Three (3) pole overload relay with one (1) heater per pole for each pump.
 - Pump alternating circuit.
 - 120 Volt AC Control Voltage.
 - Pump run lights (green), run light shall be clearly labeled.
 - Two (2) over temp detection relays and red warning lights.
 - Two (2) 0 to 99,999.9-hour elapsed time meters.
 - Phase Failure relay required (plug-in type, 8-pin) (Phase protection req'd).
 - A minimum of 12" x 12" shall be vacant on inside of sub panel for additional equipment.
 - Panel shall also have an exterior hook up for portable generator.
 - A 110-Volt LED exterior flood light, 150 wattage, 5000 lumens rating, with a remote switch installed inside the main control panel, shall be mounted adjacent to and overhead of the panel. The light shall also have a motion sensor for activating the light prior to entry into the panel.
 - Panel shall also have surge protection for the panel. The surge protection shall have 25-year warranty minimum. The protection shall protect all various forms of voltage 480, 240, 110, and 4-20. See referencing specs in appendix
 - Control panel shall be grounded to minimum of 26 ohms. Grounding cable shall be #4 bare copper wire.
 - The control panel shall be completely assembled, tested and ready for operation prior to final acceptance inspection.
 - See referenced schematics for each type of panel:
 1. Triplex – 15 hp or higher (Using Smart Flex Soft Start)
 2. Duplex - 15 hp or higher (Using Smart Flex Soft Start)
 3. Duplex – less than 15 hp
 4. Duplex - Single phase with VFD for three phase pump

Electrical

Conduit and conduit fittings shall be P.V.C. Electrical connectors and couplings shall be of the approved plastic water-tight type.

Wire and cable shall be properly sized to carry the anticipated loading. Insulation, unless otherwise noted, shall be typed RHW neoprene jacket for all sizes.

Conduit into wet well shall be large enough for easy removal of pump leads and/or float leads but as a minimum 2" diameter. There shall be one conduit for each pump, one for float switch

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cables, one for bypass pumps, and one for battery charger for bypass pump.

A double-throw safety switch suitable sized to carry the operating current of the station with attached emergency generator receptacle shall be installed between the main disconnect and the controller. The unit shall be housed in a NEMA 3R stainless steel enclosure. The receptacle shall be coordinated with DFS. A 45-degree angle adapter is recommended to allow for easier generator connection, and to prevent water intrusion.

Each piece of mechanical equipment and motors shall be provided with a substantial nameplate of non-corrodible metal securely fastened in place, and clearly and permanently inscribed with the manufacturer's name, model, or type designation, serial number, rated capacity, electrical or other power characteristics, and other appropriate nameplate data. Spare nameplates shall be provided for each lift station and placed inside each control panel (one nameplate for each model pump).

Control Panel Base

The control panel shall be mounting on a concrete base. The base shall be a minimum of 6 inches thick. Shall extend at least 6 inches out on all sides of the control panel. Base shall have a minimum strength of 4000 psi. Panel shall be mounted either two ways: 1) use "J" bolts to anchor control panel down, or 2) Anchor bolts can be drilled in with epoxy seal for anchor bolt.

Bypass Backup Systems

Each station shall have a bypass pump for emergency situations. The bypass pump shall be critical silent and run on natural gas for the fuel system. When natural gas is not available or is not feasible to have brought in, then diesel shall be the fuel source. The referenced bypass pump is the Godwin Dri-Prime Critical Silent Pump (*See spec for referenced pump*). The pump shall be rated for the ability to handle both pumps plus extra 20% of flow.

The pump shall be placed on a concrete pad that is 7 ft x 11 ft. Minimum of 6 inches thick (*See referenced drawing of pad design*).

The battery charger and block heater shall be wired up to the designated breaker located in the control panel. Floats system shall be run through a 2-inch conduit system to the wet well.

Suction and discharge piping shall be of either ductile iron or stainless steel. The suction side of the piping shall contain a tie in for a portable bypass pump. This shall consist of a gate valve, Quik Coupling of the proper size piping. This will allow for emergency bypass pump incase the primary bypass pump is down for repairs.

Control panel shall be tied into the SCADA panel for detection of either running or not running. Wiring shall run through 1-inch PVC conduit.

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SCADA Panel

The City currently is operating the Trihedral VT SCADA System. All stations shall be connected to the system. The panel shall consist of the referenced parts and shall be laid out as referenced in the schematic for either the triplex or duplex station.

The panel shall have a minimum of a 1-hour battery backup system intergraded into the panel. Also, the panel shall have the referenced surge protection system.

The antenna shall consist of a 30 ft pole, 10 element yaggy antenna, and single antenna wire from antenna to radio. The antenna wire shall be connected to a Polyphaser inline protection device and shall be properly rated.

Operating Manuals and Parts List

Upon completion of construction, furnish three (3) complete, bound sets of literature giving the following information to DFS.

- Clear and Concise instruction for operations, adjustment and lubrication and other of the equipment. These instructions shall include a complete lubrication chart.
- A list of all parts of the equipment, with catalog number and other data necessary for ordering replacement parts.
- Such instructions and parts listed shall have been prepared specifically for the model and type of equipment furnished and shall not refer to other models and types of similar equipment.
- Complete sets of electrical schematic(s), (as built) one of which shall be encapsulated in plastic (laminated) and permanently mounted to the inside of the lift station door.

Water Service

Provide a $\frac{3}{4}$ " potable water service with backflow preventor at the Lift Station Site.

6.5.6 Encasements

Pipe to be installed under pavement where open trenching is not permitted shall be installed through steel casing, or high-density polyethylene pipe (HDPE) based on the method of installation, which has been jacked and/or bored. Casing shall extend beyond the back of slope or edge of pavement a minimum of 6 feet.

Encasement spacers shall be as manufactured by Cascade Water Works Inc., Advanced Products and Systems Inc., or Pipeline Seal and Insulator Inc. Spacers to be stainless steel body with runners a minimum of 8" in length for piping under 12" in diameter.

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6.6 Installation

Existing sewer customers shall not be placed out of service in order to connect or lay new sewer piping. The Contractor shall coordinate with DFS all service interruptions prior to construction. The Contractor shall be responsible for providing temporary service through by-pass pumping if necessary, to all of the System's customers affected by the construction.

Prior to covering up, the City must perform visual inspection all connections, lines, valves, etc. Once approved and documented, the contractor shall be allowed to continue in the project. The only area where visual inspections is not performed is piping that has been put in place while boring operations are done. Then connections shall be inspected.

6.6.1 Trenching

All excavation shall be done in accordance with OSHA Code of Regulation Part 1926 (latest revision). A trench shall be opened so that the pipe can be installed to the alignment and depth required. It shall be excavated only so far in advance of pipe laying as necessary, to complete trenching operations in a single workday.

The trench shall be excavated to the depth required so as to provide a uniform and continuous bearing support for the pipe on undisturbed ground. Bell holes shall be provided at each joint to permit jointing to be made and inspected properly.

During excavation, if unsuitable soil is uncovered at the bottom of the trench at sub grade, it shall be removed and backfilled with approved material for a depth not less than 12 inches. This material shall be tamped in layers of 6 inches to provide a uniform and continuous bearing characteristic of that area's soil condition. Where the bottom of the trench at sub grade consists of unsuitable material to such a degree that it cannot be removed and replaced with an approved material to support the pipe properly, a suitable foundation shall be constructed. Excavated material shall be piled in such a manner that it will not endanger work, obstruct natural watercourse, sidewalks or driveways.

Fire hydrants, valve boxes, or other utility controls shall be left unobstructed and accessible at all times. Street gutters shall be kept clear or other satisfactory provisions made for street drainage. All surface materials, which are suitable for reuse in restoring the surface, shall be kept separate from the excavated materials.

Open cut trenches shall be sheeted and braced as required by OSHA Code of Regulations Part 1926 (latest revision) and as may be necessary to protect life, property or the work. Trench bracing may be removed after the backfilling has been completed or has been brought up to such an elevation as to permit its safe removal. The use of a trenching box may be used in place of sheeting and bracing as long as said box is in compliance with above referenced OSHA Code.

Water shall not be allowed in the trench at any time. An adequate supply of well points, headers and pumps, all in first class operating condition, shall be used to remove the ground water.

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The trench shall be excavated no more than the available pumping facilities are capable of handling. The discharge from pumps shall be routed to settling basins or other acceptable erosion and sedimentation control devices prior to discharging to natural or existing drainage channels or storm sewers. Any and all permits required for Dewatering are the responsibility of the Contractor and shall be obtained prior to commencement of construction.

6.6.2 Pipelines

All sewer mains, laterals, and appurtenances shall be installed as specified in these technical provisions, manufacturer's recommendations, and in accordance with the approved plans and appropriate standard detail sheets as provided herein.

The bottom of the trench shall not be excavated below the specified grade. If undercutting occurs, the bottom of the trench shall be brought up to the original grade with approved material, thoroughly compacted as directed by DFS' Engineer and/or his representative.

Before placing pipe into the trench, the outside of the spigot and the inside of the bell shall be wiped clean and dry, free from oil and grease. Every precaution shall be taken to prevent foreign material from entering the pipe. During laying operations, no debris or other material shall be allowed to enter the pipe.

All slip joints shall be made up in strict accordance with the manufacturer's specifications. The bell shall be carefully cleaned before the gasket is inserted.

All backfilling material shall be free from debris, organic material, or other material which is considered unsuitable. The Contractor shall not backfill any connection or appurtenances that require DFS' inspection. Failure to provide the opportunity for inspection shall be grounds for the removal and replacement of all disputed items. All such inspections shall be scheduled two working days in advance.

6.6.3 Manholes

6.6.4 Lift Stations

Electrical

All electrical equipment shall be installed in accordance with the N.E.C. Code, as last revised. All materials used shall be new and unused, of the highest quality, and of proper type for the use intended. Where applicable, all material shall carry the approval of the Underwriters' Laboratory. The project is to result in a complete and operable Lift Station. Any items not specified, but normally included in such installations shall be furnished and installed regardless of omissions from specifications. All details of service characteristics shall be verified with the local utility.

All conduit runs, whether or not terminated in boxes, shall be capped or plugged to prevent the entrance of foreign objects before wires are pulled. Conduit projecting into the wet well shall be plugged to a depth no more than 2" from the control panel with non-hardening compound, after the wires are pulled to prevent corrosive gases from reaching the control panel. Compound

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should be easily removed for removal\replacement of wiring.

Outlets, switches, boxes, etc., shall be rigidly secured and located properly with respect to easy accessibility.

No electrical splices are allowed except in control panel.

6.6.5 Testing

Testing shall be accomplished through the combination of visual inspections, low pressure air tests, and leakage tests methods. Acceptance tests shall only be performed after all work adjacent to and over the pipeline has been completed. Backfilling, placement of fill, grading, initial/base layer of paving, concrete work, and any other superimposed loads shall be completed and in place prior to any testing. All testing shall be performed in the presence of DFS representative, after the installation of all other utilities (including power poles). Tests performed in the absence of DFS's representative shall be considered invalid and shall be repeated at the Contractor's expense.

As-Built Records

A complete set of As-Built records shall be kept by the Contractor. These records shall show all items of construction and equipment which differ in size, shape or location from those shown on the contract drawings, also any additional work, existing features or utilities revealed by construction work which are not shown on the contract drawings. These reports shall be kept up-to-date daily. They may be kept on a marked set of contract drawings to be furnished by the contractor for this purpose, or in any other form, which is approved prior to the beginning of the work. They shall be available at all times during construction for reference by the Engineer and Owner and shall be delivered to DFS upon completion of the work.

Low-Pressure Air Test

On all sanitary sewer lines (plastic composite and ductile iron), including private sewer lines, the Contractor shall conduct a line acceptance test using low-pressure air testing. For ductile iron pipelines, test in accordance with the applicable requirements of ASTM C924. For PVC pipelines, test in accordance with ASTM F 1417-98 and UBPPA UNI-B-6.

The Contractor shall furnish all labor, equipment, and any appurtenant items necessary to satisfactorily perform the air test. All testing equipment shall be approved for air testing lines.

The following procedure shall be used during the low—pressure air testing of sewer mains located above the ground water table:

- ☐ Isolate section of sewer by inflatable stoppers or other suitable test plugs. Plug or cap the ends of all branches, laterals, tees, wyes, and

stubs to be included in the test. Securely brace all plugs or caps to prevent blow-out. One of the plugs or caps should have an inlet tap, or other provision for connecting a hose to a portable air source.

- Connect the air hose to the inlet tap. Add air slowly to the test section until the pressure inside the pipe reaches 4.0 psig.
- Allow the pressure to stabilize such that a pressure between 4.0 psig and 3.5 psig is maintained for at least two minutes. The pressure will normally drop slightly until equilibrium is obtained; however a minimum of 3.5 psig is required.
- Disconnect the air supply and decrease the pressure to 3.5 psig. before starting the test.
- Use the Time-Pressure Drop Method to determine if the segment of pipe is "Acceptable". Determine the minimum acceptable time for a 1 psig. drop in pressure from 3.5 psig to 2.5 psig. Compare the minimum acceptable time to that actually observed in the field to determine if the rate of air loss is within acceptable limits. Minimum holding times are listed in the following table depending on length and size of mains.

Minimum specified time required for a 1.0 psig pressure drop for size and length of pipe.

Pipe Diameter (Inches)	Specification Time for Length Shown (Minutes: Seconds)							
	100 ft	150 ft	200 ft	250 ft	300 ft	350 ft	400 ft	450 ft
8	7:34	7:34	7:34	7:34	7:36	8:52	10:08	9:24
10	9:26	9:26	9:26	9:53	9:52	13:51	15:49	17:48
12	9:20	9:20	9:24	14:15	17:05	19:56	22:47	25:38
15	14:10	14:10	17:48	22:15	26:42	31:09	35:35	40:04
18	17:00	19:13	25:38	32:03	38:27	44:52	51:16	57:41
21	19:50	26:10	34:54	43:37	52:21	61:00	69:48	78:31
24	22:47	34:9	45:34	56:58	68:22	79:46	91:10	102:33

All test procedures are measured as gage pressure, which is any pressure greater than atmospheric. Since water produces a pressure of 0.43 psig for every foot of depth over the main, air test pressures must be increased to offset the depth of groundwater over the sewer line.

In areas where groundwater is known to exist, the Contractor shall install one-half inch diameter capped PVC pipe nipple, approximately 10" long, through the manhole wall on top of one of the sewer lines entering the manhole. This shall be done at the time the

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sewer line is installed. Immediately prior to performing the line acceptance test, the groundwater elevation shall be determined by removing the pipe cap, blowing air through the pipe nipple into the ground so as to clear it, and then connecting a clear plastic tube to the nipple. The hose shall be held vertically and a measurement of the height in feet of water over the invert of the pipe shall be taken after the water has stopped rising in the plastic tube.

Multiply the height in feet above the pipe invert to the groundwater table by 0.43 psig/ft and add it to the required 3.5 psig minimum test pressure. For example, if the height of water is 9.5 feet, then the added pressure will be 0.43 psig/ft x 9.5 ft or 4.9 psig. This increases the test pressure from 3.5 psig to 8.4 psig and the 2.5 psig to 7.4 psig, respectively. The allowable drop of 1 psig for the time allowed as outlined in Table 1 still remains the same for 8.4 psig and the 2.5 psig to .4 psig, respectively.

Vacuum Testing of Manholes

All sanitary sewer manholes constructed by the Contractor shall be vacuum tested for leakage in the presence of an DFS Representative. Vacuum testing shall be performed in accordance with ASTM C 1244. The vacuum test requirement will not apply to any existing manhole, or any existing manhole that has been converted to a drop manhole by the Contractor.

The Contractor shall furnish all labor, equipment, and any appurtenant items necessary to satisfactorily perform the vacuum test. All testing equipment shall be approved for vacuum testing manholes.

All lifting holes shall be plugged with an approved non-shrink grout inside and out. Manhole joints shall be grouted from the outside only. All pipes entering the manhole shall be plugged. The Contractor shall securely brace the plugs in order to keep them from being drawn into the manhole. The test head shall be placed at the inside of the top of the cone section of the manhole and the seal inflated in accordance with the manufacturer's recommendations.

A vacuum of 10 inches of mercury shall be drawn and the vacuum pump shut off. With the valves closed, the time for the vacuum to drop to 9 inches of mercury shall not be less than that shown in the table below:

DEPTH (FEET)	MANHOLE DIAMETER (INCHES)		
	48	60	72
0-8	20	26	33
10	25	33	41
12	30	39	49
14	35	46	57
16	40	52	67

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18	45	59	73
20	50	65	81
22	55	72	89
24	59	78	97
26	64	85	105
28	69	91	93
30	74	98	121

(Times shown are minimum elapsed times, in seconds, for a drop in vacuum of 1 inch of mercury.)

Test Failure

Should a line or manhole fail to pass any of the acceptance test as outlined, the Contractor shall, at his expense, determine the source of the failure, make any necessary repairs, and retest the segment of piping or manhole in question at no cost to the Authority.

Mandrel Equipment

PVC gravity sewer lines shall be tested with a Mandrel test. Because the inside diameter of composite plastic piping varies from that of solid wall PVC, equipment systems used to perform Mandrel tests shall be specifically Designed for the pipe material being tested. Mandrels that do not specifically state the size and type of piping for which it is applicable shall not be allowed.

Air / Vacuum Test Equipment

Equipment systems used to perform low-pressure air tests shall be specifically Designed for this purpose. Isolation of pipe segments shall be accomplished through the use of plugs (mechanical or pneumatic type). Pressurization of the sewer main shall be accomplished through the use of an air compressor that has an oil free air source, singular control panel, main shut-off valve, pressure—regulating valve, 9 psig pressure relief valve, input pressure gauge, and a continuous monitoring pressure gage. The continuous monitoring pressure gage shall have a pressure range from 0 psig to at least 10 psig with minimum divisions of 10 psig. The gage face shall be a minimum of 4 inches in diameter and have an accuracy of $\pm .04$ psig.

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Force Main Testing

Force Main Testing shall be performed similar to Water Main testing as specified in Section 5, with the exception of disinfection.

SECTION 7 – STORM WATER MANAGEMENT

7.1 Purpose

This Section establishes the minimum standards and technical design criteria for storm water management systems within The City of DeFuniak Springs. Adherence to these standards will expedite review and approval of plans. Any departure from these design requirements should be brought to the attention of the City Engineer and discussed prior to submission of plans for approval. Such departure shall be documented and justified.

This Section intends to establish the relationship between the various State review agencies and the role of the City of DeFuniak Springs. Control of generated runoff and maintaining erosion and sediment control measures are viewed as a City wide responsibility, not a sole development responsibility.

7.2 Design Criteria

General Design for Storm Water Management Systems shall follow the methods and requirements as stipulated in the “Environmental Resource Permit Applicant’s Handbook – Volumes I and II”; as published by the Department of Environmental Protection and Northwest Florida Water Management District. The Handbook is specifically intended for use within the Northwest Florida Water Management District.

The Handbook requirements make no distinction between privately or publicly owned lands or right of way, for compliance with the regulations. Acceptability of the design will therefore include verification of implemented measures and function ability within the overall basin. Whether or not up- or downstream upgrades of existing infrastructure are necessary to accommodate the proposed development individually or are required as a part of the overall basin strategy, the improvements become part of the storm water management evaluation.

Submittal Requirements

To expedite the review process and to provide sufficient assurance of management of storm water, submit the following for review:

- Property Description, discussing the specific storm water management challenges for the particular site.
- Storm Water Pollution and Prevention Plan (SPPP)
- Design Calculations, Hydrologic and Hydraulic
- Erosion Control and Stabilization Plan
- Erosion Control Maintenance Plan for maintenance, follow up and perimeter control.

City Specific Requirements

In addition to the requirements stipulated above, the City requires the following:

- No utilization of swales and ditches along installed streets or lots for retention/detention, unless specifically designated for this purpose, along with physical features preventing future alterations are employed.
- Negate downstream impact of the change from pre-improved sheet flow storm water flows to point discharge pond evacuation discharges.
- Evaluate the change in discharged storm water volumes as a result of proposed improvements.
- On site treatment and discharge is encouraged. Shorter times of concentration before treatment and retention are preferred over longer conveyance systems.
- No valley type gutters are permitted as the main means of stormwater conveyance along road alignments.
- Stormwater management systems utilizing inverted crown sections in road alignments are not permitted.
- Design storm water system to limit the ‘spread’ in the roadways to less than one half of one driving lane during a 10-year design storm in an on-line location and during a 25-year storm in a sag location.

7.3 Operation and Maintenance

Operation and Maintenance of Storm Water Management systems fall under the responsibility of the developer or subsequent Property Owner Association (POA). Deviations from this requirement will be specifically requested by the Developer and evaluated based on multi usage of the system and specific benefit to the City. Deviations shall be clearly annotated in supporting documentation with the calculations and annotated on the construction plans.

The developer of any commercial or residential subdivision or any development with tenant-in-common arrangements shall submit proposed POA documents to the Planning Department for review during initial application. Upon approval of the POA documents by the City, the developer shall record such documents with the Walton County Clerk of Court and provide one recorded copy of the POA documents to the Planning Department. The POA documents shall include statements that provide for the care, maintenance, and repair of all infrastructure not dedicated to the City prior to its time of placement in service.

7.4 Materials

Materials for Storm Water Management will be specified by the Design Engineer, except where crossing paved areas, normally under the maintenance of the City of DeFuniak Springs, where the following material specifications apply.

7.4.1 Trenching

Coarse aggregate shall consist of naturally occurring materials such as gravel, or resulting from the crushing of parent rock, to include natural rock, slags, expanded clays and shales (lightweight aggregates), and other approved inert materials with similar characteristics, having hard, strong, durable particles, conforming to the specific requirements of Section 901 “*Course Aggregate*” of FDOT’s Standard Specifications.

Fine aggregate shall consist of natural silica sand, screenings, local materials, or subject to approval, other inert materials with similar characteristics, or combination thereof, having hard, strong, durable particles, conforming to the specific requirements of Section 902 "*Fine Aggregate*" of FDOT's Standard Specifications.

7.4.2 Pipe Materials

All concrete pipe operating without internal hydrostatic pressure shall be precast reinforced concrete pipe meeting the requirements of ASTM C 76. The class of reinforced concrete pipe shall be a minimum of Class 111, Wall B unless otherwise shown on the Drawings or listed in the Bid. All reinforced concrete pipe shall be manufactured in lengths of not more than 20 feet and not less than 7 1/2 feet. Pipe shall be straight (except where pipe bends are utilized to accommodate changes in alignment), true in form, and of full diameter throughout. All pipe furnished for use shall bear the name of the manufacturer, trade name, and class. Storm drainage pipe joints shall be provided with gasketed joints meeting the requirement of ASTM C443.

7.5 Installation

7.5.1 Trenching

All excavation shall be done in accordance with OSHA Code of Regulation Part 1926 (latest revision). A trench shall be opened so that the pipe can be installed to the alignment and depth required. It shall be excavated only so far in advance of pipe laying as necessary, to complete trenching operations in a single work day.

The trench shall be excavated to the depth required so as to provide a uniform and continuous bearing support for the pipe on undisturbed ground. Bell holes shall be provided at each joint to permit jointing to be made and inspected properly.

During excavation, if unsuitable soil is uncovered at the bottom of the trench at sub grade, it shall be removed and backfilled with approved material for a depth not less than 12 inches. This material shall be tamped in layers of 6 inches to provide a uniform and continuous bearing characteristic of that area's soil condition. Where the bottom of the trench at sub grade consists of unsuitable material to such a degree that it cannot be removed and replaced with an approved material to support the pipe properly, a suitable foundation shall be constructed. Excavated material shall be piled in such a manner that it will not endanger work, obstruct natural watercourse, sidewalks or driveways.

Fire hydrants, valve boxes, or other utility controls shall be left unobstructed and accessible at all times. Street gutters shall be kept clear or other satisfactory provisions made for street drainage. All surface materials, which are suitable for reuse in restoring the surface, shall be kept separate from the excavated materials.

Open cut trenches shall be sheeted and braced as required by OSHA Code of Regulations Part 1926 (latest revision) and as may be necessary to protect life, property or the work. Trench bracing may be removed after the backfilling has been completed or has been brought up to such an elevation as to permit its safe removal. The use of a trenching box

may be used in place of sheeting and bracing as long as said box is in compliance with above referenced OSHA Code.

Water shall not be allowed in the trench at any time. An adequate supply of well points, headers and pumps, all in first class operating condition, shall be used to remove the ground water.

The trench shall be excavated no more than the available pumping facilities are capable of handling. The discharge from pumps shall be routed to settling basins or other acceptable erosion and sedimentation control devices prior to discharging to natural or existing drainage channels or storm sewers. Any and all permits required for Dewatering are the responsibility of the Contractor and shall be obtained prior to commencement of construction.

7.5.2 Pipe Lines

All storm pipe and appurtenances shall be installed as specified in these technical provisions, manufacturer's recommendations, and in accordance with the approved plans and appropriate standard detail sheets as provided herein.

The bottom of the trench shall not be excavated below the specified grade. If undercutting occurs, the bottom of the trench shall be brought up to the original grade with approved material, thoroughly compacted as directed by DFS' Engineer and/or his representative.

Before placing pipe into the trench, the outside of the spigot and the inside of the bell shall be wiped clean and dry, free from oil and grease. Every precaution shall be taken to prevent foreign material from entering the pipe. During laying operations, no debris or other material shall be allowed to enter the pipe.

All slip joints shall be made up in strict accordance with the manufacturer's specifications. The bell shall be carefully cleaned before the gasket is inserted.

All backfilling material shall be free from debris, organic material, or other material which is considered unsuitable. The Contractor shall not backfill any connection or appurtenances that require DFS' inspection. Failure to provide the opportunity for inspection shall be grounds for the removal and replacement of all disputed items. All such inspections shall be scheduled two working days in advance.

7.4.3 Testing

Testing shall be accomplished through visual inspections. Acceptance tests shall only be performed after all work adjacent to and over the pipeline has been completed. Backfilling, placement of fill, grading, initial/base layer of paving, concrete work, and any other superimposed loads shall be completed and in place.

As-Built Records

A complete set of As-Built records shall be kept by the Contractor. These records shall show all items of construction and equipment which differ in size, shape or location from

those shown on the contract drawings, also any additional work, existing features or utilities revealed by construction work which are not shown on the contract drawings. These reports shall be kept up-to-date daily. They may be kept on a marked set of contract drawings to be furnished by the contractor for this purpose, or in any other form, which is approved prior to the beginning of the work. They shall be available at all times during construction for reference by the Engineer and Owner, and shall be delivered to the City Planner upon completion of the work.

8. References

References below are listed for informational purposes only. The references have been used for gathering pertinent design information and regulations and are a good source for designing systems in the City of Defuniak Springs. The references mentioned below are not included in the design guide as applicable rule unless specifically mentioned.

WATER SYSTEMS

1. Great Lakes – Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers (Latest Edition), *Recommended Standards for Water Works, Health Education Services, Albany, NY*
2. Mays (2000), *Water Distribution Systems Handbook*, AWWA
3. Heastad, Walksi, Chase, Savic, *Water Distribution Modeling (Latest Edition)*, Heastad Press, Waterbury, CT

WASTE WATER COLLECTION SYSTEMS

1. DEP (2001), *Guide to Permitting Waste Water Facilities or Activities under Chapter 62-620, F.A.C., Department of Environmental Protection..*
2. Great Lakes – Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers (Latest Edition), *Recommended Standards for Wastewater Facilities, Health Education Services, Albany, NY*
3. Metcalf and Eddy, Inc. (2003), *Wastewater Engineering, Treatment and Reuse 4th Edition*, McGraw-Hill, NY, NY

STORM WATER MANAGEMENT SYSTEMS

1. DEP, NFWFMD, *Environmental Resource Permit Applicant's Handbook*, Volume I, II, *DEP, NFWFMD*
2. Mays (2001), *Stormwater Collection Systems Design Handbook*, McGraw-Hill, NY, NY

Appendix A

Proportionate Fair Share Ordinance

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Ordinance No. 730

INSTR # 981480
OR BK 2748 Pages 8387- 3450
RECORDED 01/25/07 10:54:24
MARTHA INGLE, WALTON
COUNTY CLERK OF COURT
DEPUTY CLERK SCONFERS
#1

AN ORDINANCE AMENDING THE CITY OF DEFUNIAK
SPRINGS LAND DEVELOPMENT CODE, PROVIDING
PROPORTIONATE FAIR SHARE MITIGATION
REQUIREMENTS FOR IMPACTS ON CONCURRENCY
MANAGEMENT NETWORK
TRANSPORTATION FACILITIES; PROVIDING FOR
AUTHORITY; PROVIDING A PURPOSE; PROVIDING FINDINGS; PROVIDING
FOR APPLICABILITY; ADOPTING DEFINITIONS; ADOPTING GENERAL
REQUIREMENTS; ADOPTING INTERGOVERNMENTAL COORDINATION
PROVISIONS; ADOPTING AN APPLICATION PROCESS; ADOPTING A METHOD
FOR DETERMINING PROPORTIONATE FAIR SHARE OBLIGATIONS; ADOPTING
PROVISIONS FOR IMPACT FEE CREDITS FOR PROPORTIONATE FAIR SHARE
CONTRIBUTIONS; ADOPTING PROPORTIONATE FAIR SHARE AGREEMENT
PROVISIONS; ADOPTING PROVISIONS FOR APPROPRIATION OF FAIR SHARE
REVENUES; ADOPTING CROSS JURISDICTIONAL IMPACT PROVISIONS;
ADOPTING APPENDICES; ADOPTING A SEVERABILITY CLAUSE; ADOPTING AN
EFFECTIVE DATE.

WHEREAS, Florida Statutes 166.021 provides the authority for municipalities to enact ordinances to protect the health, safety and welfare of its citizens;

WHEREAS, Florida Statutes 163.3180 (16) requires local governments to establish a method whereby the impacts of development on transportation facilities can be mitigated by cooperative efforts of the private and public sectors;

WHEREAS, the City Council of the City of DeFuniak Springs finds and determines that transportation capacity is a commodity that has value to both the public and private sectors;

WHEREAS, the City Council of the City of DeFuniak Springs finds that a proportionate fair share program provides a method by which the impacts of development on transportation facilities can be mitigated by the cooperative efforts of the private and public sectors;

WHEREAS, the City Council of the City of DeFuniak Springs finds that a proportionate fair share program allows developers to proceed under certain conditions, notwithstanding the failure of transportation concurrency, by contributing their proportionate fair share of the costs of a transportation facilities;

WHEREAS, the City Council of the City of DeFuniak Springs finds that a proportionate fair share program contributes to the provision of adequate public facilities for future growth and promotes a strong commitment to comprehensive facilities planning, thereby reducing the potential for moratoria or unacceptable levels of traffic congestion;

WHEREAS, the City Council of the City of DeFuniak Springs finds that a proportionate fair share program maximizes the use of public funds for adequate transportation facilities to serve future growth and may in certain circumstances, allow the City to expedite transportation improvements by supplementing funds currently allocated for transportation improvements in its Capital Improvements Program;

WHEREAS, the City Council of the City of DeFuniak Springs finds that it is necessary, consistent with generally accepted traffic engineering methodology and procedures, to evaluate transportation concurrency on roadways within the City's concurrency management system;

WHEREAS, the City Council of the City of DeFuniak Springs finds that It is necessary for the City to implement a Transportation Concurrency Management System that is consistent with Chapter 163.3180(16) F.S and supports the objectives and goals in the City's Comprehensive Plan.

NOW THEREFORE, it is ordained by the City Council of the City of DeFuniak Springs that the City of DeFuniak Springs Land Development Code is amended as follows:

SECTION 1 Short Title.

This Ordinance shall be known as the Proportionate Fair Share Program

Ordinance. SECTION 2 Applicability.

The City has entered into an interlocal agreement with the County for it to maintain the City's transportation concurrency management system. The proportionate fair share program (PFSP) applies to all new development or substantial improvements to existing development in the City that affects those roadways identified by the concurrency management system (CMS). Owners; developers or their agents will be notified when a development will create a lack of capacity to satisfy concurrency on a transportation facility listed in the CMS. The City's CMS may include transportation facilities maintained by the County, FOOT or another jurisdiction and these other jurisdictions may have their own concurrency determination standards in addition to the City's. -

SECTION 3 Definitions.

Definitions for *this* section are the same as those found in FS 163.3180, 163.3164, the City's Comprehensive Plan and Land Development Code. Where there is a conflict, the Florida Statute or more restrictive definition shall prevail.

SECTION 4 General Requirements.

1. This section establishes the general requirements for PFSP participation pursuant to FS 163.3180 (16) (b) 1 and (f).
2. If the proposed development is consistent with the comprehensive plan, applicable land development regulations, and the development does not create a lack of capacity to satisfy concurrency on a transportation facility identified in the CMS, no PFSP participation is required.
3. The owner, developer or agent may satisfy the transportation concurrency requirements of the City by making a proportionate fair share contribution pursuant to the City's ten year capital improvements plan found in the Capital Improvements Element (CIE) of the comprehensive plan or, if there is a long term schedule of capital improvements identified in the City's CMS that includes a transportation improvement, that when completed, will satisfy a requirement of the City's CMS.
4. If the capacity of the planned improvement is fully committed, or there is no eligible project in the adopted work program, at the discretion of the City, it may allow the owner, developer, or agent to satisfy transportation concurrency through the PFSP by contributing to an improvement that upon completion will satisfy the requirements of the City's CMS, but is not contained in the ten year capital improvements schedule in the CIE or the long term schedule of capital improvements for the adopted CMS.

To utilize this provision, the City shall adopt by resolution or ordinance a commitment to add the improvement to the ten year schedule of capital improvements in the CIE or long term schedule of capital improvements in the CMS no later than the next regularly scheduled update. To qualify for consideration under this subsection, the proposed improvement must be reviewed by the City Council and determined to be financially feasible pursuant to FS 163.3180 (16) (b) 1, consistent with the comprehensive plan, and in compliance with this ordinance. For this subsection, financially feasible means that additional contributions, payments, funding, or revenue sources are reasonably anticipated during a period not exceeding ten years to fully mitigate the impact to transportation facilities,

5. When an improvement has been identified in the CIE and the CMS but the funds allocated for the ten year schedule of capital improvements in the CIE are insufficient to fully fund construction, the City may, at its discretion, enter into a development agreement authorizing construction of a proportionate share of a proposed development where, in the sole opinion of the City or other entities maintaining the transportation facility, the partial proportionate fair share contribution by the owner will significantly benefit the impacted transportation facility. The partial contribution is calculated based on the total cost of the CIE/CMS identified improvement.

To utilize this provision, the City shall adopt by resolution or ordinance a commitment to add the improvement to the ten year schedule of capital improvements in the CIE or long term schedule of capital improvements in the CMS no later than the next regularly scheduled update. However, a transportation improvement funded under this provision does not relieve the owner from addressing any LOS deficiency on any remaining link identified as deficient and impacted by the development.

6. Improvements to transportation facilities shall meet the City's design standards for City streets and roads, the County's standards for County streets and roads and FOOT standards for state roads and highways. If there are no standards specified, the FOOT standards shall apply.

SECTION 5 Intergovernmental Coordination

1. Pursuant to policies contained within the City's comprehensive plan intergovernmental Coordination Element (ICE) and any applicable policies contained within the West Florida Regional Planning Council's Regional Plan, including the Transportation Planning Organization and its policies, the City shall coordinate with the authority having jurisdiction (AHJ) regarding mitigation to impacted transportation facilities not under the jurisdiction of the City for which participation in the PFSP is proposed. The City may establish Memoranda of Understanding (MOU) or interlocal Agreements (IA) with other AHJs over those transportation facilities having intrajurisdictional characteristics.
2. It is the intent of the City to collect and retain all funds or other contributions it receives from PFSP participants from the public and private sectors in a separate account for each individual impacted transportation facility improvement and disburse those funds or other contributions at the time the transportation facility improvement is initiated. The terms for this arrangement with other jurisdictions maintaining a transportation facility will be defined within the MOU or IA.
3. It is the intent of the City to work with all other jurisdictions on all CMS transportation facilities, corridor plans on major roadways, SIS and SHS facilities.

SECTION 6 Participation Process.

1. It is highly recommended that prior to submission of an application for development approval, the owner, developer or agent meet with the City planning staff and any other representatives of the AHJ over the affected transportation facility. This pre-application meeting is designed to address the eligibility of the project for participation in the PFSP, submittal requirements, mitigation options, and any related issues. If an impacted transportation facility is listed on the State Intermodal System (SIS), State Highway System (SHS) or other important state highway, FDOT will be notified and invited to attend the pre-application meeting. If an impacted transportation facility is a County maintained transportation facility, its representatives will be invited to attend the pre-application meeting.
2. The Application for Development Review (ADR) (or other application that the City may require for a development approval) shall be submitted with appropriate attachments, submittals and fees.
3. When a completed application (including all requisite submittals, attachments and fees) for development approval is received by the City and after it conducts its review, the owner, developer or their agent will be notified in writing whether the application is deemed sufficient, complete and eligible or whether the proposed development will create a lack of capacity to satisfy concurrency on a transportation facility listed in the CMS and the options to satisfy transportation concurrency by participation in the PFSP as identified in Section 4. The type of development proposed will determine which review process is required by the City's Land Development Code to be utilized. Therefore, the review timeframe may vary according to the tables provided in the ADR (or other applicable application).
4. If the proposed development creates a lack of capacity to satisfy concurrency, the City will prepare a development agreement identifying the obligation and transmit it to the appropriate parties for review. The City will specify an expeditious timeframe for such review to be completed and written comments, if any, to be provided from the reviewing party. Appropriate parties will include FDOT for any proposed proportionate fair share mitigation to a SIS or SHS facility, the County for any proposed proportionate fair share mitigation to a County facility, and the City's DCA regional planning administrator.
5. When the City receives comments, it will schedule a public hearing with the City Council for consideration of the development agreement. The City will notify the owner / developer / agent regarding the date of the public hearing. No development agreement establishing a proportionate fair share contribution will be effective until approved by the City Council.

SECTION 7 Determining Proportionate Fair Share Obligation.

1. This section establishes the methodology for determining the proportionate fair share obligation for development that impacts a CMS facility. Only those trips that trigger a concurrency deficiency on the CMS-listed facilities are included in the calculation. The City and the County have an existing Interlocal agreement to review plans consistent with this ordinance. In carrying out the intent of this ordinance, the County may employ

methodologies and procedures not specified in this ordinance. However, in no case shall an owner / developer / agent be required to comply with any standard, methodology, or procedure more restrictive than specified in this ordinance.

2. Proportionate fair share mitigation for concurrency impacts may include, without limitation, separately or collectively, private funds, contributions of land, and construction and contribution of facilities, pursuant to F.S. 163.3180 (16) (c).
3. A development shall not be required to pay more than its proportionate fair share. The fair market value of the proportionate fair share mitigation for the Impacted facilities shall not differ regardless of the method of mitigation, pursuant to F.S. 163.3180 (16) (o).
4. The methodology used to calculate the proportionate fair share obligation shall be as provided in F.S. 163.3180 (12), as follows and as described in Appendix B "Transportation Concurrency Management System Methodology and Procedures," latest edition.

"The cumulative number of trips from the proposed development expected to reach roadways during peak hours from the complete build out stage or phase being approved, divided by the change in the peak hour maximum service volume (MSV) of roadways resulting from construction of an improvement necessary to maintain the adopted LOS, multiplied by the construction cost, at the time of payment (or contribution) of the improvement necessary to maintain the adopted LOS."

OR

Proportionate Fair Share = $k \text{Development Tripsi} \cdot (SV \text{ increaset})^x \text{Cosh}$

Where:

Development Tripsi. = Those trips from the stage or phase of development under review that are assigned to roadway segment "t" and have triggered a deficiency per the CMS;

SV increaser = Service volume increase provided by the eligible improvement to roadway segment "t" per Section 4, General Requirements;

Cash = Adjusted cost of the Improvement to segment 't'. Cost shall Include all improvements and associated costs, such as design, right of way acquisition, planning, engineering, inspection, and physical development costs directly associated with construction at the anticipated cost in the year it will be Incurred,

5. For the purposes of determining proportionate fair share obligations, the City shall determine Improvement costs based upon the actual costs of the improvements as obtained from its CIE, the County (where the segment is listed on the City's CMS and maintained by the County), MPO / TIP or the FOOT Work Program or the latest FOOT District Cost Estimates. Where such information is not available, improvement costs shall be determined using one of the following methods:
 - a. An analysis by the City of costs by cross section type that incorporates data from recent projects and is updated annually and approved by the City Council. To accommodate Increases in construction material costs, project costs shall be adjusted by an inflation factor. (See Appendix *Method for Cost Escalation*). it should be noted that the cost used for the proportionate fair share calculations should be today's estimate of tomorrow's costs. Upon City acceptance of a proportionate fair share contribution, the applicant will not be responsible for any subsequent cost overruns or inflationary factors associated with the project after the acceptance date.
 - b. The most recent issue of FOOT *Transportation Costs*, as adjusted based upon the type of cross section (urban, rural); locally available data from recent projects including acquisition, drainage and utility costs; and significant changes in the cost of material due to unforeseen events. Cost estimates for state road improvements not Included in the adopted FOOT Work Program shall be determined using this method in coordination with the FOOT District. When using this method, the FOOT District will be consulted for cost estimates based on actual construction costs, rights of way and other region-specific costs. •
6. If the City has accepted an improvement project proposed by the owner / developer/ agent, then the value of the Improvement shall be determined using one of the methods provided In this Section.

7. If the City intends to accept a right of way dedication for the proportionate fair share payment, credit for the dedication of the off-site related right of way shall be valued on the date of the dedication at one hundred (100) percent of the fair market value established by an independent appraisal, such appraisal prepared by an appraiser approved by the City and at no expense to the City. The owner / developer / agent shall furnish a survey prepared by a surveyor licensed to practice in the State of Florida, a legal description of the land and the acreage, and a certificate of title to the land at no expense to the City. If the estimated value of the right of way dedication proposed by the owner / developer / agent is less than the City-estimated total proportionate fair share obligation for that development, the owner / developer / agent shall be responsible for payment to the City of the difference. Prior to purchase or acquisition of any real estate or acceptance of donations of real estate intended to be used for the proportionate fair share, public or private partners are encouraged to contact FDOT for essential information regarding compliance with state and federal regulations.

SECTION 8 Transportation impact Fee Credit

1. Proportionate fair share contributions shall be applied as a credit against any transportation Impact fees the City may adopt to the extent that all or a portion of the proportionate fair share mitigation is used to address the same capital infrastructure Improvements contemplated by the local government's transportation impact fee ordinance. After a PFS contribution has been accepted by the City, any impact fees adopted by the City after such contribution has been accepted can not be credited towards the impact fees.
2. Transportation Impact fee credits for the proportionate fair share contribution will be determined when the transportation impact fee obligation is calculated for the proposed development. Transportation impact fees owed by the owner/ developer/ agent will be reduced pursuant to the development agreement as they become due as required by the City's transportation impact fee ordinance stipulates. If the owner's / developer's / agent's fair share obligation is less than the development's anticipated transportation impact fee obligation for the specific stage or phase of development under review, the owner / developer/ agent or their successor is responsible for payment to the City of the difference, pursuant to the City's transportation impact fee ordinance. The intent of this provision is to apply any impact fee credit when it is earned, not when the proportionate fair share contribution is submitted.
3. Major projects not programmed in the City's impact fee ordinance, CMS, or CIE which can demonstrate a significant benefit to the impacted transportation segment, may, at the sole discretion of the City, qualify for transportation impact fee credit.
4. The proportionate fair share obligation is intended to mitigate the transportation impact of a proposed development on specific segments of the transportation system. As a result, any transportation impact fee credit based upon a proportionate fair share contribution for a proposed development can not be transferred to any other location unless approved by the City Council and only in accordance with Florida Statute 163.3180 (16) (b) 1.

SECTION 9 Proportionate Fair Share Development Agreements.

1. Upon the execution of a development agreement specifying the terms for the proportionate fair share contribution, the owner, developer, agent will receive confirmation of concurrency. If the owner/ developer / agent fails to apply for a building permit within 12 months from the date of the execution of the development agreement, then the concurrency confirmation and any site plan shall be deemed null and void and the owner / developer / agent shall resubmit a new ADR, and those requirements of Section 6.
2. Due to Increasing construction costs, it is in the owner's / developer's / agent's best interest to contribute as early as possible. Therefore, proportionate fair share contributions are due in full prior to the issuance of a building permit or recording of a final plat and shall be non-refundable. If in its sole discretion the City decides to accept a contribution more than 12 months from the date of the execution of the development agreement, then the proportionate fair share cost shall be recalculated, based on the best estimate of the construction cost of the required improvement at the time the contribution is made pursuant to Section 7 and adjusted accordingly. The owner/ developer / agent will be responsible for remitting the difference to the City.
3. All transportation improvements authorized by the City under this ordinance shall be completed prior to issuance of a building permit, or as otherwise established in a binding development agreement that is accompanied by a security instrument sufficient to ensure the completion of all required transportation improvements.

4. Dedication of right of way for transportation improvements pursuant to a proportionate - fair share development agreement shall be completed prior to issuance of a building permit or the recording of the final plat.
5. Any change requested to a development subsequent to issuance of a building permit may be subject to additional proportionate fair share contributions to the extent the change would generate an additional traffic impact requiring mitigation. _ -
6. An owner / developer / agent may submit a letter notifying the City it is withdrawing from the proportionate fair share development agreement at anytime prior to the execution of the agreement. All fees paid are non-refundable and any costs incurred by the City, but not yet paid to the City, are due and payable.
7. The City may, at its sole discretion by a vote of the City Council, may enter into proportionate fair share agreements for corridor improvements to facilitate collaboration among multiple applicants or other entities for improvements to a shared transportation facility. The City will coordinate with Florida DOT if the agreement would involve an 815 or SHS facility.

SECTION 10 Appropriation of Fair Share Revenues.

1. Proportionate Fair Share contributions accepted by the City shall be placed in an appropriate City project account. At the discretion of the City Council, proportionate fair share contributions may be used for operational improvements on the segment prior to construction of a capacity improvement on the same segment for which the proportionate fair share contribution was derived. Proportionate fair share contributions may also be used as the 50% local match for funding under the FOOT TRIP program.
2. In the event a scheduled transportation facility improvement is removed from the CIE, prior to its initiation, the contributions collected for its construction may be applied toward the construction of another improvement within the same corridor or segment that would mitigate the impact of development pursuant to the requirements of Section 4 General Requirements.
3. If a regional transportation facility has been designated as a significant transportation facility in an adopted regional transportation plan pursuant to § 339.155, F.S., the City may coordinate with other impacted jurisdictions and agencies to utilize proportionate fair share contributions and public funds to qualify for FOOT TRIP funds. The City Council shall approve an interlocal agreement establishing a procedure for earmarking owner / developer / agent contributions for this purpose.
4. If a transportation facility is constructed by an owner / developer / agent that exceeds its proportionate fair share obligation as calculated using the methodologies herein, the City may consider one or more of the following options:
 - a. The City may issue transportation impact fee credits in the amount of the excess contribution;
 - b. The City may establish an account for the owner / developer / agent for the purpose of reimbursing the excess contribution from funds received by other contributors on the same transportation facility (in this instance, the City shall notify FOOT prior to disbursement of any excess contribution);
 - c. The City may consider other forms of compensation acceptable to the City and the owner / developer / agent for the excess contribution.

SECTION 11 Cross Jurisdictional Impact Obligation.

1. In the interest of Intergovernmental coordination, when a development creates an Impact that affects CMS-listed transportation facilities in the City and another ~~A-I-J~~ has the responsibility of the transportation facility, the City may enter into an interlocal agreement to address the cross jurisdictional Impact of a development on the transportation facility. The agreement shall provide for application of the methodology herein to address the cross jurisdictional transportation impact of development. Regardless of the responsibility of the transportation facility, the City shall notify FOOT of impacts to any SIS or SHS facility.
2. Using its own concurrency analysis procedures, If the City concludes that a proposed development creates a cross jurisdictional impact from the additional traffic generated by a proposed development and it uses five (5) percent or more or ten trips (whichever is

less) of the adopted peak hour LOS maximum service volume of a regional transportation facility and the impacted regional facility is projected to be operating below the adopted LOS standard as determined by the AHJ when the traffic from the proposed development is included, the owner/ developer / agent and the AHJ will be notified.

3. The AHJ will have ninety (90) days to respond to the City, providing a proposed specific proportionate fair share obligation of the owner / developer / agent and the Intended use of the contribution when received. The AHJ must provide reasonable justification that both the contribution and its intended use comply with the requirements of Section 163.3180 (16), F.S. if the AHJ has responsibility for the regional transportation facility declines the proportionate fair share contribution under this section, the provisions of this section would not apply and the owner / developer / agent will only be subject to the proportionate fair share contribution obligation to the City.
4. If an ADR for a proposed development in the City requires a proportionate fair share contribution to an AHJ over an impacted inter-jurisdictional or regional transportation facility, it shall be a condition of approval for the owner / developer / agent to furnish the City a resolution, ordinance, or equivalent document from the AHJ over the transportation facility declaring that the proportionate fair share obligation to it has been satisfied and its intent for the use of the proportionate fair share contribution, prior to the issuance of a building permit.

SECTION 12 Violation.

Violation of the provisions of this ordinance may be found guilty of a misdemeanor of the first degree, punishable as provided under Section 775.082 or 775.083, Florida Statutes.

SECTION 13 Legal Provisions.

1. Severability. If any section, clause or phrase of this Ordinance is adjudicated to be void, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof other than the part so declared to be invalid or unconstitutional.
2. Amendment. This ordinance may be amended by the City Council by notification and hearing as specified by law.
3. Conflicting Ordinances. Should the requirements of this Ordinance conflict with those of any other regulation or ordinance of DeFuniak Springs, Florida, the regulation or ordinance requiring the higher standard shall prevail.

SECTION 14 Effective Date.

These regulations shall be in effect from and after their passage, approval, and publication according to the laws of the State of Florida. Any application for development review submitted to the City prior to the effective date of this ordinance shall not be subject to the provisions of the ordinance.

This ordinance shall become effective as provided by law.

ADOPTED THIS 22^d DAY OF January, 2007

CITY COUNCIL OF THE CITY OF DEFUNIACK
SPRINGS, FLORIDA

By: 0.. ?"10-R-4-1 J C. Harold
Carpenter, ki yor

ATTEST:

- ri-0.41
eputy City Clerk

APPENDIX A Method for Calculating Cost Escalation.

This Appendix provides the methodology for calculating average running cost escalation over any three year period for construction of transportation facilities.

$$\text{Cost}_n = \text{Cost}_0 \div \text{Cost growth}_{3\text{yr}}^n$$

Where:

Cost Cost ₀ =	The cost of the improvements in year _n ;
Cost growth _{3yr}	The cost of the improvement in the current year;
' 3y n=	The growth rate of costs over the last three years;
	The number of years until the improvement is constructed.

The three-year growth rate is determined by the following formula:

$$\text{Cost_growth}_{3\text{yr}} = [\text{Cost growth}_3 + \text{Cost growth}_2 \div \text{Cost growth}_1] / 3$$

Where:

Cost_growth _{3yr}	The growth rate of costs over the last three years;
Cost growth ₃	The growth rate of costs in the previous year;
Cost growth ₂	The growth rate of costs two years prior; the
Cost_growth ₁	growth rate of costs three years prior.

Appendix B

Acceptable Material Specifications - Checklist

POTABLE WATER MATERIAL SPECIFICATIONS

PVC Pipe:
AWWA C-900 DR 18

Ductile Iron Pipe:
ANSI A21.50/AWWA C150 & A21.5/AWWA C151, Lined & Coated ANSI/AWWA C104

ITDPE Pipe:
ASTM D1248, PE 3408 Type In, Class C

Fittings:
ANSI/AWWA C153/A21.53
Less than 4" ASTM D1785 & PS 21.70 Schedule 40

Polyethylene Tubing & Fittings:
Tubing ASTM D2737 & AWWA C901
Fittings ASTM B-62 & AWWA C-800

Valves:
Gate AWWA C-500, MJ Ends AWWA C111
Mfr. Muller, M & H or Approved Equal

Joints:
ASTM D2241 or AWWA C900

Tapping Sleeve:
Type 304 Stainless Steel Body with 3/4" Test
Plug Mfr. JCM #412PRF or Baker #428

Tapping Valves:
3" -12" AWWA C509
Mfr. American Darling #865
M & H #3751-NRS

Fire Hydrants:
AWWA C502
Mfr. American Darling MK #73

Corporation Stop:
3/4" - 2" ANSI/AWWA 0800
Mfr. Ford

Service Saddle:
3/4" - 2" ANSI/AWWA C800
Mfr. Ford

Curb Stop:
3/4" - 2" ANSI/AWWA C800
Mfr. Ford

Restrainer Glands:
ASTM A536, Ford Uni-Flange Series 1500C

WASTE WATER MATERIAL SPECIFICATIONS

PVC Pipe 4" -12":

Push-On Joint	ASTM D2680-90
Stiffness	ASTM D2412, 200 psi
Material	ASTM D1784

PVC Pipe Smaller Than 4":

ASTM D1785 & PS 21-70, Schedule 40

Iron Fittings:

4" & Larger Ductile Iron per ANSI A21-1

Coating per ANSI/AWWA C104/A21.4

PVC Fittings:

Less than 4" per ASTM D2680-80

Ductile Iron Pipe:

Push-On Joint	ASTM A746 & ANSI/AWWA C111/A21.11
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Coating	ANSI/AWWA C104/A21.4
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Manholes, Precast Reinforced Concrete:

Per ASTM C478, Not Less Than 4000 psi

Exterior Coating, Series 46H-413 Hi-Build

Tnemee-Tar or Approved Equal

Manhole Rim & Casting:

Per ASTM A-48, Class 35B for Gray Iron

Manhole Steps:

Polypropylene Plastic with 1/2" Dia., Grade 60 Reinforcement & Conform to ASTM C478

Joint Sealant:

Per ASTM 0880, Con Seal CS-102 or Approved Equal.

Concrete Collars:

Per ASTM C478, Not Less Than 400 psi, Maximum Height of 12"

Valves, Resilient Wedge Gate:

Per AWWA C-515 or C-509, Working Pressure of 200 psi

Interior & Exterior of Valve Body Epoxy Coated per AWWA C-550

Appendix C

Technical Review - Checklist

TECHNICAL REVIEW CHECKLIST

Developments submitted for review shall include, but not limited to, the following requirements.

A. GENERAL

1. o Permits Required:
 - a. Potable Water
 - b. Wastewater
2. ID Traffic Analysis
3. o Hydraulics Calculations
4. o Lift Station Calculations
5. o Stormwater Management Plan
 - o Professional Engineer Seal, Signature & Date on all submittals and plans.
7. o If Development will be constructed in phases, a Master Plan is to be submitted showing the overall Development. However, the construction plans shall only pertain to the phase that is being constructed at this time. Future phases should be shown only as a reference and not for construction at this time.

B. COVER SHEET

1. El Development Title & Location
2. o Engineering Firm's Name, Address, & Phone Number
3. o Developer's Name, Address, & Phone Number
4. o Area & Location Map
5. ☐ Sheet Index
6. o Note: Call Sunshine for Line Spot Before Digging.
7. o List of area utility companies with phone numbers.
8. o Brief Legal Description

C. PRELIMINARY PLAT / SURVEY

1. o Brief Legal Description
2. o All Existing Property Lines
3. El Proposed Property Corners
4. o_ Location of All Existing Utilities
5. o All Proposed & Existing Easements
6. o Street Names & Lot Numbers
7. o Right-of-Way Dimensions
8. o North Arrow with Graphic Scale & Legend
9. o Bench Mark & Lot Coordinates

1). EXISTING CONDITIONS PLAN

1. ☐ Complete Legal Description
2. ☐ North Arrow
3. ☐ Graphic Scale
4. ☐ Street & Road Names
5. ☐ Surrounding Parcels Identified
6. ☐ Legend with Symbols & Abbreviations
7. ☐ All existing utilities, overhead and underground, within a 50 foot radius of construction.
8. ☐ All existing topographic within a 50 foot radius of constructions
9. ☐ Existing Contours
10. ☐ Property lines including their corners, bearing, length, and bench marks are to be shown.
11. ☐ Title & Revision Block

E. SITE & GEOMETRY PLAN

- 1'. ☐ North Arrow
2. ☐ Graphic Scale
3. ☐ Legend with Symbols & Abbreviations
4. ☐ Lot Layout with Block & Lot Number
5. ☐ Street & Sidewalk Configuration
6. ☐ Surrounding Land Use & Zoning
7. ☐ Building Setbacks
8. ☐ Street Widths
9. ☐ Right of Way Widths
10. ☐ Recreational Facility
11. © Site Data Table
12. ☐ Curve Data Table for Streets
13. ☐ Title & Revision Block
14. ☐ Utility easements shall be on one lot and not split.

F. GRADING & DRAINAGE PLAN

1. ☐ North Arrow
2. ☐ Graphic Scale
3. ☐ Existing and proposed contours at two foot intervals.
4. ☐ Spot elevations for direction of stormwater flow.
5. ☐ Stormwater drainage piping for interference with other utilities.
6. ' ☐ Stormwater drainage inlets placement.
7. ☐ Drainage into and out of retention pond.
8. ☐ Placement of stormwater manholes with inverts.
9. ☐ Wetland buffers shown, if wetlands are present.
10. © All Water Courses, Floodplains, & Wetlands
11. © Lot numbers shown with finished floor elevation.
12. ☐ Title & Revision Block
13. ☐ General notes that apply to system.

G. UTILITY PLAN

1. ☐ North Arrow Sr. Graphic Scale
2. ☐ Existing and proposed water and sewer utilities.
3. © Line sizes and location of all valves and fire hydrants proposed and existing.
4. ☐ All inline fittings are identified, tees, valves, and bends.
5. ☐ All existing utilities are shown (overhead and underground).
6. ☐ Water and sewer lateral locations shown.
7. © Sewer laterals are not to be connected to manholes.
8. ☐ Water and sewer lines are to be placed on opposite sides of the street.
9. ☐ Street names and right-of-way widths are shown.
10. ☐ Station callouts shown at 100 foot segments along streets or roads.
11. ☐ Existing property lines, lot lines, easements, and any other boundaries are shown within a 50 foot radius of Development.
12. © Center lines of water and sewer lines are located by dimensions to right-of-way boundary.
13. ☐ All utility lines crossing under pavement are shown in appropriate size casing or as directional bores.
14. ☐ All lot numbers are shown.
15. ☐ Manholes and lift stations are identified by number.
17. ☐ General notes that apply to the system.
18. ☐ Title & Revision Block

IL PROFILE PLAN

1. ☐ Section of plan view with north arrow and graphic scale.
2. ☐ Profile of Section
3. ☐ Horizontal and vertical scale shown in profile.
4. © Limits of profile by station numbers.
5. © Size, length and slope of pipe shown.
6. © Existing and proposed ground profile.
7. © Numbered manholes with Rim Elevation and all inverts shown.
8. ☐ Existing and proposed underground utilities (telephone, cable, gas lines, etc.) for any interference.

1. LANDSCAPING PLANS

1. ☐ Location and dimensions of proposed buffer zones and landscaped area.
2. © Description of existing and proposed plant material to be used.
3. © Identify trees (diameter shown in inches) that are to be protected and how they are protected.
4. ☐ Identify trees (diameter shown in inches) that are to be removed.
5. ☐ Natural grade changes and any activities affecting trees that are retained.
6. ☐ Xeriscape requirements are met.

J. DETAIL SHEET

1. o Utilize Standard Details as required by the City. Indicate Special Details where necessary.

K. SPECIFICATIONS

1. ☐ Construction Standards provided by the Engineer prescribing materials, dimensions, and workmanship required for Developments within their jurisdiction and are to be incorporated as part of the final construction plans with the City of DeFuniak Springs Technical Guide referenced as additional requirements where the most stringent applies.

Appendix D

Development Review Application Form

City of DePuniak Spring& pot
0:6o6130685

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6. Tax parcel identification number(s):

7. Development Application is for (only one project type per application):

☐ Special Approval: \$450.00 (Appendix A, Code of Ordinances)

El Planned Project: \$750.00 (Section 18-61, Code of Ordinances)

☐ D Subdivision: \$1,000.00 (Appendix B, Code of Ordinances)

☐ Plan Reviews other than Planned Projects or Subdivisions: \$350.00
(Appendix A, Code of Ordinances)

... Submit-one-()originaland-five(45)_copies.ofthe2completed.application-with:allrequired attachments:

The application shall be submitted in six (6) separate and distinct packets, in the following order: (1) application; (2) recorded warranty deed or title certificate; (3) utility letters and any other supporting documentation; (4) boundary survey; and (6) site plans. (NOTE: Large documents shall be folded to an 8-1/2' x 11" size). No action will be taken if the application is incomplete or if all required supporting documentation is not submitted.

9. Include a vicinity map on the site plan or boundary survey of the proposed development drawn on one sheet to a minimum scale of 1" = 30'-0" on a minimum 24" x 36" sheet size. Indicate all contiguous land holdings held by the owner and whether it is a corporation, individual or other entity.
10. All drawings must be signed and sealed by an architect, engineer, surveyor or landscape architect (as applicable), registered to practice in the State of Florida, otherwise they will not be accepted.
11. See the attached diagram for a detailed explanation of the review process and scheduled meeting dates of the Planning Board and the City Council. Applications for a Special Approval, Planned Development or Subdivision are reviewed by the Planning Board and City Council. All other site plans are approvable by staff.
12. Development review submittal requirements: (Due a minimum of 30 days prior to Planning Board or City Council meeting as applicable).
 - a) One (1) check in the correct amount. Any expenses incurred by the City such as Traffic Impact Analysis, Concurrency Review and School District Concurrency Review are separate additional expenses that will be invoiced separately.
 - b) Six (6) completed applications (One (1) with original signature included).
 - c) Six (1) copy of a recorded deed or title certificate.
 - d) One (1) each sewer and water availability letters from the Public Works Department.
 - e) Six (6) copies of the Boundary Survey of the subject property (including a complete legal description matching the deed, vicinity map, total acreage, flood zone certification and surveyor's certification). Pursuant to Chapter 61-G17 F.A.C. and indicate the state plane coordinates on which the survey is based.
 - f) Six (6) copies of the site development plan including:
 - * Demolition Plan
 - Site Plan (for subdivisions provide one extra copy of the overall plan indicating the proposed name of the subdivision and proposed street names.
 - Site Data Table (format similar to the example provided)

- Utility Plan
 - Lighting Plan
 - Drainage and Grading Plans (including siltation & erosion control plan)
 - Traffic Impact Analysis and Concurrency Management submittals
 - Proposed curb cuts, driveways, parking and loading areas, and surface material (Indicate all curb cuts, driveways, and pavement markings including those on opposite side of abutting streets), abutting street names
 - Landscape Plan (indicate Preservation and Protection Requirements)
 - Scaled Drawings of the Front, Sides and Rear of the Building and a Generalized Floor Plan
-
- Building Finish Floor Elevations
 - Dumpster or Trash Pick-up Location and type of Screening
 - Location, size, height, character and orientation of all signs

Site Data Table (Example)

Zoning and Land Use Designation
 Setbacks
 Lot Size
 Lot Width
 Proposed Building Coverage*
 Basting Building Coverage**
 Vehicular Use Area Coverage*
 Parking Required and Provided
 Other Impervious Surfaces* (sidewalks, pool, deck, etc)
 Total Lot Coverage*
 Open Space/ Recreation Area*
 Proposed Building Height
 Dwelling Units***
 Dwelling Units per Acre***

* Expressed In square footage, percentage of lot and as FloorArea Ratio (FAR)
 If applicable

I** Residential Structures as applicable

13. SIGNATURE

I have provided the necessary documentation as requested to complete the above requirements.*

Applicant Signature _____ Date of Signature _____

Agent Signature (if applicable) _____ Date of Signature _____

*Additional information may be requested by the City.

For complete specific requirements refer to the applicable provisions of the Code of Ordinances.

Timeframe for Review

DEVELOPMENT REVIEW NOT REQUIRING PLANNING BOARD REVIEW (AVERAGE 1-17 DAYS)

2. DEVELOPMENT REVIEW REQUIRING PLANNING BOARD REVIEW (AVERAGE 1-197 DAYS)

DAY 1 Applicant submit plans to Planning Department.

DAY 2-3 Planning Department conducts completeness review, notifies applicant if

Engineering, Public Works, Traffic, and Fire Department.

DAY 4-14 Reviewing departments conduct review and prepare comments.

DAY 15 Reviewing departments transmit comments to Planning Director; Planning Director reviews, organizes comments; prepares transmittal to applicant.

DAY 16 Planning department transmits comments to applicant.

DAY 17-197 Applicant modifies plans per comments and resubmits process. Repeats process.

When Planning Board review is required for Planned Projects and Use Exceptions by Special Approval—

Upon completion of modifications meeting all code provisions and comments are sufficiently addressed and accepted *by city* staff (but within 6 months of last modification submittal) project is scheduled (up to 30 days from last modification submittal and depending on completion of reviews). for Planning Board Meeting. Upon recommendation from Planning Board, project is scheduled for City Council Action usually within 30-60 days.

STANDARD DETAILS

PLAT / SURVEY DETAILS

Dedication Certification	P-1
Acknowledgement To Dedication	P-2
Joinder & Consent	P-3
DeFuniak Springs Surveyor's Certification	P-4
County Clerk's Certificate	P-5
City County Approval Certification	P-6
(Owner's) Surveyor's Certificate	P-7
Title Opinion Certificate	P-8
DeFuniak Springs Engineer's Certificate	P-9
Easement Dedication Statement	P-10

TYPICAL STREET DETAILS

Curb Inlet (SAG)	ST-1
Curb Inlet Type II	ST-2
Curb Inlet Type III	ST-3
Curb & Gutter	ST-4
Roadway Widening	ST-5
Typical Street Cross Section	ST-6

TYPICAL WATER DETAILS

Trench Detail	W-1
Thrust Blocking	W-2
Unspecified Bore Case	W-3
Steel Cased Bore	W-4
Gate Valve & Box	W-5
Fire Hydrant Assembly	W-6
Flush Hydrant Assembly	W-7
Service Connection	W-8
Culvert Crossing	W-9
Pavement Patch Detail	W-10
Line Marker Detail	W-11
Backflow Preventers	W-12
General Notes – Potable Water Construction	W-13
Dead End Stub Detail	W-14
Water/Sewer Separation Detail	W-15
RPZ Assembly Backflow Preventer (3/4" – 2")	W-16
Bypass Jumper Detail for Water Service During Construction	W-17

TYPICAL SEWER DETAILS

Sanitary Sewer General Notes	S-1
General Notes	S-2
Sanitary Sewer Standard Manhole	S-3
Sanitary Sewer Shallow Depth Manhole	S-4
Precast Manhole Pipe Connections	S-5
Water/Sewer Separation Detail	S-6
Force Main Connection to Manhole	S-7
Typical Manhole Joint Detail	S-8
Drop Connection Manhole	S-9
Typical Manhole Inverts	S-10
Typical Manhole Frame & Cover	S-11
Sewer Service (1)	S-12
Sewer Service (2)	S-13
Force Main Gate Valve & Box	S-14
Combination Air Release Valve	S-15
Force Main Connection Detail	S-16
Force Main Blocking Detail	S-17
Line Marker Detail	S-18
Typical Directional Bore Detail	S-19
Culvert Crossing Detail	S-20
Trench Terminology	S-21
Force Main Trench Detail	S-22
Class B Embedment	S-23
Class C2 Embedment	S-24
Paved Turnout Replacement Detail	S-25
Pavement Replacement for Streets	S-26

TYPICAL LIFT STATION DETAILS

Typical Lift Station	S-LS1
Generator/Backup Pump Pad	S-LS2

DEDICATION CERTIFICATION:

Name of Owner (Company, LLC, etc.), a Florida corporation, under the laws of the State of Florida and as Owner of the lands hereon platted as (Name of Subdivision) has caused the same to be subdivided as shown on this plat and does hereby dedicate in perpetuity, the common areas, utility easements, storm water drainage easements, stormwater retention and treatment areas, roads, preservation/conservation areas and easements, building setback easements, landscape buffers, rights-of-way protection zones and recreation areas to the (Name of Subdivision) Homeovvners/Property Owners Association, Inc.; subject to and encumbered by all reservations, conditions and requirements as set forth in the approval as granted by the City Council of the City of DeFuniak Springs, Florida for (Name of Subdivision). (Owner Name) does hereby grant non-exclusive easements within all rights-of-way and easements as shown hereon to the City of DeFuniak Springs and the various utility companies for the purposes of ingress, egress, installation, repair, and maintenance of utilities systems. (Owner Name) does hereby request that said plat of (Name of Subdivision) be recorded in the public records of Walton County, Florida.

Owner/ Developer
(Spell Out Name)

Witness

Witness



**DEDICATION
CERTIFICATION**

SCALE: NTS

DATE: FEB. 09, 2009

PROJECT:

REVISION:

P-1

ACKNOWLEDGEMENT TO DEDICATION:

Before me the undersigned, (Name of Owner), personally appeared and known to me to be the individual described in the foregoing dedication and who acknowledged before me that he/she executed the same for the purposes set forth. Given under my hand and seal this ____ day of

_____, 200

(SEAL)

Notary Public (Spell Out Name)

My Commission Expires _____



**ACKNOWLEDGEMENT TO
DEDICATION**

SCALE: NTS

DATE: FEB. 09, 2009

PROJECT:

REVISION:

P-2

J

JOINDER & CONSENT:

The undersigned officer of (Name of Mortgagor), holder of a (Type of Mortgage) mortgage on the property described hereon, does hereby consent to the subdivision and platting of said property and to the dedications as shown hereon.

(Bank Officer) _____ **(Date)** _____

Name - Title

(Spell Out Name)

Witness

Witness



JOINDER & CONSENT

SCALE: NTS

DATE: FEB. 09.

2009 PROJECT:

REVISION:

P-3
__ J

CITY OF DEFUNIAK SPRINGS SURVEYOR'S CERTIFICATE:

This is to certify that this plat was reviewed by (Name of Surveyor), Professional Land Surveyor and Mapper No. _____, as Surveyor for the City of DeFuniak Springs, Florida and meets the requirements of Chapter 177, Florida Statutes, as was approved on the _ day of _____, 200 .

Professional Land Surveyor &
Mapper (Spell Out Name)



**DEFUNIAK SPRINGS
SURVEYOR'S CERT.**

SCALE: NTS

DATE: FEB. 09, 2009

PROJECT:

REVISION:

P-4

COUNTY CLERK'S CERTIFICATE:

I (Name of County Clerk of Courts), Clerk of the Circuit Court of Walton County, Florida, hereby certify that this plat was filed for record on the ___ day of _____, 200__ in Plat Book _____, at page(s) _____

(SEAL)

Clerk of Circuit Court, Walton County, FL
(Spell Out Name)



**COUNTY CLERK'S
CERTIFICATE**

SCALE: NTS
DATE: FEB. 09,
2009 PROJECT:
REVISION:

P-5

CITY COUNCIL APPROVAL CERTIFICATION:

This is to certify that this plat was presented to the City Council of the City of DeFunialc Springs, Florida;
and was approved by them on the ____ day of _____ , 200

Mayor
(Spell Out Name)



**CITY COUNCIL APPROVAL
CERTIFICATION**

SCALE: NTS

DATE: FEB. 09, 2009

PROJECT:

REVISION:

P-6
__ J

(OWNER'S) SURVEYOR'S CERTIFICATE: See also "Notice" to be added here.

I hereby certify that this plat is a true and correct representation of the lands surveyed, that the plat was made under my responsible direction and supervision, that permanent reference monuments have been placed as shown and that the plat complies with all requirements of Chapter 177, Florida Statutes.

Spell Out Name, RLS #

Address

Florida Certificate of Authorization #



**(OWNER'S) SURVEYOR'S
CERTIFICATE**

SCALE: NTS

DATE: FEB. 09, 2009

PROJECT:

REVISION:

P-7

TITLE OPINION CERTIFICATION:

It is the opinion of the undersigned attorney at law, that the title to the land hereon, is in the name of the dedicators, as shown hereon and there are no further encumbrances or unsatisfied mortgages on the land, except as shown.

Name:

Florida Bar Number:



**TITLE OPINION
CERTIFICATE**

SCALE: NTS

DATE: FEB. 09.

2009 PROJECT:

REVISION:

P-8
__ J

DEFUNIAK SPRINGS ENGINEER'S CERTIFICATE:

This is to certify that this plat was presented to the City Engineer of DeFuniak Springs, Florida and was approved by him on the ____ day of _____, 200

Name:

Florida Registration Number:



**DEFUNIAK SPRINGS
ENGINEER'S CERTIFICATE**

SCALE: NTS

DATE: FEB. 09, 2009

PROJECT:

REVISION:

P-9
__ J

EASEMENT DEDICATION STATEMENT:

The developer hereby dedicates a non-exclusive, perpetual blanket easement upon, over, through, and under that part of the subdivision consisting of roadways and the front _____ of all lots as shown on the plat thereof for ingress, installation, replacement, repair and maintenance of all utility and service lines and service systems, public and private, including but not limited to water, sewer, gas, drainage, irrigation, telephone, electric service lines, television cable, or communications lines and systems and police powers and services supplied by local, state, and federal governments.

Owner/ Developer
(Spell Out Name and Title)

Witness

Witness



**EASEMENT DEDICATION
STATEMENT**

SCALE: NTS

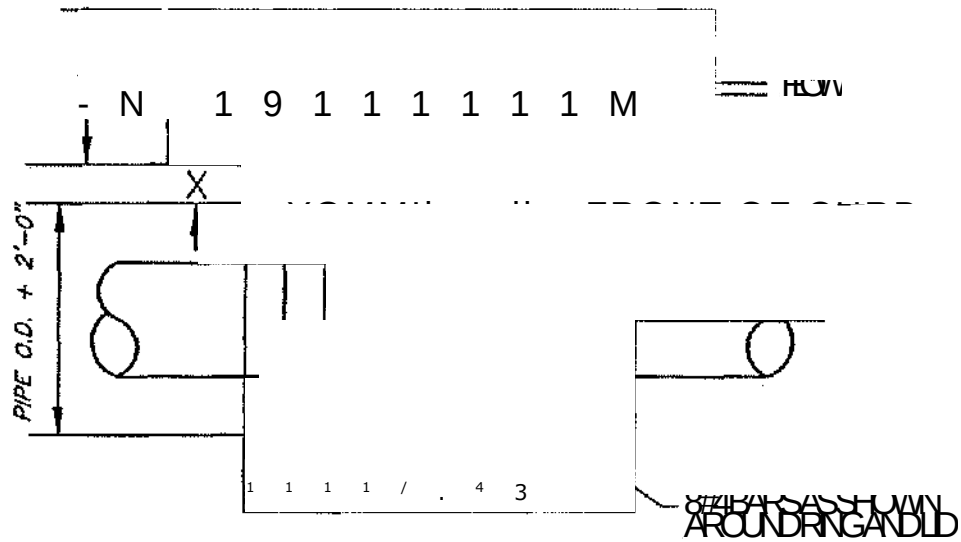
DATE: FEB. 09, 2009

PROJECT:

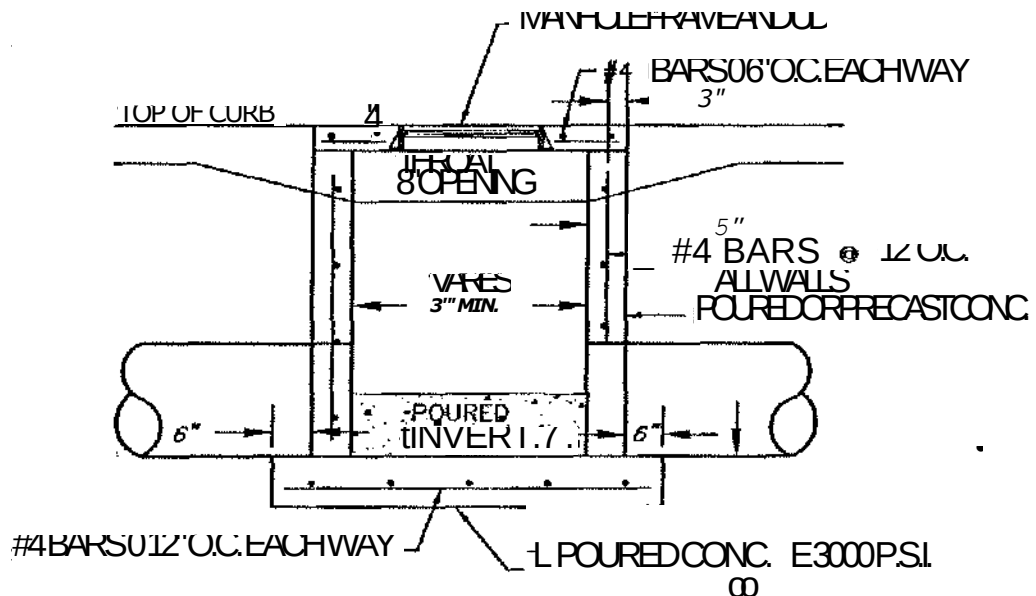
REVISION:

P-10

CURB INLET TYPE I (SAG)



PLAN



SECTION X-X

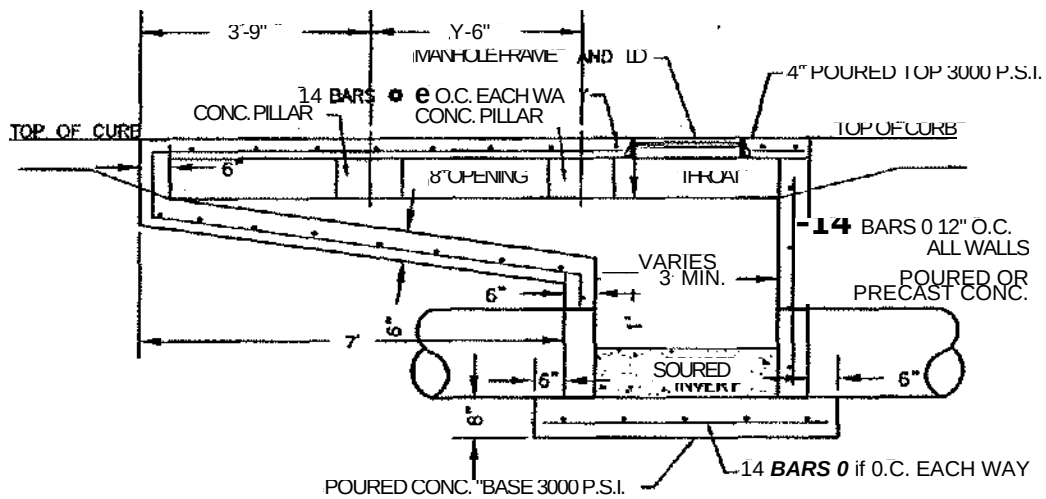
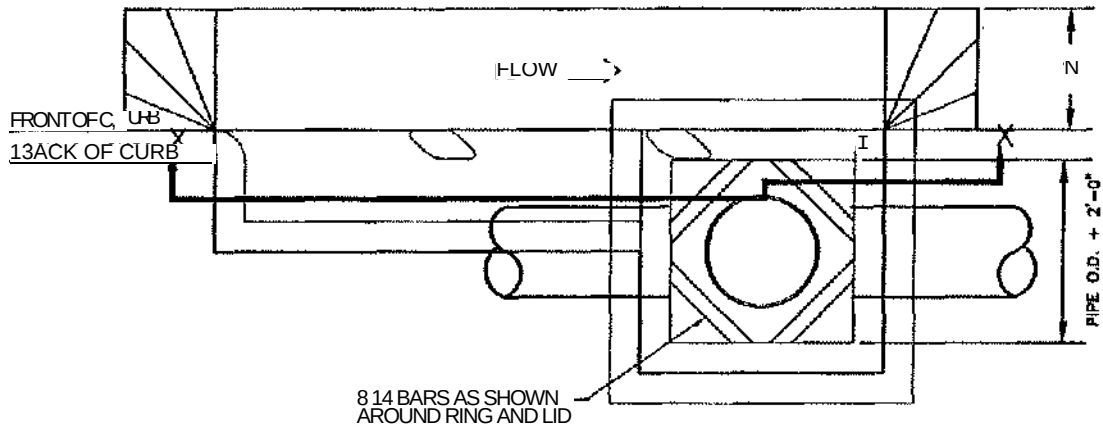
CURB INLET (SAG)

SCALE: N.T.S.
DATE: JAN. 28, 2009
PROJECT:
REVISION:

ST-1



ST-2



PLAN

SECTION X-X

CURB INLET TYPE III



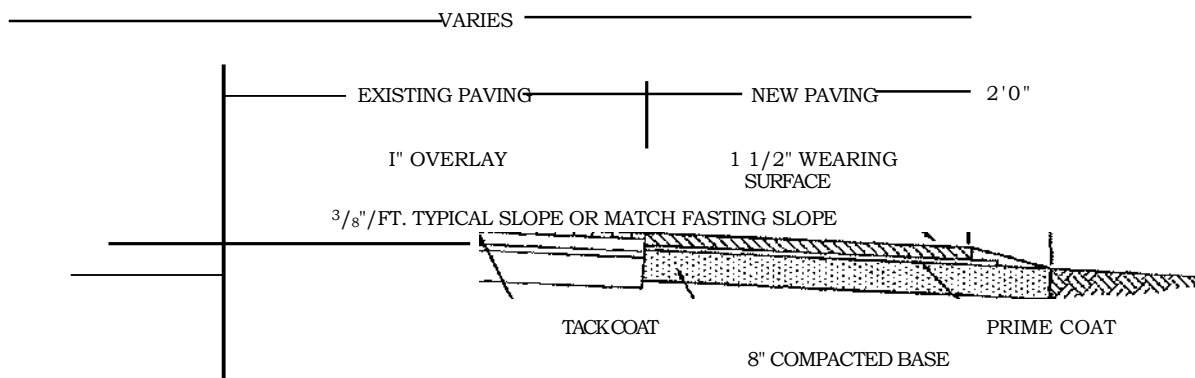
CURB INLET TYPE III

SCALE: NTS
DATE: JAN. 28,
2009 PROJECT:
REVISION:



1. PROVIDE EXPANSION JOINTS c 30' MAX.
2. PROVIDE CONTROL OR CONSTRUCTION JOINTS 10' MAX. CONTROL JOINTS SHALL BE SCORED A MINIMUM OF 1/2" IN DEPTH.

Not to scale



ROADWAY WIDENING FOR ADDITIONAL LANES
PAVING AND RESURFACING DETAIL

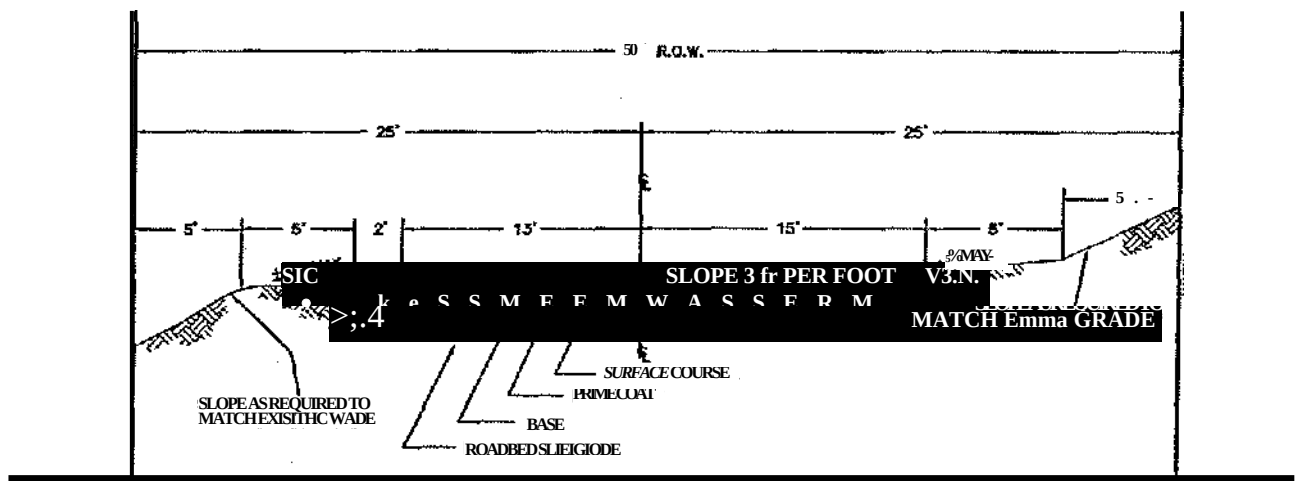
Not to scale



ROADWAY WIDENING

DATE: JAN. 28, 2009

ST-5
ST-5



TYPICAL STREET CROSS SECTION

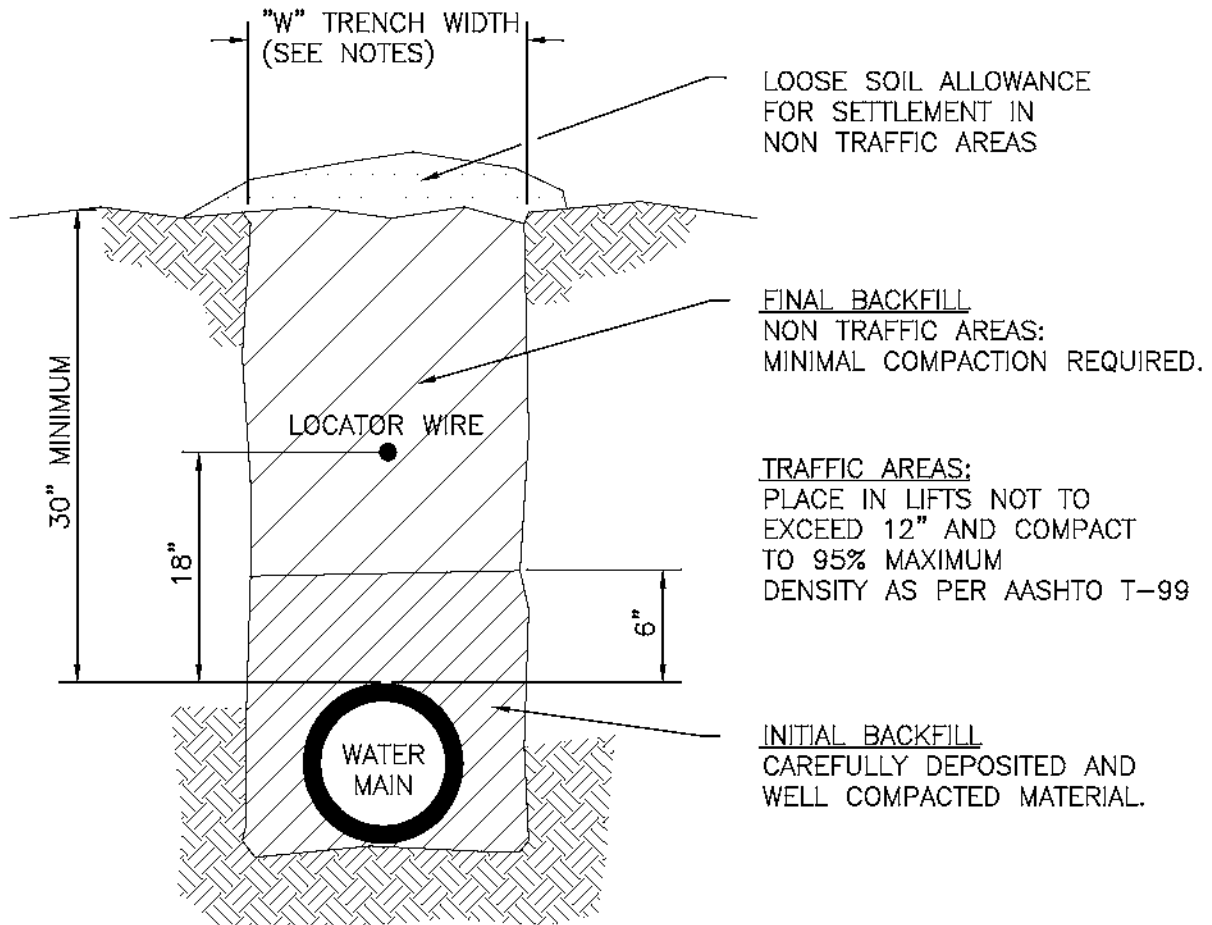
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TYPICAL STREET CROSS
SECTION

SCALE: NTS
DATE: JAN. 28, 2009
PROJECT:

ST-6

REVISION:



NOTES:

1. WIDTH OF THE TRENCH AT ANY POINT BELOW 6" ABOVE THE TOP OF THE PIPE SHALL BE SUFFICIENT TO PROVIDE ADEQUATE ROOM FOR JOINING THE PIPE AND FILLING AND COMPACTING THE SIDE FILLS. HOWEVER, IN NO CASE SHALL THIS WIDTH EXCEED THE OUTSIDE PIPE DIAMETER PLUS 2'-0".
2. TRENCH EXCAVATION FROM 6" ABOVE THE TOP OF THE PIPE MAY BE AS WIDE AS NECESSARY EXCEPT AS RESTRICTED BY THE LIMITS OF THE RIGHT-OF-WAY OR EASEMENT AND AS REQUIRED TO PROTECT EXISTING STRUCTURES AND CONDUITS.
3. INITIAL BACKFILL — GENERALLY, MATERIAL OBTAINED FROM THE TRENCH EXCAVATION. SOIL TYPES OF HIGHLY ORGANIC SOILS OR HIGHLY PLASTIC EXPANSIVE CLAYS SHALL NOT BE USED. INITIAL BACKFILL SHALL BE COMPACTED TO UNIFORMLY DEVELOP LATERAL SOIL FORCES DURING THE BACKFILL OPERATION.
4. FINAL BACKFILL — GENERALLY, MATERIAL OBTAINED FROM THE TRENCH EXCAVATION WITH MAXIMUM SIZE OF STONE NOT TO EXCEED SIX (6") INCHES.
5. ALL PVC PIPES SHALL HAVE AN INSULATED 10 GAUGE SOLID COPPER LOCATOR WIRE INSTALLED 18" ABOVE THE WATER MAIN.



TRENCH DETAIL

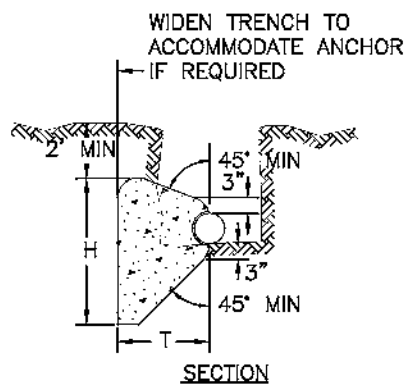
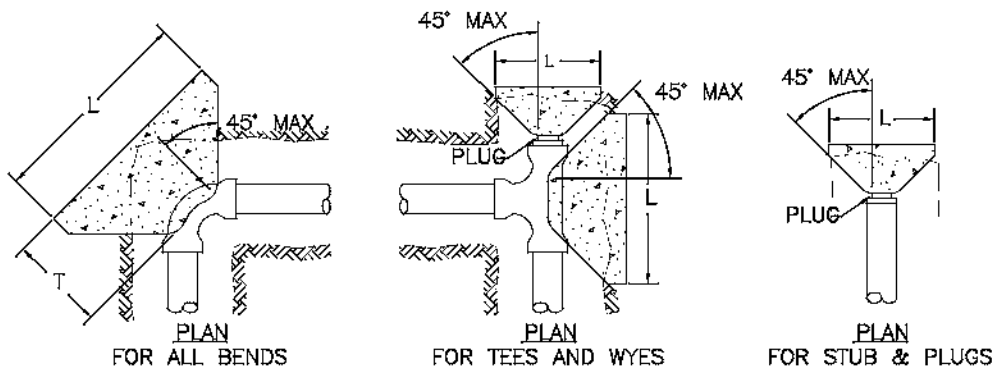
SCALE:NTS

DATE:FEB. 09, 2009

PROJECT:

REVISION:

W-1



CLAY SOIL ANCHOR BLOCK TYPE					
PIPE	TEES	PLUGS	90°	45°	<45°
6"	B	B	B	A	A
8"	C	C	D	B	A
10"	D	D	E	C	B
12"	E	E	F	E	C

SANDY SOIL ANCHOR BLOCK TYPE					
PIPE	TEES	PLUGS	90°	45°	<45°
6"	C	C	D	C	A
8"	E	E	F	D	C
10"	F	F	G	F	C
12"	G	G	G	F	E

NOTES:

1. ANCHOR BLOCKS SHALL BEAR ON UNDISTURBED EARTH.
2. ALL FITTINGS SHALL BE WRAPPED IN 6 MIL PLASTIC TO PREVENT THE CONCRETE FROM BONDING TO THE FITTING.
3. IN NO CASE SHALL THE PIPE BE ENCASED WITH CONCRETE. CONCRETE SHALL NOT BE PLACED SO AS TO RENDER THE PIPE AND FITTING INACCESSIBLE.
4. CONCRETE SHALL BE MIN. 3000 PSI.

ANCHOR BLOCK DIMENSIONS			
TYPE	L ft.	H ft.	T ft.
A	2.0	2.0	2.0
B	2.0	3.0	2.0
C	3.0	3.0	3.0
D	4.0	3.0	3.0
E	4.0	4.0	3.0
F	5.0	5.0	4.0
G	7.0	7.0	5.0



THRUST BLOCKING

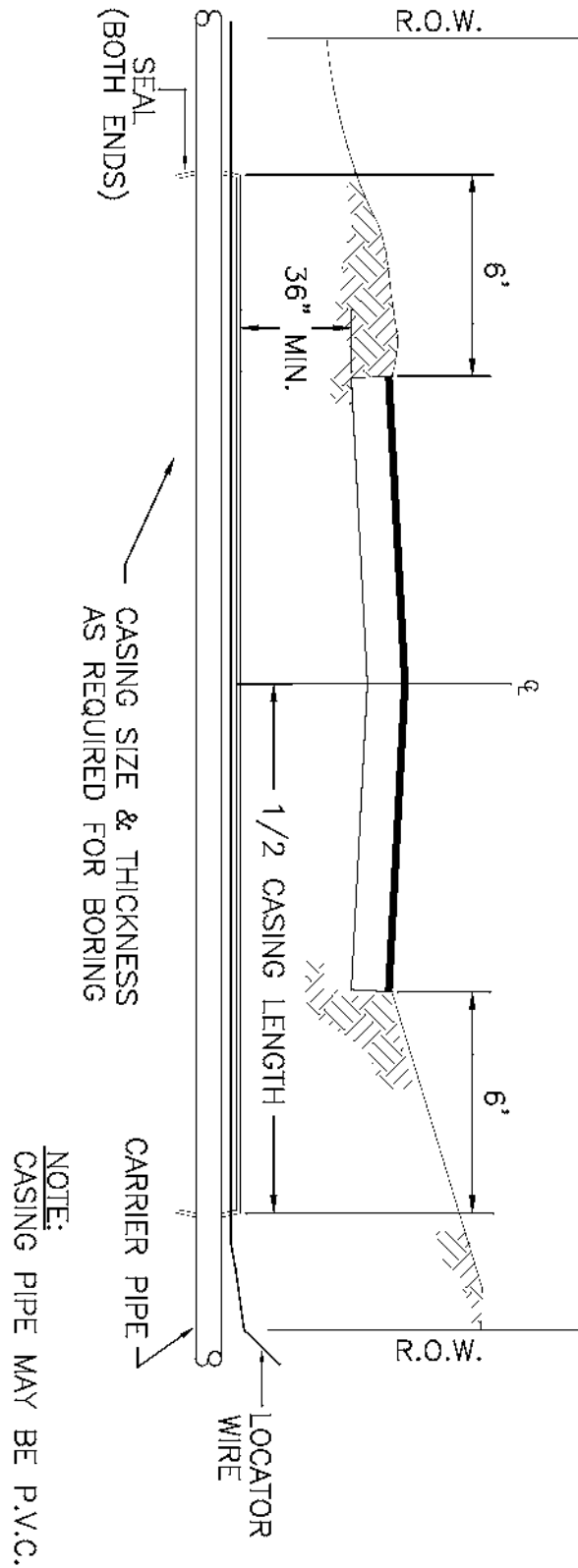
SCALE:NTS

DATE:FEB. 09, 2009

PROJECT:

REVISION:

W-2



UNSPECIFIED BORE CASE

SCALE: NTS

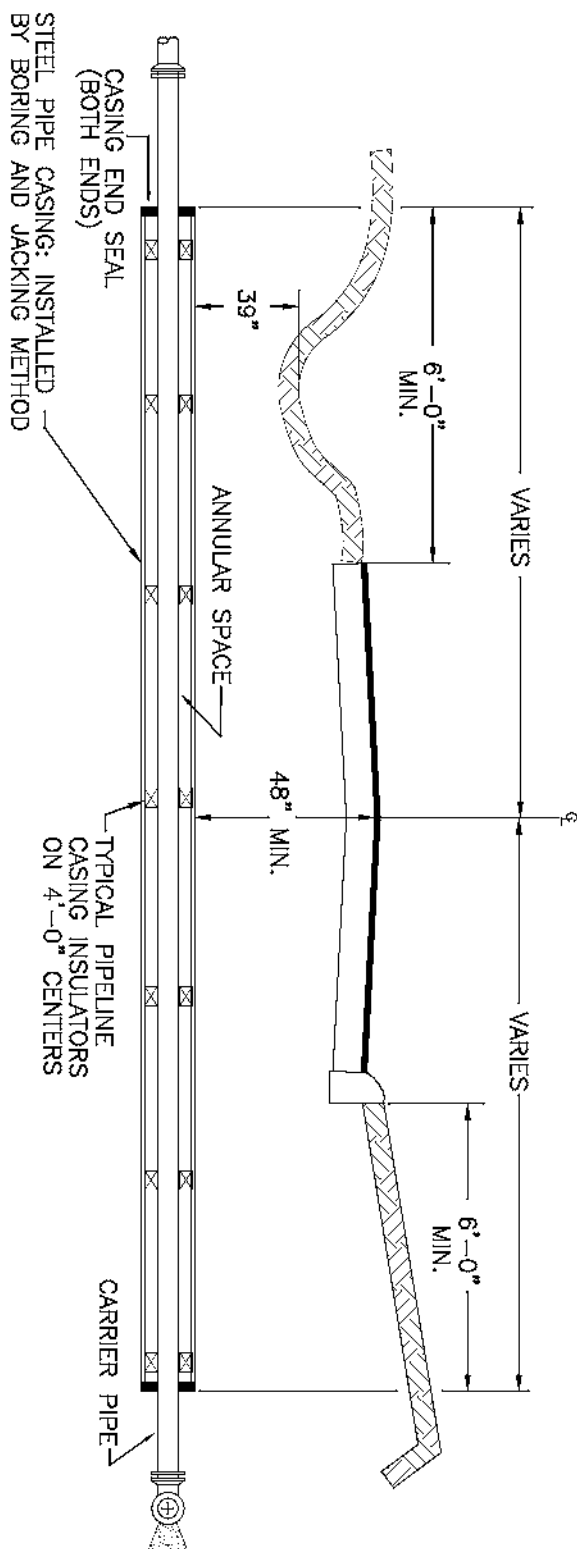
DATE: FEB. 09, 2009

PROJECT:

REVISION:

W-3





STEEL CASED BORE



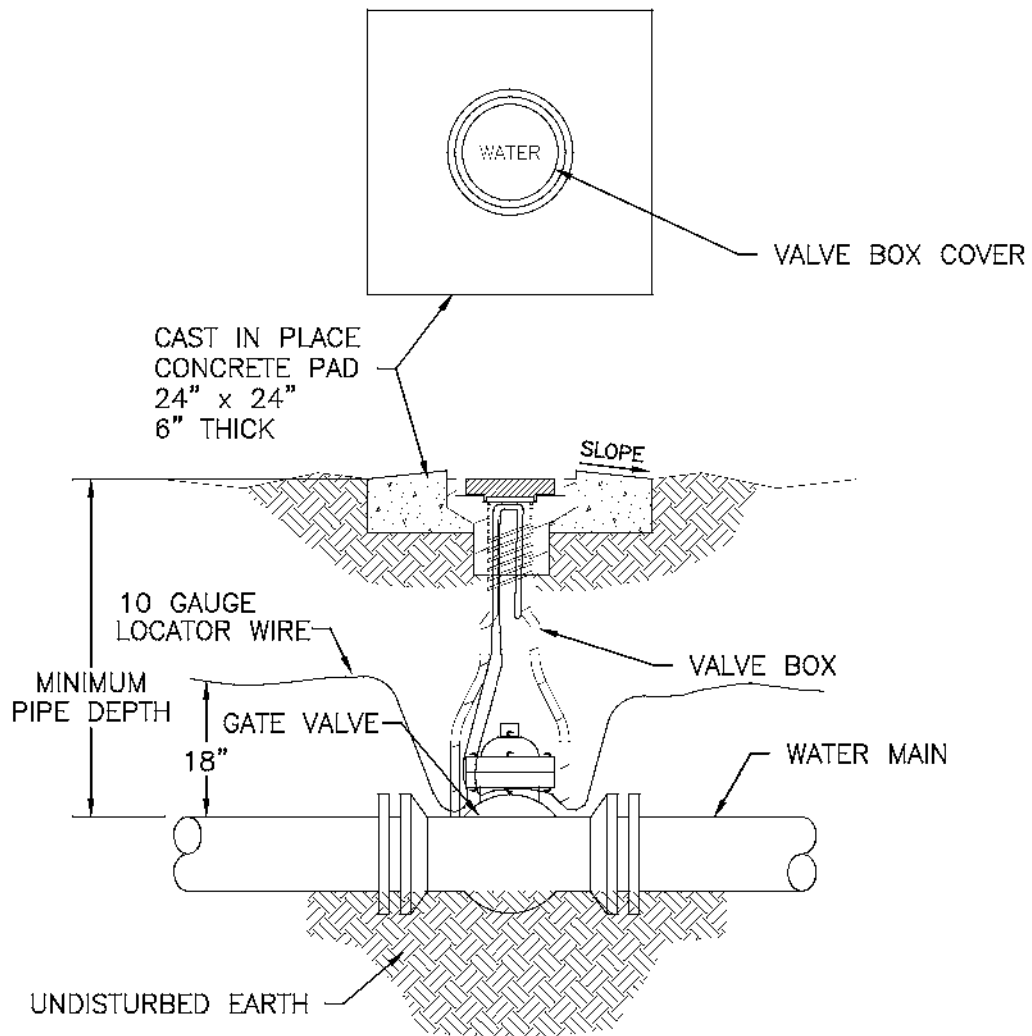
SCALE:NTS

DATE:FEB. 09, 2009

PROJECT:

REVISION:

W-4



NOTES:

1. THE LOCATOR WIRE SHALL BE LOOPED THRU VALVE BOX TO EXTEND 10" ABOVE GROUND LINE.
2. ALL PADS SHALL BE POURED IN PLACE.



GATE VALVE
& BOX

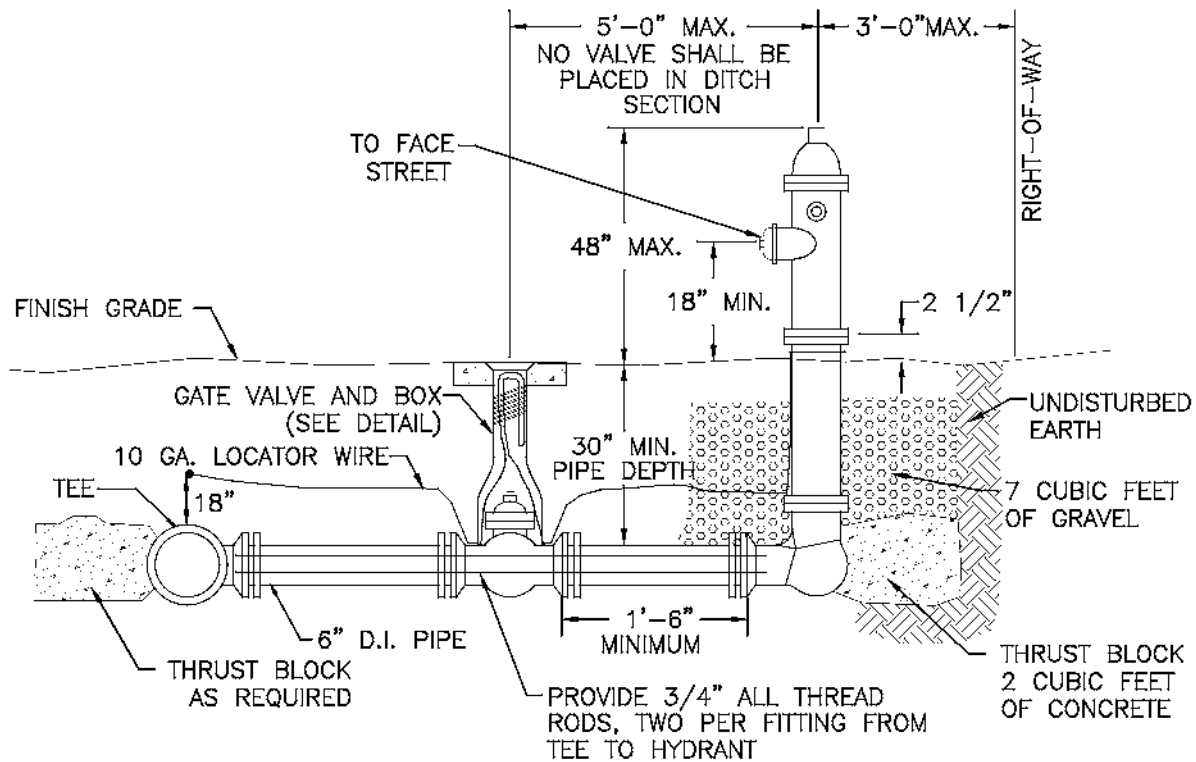
SCALE:NTS

DATE:FEB. 09, 2009

PROJECT:

REVISION:

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NOTES:

1. ALL HYDRANTS SHALL BE LOCATED WITHIN 5 FEET OF THE RIGHT-OF-WAY UNLESS OTHERWISE SHOWN OR DIRECTED ON LOT LINES.
2. ALL FIRE HYDRANT PIPE LEGS AND LATERALS SHALL BE DUCTILE IRON CLASS 50.
3. THE CONTRACTOR SHALL PROVIDE ALL ADAPTORS, GLANDS, GATE VALVE AND BOX AND OTHER FITTINGS REQUIRED TO PROPERLY INSTALL THE FIRE HYDRANT AS SHOWN.
4. ADD SPOOL PIECES TO ADJUST TO EXISTING GRADE.
5. INSTALL A LOCATOR WIRE FROM THE WATER MAIN THROUGH THE VALVE BOX TO THE FIRE HYDRANT, LOOP AROUND THE HYDRANT BASE.
6. CONCRETE THRUST BLOCK SHALL NOT OBSTRUCT THE HYDRANT DRAIN HOLE.



FIRE HYDRANT ASSEMBLY

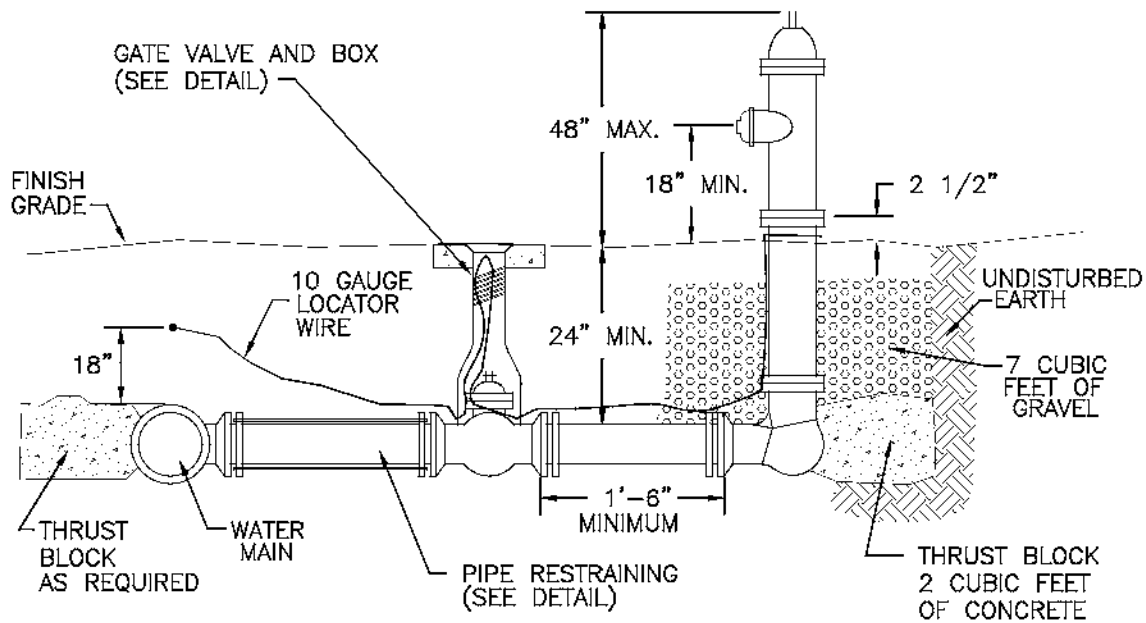
SCALE: NTS

DATE: FEB. 09, 2009

PROJECT:

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NOTES:

1. FLUSH HYDRANTS SHALL BE DRY BARREL FIRE HYDRANTS WITH A 2 1/4" VALVE OPENING AND ONE 2 1/2" HOSE OUTLET CAPPED AND CHAINED. FURNISH M&H STYLE 333 OR EQUAL.
2. ALL FLUSH HYDRANT PIPE LEGS AND LATERALS SHALL BE DUCTILE IRON CLASS 50.
3. THE CONTRACTOR SHALL PROVIDE ALL ADAPTORS, GLANDS, AND OTHER FITTINGS REQUIRED TO PROPERLY INSTALL THE FLUSH HYDRANT.
4. INSTALL A LOCATOR WIRE FROM THE WATER MAIN THROUGH THE VALVE BOX TO THE FLUSH HYDRANT, LOOP AROUND THE HYDRANT BASE.
5. CONCRETE THRUST BLOCK SHALL NOT OBSTRUCT THE HYDRANT DRAIN HOLE.



FLUSH HYDRANT ASSEMBLY

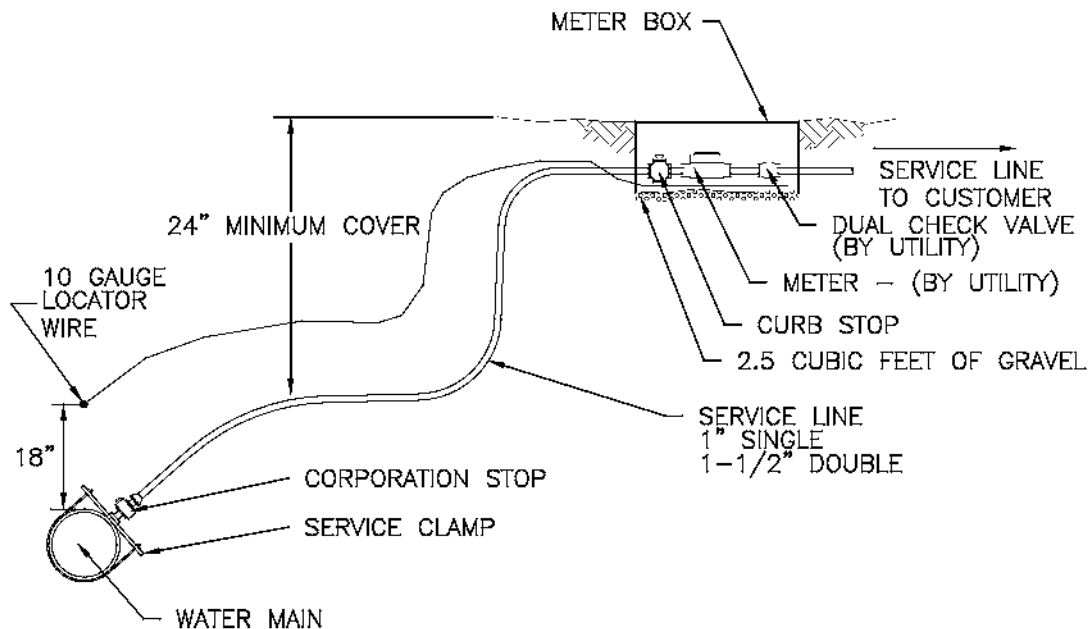
SCALE:NTS

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NOTES:

1. BASE SERVICE CONNECTION SHALL INCLUDE CURB STOP AND METER BOX LOCATED APPROXIMATELY 1' INSIDE OF THE RIGHT-OF-WAY LINE.
2. CUSTOMER SERVICE LINE BY OTHERS.
3. SERVICE CLAMPS ARE NOT REQUIRED WHEN THREADED TAPS ARE MADE TO DUCTILE IRON OR STEEL WATER MAINS.
4. INSTALL LOCATOR WIRE FROM WATER MAIN TO METER BOX.
5. WATER SERVICE SHALL BE CLEARLY AND ACCURATELY MARKED ON THE CURB LINE. (IF APPLICABLE)
6. THE SERVICE LINE SHALL HAVE BRONZE COMPRESSION TYPE FITTINGS.
7. SERVICE LINE UNDER PAVEMENT SHALL BE CASED WITH APPROPRIATE SIZE TO SERVICE LINE & EXTENDED 2' BEYOND EDGE OF PAVEMENT. (BOTH SIDES) P.V.C CASING MAY BE USED, EXCEPT ON D.O.T. R.O.W.



SERVICE CONNECTION

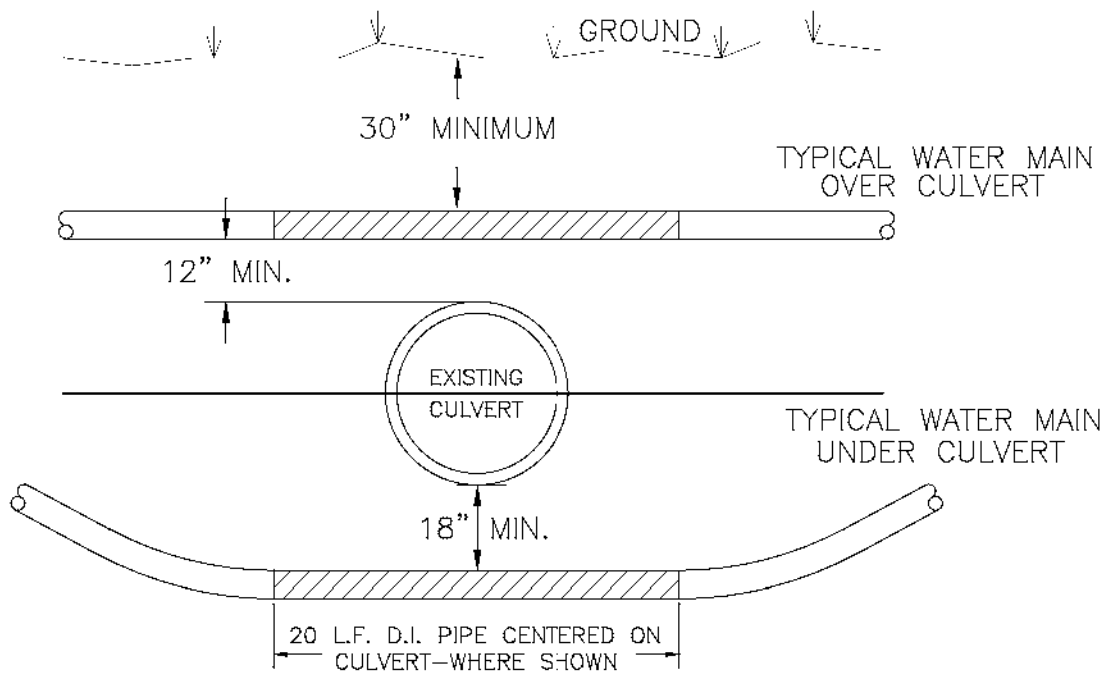
SCALE:NTS

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CULVERT CROSSING

SCALE: NTS

DATE: FEB. 09, 2009

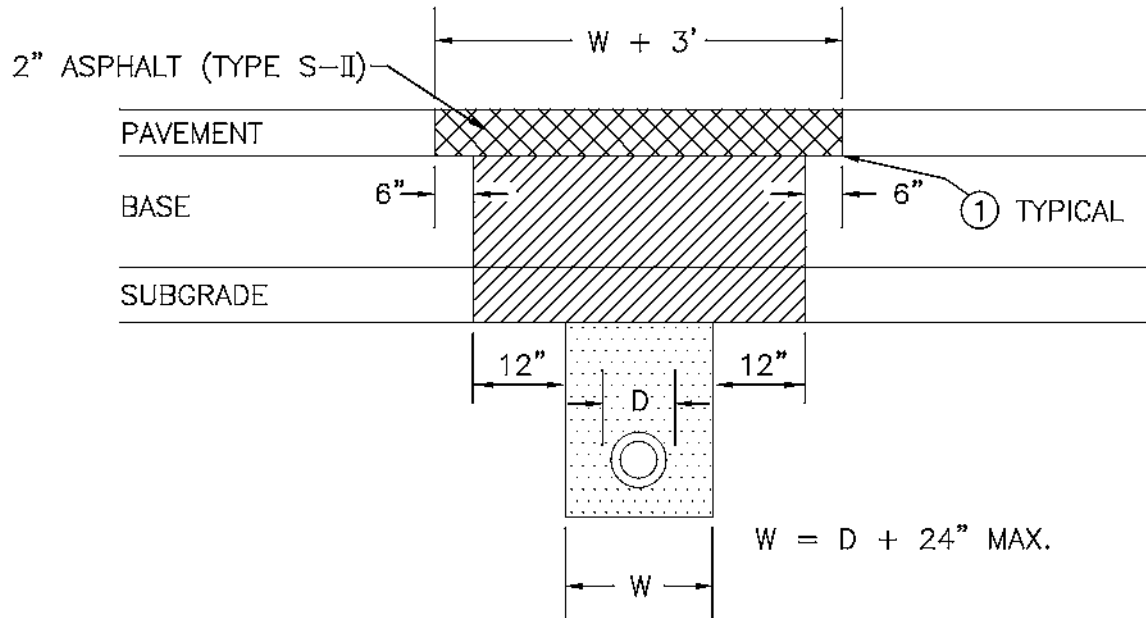
PROJECT:

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NOTE:

OPEN CUT MAY ONLY BE USED WHEN
PERMISSION HAS BEEN GRANTED BY
ROADWAY AUTHORITY HAVING JURISDICTION.



NOTES:

1. ASPHALT CONCRETE PAVEMENT JOINTS SHALL BE MECHANICALLY SAWED OR CUT WITH PNEUMATIC CHIZEL.
2. SURFACE TREATMENT PAVEMENT JOINT SHALL BE LAPPED AND FEATHERED.
3. SUBGRADE AND BACKFILL TO BE COMPACTED 95% AASHTO T-180, BASE 100% AASHTO T-99.



PAVEMENT PATCH DETAIL

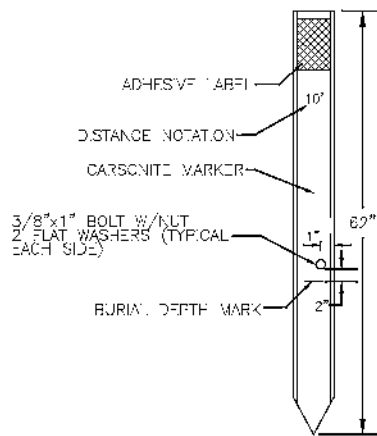
SCALE:NTS

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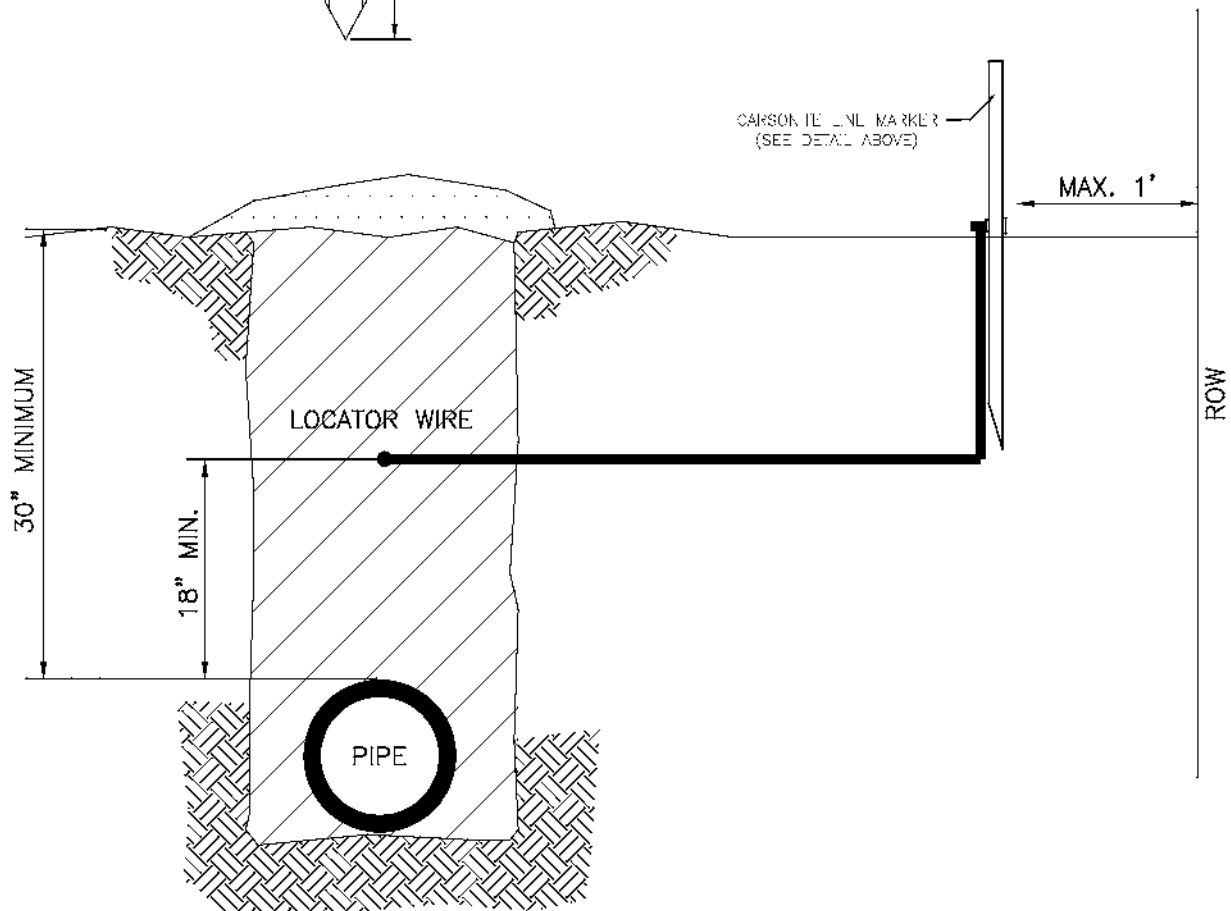


NOTES:

1. UNDER THE ADHESIVE LABEL, CONTRACTOR SHALL WRITE THE PERPENDICULAR DISTANCE FROM THE MARKER TO THE WATER MAIN USING AN INDELIBLE MARKER.
2. THE BOLT HOLE SHALL BE DRILLED OFFSET AS SHOWN IN DETAIL TO PREVENT DAMAGE TO THE SPINE OF THE MARKER.

LINE MARKER DETAIL

Not to scale



NOTES:

1. LOCATOR WIRE SHALL BE LOOPED AROUND 3/8" BOLT AND SECURED TO MARKER WITH FLAT WASHERS, NUT AND BOLT AS SPECIFIED ABOVE. LOCATOR WIRE SHALL BE CONNECTED TO MAINTAIN CONTINUITY.



LINE MARKER DETAIL

SCALE:NTS

DATE: FEB. 09, 2009

PROJECT:

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BACKFLOW PREVENTORS

- 1) ALL WATER SERVICE LINES SHALL BE REQUIRED TO HAVE A BACKFLOW DEVICE PURSUANT TO CITY OF DEFUNIAK SPRINGS SPECIFICATIONS.
- 2) ALL FIRE LINES SHALL HAVE A DOUBLE DETECTOR CHECK VALVE ASSEMBLY WITH A 3/4" BYPASS METER.
- 3) RPZ TYPE BACKFLOW PREVENTORS ARE REQUIRED FOR ALL HIGH HAZARD WATER USES.
- 4) ALL BACKFLOW PREVENTORS SHALL BE OF THE TYPE REQUIRED BY FDEP, AWWA AND NFPA CODES AND MUST BE PER CITY OF DEFUNIAK SPRINGS BACKFLOW PREVENTION PROGRAM.
- 5) ALL WATER TAPS SHALL BE LOCATED OUT FROM UNDER PROPOSED FUTURE PAVEMENT.
- 6) ALL SWIMMING POOLS SHALL HAVE RPZ BACKFLOW PREVENTORS.



BACKFLOW PREVENTORS

SCALE:NTS

DATE:FEB. 09, 2009

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GENERAL NOTES - POTABLE WATER CONSTRUCTION

1. CONTRACTOR SHALL COORDINATE INSTALLATION OF POTABLE WATER MAINS WITH ALL OTHER UTILITIES PRIOR TO COMMENCING CONSTRUCTION.
2. HYDROSTATIC TESTS, LEAKAGE TESTS, DISINFECTION, AND BACTERIOLOGICAL TESTS SHALL BE PERFORMED IN ACCORDANCE WITH THE WRITTEN CONSTRUCTION SPECIFICATION OF CITY OF DEFUNIAK SPRINGS AND ALL APPLICABLE FDEP AND AWWA REQUIREMENTS.
3. NO POTABLE WATER MAIN CONSTRUCTION SHALL COMMENCE UNTIL SHOP DRAWINGS HAVE BEEN APPROVED AND A PRECONSTRUCTION CONFERENCE HELD WITH CITY OF DEFUNIAK SPRINGS STAFF.
4. PROVIDE LOCKS, IN ACCORDANCE WITH THE WRITTEN CONSTRUCTION SPECIFICATIONS OF CITY OF DEFUNIAK SPRINGS, ON ALL CURB STOPS.
5. CONTRACTOR SHALL NOTIFY CITY OF DEFUNIAK SPRINGS 72 HOURS PRIOR TO COMMENCEMENT OF CONSTRUCTION. DEFUNIAK SPRINGS REPRESENTATIVES MUST WITNESS ALL TIES OF AND TESTS OF NEW LINES.
6. SERVICES INSTALLED UNDER ASPHALT TO BE INSTALLED IN 2" SCH. 40 PVC CASING EXTENDING 4'-0" BEYOND BACK OF CURB.
7. CONTRACTOR SHALL INSTALL NO. 10 INSULATED COPPER LOCATOR WIRE 18" DIRECTLY ABOVE TOP OF ALL PVC PIPE, ABOVE SERVICE LINES, AND LOOP TO MIN. 10" ABOVE TOP OF VALVE BOXES. WIRE SHALL BE CONNECTED FOR A CONTINUOUS CIRCUIT CONNECTION. DO NOT WRAP AROUND PIPING.
8. IT IS REQUIRED THAT ALL NEW AND RELOCATED WATER SERVICES AND PLUMBING SHALL BE IN CONFORMANCE WITH STATE AND FEDERAL REGULATIONS PERTAINING TO THE CONTROL OF LEAD AND COPPER.
11. THE LOCATION OF ALL WATER SERVICE STUBS ARE TO BE MARKED BY THE LETTER "W" SCRIBED A MINIMUM OF 2" HIGH AND 1/4 DEEP IN CURB. IF NO CURBING IS INSTALLED A 3" SQUARE STEEL TAG INSCRIBED WITH A 2" LETTER "W" IS TO BE ATTACHED TO THE STREET PAVEMENT.
12. A 4" WATER BALL MARKER, AS MANUFACTURED BY 3M PART NO. 1403, SHALL BE PLACED AT ALL INLINE VALVES ALONG WATERMAIN AND AT ALL METER BOX LOCATIONS.
13. ALL MECHANICAL JOINTS SHALL USE MEGA-LUG RESTRAINT TYPE RETAINING GLANDS.
14. MINIMUM SEPARATION BETWEEN WATER OR SEWER AND ELECTRICAL CONDUITS OR ELECTRICAL LINES SHALL BE 72" MINIMUM HORIZONTAL & 18" VERTICAL WITH ELECTRICAL BEING BELOW THE WATER AND SEWER LINES. IN CASES WHERE 18" VERTICAL SEPARATION CAN NOT BE MET, 96" OF HORIZONTAL SEPARATION SHALL BE REQUIRED.
15. ALL MECHANICAL JOINT FITTINGS ON PRESSURE PIPE SHALL HAVE BOTH "MEGALUG" TYPE JOINT RESTRAINING GLANDS AND THRUST BLOCKS.
16. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING AND MEETING THE REQUIREMENTS OF CITY OF DEFUNIAK SPRINGS TECHNICAL GUIDE AND SPECIFICATIONS LATEST EDITION.
17. ANY LOCATION WHERE PRESSURE PIPELINES CURVATURE EXCEEDS MANUFACTURES' SPECIFICATIONS; APPROPRIATE MECHANICAL JOINT FITTINGS SHALL BE USED.
18. ALL 2-INCH VALVES SHALL BE BALL TYPE - 2-INCH GATE VALVES SHALL NOT BE USED.
19. ALL TIE IN TO EXISTING PRESSURIZED PIPELINES SHALL BE BY TAPPING SLEEVE (3 INCH TAP AND LARGER) (OR TAPPING SADDLE, 2 INCH TAP AND SMALLER) AND VALVE.



GENERAL NOTES-POTABLE WATER CONSTRUCTION

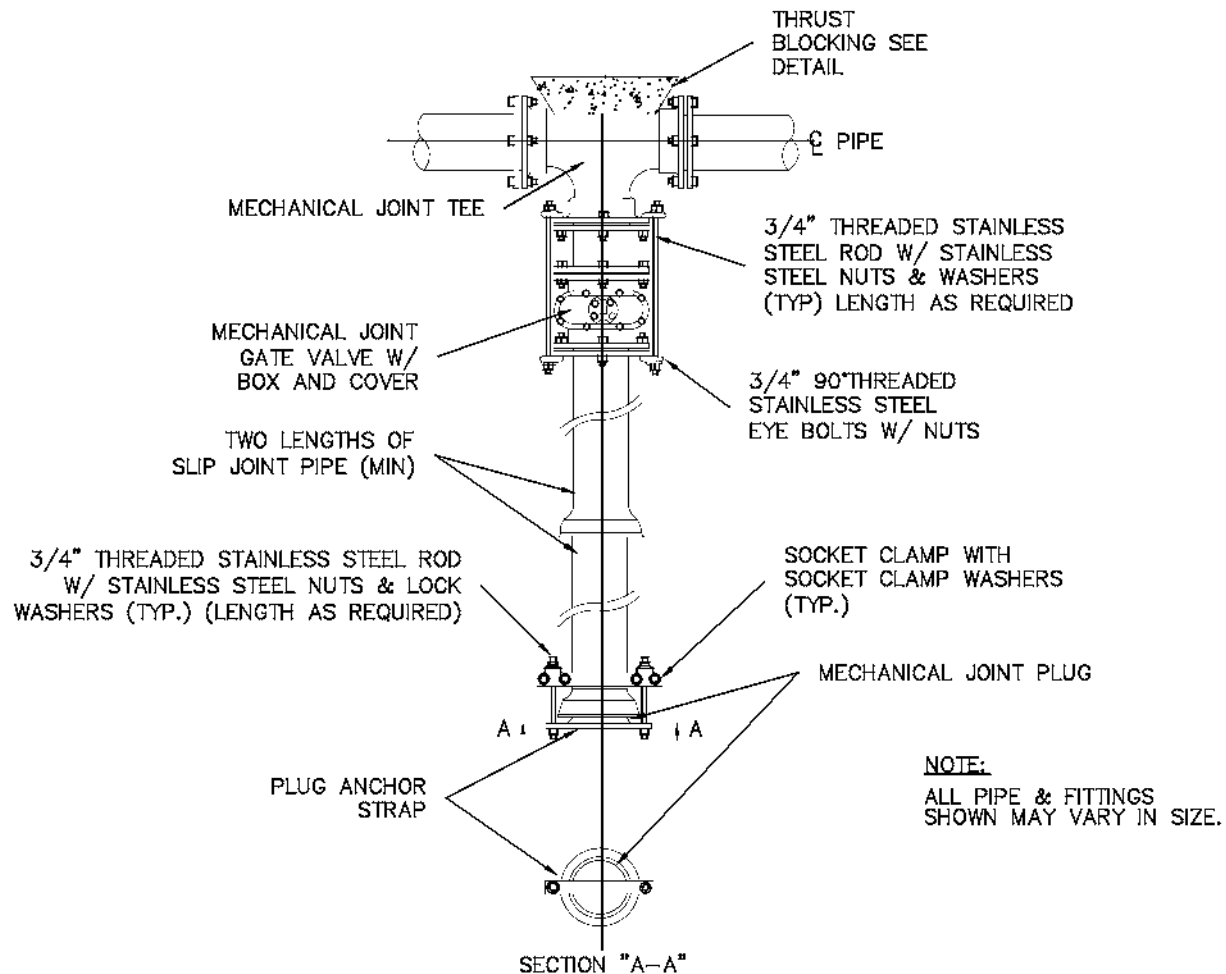
SCALE:NTS

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NOTES:

1. IN A STRAIGHT RUN DEAD END INSTALLATION
THE VALVE SHALL BE TIED TO THE NEXT
UPSTREAM PIPE JOINT WITH SOCKET CLAMP
AND TIE-RODS.
2. ALL MECHANICAL JOINTS TO USE RESTRAINT
TYPE RETAINER GLANDS.
3. JOINT RESTRAINTS REQUIRED ON 3 JOINTS PRIOR
TO PLUG.



DEAD END STUB DETAIL

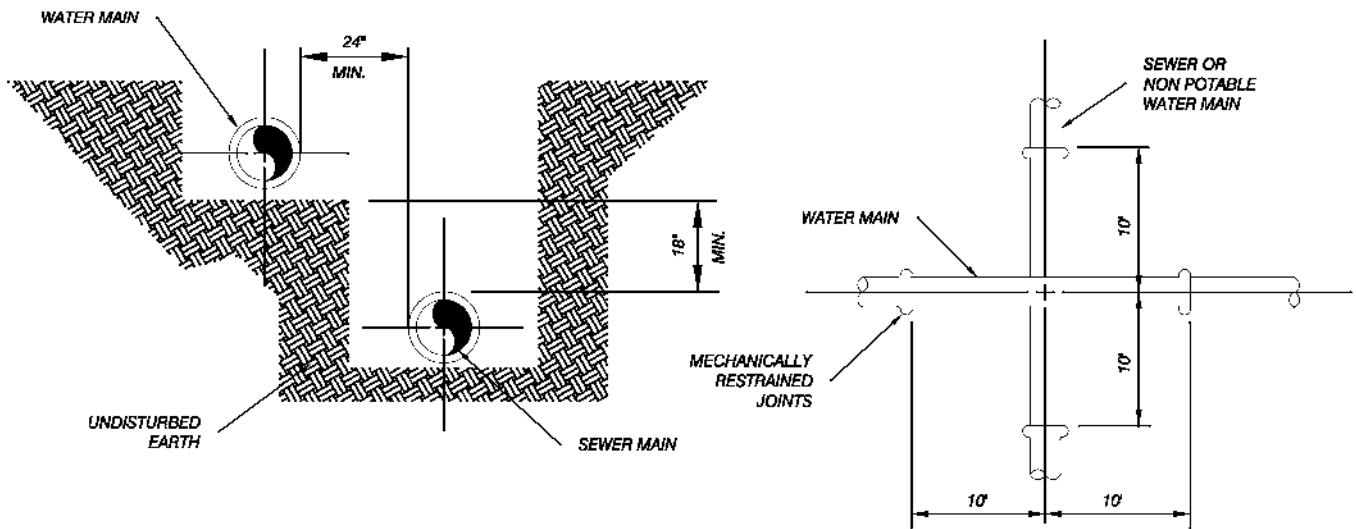
SCALE: NTS

DATE: FEB. 09, 2009

PROJECT:

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NOTES

1. WHERE A 10 FOOT PARALLEL SEPARATION CANNOT BE MAINTAINED BETWEEN A WATER MAIN AND A SEWER MAIN OR NONPOTABLE WATER MAIN, THEN THE WATER MAIN SHALL BE LAID IN A SEPARATE TRENCH OR ON AN UNDISTURBED EARTH SHELF AT LEAST 18 INCHES ABOVE THE TOP OF THE SEWER MAIN OR NONPOTABLE WATER MAIN.

2. WHERE A 18 INCH VERTICAL SEPARATION DISTANCE CANNOT BE MAINTAINED BETWEEN A WATER MAIN AND A SEWER MAIN OR NONPOTABLE WATER MAIN CROSSING THEN THE WATER MAIN SHALL PASS OVER THE SEWER MAIN OR NONPOTABLE WATER MAIN WITH A MINIMUM VERTICAL CLEARANCE OF 6 INCHES. THE SEWER OR NONPOTABLE WATER MAIN SHALL BE 20 FEET OF 6" CONCRETE ENCASEMENT CENTERED ON THE POINT OF CROSSING AND THE WATER MAIN SHALL BE 20 FEET OF 6" CONCRETE ENCASEMENT CENTERED ON THE POINT OF CROSSING. CONCRETE ENCASEMENT SHALL BE POURED SEPERATELY FOR EACH PIPE.



**WATER/SEWER
SEPARATION DETAIL**

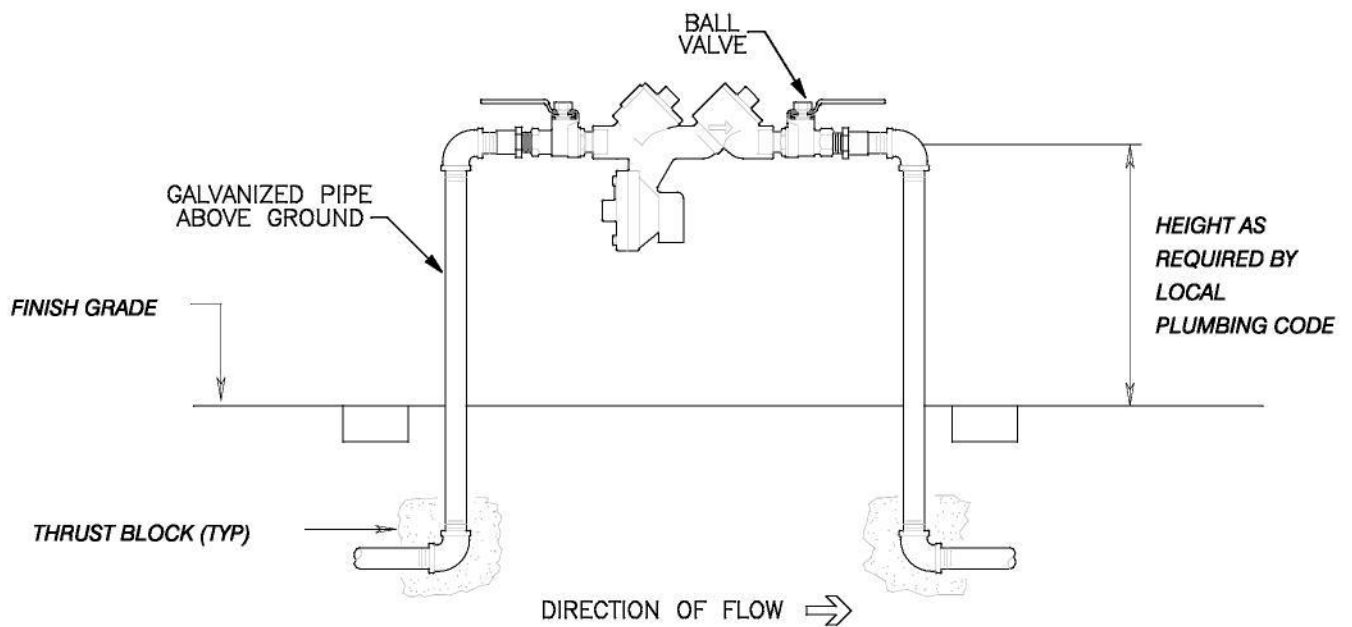
SCALE:NTS

DATE: FEB. 09, 2009

PROJECT:

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NOTES:

1. MATERIALS APPROVED
BY THE CITY OF DEFUNIAK SPRINGS
2. DEVICE TO BE INSULATED
WITH APPROVED MATERIALS



**RPZ ASSEMBLY BACKFLOW
PREVENTER ($3/4"$ - $2"$)**

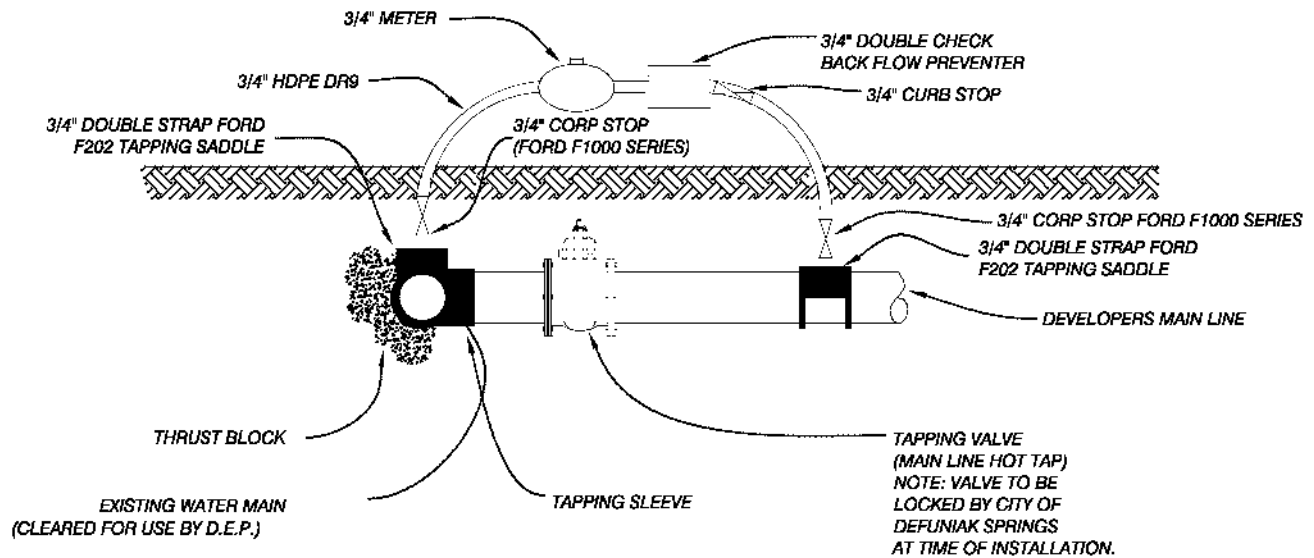
SCALE:NTS

DATE: FEB. 09, 2009

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NOTES:

1. CONTRACTOR SHALL MAKE APPLICATION TO CITY OF DEFUNIAK SPRINGS FOR HOT-TAP AND 3/4" JUMPER. WATER USAGE WILL BE BILLED AT THE EXISTING RATES.
2. CONTRACTOR SHALL FURNISH AND INSTALL THE 3/4" JUMPER PURSUANT TO THE CITY OF DEFUNIAK SPRINGS DETAIL, AT THE SAME TIME THE HOT-TAP CONNECTION IS MADE.
3. HOT-TAP AND JUMPER SHALL BE SCHEDULED THROUGH THE CITY OF DEFUNIAK SPRINGS ENGINEERING INSPECTOR.
4. ALL FILLINGS AND FLUSHINGS SHALL BE VIA THE 3/4" JUMPER ASSEMBLY.
5. THE TAPPING VALVE CONNECTING THE NEWLY CONSTRUCTED LINE TO CITY OF DEFUNIAK SPRINGS SYSTEM SHALL REMAIN CLOSED AT ALL TIMES. THIS VALVE SHALL ONLY BE OPENED BY A CITY OF DEFUNIAK SPRINGS REPRESENTATIVE AND ONLY AFTER CLEARANCE TO PLACE THE SYSTEM INTO SERVICE HAS BEEN RECEIVED FROM F.D.E.P.
IN ORDER TO RECEIVE CLEARANCE FROM F.D.E.P. THE FOLLOWING PROCEDURE MUST BE COMPLETED: CONTRACTOR MUST PERFORM PRESSURE TEST, BACTERIOLOGICAL TEST AND ARRANGE FOR A FINAL INSPECTION. PRESSURE TEST MUST BE WITNESSED BY A DEFUNIAK SPRINGS INSPECTOR. UPON PASSING THE PRESSURE TEST AND FINAL INSPECTION, THE ENGINEER FOR THE PROJECT MUST SUBMIT THE BACTERIOLOGICAL TEST RESULTS, AS-BUILT DRAWINGS AND CERTIFICATION OF COMPLETION FORMS TO CITY OF DEFUNIAK SPRINGS. DEFUNIAK SPRINGS WILL THEN SIGN THE COMPLETION FORMS AND FORWARD THEM TO F.D.E.P. WITH COPIES OF THE BACTERIOLOGICAL TEST RESULTS. UPON THEIR REVIEW AND APPROVAL, F.D.E.P. WILL SEND CITY OF DEFUNIAK SPRINGS A LETTER GRANTING PERMISSION FOR THE SYSTEM TO BE PLACED INTO OPERATION.
6. CONTRACTOR MAY DISCONNECT THE CURB STOP FROM THE DOUBLE CHECK BACK FLOW PREVENTOR AND UTILIZE THE CONNECTION TO CONDUCT PRESSURE TEST.



BYPASS JUMPER DETAIL FOR WATER SERVICE DURING CONSTRUCTION

SCALE: NTS

DATE: FEB. 09, 2009

PROJECT:

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SANITARY SEWER GENERAL NOTES

1. CONTRACTOR SHALL COORDINATE INSTALLATION OF SANITARY SEWERS WITH ALL OTHER UTILITIES PRIOR TO COMMENCING CONSTRUCTION.
2. TELEVISION INSPECTION IS REQUIRED FOR ALL GRAVITY SEWERS. A FULL REPORT SHALL BE GIVEN TO THE CITY OF DEFUNIAK SPRINGS UPON COMPLETION. COST OF TELEVISION INSPECTION SHALL BE DONE BY THE CONTRACTOR.
3. NO SANITARY SEWER CONSTRUCTION SHALL COMMENCE UNTIL SHOP DRAWING SUBMITTALS HAVE BEEN APPROVED.
4. A PRE CONSTRUCTION CONFERENCE IS REQUIRED PRIOR TO THE START OF CONSTRUCTION. CONTRACTOR SHALL NOTIFY DEFUNIAK SPRINGS 72 HRS PRIOR TO COMMENCEMENT OF CONSTRUCTION. DEFUNIAK SPRINGS REPRESENTATIVES MUST WITNESS ALL TIES TO EXISTING LINES AND TESTS OF NEW LINES.
5. CONTRACTOR SHALL PROVIDE AS-BUILT DRAWINGS IN ACCORDANCE WITH CITY OF DEFUNIAK SPRINGS TECHNICAL GUIDE.
6. ALL GRAVITY SEWER SHALL BE VISUALLY INSPECTED (I.E. LAMPED) BY DEFUNIAK SPRINGS REPRESENTATIVES PRIOR TO FINAL ACCEPTANCE.
7. ALL MECHANICAL JOINT CONNECTIONS SHALL BE RESTRAINED USING MEGA-LUG TYPE RESTRAINTS OR APPROVED EQUAL.
8. MIN. SERVICE SLOPE: 4" = 1/4" PER FOOT, 6" = 1/8" PER FOOT.
9. USE 4" SERVICES FOR ALL SINGLE FAMILY HOME CONNECTIONS. USE 6" SERVICES FOR MULTI FAMILY AND COMMERCIAL CONNECTIONS.
10. LOCATIONS OF SERVICE STUB TO BE MARKED BY THE LETTER "S" SCRIBED A MINIMUM OF 2" HIGH & 1/4" DEEP IN CURB.
11. IF NO CURBING IS INSTALLED A "S" SQUARE STEEL TAG INSCRIBED WITH A 2" LETTER "S" IS TO BE ATTACHED TO STREET PAVEMENT.
12. EXTEND SERVICE CONNECTION A SUFFICIENT DISTANCE BEYOND CLEAN-OUT TO ALLOW FOR FUTURE CONNECTION TO THE STUB OUT WITHOUT UNDERMINING THE CLEAN-OUT ASSEMBLY
13. USE HYDRAULIC CEMENT GROUT TO SEAL INTERIOR AND EXTERIOR OF ALL PROCAST MANHOLE JOINTS.
14. ALL GRAVITY SEWER AND SEWER SERVICES SHALL HAVE CONCRETE ENCASEMENT WHERE COVER IS LESS THAN 30 INCHES UNDER PAVEMENT OR LESS THAN 18 INCHES IN GREEN AREAS.
15. AT ALL HIGH POINTS CRESTED DURING FORCE MAIN CONSTRUCTION, COMBINATIONS AIR RELEASE VALVES SHALL BE INSTALLED.
16. EXTERNAL DROP TYPE MANHOLES ARE REQUIRED WHERE MANHOLE INVERT ELEVATIONS VARY BY OVER TWO FEET.
17. MANHOLE TOPS IN GREEN AREAS SHALL BE ELEVATED TO PROHIBIT STORMWATER ENTRY.
18. SEWER SERVICES SHALL BE CONSTRUCTED AT THE LOWER SIDE OF LOTS.
19. ALL CONSTRUCTION MUST BE IN ACORDANCE WITH CITY OF DEFUNIAK SPRINGS TECHNICAL GUIDE AND SPECIFICATIONS, LATEST EDITION.



SANITARY SEWER GENERAL NOTES

SCALE:NTS

DATE:FEB. 10, 2009

PROJECT:

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GENERAL NOTES:

1. PRECAST CONCRETE WET WELL AND VALVE VAULT SHALL BE COATED WITH KOP-COAT COAL TAR EPOXY 300-M INSIDE AND OUT. (TWO COATS, 9 MILS EACH)
2. BASE AND FIRST RISER UNIT TO BE CAST MONOLITHIC.
3. VALVE VAULT SHALL BE SIZED TO PERMIT EASY REMOVAL OF CHECK VALVE SPINDLES WITH MINIMUM CLEARANCES AS SHOWN FOR 6" DIAMETER PIPE AND SMALLER CLEARANCES SHALL INCREASE AS REQUIRED FOR LARGER PIPE SIZES SIZE OF HATCH ON VALVE VAULT IS FOR 4" PIPE AND SHALL INCREASE ACCORDINGLY WITH LARGER PIPE SIZES.
4. ALL LOCATIONS WHERE PIPES ENTER OR LEAVE THE WET WELL OR VALVE VAULT SHALL BE MADE WATERTIGHT WITH LINK SEALS AND NON-SHRINK GROUT.
5. THERE SHALL BE NO VALVES OR ELECTRICAL JUNCTION BOXES IN WET WELL.
6. WET WELL AND VALVE VAULT COVERS SHALL BE ALUMINUM WITH 316 S.S. HARDWARE SIZE AS RECOMMENDED BY PUMP MANUFACTURER AND APPROVED BY THE CITY OF DEFUNIAK SPRINGS
7. ALL PRESSURE PIPING SHALL HAVE LOCATOR WIRE AND DETECTION TAPE INSTALLED IN THE TRENCH 18" DIRECTLY ABOVE TOP OF PIPE. LOCATOR WIRE SHALL BE 10 GAUGE INSULATED COPPER WIRE. LOOP TO WITHIN 3" OF TOP OF VALVE BOXES. LOCATOR TAPE SHALL BE DETACHABLE METALLIC TAPE 2" WIDE, COLOR GREEN LEGEND "CAUTION BURIED SEWER LINE BELOW. DO NOT WRAP WIRE AROUND PIPE. WIRE SHALL BE CONNECTED FOR CONTINUOUS CIRCUIT CONNECTION.
8. ALL HARDWARE IN WET WELL AND VALVE BOX TO BE STAINLESS STEEL.
9. ALL ENCLOSURES SHALL BE NEMA 3R OR BETTER EXCEPT CONTROL PANEL WHICH SHALL BE NEMA 4X.
10. ALL MECHANICAL JOINT FITTINGS ON PRESSURE PIPE SHALL HAVE BOTH "MEGALUG" TYPE JOINT RESTRAINING GLANDS AND THRUST BLOCKS.
11. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING AND MEETING THE REQUIREMENTS OF CITY OF DEFUNIAK SPRINGS TECHNICAL GUIDE AND SPECIFICATIONS LATEST EDITION.
12. ANY LOCATION WHERE PRESSURE PIPELINES CURVATURE EXCEEDS MANUFACTURES' SPECIFICATIONS; APPROPRIATE MECHANICAL JOINT FITTINGS SHALL BE USED.
13. ALL TIE IN TO EXISTING PRESSURIZED PIPELINES SHALL BE BY TAPPING SLEEVE (3 INCH TAP AND LARGER) (OR TAPPING SADDLE, 2 INCH TAP AND SMALLER) AND VALVE.



GENERAL NOTES

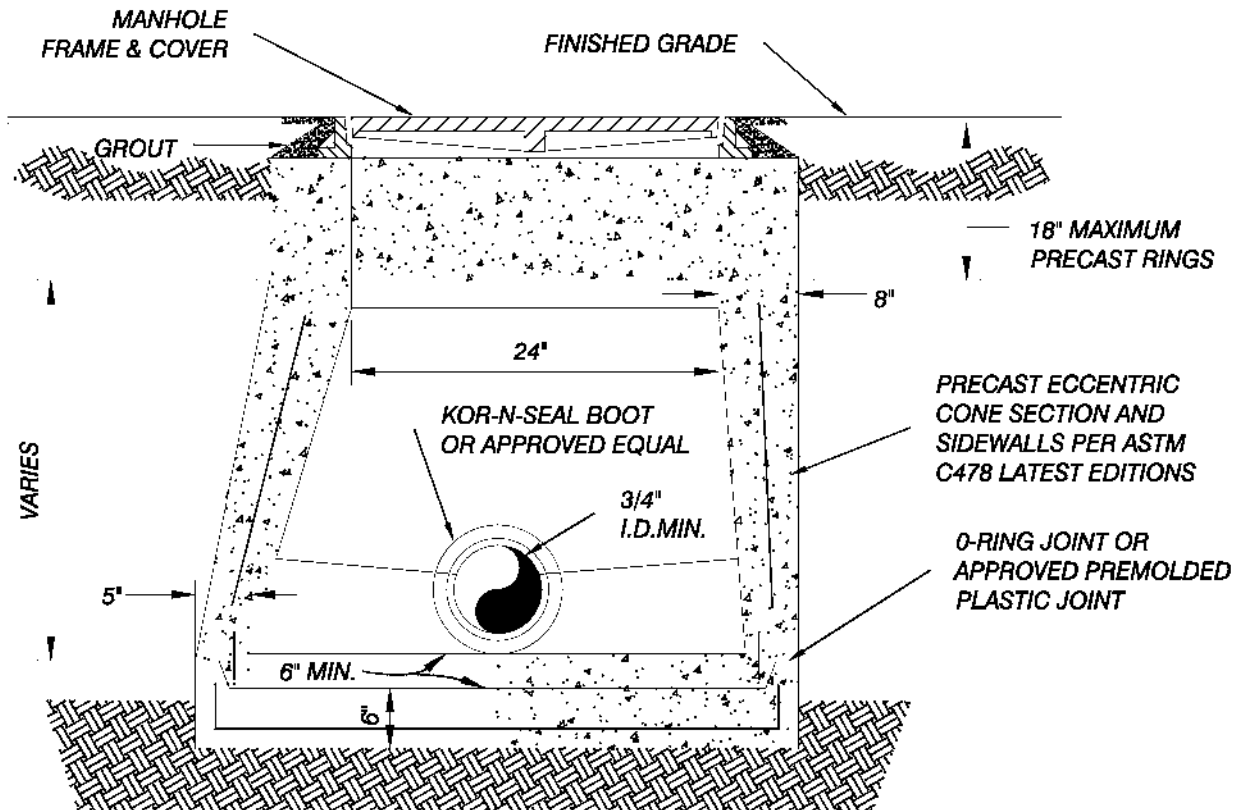
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DATE:FEB. 10, 2009

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SECTION VIEW

NOTES:

1. PRECAST MANHOLE SECTIONS TO BE MANUFACTURED IN ACCORDANCE WITH LATEST EDITIONS OF ASTM C-478 WITH 4,000 LB. CONCRETE, TYPE II CEMENT.
2. THE INTERIOR AND EXTERIOR OF MANHOLE SHALL BE GIVEN TWO COATS OF FABERTITE BITUMINOUS WATERPROOFING MATERIAL, DO NOT COAT JOINT OR PIPE OPENING SURFACES.



SANITARY SEWER SHALLOW
DEPTH MANHOLE

SCALE: NTS

DATE: FEB. 10, 2009

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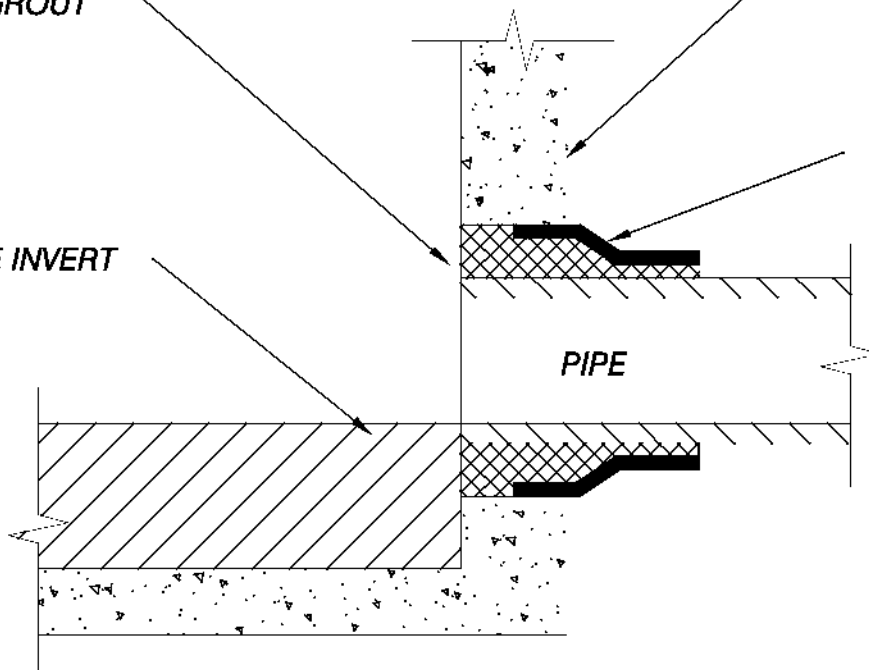
TYPE II LEAN
CEMENT GROUT

PRECAST MANHOLE
BASE

KOR-N-SEAL BOOT
OR APPROVED
EQUAL

MANHOLE INVERT

PIPE



PRECAST MANHOLE PIPE CONNECTIONS

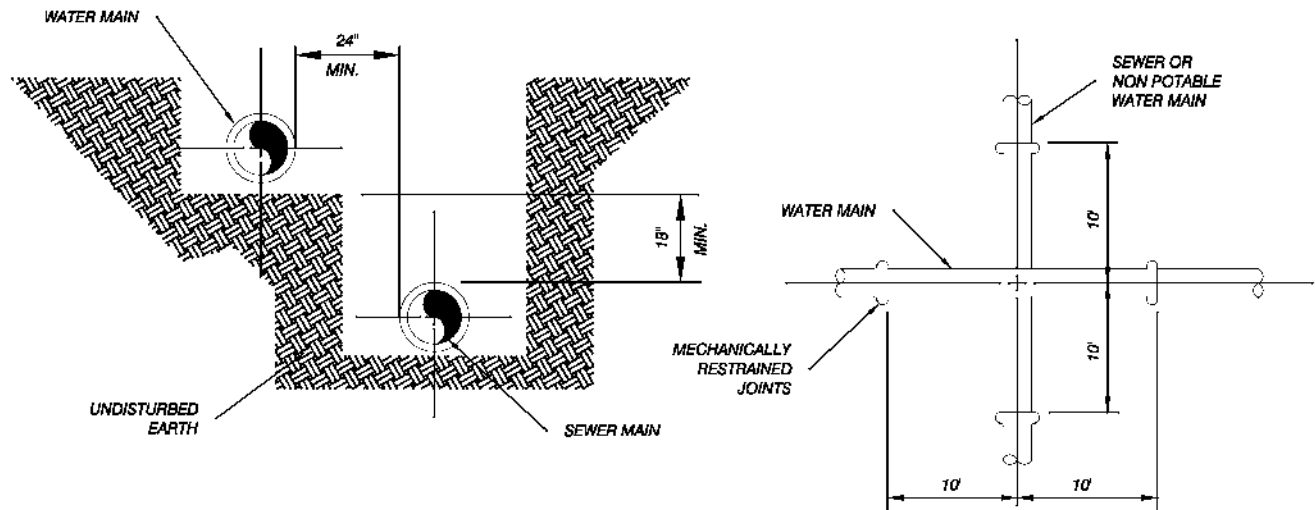
SCALE: NTS

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NOTES

1. WHERE A 10 FOOT PARALLEL SEPARATION CANNOT BE MAINTAINED BETWEEN A WATER MAIN AND A SEWER MAIN OR NONPOTABLE WATER MAIN, THEN THE WATER MAIN SHALL BE LAID IN A SEPARATE TRENCH OR ON AN UNDISTURBED EARTH SHELVE AT LEAST 18 INCHES ABOVE THE TOP OF THE SEWER MAIN OR NONPOTABLE WATER MAIN.

2. WHERE A 18 INCH VERTICAL SEPARATION DISTANCE CANNOT BE MAINTAINED BETWEEN A WATER MAIN AND A SEWER MAIN OR NONPOTABLE WATER MAIN CROSSING THEN THE WATER MAIN SHALL PASS OVER THE SEWER MAIN OR NONPOTABLE WATER MAIN WITH A MINIMUM VERTICAL CLEARANCE OF 6 INCHES. THE SEWER OR NONPOTABLE WATER MAIN SHALL BE 20 FEET OF 6" CONCRETE ENCASEMENT CENTERED ON THE POINT OF CROSSING AND THE WATER MAIN SHALL BE 20 FEET OF 6" CONCRETE ENCASEMENT CENTERED ON THE POINT OF CROSSING. CONCRETE ENCASEMENT SHALL BE POURED SEPERATELY FOR EACH PIPE.

WATER/SEWER SEPARATION DETAIL

N.T.S.



WATER/SEWER SEPARATION DETAIL

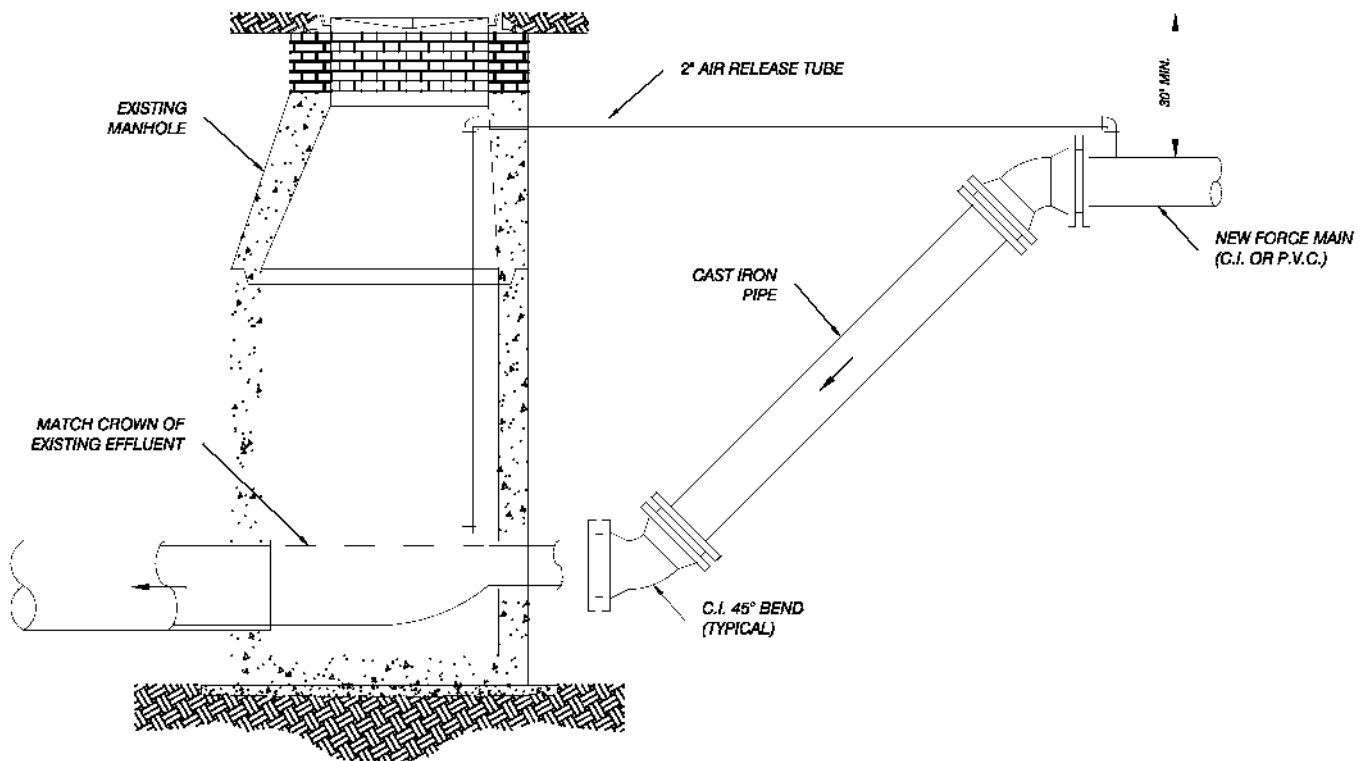
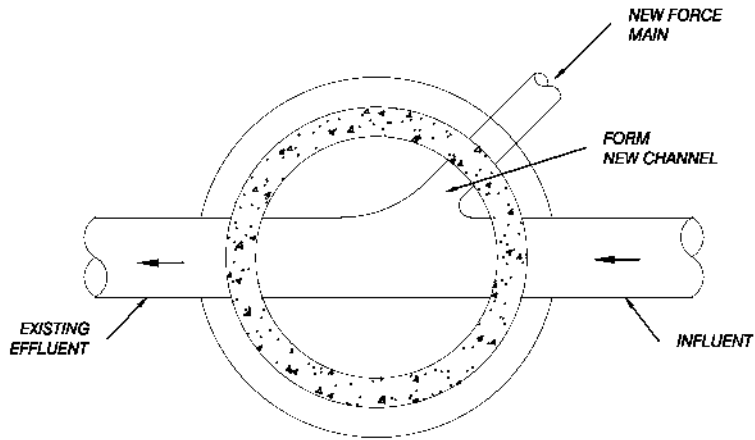
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DATE: FEB.10, 2009

PROJECT:

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FORCE MAIN CONNECTION TO MANHOLE
N.T.S.



**FORCE MAIN CONNECTION TO
MANHOLE**

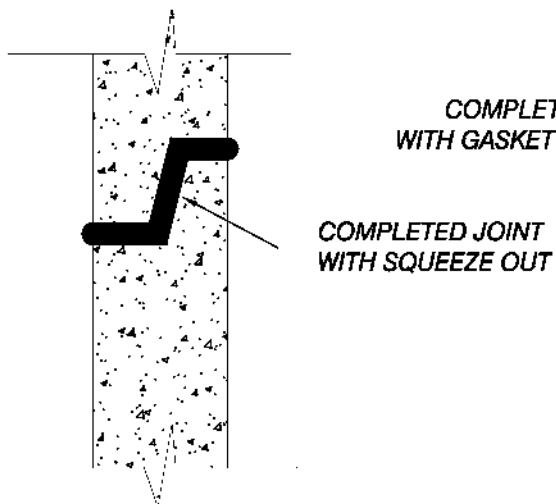
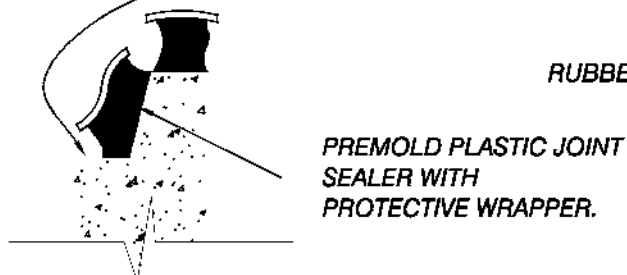
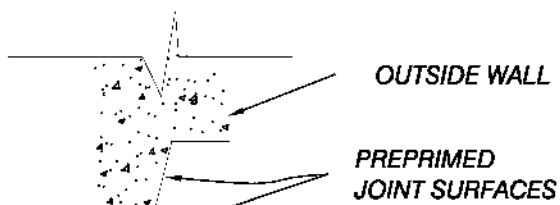
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DATE: FEB. 10, 2009

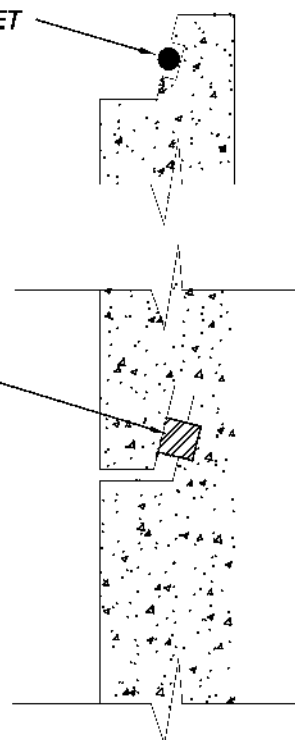
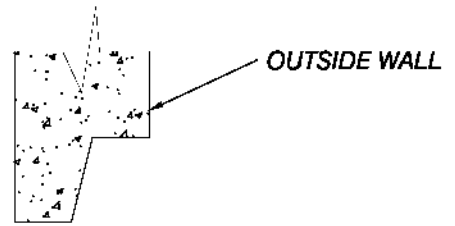
PROJECT:

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JOINT DETAIL
PLASTIC SEALER



JOINT DETAIL
"O" RING GASKET

NOTE:
USE HYDRAULIC CEMENT GROUT INSIDE AND OUT AT JOINTS
AND COAT WITH TWO COATS OF FABERTITE BITUMINOUS WATER
PROOFING MATERIAL.

TYPICAL MANHOLE JOINT DETAIL

N.T.S.



**TYPICAL MANHOLE
JOINT DETAIL**

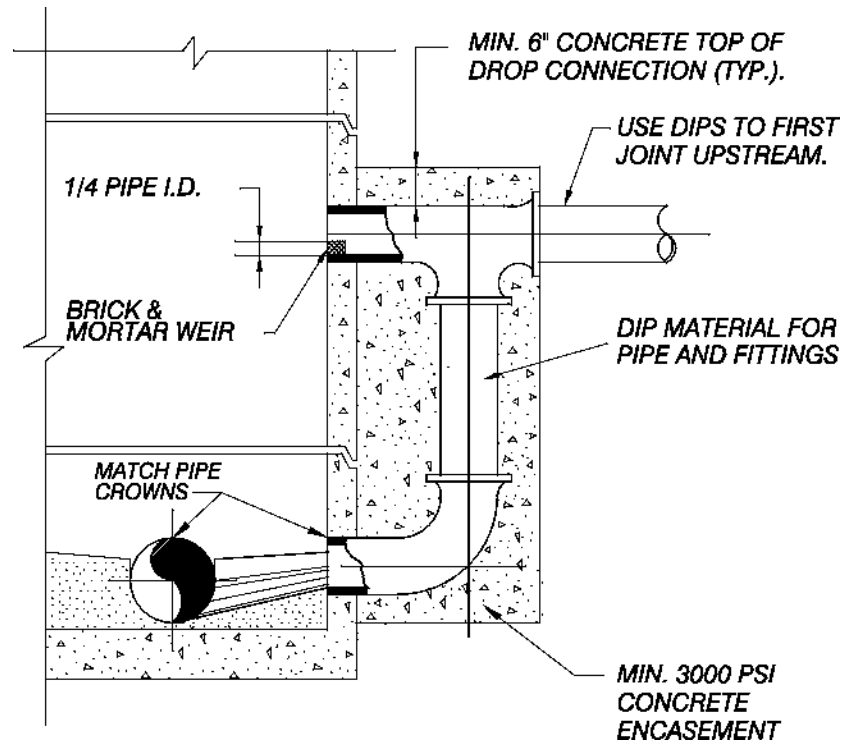
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DATE: FEB. 10, 2009

PROJECT:

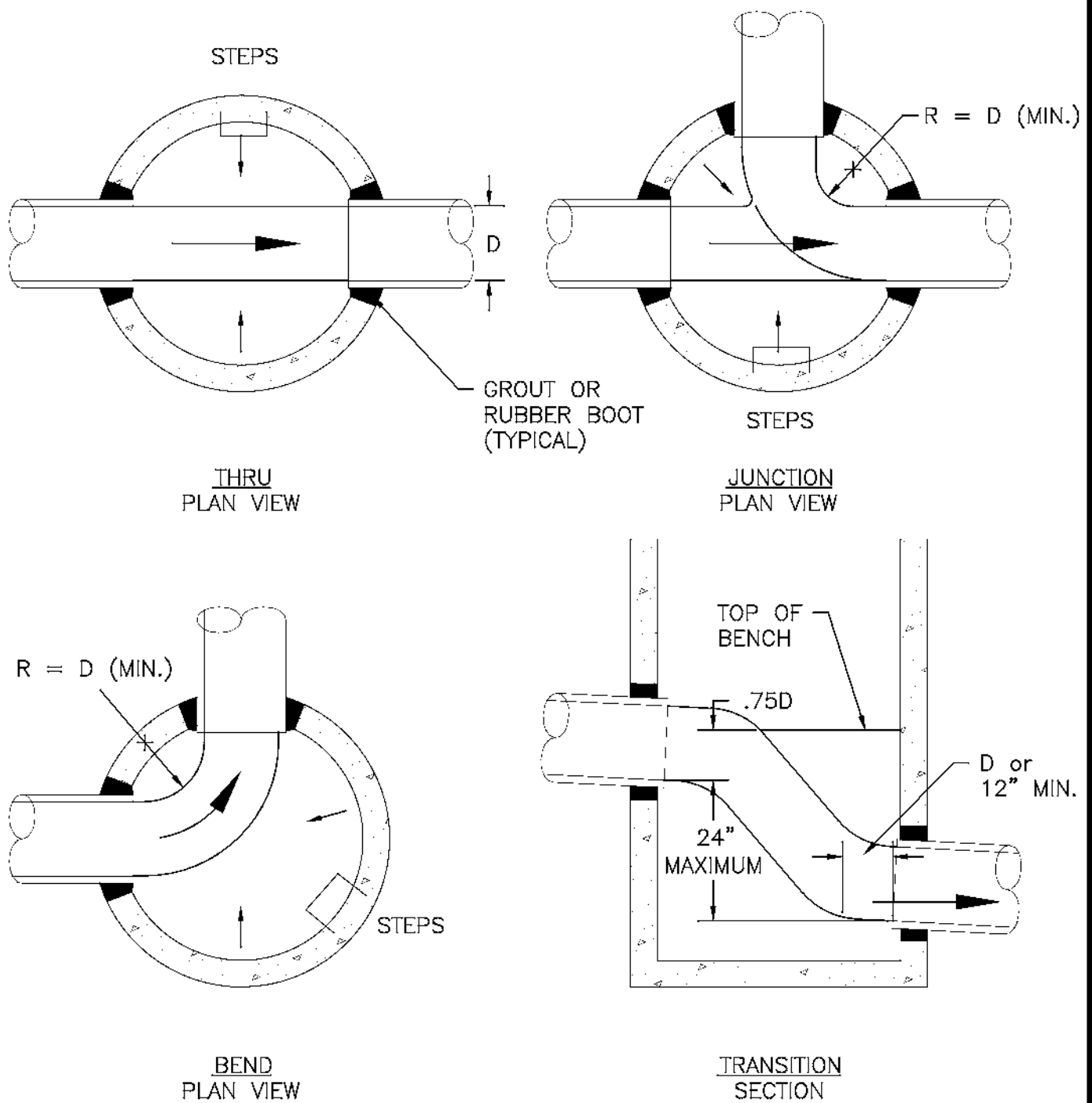
REVISION:

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1. ALL PIPE AND FITTINGS IN THE DROP ASSEMBLY SHALL BE THE SAME DIAMETER AND MANUFACTURER AS THE INLET PIPE.
2. CONCRETE SHALL BE 3000 PSI OR STRONGER.
3. CAST-IN-PLACE CONCRETE SHALL ENCASE THE DROP ASSEMBLY A MINIMUM OF 12".
4. DROP MANHOLES ARE REQUIRED WHENEVER THE DIFFERENCE IN INVERTS IS GREATER THAN TWO FEET.





TYPICAL MANHOLE INVERTS

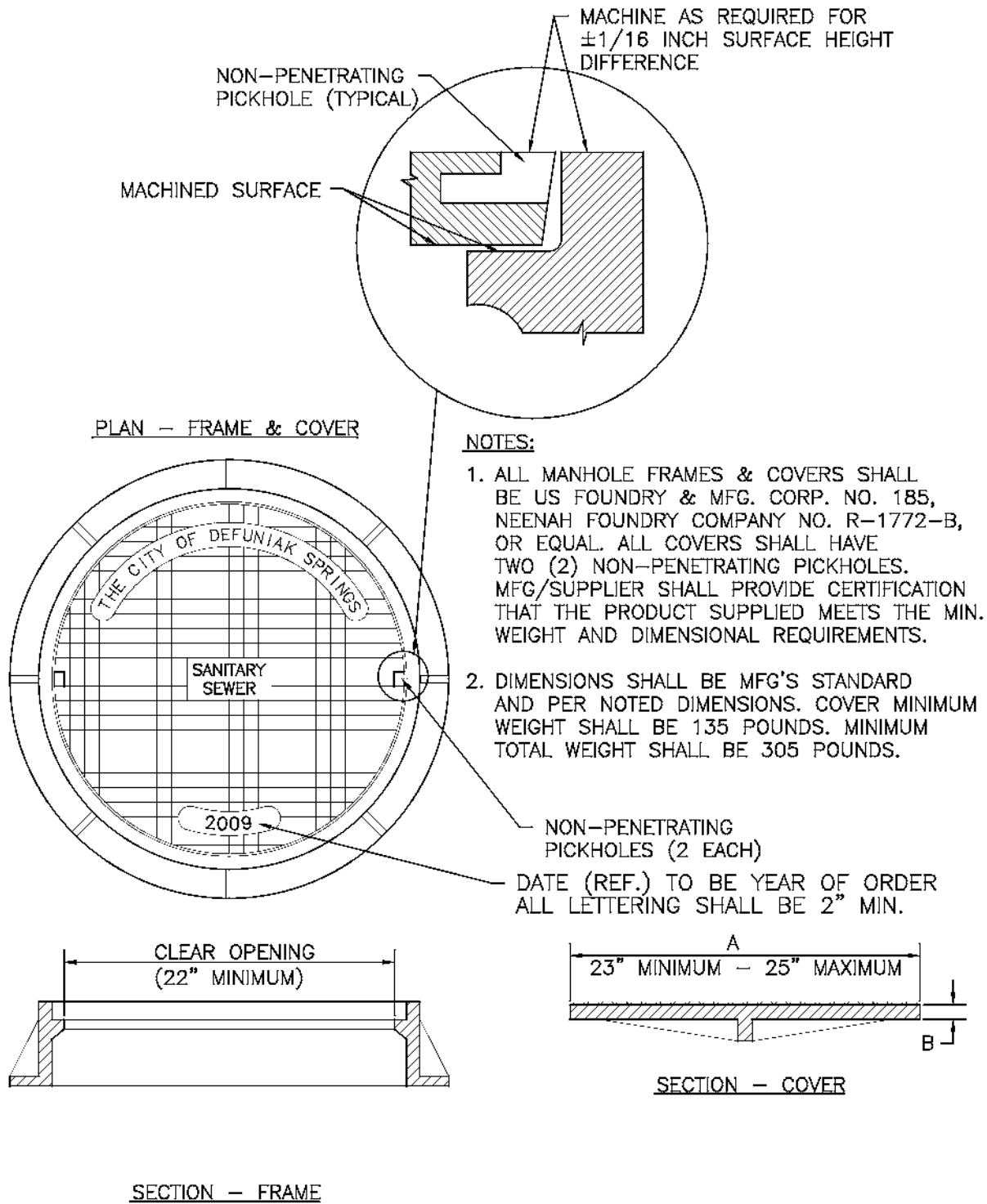
SCALE: NTS

DATE: FEB. 10, 2009

PROJECT:

REVISION:

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TYPICAL MANHOLE FRAME & COVER

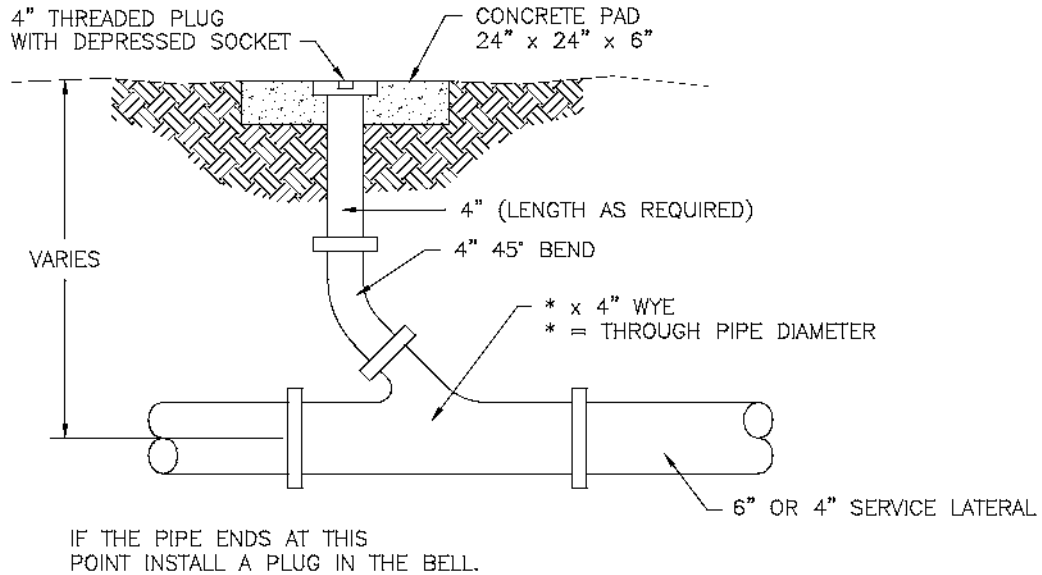
SCALE: NTS

DATE: FEB. 10, 2009

PROJECT:

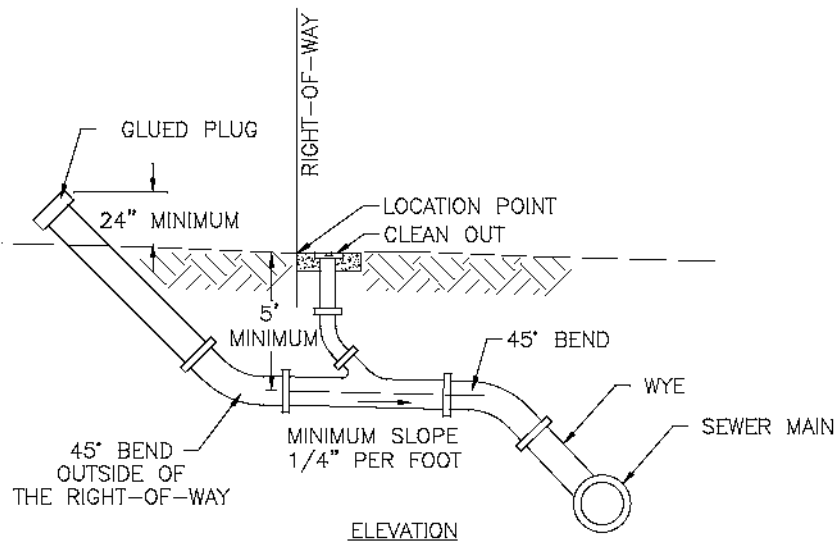
REVISION:

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SEWER LATERAL CLEAN-OUT DETAIL

Not to scale



SEWER LATERAL

Not to scale



SEWER SERVICE (1)

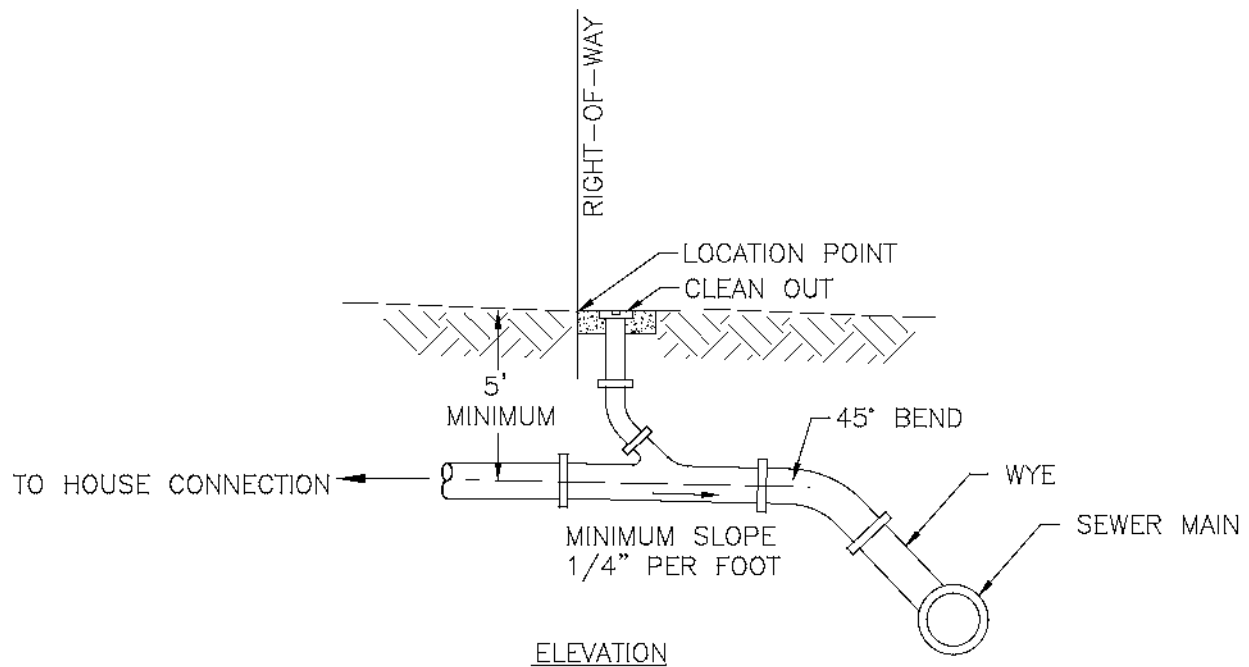
SCALE: NTS

DATE: FEB. 10, 2009

PROJECT:

REVISION:

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SEWER LATERAL- CONNECTION

Not to scale



SEWER SERVICE (2)

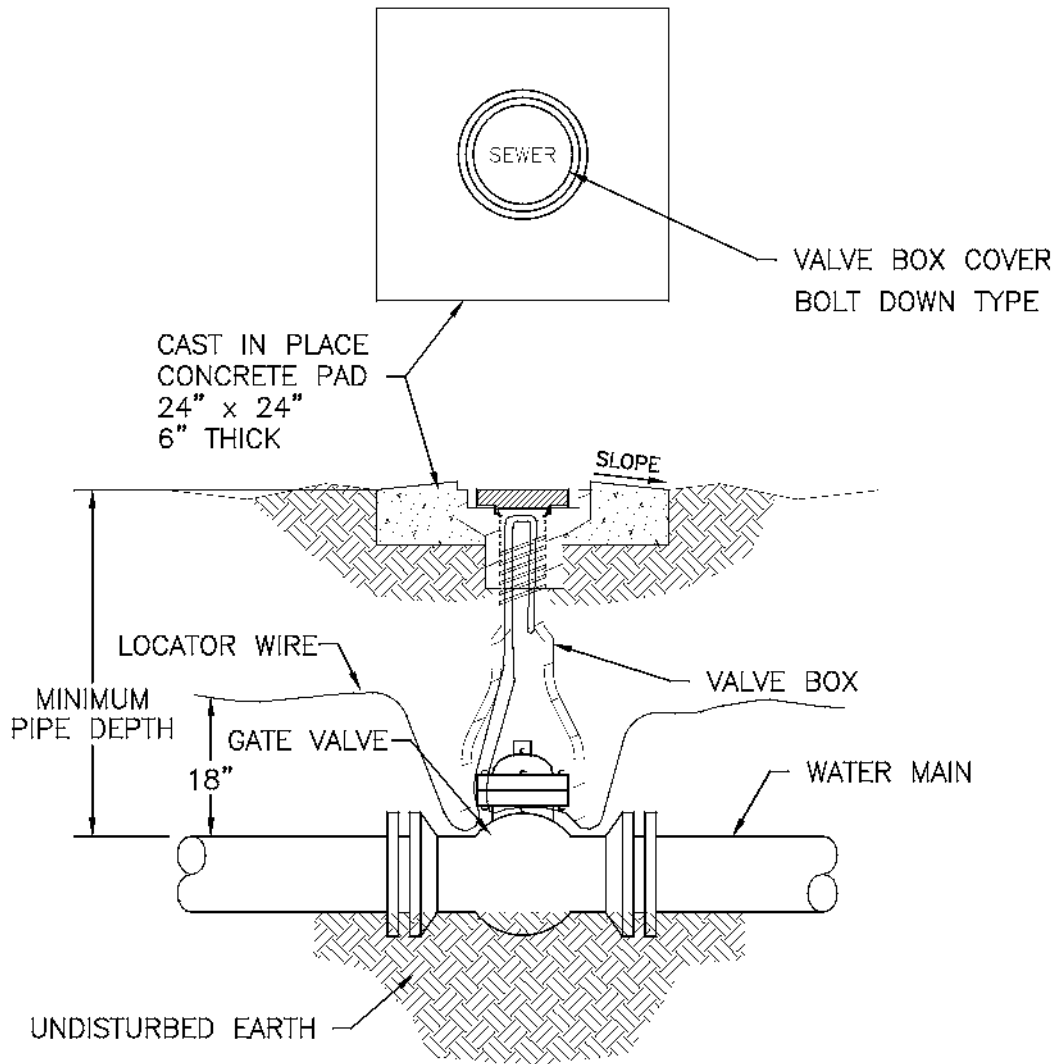
SCALE:NTS

DATE:FEB. 10, 2009

PROJECT:

REVISION:

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NOTES:

1. THE LOCATOR WIRE SHALL BE LOOPED THRU VALVE BOX TO EXTEND 10" ABOVE GROUND LINE.
2. ALL PADS SHALL BE POURED IN PLACE.



FORCE MAIN GATE VALVE & BOX

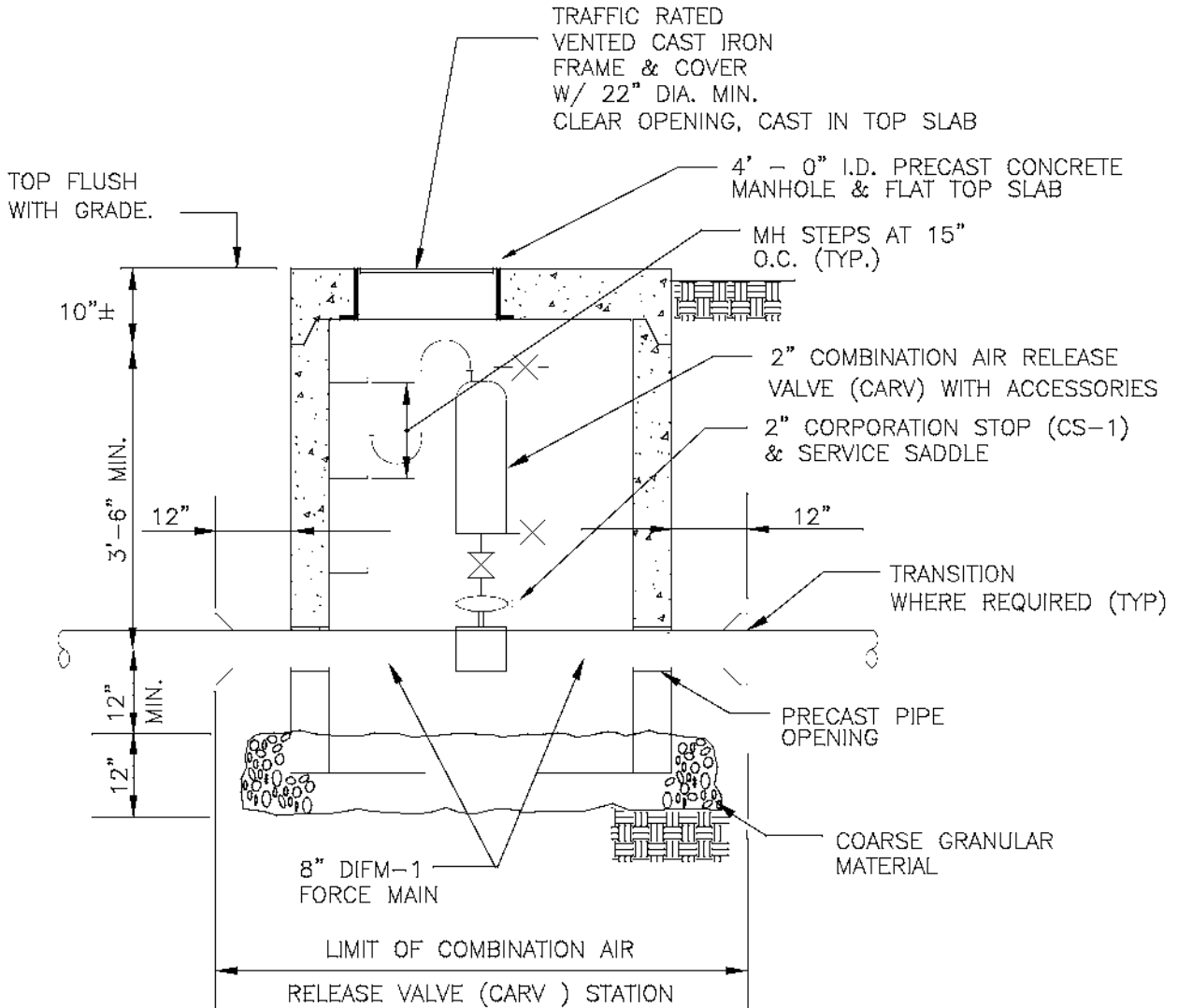
SCALE:NTS

DATE:FEB. 10, 2009

PROJECT:

REVISION:

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NOTE:

1. PROVIDE EXTRA DEPTH OF FORCE MAIN FOR VALVE INSTALLATION. FIELD VERIFY INSTALLATION AT HIGH POINT OF THE FORCE MAIN.



COMBINATION AIR RELEASE VALVE

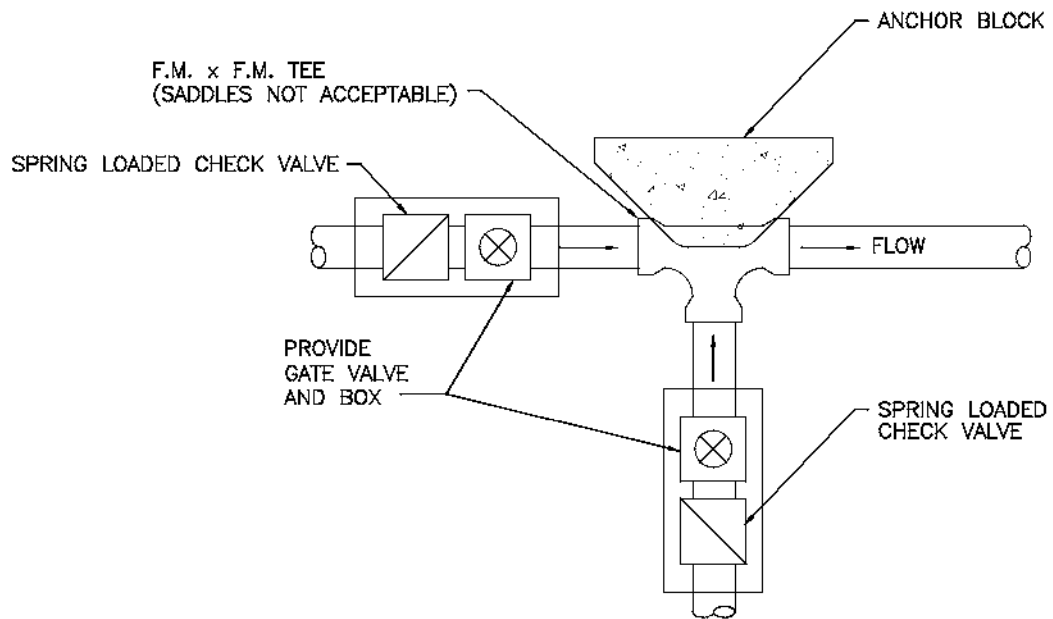
SCALE:NTS

DATE:FEB. 10, 2009

PROJECT:

REVISION:

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FORCE MAIN CONNECTION DETAIL

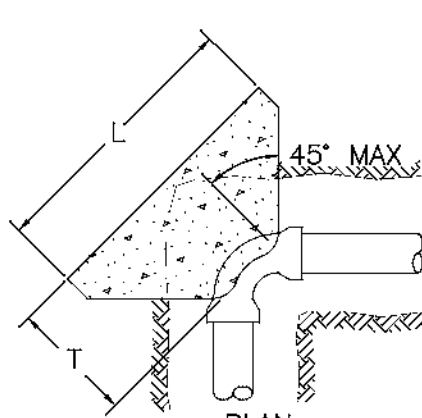
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DATE:FEB. 10, 2009

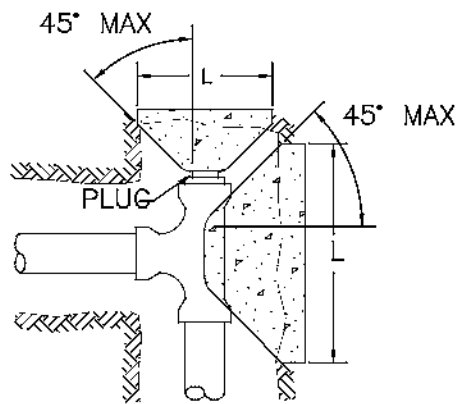
PROJECT:

REVISION:

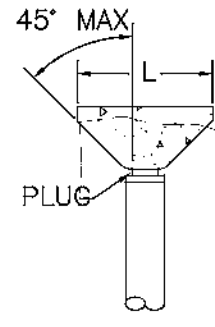
S-16



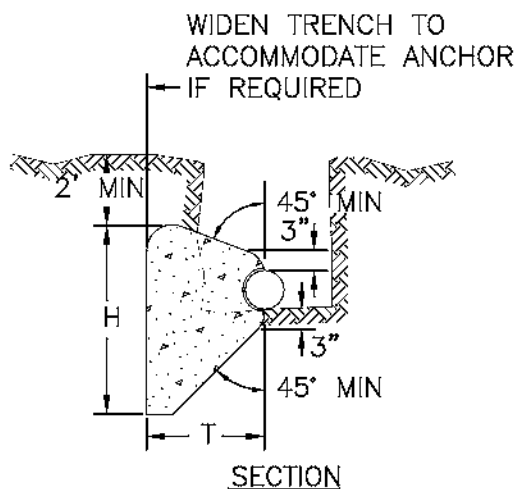
PLAN
FOR ALL BENDS



PLAN
FOR TEES AND WYES



PLAN
FOR STUB & PLUGS



SECTION

CLAY SOIL
ANCHOR BLOCK TYPE

PIPE	TEES	PLUGS	90°	45°	<45°
6"	B	B	B	A	A
8"	C	C	D	B	A
10"	D	D	E	C	B
12"	E	E	F	E	C

SANDY SOIL
ANCHOR BLOCK TYPE

PIPE	TEES	PLUGS	90°	45°	<45°
6"	C	C	D	C	A
8"	E	E	F	D	C
10"	F	F	G	F	C
12"	G	G	G	F	E

NOTES:

1. ANCHOR BLOCKS SHALL BEAR ON UNDISTURBED EARTH.
2. ALL FITTINGS SHALL BE WRAPPED IN 6 MIL PLASTIC TO PREVENT THE CONCRETE FROM BONDING TO THE FITTING.
3. IN NO CASE SHALL THE PIPE BE ENCASED WITH CONCRETE. CONCRETE SHALL NOT BE PLACED SO AS TO RENDER THE PIPE AND FITTING INACCESSIBLE.
4. CONCRETE SHALL BE 3000 PSI OR STRONGER.

ANCHOR BLOCK DIMENSIONS

TYPE	L ft.	H ft.	T ft.
A	2.0	2.0	2.0
B	2.0	3.0	2.0
C	3.0	3.0	3.0
D	4.0	3.0	3.0
E	4.0	4.0	3.0
F	5.0	5.0	4.0
G	7.0	7.0	5.0



FORCE MAIN BLOCKING DETAIL

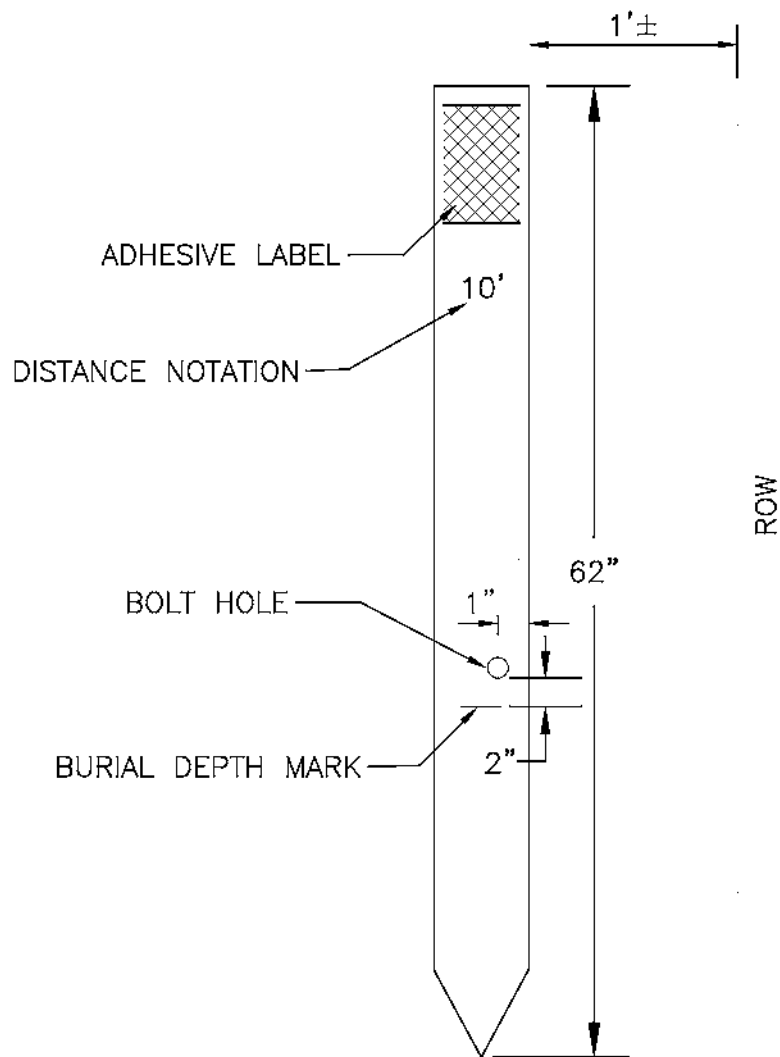
SCALE:NTS

DATE:FEB. 10, 2009

PROJECT:

REVISION:

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NOTES:

1. UNDER THE ADHESIVE LABEL, CONTRACTOR SHALL WRITE THE PERPENDICULAR DISTANCE FROM THE MARKER TO THE FORCE MAIN USING AN INDELIBLE MARKER.
2. THE BOLT HOLE SHALL BE DRILLED OFFSET AS SHOWN IN DETAIL TO PREVENT DAMAGE TO THE SPINE OF THE MARKER.



LINE MARKER DETAIL

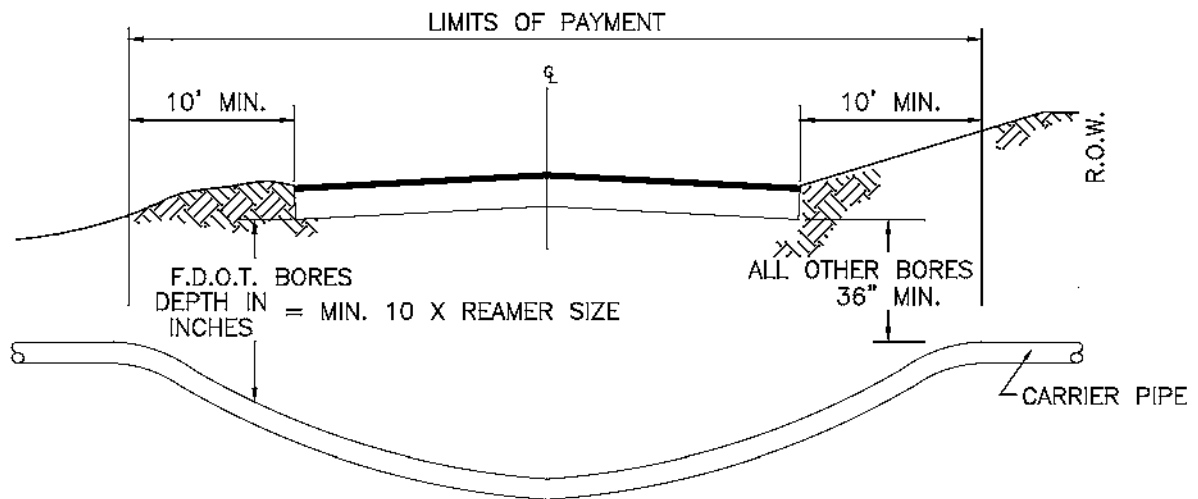
SCALE:NTS

DATE:FEB. 10, 2009

PROJECT:

REVISION:

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TYPICAL DIRECTIONAL BORE DETAIL

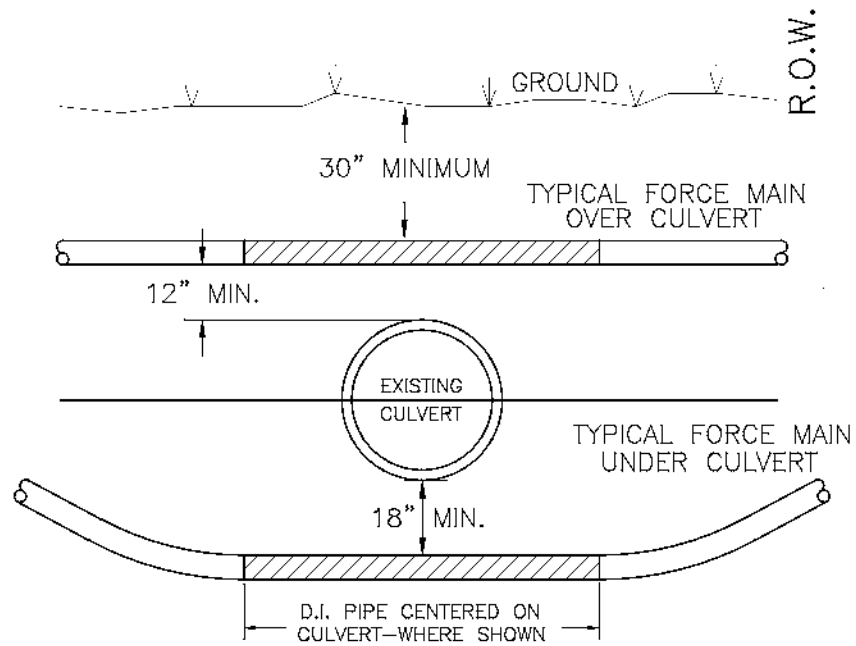
SCALE:NTS

DATE:FEB. 10, 2009

PROJECT:

REVISION:

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CULVERT CROSSING DETAIL

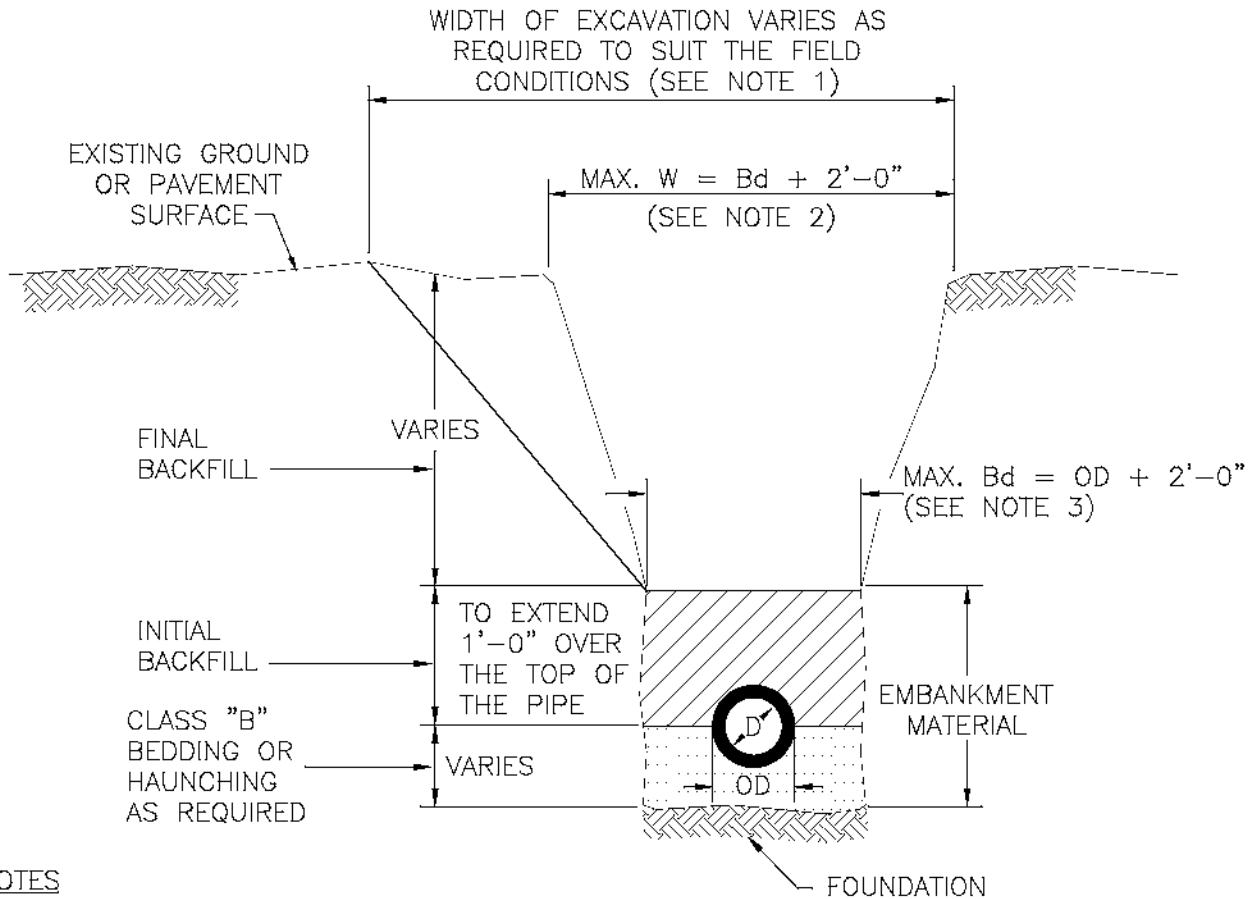
SCALE:NTS

DATE:FEB. 10, 2009

PROJECT:

REVISION:

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NOTES

1. TRENCH EXCAVATION FROM 12 INCHES ABOVE THE TOP OF THE PIPE MAY BE AS WIDE AS NECESSARY EXCEPT AS RESTRICTED BY THE LIMITS OF THE RIGHT-OF-WAY OR EASEMENT AND AS REQUIRED TO PROTECT EXISTING STRUCTURES AND CONDUITS.
2. "W" - MAXIMUM WIDTH OF TRENCH, MEASURED IN FEET. USED TO DETERMINE LIMITS OF ROCK AND EARTH EXCAVATION, PAVEMENT/DRIVEWAY REPLACEMENT, EMBEDMENT ITEMS AND OTHER ASSOCIATED ITEMS OF TRENCH CONSTRUCTION.
3. "Bd" - MAXIMUM ALLOWABLE WIDTH OF THE TRENCH, MEASURED IN FEET, AT A POINT 12 INCHES ABOVE THE TOP OF THE PIPE FOR SHEETED OR UNSHEETED TRENCH.
4. "OD" - OUTSIDE DIAMETER OF THE PIPE, MEASURED IN INCHES.
5. "D" - NOMINAL INSIDE DIAMETER OF PIPE, MEASURED IN INCHES.



TRENCH TERMINOLOGY

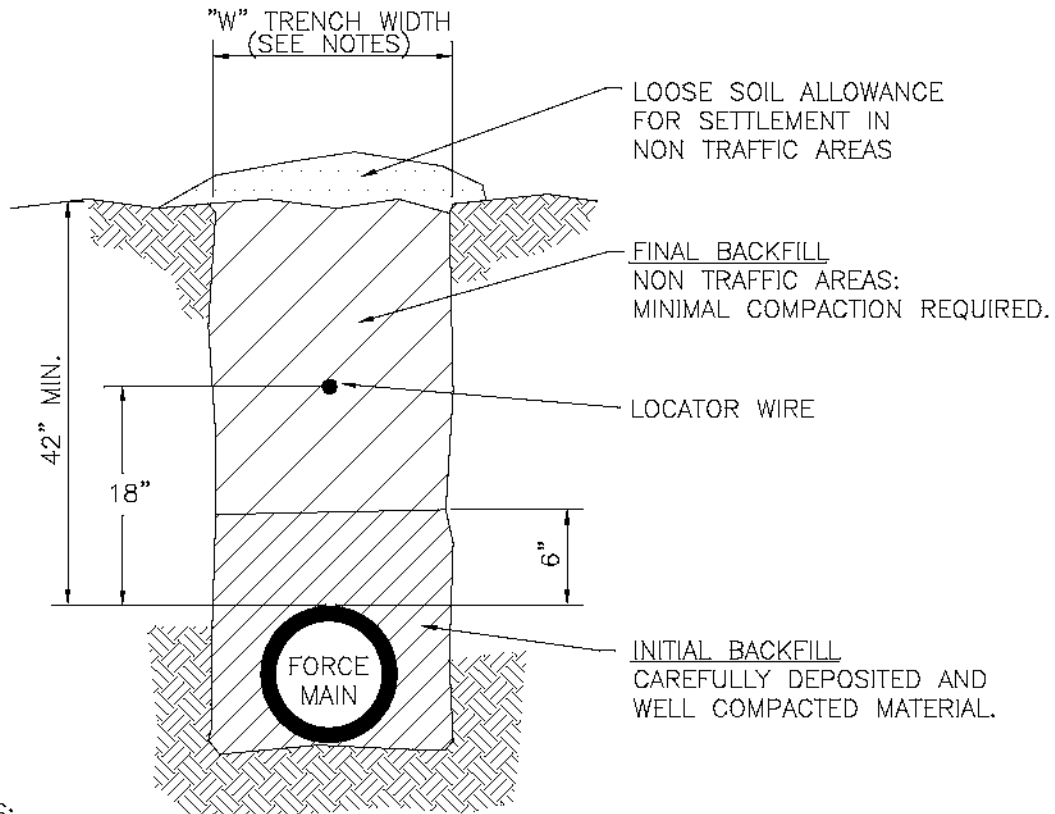
SCALE:NTS

DATE:FEB. 10, 2009

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NOTES:

1. WIDTH OF THE TRENCH AT ANY POINT BELOW 6" ABOVE THE TOP OF THE PIPE SHALL BE SUFFICIENT TO PROVIDE ADEQUATE ROOM FOR JOINING THE PIPE AND FILLING AND COMPACTING THE SIDE FILLS. HOWEVER, IN NO CASE SHALL THIS WIDTH EXCEED THE OUTSIDE PIPE DIAMETER PLUS 2'-0".
2. TRENCH EXCAVATION FROM 6" ABOVE THE TOP OF THE PIPE MAY BE AS WIDE AS NECESSARY EXCEPT AS RESTRICTED BY THE LIMITS OF THE RIGHT-OF-WAY OR EASEMENT AND AS REQUIRED TO PROTECT EXISTING STRUCTURES AND CONDUITS.
3. INITIAL BACKFILL — GENERALLY, MATERIAL OBTAINED FROM THE TRENCH EXCAVATION. SOIL TYPES OF HIGHLY ORGANIC SOILS OR HIGHLY PLASTIC EXPANSIVE CLAYS SHALL NOT BE USED. INITIAL BACKFILL SHALL BE COMPACTED TO UNIFORMLY DEVELOP LATERAL SOIL FORCES DURING THE BACKFILL OPERATION.
4. FINAL BACKFILL — GENERALLY, MATERIAL OBTAINED FROM THE TRENCH EXCAVATION WITH MAXIMUM SIZE OF STONE NOT TO EXCEED SIX (6") INCHES.
5. ALL PVC PIPES SHALL HAVE 10 GAUGE INSULATED COPPER LOCATOR WIRE INSTALLED 18" ABOVE THE FORCE MAIN.
6. PIPE COLOR SHALL BE: GREEN SEWAGE.
PURPLE REUSE.



FORCE MAIN TRENCH DETAIL

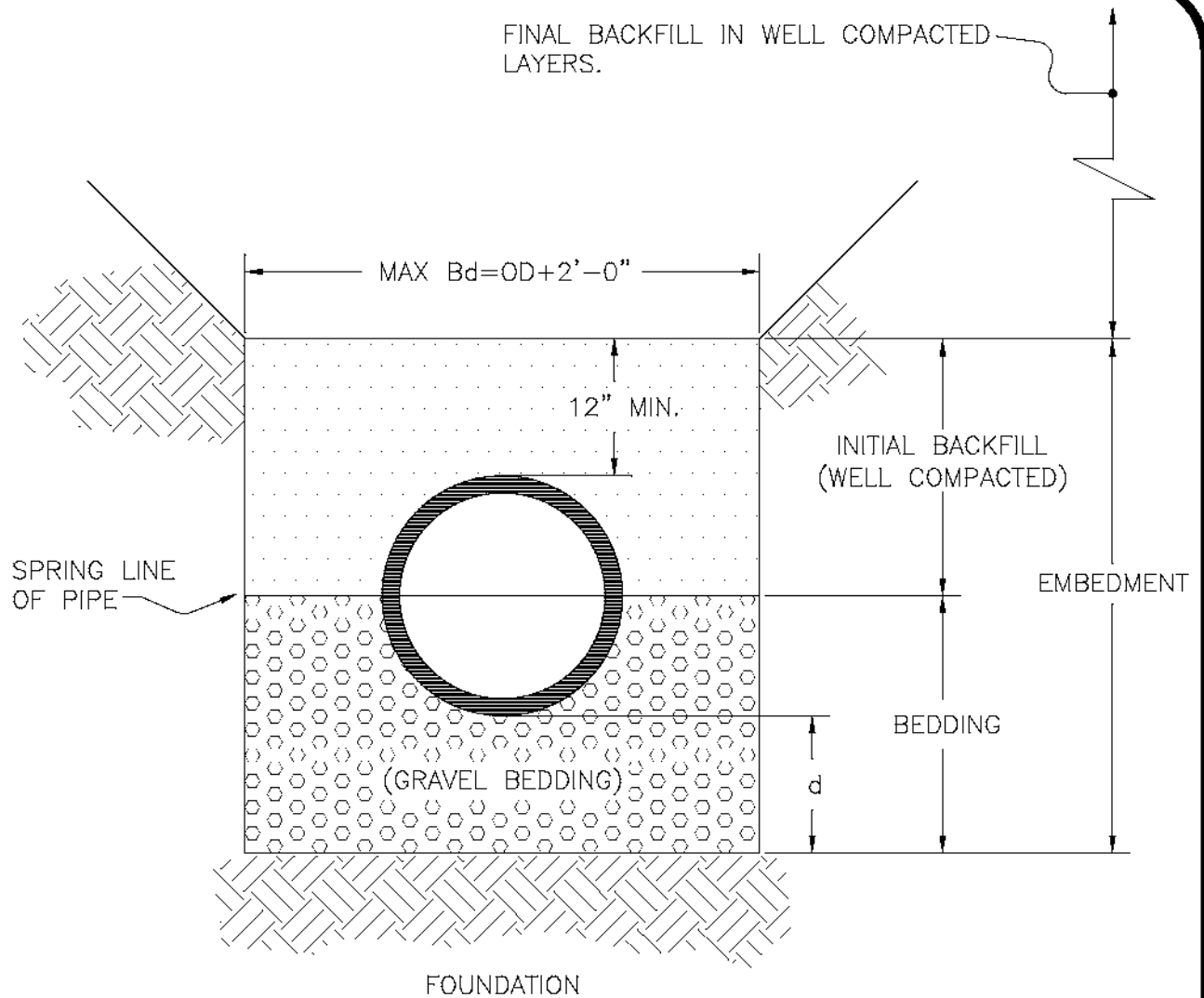
SCALE: NTS

DATE: FEB. 10, 2009

PROJECT:

REVISION:

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NOTES

- A. CLASS B EMBEDMENT SHALL BE USED WHERE UNSTABLE TRENCH BOTTOM CONDITIONS ARE ENCOUNTERED, OR AS OTHERWISE DIRECTED BY THE ENGINEER.
- B. TOTAL DEPTH OF BEDDING SHALL EXTEND FROM THE SPRING LINE OF THE PIPE TO A DEPTH BELOW THE BOTTOM OF THE PIPE (d) AS FOLLOWS:
 - (1) SIX (6) INCHES FOR PIPES 24 INCHES AND SMALLER, OR
 - (2) TWELVE (12) INCHES FOR PIPES LARGER THAN 24 INCHES; OR
 - (3) THE DEPTH REQUIRED TO PRODUCE A FIRM FOUNDATION (SEE SPECIFICATIONS).
- C. USE OF CLASS B EMBEDMENT SHALL ONLY BE USED UPON APPROVAL BY THE ENGINEER.



CLASS B EMBEDMENT

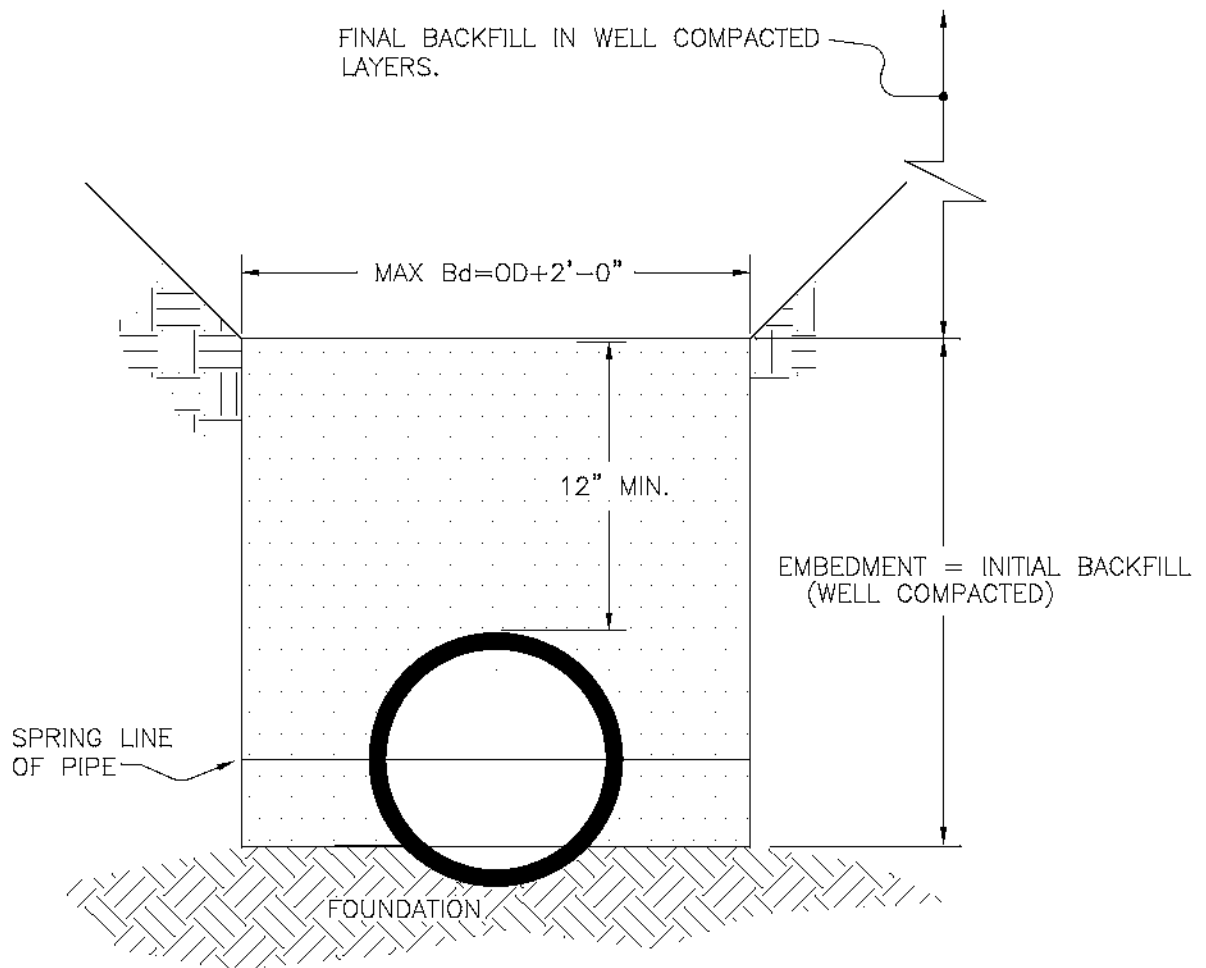
SCALE: NTS

DATE: FEB. 10, 2009

PROJECT:

REVISION:

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NOTES

1. CLASS C2 EMBEDMENT SHALL BE CONSIDERED THE ORDINARY EMBEDMENT FOR ALL PIPING, UNLESS OTHERWISE SPECIFICALLY DENOTED ON THE DRAWINGS OR REQUESTED BY THE ENGINEER.
2. TOTAL DEPTH OF EMBEDMENT SHALL EXTEND FROM 12" ABOVE THE TOP OF THE PIPE TO THE BOTTOM OF THE TRENCH.



CLASS C2 EMBEDMENT

SCALE:NTS

DATE:FEB. 10, 2009

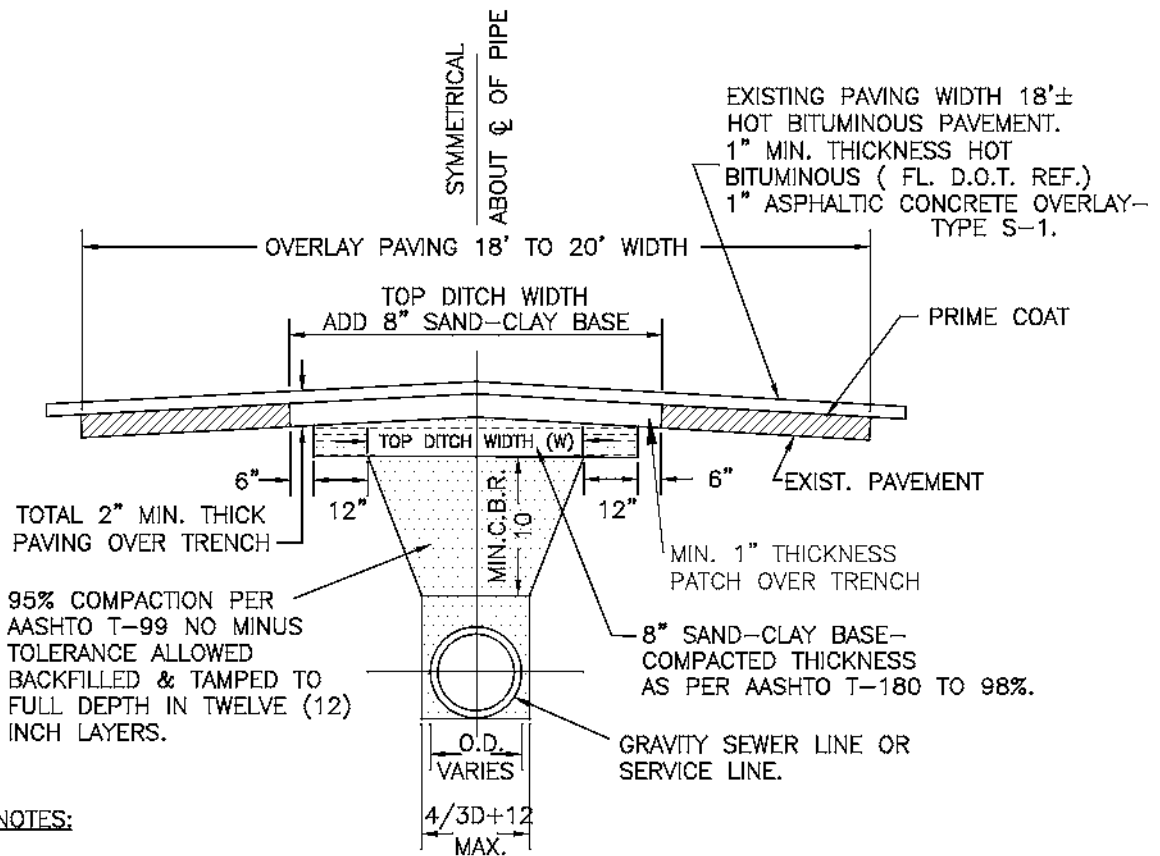
PROJECT:

REVISION:

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REVISION:



NOTES:

1. SURFACE COURSE PAVEMENT JOINTS SHALL BE LAPPED AND FEATHERED.
2. BEFORE REMOVING ANY PAVEMENT, THE PAVEMENT SHALL BE MARKED FOR CUTS NEATLY PARALLELING PIPE LINES.
3. ASPHALT PAVEMENT JOINTS SHALL BE BROKEN ALONG THE MARKED CUTS BY USE OF JACK HAMMERS OR OTHER SUITABLE TOOL.
4. WHERE CONCRETE DRIVEWAYS ARE TO BE REPLACED, CONTRACTOR SHALL MATCH EXISTING THICKNESS — MINIMUM 4" THICKNESS W/6/6x6/6 W.W.F.
5. NO PAYMENT WILL BE ALLOWED FOR SERVICE OR LATERAL LINES.



PAVEMENT REPLACEMENT FOR STREETS

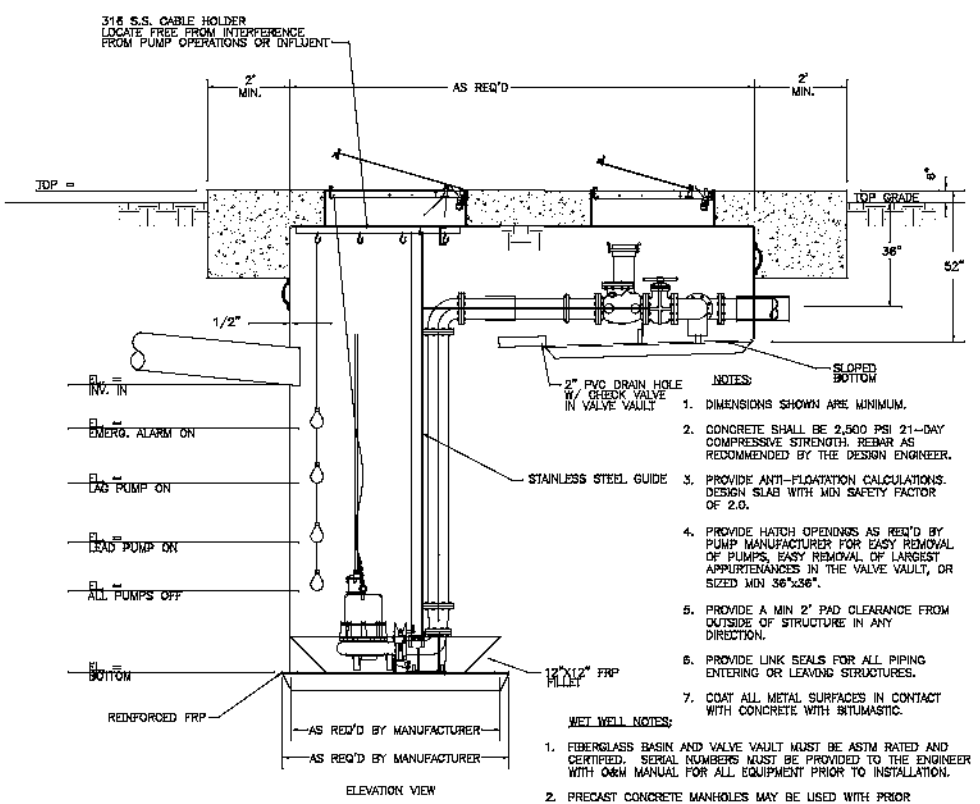
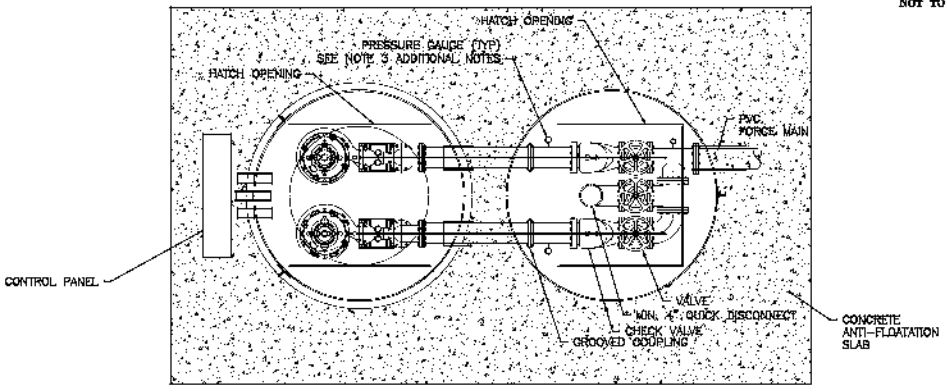
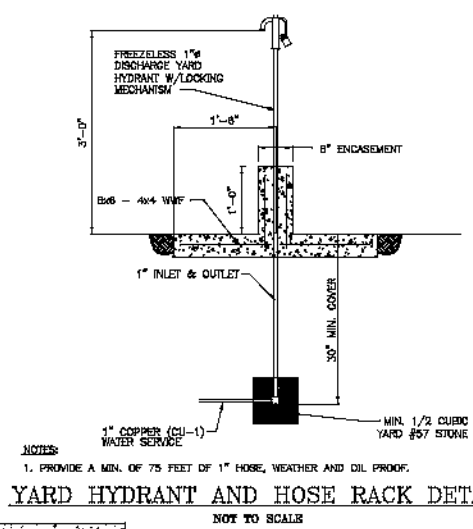
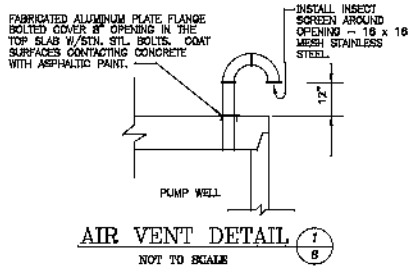
SCALE: NTS

DATE: FEB. 10, 2009

PROJECT:

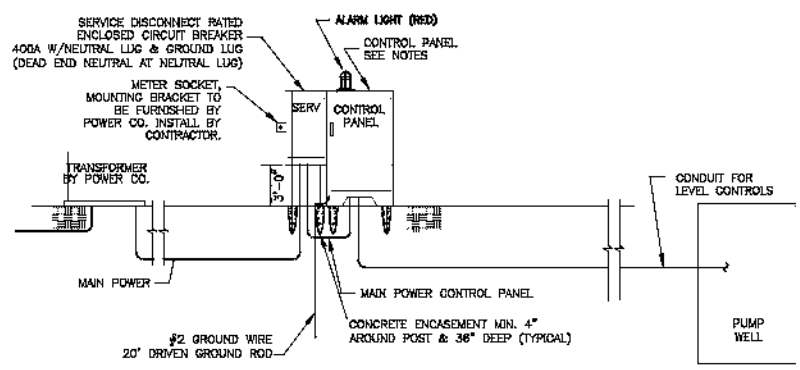
REVISION:

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11' STATION DETAILS
N.T.S.

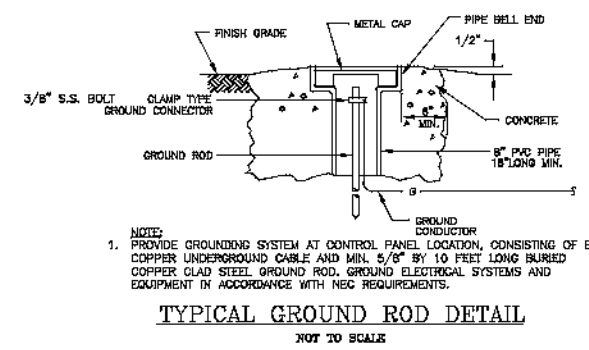
PUMP STATION DATA	
STATION CRITERIA & PUMP STATION No.	DUPLIX
PUMP SPEEDS AS REQ'D BY DEPUTY SPRINGS TECH STANDARD	No. 1, 2
PUMP TYPE	NON-CLOG
PUMP CAPACITY MAX.	GPM
PUMP CAPACITY MIN.	GPM
PUMP DESIGN CAPACITY	GPM
TDS MAX.	-
TDS MIN.	-
TDS DESIGN	-
MIN. MOTOR H.P.	H.P.
MIN. PUMP EFFICIENCY	%
MIN. BASE DISCHARGE	IN.
MIN. SOLIDS HANDLING	3" SPHERE
MOTOR R.P.M. (MAX)	1,800
POWER: PHASE	3
CYCLE	HZ
VOLTAGE	V
STATION PIPING: MIN SIZE	IN. DIP
WETWELL: MIN. DIAMETER	IN.
STATION TOP (MSL)	-
WETWELL BOTTOM (MSL)	-
CONTROLS: (MSL ELEV.)	-
ALARM	-
BACKUP PUMP ON	-
LAG PUMP ON	-
LEAD PUMP ON	-
PUMP(S) OFF	-
BACKUP PUMP OFF	-
LOW LEVEL ALARM	-
OTHER: (MSL ELEV.)	-
INCOMING SEWER INVERT (MSL)	-
FORCE MAIN DIAMETER (IN.)	IN.



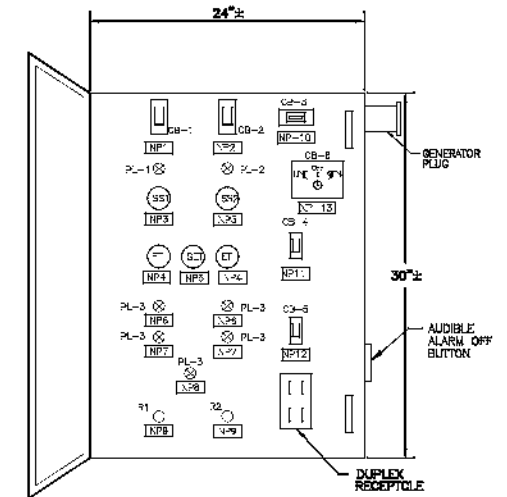
- ELECTRICAL NOTES:**
1. PROVIDE CONTROL PANEL THAT IS SPECIFICALLY DESIGNED FOR CONCURRENT OPERATION AS DESCRIBED IN THE SPECIFICATIONS. COORDINATE DESIGN WITH THE SCADA SUPPLIER.
 2. RUN (1) 1-2" EMPTY CONDUIT FROM THE EXTERIOR TO THE INTERIOR OF THE CONTROL PANEL FOR CONNECTION TO RTU-UNIT TERMINATE CONDUIT WITH A CONDUIT.
 3. INSTALL SCADA EQUIPMENT AS RECOMMENDED BY THE MANUFACTURER.
 4. PROVIDE A BATTERY BACKUP FOR SCADA FUNCTIONS.
 5. PROVIDE ALL SOFT DRAWN COPPER CONDUCTORS.
 6. PROVIDE ALL CONDUITS IN GALVANIZED RIGID CARBON STEEL MEETING FS-WW-C-501.
 7. SEAL ALL CONDUITS/CONDUCTORS ANNULAR SPACES AIR TIGHT.

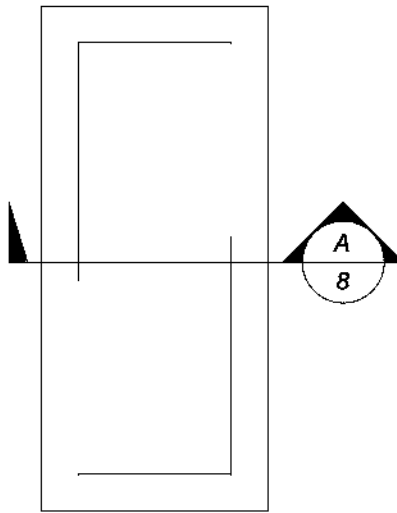
- ADDITIONAL NOTES:**
1. LIGHTING ARRESTORS, SURGE CAPACITORS AND PHASE PROTECTION SHALL BE PROVIDED.
 2. FOR ISOLATION VALVES 6" AND LARGER PROVIDE GEAR REDUCED OPERATED PLUG VALVE.
 3. PROVIDE 1/4" TAP, COPPER TUBE, PRESSURE GAUGE VALVE & SCRUBBER AT HORIZ CENTERLINE OF PIPING.
 4. ALL PIPING & FITTINGS D.I. FLANGED ABOVE GROUND MECHANICAL JOINT IN BURIED LOCATIONS PAINT ALL PIPING & FITTINGS, SEE NOTES THIS SHEET.
 5. ALL ELECTRICAL COMPONENTS INSTALLED IN WET WELL SHALL COMPLY WITH NATIONAL ELECTRICAL CODE REQUIREMENTS FOR CLASS 1 GROUP D, DIVISION 1 LOCATIONS.
 6. ALL ELECTRICAL COMPONENTS INSTALLED IN WET WELL SHALL BE SUITABLE FOR USE UNDER CORROSIVE CONDITIONS.
 7. ALL FLEXIBLE CABLES SHALL BE PROVIDED WITH A WATER TIGHT SEAL AND STRAY RELIEF. NO SPLICING OF CABLES INSIDE THE WET WELL IS ALLOWED.
 8. A DURABLE WEATHER RESISTANT SIGN INDICATING TELEPHONE NUMBER AND POINT OF CONTACT IN CASE OF EMERGENCY SHALL BE INSTALLED ON EXTERIOR OF CONTROL PANEL.

- GENERAL NOTE FOR ALL PANELS:**
1. NAMEPLATES SHALL HAVE WHITE ENGRAVED CHARACTERS OF THE SIZE INDICATED ON A FLAT BLACK LAMINATED PLASTIC BACKPLATE. FASTEN WITH SCREWS.
 2. PROVIDE NAMEPLATES FOR ALL PANELS AND SWITCHES.
 3. COORDINATE PANEL SIZE WITH SPECIFICATIONS FOR PROVISION OF SUFFICIENT SPACE FOR OTHER EQUIPMENT. (SEE ELECTRICAL SERVICE ARRANGEMENT, SHEET 6)
- PAINT NOTES:**
1. PROVIDE PAINT SYSTEM 1-1 COATING ON ALL VALVES AND FORCEMAIN PIPES IN WETWELL AND VALVE VAULT. APPLY EACH MATERIAL AT NOT LESS THAN THE MANUFACTURE'S RECOMMENDED SPREADING RATE TO PROVIDE A TOTAL DRY FILM THICKNESS OF NOT LESS THAN 5.0 MILS FOR THE ENTIRE COATING SYSTEM OF PRIME AND FINISH COATS.
 2. ON INTERIOR CONCRETE SURFACE OF THE WET WELL AND MANHOLES, APPLY A HEAVY DUTY, CHEMICALLY RESISTANT EPOXY RESIN COATING SUITABLE FOR SEWER SERVICE IN ACCORDANCE WITH COATING MANUFACTURER INSTRUCTIONS. USE BITUMASTIC 300M BY CARBOLINE COMPANY, TNEC VINISTER SERIES 120-5001 OR APPROVED EQUAL. AS ALTERNATE PRE CAST CONCRETE W/ XYPEX ADDITION MAY BE USED.

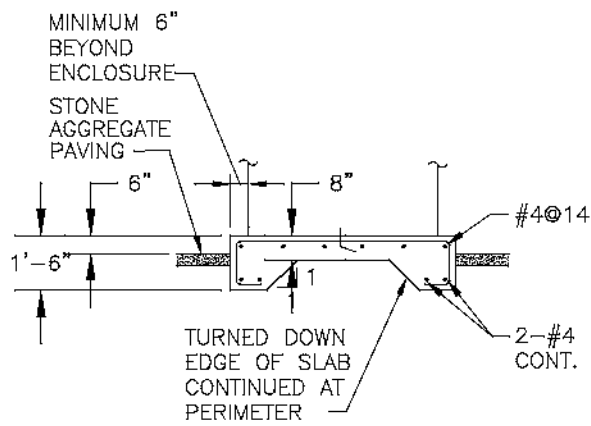


- NOTE:**
1. PROVIDE GROUNDING SYSTEM AT CONTROL PANEL LOCATION, CONSISTING OF BARE COPPER UNDERGROUND CABLE AND MIN. 5/8" BY 10 FEET LONG BURIED COPPER GLAD STEEL GROUND ROD. GROUND ELECTRICAL SYSTEMS AND EQUIPMENT IN ACCORDANCE WITH NEC REQUIREMENTS.

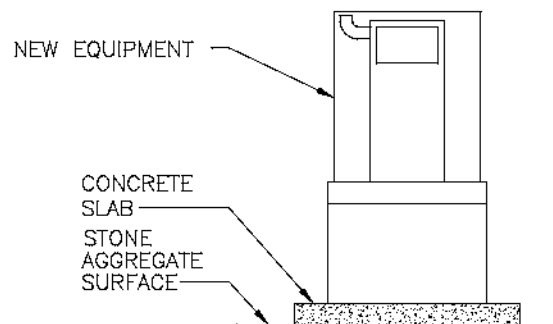




PAD PLAN
SCALE: NTS



SECTION
SCALE: NTS



NOTE:
EQUIPMENT CONFIGURATION ASSEMBLY AND LAYOUT PROVIDED BY MANUFACTURER.



GENERATOR/BACKUP PUMP PAD

SCALE:NTS

DATE:FEB. 10, 2009

PROJECT:

REVISION:

S-LS2

TECHINCAL DEVELOPMENT SIGN IN SHEET

NAME

SIGN

DATE

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CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Koby Townsend, City Manager

Request Type: Action Item

Does this item require legal review? Yes

Time Required for Request: 5 minutes

Agenda Item Title:

Administration & Transportation Vehicle Purchases - Budgeted

Attachment(s):

1. City of DFS Bid Silv and Blazer Aug 2024
2. Defuniak Springs 2024 Chevrolet Silverado 147 inch CK10543 Crew Cab 4x4 Quote 3 12 24
3. Defuniak Springs 2025 Chevrolet Traverse (1LB56) FWD 4dr LT Quote 9-11-24

Brief Summary:

The Fiscal Year 2025 budget includes funds to purchase new vehicles for the Transportation Division and the Administration Department. The current City Manager vehicle (F-150) will be transferred to Public Works. The City Council previously expressed a desire to purchase vehicles from our local dealer in town, versus a state contract. Attached are two quotes from the state contract vendor and one quote from Triangle Chevrolet. This is to purchase one (1) Chevrolet 1500 and one (1) Chevrolet SUV. There is \$40,000 in the Administration Department budget and \$50,000 in the Transportation Division budget. If approved, the order will be placed with the selected vendor with an anticipated receiving date 4-6 months out.

Action Requested:

Discuss the two options presented and approve purchasing the two requested vehicles from one of the provided vendors

Issue Overview:

Background Information & Issue Summary:

Financial Impacts:

Not to exceed \$90,000

Staff Recommendations/Comments:



August 27, 2024

Bid to the City of DeFuniak Springs

Bid Item: 1 each 2025 Chevrolet Silverado 1500 Crew Cab 4x4 Work Truck
1 each 2025 Chevrolet Blazer SUV 2LT

Bid Amount: Silverado = \$43,400.00 each
Blazer = \$35,195.00 each

Bid Notes/Stipulations:

These vehicles are not "in stock" and are not available for immediate delivery. Please allow 4-6 months for delivery from the date of bid acceptance. The vehicle build sheets are included, any changes can and will affect the price of the vehicle. The price above does not include any applicable state taxes or tag fees.



Taylor Lathinghouse
Triangle Chevrolet, Inc

Aug 27, 2024
Date

Signature of Purchasing Agent

Date

Printed name and title



Triangle Chevrolet, Inc., P.O. Box 1456, DeFuniak Springs, FL 32435 (850) 892-2151
www.trianglechevy.com



Dufuniak Springs

Specification #	139
Unit Description	CK10543

Prepared for:

Prepared by:

3/12/2024

Dufuniak Springs

Attn: Scott Simmons

streets@defuniaksprings.net

850-790-1839

Garber Chevrolet GMC

Dan Drake

(904) 264-2442 ext.2332 FAX: (904) 284-0054

3340 Hwy 17 Green Cove Springs, FL 32043

ddrake@garberautomall.com



**Florida Sheriffs
Association**

Prices are published by the Florida Sheriffs Association (www.flsheriffs.org)
Purchasing contract number is FSA23-VEL31.0 Pursuit Administrative & Other Vehicles,
expiring September 30th, 2024. If you have any questions regarding this quote please
call!

Base Price West

CK10543

2024 Chevrolet Silverado 1500 Crew Cab 147"

\$42,681.00

Codes	Optional Equipment	Unit Price	OEM Discount 2.00%	Net Price
1WT	Work Truck Preferred Equipment Group includes standard equipment	Included		\$0.00
L84	Engine, 5.3L EcoTec3 V8	1,595.00	(31.90)	\$1,563.10
MHT	Transmission, 10-speed automatic	Included		\$0.00
GAZ	Summit White	Included		\$0.00
AZ3	Seats, front 40/20/40 split-bench	Included		\$0.00
H2G	Jet Black, Vinyl seat trim	Included		\$0.00
FLOOR	Floor covering, rubberized-vinyl	Included		\$0.00
	NON OEM OPTIONS:			
TINT	Dealer Tint All Windows Legal Includes Windshield Strip	320.00		\$320.00
SIBL	SprayIn Bed Liner Linex	575.00		\$575.00
DEL	Delivery	Included		\$0.00
TTAG	Temporary Tag	6.00		\$6.00
	*****2024 Prices Shown Here No 2025 Pricing Available Currently*****			

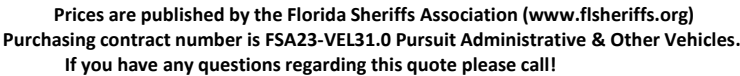
TOTAL PURCHASE AMOUNT PER VEHICLE

\$ 45,145.10



Prepared for: _____ Prepared by: _____

Garber Chevrolet Buick GMC
 Ryan Davis
 (904) 264-2442 ext.2350 FAX: (904) 284-0054
 3340 Hwy 17 Green Cove Springs, FL 32043
rdavis@garberautomall.com



9/11/2024:2:59 PM Defuniak Springs 2025 Chevrolet Traverse (1LB56) FWD 4dr LT Quote 9-11-24.xlsx



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Koby Townsend, City Manager

Request Type: Action Item

Does this item require legal review? Yes

Time Required for Request: 5 Minutes

Agenda Item Title:

FY 2025 Tri-County Community Council Senior Center Agreement

Attachment(s):

1. DFS Senior Center 2024-2025

Brief Summary:

The City Council approved providing funding to Tri-County Community Council for the operation of the Senior Life Enrichment Center. Last year the financial commitment was \$27,000. There was a request for an additional \$3,000 that was approved by the City Council.

Action Requested:

Request to approve the FY 2025 Tri-County Community Council Senior Center Agreement.

Issue Overview:

Background Information & Issue Summary:

Financial Impacts:

\$30,000

Staff Recommendations/Comments:

**2024-2025 INTERLOCAL AGREEMENT BETWEEN
THE CITY OF DEFUNIAK SPRINGS, FLORIDA, WALTON COUNTY,
FLORIDA, AND TRI-COUNTY COMMUNITY COUNCIL, INC.
RELATING TO THE OPERATION OF THE SENIOR CENTER**

THIS AGREEMENT is made and entered into this _____ day of _____, 2024, by and between the **CITY OF DEFUNIAK SPRINGS, FLORIDA**, a municipality of the State of Florida, whose address is 1350 Baldwin Ave, DeFuniak Springs, Florida 32433, and whose mailing address is Post Office Box 685, DeFuniak Springs, Florida 32435, hereinafter “the City”, **WALTON COUNTY, FLORIDA**, a political subdivision of the State of Florida, whose address is 76 North Sixth Street, DeFuniak Springs, Florida 32433, hereinafter “the County”, and **TRI-COUNTY COMMUNITY COUNCIL, INC.**, a Florida non-profit corporation whose address is 302 North Oklahoma Street, Post Office Box 1210, Bonifay, Florida 32425, hereinafter “Tri-County”.

WHEREAS, the City wishes to enter into an agreement for the operation of the Senior Center at the County-owned College Avenue Complex that will be available to residents of DeFuniak Springs and Walton County; and

WHEREAS, the County shall provide maintenance and utilities as outlined by this Agreement; and

WHEREAS, Tri-County shall be responsible for the day-to-day operation of the Senior Center; and

WHEREAS, all parties are capable of furnishing the services stated herein.

NOW, THEREFORE, acting pursuant to the authority granted in Section 163.01, Florida Statutes, the parties agree as follows:

1. County Responsibilities. The County shall maintain the Senior Center at the College Avenue Complex, including performance of the following:

- a. Payment of monthly electrical expenses.
- b. Cutting, trimming, and maintaining all grassed areas.
- c. Maintenance and repair all buildings, equipment, and structures on site.
- d. Maintenance and repair all sidewalks and parking areas.
- e. Repair and replacement of all light fixtures or bulbs inside structures and around the exterior of the buildings.
- f. Performance of general janitorial duties within and around the Senior Center.
- g. Maintaining records of all repairs, maintenance, inspections, and improvements made by the County to the Senior Center.
- h. Maintaining its customary liability coverage of the College Avenue Complex.

Drafted by the Office of the County Attorney.

Approved by the DeFuniak Springs City Council October 14, 2024.

Approved by the Board of County Commissioners October 22, 2024.

- i. Pay Tri-County a sum of THIRTY THOUSAND AND 00/100THS DOLLARS (\$30,000.00). Following execution of this Agreement by all parties, the County will make a lump sum payment of THIRTY THOUSAND AND 00/100THS DOLLARS (\$30,000.00) to Tri-County.
 - j. The County shall retain sole discretion to continue payment in future years. The determination to make any future payments, including the amount of said payments, shall be made by the Walton County Board of County Commissioners (BCC). Notice of such action shall be provided in writing to the City and Tri-County.
 - k. Payment of insurance expenses for a passenger van donated by the County.
 - l. Providing fuel for aforementioned donated vehicle.
- 2. City Responsibilities.** The City shall:
- a. Provide garbage pickup as provided to other facilities within the City.
 - b. Pay Tri-County a sum of THIRTY THOUSAND AND 00/100THS DOLLARS (\$30,000.00). The City will make quarterly payments in the amount of SEVEN THOUSAND FIVE HUNDRED AND 00/100THS DOLLARS (\$7,500.00), with the first payment to be dispersed by October 31, 2024. The City requests an invoice be submitted each quarter for payment.
 - c. The City shall retain sole discretion to continue payment in future years. The determination to make any future payments, including the amount of said payments, shall be made by the DeFuniak Springs City Council. Notice of such action shall be provided in writing to the County and Tri-County.
- 3. Tri-County Responsibilities.** Tri-County shall:
- a. Provide the day-to-day management, operations, and scheduling of events within the Senior Center.
 - b. Employ a director to oversee the management of the Senior Center, said director shall also be responsible for submitting reports described in Section 3.h. of this Agreement.
 - c. Adopt a medical/liability release form, acceptable to the County, and obtain signatures on said form for all members and visitors to the Center. These forms shall be stored by Tri-County in compliance with all applicable laws and shall be made available to the City and County upon written request of either party.
 - d. Seek permission from the City and/or County for the use of any City and/or County building for events related to the Senior Center and its objectives. A written request for the use of City and/or County buildings shall contain the time, date, and purpose of the event and an explanation of how the event is related to the Senior Center and its objectives.
 - e. Not conduct, sponsor, or otherwise hold any event that ends later than 10:00 p.m.
 - f. Deposit collected fees, if any, into an account that shall be used to defray future operating costs of the Senior Center.
 - g. Maintain and update an operations manual that details the general operating procedures and requirements of the Senior Center. Said manual shall include, but not be limited to, information pertaining to services provided, requirements

Drafted by the Office of the County Attorney.

Approved by the DeFuniak Springs City Council October 14, 2024.

Approved by the Board of County Commissioners October 22, 2024.

for participation, hours of operation, and descriptions of all employee positions. A copy of said operating manual shall be provided to both the City and County, along with any changes or additions thereto.

- h. Submit quarterly reports to both the City and the County relating to:
 - i. Finances, including but not limited to, operating costs, expenditures, and financial statements relating to all accounts held and used;
 - ii. An accounting of any income from user fees, fundraising, etc.; and
 - iii. Status reports giving an overview of what programs, activities, and uses of the facility the Senior Center has provided in the prior year.

4. Indemnification. It is agreed by all parties hereto that no party assumes any liability for the acts, omissions, and negligence of any other party. Each party shall indemnify and hold other parties harmless from all claims, damages, losses, and expenses arising out of or resulting from the performance of its respective operations and functions under this Agreement. However, nothing contained herein shall constitute a waiver by County or City of its sovereign immunity or the limitations set forth in Section 768.28, Florida Statutes. Nothing herein shall be construed as consent by County or City to be sued by third parties in any matter arising out of any contract.

5. Rental of the Senior Center. No party to this Agreement shall rent the Senior Center to any entity not named herein.

6. Termination. The City, County, and Tri-County shall be able to terminate this Agreement upon SIXTY (60) days' written notice to the other two parties. Termination by one party shall serve to render this Agreement null and void but shall not serve to prejudice any party from entering into a new agreement between any or all current parties.

7. Representatives. The City Manager, County Administrator, and Tri-County Director or their designees shall be representatives of their respective entities.

8. Severability. This Agreement shall be construed in accordance with the applicable laws of the State of Florida. In the event that any provision of this Agreement shall, for any reason, be determined invalid, illegal or unenforceable in any respect, the parties hereto shall negotiate in good faith and agree to such amendments, modifications or supplements of this Agreement or such other appropriate actions as shall, to the maximum extent practicable in the light of such determination implement and give effect to the intentions of the parties as reflected herein, and the other provisions of this Agreement, as amended, modified, supplemented or otherwise affected by such action, shall remain in full force and effect.

9. Agreement of the Parties. This Agreement represents the understanding of the City, the County, and Tri-County for maintenance and operation of the Senior Center at the College Avenue Complex. It does not supersede any other negotiations, representations, or written agreements regarding other services provided by the City, County, or Tri-County to the other parties.

Drafted by the Office of the County Attorney.

Approved by the DeFuniak Springs City Council October 14, 2024.

Approved by the Board of County Commissioners October 22, 2024.

10. Recordation. Upon execution this Agreement and any subsequent amendments hereto shall be recorded with the Clerk of Court of Walton County, Florida, in accordance with Section 163.01, Florida Statutes.

11. Term. The term of this Agreement shall begin upon its complete execution and continue until September 30, 2025. All parties expressly agree that said Agreement may be renewed upon written assessment of all parties and said renewal may reflect material changes that will be specified at the time of execution.

12. Public Access.

- a. A request to inspect or copy public records relating to this Agreement must be made directly to the County. If the County does not possess the requested records, it shall immediately notify Tri-County of the request, and Tri-County must provide the records to the County or allow the records to be inspected or copied within a reasonable time (§119.0701(3)). If Tri-County fails to provide the public records within a reasonable time, Tri-County may be subject to penalties under §119.10, F.S.
- b. Tri-County shall comply with the requirements of Florida's Public Records law. In accordance with Section 119.0701, Florida Statutes, Tri-County shall (1) Keep and maintain public records required by the public agency to perform the service; (2) Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided under Florida's Public Records law or as otherwise provided by law; (3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of this Agreement if Tri-County does not transfer the records to the public agency; and (4) Upon completion of the Agreement, transfer, at no cost, to the public agency all public records in possession of Tri-County or keep and maintain public records required by the public agency to perform the service. If Tri-County transfers all public records to the public agency upon completion of the Agreement, Tri-County shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Tri-County keeps and maintains public records upon completion of this Agreement, Tri-County shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from public agency's custodian of public records, in a format that is compatible with the information technology system of the public agency.

c. IF TRI-COUNTY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO TRI-COUNTY'S DUTY TO PROVIDE PUBLIC RECORDS

**RELATING TO THIS AGREEMENT, TRI-COUNTY SHALL
CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

Genara Roop, Records Management Liaison Officer
161 E. Sloss Avenue
DeFuniak Springs, Florida 32433
850-892-8110
publicrecords@co.walton.fl.us

- d. In the event the County must initiate litigation against Main Street in order to enforce compliance with Chapter 119, Florida Statutes, or in the event of litigation filed against the County because Main Street failed to provide access to public records responsive to a public record request, the County shall be entitled to recover all costs, including but not limited to reasonable attorneys' fees, costs of suit, witness fees, and expert witness fees expended as part of said litigation and any subsequent appeals.

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

IN WITNESS WHEREOF, the parties hereto have executed the Agreement as of the day and year first written above.

CITY OF DEFUNIAK SPRINGS, FLORIDA

ATTEST:

City Clerk

By: _____
Robert "Bob" Campbell, Mayor
City of DeFuniak Springs

Date: _____

WALTON COUNTY, FLORIDA

ATTEST:

Alex Alford, Clerk of Circuit Court
And County Comptroller

By: _____
Anthony "Tony" Anderson, Chair
Board of County Commissioners

Date: _____

APPROVED FOR FORM

Clay B. Adkinson, Acting County Attorney
Walton County, Florida

TRI-COUNTY COMMUNITY COUNCIL, INC.

By: _____
Joel Paul, Executive Director

Date: _____

State of Florida

County of Walton

Acknowledged and subscribed before me the undersigned notary by means of
☐ physical presence or ☐ online notarization on _____, 2024, by **Joel Paul**, the
Executive Director of **Tri-County Community Council, Inc.**, with legal corporate authority, and
who is known to me or has produced identification of: _____.

Notary Public

Drafted by the Office of the County Attorney.
Approved by the DeFuniak Springs City Council October 14, 2024.
Approved by the Board of County Commissioners October 22, 2024.



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Koby Townsend, City Manager

Request Type: Action Item

Does this item require legal review? Yes

Time Required for Request: 5 Minutes

Agenda Item Title:

Employee Annual (Vacation) Leave Sell Back Program

Attachment(s):

1. Sell Back Policy

Brief Summary:

During the FY25 budget process, the City Manager requested the institution of a leave sell back program for employees. The City Council approved the budgeted funding for such a program. Attached is an amendment to Section 16 of the City of DeFuniak Springs Personnel Policy to include a provision for this program.

Action Requested:

Approval of the Sell Back Program Policy

Issue Overview:

Background Information & Issue Summary:

Financial Impacts:

TBD every year by the City Manager and City Council

Staff Recommendations/Comments:

THE CITY OF DEFUNIAK SPRINGS
PERSONNEL POLICY HANDBOOK

SECTION 16: LEAVE

Subsection: 16.6 Leave Sell Back Program

Employees may sell unused annual (vacation) leave back to the City annually. In order for an employee to qualify the following criteria must be met:

- 1) An employee must have completed their probationary period, as stated within Section 3 subsection 3.13 (Probationary Period) of the City's Personnel Policy.
- 2) The employee must have 80 hours of annual (vacation) leave remaining after the sell back.

Employees may sell back up to, but not greater than, forty (40) hours of annual (vacation) leave time within a given fiscal year. Annual (vacation) leave may be sold back in 10-hour increments. Sell back request must be submitted to the Department Director or Superintendent no later than two (2) weeks prior to the sell back period.

The City will have two (2) sell back periods within the fiscal year:

- 1) Between the first and second pay period of November
- 2) Between the first and second pay period of May

The Sell Back Program shall be reviewed and considered by the City Manager annually as part of the City's budget process. It is at the discretion of the City Council to fund or not fund the Sell Back Program after annual review and recommendation by the City Manager.



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Koby Townsend, City Manager

Request Type: Action Item

Does this item require legal review? No

Time Required for Request: 15 Minutes

Agenda Item Title:

Dog Park Recommendation

Attachment(s):

1. parcel 1
2. map
3. parcel 2
4. DOG PARK TASK FORCE REPORT(DeFuniak Springs) (1)

Brief Summary:

The City Beautification and Tree Board would like to recommend the City Council to move forward with the concept of a dog park, with an updated location. The City Beautification and Tree Board commissioned a Dog Park Task Force a few months back with the goal of reviewing and recommending ideas for a dog park. Attached is the recommendation provided by the Dog Park Task Force. Once the recommendation was presented to the City Beautification and Tree Board, there was further discussion about an alternative location. Attached is a map of both locations with numbers 1 and 2 being marked and representing priority location. If the location and concept of a dog park is approved, staff will begin working on a cost estimate and a preliminary sketch to bring back to the City Council for formal consideration and inclusion into the Capital Improvement Projects (CIP) List.

Action Requested:

The City Beautification and Tree Board would like to recommend the City Council to move forward with the concept of a dog park, with an updated location.

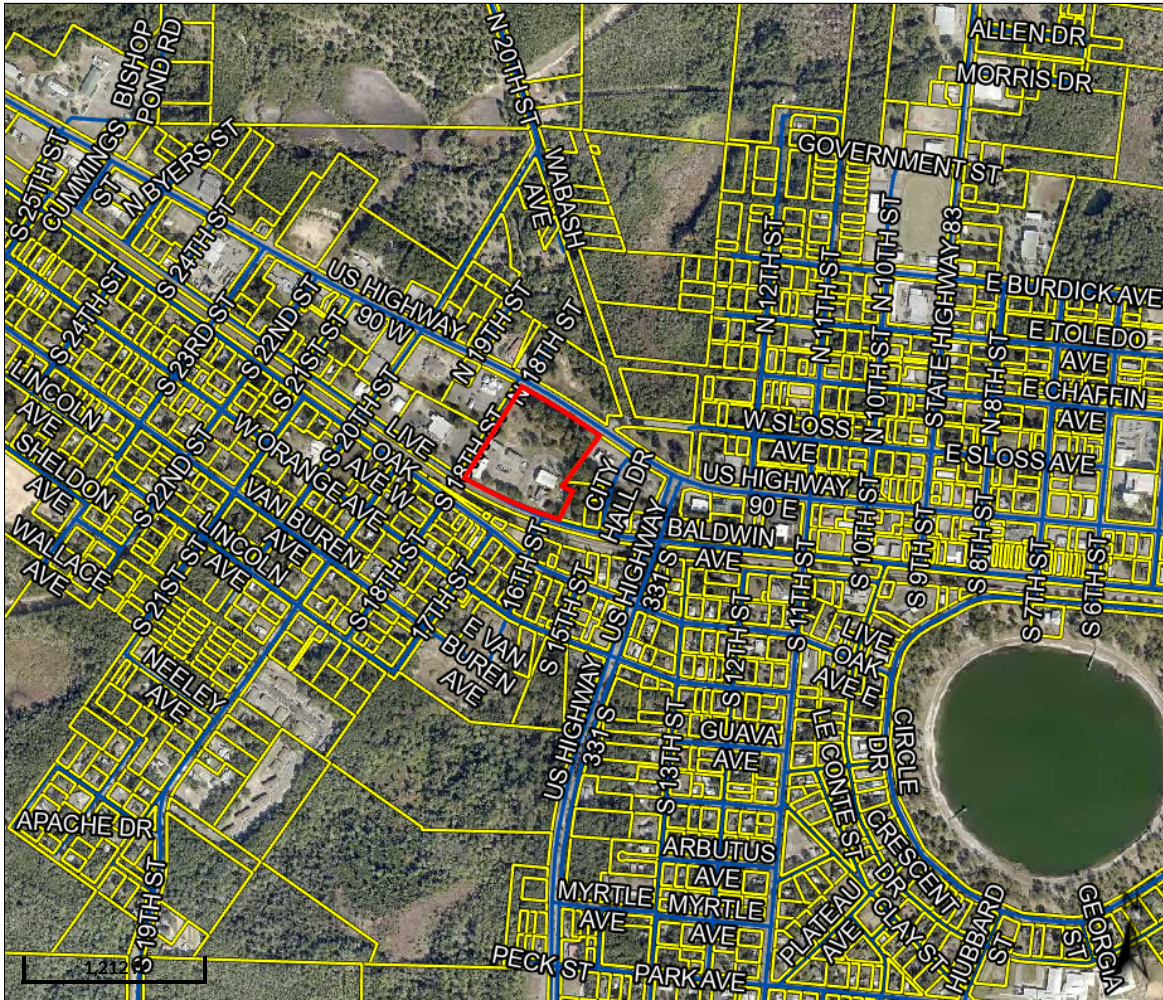
Issue Overview:

Background Information & Issue Summary:

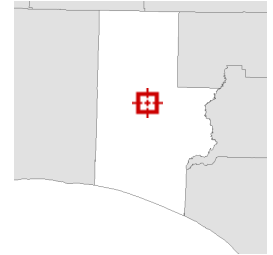
Financial Impacts:

TBD

Staff Recommendations/Comments:



Overview



Legend

- City Labels
- Landmarks
- Parcels

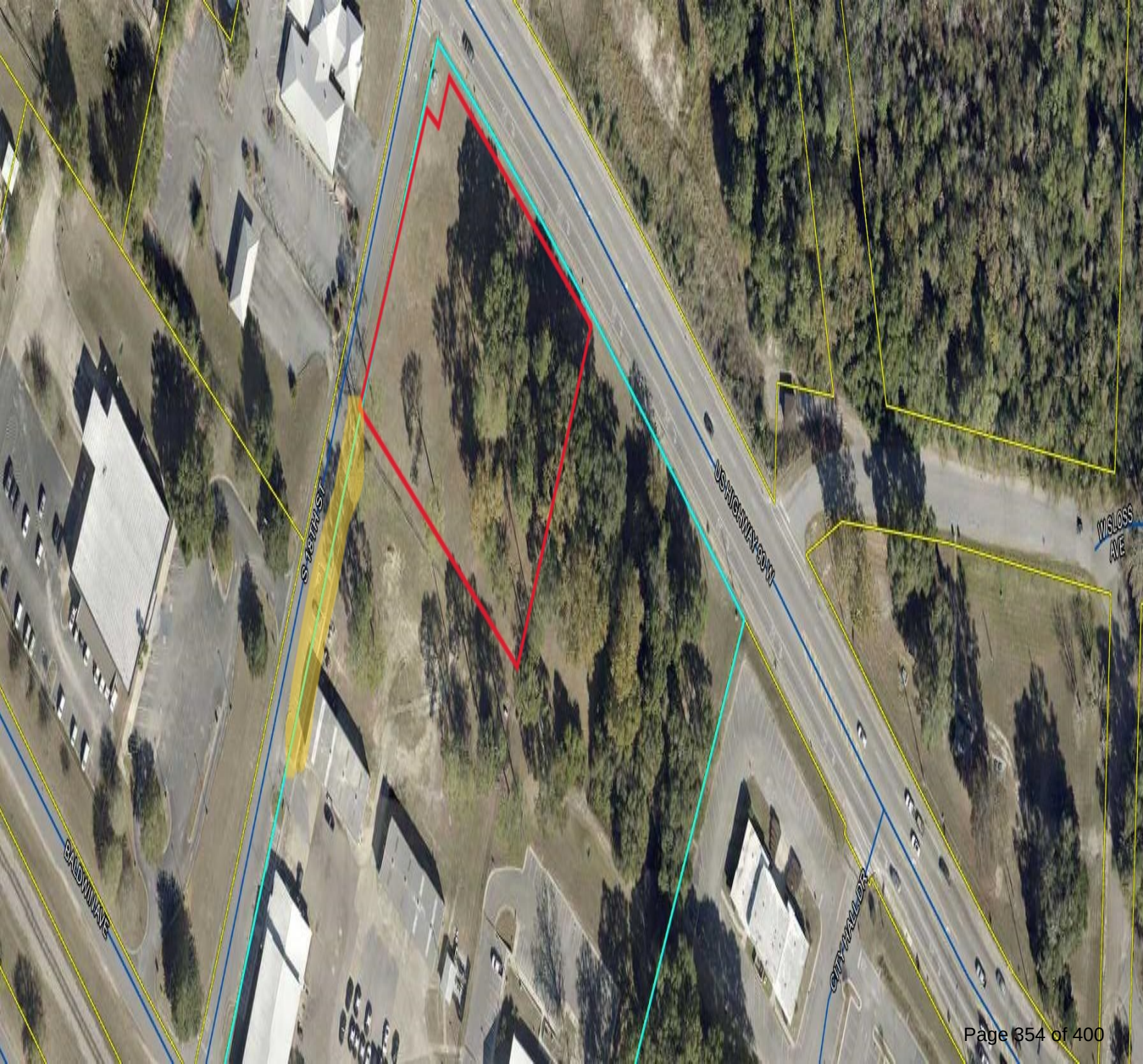
Parcel Number	25-3N-19-19070-001-8060	Physical Address	99 18TH ST S	Building Value	\$778,367	Just Value	\$2,282,463	Last 2 Sales		
Acreage	8.097	Mailing Address	CITY OF DEFUNIAK SPRINGS	Misc Value	\$19,380	Assessed Value	\$1,693,200	Date	4/1/2022	Price
Property Usage	MUNICIPAL	Address	P O BOX 685 DEFUNIAK SPRINGS, FL 32435	Land Value	\$1,484,720	Exempt Value	\$1,693,200		3/22/2022	\$2135000
				Ag Land Value	\$0	Taxable Value	\$0	MLS		N
				Ag Market Value	\$0					U

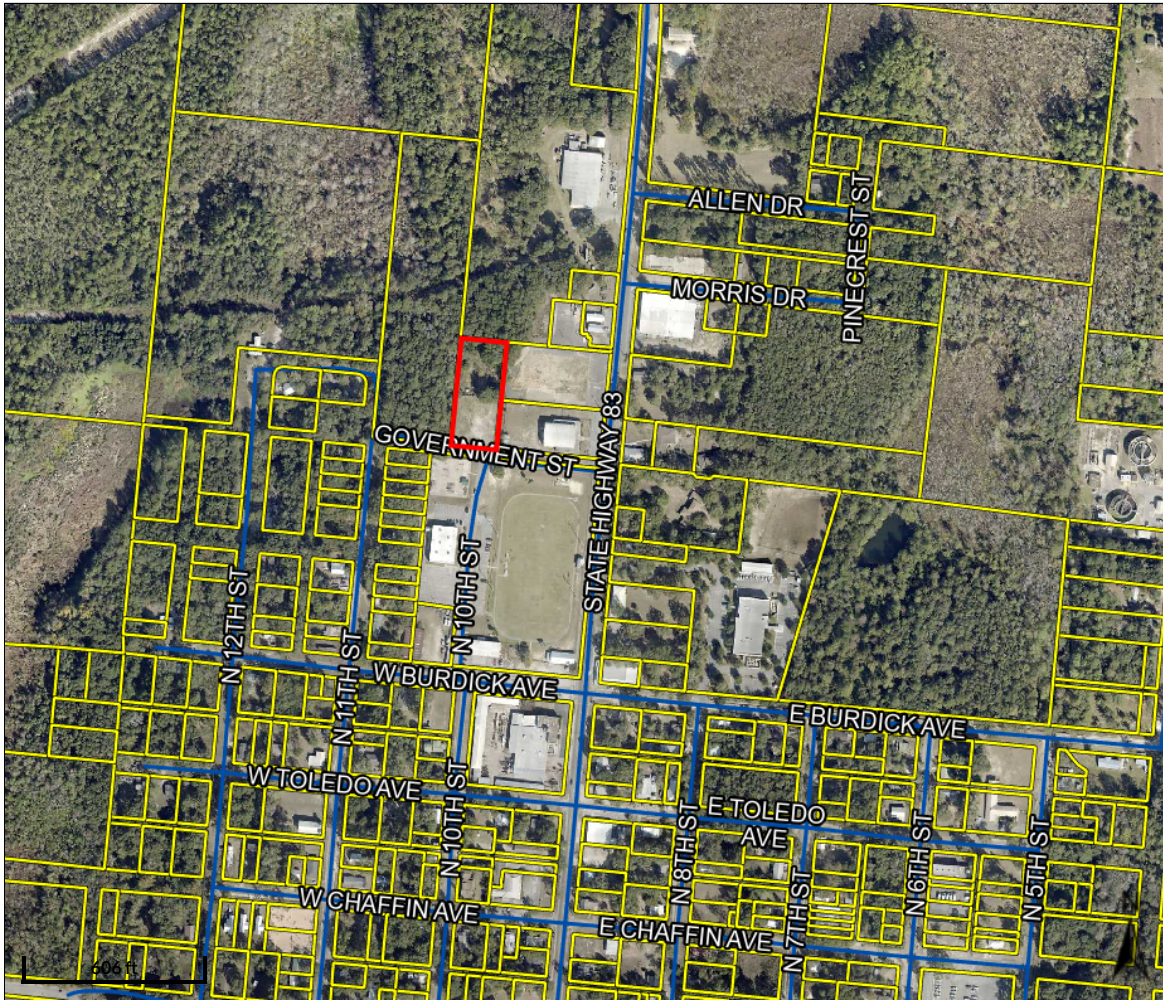
This map has been compiled from the most authentic information available and is to be used for assessment purposes only. Walton County Property Appraiser's Office assumes no responsibility for errors and/or omissions contained herein. THIS MAP IS NOT A SURVEY.

Date created: 10/7/2024

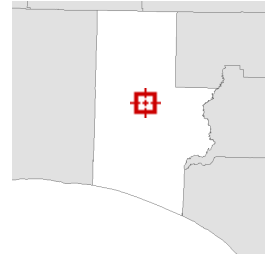
Last Data Uploaded: 10/7/2024 6:35:49 AM

Developed by SCHNEIDER GEOSPATIAL





Overview



Legend

- City Labels
- Landmarks
- Parcels

Parcel Number	25-3N-19-19070-001-6203	Physical Address	GOVERNMENT ST	Building Value	\$0	Just Value	\$18,091	Last 2 Sales			
Acreage	1.547	Mailing Address	TOWN OF DEFUNIAK SPRINGS	Misc Value	\$2,000	Assessed Value	\$18,091	Date	n/a	Price	0
Property Usage	MUNICIPAL	Address	P O BOX 685 DEFUNIAK SPRINGS, FL 32435	Land Value	\$16,091	Exempt Value	\$18,091		n/a	Vacant	0
				Ag Land Value	\$0	Taxable Value	\$0	MLS		n/a	n/a
				Ag Market Value	\$0						

This map has been compiled from the most authentic information available and is to be used for assessment purposes only. Walton County Property Appraiser's Office assumes no responsibility for errors and/or omissions contained herein. THIS MAP IS NOT A SURVEY.

Date created: 10/7/2024

Last Data Uploaded: 10/7/2024 6:35:49 AM

Developed by  SCHNEIDER
GEOSPATIAL



DOG PARK TASK FORCE REPORT

Prepared by:

Nada Attaway

Philip Canterbury

Keri Lee Carpenter

Tyana Rushing Kendall

Amanda Russell-Sconiers

Rodney Ryals

Lisa Sorrells

Notes



INTRODUCTION

DeFuniak Springs offers a wide array of recreational facilities and activities for adults and children. The Dog Park Task Force proposes to expand our facilities to include a Dog Park. According to the 2020 U.S. Census Data, the population of DeFuniak Springs was approximately 5,109 representing 2,113 households. Using national statistics, it is estimated that 67% of U.S. households own at least 1 dog. On average, households that own dogs typically have 1.6 dogs. Conservatively, this means that there are approximately 2,200 dogs in the city.

DeFuniak Springs currently operates ten community parks. Two of them, Lake Stanley Park and Chipley Park, surround Lake DeFuniak, also known as the Lake Yard. Gene Hurley Park and Harbeson Field containing a skate park, tennis courts at Plateau and Clay St are sports focused parks. Pat Covell #1, the Wayside Park at Hwy 90 and 331, Florence Park and Pat Covell #2 are small scale, neighborhood parks. The city owned parks are complimented by County owned parks- The Wee Care Park and Eagle Springs Golf and Recreation Park, and the DeFuniak Springs Little League facility.

Why a Dog Park? Dog parks are truly a multigenerational park activity. They offer a place for recreation both for dogs and their owners, improve dog responsibility, decrease inappropriate pet behavior and enhance the utilization of our park system. Overall, a dog park can become a valuable asset to the community, enriching the quality of life for residents and their pets.



MISSION STATEMENT

The DeFuniak Springs Dog Park Task Force is all-volunteer group committed to bringing a Dog Park to the City of DeFuniak Springs where dogs and their owners can play in a clean, safe and fun environment. The DeFuniak Springs Dog Park Task Force was established in March 2024. The DeFuniak Springs Dog Park Task Force is currently a group, not an organization.

GOALS

- To establish and build a fenced in, off-leash dog park in City of DeFuniak Springs where well-behaved canines, their owners and friends can exercise in a clean, safe and fun environment. Target completion: 2025
- To raise the funds needed to help create a community Dog Park to minimize the financial burden on the community.
- To provide an environment allowing recreation, community interaction, and education for residents and their pets while promoting responsible dog ownership within our community.

PROPOSED NAME

DeFuniak Springs Bark Park
City of DeFuniak Springs Dog Park

LOCATION

The proposed location of the City of DeFuniak Springs Dog Park is located on Government Street off State Highway 83 which is currently being used as the “lay down lot”. The site is current fully fenced.



DESIGN

The Dog Park will be designed for approximately a total of 1 acre. Detailed design considerations are still in progress; however, the following basic features will be achieved:

ADA Accessible

Approximately 0.75 Acre for Large Dogs

Approximately 0.25 Acre for Small Dogs

6' min high galvanized chain link fence around perimeter and separating the large dog and small areas

Dual Gates for owner/pet entry

General Trash Receptacles

Shade/Trees

Signage

The recommended surface will be a very wear and drought tolerant grass, possibly a fall fescue, turf-type cultivar.

The parking lot installed as part of the Community Center and Harbeson Field which are located near the dog park, with sufficient parking spaces, such that a specific parking lot for the dog park is not required.

An ADA compliant walkway will be installed from the parking lot to the dog park entrance.

Amenities will include stations for dog waste, general trash receptacles, shade/trees, benches, signage, water fountains, and agility equipment.



CONSTRUCTION SCHEDULE

The goal is to start construction of the DeFuniak Springs Dog Park by the Fall of 2024.

OPERATIONS AND MAINTANCE

The City of DeFuniak Springs will manage on-going operation of the dog park.

LEASH LAWS

The city will need to amend the leash laws to allow dogs in the park to be legally off leash.

HOURS OF OPERATION

The City of DeFuniak Springs Parks and Recreation Regulations would apply. It is recommended that the dog park be limited from dawn to dusk.

SECURITY

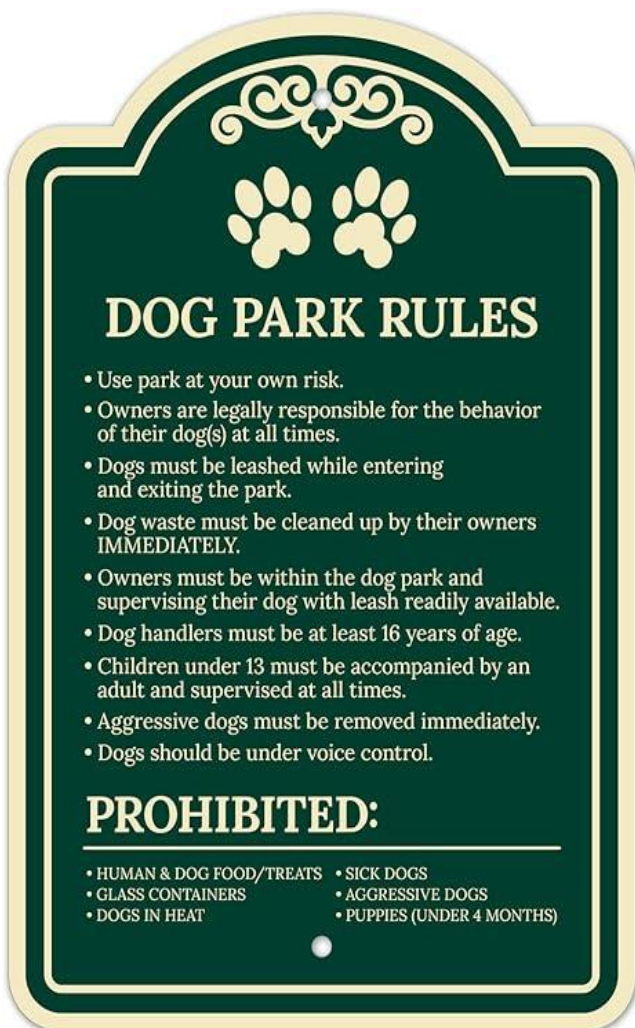
The Dog Park Task Force will work with the City of DeFuniak Springs to define means to keep the park safe from vandalism or other damage. Currently there are no cameras or alarm systems.

EDUCATION

The Dog Park Task Force will develop a brochure that can be posted on city website, social media, along with hard copies being available at the park with guidelines for proper pet etiquette, getting the most enjoyment out of the park, dealing with aggressive dogs or owners, etc.

RULES

All dog parks have a list of rules governing owner and dog behavior. Examples include prohibiting aggressive dogs from entering the park, rules for infants and small children, cleaning up dog waste, minimum age for puppies, etc. The City of DeFuniak Springs Parks and Recreation Regulations would apply. Below are recommended Dog Park Specific Rules to be put into those current regulations.



- Use Park at your own risk.
- Owners are legally responsible for the behavior of their dog(s) at all times.
- Dogs must be leashed while entering and exiting the park.
- Please ensure that all dog park gates are closed at all times.
- Dog waste must be cleaned up by their owners immediately.
- Owners must be within the dog park and supervise their dog with leash readily available.
- Dog handlers must be at least 16 years of age. Children under 13 must be accompanied by an adult and supervised at all times.
- Aggressive dogs must be removed immediately.
- Dogs should be under voice control.
- Do not allow your dog to dig holes. If this occurs, fill any holes immediately.
- Human & Dog Food prohibited.
- No littering, smoking, alcohol or glass containers are allowed in the dog park.
- No dogs under 4 months old
- No dogs in heat
- See something, Say something.



Phase 1

Basic Necessities

This phase is intended to provide the basic needs to get the project started. By addressing these basic needs, a dog park can provide a safe and enjoyable environment where dogs can socialize, exercise, and have fun, while owners can relax and interact with other dog owners. The items needed for this phase are:

1. Site Preparation
2. Fencing
3. Pedestrian and Maintenance Gates
4. Seeding
5. Trees
6. Water Fountain
7. Signage

Site Preparation

The site has debris that must be removed. There is an overgrowth of Kudzu vines that will need to be addressed. The site is a sloping hill, for best use it needs to be leveled. Once cleaned and prepped, it should be covered in topsoil to encourage the growth of new grass.

Pictures below of the area designated for the Dog Park.



Fencing

Fencing ensures dogs cannot escape and provides a safe, enclosed environment. 6' galvanized fencing including a rail at the bottom or burying the bottom of the fence to discourage the dogs from pushing the fence to go under. This would include removing the existing fence, as much of it is in disrepair (see picture of the area below).

Fencing would be around the perimeter of the property as well as adding an area to separate the small dogs from the large dogs. Small and large dogs may have different play styles and sizes, which can affect their safety and comfort. Separate enclosures reduce the risk of accidents or conflicts between dogs of different sizes.



Pedestrian & Maintenance Gates

Each of the dog areas will have a double gate entrance with self-closing gates. Gated entry points prevent dogs from running out when entering or leaving the park. It is intended to leave this area as dirt until a later date when memorial pavers can be added to this area. Maintenance access will also need to be considered in the addition of fencing.



Seeding

After site preparation is complete, seeding will be needed for any bare or disturbed areas (see picture of the actual area below). The ground material should be safe and comfortable for dogs to run and play on. Options like grass, gravel, or special dog-friendly turf provide good traction and minimize injuries. Input should be sought from Walton County Extension Service. It may also be necessary to include some type of watering system to get the initial planting started.



Trees

As there is minimal shade currently in the park, trees should be added for future shading and beautification of the area. Dogs can overheat quickly, especially in sunny or hot weather. Trees provide relief from the sun and a place for dogs and owners to cool down.

When planning to use trees in a dog park, it's essential to consider the following factors:

- **Species Selection:** Choose tree species that are suitable for the local climate and soil conditions. Evergreen trees with dense foliage are generally effective for year-round noise reduction.
- **Spacing and Placement:** Plant trees strategically along the perimeter of the dog park where noise is most likely to enter. Consider the height and spread of mature trees to maximize their effectiveness as barriers.
- **Maintenance:** Regular pruning and care are necessary to ensure the health and growth of the trees. Proper maintenance helps them maintain their effectiveness as noise barriers and enhances their aesthetic value.
- By integrating trees as a natural noise barrier, dog parks can create a more peaceful and enjoyable environment for both dogs and their owners, enhancing the overall experience of visiting the park.



These are included in Phase 1 because of the slow growth of most trees. Trees will need protection for the dogs in the early stages. A source of watering would be beneficial. Input should be sought from an arborist.

Water Fountain

A combination water fountain for dogs and people is necessary due to the extreme heat in this area. Dogs need access to fresh water to stay hydrated, especially during play and exercise. Providing hydration stations encourages owners to keep their dogs hydrated. Parks without dog fountains typically fall back on well-intentioned owners bringing water bowls, but if left unchecked can be unsanitary and create a breeding ground for mosquitos and undesirable germs. Additional water taps for future water fountains and a potential water feature.



Signage

Signs defining the rules of usage. Clear rules inform visitors about expected behavior, such as leash requirements, and help maintain order and safety within the park. Signage also communicates contact information and park hours.



Phase 2

Internal Components

This phase involves enhancing the internal components to improve the experience for both dogs and their owners. Here are some key components to be considered or upgraded during this phase:

1. Park Signs
2. Entrance Pavers
3. Pathways and Walkways
4. Additional water fountains
5. Seating
6. Shade Structure & Shelter
7. Waste Stations and Trash Bins
8. Agility Equipment

Park Signs

Additional signage for the park. A sign should be displayed with the designated park name. An additional sign may be necessary on Hwy 83 to direct the community to the park as it has low visibility.



Entrance Pavers

Using pavers as a fundraiser for the dog park as a way to engage the community while raising funds for park improvements. Ideally, the community would be offered the opportunity to purchase personalized pavers. Each paver would be engraved with the donor's name, a message or tribute to a beloved pet. The pavers would be used to pave the area inside of the entrance to the park. If pavers are not utilized in this area, it should be a concrete slab.



Pathways and Walkways

Creating ADA-compliant pathways and walkways in a dog park ensures accessibility for all users, including those with disabilities, while also accommodating leash walking. Designing paved paths in a dog park involves careful consideration of both functional and aesthetic elements to ensure they meet the needs of dogs, their owners, and the broader community. By carefully planning, designing, and maintaining paved paths in the dog park, you can create a safe, accessible, and enjoyable environment for dogs and their owners to exercise, socialize, and relax together.



Additional Water Fountains

Ultimately, the goal is to provide adequate and convenient access to clean, fresh water for dogs and their owners, promoting hydration and ensuring a positive experience for all park visitors. In Phase 1 a drinking fountain was included. In Phase 2 it is suggested that we add 2 additional fountains for a total of 3. One near the entrance (Phase 1), another in the small dog area, and an additional one in the large dog area.



Seating

Owners need a place to relax and supervise their pets. Benches and seating areas encourage owners to stay longer, socialize with others, and monitor their dogs' behavior. These areas should be placed strategically to provide good visibility of the entire park. It is suggested that a minimum of 6 benches be included. We would discourage the use of picnic tables as this encourages food consumption in the park.



Shade Structure and Shelter

Providing shaded areas or shelters where dogs and owners can rest is important, especially during hot or inclement weather. These structures should be durable and easy to clean. Overall, shelters in a dog park contribute significantly to the well-being and enjoyment of both dogs and their owners by providing essential weather protection, comfort, safety, and opportunities for community engagement and education.

Ideally, this shelter would be in the corner of the Small Dog Area overlapping the Large Dog Area. This provides coverage for both areas under the same structure, thereby reducing the cost.



Waste Stations and Trash Bins

Placing waste stations equipped with bags and trash bins strategically throughout the park encourages responsible pet ownership and helps keep the park clean. Proper disposal of dog waste helps maintain cleanliness and hygiene within the park.



Agility Equipment

Introducing agility equipment such as tunnels, ramps, and hurdles can add an extra dimension of fun and exercise for dogs. These should be sturdy, safe, and appropriate for various sizes and skill levels of dogs. This should be size-appropriate in the Small Dog and Large Dog Areas of the park. This can be purchased in packages to help minimize the cost. Ideally, we would start with 3 stations in the Small Dog Park and 6 stations in the Large Dog Park.



Phase 3

Wish List

This phase involves adding features that are not necessary to have to open a dog park. These are the items that would enhance the facility and give the community a more enjoyable and inclusive space for their dogs and owners alike.

1. Restrooms
2. Landscaping and Natural Elements
3. Additional Agility Equipment
4. Water Feature
5. Shade Structure(Additional)
6. Lighting
7. Pet Waste Composting
8. Artificial Turf
9. Dog Wash Station
10. Wifi Access
11. Educational Experiences



Restrooms

Initially there were no restrooms incorporated into the design as there are public restrooms in the vicinity. To reduce the cost, this was saved until the end of the construction.

A small, simple building would be sufficient. Ensuring that it has adequate ventilation, lighting and accessibility features. Materials used for this project should be durable and easy to clean. Ensure the restroom area is securely fenced off to prevent dogs from accessing it and that any nearby structured do not encourage dogs to jump or climb over.

An adjacent water fountain for both people and dogs.



Landscaping and Natural Elements

Incorporating landscaping elements such as trees, bushes, and natural green areas enhances the aesthetic appeal of the park and provides dogs with different sensory experiences.



Additional Agility Equipment

As the park grows in use, additional equipment should be added to the park. Input from the community concerning their wishes and desires can be used to select this equipment.



Water Feature

Introducing a water feature can transform a dog park into a dynamic and enjoyable space for dogs to exercise, socialize, and cool off, enhancing their overall well-being and providing a unique recreational experience for park visitors.



Shade Structure(Additional)

By incorporating well-designed shade into a dog park, you create a more inviting and comfortable environment that promotes the health, safety, and enjoyment of dogs and their owners throughout the year. Additional shade would allow more separation of pets.



Lighting

By carefully planning and implementing lighting in a dog park, you can create a safer, more inviting, and functional space that extends its usability into the evening hours, providing dogs and their owners with additional opportunities for recreation, exercise, and socialization. This would allow use during the cooler evening hours.



Pet Waste Composting

By composting pet waste responsibly, dog parks and pet-friendly spaces can contribute to environmental sustainability while promoting responsible pet ownership and community engagement. There are other areas in the community that the composted waste could potentially be utilized such as landscaping beds, around trees, and shrubs. If a community garden is developed, this could be used to benefit the project.



Artificial Turf

Artificial turf has the look and feel of natural grass. Artificial turf can provide several health benefits for pets, such as reduced exposure to harmful chemicals, allergens, and parasites that are often found in natural grass. It can also promote better hygiene and cleanliness by preventing mud, dirt, and pests. Unlike natural grass, it does not require regular watering, mowing, trimming, or pesticide treatments. The nylon-based fibers used in the construction of artificial turf are also snag resistant and can withstand the constant friction caused by a dog's nails. The turf may eventually show some wear if animals repeatedly attempt to dig in one particular area, but other than that the turf should remain intact and continue to offer a natural look for several years.



Dog Wash Station

Ultimately, the decision to install a dog wash station depends on factors such as park usage, community preferences, budget considerations, and available space. It can significantly enhance the overall experience and functionality of a dog park by providing a valuable amenity that promotes cleanliness and convenience for dog owners and their pets.



Wifi Access

Ultimately, the decision to install WIFI in a dog park should be based on the specific needs and preferences of the park's users, as well as the feasibility and resources available to support WIFI infrastructure. It can enhance the park experience for some visitors but may not be essential for others depending on their usage patterns and expectations.



Educational Experiences

By integrating educational experiences into a dog park, you can enrich the park's value as a community asset, promote positive interactions between dogs and their owners, and foster a culture of responsible pet ownership and environmental stewardship. Ideas include the following:

Demonstration Areas:

- **Agility Equipment Demonstrations:** Host workshops or demonstrations on how to safely and effectively use agility equipment, promoting physical activity and mental stimulation for dogs.
- **Training and Obedience:** Invite trainers or behaviorists to conduct sessions on positive reinforcement training techniques and basic obedience commands.
- **Pet First Aid:** Organize workshops or classes on pet first aid and CPR, teaching visitor's essential skills in case of emergencies.

Interactive Displays or Exhibits:

- Create interactive displays or exhibits that educate visitors on topics such as breed characteristics, dog body language, and the benefits of adopting rescue animals.
- Use QR codes or mobile apps to provide additional information, resources, or virtual tours related to dog care and park features.

Community Events and Workshops:

- Organize community events, seminars, or themed workshops (e.g., responsible pet ownership, pet nutrition) featuring guest speakers or local experts.
- Collaborate with animal shelters, veterinary clinics, or pet-related businesses to offer educational sessions and promote adoption opportunities.
- Interact with local groups such as 4H's dog club.

Environmental and Sustainability Initiatives:

- Integrate environmental education into the park experience by highlighting sustainable practices, such as composting pet waste or using eco-friendly park amenities.
- Engage visitors in conservation projects, such as native plant gardening or wildlife habitat restoration, to enhance the park's ecological value.
-

Volunteer and Engagement Programs:

- Establish volunteer programs where community members can contribute to park maintenance, educational outreach, or event organization.
- Encourage participation in citizen science initiatives related to pet health research, animal behavior studies, or environmental monitoring.





FUNDRAISING PLAN

Components of the plan include:

- Grant Applications and matching FL State Funds
- Events
- Individual Donations
- Naming and Recognition Opportunities

Events (Examples)

1. Dog Walkathon
Organize a dog walkathon where participants can walk their dogs along a designated route. Charge an entry fee and offer sponsorship opportunities for local businesses.
2. Pet Photo Contest
Host a pet photo contest where pet owners submit photos of their pets. Charge a small entry fee for each submission and offer prizes for different categories. Display the photos online or at a community event.
3. Dog Wash Day
Set up a dog wash station and offer dog washing services for a donation. This can be a fun event where volunteers help wash dogs in exchange for contributions to the dog park fund.
4. Bark in the Park Festival
Organize a dog-friendly festival with activities like agility courses, obedience demonstrations, and pet vendors. Sell tickets for entry and offer booths to local businesses and vendors for a fee.
5. Pet Fashion Show
Host a pet fashion show where pets can strut their stuff in creative costumes. Charge an entry fee for participants and sell tickets to spectators. Offer prizes for the best-dressed pets.
6. Paw Print Art Sale
Create a unique fundraising event where pet owners can bring their pets to make paw print art. Sell the finished art pieces or charge a fee for each paw print creation session.

7. Community Yard Sale

Organize a community yard sale where residents can donate items to be sold. All proceeds from the sale go towards the dog park fund. This can also include a bake sale or a food stall.

8. Pet-Themed Movie Night

Host an outdoor movie night featuring pet-themed films. Charge an admission fee and sell snacks and refreshments. Encourage attendees to bring blankets and their dogs to enjoy the evening.

9. Raffle or Silent Auction

Solicit donations from local businesses and community members for a raffle or silent auction. Offer attractive prizes and sell raffle tickets or auction items to raise funds.

10. Sponsor-a-Brick/Paver Program

Create a sponsor-a-brick program where community members can purchase a brick that will be engraved with their name or a message and used in the construction of the dog park. This is a great way to leave a lasting legacy.

11. Pet Training Classes

Partner with local dog trainers to offer pet training classes. Charge a fee for participation and donate the proceeds to the dog park fund.

12. Pet-Themed Calendar Sale

Create a pet-themed calendar featuring photos of local pets. Sell the calendars to the community and use the profits to fund the dog park.

13. Online Crowdfunding Campaign

Set up an online crowdfunding campaign using platforms like GoFundMe. Share the campaign on social media and community newsletters to reach a wider audience and encourage donations.

14. Pet Adoption Event

Partner with local animal shelters to host a pet adoption event. Collect donations at the event and raise awareness for both the dog park and the importance of pet adoption.

15. Doggie Dash Fun Run

Organize a fun run where participants run or walk with their dogs. Offer medals or prizes for different categories and charge an entry fee to participate.



Individual Donations (Examples)

- Paw Supporter (\$25-\$99):
- Recognition on our park website and social media shout-out.
- Tail Wagger (\$100-\$249):
- Paw Supporter benefits plus your name listed on a special donor sign at the park entrance.
- Furry Friend (\$250-\$499): Tail Wagger benefits plus an invitation to the exclusive park opening event.
- Park Protector (\$500-\$999): Furry Friend benefits plus a personalized brick or paver along the park pathway.
- Canine Champion (\$1,000 and above): Park Protector benefits plus your name on a plaque at a prominent park feature (e.g., bench, water fountain).

Business Support

- Chelco
- St. Joe Company
- TDC (are businesses the Task Force has spoken to and they would like to help)

Naming and Recognition Opportunities (Examples)

Various elements within the dog park that can be named.

- Benches
- Water fountains
- Waste stations
- Dog agility equipment
- Shade structures
- Walking paths (Bricks/Pavers)
- Sections of the park
- Trees or garden areas



Notes



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Airport

Presenter:

Cliff Knauer

Request Type: Administrative Report

Does this item require legal review? Yes

Time Required for Request: 10 Minutes

Agenda Item Title:

Airport Terminal Update & Contract Extension

Attachment(s):

1. DDB - DSA Terminal - Time Extension Request Letter 10-3-2024
2. DFS Airport Terminal Construction Schedule 10-3-2024

Brief Summary:

The airport terminal contractor, DDB, is requesting a contract time extension of 45 days. The new anticipated completion date would be November 15, 2024.

Action Requested:

Approve the contract extension request.

Issue Overview:**Background Information & Issue Summary:**

DDB has experienced delays due to a variety of reasons including, but not limited to, inclement weather, product delays, and subcontractor participation. The contractor is confident the project will reach substantial completion by the proposed date of 11/15/24.

Financial Impacts:

None

Staff Recommendations/Comments:

N/A

October 03, 2024

Mr. Cliff Knauer, PE, CFM
Knauernever Engineering PLLC
877 N. Co. Hwy. 393
Santa Rosa Beach, FL 32459

RE: FDOT Contract No. 429681-2-94-01
Defuniak Springs Airport Terminal and Hangar

This letter with its attachments serves as our request for a contract time extension due to delays experienced on the project through August 31st, 2024. The delays consist of one of the following categories of delays.

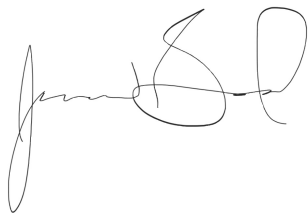
1. Inclement Weather
2. Product Delays
3. Subcontractor Participation

As the contract is based on a calendar daytime period the total requested extension of work is 45.0 days.

The scheduled completion date is November 15th, 2024.

If we can provide additional information or answer any questions, please do not hesitate to contact the undersigned.

Sincerely,
Dominguez Design-Build, Inc.

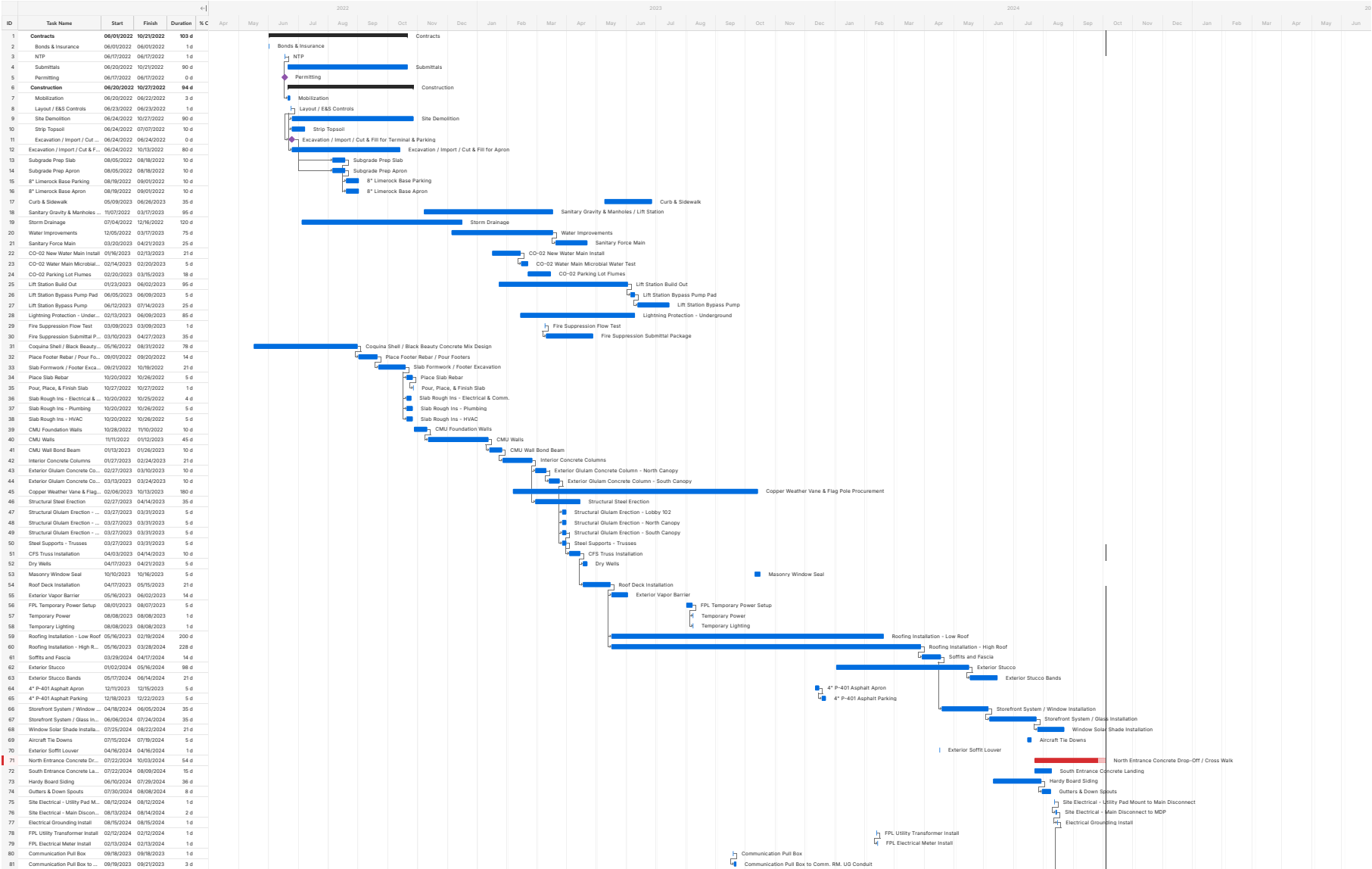


Airport Terminal, Hangar, and Apron Expansion Schedule Gantt



Dominguez Design Build
Inc

Airport Terminal,
Hangar, and Apron
Expansion
1931 US-90
Defuniak Springs 32433

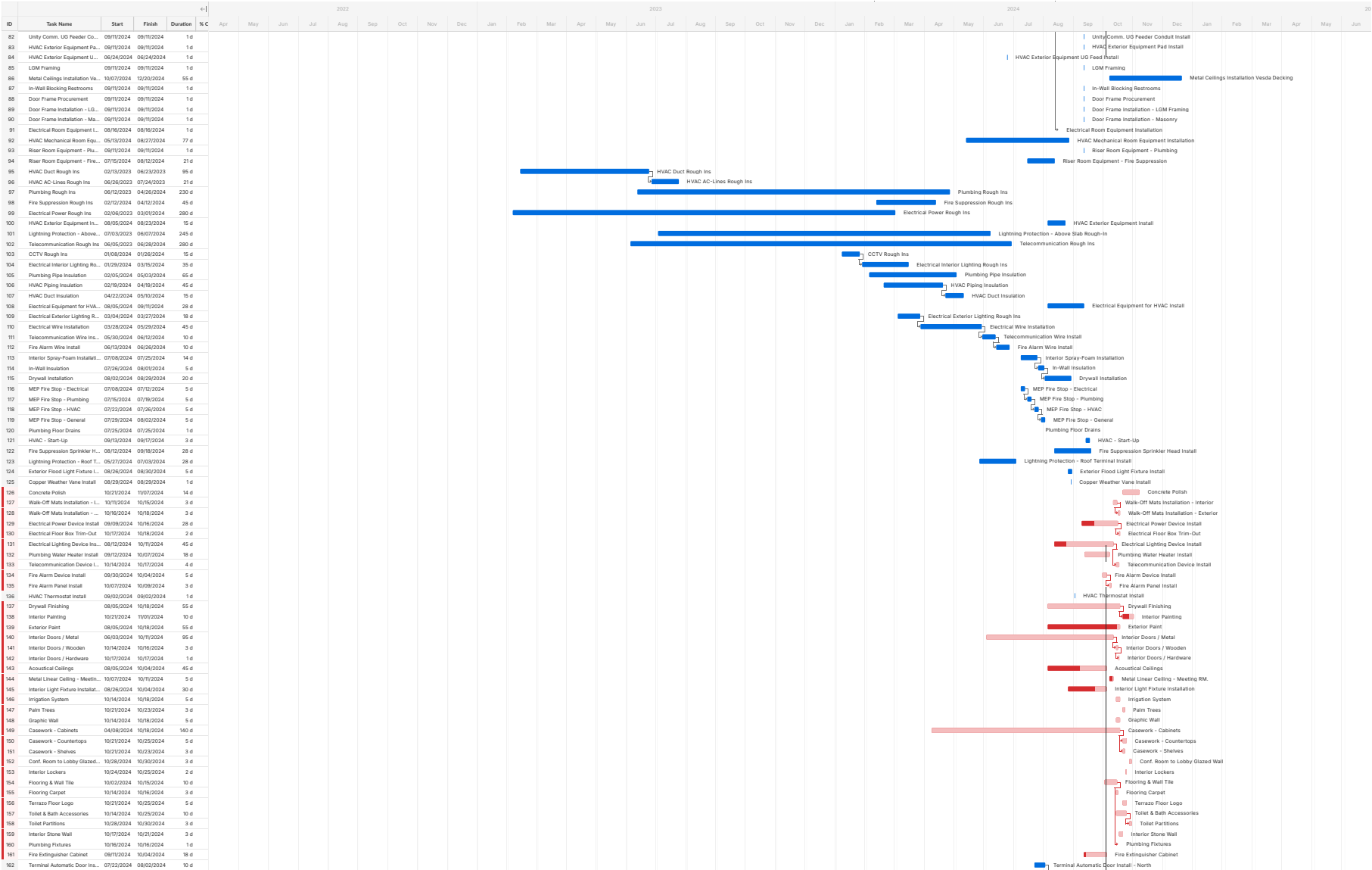


Airport Terminal, Hangar, and Apron Expansion Schedule Gantt



Dominguez Design Build
Inc

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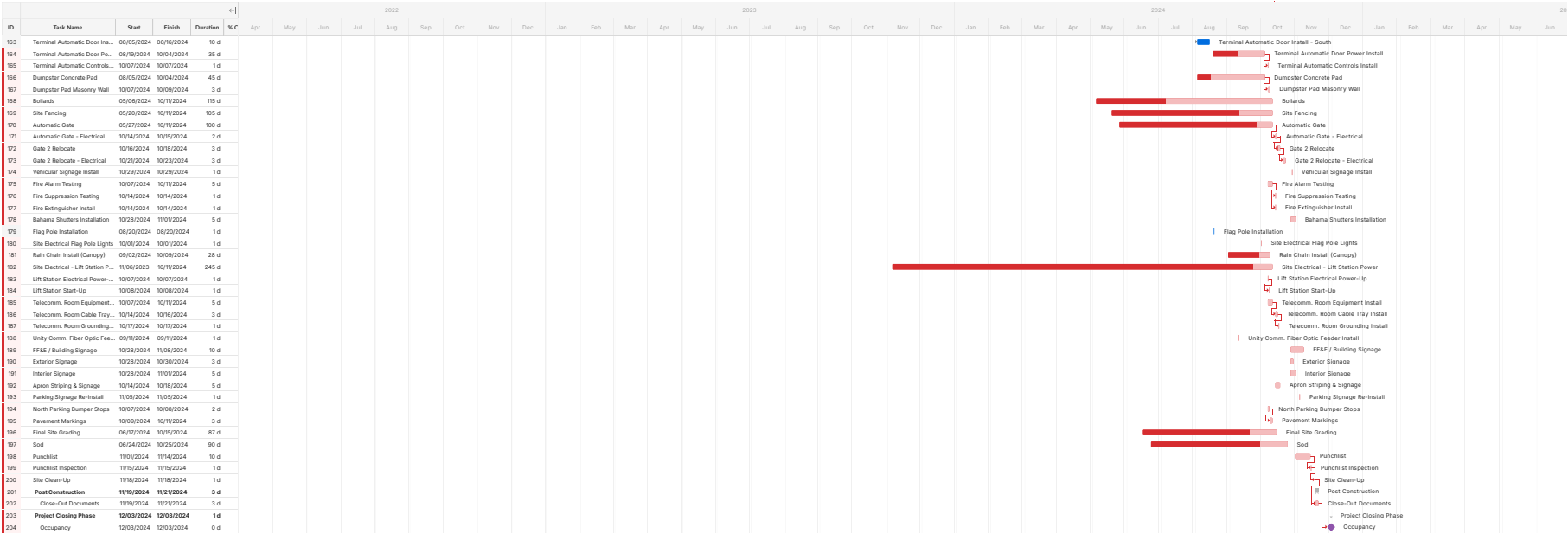


Airport Terminal, Hangar, and Apron Expansion Schedule Gantt



Dominguez Design Build
Inc

Airport Terminal,
Hangar, and Apron
Expansion
1931 US-90
Defuniak Springs 32433





CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Liberty Partners

Request Type: Action Item

Does this item require legal review? Yes

Time Required for Request: 10 Minutes

Agenda Item Title:

Florida Department of Commerce Community Development Block Grant

Attachment(s):

None

Brief Summary:

The City is eligible (population < 50,000; no special entitlement status; and have not joined an entitlement program) to apply for a Florida Department of Commerce Community Development Block Grant (CDBG) award (no match required). This includes funding for commercial revitalization that can be used for façade improvements, fire hydrants, water/sewer and streets/sidewalks improvements, relocation of utilities to underground, open space parks/playgrounds and the demolition of vacant, dilapidated buildings. Following public comment, Liberty Partners is prepared to draft the application and have follow up communications with Florida Commerce to further discuss the project. If approved at this meeting, Liberty Partners will prepare the application for discussion and final approval at the October 28, 2024 City Council meeting before the application is required to be submitted by October 31, 2024.

Action Requested:

Approve Liberty Partners to prepare a grant application for Council approval at 10/28 meeting, and offer the opportunity for public comment and feedback concerning potential project options.

Issue Overview:

Background Information & Issue Summary:

Financial Impacts:**Staff Recommendations/Comments:**

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CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Clay Adkinson, City Attorney

Request Type: Agreement/Contract - Finance

Does this item require legal review? Yes

Time Required for Request: 15 minutes

Agenda Item Title:

City Manager Contract

Attachment(s):

1. Koby Townsend Employment Agreement

Brief Summary:**Action Requested:****Issue Overview:**

Background Information & Issue Summary:

Financial Impacts:**Staff Recommendations/Comments:**

EMPLOYMENT AGREEMENT

THIS is an agreement entered into this _____ day of _____, 2024 between The City of DeFuniak Springs, a Florida municipal corporation (the City), and Koby Townsend (City Manager), to provide for the employment of Koby Townsend as the City Manager and to set forth the terms and conditions of his employment and the mutual obligations, rights, and duties of each party.

WITNESSETH

WHEREAS, The City desires to employ the services of said Koby Townsend as City Manager as provided by Article XI of the City Charter of the City of DeFuniak Springs; and

WHEREAS, it is the desire of the City Council to provide certain benefits, to establish certain conditions of employment, and to set working conditions of said City Manager; and

WHEREAS, Koby Townsend desires to accept employment as City Manager of the City of DeFuniak Springs; and

WHEREAS, the parties acknowledge that the City Manager is a member of the International City/County Management Association (ICMA) and that the City Manager is subject to the ICMA Code of Ethics;

NOW THEREFORE, in consideration of the mutual promises as set forth in this agreement, the City and Koby Townsend agree as follow:

Section 1. Duties.

The City Council employs Koby Townsend as the City Manager for the City to perform the functions and duties as specified herein, by the City Charter, and the City's Code of Ordinances, and to perform such other legally permissible and proper duties and functions as the City Council shall, from time to time, assign beginning upon the execution of this agreement.

Section 2. Term.

A. The Term of the Employment Agreement shall be for an indefinite term subject to termination provisions set forth herein. This Agreement and Manager's employment hereunder shall commence on _____. The language of and in the City Charter shall control over all provisions of this Employment Agreement.

B. The City Manager shall serve at the pleasure of the City Council, and the City Council may terminate this Agreement and the City Manager's employment at any time, for any reason or for no reason, in accordance with the provisions of the City Charter. Termination shall be further governed by Section 3 of this Agreement.

Section 3. Termination.

A. By the City.

The City, by vote provided in accordance with the City Charter, may terminate this Agreement at any time, with or without cause, and such determination as to cause shall be within the sole discretion of the City Council. Termination shall be deemed effective immediately upon the vote approving termination, unless otherwise specified by the City Council at that time.

B. By the City Manager.

The City Manager may terminate this agreement at any time by delivering to the Mayor and members of the City Council a written notice of termination not later than sixty (60) days prior to the effective date of the termination. Only monies related to benefits outside of the base salary shall be payable, and only to the extent and manner consistent with City policy.

Section 4. Salary, Severance.

A. The City agrees to pay the City Manager for his services under this agreement an annual base salary of \$128,000.00 payable in installments at the same time as other City employees are paid. The base salary shall not be decreased during the term of this Agreement. The City agrees to review said base salary and/ or benefits on an annual basis and to increase said salary and benefits to such an extent as the City Council may determine appropriate per the City Manager's Performance Evaluation Process. At a minimum, the annual base salary shall be increased by any cost-of-living adjustment, or other increases provided to non-represented employees.

B. In the event the City Manager is terminated without cause by the City Council during such time the City Manager is willing and able to perform his duties under this agreement, then in that event the City agrees to pay the City Manager a lump sum cash payment equal to twenty (20) weeks compensation as provided for in Florida Statute 215.425. The provisions of Florida Statute 215.425, as amended from time to time, shall govern the determination of severance pay. The Employer shall continue to pay for all health insurance benefits of the City Manager. The continuation of health insurance shall be in accordance with the provisions of the City's health insurance policy for regular employees and shall continue for a period not to exceed the end of the next month following termination.

C. In the event the City Manager is terminated for cause, then in that event, the City shall have no obligation to pay the aggregate severance sum designated in the above paragraph or any additional compensation, severance or benefits whether or not mentioned herein. Notwithstanding the foregoing, the City Manager shall be entitled to only receive compensation unused vacation, sick leave, or Paid Time Off ("PTO") accrued through the date of termination. The amount of compensation for earned vacation, sick leave, and Paid Time Off ("PTO") benefits shall be in accordance with the City's Personnel Policy for general employees. For purposes herein the Term "for cause" shall mean a removal from office pursuant to F.S. 112.51.

D. In the event the City Manager voluntarily resigns his position within the City, then the City Manager shall not be eligible for any severance pay, unless mutually agreed by the parties.

Section 5. Performance Evaluation Process.

Annually, prior to the beginning of the City's budget process (July 1st), the City Council shall evaluate/review the performance of the City Manager in a public meeting, subject to a process, form, criteria, and format which shall be mutually agreed upon by the City Manager and the City Council. The City Council shall provide the City Manager with a written summary stating the findings of the City Council and provide an adequate opportunity for the City Manager to discuss their evaluation with the City Council.

Section 6. Automobile Provided, Mileage In Lieu.

The City Manager is required to be on call for twenty-four hour service and, therefore, the City shall provide a vehicle for use by the City Manager. The City agrees to allow the City Manager to take the vehicle to his place of residence overnight. Other than for the commute to and from his place of residence and any personal use that is ancillary or incidental to his public duties, the City Manager shall use the vehicle for official business only.

In lieu of use of the provided City-vehicle, the City Manager may, at his discretion, utilize a personal vehicle for City business, and if so, shall keep a mileage log, through any manner acceptable and consistent with such mileage logs utilized pursuant to State law, and shall be entitled to reimbursement consistent with State law.

Section 7. Vacation, Sick leave, Paid Time Off ("PTO")

The City Manager shall accrue vacation, sick leave, paid time off ("PTO"), or similar benefits at the rate set forth in the City's Personnel Policy or by any other policy deemed controlling over the benefits duly adopted by the City Council, and those benefits shall be governed by the terms and conditions of such policy.

Upon termination, whether voluntary or involuntary, the City shall compensate the City Manager for all accrued vacation, sick leave, paid time off ("PTO"), or similar benefits consistent with the City's Personnel Policy. Said compensation shall be based upon the City Manager's salary as of the date of employment termination.

Section 8. Insurance.

The City agrees to pay the full premiums for Family Coverage for health, hospitalization, vision, dental and comprehensive medical insurance for the City Manager and the City Manager's dependents pursuant to the lowest cost group health care plan provided by the City for its administrative employees.

Section 9. Professional Development, Dues & Subscriptions.

A. The City hereby agrees to budget for and to pay the travel and subsistence expenses of the City Manager for professional and official travel, meetings, and occasions adequate to continue the professional development of the City Manager and to adequately pursue necessary official and other functions for the City, including but not limited to the annual conference of the Florida City and County Management Association (FCCMA), the International City/ County Management Association (ICMA), and such other national, regional, state and local government groups and committees of which the City Manager is a member. The City also agrees to budget and to pay for the City Manager's travel and subsistence expenses for short courses, institutes and seminars that are necessary for his professional development and for the good of the City.

B. The City agrees to budget and to pay for professional dues and subscriptions of the City Manager necessary for his continuation and full participation in national, regional, state, and local associations and organizations necessary and desirable for his continued professional participation, growth, and advancement and for the good of the City. The City Manager must become and remain a continuous member in good standing with both the International City/ County Management Association (ICMA) and the Florida City/ County Management Association (FCCMA) throughout his tenure with the City.

Section 10. Hours of Work.

As much as practical, the City Manager shall observe regular business hours in City Hall. However, the City recognizes that the City Manager must devote time outside the regular office hours to business for the City. Accordingly, the City Manager shall determine his own office hours and exercise flexibility in determining time away from City Hall. The City and the City Manager further recognize that time away from City Hall does not preclude conduct of City business or the City Manager's availability through telecommuting or telecommunications.

Section 11. Retirement.

The City agrees to pay, for and on behalf of the City Manager, those amounts necessary for his participation in the Florida Retirement System defined benefit plan or the highest allowable class for this position. Such payments shall be payable in installments at the same time as other retirement benefits are paid for other employees of the City.

Section 12. Venue, Attorney's Fees and Costs.

Any litigation arising related to this Agreement shall be brought in Walton County, Florida. If any litigation is commenced between the parties concerning any provision of this Agreement or the rights and duties of any party in relation thereto, the City shall be entitled to recover all costs incurred, including but not limited to reasonable attorney's fees, costs of suit, and all related expenses and costs, in addition to such other relief as may be granted.

Section 13. Indemnification

To the extent allowed by the City Charter and Code of Ordinances of the City of DeFuniak Springs, and as otherwise allowed by law, the City shall defend, save harmless and indemnify the City Manager against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of the City Manager's duties. The City Manager will compromise and settle such a claim or suit and pay the amount of any settlement or judgement rendered thereon.

Section 14. Other Terms and Conditions.

- A. If any provision, or any portion thereof contained in this Agreement is held to be unconstitutional, illegal, invalid, or unenforceable, the remainder of this Agreement or portion thereof shall not be affected and shall remain in full force and effect.
- B. The waiver by either party of a breach of any provision of this Agreement by the other

shall not operate or be construed as a waiver of any subsequent breach by that party.

- C. This Agreement shall be binding upon and inure to the benefit of the heirs at law or personal representative of the City Manager.
- D. This Agreement contains the entire Agreement of the parties. It may not be changed verbally but only by an Agreement in writing signed by the parties.
- E. Florida law shall govern this Agreement, and any litigation which may arise from this Agreement shall be filed and litigated in The City. Florida.
- F. Upon City Manager's death, the City's obligations under this Agreement shall terminate except for:
 - 1) Transfer of ownership of retirement funds, if any, to his designated beneficiaries;
 - 2) Payment of accrued leave balances in accordance with this Agreement;
 - 3) Payment of all outstanding hospitalization, medical and dental bills in accordance with City's insurance policies or plans; and
 - 4) Payment of all life insurance benefits in accordance with the City's insurance policies or plans.
- G. The parties acknowledge that each has shared equally in the drafting and preparation of this Agreement and, accordingly, no Court or Administrative Hearing Officer construing this Agreement shall construe it more strictly against one party than the other, and every covenant, term, and provision of this Agreement shall be construed simply according to its fair meaning.

IN WITNESS WHEREOF, the City of DeFuniak Springs has caused this Agreement to be signed and executed on its behalf by its Mayor and duly attested to by the City Clerk and Koby Townsend has signed and executed this Agreement.

Koby Townsend
City Manager

Robert "Bob" Campbell
Mayor

Attest

Rafael Ali
City Clerk



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Anthony Vallee, Council Member 5

Request Type: Action Item

Does this item require legal review? No

Time Required for Request: 5 Minutes

Agenda Item Title:

TPO Citizens Advisory Committee Appointment

Attachment(s):

None

Brief Summary:**Action Requested:**

Requirest the Council to accept the nomination of Michelle Kitch to the TPO's Citizens Advisory Committee.

Issue Overview:

Background Information & Issue Summary:

Financial Impacts:

N/A

Staff Recommendations/Comments:



CITY COUNCIL

Agenda Item Form

Meeting Date: October 14, 2024

Department: Administration

Presenter:

Anthony Vallee, Council Member 5

Request Type: Action Item

Does this item require legal review? No

Time Required for Request:

Agenda Item Title:

CRA Rate Adjustment and Allocation of Funds for Historic Library Repairs

Attachment(s):

None

Brief Summary:

This proposal seeks to reduce the CRA's TIF contribution rate from 95% to 75%. By implementing this change, the city would receive an additional +/- \$192,000, and the county would receive an additional +/- \$127,000 in funds based on the 2024/2025 fiscal year.

Additionally, this proposal requests that funds generated from the CRA boundary reduction be allocated to address critical repairs for the Historic DeFuniak Springs Library, which include roof repairs, electrical system upgrades, HVAC improvements, and bat remediation. A dedicated Library Maintenance Fund will be established for these efforts.

Action Requested:

1. **Approve** the reduction of the CRA TIF rate from 95% to 75% to ensure sufficient funds for the repair and preservation of the historic library and other important city buildings, while continuing to support the CRA's development efforts.
2. **Commit** to allocate funds from the CRA reduction into a dedicated Library Maintenance Fund and for specific repairs and upgrades.
3. **Establish** that future amendments to the CRA require a super-majority of four City Council votes.

Issue Overview:**Background Information & Issue Summary:**

The Community Redevelopment Agency (CRA) utilizes a Tax Increment Financing (TIF) model where 95% of property tax increases from the CRA district are directed into the CRA's Redevelopment Trust

Fund. While this structure has supported revitalization efforts throughout the city, there is a growing need to prioritize repairs and ongoing maintenance of key historic landmarks, particularly the city's historic library, the oldest functioning library in Florida.

Financial Impacts:

The reduction of the TIF rate to 75% will provide the city with an additional +/- \$192,000 and the county with an additional +/- \$127,000 in funds annually based on the 2024/2025 fiscal year.

Staff Recommendations/Comments: